



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

**PLANNING BOARD MINUTES
DECEMBER 6, 2017**

Call to Order: 6:30 p.m.

ROLL CALL: Tim Moore, *Chair*
Gennifer Silva, *Vice Chair (arrived at 6:36 pm)*
Laurie Milette
Lisa Lambert
Steve Ranlett, *Selectman Ex-Officio, Excused*
Geoffrey Adams, *Alternate*
Chantel Boudreau, *Alternate, Excused*
Julian Kiszka, *Selectmen Ex-Officio, Alternate*

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

Minutes from November 29, 2017 deferred until next meeting.

Review of proposed Zoning Amendment changes: Tim Moore reads all proposed warrant articles and the board votes on each.

Proposed Plaistow Zoning Amendment Z-18-01

Are you in favor of amending the Zoning Ordinance Article X, Home Occupation, § 220-66. Permitted Uses, by added the use “Internet Sales” to Section A?

[[Intent: To add Internet Sales as a permitted home occupation use]

G. Silva motions to post for public hearing, second by J. Kiszka.

Discussion:

The Board discussed changing the word “added” to “adding”.

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

Proposed Plaistow Zoning Amendment Z-18-02

Are you in favor of amending the Zoning Ordinance Article V, Establishment of Districts and District Regulations, Table 220-32G, Integrated Commercial-Residential, B. Uses (2) Permitted commercial/industrial uses by adding a letter (z) Private/Public Schools?

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[Intent: To add private/public schools as a permitted use in the Integrated Commercial-Residential District. Currently schools are not listed as a permitted use in any district]

G. Silva motions to post for public hearing, second by J. Kiszka.

There was no discussion. **Vote was 4-1-0. L. Lambert voting no.**

Proposed Plaistow Zoning Amendment Z-18-03

Are you in favor of amending the Zoning Ordinance Article V, Establishment of Districts and District Regulations, Table 220-32G, Integrated Commercial-Residential, B. Uses (3) Allowed by special exception by deleting the use “Care and treatment of animals” as a permitted use?

Note: If passed all other references of Care and Treatment of Animals in the Integrated Commercial-Residential District will be eliminated throughout the Zoning Ordinances as housekeeping.

[Intent: To eliminate the use care and treatment of animals as a permitted use in the Integrated Commercial Residential District]

G. Silva motions to post for public hearing, second by L. Lambert.

Discussion:

There was a brief discussion and information relayed by Mike Dorman regarding possible changes being made to ICR district (Integrated Commercial-Residential District).

There was no more discussion on the motion. **Vote was 5-0-0 U/A.**

Proposed Plaistow Zoning Amendment Z-18-04

Are you in favor of amending the Zoning Ordinance Article V, Establishment of Districts and District Regulations, Table 220-32A, Industrial, B. Uses, by adding a (3) Care and treatment of animals as permitted use?

[Intent: To allow facilities for the care and treatment of animals, such as kennels and doggie day care facilities in the Industrial District]

J. Kiszka motions to post for public hearing, second by G. Silva.

There was no discussion. **Vote was 3-2-0. L. Milette and L. Lambert voting no.**

Proposed Plaistow Zoning Amendment Z-18-05

Are you in favor of amending the Zoning Ordinance Article V, Establishment of Districts and District Regulations, Table 220-32B, Commercial I, D. Special exception criteria for the use “Care and treatment of animals” by added a number (11) to read “No structures,

including, kennels and fenced animal play areas, shall be located any closer than 500 feet to the property line.”

[Intent: To keep care and treatment of animals uses, such as kennels, fenced animal play areas and doggie day cares from being too close to other uses, particularly residential, that may be disturbed by barking]

G. Silva motions to post for public hearing, second by L. Milette.

Discussion:

The Board discussed the 500 feet to the property line and to change the word “any” to “no”.

There was no more discussion on the motion. **Vote was 5-0-0 U/A.**

Proposed Plaistow Zoning Amendment Z-18-06

Are you in favor of amending the Zoning Ordinance Article VI, Planned Residential Development (PRD), §220-48 Specific design requirements, G. PRD lot requirements, (3) by changing the words “Dwelling units” to “Foundations”?

