



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

PLANNING BOARD MINUTES
September 18, 2019

Call to Order: The meeting was called to order at 6:30 PM

ROLL CALL: Tim Moore, *Chair*
Lisa Lambert, *Vice Chair, excused*
Laurie Milette, *excused*
James Peck
Francine Hart, *Selectman Ex-Officio*
Geoffrey Adams, *Alternate*

Also present: John Cashell, *Planning Director*

Agenda Item 2: Master Plan Public Hearing for adoption of updates to the Plaistow Master Plan as prepared/presented by Steve Whitman, Resilience Planning and Design, LLC.

T. Moore opened the Public Hearing.

Steve Whitman and Liz Kelly, Resilience Planning & Design, LLC were present for the public hearing.

S. Whitman offered that prior to the Planning Board Meeting there was a Master Plan Workshop held with the Planning Board to discuss Future Land Use and work on a draft of the Future Land Use Map. He stated that the goal of the workshop was to be able to take notes from the session and combine it with the draft Future Land Use Map to create a final draft of the Future Land Use Map and finish the Future Land Use chapter of the Master Plan. He stated that L. Kelly will assemble the document and work through the necessary edits. Once completed in late October/early November, a draft of the Future Land Use Map, Future Land Use chapter, and a draft of the Implementation Table will be provided to the Planning Board for review. Once the Planning Board is comfortable with the information then a Public Hearing can be held.

S. Whitman offered that T. Moore has supplied him with some edits that need to be made and Dee Voss, Administrative Assistant has supplied him with some photos of the Town that can be used within the Master Plan.

S. Whitman asked if the Board had any questions.

T. Moore offered that the Board will schedule S. Whitman to come back at either the November 6, 2019 or the December 4, 2019 Planning Board Meeting.

The Board thanked S. Whitman and L. Kelly for their hard work on the Master Plan.

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

Agenda Item 3a: Minutes of the July 17, 2019 Planning Board Meeting:

★ J. Peck moved, second by F. Hart, to approve the minutes of the July 17, 2019 meeting. There was no discussion on the motion. The vote was 4-0-0 (U/A).

Agenda Item 3b: Minutes of the August 21, 2019 Planning Board Meeting:

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★ F. Hart moved, second by J. Peck, to approve the minutes of the August 21, 2019 meeting. There was no discussion on the motion. The vote was 3-0-1 (J. Peck abstaining).

Agenda Item 3c: Minutes of the September 4, 2019 Planning Board Meeting:

★ J. Peck moved, second by G. Adams, to approve the minutes of the September 4, 2019 meeting. There was no discussion on the motion. The vote was 4-0-0 (U/A).

Agenda Item 3: Public Hearings:

PB 19-14: The completeness of an application from J.A.M.E.S. Industries NH, LLC (James Daigle) that seeks to consolidate three (3) existing parcels and amend the existing site plan(s) to a single site plan to include all three (3) parcels; change the use to a fleet service, storage and repair facility for an electric service business; and retain the existing residential uses. The plan also proposes additional paved parking/storage. The properties are located at 6, 8 and 10 Danville Road, Tax Map 29, Lots 11, 12 and 13 respectively, in the C1/Danville Overlay District. The applicant is the property owner of record. If the application is found to be complete, the Planning Board may immediately conduct the public hearing.

T. Moore opened the Public Hearing.

Charlie Zilch, SEC & Associates, Inc., James Hanley, Civil Design Consultants, Inc., and James Dagle, owner Dagle Electrical Construction Corp. and J.A.M.E.S Industries NH, LLC. were present for the application.

★ J. Peck moved, second by G. Adams, to accept the application as a complete for lot consolidation and an amended site plan submitted by J.A.M.E.S Industries NH, LLC. for the properties located at 6, 8, and 10 Danville Rd., Tax Map 29, Lots 11, 12, and 13 respectively. There was no discussion on the motion. The vote was 4-0-0 (U/A).

