



**TOWN OF
BROOKLINE, NEW HAMPSHIRE**

PLANNING DEPARTMENT

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

MDecoteau@brooklinenh.us <http://www.brooklinenh.us>

Project Name: Community at Village Brook		
MEETING DATE: August 18, 2022	APPLICANTS: Jay Chrystal 14 Ben Farnsworth Road Brookline, NH 03033	APPLICATION TYPE: Site Plan – HOP APPLICATION NO: SP# 2022.B:H:042
APPLICATION STATUS: <input checked="" type="checkbox"/> Accepted: 65 days expires: 08.20.22 <input type="checkbox"/> Approved: <input type="checkbox"/> Extension:	APPLICANT'S REP: Meridian Land Services, Inc. Randy Haight, PE Trevor Yandow, PE 31 Old Nashua Road, Ste 2 Amherst, NH 03031	REVIEWED BY: Valérie Rearick, Town Planner Michele Decoteau, Town Planner First Review: 06.03.22 Fourth Review: 08.12.22
EXECUTIVE SUMMARY: The applicants are proposing a Housing for Older Persons Subdivision. The proposed subdivision should have 9 lots with 8 duplexes and 1 single family dwelling unit as well as a club house.		

LOT BACKGROUND

Location: Main Street
Parcels' ID: H-42
Total Area: 13.15 +/- acres or 572,814 sq/ft
Zoning: Residential/Agricultural
Land Use: Residential/Agricultural
Abutting Uses: Residential
Wetlands: Yes
Aquifer: Yes
Flood Zone: Yes, partially within the FIRM 1% annual chance of flood hazard
Current use: Residential, dwelling to be removed
Road Access: Main Street

LAND USE HISTORY

2022

2022.04.21 Planning Board case 2022-1: H-36, H-42-H-43 LLA. Approved.

2022.04.13 ZBA Case 439A Variance to Ordinance Section 1806.00 and Subdivision Regulations Section 7.5.01 for a single common driveway serving 12 units. Approved.

2022.04.13 ZBA Case 439B Variance to Ordinance Section 2204.01 for a pavilion shelter and recreation area in lieu of the required community center. Denied.

2021

2021.12.16_Conceptual Discussion Re: Proposed HOP Development, lot D-30 - 237 Rte. 13

Waiver requests:

Section 7.05.04 Common driveway requirements – See attached letter form applicant dated 07.07.22

Documents:

Name	Prepared/Submitted by	Date & Notes	New?
<u>Site Plan Application</u> <ul style="list-style-type: none"> • Application • Checklist - Site Plan • Fees worksheet • Abutter labels • Drainage Report 	Trevor Yadow Meridian Land Services	Signed 05.12.22	
<u>Site Plans</u>	Trevor Yadow Meridian Land Services	Revised 05.13.22 Org dated: 01.18.22	
<u>Stormwater Management Plan</u>	Trevor Yadow Meridian Land Services	Revised: 05.13.22	
<u>Alteration of Terrain Permit</u>	Brandon Richards and Reviewed by Trevor Yadow	03.29.22	
Initial Staff Comments	Valerie Rearick, Town Planner	05.26.22	
Authorization letter	Peter Monius	06.03.22	
Fire Department Review	Fire Chief	06.07.22	
Partial Elevation Plans	Randy Haight	06.16.22	
Conservation Commission		06.16.22	
KV Partners Plan Review	Town Engineer, Michael Vignale	06.10.22	
Waiver request letter	Applicant	07.07.22	
Fire Department Review -2	Fire Chief	07.07.22	
Nashua River Watershed Association	Jessica Veysay Powell	07.14.22	
Email with two attachments	Dennis Bechis	07.18.22	
Floor plan and elevations for club house	Applicant	07.19.22	
Email regarding Drafting Basin	Applicant to Fire Chief	07.19.22	
2022-07-20 2200253 Trip Gen Letter	Applicant	07.21.22	X
Fire Department Review -3	Fire Chief	07.21.22	X
DPW Review	DPW Director	07.21.22	X
Legal Documents	Applicant	08.08.22	X

-5 documents including proposed deed, fire access easement, drainage easement, open space easement, and homeowners association documents			
2022-B-H-042.Exac Permit PB LTR_220722 – letter detailing why no excavation permit is required	Doug Brodeur	July 22, 2022	X
Site Plans	Trevor Yandow Meridian Land Services	Revised 08.09.22 Org dated: 01.18.22	X

PLANNING STAFF APPLICATION REVIEW & COMMENTS.

