

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

Thursday July 20, 2017

- I. Chairman David Champy II called the meeting to order at 6:33 PM.**
- II. Roll Call: Members, Alternates, Appointment of Alternates per RSA 673:11,673:12**
 - A. Members present: Chairman David Champy II, Vice-chairman Rob Collins, Ed Comeau, Steven Bailey, and Selectman Rick Surette.
 - B. Alternates present: Dianne Smith.
 - C. Members and Alternates absent: Geary Ciccarone, Bill Ziadeh and Tim Straz.
 - D. Members Tardy: (None).
- III. Appointment of Alternates per RSA 673:11, 673:12.**
 - A. Chairman David Champy II appointed Dianne Smith as an alternate for an absent member of the Planning Board.
- IV. Public Comments.**

(None).
- V. Announcements/Correspondence/Mail.**
 - A. The latest copy of *Greenway Gazette* magazine will be available in the common office.
- VI. Public Hearing- MacKillop/ George Subdivision Application.**
 - A. At 6:35 PM Chairman David Champy II called the public hearing to order.
 - B. Chairman David Champy II read the public notice (attached) to those in attendance.
 - C. Surveyor Ray Bisson was invited by Chairman David Champy II to present the proposal to subdivide Tax Map 6 Lot 1B.
 1. Mr. Bisson displayed charts of property boundaries regarding the proposed subdivision.
 2. After explaining the boundaries of the subdivision, Mr. Bisson requested waivers as presented in the application.
 - D. Planning Board members reviewed the application for completeness by verifying each requirement of the Comprehensive Application Form had been met.
 1. **Motion: Vice-chairman Rob Collins made a motion for the Planning Board to accept subdivision requirement of regarding number 9 of page 9 of the application as having been met.** Second: Chairman David Champy II. The motion passed unanimously.

2. **Motion: Vice-chairman Rob Collins made a motion for the Planning Board to waive the requirement of number 13 of page 9 of the application.** Second: Ed Comeau. The motion passed unanimously.
 3. **Motion: Vice-chairman Rob Collins made a motion for the Planning Board to waive the requirement of number 23 of page 9 of the application.** Second: Ed Comeau. The motion passed unanimously.
 4. **Motion: Vice-chairman Rob Collins made a motion for the Planning Board to waive the requirement of number 24 of page 9 of the application.** Second: Ed Comeau. The motion passed unanimously.
 5. **Motion: Vice-chairman Rob Collins made a motion for the Planning Board to waive the requirement of number 25 of page 9 of the application.** Second: Chairman David Champy II. The motion passed unanimously.
 6. **Motion: Vice-chairman Rob Collins made a motion that the Planning Board conclude the MacKillop / George subdivision application regarding Map 6 Lot 1B as complete.** Second: Steven Bailey. The motion passed unanimously.
- E. Chairman David Champy II provided opportunity for public comments or questions regarding the application.
No comments or questions were submitted to the Planning Board.
- F. At 8:05 PM Chairman David Champy II closed the public hearing
- G. Deliberation.
1. **Motion: Vice-chairman Rob Collins made a motion that the Planning Board approve the MacKillop / George subdivision application regarding Map 6 Lot 1B.** Second: Ed Comeau. The motion passed unanimously.
- H. Planning Board members signed the mylar and plats.

VII. **Greenhalgh Preliminary Conceptual Consultation of a Proposed Sub-division (Rules of Procedure IX).**

- A. Ryan Greenhalgh, a representative of the Greenhalgh Family Revocable Trust, displayed a sketch of Map 15 Lot 2. The representative pointed out that the intent was to subdivide 2 acres from the lot, leaving the remainder in current use. Mr. Greenhalgh questioned the board as to the requirements of the remainder of the property staying in current use should it be sold to a new owner and the requirements of property on a scenic road. Vice-chairman Rob Collins suggested that the state regulations should be referenced to make a proper determination regarding the cutting of trees and stone walls.
- B. Mr. Greenhalgh questioned certain requirements listed in the Comprehensive Application Form. Planning Board members suggested that the applicant may request waivers of any requirements that do not apply.
- C. Vice-chairman Rob Collins suggested that applicant review the requirements of the Brookfield Zoning Ordinances before submitting the application.

