



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

Thursday, August 17, 2023
Town Hall Meeting Room
Meeting Minutes

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

Attendees: Donna Marsh, Kyle Rasmussen, Dan Goguen, David Frothingham, George Saad

1. Call to Order

A. Rosenberg opened the meeting at 7:02 PM and read the hybrid meeting rules.

2. Minutes and review mail

Mail

Noted

08.03.2023 Minutes

Line 23 ... add "from Pepperell" to avoid confusion

Minutes were not a roll call vote

E. Bernstein MOVED to approve the meeting minutes of August 3, 2023, as amended.

S. Russo SECONDED.

Discussion: None

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

3. Public Hearings & Applications

A. Rosenberg read the public hearing announcement.

Conceptual Hearing – J-019 – Superior Steel

M. Decoteau provided the Board with a copy of *Change of Use Determination* form that noted when the last site plan approved the items listed in the definition of a change of use. K. Rasmussen said he wanted to move his Home Businesses of being a wholesale car dealer and mobile diagnostic unit to a commercial location so he can change to retail car sales.

K. Rasmussen said he was planning to lease a portion of the back storage building on J-019, Superior Steel, to sell collector and race cars. His office would be small and in the main building. He has a car trailer that would be parked and stored when not in use. Customers would be delivered cars and maybe a local customer would visit the site, but that would be the exception. This would not have regular hours at first, but then once he moves to a retail operation, he would have regular hours. He would need a sign on the building.

A. Rosenberg asked about security lighting. Would this need to be added to the site? D. Goguen said there was security lighting at night already and a fence with security gate.

A. Rosenberg asked about chemicals on site. K. Rasmussen said that there will be no onsite car repairs.

The Board discussed if the addition of a new business and the need for more signs would constitute a change of use that required an amended site plan. C. Duncan summarized the expansion with two businesses on site and the need for a sign master plan, it would be pertinent to have a more formal review.

E. Bernstein MOVED to find that in light of the proposed addition of a new business, KTR Automotive, on J-019, this constitutes a change or expansion of use. C. Duncan SECONDED.

Discussion: None

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

Conceptual Hearing – H-025 – Citgo/Grandmother House/LeBaron Brother's Audio

M. Decoteau provided the Board with a copy of *Change of Use Determination* form that noted when the last site plan approved the items listed in the definition of a change of use.

D. Frothingham, representing RGGGS Realty, said that currently there is automotive service center and gas station on this lot with retail building. The owners would like to convert the retail space into a takeout restaurant and add vehicle sales to the lot. The office for the vehicle sales would be in the gas station building and the display of vehicles would be between the buildings.

D. Frothingham noted that this is an oddly shaped lot. He said that vehicle storage and employee parking would be behind the pumps at the back of the southern side lot.

G. Saad said that the Department of Environmental Services (DES) said he would not need to change his well. There will be no bathrooms added to the log cabin building, just a three-bay sink. C. Duncan asked if a grease trap would be needed. G. Saad said he wanted to get Town approval first.

E. Pauer asked about the type of food and the number of vehicles that will be sold. G. Saad said the restaurant will have breakfast with precooked sandwiches and lunch will be crispy fried chicken. He expects to have 5 -7 vehicles for sale or whatever number the town allows.

The Board said they would want to know about hours of operation, how the applicant was going to treat the island, and if they were going to pave under the stored vehicle area.

C. Duncan MOVED to find that pertinent to this proposed new business in the second building, reconfiguration of the parking on-site, and the need for a sign master plan, this constitutes a change of use. E. Bernstein SECONDED.

Discussion: None

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

4. Planning Board's Sub-Committee

CIP

A. Rosenberg said that he is still working with SAU to get the CIP information. He expects the

committee to start meeting at the beginning of September.

Vision Steering Committee

S. Grenier updated the Board on the Committee's progress. A draft survey is ready to go to the committee for testing and the plan is for a forum in person in October.

Short term rental Subcommittee

C Duncan said the subcommittee has met once and is starting with definitions. There is a new potential member, Jennifer Dolloff. He shared her background information and desire to join the subcommittee. J. Dolloff provided the Planning Board with some background information and requested to join the subcommittee.

C. Duncan MOVED to appoint Jennifer Dolloff to the Short-term Rental Subcommittee. E. Bernstein SECONDED.

Discussion: None

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

5. Other Business

A. Rosenberg said he was sworn in as the alternate NRPC Commissioner for Brookline.

M. Decoteau asked about a Change of Use determination at a Work Session and the Board said they wanted case review only at a regular meeting.

M. Decoteau shared a calendar of dates for public hearings for any Zoning Ordinance changes.

6. Non-Public Session re RSA 91-A :3 II (I) Legal

E. Bernstein MOVED to go into nonpublic session at 8:30 PM under RSA 91-A:3, II (I), Legal advice. C. Duncan SECONDED.

Roll call vote

A. Rosenberg – aye

C. Duncan – aye

E. Bernstein – aye

S. Grenier – aye

S. Russo – aye. All in favor (5 -ayes, 0 – nays, 0 – abstain). Motion carried.

E. Bernstein MOVED to exit the nonpublic session and seal the minutes to protect legal strategies. S. Grenier SECONDED.

Roll call vote

A. Rosenberg – aye

C. Duncan – aye

E. Bernstein – aye

S. Grenier – aye

S. Russo – aye. All in favor (5 -ayes, 0 – nays, 0 – abstain). Motion carried.

7. Adjournment

C. Duncan MOVED to adjourn at 10:15 PM. E. Bernstein SECONDED.

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

Respectfully submitted by M. Decoteau

Approved on: 2023.09.07