



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

PLANNING BOARD MINUTES

March 01, 2017

Call to Order: The meeting was called to order at 6:31 PM

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

Also present: Greg Jones, *Town Planner*

★G. Adams was appointed as a voting member replacing L. Milette.

Agenda Item 2: Minutes of February 15, 2017 Meeting

★S. Ranlett moved, second by C. Lanza to approve the minutes of the February 15, 2017. There was no discussion on the motion. The vote was 3-0-2 (Silva, Ranlett abstaining).

Agenda Item 3: Chandler Place Elderly Housing Complex – Occupancy Permit Discussion Request – Steven Lewis, Inc.

Steven Lewis, Chandler Place and Paul Pandelena, Project Manager, were present for the discussion.

C. Lanza noted for the record that he was stepping down from this discussion.

There was a technical difficulty with the cable recording and there was a break from 6:33 p.m. to 6:40 p.m.

S. Lewis updated the Board on the 55+ Housing Project at 18 Chandler Av (Chandler Place) noting the following:

- Phase 1 of the project is on schedule
- The Federal Government has been conducting regular inspections
- Phase 1 is getting close to being ready for occupancy
- They are unable to install the landscaping and the top coat of paving until warmer weather
- Originally both phases were going to be built at the same time, however the Government put a restriction in that they would need to have the first building 92% occupied before the monies would be released to build the second building
- He was at this meeting to request that occupancy permits be issued for the first building prior to the completion of all the site work. All site work will be completed by mid-June.

S. Ranlett asked if the money for Phase 2 was guaranteed. It was confirmed that it was. He asked how many units were in each phase. It was noted that there are twenty-five (25) in Phase 1 and fourteen (14) in Phase 2.

S. Lewis noted that it was a long process and he could not start the process to get the funds released for Phase 2 until the first building is occupied. He added that the units must be certified as "in service."

G. Silva asked how long a process that was. It was reported to be four (4) to five (5) months.

S. Lewis explained that the infrastructure, including drainage and underground utilities for Phase 2 was done as part of Phase 1, not only for cost savings but for safety and convenience so the site would not have to be dug up again while there are people living there. He noted that as soon as it was warm enough he would like get all the landscaping done and when it's "pretty" there will be a ribbon cutting ceremony. S. Lewis added that he already has a commitment from Governor Sununu to attend.

P. Pandelena added that they wanted to make sure that the landscaping will survive once it's planted so he would like to wait until the danger of a snap freeze had passed.

It was noted for the record that Building Inspector, Mike Dorman wanted the Board to know that he and Steve Reichert (CLD Engineering) had given Mr. Lewis a punch list for the minimum of what had to be done before he could issue Certificates of Occupancy (CO) and Mr. Lewis had nearly completed that list.

There was discussion about what was already done for Phase 2. It was noted that the drainage and septic system was in place, but the foundation was not yet done. That would be part of the financing for Phase 2. It was noted that all utilities were stubbed out to ten (10) feet from the location of the second building.

S. Lewis noted that under the EPA Notice of Intent there were inspections of the detention areas every ten (10) days or when there is more than 0.25" of rain.

★S. Ranlett moved, second by G. Silva to allow the issuance of twenty-five (25) certificates of occupancy for Chandler Place prior to the completion of all the site work (landscaping and top coat paving). There was no discussion on the motion. The vote was 4-0-0 U/A.

C. Lanza returned to the table at 6:49 p.m.

Agenda Item 4: Review/Discussion - Plaistow Site/Subdivision Regulation Updates – 2017

G. Jones noted that he and T. Moore have been discussing what needs to be reviewed in the Subdivision and Site Plan Regulations.

T. Moore offered that the following items had been discussed at previous meetings:

- Separate Lighting and/or Landscaping Plan requirements. Waiver requests are frequently made and granted for redevelopment and smaller plans. As long as there the lighting and landscaping are included in the plan there may not be the need for a separate plan sheet.
- Roadway Profiles – there needs to be discussion on developing a couple of different roadway profiles depending on the traffic and the number of houses on a new road.
- Construction Bond – there has been more than one discussion about raising the requirement for posting of a construction bond from 10% to 50%

G. Jones suggested that the Board also begin review of the permitting uses tables (zoning) for each of the districts to see if there is a need for updating.

The members were asked to review the Site Plan and Subdivision Regulations to see if there was anything else they felt needed review.

Other Business and Updates

G. Jones gave the following updates:

- Safe Routes to Schools – Having a difficult time getting in touch with William Rose (NHDOT) regarding the needed additional funding for the project
- Westville Road Bridge – Historical and Archaeological investigations are complete. Proposed schedule for project is in place starting with advertising in January–February 2018. It was noted that there is still discussions ongoing to work out logistics of the road closing; whether it's going to be shorter compete closure or a longer semi-closure. This project is an 80/20 (Town) match through the Municipal State Aid Bridge Program.
- Renewable Energy Committee – Will be meeting third Wednesday in March to work on energy savings for Municipal Buildings
- Master Plan Update – Working with Resilience Planning on maps for the Water Resources Chapter. The template for updating other chapters will be developed as part of this update. \$2,800 has been currently invoiced for the project. Schedule for the review of the chapter was noted.
- Recreation Impact Fee Update – Work is on schedule and continues with Bruce Mayberry on updating of the Recreation Impact Fee.
- REDC/2017 CEDS Grant – Discussions with Methuen Construction regarding the potential for an extension from their property to Route 125. The Board of Selectmen gave authorization for an application to be placed on the priority list to be filed. It was noted that one requirement of this particular grant program was there needed to be evidence that there would be positive economic development with any approved project. This application is not an actual application for funds, but is the first (non-binding) step in the process should the Town decide to move forward. It was noted that even though the property is largely owned by Methuen Construction the Town needed to be the applicant under the conditions of the grant. It was stressed that the filing of this application did not bind the Town to move forward but would allow them to if that was determined to be the proper course in the future. It was also noted that the Conservation Commission had issues with the proposed project that would connect the Methuen Construction property to Route 125 via an extension of Joanne Dr. It was also noted that the proposed project was in very preliminary stages and would be vetted not only by the Board of Selectmen but all other appropriate Town boards/committees and all the proper State Agencies before any determinations were made as to the Town's participation or the viability of the project. There was discussion about the conceptual plans that were presented and whether or not that gave the implication of the Town's intent to move forward with the project. It was again stressed that there was no commitment or obligation on the part of the Town that this was only an application to be placed on the priority list for economic development projects.
- 16 Danville Rd – Owner wishes to rescind the last plan amendment that allowed for a retail use and revert to the former day care use. A sample document that would be recorded at the Registry of Deeds was provided by Attorney Charles Cleary was provided to the Board. There was discussion as to whether or not there needed to be a Public Hearing to rescind the plan. It was decided to act on a motion to revoke/rescind the retail use at this meeting. If it was determined that a Public Hearing would be necessary then the vote would be null and the Public Hearing would be scheduled.

★S. Ranlett moved, second by G. Silva to revoke the retail use at 16 Danville Road and return the site to the previously approved day care use. There was no discussion on the motion. The vote was 5-0-0 U/A.

Other Business

It was noted that it was C. Lanza's last meeting as a member of the Planning Board. All thanked Charlie for his dedication and service to the Board. He will be missed.

There was no additional business before the Board and the meeting was adjourned at 7:27 p.m.

Respectfully Submitted,

Dee Voss
Recording Secretary