

TOWN OF ALLENSTOWN
Planning Board
16 School Street
Allenstown, New Hampshire 03275
May 30, 2018

Call to Order.

The Allenstown Planning Board Meeting for May 30, 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

Page 1 of 1

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16 School Street
Allenstown, New Hampshire 03275

Meeting Date: 05/30/2018

Sign-In Record

Print Name	Signature	Indicate applicable status	
		Allenstown Resident	If no, state Organization represented
Mark Murphy		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	603 Storage
Brian Jones		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Allen + Mayo
		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Others Present: Matt Monahan - CNHRPC

Other Public Officials: None

Allenstown Staff: None

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OLD BUSINESS/RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

- a. 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.

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.

At the May 16, 2018 meeting, 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 that meeting. The CUP application was tabled to the special May 30, 2018 meeting of the Planning Board.

Public Hearing

The Chair reopened the previously continued (from May 16, 2018) Public Hearing portion of the meeting at 6:32pm.

Matt Monahan presented the Town Engineers Report and the applicants reply, dated May 23, 2018, for review and consideration by the board. Each item in the report & reply was addressed separately, with input from the applicant and/or his representative as required, for each item discussed. Following review of all items in the report and applicants reply, board members had no concerns with the applicants replies to the Town Engineers Report.

There being no members of the public present from whom to solicit further input, the Chair closed the Public Hearing portion of the meeting at 7:03pm.

Conditional Use Permit and Site Plan Review/Approval

Given that other aspects of the application were approved at the May 16, 2018 Planning Board meeting, the review and approval of the CUP and the overall Site Plan approval were conducted concurrently.

Matt Monahan read the Conditional Use Permit (CUP) criteria. Following discussion by board members, it was recommended that the CUP be approved with the following conditions:

1. The Conditional Use Permit (CUP) is not valid if the Site Plan (Case #03-2018) is not approved.
2. No regulated substances in quantities greater than five (5) gallons shall be stored on the site.

Matt Monahan read the proposed Site Plan Conditions of Approval for consideration by the board. Following discussion by board members, it was recommended that the Site Plan be approved with the following conditions:

THE UNIVERSITY OF CHICAGO

A statement of the Board of Trustees, dated January 12, 1960, regarding the University's policy on the use of its name for the purpose of raising funds for the University's general fund.

The Board of Trustees of the University of Chicago, in its capacity as the governing body of the University, has the honor to state that it has considered the matter of the use of the University's name for the purpose of raising funds for the University's general fund, and has concluded that it is in the best interests of the University to adopt the following policy:

1. The University's name shall not be used for the purpose of raising funds for the University's general fund, except in the case of a fund which is established for the purpose of supporting the University's research and scholarship programs.

2. The University's name shall not be used for the purpose of raising funds for the University's general fund, except in the case of a fund which is established for the purpose of supporting the University's research and scholarship programs.

3. The University's name shall not be used for the purpose of raising funds for the University's general fund, except in the case of a fund which is established for the purpose of supporting the University's research and scholarship programs.

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9. The University's name shall not be used for the purpose of raising funds for the University's general fund, except in the case of a fund which is established for the purpose of supporting the University's research and scholarship programs.

1. The Site Plan approval is contingent upon the Conditional Use Permit (CUP) approval.
2. All of the Town Engineer's recommendations shall be adhered to and addressed.
3. Digital copies of the General Permit NOI, with attachments, shall be sent to the Town once complete.
4. Receipt of a driveway permit.
5. Professional stamps and signatures (surveyor and wetland scientist) as well as owner signatures need to be on the final plan.
6. All waivers granted and conditions of approval need to be on the final plan.
7. Final plans, as approved by the Planning Board, shall be provided to the Planning Board in a digital format. Such a format shall be georeferenced drawings and may be CAD, Shape Files or GDB format.
8. Site Plan Notice of Decision to be recorded at the Merrimack County Registry of Deeds.
9. Conditional Use Permit Notice of Decision to be recorded at the Merrimack County Registry of Deeds.
10. Driveway(s) and any associated drainage shall be inspected by the Allenstown Highway Department prior to the issuance of Certificate of Occupancy. If needed, the Highway Department may ask for outside engineering review, paid for by the applicant.
11. Construction vehicles shall access the site via Granite Street only.

The Chair requested a concurrent motion to approve both the Conditional Use Permit and the Site Plan Application with the CUP conditions as recommended by the board and the Site Plan conditions as read by the Planner. Motion made by Sandy McKenney. Motion 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 both the CUP and Site Plan Applications were approved.

NEW BUSINESS/RECEIPT OF APPLICATIONS & PUBLIC HEARINGS.

a. MS4 Document Discussion

Matt Monahan again reviewed the documents that the board must act upon for upcoming compliance with MS4 requirements. Board members expressed concern regarding the lengthy nature of some of the documents and how best to proceed with their thoughtful review. Following discussions and agreement amongst members, it was decided that one document would be reviewed monthly until all reviews were completed. This provides for a thorough review of each proposed document, while still providing an adequate avenue to have all requirements reviewed and in place by end of Q1, 2019.

