

Approved: _____ Approved with changes: 08/05/2021 Unapproved: _____

**Effingham Planning Board
Meeting Minutes
July 15, 2021**

Members Present: Theresa Swanick (chair), Grace Fuller (scribe), Elaine Chick, Paul Potter, Dave Garceau, Lennie Espie, George Bull

Members Absent: Gary Jewell

Others Present: Nate Fogg

Meeting called to order at 6:42 pm. Quorum present.

1. Draft of ADU revision provided to Board. Review and discussion:
 - a. Added 7/15/21 date to header. Add footer for page 1 of 2; add Applicant's name on 2nd page.
 - b. Changed language from Attachments (Required) to Required Attachments
 - c. Added detailed bullet explaining requirement for property tax map (details moved from Attachments section)
 - d. Added requirement that the drawings should be either to scale or include dimensions
 - e. Discussion about requirement for electronic copies. Decision made to request both hard copy and electronic at least 21 days in advance of review meeting.
 - f. Discussion of requirement for state-approved septic design and installation. Decided to revise to require new or revised state-approved septic design, and conditional approval dependent on receipt of NHDES Approval for Septic System Operation.
 - g. Discussion about minor changes to removal of "ADU" from Street Address, adding Conditional Approval to Planning Board section, adding date NHDES Operational Approval received to Planning Board section.

2. MOTION: Ms. Chick made a motion at 8:44 to adjourn; seconded by Ms. Fuller. Passed unanimously.

Minutes prepared by Grace Fuller