

**Brentwood Planning Board  
Minutes  
February 17, 2022**

<b>Members</b>	Bruce Stevens, Chairman	Mark Kennedy
<b>Present:</b>	Jon Morgan, BOS rep	Doug Finan
	Kevin Johnston, Vice Chair	Paul Kleinman
	Kristin Aldred Cheek	Alternate, Brian West – Not Voting Town Planner, Glenn Greenwood

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

**7:00 pm: Continued Site Plan Review Application: Applicant: Skaff Cryogenics, a division of Chart D&S; Owner: Prefontaine Properties, Inc.** Property is located at 48 Industrial Drive, Brentwood, NH 03833 in the commercial/industrial zone, referenced by tax map 205.002.000. Intent is to construct an approximately 60' x 65' sq. ft., 75' in height, high bay building and a 20' x 60' sq. ft. low bay connector building expansion on the northern side of the existing Skaff Cryogenics building. The 75' high building will be utilized for the handling, erection and rehabilitation of up to 45' in height, tall cryogenic tanks. A concrete storage pad and new crane rail system is proposed to be constructed external to the high bay.

Present: Samuel Cheney, Project Engineer & Anna Giraldi, PE of Quantum Construction Consultants, LLC for the applicant; Jay Gosselin Facilities Director of Skaff Cryogenics and Chart D&S; Aaron LaPlante of RH White Construction. No abutters were present.

Cheney gave an update. A CUP was granted in the first review. Cheney went through TEC's 2<sup>nd</sup> review letter and comments (on file).

1. *Include tax maps/lot number on the cover sheet.* Comment addressed.
2. TEC caught *different addresses on the plan.* The Town tax cards lists one address, and the 911 system lists another (48 Pine Rd. & 48 Industrial Drive). At the request of the Planning Board, that note has been fixed on the general plan on C-2 is now 48 Industrial Drive. On the existing conditions plan, he reached out to Doucet Survey, and they said since the Tax card lists 48 Pine Road, Doucet would need additional information from the Town to change the mailing address on the existing conditions plan. Cheney said the tax card shows a mailing address of 48 Pine Road but a site location of 48 Industrial Drive. Stevens suggested listing the mailing address and the site address. Kennedy suggested the BOS work that discrepancy out. Cheney continued that the 48 Industrial Drive address is on the title block on the plan sheets now and updated in the notes.
3. *The zoning map showed the site in both the C/I and R/A districts,* but it was confirmed with Greenwood that it lies entirely in the C/I zone (commercial/industrial). Comment addressed.
4. *Site is in the aquifer protection district,* so a stormwater management plan was provided to the Town and TEC, but he didn't see any comments from TEC relative to the SMP. TEC said their comment had been addressed.
5. *Please state on the cover sheet any approvals or variances that were obtained.* Cheney has added the height variance that was granted by the ZBA to the cover sheet as well as the CUP permit granted verbally by the Planning Board at the last meeting on this.
6. *Please label the common land mentioned in General Note 5 on sheet C1.0.* Cheney said TEC wanted them to better call out the 25' setback and he's added labels to it to show where the common land is.
7. *Label Industrial Drive on the Locus maps.* Cheney said it's in red on the locus maps throughout the plan set now.
8. *Show the exterior dimensions of the building.* Cheney has added those. Existing dimension lines and the 80' x 65' proposed building addition.

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9. *Please provide more detail for the treatment of the storage trailers on sheet C1.1.* Cheney said a note can be added stating that the storage trailers would be relocated by the Owner prior to the start of construction.
10. *Show width of access road.* Cheney said on C2, the road dimensions, width has been added.
11. *Provide additional information on the subsurface infiltration system;* Cheney said they wanted more detail on the stormwater manifold which is located on sheet C 6.2. There is a better sketch now for how the pipes connect to the chamber.
12. *Provide information on proposed lighting.* Cheney said there is a separate photometric plan showing lighting fixtures and illuminance. Kennedy said there is no illumination on the tower itself, it's down low correct. Cheney agreed and showed the Board the proposed lights on the elevation plan, mainly security lighting.
13. *Provide surface treatments of the proposed building.* Cheney has added, it's to match the existing building.

Cheney reviewed the Town Planner, Greenwood's 2<sup>nd</sup> review letter and comments (on file).

7. *There are required fifty-foot vegetated buffers for side lines that abut residential use. A waiver request should be submitted to the Planning Board for consideration.* Stevens confirmed that he and Finan had gone out to the site to view that area, the elevation is so high, there's no need for a buffer.

