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TOWN OF BROOKLINE, NEW HAMPSHIRE PLANNING BOARD

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Planning Board Minutes November 19, 2020

Present: Alan Rosenberg, Co-chair (voting)
Eric Bernstein, Co-chair (voting)
Chris Duncan, Member (voting)
Ron Pelletier, Member (voting)
Brendan Denehy, Selectboard Representative (voting)
Absent: Valérie Rearick, Town Planner

Alan called the meeting to order and noted that they are meeting remotely under the governor's Executive Order 2020-04 and Executive Orders #12 and #23. In following with these orders, he asked each Board Member to state where they are, why they are there and who, if anyone, is in the room with them. All members responded.

Minutes

Brendan made a motion to approve the minutes of October 15, 2020 as written. Seconded by Eric. Vote yes 5-0 by Roll call vote Alan, Brendan, Chris, Ron, and Eric all voted yes.

Road Bond Review: Marjorie & Eastman Drives

In attendance for this discussion Dennis LaBombard, LaBombard Engineering (Town Engineer)

Dennis said the bond for Eastman and Marjorie Drive is up for renewal. After a review of the work that has been done on the road, he has calculated a reduction from \$248,000 down to a bond of \$104,000 for both roads for the next year. Although the retaining wall was going to be concrete blocks and was built as a stone wall. A railing was not added yet but was on the original plan. He left the cost for that railing in the bond for the next year. At some point the Board can determine if it is still needed.

Brendan made a motion to recommend to the Selectboard that the road bond for Eastman and Marjorie Drive be reduced to \$104,000 for the next year. Chris seconded. Roll call vote Alan, Brendan, Chris, Ron, and Eric all voted yes. 5-0 yes.

SP # 2020-H:D-73 – Juanita's Restaurant – Additional Seating

In attendance for this case Ricardo Perez.

Ricardo said they are looking to expand the indoor seating using a second unit of the building.

Alan said the abutters have been notified and the fees have been paid.

Brendan made a motion to accept case SP # 2020-H:D-73 – Juanita’s Restaurant – Additional Seating. Ron seconded. Roll call vote Alan, Brendan, Chris, Ron, and Eric all voted yes. 5-0 yes.

Ron said he is pleased that they need to expand. **Brendan** said there is a letter form the Fire Department that states they will need to change out an exit light. **Eric** read the letter form the fire department: “On October 12, 2020 I conducted an inspection of the expanded seating area for Juanita’s Mexican Restaurant. This was the former business suit on the lower, right most portion of the building. They have added a bar and 4 tables for a seating of 20. There is one exit sign in the rear portion of the suit that needs to be converted to an Exit sign/ Emergency Light Combo unit.” **Ricardo** said they have already had that changed out. **Eric** suggested that they add it to the list of conditions and then just get a satisfactory letter from the Fire Department.

Eric moved to approve case SP # 2020-H:D-73 – Juanita’s Restaurant – Additional Seating with the following conditions:

- **Fees for staff application review and meeting(s) attendance shall be paid within a month of approval.**
- **Any Changes to the business shall be reviewed and approved by the Planning Board.**
- **Fire Department verification that the one exit sign in the rear portion of the suit that needs to be converted to an Exit sign/ Emergency Light Combo unit.**

Seconded by Ron. Roll call vote Alan, Brendan, Chris, Ron, and Eric all voted yes. 5-0 yes.

Case # 2020-7:D-52-31,32 – Frost/Leduc – Lot Line Adjustment.

In attendance for this case Randy Haight (Meridian Land Services), Dustin Frost (applicant), and Joshua Leduc (applicant).

Randy said this is a simple lot line revision to capture the confusion of the road bound v/s the lot line boundary. Over the years there was some confusion with the two granite bounds along Captain Seaver Road and it appears that Mr. Frost had landscaped a small area of lot D-52-31.

Alan said this is moving a lot line on paper to match what is on the ground. **Randy** said that is correct. **Alan** said the fees have been paid and the abutter shave been notified.

Brendan made a motion to accept Case # 2020-7:D-52-31,32 – Frost/Leduc – Lot Line Adjustment. Chris seconded. Roll call vote Alan, Brendan, Chris, Ron, and Eric all voted yes. 5-0 yes.

Alan read through the staff report and the Fire Department, Conservation Commission, and the Building Inspector have no comments.

Alan read the condition of approval:

- All fees associated with the case review and meeting attendance shall be paid prior to the recording of the final plan.
- The applicant shall submit 4 (instead of 8) paper copies of the final plan and a permanent, reproducible Mylar.
- The applicant / representative shall provide a labeled and pre-paid mailing tube to send the final Mylar to the Registry of Deeds for recording.
- All conditions of approval shall be noted on the final plan.

Chris made a motion to approve Case # 2020-7:D-52-31,32 – Frost/Leduc – Lot Line Adjustment with the conditions of approval as read by Alan. Eric seconded. Roll call vote Alan, Brendan, Chris, Ron, and Eric all voted yes. 5-0 yes.