The ordinance would then read: “*Foundations shall not be located and closer than 50 feet to each other.*”

[Intent: The section as currently written is in conflict with §220-47.F which allows for up to four-unit townhouses on a minimum 10 acre parcel. Mandating 50’ between dwelling units, eliminates the possibility of duplex, triplexes and quadraplexes. Changing the requirements to foundations would allow for permitted multi-units and maintain the desired separation.

J. Kiszka motioned to post for public hearing, second by L. Milette.

Discussion:

There was a brief discussion about mandating 50 feet and town house sizes.

There was no more discussion on the motion. **Vote was 5-0-0. U/A**

Proposed Plaistow Zoning Amendment Z-18-07

Are you in favor of amending the Zoning Ordinance Article VIII, Accessory Dwelling Units - ADUs, § 220-57 General Requirements be eliminating letter M?

Section to be eliminated: ~~*M. For lots exceeding 160,000 square feet, an accessory dwelling unit may be added as a stand alone structure provided all other provisions of this ordinance are met.*~~

[Voter's Notes: The requirement for 160,000 square feet conflicts with Letter L. which allows ADUs to be part of a free-standing garage no matter the size of the parcel.]

G. Silva motions to post for public hearing, second by L. Milette.

Discussion:

There was a brief discussion about the necessity of this amendment to be compliant with current RSA changes.

There was no more discussion on the motion. **Vote was 5-0-0 U/A.**

Proposed Plaistow Zoning Amendment Z-18-08

Are you in favor of amending the Zoning Ordinance Article III, General Provisions, §220-3. One building per lot by adding an exception for Accessory Dwelling Units under letter A:

The section would read:

A. Not more than one house or other principal building or principal structure shall be placed on a lot.

(1) Exception: Accessory Dwelling Units (ADUs) are permitted provided all other requirements of Article VIII - Accessory Dwelling Units (ADUs) are met.

[Voter's Notes: Even though ADUs are secondary to the principal dwelling unit, this change would make it clear that they are allowed as described in Article VIII and in keeping with the NH RSA changes.]

G. Silva motions to post for public hearing, second by J. Kiszka.

Discussion:

T. Moore discussed with the Board if the PRD (Planned Residential Development) covers these types of units when ADU (accessory dwelling units) are part of the plan.

There was no more discussion on the motion. **Vote was 4-0-1. L. Lambert abstains.**

Proposed Plaistow Zoning Amendment Z-18-09

Are you in favor of amending the Zoning Ordinance Article III, General Provisions, §220-3 One building per lot by deleting letter C.

Section to be eliminated: ~~C. In the ICR the dwelling unit shall be occupied by the owner of the business.~~

[Voter's Notes: Housekeeping – A few years back the Town voted to not require an owner-occupancy for mixed uses in the CII and the ICR districts. The section to be eliminated is not only misplaced where it is (One building per lot), but is contrary to the recent change.

There was no discussion

J. Kiszka motions to post for public hearing, second by G. Silva. Vote was 5-0-0 U/A.

Proposed Plaistow Zoning Amendment Z-18-10

Are you in favor of amending the Zoning Ordinance Article V, Establishment of Districts and District Regulations, §220-34 Dimensional requirements. B. Front yard regulations and exceptions by eliminating (5)?

Section to be eliminated: ~~(5) No accessory use or structure may occupy any part of a required front yard.~~

[Voter's Notes: To allow structures to be constructed in a front yard. All structures will still have to meet the minimum setbacks of §220-32I]

J. Kiszka motions to post for public hearing, second by G. Silva.

Discussion:

The Board discussed how the vote tally would appear on the ballot.

There was no more discussion on the motion. **Vote was 3-2-0 (L. Lambert and L. Milette vote no).**

Proposed Plaistow Zoning Amendment Z-18-11

Are you in favor of amending the Zoning Ordinance Article V, Establishment of Districts and District Regulations, Table 220-32F, LDR-Low Density Residential, C. Area and dimensions, (1) Minimum lot size by changing (1) Area: 110,000 square feet to (1) Area: 80,000 square feet per dwelling unit?

