

**Town of Effingham, New Hampshire
Historic District Commission**

**Meeting Minutes
June 12, 2017**

Present: E. Chick (Chair), S. Finn (Assistant Chair), E. Jones (Secretary), L. Espie (Selectmen's Representative)

Absent: None

The meeting was called to order at 7:00 p.m. by the Chair. There were three members of the public present. Those individuals were: J. Earle, H. Foy, and J. Meisner.

Note: At this time, the Commission moved to New Business first, in order to accommodate members of the public in attendance. The minutes of the meeting, however, will be presented in their usual order.

The minutes of the May 8th meeting were previously distributed via email. It was moved by the Assistant Chair to accept the minutes as written. Seconded by the Chair. Passed and carried.

The minutes of the May 22nd work session were previously distributed via email. It was moved by the Assistant Chair to accept the minutes as written. Seconded by L. Espie. Passed and carried.

The minutes of the May 22nd public hearing were previously distributed via email. It was moved by L. Espie to accept the minutes as corrected. Seconded by the Assistant Chair. Passed and carried.

The Secretary advised the Commission that four new pieces of correspondence were received since the last meeting. All four items were briefly reviewed.

Old Business

1) Historic District Signs.

No update on the original signs. Mr. Earle indicated that there is a possible donor for replacements. The Secretary will pull the original mockup and contact Sign One for a quote on costs.

2) Historic Roadside Marker for the Effingham Town Hall building.

The application is still in the process of being compiled. This will be completed and submitted by the next meeting.

3) Potential Members/Vacancies on the Commission.

No update.

4) Lord's Tavern/Failure to obtain Certificate of Approval.

No application has been received from the property owners by the deadline required in the last letter sent by Town Counsel. After some discussion, the Commission advises that the Board of Selectmen pursue legal action as indicated in the last correspondence. L. Espie will bring this up with the Board of Selectmen.

5) Restoration/Maintenance to Historic Effingham Town Hall.

No update.

6) Creation of a Master List of Data for Historic District Properties.

No update.

7) Nordbeck/Robinson Certificate of Approval Application – 165 Hobbs Road.

The Secretary reported that all the required documents have been completed and placed on file as required and that this application process is complete.

8) Land Use Boards Meetings.

The Chair reminded everyone of the joint land use boards meeting scheduled for June 19th at 7 p.m. and encouraged members to attend if they are able to do so.

9) 5/22 Work Session – Follow-up/Next Steps

The next steps in the process, as determined at the work session, require another work session. A work session was scheduled for July 24th at 6:30 p.m. in the modular building. The Secretary will take care of the required postings.

New Business

1) Effingham Preservation Society – Regulations Inquiries (Utility Pole, Lighting, Tree Work, Fencing).

Jason Earle, representing the EPS, made some inquiries with regard to the regulations, for clarification on what may be considered maintenance versus change that would trigger the need for a Certificate of Approval.

Specifically, Mr. Earle inquired about the following items:

- a) The relocation of a light fixture on the north side of the building. The fixture currently illuminates the fire escape and basement entrance areas. The Society wishes to move it to the corner away from the road, so that it can illuminate the fire escape and basement entrance area as well as the back corner of the building, where individuals often walk to access the north side of the building. The Commission determined that since the exterior light fixture is pre-existing and since the movement of it would not affect abutters or the overall appearance of the property, that this is a maintenance issue and no pre-approval is required.
- b) The relocation of the utility pole and guy wire on the west side of the building. The pole creates an obstruction for those utilizing the access ramp to the building. Since the pole is leaning, EPS has been advised by Eversource that they would move it at no charge. If moved, the pole would be farther from the road and likely less obtrusive than it is currently. Any trees that may need to be trimmed or cut fall outside of the Commission's purview. The Commission determined that since the new location would improve the situation on the property (as well as remove an obstruction to accessibility for the building), that this is a maintenance issue and no pre-approval is required.
- c) The installation of granite posts and/or a fence. The granite posts and/or fencing would be installed on the southeasterly corner of the property, facing the Center Effingham Church. It was noted that while fencing is specifically discussed in the regulations, posts are not. The Commission recommended that the EPS discuss this project with the Town and the State before proceeding, since any posts or fence might fall within the right-of-way. The Commission determined that the installation of granite posts would not require pre-approval but that should chain be strung between them, that this represents a fence, which would require an application for a Certificate of Approval.

2) Heidi Foy – Regulations Inquiries (tree removal), Application Submission – 3 Plantation Road.

Ms. Foy inquired about the removal of trees on the property. The Commission advised that so long as the trees are located more than 10 feet from the end of the right-of-way of the road (i.e. outside the right-of-way of the road, plus 10 feet more) that they fall outside the purview of the Historic District Regulations and the Commission and may be removed at the property owner's discretion.

In addition, Ms. Foy, along with Mr. Earle, who is serving as her contractor, presented materials for an application for a Certificate of Approval for various stages of demolition, restoration, and renovation of the property located at 3 Plantation Road and requested an informal review by the Commission. The Commission advised that, if submitted, the application would be considered complete, upon receipt of the necessary envelopes and mailing labels, and that the work proposed would require a public hearing. In addition, the Commission recommended the submission of historic and current day photographs of the property to aid the Commission in its review of the application.

Ms. Foy then submitted the application and the required fees. The Commission determined that the public hearing would be held on July 10th, 2017 at 6:30 p.m. and that no site visit was

required. The Secretary will handle the necessary mailings and postings once the required envelopes and labels are received from the applicant.

3) “Application for Certificate of Approval – Applicant Checklist” Updates

The Commission reviewed and revised the language regarding the requirements for envelopes and labels for certified mailings, in response to some confusion in that area with recent applications. The Secretary moved to accept the changes as discussed. Seconded by the Chair. Passed and carried.

There being no further business to come before the Commission, the meeting was adjourned at 9:17 p.m.

Respectfully submitted,

Erik Jones
Secretary