

**Effingham Planning Board
Meeting Minutes
August 19, 2021**

Members Present: Theresa Swanick (chair), Grace Fuller (scribe), Elaine Chick, Paul Potter, Dave Garceau (alternate seated for G Jewell), Lenny Espie

Members Absent: Gary Jewell, George Bull, Mark Hempton

Rebecca Boyden, ZEO

Others Present: Nate Fogg

Meeting called to order at 6:32 pm. Quorum present.

1. Ms. Theresa Swanick provided floor to Dave Garceau to address concerns:
 - a. ANGELINI GRAVEL PIT application clarifications
 - i. discussion regarding whether the PB has the right and responsibility of reviewing the actions taking place at gravel pits in the Town. Per RSA 155E:1 the Planning Board is the regulator.
 - ii. Ms. Swanick advised that the state was responsible for ensuring that the applicant had completed prior requirements (25 years ago). There is a closure requirement that the state requires. Unknown if Town receives a copy of completion.
 - iii. Discussion re boundary line adjustment.
 - iv. TO DO: Ms. Swanick to provide copy of letter of concern sent by Green Mountain Conservation Group. Copy had been shared with Ms. Rebecca Boyden.
 - v. Ms. Chick advised that Mr. Garceau may want to refer to the Effingham Excavation Guidelines.
 - b. SPILLER application: RSA 155A1 – state does not inspect unless it is a state-owned property. It is responsibility of local enforcement (FD Chief per RSA 155 - A:1).
 - i. Mr. Garceau expressed concerns that the Fire Chief could have completed a fire inspection at same time as having the other state-required review.
 - ii. Discussion regarding who has enforcement authority in Effingham. Ms. Swanick advised that the enforcement is within the purview of the Board of Selectmen, who could direct the Fire Chief. There could be information sharing for relative applications.
2. FORMS: Ms. Swanick advised that there is not enough time in meeting time to thoroughly review and update each form. overview of ADU, Home Occupation, Major Site Plan, Minor Site Plan, Lot Line, Special Use, Steep Slopes, Subdivision, Voluntary Merger. Grace Fuller has notes from past 2 years for required updates, and will send list to Ms. Swanick.

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Discussion regarding when to work on applications.

- a. ADU: Ms. Swanick made additional changes today and sent out prior to meeting.
 - b. TO-DO: review of ADU checklist next time.
 - c. Excavation Permit: Copies provided to Board.
 - i. MOTION: G Fuller made motion to adopt Excavation Permit as provided; seconded by D Garceau. PASSED.
3. SAUCIER LOT LINE ADJUSTMENT: Mr. Saucier and surveyor dropped off final mylar for signing, with appropriate checks. Signed by E Chick and T Swanick.
4. NEXT WORK SESSION: Discussion of moving date of next work session to Sept 23. G Fuller not available for next PB meeting, 9/3 and possibly on 9/23. E Chick will cover as scribe if Grace not available.
5. NHMA LAND USE CONFERENCE: Ms. Fuller inquired if Board members can attend the NHMA Land Use Conference (\$70). Ms. Swanick advised that members can attend and fees will be paid by Board.
6. ALTERNATE BOARD MEMBER CLARIFICATION: Mr. Garceau inquired if an alternate who is *not* seated can make a motion. Ms. Swanick suggested that Mr. Garceau call NHMA for advice.
7. PLANNING BOARD ZONING AMENDMENTS: Ms. Swanick provided a copy of possible 2021 PB Zoning amendments for Board members to review prior to next meeting.
 - a. TO-DO: Board members to review, edit and add prior to meeting.
 - b. TO-DO: Ms. Swanick to email electronic copy to Board members
 - c. Additional Sections to consider: Section 702.B.b definitions of non-conforming use if less or no more intense; Definition of school; review Special Exception condition of approval (“no valid objections from abutters”);
 - d. Ms. Chick provided information from today’s NHMA Zoning Amendment training: keep number of amendments to less than 10 to ensure passage at Town Meeting; prioritize.
8. FILING UPDATE: Ms.Swanick provided update on filing completed. She has posted all meeting minutes since 4/20 on line.
9. MINUTES OF 8/5/2021. Ms. Chick made motion to accept as written; seconded by Mr. Potter. PASSED.
10. MOTION: Ms. Fuller made a motion at 8:15 to adjourn; seconded by Ms. Chick. PASSED.

Minutes prepared by Grace Fuller

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