

**Effingham Planning Board
Work Session Meeting Minutes
April 21, 2022**

Members Present: Theresa Swanick (chair), Elaine Chick, Dave Garceau, Paul Potter, Lennie Espie (Selectmen’s Rep)

Members Absent: George Bull, Grace Fuller

Meeting called to order at 6:35 pm. Quorum present.

- 1. Review of Past Minutes**
 - a. March 17, 2022:
 - i. MOTION: Elaine Chick moved accept minutes as written. Paul Potter seconded. Motion Passed.
 - b. April 7, 2022:
 - i. MOTION: Elaine Chick accept minutes as amended. Lenny Espie seconded. Motion passed.
2. Theresa and Nate need to contact owner of Trackers and request a survey of the road frontage.
3. **Third Party Review**
 - a. Theresa Swanick got names for 3rd party review of Meena, LLC site plan application from LRPC. Wanted to contract a company who was not involved in the Meena project.
4. **Cottage Industry Checklist**
 - a. Issue with what is reasonable and appropriate in terms of outside storage which can be seen from abutting properties.
 - b. Discussion about “restricted public access”
 - c. MOTION: Paul Potter motioned to adopt Cottage Industry Checklist as amended Ver. 4.21.22; Seconded by Dave Garceau. Motioned passed.
5. **ADU Application Checklist**
 - a. Theresa Swanick needs to amend checklist as noted in 3/17 – version date 3.17.22
6. **CIP**
 - a. Theresa Swanick stated that Capital Improvement Plan needs to be on the Planning Board list of things to do.
7. MOTION: Elaine Chick moved to adjourn. Lenny Espie seconded. Motion passed.
8. Meeting adjourned at 8:12pm

Minutes prepared by Pat Piper