

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



PLANNING BOARD MEETING MINUTES (***DRAFT MINUTES – Subject to change once approved and amended by the board at its next meeting on October 19, 2022***)

October 5, 2022

Call to Order: The meeting was called to order at 6:33 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 at Town Hall
Darrell Britton, *Selectman's Alt.* - Present at Town Hall
Bill Coye, *Selectman's Rep.* – Excused
Sara Tatarczuk, RPC – Present at Town Hall

2. MINUTES:

The Minutes of the September 21, 2022 Planning Board meeting were distributed in advance.

T. Moore moved, second by K. Robinson, to approve the minutes as written.

The motion to approve the minutes passed 3-0-2 (T. Alberti, D. Britton).

3. WORKSHOP ITEMS:

Economic Development Master Plan Survey

S. Tatarczuk reviewed the draft survey questions which she had adjusted after input from Planning Board members. She said she had reordered and removed items but left the original numbering of the questions. She said she hoped to get the questions finalized so she could work towards launching the survey in mid-October.

She said that the survey platform can allow anonymous comments even when the respondents give their names.

There was discussion of allowing five response options to questions, or rather to streamline responses. It was agreed a general feel of what the Town wants more or no more of would be helpful. A more granular response would be called for on questions like #4.

There was considerable discussion about all the questions and they were adjusted or removed according to agreement amongst the members. The use of maps was also discussed and the ability to drop pins and leave comments. Concerns for losing respondents in this area were expressed and it agreed to move this particular bit towards the end.

Distribution of the survey was discussed. It was agreed to do it online and to also have paper versions available at Town Hall, the Annex, Vic Geary Senior Center, Post Office, Timberlane High School page, YMCA and the Library. The use of various stores was also suggested. Advertising the survey will be done on the Town website, on Facebook, Cable TV and PACE.

2023 Zoning Ordinance Amendment Review.

S. Tatarczuk reviewed the zoning language and definitions for the proposed Zoning Amendments. It was suggested that clarification of what is a rooming house.

1. Rooming/Boarding Houses

Article II Defines Rooming and Boarding House as this way:

ROOMING AND BOARDING HOUSE — A building other than a hotel or motel where lodging is provided for compensation without individual cooking facilities. These will be considered commercial uses.

[Amended ATM 3-13-2012 by Article P-12-21]

There was discussion of the difference between rooming/boarding houses versus roommates. The use of equal access to a kitchen appeared to be the distinction. The number of individuals can also differentiate them. There was discussion about the amount of parking space might be needed for these but it was suggested these not be part of a definition.

Bed and Breakfasts were also discussed and how these differentiate from Boarding/Rooming houses. S. Tatarczuk noted she had included a definition of Communal Living Facilities such as a veterans' home as it might need to be treated differently.

It was agreed to use the following definition:

ROOMING AND BOARDING HOUSE: A dwelling unit or part thereof in which, for compensation, lodging and meals are provided and **kitchen facilities are not shared.**

2. Short Term Rentals (AirBnBs) and Communal Living Facilities

NHMA Short Term Rental Guidelines <https://www.nh.gov/osi/planning/resources/conferences/spring-2019/documents/short-term-rentals-presentation.pdf>

Sample Definition:

COMMUNAL LIVING FACILITIES (Congregate Care Facility): A residential development consisting of individual dwelling units with centralized amenities such as dining, housekeeping, transportation and organized social and recreational activities, and which may include limited medical services or social services on site.

It was noted there is no current definition for these facilities and having one will help cover with future issues.

Sample Definitions:

1. **SHORT-TERM RENTAL or VACATION RENTAL:** any individually or collectively owned single-family house or dwelling unit or any unit or group of units in a condominium, cooperative, or timeshare, or owner-occupied residential home, that is offered for a fee for less than 30 consecutive days. (source: RSA 48-A housing standards statute)

2. **SHORT-TERM RENTAL:** An accessory use to an owner-occupied single family residence containing, in addition to living accommodations for the owner and the owner's family, not more than three sleeping rooms for the purpose of providing to the general public, for compensation, lodging, with or without breakfast, for less than 30 consecutive days. [This includes standards: must be owner occupied, must be limited to 3 or less rooms]

S. Tatarczuk said the first definition is from the RSA's, and the second one allows more types of housing units. She said once these are defined, whether and where it might be allowed and other sorts of regulations such as parking should be considered. In general it was agreed the community is not likely to have much short-term rentals.

3. Transportation Facilities (Small) and Transportation Facilities (Large)

Sample Definitions:

Transportation Facility: Any premises for the storage or parking of motor-driven buses, taxis, limousine or courier services and the loading and unloading of passengers.

TRANSPORTATION FACILITY (large): A facility that is used for the storage or parking of motor-driven buses is a large transportation facility.

TRANSPORTATION FACILITY (small): A facility that is used for the storage or parking of smaller vehicles such as taxis, limousines, or vans is a small transportation facility.

There was discussion defining of the size of large versus small. In general discussion the Board had agreed to have large facility in the Industrial Zones only and small potentially also allowed in Commercial Zones. It was suggested small be four or less vehicles and it might be allowed in Commercial zones.

4. Warehouse, Distribution Center, Truck Terminal

Sample Definitions:

WAREHOUSE: A building primarily used for the storage of goods and materials.

DISTRIBUTION CENTER: An establishment engaged in the receipt, storage, and distribution of goods, products, cargo, and materials, including transshipment by boat, rail, air, or motor vehicle.

TRUCK TERMINAL: An area and building where trucks load and unload cargo and freight and where the cargo and freight may be broken down or aggregated into smaller or larger loads for transfer to other vehicles or modes of transportation.

There was discussion of the similarities/differences between all these uses. It was suggested manufacturing could be added to the warehouse definition. It was suggested these should be restricted to the industrial zones. Restricting the size of distribution centers was touched on and obtaining legal advice was recommended before making any determinations.

4. NEW BUSINESS

S. Tatarczuk asked that discussion of the remaining items be delayed until the next meeting in order to bring sample language to the members. She also would like the Board to talk about the Housing Opportunity Grants at the next meeting. She noted there are two applications on the agenda and hopes to be able to address these after that.

There was discussion of the various developments that have come before the Board and how they are proceeding.

ADJOURNMENT

There was no additional business before the Board and the meeting was adjourned at 9:14 PM.

Respectfully Submitted,

Charlene A. Glorieux
Minute Taker