



**Planning Board Meeting Minutes  
Allenstown Town Hall - 16 School Street  
Allenstown, New Hampshire 03275  
July 19, 2023**

**Call to Order**

The Allenstown Planning Board Meeting of July 19, 2023 was called to order by Chair Diane Adinolfo at 6:30 PM. Chair Adinolfo called for the Pledge of Allegiance.

**Roll Call**

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

Excused: N/A

Absent: N/A

Ex-Officio: Sandy McKenney

Residents of Allenstown: See Below

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

Meeting Date: 7/19/2023

Sign-In Record

Print Name	Signature	Indicate applicable status	
		Allenstown Resident	If no, state Organization represented
Gerard Kabanda		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Vincent Iacozzi		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Thibault Corp.
Aaron Fournier		<input type="checkbox"/> Yes <input type="checkbox"/> No	Thibault Corp.
		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Allenstown Staff: Derik Goodine – Town Administrator

Brian Arsenault – Building Inspector & Code Enforcement Officer

Others present: Kaitlyn Sheridan – Alternate Member

Ryan Beaudry – Alternate Member

Matt Monahan – Central New Hampshire Regional Planning Commission

Gerard Kabanda – Resident of Allenstown

Vincent Iacozzi – Thibault Corp.

Arron Firman – Thibault Corp.  
Mike O'Meara – Volunteer Administration

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

- None

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

- **Conceptual Consultation – 179 Granite Street - Allenstown Aggregate, LLC**

Allenstown Aggregate, LLC requested a Conceptual Consultation with the Planning Board for their Preliminary Site Plan which proposes to amend the existing property lines and to construct a second 11,520 sf. multi-tenant building, with access, parking, utilities, and landscaping on their property at 179 Granite Street, Allenstown. *Ref: Map 106, Lot 18-1.*

Chair Adinolfo reminded all present that as a conceptual consultation, the matters discussed, and any comments made were not binding on either the Planning Board or Allenstown Aggregate, LLC.

Chair Adinolfo then invited Mr. Vincent Iacozzi & Mr. Arron Firman of Thibault Corp., representing Allenstown Aggregate, LLC, to present their conceptual proposal to the Board.

Mr. Iacozzi began by reviewing the existing building and conditions on the 5-acre parcel on the property. He next explained that the proposal is to make a modification to an existing Lot Line and construct a second multi-unit building of the same size and character on the 5-acre parcel. Chair Adinolfo clarified with Mr. Iacozzi that the new building would be to the right of the existing structure, mirroring what is on the other side of the driveway. Proposed improvements to landscaping were also discussed. It was clarified that the Lot Line adjustment would be to reconfigure the current 5-acre lot by shorting and widening it per Mr. Iacozzi. Modification to the original variance granted by the ZBA was also mentioned, at the original variance was for the building, not the land, resulting in a Special Exception being granted by the Planning Board for the original development of the site. Both Chair Adinolfo and Mr. Monahan also clarified that a further application to the ZBA would be required to remedy the situation as a variance typically goes with the land, not a structure. Mr. Arsenault further clarified with Mr. Iacozzi that a future application to the ZBA would include the existing parcel, existing building, and the proposed second building. There was also a discussion regarding potential future development of the property (in excess of the current 5-acre parcel) that would require an application to the ZBA and a discussion about unit numbering and the physical address for the new structure.

Mr. Monahan clarified that the proposal would require both a Lot Line Adjustment application and a Site Plan application to the Planning Board and requested that the applicants engineer review the requirements of the Ground Water Overlay District to ensure compliance with the Stormwater Ordinance. Mr. Arsenault also requested that the applicants engineer reach out to Pembroke Water Works to capture any concerns or requirements they might have, to which Mr. Firman responded that contact had already occurred with no concerns raised about the proposed addition of the new building.

Chair Adinolfo thanked the applicants for their review of the proposal, at which time both Mr. Iacozzi and Mr. Firman departed the meeting.

