



Planning Department
P.O. Box 360 – 1 Main Street
Brookline, NH 03033

Thursday, February 15, 2024
Town Hall Meeting Room
Meeting Minutes

Present: Eric Bernstein, Co-chair
Chris Duncan, Member
Scott Grenier, Member
Steve Russo, Selectboard Representative (Virtually)
Eric Pauer (Alternate)

Absent: Alan Rosenberg, Co-chair

Staff: Michele Decoteau, Town Planner

Attendees: Cynthia Theriault, George Saad, Amos White, Jeffery Zall, Alistair Guthrie,
Amanda Conaway

1. Call to Order

E. Bernstein opened the meeting at 7:07 PM and read the hybrid meeting rules. S. Russo was attending virtually due to health concerns. He could hear and be heard. E. Bernstein asked E. Pauer to vote in A. Rosenberg's place and E. Pauer agreed.

2. Minutes & Mail

Mail – noted

Minutes of February 1, 2024

...will *be* made...

C. Duncan MOVED to approve the minutes of Thursday February 1, 2024, as amended. S. Grenier SECONDED.

Discussion: None

Roll call vote:

- C. Duncan – yes
- E. Bernstein – yes
- E. Pauer - abstain
- S. Grenier – yes
- S. Russo – yes. Motion carried (4 – yes, 0 – no, 1 – abstain).

3. Public Hearings & Applications

E. Bernstein read the public hearing statement.

SP#2024-1:H-090 - Belletetes

E. Bernstein read the Public Hearing notice. The applicant is requesting the case be continued to March 18, 2024.

C. Duncan MOVED to continue the case until March 18, 2024 at 7:00PM. S. Grenier SECONDED.

Discussion: None

Roll call vote:

C. Duncan – yes

E. Bernstein – yes

E. Pauer - yes

S. Grenier – yes

S. Russo – yes. Motion carried (5 – yes, 0 – no, 0 – abstain).

SP#2024-2:H-025 - RGGGS Realty and MSY Realty

DRI – The Board reviewed the questions for the determination of regional impact for this project.

E. Pauer MOVED to make a FINDING that this is not a project with Regional Impact. S. Grenier SECONDED.

Discussion: None

Roll call vote:

C. Duncan – yes

E. Bernstein – yes

E. Pauer - yes

S. Grenier – yes

S. Russo – yes. Motion carried (5 – yes, 0 – no, 0 – abstain).

E. Bernstein read the Public Hearing notice.

C. Theriault (Wilcox and Barton) provided an overview of the project to convert the two garage bays to a convenience store and take out restaurant and turn the log cabin building into office space for car sales. M. Decoteau reviewed the information needed for acceptance which included all the waiver requests, response to staff comments, and Town Engineer comments.

The Board reviewed the waiver requests.

C. Theriault reviewed the first waiver request to Section 4.6.03 parking location. She noted the parking would be adjacent to the buildings as much as possible, but the buildings already exist and there is no room behind the buildings for parking.

E. Pauer MOVED to approve the waiver request for Section 4.6.03. C. Duncan SECONDED.

Discussion: None

Roll call vote:

C. Duncan – yes

E. Bernstein – yes

E. Pauer - yes

S. Grenier – yes

S. Russo – yes. Motion carried (5 – yes, 0 – no, 0 – abstain).

C. Theriault reviewed the waiver request to Section 4.8.01 Landscaping Plan. The Board discussed what landscaping would be added to the site and G. Saad said that the mulched areas in the added curbing will have flowers, so it looks nice. C. Duncan said that if the notes on the plan stated something about “low level vegetation added to the berms in the mulched areas” and listing a handful of seasonal plants that this would count as a landscaping plan. S. Grenier asked about deicing products and if that would be included here. M. Decoteau noted the Conservation Commission added that to their list of conditions. G. Saad said that he wanted to

plant seasonal flowers. C. Theriault withdrew the waiver request and agreed to add a landscaping note.

C. Theriault reviewed the waiver request to Section 6.1.i High Intensity Soil Survey and said that they were providing data on soils through the stormwater report. They were not planning on adding any new buildings, just work on the inside.

