



**TOWN OF
BROOKLINE, NEW HAMPSHIRE**

PLANNING BOARD

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**PLANNING BOARD MEETING
Minutes
February 20, 2014**

Present: Dana MacAllister, Co-Chair (voting)
Alan Rosenberg, Co-Chair, (voting)
Ron Pelletier, Member (voting)
Brendan Denehy, Selectboard Representative (voting)
Valérie (Maurer) Rearick, Town Planner
Absent: Richard Randlett, Member; Judy Cook, Alternate; Kevin Gorgoglione, Alternate

Minutes

The Board decided to hold the minutes of the January 16, 2014 meeting to act on at the March meeting in order to look into the motion made for lot H-75. Should the Board be granting the waiver or just reaffirming the original waiver granted for lot H-75 back in 2004. The Judge who presided over the case brought forth the by the abutters in 2008 for the HOP stated the waiver was not worded correctly.

Case review- 2014-1:A-6-1,C-9-1, Glendale Homes – 4-lot subdivision

In attendance for this hearing Randy Haigh, Meridian Land Services and Gerry Tanguay, Glendale Homes.

Randy said lot A-6 is a 115-acre lot of which they will be creating two lots. Proposed lot A-6-1 will be 1.924 acres and proposed lot A-6-2 will consist of 1.841 acres of land. Lot C-9 consists of 59 plus acres. They will also create 2 new lots from lot C-9. Due to the amount of wetlands on this lot the two proposed lots will be a bit larger. Proposed lot C-9-1 will consist of 1.957 acres and proposed lot C-9-2 will consist of 2.634 acres.

Randy said he would like to point out that the regulations call for underground utilities for new subdivisions unless the road is already built. Hutchinson Hill Road was just finished and accepted by the town so the underground utilities do not apply to these new lots. **Gerry** said there will be two utility poles across the street servicing the subdivision he is currently working on lot D-1-26 and D-1-27. He will run the power lines across to the 4 new lots. **Randy** said they received Subdivision approval from the State and also have a Dredge and Fill Permit. Lot A-6 has an existing woods road primarily used as a snowmobile trail which will be preserved. These sites have the benefit of 4 drafting sites in case of fire. Lot C-9-2 is over 2,500 from a drafting site and the builder has agreed to add sprinklers to this home. **Valerie** asked if this could be put in writing for the files. **Gerry** agreed he would sign a letter stating that the home on lot C-9-2 will include a sprinkler system. **Randy** said he will add a note to the plan stating that lot C-9-2 will have a sprinkler system.

Randy said the Conservation Commission also had concerns about a possible vernal pool located on lot C-9-2. **Randy** said in December he brought the Dredge and Fill application to the Conservation Commission for their review. The small portion of wetlands was on the plan and they had no comments on this at the time. The BCC signed the application. This small isolated area consists of about 815 square feet. If the area is less than 3000 square feet it is not a vernal pool, bog, or wet meadow so the setback would not apply to the area. Randy had Timothy Ferwerda a NH Certified Wetlands Scientist with Meridian Land Services review the area. His letter

states *“During the wetland delineation of the above referenced property a small isolated wetland area just northwest of the forested wetland at the southeasterly portion of the lot was identified and delineated as a wetland area. This wetland is also a forested wetland area with a slight depression. Any surface water that will occur in this wetland will be very shallow with a very short hydro-period. This isolated wetland area does not exhibit any characteristics of a vernal pool. Although this wetland area was delineated in October of 2013 there were no characteristics of a vernal pool that were observed and we believe that it so extremely unlikely that any vernal pool activity will occur in this wetland.”*

Alan made a motion to accept case # 2014-1:A-6-1,C-9-1, Glendale Homes – 4 lot subdivision. Brendan seconded. Vote yes 4-0.

Gerry stated he would come into the office to sign the off site improvement agreement and the letter about the sprinklers for lot C-9-2. **Dana** said the regulations state that a new subdivision should have underground utilities unless the road is upgraded. **Dana** said he believes this does not apply due to the upgrade of Hutchinson Hill Road. The Board agreed. **Dana** said the concerns of the Conservation Commission and the fire protection for lot C-9-2 have been addressed.

Alan made a motion to approve case 2014-1: A-6-1, C-9-1, Glendale Homes – 4 lot subdivision with the following conditions:

-All fees associated with the case review shall be paid prior to the issuance of a permit by the Building Inspector.