J. Peck asked for an explanation of what an overlay district is.

T. Moore offered an explanation of overlay district.

C. Zilch offered the following information regarding the application:

C. Zilch stated that the application consists of three (3) parcels of land abutting each other.

6 Danville Road, Lot 11:

- The property is 1.03A with 148 feet of frontage on Danville Rd
- On the property there is an existing commercial building, parking area that supports the commercial building, and a single family residential dwelling used as a rental property

8 Danville Road, Lot 12:

- The property is 1.74A with 139 feet of frontage on Danville Rd
- On the property there is a parking and maneuvering area that supports the commercial building located on Lot 11, and a single family residential dwelling used as a rental property

10 Danville Road, Lot 13:

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- The property is 1.6A with 200 feet of frontage on Danville Rd
- On the property there is an additional parking area that supports the commercial building located on Lot 11 and a single family residential dwelling used as a rental property

C. Zilch offered that all three (3) properties:

- Have their own individual septic system and well
- Are located in the Commercial I Zone
- Are within the Danville Rd. Overlay District
- Have frontage on to Danville Rd.
- Have individually approved Site Plans which provide the connectivity of all three (3) commercial lots with individual single family, residential, rental units.
- All were previously owned by John Hobbs as a commercial vehicle service and repair center which included towing and storage and had residential rental units, as allowed by the Danville Rd. Overlay District,

C. Zilch offered the following additional information regarding the individual properties:

6 Danville Road, Lot 11:

The Site Plan was approved in 1986, which established the commercial building supported by the paved parking area and gravel parking area for vehicle storage and equipment.

8 Danville Road, Lot 12:

The Site Plan was approved in 1997, which expanded the parking area, connected the lots, and allowed for the connection of the commercial operation between the three (3) lots.

10 Danville Road, Lot 13:

The Site Plan was approved in 1992, which expanded the gravel parking in support of the commercial area.

J. Cashell confirmed with C. Zilch and the applicant that they received a copy of the comment letter from Steve Keach, Keach-Nordstrom Associates, Inc., dated September 13, 2019. He offered that there were quite a few comments to be addressed regarding drainage.

J. Cashell confirmed with C. Zilch that all three (3) properties currently have all of the proper commercial permits and that the primary goal now is to allow for the merger of all three (3) properties into one (1).

C. Zilch confirmed that all of the properties have the proper commercial permits and that the goal is to merge the three (3) properties into one (1). He also offered that James Dagle is the current owner of the properties and he has run an electrical repair and fleet service for large scale service needs since December 2018.

J. Peck asked if the residential rental dwellings will remain on the properties.

C. Zilch offered that the residential rental dwellings will remain as they are.

J. Dagle offered that his goal is to continue to use the site and to make improvements. He stated that he would like to be able to pave the gravel area.

J. Peck asked C. Zilch for a review of the abutters surrounding the properties.

J. Hanley offered a presentation showing an aerial view of the three (3) properties to show the Board a review of the elevation and land area. He offered that 1.3A of the property consists of a gravel area that has been down for decades and has been compacted over the years. The goal is to pave the area to cap it and direct storm water toward three (3) catch basins and a concrete berm that run along the edge of the pavement that can be cleaned out, with the discharge eventually going down toward the non-developed area near Bryant Brook. There will be a maintenance plan for the drainage system put in place.

F. Hart asked if there are any contaminants that would need to be removed from the gravel area.

J. Hanley stated that there have been test pits dug and tested and that there are not currently any contaminants within the gravel area.

J. Peck asked if the trailers that were near the back-boundary area are still on the property.

J. Hanley offered that the trailers that were previously there have already been removed.

J. Cashell asked if the site has been certified as a clean site.

J. Dagle offered that the site has been certified as a clean site.

J. Hanley offered a review of the proposed drainage system and design. He offered that any discharge would be 250' away from Bryant Brook. He stated that there was a report provided to the Board by SEC & Associates, Inc., dated August 13, 2019. In that report it was shown that the proposed drainage system, post-development, decreases run off compared to existing conditions. Only the gravel area will be removed. There will no removal of any wooded or grass areas.

J. Hanley offered that he has spoken with S. Keach about the comments that he provided and it was discussed that the analysis might change a bit. However, the overall solution/outcome will stay the same. He offered that all comments from S. Keach can be addressed within just a few days.

J. Cashell asked J. Hanley for confirmation that the drainage system will be New Hampshire Department of Environmental Services (NHDES) Municipal Separate Storm Sewer System (MS4) compliant.