Procedure

Waiver request: review and vote on waiver request

Blue = resolved

Comments: Staff reviewed the revised (Revision D) plans dated 08.09.22 and had the following comments:

1. **Owners:** Missing authorization from the lot owners for Developer and Meridian to represent. Please add line for a signature of the owners to the plans. The owners should sign the final mylar for recording.
 - **Resolved:** Authorization letter 06.07.22
2. **Building Design:** Please include architectural rendering of a typical unit and the community center. (Section 2203.02.c Building Design)
 - **Received partial set of drawings on 06.16.22**
 - **Still need: Club house and color rendering**
 - **Resolved: Received floor plan and club house elevation**
3. **Landscaping:** Please include information on the landscaping plans, if any. If none, please request a waiver. (Section 2203.02.d Landscape Plan)
 - **Resolved:** LS-1, page 11 of 16 on Revision D shows a landscape plan. Out of the 17 plants on the landscape list, 10 are not native, none are on the list of prohibited or restricted list for NH.
 - **Consider bond for plants that last two springs.**
4. **Lighting:** is there a plan for lighting on the development? Will there be lighting on the club house? This should be added to the plan. Any exterior lighting fixtures should be down cast and dark sky compliant if possible. (Section 2203.02.g Lighting)
 - **Resolved:** LT-1, page 10 of 16 on Revision D shows a full lighting plan. Applicant said dwelling lights will be fully contained by the porch overhang.
5. **Lighting:** Will a streetlight be installed at entrance? Please note on the plan. (Section 2203.02.g Lighting)
 - **Note:** Applicant said this request in made to DOT who will make the final decision.
6. **Variance:** Please add a Note memorializing the approved variance.
 - **Resolved:** Note A added to Sheet No. 1 of 13, revision C dated July 7, 2022
7. **Name:** Please consider adding a name to the development – even if there are no plans for a sign.
 - **Resolved:** Community at Village Brook
8. **Signs:** Will a sign be added at the entrance or wayfinding signs in the development be used?
 - **Note:** waiver requested regarding sign
9. **Tree stumps:** will they removed or remain on site? Please note on the plan. If they are to remain on site, at a note and the location.

- **Partially resolved:** Noted on Sheet 4 of 13 but Notes 30 & 30.1 on Sheet 7 of 13 revision C dated July 7, 2022 describe use of stumps without showing the stump location. Please add note and location on the same sheet.
- 10. **Snow storage:** Locations are marked on current draft but add a Note on Page 3 stating that the Town of Brookline shall not be responsible for any road maintenance, snow removal, etc. unless or until the road is accepted by the Town of Brookline.
- 11. **Existing well:** Please note that this well is going to be discontinued.
 - **Resolved:** Sheet No. 3 and 4 of 13, revision C dated July 7, 2022
- 12. **Existing house:** Please note that this will be demolished. What are the plans for that location?
 - **Resolved:** Sheet No. 3 and 4 of 13, revision C dated July 7, 2022
- 13. **Pump house road:** Will an easement be needed for the gravel access drive to the pump house?
 - **Resolved:** Easement provided 2022.08.08
- 14. **Fire Protection System:** Please provide an easement for the Town to access this location for fire suppression and any testing the Fire Chief deems necessary. Maintenance and repair will be the responsibility of the Association.
 - **Resolved:** Easement provided 2022.08.08
- 15. **Stormwater:** Please provide a maintenance plan including annual inspections and annual reporting to the Town.
- 16. **Preconstruction meeting:** Please add a preconstruction meeting with the Town Engineer to the construction sequence and in the SP -5 notes.
 - **Partially resolved:** Please note this project is in Brookline.
- 17. **Compliance:** Please identify the methods for age-restricted compliance and the Association Documents describing the process. (2207.00 Compliance)
 - **Resolved:** Legal documents and bylaws provided 2022.08.08
- 18. **Error Page 3/12:** Reference Plan 1 needs the recorded plan number added.
- 19. **Error Page 4/12:** *Zoning Summary – last row, should read Open Space (Note 6);* define all symbols used in the Existing Features key
- 20. **Clarify Page 7/12:** Notes 2 & 3 are unclear and appear to be in conflict.
 - **Resolved:** Sediment and erosion control will be determined at the Preconstruction meeting.
- 21. **Road Status:** The Applicant understands that the road status is outside the purview of the Planning Board. The Applicant proposes to construct the road to Class V standards as noted on the plan (Revision D) and the remainder of the way will be constructed to shared driveway standards. The Planning Board may, by consensus, decide a preference for the road standards this will be built to, but the acceptance of a road is determined by the Selectboard or at a vote in the affirmative at Town Meeting.
- 22. **Excavation Permit:** The Applicant is proposing to excavate 65,000 to 75,000 cubic yards of material from this lot. This exceeds the definition of “incidental” in Brookline which is defined:
Incidental excavation of earth that will not remove more than 1,000 cubic yards of earth from the site. In the event that the project will result in the removal from the site more than 1,000 cubic yards, the project will be considered incidental provided that all of the required state and local permits have been issued.