Cheney had submitted a waiver request (on file) to waive the requirements of section 9.14 of the site plan review regulations which states that a 50-foot vegetated buffers are required along property lines separating a commercial lot from a residential lot.

Motion made by Finan, 2<sup>nd</sup> by Johnston, to grant the waiver from 9.14 of the site plan regulations requiring a 50-foot vegetated buffer along property lines separating commercial from residential. All were in favor. Motion carried.

Greenwood asked that Cheney add that waiver note to the cover page. Cheney agreed to add it. Cheney continued with the review of Greenwood's comments.

8. *The applicant needs to provide the Planning Board electronic versions of the final approved plan.*

10. *The plan set provide two different addresses.* No further discussion needed per Greenwood.

12. *The aerial photo shows many structures being stored in the 25-foot property line setback.* Cheney said Jay will remove, relocate them prior to construction. Stevens asked if that is a note on the plan. Cheney will add a note on the plan.

13. *The existing parking lot bleeds into the setback area as well. This corner should be removed.* Cheney said saw cut pavement and remove 10' of pavement. Sheet 2 shows loam and seed in this area. He will call it out better (on later sheets, that area is outside the 25' buffer). Cheney will call that out and make it clear that it's loam and seeded and not pavement.

Stevens said at one of the earlier hearings, abutters had mentioned non-reflective coating on the side that faced Deer Hill Road. Cheney said non-reflective paint. Gosselin said the building isn't reflective now. Add a note to the plan about it being non-reflective on that Deer Hill Rd. side of the building. Giraldi and Cheney agreed.

Cheney went through the SFC 2<sup>nd</sup> review letter and 3 comments (on file). 1) Jason Grant at the Fire Department supplied Cheney with the size of the largest fire apparatus so the site circulation can accommodate. SFC closed the comment. 2) Cheney said on the general note on sheet CX note 8; the new addition is minimally construction type IIB – non-protected non-combustible construction. Colby Fire Protection Inc. had their engineering firm, Engineering Planning and Management Inc. (EPM) provide SFC additional information and testing. *EPM's review noted that the High Bay addition does not require fire suppression per applicable NFPA codes and IBC summaries. SFC is in agreement and finds the*

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*response acceptable. The existing fire suppression system for the building is a dedicated single use direct feed from an on-site well supplied by the aquifer and fire pump. The fire pump is routinely tested by Skaff Cryogenics fire suppression contractor, John L. Carter Sprinkler Company, Inc., (Carter) to which the latest test reports are attached for reference. All of SFC's comments were satisfied.*

Stevens said we just ask for a note on the plan that the construction comply with NFPA codes. Cheney will add that note.

Stevens asked about the bond estimate regarding the cost of the building, not usually bonded. Greenwood agreed, it's not required; typically, it's roadways, stormwater management etc. Cheney said one of their engineers included the construction. The Board discussed the bond estimate of \$510,000. Remove all but Erosion & Sediment Control (\$15,402.69) and Stormwater & Drainage (\$57,529.10). Bond amount in the form of a letter of credit or cash bond to the Town would be **\$72,931.79**, no contingency. Stevens said until all work is completed, they won't get that back.

Motion by Stevens, 2<sup>nd</sup> by Johnston, to reduce the recommended bond estimate to include only the Erosion & Sediment Control (\$15,402.69) and Stormwater & Drainage (\$57,529.10) portions for a bond amount of \$72,931.79. All were in favor. Motion carried.

Cheney has sent the additional line to be added to the covenants regarding the Town having the ability to access the site to Chart for review. Greenwood confirmed that a stormwater management report just needs to be on the site, it doesn't need to be submitted to the Town annually; it doesn't need to be a condition of approval.

