



**Town of Plaistow, NH
Office of the Planning Board
145 Main Street, Plaistow, NH 03865**

**PLANNING BOARD MINUTES
May 17, 2017**

Call to Order: The meeting was called to order at 6:32 PM

ROLL CALL: Tim Moore, *Chair*
Gennifer Silva, *Vice Chair, Excused*
Laurie Milette
Lisa Lambert
Steve Ranlett, *Selectman Ex-Officio, Excused*
Julian Kiszka, *Alternate Selectman Ex-Officio*
Geoffrey Adams, *Alternate*

Also present: Greg Jones, *Town Planner*

★G. Adams was appointed as a voting member in place of G. Silva.

Agenda Item 2: Minutes of May 03, 2017 Meeting

★G. Adams moved, second by L. Milette to approve the minutes of the May 03, 2017. There was no discussion on the motion. The vote was 4-0-1 (Kiszka abstaining)

**Agenda Item 3: Bruce Mayberry, BCM Planning, LLC – Recreation Impact Fee Update.
Consultant presentation and discussion**

Bruce Mayberry, BCM Planning, LLC, gave a brief history of his work on Impact Fee for the Town of Plaistow and other communities. He gave a PowerPoint on his work to update the Town's Recreation Impact Fee methodology.

The presentation noted the following:

- History of Current Recreation Impact Fee
- Statutory Authority for Impact Fees
- Issues with the current Recreation Impact Fee
- Methodology/Calculations to Update the Recreation Impact Fee
- Options for Assessment of the Updated Recreation Impact Fee
- Relationship of the Impact Fee to Capital Investment
- Examples of Recreation Impact Fees in other Communities
- Impact Fee Ordinance Review

B. Mayberry made references to "*Basis of Assessment*" draft that provides the details of the methodology for the Recreation Impact Fee update. There was discussion regarding assessments of impact fees for Accessory Dwelling Units and 55+ housing developments, where the impact to municipal recreational facilities may not be a great. It was suggested that the Board may want to consider a change to the ordinance that would allow the Planning Board to grant waivers for 55+ developments.

There was discussion regarding a flat fee assessment versus a square footage approach. It was an unofficial consensus of the Board that a flat fee was the best way to go with the Recreation Impact Fee.

There was a discussion of the timeline to complete the update process. T. Moore suggested that the first meeting in June would be used as a workshop to make final decisions and updates. Then there would be a final meeting to discuss potential language changes to the ordinance that could be proposed for next Town Meeting.

There was discussion regarding statistical analysis and when to, or not to, include schools facilities in the calculations. It was noted that Plaistow is a unique circumstance because while the facilities are located in Plaistow, it is a regional school district.

Agenda Item 4: Reading of Communications to and from the Planning Board

T. Moore read a letter of interest from Chantal Boudreau seeking a position as an alternate to the Planning Board.

★L. Milette moved, second by L. Lambert to appoint Chantal Boudreau as an alternate to the Planning Board. There was no discussion on the motion. The vote was 5-0-0 U/A.

G. Jones offered updates for the Planning Board on the following:

- J. Kiszka is now a Commissioner with Rockingham Planning Commission along with T. Moore. It was noted that terms run for four (4) years
- The "Joanne Drive Extension" concept was short-listed as a priority in the CEDS (Comprehensive Economic Development Strategy) program. There will be additional meetings with REDC (Regional Economic Development Center) and Methuen Construction then information will be brought back to the Board of Selectmen to make a decision as to whether or not and how to proceed. It was noted that this meeting is informational only and that no decision to move forward with a plan or a grant application has been made

L. Lambert asked why the Town would consider putting in a road that would service only a single business.

G. Jones noted that it would be to bring in additional business.

There was additional discussion about the types of businesses that could be put in the district. Medical and other office type businesses were noted. It was noted that we have recently experienced a drought and had updated the Water Resources chapter of the Master Plan and adding additional stress to our groundwater may not be prudent. It was also noted that the access to Route 125 could have the potential to re-direct truck traffic off of Main Street and out of the Village Center District.

G. Jones noted that REDC would not fund a project that didn't include economic growth.

- There was a meeting with Interim Town Manager, Mark Pearson, Normandeau Associates and NHDES (New Hampshire Department of Environmental Services) discussing potential potable water scenarios and the possible convening of a regional group to discuss the matter. It was noted that Plaistow is not the only local community with potable water issues. It was also noted that funds are currently available for areas specific to the Lido Site through a settlement with Exxon Mobile
- The Energy Committee recently met to review its charter
- There will be a public hearing for The Depot (155 Main St) site plan at the June 07 Planning Board meeting.

D. Voss noted that there were no applications for the Zoning Board of Adjustment (ZBA) received by the filing deadline.

L. Lambert asked to discuss the minutes again. She noted that David Averill asked a question about specific costs numbers related to potable water as part of the discussion on the Water Resources Chapter of the Master Plan. She added that he did not receive an answer on that question, but it is not noted that way in the minutes.

G. Jones noted that the question was not answerable at this time.

There was discussion regarding the depth of detail of meeting minutes. It was noted that it is not intended to be a word-for-word transcription of the meeting.

L. Lambert also noted that S. Ranlett also as part of the discussion, expressed concern over water resources, droughts and water bans. She reiterated her concern that allowing more businesses would only exacerbate the water issues.

G. Jones added that was why it was important to take advantage of the settlement funds that are currently available to look into the options before there is a crisis. He added that there wasn't a lot of land left to be developed.

L. Lambert suggested that the Goudreault Farm was still available and questioned what would happen if a senior housing project were to be proposed for that parcel.

It was noted that without a change in the current zoning there could not be a senior housing project. It was noted that there is no longer an ordinance that defines or allows for senior housing projects. Anything that would be built today would have to follow the minimum lot sizing requirements for whatever district it might be located in. Multi-unit (greater than two (2) is only allowed as part of a Planned Residential Development (PRD), which requires a minimum of ten (10) acres.

There was a brief discussion to explain and note the differences between the Zoning Ordinances and the ZBA and the Master Plan. It noted that no changes in the Zoning Ordinances can be made without a vote at Town Meeting. It was also noted that it is recommended that the Master Plan is updated every ten (10) years.

There was no additional business before the Board and the meeting was adjourned at 7:55 PM.

Respectfully Submitted,

Dee Voss
Recording Secretary