

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

**Effingham Planning Board**  
**May 5, 2016**

**Members Present:** Mike Cahalane, Theresa Swanick, Joanna Bull, Paul Potter, Tom Thompson (alternate), Len Espie, Gary Jewell

**Members Absent:** George Bull

**Others Present:** Barbara Thompson, Dianne Park, Eric Jones

Minutes recorded by Dianne Park

Meeting called to order at 6:30pm.

Tom Thompson is considered a full member in place of George Bull.

**Minutes**

A motion was made by Mike, seconded by Theresa, to approve the minutes from April 7, 2016 as amended. All were in favor.

Page 3, under “Board Comments”, first sentence reads: ‘Mike asked if any of the buffers were being encroached upon and if any they were asking for a waiver for the buffer zone.’

Change to: ‘Mike asked if any of the buffers were being encroached upon and if so, are they asking for a waiver for the buffer zone.’

A motion was made by Mike, seconded by Theresa, to approve the minutes from April 15, 2016 as written. All were in favor.

A motion was made by Mike, seconded by Paul, to approve the minutes from April 28, 2016 as written. All were in favor.

**Historic District Maps – Eric Jones**

Eric Jones presented the Planning Board with aerial photo maps of the Historic District.

**Voluntary Merger**

A voluntary merger of Lots 12 and 13 on tax map 411. A motion was made by Gary, seconded by Mike, accepting the application as complete. A motion was made by Joanna, seconded by Paul, approving the voluntary merger of lots 12 and 13 on tax map 411.

**Special Use Permit**

A Special Use Permit for Lot 13 of Tax Map 411 was presented. The board went through the check list making sure the application was complete. A motion was made by Joanna, seconded the Theresa, accepting the application as complete for Lot 13 of Tax Map 411. All were in favor. The hearing for this permit is scheduled for Wednesday, June 15, 2016 at 7:00pm.

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### **ZEO Monthly Report**

The board discussed the monthly ZEO Report. George is working on updating this check list.

### **Perk Test Requirements/Campground Definition**

Revisions from last month's work session were passed out. Mike read a definition of 'footprint'. He will email to all board members.

A discussion arose on the Campground Ordinance in regards to the total use of a minimum camping lot and where the reference to 640 sq. ft. came from. Mike explained:

- The state says the minimum lot size for a campground is 1000 sq. ft.
- Each lot should be able to park 2 cars; each parking space is 160 sq. ft. totaling 320 sq. ft.
- A trailer, RV or structure is 640 sq. ft.
- Leaving a total of 40 sq. ft. for stairs to the deck

A motion was made by Paul, seconded by Theresa, to adjourn the meeting.  
Meeting adjourned at 8:20pm.