



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

**Call to Order**

The Allenstown Planning Board Meeting of August 16, 2023 was called to order by Chair Diane Adinolfo at 6:33 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: Ryan Beaudry – Alternate Member

Matt Monahan – Central New Hampshire Regional Planning Commission

Absent: N/A

Ex-Officio: Sandy McKenney

Residents of Allenstown: None

Allenstown Staff: Derik Goodine – Town Administrator

Brian Arsenault – Building Inspector & Code Enforcement Officer

Others present: Kaitlyn Sheridan – Alternate Member

Mike O'Meara – Volunteer Administration

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

- None

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

- **Follow Up on STR Ordinance Research Results from Board Members**

Chair Adinolfo recapped the prior review of the draft STR ordinance provide by the Town Attorney and advised the members that after follow-up, it was found that the draft ordinance had not been adopted by the subject town at they felt it was too prohibitive. The Chair also opined that it would be too complicated for what the Board is trying to accomplish in Allenstown.

The Chair next reviewed the information on STR's from the Town of Thronton, NH that was provided by Kaitlyn Sheridan and invited her to discuss it with the Board. Ms. Sheridan reviewed what she had provided with the Members. In summary, the basic approach taken in that ordinance was to define a Short-Term Rental in a concise manner, add the STR to their Table of Uses, which defines (by Zone) what is permitted, not permitted, or requires a Special Exception, and gives authority to the Planning Board to adopt regulations relative to Short-Term Rental of Residential Dwellings.

The Board discussed this approach and its merits for the Town of Allenstown. Some concerns were raised about permitting STR's in Commercial and Industrial Zones in town. Chair Adinolfo also questioned how useful people are finding the approach taken in the

document in giving them enough guidance and how it protects people in neighborhoods. Ms. Sheridan discussed the straightforward, non-restrictive nature of the ordinance that could be attractive to property owners wishing to provide a STR. Following further discussions amongst the Members there was general agreement that this could work for the Town. It was decided to draft wording that is specific to Allenstown and to have this ready in advance of the next PB Meeting so that Members could discuss and decide on a path forward.

### **UNAPPROVED MINUTES**

- **August 02, 2023**

Sandy McKenney made a Motion to approve the minutes of August 02, 2023. Michael Frascinella 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 minutes for August 02, 2023 were approved.

### **CORRESPONDENCE & OTHER BUSINESS**

- Mike O'Meara reminded the members about the OPD Planning Lunches at Noon Zoning Amendment Webinar scheduled for Thursday, August 17, 2023 at 12:00 PM.

### **SUBCOMMITTEE & STAFF UPDATE**

None.

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

- Mr. Arsenault mentioned that he would be at The Lofts at 25 Canal Street on August 17 between 10-11 AM if anyone wanted a walk-through.
- Mr. Arsenault said that he had been contacted by the new owner of the Pizza Market on Allenstown Road and that they desire to expand the business - more to come.
- Mr. Arsenault advised that following the recent PB conceptual consultation for 179 Granite Street, the preparation of the application to the ZBA is in progress, but not yet submitted.

### **SCHEDULING OF NEXT MEETING**

The next meeting of the Board is scheduled for September 06, 2023.

### **ADJOURN**


Sandy McKenney made a Motion to adjourn. Michael Frascinella 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 7:08 PM.

**Signature Page**  
**Town of Allenstown Planning Board**  
**Public Meeting Minutes**  
**August 16, 2023**

<b>Original Approval:</b>	
 DIANE ADINOLFO, Chair	9/4/23 DATE
 CHAD PELISSIER, Vice-Chair	9/6/2023 DATE
 MICHAEL FRASCINELLA, Member	 DATE
 MICHAEL JURANTY, Member	9/6/2023 DATE
 RYAN BEAUDRY, Member	 DATE
 KAITLYN SHERIDAN, Member	 DATE
 SANDRA McKENNEY, Ex-Officio	09-06-23 DATE

<b>Amendment Approvals:</b>		
<b>Amendment Description:</b>	<b>Approval:</b>	<b>Date:</b>
N/A		
	DIANE ADINOLFO, Chair	DATE
	CHAD PELISSIER, Vice-Chair	DATE
	MICHAEL FRASCINELLA, Member	DATE
	MICHAEL JURANTY, Member	DATE
	RYAN BEAUDRY, Alt. Member	DATE
	KAITLYN SHERIDAN, Alt. Member	DATE
	SANDY McKENNEY, Ex-Officio	DATE