[Voter's Notes: To decrease the minimum lots sizing in the LDR District by 30,000 square feet as proposed by Robert Zukas, 108 Sweet Hill Rd.]

G. Silva motions to post for public hearing, second by J. Kiszka.

Discussion:

The Board discussed if they should post for public hearing. T. Moore suggested to the Board to revisit or re-vote later as there could be a citizen petition brought forward. D. Voss informed the board that R. Zukas has been informed of the time frame to submit the

citizens petition as well as the number of votes necessary on that petition to move forward.

There was no more discussion on the motion **Vote was 5-0-0. U/A**

Proposed Plaistow Zoning Amendment Z-18-12

Are you in favor of amending the Zoning Ordinance Article V, Establishment of Districts and District Regulations, Table 220-32F, LDR-Low Density Residential, C. Area and dimensions, (1) Minimum lot size by eliminating (2)

Section to be eliminated: ~~Minimum area per family: 110,000 square feet.~~

[Voter's Notes: Housekeeping, this is a duplicate of C. Areas and dimensions (1)(a)]

G. Silva motions to post for public hearing, second by J. Kiszka.

There was no discussion. **Vote was 5-1-0. L. Lambert votes no.**

Proposed Plaistow Zoning Amendment Z-18-13

Are you in favor of amending the Zoning Ordinance Article IX, Signs, §220-61. Temporary Signs B. Permit duration; content, size and fee. by deleting letter D?

Section to be eliminated: ~~D. Temporary signs shall not be installed on in ground posts or anything else of a visible permanent or semi permanent nature.~~

[Voter's Notes: The intent is to allow signs such as wave runners, feathers other temporary signs that may need to stick into the ground on a temporary basis.]

G. Silva motions to post for public hearing, second by J. Kiszka.

There was no discussion. **Vote was 5-0-0 U/A.**

Proposed Plaistow Zoning Amendment Z-18-14

Are you in favor of amending the Zoning Ordinance Article X. Home Occupation, §220-67. Conditions by deleting letter D.

§ 220-67. Conditions.

A. Such business use shall not be injurious, noxious or offensive to the neighborhood by reason of emission or odor, fumes, dust, smoke, vibration, and noise. No equipment or process will be allowed that creates visual, audible or electrical interference or causes fluctuations in voltage off premises.

B. Use by owner of tenant in one-or two-family dwellings with owner's written permission. The residential use is established prior to the business use.

C. The business use is conducted within the residential building and does not exceed 25% of the total normal living area of the residence. The normal living area is that portion of the residential building of living room/s, kitchen/s, dining room/s, family room/s, den/s, bathroom/s, laundry room/s and bedroom/s.

Section to remain: D. The business use shall not change the residential character of the dwelling and the property (this sentence to remain).

Section to be eliminated: ~~Storage in an accessory building or exterior storage may be permitted by special exception granted by the Zoning Board of Adjustment. Exterior storage must be screened from neighboring views by either solid fence, evergreens of adequate height and bulk at the time of planting or by an existing combination of natural foliage and longer distances, to be determined sufficient by the Code Enforcement Officer.~~

[Voter's Notes: Since a home occupation is intended to allow a property owner business use of their property without changing the character of the residential neighborhood, allowing outside storage of any kind seems contrary to that goal. The home occupation is intended to be invisible, but still allow the small business owner an inexpensive alternative to a commercial location. Allowing exterior storage for home occupations also is difficult to enforce; when is the screening adequate? how much exterior storage is too much? If a home occupation is getting large enough that exterior storage is necessary to the success of their business then the business is probably better suited to the commercial districts.]

G. Silva motions to post for public hearing, second by L. Milette.

Discussion:

The Board discussed and agreed the words stricken above would remain.

There was no more discussion on the motion **Vote was 5-0-0 U/A.**

Proposed Plaistow Zoning Amendment Z-18-15

Are you in favor of amending the re-zoning parcels on Tax Map 24, Lot 42 (1 Main St); Lot 41 (3 Main St); Lot 40 (5 Main St) and Tax Map 37, Lot 65 (7A Main St) from Commercial 2 designation to Commercial 1 designation?

See Attached Map.

