



TOWN OF
BROOKLINE, NEW HAMPSHIRE

Planning Department

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

**Planning Board Minutes
October 6, 2022**

Present: Eric Bernstein, Co-chair
Alan Rosenberg, Co-chair
Scott Grenier, Member
Steve Russo, Selectboard Representative
Chris Duncan, Member
Brendan Denehy, Selectboard Representative Alternate
Eric Pauer, Alternate (Virtually)
Webb Scales, ZBA Member
Staff: Michele Decoteau, Town Planner

General Business

A. Rosenberg called the meeting to order at 7:12 PM.

Mail

The Board reviewed mail folder. No comments.

Minutes 2022.09.15

Public Meeting Minutes

One correction was made to clarify the comments from the public regarding rerouting traffic on 130 from 101.

C. Duncan MOVED to approve the meeting minutes from September 15, 2022, with corrections. S. Grenier SECONDED.

Discussion: None

Voice vote: All in favor (5 – ayes, 0 – nays, 0 – abstain).

Nonpublic Meeting Minutes

E. Berenstain MOVED to approve the meeting minutes from September 15, 2022, with corrections. S. Grenier SECONDED.

Discussion: None

Voice vote: All in favor (4 – ayes, 0 – nays, 1 – abstain (C. Duncan)).

Master Plan – Vision Subcommittee

M. Decoteau asked to table this until next month.

Potential Zoning Changes

Section 200 – Definitions. M. Decoteau reviewed nine definitions to be reviewed and potentially changed. These included 100 year Flood, Apartment Building/Multifamily Building, Development, Elderly, Junkyard,

Non-conforming Use, Regulatory Floodway, Structure, Surface Water. The Board also discussed flagpoles and if they would be considered signs or structures. The Board discussed stonewalls, fences, and retaining walls to consider if they are structures and if they should be allowed in the setbacks. The definition of surface waters was discussed and how to best to define surface waters. The Board decided to use the definition included in RSA 485-A:2 XIV. The Board added that they wanted to review the definition of Bed and Breakfast, Motels, Tourist Home, Tourist or Motor Courts, and Short-term rentals to the review list. The Board considered whether put this off until next year or tackle this year. The Board discussed the definition of family, rooming houses, and rentals.

Section 300 - General Provisions. The Board discussed the changes proposed by the Building Inspector. The Board agreed with the changes and some of the language was strengthened. The Board discussed if Certificate of Occupancy needed to be added to the list or if it was considered a permit. M. Decoteau will ask the Building Inspector. The Board noted that this should be limited to a single property not a property owner.

Section 400 - Districts, Section 500 & Section 600. The Board discussed the potential amendment to Section 400 and split district lots. W. Scales brought up the issue of incompatible uses being allowed on a single split district lot. The Board discussed various options including requiring split lots being subdivided, but that would likely result in non-conforming lots. After a short discussion, the Board decided by consensus to table this potential amendment and revisit it next year.

M. Decoteau shared the table of permitted uses and the Board discussed batching the uses into three parts: Uses permitted in any district, Uses permitted the C/I district, and Uses permitted in Res/Ag. The Board discussed which uses might be permitted in all districts and how to streamline some of the Use categories. Excavations was discussed in terms of permitted uses.

Section 620 – Workforce housing, Section 1500 – Open Space Developments, and Section 2200 – Housing for Older Persons. The Board reviewed the table of housing Ordinances. M. Decoteau shared the requirements that are similar. The Board decided by consensus that they wanted to keep the current minimum lot size for an Open Space Development. The minimum dwelling size was discussed as was frontage. The Board agreed there were places of overlap and ways align these sections of the Ordinance

E. Pauer also noted the Ordinance should be modified as follows:

~~1403.00 Applicability - This ordinance shall apply to lots within the Town of Brookline, except for those lots used expressly for and in accordance with RSA 354-A:15 and the Town of Brookline Zoning and Land Use Ordinance, Section 2200, Housing for Older Persons and those lots exempted by RSA 674:39. And delete section: 2206.00 Exemptions Housing for Older Persons developments shall be exempt from the Brookline Growth Management Ordinance, due to the minimal impacts on Town services associated with this type of development.~~

Proposal to use current budget funds for NRPC to assistance with proposed Ordinance changes. The Board discussed using funds from this year's budget to seek assistance from NRPC on new HOP and Workforce Housing Ordinances. After reviewing the letter from J. Minkarah, the Board agreed to the scope of work and moving forward. The Board decided by consensus to work with NRPC and the contract for the assistance with the Ordinances.

Section 800 – Nonconforming. W. Scales shared the proposed draft of Section 800 with the Board. The new draft removes the drawing and explains the options to address Nonconforming Uses, Lots, and Structures in words. The draft also removes Section 800.02 c regarding merging of lots. The Board decided to reorder the title to reflect the structure of the sections.

S. Russo left the meeting at 10:00 PM.

CIP update

A. Rosenberg said that the CIP Committee is ready to meet and is reviewing the plan.

Invest NH grant application update

M. Decoteau shared that she'd had a conversation with InvestNH and since Brookline had an Ordinance Audit in 2017 by NRPC, we did not need to seek funds to duplicate that work. InvestNH staff recommended drafting a proposal that would build on that audit instead. M. Decoteau will continue to work on a draft and share it with the Board at the next work session.

General business and staff update

Budget - The Board reviewed the proposed budget. The Board wanted to increase the legal budget. The Board asked about adding an Adobe subscription and if it should be a shared subscription in Town Hall. The Board didn't think a dedicated laptop was necessary but thought an additional shared laptop was a good idea.

Winterberry Farm – M. Decoteau indicated that the owner of Winterberry Farms wanted to add events to her home business site plan and was also scheduled for a compliance hearing. The Board briefly discussed this and suggested that the compliance hearing be included with the site plan amendment.

Meeting length - The Board discussed how to manage meeting time more efficiently. The meetings are busy and running very late. The Board chairs may adjust the agenda order at the meeting to hear shorter items earlier and the potential for changes in the order should be indicated on the posted agenda. The Board asked for a reminder at 9:30 PM of the time to accommodate rescheduling some items or to agree to go longer. The Board will add a note in the opening statement that speakers will be limited on time and then adhere to time limits on speakers, especially if no new information is being presented. The Board requested cards indicating 1 minute, 30 seconds, and "end" to communicate with speakers.

E. Bernstein MOVED to adjourn at 10:54 PM. C. Duncan SECONDED.

Discussion: None

Voice vote: All in favor (4 – ayes, 0 – nays, 0 – abstain).

Respectfully submitted by Michele Decoteau. Approved on: 2022.10.20