J. Hanley stated that the drainage system will be properly maintained and will be NHDES MS4 compliant.

F. Hart asked J. Dagle to explain what is done for vehicle maintenance. She asked if an oil separator will be needed.

J. Dagle explained that all vehicle maintenance will be completed within the building. He stated that there isn't any drainage in the building. There are storage containers that will catch all oil and Clean Harbors will pick up and dispose of the containers. He gave a brief overview of the types of vehicles and equipment that will be on site.

J. Cashell asked C. Zilch and J. Hanley how long it will take to revise the Site Plan, address all of S. Keach's comments and get them reviewed and signed off.

J. Hanley responded that everything can be completed within just a few days.

There was a discussion regarding when the Board should schedule the next Public Hearing for the project. October 16, 2019 was suggested.

C. Zilch offered that the project is pretty straight forward. There are only two (2) waivers, and there are no variances or State approvals needed. Therefore, he asked for the Board's approval for the applicant to come back at the Board's October 2, 2019 Workshop Meeting so that the paving could start before the frost starts.

J. Cashell offered that the Board would like to see a well-structured, approved document for the Board's consideration. The Board needs a document reviewed and signed off by S. Keach regarding drainage including a documented storm water management plan and that states that all hazardous materials are stored and disposed of properly. He offered that it is best not to rush through the process to ensure that everything is completed correctly, in the Town's best interest, and in an environmentally responsible manner. He offered that there is a prior project that the applicant can use as a template.

C. Zilch offered that he has had the opportunity to work with J. Dagle previously and gave a review of some of the improvements that he has made and plans to make to the site.

It was discussed that the applicant will work with Dee Voss, Administrative Assistant to get all items completed and prepared for the October 2, 2019 Planning Board Meeting.

T. Moore stated that the Public Hearing will be continued at the October 2, 2019 Planning Board Meeting.

Agenda Item 4: New Business:

T. Moore offered a brief review of "2020 SB2 March Town Meeting Calendar". A copy was provided to each Board Member.

Release and Close Escrow: 88 Plaistow Rd. # 307, MBT Worldwide Transportation:

★ J. Peck moved, second by F. Hart, to release the escrow monies being held in the name of MBT Worldwide Transportation for the property located at 88 Plaistow Rd. and to close the escrow account. There was no discussion on the motion. The vote was 4-0-0 (U/A).

Bond Release: 17 Danville Rd, Approved Auto:

★ F. Hart moved, second by J. Peck, to release the bond and any accrued interest monies being held in the name of Approved Auto (David Durling) for the property located at 17 Danville Rd. and to close the bond account. There was no discussion on the motion. The vote was 4-0-0 (U/A).

Agenda Item 5: Communications, Updates, & Other Business:

T. Moore offered a brief review of the Haverhill, MA abutter notifications for 364 Main St. and 977 Amesbury Rd.

J. Peck asked why the Board receives Haverhill, MA abutter notifications.

T. Moore offered that the Town has an agreement with the Haverhill Planning Board that Plaistow will be provided with abutter notifications for anything relating to Route 125; they are provided as a courtesy.

J. Cashell reminded the Board of the homework assignments given to certain Board members regarding the Zoning Ordinances discussed at the last Planning Board Meeting.

Agenda Item 6: Old Business:

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71 Plaistow Rd.

F. Hart asked if there is an update regarding 71 Plaistow Rd.

T. Moore offered that Jay Davey has filed an appeal with the court. He will forward the information available to the Board via e-mail.

143 Plaistow Rd., ProQuip:

J. Peck asked for an update on the 143 Plaistow Rd. project. He said that it is understood that the property has been sold to ProQuip.

T. Moore offered that Plaistow was served by the court and that information will be sent electronically to Attorney Cleary on a flash drive.

J. Peck asked if Attorney Cleary will provide the Board with status updates.

J. Cashell offered that the matter is in the hands of Town Council and Attorney Cleary will only notify the Board, by letter, if additional information is needed.

J. Cashell and F. Hart offered that 143 Plaistow Rd. is subject to Attorney/Client privilege and is not to be discussed in any public session.

There was no additional business before the Board and the meeting was adjourned at 7:30p.m.

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