

TOWN OF ALLENSTOWN  
Planning Board  
16 School Street  
Allenstown, New Hampshire 03275  
July 31, 2019

**Call to Order.**

The Allenstown Planning Board Meeting of July 31, 2019 was called to order by Chairman Mike O'Meara at 6:30 p.m. Chair O'Meara called for the Pledge of Allegiance.

**Roll Call.**

Present on the Board: Sandra McKenney, Mike Frascinella and Mike O'Meara.

Chair O'Meara declared a quorum of three members and thus a legal meeting.

Ex-Officio: Sandra McKenney

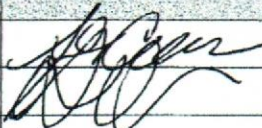
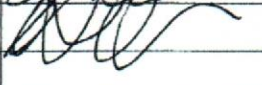
Residents of Allenstown: None – See below:

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16 School Street  
Allenstown, New Hampshire 03275

Meeting Date: 7 / 31 / 2019

Sign-In Record

Print Name	Signature	Indicate applicable status	
		Allenstown Resident	If no, state Organization represented
Silas Canavan		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Walsh Engineering
DAVID ALLEN		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Casella
		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Others Present: David Allen, Casella Waste Management;  
Silas Canavan, Walsh Engineering;  
Sharon Somers, Town Attorney;  
Matt Monahan, Central NH Regional Planning Commission

Excused: Diane Adinolfo – prior work commitment  
Chad Pelissier – prior ZBA meeting commitment  
Bob Lee – illness

Chair O'Meara stated that New Business would be taken up first.

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

**Site Plan. Casella Waste Management. Case #02-2019. Map 105 Lot 38 at 104 River Road in the Commercial Light Industrial Zone. Casella requests a site plan upgrade and improve drainage facilities on the site.**

Chair O'Meara stated that the applicant has the right to be heard before a full board, and they do not have a full board for this meeting.

Mr. Allen stated that they would waive the right to be heard by a full board.

Mr. Canavan stated that this site plan is for Drainage Improvements at the Allentown Transfer Station, 104 River Road. This, he said, will improve the quality of stormwater discharge by replacing drainage piping and catch basins. They will also install a gravity separating device on the south side toward the wetlands. There is a fair amount of traffic to the right of the Transfer Station, and the existing system is somewhat old and damaged. They plan to raise the piping slightly for a possible future gravel wetland. The gravity separating device, a Clara system, has multiple chambers which promote settling. It is a concrete vault which captures floatables, oil and trash. The existing outfall will remain the same; the same amount of water that flows in will flow out at the same rate with this pass-through device. It does not hydraulically affect the flow rate. They will be doing some excavation and then repaving, with no change to the impervious cover, no flow rate change and no drainage change.

Chair O'Meara asked for more detail about the Clara system, for the benefit of the Board members.

Mr. Canavan explained that this is a four-chamber box. Water flows through the first chamber, with some settling, and is diverted to a baffle system with a slot which has a hood on it. This will trap oil. The system removes a lot of contaminants via gravity, based on a separation method.

Ms. McKenney asked if this is cleaned on a regular basis.

Mr. Canavan responded, saying the manufacturer recommends cleaning at least annually, but this will be cleaned and inspected twice each year.

Mr. Allen stated that Casella has a schedule for inspection and cleaning; this system will be on that schedule.

Ms. McKenney asked if this is underground.

Mr. Canavan said that it is, with four manholes. It measures six feet by twelve feet. There is no alarm. It must be opened for inspection and cleaning.

Mr. Frascinella asked how long this device has been in existence. He added that it is an excellent system.

Mr. Canavan said it has been around for quite a while, but he would have to check with the manufacturer to find out how long.

Mr. Allen said this goes above and beyond what catch basins do.

Mr. Monahan went over notes from his second review. He said that Mr. Boisvert of the Highway Department has concerns about an eight-inch town-owned pipe which is for water coming off River Road. Mr. Monahan said this is a separate issue, and they have set a date of September 24, 2019 to report on what might need to be done.

Mr. Canavan added that Mr. Boisvert thought there were two catch basins in that area, but a search was conducted, and none were found.

Mr. Monahan referenced the Hoyle Tanner report, received just today, saying that their major focus is stormwater management.

Mr. Canavan said he had briefly reviewed the Hoyle Tanner report and saw nothing that will affect this design. He said there is no difference between the pre and post development issues.

Mr. Frascinella asked about the capacity of the Clara system.

