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**TOWN OF
BROOKLINE, NEW HAMPSHIRE**

PLANNING BOARD

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PLANNING BOARD MEETING

Minutes

December 2, 2010

**Present: Alan Rosenberg, Co-Chair, Voting
Richard Randlett, Member, Voting
Ron Pelletier, Member, Voting
Dana MacAllister, Alternate, Voting for Mike
Valérie Maurer, Town Planner**

**Absent: Mike Papadimatos, Co-Chair, Paul Anderson, Alternate, and Kevin Gorgoglione,
Selectmen's Representative.**

7:00pm Meeting start

Minutes

Ron moved to approve the minutes of the November 18, 2010 Planning Board meeting as amended. Richard seconded. Vote yes 3-0.

Case 2010-3: J-41, J-41-10, 11, 12-Patenaude- Workforce Housing Subdivision, Continued

In Attendance for this hearing Randy Haight (Meridian Land Services), Al Patenaude (Patenaude Construction) and Roger Goscombe (Realtor for Patenaude Construction)

Randy said he changed the plan cover sheet as requested by Valérie and added the proposed conditions of approval. All engineering requests have been met and Town Engineer has no issues.

Valérie said she requested and has received a signed contract between the third party financial company MCO Housing Services and Al Patenaude. **Randy** said he is waiting for name approval from Wes Whittier (Emergency Management Director) for the common driveways. **Valérie** said she thought Wes said that he was ok with Laurence Way for the single common driveway on the 4-lot conventional subdivision off Laurelcrest Drive and Riley Drive for the Workforce Housing development. **Randy** said he will check with Wes in the morning to make sure and label the plans before they are recorded.

Valérie said that she is recommending that MCO sends statements every six months.

Alan said at the last meeting they talked about phases but the temporary turn around isn't on this plan.

Randy said we did discuss it but it will be market driven; if we finish the common driveway right away then we will not need phases. If Al Patenaude only builds half the road, we will add the temporary turn around. There is a condition of approval note on the cover sheet. **Valérie** said the Board could discuss

this at the compliance hearing in a year or could schedule it 6 months after the first house is build. **Valérie** said she would like the building facade or style samples for the file. **Al** said they submitted sample plans during the conceptual discussion. He will resend plans for the house style to Valérie. **Alan** reviewed the letter from Town Counsel regarding the Declaration of Workforce Housing Restrictions. He said there was nothing in the documents that refers to enforcement for workforce housing units. **Al** said that will be the task of MCO Housing Services and it will be stated in the deeds. **Alan** said they would like that reference in the financial documents. **Dana** said years from now how would people looking to purchase this home know if it is a workforce housing unit. **Randy** said these documents will be recorded and deeds will refer to the restrictions. Realtors and financial institutions will be aware of this.

Alan asked what would happen if the town made changes to the workforce housing ordinance. **Valérie** said it would be grandfathered by what is in the ordinance at the time of approval.

Valérie said she hasn't received input from the Road Agent yet for offsite improvements. Randy could add a note and change or remove pending the Road Agent's recommendations.

Randy said that he added a Note #17 referencing to the Variance that was granted by the Zoning Board, allowing for a through common driveway serving 11 lots.

Alan read the conditions of approval from the plan cover sheet:

1. The applicant shall submit eight (8) hard copies of the final plan(s) and a permanent, reproducible Mylar(s).
2. No building permits shall be issued until the temporary turnaround and associated deed are reviewed, approved and recorded. Only needed if Riley Drive is built in segments and isn't completed.
3. A compliance hearing will be held if a temporary turnaround is built on Riley Drive, prior to its construction.
4. Off-Site Improvement agreement shall be recorded and the "per lot" amount shall be paid prior to the issuance of any building permit.
5. All invoices sent to the applicant by the Town for Town Counsel, Town Planner and Town Engineer reviews and meetings attendance shall be paid prior to the issuance of any building permit.
6. All legal documents (i.e. deeds, restrictive covenants) shall be recorded and copy provided to the Planning Department prior to the issuance of any building permit.
7. A letter from a Land Surveyor shall be provided to the Building Inspector and the Planning Board stating that all bounds have been set prior to the issuance of any Certificate of Occupancy.
8. The proposed lots are subject to an impact fee per the Brookline Zoning Section 2100, in three separate amounts. The impact fees of \$222.14 (for ambulance facility), \$1,304.24 (for Brookline school system) and \$1,843.17 (for Hollis/Brookline Coop Middle School) are payable to the Town of Brookline at the time the Certificate of Occupancy is issued for each lot.
9. No building permits shall be issued until the Notice of Intent (NOI) and Stormwater Pollution Prevention Plan (SWPPP) have been filed and a copy submitted to the Town (site will disturb more than one acre).
10. NH DES subdivision approval number shall be added to the final plans
11. Original professional stamps and signatures shall be on the final set of approved plans.
12. Income verification and ongoing affordability compliance reports shall be provided to the Town of Brookline with copy to the Building Inspector by April 1st and October 1st of each year.

13. A letter from a professional engineer to the town stating that the “rain garden” had been built in compliance with the detail on sheet D-1 will be required before a certificate of occupancy is issued for each of lots J-41-15 through J-41-20.

Suggestion was made to change the numbering of the conditions of approval to C-1, C-2, etc. in order to differentiate them from the regular notes on the plan cover sheet.

Ron moved to approve application number 2010-3: J-41, J-41-10, 11, 12-Patenaude-Workforce Housing Subdivision with the conditions of approval read previously and noted on the plan. Richard Seconded. Vote yes 4-0.

Planning Board Business Meeting

Valérie said there is a public hearing for the Zoning Ordinance amendments on December 16, 2010.

There will be a Master Plan Steering Committee meeting on Tuesday 12/14/2010 at 7:00 pm in the Workroom at the Town Hall. This will start the work on updating the first chapters. Upcoming meeting will be held on Thursday, some of them will be shared with the Planning Board.

CIP

Alan said they should have a CIP draft for the next planning Board meeting on December 16, 2010 for the Planning Board to review and adoption by the Planning Board should be on the first meeting in January.

Richard moved to adjourn at 8:10 pm. Dana Seconded. Vote yes 4-0.

Alan Rosenberg, Co-Chair _____

Richard Randlett, Member, _____

Ron Pelletier, Member, _____

Dana MacAllister, Alternate, voting for Mike Papadimatos _____

**The next Regular Planning Board meeting will be 12/16/2010.
Minutes submitted by Kristen Austin.**