 The Board should determine if the proposed excavation will need a Brookline Excavation Permit. No material should be removed from the site until a Brookline Excavation Permit (if needed), an Alteration of Terrain Permit, and a driveway permit have been issued. The Board should clarify when trucks may enter and exit the site, and if there are limits on the days of week or number of trucks per day excavating material.

COMMENTS FROM OTHER DEPARTMENTS

Conservation Commission: Declined to comment

Emergency Management:

Fire Department: 06.07.22 & 07.14.22 (summary – letter attached)

- a) No parking sign for the area near fire protection system
- b) Fire protection system needs to meet volume specifications
- c) Need legal documents in order
- d) Need to make sure emergency services can access the community center and consider doing the same for residences.
- e) Club house must meet current fire safety standards
- f) Club house must be inspected twice per year

Building Inspector:

Selectboard:

Town Engineer: (summary – letter attached)

- a) A shoulder must be added to the roadway section to protect the edge of the road
- b) Stormwater: Clarify stormwater management around sidewalks, show stormwater flow on the plan that is described in stormwater report, review flow from adjacent lot H-40-1, review catch basin location in intersection, locate the Jumbo Infiltration Basin noted in the detail but not on plans, include all the detail for the berm adjacent to the infiltration basin, and provide an Operations and Maintenance Manual for the stormwater infrastructure, clarify material at the base of the infiltration basin
- c) Clarify use of Cape Cod berm over Town Regulations
- d) Add a stop sign where road intersects Main Street and verify sight distance at intersection with Main Street, clarify how the existing curb cuts will be removed
- e) Provide detail on retaining wall
- f) Lighting will need to be clarified including bollard lights and street light noted if adding

DPW: asked to keep the road private and consider the density of the building if an off-site improvement is required (letter attached)

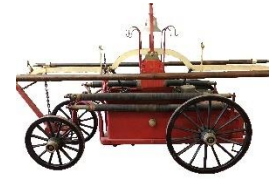
Town Counsel: Documents from 2022.08.08 were reviewed by counsel. Who found them thorough and compliant with state and federal law. He proposed no changes.

COMMENTS FROM ABUTTERS/PUBLIC

1. Nashua River Watershed Association.07.14.22 – review and comments attached.
2. Email from Dennis Bechis.07.18.22 – review of potential amount of material to be excavated from the site. Two attachments with analysis - attached



Office of the Fire Chief
**BROOKLINE FIRE
DEPARTMENT**
4 Bond Street, Brookline NH



June 7, 2022

RE: SP# 2022-B. H:42

Dear members of the Board,

The Fire department has reviewed the plans submitted for a housing for older persons development located for lot H-42 (23/25 Main Street). We found the following requirements that need to be met.

1. The newly created fire protection system that is depicted needs to have no parking signs placed at the beginning of the driveway and the end where we would place a fire truck
2. An easement for the created fire protection site will need to be provided to the town
3. A proposed building plan needs to be provided to the fire department for the community building to verify if the building needs a sprinkler or fire alarm system
4. The community building will have to have a Knox box installed that will house any keys or codes to give us access to all locked areas within the premises
5. We recommend an additional Knox box at the community center to give homeowners the option to provide a key to put in the Knox box to avoid damage to the units in case of medical emergency or fire
6. If a gate is installed within the property a method to allow us easy access to the premises is required

Should you have any questions or concerns please don't hesitate to contact me