

TOWN OF ALLENSTOWN
Planning Board
16 School Street
Allenstown, New Hampshire 03275
July 01, 2020

CALL TO ORDER

The Allenstown Planning Board Meeting of July 01, 2020 was called to order by Chairman Mike O'Meara at 6:33 p.m. Chair O'Meara called for the Pledge of Allegiance.

Chair O'Meara next read a statement establishing authority to hold an electronic meeting, along with remote viewing and listening guidelines.

As Chair of the Allenstown Planning Board, I, Mike O'Meara, find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically. Please note that there is no physical location to observe and listen to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are (will be):

- a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means.* We have a Zoom conference calling session set up for those listening. The instructions are on the Town website on the Planning Board agenda page.
- b) Providing public notice of the necessary information for accessing the meeting.* We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the Town of Allenstown Planning Board page attached to the agenda for this meeting.
- c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access.*
- d) Adjourning the meeting if the public is unable to access the meeting.*

ROLL CALL

Present on the Board: Sandy McKenney, Diane Adinolfo, Mike O'Meara

As there was a quorum of members present, the Chair advised that this constituted a legal meeting of the Planning Board. However, as an applicant is entitled to a hearing before the full board, the Chair advised the applicant that they could exercise that right or choose to continue. Mr. Cronin, for the applicant, chose to continue with presentation of the application.

Mike Frascinella joined the meeting at 6:37 pm.

Ex-Officio: Sandra McKenney

Residents of Allenstown: – None

Others present: Matt Monahan, CNHRPC;
John Cronin, Counsel for Brady Sullivan, Cronin, Bisson & Zalinsky, PC;
Tom Zajak, Project Engineer, Hayner Swanson,
Chris Lewis, Project Architect;
Stephen Pernaw, Stephen G. Pernaw and Company, Traffic Expert;
Mark Fougere, Fougere Planning & Development;

Other Public Officials: None

Allenstown Staff: Derik Goodine, Town Administrator

OLD BUSINESS/RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

None.

NEW BUSINESS/RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

- **Site Plan. Lofts at 25 Canal/China Mill. Case #03-2020. Map 111, Lot 3 at 25 Canal Street in the Industrial Zone and the Suncook Infill Development Overlay District. One Wall Street Allenstown, LLC, requests a site plan to locate 150 residential units in the existing mill buildings.**

Chair O'Meara introduced this item, a site plan for The Lofts at 25 Canal, otherwise known as China Mill, Case #03-2020; Map 111, Lot 3 at 25 Canal Street in the Industrial Zone and the Suncook Infill Development Overlay District. He stated that One Wall Street Allenstown, LLC requests a site plan to locate 150 residential units in the existing mill buildings.

Mr. Cronin, Counsel for One Wall Street Allenstown, LLC, said that he has been involved with this project for about one year. Tom Zajak of Hayner Swanson, he said, has done a great job with the engineering and technical details. In addition to Mr. Zajak, he listed three other individuals who would be presenting this evening and available to answer questions, including Chris Lewis, Project Architect; Stephen Pernaw, one of the foremost traffic experts in New Hampshire; and Mark Fougere of Fougere Planning and Development in Milford, NH, who has prepared the fiscal impact report. Mr. Fougere has been a planner for 37 years, working 11 years in the public sector, six of these as Deputy Planner for Nashua. He has 20 years of private sector experience, including 18 years on his own as a consultant.

Mr. Monahan stated that this redevelopment of China Mill will consist of about 150 residential units with one, two and three bedrooms. The developers have participated in a TRC meeting, as well as a voluntary TRC meeting prior to the official one in order to get some early feedback. They have already made conceptual presentations to this Planning Board and to Pembroke's Planning Board.

Mr. Cronin offered a brief history of the project. He said that the owner had concerns about vacancy and occupancy. Brady Sullivan has had a lot of experience beautifying and repurposing old mills throughout New Hampshire, a major one being in Nashua, which is a showpiece. He continued, saying that the State Legislature approved 79e to incentivize this type of redevelopment. China Mill is located next to Allenstown Sewer, a successful operation serving haulers from a wide area in New Hampshire. At the time when Brady Sullivan was first looking at the China Mill property, Allenstown had not yet adopted 79e, but with the help of Town Administrator Derik Goodine and the Town Council, a Special Town Meeting was held and the legislation was adopted. This incentivizes development by allowing a grace period on the payment of new property taxes on the property. He said that feedback from the Town has been terrific and that this development should spur further capital investment in Allenstown. Derik Goodine and Matt Monahan, he said, have been helpful in their investigation of aspects such as water and sewer for the development.

