

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 January 4, 2023***)

**December 7, 2022**

**Call to Order:** The meeting was called to order at 6:31 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 – Absent  
Darrell Britton, *Selectman's Alt.* - Excused  
Bill Coye, *Selectman's Rep.* – Present at Town Hall  
Sara Tatarczuk, RPC – Present at Town Hall

**2. MINUTES:**

The minutes of the November 2, 2022 meeting were distributed prior to the meeting.

*T. Moore moved, second by L. Milette, to approve the minutes as written.*

*The motion to approve the minutes passed 3-0-1 (T. Alberti).*

**3. OLD BUSINESS:**

**Economic Development Master Plan Survey – Update**

S. Tatarczuk noted that 216 responses had been received so far. It was agreed to do another push the first week of January 2023. Survey tabulation should be available for the February workshop meeting.

**2023 Zoning Ordinance Amendment Review:**

There was discussion about the number of amendments and whether some could be addressed in 2024. It was agreed to review the articles with this in mind. S. Tatarczuk noted that some of the amendments have

been well-discussed at Board level and others are housekeeping. There are also some that need more discussion and these might be postponed. She also noted that some amendments which address only one item could be dealt in one amendment.

**Proposed Plaistow Zoning Amendment Z-23-1:** Are you in favor of Amendment #1, as proposed by the Plaistow Planning Board, to the Plaistow Zoning Ordinance, Article V Establishment of Districts and District Regulations, Table 220-32I Minimum Dimensions for All Districts by adding a new Letter D as follows?

*D. Residential Handicap Access Ramps are exempt from the requirement to meet property line setbacks for structures. Building permits and inspections are still required.*

*T. Moore moved, second by L. Milette to post Proposed Plaistow Zoning Amendment Z-23-1 for public hearing on January, 4, 2023.*

*The motion to post the amendment passed 5-0-0*

**Proposed Plaistow Zoning Amendment Z-23-2:** Are you in favor of Amendment #2, as proposed by the Plaistow Planning Board, to the Plaistow Zoning Ordinance, Article IX Signs §220-60. Commercial 2 District and Village Center District that amends paragraph A and paragraph C by adding the Village Center to read as follows?

A. All signs in a Commercial 2 and **Village Center** Districts shall consist of wood construction only, shall be illuminated with indirect lighting only, and shall be in keeping with the character of Main Street.

C. The following signs are not permitted in the C2 and **VC** Districts:

*K. Robinson moved, second by L. Milette to post Proposed Plaistow Zoning Amendment Z-23-2 for public hearing on January, 4, 2023.*

*The motion to post the amendment passed 5-0-0*

**Proposed Plaistow Zoning Amendment Z-23-3:** Are you in favor of Amendment #3, as proposed by the Plaistow Planning Board, to the Plaistow Zoning Ordinance, Article III General Provisions, §220-17.3 by modifying paragraph 1 and **adding a new paragraph 3.** to read as follows.

A. Storage containers, without an axle, ~~are allowed may be placed on any lot, in any district,~~ provided that the container has been issued a permit, is placed to meet the setbacks of the individual district and the following conditions are met:

1. Residential **and Mixed Uses in C2 and VC: Not permitted** : ~~One container per residential lot, maximum length 30 feet.~~
2. Commercial/Industrial: No commercial or industrial site, with or without an approved site plan shall be issued a permit for a storage container without prior approval of the Planning Board.
3. **Integrated Commercial Residential District: Permitted only for Commercial/Industrial and/or Combined Uses.**

*K. Robinson moved, second by L. Milette to post Proposed Plaistow Zoning Amendment Z-23-3 for public hearing on January, 4, 2023.*

*The motion to post the amendment passed 5-0-0*

**Proposed Plaistow Zoning Amendment Z-23-4:** Are you in favor of Amendment #4, as proposed by the Plaistow Planning Board, to the Plaistow Zoning Ordinance, Article III General Provisions, §220-17.3. Storage Containers, by deleting “Plaistow Planning Board Fee Schedule” in paragraph C and adding “Building Department Fee Schedule Chapter 31” of the Plaistow Town Code” and to read as follows?