[Voter's Notes: The intent is to rezone four parcels, currently located in the C2 district, which are already being commercially used and are in close proximity to Route 125 and other commercial uses to C1 designation.]

G. Silva motions to post for public hearing, second by J. Kiszka.

Discussion:

The Board discusses how the changed zoning would affect the type and size of buildings allowed. The Board relayed concerns regarding the traffic in this area and questions Haverhill's intentions in that area.

There was no more discussion on the motion. **Vote was 3-2-0. L. Milette and L. Lambert vote no.**

Amendment to the Plaistow Zoning Ordinance: Article IV, Wetlands

Article Z-18-01: Shall the Town vote to amend Article IV, Wetlands, of the Plaistow Zoning Ordinance by modifying paragraph A under § 220-25, Conditional Uses, as follows:

A. A conditional use permit may be granted by the Planning Board (RSA 674:2), II) for the construction of roads and other access ways to install, construct, and maintain facilities providing essential services for a residential subdivision and/or commercial/industrial site. Such services may include but not be limited to water, gas, electricity, and telecommunications.

And by adding a new subparagraph (6) under § 220-25, Conditional Uses, paragraph A, as follows:

(6) The proposed new road or driveway may be used only for the construction and maintenance of essential services for the subdivision or commercial/industrial site. It may not provide access to any residential, commercial, or industrial uses.

[Voter's Notes: The original intent of the conditional use permit was to allow for those cases where access was necessary to install and/or maintain subdivision or site essential services such as gas, water, and electric facilities. This proposed amendment codifies the original intent and adds telecommunications as an essential service.]

G. Silva motions to post for public hearing. There was no second. The above amendment is removed.

Discussion:

There was discussion by the Board about conditional use permits. There was no further discussion.

Proposed Plaistow Zoning Amendment Z-18-16

Are you in favor of amending the Plaistow Zoning Ordinance by changing all occurrences of "Plaistow Fee Schedule" and "Plaistow Impact Fee Schedule" to "Plaistow Planning Board Fee Schedule"?

[Voter's Notes: This is a housekeeping issue only to make all references to all fee schedules associated with the Plaistow Planning Board consistent, namely the Plaistow Planning Board Fee Schedule].

G. Silva motions to post for public hearing, second by L. Milette. Vote was 5-0-0 A/U.

Proposed Plaistow Zoning Amendment Z-18-17

Are you in favor of amending Article XIV, Impact Fees, of the Plaistow Zoning Ordinance as follows:

By changing the phrase “new capital facilities” in § 220-90, Statutory authority; purpose, to “capital facilities”

By adding a new sentence at the end of § 220-90 that states,
Impact fees are assessed and collected for the Timberlane School District to help offset the capital facility costs of serving Plaistow students.

And by adding a new section § 220-90.1, Definitions, as follows:

§ 220-90.1. Definition

1. New Development. As associated with the administration of impact fees, means an activity that results in:
 - a. The creation of a new dwelling unit or units; or
 - b. The creation of a new accessory dwelling unit with square footage outside of a primary dwelling unit; or
 - c. The conversion of a lawfully existing use, or additions thereto, that would result in a net increase in the number of dwelling units; or
 - d. The construction of new non-residential buildings, or additions thereto; or
 - e. The conversion of a building that results in a net increase in the gross floor area of a non-residential use; or
 - f. Subdivisions and site plans for the purpose of assessing an impact fee.

And by modifying the last sentence of § 220-92, Computation of Impact Fees, as follows: from “...a proportionate, fair-share of the new capital facilities” to “... a proportionate share of the capital facilities”.

And by adding a second sentence to § 220-92, Computation of Impact Fees, as follows:
The methodologies shall be incorporated into the Plaistow Planning Board Fee Schedule and may be amended, as Plaistow’s needs arise, at a Public Hearing held during a regular or special Planning Board meeting.

And by modifying § 220-100, Paragraph E, to change the name of the Impact Fee from “Highway Department Capital Expenditures impact fee” to “New Road” impact fee.

