



TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
PLANNING DEPARTMENT

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

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

[kristen@brookline.nh.us](mailto:kristen@brookline.nh.us) [valerie@brookline.nh.us](mailto:valerie@brookline.nh.us)  
<http://www.brookline.nh.us>

PLANNING BOARD MEETING  
Minutes  
November 19<sup>th</sup>, 2015

**Present:** Eric Bernstein, Co-Chair (voting)  
Alan Rosenberg, Co-Chair (voting)  
Richard Randlett, Member (voting)  
Ron Pelletier, Member (voting)  
Brendan Denehy, Selectboard Representative (voting)  
Jill Adams, Alternate  
Valérie Rearick, Town Planner

**Absent:** Judy Cook, Alternate.

**Planning Board General & Business Meeting**

Minutes

*Alan moved to approve the minutes of the October 15<sup>th</sup>, 2015 minutes as written. Richard seconded. Voted yes 4-0.*

Eric read the Planning Board Public Meeting Opening Statement.

Road Bond – Wildwood Drive, Phase III

Present: Dennis LaBombard, Town Engineer & Philip Chandler, owner.

**Dennis** has provided a report related to the status of Phase III of Wildwood Drive. The portion of the road has been paved but there are a few items that need to be completed:

- A tree leans over treatment swale #1 and should be cut back
- Crushed gravel needs to spread along the new edge of pavement in several areas
- No screens installed over the orifices of the outlet control structures in either detention pond
- The gravel access road to detention basin #2 needs to be installed with a turn-around and the adjacent areas should be loamed and seeded. There is a dumpster at the end of the driveway serving lot J-24-6 (house under construction) and almost no vegetation in the cleared area between it and the pond.

**Dennis** explained that the 2 reasons Phil Chandler would like to convert the construction bond to maintenance are the time frame for the maintenance bond and the release of the final bond as he wants the clock to start. **Dennis** said that he did not have a problem to start the time clock for 2 winters. The amount set for the bond stays the same (\$68,170). Vegetation will have to be planted but it is not going to be done now and will have to wait until after spring.

**Alan** said that he did not have a problem with converting the existing bond to maintenance as the bond would still be in place in case there is an issue with the remaining work that needs to be done.

There were no additional comments from the Board.

***Alan moved to accept Phase III of Wildwood Drive and to convert the \$68,170 Construction Bond to a Maintenance Bond. Seconded by Ron. Voted Yes 5-0.***

#### Melendy Pond Association

Present: Randy Farwell, Linda Chomiak, Tom LaRochelle, Kevin Vinaskas, and Carol Farwell.

**Randy** had requested being put on the agenda and have a discussion between the Board and Melendy Pond Association regarding the status and the future of the leased lots. We are trying to create a win-win situation for everyone, the town and the building owners. We want to preserve the integrity of the property and increase tax revenue. **Kevin** said that the association wanted to start a dialog with the Planning Board as many renters have expressed interest in purchasing the lots. What could some of the issues be as we move forward? This would not be for this year but maybe next year as any zoning change would need to be presented at town meeting.

Items such as recorded plans, deeds and other documents related to the property were discussed. **Valerie** said that, although not very familiar with the property, she thinks that looking at deeds/legal documents should be the first step as some restrictions may exist and dictate what can be done with the property.

Other items that would need to be considered such as wells and septic systems we briefly discussed. **Kevin** said that he had a new septic system installed.

**Brendan** said that at the next Selectboard meeting, we asked the Authority to come with their plans.

**Linda** said that lease holders believe a solution is possible so they can buy a piece of property. **Randy** said that if all buildings are being torn down, it is going to be less revenue for the town. The lots were created prior to zoning.

**Alan** said that the first thing to do would be to get together all the parties that have interests in the property, look at steps and come up with different plans. Right now, we have to extremes: all the houses are going away and the land goes back to its original state, or the lots are converted to lots of record and which would make them legal entities.

