

TOWN OF ALLENSTOWN
Planning Board
Allenstown Town Hall –16 School Street
Allenstown, New Hampshire 03275
Meeting Minutes
April 20, 2022

Call to Order

The Allenstown Planning Board Meeting of April 20, 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, Mike Frascinella.

Ex-Officio: Sandy McKenney

Excused: N/A

Residents of Allenstown: None

Allenstown Staff: Derik Goodine, Town Administrator
Brian Arsenault, Code Enforcement Officer (remote and alone)

Others present: Matt Monahan – CNHRPC
Mike O'Meara – Volunteer Administration

Public Officials: None

OLD BUSINESS/ RECEIPT OF APPLICATION & PUBLIC HEARINGS

None.

NEW BUSINESS/ RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

- **Status Update- Lofts at 25 Canal Street**

Mr. O'Meara said that an amended site plan was recently submitted for review.

Mr. Monahan shared his screen. He showed the memorandum they received and explained that it looked like the AOT was amended and as far as site plans go, this happens. He said the amended is a plan change that reconfigures the parking lot and stormwater management Basin B.

He said this is DES doing their job to comply with their stormwater requirements and is not sure how much will change based on this. He asked if the Board wants to have an engineer take a look at it to determine whether it impacts the ordinances.

Mr. Monahan said he doesn't believe it will change the number of parking so much. He said the big picture is that these changes will help them comply with DES requirements.

Mr. Monahan said that to take a week so the Town Engineer can review should not be a problem.

Ms. McKenney asked what parking would be eliminated.

Mr. Arsenault said he didn't see any significant change when he reviewed this plan and suggested they reach out to the Executive Project Engineer.

Mr. O'Meara said they could have him come in or Zoom in to the May 4th meeting to discuss.

The Board agreed.

- **Status Update- Hazard Mitigation Committee**

- Zoning Ordinance

Mr. O'Meara said this is a status review of an HMC Action Item regarding the National Flood Insurance Program to determine if any Planning Board Action is required.

He said that the bottom line is there has not been a flood map or flood plain update for Allentown or Merrimack County since 2010. He said there are some pending ones for Rockingham, Belknap, Coos etc. so his recommendation to the Board is that they do not need to take any action regarding the Zoning Ordinance.

The Board concurred with the recommendation.

- **Carports and the Zoning Ordinance**

Mr. Arsenault said it occurred to him when a resident was looking for a car port that a carport and a garage are similar, but for a garage he said you can be 10 ft. from the rear property line, where the carport must be 30 ft. from the rear. He thinks they can modify the zoning ordinance to say garage/ vehicle storage/ carport for next season.

Chair Adinolfo said that made sense to her.

Mr. O'Meara said they can change this to say 10 ft. for both at the Planning session next year as well as adding "vehicle storage" to the language.

- **Signage**

Mr. Arsenault had another concern under "signage." He said in the sign chart for CLI for the front setback there was 5-20* and the Town Administrator provided the 2010 version of the Zoning Ordinance to see if it was a typo.

Mr. O'Meara didn't think 20 feet was even doable for a sign but is not sure if 5 ft. is the right number.

Chair Adinolfo said it depends where it is located.

Mr. O'Meara said he would look into this.

Mr. Arsenault clarified that there are no pending issues impacted by this right now.

- **Miscellaneous & Accessory Structures**

Ms. McKenney wondered if they should think about where to put sheds, so it does not become an eyesore to the neighbors.

Mr. Arsenault said corner lots can be tricky, but he had previously worked for a Town that said no sheds can be located on the front lawn and it is up to the Town to decide.

Ms. McKenney asked if above-ground swimming pools are supposed to be in the back yard or can they be located anywhere.

Mr. Arsenault said he knows there is a pool in the front yard of a home in town and its not supposed to be there. He said they follow the state guidelines for fences and gates around the pool which are more stringent.

Ms. McKenney asked about the location of fences in a yard.

Mr. Arsenault said that a fence can be placed on the property line and the survey will have to indicate where the property line is. He said that you need to be aware that if the fence is over the property line, and you paint that fence, you are trespassing. He said that if you want to maintain the fence, you should move it in 1 foot but that is not a requirement.

Mr. O'Meara said in revised Section 704, he believes the word "yard" is inadvertently missing and of course a resident can store lumbar on the property.

He said they should review the Ordinance for similar issues.

Chair Adinolfo said they didn't put "yard" after coal either.

BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER UPDATES

Mr. Arsenault provided an update to the Hillsbrook Senior Facility. He said a meeting will be held next Monday at 10 am with the State Fire Marshall and NH DHHS which will be closed to the public. He said they will discuss the status of the building and where they stand now with regard to the opening.

With regard to the Route 28 bridge project, Mr. Arsenault said he received a call today from Eversource and was surprised to hear that the electric supply trailer cannot be placed by the bridge but will be at the DOT garage on River Road. He said there will be individuals walking back and forth to and from the site.

UNAPPROVED MINUTES

- **April 6, 2022**

Mr. O'Meara said there were some minor changes as Mr. Pelissier had informed him that he did not join the meeting at 8:40 pm but at 6:40 pm and Mr. Frascinella advised that what he actually said was that he wanted the school district to encourage residents to use Route 28 as much as possible.

Ms. McKenney made a Motion to approve the meeting minutes of April 6, 2022 as amended. Mr. Frascinella seconded the Motion.

Roll call vote was taken.

Sandy McKenney- Aye, Diane Adinolfo- Aye, Michael Frascinella- Aye.

The Motion passed, and the minutes for April 6, 2022 were approved as amended.

CORRESPONDENCE & OTHER BUSINESS

None.

STAFF UPDATE

None.

SCHEDULING OF NEXT MEETING

The next meeting will be May 4, 2022 at 6:30 pm in Town Hall.

MOTION TO ADJOURN



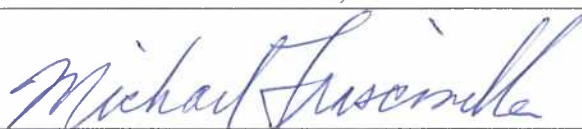

Ms. McKenney made a Motion to adjourn. Mr. Frascinella seconded the Motion.

Roll call vote was taken.

Sandy McKenney- Aye, Diane Adinolfo- Aye, Michael Frascinella- Aye.

The Motion passed, and the meeting was adjourned at 7:14pm.

SIGNATURE PAGE
Allenstown Planning Board
April 20, 2022

Approval:	
 DIANE ADINOLFO, Chair	4-May-2022 DATE
 CHAD PELISSIER, Vice Chair	5/4/2022 DATE
 MICHAEL FRASCINELLA, Member	4-May-2022 DATE
N/A	N/A
N/A, Member	DATE
N/A	N/A
N/A, Alternate Member	DATE
 SANDRA MCKENNEY, Ex-Officio	05-04-22 DATE

SIGNATURE PAGE
Planning Board
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Amendment Approvals:		
Amendment Description:	Approval:	Date:
	DIANE ADINOLFO, Chair	DATE
	CHAD PELISSIER, Vice Chair	DATE
	MICHAEL FRASCINELLA, Member	DATE
	N/A, Member	DATE
	N/A Alternate Member	DATE
	SANDRA McKENNEY, Ex-Officio	DATE