

TOWN OF ALLENSTOWN  
Planning Board  
16 School Street  
Allenstown, New Hampshire 03275  
August 5, 2015  
Meeting Minutes

**Call to Order.**

The Allenstown Planning Board Meeting for July 15, 2015 was called to order by Chris Roy at 18:42.

**Roll Call.**

Present on the Board: Chris Roy (Chair), Chad Pelletier, Diane Adinolfo, and Larry Anderson.

Ex-Officio: None present.

**Others Present.**

Residents of Allenstown: None

Others Present: Matt Monahan, Central New Hampshire Regional Planning Commission (CNHRPC)

Other Public Officials: Dana Pendergrast, Allenstown Fire Chief

Allenstown Staff: None

**OLD BUSINESS/RECEIPT OF APPLICATIONS & PUBLIC HEARINGS**

No old business to address.

**NEW BUSINESS/RECEIPT OF APPLICATIONS & PUBLIC HEARING**

The following items were presented to the board by Matt Monahan.

- a. Discussion on Potential Technical Review Committee for Planning Board Approval Process.
- b. Review of proposed changes to Site Plan Regulations, forms and checklist.
- c. Review of proposed changes to Subdivision Regulations, forms and checklist.
- d. Review of proposed changes to Earth Removal Regulations, forms and checklist.
- e. Discussion on Potential Zoning Ordinance Changes for March 2016 Town Meeting.
- f. Any new business as necessary.

Documents above were reviewed by the board. Matt Monahan presented the proposed changes to the documents listed. Chief Pendergrast requested a change to documents and sections stating that electric utilities are required to be placed underground. He stated that this should not be limited to only electrical utilities and should be expanded to all type of utilities. The Board and Matt Monahan agreed with the request. The sections will be changed to require all utilities to be placed underground for new developments. Matt Monahan will make the requested changes. Matt Monahan stated that the Planning Board may grant a waiver under certain circumstances where underground is not possible.

Upon completion of the requested changes, a review will be conducted by Matt Monahan and Shawn Mulhollan, the town administrator. Upon completion of their review, a public hearing will be scheduled to review and accept the proposed changes to the above documents.

**Additional Items discussed:**

Discussion regarding revising the ordinance for signs. Currently the requirement for signage is no more than 32 sq. ft. Chief Pendergrast suggested the considerations of a master signage plan for all types of signs, and also to increase the allowable size for signs.

Discussion regarding adopting an ordinance for private cemeteries. Chief Pendergrast provided a copy of RSA 289 and suggested that the Board consider reviewing the RSA and defining an ordinance to control private cemeteries. Currently, the ordinance is very vague and does not provide clear guidance and control of private cemeteries. The Board agreed to review the RSA at a later meeting.

Discussion regarding ordinance for unregistered vehicles in residential areas. Currently residential areas allow for one unregistered vehicle on the property and additional unregistered vehicles are allowed in non-residential areas. This was tabled until the next meeting for more discussion and clarification.

**UNAPPROVED MINUTES:**

a. July 15, 2015

The review and approval of the minutes from the July 15, 2015 and the June 17, 2015 minutes was tabled until the next meeting.

**IV. CORRESPONDENCE & OTHER BUSINESS:**

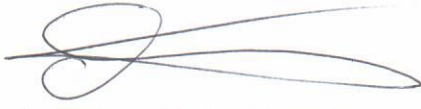
There was no other business discussed.

**V. STAFF UPDATE:**

a. None

## VI. ADJOURN

Motion made by Chad Pelletier to adjourn, second by Larry Anderson. Meeting adjourned at 20:35.

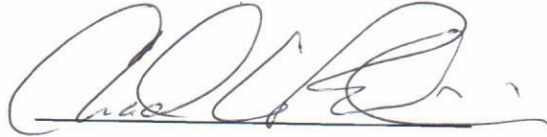


**Chris Roy, Chairman**

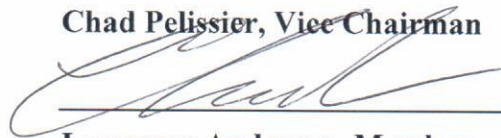
**Jason Tardiff, Ex-Officio**



**Diane Adinolfo, Member**



**Chad Pelissier, Vice Chairman**



**Lawrence Anderson, Member**

**Alternate**