Mr. Canavan said its flow is 540 gallons per minute, or 1.2 cubic feet per second.

Mr. Frascinella asked what happens when it freezes.

Mr. Canavan replied that it is too deep in the ground to freeze.

Mr. Monahan reminded the Chair to consider Regional Impact. He said that during the Technical Review, the only issue was that of the town-owned pipe raised by the Highway Department. He said the final plan needs to be in a format they can use to georeference – to track impervious area for the MS4. He read into the record the Conditions of Approval:

- Any catch basins or other drainage features not shown on the plan will need to be on the final plan set.
- The Applicant will need to comply with any and all recommendations made by the Town's Engineer, to the satisfaction of the Town's Engineer, as a condition of approval.
- Professional stamps and signatures (surveyor and wetland scientist) as well as owner signatures need to be on the final plan.
- Any waivers granted and conditions of approval need to be on the final plan.
- 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. They shall, in addition to those items presented to the Planning Board for approval, a calculation of the change in impervious coverage as well as depict any infrastructure (including sewer, water, and drainage).

- Any other conditions sought by the Board.
- Notice of Decision to be recorded at the Merrimack County Registry of Deeds.

Chair O'Meara asked the Board for a motion regarding Regional Impact.

Mr. Frascinella made a motion stating that there is no Regional Impact. Ms. McKenney seconded the motion.

Vote: Sandy McKenney–Yes, Mike Frascinella–Yes, Mike O'Meara–Yes

Motion passed unanimously.

Chair O'Meara asked the Board for a motion regarding Completeness.

Ms. McKenney made a motion stating that the application is complete. Mr. Frascinella seconded the motion.

Vote: Sandy McKenney–Yes, Mike Frascinella–Yes, Mike O'Meara–Yes

Motion passed unanimously, and the Chair declared the Application as Complete.

Chair O'Meara opened the Public Hearing at 6:59 pm.

No members of the public were present to address the application.

Chair O'Meara closed the Public Hearing at 7:00 pm.

Chair O'Meara asked the Board to Deliberate and Vote

Mr. Frascinella made a motion to approve the application of Casella Waste Management for a site plan upgrade and improvement of drainage facilities on the site at 104 River Road, the Allentown Transfer Station, including the conditions of approval set forth by Mr. Monahan. Ms. McKenney seconded the motion.

Vote: Sandy McKenney–Yes, Mike Frascinella–Yes, Mike O'Meara–Yes

Motion passed unanimously.

Mr. Allen said this is the best public hearing he has been to in a long time.

Mr. Monahan said he will prepare the notice of decision in a couple of days.

Mr. Canavan confirmed that Mr. Monahan and Mr. Allen will record this decision with the Registry of Deeds.

## OLD BUSINESS/RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

- **Proposed revisions to the Allenstown Zoning Ordinance, Article XXIII**
- **Suncook Village Infill Development District; Revisions to the Official Zoning Map to expand the Suncook Village**
- **Infill Development District; and an expansion of the RSA:79-E Tax Incentive Zone boundaries**

Ms. Somers rejoined the meeting at 7:03 pm.

Chair O'Meara stated for the record that the Board will be addressing proposed changes to Article XXIII, regarding the Suncook Village Infill Development District. He also noted for the record that no one representing Brady Sullivan was in attendance.

Mr. Monahan stated that they would be reviewing Draft #9. He said they had deleted the sections on Accessory Dwelling Units (ADU) and signage. The density has been changed to a minimum of 500 square feet for commercial and 650 square feet for residential.

Ms. Somers stated that III is the beginning of that section. She said she has created categories in order to create a process – what type of standards for each type of application - as discussed at the last meeting. In Section II, A, B, and C apply to all Conditional Use applications and cannot be waived by the Planning Board – only by the ZBA. In Section III, I (Parking), J (Pedestrian Access), K (Lighting), and L (Landscaping) apply to all for Conditional Use applications not subject to site review. These the Planning Board can waive in the Conditional Use setting. If a Site Review is required, these can be waived in the Site Review setting.

Mr. Frascinella asked about pagination.

Mr. Monahan said this is part of the Ordinance, so will be renumbered within that document after approval.

Ms. Somers said it was a good point, and she suggested numbering the pages for the purposes of the Public Hearing and the Warrant Article.

Mr. Frascinella said that it is confusing with all of the drafts.

Mr. Monahan said he will create a new document with the original and another with all of the changes to streamline it.