**Brendan** said that, what we have now, is that a decision was made at town meeting a couple of years ago to end leases by 2032. Any changes would have to go to town meeting. **Randy** said that he understood this and maybe rezoning and considering the tax impact could be something to look into.

**Eric** said that it is a matter that was decided at town meeting and the zoning would have to be changed, but questioned if it was even feasible. **Kevin** said that it would benefit the town to have 27 legal lots. **Eric** said that the next step for the association is to check legal wording to see what can or cannot be done.

#### Cases Review

##### Conditional Use Permit Sign Application. Corey Gregoire. 2025-CUP-A:F-132

Present: Corey Gregoire, applicant, and Rebecca Keller, abutter.

**Eric** asked if abutters were notified and fees paid. **Valerie** said yes. The Board was provided with a copy of the proposed sign. **Corey** said that he approached Rich Vertullo to put a sign up at the concession stand at the ball park. The sign does not meet the size dimensions which is the reason he applied for a CUP. The Recreation Committee seems to be in favor of it. **Corey** described the sign and compared it to similar 4' x 8' banner signs.

***Alan moved to accept the application. Seconded by Brendan. Voted Yes 5-0.***

**Alan** said that the proposed sign looks like the already existing signs there. **Richard** asked if the sign was going to be seen from the road. **Corey** said that you can see the concession stand from the road so, yes, it would be about 200 feet from the road. **Alan** asked about maintaining the sign. **Valerie** said that if a sign is not maintained the Building Inspector could remove it.

**Valerie** said that this a step by step process and the Board needs to look at all criteria as listed in the application. **Brendon** said that any proposed sign going on this property would need to be submitted to the Recreation Committee. The Committee would be the first to say if the sign is being maintained.

**Eric** asked if there were any comments from abutters.

**Rebecca** said that the sign does not go along with the sign ordinance and she was not in favor of the sign for the following reasons:

- The sign does not fit the rural character of the town.
- If any other companies apply, are you going to say okay? This is going on the slippery slope. If others want to put signs on town buildings, the schools, would you allow them?
- The application is for an off-premise sign. Off-Premise signs are to provide direction to a business or a point of interest. This one is for advertisement. **Corey** said that the sign is to support the kids. It says on the sign that it supports youth sports.

**Alan** asked how other signs have been put on. **Ron** said that the Recreation Committee approaches businesses to have their signs up for a fee. **Rebecca** said that these signs are not permanent, they are banners. **Corey** said that the sign is going to be screw fasten, this is how permanent it will be. It won't be on a permanent metal structure, just attached to the building with screws and could be removed easily. **Rebecca** said that her issue was that the sign would be there all the time. **Corey** said that there is a yearly fee to have the sign there. **Brendan** said that the Board needs to have a better understanding about the Recreation Committee's policy about signs.

The Board agreed to continue the hearing to December 17<sup>th</sup> in order to get more information about the Recreation Committee's policy.

**Brendan moved to continue the hearing at the December 17<sup>th</sup> meeting and request that the Recreation Committee attends the meeting. Seconded by Richard. Voted Yes 5/0.**

Some discussion continued regarding former signs or bins located at the ball park but **Eric** said that the Board could not discuss this anymore (*applicant already left the room and motion to continue the hearing voted on*).

### **Public Hearing – Amendments to the Land Use & Zoning Ordinance**

Present: Webb Scales, ADU Committee

**Eric** read the Notice of Public that was posted, and published in the November 6<sup>th</sup>, 2015 Edition of the Hollis-Brookline Journal.

