

Approved: \_\_\_\_\_ Approved with changes: 11/04/21

**Effingham Planning Board Work  
Session Meeting Minutes  
October 7, 2021**

**Members Present:** Theresa Swanick (chair), Grace Fuller (scribe), Elaine Chick, Paul Potter, Gary Jewell, Dave Garceau (alternate, seated for G. Bull)

**Members Absent:** Lenny Espie, George Bull

**Others Present:** Rebecca Boyden

Meeting called to order at 6:40 pm. Quorum present.

1. Discussion held regarding protocol with depositing checks received with applications. TO DO: need to determine policy and if needs to be added to Rules of Procedure.
2. Ms. Theresa Swanick advised Board will review possible 2021 Zoning amendments to determine what to propose for 2022. Review of 2021 list in 2020 was supplanted by multiple applications.
  - a. Ms. Swanick provided overview of calendar and related actions by Board.
  - b. Yards on Corner Lots (Section 603). Ms. Boyden provided explanation of proposed language: current regulations do not provide definition of rear yard, as pertains to lots bordering multiple roads. Clarifies setback requirements.
    - i. MOTION: Motion made by Elaine Chick to accept amendment as provided in document provided by Chair, amended for spelling correction to yard; seconded by Paul Potter. PASSED.
  - c. Accessory Building Exception (Section 607). Ms. Swanick advised is a housekeeping issue. In 2020 the Board had made change to title of section by removing word “residential”, but neglected to make change to text.
    - i. MOTION: Motion made by Mr. Potter to accept amendment as written; seconded by Grace Fuller. PASSED.
  - d. Subsurface Wastewater Disposal System (Section 609). Ms. Boyden explained this new section includes text directly from the Town Health Ordinance (paragraphs A and B) to provide clarity and to enable ZEO to enforce. Paragraph C provides requirement that the occupant must have a Certificate of Operation from State of NH. This will enable Town to track compliance with Health and State regs.
    - i. Amendment proposed by Ms. Fuller: add clause to end of sentence in Section 609 A:  
“unless there is no impact or increase to the sewage or waste disposal system.”
    - ii. Discussion re Sec 609 B: who is the “local approval”? Ms. Boyden advised that is the new Health Officer. Discussion whether language should be added for licensed installer; decided should be in Health Ordinance. Mr. Garceau suggested that we remove language “prior to local approval”.
    - iii. Ms. Chick suggested language be added to refer to RSA 485A:38 in Section

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C or new Section D.

- iv. It was determined that Ms. Boyden and Mr. Garceau will draft language for review by Selectmen following these suggestions.
- e. Nonconforming Lots (Section 707). Change to remove language in Subsection 4 (“may be used for the location of a single family dwelling, provided that the lot”) was approved last year’s public hearing but did not make it into the Town Warrant. It was also determined there was a scrivener’s error in the discussion document and that the numbering should reflect A, B, C, D, not numbers 1-4.
  - i. MOTION: Mr. Potter made motion to approve motion with changes as discussed; seconded by Ms. Chick. PASSED
- f. Discussion regarding Table 1 which has a scrivener’s error with numbering. Ms. Swanick and Ms. Boyden will update.
- g. Contractor’s Storage Yards (Section 1011). Ms. Chick provided new language.
  - i. Ms. Swanick recommended changing title to “Commercial Storage Yard”.
  - ii. Discussion held regarding storage incidental to business versus storage facility. Generally in residential area. It was decided to review Section 1035 (Warehouse/Storage Facility) in conjunction with this. Will review at next Work Session.

3. MOTION: Ms. Chick made a motion at 8:05 to adjourn; seconded by Ms. Fuller.  
PASSED.

Minutes prepared by Grace Fuller

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