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

**P.O. BOX 360 – 1 Main Street  
BROOKLINE, NH 03033-0360**

<http://www.brooklinenh.us>

**Planning Board  
Minutes  
November 18, 2021**

**Present: Alan Rosenberg, Co-chair  
Eric Bernstein, Co-chair  
Ron Pelletier, Member  
Brendan Denehy, Selectboard Representative  
Scott Grenier, Alternate (voting for Chris Duncan)  
Eric Pauer, Alternate (via Zoom)  
Valérie Rearick, Town Planner (via Zoom)**

**Alan** called the meeting to order and read the rules for a hybrid meeting:

- Any meeting attendees participating via Zoom are asked to activate the “mute” function until called upon by the chair
- Meeting attendees via Zoom must use the “raise hand” function under the “reactions” tab to participate in the meeting – and will be permitted to comment once and if called upon by the chair
- Anyone providing comments during the meeting must first identify their name and address
- The “chat” function for Zoom participants will be disabled by the meeting administrator or otherwise not addressed; “chat” items will not be part of the public meeting/record
- Meeting attendees via Zoom will not be listed as attendees in the minutes (except Board members)
- The meeting’s physical location is the official meeting room. Should technical difficulties arise with the remote portion, the meeting will continue at the physical location.

**Minutes**

**Brendan** moved to approve the minutes of October 21, 2021 as amended. **Ron** seconded. Voted Yes 4-0.

**Alan** asked Scott to vote for Chris

**Road Bonds, Sawtelle Rd extension and Marjorie & Eastman Drives**

**Dennis LaBombard** indicated that nothing has changed for either developments and recommended both bonds be renewed for the same amount: \$147,000 cash bond for Sawtelle and \$104,000 for Marjorie & Eastman Drives.

**Ron** moved to recommend the Selectboard to renew both bonds for the same amount. Seconded by **Brandan**. Voted Yes 5-0.

**Valerie** will email the Selectboard with the Board’s recommendation.

**Cases Review**

**Alan** read the Planning Board opening statement.

**Case # 2021-6:E-90,E-90-1, David Farwell. Lot Line Adjustment**

Matt Routhier, Bedford Design Consultants, presented the proposed lot line revision as well waiver requests from section 4.6.04 (p), Wetland delineation, section 4.6.05 (d), Boundary survey, and section 4.6.06 (k), Existing and proposed contours. After consideration, the Board made the following findings:

- Granting a waiver from section 4.6.04p would carry out the spirit and intent of the ordinance because the subject lot is already developed with a house and driveway. Wetlands have been delineated on the subject lot E-90 which is being reconfigured per the lot line adjustment plan.
- Granting a waiver from section 4.6.05d would carry out the spirit and intent of the ordinance because the subject lot E-90 shows the property lines, dimensions and bearings and distances for the new lot configuration as required. No changes to the west of lot E-90 are proposed that are not shown on the plan.
- Granting a waiver from section 4.6.06k would carry out the spirit and intent of the ordinance because the subject lot is already development with a house and driveway and the lot is merely being reduced and reconfigured from 16.103 to 12.007 acres with the lot line adjustment plan. Lot E-90 topography has no impact on the development of the lot as shown on the lot line adjustment plan.

***Ron, seconded by Brendan, moved to grant the waiver from section 4.6.04p. Voted Yes 5-0***

***Ron, seconded by Brendan, moved to grant the waiver from section 4.6.05d. Voted Yes 5-0***

***Ron, seconded by Brendan, moved to grant the waiver from section 4.6.06k. Voted Yes 5-0.***

***Eric, seconded by Ron, moved to accept the application. Voted Yes 5-0***

**Valerie** read the proposed conditions of approval:

- All fees associated with the case review and meeting attendance shall be paid prior to the recording of the final plan.
- The applicant shall submit 4 (instead of 8) paper copies of the final plan and a permanent, reproducible Mylar,
- The applicant / representative shall provide a labeled and pre-paid mailing tube to send the final Mylar to the Registry of Deeds,
- All conditions of approval shall be noted on the final plan.

***Eric, seconded by Brendan, moved to approve the application with the conditions as proposed.***

***Voted Yes 5-0.***

**Case # 2021-7:D-3-3,D-34, Avenue Property Investment LLC and Sandi Baer. Lot Line Adjustment**

**Randy Haight**, Meridian Land Services, presented the proposed lot line adjustment. The purpose of this application is to revise the common lot line between D-3-3 and D-34 by transferring “Parcel A” (0.067 acre) from D-3-3 to D-34, “Parcel B” (0.196 acre) From D-34 to D-3-3 and “Parcel C” (0.129 acre) from D-3-3 to D-34. The original acreage for each lot will not be modified.

The Board noted a comment from the Conservation Commission: “*The BCC would like to see the drainage easement preserved as it currently serves as a dual purpose as a trail connector and drainage easement.*” **Randy** explained that the easement is not impacted by the application.

