

**TOWN OF ALLENSTOWN**  
**Planning Board**  
**16 School Street**  
**Allenstown, New Hampshire 03275**  
**March 4, 2020**

**CALL TO ORDER**

The Allenstown Planning Board Meeting of March 4, 2020 was called to order by Chairman Mike O'Meara at 6:30 p.m. Chair O'Meara called for the Pledge of Allegiance.

**ROLL CALL**

Present on the Board: Diane Adinolfo, Sandy McKenney, Mike Frascinella, Chad Pelissier, and Mike O'Meara.

Ex-Officio: Sandra McKenney

Residents of Allenstown: – See below:

Page 1 of 1

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Planning Board  
16 School Street  
Allenstown, New Hampshire 03275

Meeting Date: 3 / 04 / 2020

Sign-In Record

Print Name	Signature	Indicate applicable status	
		Allenstown Resident	If no, state Organization represented
RANDY PERIN	<i>Randy Perin</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Allenstown Self Storage
DICTOR PERIN	<i>Dictor Perin</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Allenstown Self Storage
Matt L'Heureux	<i>Matt L'Heureux</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Nick Loring	<i>Nick Loring</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Benchmark Eng.

Others present: Matt Monahan, CNHRPC;  
Randy Perin, Allenstown Self Storage;  
Nick Loring, Benchmark Engineering;  
Matt L'Heureux

Other Public Officials: None

Allenstown Staff: Derik Goodine, Town Administrator

## OLD BUSINESS

None.

## NEW BUSINESS/RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

- **Site Plan. Allenstown Self Storage, Map 409 Lot 15-1 at 286 Pinewood Road in the Industrial Zoning District and the Groundwater Protection Overlay District. The applicant, Randy Perin, requests a site plan to add an additional metal storage building that will also contain office space.**

Mr. Monahan stated that Allenstown Self Storage wants to add a metal storage building with some office space. He said the engineering review, the task of verifying that the plan meets the drainage requirements, is in progress. The Planning Board will need to act on the site plan and the Conditional Use permit, based on the engineering review. He said that New Hampshire requires that septic systems are at least ten feet from the property line, which it is, and the applicant is seeking a waiver on that.

Mr. Loring, Benchmark Engineering, stated that he represents the applicant, Mr. Randy Perin. He referenced the map and lot of the property at 286 Pinewood Road. He said that it is in the industrial zone and the Groundwater Protection Overlay District, as well as the State Shoreland Protection Zone because it has frontage on the Suncook River. This is a 2.2-acre lot. It was subdivided in 1999 and a site plan was done. This subdivision separated the southern portion of the lot, which was developed as a self-storage facility. Three storage facilities were built and one more was proposed but not built. The proposed building will measure 3,600 square feet and will be similar to what is already there. Plans call for a 10 X 20 square foot office, and the applicant plans to add a well and septic system. The septic system will be located in a grassy area in the front. As part of the stormwater mitigation plan, plastic arch chambers will be placed under the paved area. This building will have a roof drain system, and the other roof drain systems will be tied in, allowing for additional filtration of storm water. He said that they will be adding some parking, including handicapped parking and a ramp.

Mr. Loring continued, saying that the TRC met on January 10, 2020. The Fire Department has no issues with access because the proposed building is not in the fenced-in area there. He said that the applicant is looking for three waivers; one for wetland delineations, one for lighting and one for landscaping. He said that the wetlands are more than 75 feet away, so that should not be an issue. The lighting plan calls for downcast lights with no lumens over the property line. Much of the landscaping must be unaltered for shoreland protection. This is a 50-foot buffer. There is not a lot of green space, and the plan is to keep as much as possible. The applicant already has DOT and Shoreland permits.

Chair O'Meara asked about the progress with the engineering review.

Mr. Monahan said that the applicant has responded to the first round of comments and the NHRPC is actively working on this.



Beginning a review of his memorandum, Mr. Monahan said a dumpster is shown but is not needed because it is a carry-in, carry-out location. There are no site plan regulation issues. The wetlands are 75 feet away, and the area is pretty much impervious already. Lighting is minimal and between two buildings. Regarding landscaping, the back of the property has vegetation, which helps with the recharging of ground water. There are no zoning issues. As for regional impact, the use is existing.

