

Approved: \_\_\_\_\_  
Approved with changes: 12/15/2022

*Minutes are draft until approved.*

**Effingham Planning Board  
Meeting Minutes  
November 3, 2022**

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**Members Present:** Theresa Swanick (Chair), David Garceau, Grace Fuller, Leonard Espie (Selectmen's Rep), George Bull, Paul Potter, and Elaine Chick

**Members Absent:**

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**Others Present:** Nicole Maltese (Minute taker)

Meeting called to order at 6:30pm. Quorum established

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**Minutes were reviewed after the applications:**

Review of minutes of 8/18/2022 as edited and amended. Grace Fuller made a **motion to accept** the minutes as amended. George Bull **Seconded the motion**. All members were in favor.

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**1. Meena Site Plan Application – Continued Public Hearing at Effingham Public School**

Public Hearing continued at 6:35 PM.

Theresa Swanick informed the public that the public hearing could not continue this evening due to the stay applied by the Court. It is uncertain when the stay will be lifted so it was decided to continue the Public Hearing to future date, time, and place certain.

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**Motion was made** by George Bull to continue the Meena public hearing until January 5, 2023 at the Municipal Town Office, no sooner than 6:45 PM. **Seconded by** Grace Fuller

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At 6:45 PM the Planning Board recessed the meeting to reconvene at the Municipal Town Office.

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At 6:55 PM the Planning Board reconvened at the Municipal Town Office.

**2. Sarah Frohock- Cottage Industry Application for Dog Boarding Map 405 Lot 36**

Russell Downing, Agent for Ms. Frohock, reviewed the plans for the Dog Boarding business to be located on her property on Highwatch Road. He reviewed the size of the building and all the changes that were taking place within the existing building. He also reviewed the exterior dog runs that will be constructed. The business will be staffed by the owner or other employee 24 hours per day. Pick up and drop off will be scheduled to avoid overlap with the dog training classes.

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**Motion** to accept the application as complete made by Elaine Chick. **Seconded by** George Bull. All voted in favor.

50 Mr. Garceau raised a concern about possible parking issues. He stated he observed several cars parked on the street. Mr. Downing responded Ms. Frohock was aware of the on-street parking issue and she has addressed this already.

55 Ms. Chick asked when the construction would begin and be completed. Mr. Downing stated construction is in progress with the plan of completion by Thanksgiving providing the Application is approved.

There were no abutters present and no public comments were made concerning this application.  
No further discussion by the board.

60 **Motion by** Elaine Chick to approve the Cottage Industry Application made by Elaine Chick. **Seconded by** Grace Fuller. All in favor.

65 The Chair will draft and send the Notice of Decision to Ms.Frohock. Ms. Swanick reminded Mr. Downing any changes to the business would require the applicant to return before the board.

3. **Owen/White – Minor Site Plan Application for a Nonresidential building located on Map 201 Lot 43**

70 James Owen and Sean White reviewed the purpose of structure/Barn. Applicants provided a copy of the Septic Plan and septic approval. Plat shows the layout of the building as well as the Septic plan.

75 Application is for a single structure/barn shared between two owners, nonresidential personal use for storage purposes. No residential units. No business will be conducted on the premises.

80 If the applicants want to make changes to the use of the building, the applicants would need to return before the Planning Board with an application for a change of use.

**Motion by** George Bull to accept the Application as complete as amended. **Seconded by** Grace Fuller. All members voted in favor.

85 No abutters were present, and no public comments were made concerning this application.

No other questions were raised by the board.

90 **Motion to Approve** the Application as amended by George Bull. **Seconded by** Grace Fuller. All members voted in favor.

The Chair will draft and send the Notice of Decision.

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**4. Discussion around making changes to Zoning Amendments**

95 Elaine Chick recommended the Planning Board delay the review of zoning amendments until after the first of the new year. Suggested using the remaining work sessions to address Application and Forms. George Bull agreed. All members were in agreement.

**5. ZEO Report erroneously listing the Boat Storage as no current violation**

100 George Bull brought up the error indicating the owner has no current violation. This is not an accurate statement. The owner has not come back before the Planning Board with an application.

105 David Garceau asked Mr. Espie to follow up with the ZEO.

Mr. Bull restated the frustration of the public that the Zoning Ordinances are not being enforced. Ms. Swanick asked for the Selectmen's representative to hear these concerns and take them to the Board of Selectmen for input and let us know if there is any further development. Will ask for an update from Mr. Espie at our next work session.

**6. What happened about the Planning Board printer**

Unresolved. Ms. Swanick has not swapped out yet

115 **7:50 PM Motion to Adjourn** made by Elaine Chick, Seconded by Grace Fuller. All were in favor.

120 Minutes Respectfully Submitted by

Elaine Chick

***To do list:***

125 Add date fields to all the applications.