



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

**PLANNING BOARD MINUTES
February 6, 2019**

Call to Order: The meeting was called to order at 6:35 PM

ROLL CALL: Tim Moore, *Chair*
Lisa Lambert, *Vice Chair, excused*
Laurie Milette
James Peck
Francine Hart, *Selectman's Rep*
Geoffrey Adams, *Alternate*
Steve Ranlett, *Alternate Selectman's Rep, excused*

Also present: John Cashell, *Planning Director*

T. Moore appointed G. Adams as a voting member in L. Lambert's absence.

Agenda Item 2: Minutes of the January 16, 2019 Planning Board Meeting

★ J. Peck moved, second by L. Milette, to approve the minutes of the January 16, 2019 meeting. There was no discussion on the motion. The vote was 5-0-0 (U/A).

Agenda Item 3: Master Plan Update:

The Board was provided with a copy of the Plaistow Master Plan Draft 2019 Work Plan provided by Steve Whitman, Resilience Planning & Design LLC.

T. Moore offered a review of:

Phase I:

- Housing Sub-Chapter (as part of the Built Environment Chapter)
- Population Sub-Chapter (as part of the Built Environment Chapter)

There was a brief discussion that there has been a change to the Chapter structure and formatting.

It was discussed that population related data is a very important part of this Chapter.

Phase II:

- Natural Environment Chapter (which includes the Open Space/Conservation and Water Resources Chapters)
- Community Facilities Sub-Chapter (as part of the Built Environment Chapter)
- Update of the Transportation Chapter as a Sub-Chapter (as part of the Built Environment Chapter)
- Drafting of an Energy Sub-Chapter

Phase III:

- Economic Development Sub-Chapter (as part of the Built Environment Chapter)
- Recreation Chapter Sub-Chapter (as part of the Built Environment Chapter)
- Water System Sub-Chapter (as part of the Built Environment Chapter)

Phase IV:

- Social Capital Chapter
- Executive Summary, Implementation Chapter, and final assembly

There was a brief discussion that a Stewardship of resources section will be included in each chapter and will summarize the Master Plan and lead into an Implementation Chapter.

Phase V:

- Deliver files to Plaistow for adoption

There was a discussion on whether or not it is possible to re-prioritize or “cherry pick” phases. It was discussed that some phases have been reviewed previously in detail and are therefore redundant.

T. Moore offered that the Board has asked S. Whitman to come to the March 20, 2019 Planning Board Meeting to go over questions, comments, and implementation recommendations.

T. Moore offered a review of the Fee Schedule Estimates for Phases I through V.

It was discussed that the fees are based upon the number of hours involved for each phase.

It was discussed that \$27,055 for all five (5) phases seems like a good price.

There was a discussion that it is very important for there to be Zoning Ordinances that keep up with the times.

T. Moore offered a brief review of the Plaistow Open House Community Feedback handout for the Open House that took place September 17, 2018. It was discussed that the Community expressed wanting better amenities. However, nothing specific was spelled out. The survey expressed a very broad public opinion.

There was an extensive discussion on the need for Economic Development to help increase Town revenue, increase jobs, and to help pay for improvements in public safety, schools, and roadways. Striving for good Economic Development would lessen the tax burden on the community and bring in new business to the Town.

There was a discussion that a lot of residents have expressed concern with Economic Development because of a concern that it will cause an increase in traffic. It was discussed that people hate sitting in traffic. It was also discussed that there is a need to emphasize the positive impacts of projects and fully inform the residents as to what the project(s) are about and the benefits that they will provide to the Town.

There was a discussion that some of the plans that need to be focused on are:

- Bring in potable water (which is being worked on currently).
- Introduce Municipal sewer capacity
- Sewer to be tied into the Route 125 corridor
- Shift toward good, quality development
- Improve water supply to attract better businesses

There was a discussion that it may be beneficial to introduce an Overlay District, which would allow Route 125 to be reviewed for “mixed uses” within a certain land use district. It would allow for the Town to market an Overlay District to new developers. It was discussed that residents are skeptical about new development because the Town currently has a lot of the wrong types of businesses in place (ex. there are way too many tire companies, etc.).

