

TOWN OF ALLENSTOWN
Planning Board
16 School Street
Allenstown, New Hampshire 03275
May 16, 2018

Call to Order.

The Allenstown Planning Board Meeting for May 16, 2018 was called to order by Chair Mike O'Meara at 6:30 p.m.

Roll Call.

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

Ex-Officio: Sandy McKenney

Others Present.



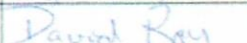


Residents of Allenstown: None - See Below

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

Meeting Date: 05/16/2018

Sign-In Record

Print Name	Signature	Indicate applicable status	
		Allenstown Resident	If no, state Organization represented
BRIAN JONES		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	CIVIL ENGINEER ALLEN EMATOR
Alexa Huettner		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
David Roy		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Lucille Roy		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Mark Murphy		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6035storage.com
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Others Present: Matt Monahan - CNHRPC

Other Public Officials: None

Allenstown Staff: None

OLD BUSINESS/RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

- a. None

NEW BUSINESS/RECEIPT OF APPLICATIONS & PUBLIC HEARINGS.

- a. Receipt of Application and Public Hearing: Case#04-2018 Map 109 Lot 62, 47 Granite Street: Adinolfo/Guertin Conditional Use Permit for an Accessory Dwelling Unit; application #04-2018.

Diane Adinolfo recused herself in order to present the application on behalf of Ms. Aline Guertin. Via a PowerPoint presentation (copy attached), Diane described that the intent and purpose of the application was to ensure that the family dwelling is properly categorized as a single-family dwelling with an Accessory Dwelling Unit (ADU), and to clarify the information on the tax card which states the building is a two-family dwelling. Via the presentation, Diane demonstrated that the dwelling met all the requirements to be considered a single-family dwelling with ADU.

Following the presentation, Matt Monahan reviewed the Conditional Use Permit Review memorandum, dated 23-April-2018. Apart from compliance with Zoning requirements, there were no other Major Issues noted and no Technical Review Committee comments.

Determination of Regional Impact

The Board was required to make a determination of Regional Impact. Chad Pelissier made the motion that the application was not a matter of Regional Impact. Motion seconded by Mike Frascinella.

Vote: Diane Adinolfo–Recused, Sandy McKenney–Yes, Chad Pelissier–Yes, Mike Frascinella–Yes, and Mike O’Meara–Yes.

Motion passed, and the application was determined to have no Regional Impact.

Completeness of Application

The Board was required to make a determination on Completeness of the Application. Sandy McKenney made the motion that the Application was complete. Motion seconded by Chad Pelissier.

Vote: Diane Adinolfo–Recused, Sandy McKenney–Yes, Chad Pelissier–Yes, Mike Frascinella–Yes, and Mike O’Meara–Yes.

Motion passed, and the application was determined to be Complete.

Public Hearing

The Chair opened the Public Hearing portion of the meeting at 6:43pm. There being no further input from members of the public present, the Chair closed the Public Hearing at 6:44pm.

Motion to Approve the Application

Matt Monahan read the following Conditions of Approval for the Board to consider and act upon.

- The Accessory Dwelling Unit (ADU) is to be located on a lot that contains no more than one single family dwelling unit.
- The ADU must be an independent living unit with its own sleeping, cooking, eating, and sanitation facilities.
- The ADU must have an interior door between it and the principal dwelling unit.
- The ADU must have adequate water supply and sewage disposal.
- The ADU must maintain the look and feel of the single-family home that it is associated with.
- The owner(s) of the property must occupy either the single-family home or the ADU as a primary dwelling unit.
- If the ADU is proposed to be larger than 775 square feet in size, the ADU may not exceed one half of the total floor area of the single-family dwelling.
- Any other conditions sought by the Board.
- Notice of Decision to be recorded at the Merrimack County Registry of Deeds.

The Chair requested a motion to approve the application with the conditions as read by Matt Monahan. Motion to approve made by Sandy McKenney. Motion seconded by Mike Frascinella.

