

**Effingham Planning Board
Meeting Minutes
July 1, 2021**

Members Present: Grace Fuller (scribe), Elaine Chick, Dave Garceau (Alternate, seated for Theresa Swanick), Lenny Espie, George Bull (seated as Chair)

Members Absent: Theresa Swanick, Paul Potter

Others Present: Moselle Spiller, Tom Hart, Nate Fogg, Erik Jones; Rebecca Boyden on Zoom; Vicki Garceau

Meeting called to order at 6:12 pm. Quorum present.

1. Review of June 17 meeting minutes. Corrections: spelling of Jewell; bullet #1, spelling of selectmen corrected; bullet #3 wording in 2nd sentence changed for clarification .
 - a. Ms. Chick made motion to accept minutes as amended; seconded by Ms. Fuller.
Passed
2. Site plan review hearing for Meena: Chair George Bull advised that the Zoning Board of Appeals (“ZBA”) continued the public hearing on the Meena application. Mr. Bull advised that the Planning Board Meena Public Hearing will be continued to Aug 5 at 6:30 pm, per request of the applicant.
3. Building permit review. Moselle Spiller, 156 School Street, request to repurpose an existing structure. Ms. Spiller had provided a letter of explanation and sketches with her building permit application. She gave an overview of her kombucha business and the state requirement to have this manufactured in a building separate from her private residence.
 - a. Ms. Chick confirmed that the connecting hallway between buildings could be removed without PB review.
 - b. Mr. Bull explained there was a similar request for a brewing business and would like to have this application review consistent with previous review and decision.
 - c. Discussion held re Cottage Industry vs Home Occupation. Applicant explained that she would have non-family assisting with business, therefore would prefer Cottage Industry approval.
 - d. Ms. Fuller inquired re Zoning Section 1012.F, Fire Department Chief must approve non-domestic electrical appliances. How does this occur and wrap back to PB? Deemed not applicable – appliances are not in this category.
 - e. Mr. Bull raised discussion re: Review of application in conjunction with Groundwater Protection regulations. Ms. Boyden clarified that this reg does not apply to liquids that are not deemed hazardous (see Zoning ordinance for list of Regulated Substances). Applicant also explained that she uses PVW environmentally safe cleaner. No issues identified.
 - f. Building previously was warehouse for textile factory in 1960s. Mr. Garceau raised

point that since the hallway is being removed, the new configuration of buildings may not meet Fire Department set-back requirements. Ms. Boyden advised that if this must be inspected by FD, then this falls under her responsibilities as Zoning Enforcement Officer to communicate to the Fire Department.

- g. Ms. Chick summarized: there should be a Minor Site Plan review, as a Cottage Industry. No Ground Water Protection waiver needed.
 - h. Board reviewed options to use Site Plan Review exemption; decided to require Minor Site Plan because of the State of NH requirement for separate building, and also to ensure that abutters are alerted. Applicant was advised that the application must be received 21 days in advance of the PB meeting so that abutters may be notified (must be received by 15 July). If receive by 15 July, then can schedule this public hearing for 6:00.
 - i. Rebecca provides the final document of approval.
4. LOT LINE ADJUSTMENT: Nate Fogg provided information on a Lot Line adjustment for preliminary discussion. Board reviewed maps, which indicate that the lots 6 and 7 will become fully conforming lots. The Board need to receive the application for review, along with a survey for lots 6 and 7 (not 5) which should include location of wells and septic systems.
5. MOTION: Ms. Chick made a motion at 7:30 to adjourn; seconded by Ms. Fuller. Passed unanimously.

Minutes prepared by Grace Fuller