VIII. Review and Possible Approval of the June 15, 2017 Meeting Minutes.

- A. A copy of the June 15, 2017 meeting minutes was distributed to Planning Board members.
 1. The following corrections were noted-
 - a. Delete “Dianne Smith” from page 1 of 5, II, A and add her name to II, B of the minutes.
 - b. At the bottom of page 2 of 5, VIII, D- change “Sate” to “State”
 - c. On page 3 of 5, X, 1- Change the first sentence to “Selectman Rick Surette pointed out that it would be better if there was a procedure for involving the Planning Board before town residents present submissions to the ZBA.”
 2. **Motion:** Ed Comeau made a motion to accept the June 15, 2017 meeting minutes as corrected. Second: Ex-officio Rick Surette. The motion passed unanimously.

IX. New Business-

- A. Consideration to Approve the Amended Rules of Procedure.

X. Old Business-

- A. Discussion of Amending the Zoning Ordinance in Regard to Solar Panels.
Chairman David Champy II postponed discussion pending revision of the Master Plan.
- B. Review of Cell Tower and Wind Energy Regulations.
Chairman David Champy II postponed discussion pending revision of the Master Plan.
- C. Consideration of Survey Questions for Amending the Master Plan.
Chairman David Champy II requested that Planning Board members review the original survey questions that were sent to residents in preparation of the original Master Plan and to be able to present suggestions for new survey questions.

XI. Public Comments.

(None).

XII. Member Comments.

1. Ex-officio Rick Surette volunteered to research how to supply the public with a means of approaching the Planning Board as a prerequisite to a submission to the ZBA.
2. Representative Ed Comeau volunteered to request that Legislative Services research the Planning Board’s authority to set up a procedure for requiring a submission to the Planning Board as a prerequisite to a submission to the ZBA.
3. Representative Ed Comeau suggested that if there is ambiguity in the law regarding submissions and decisions of the ZBA, proposals can be submitted to the state to amend the RSAs accordingly.
4. Dianne Smith commented that Greenways Regional Conservation Plan contains a wealth of data that would be a useful resource for compiling the revised Brookfield Master Plan.

XIII. Adjournment

At 9:14 PM the Planning Board meeting was adjourned.

Respectfully submitted by
George Nick, Administrative Assistant.

_____ Date 8/31/17

Notice of Public Hearing:

A Public Hearing will be held at the Brookfield Town Office Building, 267 Wentworth Road, Brookfield, NH 03872, on July 20, 2017 at 6:30 PM on the application of Alan George and Mary MacKillop for approval of a subdivision of property located at 81 Garney Road affecting Tax Map 6, Lots 1B.

The application will be reviewed for completeness at the Planning Board meeting on July 20, 2017. Upon a finding by the Board that the application meets the submission requirements of the Subdivision regulations, and if the Board votes to accept the application as complete, a Public Hearing on the merits of the proposal will follow immediately.

Should a decision to approve or reject the Subdivision not be reached at the Public Hearing, the hearing may be continued to subsequent Planning Board meetings on the third Thursday of every month at the Brookfield Town Office Building at 6:30 PM, and this application will stay on the Planning Board agenda until such time as it is either approved or disapproved. Anyone needing assistance to attend this meeting or further information, should contact the Planning Board Administrative Assistant at 522-3688.

The application is available for inspection at the Brookfield Town Offices, in the Planning Board room. The Town Offices are open Monday, 11 AM - 6 PM; Tuesday, 8:30 AM - 1 PM; Wednesday, 8:30 AM – 12:30 PM; Thursday, 8:30 AM – 12:30 PM; Friday, 8:30 AM – 12:30 PM. For additional available times, please contact the Planning Board Chair or Administrative Assistant by calling 522-3688.

June 29, 2017.

Brookfield Planning Board
George Nick, Administrative Assistant