Vote: Diane Adinolfo–Recused, Sandy McKenney–Yes, Chad Pelissier–Yes, Mike Frascinella–Yes, and Mike O’Meara–Yes.

Motion passed, and the application for the Conditional Use Permit application for an Accessory Dwelling Unit was approved.

- b. Receipt of Application and Public Hearing: Case#03-2018 Map 109, Lot 28, 15 Chester Turnpike: Grossman/603 Cold Storage Site Plan; application # 03-2018.

The Chair invited Mr. Brian Jones, Civil Engineer, Allen & Majors Associates to present the application on behalf of the applicant. Also in attendance was Mr. Mark Murphy, applicant.

Mr. Jones presented the proposed site plan plus all supporting evidence for the proposed cold storage facility at 15 Chester Turnpike. For clarification, it was advised that the term “cold storage” referred to a non-environmentally controlled facility, i.e. one that does not offer heated or air-conditioned storage. It was noted by Chad Pelissier that the orientation of the buildings was different from that presented to the Zoning Board of Adjustment. Mr. Jones and Mr. Murphy advised that following the ZBA approval, the buildings had been re-oriented to take advantage of natural light in the alleyways between them, to assist not only with light, but also melting of snow/ice during winter months,

where the new orientation would allow more light to enter the alleyways and cast less shadows. Mr. Jones also noted that because of the reorientation, there has been a slight decrease in overall square footage of the property.

During discussions with Board members, it was advised that the proposed layout/design would facilitate normal/expected traffic flow within the facility, including unloading and loading activities at storage units. The facility would not be manned, with customer access being provided via key card type means. Access and egress would be from Chester Turnpike with an emergency access/egress point provided at the rear of the facility. The applicant also advised that studies showed that there was sufficient access and maneuverability for Fire Department or other emergency vehicles. The Fire Department would also be provided with the ability to access the property during emergencies via provision of a Knox Box.

The applicant also advised that if automobiles were to be stored on the property, they would require the fuel tanks to be drained for storage, and that no flammable liquid containers in excess of that permitted by regulation(s) would be permitted on the site. It was stated that these conditions would be part of the written/signed contract with a customer.

The Board also discussed matters such as lighting, storm water management, etc. with the applicant. No concerns were noted during the discussions.

Determination of Regional Impact

The Board was required to make a determination of Regional Impact. Diane Adinolfo made the motion that the application was not an application of Regional Impact. Motion seconded by Sandy McKenney.

Vote: Diane Adinolfo–Yes, Sandy McKenney–Yes, Chad Pelissier–Yes, Mike Frascinella–Yes, and Mike O’Meara–Yes.

Motion passed, and the application was determined to have no Regional Impact.

Determination of Waiver Request

The applicant had requested a waiver from Section 7.01(a) of the regulations for a 25’ wetland buffer. The justification was that a variance for wetland impacts was granted by the ZBA and the 25’ requirement per the regulation would be needed to use that variance.

During discussions, the applicant advised that the existing “wetland” had in essence been man-made because of earlier development of adjoining sites and that the area would not be impacted by the proposed new development. The applicant further advised that protective measures would be employed during construction to prevent any disturbance to the existing wetland.

The Chair requested a motion to grant the waiver as requested by the applicant. Motion to grant the waiver was made by Chad Pelissier. Motioned seconded by Diane Adinolfo.

Vote: Diane Adinolfo–Yes, Sandy McKenney–Yes, Chad Pelissier–Yes, Mike Frascinella–Yes, and Mike O’Meara–Yes.

Motion passed, and the requested waiver was granted.

Conditional Use Permit Application

A Conditional Use was requested for construction of greater than 15% impervious area on the lot (Article XXIV.IX.B.). The project proposes to construct a self-storage facility and associated pavement area. All impervious surfaces are directed towards stormwater management including pervious pavement and bio-retention areas.

The Board determined that it could not act on the Conditional Use Permit Application as a report had not yet been received from the Town Engineer at the time of the meeting. The CUP application was tabled to a future meeting of the Planning Board. The Chair apologized to the applicant for the delay in being able to proceed with the CUP review and determination.

