

TOWN OF ALLENSTOWN
Planning Board
Allenstown Town Hall –16 School Street
Allenstown, New Hampshire 03275
Meeting Minutes
February 15, 2023

Call to Order

The Allenstown Planning Board Meeting of February 15, 2022 was called to order at 6:30 PM by Chair Diane Adinolfo. Chair Adinolfo called for the Pledge of Allegiance.

Roll Call

Present on the Board: Diane Adinolfo, Sandy McKenney, Michael Juranty, Michael Frascinella, Chad Pelissier.

Excused: N/A

Ex-Officio: Sandy McKenney

Residents of Allenstown: None

Allenstown Staff: Derik Goodine, Town Administrator
Brian Arsenault, Code Enforcement Officer

Others present: Ryan Beaudry – Alternate Member
Kaitlyn Sheridan – Alternate Member
Joanna Rusch – Alternate Member, ZBA
Matt Monahan – Central New Hampshire Regional Planning Commission
Mike O'Meara – Volunteer Administration

Public Officials: None

OLD BUSINESS/ RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

None.

NEW BUSINESS/ RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

With new Alternate Members of the PB and ZBA being appointed and swearing their respective oaths of office just prior to the meeting, and with some members of the ZBA also present for a separate planned training session, Chair Adinolfo asked all present to introduce themselves prior to starting with new business.

After introductions, Chair Adinolfo continued the discussion on regulating short term rentals in Allenstown that was initiated at the Feb. 01, 2023 meeting.

Mr. O'Meara next introduced the research that Chair Adinolfo had conducted regarding STR in NH, which also included input from Ms. McKenney. Each Member was provided with a copy of the document in their meeting packet. Mr. O'Meara briefly summarized the topics that were covered in the research, which included:

- Pros and Cons
- Types of rentals & appropriate controls
- Developing ordinances

- Discussion & notes (incl. input from Ms. McKenney)

Mr. O'Meara stated that the document was very much for information, along with things to think about and look at. Mr. O'Meara then turned over the discussion to Chair Adinolfo to continue.

Chair Adinolfo briefly discussed the research sources from which information was gathered and then went through the topics covered in the document, providing commentary as she went through the research. Topics covered included:

Pros:

- Guests spend their money in your community.
- Enable people to have additional income to pay taxes and other expenses.

Cons:

- Less long-term rentals available.
- Homes used for STRs are not available to people who wish to settle into and contribute to a community.
- STR in residential neighborhoods can lead to issues with trash, parking, noise, etc.
- New people constantly in the neighborhood.
- Short term renters do not have a stake in the community.
- Commercialized STRs do not always pay taxes that benefit surrounding communities.

Things to consider:

- Need for tracking and accountability; Keep track of rentals and keep renters accountable.
- Determine which regulations are appropriate and enforceable for our Town.

Types of rentals & appropriate controls:

- Owner's residence—room rental, in-law apartment, renovate open spaces over garages, convert an outbuilding, etc. Level of concern—Low.
- Stand-alone home—owned by individual Level of Concern—Moderate.
- Stand-alone home—owned by corporation, investment group, etc.—(based on research, these have been the most problematic) Level of concern—High.
- Apartments in multi-apartment complexes—Owner controlled?? Level of concern—Low.
- Condo—detached or in multi-unit—Owners association controlled?? Level of concern—Low.

Developing ordinances: (goals that the ordinance should accomplish)

- Ensure that traditional neighborhoods are NOT turned into tourist areas to the detriment of long-time residents.
- Ensure an ordinance of STRs does not negatively affect property values.
- Give permanent residents the option to occasionally utilize their properties to generate extra income from STRs.
- Ensure that homes are not turned into pseudo hotels or party houses.
- Minimize public safety risks and noise, trash, and parking problems often associated with STRs without creating additional work for local PD.
- Maximize the availability of affordable housing options by ensuring that no long-term rental properties are converted into short-term rentals.
- Ensure that speculators do not buy up homes to turn them into pseudo hotels or "party houses" within neighborhoods.
- Minimize potential parking problems for neighbors of STRs.
- Ensure that ordinances of STRs do not negatively affect property values or create unexpected negative long-term side effects.

