

TOWN OF ALLENSTOWN
Planning Board
16 School Street
Allenstown, New Hampshire 03275
June 5, 2019

Call to Order.

The Allenstown Planning Board Meeting of June 5, 2019 was called to order by Chairman Mike O'Meara at 6:30 p.m. Chair O'Meara called for the Pledge of Allegiance. He then offered condolences to the immediate and extended Allenstown family of Ron Pelissier, long-time Allenstown Road Agent who passed away recently. He then asked for a moment of silence.

Roll Call.

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

Chair O'Meara declared this a quorum and thus a legal meeting.

Ex-Officio: Sandra McKenney


Residents of Allenstown: None – See below:

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Planning Board
16 School Street
Allenstown, New Hampshire 03275

Meeting Date: 6/05/2019

Sign-In Record

Print Name		Indicate applicable status	
Print Name	Signature	Allenstown Resident	If no, state Organization represented
Derik Goodine		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Town
		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Others Present: Matt Monahan, Central NH Regional Planning Commission

Excused: Diane Adinolfo, due to illness

Other Public Officials: None

Allenstown Staff: Derik Goodine

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OLD BUSINESS

- Follow-up on 79E
- Review of the proposed final version of the revised Ordinance

Mr. Monahan stated that he has incorporated feedback from the Planning Board and Town Attorney Sharon Somers into the current draft of the revised ordinance. He said he and Mr. Goodine have research to share on the issue of the size requirements for the apartments at China Mill. After consulting with the NH Housing Finance Authority, he said he is inclined to set the size at 750 square feet.

Chair O'Meara said that perhaps the guidelines for Accessory Dwelling Units (ADUs) really do not matter as these apartments are independent units, not attached.

Mr. Frascinella suggested that using a range might be less restrictive.

Mr. Monahan said that a density estimate could be obtained by dividing the total area to be developed as apartments by the number of units proposed.

Ms. McKenney asked if the developers have a plan.

Mr. Goodine said that they do but he did not get to look at it when they met with the developers.

Chair O'Meara said that he is not in favor of setting a precedent of extremely small living spaces.

Ms. McKenney said that they would not want to create roadblocks.

Chair O'Meara referred to a report supplied by Mr. Monahan entitled ***Median and Average Square Feet of Floor Area in Multifamily Units Completed***. The average one-bedroom apartment is approximately 1,000 square feet; rental units average about 800 square feet.

Mr. Goodine said that his apartment is 750 square feet, and within his complex, some are 650 square feet. Two-bedroom units average 975 square feet. He displayed images of Brady Sullivan apartment complexes, some with lofts.

Ms. McKenney said that developers often use small furniture pieces in their promotional literature in order to make their units appear larger.

Mr. Goodine said that another developer, Chinburg, with apartment complexes in Rochester and Somersworth, have one-bedroom units ranging from 703 to 1,128 square feet.

Mr. Monahan reported that apartments in the Suncook Village Infill Zone average 1,000 square feet.

Chair O'Meara stated that they could set a minimum square footage and variances could be requested on a unit-by-unit basis. Time is short, and it is up to the developer, ultimately. He suggested using 650 square feet as a minimum and the two other Planning Board members present agreed.

Chair O'Meara stated that a public hearing on the ordinance revisions will be held at the next Planning Board meeting on June 19, 2019 beginning at 6:30 pm.

Mr. Monahan said that he will not be able to attend the June 19th meeting because he will be on National Guard duty. He suggested that Sharon Somers should be in attendance, and he offered to contact her.

Mr. Monahan next reviewed Article XXIII edits suggested by Ms. Somers and Planning Board members. First, is the addition of the word "village" to the fourth line of Section 2301. One sentence is added to the end of Section 2302: "As an overlay district, the underlying uses shall be permitted in addition to the uses authorized in this Article." This clarifies the grandfathering of existing uses. Section 2306 will be corrected regarding the use of "and/or" as suggested by Mr. Frascinella. In Section 2306 C, "1,000" square feet per residential unit will be changed to "500." In Section 2307, B, in the first sentence, a "d" will be added to "provide." Also, in that section, note that common areas "shall" be provided means they are wanted.

Mr. Goodine said that laundry should be added to the list of common areas under Section 2307, B.

Chair O'Meara noted that in Section 2307, A, in the fourth line, "even" should be "event."

Mr. Monahan said that Section 2307, C, is revised to tie parking to Allentown Site Plan Regulations.

Chair O'Meara said that "is permitted" should be added to the list in parenthesis under Section 2307, C. Under D of the same section, "assure" should be "ensure."

Mr. Monahan said that a sentence has been added to Section 2308. "Mill conversions shall be processed as major site plans unless defined as a minor site plan by the Planning Board."

NEW BUSINESS

- a. Mr. Monahan said that CNHRPC has drafted a document for guidance with Regional Impact. It is a description of what the RSA requires followed by general guidance. He said the CNHRPC will adopt the document and towns will be able to copy and paste it. Concord's legal department asked for time to review the draft, which took one year and resulted in no changes. This delayed the completion. The draft includes a brief introduction to Regional Impact – what it is and why it is important. The next part explains how to deal with it and includes a flow chart. Next is what happens after a decision of 'Yes' regarding Regional Impact. These may be cut and pasted into site plan, subdivision or excavation regulations. He added that Building Inspectors can make Regional Impact determinations. Also, he said that sometimes the same property is subdivided multiple times, so planning boards are encouraged to look back for guidance. This will be presented next Thursday.
- b. Mr. Goodine stated that \$3,000 was budgeted to update the CIP for the Master Plan.

Chair O'Meara said that this is required in order to consider impact fees.

Chair O'Meara agreed that the CIP had to be brought current.

Mr. Monahan said a study would be needed to see if the plan exceeds the development pressures of surrounding communities. He said he recommended this as a good planning process. A CIP makes a lot of sense, and the Municipal Budget Committee should be using it.

UNAPPROVED MINUTES

- a. The Chair requested a motion to approve the minutes of the May 15, 2019 meeting as written. Motion to approve made by Sandy McKenney. Motion seconded by Mike Frascinella.

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

Motion passed, and the minutes for May 15, 2019 were approved as written.

CORRESPONDENCE& OTHER BUSINESS

Mr. Frascinella asked about the drafting of the warrant article for the Special Town Meeting tentatively scheduled for August 15, 2019.

Mr. Goodine responded that it would be done after the public hearing.

STAFF UPDATE

None

SCHEDULING OF NEXT MEETING

Chair O'Meara announced that the next Planning Board meeting is scheduled for June 19, 2019 beginning at 6:30 p.m.

ADJOURNMENT

- a. 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, and Mike O'Meara–Yes.

Motion passed, and the meeting was adjourned at 7:34 p.m.

7/17/80

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Signature Page

June 5, 2019

Approval:	
<i>Michael A. O'Meara</i>	<i>7/10/2019</i>
MICHAEL O'MEARA, Chair	DATE
N/A	
CHAD PELISSIER, Vice Chair	DATE
<i>Diane Adinolfo</i>	<i>7/10/19</i>
DIANE ADINOLFO, Member	DATE
<i>Michael Frascinella</i>	<i>7/10/19</i>
MICHAEL FRASCINELLA, Member	DATE
N/A.	
ROBERT LEE, Alternate Member	DATE
<i>Sandra M. Kenney</i>	<i>07-10-19</i>
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

Meeting Date: 6/05/2019

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