

TOWN OF ALLENSTOWN  
Planning Board  
16 School Street  
Allenstown, New Hampshire 03275  
November 07, 2018

**Call to Order.**

The Allenstown Planning Board Meeting of November 7, 2018 was called to order by Chairman Mike O'Meara at 6:31 p.m. Chair O'Meara called for the Pledge of Allegiance.

**Roll Call.**

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

Ex-Officio: Sandy McKenney

**Others Present.**


Residents of Allenstown: None – See below:

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Allenstown, New Hampshire 03275

Meeting Date: 11/07/2018

Sign-In Record

		Indicate applicable status	
Print Name	Signature	Allenstown Resident	If no, state Organization represented
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Others Present: Matt Monahan, Central NH Regional Planning Commission None

Other Public Officials: None

Allenstown Staff: None

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

### **a. MS4 Post-Construction Ordinance Review.**

Chair O'Meara stated that the Planning Board began working on this project a while ago and tabled it earlier this year. He said that Matt Monahan of the Central NH Regional Planning Commission (CNHRPC) is present to go over with them the first draft of the Allenstown MS4 Post-Construction Stormwater Management Ordinance, drafted December 27, 2017.

Mr. Monahan began, saying that the permit itself lists Best Management Practices (BMP) related to stormwater management, including those for post-construction in the overlay district, illicit discharge, and the impact of the post-construction ordinance on one other ordinance. He said that for the illicit discharge ordinance, they will be working from scratch. For the post-construction stormwater maintenance ordinance, they had the choice of editing the existing ordinance or using a model ordinance. Editing the existing ordinance would have been a lot more difficult than using the model, so he has scaled the model provided down to the bare minimum needed. He stated that the purpose of these ordinances is to make sure that site plans and subdivisions are coming in with stormwater management plans which are hitting the current mark.

Mr. Pelissier suggested going section by section with the December 27, 2017 first draft.

Chair O'Meara stated that MS4 should be spelled out the first time it appears in the ordinance. He asked about the March 12, 2019 date mentioned in the first section of the OVERVIEW.

Mr. Monahan responded that this refers to a map of the MS4 Stormwater Management Overlay District. He said the date should be changed to March 12, 2020. The Planning Board, he said, could define the district as the whole town or as just the MS4 overlay district, saying that most of the density is in the MS4 overlay area and most of the rest is just woods. Impaired waterways in the MS4 district need to be identified. There are between 17 and 19 outfalls on the Suncook River; the Merrimack River has none. These outfalls must be tested during wet and dry weather. If impaired due to E. coli, for example, this triggers the imposition of standards. There are no impairments in the Suncook River outfalls. However, Bear Brook Pond has impairment, but is outside the MS4. These facts are reported, per regulations.

Chair O'Meara, with the consensus of the other members, said that just the MS4 overlay district, not the whole watershed, should be included in the Stormwater Management Overlay District.



Mr. Frascinella asked about the use of Roman numerals.

Chair O'Meara responded that this is for consistency with the other Town ordinances.

Mr. Frascinella asked if there is a web address for the zoning maps for Allentown.

Mr. Monahan said the Planning Board should make sure that the ordinances, maps and regulations are all on line. Referring to the first heading on page one, OVERVIEW, he said that relief from the requirements of these regulations requires a Conditional Use Permit from the Planning Board, not a zoning variance.

Mr. Frascinella suggested rewording section B to avoid the redundancy of using 'issuance' and 'issued' in the same sentence.

Chair O'Meara asked about the V.A, V.B, and V.C references in section E.

Mr. Monahan said he would find out what these are referencing.

Mr. Frascinella offered three corrections under the APPLICABILITY STANDARDS heading: change 'a' to 'an' in the third line of section A; add 'the' in section B before 'EPA' and 'NH' in the second line. He suggested substituting 'this ordinance' for 'the Allentown MS4 Post-Construction Stormwater Management Ordinance' in the first section under MINIMUM THRESHOLDS FOR APPLICABILITY.

Chair O'Meara noted a reference in that section to a glossary of terms that needs to be added, especially because of all of the acronyms.

Mr. Frascinella said that '5,000' in section B should not be italicized. In section C, 'the' should be inserted in the second line before 'Board' and 'that' should be inserted after 'find' in the same line. Also, commas should set off the phrase 'or its hydrology will benefit from' in #3 of section C.

Chair O'Meara said that section C #4 should reference 'C.1-C.3,' not 'C.1-C-4.'

Mr. Pelissier noted several places in the document where there is an extra space at the beginning of paragraphs and on page three, an extra line should be inserted between the heading and the first paragraph of BEST MANAGEMENT PRACTICES.

Mr. Frascinella said that 'hazardous' should be capitalized in #2 of section B of BEST MANAGEMENT PRACTICES, and in section C, #2, 'redevelopment' is spelled incorrectly in line four. In fact, he said, that segment is awkward and sounds redundant.

Mr. Monahan suggested rewording the phrase in parentheses as follows: (for redevelopment standards, see Section V, Applicability for Redevelopment). He said he



will make the suggested corrections. Additionally, he suggested inserting 'hydrological' before the word 'flow' in the tenth line of #1 in section C. He explained that #2 in that section basically says that the applicant must explain why its plan is more desirable than LID strategies.