Ms. Somers next referred to items relating specifically to mill redevelopment, Section 2307. Mills converted into multi-family residential spaces or multi-family spaces with limited commercial must have common spaces. If the conversion is for limited commercial only, no common space is required. Where there is both uses, the commercial must be on the first floor and residences must be on the second floor or higher. Referring to Section 2808, she said that some applications would require Conditional Use waivers only and some would require Conditional Use and Site Review waivers. She suggested doing these at the same time.

Mr. Monahan and Chair O'Meara agreed.

Ms. Somers said she reworked paragraph C, regarding relief from certain provisions. She said that items in Sections 2306 and 2307 are the only things that can be waived by the Planning Board, (except for A, B, and C, which can only be waived by the ZBA). She said if items are going to be waived, they must meet the conditions of i, ii, and iii. She said this is a lot like waivers for site review. She said any appeal would be to the Superior Court, not the ZBA. She said there are some typos, some awkward sections, and some repetition to clear up.

Mr. Frascinella made a motion to accept the proposed changes to Article XXIII, identified as Draft #10, and to move this to the Public Hearing phase with a date to be scheduled. Ms. McKenney seconded the motion.

Vote: Sandy McKenney–Yes, Mike Frascinella–Yes, Mike O'Meara–Yes

Motion passed unanimously.

### **UNAPPROVED MINUTES**

The Chair requested a motion to approve the minutes of the July 10, 2019 meeting as written.

Motion to approve made by Sandy McKenney. Motion seconded by Mike Frascinella.

Vote: Sandy McKenney–Yes, Mike Frascinella–Yes, Mike O'Meara–Yes

Motion passed, and the minutes for July 10, 2019 were approved as written.

### **SCHEDULING OF NEXT MEETING**

Chair O'Meara set August 21, 2019 as the date of the next meeting, with the Public Hearing on the proposed changes to Article XXIII to be held at that time.

### **CORRESPONDENCE & OTHER BUSINESS**

Chair O'Meara stated that two new cases are expected to be before the Planning Board. One is a lot line adjustment and subdivision for 3 Chester Turnpike. Another is 4NH Homes, though no application has been received yet.

Chair O'Meara said he received a research request yesterday from Jacob Matthews, who is preparing a book and documentary to be released in the fall. The title is *Communities and Consequences II*. He is asking for the number of age-restricted housing units in Allentown and any plans for housing developments being constructed or which are currently before the Planning Board. Chair O'Meara said he would gather the information and respond to Mr. Matthews.

Chair O'Meara said that the Planning Board did a site walk about one year ago at Allentown Aggregate. The company was given an August 1, 2019 deadline for the removal of their coal ash pile. He suggested doing a site walk there on August 7, 2019, beginning at 6:30 pm.

## **ADJOURNMENT**

There being no further business before the board, the Chair requested a motion to adjourn.

Motion to adjourn made by Sandy McKenney. Motion seconded by Mike Frascinella.

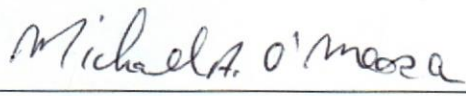
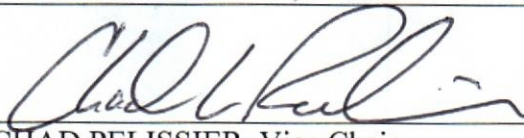

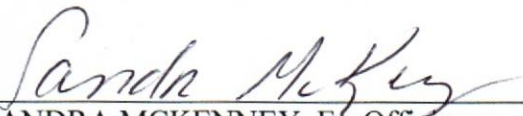
Vote: Sandy McKenney–Yes, Mike Frascinella–Yes, Mike O’Meara–Yes

Motion passed, and the meeting was adjourned at 7:33 p.m.

# SIGNATURE PAGE

## Planning Board

July 31, 2019

Approval:	
	8/21/2019
MICHAEL O'MEARA, Chair	DATE
	8/21/19
CHAD PELISSIER, Vice Chair	DATE
Excused - alt	8/21/19
DIANE ADINOLFO, Member	DATE
	8/21/19
MICHAEL FRASCINELLA, Member	DATE
N/A.	
ROBERT LEE, Alternate Member	DATE
	08-21-19
SANDRA MCKENNEY, Ex-Officio	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
	ROBERT LEE, Alternate Member	DATE
	SANDRA McKENNEY, Ex-Officio	DATE

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Meeting Date: 7/31/2019

### Sign-In Record

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