

Planning Board Meeting Minutes
Allenstown Town Hall - 16 School Street
Allenstown, New Hampshire 03275
April 17, 2024

Call to Order

The Allenstown Planning Board Meeting of April 17, 2024 was called to order by Chair Diane Adinolfo at 6:30 P.M. Chair Adinolfo called for the Pledge of Allegiance.

Roll Call

Present on the Board: Diane Adinolfo, Michael Juranty, and Michael Frascinella.

Excused: Chad Pelissier

Absent: N/A

Ex-Officio: *Currently Vacant – Pending approval of appointment of Select Board Member*

Residents of Allenstown: See below

Page 1 of 1

TOWN OF ALLENSTOWN
Planning Board
16 School Street
Allenstown, New Hampshire 03275

Meeting Date: 4 / 17 / 2024

Sign-In Record

Print Name	Signature	Indicate applicable status	
		Allenstown Resident	If no, state Organization represented
Michael Donnelly	<i>[Signature]</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	IT Takes A Village
Robert Bourke	<i>[Signature]</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Bohse Community Church
Brer Belodan	<i>[Signature]</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Allenstown Staff: Derik Goodine – Town Administrator
Brian Arsenault – Building Inspector & Code Enforcement Officer (remote)

Others present: Kathleen Pelissier – Ex-Officio Designate (awaiting final BOS Appointment)
Ryan Beaudry – Alternate Member*
Kaitlyn Sheridan – Alternate Member
Matt Monahan – CNHRPC (remote)
Krissy LaPorte – K & W Commercial Real Estate (remote)
Mike O'Meara – Volunteer Administration

* With Chad Pelissier excused, Chair Adinolfo invited Ryan Beaudry to participate as a Full Member for this meeting. An Alternate Member cannot serve in place of the vacant Ex-Officio position.



OLD BUSINESS/ RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

- None

NEW BUSINESS/ RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

- **Election of Officers**

Chairperson

Michael Juranty made a motion to nominate Diane Adinolfo as Chair of the Planning Board. Ryan Beaudry seconded the motion.

Roll Call Voice Vote:

Michael Juranty- Aye, Michael Frascinella- Aye, Ryan Beaudry- Aye, and Diane Adinolfo- Aye.

The motion passed and Diane Adinolfo was elected Chair of the Planning Board.

Vice-Chair

Diane Adinolfo made a motion to nominate Chad Pelissier as Vice-Chair of the Planning Board. Michael Juranty seconded the motion.

Roll Call Voice Vote:

Diane Adinolfo- Aye, Michael Juranty- Aye, Michael Frascinella- Aye, and Ryan Beaudry- Aye.

The motion passed and Chad Pelissier was elected Vice-Chair of the Planning Board.

Secretary

Diane Adinolfo made a motion to nominate Michael Juranty as Secretary of the Planning Board. Ryan Beaudry seconded the motion.

Roll Call Voice Vote:

Diane Adinolfo- Aye, Michael Juranty- Aye, Michael Frascinella- Aye, Ryan Beaudry- Aye.

The motion passed and Michael Juranty was elected Secretary of the Planning Board.

- **Conceptual Consultation – 46 Chester Turnpike**

It was noted that Conceptual Consultations and any opinions or views expressed by the Planning Board, its agents or representatives, or the applicant are non-binding on either party.

Mr. Bryer Bilodeau, owner of the property at 46 Chester Turnpike, presented conceptual drawings and discussed his proposed conversion of a two-stall garage into a detached Accessory Dwelling Unit (ADU).

Mr. Bilodeau acknowledged that he would first have to demolish the existing garage in order to install a foundation suitable for a habitable structure and to then install utilities, including sewer and water.

Mr. Bilodeau stated that his sewer and water utilities were provided through the Bear View Crossing Cooperative and that he had reached out to them regarding the connections to the proposed ADU but had not yet heard back. He was advised that he should check with them again as this was important to the success of the project.

Based on the conceptual drawings, it was noted that the overall footprint of the proposed structure would increase with the addition of a Lean-To on the left side of the new structure and a Patio to the rear. Matt Monahan advised that Mr. Bilodeau ensure his surveyor is made aware of MS4 Requirements for stormwater management for the Zone, and that any increase in impervious area over 15% of the lot size would require additional review by the Board.

Mr. Bilodeau will proceed with Site Plan development and make an application to the Board for ADU approval when ready.