*“In accordance with the provisions of NH RSA 675:3 and 675:7, the Brookline Planning Board will hold a Public Hearing to consider amendments to the Zoning & Land Use Ordinance on November 19, 2015 at 7:15 p.m. at the Brookline Town Hall. If necessary, the Public Hearing will be continued on December 17, 2015 and January 15, 2016. The full text of the proposed amendments, may be obtained at the Town Hall during business hours, or by contacting Valérie Rearick at valerie@brookline.nh.us.*

*602.01 – Add Bed & Breakfasts as a Use Permitted by Special Permit in the Residential-Agricultural District  
2000.00 – Accessory Dwelling Units (ADUs):*

- Clarify that ADUs shall be within or attached to the building which houses it,
- Property owner must occupy one of the two dwelling units,
- Shall comply with clarified fire alarm system interconnections requirements
- Clarify that in case of change of ownership, new owners must comply with the entire section 2000.00
- Edit section 2004.00 to provide steps that must be taken prior to applying for a special exception

*2400.00 – Create a new section: Bed & Breakfast and renumber the subsequent sections.*

*Eric Bernstein, Alan Rosenberg, Co-Chairs, Brookline Planning Board.”*

The Board discussed the Bed & Breakfast proposed new ordinance over several meetings and agreed on the language submitted. The ADU committee also proposed a revised ordinance and the Board agreed on the new language.

The B&B ordinance was sent to Town Counsel for his review but he has not sent his comments yet. Although the Board feels comfortable with the proposed language, it was decided to continue the public hearing for this ordinance at the December meeting and wait until Town Counsel send his comments.

**ADU – Alan moved to present the amended ordinance as presented tonight to March Town Meeting**

*and to close this part of the Public Hearing. Seconded by Ron. Voted Yes 5-0.*

**B&B – Alan moved to continue the public hearing for the amendment to Section 602.01 at the December 17<sup>th</sup>, 2015 meeting. Seconded by Ron. Voted Yes 5-0.**

*Alan moved to continue the public hearing for the new B&B ordinance at the December 17<sup>th</sup>, 2015 meeting. Seconded by Brendan. Voted Yes 5-0.*

**Business Meeting, Continued - Update from Committees:**

Economic Development

**Valérie** announced that the Second **Chili/Chowder/Soup Cook-Off** will take place on Sunday, February 21<sup>st</sup>, 2016 from noon to 3:00 pm. As last year, the Cook-Off will be held at the Brookline Event Center. And, the Second **Annual Brookline Bridal Show** will take place on Sunday, October 2<sup>nd</sup>, 2016 from noon to 3:00 pm. This year again, the Show will be at the Brookline Event Center. The winter **EDC newsletter** will go out early February and will have information about Town Meeting, update on new businesses, upcoming events in Town, etc.

Capital Improvement Committee

**Alan** said that the final draft of the CIP is ready. He has just a couple of numbers missing but should get them from the Building Inspector very shortly. The plan should be finalized next week and we will have it for the Board's approval at the next meeting. **Alan** also mentioned that he had a conversation with Tad Putney about the minimum amount considered to include departments' submission to the CIP. Most towns start with items over \$10,000. We may want to consider changing from \$5,000 to \$10,000 for next year.

Selectboard and Conservation Commission

**Brendan** said that the Selectboard will meet with Melendy Pond Authority and Association on Monday night. Also, during the last P.B. meeting, members looked at a proposed subdivision. No plan was submitted to the BCC for their review. **Valerie** said that she did not receive any plan prior to the last P.B. meeting as it was a conceptual discussion with the Board. Once an official application is submitted, all town departments receive a copy for review and comments.

**Richard made a motion to adjourn at 8:20pm. Brendan seconded. Vote yes 5-0.**

**Alan Rosenberg, Co-Chair** \_\_\_\_\_

**Eric Bernstein, Co-Chair** \_\_\_\_\_

**Richard Randlett, Member** \_\_\_\_\_

**Ron Pelletier, Member** \_\_\_\_\_

**Brendan Denehy, Selectboard Representative** \_\_\_\_\_

The next Regular Planning Board meeting will be on December 17<sup>th</sup>, 2015.  
Minutes submitted by Valérie Rearick.