Mr. Cronin continued, saying that the property includes an island across from the mill on the other side of the river which is located in Pembroke. He stated that the island is not accessible and no development is proposed there. Pembroke has said they might want a site plan, but Mr. Cronin stated that would not be appropriate because there will be no development of the island.

Mr. Zajak stated that he is a civil engineer and noted that they have a great team working on this project. He said he participated in the TRC meeting, as well as a Planning Board conceptual presentation in February. The feedback, he said, was positive and many suggestions from those meetings have been incorporated into the project plans. The 150 units will be made up of 130 in the China Mill building, 12 in the Storehouse building and eight (8) in the Wastehouse building. The plan in February called for 300 parking spaces, but that has been reduced to 264 (1.75 per unit) to reduce the amount of impervious land. Some head in and buddy parking, he said, has been eliminated. Design features such as granite curbing have been included to enhance the appearance of the parking areas. On the north side of the canal is handicapped parking, an elevator, and a loading/unloading area for delivery trucks and U-Hauls. The area features benches and passive green space.

Mr. Zajak continued, saying that there are significant utility infrastructure (gas & electric) costs for this project. Pembroke Water has been very helpful, he said, with plans for a new, offsite ten-inch water main. The existing line was constructed in the late 1800's and needs an upgrade. Water is needed for domestic use and fire protection. There is no gas on site, so a gas main on Ferry Street will be extended. An Alteration of Terrain permit was submitted to NHDES, with the help of Derik Goodine, who obtained BOS signoffs. A permit by notification was received from the NH Wetlands Bureau, and repairs were made to two sections of a stone retaining wall built in the late 1800's when the mill was being constructed. These sections had collapsed or needed shoring up. A conceptual plan was presented to the Pembroke Planning Board on May 22nd, and another TRC meeting was held on June 10th to receive the formal comments of the CNHRPC. At this meeting, the developers agreed to accept the cost of a study for Allenstown Sewer regarding needed capacity. He said they now are waiting for a report on storm water, traffic and sewer from Allenstown's engineering firm, Hoyle Tanner, Associates, a formal request having been made for a review.

Mr. Zajak next stated that the developers will be requesting five waivers:

- A reduction in the size of parking spaces from 10 feet by 20 feet to 9 feet by 20 feet
- An increase in the plan sheet size because this is a big project
- Underground electric and telecommunication services
- Redevelopment impact to the rear of the site and the canal
- A Conditional Use permit for the wetlands buffer

Mr. Zajak concluded his presentation, saying they would again be before the Planning Board on August 5, 2020.

Ms. McKenney asked about the Canal Street storehouse. She said these were going to be three-bedroom apartments with head-in parking.

Chair O'Meara said there was going to be head-in parking there; this was eliminated and moved elsewhere.

Mr. Lewis, Project Architect, stated that this is an historic property, needing State and National Park Service approval of the project. He said that approval has been obtained. The exterior will retain its historical look, but with a new roof, windows and doors – reestablishing the fenestration. They will demolish and remove appendages not considered to be historic. The main office will be on the lower level at the back of the building. They plan to restore and use the freight elevator. He said that the wood floors are historic and will be restored and preserved with the marks from the past. Mechanical parts will be exposed, with juxtaposing modern steel. It will be an inviting place with modern amenities and restored artifacts. There will be a game room for pool and air hockey, a movie theater, a fitness room and a putting green. The units will feature granite and stainless steel in the kitchens, and there will be two windows each in the living rooms and bedrooms, offering fresh air and light. The width of the building allows this traditional layout. On each floor, the apartments are facing out, making this a real showpiece.

Mr. Zajak said that the hydro facility will have a lease and will provide power for the development. There will be some dedicated storage area for the hydro power plant, with the power to the transformers in the ground, if possible.