- **Request for Waiver from Site Plan Review – 44 Pinewood Road.**

A written request dated 10-Apr-2024, for a Waiver from Site Plan Review in accordance with Article III B. 4. of the Site Plan Review Regulations was submitted by Mr. Michael Donnelly, owner of the proposed Child Day Care Center at 44 Pinewood Road. Mr. Donnelly had previously been granted a Waiver by the ZBA to allow the operation of a Child Day Care Center (7 or more) on a property in the Commercial Light Industrial Zone, and he proposes to convert an existing structure (church) on the property into the center.

Mr. Donnelly had previously presented a Site Plan for the property during a Conceptual Consultation with the Board on 03-Apr-2024. During discussions with the Board regarding the Waiver Request, Mr. Donnelly confirmed that the previously submitted Site Plan was not being altered, and he further confirmed that the only exterior changes to the property were the addition of approx. 13 parking spaces, a circular one way traffic system for drop-off and pick-up, and the addition of a fenced-in play area with egress doors to the rear of the existing structure.

The Board additionally reviewed the submitted Traffic Study Report and did not note any concerns with increased traffic into or from the property.

Following some clarifying questions from the Board, neither the Members, Building Inspector/Code Enforcement Officer nor Planner expressed any concerns with the proposed plan.

Michael Juranty made a motion to grant the Waiver from Site Plan Review as requested by the applicant. Michael Frascinella seconded the motion.

Roll Call Voice Vote:

Diane Adinolfo- Aye, Michael Juranty- Aye, Michael Frascinella- Aye, and Ryan Beaudry- Aye.

The motion passed and the requested Waiver from Site Plan Review was granted.

UNAPPROVED MINUTES

- **April 03, 2024**

Ryan Beaudry made a motion to approve the minutes of April 03, 2024. Michael Frascinella seconded the motion.

Roll Call Voice Vote:

Diane Adinolfo- Aye, Michael Juranty- Aye, Michael Frascinella- Aye, and Ryan Beaudry- Aye.

The Motion passed, and the minutes for April 03, 2024 were approved.

CORRESPONDENCE & OTHER BUSINESS

Michael O'Meara advised the Board of the receipt of a copy of a Sludge Permit for a farm property at 557 Buck Street in the Town of Pembroke. For information only – no action required by the Board.

SUBCOMMITTEE & STAFF UPDATE

None.

BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER UPDATES

None.



SCHEDULING OF NEXT MEETING

The next meeting of the Board is scheduled for May 01, 2024.

ADJOURN

Michael Juranty made a motion to adjourn. Ryan Beaudry seconded the motion.

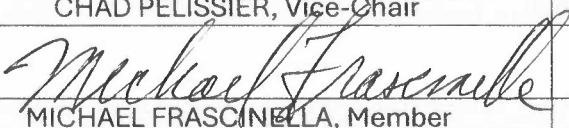
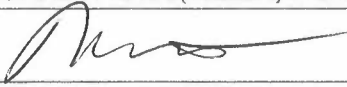

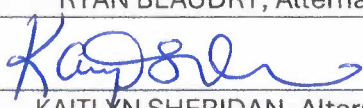
Roll Call Voice Vote:

Diane Adinolfo- Aye, Michael Juranty- Aye, Michael Frascinella- Aye, and Ryan Beaudry- Aye.

The Motion passed, and the meeting was adjourned at 7:14 P.M.



Signature Page
Town of Allenstown Planning Board
Public Meeting Minutes
April 17, 2024

Original Approval:	
 DIANE ADINOLFO, Chair	5-1-2024 DATE
ABSTAIN CHAD PELISSIER, Vice-Chair	N/A DATE
 MICHAEL FRASCINELLA, Member	5-1-2024 DATE
 MICHAEL JURANTY, Member	5/1/24 DATE
 RYAN BEAUDRY, Alternate Member*	5/1/24 DATE
 KAITLYN SHERIDAN, Alternate Member*	5/1/24 DATE
Vacant	N/A
SANDRA McKENNEY, Ex-Officio	DATE

Amendment Approvals:		
Amendment Description:	Approval:	Date:
	DIANE ADINOLFO, Chair	DATE
	CHAD PELISSIER, Vice-Chair	DATE
	MICHAEL FRASCINELLA, Member	DATE
	MICHAEL JURANTY, Member	DATE
	RYAN BEAUDRY, Alt. Member*	DATE
	KAITLYN SHERIDAN, Alt. Member*	DATE
	Vacant	N/A
	SANDY McKENNEY, Ex-Officio	DATE

* If not acting as a Full Member for the meeting, Alternate Member signatures signify concurrence with, but not approval of the meeting minutes.

TOWN OF ALLENSTOWN
Planning Board
16 School Street
Allenstown, New Hampshire 03275

Meeting Date: 4/17/2024

Sign-In Record

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