There was discussion that residents have expressed the desire to keep Route 125 separate from Main Street.

There was a discussion that there needs to be improvements made to allow for a connection to Interstate 495.

It was discussed that there needs to be more interaction between the Town, NH DOT, and MA DOT. Should Haverhill MA be included in the Town planning where they are a neighboring town?

It was discussed that there is a small sewer connection at State Line Plaza in Haverhill MA on Route 125.

There was a discussion that there may need to be a review of the types of businesses that would fit and be successful within Plaistow in an attempt to come up with a new marketing approach to bringing in new businesses. It was discussed that the Town may have taken the wrong approach in the past allowing any business that wanted in to take position in Town. It was expressed that there is a need to assess the culture/personality of the Town to see what will fit and be successful.

There was emphasis in discussion that in order to strive toward strong economic development the Town will need to focus substantial energy on implementing a better sewer, water, and roadway structure.

There was discussion that there is a need for multi-family, good, quality housing. However, the Town needs to make sure that improvements in the roadway structure takes place to reduce traffic congestion in and out of town. Advancements in water, sewer, and roadways will allow for higher density population.

J. Cashell offered that he would make some phone calls to inquire about business growth opportunities. It was discussed that it is the Planning Director's responsibility to make contacts and uncover economic development niches and opportunities.

It was discussed that the infrastructure needs to be addressed before the Town starts looking into new business development opportunities.

It was reiterated that Plaistow needs to take a good look at the potential that Route 125 offers and improve water, sewer, and roadways to connect to I-495. By focusing on Economic Development, it will allow residents to get a lot more services for their tax dollars.

It was discussed that it may be beneficial to consult with the Regional Planning Council to do a corridor study of Route 125.

It was discussed that it is the belief that a lot of residents are afraid of the Town becoming like Salem, NH which in popular opinion was a disaster.

There was a discussion that previous assessing was done incorrectly and that properties along Route 125 were previously assessed at a quarter of the market value as compared to the surrounding communities. It was discussed that assessing needs to be accurate and the residents and businesses need to be paying on the correctly assessed value of the properties.

It was discussed that it is probably not in the best interest of the Town to look into "Big Box Retail" as the Town loses in the long run due to arrests for shoplifting, etc. utilizing additional Police Department services.

There was a discussion that the Town should possibly focus toward a two (2) year plan which will allow the Town to take the time to look at better infrastructure and the possibility of changing the zoning along Route 125.

There was a discussion that if some businesses contribute to higher traffic numbers it may be beneficial to look at waiving Impact Fees if the businesses contribute to the community. It may be an incentive for businesses to contribute to the cost of infrastructure upgrades. There is also the possibility of looking at donations from non-profit organizations.

There was a discussion that maybe the Town needs to look into meeting with a few large developers and ask for input on what Plaistow is missing in order to attract these developers.

There was a discussion that at the Open House an attendee offered the comment that “retail is dead”. It was suggested that Plaistow look at mixed use opportunities.

J. Cashell offered a brief example of problems that arose with Hudson NH in regard to the Burlington Mall.

There was a discussion that there should be a “build out analysis” to look at undeveloped land within Plaistow per Zone type, while taking wetlands into consideration as well.

It was discussed that there are more and more communities taking a “New England Village” approach such that there are apartments upstairs and businesses on the ground floor. This type of community allows residents to live, work, shop, and play within a short walking distance.

There was a discussion as to where Economic Development falls within the Master Plan. It was discussed that it is currently included within Phase III. The Board discussed the possibility of speaking with S. Whitman to see whether or not Economic Development could be moved up in priority to Phase I.

