

**Allenstown Planning Board
16 School St.
Allenstown, New Hampshire
03275**

Allenstown Planning Board Meeting Minutes

Date: November 5, 2014

Location: Allenstown Town Hall

Time: 6:30 PM

Note: Although these minutes may contain direct quotes, they are not verbatim. Many sections contain a general description the remarks of the participants as interpreted as both indicated by the transcriber and should not be relied upon as the actual intent of the participant's statement. Additionally, many statements have been omitted, condensed and generalized based on the interpretation of the transcriber as to the relevance, content, specificity, accuracy, and/or conformity to any applicable statute. The transcriber assumes no liability for the contents of the document.

Meeting was opened by Chair Chris Roy at 6:35 p.m.

BOARD MEMBERS PRESENT: Chairman Chris Roy, Vice Chair Chad Pelissier, Lawrence Anderson, and Ex-Officio Jeff Gryval.

BOARD MEMBERS ABSENT:

PUBLIC MEMBERS PRESENT: Mark Converse, Shaun Mulholland Town Administrator and Matt Monohan.

All stood for Pledge of Allegiance.

I. UNAPPROVED MINUTES:

- **Minutes of September 3, October 1, & October 20:** Larry made a motion to accept the minutes of September 3, 2014 as typed. Chad seconded the motion. Motion passed. Larry made a motion to accept the minutes of October 1, 2014 as typed. Jeff seconded the motion. Motion passed. Larry made a motion to accept the minutes of joint public meeting with Board of Selectmen on October 20, 2014 as typed. Jeff seconded the motion. Motion passed. All minutes signed.

II. RECEIPT OF APPLICATIONS AND PUBLIC HEARINGS:

- **Applications or public hearings:** Met with Mark Converse to discuss conceptual design for moving of daycare. Currently the daycare, Tender Years, is located on Chester Turnpike. Looking to build a new building at the corner of Granite Street and Letendre Avenue. Access would be through Family Dollar parking lot. Discussed zoning area, possible variance needed, storm water management ordinance, right of way needed for access to sewer line, and abutting properties. Next step is to submit application and review checklist items and plan. Planning Board will decide if application is complete, will need to notice all abutters 12 days in advanced and must supply all documents electronically. Mr. Converse stated he will complete and application and checklist and submit to Planning Board.

III. NEW BUSINESS:

- **Review of Ordinance Changes:** Matt reviewed MS4 changes and stated Town council has done initial review and looks ok so far.
 - Page 13: definition changes-apartment and apartment building
 - Page 20: definition changes-manufacturing housing, (removed manufacturing housing park), added mobile home park
 - Page 36: cluster homes-200 foot setback, buffer zone, minimum 15 acre lot in Open Space Farm (OSF) Zone.
 - Page 42 & 44: No structure in 20 foot set back from front lot line.
 - Page 51: allowing shared access to any parcel
 - Page 68: Renamed and wrote complete section. Remove Section 1703 construction standards from Ordinance and make a policy. Section 1702, discussed how application for cluster of homes comes in, general requirements, area requirements, and site requirements. Area requirements state no less than 20,000 square feet per home in a mobile home park, must have 25 feet setback from front line, must have 30 feet between mobile homes, and not structure can be placed within 200 foot set back from any main road. Shaun asked why are only coops allowed to be built on Route 3 and Route 28? Matt explained it is the only space available, OSF, in town; to balance out the town; and has potential for high density for traffic. A cluster is based on 1 unit per 5 acres and must have 75 foot frontage. Discussed how calculations are done for how many homes can be placed on total acres of land. Looked at land use map.

- Discussed commercial sale of mobile “model” homes within a mobile home park. Selling of such “model” homes is prohibited. Selling of homes by owner is not prohibited. Owners of any mobile home park or cluster of homes are required to maintain register with the town, must file notice with assessor of any change in ownership, responsible for paying of taxes, and take responsibility for maintaining of property. Discussed last item and if both the Town and Planning Board want to take on such a responsibility and liability of ensuring owners are maintaining property. Town does not currently have any liability or responsibility over private roads. Board removed last item.
 - Matt to meet with legal counsel and Shaun to discuss changes and what steps to take regarding the Construction Standards.
- **Any new business as necessary.** Set public hearing date for December 11, 2014.

IV. OLD BUSINESS:



- **Review of Zona conditions of approval:** Checklist items 7, 9, and 10 are pending. Larry updated Sewer Department has not received payment for connections and easement has not been approved.
- **Any old business to discuss:**

V. CORRESPONDENCE AND OTHER BUSINESS:



- **Other business:** Next meeting scheduled for November 19, 2014. Chris asked Chad to attend the budget committee meeting on November 13, 2014. Chad will attend the next budget meeting.

ADJOURN:

With no further business to discuss, Jeff made a motion to adjourn the meeting. Chad seconded the motion. Motion was voted on and unanimously passed. Meeting was adjourned at 9:38 pm.


 Chris Roy, Chairman

 Jeff Gryval, Ex-Officio

 Member


 Chad Pelissier, Vice Chairman

 Lawrence Anderson, Member

 Alternate