

**Brentwood Planning Board
Minutes – October 4, 2012**

Members Present: Bruce Stevens, Chairman John Kennedy, Vice-chair
 Bob Magnusson Kevin Johnston
 Rob Wofchuck Kathy St. Hilaire, alt
 Glenn Greenwood, Circuit Rider Planner

Minutes – Mail – Board Business

Chairman Stevens called the meeting to order at 7:00.

Motion made by Kennedy, 2nd by Magnusson to approve the September 20 minutes: the motion carried with Wofchuck abstaining as he was not present.

Motion made Stevens, 2nd by Kennedy to give St. Hilaire voting rights: all were in favor.

Public Hearing:

7:00: 2 Lot Subdivision: The estate of Joseph Kelliher: tax map 209.004.

Motion made by Wofchuck, 2nd by Kennedy to accept the application: all were in favor.

Attorney Charles Tucker spoke on behalf of the applicant this evening. Also present was Phil Auger of the Southeast Land Trust, and two abutters. Tucker said that there is approximately 144 acres, with 15.24 in Brentwood and the remaining is in Fremont. They propose to grant a conservation easement to the Natural Resources Conservation Service of the US Department of Agriculture, with a deed of the remaining fee interest to the Southeast Land Truce of NH. They propose to subdivide the Brentwood side into two lots, one with the existing house that will have 5.918 acres, and the remaining will be put into the conservation easement, along with all of the Fremont land. The easement will prohibit any development. Tucker said they are asking for waivers to the requirements of a topographical survey, test pit requirements and the requirement for a cover page.

Motion made by Kennedy, 2nd by Johnston to grant the waiver requests, contingent upon the easement: all were in favor.

Greenwood asked that the proposed tax map number of the new lot be removed and that the lots be labeled A and B.

Tucker said that there will be a minor change in the final mylar, regarding the access way to the conservation land. The Board is aware that the final mylar will reflect this change. There were no comments from abutters.

Motion made by Stevens 2nd by Magnusson to grant a 120 day conditional approval, contingent upon receipt of an electronic copy of the plan: all were in favor. Auger and Tucker thanked the Board for their time this evening.

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The draft of the Capital Improvements Plan was discussed at this time. Stevens said the CIP is required when assessing the impact fee assessment. Greenwood said that although there is no statutory requirement and is an advisory document only, the RPC recommends holding a public hearing for adopting the CIP. Planning Consultant Bruce Mayberry will be contacted to get an estimate of updating our Impact fee schedule, to include the school portion.

John Lyons of the Budget Committee was present for this discussion. He said the BudCom had just received a copy of the draft, and tabled discussion of it until their October 22 meeting. He presented a copy of the Swasey School Building Assessment for 2011-2012. He said that the \$62,000 expense on the CIP for 2013 of the Swasey portion has already been completed. Wofchuck recommends letting the BudCom review this and then the PB discuss this after. The Planning Board will discuss the CIP at their November 1st meeting, and post a public hearing for one of the December meetings.

M & T Holdings has requested an extension to their conditional approval, to allow time to get their fire approvals from SFC Engineering.

Motion made by Johnston, 2nd by Kennedy to extend their conditional approval to December 6th: all were in favor.

All the requirements for accepting the maintenance of the Windsor Meadow Condominium roadways have been met. The PB has received recommendation from the town engineer Steve Cummings, attorney Walter Mitchell, and planner Glenn Greenwood.

Motion made by Wofchuck, 2nd by Stevens to recommend that the BOS accept Abby Road and Windsor Lane for town maintenance: the motion carried with Magnusson abstaining.

The Board is in receipt of a letter from Aqua Paradise, requesting to have a retail and service location for swimming pools, hot tubs and related supplies at 351 Rte 125, tax map 208.078 and stating that they will display and park within the previously approved areas.

Motion made by Kennedy, 2nd by Johnston that this is a continuation of a previously approved use (retail) and that no site plan review is required at this time, based upon the letter received: all were in favor.

There was discussion on funds that will be required for any impact fee update and for the Plan NH application for 2013. Stevens suggested that the impact fee costs be incorporated into the PB budget, as it is really an ongoing expense, and perhaps submit a warrant article for the Plan NH work.

Jim Johnson and Jim Berlo were present and said that they would like time to talk to the Board about the workforce housing ordinance and Plan NH. Because the PB was not aware that they were coming this evening, Stevens suggested that time be set aside at our next meeting to allow them

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time to speak with the board. Johnson agreed, and thanked the Board. They are scheduled to meet with the Planning Board at the October 18th meeting, which opens at 7:00.

Greenwood will work on the proposed changes brought up at the last meeting for the town center ordinance.

The Workforce Housing ordinance was discussed by the Board. Members generally felt that the town meets the state requirements for workforce housing, and Greenwood will work on drafting language to repeal the town workforce housing ordinance.

Members had copies of the Open Space Chapter that was completed by the RPC. Several typo corrections were mentioned to Greenwood, and Wofchuck would like to bring it to the CC for comments. The PB will hold a public hearing to adopt this later on this year.

Wofchuck said that the CC is working on four properties for the federal Wetlands Reserve Program. He said they are currently working on the Nesbit property, located off Rowell Road West. This piece is located on a Class 6 road and they are proposing to put this parcel into a conservation easement. There is a house on the property and they would like to exclude the house with 5 acres from the easement, which would require a subdivision. Because there can be no subdivision on a class 6 road, they would need to go before the ZBA for a variance, and Wofchuck asked if the ZBA and PB could hold a joint meeting. Members agreed that a joint meeting is an option. Wofchuck will go to the next ZBA meeting and ask them for the same.

Wofchuck said that when the representative from the REDC came in the spring it was mentioned about a zoning change to offer a reduced tax zone, or tax credit (not at town level), to encourage new businesses. Greenwood will look into this.

The Champigny mylar was signed by the Board.

Motion made by Magnusson, 2nd by Wofchuck to adjourn at 9:10: all were in favor.

Respectfully Submitted,

Kathy St. Hilaire,
Administrative Assistant,
Brentwood Planning Board