

Planning Board Meeting Minutes
Town of Brookfield, NH
267 Wentworth Road
Brookfield, NH 03872
Public Hearing

Thursday, January 14, 2016

- I. **Chairman Rick Surette called the meeting to order at 6:37 PM.**
- II. **Roll Call: Members, Alternates, Appointment of Alternates per RSA 673:11,673:12**
 - A. Members present: Chairman Rick Surette, Vice-chairman Rob Collins, Ed Comeau, David Champy II and Selectman Rich Zacher.
 - B. Alternates present: Dianne Smith.
 - C. Members and Alternates absent: Geary Ciccarone, Jim Freeman and John Merrigan.
- III. **Appointment of Alternates per RSA 673:11, 673:12.**

Chairman Rick Surette appointed Dianne Smith as an alternate to Geary Ciccarone.
- IV. **Public Comments.**

(No members of the public were present).
- V. **Announcements/Correspondence/Mail.**

(None).
- VI. **Public Hearing to Review Proposals to Amend the Zoning Ordinance.**
 - A. At 6:40 PM Chairman Rick Surette opened the public hearing.
 - B. After some discussion regarding the lack of public attendance the following took place;
 1. **Motion: Chairman Rick Surette made a motion to suspend the public hearing until 7:00 PM to make allowance for any of the public in transit to attend the meeting.**
 2. Second: Vice-chairman Rob Collins. The motion passed unanimously.
 3. Recess began at 6:42 PM.
 - C. At 7:00 PM the public hearing was called to order.
 - D. After the Driveway, Private Roads and the Zoning Ordinance working documents (attached) were distributed to Planning Board members the following took place;
 1. **Motion: Chairman Rick Surette made a motion to accept the working documents as proposed amendments to the Zoning Ordinance for presentation at the March Town Meeting and to send the documents to the town attorney to suggest wording for the warrant articles.** Second: Dianne Smith. After some discussion Chairman Rick Surette withdrew his motion.

2. **Motion: Chairman Rick Surette made a motion to accept the private road working document a proposed amendment to the Zoning Ordinance for presentation at the March Town Meeting.** Second: Vice-chairman Rob Collins. The motion passed unanimously.
3. **Motion: Chairman Rick Surette made a motion to accept the driveway working document a proposed amendment to the Zoning Ordinance for presentation at the March Town Meeting.** Second: Vice-chairman Rob Collins. The motion passed with five members in favor and one opposed.
4. **Motion: Chairman Rick Surette made a motion to accept the proposed changes to definition “Y” in Article X of the Zoning Ordinance for presentation at the March Town Meeting.** Second: Vice-chairman Rob Collins. The motion passed unanimously.
5. At 7:42 PM Chairman Rick Surette closed the public hearing.

VII. Proposed Wording of Warrant Articles.

After some discussion the following took place;

- A. **Motion: Vice-chairman Rob Collins made a motion to accept the following as a warrant article;**
Are you in favor of amendment number one of the Brookfield Zoning Ordinance as proposed by the Planning Board as follows: to add definitions of private roads and approved private roads?
Second: David Champy II. The motion passed unanimously.
- B. **Motion: Vice-chairman Rob Collins made a motion to accept the following as a warrant article;**
Are you in favor of amendment number two of the Brookfield Zoning Ordinance as proposed by the Planning Board as follows: to clarify that a driveway is required for each dwelling and that a driveway cannot serve more than two lots.
Second: Chairman Rick Surette. The motion passed with five members in favor and Ed Comeau opposed.
- C. **Motion: Vice-chairman Rob Collins made a motion to accept the following as a warrant article;**
Are you in favor of amendment number three of the Brookfield Zoning Ordinance as proposed by the Planning Board as follows: to clarify the definition of frontage.
Second: David Champy II. The motion passed unanimously.
- D. After some discussion amongst Planning Board members, Chairman Rick Surette requested that the administrative assistant perform the following duties;
 1. Email a copy of the proposed amendments and proposed warrant articles to the town attorney and Planning Board members.
 2. After receiving input from legal counsel, display proposed amendments and existing language of the Zoning Ordinance in the public area of the Town Office building.
 3. Display copies of the warrant articles on the town website.
 4. Submit wording of the warrant articles to the Town Clerk.

VIII. Public Comments.

(None).

IX. Member Comments

(None).

X. Adjournment

At 7:46 PM the Planning Board meeting was adjourned.

Respectfully submitted by
George Nick, Administrative Assistant.

