

Approved: _____
Approved with changes: _____
Unapproved: _____

Effingham Planning Board
Work Session
September 27, 2012

Members Present: Jory Augenti, George Bull, Joanna Bull
Members Absent: Paul Potter, Theresa Swanick, Bill Piekut
Minutes recorded by Dianne Park

Work Session called to order at 6:35pm.

Site Plan Review Check List

The Major and Minor Application Check List for Site Plan Review were drafted. The fee structure was added to the minor check list application.

8. Five (5) copies of site sketch

13. Required application fees

- \$100.00 filing fee
- \$10.00/per abutter, applicant and/or designee for certified mailers
- \$xx.00 for Notice of Decision filing fee to the Carroll County Registry of Deeds

Page 1, Under ‘Please Note’, the last sentence should read: ‘All regulations cited in this checklist can be found in the attached Site Plan Review Regulations otherwise noted.’

The Minor Application Checklist was then saved (in Joanna’s computer) as a ‘Major’ Application Checklist and the board modified it accordingly.

8. Five (5) copies of Plat

13. All other requirements as per Section VI B, ‘Major Review Submission Requirements’, in the attached Effingham Site Plan Review Regulations.

14. Required application fees.

- \$100.00 filing fee
- \$10.00/per abutter, applicant and/or designee for certified mailers
- \$28.00 milar filing fee to Carroll County Registry of Deeds

Site plan regulations should be attached to both documents.

Both of these documents were labeled ‘DRAFT’ until the full board agrees. The milar plat sizes and number of copies required will be discussed at the next meeting. Joanna will send out copies of all documents for members to review for the next meeting.

Work Session ended at 7:35pm.