



TOWN OF  
BROOKLINE, NEW HAMPSHIRE

PLANNING BOARD

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

September 21<sup>st</sup>, 2017

**Present:** Eric Bernstein, Co-Chair (voting)  
Alan Rosenberg, Co-Chair (voting)  
Ron Pelletier, Member (voting)  
Richard Randlett, Member (voting)  
Chris Duncan, Alternate  
Valérie Rearick, Town Planner

**Absent:** Valerie Ogden, Selectboard Representative, and Jill Adams, Alternate

Eric opened the meeting and read the opening statement.

**Minutes**

Ron made a motion to approve the minutes of the August 17<sup>th</sup>, 2017 Planning Board Meeting Minutes as written. Richard seconded. Voted YES 4-0.

**Mail**

Eric read an email received from Ann Sommers:

*"To the Planning Board, Brookline, NH - September 21, 2017.*

*Reviewing a recent Planning Board discussion about Accessory Dwelling Units, I heard someone ask whether this would "come up" at Annual Town Meeting, and the answer was "yes."*

*This is strictly true, but I think the sense of the question was "will it come up for discussion" at Annual Town Meeting. And the answer to that is "no." If my understanding is correct, the elections and ballot votes held the day before are in fact included in the Town Warrant and are officially part of Annual Town Meeting. But there will be NO opportunity for the public assembled on Wednesday to discuss the zoning issues which will have been decided on Tuesday.*

*I feel strongly that the Board should make this very clear to the public, repeatedly as it is not intuitive. Additionally, with limited space on the ballot, the intent of some zoning articles is not clear without prior education, and we all know that very few are able to attend the meetings that provide that education.*

*I would like to suggest that the Planning Board put a routine disclaimer on your published Agenda, and make a verbal introduction to each recorded meeting, to the effect that proposed zoning changes are included on a (separate?) ballot presented the day of elections, the day BEFORE the public*

*assembly, and anyone interested in contributing to the discussion should attend one or more posted meetings or public hearings, or should contact the Planning Board for more information at \_\_\_\_\_ (details).*

*I hope to stop in at tonight's meeting, and will appreciate your consideration.  
Ann Somers - 11 Potanipo Hill Road"*

Board Members agreed to add wording at the bottom of all agendas stating that: "proposed amendments to the zoning ordinance are discussed during regular Planning Board meetings, not during the annual Town Meeting. Proposed amendments to the zoning ordinance are put on the ballot on Election Day, not voted on at Town Meeting."

**Zoning Ordinance: Accessory Dwelling Units – Discuss: "interior common wall" in section 2002.01 (continued).**

Proposed added language      ~~Proposed removed language~~

**Section 2000.00 – Accessory Dwelling Units**

2002.01

Accessory dwelling units shall be (...) connected to the containing or attached structure by a door in an interior common wall so that access to the principal dwelling unit is not provided through an attached garage. (...)

*(Language suggested by Attorney Stephen Buckley, NH Municipal)*

The purpose of this proposed modification was to address a question the Board had at the previous meeting, wondering if the Board was allowed to specify where the "principal single-family dwelling unit" the required "**interior door**" connecting the 2 units must be and whether or not an attached garage is considered part of the principal unit. This question came up after a resident obtained a special exception for an ADU to be built on the other side of an attached garage. The ADU will be attached to the garage, not as an addition to the house.

**Eric** asked the Board if we really wanted to change the ordinance or leave it the way it is. **Chris** said that changing the language would not address the issue. **Richard** said that the door inside the garage was an interior door. **Alan** said that changing the language will not do anything. After more discussion, **Eric** asked each member if they were in favor of keeping the current language. All agreed. The Board also agreed on changing "shall" to "may" in the first sentence of this section.

2002.02

One of the two dwelling units shall be the primary residence and legal domicile of the property owner.

*(Language suggested to better define "owner occupied" – Plan-Link)*

After a short discussion, the Board agreed on adding the proposed language.

**Zoning Ordinance: Open Space Ownership & Management, Section 1506.01**

Proposed added language      ~~Proposed removed language~~

**1500.00 – Open Space Development**

1506.01

The open space shall be conveyed to (...) ~~may be conveyed to the Town (subject to the approval of voters at Town Meeting)~~ (...).

*(RSA 35-A:4 – Conservation Commissions, Powers – requires approval of the local governing body, does not refer to Town Meeting. Removing the need of approval at Town Meeting would simplify the process of the recording of the Conservation easement deed once an open space subdivision is finalized and road system accepted by the Town).*

The Board agreed that removing the request to go to Town Meeting would simplify the process as an open space subdivision is been discussed by the Planning Board and the Conservation Commission prior to it official first submission for review and approval.

The 3 proposed amendments will be subject to public hearing(s) later in the fall prior to putting them on the ballot for Election Day. Again, amendments to the zoning ordinance are not discussed at Town Meeting.

**Planning Board Sub-Committees Update**

**CIP** – Alan said that he had to request additional information from some Departments and has to finalize the plan.

**EDC** – Ron said that the 3<sup>rd</sup> annual bridal show is full and expect the event to be very successful.

On another note, Ron announced that the 250<sup>th</sup> Anniversary Committee met last month for their first monthly organizational meeting. Richard gave some feedback on the Melendy Pond Study Committee.

**Membership**

**Peter Keenan** who attended a few previous meeting was again present and reiterated his interest in becoming an Alternate Member. At the next meeting, the Board will sign a letter of recommendation to the Selectboard to appoint Peter.

**Adjourn**

**Richard made a motion to adjourn at 8:15 pm. Ron seconded. Vote yes 4-0.**

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

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

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

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

**The next Regular Planning Board meeting will be held on October 19<sup>th</sup>, 2017.  
Minutes submitted by Valérie Rearick.**