Ms. McKenney asked about lighting for people visiting the site.

Mr. Pelissier said there is lighting, but it is minimal.

Mr. Perin said that people should bring a flashlight when visiting the storage facility at night. He added that he plans to switch from sodium to LED for the down-lighting. He shared his lighting plan.

Ms. Adinolfo asked if there were houses nearby who could be disturbed by the lights.

Mr. Perin responded that there is one house about 200 feet away, with a large wooded area in between. The lights will not be shining on the property.

#### Regional Impact

Chair O'Meara requested a motion regarding regional impact.

Mr. Pelissier made a motion stating that this site plan does not have regional impact. Mr. Frascinella seconded the motion.

Chair O'Meara called for a vote on the motion.

Diane Adinolfo – yes, Sandy McKenney – yes, Mike Frascinella – yes, Chad Pelissier – yes, and Michael O'Meara – yes.

The motion carried unanimously and the application was determined to not be a development of Regional Impact.

#### Waiver Requests

Chair O'Meara requested a motion on the three requested waivers. He listed the waivers needed as follows:

- 1) Section 6.01.a (checklist item 20), wetlands delineation
- 2) Section 6.01.1 (checklist item 32), lighting plan (already discussed)
- 3) Sections 6.02.e; 4.01.c.6; 7.01.a & b, (checklist item 49) landscaping (discussed during the presentation)

Ms. Adinolfo made a motion to approve the three (3) waivers as read and requested. Ms. McKenney seconded the motion.

Chair O'Meara called for a vote on the motion.

Diane Adinolfo – yes, Sandy McKenney – yes, Mike Frascinella – yes, Chad Pelissier – yes, and Michael O'Meara – yes.

The motion carried unanimously and the requested waivers were granted.

#### Completeness of Application

Chair O'Meara requested a motion regarding completeness of the application.

Ms. Adinolfo made a motion affirming the completeness of the application. Ms. McKenney seconded the motion.

Chair O'Meara called for a vote on the motion.

Diane Adinolfo – yes, Sandy McKenney – yes, Mike Frascinella – yes, Chad Pelissier – yes, and Michael O'Meara – yes.

The motion carried unanimously and the application was accepted as complete.

#### Public Hearing

Chair O'Meara opened the public hearing on this application at 6:47 pm.

There being no members of the public present from whom to obtain further input, or to comment on the application, Chair O'Meara closed the public hearing at 6:47 pm.

#### Continuation of Application

Chair O'Meara stated that the Planning Board could not act further on this application because of the outstanding engineering review. He said the hearing would be continued until the next Planning Board meeting on March 18, 2020. He said that the public hearing portion would not be re-noticed, and he apologized to the applicant for the delay.

Mr. Monahan said that Mr. Loring will be sending him the Conditional Use Permit Application.

- **Site Plan Regulation: To amend Site Plan Regulation Article VI, Section 6.02(j) to specify that the provisions pertaining to studies as described under Article VI, Section 6.01 of the Subdivision Regulations shall also apply to all major site plans.**
- **Subdivision Regulations: Amend Article VI, Section 6.01 of the Subdivision Regulations to further clarify which studies may be required by the Planning Board and indicate the thresholds triggering the various studies and what their content shall include. Studies listed include: Fiscal Impact Studies, Traffic Impact Studies, Community Facilities Impact Studies, School Impact Analysis, Environmental Assessments, and various Other Conditions pertaining to requirement of studies.**

Mr. Monahan distributed copies of the proposed amendments. He said that the first page is just one paragraph for site plan regulations, which was reviewed previously. All of the content was



put in the subdivision regulations and, by reference, in the site plan regulations. Studies defined include Traffic Impact, Community Facilities, Schools, and Environmental Assessment. There is an 'Other' category for additional studies which the Planning Board might request. Mr. Monahan said the regulations clearly state that the cost of any studies requested is the financial responsibility of the applicant.

Ms. Adinolfo asked about Section 601.d regarding School Impact. She asked about the current classroom size.

Mr. Monahan said that is determined by the US Census and changes over time. He said that he does not know the current number. He advises all applicants to check with school, police, fire and highway departments when completing these studies.

