



Town of Plaistow, New Hampshire
145 Main Street, Plaistow NH 03865
Phone: (603) 382-8469

PB Minutes 11/05/14

PLANNING BOARD MINUTES November 05, 2014

Call to Order: 6:33 p.m.

ROLL CALL: Tim Moore, *Chair*
Charles Lanza, *Vice Chair, excused*
Genifer Silva
Shem Kellogg,
Steve Ranlett, *Selectman Ex-Officio, excused*
Geoffrey Adams, *Alternate,*

Also present were Leigh Komornick, *Planner* and P. Michael Dorman, *Chief Building Official*

G. Adams was appointed as a voting member for C. Lanza.

Congratulations were offered to S. Kellogg for winning a State Representative seat in the recent elections.

Agenda Item 2: Minutes of October 01, and October 15, 2014 Planning Board Meetings

G. Silva motioned, second by G. Adams, to approve the minutes of the October 01, 2014 meeting. There was no discussion on the motion. The vote was 3-0-1 (Silva abstaining).

G. Silva motioned, second by G. Adams, to approve the minutes of the October 15, 2014 meeting. There was no discussion on the motion. The vote was 3-0-1 (Moore abstaining).

Agenda Item 3: Brief Discussion with Steve Doherty Regarding Status of Snow's Brook and Request for Occupancy Permits

Steve Doherty, principal with Hillcrest Estates and Ashley B. Scott, Cronin, Bisson and Zalinsky P.C., were present for the discussion.

L. Komornick noted that the sole authority for granting Certificates of Occupancy (CO) lies with the Building Inspector/Code Enforcement Officer, Mike Dorman. She added that in the past the Planning Board has been involved in helping to make decisions as to when it is appropriate to issue a CO prior to full implementation of a site plan. L. Komornick explained that she had spoken with Planning Board Attorney Charles Cleary and he didn't think there should be a problem with issuing any COs, but reiterated the final decision rests with M. Dorman.

It was noted that Dan Garlington, Highway Supervisor, had requested a change to the ends of the guardrails. S. Doherty indicated that the changes had been completed.

L. Komornick explained that that M. Dorman and Steve Reichert, CLD Consulting, were working out some issues with a retaining wall on the roadway and the \$30,000.00 for the communications

tower needed to be paid. She noted that the Board did not need to take a formal vote because the authority lies with M. Dorman, but that M. Dorman was seeking support for issuing COs considering there is a bond in place.

M. Dorman noted that two houses were complete or nearly complete as was the community center. The sidewalks are not in and some of the landscaping isn't finished either, but there is a bond.

Agenda Item 4: A Minor Site Plan Review for a Special Event (Sale of Christmas Trees) at Northland Mall (134 Newton Road) on Route 108

Nancy Gordon, Plaistow Army Navy Store, was present for the discussion.

It was noted that Ms. Gordon would like to set up, display and sell Christmas Trees from the grassed island located on the Northland Mall property. The following was noted in the discussion:

- The trees would be located in the grassed island area
- There were no sight distance issues
- The parking light was well lit so there was no need for additional lighting
- Snow clearing was the responsibility of the owner and the applicant needs to consult with them regarding keeping access clear to the trees

G. Silva motioned, second by S. Kellogg to approve the minor site plan for Christmas Tree Sales at 134 Newton Road. There was no discussion on the motion. The vote was 4-0-0 U/A.

There was a request to waive the Perimeter Survey, Mylar and Engineering Review.

G. Silva motioned, second by S. Kellogg to waive the Perimeter Survey, Mylar and Engineering Review for the minor site plan to allow Christmas Tree Sales at 134 Newton Road. There was no discussion on the motion. The vote was 4-0-0 U/A.

N. Gordon noted for the Board that she would like to be able to have U-Haul rental trailers available. It was noted that there would have to be an amendment to the site plan in order to allow the trailers for rent. It was also noted that there may be an amendment coming forth for another business at this location and Ms. Gordon should contact the property owner regarding having her request considered at the same time.