Type of Development	Name of Impact Fee	Time of Impact Fee Assessment	Time of Impact Fee Collection
Residential subdivision	School District	Issuance of subdivision approval	Issuance of Occupancy Permit for each dwelling unit
	Public Safety	Issuance of subdivision approval	Issuance of Occupancy Permit for each dwelling unit
	Recreational Facility	Issuance of subdivision approval	Issuance of Occupancy Permit for each dwelling unit
	New Road	Issuance of subdivision approval	Release of road performance bond
Residential (not part of new subdivision)	School District	Issuance of Building Permit for each dwelling unit	Issuance of Occupancy Permit for each dwelling unit
	Public Safety	Issuance of Building Permit for each dwelling unit	Issuance of Occupancy Permit for each dwelling unit
	Recreational Facility	Issuance of Building Permit for each dwelling unit	Issuance of Occupancy Permit for each dwelling unit
	New Road	Not applicable	Not applicable
Commercial / Industrial Site Plan	School District	Not applicable	Not applicable
	Public Safety	Issuance of Site Plan or Amended Site Plan approval	Issuance of the 1st Business Certificate of Occupancy for the new structures and/or additions on the site plan
	Recreational Facility	Not applicable	Not applicable
	New Road	Applicable only if site plan has a new proposed Town-owned road, assessment at Site Plan approval	Applicable only if site plan has a new proposed Town-owned road, collection at new road performance bond release

And by replacing § 220-93 and § 220-94 with a new § 220-93, Assessment and Collection of Impact Fees as follows:
§ 220-94 (Reserved)53

And by adding a second sentence to § 220-95, Appeals, as follows:

The Planning Board may accept or reject the fee payer's alternate impact fee calculation by a majority vote of Planning Board members present at a regular or special meeting of the Planning Board. The Planning Board in consensus with the fee payer may modify the submitted alternate calculation to one that is mutually acceptable. In all cases, acceptance as submitted, modified and mutually agreed to, or rejection as submitted, the Planning Board will notify the fee payer of any action taken in writing.

And by modifying paragraph E of § 220-96, Administration of funds collected, by replacing the word "roadway" with the new word "capital" as follows:
"...for identified roadway capital improvements that were constructed in anticipation of new development, ..."

And by modifying the word "person" in the first sentence of Paragraph B(1) of § 220-100 to read "person or business".

And by modifying the second sentence of Paragraph B(1) of § 220-100 to include accessory dwelling units as follows: from "... shall mean a new dwelling unit." to "... shall mean a new dwelling unit and/or a new accessory dwelling unit."

And by replacing Paragraph B(2) of § 220-100 in its entirety with new language as follows:

The credits for age-restricted, affordable housing shall be 100%, that is, no impact fee will be assessed for this type of dwelling unit.

Credits for accessory dwelling units that are created entirely within the square footage of an existing primary residential dwelling unit, shall be 100%, that is, no impact fee will be assessed for this type of dwelling unit.

Credits for accessory dwelling units that created partially or entirely external to an existing primary residential dwelling unit, shall be 50%.

Credits for "55Plus" or other forms of elderly housing as specified in the Plaistow Zoning Ordinance shall be 20%.

No other credits will be considered.

And by deleting Paragraph B(3) of § 220-100 that provides the specification of the methodology for the school district impact fee.

And by modifying the word "person" in the first sentence of Paragraph C(1) of § 220-100 to read "person or business".

And by replacing Paragraph C(2) of § 220-100 in its entirety with new language as follows:

The credits for age-restricted, affordable housing shall be 100%, that is, no impact fee will be assessed for this type of dwelling unit.

Credits for accessory dwelling units that are created entirely within the square footage of an existing primary residential dwelling unit, shall be 100%, that is, no impact fee will be assessed for this type of dwelling unit.

Credits for accessory dwelling units that created partially or entirely external to an existing primary residential dwelling unit, shall be 50%.

Credits for “55Plus” or other forms of elderly housing as specified in the Plaistow Zoning Ordinance shall be 20%.

No other credits will be considered.

And by deleting Paragraph C(3) of § 220-100 that provides the specification of the methodology for the recreational facility impact fee.

And by modifying the word “person” in the first sentence of Paragraph D(1) of § 220-100 to read “person or business”.