_____ Date 1/19/16

1. Add “h. A driveway is required for each dwelling” under Article II, A, 3, g on page 6 of the Zoning Ordinance as part of the Driveway Working Document.
2. Add the following to the definitions as listed in Article X of the Zoning Ordinance;
“**Driveway:** a private way that serves not more than two (2) lots and provides vehicular access to any street or approved private road.”

The following wording is proposed for insertion in Article X of the Zoning Ordinance;

1. **Road, Private:** a highway, street, road, avenue or way with the following characteristics:
 - (1.) not open to public use as a matter of right for vehicular travel,
 - (2.) the maintenance and repair of which shall be borne by the subdivider, abutting landowners or an association of abutting landowners.
 - (3.) serves three or more lots.

2. **Road, Approved Private:** a private road that was approved by the Subdivision Regulation process.

and to any lot, tract or parcel of land with frontage on a lake or pond shall be granted for purposes of access to the water body or its shoreline unless said lot, tract or parcel has a minimum of fifty (50') feet of shoreline, measured according to the standards of Article II, A. 3 (Building Lot Requirements), for each person to whom such permanent or temporary rights are conveyed.

e. Any other use not consistent with A. 1.

3. **Building Lot Requirements**

- a. The minimum lot size permitted shall be 87,120 square feet (two acres), and which shall include a minimum buildable area of :
- 31,750 sq. ft. with slopes less than 8%
 - 35,250 sq. ft. with slopes 8 - 15%
 - 40,000 sq. ft. with slopes 15 – 25%
- of contiguous non-hydric soil, exclusive of slopes greater than 25% and poorly and very-poorly drained soils, sufficient in size and configuration to accommodate all proposed structures, improvements, and facilities.
- b. Dwellings: No more than one dwelling shall be allowed on any existing or newly subdivided lot regardless of the size of the lot.
- c. All lots shall have not less than 250 feet of frontage on a Class V or approved private road, and the lot depth shall not be less than 200 feet. Lots fronting on Kingswood Lake shall have not less than 250 feet of frontage on said lake. Lots with less frontage and depth, which is recorded and taxed as a lot of record at the time of passage of this ordinance on March 14, 1961, shall be deemed a nonconforming lot and subject to the conditions indicated under Article IV.
- d. Setback: No structure or part thereof shall be placed within 40 feet of the side and rear lot lines or within 50 feet of the edge of any right-of-way or within 75 feet of any pond, lake, stream, brook, watercourse, marsh, or seasonally wet area.
- e. Farm Stand Structures (as defined in Article X):
- i. Farm Stand structures up to 200 sq. ft. shall be setback at least 10' from the traveled way and, if there is a stone wall along the right of way, no closer than the stone wall.

- S. **Fall Zone:** the area on the ground from the base of a ground mounted personal wireless service facility that forms a circle with a radius equal to twice the height of the facility, including any antennas or other appurtenances. The fall zone is the area within which there is a potential hazard from falling debris (such as ice) or collapsing material.
- T. **Farms, farming and agriculture:** as defined in RSA 21:34-a.
- U. **Farmers' Markets:** as define in RSA 21:34-a.
- V. **Farming:** as define in RSA 21:34-a.
- W. **Farm Stand:** as define in RSA 21:34-a.
- X. **Floor Area:** heated habitable area.
- Y. **Frontage:** that part of the lot or lot line abutting a *road or body of water*.
- Z. **Governing Body:** a board of selectmen in a town.
- AA. **Guyed Mount:** a mount that is secured to the ground or other surface by diagonal cables for lateral support.
- BB. **Height:** the height above ground level (AGL) from the natural grade of a site to the highest point of a structure.
- CC. **Hydric soils:** as defined by the Field Indicators for Identifying Hydric Soils in New England, New England Interstate Water Pollution Control Commission (as amended) and the Corps of Engineers Wetlands Delineation Manual, Technical Report Y-87-1, Environmental Laboratory, Department of the Army, 1987.
- DD. **Improvements:** any permanent structure or other development such as a street, walkways, sewers, utilities, etc.
- EE. **Junk Yard:** defined under RSA 236:112, I, as well as **Junk** defined as any old bottles, old paper products, old rubber products, two or more unregistered motor vehicles, two or more unregistered boats, used parts and material of motor vehicles or boats, and other second-hand articles the accumulation of which is detrimental or injurious to the neighborhood.
- FF. **Lattice Mount:** a type of mount with multiple legs and structural cross bracing between the legs and which may be guyed.