

Brentwood Planning Board
Minutes
October 1, 2020

Members	Bruce Stevens, Chairman	Mark Kennedy
Present:	Ken Christiansen, BOS rep	Alternate, Brian West
	Kevin Johnston, Vice Chair	Non-Voting:
	Steve Hamilton	Alternate, Regan Elliott
	Doug Finan	Town Planner, Glenn Greenwood

Open:
Chairman Stevens opened the public hearing at 7:00 pm.

Motion made by Hamilton, 2nd by Finan, to give alternate West voting rights. All were in favor. Motion carried.

7:00 pm: Preliminary Consultation: Jim Michaud to informally discuss a site plan at 325 & 329 Rte. 125; tax map: 209.015 & 209.016 – formerly Michaud Bus Sales. Intent start new business, Epic Motors, LLC for autos, trucks, construction equipment.

Present: Jim Michaud of 325 & 329 Rte. 125.

Michaud said that back in 2001, they came to the Planning Board with a site plan for 325 Rte. 125 to own and operate a bus dealership, Michaud Bus Sales, where they bought and sold used buses. Over the years, he stopped the dealership and leased a majority of the property to Terry Ingram of Bus & Chassis, who retired in 2019. Michaud is looking to get his dealer’s license back as he had to give it up when Terry had one as only one dealer license is allowed on the property at a time. The only plan on file is from 2001, but since then, he’s purchased and used the property next door at 329 Rte. 125 as well. The site plan from 2001 shows 15 bus spaces but Terry had at times 100 vehicles on the property. Michaud thought he had approval for expanded parking as he had come back to the Board, but he couldn’t find an updated site plan. Michaud asked if a new site plan would be required since two dealer licenses have already been approved there before. Michaud would like to sell smaller equipment; vans, coaches, school buses and small construction equipment; Kubota’s etc., (letter on file). Michaud’s records show a layout of both properties cleared, but nothing showing parking from 2004. Greenwood thought the PB had done an affidavit attached to the site plan and remembers Michaud purchasing the lot next door and coming in for an expanded use of parking. Stevens also remembered Michaud coming in to discuss and added it’s an accepted use on the properties and suggested that an affidavit be filed to outline what has transpired over the last 20 years. Michaud would like to have his dealer’s license within 60-days.

Greenwood asked the Board to let him research this some more as he remembers this. Stevens suggested they sign the dealer license application and if an affidavit is needed, the Board could proceed with that. Kennedy asked if there would be a finite number of vehicles that could be addressed in any affidavit or addendum. Michaud was amenable to that.

Board Business:

The Board signed the manifest.

CA Extension: A 6-month conditional approval extension was requested from Wayne Morrill from Jones & Beach for the McKeen SP for 154 Crawley Falls Road; tax map 217.112, to April 16th, 2021. CA set to expire 10/16/2020 (letter on file).

Motion made by Hamilton, 2nd by Johnston, to grant a 6-month extension to the conditional approval for the McKeen Site Plan development for 154 Crawley Falls Road, tax map 217.112 to **April 16th, 2021**. All were in favor. Motion carried.

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Non-Public: RFP for Engineer Interview Results and Recommendation.

Motion made by Christiansen, 2nd by Hamilton, to enter into a non-public session at approximately 7:20 pm per (RSA 91-A:3, II (c)) regarding matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. Roll call vote to enter non-public: Christiansen – Aye, Stevens – Aye, Johnston – Aye, Hamilton – Aye, Kennedy – Aye, Finan – Aye, West – Aye. Motion carried.

Motion made by Christiansen, 2nd by Hamilton, to come out of non-public session and seal the minutes at approximately 7:35 pm. Roll call vote to leave non-public: Christiansen – Aye, Stevens – Aye, Johnston – Aye, Hamilton – Aye, Kennedy – Aye, Finan – Aye, West – Aye. Motion carried.

7:00 pm: Planning Board Work Session on any proposed amendments to the Zoning Ordinance, Subdivision and Site Plan regulations. Board discussed possible zoning amendments.

- 1) Board discussed the Town Center Zone. Greenwood said R/A and C/I setbacks are 25' and apply to this zone. Kennedy has come to appreciate the value of the zoning and other people's work on this zone and doesn't feel it should be changed. Hamilton commented that the Town Center district has done nothing for the Town and that some individual properties in the area look run down. Stevens added that without Town water and sewer, it's hard to jump start commercial business; the lots are small and with septic design, it takes from the amount of upland soils. Board discussed the Town Center table on page 16. On Section D. Agricultural/Forestry Uses, 1. Commercial farming including dairying, livestock, animal and poultry raising, crop production including customary accessory uses. Designation of Permit Status currently an X (not permitted). Greenwood said the state law says you can grow crops anywhere. Kennedy suggested it be removed. Greenwood suggested that X be changed to an S (allowed by special exception).

