

**Allenstown Planning Board
16 School St.
Allenstown, New Hampshire
03275**

Allenstown Planning Board Meeting Minutes

Date: May 21, 2014

Location: Allenstown Town Hall

Time: 6:30 PM

Note: Although these minutes may contain direct quotes, they are not verbatim. Many sections contain a general description the remarks of the participants as interpreted as both indicated by the transcriber and should not be relied upon as the actual intent of the participant's statement. Additionally, many statements have been omitted, condensed and generalized based on the interpretation of the transcriber as to the relevance, content, specificity, accuracy, and/or conformity to any applicable statute. The transcriber assumes no liability for the contents of the document.

Meeting was opened by Chair Chris Roy at 6:30 p.m.

BOARD MEMBERS PRESENT: Chairman Chris Roy, Vice Chair Chad Pelissier, Ex-Officio Jeffrey Gryval, and Lawrence Anderson.

BOARD MEMBERS ABSENT: None

PUBLIC MEMBERS PRESENT: CNHRPC representative Matt Monahan, Building Inspector Dana Pendergast, Town Administrator Shaun Mulholland and Armand Verville.

I. UNAPPROVED MINUTES:

- No minutes to discuss or approve.

II. RECEIPT OF APPLICATIONS AND PUBLIC HEARINGS:

- **Continuation of Public Hearing for Earth Removal Regulations:** Matt updated-verified with the Local Government Center in regards to the impact of an escrow and reviewed and discussed questions from Town attorney which were as follows:
 - Do the regulations provide all information needed?
 - What does the Board want from a “new” plan when applying for a permit?
 - What information is needed for new operators?
- Regulations are consistent with RSA, added deadlines to be more specific for applicants, reviewed reclamation bond requirement for all gravel pits, discussed how the bond amount is calculated and who sets amount, Matt reviewed sentence added in section XVI.
- Larry made a motion to add the language under the Bond requirement to refer to RSA 155 E: 4-A:7. Chad seconded the motion. Motion passed unanimously.
- Reviewed section XVI Administrative and enforcement part (d) permit suspension and revocation. Matt added language to authorize the Town of Allenstown Building Inspector to conduct business on behalf of the Planning Board.
- Reviewed and discussed fee schedule: application fee currently \$200-no change; abutter notice fee currently \$10 per abutter-no change; public notice fee currently \$75.00-proposed change to \$250; inspection escrow no less than \$5,000-add language as the Board determines necessary per application and refer to section 15 (c) in regulations; permit fee remained the same.
- Larry made a motion to accept the changes to the regulations as proposed. Chad seconded the motion. Motion passed unanimously. Board of Selectmen have tentatively set public hearing date on proposed changes to fee schedule on June 16, 2014. Planning Board will put regulations on the June 18, 2014 agenda to adopt.

III. NEW BUSINESS

- No new business to discuss.

IV. OLD BUSINESS:

- Chris reviewed violation cease and desist notice to Allenstown Aggregate that was issued on May 15, 2014. Currently they are still operating. Shaun reviewed with the Board on page 2 of the notice all the actions that need to be addressed. Discussed having the building inspector complete random observations of any violations that are currently still going on. Discussed having attorney start preparing contempt notice.
- Larry made a motion to have the Allenstown building inspector do random visits to Allenstown Aggregate and to include photos, date, time, and what observations were made during visit and report back to Planning Board at next meeting. Chad

seconded the motion. Motion passed unanimously. Chris will contact attorney to start contempt notice process.


- Shaun updated there is approximately 70,000 records upstairs being uploaded to the Cloud for the properties and for Planning Board to access.
- Discussed applicants sending in all information electronically to the planning@allentownnh.gov email and to ensure that a designated person is checking inbox.

V. CORRESPONDENCE AND OTHER BUSINESS:

- No other business to discuss.

ADJOURN:

With no further business to discuss, Larry made a motion to adjourn the meeting. Chad seconded the motion. Motion was voted on and unanimously passed. Meeting was adjourned at 8:15 pm.



Chris Roy, Chairman



Jeffrey Gryval, Ex-Officio

Member



Chad Pelissier, Vice Chairman



Lawrence Anderson, Member

Alternate