C. Duncan MOVED to grant the waiver to Section 6.1.i High Intensity Soil Maps. E. Pauer SECONDED.

Discussion: None

Roll call vote:

C. Duncan – yes

E. Bernstein – yes

E. Pauer - yes

S. Grenier – yes

S. Russo – yes. Motion carried (5 – yes, 0 – no, 0 – abstain).

C. Theriault reviewed the waiver request to Section 6.1.k Signs and Exterior lighting. G. Saad said they were not planning on adding any new signs, just adding the information on the current signs. The Board discussed changing Notes 21 and 22 to state that the existing signs will remain the same and the existing lighting will state the same. Then no waiver would be needed.

~~21. Existing signage to remain. New signage to meet or exceed the requirements of Brookline Zoning Ordinance.~~

~~22. All new site lighting to meet or exceed the requirements of Section 2300 of the Brookline Zoning Ordinance. Existing lighting to remain.~~

C. Theriault agreed to change the notes. G. Saad said that if he needs to change the signs or lighting, he can come back to the Board. C. Theriault withdrew the waiver request.

C. Theriault reviewed the waiver request to Section 6.1.n Rendering of the Buildings. The Board asked about the bays and what it would look like after the renovation. G. Saad said that they were going to put glass in where the doors are located and add a door for people to enter. The Board asked if the colors and materials would remain the same and G. Saad said he didn't know but was thinking about changing colors.

C. Duncan MOVED to grant the waiver to Section 6.1.n rendering of buildings as long a note is added to the plan stating the design with follow Site Plan Regulations Appendix J. E. Pauer SECONDED.

Discussion: None

Roll call vote:

C. Duncan – yes

E. Bernstein – yes

E. Pauer - yes

S. Grenier – yes

S. Russo – yes. Motion carried (5 – yes, 0 – no, 0 – abstain).

C. Theriault reviewed the waiver request to Section 6.1.w Driveway Permit. They are requesting a waiver to the timing of providing the documentation. They will have the DOT driveway permit before the review is complete.

C. Duncan MOVED to grant the waiver to 6.1.w curb cut permit that is pending with the understanding that the permit be provided before the final approval. E. Pauer SECONDED.

Discussion: None

Roll call vote:

C. Duncan – yes

E. Bernstein – yes

E. Pauer - yes

S. Grenier – yes

S. Russo – yes. Motion carried (5 – yes, 0 – no, 0 – abstain).

C. Theriault reviewed the waiver request to Section 6.1.gg stating that the information was part of other waivers and to provide an artist's rendition would be a financial burden and would not provide the Board with additional information.

E. Pauer MOVED to grant the waiver to Section 6.1.gg since it was covered by other waivers. S. Grenier SECONDED.

Discussion: None

Roll call vote:

C. Duncan – yes

E. Bernstein – yes

E. Pauer - yes

S. Grenier – yes

S. Russo – yes. Motion carried (5 – yes, 0 – no, 0 – abstain).

Staff comments note that the locus map scale needed to be provided. C. Theriault agreed. M. Decoteau said she was concerned about getting the parking needs correct as there is limited space on that end of Bond Street for off-street parking. If this is a popular restaurant or store, the parking can be used up quickly. G. Saad said they had considered options if parking became an issue to only bring cars on site when they are being sold or making other changes to reduce the business use of parking spaces. M. Decoteau noted there is plenty of parking at Town Hall and the far end of Bond Street, but the curb will need to be opened to allow access. The DPW Director requested a crosswalk be painted as an off-site improvement, but that will need a few more details worked out. She noted that the Health Officer and Building Official needed to comment. The note on the plan regarding Fire Protection will meet the requirement for Acceptance, but the Fire Department comments will need to be addressed for Approval. C. Theriault said they were inspecting the septic on Feb 19 and a report would follow up.

E. Berstein opened comments to abutters.

A. Conaway (9 Bond Street) asked how high the curb was going to be? C. Theriault said about 6 inches. A. Conaway noted there is a lot of traffic on Bond Street currently, and this is likely to increase traffic on Bond Street. She asked about adding No Parking signs and S. Russo and M. Decoteau will request that from the DPW and the Selectboard.

A. Conaway asked about lighting since the houses are very close to the property. Will this be lit up or light their yards? G. Saad said they are not going to be changing the lighting and wouldn't put in lights that would affect the neighborhood. They expect to be closing around 7 or 8pm.

A. Conaway asked about the well that is shared with the house behind the gas station. She wanted to know how much water it produced and the amount the restaurant will be using. G. Saad said he would work to keep the well healthy.