Discussion & notes:

- Require a permit?

Note: There was discussion and commentary regarding revocation of permits in the event of adverse issues with the Police Department, complaints, etc.

- Permits have an expiration date or ability for the Town to revoke permits due to violations? (X number of issues within X period of time)
- Owner of property to prove residency in Town?
- Limit amount of allowed STRs in different zones for owner-occupied vs business? (non-resident owned)
- Owner occupied?
- Parking on property only?
- One vehicle per bedroom?
- Two people per bedroom?
- Register with Planning Board. Fee? Fine?

Following the completion of her presentation, Chair Adinolfo invited input from other Members of the Board.

Mr. Juranty concurred, in particular, with use of rooms in existing homes, while also ensuring that homes are not exclusively turned in STR to the detriment of housing availability in town.

Ms. McKenney also raised the number of individuals staying in an STR, citing an example of which she is aware where numerous people were staying in a location with only one bedroom. Chair Adinolfo also discussed not overburdening emergency services in such situations, and that some towns require occupancy permits with evacuation maps posted in the property.

Mr. Beaudry expressed that while protecting Allentown was a given, an appropriate level of regulation was needed. He also discussed possible revenue generation for the town, citing an example of a town in CA that requires both a business license and permit for STR. Chair Adinolfo also expressed an option that if anyone wanted to run a business in town, it should not be at the expense of taxpayers.

Mr. Frascinella asked which zones currently contain an STR, with a view to restricting STR to certain zones in town. As an example, he expressed that he would not want STR in the Open Space & Farming Zone, while Mr. Beaudry believed that would be a good location for such use. There was also general discussion of seasonal rentals, for example when individuals rent their homes while in FL during winter months.

Mr. Beaudry also raised the need for a definition of STR in any ordinance to provide flexibility and to distinguish between STR and hotels, etc. Chair Adinolfo also stated that Allentown cannot be compared to other towns like Laconia, Hampton, Portsmouth, etc., with which Mr. Monahan concurred.

Mr. Frascinella again discussed the zones within which STR would or would not be allowed, and expressed an opinion that anything less than a year is STR. Ms. Sheridan advised that a NH RSA limits STR to a maximum of six months.

Ms. Roush explained that she runs an STR for her family and modified a typical rental agreement for their use. She advised that they do not, for example, rent to anyone under 21, because they, as the homeowner, do not want the property to be damaged. She also advised that the area where the STR is located in NJ restricts the number of signs for an STR.

Mr. O'Meara also advised that as the Board gathers further information and progress with developing an ordinance, a Public Hearing could be held to gather additional input, but advised that a draft ordinance be available before conducting such a hearing. Chair Adinolfo also mentioned developing a survey to gather information from residents on whether STRs should be allowed in town and if so, under what conditions they should be regulated, if any, summarizing it as what do the people want?

Chair Adinolfo asked Mr. Arsenault if he had seen a rental agreement for the new apartments at 25 Canal Street which prevents subleasing those apartments. Mr. Arsenault advised that the Board might have previously seen an example of a rental agreement, but he was of the opinion that subleasing would not be allowed. Mr.

Arsenault also elaborated on Mr. Frascinella's comment regarding restricting STR to Residential Zones, and does not believe that is possible as there are already homes in non-residential zones in town.

Ms. Sheridan was of the opinion that STR does not need to be regulated in town, as most of the towns that do so are larger. Ms. Sheridan believes that the environment in Allenstown is very different, with no party boats, large party crowds, huge parking issues or noise pollution. Ms. Sheridan stated that Bear Brook State Park is our main attraction and is family friendly & family oriented and that there are no current complaints. Ms. Sheridan opined that as there are no issues, it does not need to be regulated and that more regulation makes towns less attractive to people coming in, including those that want to buy investment properties. She also expressed that regulations and ordinances can lead to controversy, things can be challenged, they won't be followed, and that town resources could be used to enforce something that is not an issue.