## **UNAPPROVED MINUTES**

- **June 07, 2023**

Sandy McKenney made a Motion to approve the minutes of June 07, 2023. Michael Juranty seconded the Motion.

Roll call vote was taken.

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

The Motion passed, and the minutes for June 07, 2023 were approved. \*

- **June 21, 2023**

Sandy McKenney made a Motion to approve the minutes of June 21, 2023. Michael Juranty seconded the Motion.

Roll call vote was taken.

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

The Motion passed, and the minutes for June 21, 2023 were approved. \*

\* Some approval signatures were inadvertently captured on the “Amendment Approvals” Page. It is noted that there were no amendments to the minutes.

## **CORRESPONDENCE & OTHER BUSINESS**

- Notification from the NH Alteration of Terrain (AoT) Bureau of a response to SAU53 regarding the New K-8 School for a change from pervious pavers to patio drip edge. As a municipal entity, SAU53 is exempt from the Allentown Zoning Ordinance and other land-use regulations. No action required by the Planning Board – Information Only.
- Attendees were reminded of the Open House at The Lofts at 25 Canal Street on Thursday, July 20, 2023.
- Chair Adinolfo provided an update on the review of the proposed Short Term Rental Ordinance with the Town Attorney, who believes that some form of enforcement mechanism(s) are necessary in the STR Ordinance. They provided an example of an ordinance from another municipality. Chair Adinolfo stated that she will provide this to the Members for review and asked that they come prepared to discuss it at the next Board Meeting.

## **STAFF UPDATE**

None.

## **BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER UPDATES**

- Mr. Arsenault advised that the Lofts at 25 Canal Street is now renting and that residents have started to move in. The plan is to fill the main building first.

- Mr. Arsenault discussed the proposed sidewalk from Canal St. to Reynolds Ave., to Webster St., and the desire not to proceed with that due to the steep terrain. As the currently approved NOD requires this sidewalk, the Board will await any request from the applicant to make changes to the approved plan.
- Mr. Arsenault advised that Hillsbrook Senior Living received their Certificate of Occupancy from the State of NH and that residents are currently living at the 117 Unit facility.

### **SCHEDULING OF NEXT MEETING**

The next meeting of the Board is scheduled for August 02, 2023.

### **ADJOURN**

Sandy McKenney made a Motion to adjourn. Michael Juranty seconded the Motion.

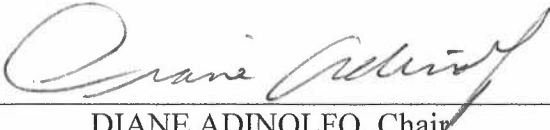




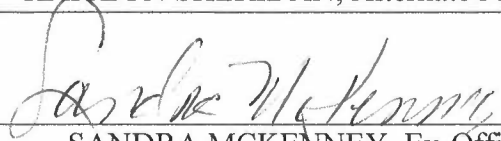
Roll call vote was taken.

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

The Motion passed, and the meeting was adjourned at 7:10 PM.



**SIGNATURE PAGE**  
**Allenstown Planning Board**  
**July 19, 2023**

Approval:	
	8/2/23
DIANE ADINOLFO, Chair	DATE
	8/2/2023
CHAD PELISSIER, Vice Chair	DATE
	8/2/2023
MICHAEL FRASCINELLA, Member	DATE
	8/2/23
MICHAEL JURANTY, Member	DATE
	8/2/23
RYAN BEAUDRY, Alternate Member	DATE
KAITLYN SHERIDAN, Alternate Member	DATE
	080223
SANDRA MCKENNEY, Ex-Officio	DATE

**SIGNATURE PAGE**  
**Planning Board**  
**July 19, 2023**

<b>Amendment Approvals:</b>		
<b>Amendment Description:</b>	<b>Approval:</b>	<b>Date:</b>
	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

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## Sign-In Record

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