



Planning Department
P.O. Box 360 – 1 Main Street
Brookline, NH 03033

Thursday, March 21, 2024
Town Hall Meeting Room
Meeting Minutes

Present: Alan Rosenberg, Co-chair
Eric Bernstein, Co-chair
Scott Grenier, Member
Brendan Denehy, Selectboard Alternate
Jen Dolloff (Alternate)

Absent: Chris Duncan

Staff: Michele Decoteau, Town Planner

Attendees: Trevor Yandow (Meridian Land Services), Mike Shea (Belletetes), Luke Raynard (NFI North), Donna Marsh, George Saad, Luke Reynard

1. Call to Order

E. Bernstein opened the meeting at 7:04 PM and read the hybrid meeting rules. J. Dolloff was asked to vote for Chris Duncan and she agreed.

2. Minutes & Mail

Mail – noted

Minutes of March 7, 2024

S. Grenier MOVED to approve the public minutes of Thursday March 7, 2024.

SECONDED. A. Rosenberg SECONDED.

Discussion: None

All in Favor. Motion carried (4 – yes, 0 – no, 1 – abstain, B. Denehy).

S. Grenier MOVED to approve the nonpublic minutes of Thursday March 7, 2024, as written. A. Rosenberg SECONDED.

Discussion: None

All in Favor. Motion carried (4 – yes, 0 – no, 1 – abstain, B. Denehy).

A. Rosenberg MOVED to “unseal” the nonpublic meeting minutes of April 18, 2002. S. Grenier SECONDED.

Discussion: None

All in Favor. Motion carried (5 – yes, 0 – no, 0 – abstain).

3. Annual Updates

Welcome newly elected member

A. Rosenberg was congratulated on his election to the Planning Board.

Bylaws

The Board made a few amendments including no longer hearing road review hearings between Nov 1 to April 1, updating joint meeting to allow any board to request a joint meeting, and updating reference to nonpublic meetings.

B. Denehy moved to adopt the Bylaws as amended. S. Grenier SECONDED.

Discussion: None

All in Favor. Motion carried (5 – yes, 0 – no, 0 – abstain).

The Board discussed if they wanted to have a Chair/Vice-Chair or Co-chairs for leadership.

S. Grenier MOVED to continue with Co-Chairs for the 2024-25 year. S. Grenier SECONDED.

Discussion: None

All in favor (5 – ayes, 0 – nays, 0 - abstain).

S. Grenier MOVED to nominate A. Rosenberg as co-chair for 2024-2025. E. Bernstein SECONDED.

Discussion: None

All in favor (5 – ayes, 0 – nays, 0 - abstain).

S. Grenier MOVED to nominate E. Bernstein as co-chair for 2024-2025. A. Rosenberg SECONDED.

Discussion: None

All in favor (4 – ayes, 0 – nays, 1 – abstain, E. Bernstein).

4. Public Hearings & Applications

E. Bernstein read the public hearing statement.

SP#2024-I:H-090 - Belletetes

E. Bernstein read the Public Hearing notice.

T. Yandow noted he had sent the utility letter just after the January meeting. M. Decoteau confirmed. He reviewed some of the changes made that included reducing the size of one of the buildings, increasing the impervious surface, and added a stormwater pond at the east of the property. There are new conveyance swales and sheet flow into the pond. Snow storage has shifted up gradient of this pond.

The Board noted that the Town Engineer asked for the Operations and Maintenance manual and a retaining wall. The town engineer asked for edge protection for the wall.

Conditional Use Permit application for the additional impervious surface. With the additional stormwater infrastructure capturing more of the stormwater, the Board thought this would not negatively affect the aquifer.

A. Rosenberg MOVED to grant the Conditional Use Permit for SP#2024-I:H-090. S. Grenier SECONDED.

Discussion: None

All in favor (5 – ayes, 0 – nays, 0 - abstain).

T. Yandow said he would provide the O & M Manual.

A. Rosenberg MOVED to accept SP#2024-I:H-090. S. Grenier SECONDED.

Discussion: None

All in favor (5 – ayes, 0 – nays, 0 - abstain).

Action items remaining:

Respond to the Town Engineers comments regarding the edge protection

Respond to Fire Department with design specifications for fire protection on proposed buildings
Provide the O & M manual for Stormwater Infrastructure

J. P. Royea explained why the additional volume was necessary to meeting NFPA standards on the proposed buildings.

The Board discussed conditional approval and were not inclined to do so but agreed to hear the case on April 4.

