

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



**PLANNING BOARD MEETING MINUTES**  
**January 18, 2023**

**Call to Order:** The meeting was called to order at 6:30 PM.

**1. ROLL CALL:**

Tom Alberti, *Ch.* – Present at Town Hall  
Tim Moore, *Vice Ch.* - Present at Town Hall  
Laurie Milette - Present at Town Hall  
Karen Robinson – Present at Town Hall  
Richard Anthony, Alternate – Present  
Darrell Britton, *Selectman's Alt.* - Excused  
Bill Coye, *Selectman's Rep.* – Present at Town Hall  
Sara Tatarczuk, RPC – Present at Town Hall

Also Present: Matt Casey, Zaremba Program Development, LLC  
Morgan Dunson, Nobis Group

**2. MINUTES:**

The minutes of the January 4, 2023 meeting were distributed prior to the meeting. It was noted that Richard Anthony had been present at Town Hall, and that the wording of the votes to post the amendments to the March 2023 Warrant needed to be corrected.

Ch. Alberti noted that K. Robinson was running late and appointed R. Anthony a voting member until she arrived.

***T. Moore moved, second by B. Coye to approve the minutes as corrected.***

***The motion to approve the minutes passed 5-0-0.***

### 3. PUBLIC HEARING:

**PB 23-01:** A Preliminary Design Review submitted by Zaremba Program Development, LLC c/o Matt Casey, of a proposed 10,600SF Dollar General retail structure to be located on single lot resultant of the merger between two adjacent parcels. The parcels proposed to be merged for development are 197 Plaistow Rd, Tax Map 44, Lot 18, 2.21AC with 150' of frontage on Plaistow Road and 201 Plaistow Rd, Tax Map 44, Lot 17, 2.49AC with 150' frontage on Plaistow Road all located in the C3 Zoning District. The property owner of record for both parcels is PPR Realty Trust, Peter DeJager, Jr. TR.

Ch. Alberti opened the public hearing. He noted this is a preliminary design review and the Board will not be approving any application at this point.

Applicant representative Matt Casey, Zaremba Program Development, LLC, Lakewood, OH introduced himself and Morgan Dunson of Nobis Group, Concord, NH, the engineer on the project.

M. Casey spoke to the application. He said the project had been around for over a year and they had been before to the Conservation Commission regarding the wetland buffer, had redesigned the project and had gone to the ZBA for a variance for a front setback. The Conservation Committee provided a letter of support for the variance and they received approval from the ZBA.

M. Casey said they are purchasing a larger tract of land of roughly 4 acres of which they will develop approximately 1.5 acres. He said their final application will include a lot subdivision and grant that land to the neighboring property behind them.

M. Casey said the proposed store is 10,640SF. The store operations are typically seven days a week, opening at 8:00 AM and closing at 10:00 PM. He noted that after about 6 months of operation the store hours will be adjusted depending upon customer traffic. He said the parking lot lighting would be for the parking field itself with cutoff shield down caps for zero light spill at the property line. This lighting will be turned off about 30 minutes after closing and come on about 30 minutes before opening. The wall lights will be on throughout the night and interior light will be diminished at night. All truck deliveries will be handled on site; the Dollar General main delivery truck comes once weekly during business hours. Ancillary deliveries come as needed during business hours. Landscaping and snow plowing will be hired locally.

There was discussion of the intent for uses in the C3 district, the setbacks from the road and landscaping. S. Tatarczuk noted the zoning has a maximum building size of 20,000SF so the proposed building fits that. The ZBA approved an 18' setback. M. Casey spoke to a DOT easement and the wetlands which creates an odd shaped lot and there was little ability to develop the property without a variance. Due to this the side of the building will be parallel to Rte. 125. There was discussion on the number of parking spaces, and the need for room for the trucks to swing.

Potential expansion of the store size was discussed. M. Casey said there is not plan to expand the footprint, as well as having no room to do it. He noted this is the smaller of their two prototype stores.

S. Tatarczuk noted that the proposed application meets the dimensional plan and permitted uses in C3. She read from the Zoning Ordinance noting that total vehicle trips shall not exceed 3,000 per day. M. Casey said there would not be 3,000 trips per day at the proposed store. He said the marketing plan is to pick up traffic in the area, not draw from a distance but people from within a one to two mile range.

Ch. Alberti opened the hearing to questions from the floor. There were none.

R. Anthony asked if Dollar General planned to draw business from Kingston; M. Casey said he didn't know but their overall business model is to serve the direct community, not typically draw from other areas.

Ch. Alberti asked if there was a zoning determination for the project; S. Tatarczuk said there were no concerns with the project as proposed with the variance and potentially some waivers meeting the current C3 requirements. There was discussion about the need to have ample landscaping for this building and ways to break up the block construction because of the corner entrance. It was noted that because of the easement along the street the building would be about 48 feet back from the street.

He noted that the public is always welcome to speak at public hearings or to contact the Planning Board with questions or concerns. Ch. Alberti closed the public hearing. He hoped that other land use boards would understand the purpose of the new warrant articles and zoning changes to help in their future determinations. He suggested after the Town votes the Board communicates with the ZBA about why changes were made. S. Tatarczuk suggested that the Board look at all the commercial districts as preparation for amendments for next year, and that all permitted uses should be defined. She also suggested considering design standards.

#### **4. OLD BUSINESS:**

S. Tatarczuk noted that at the February 1, 2023 workshop meeting we will have the Economic Development survey summary. She said there were 251 responses, with over 10,000 individual responses, over 500 comments. She explained how the reporting works and what to expect from the summary. She said she will bring a plan of next steps to be taken.

