



**TOWN OF
BROOKLINE, NEW HAMPSHIRE**

PLANNING BOARD

**P.O. BOX 360 – 1 Main Street
BROOKLINE, NH 03033-0360**

Telephone (603) 673-8855
Fax (603) 673-8136

kristen@brookline.nh.us valerie@brookline.nh.us
<http://www.brookline.nh.us>

PLANNING BOARD MEETING

Minutes

June 17, 2010

Present: Alan Rosenberg, Co-Chair, Voting
Mike Papadimatos, Co-Chair, Voting
Kevin Gorgoglione, Selectmen's Representative, Voting
Richard Randlett, Member, Voting
Dana MacAllister, Alternate
Valérie Maurer, Town Planner

Absent: Ron Pelletier, Member and Paul Anderson, Alternate.

7:00pm Meeting start

Minutes

Not enough people to approve the minutes.

Master Plan Update

Mike asked how the meeting went on June 15th for the Master Plan Update. **Alan** said he thought it went very well. There were about 25 people there. There will be a follow up meeting at the Brookline Event Center aka Brookline Auction Gallery on June 29th 2010 at 7:00 pm. **Valérie** handed out a copy of the notice she would like to put in the newspapers about the upcoming meeting. The Board reviewed.

Valérie said they will still need volunteers for the two committees, one to develop a public survey and the second to work on the Visioning Forum (location, invitations, daycare, food, marketing, etc.) that will be held in October. Public participation is very important to this project. She will be placing an ad in the papers and in public places in town so people will be aware of the meeting and what will be covered. **Valérie** announced if anyone had any question to please call or email her at the Town Hall.

Laureen MacLean, 2-lot consolidation, G-45-8 and G-45-9, Winterberry Road

Alan said this is a lot consolidation

Valérie said Laurie would like to consolidate two lots into one. The lot numbers are G-45-8 and G-45-9 located on Winterberry Road. The requirements are that they need to be contiguous and owned by the same owner. You do not need a public hearing or a new plan to do this. Laurie has changed the names so they are the same and the lots are contiguous. This will need to be signed, notarized and then recorded

before it can be changed in the assessing system. This is all set to sign. **Alan** signed as the Planning Board CO-Chair, **Valérie** notarized, and **Kristen** witnessed.

Workshop: Proposed Amendments to Zoning and Regulations (first Discussion)

Planning Board Workshop – June 17, 2010 / Proposed Amendments to Zoning and Regulations

ZONING

Industrial-Commercial District – Section 500.00

Building Height, section 603-05: Add a new sub-section “accessory building”: such as sheds 90 sq/ft require a building permit.

Valérie said the Building Inspector has asked that this be put into the zoning. The State regulation only requires a permit for 200sf and up. The Building inspector would like to go out and make sure the shed being built is not in the setback. **Dana** said towns usually ask for a permit for anything 120 sq/ft and up. **Valérie** said she will discuss with the Building Inspector.

Residential-Agricultural District – Section 600.00

Building Height, section 603.05 - Rename section as “Building Requirements” keeping current wording and adding: “any new dwelling unit shall contain at least 576 sq/ft of first floor living area and manufactured housing to have 320 sq/ft”

Also, add a new sub-section “accessory building”: such as sheds 90 sq/ft require a building permit. These requirements were in the building code that was repealed at the March 2010 town meeting. (Letter from Building Inspector, dated June 2, 2010)

Valérie said the Building Inspector has asked that this also be added into the Zoning Ordinance now that we have gotten rid of the Building Code. She also thought they could make this a town ordinance with the approval of the Selectmen. She will discuss this with the Building Inspector.

Workforce Housing, section 620.00

Please, see suggestions received from Dana in an email dated April 2, 2010:

After last night's meeting I had a couple of thoughts for the 2011 Zoning Ordinance:

- 1.) We should probably think about adding to the language regarding the 50 foot vegetated buffer on workforce housing developments. There doesn't seem to be a need to have 50 foot buffer between workforce housing lots and roads, commercial/industrial properties, or other workforce housing developments. Maybe we should add50 foot undisturbed vegetated buffer....where bordering existing market rate lots.....*
- 2.) Change the wording on minimum workforce development parcel size to...contiguous 10 acre site, which may be made up of smaller parcels....or a wording similar to that.*
- 3.) We may also want to address common driveways, private ways, etc. and how they affect access to workforce housing developments, as the ordinance states that that town will not be responsible for the roads in those developments.*

