

Approved: _____
Approved with changes: _____
Unapproved: _____

Effingham Planning Board

March 26, 2015

Members Present: Henry Spencer, Gary Jewell, Paul Potter, Theresa Swanick, George Bull, Joanna Bull, Mike Cahalane

Members Absent: Bill Piekut, alternate

Others Present: Barbara Thompson, Dianne Park

Minutes recorded by Dianne Park

Meeting called to order at 6:35pm.

Election of Officers

There was a motion by Joanna, seconded by George, to appoint Gary Jewell secretary for signing purposes. All were in favor.

There was a motion by Theresa, seconded by Paul, appointing Joanna Bull Chairman. All were in favor.

There was a motion by Theresa, seconded by Mike, appointing Paul Potter Vice-Chairman. All were in favor.

Joanna Bull left the meeting at 6:55pm.

Driveway Ordinance

The board discussed enforcement of the ordinance as well as Steep Slopes, New Subdivisions, Wetlands and Major Site Plan Review. Changes made were:

- Change Section IV to read: *‘A Driveway Permit is required to construct or alter in any way that affects the size, grade, location or type of surface of any driveway to any private, town or state road. Applications that do not require any other approval by the Planning Board will be issued by the Zoning Enforcement Officer in conformance with these regulations. Applications for Driveway Permits involving Steep Slopes (Article 17 of the Town of Effingham Zoning Ordinance), New Subdivisions, Wetlands (Article 16 of the Town of Effingham Zoning Ordinance) or Major Site Plan Review must submitted to the Planning Board for Planning Board approval. The submission of an application shall constitute authorization by the landowner for the Planning Board or Zoning Enforcement Officer, or designee, to enter upon the property, to investigate the facts giving rise to the application and to ensure compliance with these regulations.’*

- Change any mention of ‘Enforcement Officer’ to ‘Zoning Enforcement Officer’

- Change Section V A to read: *‘If a property is bounded by two roads, the access should be via the safest road as determined by the Zoning Enforcement Officer. The safest road shall be*

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determined by the Enforcement Officer or the Planning Board, by considering proximity to intersections, road surface, drainage, safe-sight distance, and topography.'

- Section V B:

Remove 'residential'

Add: 'or Planning Board' after 'Zoning Enforcement Officer'

- Section VI B:

Change 'high,' to 'high.'

- Section VII:

Add 'or Planning Board' after 'Zoning Enforcement Officer'

- Change Section VIII to read: 'Any portion of these regulations may be waived where, in the opinion of the Zoning Enforcement Officer, strict conformity would pose an unnecessary hardship to the applicant and such waiver would not be contrary to the spirit and intent of the regulations. Waiver requests involving Steep Slopes, New Subdivisions, Wetlands or Major Site Plan Review must be submitted to the Planning Board.'

- Section XII; change the second sentence to read: 'If the Zoning Enforcement Officer has not, the applicant may request a decision from the Planning Board'

- Section XIII; change 'Office of State Planning' to 'Office of Energy & Planning'

A check list will be created for Driveway Permits adding boxes for Zoning Enforcement Officer and Planning Board. A copy of the new draft Driveway Regulations will be sent to the Zoning Enforcement Officer for her review. She will be invited to the next meeting of the Planning Board.

George will update Subdivision and Site Plan Review Regulations to include a sentence stating the Plat must be done by a Licensed Engineer or Professional Surveyor.

There was a motion by Henry, seconded by George, to adjourn the meeting.
Meeting adjourned at 8:15pm.