

**TOWN OF ALLENSTOWN  
Planning Board  
Allenstown Town Hall –16 School Street  
Allenstown, New Hampshire 03275  
Meeting Minutes  
November 02, 2022**

**Call to Order & Pledge of Allegiance**

The Allenstown Planning Board Meeting of November 02, 2022 was called to order by Chair Diane Adinolfo at 6:32 PM. Chair Adinolfo called for the Pledge of Allegiance.

**Roll Call**

Present on the Board: Diane Adinolfo, Sandy McKenney and Mike Frascinella.

Excused: Chad Pelissier

Matt Monahan, Central New Hampshire Regional Planning Commission

Ex-Officio: Sandy McKenney

Residents of Allenstown: See "Others present" below

Allenstown Staff: Derik Goodine, Town Administrator

Brian Arsenault, Code Enforcement Officer (remote & alone)

Others present: Matt Soros, SpareBox Storage (remote & alone)

David Dratch, Attorney for Spare Box Storage (Remote & Alone)

Katelyn Sheridan\* (Remote & Alone)

Greg Wortman\*

Mike Juranty\*

Mike O'Meara – Volunteer Administration (remote & alone)

\*Allenstown Residents who are interested in joining the Planning Board.

Public Officials: None

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

None.

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

None.

**UNAPPROVED MINUTES**

• **October 19, 2022**

Ms. McKenney made a Motion to approve the meeting minutes of October 19, 2022 as written. Mr. Frascinella seconded the Motion.

Roll call vote was taken.

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

The Motion passed, and the minutes for October 19, 2022 were approved as written.

### **CORRESPONDENCE & OTHER BUSINESS**

Chair Adinolfo said they received notification from the State of New Hampshire for a driveway permit issued at approximately 0.02 miles south of Sunnyside Street on the west side of Main Street. Ms. McKenney said they didn't build a second driveway, but made it wider.

Chair Adinolfo read, "This permit authorizes a paved access to be used as a multi-family residential drive. Any change in use, increase in use, or reconstruction of the driveway requires reapplication."

Ms. McKenney said she does not know if it makes a difference or not.

Mr. O'Meara said the driveway permit is just an FYI from the State to the Town and there is nothing for the Planning Board to act on.

### **STAFF UPDATE**

None.

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

- **Information regarding changes to the site (storage facility- Spare Box) for 15 Chester Turnpike**

Mr. Arsenault said that in May, he was asked to look into whether or not the property complies with the zoning and at that time, there were some outstanding issues. After about 160 emails, they have resolved everything, and he feels as though he needs to present it to the Board for their opinion to see if any significant changes were made to the original Site Plan.

He said one of the items changed is the gate, and now when it opens, it extends into the abutting property. After a couple of letters back and forth to the abutter, he is fine with it and provided approval.

Mr. Arsenault said one of the notations on the plan that was common knowledge was that it was going to be porous pavement for what was considered a wetland sensitive site. He said in that situation, you cannot salt and sand the parking lot as it plugs up the pores and the owners would need to vacuum the entire parking lot in order to maintain its effectiveness. He said Spare Box did do that this year and provided a contract to maintain those services by a local vendor for the years to come.

Mr. Arsenault said at the entrance of 15 Chester Turnpike, the driveway opening for the curb cut was enlarged to add a handicapped spot. This spot was not a requirement from the Town but was something that Spare Box likes to provide to their tenants. He said in doing so, they installed some typical asphalt. They provided a letter from the original designer of the site, and he said that the addition of the non-porous asphalt was not significant. Mr. Arsenault spoke to the Road Agent, and he was okay with the driveway opening modification.

Mr. Arsenault said that one of the decisions from the Planning Board was a Conditional Use Permit that did not allow any regulated waste of more than five gallons to be stored in any of the rental units by any of the tenants. Upon further review, the lease said: "hazardous waste" but not "regulated substances more than five gallons." The company was able to send a letter out and 90% of the tenants signed the document acknowledging this change.

Mr. Arsenault said a lot of what he discussed was code enforcement, but he wanted to inform the Planning Board of these changes.

Attorney Dratch acknowledged that it has been a long process to get to this point and they have gone back and forth over many correspondences.

Mr. Arsenault said if anyone disagrees with any municipal decision, it goes before the Zoning Board. He said he didn't want to circumvent the Planning Board and have it go through the Zoning Board. He said he wanted to inform the Planning Board that 15 Chester Turnpike had made changes to the original site plan, and he is confident that Spare Box corrected everything and is okay to sign off. Chair Adinolfo said this was an FYI and their purview ends when they issue a Notice of Decision and then it transitions to code enforcement to make sure that the organization upholds the Notice of Decision.

Attorney Dratch said he would just like to thank everyone for taking the time to work with them.

#### **SCHEDULING OF NEXT MEETING**

Mr. O'Meara said the next meeting is scheduled for November 16, 2022.

#### **ADJOURN**

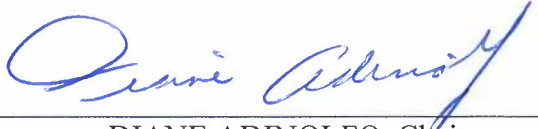


Ms. McKenney made a Motion to adjourn. Mr. Frascinella seconded the Motion.

Roll call vote was taken.

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

The Motion passed, and the meeting was adjourned at 6:51pm.

**SIGNATURE PAGE**  
**Allenstown Planning Board**  
**November 02, 2022**

Approval:	
	<i>12-7-2022</i>
DIANE ADINOLFO, Chair	DATE
	<i>12/7/2022</i>
CHAD PELISSIER, Vice Chair	DATE
	<i>12/7/2022</i>
MICHAEL FRASCINELLA, Member	DATE
N/A	N/A
N/A, Member	DATE
N/A	N/A
N/A, Alternate Member	DATE
<i>Excused</i>	<i>N/A</i>
SANDRA MCKENNEY, Ex-Officio	DATE

**SIGNATURE PAGE**  
**Planning Board**  
**November 02, 2022**

<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
	N/A, Member	DATE
	N/A Alternate Member	DATE
	SANDRA McKENNEY, Ex-Officio	DATE