Chair O'Meara said that the Town Engineer will review these in most cases.

Ms. McKenney asked about the use of the word 'such' in the fourth line of section C, #5.

Chair O'Meara said that 'such' and 'so' are interchangeable here, but they can change it to 'so.' In the same paragraph, the eighth line, place a comma after 'salt' and delete 'and.'

Mr. Pelissier suggested that '(redevelopment)' in the second line of #7 in C section read 'or redevelopment.'

Chair O'Meara asked that Mr. Monahan check the entire draft for consistency in references to the NH Stormwater Manual.

Mr. Frascinella said there should be a space between the eighth paragraph and the following note, and that perhaps 'Note' should be bold. He asked about acquiring pre-development runoff data.

Mr. Monahan explained briefly that catchment areas are used to do drainage studies at various times. These have been done for many years.

Mr. Frascinella said that 'groundwater recharge volume' should be capitalized in the fourth line of #9 at the top of page five. He said that 'onsite' on page six, section A, #3 under the heading of APPLICABILITY FOR REDEVELOPMENT, should be hyphenated.

Mr. Monahan said that the Selectmen will have to do a discharge ordinance related to this ordinance, and he added that this echoes in subdivision and site plan regulations.

Ms. Adinolfo said that all of #3 requires interpretation.

Chair O'Meara agreed and suggested language indicating that an applicant unable to comply with 'i' must comply with 'ii.'

Mr. Monahan stated that the POST-CONSTRUCTION STORMWATER INFRASTRUCTURE – INSPECTION REponsibility, basically requires that something is in place that will work in the long run; the more natural, the better and the less maintenance required, the longer it will last. The applicant has the option of purchasing an easement so that water can flow onto or into an abutting property. Section A of STORMWATER MANGEMENT PLAN APPROVAL AND RECORDATION allows for the technical review of a third party, such as an engineer, at the discretion of

the Planning Board. Section B requires that the applicant file with the Registry of Deed details of the stormwater management plan such that a title search would find the plan. If the plan is in conjunction with a subdivision, it will already have been recorded. The Notice of Decision (NOD) for a site plan should make note of the existence of a stormwater maintenance plan. Under the OPERATIONS AND MAINTENANCE CRITERIA paragraph, line seven, management is misspelled. According to this paragraph, the NOD shall reference maintenance responsibilities.

#### **NEW BUSINESS/RECEIPT OF APPLICATIONS & PUBLIC HEARINGS.**

- a. None

#### **UNAPPROVED MINUTES:**

- a. Review and approve minutes from the October 17, 2018 meeting.

The Chair presented draft minutes from the October 17, 2018 Planning Board meeting for review and approval and requested a motion to approve the October 17<sup>th</sup> minutes as written. Ms. Adinolfo made a motion to approve the minutes as written. Mr. Frascinella seconded the motion.

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

The motion carried unanimously, and the minutes for the October 17, 2018 meeting were approved.

#### **CORRESPONDENCE & OTHER BUSINESS:**

Chair O'Meara said that the next meeting will be December 5, 2018. They will review a second draft of this ordinance and go over the Aquafer Protection ordinance. He said they can also look at the discharge ordinance which the BOS must do, noting that they have one year to complete that step. He said that revision of subdivision and site plan regulations cannot be done until the others are completed.

#### **STAFF UPDATE:**

- a. None



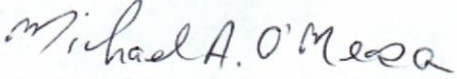
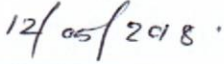

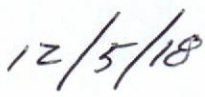
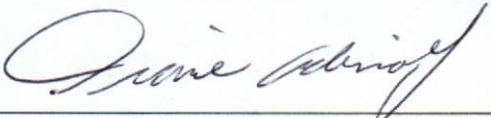

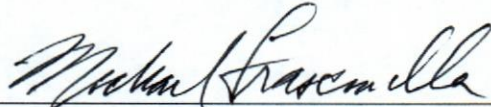
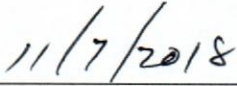
**ADJOURN**

There being no further business before the board, the Chair requested a motion to adjourn. Ms. Adinolfo made a motion to adjourn. Mr. Frascinella seconded the motion.

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

The motion carried, and the meeting was adjourned at 7:56 p.m.

## Signature Page

Approval:	
	
MICHAEL O'MEARA, Chair	DATE
	
CHAD PELISSIER, Vice Chair	DATE
	
DIANE ADINOLFO, Member	DATE
	
MICHAEL FRASCINELLA, Member	DATE
SANDRA MCKENNEY, Ex-Officio	DATE

<b>Amendment Approvals:</b>		
<b>Amendment Description:</b>	<b>Approval:</b>	<b>Date:</b>
	MICHAEL O'MEARA, Chair	DATE
	CHAD PELISSIER, Vice Chair	DATE
	DIANE ADINOLFO, Member	DATE
	MICHAEL FRASCINELLA, Member	DATE
	SANDRA McKENNEY, Ex-Officio	DATE



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## Sign-In Record

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