

**Brentwood Planning Board
Minutes
March 18, 2021**

Members	Bruce Stevens, Chairman	Paul Kleinman
Present:	Jon Morgan, BOS rep	Alternate, David Menter
	Kevin Johnston, Vice Chair	
	Doug Finan	Present but non-voting:
	Kristin Aldred Cheek	Alternate, Brian West
		Town Planner, Glenn Greenwood

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

Public Hearing

The Board introduced themselves to the newly elected Board members, Paul Kleinman and Kristin Aldred Cheek.

Present: Resident Mark Kennedy

7:00 pm: Continued hearing for Master Plan Chapter adoption: Consideration of adopting the Community Profile chapter of the Master Plan. Greenwood requested another extension on the Master Plan chapter to incorporate OSI data.

Motion made by Johnston, 2nd by Finan, to continue the hearing to adopt the community profile chapter of the Master Plan to **April 1, 2021 at 7:00 pm**. All were in favor (*except for Menter who did not yet have voting rights*). Motion carried.

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

Planning Board Work Session: Board to review zoning and subdivision and site plans regulations and discuss Town Road vs. Private Road and maintenance language.

The Board discussed private vs. Town roads and maintenance or lack of on private roads. Stevens said the zoning says 200' of frontage on a Class V or better road. He agrees with Kennedy's prior concerns of trying to obtain frontage on a private road. Stevens agreed that a non-cluster, conventional subdivision would have to have 200' of frontage on a Town road, a road that the Town takes ownership of and maintains. Example the condos on Abbey Road, private road. Then the residents petitioned at Town Meeting and the Road was adopted as a Town Road and if the road isn't built correctly it means a lot of maintenance costs so now private roads must be built to Town specifications. The Board discussed about 10 lots, from the 80's, that only have 50' of frontage and are not buildable without making a road to create the frontage of 200'. Build roads to Town specs, deed to the Town and Town maintains it, in order to get the frontage per the zoning regulations. Kennedy was concerned about setting a precedent. Stevens mentioned lots of record as well. Kennedy asked if the Board could continue this discussion at another work session.

Board Business:

The Board signed the manifest.

Motion made by Morgan, 2nd by Finan, to re-appoint Stevens as Planning Board Chair for one year to March of 2022. All were in favor. Motion carried.

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Motion made by Finan, 2nd by Menter, to re-appoint Johnston as Planning Board Vice Chair for one year to March of 2022. All were in favor. Motion carried.

Kennedy had expressed interest in becoming a Planning Board alternate.

Motion made by Stevens, 2nd by Johnston, to appoint Kennedy as an alternate to the Planning Board. All were in favor. Motion carried.

Stevens informed the Board that Planning Board member Ward Byrne has resigned. The Board needs an alternate to fill Byrne's seat until the next election, March of 2022. Menter and West would like to remain alternates.

Motion made by Stevens, 2nd by Morgan, to appoint Alternate Kennedy, once he is sworn in, to fill Ward Byrne's member seat on the Planning Board until the next election in March of 2022. All were in favor. Motion carried.

Bickum informed the Board that resident John Recesso is interested in becoming an alternate member but was unable to attend the meeting tonight. Bickum will keep members apprised of OSI and NHMA trainings/registration information and any training materials received.

Affidavit of Amendment for Griffin Automotive; 313 Rte. 125, tax map 209.066 for a State inspection station granted on Feb. 18th, 2021.

Motion made by Stevens, 2nd by Johnston, to sign the Affidavit of Amendment for Griffin Automotive for a State Inspection Station. All were in favor. Motion carried. The Board signed the Affidavit of Amendment for recording.

Board reviewed a DMV application for **Aspire Motoring LLC** for auto inspection station; 72 Route 125 Unit B, Brentwood; tax map 217.023. DMV application for auto retail dealer approved by Board Nov. 5, 2020. Formerly Burke's Trucks. New owner Eduard Fandunyan fabricates handicapped vans. His tenant is Aspire Motors. Only one retail dealer license per site.

Motion made by Johnston, 2nd by Finan, to approve the DMV application for an auto inspection station for Aspire Motoring, LLC at 72 Route 125, Brentwood, NH. All were in favor. Motion carried. Chairman signed the DMV permit and Bickum will email it back to the DMV.

CA extension for 21 Boylston St.; tax map 217.025.000, 102 Rte. 125 re: parking area, expires 4/2/2021 – Applicant requested another 6-month extension to October 2nd, 2021. (*Original 120-day CA was October 2, 2020*)

Motion made by Finan, 2nd by Morgan, to grant another 6-month extension on the conditionally approved parking area project for 21 Boylston Street to October 2, 2021. All were in favor. Motion carried.