Completeness of Application

The Board was required to make a determination on Completeness of the Application. Diane Adinolfo made the motion that the Application was complete. Motion seconded by Sandy McKenney.

Vote: Diane Adinolfo–Yes, Sandy McKenney–Yes, Chad Pelissier–Yes, Mike Frascinella–Yes, and Mike O’Meara–Yes.

Motion passed, and the application was determined to be Complete.

Public Hearing

The Chair opened the Public Hearing portion of the meeting at 7:25pm. Due to the lack of the Town Engineer’s report, the Chair initially requested a motion to continue the Public Hearing to the next scheduled Board meeting on June 06, 2018. In an effort to assist the applicant with timely completion of his application, Board members discussed holding a special meeting in advance of the scheduled June meeting. Members agreed to hold a meeting on Wednesday, May 30th in order to advance the application. The Chair closed the Public Hearing as 7:26pm.

The Chair modified the request for a motion to continue the Public Hearing to May 30th. Motion made by Diane Adinolfo. Motion seconded by Sandy McKenney.

Vote: Diane Adinolfo–Yes, Sandy McKenney–Yes, Chad Pelissier–Yes, Mike Frascinella–Yes, and Mike O’Meara–Yes.

Motion passed, and the Public Hearing was continued to May 30th.

- c. Public Hearing: Subdivision Regulation and Conditional Use Permit Application form.

The Chair opened the Public Hearing at 7:28pm.

Matt Monahan presented the proposed changes to the following, as previously reviewed and proposed by the Planning Board:

- Allentown Planning Board Subdivision Regulations, Sections 4.04(k) and 4.04(l),
- Allentown Planning Board Site Plan Review Regulations, Sections 4.01(e) and 4.01(f),
- Conditional Use Permit Application Form, Sections 3 iii and 3 iv, and modified throughout for ease of use and to reduce complexity.

Following discussions amongst Board members, and there being no members of the public present from whom to solicit further input, the Chair closed the Public Hearing at 7:44pm.

The Chair requested a motion to approve the changes to the Allentown Planning Board Subdivision Regulations, Sections 4.04(k) and 4.04(l), Allentown Planning Board Site Plan Review Regulations, Sections 4.01(e) and 4.01(f), and the Conditional Use Permit Application Form as presented by the Planner. Motion to approve made by Mike Frascinella. Motion seconded by Sandy McKenney.

Vote: Diane Adinolfo–Yes, Sandy McKenney–Yes, Chad Pelissier–Yes, Mike Frascinella–Yes, and Mike O’Meara–Yes.

Motion passed, and the proposed changes were approved.

UNAPPROVED MINUTES:

- a. Review and approve minutes from the April 18 meeting.

Due to an error in printing the document (Draft Watermark not removed), the Chair tabled approval of the minutes until the next Planning Board meeting.

IV. CORRESPONDENCE & OTHER BUSINESS:

- a. Sandy McKenney raised the matter of untidy/unkept yards. The matter had previously been raised by a resident at a Board of Selectmen meeting. Sandy described situations in town where residents were keeping old/disused items such as electrical appliances, water heaters, etc. in their yards for extended periods of time, sometimes multiple years, and asked if there were prohibitions in regulations regarding such activities.

During review and discussions amongst Board members, it was determined that although such actions were not desirable, there were no current regulations to prohibit these types of activities, beyond having no more than one unregistered vehicle on a property. The Board believes that further code or regulation provisions might need to be enacted to address these undesirable situations.

