

## **Brentwood Planning Board Meeting Minutes 3.16.23**

**Present:** Kristin Aldred- Chairperson

Bruce Stevens- Vice Chair      Doug Finan

~~Jon Morgan-SB rep~~                      Stefanie Kizza

Brian West                                  Mark Kennedy

Ned Matson

~~Paul Kleinman~~

~~Kate Locke Parks~~

**Town Planner:** Glenn Greenwood

**Meeting held at Brentwood Town Hall**

### **Open Public Hearing**

**Aldred opened the meeting.**

**Stevens motioned to make Kennedy a voting member of the Board to fill in for Paul Kleinman, Finan seconds, all in favor, motion carries.**

The first item on the agenda is a preliminary design review for a proposed commercial and residential development on lot 201.015 located on Route 125 and abutting Shannon Way. Wayne Morrill of Jones and Beach, representing Owner/Applicant Great Bay Investments, submitted an email late this afternoon withdrawing the project.

The Board considered an application for a Dealer's Retail Vehicle license for 40 Route 125, 223.069, owned by Ian Chamberlain. There are three restrictions listed on the form as they were listed on the affidavit, maximum of 62 vehicles displayed on site, portable toilet on site and no onsite mechanical or inspection work. This is a previously approved use for this site. **Finan motions to have Aldred sign the form, Matson seconds, all in favor, motion carries.**

Aldred shared with the Board that there is a public meeting Thursday, March 23, 2023 at 6:30pm at the Brentwood Rec Center, 190 Route 125, regarding the "Status of Intersection: NH Route 125 and South Road". This is not a Town event, but it is open to the public and several Board members have expressed concern regarding this intersection in the past.

The minutes of February 16, 2023 were reviewed.

**Finan motions to accept the minutes with 1 edit, Stevens seconds, all in favor.**

The minutes of March 2, 2023 were reviewed.

**Stevens motions to accept the minutes, Finan seconds, all in favor.**

Aldred signed the Housing Opportunity Planning (HOP) Grant as discussed at the 3.2.23 meeting.

On 3.8.23 Greenwood and Kizza met with Fire Chief Bird regarding his concerns. Chief Bird's first concern is limiting the length of new roadways to 2000' unless a second egress is present. Chief Bird can site a couple of incidents in the past several years in which a second egress was needed. Chief Bird used the Town of

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Raymond's road standards as an example, Kizza looked at several other nearby towns and found that most have similar or more stringent ordinances. After discussing, Kizza and Greenwood felt this was a reasonable request on behalf of Chief Bird. Brentwood did have a similar ordinance that was removed back in the '90s. Kizza and Greenwood will work on some language regarding this and present to the Board at a later date. Kennedy asked if frontage requirements would remain the same, Greenwood sees no reason why frontage requirements should change, adding the second egress would be case specific and may require waivers. Kennedy suggests reaching out to the Conservation Commission regarding the environmental impact of an ordinance such as this, Greenwood agrees that Planning should reach out to ConComm, Police, Fire and Highway regarding this change. The Board discussed several ideas to make emergency access more convenient, wider roads, turnaround areas, second egresses, single emergency lanes, etc. Kizza suggests a matrix with these alternatives so the Board may give them weighted value, the Board agrees this would be helpful. Aldred states this discussion will be tabled until the Board has the matrix. The second topic discussed with Chief Bird, Kizza and Greenwood was roadways not being designed properly for plowing and snow removal, specifically Sunset Lane and Windsor Meadows. Current regulations require all dead ends and culs de sac streets have a minimum radius of 100'. Greenwood believes the 2 examples given were approved with waivers.

Kizza and Greenwood suggest a change to the waiver process to get approval/input from Fire, Police and Highway Departments. Stevens states that in the case of Windsor Meadows, the Planning Board had set that up to be a private road, however the Town brought it up to vote at Town Meeting and it passed, this resulted in the Planning Board putting forward an ordinance requiring all private roads be built to town specifications, this passed at the next Town Meeting.