R. Anthony spoke to efforts he had recently made. He said he had contacted the Greater Salem Chamber of Commerce which is discussing whether to invite Plaistow into their organization. He said they seem to have basic marketing of the Town, and they are waiting to hear if we are interested. There was discussion of the role of PACE.. It was noted that Plaistow is part of the Haverhill Chamber of Commerce and might need to drop out of that to join Salem. It was agreed to wait until after the Board discusses the survey results before inviting PACE or the Salem Chamber.

Housing Opportunity Grant: S. Tatarczuk said the final draft application is essentially the same as the last meeting. She said she bumped up the Build-Out Analysis to the second task in order to have the preliminary results before getting too far down the line. This would start in the Spring. She noted this is a long process and a final analysis may not be ready by the Summer but there would be some preliminary analysis available. She also added more content to the Consistency with Master Plan section pulling actions from the Plaistow Master Plan which are relevant. Work would start in the Spring in house at the RPC; the Community engagement process would start in the Summer and go into the Fall and there would be a Master Plan update for the end of 2023 which would fall in line with considerations for zoning for housing in the beginning of 2024.

She said the land use audit has public input built into it and the RPC will provide the Board with a report and help create the framework for directing efforts. She said the RPC's general intent is to be a resource for its communities to address housing projects as they wish to and to provide hard data to work with.

R. Anthony asked about analysis of school enrollment. T. Moore said the school district does that, and that there needs to be number crunching to work population with available land for housing. S. Tatarczuk said the Housing Needs Assessment Report should be available in the beginning of February.

***T. Moore moved, second by K. Robinson to submit the application for the Housing Opportunity Grant as outlined in the Housing Opportunity Grant Application.***

***The motion to submit the application passed 5-0-0.***

S. Tatarczuk noted that she should know at least by the late February meeting if the grant has been awarded. If the funding is given the Board should discuss whether to have the work come out of the Planning Board or to create a Master Plan Committee and how that should work. T. Moore said we would need the Board of Selectmen to accept the grant. S. Tatarczuk said she thinks the grant uses ARPA funds coming from the State. She noted there is a grant of up to \$100,000 to do land use regulations and ordinance amendments, and if the zoning regulations need a bigger overhaul than the Board can tackle as a group, the Board might consider applying for that grant to be able to bring in a consultant or hire more RPC time to look at housing zoning amendments.

The Board thanked S. Tatarczuk for her excellent work.

## **5. NEW BUSINESS**

Bond Reduction Request: 44 Sweet Hill Rd (aka Horizon Way) CP McDonough Corp.

There was discussion of the work being done at the location. B. Coye recused himself from the discussion as an abutter. It was noted that a road has been constructed. The purpose of the bond was discussed and the reports reviewed.

Ch. Alberti reads into the record:

On May 18, 2022 the Planning Board set the bond amount for the above noted project at \$253,585.75 (50% of the total project site costs of \$507, 171.50) in accordance with Planning Board Subdivision Review Regulation *Article I, §235-12( I O)(b) Construction Bonds*.

The developer has made significant improvements to the project and is requesting a reduction in the bond being held for the project to reflect those completed improvements.

Attached is the updated Bond Estimate Worksheet, as well as a recommendation from Jeff Quirk of Keach-Nordstrom Associates, who has been monitoring the construction of this project for the Town.

Mr. Quirk's recommendation is that the bond be reduced to \$71, 150.50, based on his review of the updated Bond Estimate Worksheet.

In no case shall the bond be reduced to less than 10% of the original amount per regulation.

Based on Mr. Quirk's review of the project, staff has prepared the following draft motion for the reduction of the bond.

***K. Robinson moved, second by T. Alberti , per the review and recommendation from Keach-Nordstrom Associates dated January 5, 2023, that the construction bond for the 7-lot PRD subdivision project known as Horizon Way at 44 Sweet Hill Rd be reduced from \$253,585.75 to \$71,175.50.***

***The motion passed 3-0-1 (L. Milette)***

## **6. COMMUNICATIONS, UPDATES, FYI'S AND OTHER BUSINESS**

S. Tatarczuk referred to two emails from Dee Voss. An updated RSA having to do with pipeline notification for natural gas transmission pipeline which went into effect on January 1, 2023. This is about how developers within 1,000 feet of a natural gas transmission pipeline notify the natural gas companies of the development.

The second email concerned the upcoming elections. Terms for T. Moore and K. Robinson expire in March, and sign up dates for running for election are between January 25 and February 3, 2023. It was noted there are openings on the Board of Selectmen also.

Ch. Alberti noted Sweet Hill Farm received their sign variances and the Citizens Petition will be on the ballot.

L. Milette noted that the Prime Wetlands Ordinance was supposed to be on the ballot but was pulled and asked for the status of the ordinance. T. Moore said it was a disappointment for all, that they did not get the tax map overlay with the prime wetlands to identify the abutters until early December and you need 30 day notice for prime wetlands. He said the RSA says the Conservation Commission can hold the hearing, if there is no Conservation Commission it can be the Planning Board, if there is no Planning Board the Board of Selectmen do it. The current buffer is 75 feet and it would increase to 125 feet. The state buffer is 100 feet. There are approximately 1250 acres of wetland in Plaistow, and about 400 acres that are prime wetlands.

## **ADJOURNMENT**

There was no additional business before the Board and the meeting was adjourned at 8:22 PM.

Respectfully Submitted,

Charlene A. Glorieux  
Minute Taker