Mr. Pernaw next presented his traffic impact assessment. He stated that he was asked to look at three intersections with Main Street: Canal, Ferry and School Streets, as well as traffic counts on Canal Street behind the development. During the peak p.m. hour, there were 66 trips – 40 arrivals and 26 departures. He noted that there is more than one way in and out. There is, he said, a relatively small impact on traffic and a net reduction in traffic compared with years ago. He said the study indicates no need to widen the roads, but has recommendations about traffic control and signage.

Chair O'Meara said that the TRC asked about the volume of traffic at different times of the day.

Mr. Pernaw stated that the peak hour was 4:30 p.m. to 5:30 p.m. Turns at Canal and Main during that hour averaged 26, both left and right. The mill redevelopment would add nine left turn departures. Turns from Main Street onto Canal would increase by 13 during that hour, due to southbound right turns. Right turns from Ferry Street would increase 6%, up by 40 turns.

Ms. McKenney said they stopped the haulers trucks from using Ferry Street years ago because of the children walking on that street, especially in the morning. The Boys and Girls Club, she said, opens at 6:00 am, having before and after school programs.

Mr. Cronin said he appreciated Ms. McKenney's concern. He said that the Select Board can limit trucks but not residential drivers, who tend to find alternative, less restrictive routes.

Mr. Frascinella stated that the obvious remedy is sidewalks.

Chair O'Meara said that there is a sidewalk on Ferry Street.

Mr. Goodine said that there is no sidewalk from Reynolds to Canal though.

Mr. Zajak said the TRC discussed a crosswalk at Canal and Reynolds, including advanced signage.

Chair O'Meara suggested light controls.

Mr. Zajak said they would look at that idea.

Ms. Adinolfo asked about snow removal. She said there are complications in winter with storage of snow. She asked if the tenants would be driving around while the parking lots were plowed.

Mr. Zajak said that this came up at the TRC meeting, and the snow will be disposed of in a legal way.

Mr. Lewis said that onsite management personnel were adept at establishing the protocol for moving cars during snow plowing and removal.

Mr. Frascinella asked about the distribution of one, two, and three-bedroom units.

Mr. Zajak said that there would be 23 one-bedroom apartments, 87 two-bedroom apartments and 40 with three bedrooms.

Mr. Frascinella asked about the clientele to which they were catering and the impact on the school system in terms of school-age children.

Mr. Cronin stated that they expected tenants to be young professionals and older people looking to downsize. He said that Mr. Fougere would address Mr. Frascinella's questions in his fiscal impact presentation.

Mr. Fougere said he has been in Planning for over 30 years and a private consultant for 18 years. He stated that he has met with the Superintendent of Schools and has completed a study of the impact on municipal services to be expected with this development. He said he has estimated potential revenue for Allenstown, as well as the additional municipal services which will be needed. Believing that the average cost method of calculating fiscal impact overestimates the impact, he prefers using marginal cost estimates because they are more precise. Based on property taxes paid by about six similar mill redevelopments in other New Hampshire cities, he estimates a value of \$80,000 per unit. With a total value of about \$12 million, this development can be expected to pay \$340,000 per year in property taxes when fully built out. Increased Motor Vehicle registrations should total \$32,000, for a total revenue impact of \$372,000.

Mr. Fougere next provided estimates for the impact on emergency services. He estimates an additional 54 calls to the Police each year. At \$162.00 per call, this results in an impact of \$8,748.00 for the Police, and the Police Chief has said this can be handled without additional staff. The Fire Department could expect seven additional calls each year. The Fire Chief, Mr. Fougere said, supports this redevelopment, with the additional cost of these seven calls totaling \$6,314.00. Seven additional calls to Tri-Town EMS for ambulance service adds \$2,149.00.

Turning to the schools, which are usually the biggest concern, Mr. Fougere said that the school population has been steady at about 507 students over the past several years, after a recent decrease from 524 in 2016. Looking at similar projects, including one in Pembroke with no school-age children, he calculates .008 children per unit, or 1.1 children as the total impact. Not many children would be expected here. It would be mostly young professionals and older people looking to downsize. With the canal and the river, parents would be concerned about safety. At the other extreme, NH Housing's formula, developed several years ago, would predict an increase of about 26 school-age children. With an estimate of ten to fourteen additional school-age children from this project, he said that he used the cost of one additional teacher (\$85,000.00). The Superintendent of Schools found this acceptable. Mr. Fougere noted that Allenstown is now reviewing school building options, with the help of State aid. Also, these additional students would be spread through all of the grade levels. There should be little impact on Public Works and no trash collection impact, as this is a private development, so only \$5,000.00 was added to the municipal impact for these. No new streets would be constructed. For Sewer, new capacity costs are estimated at \$660,000.00, with \$12,500.00 in offsite costs. In summary, with \$372,000 in additional revenue and \$100,000 of added municipal costs, the net is a positive \$265,780. Mr. Fougere noted that Stephen Henninger of CNHRPC disagrees with his estimate of \$100,000.00 in additional municipal costs, but even using \$133,000.00, the net is still positive. This is an underutilized property paying \$38,000 in property taxes now.