A. Rosenberg MOVED to continue SP#2024-1:H-090 to April 4, 2024, at 7 PM. S. Grenier SECONDED.

Discussion: None

All in favor (5 – ayes, 0 – nays, 0 - abstain).

SP#2024-2:H-025 - RGGGS Realty and MSY Realty

E. Bernstein read the Public Hearing notice.

G. Saad shared that the DOT would require him to relocate the gas station pumps if there was a change of use that triggered local land use approval. He asked to withdraw his application. He asked if he could change the service bays to a convenience store and use the log cabin for storage. Would that be a change of use?

The Board discussed the potential for an increase in traffic. G. Saad said he was not going to make any changes to the exterior other than the sign. The sign would be the same size but include information for the store. This location had last been approved for a retail and service store plus the gas station with service bays.

B. Denehy MOVED to make the FINDING that the proposed change of H-025 from gas and service station to gas station and convenience store would not constitute a change of use. S. Grenier SECONDED.

Discussion: None

All in favor (5 – ayes, 0 – nays, 0 - abstain).

SD#2024-1:F-072 & F-073-I. Lot line adjustment

E. Bernstein read the Public Hearing notice.

R. Haight reviewed the history of the lots being adjusted.

B. Denehy MOVED to find that SD#2024-1:F-072 & F-073-I does not meet the determination for regional impact. S. Grenier SECONDED.

Discussion: None

All in favor (5 – ayes, 0 – nays, 0 - abstain).

The Board noticed that fees haven't been paid. M. Decoteau clarified that postage went up from the time the check had been delivered in January to when letters were sent out. The Board confirmed that the Building Official had no comment. M. Decoteau confirmed that the "No Comment" review had arrived.

A. Rosenberg MOVED to accept SD#2024-1:F-072 & F-073-I. B. Denehy SECONDED.

Discussion: None

All in favor (5 – ayes, 0 – nays, 0 - abstain).

The Board briefly discussed if all the monuments were set. R. Haight said he thought so but had not confirmed all of them himself.

A. Rosenberg MOVED for FIND that SD#2024-1:F-072 & F-073-1, Lot Line Revision for Tax Map Parcels F-72 & F-73-1 Land of Silas H. & Maureen C. Wheeler and Randolph A. & Karen A. Haight dated Jan 9, 2024, and revised through 3-12-24, meets the subdivision regulations. S. Grenier SECONDED.

Discussion: None

All in favor (5 – ayes, 0 – nays, 0 - abstain).

S. Grenier MOVED to approve SD#2024-1:F-072 & F-073-1 with the following conditions:
1. Bounds need to confirmed, set if necessary, and letter sent to Planning Department, and
2. Grammar fixed before Mylar is printed. B. Denehy SECONDED.

Discussion: None

All in favor (5 – ayes, 0 – nays, 0 - abstain).

SP#2024-3:G-006-2. Home Business Site Plan – Quentin Drive

E. Bernstein read the Public Hearing notice.

T. McDaniel introduced his business and reviewed the site plan. The Board clarified that there would be no stock on site. T. McDaniel said no, only inventory that is actively being transferred.

A. Rosenberg MOVED to find that SP#2024-3:G-006-1 had no regional impact. S. Grenier SECONDED.

Discussion: None

All in favor (5 – yes, 0- no, 0 – abstain).

The Board reviewed the site plan details.

E. Bernstein MOVED to accept SP#2024-3:G-006-1 as a complete application. S. Grenier SECONDED.

Discussion: None

All in favor (5 – yes, 0- no, 0 – abstain).

A. Rosenberg MOVED to find FLL Home business for firearms transfer licensed by the ATF, 2/15/2024, and revised through 3/4/2024, meets the home business site plan regulations. S. Grenier SECONDED.

Discussion: None

All in favor (5 – yes, 0- no, 0 – abstain).

B. Denehy MOVED to approve SP#2024-3:G-006-1. A. Rosenberg SECONDED.

Discussion: None

All in favor (5 – yes, 0- no, 0 – abstain).

SP#2024-4:j-019. Site Plan amendment to add business – Superior Steel

E. Bernstein read the Public Hearing notice.

S. Foisie reviewed the application and the items noted in the Planning Staff report needed for acceptance.

A. Rosenberg moved to FIND that SP#2024-4:J-019 did not meet the determination of regional impact. S. Grenier SECONDED.

Discussion: None

All in favor (5 – yes, 0- no, 0 – abstain).

