



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
PLANNING BOARD**

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**PLANNING BOARD MEETING
Minutes
November 3, 2011**

Present: Alan Rosenberg, Co-Chair (voting)
Mike Papadimatos, Co-Chair (voting)
Richard Randlett, Member (voting)
Ron Pelletier, Member (voting)
Karl Dowling, Selectmen's Representative (voting) (left at 8:30pm)
Paul Anderson, Alternate
Judy Cook, Alternate
Valérie Maurer, Town Planner

Absent: Dana MacAllister, Alternate, and Kevin Gorgoglione, Alternate.

6:30 PM- Meeting start

Minutes

Paul moved to approve the minutes of the June 2, 2011 Planning Board meeting as written. Mike Seconded. Vote yes 3-0.

Ron moved to approve the Planning Board minutes of October 20, 2011 as amended. Richard seconded. Vote yes 4-0.

Planning Board Membership – PB recommendation to the Board of Selectmen for a new full time member.

Alan said we have two emails one from Judy Cook (PB Alternate) and one from Dana MacAllister (PB Alternate).

Alan read Judy's letter email to the Board:

"I am advising you of my interest in becoming the full member on the Brookline Planning Board filling the vacancy open on November 6, 2011 which runs through town meeting 2013.

As you know I have had 10+ years on the Brookline Planning Board from 1992 through the early 2002. I am familiar with the town regulations and many of the cases."

Alan read Dana's letter that was emailed to the Planning Board:

"I am writing to you to apply for the upcoming vacancy on the Planning Board. I have been an alternate member of the Board since April 2008 and have served on the following committees:

*Non residential site plan committee
Economic Development Group
Workforce Housing Steering Committee
Master Plan Committee*

I also have been employed as Residential Building Inspector/Code Enforcement Officer for the Town of Milford since 2008 where I have assisted with zoning ordinance development, preparing cases for ZBA hearings, and zoning violation resolution. If you have any questions about my qualifications please feel free to call or email me. Thank you for your consideration."

Judy said she was on the Planning Board previously for the creation of open space zoning and a few others and she is very familiar with the zoning ordinances. She said that she would like to help the Planning Board move along in a positive direction. She was also on the Board of Selectmen for nine years.

Mike said that since Dana has been an Alternate since 2008 he should be nominated.

Paul and **Alan** both said it was nice to have two very qualified people to pick from.

Judy said she has lived in town a very long time and has watched it grow from 1,600 to about 5,000 people.

Mike made a motion to recommend to the Board of Selectmen that Dana MacAllister be appointed as a full member of the Planning Board. Richard seconded. Voted yes 4-1. Karl voted no.

Conceptual Discussion: Margaret Monachelli, Veterinary Practice, 49 South Main Street – Lot K-26. Proposed changes to approved home business.

Alan said this is about the Veterinarian Home Business at 49 South Main Street. Margaret would like to make changes to the plan that was approved 3 years ago. **Margaret** said she originally wanted to renovate the barn for her Veterinarian Business. Due to financing she will need to scale down the practice. She would like to remove the existing 9x29 porch and build a 40x16 addition. Two rooms in the house will also be used for the home business this will total about 1,200 square feet. **Valérie** said that this is less than the Zoning Board approved at the last meeting. **Margaret** said the front door of the house will be used as the business entrance. Parking will be the same as previously approved. She would only use the barn as storage for pet food, freezer space, and various other supplies. **Valérie** said Margaret will have to go to the Zoning Board for a Special Exception because the addition will be built in the front setback. The house already sits in the front setback. She has also been approved for up to 9 employees by the Zoning Board. **Judy** suggested letting the Fire Department know if anything stored in the barn requires MSDS sheets. **Valérie** said the fire department will have to do a final inspection before this can open for business. **Valérie** asked the Board if they wanted a full application filled out or if they will feel comfortable just making a finding. The Zoning Board's decision is still valid and she will just need a special exception to allow the addition to be built. This new plan is less non-conforming than the original plan. **Alan** said as long as the file is updated with the new information and the Zoning Board's decision on the special exception, he doesn't think Margaret needs to go through another full application review process. We should also have a compliance hearing 6 months after the Certificate of Occupancy is issued. **Margaret** said she would like to be open by June of 2012.

Ron made a motion that the Planning Board finds that a full application is not necessary because Mrs. Monachelli has already talked to the Building Inspector and presented him with a plan showing the proposed upgrades to the house. She will need a Special Exception from the Zoning Board to build the addition (replacing the existing porch).

Mrs. Monachelli will need to contact the Fire Department for an inspection and recommendation for fire protection, emergency exists, etc, for the house.

Taking into account that Mrs. Monachelli was approved to operate a home business largely exceeding the zoning requirements and considering that what she is proposing today is reducing the approved variances for square footage and number of employees, the Board accepts Mrs. Monachelli's modifications without requesting her to prepare a full application for site plan review. The Planning Board file will also need a copy of the Special Exception from the Zoning Board and she will need to schedule a compliance hearing 6 months after the C.O. is issued.

