

Town of Effingham

COTTAGE INDUSTRY APPLICATION CHECKLIST

A Cottage Industry may require a **Site Plan Review**. The purpose of this checklist is to determine if a proposed use qualifies for Cottage Industry exempt from site plan review.

Please return the completed form to the Planning Board

68 School Street, Effingham, NH 03882

Application Date _____ Tax Map _____ Lot _____

Applicant's Name _____

Mailing Address _____

Phone _____ Email _____

Street Address of Cottage Industry _____

Mailing Address of Cottage Industry (if different) _____

Phone _____ Email _____

Brief description of proposed Cottage Industry: _____

The Cottage Industry **may be exempt** from **Site Plan Review** if the Planning Board determines it meets **all** the following conditions:

- Lot is primarily residential
- Structure must be kept primarily residential
- Restricted public access
- No noxious use as defined in Section 902 of the Zoning Ordinance
- Does not involve construction of new structure or expansion of existing structure
- Is not dangerous or hazardous to public safety

A Cottage Industry **must meet** the following criteria:

- ___ Business is conducted/carried on by owner/lessee of property and no more than 5 non-family employees.
- ___ All work is to be contained within the structure.
- ___ No Production or work, increases noise level, involves use of water or produces fumes beyond the limits of the lot lines.
- ___ No outside storage of goods or materials, which can be seen from abutting properties or roads.
- ___ No installation or use of mechanical or electrical equipment or hazardous materials that would not normally be part of a domestic household.
- ___ Adequate off-street parking for all employees and customers and for delivering and shipping goods other than by customary home delivery services.
- ___ A Cottage Industry located in a dwelling is limited in size to not be more than 50% of the floor area of the unit.
- ___ A Cottage Industry located on its own lot cannot be more than 2000 square feet per floor.
- ___ Floor area is defined as the total horizontal area of a building not including cellars, attics, porches, etc..