And by deleting Paragraph D(3) of § 220-100 that provides the specification of the methodology for the public safety impact fee.

And by replacing Paragraph E of § 220-100, Imposition of Highway Department capital expenditures impact fee with the following:

E. Imposition of New Road impact fee

- (1) Any person or business who seeks new commercial, industrial, or residential development that requires a new road be constructed that will become a future Town-owned road shall be required to pay a New Road impact fee.
- (2) No credits will be given to offset this impact fee.

And by repealing the Waterline Fire Suppression System Capital Expenditures impact by deleting Paragraph F of § 220-100.

[Voter’s Notes: The long laundry list of above changes to the Impact Fee Ordinance accomplishes the following: Updates the language to be consistent with state statutes, allows the Planning Board to update the impact fee methodologies at a public hearing, specifies what credits or waivers can be implemented instead of the former subjective role

the Planning Board had in granting waivers, modifies the language of the newly named New Road impact fee to be consistent with the form and format of the other impact fees, and repeals the Waterline Fire Suppression impact fee whose language and function is no longer appropriate

G. Silva motions to post for public hearing, second by L. Milette.

There was no discussion. **Vote was 5-0-0 U/A.**

Proposed Plaistow Zoning Amendment Z-18-18

Are you in favor of a new Article VII Age-restricted rental housing to read as follows:

Elderly Housing District

§ 220-51. Objectives and purpose.

- A. To provide age-restricted affordable housing for the elderly (as defined in § 220-52) residents of the Town of Plaistow in a clustered development and which is consistent with NH RSA 354-A:15 Housing for Older Persons.
- B. The applicant/developer shall provide deed restrictions, use limitations, covenants, or some other legally enforceable instrument, which shall permanently restrict occupancy of these housing facilities to persons who meet all applicable requirements of HUD defined age-restricted housing.
- C. This district shall be an overlay district in any residential zone except Residential Conservation 1.
- D. To assure a mix of elderly housing as defined in this section of standard housing allowed outside this district by providing a cap, that is, a maximum number of dwelling units that can be built under this provision.
- E. All proposals submitted under this section must be submitted as a site plan review application and must meet all site plan requirements. Provisions in this section will override any conflicting provisions found in Section 230- Site Plan Review Regulations.
- F. Any proposal that includes some or all units that are to be condominiums must include a condominium subdivision plan and must meet all criteria specified in Section 235 for condominium developments/conversions.
- G. Any proposal submitted that includes 2 or more lots must submit a lot consolidation plan such that the entire project can be constructed on 1 lot.

- H. As with all subdivision proposals submitted, all proposals submitted under this section must align roadways so that connection to existing Class V or better roadways can be made.

§ 220-52. Definitions.

As used in this article, the following terms shall have the meanings indicated:

- A. Age-Restricted Affordable Elderly Housing Unit (Renter Occupied) – Shall mean renter-occupied housing where the total cost of rent does not exceed 30 percent of the Moderate to Median Income for Rockingham County or the HUD metropolitan fair market rent area to which Plaistow belongs. The units would be available only for those residents 62 years of age or older. They must also be rental units with documented provisions to remain rental units in perpetuity.

§ 220-53. Building and Site Design Requirements.

A. Site Design Requirements.

- (1). Site must have 150 feet of frontage on an existing or proposed Town of Plaistow Class V or better road.
- (2). Roadways and access ways must be constructed to Town specifications.
- (3). One (1) parking space must be provided for each dwelling unit, plus:
 - (a). One (1) additional space for every 2 units must be provided for developments containing between 1 and 20 units.
 - (b). One (1) additional space for every 3 units must be provided for developments containing greater than 20 units.
- (4). Handicapped spaces must be provided to meet all ADA requirements.
- (5). Garages/carports are not required, but may be provided at the developer's discretion. The total square footage of a unit excludes the square footage of the garage.
- (6). The minimum lot size shall be 160,000 square feet. At least 50% open space must be provided and no more than 30% of this open space can be in a wetlands district or have slopes greater than 15%. Open space shall be owned in common by all unit owners.
- (7). A 50-foot buffer must be provided on all side and perimeter lot lines. A 50-foot front buffer must also be provided; however, it must not interfere with driveway / roadway site distance. Buffers may consist of natural vegetation or planted vegetation. At the discretion of the Planning Board, a fence may be used in place of, or in addition to, a portion of the vegetation.

