

Brentwood Planning Board Meeting Minutes 8.3.23

Present: Kristin Aldred- Chairperson

Bruce Stevens

Mark Kennedy

Doug Finan

Paul Kleinman-SB rep

~~Stefanie Kizza-Vice Chair~~

Ned Matson

Brian West

Kate Locke-Parks

Town Planner: Glenn Greenwood

Meeting held at Brentwood Town Office

Aldred opened the public meeting.

Stevens motions to bring West to the table as a voting member, Kennedy seconds, all in favor, motion carries.

7:00 pm: Site Plan Review Application: Applicant/Owner: Dadedu, LLC/Brentwood Park, LLC. Property is located at 335 Route 125, Brentwood, NH in the commercial industrial zone, referenced by tax map 209.014. The intent is to change the use from lumber storage to storage of carnival equipment.

TJ Melvin, Millenium Engineering, is representing the applicant this evening. The plans have been updated since the June 24th site walk, Melvin reviewed the changes. There was one outstanding comment from TEC which Melvin addressed, a note will be added to the plan that there will be no hazardous material stored on site. Planner Greenwood's regarding a DOT access permit was discussed. The change of use will result in a lower volume of traffic utilizing the driveway. Melvin provided the Board with correspondence with DOT. Documentation from NHDOT verifying the proposed use is allowed with the current driveway access permit will be a condition of approval. Melvin asked the Board if they had any questions. Greenwood asked about the possibility of an apartment in building 1. Melvin responded that there are currently no plans for an apartment on the site and stated the applicant was aware if that changed, they would need to come before the Planning Board again. Melvin and the Board discussed the septic, Melvin states the applicant has an approved septic design, he provided copies for the Board. The applicant met with the Building Inspector today and is aware the buildings will need to be brought up to structural and electrical code. The applicant states that he agreed to have a portable unit on site at all times until the septic is addressed. Greenwood states the Board could require a plan note that states "any increase in use will require the installation of the designed septic system and a visit to the Planning Board for an amended site plan. The Board had questions regarding the Trade School, the number of students and the size of the septic. The new design is approved for 600 gallons per day. Greenwood would like to see the number of clients who will be occupying the Trade School space on the septic design,

The 25' setback on the fire pond was not noted on the plan, the Board would like it to be, Melvin agreed.

No public questions or comments regarding this hearing.

Kennedy motioned to conditionally approve for 180 days, January 30, 2024, with the following five (5) conditions:

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1. There will be no storage of hazardous materials and signage to ensure proper storage.
2. The 25' setback around the fire pond will be on the final plan set.
3. There will be no apartment or anyone living on site.
4. Receipt of formal statement from DOT regarding driveway application.
5. School capacity is limited to comply with the approved septic design.

West seconds this motion, all in favor, motion carries.

Terry Roberts, North Road, had questions regarding the 2 lot subdivision behind Shannon Way, the Board answered her questions. The Board explained abutter notification to Roberts and encouraged her to check the Town website and call the office with questions. Roberts had questions regarding the County Complex going in on North Road, the Board explained they do not have jurisdiction, Greenwood encouraged Roberts to speak with Jude Gates, Benedix will provide contact information.

Greenwood updated the Board on the Capital Improvements Program Subcommittee meeting that was held on July 31, 2023, at 5pm, they met with the Fire Chief. Their next meeting will be August 14th at 5pm, they will be meeting with the Chief of Police and the Town Administrator.

The Board discussed the Rules of Procedure. There was much discussion regarding the possible Statement of Interest, it was ultimately tabled. The Board was in favor of changing all instances of "Chairman" to "Chair" and "Vice Chairman" to "Vice Chair." The Board discussed public comment and if there was any need to change the way it is conducted as well as the length of meetings. Greenwood suggested not putting a time limit on public comment(s), he suggested instead, "the time for public testimony can be limited by call of the Chair for cause," the Board agreed. The Board discussed the importance of alternates continuing with a hearing if seated in place of a disqualified member, if an alternate is seated because an elected member is qualified but absent, they have the right to reclaim their seat. The Board agreed that if an alternate is seated in place of a disqualified member they will continue through the entirety of the hearing for consistency. The Board agreed to change "the Chairman shall designate" and replace with a vote of the Board to nominate alternates to be seated for a hearing, (page 3, sentence 1). Greenwood explained that a split vote results in a "No" vote.

The Board reviewed the minutes of July 20th. Finan motioned to approve, Kleinman seconds, Stevens abstains, all others in favor, motion approved.

The mylar was signed.

Finan motions to adjourn, West seconds, all in favor, meeting adjourned.