C. The cost of a permit for a storage container shall be as set forth in the ~~Plaistow Planning Board Fee Schedule~~ **Building Department Fee Schedule – Chapter 31 of the Plaistow Town Code** for a twelve-month period. [Amended 3-11-2008 ATM by Art. 42; 3-13-18 ATM by Art. Z-18-14]

*T. Moore moved, second by L. Milette to post Proposed Plaistow Zoning Amendment Z-23-4 for public hearing on January, 4, 2023.*

*The motion to post the amendment passed 5-0-0*

**Proposed Plaistow Zoning Amendment Z-23-5:** Are you in favor of Amendment #5, as proposed by the Plaistow Planning Board, to the Plaistow Zoning Ordinance, Article II Definitions, §220-2. by amending the definition of Rooming and Boarding House to read as follows.

ROOMING AND BOARDING HOUSE — A building other than a hotel or motel where lodging is provided for compensation, **meals may be provided, and kitchen facilities are not shared without individual cooking facilities.** These ~~will~~ **shall** be considered commercial uses. [Amended ATM 3-13-2012 by Article P-12-21]

There was discussion about combining the definitions in Z-23-5, Z-23-6, Z-23-7 into one amendment. These can be addressed as moving forward and look at all definitions.

*T. Alberti moved, second by L. Milette, to consolidate Z-23-5, Z-23-6 and Z-23-7 into one amendment and post for public hearing on January 4, 2023*

***The motion to post the combined amendment passed 5-0-0***

Proposed amendments Z-23-8, Z-23-9 and Z-23-10 were discussed and it was agreed to table these until next year.

Proposed amendments Z-23-11, Z-23-12 were discussed and it was agreed they should be combined.

***T. Alberti moved, second by L. Milette, to combine Z-23-11 and Z-23-12 and post for public hearing on January 4, 2023***

***The motion to post the combined amendment passed 5-0-0***

T. Moore suggested amending the definition of transportation facility (small) to motor-driven buses of 25 seats or less

***T. Moore moved, second by L. Milette, to amend the definition of Transportation Facility (small) in Z-23-11 to include motor-driven buses of 25 seats or less***

***The motion to amend the Z-23-11 passed 5-0-0***

Proposed amendment Z-23-13 was discussed and it was agreed this amendment should be moved to the beginning of the list. There was discussion of whether restricting the use just to manufacturing was addressing the desired change. After considerable discussion it was agreed to make the following change: ***WAREHOUSE, LIGHT INDUSTRY — A building that is used primarily for Industry (light). The storage of goods and materials may be an accessory use only to the primary uses as defined in Industry (Light).***

***T. Alberti moved, second by L. Milette to post Z-23-14 for public hearing on January 4, 2023***

***The motion to passed 5-0-0***

Proposed amendment Z-23-14 was discussed and it was noted distribution facilities have been removed.

***T. Alberti moved, second by T. Moore to post Z-23-14 for public hearing on January 4, 2023***

***The motion to passed 5-0-0***

Proposed amendment Z-23-15 was discussed.

***T. Alberti moved, second by K. Robinson to post Z-23-15 for public hearing on January 4, 2023***

***The motion to passed 5-0-0***

Proposed amendment Z-23-16 was discussed. It was noted this is a new amendment that changed the maximum lot coverage in the Industrial 2 District from 75% to 60% and added a total building floor area of 125,000SF. There was question about whether putting two buildings on a lot and noted that a warehouse in Kingston would still give increased traffic without tax benefits. There was discussion of whether this would help or hinder economic development.

***T. Alberti moved, second by L. Milette to post Z-23-16 for public hearing on January 4, 2023***

***The motion to post passed 3(T. Albert, L. Milette, K. Robinson)-2 (B. Coye, T. Moore)-0***

Proposed amendment Z-23-17 was discussed. S. Tatarczuk noted the new definition which includes Camper as well as Recreational Vehicle and which clarifies when it becomes a structure. The Board agreed with the definition and to combine this amendment with Z-23-18. It was noted that the combined article puts use restrictions on their occupational use in residential zones for up to thirty days and not to exceed 90 days total annually.

