

1 **Approved:** \_\_\_\_\_ **Approved with changes:** 3/7/2024 **Minutes are draft until approved**

2  
3 Town of Effingham Planning Board  
4 Meeting Minutes  
5 February 1, 2024  
6

7 **Members Present:** George Bull (Chair), Elaine Chick, Gary Jewell, Paul Potter, Chris Seamans  
8 (Selectmen’s representative); Alternate: Linda Edwards, sitting in for Nate Williams. Grace Fuller  
9 arrived at 6:25pm.

10  
11 **Members Absent:** Bridget Perry, Mike Cahalane, Nate Williams

12  
13 **Meeting Minutes Taken By:** Joanna Bull

14  
15 Chair George Bull called continuation of the Hertel Subdivision and Steep Slopes hearing to order at  
16 6:03pm.

17  
18 Board reviewed the mylar and updated plat. Driveway is now reflected as requested and bounds are  
19 corrected. Board confirmed 11/29/2023 is the correct date for the plat and the disclaimer meets the  
20 requirements.

21  
22 The plat that will get filed will have the following disclaimer: *“The Steep Slopes application is approved  
23 for the design on the plat dated 11/29/2023; any modifications to the design must be resubmitted and  
24 approved by the Board prior to construction. Based on this design, the Planning Board waives the 2-year  
25 implementation period.”*

26  
27 Applicant will submit both plats to the Registry of Deeds, and then provide the Board with a copy of the  
28 deed with the book and page number. This is a condition for approval.

29  
30 Applicant will provide the Board with an electronic copy for Board to notify Rebecca Boyden and David  
31 Hynes of the subdivision.

32  
33 Elaine Chick motioned to approve the steep slopes plan submitted today, dated 11/29/2023. Chris  
34 Seamans seconded. All in favor.

35  
36 Gary Jewell motioned to approve the subdivision plan with the condition that the deed is updated with  
37 book and page from the Registry of Deeds. Paul Potter seconded. All in favor.

38  
39 Applicant will have signature block added and will get a mylar.

40  
41 Chair asked if there was any further discussion.

42  
43 Chair called public hearing to a close at 6:34pm.

44  
45 Chair called regularly scheduled Planning Board meeting to order at 6:36pm.  
46

*These minutes are considered draft until approved by the Board. Corrections will be incorporated into the finalized version of the minutes posted on the Town’s website.*

47 1. Review & Approval of Meeting Minutes

48

49 Board reviewed the following Planning Board meeting minutes.

50

51 Meeting Date: 01/18/2024

- 52 • Motioned to approve as amended by Grace Fuller. Seconded by Paul Potter. All in favor.

53

54 Meeting Date: 01/04/2024

- 55 • Motioned to approve as amended by Grace Fuller. Seconded by Chair Bull. All in favor.

56

57 Meeting Date: 11/02/2023

- 58 • Motioned to approve as amended by Grace Fuller. Seconded by Chris Seamans. All in favor.

59

60 2. Notice of decision for steep slopes:

61

62 *The applicant submitted a subdivision application. On 11/2/2023 the applicant was notified that*  
63 *a steep slopes application for a driveway would be a condition for approval for a subdivision.*

64

65 *On 12/21/2023 the steep slopes application was submitted and the Board found it complete.*  
66 *Hearing was set for 01/04 and noticed accordingly.*

67

68 *On 1/04/2024 the steep slopes hearing was held and the following requests were made:*

69 *- updating title on the plat to reflect, "for steep slopes permitting:*

70 *- deed references the book and page of the steep slopes plan*

71

72 *Hearing was continued to 02/01/2024 at 6pm.*

73

74 *On 02/02/2024 the hearing was resumed at 6:03pm. The applicant presented the updated plan.*

75 *Steep slopes application was approved. Applicant will provide the board with the mylar with the*  
76 *signature block.*

77

78 3. Notice of decision for subdivision:

79

80 *On 07/06/2023 Van Hertel came before the Board for informal consultation for a subdivision on*  
81 *Map 411 Lot 63.1.*

82

83 *On 10/05/2023 Board conducted a hearing to review the application presented by Van Hertel.*  
84 *Application was not accepted as complete. There were questions over the wetlands, boundaries*  
85 *and steep slopes. A site walk was scheduled for 10/24/2023. A hearing was scheduled for*  
86 *11/02/2023 to continue the application review.*

87

88 *On 10/24/2023 Board members Grace, Paul, Gary and George did a site walk with Jeffrey Hertel*  
89 *and wetlands scientist, Daemon Burt of Fraggie Rock Environmental.*

90

91 *On 11/02/2023 the hearing reconvened. Applicant was advised that a steep slopes permit would*  
92 *be a condition for the subdivision approval. Hearing was continued to 01/04/2024.*

93  
94  
95  
96  
97  
98  
99  
100  
101  
102  
103  
104  
105  
106  
107  
108  
109  
110  
111  
112  
113  
114  
115  
116  
117  
118

*On 01/04/2024 Board determined that the applications were complete for the subdivision and the steep slopes. Conditions for approval for subdivision were; 1) steep slopes approval, 2) driveway location on the plat, 3) steep slopes disclaimer to be added to the plat. In addition, the northwest corner bounds needed to be corrected on the plat. Hearing was continued to 02/01/2024.*

*On 02/01/2024 the applicant provided the mylar with bounds corrected, driveway added, and disclaimer added. Steep slopes were approved on 02/01/2024. Board unanimously issued a conditional approval. Condition is that the deed be updated with the book and page from the Registry of Deeds of both the subdivision plat and steep slopes plan.*

4. Board reviewed a NHDES Standard Dredge and Fill Minimum Impact Wetlands Permit application for Map 107, Lot 18. Chris Seamans will bring to Rebecca Boyden’s attention that it appears the applicant should come before the Board to discuss a Special Use wetlands application for the dredge and fill.
5. Cory Lane (member of the public) inquired about the date on the notice of decision for Meena. The notice of decision was signed on 01/22/2024 but dated 02/22/2024. Chair will look into how to redress the typographical error. Ms. Lane also inquired about the 91A request for a completed application. Chair described the 91A process whereby all requests are given to the attorney, and the attorney will let Caitlyn Pitts know what documents to provide. If there are no changes since the last request no new documents will be applicable/provided for 91A. All revised plats are available on the website. Ms. Lane expressed appreciation for Caitlyn’s assistance.
6. Meeting ended at 8:25pm
  - Motioned by Chris Seamans. Seconded by Grace Fuller. All in favor.