

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

Allenstown Planning Board Meeting Minutes

Date: May 20, 2015

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 6:35 p.m.

BOARD MEMBERS PRESENT: Chairman Chris Roy, Vice Chair Chad Pelissier, Lawrence Anderson, Diane Adinolfo, and Ex-Officio Jason Tardiff.

BOARD MEMBERS ABSENT: None

PUBLIC MEMBERS PRESENT: Dana Pendergast, Sharon and Bill Gelinas, Mark Trauassus, and Joe Wichert.

Everyone stood for the Pledge of Allegiance.

I. OLD BUSINESS/ RECEIPT OF APPLICATIONS & PUBLIC HEARINGS:

- a. Advanced Excavation Site Plan # 04-2014-continued:** Matt updated the Board of the overall status: acted upon regional impact and waivers, completeness was not acted upon, and public hearing was not opened. Board will need to act upon Site Plan application and conditional use permit application for uses in the aquifer. Plan was updated per town engineer, SWPPP was received, and the storm water maintenance plan is part of the drainage report and will need to be recorded at the Merrimack County Registry of Deeds.

Joe Wicker stated they have applied for a waiver from the Fire Department for the fuel tank because of the setback requirements, discussed permit was approved for the expansion however, does not show of original site plan, and received variance for the salt shed.

Dana Pendergast discussed fuel tank location and the decision is coming from the Fire Marshall not the Allenstown Fire Chief as he has no authority to grant the waiver.

Jason made a motion to accept the application as complete. Diane seconded the motion. Motion passed. Chris opened the public hearing at 6:45 PM. There was not public comment. Closed public hearing at 6:46 PM.

Matt did a review of the conditions of approval. Jason made a motion to approve site plan 04-2014 with the following conditions: 1) received approval from NH Fire Marshall and DES (Department of Environmental Services) for the fuel tank, 2) record storm water maintenance plan at the Merrimack County Registry of Deeds, 3) removal of old 500 gallon fuel tank, fire chief to review SWPP, 4) plan note specifying that any vehicle maintenance will only take place in the garage, 5) all conditions of approval need to be on the plan, 6) remove waivers requested statement at the top of sheet S1 as waivers granted are in note 10, and 7) the applicant should submit a final PDF scan of the signed plans to the Town once signed. Larry seconded the motion. Motion passed.

- b. Any old business as necessary:** No old business discussed.

II. NEW BUSINESS/ RECEIPT OF APPLICATIONS & PUBLIC HEARINGS:

- a. Any new business as necessary:** No new business discussed.

III. UNAPPROVED MINUTES:

- a. April 1, 2015:** Jason made a motion to accept the minutes of April 1, 2015 as typed. Larry seconded the motion. Motion passed and minutes signed.

- b. **April 15, 2015:** Larry made a motion to accept the minutes of April 15, 2015 as typed. Jason seconded the motion. Motion passed and minutes signed.
- c. **May 6, 2015:** Larry made a motion to accept the minutes of May 6, 2015 as typed. Jason seconded the motion. Motion passed and minutes signed.
- d. Discussed corrections and how they need to go before the Board to discuss and approved. It was noted to correct the spelling of Diane's name.

IV. CORRESPONDENCED OTHER BUSINESS:

- a. **Other business:** Jason pointed out the agenda and minutes need to be sent to the Board on Friday to ensure adequate time to read. Discussed issues with the dropbox for the files from Matt.

Matt stated the upcoming items the Planning Board will need to address is updating the regulations for MS4 updates, updates to applications, and setting up a group to complete a technical review of any submitted applications. The technical group would consist of Matt, Dana, and the Department Heads.

Discussed updates regarding the Zona project, such as Sewer and Drainage Easement still being finalized and plan location of utilities.

V. STAFF UPDATE:

- a. No updates.

Next meeting: June 3, 2015 at Allentown Town Hall.

ADJOURN:

With no further business to discuss, Larry made a motion to adjourn the meeting. Diane seconded the motion. Motion was voted on and unanimously passed. Meeting was adjourned at 7:15 pm.

Chris Roy, Chairman

Jason Tardiff, Ex-Officio

Diane Adinolfo, Member

Chad Pelissier, Vice Chairman

Lawrence Anderson, Member

Alternate