The Board reviewed the conditions for a 120-day approval to June 17, 2022:

- Add the waiver note to the cover page. Greenwood added that the note should also be shown on the overall site plan and on a recordable sheet.
- Add a note to the plan about the high bay being non-reflective on the Deer Hill Rd. side of the building.
- Add a note to the plan about structures that are stored in the 25-foot property line setback to be removed prior to construction; nothing stored in the 25' buffer.
- Add a note to the plan about standard NFPA requirements.
- Receipt of a copy of the recorded Stormwater covenants for the file with the additional line recommended by Town counsel about the Town accessing the property if necessary (on file).
- All bonds in place prior to the mylar being signed for erosion control and drainage for an amount of \$72,931.19; cash bond or LOC.
- Provide \$2,500 for escrow for future inspections, replenished as necessary & a pre-construction meeting with TEC is required per subdivision/site plan regs. prior to any construction taking place on the site.
- Impact Fee Block on the plan with number of lots (1) and impact fee amount of **\$3,484.00**.
  - $(80 \times 65 \text{ sq. ft. building} = 5,200 \text{ sq. ft (high bay \& low bay)} \times .67 \text{ cents} = \$3,484.00)$ .
- Final full plan set (2 paper copies) and final plan set on removable electronic media.

Motion made by Kennedy, 2<sup>nd</sup> by Johnston, to grant a 120-day conditional approval for the Skaff/Chart Industries site plan proposal to June 17, 2022, with the conditions noted above. All were in favor. Motion carried. The Board thanked them for a great presentation and detailed plans.

Kennedy and Greenwood discussed the aerial plan and thought it may be a good idea to incorporate that into the site plan regulations at some point. Cheney said Doucet Survey had used an aerial drone.

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**7:00 pm: Continued hearing for Master Plan Chapter adoption:** Consideration of adopting the Community Profile chapter of the Master Plan. Greenwood is still working on it.

Motion made by Aldred Cheek, 2<sup>nd</sup> by Morgan, to continue the hearing for the adoption of the Community Profile chapter of the Master Plan to **April 7<sup>th</sup>, 2022**. All were in favor. Motion carried. Aldred Cheek will review the documents of the Master Plan on file and re-organize those files; some of them are older scanned documents that aren't searchable; consolidate it possibly. Board discussed. Greenwood suggested converting PDF back to Word, it could be better organized. Aldred Cheek offered to look at it to try to better organize it.

**Board Business:**

The Board signed the manifest.

The Board reviewed the **RPC draft contract** (on file) for the Master Plan chapters; transportation and start a visioning chapter. These were budgeted for in 2022, using \$5k in funds. Board discussed ways to get the word out adding to any RPC surveys; post card (2k cost?), school newsletter, Brentwood newsletter, Town website were all suggested. Stevens reiterated he wants Greenwood to oversee RPC and provide Brentwood input. The chairman signed the RPC contract with a start date of March 17, 2022, to submit once the budget is approved.

Motion made by Kleinman, 2<sup>nd</sup> by Finan, to accept the RPC contract with a start date of March 17, 2022. All were in favor. Motion carried.

**Economic Development Update:** Greenwood said the Natural Resource Inventory was emailed around. He handed out color copies of the relevant maps for discussions with the Economic Development Committee and to have when reading through the Natural Resource Inventory. Greenwood said the poorly drained areas on the wetlands map along the 125 corridor; could be reduced using the new functional wetlands ordinance but the very poorly drained buffers won't change much. Morgan said he can also make more copies of these maps. Morgan gave an update that they met Professor Dan Whitener and the four UNH interns last night; they have the interns for 7 weeks; 10 hours per student per week. Focus on obstacles to development, doing a playbook for economic development, inventory of what's there, contacting business owners in the 125 corridor etc. to start about March 21<sup>st</sup>. Greenwood and Morgan discussed Greenwood meeting the UNH interns and attending a future Economic Development Committee (*EDC*) meeting, which meets the 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays at 6 pm. Greenwood suggested they come in during the day on a Wednesday when he's in the office and then they stay through to attend an EDC meeting that night. Morgan said they will have UNH come to deliver their findings to a joint Planning Board and EDC Meeting; here's the research, obstacles, what other towns have done, a path forward in regard to zoning language and take that to move forward with a playbook and a master plan chapter.

Aldred Cheek informed the Board that she attended her first RPC meeting as a representative for Brentwood. Bickum suggested a 6 pm start date for a PB Work Session proposed for March 31, 2022.

**Approval of Minutes:** February 3<sup>rd</sup>, 2022

Motion made by Morgan, 2<sup>nd</sup> by Stevens, to approve the minutes from February 3<sup>rd</sup>, 2022, as presented. All were in favor. Motion carried.

Motion made by Morgan, 2<sup>nd</sup> by Aldred Cheek, to adjourn at approximately 8:05 p.m. All were in favor. Motion carried.

Respectfully submitted,  
Andrea Bickum,  
Administrative Assistant, Brentwood Planning Board