Motion made by Kennedy, 2nd by Christiansen to change the Town Center Zone, Section D. Agricultural/Forestry Uses, 1. Commercial farming etc. designation of status to change from an X to an S, allowed by special exception. All were in favor. Motion carried.

- 2) The Board discussed a wetland buffer formula similar to the Town of Kingston's regulations. Brentwood currently has as 50' or 100' buffer. Greenwood said with a formula, sometimes the buffer width could be 25'. If a wetland is only attenuating stormwater then you only have to stay 25' away from it. Currently very poorly drained holds water 30 days longer than poorly drained. A wetland scientist determines what the wetland is, and the buffer formula is based on reason. Greenwood would have to do some significant changes to the Brentwood wetland ordinance to incorporate. Board was in favor.
- 3) Accessory Dwelling Units p. 120 900.004.004.002: Bickum explained that last year we removed the 1/3 formula for 2 units and now it reads: The living area of the accessory (or secondary) dwelling unit shall not exceed 1/3 of the assessed square foot area of the living area of the primary dwelling to a maximum living area of 1500 square feet and shall be limited to a maximum of 2 bedrooms. No accessory dwelling unit shall have less than 525 square feet of living space. This allowance is less than the Town's standard dwelling unit size of 720 square feet.... etc. The Board discussed the ADU language. Greenwood said the state can't limit the size to 750 square feet. Kennedy asked if the minimum size could be omitted. Board agreed to strike the minimum 525 square feet language.

FEMA flood map language to go to BOS for January deadline. **UPDATE:** Received an email 9-28-2020 from OSI that this is not required, and no action is necessary.

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SUBDIVISION & SITE PLAN REGULATIONS - PROPOSED AMENDMENTS:

P. 13 – 7.2.1, P. 17 – 8.3 subdivision & site plans regs P. 13 - 9.2 : Change number of copies of plat (22" x 34") from 8 or 9 within regulations to seven (7) and change four copies of the plat (11" x 17") to two. Change applications to match.

- Also, on subdivision applications, \$1,000 Fire consultant fee – ADD if applicable on application.

P. 16 - 7.4.7 – Subdivision & P. 10 – 8.4.7 in Site Plan: Regarding the Board's decision and the time frame for public inspection and notification; Currently says 72-hours after the decision is made and a copy of the decision shall be filed with the Town Clerk.

- Change to: 5 business days – See RSA 673:3 II for verbiage. Review RSA.

P. 16 - 7.4.8 Subdivision & P. 10 8.4.8 Site Plan: A conditional approval shall be good for a term of one calendar year from the date granted. Within sixty (60) days of the expiration of the conditional approval the Planning Board shall hold a properly noticed public hearing pursuant to RSA 676:4-a to determine the final outcome of the plan. (Bickum to review with Greenwood).

- Change to: Two (2) calendar years from the date granted unless an alternate date is established or extended by the Planning Board. Review verbiage for 60 days.

P. 19 – 8.18: Appendix B: Lot line application missing? Review older books and add back in.

P. 36 – Add Glenn's 8.27 section 8 – re: driveways. Board approved verbiage on 9-17-2020 to be posted in the future for public hearings.

P. 38 – E. Roads will not be accepted by the Town of Brentwood for at least three (3) years after construction is completed. See email from SC re: goes by when binding course of paving goes down.

- See Site Plan regulations page 10 – 8.4.5.2 - Change verbiage to say when asphalt binder course is completed (in place of construction). Review verbiage.

P. 42 Section 9 – Mailboxes: Add a section 9.4 to address subdivisions with new roads and the post office requiring mail kiosks in lieu of individual mailboxes. Add verbiage to address it.

Kennedy brought up workforce and affordable housing. Board discussed. Johnston wanted to address senior housing and density and discuss in more detail, possibly at the Nov. 5th PB meeting.

Stevens would like to know the % of senior housing in Town, % of workforce and affordable housing and % of single-family units. Greenwood to research and do this on Wednesday (Oct. 7th).

Greenwood to have all zoning amendment language ready for the Board to review on November 5th, to finalize verbiage to notice for a public hearing in December.

Approval of Minutes: September 17th, 2020

Motion made by Hamilton, 2nd by Finan, to approve the minutes of September 17, 2020 as presented. All were in favor. Motion carried.

Motion made by Hamilton, 2nd by Christiansen, to adjourn at approximately 9:05 pm. All were in favor. Motion carried.

Respectfully submitted,

Andrea Bickum,
Administrative Assistant,
Brentwood Planning Board