Mr. Cronin stated that, under 79e, the existing assessment stays in place for a while. Then, the owner pays the full amount of property taxes.

Ms. McKenney asked if the other developments looked at had three-bedroom units.

Mr. Fougere said that there were two in Pembroke, two in Somersworth, and four in Keene. As far as school enrollment, he said, this development would bring Allenstown back to the 2016 enrollment.

Chair O'Meara said that Mr. Fougere should take another look at the data, given that this proposal is for 40 three-bedroom apartments.

Mr. Fougere said he would be happy to do that, noting that he used an estimate of ten to fourteen students, not 1.1.

Ms. Adinolfo asked how they came up with the number of one, two and three-bedroom units.

Mr. Lewis said it was based on layout, with a target size for each. All of the three-bedroom units are on the west side of the building, he said. He continued, saying that all bedrooms are larger than 10 X 12.

Mr. Cronin said that these apartments will rent at a premium rate, and they expect that three professionals might share a three-bedroom unit.

Ms. Adinolfo said that an extra bedroom could be used as an office or as a sort of closet for clothes and shoes.

Ms. McKenney said that there were no three-bedroom units at first, and when they were added, it put a scare into us.

Chair O'Meara thanked the presenters.

Mr. Monahan stated that the TRC met on June 12th where he presented his first review memo. He said there were a lot of TRC comments, and he will check on the status of these in two weeks. These comments related to infrastructure improvements and traffic. Referring to page two of the review memo, he said that five items were needed for approval of completeness. These are as follows:

- a ratio of landscaping to parking
- depiction of underground electric lines
- depiction of the 25-foot wetland buffer
- the ratio of trees to parking
- a density calculation

Mr. Monahan continued, saying that several State permits are pending, as well as the Town Engineer review memo on drainage, the post-construction storm water ordinance, traffic, and MS-4 issues. He said there are outfalls to the river into the Suncook River. The TRC had concerns about roads/traffic, with children walking to school. There will definitely be an increase in traffic on Ferry and Canal streets. Truck traffic was discussed at the TRC. A traffic-specific TRC will be formed, including Road Agent Chad Pelissier and Stephen Pernaw. They will help to drill down on that after we receive the review memo from Hoyle Tanner. For Brownfield mitigation, he said, they are doing this with Novis Engineering to come up with a mitigation plan. Signage will be under the prevue of the Building Inspector. He noted that Ms. Adinolfo

raised the question of snow storage off-site, which will be part of Hoyle Tanner's MS-4 recommendations. He said the mill site is one of the last stops on the MS-4 for Allenstown.

Mr. Monahan next said they will have the waiver requests soon. Regional Impact must be established, he said, noting that Hemlock Island is in Pembroke, and their Planning Board may ask for a site plan, the entire river being in Pembroke. Returning to Brownfields mitigation, he said the EPA defines a Brownfield as the site of an actual or perceived contamination. An investigation is needed to identify any use which might have caused contamination and a strategy must be developed to clean it up. Phase I of such an investigation presents the big picture. The second phase identifies and tests ambient conditions to see if the contamination is at, above, or below the site. Novis defines the mitigation needed. Here it may be capped, contained in a concrete barrier. The recommendations of Hoyle Tanner, with their concern for the MS-4, will be followed.

Mr. Monahan listed other suggestions from the TRC meeting, including bike racks, car charging stations, maintenance of access to the hydro facility on the lower level, solar panels, river debris cleanup to make the Suncook River look better, and a conservation easement on Hemlock Island. Other suggestions are these: permeable pavement, colors for the eaves, and foundation planting around the Storehouse building.

