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Approved with changes: \_\_\_\_\_  
Unapproved: \_\_\_\_\_

## **Effingham Planning Board**

### **March 3, 2016**

**Members Present:** Paul Potter, Lawrence Edwards, Theresa Swanick, Mike Cahalane, Gary Jewell, Joanna Bull, George Bull

**Members Absent:** Bill Piekut (alternate)

**Others Present:** Barbara Thompson, Dianne Park, Brian Taylor, Carole Taylor, Susan Slack, Blair Folts-Green Mountain Conservation Group, Jason Earl, Tom Falcon-Sales Associate, Maxfield Real Estate

Meeting called to order at 6:35pm.

### **Minutes**

A motion was made by Paul, seconded by George, to approve the minutes from February 4, 2016 as written. All were in favor.

### **Correspondence**

- Monthly Report from the Zoning Officer – meeting with the Board of Selectmen tentatively scheduled for Monday, March 7, 2016 at 6:00pm if the Zoning Officer can attend if not then Joanna will try to reschedule this meeting for Tuesday, March 15, 2016 at 6:00pm.

- New Hampshire Division of Historical Resources – FYI on the Stevens Rd. Bridge Project

- Lakes Region Planning Commission (LRPC) – Theresa declined another reappointment. LRPC will be in touch with the Board of Selectmen

### **Special Use Permit Application**

A Special Use Permit Application was submitted from Green Mountain Conservation Group. Blair Folts and Jason Earl presented the application. The board went through the criteria making sure the application was complete.

1. Completed Application form
2. List of Abutter Names, including yourself, with Map/Lot numbers and Mailing Addresses
3. Engineers, Surveyors and all other professionals whose seal appears on the plat must be included on your abutter's list with mailing addresses.
4. Four copies of a plat drawn by a licensed surveyor or engineer. The size of the plats shall be 22"x 34" with a scale of 1 (one) inch equals 100 (one hundred) feet or larger. Upon final approval a Mylar of 22"x34" will also be required.
5. Three sets of Mailing Labels with the name and address of each abutter along with a business size envelope for each.
6. Certified Mail Receipt with Return Receipts completed for each abutter to be notified.
7. Payment to the Town of Effingham for the applicable fees.
8. Separate check made payable to: Carroll County Registry of Deeds for a surcharge imposed by the State of NH for LCHIP.

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A motion was made by Paul, seconded by George, to accept the Special Use Permit Application as complete. All were in favor.

### **Site Plan Review Application**

A Site Plan Review Application was submitted from Green Mountain Conservation Group. Blair Folts and Jason Earl presented the application. The board went through the criteria making sure the application was complete.

- 1. Names, addresses & phone numbers of applicant & owner on all application documents.*
- 2. Location of Site*
- 3. Brief Description of Proposed Use*
- 4. Detailed description of services/products for non-residential use*
- 5. Abutter list*
- 6. Property assessment card*
- 7. Parking requirements, with written statement of how requirements are met*
- 8. Four copies of 22"x34" plat showing zoning district, lot under construction & requirements as noted in the Site Plan Regulations.*
- \* 9. Rights-of-way/easements*
- 10. Permits and Approvals*
- \* 11. Waivers requested in writing*
- 12. Additional Requirements-Traffic estimate, Traffic estimate waived, Other Restrictions*
- 13. All other requirements as per Section IV, B, "Major Review Submission Requirements" of the Site Plan Review Requirements.*
- 14. Required Application Fees*  
*\* not applicable for this application*

A motion was made by Paul, seconded by Mike, to accept the Site Plan Review Application as complete pending the NHDES Shoreland Protection Permit. All were in favor.

The hearing date for these applications is April 7, 2016 at 7:00pm. Theresa will hand deliver the Special Use Permit Application to the Conservation Commission for their meeting Monday, March 7, 2016.

### **Other Business**

Tom Fallon – Sales Associate for Maxfield Real Estate was present for a preliminary discussion about sub-dividing 6.34 acres for a client. The board gave him direction on:

- 2 acre lots only apply to continuous land. Wetlands will not be counted.
- Suggested contacting a surveyor about surveying the property and discussion of wetlands.
- Any lot under 5 acres: the applicant must show it supports well and septic

### **Lakeview**

After checking with the town attorney Joanna did not send a letter to Lakeview. The attorney suggested the board respond to the invitation for a site visit and make this visit a formal meeting between the public and Planning Board. At this meeting the board would be able to ask any

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questions they wanted as well as get clarification. A work session is scheduled for March 10, 2016 to discuss questions related to Lakeview. Tentative meeting dates with Lakeview are March 16 or 17, at 3:30pm. The Board of Selectmen will be invited.

A motion was made by Paul, seconded by Theresa, to adjourn the meeting.  
Meeting adjourned at 7:55pm.