- **All new building lots are subject to an impact fee per the Brookline Zoning Ordinance Section 210, in four separate amounts. The impact fees of \$222.14 (for ambulance facility), \$1,304.24 (for Brookline school system), \$1,843.17 (for Hollis/Brookline Coop Middle School), and \$345.83 (New Police Station) are payable to the Town of Brookline at the time the Certificate of Occupancy is issued for each lot.**
- **Off-Site Improvement agreement shall be recorded before or at the time the final plan is recorded. Off-Site Improvement fee is to be paid at the time a building permit is issued.**
- **A letter from a surveyor shall be received stating all bounds are in place before a Certificate of Occupancy is issued for each lot.**
- **As agreed to by the applicant fire protection for lot C-9-2 will be protected by the installation of a residential sprinkler system.**
- **The applicant shall submit 8 paper copies of the final plan and a permanent, reproducible Mylar.**
- **All conditions of approval shall be printed on the final plan prior to its recording.**

Brendan seconded. Vote yes 4-0.

Goals for 2014

Valerie has prepared a list of items for the Board to consider working on this year, including a Blasting Town Ordinance and ground water monitoring, review the Housing for Older Persons, possibly revisit the Mixed Use, review the Accessory Dwelling Unit and joint meeting with the Conservation Commission. She asked the Board what they would like to make a priority for 2014.

Dana said the Conservation Commission has some concerns about the review process. When they have a concern about a plan they let the Planning Board know but they do not have the opportunity to review the answer. They would like to know what the time line is that they have with plans and how long they can hold off on an approval to allow the Conservation Commission to review again after they have expressed a concern. We should hold a joint meeting to discuss. **Valerie** said she will make time during one of the Planning Board meetings to invite the Conservation Commission to have a discussion. The Board agreed that March was a busy month and should make arrangements to have workshops after March.

Alan said the Board should set up a meeting with other Departments as well in case they have any issues.

Valerie suggested a joint meeting with all the Departments on the same night, more like a forum to discuss the Zoning Ordinance in order to collect comments and input they all may have. We would have to hold it at the fire Station. The Board agreed that was a great idea. They could hold it later in the summer. They will ask Gail Taylor from the Economic Development Committee if she would be willing to facilitate the meeting. The Board agreed that at some point this year they should discuss a Blasting - Ground Water Monitoring Town

Ordinance, possibly revisit Mixed Use (with the endorsement from the Selectboard), and review the Housing for Older Persons (HOP) ordinance. **Valerie** said the Blasting Ordinance would need to be a town ordinance and the Board should make sure that the Selectboard would support this project before the Planning Board finalize a proposed ordinance for the Selectboard to review and adopt.

The Board also agreed to discuss the Zoning Ordinance Section 2000 in regard to Accessory Dwelling Units with the Zoning Board.

Alan said they should also look into the Master Plan chapters and make sure there is nothing that will need updating such as new census information. **Valerie** said that the Board might want to start by reviewing the Implementation Chapter. The Board agreed.

Planning Board Members and Alternates

Alan said terms on the Planning Board are expiring this year for Richard Randlett, full member, Kevin Gorgoglione, Alternate, and another vacant Alternate spot for 2014. In March the Board will need to make a recommendation to the Selectboard about membership for the next three years. **Alan** addressed the audience /residents and said if there is anyone interested in becoming a member or alternate of the Planning Board to please contact Valerie at the Town Hall. **Valerie** said she has added something on the website but will also have an announcement in The Brookliner about needed volunteers.

Economic Development Committee

Valerie said the EDC has released the first newsletter on the website. They also have put together a packet about the Brookline Chapel that is also on the website. They are working on contacting companies, are trying to get new commercial business in town. The Committee has discussed the fact that Brookline doesn't have town water or sewers and what the concern may be for a new business interested in moving into Brookline. The Market Place in Hollis doesn't have town water or sewers and depends on septic systems and wells. The "development" includes Harvest Market, a bank, a restaurant, several retail shops, small businesses, 2 day care / kindergarten and an elderly housing building and it seems to be doing fine. **Dana** said the Committee is looking into holding another round table with local business. **Valerie** said they have two residents who joined the Committee: *Ross Hutchinson* and *Steve Russo*.

Capital Improvement Committee

Alan said it is that time of year again and he will be looking for volunteers for the CIP. **Dana** said he would help out with the CIP.

March Annual Meetings

Alan said March 3, 2014 is the Annual Hollis-Brookline Co-op District meeting, March 5, 2014 is the Annual Brookline School District meeting, March 11, 2014 is Voting day, and March 12, 2014 is Town Meeting. **Alan** addressed the audience and asked to please get involved.

Alan made a motion to adjourn at 8:50 pm. Ron seconded. Vote yes 4 -0.

Dana MacAllister, Co-Chair, _____

Alan Rosenberg, Co-Chair _____

Ron Pelletier, Member _____

Brendan Denehy, Selectboard Representative _____

**The next Regular Planning Board meeting will be March 20, 2014.
Minutes submitted by Kristen Austin.**