Chair Adinolfo thanked everyone for their input and comments and advised that the discussion on STR would be continued.

UNAPPROVED MINUTES

- **February 01, 2023**

Mr. Pelissier made a Motion to approve the meeting minutes of February 01, 2023 with a correction to the spelling of the Chair's last name on page 2. Mr. Juranty seconded the Motion.

Roll call vote was taken.

Diane Adinolfo- Aye, Sandra McKenney- Aye, Chad Pelissier- Aye, Michael Frascinella- Aye, and Michael Juranty- Aye.

The Motion passed, and the minutes for February 01, 2023 were approved as corrected.

CORRESPONDENCE & OTHER BUSINESS

- **Onboard and Welcome to Two New Alternate Members to the Planning Board and one new Alternate Member for the ZBA**

Two new Alternate Members were welcomed to the Planning Board, and a new Alternate Member was appointed to the Zoning Board of Adjustment prior to the meeting.

- **PLAN Webinar on Navigating the Planning & Zoning Handbooks**

Members were reminded about the upcoming NH Office of Planning & Development PLAN Webinar scheduled for Feb. 16, 2023 at 12:00 noon.

- **Spring 2023 Planning & Zoning Conference**

Members were advised of the upcoming virtual Planning and Zoning Conference on April 29th, and that more information would be forthcoming.

STAFF UPDATE

None.

BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER UPDATES

Mr. Arsenault advised that he had received a phone call about a parcel of land that is zoned for business, with the caller inquiring what the town would think about putting a single family home on the property. Mr. Arsenault advised the caller that the town is looking to locate business entities in such zones and provided information to the caller on the types of businesses that could be located on the subject parcel.

SCHEDULING OF NEXT MEETING

Mr. O'Meara said the next meeting is scheduled for March 01, 2023.

ADJOURN





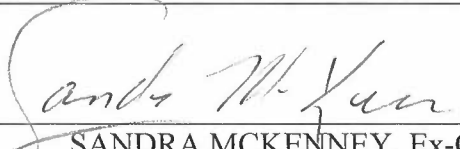
Ms. McKenney made a Motion to adjourn. Mr. Juranty seconded the Motion.

Roll call vote was taken.

Diane Adinolfo- Aye, Sandra McKenney- Aye, Chad Pelissier- Aye, Michael Frascinella- Aye, and Michael Juranty- Aye.

The Motion passed and the meeting was adjourned at 7:19 PM.

SIGNATURE PAGE
Allenstown Planning Board
February 15, 2023

Approval:	
	3/1/23
DIANE ADINOLFO, Chair	DATE
N/A	N/A
CHAD PELISSIER, Vice Chair	DATE
	3/1/2023
MICHAEL FRASCINELLA, Member	DATE
	3/1/23
MICHAEL JURANTY, Member	DATE
N/A	N/A
RYAN BEAUDRY, Alternate Member	DATE
	3/1/2023
KAITLYN SHERIDAN, Alternate Member	DATE
	03-01-23
SANDRA MCKENNEY, Ex-Officio	DATE

SIGNATURE PAGE
Planning Board
February 15, 2023

Amendment Approvals:		
Amendment Description:	Approval:	Date:
	DIANE ADINOLFO, Chair	DATE
	CHAD PELISSIER, Vice Chair	DATE
	MICHAEL FRASCINELLA, Member	DATE
	MICHAEL JURANTY, Member	DATE
	RYAN BEAUDRY, Alternate Member	DATE
	KAITLYN SHERIDAN, Alternate Member	DATE
	SANDRA McKENNEY, Ex-Officio	DATE