The barn may be used as storage. If in the future the homeowner would like to expand the business to include the barn and the proposed addition to the home she would then need to come back to the Planning Board with a new plan. Richard seconded. Vote yes 5-0.

Margaret asked about signage. Valérie said she would need to go to the Building Inspector to get a sign permit but because she has a corner lot she can put a sign on South Main Street and on Route 13. Just do not put the sign in the State right of way or they will cut it down.

CIP Update

Paul said they will hold the last meeting on Thursday November 10, 2011 at the Town Hall in the meeting room. They will update the final draft and present it to the Planning Board on November 17, 2011.

Zoning Ordinance proposed amendments

The Board discussed zoning changes.

Proposed Zoning Amendments for March 2012

After November 03, 2011 Planning Board Meeting

- 503.03 Land Area. Each building lot shall be at least one (1) *contiguous* acre excluding wetlands *with the buildable area accessed from a highway, street, or right-of-way of class five or better*.
- 603.03 Land Area. Each building lot shall have at least 80,000 *contiguous* square feet, excluding wetlands *with the buildable area accessed from a highway, street, or right-of-way of class five or better*.
- 603.04 Number of Dwelling Units. Only one dwelling unit shall be permitted per individual building lot, except as provided in Section 2000.00, Accessory Dwelling Units. A duplex shall require ~~two times the minimum land area~~ *at least 160,000 contiguous square feet, excluding wetlands with the buildable area accessed from a highway, street, or right-of-way of class five or better*.
- 603.06 Back Lots.

a. Requires a minimum lot area of *at least* five (5) ~~contiguous~~ acres *with a buildable area of at least 80,000 contiguous square feet of dry land accessed from a highway, street, or right-of-way of class five or better.*

d. A duplex requires *a minimum lot area of* ten (10) ~~contiguous~~ acres ~~minimum lot size~~ *with a buildable area of at least 160,000 square feet of contiguous dry land with the buildable area accessed from a highway, street, or right-of-way of class five or better.*

626.00, 3. The minimum lot size for a single family market value *unit* or a single *family* workforce housing unit shall be one (1) *contiguous* acre excluding wetlands. The minimum lot size for a duplex shall be one and one half (1.5) *contiguous* acres excluding wetlands. The minimum lot size for a five unit multi-family building shall be three (3) *contiguous* acres excluding wetlands.

1505.03 (Open Space Developments) Setbacks. 15 foot setback from the front, rear, and side per lot, measured from the property lines. ~~The subdivision perimeter will contain a 50 foot setback where no structure shall be built.~~

Site Perimeter Buffer: (NEW Sub-Section, to match section 2203.02, b. 3 – See below)
Each development must be situated within a permanently protected undeveloped site perimeter buffer, identified on the site plan, not less than 50 feet wide or a value as deemed necessary by the Planning Board on back and all boundaries of the original parcel except for access to connecting roads, which, unless it is already wooded and satisfactory to the Planning Board, must be planted and landscaped so as to provide a visual barrier between the development and adjacent properties. The Planning Board may require additional buffer width where unique circumstances of an abutting use or property warrant. The site perimeter buffer shall NOT count towards the required minimum protected open space. *(The Board requested adding NOT to the last sentence)*

(Subsequent sections will need to be renumbered)

1505.04 Lot Size. *Each building lot shall have a minimum of one (1) contiguous acre excluding wetlands. Only one dwelling unit shall be permitted per individual building lot, except as provided in Section 2000.00, Accessory Dwelling Units. A two-family ~~structure~~ dwelling unit shall require ~~two times the minimum land area~~ a minimum of two (2) acres contiguous, excluding wetlands. The buildable area shall have access from a highway, street, or right-of-way of class five or better. .*

2002.11 The gross living area of an accessory dwelling unit shall not be less than 350 square feet *and* ~~or~~ not greater than 1,000 square feet. (To clarify that both conditions are required)

2203.02. b. 3 (Housing for Older Persons Developments) Site Perimeter Buffer:

Each development must be situated within a permanently protected undeveloped site perimeter buffer, identified on the site plan, not less than 50 feet wide or a value as deemed necessary by the Planning Board on back and all boundaries of the original parcel except

for access to connecting roads, which, unless it is already wooded and satisfactory to the Planning Board, must be planted and landscaped so as to provide a visual barrier between the development and adjacent properties. The Planning Board may require additional buffer width where unique circumstances of an abutting use or property warrant. The site perimeter buffer shall NOT count towards the required minimum protected open space. (The Board requested adding NOT to the last sentence)

Richard made a motion to adjourn at 9:00. Mike Seconded. Vote yes 4-0.

Alan Rosenberg, Co-Chair _____

Mike Papadimatos, Co-Chair _____

Richard Randlett, Member _____

Ron Pelletier, Member _____

Karl Dowling, Selectmen's Representative _____

**The next Regular Planning Board meeting will be 11/17/2011.
Minutes submitted by Kristen Austin.**