CA extension for Callahan; 209.004.000, 292 Rte. 125 re: 30-seat Restaurant, expires 4/14/2021 – Applicant requested another 6-month extension to October 14th, 2021. (*Original 120-day CA was June 19, 2020*). The applicants need additional time to work with their FPE on the building design and layout.

Motion made by Finan, 2nd by Aldred Cheek, to grant another 6-month extension on the conditionally approved 30-seat restaurant project for Callahan to October 14, 2021. All were in favor. Motion carried.

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CA extension for McKeen; 217.112.000, 154 Crawley Falls re: Center Town Shops, expires 4/16/2021 – Applicant requested a 60-day extension to Tuesday, June 15, 2021. (Original CA granted 6/18/2020). Waiting on a letter of credit.

Motion made by Johnston, 2nd by Morgan, to grant a 60-day extension on the conditionally approved “Town Center Shops” project for McKeen / Healey, to June 15, 2021. All were in favor. Motion carried.

CA extension for 3 Ponds Phase II; Original CA for 3 Ponds Phase II 207.022, North Road re: Senior Housing, expires 4/16/2021 – Applicant requested a 120-day extension to Saturday, August 14, 2021. (Original CA granted 12/17/2020)

Motion made by Finan, 2nd by Menter, to grant a 120-day extension on the conditionally approved 3 Ponds Phase II senior housing development project to August 14, 2021. All were in favor. Motion carried.

Application Fees: Bickum informed the Board that there has not been an increase in these fees for years and costs for professional reviews and legal notices in the newspaper have increased. Any unused engineering fees after all invoices/bills are paid, go back to the applicants.

1. Increase engineering fees from \$1,000 to \$2000 and \$1,500 to \$2,500 (\$1,000 increase).
2. Increase fire consultant fee from \$1,000 to \$1,500 (\$500 increase).
3. Increase legal notice fee from \$100 to \$125 (\$25 increase).

Motion made by Finan, 2nd by Johnston, to approve an increase in the application fees for engineering fees (\$1,000 increase), fire consultant fees (\$500 increase), and legal notice fees (\$25 increase), and to make the necessary changes to the applicable applications. All were in favor with Morgan opposed. Motion carried with six votes in favor and one opposed.

Old Business:

Dave Roberts: Certified Letter mailed to Dave Roberts on 12/21/2020; giving him until around March 25th, 2021 for a 90-day Deadline from date of receipt to apply for SPR to come into compliance at 335 Rte. 125 (letters on file); health and safety issues there. Board discussed the deadline for the site plan application. The BOS are the enforcing agents and Morgan will take this back to the BOS.

Sampson: Greenwood’s Jan. 13, 2021 certified letter gave Sampson a March 10th, 2021 deadline to submit a site plan. No site plan was submitted. Board discussed the illegal junkyard and U-Haul business and the multiple attempts to get the owner to bring in a site plan for the site. BOS need to enforce.

Rullo: Greenwood’s certified letter asked for a site plan application by March 10th, 2021. Letter from NHDES Wetlands Bureau on Carl Rullo - Red dumpster site; tax map 209.010 construction activity in wetland buffer. On 2-5-2021 NHDES sent a response letter to Carl Rullo, regarding the complaint and giving him 20 days to respond and to submit any permits or pertinent information (letters on file). Board discussed and will wait and see if NHDES does a site inspection. Greenwood will follow up with NHDES on Wed. March 24th for a status update.

The Board discussed challenges in trying to increase commercial development to help the tax base; Spruce Swamp runs West of Route 125 from North Road to about Middle Road. Old Brentwood soil data has Brentwood at 5/8 wetlands. No public water and sewer; septic and wells constrain lots with setbacks/radiuses. What are the costs (millions)? What analyses are needed? Stevens added If you can

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provide infrastructure, you can collect monies from businesses looking to locate here to help pay for water/sewer but we need to lay the groundwork to start the process. Morgan can reach out to Darren Winham, Economic Development Director in Exeter and see if he could come talk to the Boards with some objectives/suggestions. Morgan to work with Bickum and Clement on organizing that. Morgan added that we can't ask the Town for millions but maybe \$30,000 to do a study to invest in planning for the next decade. Aldrich Cheek offered to review any economic modeling and look at any potential grants.

Approval of Minutes: February 18th, 2021 *(No meeting on March 4, 2021).*

Motion made by Finan, 2nd by Stevens, to approve the minutes from February 18th, 2021 as presented. All were in favor with Morgan, Aldred Cheek, and Kleinman abstaining. Motion carried.

Motion made by Morgan, 2nd by Finan, to adjourn at approximately 8:40 p.m. All were in favor. Motion carried.

Respectfully submitted,

Andrea Bickum,
Administrative Assistant,
Brentwood Planning Board