***T. Moore moved, second by L. Milette to combine Z-23-17 and Z-23-18 as one amendment and post for public hearing on January 4, 2023***

***The motion to passed 5-0-0***

Proposed amendment Z-23-17 was discussed.

***T. Alberti moved, second by L. Milette to post Z-23-19 for public hearing on January 4, 2023***

***The motion to passed 5-0-0***

Proposed amendment Z-23-20 was discussed. T. Moore said that if you have a single lot and an intrusion into the wetlands or buffer then you have to get a variance from the ZBA. On any other site, you need to get a Conditional Use Permit (CUP). This amendment says you need a CUP regardless of where it is located.

***T. Moore moved, second by L. Milette to post Z-23-20 for public hearing on January 4, 2023***

***The motion to passed 5-0-0***

Proposed amendment Z-23-21 was discussed. S. Tatarczuk said the staff recommends this to clarify an unclear zoning ordinance to specify what needs a site plan/plan review.

***K. Robinson moved, second by L. Milette to post Z-23-21 for public hearing on January 4, 2023***

***The motion to passed 5-0-0***

Proposed amendment Z-23-22 was discussed. S. Tatarczuk read the Voters Guide Explanation: Number (2) under Section C already points to Table 220-32I, which is a complete list of all setback requirements, including a different setback requirement for larger parcels and buildings within the C3 zoning district that is not addressed in Table 220-32M. It also makes all the tables consistent with the same reference to Table 220-32I for setback requirements. This will give the 80 foot setback and clear up the confusion.

***K. Robinson moved, second by L. Milette to post Z-23-22 for public hearing on January 4, 2023***

***The motion to passed 5-0-0***

T. Moore discussed the Stormwater Management Amendments meant to keep the Town compliant with the NHDES. It was noted the whole of the Amendments would need to be read at the Public Hearing. It was also agreed to add the definition of Historic to the Definitions amendment.

***T. Moore moved, second by K. Robinson to post Z-23-24 to remove the variance appeal time period dates for public hearing on January 4, 2023***

***The motion to passed 5-0-0***

***T. Alberti moved, second by K. Robinson to move the definition of Historic Structure to the combine Z-23-5, Z-23-6 and Z-23-7 amendment***

***The motion to passed 5-0-0***

Proposed amendment Z-23-23 concerning Flood Plain Management was discussed

***T. Moore moved, second by K. Robinson to remove the variance appeal time period dates and post Z-23-23 for public hearing on January 4, 2023***

***The motion to passed 5-0-0***

***T. Alberti moved, second by K. Robinson to move the variance and the violation into one zoning amendment and post for the public hearing on January 4, 2023.***

***The motion to passed 5-0-0***

Ch. Alberti dismissed himself at 8:42 PM; Vice Chair Moore took over the meeting. S. Tatarczuk asked if Accessory Structures would be tabled until next year; it was.

T. Moore discussed Stormwater Management, noting that MS4 is a license granted to Plaistow assuming it meets all the Federal EPA requirements, including stormwater management ordinances. He noted the

Town's ordinances were lacking a few sections. He said the language is all in the materials that will be handed out. These will be Z-23-17 amending Construction/Post Construction Regulations and Z-23-18 concerning relief of the ordinance in the reordered zoning amendments.

*T. Moore moved, second by L. Milette to post renamed Z-23-17 for public hearing on January 4, 2023*

*The motion to passed 4-0-0*

*T. Moore moved, second by K. Robinson to post renamed Z-23-18 for public hearing on January 4, 2023*

*The motion to passed 4-0-0*

#### **4. NEW BUSINESS**

There were no applications by December 1 so the December 21, 2022 meeting was cancelled.

K. Robinson asked whether the ZBA and Planning Board might meet on occasion to discuss issues each might not be aware of. T. Moore noted this has rarely happened and we must be careful to avoid appearance of collusion/conflict. He said we could extend an invitation for them attend to ask questions if they have any.

#### **ADJOURNMENT**

There was no additional business before the Board and the meeting was adjourned at 8:53 PM.

Respectfully Submitted,

Charlene A. Glorieux  
Minute Taker