Agenda item 5: Approval of 2015-2020 CIP (Capital Improvement Plan) Table and Text Approved by the CIP Committee on October 14, 2014 and Distributed at the October 15, 2014 Planning Board Meeting

T. Moore gave a brief overview of the CIP noting the following:

- Items including the CIP need to be valued at greater than \$10,000 and/or have a useful life of at least 3 years
- The item must not be considered an annual operating expense
- The goal is to plan out funding across a six (6) year span 2015-2020 to level out the tax burden
- There is a spike in 2017, which is related to the possible building of a Community Center on the Beede Superfund Site even though the project is not likely to happen at that time

T. Moore gave an overview of the projects in the CIP, listing them out department by department. He noted which projects were recurring, such as replacement of Highway Department vehicles, which ones were one-time only projects and which were new projects. T. Moore offered a detail explanation of the new projects, answering questions along the way.

There was an amendment offered to the CIP which was a new vehicle for the Building Inspector, proposed for 2015. It was noted that this would likely be a Warrant Article so it needed to be noted in the CIP.

T. Moore talked about the spreadsheet and the appendixes to the document which showed cash flows and balances of Capital Reserve accounts.

G. Silva motioned, second by G. Adams to approve the CIP as amended to include the Building Department vehicle. There was no discussion on the motion. The vote was 3-1-0 (Kellogg dissenting).

Agenda Item 6: WORKSHOP – Zoning Amendments for 2015 and Review of Final Community Survey entered into Survey Monkey and to be sent out by Loral Printing

L. Komornick noted that community survey has been entered into Survey Monkey, but has not yet been activated. Activation will be done to coincide with the mailing out of surveys. It was noted that surveys will be mailed to all households but will also be available online, at Town Hall and the Library.

T. Moore noted two (2) letters from Normandeau updating on the Source Water Protection Project

L. Komornick added that the letters will serve as the basis for writing Zoning Amendments to the Aquifer Protection District Ordinance. The intent will be to strengthen the ordinance and provide protection for drinking water against contamination. She noted that she has an intern working with her on updating all the public water supplies as community wells into GIS. L. Komornick offered that there will be a letter going out to businesses regarding protection of ground water resources.

She added that all the businesses will be grouped into three (3) groups. Each group will have about thirty (30) businesses and will be surveyed every three (3) years regarding Best Management Practices.

M. Dorman suggested that the Highway Garage be included in the surveys.

There was a discussion of the conditions of the grant and whether or not there had to be an amendment made to the Aquifer protection ordinance. It was noted that the condition was that the ordinance be reviewed and strengthened as needed; there was no condition to adopt the changes.

Agenda Item 7: Reading of Communications Directed to/from the Board

It was noted that there would be an RPC Legislative Forum on November 12, 2014 to review and discuss the State's Energy Strategy.

2 Red Oak Drive

M. Dorman noted a letter that he sent to all owners of units at 2 Red Oak Drive. There have been issues of overnight storage and parking, which is not permitted per the approved site plan.

G. Adams offered that the site plan was not as specific as it could be regarding overnight parking.

M. Dorman responded that he understood the intent of how it was worded on the site plan and was enforcing accordingly.

There was a discussion of what had transpired during the approval process of this project. It was noted that the condition was put on the site plan because there are residential abutters to the project.

G. Adams suggested that it be a caution to the Board when reviewing future plans to make sure that it is more specifically worded.

Plaistow Fish and Game

M. Dorman noted that copy of a letter that he sent to the Plaistow Fish and Game Club; he wanted to be on the record regarding his concerns with the site.

7 Rose Ave – Notice of Violation

M. Dorman explained that there were compliance uses with the current tenant on the site and the property owner was now working with his engineer to possibly update the site plan.

Blinn's Auto Body – Expired Temporary CO

M. Dorman explained that he has sent a letter to Blinn's Auto Body at 38 Westville Road to inform them that their temporary CO has expired for non-compliance with their site plan. He reminded that Board that an extension had been granted to September 30, 2014 to pave the topcoat and re-stripe the lot, which has not yet been done.

L. Komornick noted that there was still a \$10,000.00 bond being held for that project and suggested that it be used to complete the paving. She also noted that there had been a fence put on the back part of the property.

M. Dorman offered that was in the letter as well and he would be talking to Mr. Blinn about updating the site plan to include the fence.

Agenda Item 8: Other Business

T. Moore noted that he did not have any updates from RPC (Rockingham Planning Commission) or MPO (Metropolitan Planning Organization). He noted that next public hearing for the rail project would be in January.

There were no additional matters before the Board and the meeting was adjourned at 7:50 p.m.

Respectfully Submitted as recorded by Dee Voss.

Approved by the Planning Board on _____

Timothy E. Moore, Chair