



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

PLANNING BOARD MINUTES
November 29, 2017

Call to Order: 6:30 p.m.

ROLL CALL: Tim Moore, *Chair*
Gennifer Silva, *Vice Chair*
Laurie Milette
Lisa Lambert
Steve Ranlett, *Selectman Ex-Officio*
Geoffrey Adams, *Alternate*
Chantel Boudreau, *Alternate, Excused*

Also present were: Dee Voss, *Interim Planning Coordinator*, P. Michael Dorman, *Chief Building Official*

Agenda Item 2: Minutes from November 1, 2017

Board review minutes of November 1, 2017

S. Ranlett moved to approve, second by G. Silva to accept the minutes of November 1, 2017. There was no discussion on the motion. Vote was 4-0-1 S. Ranlett abstained.

Agenda Item 3: Public Hearings:

PB 17-16: An application from James T. and Sharon A. Bourque for an amendment to the Site Plan to allow a change of use. The proposed change is to professional office space (real estate office), a permitted use. The property is located at 16 Danville Rd, Tax Map 30, Lot 87 in the C1 District/Danville Rd Overlay. The applicants are the property owners of record.

Charlie Zilch, SEC & Associates was present for the application. He noted the following for the Board:

- The property is located at 16 Danville Rd, Tax Map 30, Lot 87 in the C1 District
- The proposed amendment/change is to professional office space (real estate office)
- A permitted use with minor changes
- No additional State approvals or Zoning Board relief is required
- There are waivers requested, formal letters with justification, were submitted

C. Zilch noted there will be less intensive use of the property with the proposed changes.

C. Zilch noted the following:

New Hampshire Department of Transportation (NHDOT) will allow only one (1) entry driveway. They will close one (1) of the driveways but expand on the allowed one (1). NHDES has approved septic for change of use.

The applicant has received septic approval for the change of use and NHDOT is in receipt of driveway permit application.

Requested site plan waivers:

Motion by S. Ranlett to accept the minor site plan for 16 Danville Rd as complete, second by G. Silva. There was no discussion on the motion. Vote was 5-0-0.

Waiver Requests:

Site plan regulation §230-14.1.HH. - requiring a separate landscaping plan

Motion by S. Ranlett to approve waiver for site plan regulation §230-14.1, HH requiring landscaping plan, for the reason stated in the request, second by G. Silva. No discussion by board. Vote was 5-0-0.

Site plan regulation §230-14.1.II- requiring a separate lighting plan

Motion by S. Ranlett to approve waiver for site plan regulation §230-14.1.11- requiring a separate light plan, for the reason stated in the request, second by G. Silva. No discussion by the board. Vote was 5-0-0.

Site plan regulation §230-14.11.FF requiring off street loading and unloading space

Motion by S. Ranlett to approve waiver for site plan regulation §230-14.11. FF requiring off street loading and unloading space, for the reason stated in the request, second by G. Silva. No discussion by the board. Vote was 5-0-0.

Site plan regulation §230-14.1.F – requiring an Escrow Account.

Motion by S. Ranlett to approve waiver for site plan regulation §230-14.1. F – requiring an Escrow Account, for the reason stated in the request, second by G. Silva. No discussion by the board. Vote was 5-0-0.

Motion by S. Ranlett moved, second by G. Silva, to approve the minor site plan for 16 Danville Rd with the following conditions:

- NHDOT approval of the driveway permit
- New Hampshire Department of Environmental Services approval of the contingency septic plan

There was no discussion on the motion. Vote was 5-0-0.

PB 17-17: An application from Russell Libby for a Site Plan for a mixed-use development to include several spec retail buildings (10,350 sf & 7,150 sf) and a 20,000-sf garage/office use. The property is located at 88 Plaistow Rd, Tax Map 27, Lot 21 in the C1 District. MBT Holding, LLC is the property owner of record.

Michael Malynowski, Allen & Major Assoc. and Jill Mann; Legal Counsel for the applicant, were present for the application.

M. Malynowski noted the following:

- The property is located at 88 Plaistow Rd., Tax Map 27, Lot 21 in the C1 District
- The site plan is for a mixed-use development that includes several spec retail buildings.
- Retail building consist of 10,350 square feet & 7,150 square feet and a 20, 000 square feet garage/ office area.
- The updated site plan includes adjacent property and curb cuts
- The property use will include a motor coach service facility
- The application includes a request for a Conditional Use Permit (CUP)

Pending NHDOT approval, curb cuts/approval could change. M. Malynowski relayed to the Planning Board both the Fire Department and Police Department had some concerns regarding traffic, turning, entering and exiting the business. They would like to see exiting vehicles turn right, towards the north only.

Planning Board discussion included concerns about storm water drain off/ flow, impact on wet lands, utilities access as well fire hydrant location.

M. Malynowski gave a detailed explanation of the storm water flow, gas, water and fire suppression lines and the septic system. He explained landscaping will be enhance and it will include restoring the buffer areas.

Planning Board members discussed the entry way and driveway areas, width of road/driveway/ wet lands crossing and how it will affect the aquifer area.

Board members questioned CUP as part of the application being presented. J. Mann explained the need for the CUP. J. Mann further explained how this application qualifies for a CUP.

There was discussion regarding if there would be gas storage tanks on the property. There was discussion questioning if this was allowed and if so, how the gas would be stored. M. Dorman explained underground storage tanks are prohibited but above ground storage tanks are and their containment would prevent spills.

Motion by S. Ranlett to accept the application for the site plan for 88 Plaistow Rd as complete, second by G. Silva. There was no discussion on the motion. Vote was 5-0-0.

T. Moore noted that this begins the sixty-five (65) day clock for approval. He also noted that there are circumstances where an extension can be granted.

T. Moore stated that this public hearing is continued to December 20, 2017.

Agenda Item 4) Request for Release of Escrow:

D. Voss presents the Planning Board with three (3) letters requesting the release of escrow funds. D. Voss noted the name and amount due to each developer in her memo.

S. Ranlett moved to release \$500.00 being held for the project at 117-119 Newton Rd to Ronald LaPlume, second by G. Silva. There was no discussion on the motion. Vote was 5-0-0.

S. Ranlett moved to release \$743.09 being held for the project at 19 Danville Rd. to Kelly Ward, second by L. Lambert. There was no discussion on the motion. Vote was 5-0-0.

S. Ranlett moved to release \$76.24 being held for the project at Little River Village to Henry Torromeo, second by L. Lambert. There was no discussion. Vote was 5-0-0.

Agenda Item 5) Updates from the Building and Planning Departments:

D. Voss updated the board on the following:

- Updated copies of proposed zoning amendments are in each board members folder.
- Abutter Notice from the City of Haverhill (Chit-Chat Club) converting 2nd floor to two (2) one-bedroom apartments.
- Copy of New Hampshire Municipal Association 2017 Court Update booklet was given to board members.
- Board questions changes to proposed ordinances. D. Voss and T. Moore explain changes made to wording and other corrections necessary to finalize proposed ordinances.

Agenda Item 6) Other Business:

There was no additional business before the Board and the meeting adjourned at 8:00 PM.

Respectfully Submitted,

Joyce Ingerson
Recording Secretary