



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
PLANNING BOARD**

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**PLANNING BOARD MEETING
Minutes
September 15, 2011**

**Present: Alan Rosenberg, Co-Chair, Voting
Mike Papadimatos, Co-Chair
Richard Randlett, Member, Voting
Ron Pelletier, Member, Voting
Dana MacAllister, Alternate**

**Absent: Darrell Philpot, Selectmen's Representative, Paul Anderson, Alternate, Judy Cook, Alternate, and Kevin Gorgoglione, Alternate.
Valérie Maurer, Town Planner**

Minutes

Richard moved to approve the Planning Board Minutes of September 1, 2011 as modified. Alan Seconded. Vote yes 4-0.

CIP update

Alan said they have received responses from the Conservation Commission and the Cemetery Trustees. Neither have plans for 2012. There will be two public hearings they will be held at the Fire Station on September 27 and October 4 both at 7:00pm.

The CIP Committee would like to have this wrapped up by the end of October so this can be used as a tool for the budget season.

Budget Review for 2012

The Board reviewed the budget. The Board is scheduled to review their budget with the Board of Selectmen on 10/24/2011.

The Board decided to keep in line with last year's budget.

Line Items:

Consulting Service (NRPC)	Proposed \$500
Town Planner	Proposed \$46,460
Legal Expenses	Proposed \$2,500

Outside Consulting Services Proposed \$4,500
Training and Education Proposed \$500
Recording Fees Proposed \$200
Office Supplies Left at \$ 1
Notices Proposed \$200
CIP & Master Plan Update Left at \$1

Alan said there is a letter in the mail stating the Planning Board will be going over the legal budget this year. It doesn't state how much. They also would like to know what they paid out of the Outside Consulting Service line item last year. They will ask Valérie at the next meeting but Alan said he thought it was for the Town Engineer (Dennis LaBombard).

Master Plan Discussion

Ron asked if people would be able to purchase a copy of the Master Plan when it is completed. **Alan** said there will be an electronic copy available online that they can have printed if they would like. He is not sure how much that would cost.

Richard stated we are paying \$65,000 to have the master plan updated we have to remember that this should not just sit on the shelf and every Planning Board member should have a copy to take home and make notes after they review it. **Alan** said we should find out how much it will be to get extra copies made. **Ron** agreed all Planning Board members should have a copy of their own.

First Discussion Re: Zoning Ordinance and Regulation Amendments

Alan said Valérie had some suggested amendments to the Ordinance and Regulations that need to be looked into.

Zoning Ordinance Section 500, 600, and 700. Where they talk about lot size it has been suggested they state "contiguous" excluding wetlands.

Subdivision regulations Section 4.9 for bonding this should be reworded it doesn't line up with bank procedures there is some wording confusion.

Alan said the sign Ordinance will need to be reviewed. Valérie has some wording from other towns to review (Milford, Hollis, and Wilton).

Subdivision regulations section: 7.5.07 should add language stating the last Certificate of Occupancy will not be issued until after a final satisfactory inspection report is issued by the Town Engineer.

Also Zoning Ordinance Section 1505.03 and 2203.02.b.3 wording should match and read more like the Housing for Older Persons Section.

Alan read Section 1505.03:

"1505.03 Setbacks. 15 foot setback from the front, rear, and side per lot, measured from the property lines. The subdivision perimeter will contain a 50-foot setback where no structure shall be built."

Alan read Section 2203.02.b.3:

"2203.02.b.3 Site Perimeter Buffer: Each development must be situated within a permanently protected undeveloped site perimeter buffer, identified on the site plan, not less than 50 feet wide or a value as deemed necessary by the Planning Board on back and all boundaries of the original parcel except for access to connecting roads, which, unless it is already wooded and satisfactory to the Planning Board, must be planted and landscaped so as to provide a visual barrier between the development and adjacent properties. The Planning Board may require

additional buffer width where unique circumstances of an abutting use or property warrant. The site perimeter buffer shall count towards the required minimum protected open space.”

Housing for Older Persons states:

Alan read Section 2203.02.b.4:

“Setbacks and unit separation: All structures shall be set back at least 25 feet from the 50-foot site perimeter buffer. In addition, developments located on public roads must meet the standard building setbacks as specified for the applicable district in the Brookline Zoning Ordinance. All housing units / buildings must be separated by at least thirty-five (35) feet.”

The Board also agreed they will need to work on the Workforce housing common driveways, if the 3rd party company lease or goes out of business who will be responsible to hire a new company, and should there be some sort of homeowner association that will need to be created to cover how the common drive way will be maintained and paid for.

Alan said George Foley as a resident of town not speaking for the Zoning Board has suggested putting “and” in place of the “or” in the section for Accessory dwelling units Section 2002.11:

“The gross living area of an accessory dwelling unit shall not be less than 350 square feet *or* not greater than 1,000 square feet.”

Alan said the only problem is the applicant will have to meet both requirements and not 350 square feet or no greater than 1,000.

Alan said Valérie would also like to require an electronic copy of the plans submitted for Planning Board review.

Non-Public Session under RSA 91-A: 3, II (c) matters which, if discussed in public, would likely affect adversely the reputation of any person.

Alan moved to go into non-public session under RSA 91-A: 3 II (c) matters which, if discussed in public, would likely affect adversely the reputation of any person and immediately adjourn the meeting. Ron Seconded. Roll call vote Alan, Richard, Ron, and Mike all voted yes.

Alan moved to come out of non-public session under RSA 91-A: 3 II (c) matters which, if discussed in public, would likely affect adversely the reputation of any person. Ron Seconded. Roll call vote Alan, Richard, Ron, and Mike all voted yes.

Alan made a motion to seal the non-public minutes of September 15, 2011. Ron Seconded. Vote yes 4-0.

Richard moved to adjourn at 9:05 pm. Ron Seconded. Vote yes 4-0.

Mike Papadimitos, Co-Chair _____

Alan Rosenberg, Co-Chair _____

Richard Randlett, Member _____

Ron Pelletier, Member, _____

**The next Regular Planning Board meeting will be 10/6/2011.
Minutes submitted by Kristen Austin.**