V. STAFF UPDATE:

- a. None

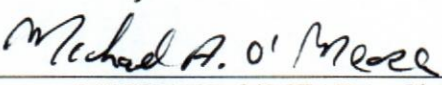
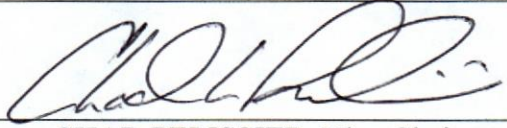
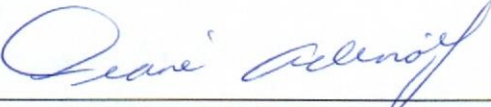
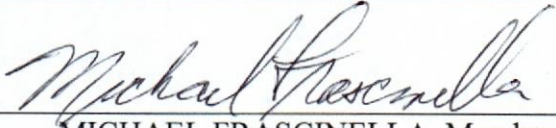
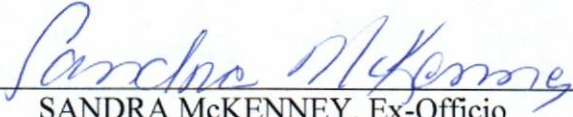
VI. ADJOURN

There being no further business before the board, the Chair requested a motion to adjourn.
Motion to adjourn made by Diane Adinolfo. Motion seconded by Chad Pelissier.

Vote: Diane Adinolfo–Yes, Sandy McKenney–Yes, Chad Pelissier–Yes, Mike Frascinella–Yes,
and Mike O’Meara–Yes.

Motion passed, and the meeting was adjourned at 8:12 p.m.

Signature Page

Approval:	
 MICHAEL O'MEARA, Chair	5/30/2018 DATE
 CHAD PELISSIER, Vice Chair	5/30/18 DATE
 DIANE ADINOLFO, Member	5-30-18 DATE
 MICHAEL FRASCINELLA, Member	5/30/18 DATE
 SANDRA McKENNEY, Ex-Officio	05/30/18 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
	SANDRA McKENNEY, Ex-Officio	DATE

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

Meeting Date: 05/16/2018

Sign-In Record

[illegible]

Allenstown Planning Board – 16-May-2018
Conditional Use Permit Application

ADU – 47 Granite St. Allenstown, NH 03275

CUP – 47 Granite St. Allenstown NH

• **Purpose:**

This application is being made to ensure that the family dwelling is properly categorized as a single family dwelling with an Accessory Dwelling Unit (ADU)

- Clarification of information on the tax card which states the building is two-family dwelling

General Information	Assessed Value
Map: 000106	Land: \$57,390
Lot: 000982	Buildings: 893,300
Sub: 000000	Extra Features: \$2,560
	Total: \$153,250
Land Use: 27 R01B	
Zone: 011-RESIDENTIAL 1	
Land Area in Acres: 0.385	
Current Use: R	
Neighborhood: R/C	
Frontage: 00	
Waterfront: N	
View Factor:	

CUP – 47 Granite St. Allenstown NH

• **Requirement:**

The Accessory Dwelling Unit (ADU) is to be located on a lot that contains no more than one single family dwelling unit.

• **Compliance:**

The ADU is to be on the second floor of the family dwelling unit.

CUP – 47 Granite St. Allentown NH

• **Requirement:**

The ADU must maintain the look and feel of the single family home that it is associated with.

• **Compliance:**

The ADU is on the second floor of the main family home and, from the outside appears to be a single family home.



CUP – 47 Granite St. Allentown NH

• **Requirement:**

The owner(s) of the property must occupy either the single family home or the ADU as a primary dwelling unit.

• **Compliance:**

The owner occupies the first floor of the family home.

CUP – 47 Granite St. Allentown NH

• **Requirement:**

If the ADU is proposed to be larger than 775 square feet in size, the ADU may not exceed one half of the total floor area of the single family dwelling.

• **Compliance:**

The ADU is 672 square feet.

CUP – 47 Granite St. Allentown NH

• **Requirement:**

The ADU must be an independent living unit with its own sleeping, cooking, eating, and sanitation facilities.

• **Compliance:**

The ADU has two bedrooms, one kitchen, one bathroom, and one living room.



CUP – 47 Granite St. Allentown NH

• **Requirement:**

The ADU must have an interior door between it and the principal dwelling unit.

• **Compliance:**

The ADU has an interior door that opens into the stairway to the main family dwelling.



CUP – 47 Granite St. Allentown NH

• **Requirement:**

The ADU must have adequate water supply and sewage disposal.

• **Compliance:**

The ADU has a kitchen and bathroom, both having town water supply and sewage disposal.