J. Cashell offered that it may be beneficial to meet with Private Sector Consultants to do a corridor survey of Route 125. The priority needs to be focusing on water, sewer, and roadways above all else.

T. Moore offered that S. Whitman will be in attendance at the February 20, 2019 Planning Board Meeting. He will take suggestions, questions, and comments at the meeting, then go away to research and review, and then will come back in front of the Board at a later date to offer updates. One of the questions that the Board needs to ask S. Whitman is approximately how long each phase takes. The goal is to allow him to work on something while the Board continues moving forward so that nothing is left stagnant.

There was a discussion that a corridor study is a separate study from the Master Plan and that there are Regional and State programs that can help with the funding for the study. It was discussed that by continuing to improve the Route 125 corridor it will make Plaistow a town that people would enjoy living in.

T. Moore offered that the goal is to have a completed and adopted Master Plan by 2020.

It was discussed that T. Moore will work with S. Whitman to make phone calls and contacts to determine the best process for the Master Plan to be completed with a recommendation for a corridor study to be completed.

Agenda Item 4: Acceptance of Completed Plan Applications:

a) 3-Lot Subdivision - 108 Sweet Hill Road:

T. Moore offered a review of the information received for the applications.

★ J. Peck moved, second by F. Hart, to accept the three-lot subdivision plan and conditional use permit applications for 108 Sweet Hill Road, Tax Map 69, Lot 37, as complete. There was no discussion on the motion. The vote was 5-0-0 (U/A).

b) Amended Site Plan - Change of Use - 33 Newton Road:

T. Moore offered a review of the information received for the application.

★ F. Hart moved, second by J. Peck, to accept the application for an Amended Site Plan at 33 Newton Road, Tax Map 66, Lot 19, as complete. There was no discussion on the motion. The vote was 5-0-0 (U/A).

Note: Acceptance of a Plan is NOT approval of a Plan, it is only affirmation that all the proper application paperwork has been submitted. There will not be a presentation or discussion of the Plan at this meeting. Abutters will be properly notified of the Public Hearing when the Plan is presented and will have the opportunity to question and comment.

Agenda Item 5: Old Business:

There was no Old Business presented.

Agenda Item 6: New Business:

a) Carli's Way - Set Construction Bond:

It was noted that there was a copy of the bond estimate worksheet and a recommendation from Planning Board Review Engineer, Keach-Nordstrom Associates, regarding the construction bond for the approved Carli's Way subdivision.

★ L. Millette moved, second by J. Peck, to set the construction bond for the Carli's Way Subdivision at \$224,168.75. There was no discussion on the motion. The vote was 5-0-0 (U/A).

Agenda Item 7: Communications, Updates, & Other Business:

71 Plaistow Rd. (Jay Davey Property):

There was a discussion about the current status update from Mike Dorman, Chief Building Official, regarding the cleanup of 71 Plaistow Rd, the Jay Davey Property.

It was discussed that the 71 Plaistow Rd property has been in violation of the current Site Plan and Zoning Ordinance(s) for far too long. There was discussion on whether or not the Town should start looking into assessing violation fees. It was discussed that if the property is not sold at the auction scheduled for February 7, 2019 there may need to be further discussion about drafting up a letter of notification to the current property owner(s) that fines will start being assessed. The Board would need to recommend a process to the BOS after the auction has taken place and it has been determined if a sale of the property has taken place or not.

Haverhill Public Hearing Notification:

The Board has been provided with a copy of the Haverhill Public Hearing Notification for February 13, 2019.

Proposed 2019 Planning Board Goals:

*Planning Board Minutes
February 6, 2019*

The Board has been provided with a copy of the Proposed 2019 Planning Board Goals.

T. Moore offered a brief review of the Proposed 2019 Planning Board Goals handout.

There was no additional business before the Board and the meeting was adjourned at 8:45p.m.

**Respectfully Submitted,
Samantha D. Cote
Recording Secretary**