The Board reviewed the waiver requests.

S. Foisie reviewed the waiver request to Section 6.1.01i High Intensity Soil Survey stating this will not provide the Board with additional information, test pit data for a stormwater dry well was provided two years ago, and this would cost the applicant money. In addition, the septic system is adequate for the additional use.

A. Rosenberg MOVED to grant the waiver to Section 6.1.01i High Intensity Soil Survey of the Brookline Site Plan Regulations since the septic system is adequate and no additional information would be provided regarding this use and it would impose a financial hardship on the applicant. S. Grenier SECONDED.

Discussion: None

All in favor (5 – yes, 0- no, 0 – abstain).

S. Foisie reviewed the waiver request to Section 6.1.01gg stating that the information was part of other waivers and to provide an artist's rendition would be a financial burden and would not provide the Board with additional information.

A. Rosenberg MOVED to grant the waiver request to Section 6.1.01gg of the Brookline Site Plan Regulations for the addition of a color rendering of the site will not provide additional information required to make an informed decision as the site is fully constructed with the exception of the proposed addition which will match the existing building and the rendering of the sign provides information and the additional expense would not provide additional useful information. S. Grenier SECONDED.

Discussion: None

All in favor (5 – yes, 0- no, 0 – abstain).

Department and Board comments were reviewed. The Conservation Commission had some additional words added to the note that painting would be in a covered structure. The fire department comments would be addressed at the Building Permit stage.

The Board discussed the additional use and the sign. D. Goguen said that there will be no painting. He said the sign won't be lit. D. Goguen said that for the whole sale dealer license, a sign of a certain size is required. This is a bit larger but fits the scale of the building. The building is set back from the road and will help people driving on to the site.

B. Denehy MOVED to grant the Conditional Use permit for the oversized sign due to the distance from Route 13 and state license requirements for a minimum size that larger than our maximum size. The proposed sign meets requirements outline is Section 1606. I.. S. Grenier SECONDED.

Discussion: None

All in favor (5 – yes, 0- no, 0 – abstain).

Abutter Comments:

Emailed comments from R. Roth, an abutter, were reviewed at the meeting.

A. Rosenberg MOVED to continue SP#2024-4:J-019 to April 4, 2024, at 7 pm. S. Grenier SECONDED.

Discussion: None

All in favor (5 – yes, 0- no, 0 – abstain).

Conceptual Discussion with NFI North regarding 35 Main Street

Two representatives, Luke Reynard & Paul Dan, from NFI North discussed using 35 Main Street for a group home for 5 elderly individuals who need some services but not as much as assisted living provides. They want to provide services for 5 elderly individuals. There would be two staff on site 24 hours a day and some services would be provided during the day.

The Board discussed options to find a path to approval since this is not an allowed use in the Residential/agricultural district.

5. Planning Board's Sub-Committees

CIP

A. Rosenberg said that aside from the schools, the current draft is almost complete. He is meeting with the schools early in April. He asked M. Decoteau to add the draft to the website.

6. Staff update

M. Decoteau provided a draft of the STR Regulations, forms and applications. The Board reviewed and asked if the subcommittee would be interested in reviewing as well.

7. Non-Public Session re RSA 91-A :3 II (m)

10:40 PM

Motion to enter Nonpublic Session made by A. Rosenberg, seconded by B. Denehy for RSA 91-A:3, II (m) consideration of whether to disclose minutes of a nonpublic session due to a change in circumstances

Roll call vote:

Alan Rosenberg - yes

Eric Bernstein - yes

Jen Dolloff - yes

Scott Grenier – yes

Brendan Denehy - yes

All in favor (5 -yes, 0 – no, 0 – abstain). Motion carried.

10:46 PM

Motion to leave nonpublic session and return to public session by B. Denehy and seconded by A. Rosenberg.

Roll call vote:

Alan Rosenberg - yes

Eric Bernstein - yes

Jen Dolloff - yes

Scott Grenier – yes

Brendan Denehy - yes

All in favor (5 -yes, 0 – no, 0 – abstain). Motion carried.

8. Adjourn

B. Denehy MOVED to adjourn the meeting at 10:47 PM. A. Rosenberg SECONDED.

All in favor (4 -yes, 0 – no, 0 – abstain). Motion carried.

Respectfully submitted by Michele Decoteau, Town Planner
Approved on: 2024.04.11