1. The first step in the process of developing a new product is to identify a market need. This is done by conducting market research, which involves gathering information about the target market's needs, preferences, and buying behavior. This research can be done through various methods, including surveys, focus groups, and interviews with potential customers.
2. Once a market need has been identified, the next step is to develop a product concept. This involves creating a detailed description of the product, including its features, benefits, and target market. The product concept should be based on the market research and should address the specific needs of the target market.
3. The third step in the process is to develop a business plan. This involves creating a detailed financial and operational plan for the product. The business plan should include information about the product's cost of production, sales projections, and marketing strategy. It should also include information about the company's financial structure, including its sources of capital and its management team.
4. Once a business plan has been developed, the next step is to secure financing. This involves raising the capital needed to develop and launch the product. This can be done through various methods, including bank loans, venture capital, and crowdfunding.
5. The final step in the process is to launch the product. This involves creating a marketing and sales strategy and implementing it. The marketing strategy should focus on creating awareness of the product and generating interest among potential customers. The sales strategy should focus on reaching out to potential customers and converting them into paying customers.

THE IMPORTANCE OF A STRONG BUSINESS PLAN

1. A strong business plan is essential for the success of any new product. It provides a clear roadmap for the product's development and launch, and it helps to identify potential risks and challenges. A business plan also serves as a tool for communicating the product's value and potential to investors and other stakeholders.
2. One of the key reasons why a business plan is important is that it helps to define the product's target market. By identifying the specific needs and preferences of the target market, the business plan can help to ensure that the product is designed to meet those needs. This is crucial for the product's success, as it ensures that the product is relevant and valuable to the target market.
3. Another important reason why a business plan is essential is that it helps to establish a realistic budget for the product. By estimating the costs of production, marketing, and other expenses, the business plan can help to ensure that the product is launched within a reasonable budget. This is important for the product's financial success, as it ensures that the product is profitable and sustainable.
4. Finally, a strong business plan is also important for the product's long-term success. It provides a framework for ongoing monitoring and evaluation of the product's performance, and it helps to identify areas for improvement. By regularly reviewing the business plan, the company can ensure that the product remains relevant and competitive in the market.

It was agreed that the proposed Post-Construction Ordinance would be the first document to be reviewed at the June 20, 2018 Planning Board meeting. The Chair requested that all members review the document prior to the meeting and come prepared with any questions or concerns they might have with the proposed ordinance.

b. Review Fee Acknowledgement & Cost Sheet

Matt Monahan presented the proposed revised & reformatted Planning Board Fee Acknowledgement Form and associated Cost Sheet for consideration by the board. Following review and discussions among board members, it was decided to recommend that the process move forward to the Public Hearing phase with the proposed changes.

UNAPPROVED MINUTES:

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

The Chair requested a motion to approve the minutes of the April 18, 2018 meeting as written. Motion to approve made by Chad Pelissier. Motion seconded by Mike Frascinella.

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

Motion passed and the minutes for the April 18, 2018 meeting were approved.

b. Review and approve minutes from the May 16 meeting.

The Chair requested a motion to approve the minutes of the May 16, 2018 meeting as written. Motion to approve 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 minutes for the May 16, 2018 meeting were approved.

IV. CORRESPONDENCE & OTHER BUSINESS:

- a. Sandy McKenney reminded those present of the upcoming BOS Meeting at the Old Allenstown Meeting House on June 04, 2018 and the Meet-and-Greet for the new Town Administrator from 5-6pm on the same date.

V. STAFF UPDATE:

- a. None

It was agreed that the proposed amendments to the 2018 agenda would be the 11th item on the agenda for the 2018 AGM. The 2018 agenda would be the 11th item on the agenda for the 2018 AGM. The 2018 agenda would be the 11th item on the agenda for the 2018 AGM.

- b. Review of the 2018 agenda. The 2018 agenda would be the 11th item on the agenda for the 2018 AGM. The 2018 agenda would be the 11th item on the agenda for the 2018 AGM. The 2018 agenda would be the 11th item on the agenda for the 2018 AGM.

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Vote: 10-0. A motion to approve the 2018 agenda was made by Mr. O. W. Smith and seconded by Mr. O. W. Smith. The motion was approved.

Mr. O. W. Smith moved that the 2018 agenda be approved. The motion was approved.

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Mr. O. W. Smith moved that the 2018 agenda be approved. The motion was approved.

1. CORRESPONDENCE & OTHER BUSINESS

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2. STAFF REPORTS

a. Mr. O. W. Smith

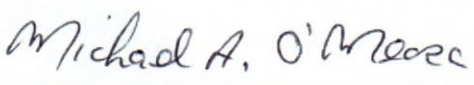
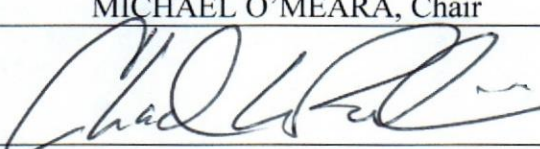
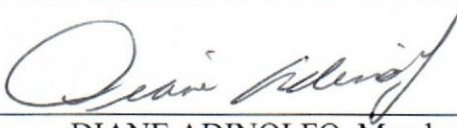

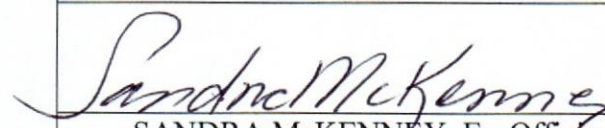
VI. ADJOURN

There being no further business before the board, the Chair requested a motion to adjourn. Motion to adjourn 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 meeting was adjourned at 8:10 p.m.

Signature Page

Approval:	
	7/10/2018
MICHAEL O'MEARA, Chair	DATE
	7/10/18
CHAD PELISSIER, Vice Chair	DATE
	7/10/18
DIANE ADINOLFO, Member	DATE
	7/10/18
MICHAEL FRASCINELLA, Member	DATE
	07-10-18
SANDRA MCKENNEY, Ex-Officio	DATE

Signature Page

Approved:

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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: 05/30/2018

Sign-In Record

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