A question was also raised about the interaction of the 24-inch clay drain with the new drainage system. An all-way stop going east was discussed, which is under the authority of the Select Board. Tracking of the changes to impervious area is needed, as well as digital plans. A Notice of Decision will have to be recorded at the Registry, and performance bond inspections will need to be done.

Regional Impact

Chair O'Meara asked for a motion regarding regional impact.

Ms. McKenney made a motion stating that this project is a development of regional impact. Ms. Adinolfo seconded the motion.

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

Diane Adinolfo – Aye, Sandy McKenney – Aye, Mike Frascinella – Aye, Michael O'Meara – Aye.

The motion carried unanimously and the application was deemed to be a Development of Regional Impact.

Chair O'Meara said this vote means that this hearing must be continued until August 5th. Pembroke will get a notice of regional impact from the CNHRPC. He said there will be no public hearing tonight and the meeting will not be re-noticed.

Mr. Goodine asked if he should leave this meeting on Facebook Live.

Chair O'Meara said yes.

Mr. Cronin asked if the Planning Board was prepared to make a motion on completeness.

Mr. Monahan said that could be done after the waiver requests are received and they have the Town Engineer's feedback.

Mr. Zajak asked if the waiver regarding the size of the parking spaces could be addressed now, asking if an informal poll of the Board Members could be taken to get a sense of member's thoughts on the matter.

Mr. Monahan said the waiver request had to be presented in writing, and he would have to check to see if this is in the regulations or in the zoning ordinances.

Chair O'Meara said that such a poll is not typically done and that normal procedure should be followed.

UNAPPROVED MINUTES

- **June 17, 2020**

Ms. McKenney made a motion to approve the minutes of the June 17, 2020 meeting as written. Ms. Adinolfo seconded the motion.

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

Diane Adinolfo – Aye, Sandy McKenney – Aye, Mike Frascinella – Aye, and Michael O'Meara – Aye.

The motion carried unanimously and the June 17 meeting minutes were approved as written.

CORRESPONDENCE & OTHER BUSINESS

Chair O'Meara stated that he received a notice of a public hearing in Rochester, New Hampshire. The notice was dated June 25, 2020 and referred to a site plan application from EIP-1, LLC for a wireless communication tower. The public hearing is on July 6, 2020 beginning at 7:00 p.m.

SCHEDULING OF NEXT MEETING

Chair O'Meara stated that the next Planning Board meeting will be on July 15th beginning at 6:30 p.m. Allenstown Aggregate has two items: a subdivision and a site plan. Optimus Senior Living is also on the agenda.

Chair O'Meara stated that Planning Board members are invited to join subsequent meetings in person. Social distancing will be practiced, and this is purely voluntary.

Ms. McKenney said they have more interaction when they are in the same room.

ADJOURNMENT

Ms. McKenney made a motion to adjourn at 8:31 p.m. Ms. Adinolfo seconded the motion.

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

Diane Adinolfo – Aye, Sandy McKenney – Aye, Mike Frascinella – Aye, and Michael O'Meara – Aye.

The motion carried unanimously, and the meeting was adjourned.

SIGNATURE PAGE
Planning Board
July 01, 2020

Approval:	
<i>Michael A. O'Meara</i>	<i>15-July-2020</i>
MICHAEL O'MEARA, Chair	DATE
Abstain – Via Remote Roll Call Voice Vote	15-July-2020
CHAD PELISSIER, Vice Chair	DATE
Yes – Via Remote Roll Call Voice Vote	15-July-2020
DIANE ADINOLFO, Member	DATE
Yes – Via Remote Roll Call Voice Vote	15-July-2020
MICHAEL FRASCINELLA, Member	DATE
N/A	N/A
MATTHEW L'HEUREUX, Alternate	DATE
Yes – Via Remote Roll Call Voice Vote	15-July-2020
SANDRA MCKENNEY, Ex-Officio	DATE

Amendment Approvals:		
Amendment Description:	Approval:	Date:
	MICHAEL O'MEARA, Chair	DATE
	CHAD PELISSIER, Vice Chair	DATE
	DIANE ADINOLFO, Member	DATE
	MICHAEL FRASCINELLA, Member	DATE
	MATTHEW L'HEUREUX, Alternate Member	DATE
	SANDRA McKENNEY, Ex-Officio	DATE