



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

PLANNING BOARD MINUTES

April 06, 2016

Call to Order: 6:30 p.m.

ROLL CALL: Tim Moore, *Chair*
Charlie Lanza, *Vice Chair*
Gennifer Silva,
Laurie Milette
Steve Ranlett, *Selectman Ex-Officio, Excused*
Geoffrey Adams, *Alternate*

Also present: Greg Jones, *Town Planner* and P. Michael Dorman, *Chief Building Official*

Present in the Gallery: Julian Kiszka, *Alternate Selectman Ex-Officio* and Peter Bracci, *Selectman*

Agenda Item 2: Minutes of March 02, 2016 Meeting

★S. Ranlett moved, second by G. Silva, to approve the minutes of the March 02, 2016 meeting. There was no discussion on the motion. The vote was 4-0-1 (Ranlett abstaining).

Agenda Item 3: Reorganization of Planning Board Officers

★S. Ranlett moved, second by C. Lanza, to nominate T. Moore as Planning Board Chair.

T. Moore asked if there were any additional nominations, there were none and nominations for Planning Board Chair were closed

There was no discussion on the motion. The vote was 5-0-0 U/A.

★S. Ranlett moved, second by L. Milette, to nominate G. Silva as Planning Board Vice Chair.

T. Moore asked if there were any additional nominations, there were none and nominations for Planning Board Vice Chair were closed

There was no discussion on the motion. The vote was 5-0-0 U/A.

Agenda Item 4: PUBLIC HEARING Proposed Regulatory Changes – 2016

T. Moore noted that the proposed changes to the regulations had been discussed at a previous meeting. He explained that these changes were reviewed and proposed based upon frequently requested waivers and some “housekeeping” changes to more current standards. T. Moore read the all the proposed site plan regulation changes.

(changes are in *bold italic*)

Site Plan Review Regulations

§230-14.1 – Data requirements for all districts. [Amended 11-20-2002; 4-21-2004; 3-2-2005; 12-7-2005]

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- S. Scale of plans; ***no specific scale is required. However, plans must be generated at a scale which is easily readable and understandable.***

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- Z. Topography contours at intervals not exceeding two feet, with spot elevations where grade is less than 5%. ***Datum shall be North American Vertical Datum of 1988 (NAVD88).***

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- CC: Existing and proposed septic systems (and proposed replacement areas), wells (with protective radii for proposed) located on the site, and ***for septic and wells*** on abutting properties ***located within 100 feet of the subject property.***

Exceptions:

- a) Wells on abutting properties do not need to be located on site plans if septic systems and replacement areas on the subject site are at least 100 feet from all lot-lines.
- b) Septic systems and replacement areas on abutting properties do not need to be located on site plans if septic systems and replacement areas on the site are at least 100 feet from all lot-lines.

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- HH. Landscaping plan that complies with all requirements of the Town's landscaping regulations ***except for condominium conversions.***

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- II. Lighting plan that complies with all requirements of the Town's lighting regulation ***except for condominium conversions.***

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- ZZ. ***All licensed professionals on the project team must place their contact information and respective NH certified professional stamps on the plan. Said professionals include, but are not limited to, surveyors, engineers, soil and wetland scientists (this replaces {{ as well.)***

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★S. Ranlett moved, second by C. Lanza, to post the adopt changes to the Plaistow Site Plan Regulations for Public Hearing. There was no discussion on the motion. The vote was 5-0-0 U/A.

Subdivision Review Regulations

T. Moore noted that the proposed changes to the Subdivision Regulations mirror the changes made to the Site Plan Regulations.

§235-18 – Plan Requirements. [Amended 3-2-2005; 12-7-2005]

- T. Scale of plans; ***no specific scale is required. However, plans must be generated at a scale which is easily readable and understandable.***

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EE. A topography plan showing two-foot contour intervals. Slope will be indicated for each lot as described in the definition of "slope" in §235-3. Datum for all elevations shall be **North American Vertical Datum of 1988 (NAVD88)**.

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PP. Topographical contours at intervals not exceeding two-foot, with spot elevations where grade is less than 5%. **Datum shall be North American Vertical Datum of 1988 (NAVD88)**.

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SS. Existing and proposed septic systems (and proposed replacement area), wells (with protective radii for proposed) located on the site, and **for septic and wells** on abutting properties **located within 100 feet of the subject property**.

Exceptions:

- a) Wells on abutting properties do not need to be located on subdivision plans if septic systems and replacement areas on the subject site are at least 100 feet from all lot-lines.
- b) Septic systems and replacement areas on abutting properties do not need to be located on subdivision plans if septic systems and replacement areas on the site are at least 100 feet from all lot-lines.

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}}. **All licensed professionals on the project team must place their contact information and respective NH certified professional stamps on the plan. Said professionals include, but are not limited to, surveyors, engineers, soil and wetland scientists.**

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**★S. Ranlett moved, second by C. Lanza, to post the adopt changes to the Plaistow Subdivision Regulations for Public Hearing. There was no discussion on the motion. The vote was 5-0-0 U/A.**

#### **Agenda Item 5: Communications and Updates**

M. Dorman noted a number of commercial violations that he was pursuing, indicating that there would probably be more to come. He also noted that he was in Court with three (3) residential violations.