Case # 2020-8: B-1 – TEG Holding, LLC. 4-lot subdivision on Milford/Brookline.

In attendance for this case: Jon Rokeh, Rokeh Consulting, LLC.

Alan said this is a 4-lot subdivision with 3 lots are in Milford off Osgood Road and one lot in Brookline off Hutchinson Hill Road. Hutchinson Hill Road is a class 6 Road so the lot in Brookline is not a buildable lot. **Jon Rokeh** said this one parcel is split between the two towns of Milford and Brookline. They understand that this is a stand-alone lot in Brookline, and it is not buildable. Both towns must approve this before they can have this recorded at the registry of deeds. **Alan** said fees have been paid and abutter have been notified.

Chris made a motion to accept Case # 2020-8: B-1 – TEG Holding, LLC. 4-lot subdivision on Milford/Brookline. Seconded by Brendan. Roll call vote Alan, Brendan, Chris, Ron, and Eric all voted yes. 5-0 yes.

Alan said the staff report states that this case would require a waiver from the Subdivision regulations for all items that do not need to be provided due to the fact that the created lot will not be a buildable lot. **Jon** said they have not sent a letter requesting a waiver, but he can do that.

Alan said they can table this or add it to the condition of approval. **Jon** asked if he could verbally request the waiver tonight. The Board agreed. **Jon** asked for a waiver from the Brookline Subdivision Regulation checklist for the lot created in Brookline. **Alan** said because this is an unbuildable lot this sit would be hard to sell this lot and recoup any costs.

Eric made a motion that the Board approves the verbal request for waiver from the Brookline Subdivision Regulations due to the undue financial burden it would cause. Chris seconded. Roll call vote Alan, Brendan, Chris, Ron, and Eric all voted yes. 5-0 yes.

Brendan said they should reference the minutes of the Selectboard meeting dated May 17,1999 where the Board stated that unless Hutchinson Hill Road is upgraded from the Class 6 to Class 5 road, these lots will not be buildable. **Alan** said to be clear, add: this lot needs to be accessed from Brookline and not from Milford.

Alan read the conditions of approval:

- All fees associated with the case review and meeting attendance shall be paid prior to the signature of the final plan.
- The applicant shall submit 8 paper copies (to be kept by the Town of Brookline) of the final plan and a permanent, reproducible Mylar. The Mylar shall be co-signed by the Brookline, NH and Milford, NH Planning Boards prior to its recording by the Town of Milford.
- All conditions of approval shall be noted on the final plan.

Eric made a motion to approve Case # 2020-8: B-1 – TEG Holding, LLC. 4-lot subdivision on Milford/Brookline with the conditions of approval as stated. Seconded by Brendan. Roll call vote Alan, Brendan, Chris, Ron, and Eric all voted yes. 5-0 yes.

SP # 2020-G:C-12 – DPW Facility

In attendance for this case is Tad Putney (Town Administrator)

Brendan introduced the proposed DPW site. He clarified that this did not need the Board's approval as it was a Town project but wanted to review as for any private proposed site plan submitted to the Planning Board. This has been presented to the Conservation Commission as well.

(From Town Staff: There no request for the Planning Board acceptance and approval for this Town proposed site development. Final site plans and building plans will be review by the Town. A Warrant Article will be submitted at the March 2021 Town Meeting.

The propose site will consist of a total building area of 8,400 ground feet area that will include:
Business Area: 1,662 sq/ft

Storage Area: 7,238 sq/ft

Mezzanine Area (above the Business Area): 1,279 sq/ft

Additionally, a 4,800 sq/ft salt storage shed is being proposed.

Most of the site will be paved.

The site will be accessed from North Mason Road, passed the entrance to the Transfer Station and will have a secondary emergency/exist through the Transfer Station. Both accesses will be gated.)

Tad said this is the plan to add the DPW facility on the same lot as the Transfer Station. They had mentioned at the last Conservation Commission meeting that there was a trail that will need to be rerouted. **Ed Cook** said this is a snowmobile trail. **Tad** said the Conservation Commission will hold a site walk to discuss a reroute for that trail. **Ed** said he would like to know when that is scheduled for. **Tad** said he is sure Buddy Dougherty will let the snowmobile club know but it should have an agenda posted with a date and time. **Brendan** said this is a town building and they though they should go through the same steps as someone applying for a site plan.

Alan said there is no action needed by the Board.

Economic Development Committee

Eric said they had met last night and decided to cancel the cook off. They also discussed the next newsletter and maybe partnering with the Rotary Club Newsletter.

Adjourn

Eric made a motion to adjourn at 8:00 pm. Chris seconded. Roll call vote Alan, Brendan, Chris, Ron, and Eric all voted yes. 5-0 yes.

Alan Rosenberg, Co-chair _____

Eric Bernstein, Co-chair _____

Chris Duncan, Member _____

Ron Pelletier, Member _____

Brendan Denehy, Selectboard Representative _____

Minutes submitted by Kristen Austin

Next Scheduled Planning Board Meeting is December 17, 2020