Other residents of Brookline were invited to comment.

A. Guthrie (Milford Street) echoed the concerns about traffic and the effects on Bond Street. The curbing will help but it may take time to get used to the change. He suggested adding something reflective.

E. Pauer MOVED to continue case SP#2024-2:H-025 to March 21, 2021, at 7:00pm.

C. Duncan SECONDED. Discussion: None

Roll call vote:

C. Duncan – yes

E. Bernstein – yes

E. Pauer - yes

S. Grenier – yes

S. Russo – yes. Motion carried (5 – yes, 0 – no, 0 – abstain).

SD#2024-1:F-034 - Federal Hill Properties, LLC

E. Bernstein read the Public Hearing notice.

J. Zall, who represents Federal Hill Properties, reviewed the changes being proposed to the subdivision. He said that the lot numbers needed to be reversed and the Fire Protection note needs to be changed. He shared the Fire Department letter dated 1/30/2024 measuring the distance to the nearest fire pond is less than 2,500 feet.

The Board discussed why the Fire Protection distance changed and how the distance was measured. The Board expressed frustration when things aren't done properly the first time. The Board said that this measurement will need to be on a 1:100 scale on a size D drawing.

E. Pauer MOVED to accept SD#2024-1:F-034 & F-034-1 as complete. S. Grenier SECONDED.

Roll call vote:

C. Duncan – yes

E. Bernstein – yes

E. Pauer - yes

S. Grenier – yes

S. Russo – yes. Motion carried (5 – yes, 0 – no, 0 – abstain).

The Board reviewed what was needed for approval: the letter from the Fire Department has a map at a very small scale and the Board wants to make sure this measurement is correct.

9:25 PM Connection with S. Russo was lost.

C. Duncan MOVED to continue case SD#2024-1:F-034 & F-034-1 to the Planning Board

meeting on March 7, 2024, at 7:00 PM. E. Pauer SECONDED.

Roll call vote:

C. Duncan – yes

E. Bernstein – yes

E. Pauer - yes

S. Grenier – yes

Motion carried (4 – yes, 0 – no, 0 – abstain).

4. Planning Board's Sub-Committees

No reports

9:30 PM S. Russo returned.

5. Master Plan Land Use Chapter

M. Decoteau reviewed the changes that have been made since the last chapter. She asked the Board to review the recommendations in particular and consider time frames.

6. Regulations

M. Decoteau reviewed the latest draft and asked the Board to review who should be inspecting at different times and in different situations. The Board discussed the 2500 feet distance from Fire Protection.

The Board discussed the need for support for Brookline specific standards. There should be some validation of the standards. The Board thought the Fire Chief or designee should be the person who inspects Fire Protection. The Board said the current draft was still too long and shouldn't duplicate what is in other standards.

7. Staff update

- Countryside Phase 3 would like to discuss bonding Phase 3 in two steps. The Board wants details and a map on paper before they make a decision about what to require.
- Nonpublic Meeting minutes from 2001 to 2022. The Board decided to look at one set per meeting.
- Housing Webinar flier

8. Non-Public Session re RSA 91-A :3 II (c) reputation

10:16 PM

Motion to enter Nonpublic Session made by C. Duncan, seconded by E. Pauer for RSA 91-A:3, II (c) reputation.

Roll call vote:

Eric Bernstein - yes

Eric Pauer - yes

Chris Duncan - yes

Scott Grenier – yes

Steve Russo - yes. All in favor (5-yes, 0 – no, 0 – abstain). Motion carried.

10:43 PM

Motion to leave nonpublic session, seal the minutes to protect the reputation of someone other than this Board, and return to public session by E. Pauer and seconded by C. Duncan.

Roll call vote:

Eric Bernstein - yes

Eric Pauer - yes

Chris Duncan - yes

Scott Grenier – yes.

Steve Russo – yes. All in favor (5 -yes, 0 – no, 0 – abstain). Motion carried.

9. Adjournment

C. Duncan MOVED to adjourn the meeting at 10:44 PM. E. Pauer SECONDED.

Roll call vote:

E. Pauer – yes

C. Duncan – yes

E. Bernstein – yes

S. Grenier – yes

S. Russo – yes. Motion carried (5 – yes, 0 – no, 0 – abstain).

Respectfully submitted by Michele Decoteau, Town Planner

Approved on: 03.07.2024