S. Ranlett offered that he was glad to see that 71 Plaistow Road had received a letter.

M. Dorman suggested that the Board should seek to formally revoke that plan as the property owner has not implemented the approved site plan.

G. Jones will look into the revocation procedure.

S. Ranlett asked that USA1 Motors (39 Westville Rd) be looked into as he has heard spraying noises (indicative of spray painting) coming from the site in the evening.

M. Dorman replied that he has been to the site a number of times and can find no evidence that they are spray painting. He added that he will go back and investigate further.

G. Jones offered the following updates for the Board:

- The *Notice to Proceed* related to the Safe Routes to Schools (SRTS) project has been received. The next step is public outreach and 4,000 mailers have been/are being sent out. There will be an open meeting on the SRTS at the May 5, 2016 Board of Selectmen meeting.
- A first iteration draft has been received for the Master Plan Housing Chapter. Comments have been sent back to Mark Fougere, who is contracted to do the update. Invoices have been received.
- A request to refund the bond related to the Panera Bread store (4 Plaistow Rd) has been received

C. Lanza asked who is responsible for repairing the guardrail at the site.

M. Dorman noted that it would be the plaza owners and that he has already made the call to get the repairs done.

S. Ranlett asked M. Dorman if he was satisfied with the project.

M. Dorman replied that it has been complete for two (2) years and still looks good. He has no issues that would hold up releasing the bond at this time.

***★S. Ranlett moved, second by G. Silva, to release to Plaistow Project, LLC, the entire bond, and any accrued interest, being held related to the Panera Bread project. There was no discussion on the motion. The vote was 5-0-0 U/A.***

- A request for dues in the amount of \$7,335 has been received from Rockingham Planning Commission. G. Jones is working with the Town Manager on payment.
- Two (2) letters relating to minor zoning amendments have been received from the City of Haverhill
- Recon and GIS work is being done at the Hale Spring Well site. The water is contaminated and there are currently restrictions in the deed that require the Town to maintain the well.

L. Milette asked who owned the property.

S. Ranlett replied that the Town owns the property but that there are provisions in the deed that require maintenance and restrict how the property can be used. He noted that there was research being done to get the restrictions removed.

M. Dorman noted that he was working with Bank of America and CW Keller to have them sign off on new deeds that would remove the restrictions.

- Route 108 (Brandy Brow) access discussion is moving along

M. Dorman noted that Frank Leandro (Brandy Brow) has all the paperwork related to the easement in hand and is working to get sign-off from his bank.

G. Jones added that the Conservation Commission (ConCom) is not on board with going forward on the land sale of other related parcels until access (across Brandy Brow property to town-owned property) is worked out.

G. Adams asked if the Hale Spring (Well) property would be sold.

S. Ranlett noted that the deed needed to be cleaned up to remove the restrictions and they were not anywhere near conversation on selling the property.

- There has been discussion with New Hampshire Department of Environmental Services (NHDES) regarding a town-wide community water testing day. Property owners will be able to bring in water samples that will be taken to the NHDES lab for testing. NHDES will provide an information session prior to the collection day. This is proposed for the fall.

L. Milette questioned if the collection day would be town-wide or just selected areas. It was noted that it would be town-wide and any property owner could participate. It was also noted the community water systems are tested regularly by the owners.

S. Ranlett asked who was responsible for payment for the testing. It was noted that the well owner would have to pay for the testing.

- The waterline study has been submitted and comments made on the first draft

M. Dorman offered that as part of the Route 125 widening project the old drive-in theater scene has been exposed. He has been in contact with the Market Basket people who have contracted with Kidder Wrecking and the screen will be coming down soon.

There was discussion as to who owns the parcel where the screen is located.

M. Dorman also noted that Sawyer's Banquet Hall may be sold to a church. He noted that since both the function hall and the church are places of assembly it wouldn't be a change of use.

L. Milette noted that it would mean that they would not be required to pay property taxes though.

#### **Other Business:**

There was a brief discussion regarding the Mortgage Specialist sign (located in Haverhill) and how it has recently been damaged.

T. Moore noted that in the fiscal year for RPC runs July to June. In the next fiscal year there will be \$14,000 available under a Homeland Security grant to update the Hazard Mitigation plans of two (2) municipalities. Plaistow's Hazard Mitigation plan is due to be updated and if we would like to be considered for the assistance then a letter of intent needs to be filed. There is a question as to when the deadline is for that filing so G. Jones will get further information from RPC. If the deadline is soon and the Town Manager is not available to sign the letter of intent, T. Moore will sign the letter.

G. Jones offered that he has also been speaking with RPC relative to an Energy Chapter of the Master Plan. He added that the Board should review the schedule for updating additional chapters of the Master Plan.

G. Adams asked when the next time the Beede Site group will be before the Board of Selectmen. It was noted that they are on the April 11, 2016 agenda.

There were no additional matters before the Board and the meeting was adjourned at 7:05 PM.

Respectfully Submitted,

Dee Voss  
Recording Secretary