Please, see comments received from the Fire Department in a letter dated April 15, 2010:

The Fire Department received this proposed subdivision plan on Wednesday April 14, 2010 and was asked to comment on it. At the present time the Fire Department would like to see a detailed plan for the common drives and how they are going to accommodate the turning around of our Fire Apparatus. Lot 2 work force housing how does one get to that lot? After reviewing the plan wouldn't it make more sense to connect the common drives off of Baldwin and Averill and make Baldwin Drive go all the way to Averill road? A plan that is to scale and has the dimensions on it is also required by the Fire Department as well. If there are any questions please do not hesitate to contact me.

626.00, 2. – Change to read as follow: “The minimum parcel size for a workforce housing development shall be at least ten (10) *contiguous acres of dry land*”

626.00, 5. – Add the following language: *When bordering existing market rate properties, there shall be a 50-foot undisturbed vegetated buffer.*

628.00, 3. – Add new sub-section addressing the need of connecting such development to existing roads, minimizing common driveways for safety purposes (plowing, access and turnaround for emergency vehicles, etc)

Valérie said she will ask Dennis LaBombard (Town Engineer) if he can attend the next meeting and ask for his opinion regarding the common driveways, connecting roads, etc. so the Board can discuss this at the next workshop.

Growth Management Ordinance – Section 1400.00

As briefly discussed during a previous P.B. meeting, the Board will need to discuss this ordinance. Data collection during the month of November 2010 will be necessary.

Valérie said Richard had mentioned possibly eliminate the growth management Ordinance since the economy has dipped. She would like to check with other surrounding Towns to see what they have done if anything. **Alan** said he didn't see any harm in leaving it in the Zoning Ordinance.

Sign Ordinance – Section 1600.00

Recommendation to review the ordinance and address at least the following items:

Commercial District: Sections 1605.01(a) and 1607.03(a) – Requirements

General: discuss “small” signs put along the roads and on utility poles advertising businesses, services (with the exception of real estate and trade signs)

Alan asked Valérie to find any minutes or decisions made by the Sign Ordinance Committee. **Dana** said he will get a copy of Milord's sign ordinance and bring it to the next meeting. You can also find it online.

SUBDIVISION REGULATIONS

Procedure – Section 3

3.1.17, Conditional approval – add the following wording: “Whenever a plat is recorded to memorialize an approval issued by the Board, the final written decision, including all conditions of approval, shall be recorded with or on the plat” RSA 676:3,III

4.8.05, Roads – Add the following language: “*Except for roads designated as private roads*, all roads shall be property deeded by the applicant to the Town of Brookline by a Warranty Deed”

Open Space Development – Section 4.12

4.12.02, replace the reference to section 3.1.25 by 3.1.32

4.12.03, add the following: “The 50-foot perimeter setback, *or a value as deemed necessary by the Planning Board*, is a buffer between (...)”

NON-RESIDENTIAL SITE PLAN REGULATIONS

Procedure – Section 3

3.2.09, Conditional approval - add the following wording: “Whenever a plat is recorded to memorialize an approval issued by the Board, the final written decision, including all conditions of approval, shall be recorded with or on the plat” RSA 676:3,III

Valérie said there is a new RSA that states every condition of approval needs to be recorded either on the plan or on a separate document that will be associated to the plan. That will need to be changed in our regulations.

Road Bonds

Valérie said that there have been issues with some Road Bonds and roads in new development that take for ever to be completed. She would like to know if they could add something to the regulations that would set some kind of cut-off date to have the road completed. **Valérie** said she will ask Dennis LaBombard (Town Engineer) for an opinion. **Richard** said he would like to hear from the Road Agent as well. **Valérie** will ask Dennis LaBombard and Jerry Farwell if they both can attend the next meeting.

Kevin moved to adjourn at 9:00 pm. Richard Seconded. Vote yes 4-0.

Alan Rosenberg, Co-Chair _____

Mike Papadimatos, Co-Chair, _____

Richard Randlett, Member, _____

Kevin Gorgoglione, Selectmen’s Representative, _____

**The next Regular Planning Board meeting will be 7/1/2010.
Minutes submitted by Kristen Austin.**