***Eric, seconded by Ron, moved to accept the application. Voted Yes 5-0.***

**Valerie** explained that there a couple of simple items that needed to be corrected on the plan but asked Randy to wait until he prepares the final plan to make the corrections. The corrections are also part of the proposed conditions of approval:

- All fees associated with the case review and meeting attendance shall be paid prior to the recording of the final plan.
- The total area in acres and S.F. needs to be added to the notes on the final plan,
- A note regarding the aquifer protection district needs to be added to the final plan,
- The former lot line for “parcel A” needs to be clearly identified,
- The applicant shall submit 4 (instead of 8) paper copies of the final plan and a permanent, reproducible Mylar,
- The applicant / representative shall provide a labeled and pre-paid mailing tube to send the final Mylar to the Registry of Deeds,
- All conditions of approval shall be noted on the final plan.

***Eric, seconded by Ron, moved to approve the application with the conditions as proposed. Voted Yes 5-0.***

#### **Case # 2021-8:D-4,D-5, town of Brookline and Federal Hill Properties, LLC. Lot Line Adjustment**

**Randy Haight** presented the proposed lot line adjustment and explained that the purposed was to provide a better access to the underpass which is on town property and managed by the Conservation Commission. Nothing else is being proposed.

***Eric, seconded by Ron, moved to accept the application. Voted Yes 5-0.***

Abutter **Robin Katz** had a few questions that were answered by Randy Haight and Jay Chrystal, BCC member. **Robin** said that she wanted to make sure that her property would not be affected in the future and she was okay with the proposed plan as long as the survey was accurate, and the boundaries were where they are supposed to be.

**Valerie** read the proposed conditions of approval:

- All fees associated with the case review and meeting attendance shall be paid prior to the recording of the final plan.
- The applicant shall submit 4 (instead of 8) paper copies of the final plan and a permanent, reproducible Mylar,
- The applicant / representative shall provide a labeled and pre-paid mailing tube to send the final Mylar to the Registry of Deeds,
- All conditions of approval shall be noted on the final plan.

***Eric, seconded by Ron, moved to approve the application with the conditions as proposed. Voted Yes 5-0.***

**Agenda:** The Board granted the request from Pete D’Agostino to discuss the final zoning changes as it would not take long. **Pete** went through the few items that were modified. The Board was not provided with a written copy of the final modification and decided to meet again on November 22, 2021 at 7:00 pm in the conference room (Selectboard office) to conduct a final review, made the motion to publish the Notice and hold the Public Hearing on December 16, 2021.

**Pete** said that he would email Valerie the final documents.

#### **Conceptual Discussion: Felix & Eleanor Monius and Town of Brookline, Prepared for Jay Chrystal. Lot Line Adjustment and Housing for Older Persons (HOP) Development.**

**Randy Haight** and **Jay Chrystal** presented the conceptual plan.

First there is the lot line adjustment moving 2.41 acres “Parcel A” from H-42 (owned by the Monius) to H-43 (owned by the Town). H-42 would be reduced from 16.5 acres to 14.1 acres and H-43 would have the acreage going from 0.25 acres to 2.67 acres. Much of H-43 would be wet.

The proposed HOP would be served by a private road, with a turnaround and 4 common driveways. The Town would not be responsible for the road maintenance.

17 units are being proposed, 7 duplexes and 3 singles ones. About 8 acres of open space are part of the plan. A sidewalk will also be constructed and will connect with the existing sidewalk on Main Street. The existing house on lot H-42 would be converted to a clubhouse. The plan also proposes a walking trail from the proposed road near the clubhouse to the open space near the Nissitissit River. The development would be served by a community well and 2 septic systems. The entire property is sandy / gravel soil.

The NH DOT would need to look at the road access and the NH DES would be in charge of reviewing the community well.

**Jay** said the town ordinance is for a 55+ HOP but he can be more stringent and is looking at a 62+ community by working on covenants. The intent is to limit full-time kids in schools. Price range would be around \$150K per unit.

**Alan** said that they would also need to look at snow storage, landscape, etc. Randy agreed and added that they also need to work on drainage. Jay said that the intent is also to keep the development away from the Village Brook. **Valerie** suggested they meet with the Fire Department to go over fire trucks access, fire protection, etc. before a formal application is submitted.

The Board thanked Randy and Jay for the presentation.

### **CIP**

**Alan** said that he has done some updated and will have some more after a meeting on December 8<sup>th</sup> with the SAU when they will discuss potential school projects. Alan said that he will have the final CIP for adoption during the Planning Board meeting on December 16<sup>th</sup>.

### **Adjourn**

***Brendan, seconded by Ron, moved to adjourn the meeting at 9:10 pm. Voted Yes 5-0.***

Alan Rosenberg, Co-chair \_\_\_\_\_

Eric Bernstein, Co-chair \_\_\_\_\_

Ron Pelletier, Member\_-----

Scott Grenier, Alternate voting for Chris \_\_\_\_

Brendan Denehy, Selectboard Representative \_\_\_\_\_

Minutes submitted by Valerie Rearick

Next regular scheduled Planning Board will be December 16, 2021.