Greenwood states that he has requested the Town Engineer look at the Town road specifications as they have not been revised in approximately 30 years, he has not received a response at the time of this meeting. Chief Bird also raised concern over houses being spaced 50' apart, he assumed this was due to sprinkler provisions. To get to 25' separation requires special exception from the Zoning Board of Adjustment as well as sprinklers, currently only the multifamily zone, (and age-restricted prior to being repealed) allows for homes to be less than 50' apart.

Greenwood will look over the multifamily zone regulations. Chief Bird brought up sidewalks within newer developments and would like to know who will be maintaining them. Currently there is one development with sidewalks, Three Ponds, and one potential development with sidewalks, River Run, both of these developments have HOAs and are both responsible for the maintenance of their respective sidewalks. The HOA stays in place as long as the age restriction is in place and there is no way for the age restriction to be dissolved under current standards. Chief Bird expressed concern about the use of granite curbing affecting road width as well as vehicles parking on the side of the roadway; Greenwood and Kizza looked at recommendations for this area and this type of roadway in the ASHTO manual, which is the Federal standard that NH DOT references. It does appear that Brentwood's regulations do not address curbing, that could be highlighted in the hypothetical review from the Town Engineer. It is important to note that ASHTO does not appear to consider snow, at least for that chapter.

Fire truck dimensions were also discussed, currently the widest vehicle allowed on

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public roadways is 102.32", the Brentwood Fire Department's widest vehicle is 96". Current subdivision regulations require 24' of pavement, ASHTO currently recommends 26' with curbing. Concern was also raised about people parking culs de sac and emergency vehicles not having enough space to get by them, could be added to the list of things for the Town Engineer to consider when reviewing roadway criteria. Aldred asked if that would fall under ordinances or marked "No Parking"/ "Fire Zone". Kizza and Greenwood will work on these concerns and come back to the Board when they have something to present, the matrix, language, etc.

**Finan motions to nominate Stefanie Kizza as Vice Chair, Stevens seconds, all in favor, motion carries.**

Finan inquired about Kleinman who is not present this evening but is a member of the Planning Board but was elected to the Selectboard earlier this week. Greenwood stated that Kleinman will step down from the Planning Board when he becomes an official Selectboard member but points out that Kleinman can be appointed to represent the Selectboard at Planning Board meetings. It was clarified that there cannot be 2 members of the Selectboard on the Planning Board. The Board will appoint another member at the next meeting. The Planning Board asked the alternates that were present how they felt about being appointed to the Board for 1 year, West stated that he is interested but would prefer to maintain his status as an alternate because he plans on traveling in the next year. Locke-Parks was not present. Kennedy states that if the Board were to appoint him, he would be interested, but it is not something he is seeking out at this time. Liz Faria, South Road, asked what the criteria for being a Planning Board alternate is. The Board states you must be a resident of Brentwood and willing/able to participate. Faria asked how many alternates the Board may have, the Board states they are authorized to have 5, they have had only 3 for some time now.

**Finan motioned to nominate Aldred to Chair, Stevens seconds, all in favor, motion carries.**

The manifest was signed.

The Board mentioned a grant for a charging station and questioned if this is something Brentwood may be interested in. Aldred has looked into this and it appears that every State has submitted a plan regarding charging stations on their highways, Route 125 is not included on that list. Finan states that two Rockingham Planning Commission (RPC) meetings ago they were discussing 2 spots, 4 stations, along 125, but that is now on hold until they hear more from NHDOT.

Finan states that Jack Mitchell, Chair of the Budget Committee approached him during the elections and he would like to be on the Planning Board agenda in the near future to discuss the Capital Improvement Program.

Finan also stated that Police Chief Ventura was present at the last Economic

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Development Committee meeting and discussed his ideas around a municipal safety campus. The Board is welcome to the idea of having Chief Ventura speak to the Planning Board about this as well.

**Kizza motions to adjourn, Finan seconds, all in favor, motion carries.**

Respectfully Submitted,  
Jillian Benedix  
Administrative Assistant  
Brentwood Planning Board