B. Building Design Requirements.

- (1). For proposed developments with nine or more dwelling units, a social room shall be provided. The social room must be a minimum of 200 square feet plus 30 square feet per dwelling unit.
- (2). Building height may not exceed 45 feet.
- (3). Each dwelling unit shall have no more than two (2) bedrooms.
- (4). Each dwelling unit may not exceed 1,800 square feet.
- (5). Each dwelling unit must be equipped with washer and dryer hook ups.
- (6). All buildings must have an emergency egress plan that must be submitted to the Planning Board, reviewed and approved by the Plaistow Fire Department, and copies made available to all building occupants.
- (7). All hallways, doorways, and bathrooms must be constructed with sufficient size to meet ADA guidelines and specifications. Blocking must be installed in the bathroom walls to accommodate the possible future installation of grab rails.

§ 220-54. Density.

All plans submitted under this ordinance must show calculations for the maximum number of bedrooms permitted on the site by NHDES septic loading criteria. This is to be used as a theoretical maximum number of bedrooms. Other criteria may significantly lower the number of bedrooms permitted.

- A. A maximum of six (6) Age-Restricted Affordable Elderly Housing Units (Renter Occupied) may be constructed per 40,000 square feet.

§ 220-54.1. Building Cap.

The Planning Board shall not accept for consideration any proposal that, if approved, would increase the total number of all elderly housing units, existing and proposed, above the number representing ten percent (10%) of the total number of dwelling units within the Town as determined by the Assessor. The Planning Board shall keep a running total of the number of such units. All units constructed under earlier version of this ordinance shall be counted towards the cap. This calculation is to be made at the end of each calendar year.

§ 220-54.2. Building Cap Exceedance.

1. If plans when submitted to the Planning Board may possibly exceed the building cap if fully constructed, then the Planning Board shall adhere to the

following process that essentially allows construction to proceed on a first-come first-serve basis:

- a. Submitted plans shall be logged in by the Planning Staff, specifically the number of housing units shall be recorded. Cap exceedance shall be based on the number of built units plus the number of units “in progress”, that is, those where the submitted plans have been approved or those where the submitted plans have been Accepted as Complete by the Planning Board.
- b. If a submitted plan is submitted that has some number of units that would exceed the cap, the Planning Staff shall notify the developer of that fact and that no further action will be taken by the Planning Board. If plans that have been Accepted as Complete result in a lower number of units at approval, then the units not approved may be used by other plans.

§ 220-55. Certification.

The Town of Plaistow shall require an annual certification of each development in the Elderly Housing District to ensure compliance with the age, income and rental provisions of this ordinance. This certification procedure and any changes to it must be approved at a Planning Board Public Hearing. Each development shall be responsible for submitting the annual certification to the Town of Plaistow.

G. Silva motions to post for public hearing, second by L. Lambert.

There was no discussion **Vote was 5-0-0 U/A.**

Requests for the release of Escrow:

D. Voss informs the Board there are copies of letters requesting the release of escrow funds. D. Voss noted the name and amount due to each developer in her memo.

J. Kiszka moved to release \$1,843.75 being held for the project at 29 Garden Rd., Firestone, to Gioffre Companies, second by G. Silva.

There was no discussion on the motion. **Vote was 5-0-0 U/A.**

J. Kiszka moved to release \$915.50 being held for the Planet Fitness project at 95A Plaistow Rd., second by G. Silva.

There was no discussion on the motion. **Vote was 5-0-0 U/A.**

J. Kiszka moved to release \$945.00 being held for the condo conversion at 2 Middle Rd., to Alan Lenz., second by G. Silva.

There was no discussion on the motion. **Vote was 5-0-0 U/A.**

Communications and updates:

Tim Moore reminds the Board of the December 20, 2017 meeting.

Other Business:

There was no additional business before the Board and the meeting adjourned at 8:40 pm.

Respectfully submitted,

Joyce Ingerson
Recording Secretary