#### Public Hearing

Chair O'Meara opened the public hearing on the site plan and subdivision regulation changes at 6:56 pm.

There being no members of the public present from whom to obtain further input, or to comment on the proposed changes, Chair O'Meara closed the public hearing at 6:57 pm.

Chair O'Meara requested a motion to adopt the changes proposed for both the site plan and subdivision regulations.

Ms. McKenney made a motion to adopt the changes proposed for the site plan and subdivision regulations. Ms. Adinolfo seconded the motion.

Chair O'Meara called for a vote on the motion.

Diane Adinolfo – yes, Sandy McKenney – yes, Mike Frascinella – yes, Chad Pelissier – yes, and Michael O'Meara – yes

The motion carried unanimously and the changes were adopted.

#### **UNAPPROVED MINUTES**

Chair O'Meara requested a motion to approve the February 19, 2020 meeting minutes as written.

Ms. Adinolfo made a motion to approve the minutes of the February 19, 2020 meeting as written. Ms. McKenney seconded the motion.

Chair O'Meara called for a vote on the motion.

Diane Adinolfo – yes, Sandy McKenney – yes, Mike Frascinella – yes, Chad Pelissier – yes, and Michael O'Meara – yes.

The motion carried unanimously and the February 19, 2020 meeting minutes were approved.

**STAFF UPDATE**

None

**SCHEDULING OF NEXT MEETING**

Chair O'Meara announced March 18, 2020 as the date of the next Planning Board meeting.

**CORRESPONDENCE & OTHER BUSINESS**

Matt L'Heureux introduced himself, saying he works in the energy efficiency industry. As an economics student in school, he attended Planning Board meetings and would now like to help his community. He said he would like to be an alternate on the Planning Board.

Chair O'Meara welcomed Mr. L'Heureux and suggested that he attend the next Planning Board meeting and that he read about the work of the Board on the town website.

Mr. Goodine directed Mr. L'Heureux to the online application for volunteers.

Mr. Monahan exchanged email addresses with Mr. L'Heureux and offered to fill him in and to direct him to training sessions he might attend. Mr. Monahan said this Board does a really good job and is very efficient.

**ADJOURNMENT**


Ms. Adinolfo made a motion to adjourn at 7:10 pm. Ms. McKenney seconded the motion.

Chair O'Meara called for a vote on the motion.

Diane Adinolfo – yes, Sandy McKenney – yes, Mike Frascinella – yes, Chad Pelissier – yes, and Michael O'Meara – yes.

The motion carried unanimously, and the meeting was adjourned.

**SIGNATURE PAGE****Planning Board  
March 04, 2020**

<b>Approval:</b>	
	<i>15-APR-2020</i>
MICHAEL O'MEARA, Chair	DATE
Yes-Via Remote Roll-Call Vote <sup>1</sup>	15-April-2020
CHAD PELISSIER, Vice Chair	DATE
Yes-Via Remote Roll-Call Vote <sup>1</sup>	15-April-2020
DIANE ADINOLFO, Member	DATE
Yes-Via Remote Roll-Call Vote <sup>1</sup>	15-April-2020
MICHAEL FRASCINELLA, Member	DATE
N/A	N/A
ROBERT LEE, Alternate Member	DATE
Yes-Via Remote Roll-Call Vote <sup>1</sup>	15-April-2020
SANDRA MCKENNEY, Ex-Officio	DATE

<sup>1</sup>The Allenstown Planning Board meeting of 15-April-2020 was conducted via Remote Teleconference/video conference due to the COVID-19 Public Health Emergency in effect in the State of New Hampshire at that time. Approval by the members of the Planning Board is documented in the minutes of the meeting.



<b>Amendment Approvals:</b>		
<b>Amendment Description:</b>	<b>Approval:</b>	<b>Date:</b>
	MICHAEL O'MEARA, Chair	DATE
	CHAD PELISSIER, Vice Chair	DATE
	DIANE ADINOLFO, Member	DATE
	MICHAEL FRASCINELLA, Member	DATE
	ROBERT LEE, Alternate Member	DATE
	SANDRA McKENNEY, Ex-Officio	DATE



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### Sign-In Record

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