

EXETER PLANNING BOARD

MINUTES

APRIL 14, 2011

Chairwoman Kathy Corson called the meeting to order at 7:00 PM in the Nowak Room on the above date.

PRESENT: Chairwoman Kathy Corson, Vice Chairman Ken Knowles, Selectmen's Representative Frank Ferraro, Members: Carol Sideris, Gwen English and Katherine Woolhouse, Alternate Members: Clerk Lang Plumer, Dennis Derby and Pete Cameron, Town Planner Sylvia von Aulock and Deputy Code Enforcement Officer Barbara McEvoy. It was noted that Ms. English, Ms. Corson and Mr. Plumer would not be voting members, therefore allowing alternate members to vote.

NEW BUSINESS: PUBLIC HEARINGS

BOATOFGARTEN, LLC – PB CASE #21101

The application for an amendment to the previously approved site plan (PB Case #2813) for the proposed construction of a 30,000 square foot building addition and associated site improvements at 32 Industrial Drive. The proposed amendment includes a parking lot expansion, drainage and landscaping improvements and incorporates phasing plans. The subject property is located in the I-Industrial zoning district. Tax Map Parcel #47-11.

Chairwoman Corson asked Ms. von Aulock if the abutters and public had been duly notified; Ms. von Aulock responded affirmatively. She asked if the application was complete enough for the Board to consider; Ms. von Aulock indicated the application was complete. ***Mr. Knowles moved to accept the application thereby beginning the 90-day clock for the Board to act; Ms. Sideris seconded the motion. VOTE: Unanimous. APPLICATION ACCEPTED.***

Ms. Jennifer Viarengo, P.E. with Appledore Engineering addressed the Board on behalf of the applicant. She identified the subject property noting that it was an 8.5 acre parcel located in the Exeter Industrial Park off of Epping Road. She explained that a conditional site plan approval had been previously granted by the Board for this site in March 2009 and proceeded to briefly review the components of that approval. She then reviewed the proposed amendment changes and noted that these changes would be consolidated with the previous approval and the entire project would be constructed in two (2) phases. Phase I would consist of all parking, landscaping and drainage improvements. Phase II will consist of the proposed addition, approved drainage improvements (for the building), infiltration system and the three (3) landscaped islands that need to remain open during Phase I construction.

Ms. von Aulock commented that the review by the Technical Review Committee (TRC) was quite extensive, and the Applicant had addressed all of the TRC comments, including plan revisions. She pointed out that the plans very clearly delineated the two (2) phases being proposed. She noted that DPW had not yet provided their final comments, and that several minor comments had been received from Underwood Engineering, Inc. (UEI).

Ms. Viarengo distributed some photographs of the existing site and identified the area proposed for expansion, noting that the area would be outside the 75' wetlands setback. Mr. Knowles inquired about the seasonal high water and soils conditions in the rain garden areas, noting that there were no soils or test pit information on the plan. Ms. Viarengo responded that UEI had also requested that information and noted that there was still approximately a foot or more of snow on the ground when the plans were originally designed. She indicated that the soils and wetlands had been remapped in conjunction with this project as it now required an Alteration of Terrain (AOT) permit. Mr. Knowles requested that the new soils information be added to the plans.

At the request of Chairwoman Corson, Mr. Mark Stebbins, property owner, addressed the Board. He explained that the proposed expansion was to accommodate a request from COBHAM, the tenant currently occupying the building. He indicated that COBHAM had purchased the Continental Microwave building (on Continental Drive) and was currently leasing his building. He indicated that they had expressed an interest to "clean up" the parking area prior to construction of the addition. He stated that the project was being done in phases to allow for the parking area improvements to be completed while there was a less intensive use of the property.

Ms. von Aulock proceeded to review the proposed conditions of approval, using the conditions from the original approval as a guideline. Mr. Plumer inquired about the proposed lighting, noting that the previous approval had required a revised plan be submitted for review and approval by the Town Planner.

Ms. Viarengo responded that understanding that the Board was not pleased with the previous lighting plan presented, a totally new lighting plan had been submitted for review. Ms. von Aulock confirmed that the lighting now being proposed was acceptable.

There being no further discussion, ***Mr. Knowles moved to approve the site plan for PB Case #21101, subject to the following conditions:***

- 1. All requests of the Planning Board to be addressed, including but not limited to:***
 - The plan shall be revised to include the new soils information (and test pit results) prepared in conjunction with the remapping of the soils on the site, as presented.***
- 2. All final revisions to the plans, agreements or related documents required by Town Departments, Town Counsel and their consultants to be addressed;***
- 3. All appropriate fees to be paid including but not limited to: Performance bond, sewer/water connection fees, applicable impact fees, inspection fees, and other agreed upon improvements;***
- 4. The Applicant shall submit an executed Site Review Agreement for Board signature;***
- 5. A preconstruction meeting shall be arranged by the applicant and his contractor with the Town engineer prior to any site work commencing;***
- 6. All applicable State and Federal regulations must be met regarding NPDES, NHDES and Site Specific. The permit approval numbers and dates of approval for all required permits be noted on the plans;***
- 7. All conditions of this approval (specific to Phase I of the project) are to be met within one year and all site improvements shall be completed within two years from the date of final approval.***

Motion was seconded by Dr. Derby. VOTE: Unanimous. CONDITIONAL SITE PLAN APPROVAL GRANTED.

OTHER BUSINESS

BOATOFGARTEN, LLC – PB CASE #2813

The Board reviewed a request from Mr. Eben Tormey, Project Manager dated March 9, 2011, for a one-year extension of the their previously approved site plan for a proposed 30,000 square foot addition and associated site improvements at 32 Industrial Drive. It was noted that the request for the extension had arrived in a timely manner, although the Board's March 10th meeting (for which this was originally scheduled for) had been cancelled. Subsequently, the request appeared on the March 24th agenda and was tabled until this evening in order to seek a legal opinion.

Ms. von Aulock noted that a waiver had been granted for relief from the wetlands "NoCut/No Disturb" and building setbacks in conjunction with the original application. She indicated that she believed this approval would be subject to the new wetland buffer regulations adopted in 2010, and that a conditional use permit would now be required prior to the construction of the building. Ms. von Aulock stated that clarification from legal counsel was necessary on the issue. She indicated that she would contact Town Counsel Jae Whitelaw and subsequently notify the applicant and/or their representatives with direction on how to proceed.

Chairwoman Corson commented that it would make sense to act on both the extension request and the CUP (if deemed necessary after speaking with Town Counsel) at the same time. Mr. Knowles commented that there was specific criteria that the Applicant needed to address in the CUP application and that the importance of the process should not be minimized.

A motion was made, seconded by Ms. Sideris to table action on the extension request until the Board's next meeting on April 28, 2011. VOTE: Unanimous.

APPROVAL OF MINUTES: December 16, 2010 and January 13, 2011

It was determined there was not an appropriate quorum of members present to act on the minutes of December 16, 2010 and would be deferred to the Board's next meeting.

A motion was made and seconded to approve the minutes of January 13, 2011, as written. VOTE: Unanimous. Ms. English and Messrs. Ferraro and Derby abstained.

TOWN PLANNER ITEMS

- Volunteer Fair – Saturday, April 16th 10:00 AM to 12:00 noon
- CIP Update - Ms. von Aulock reported that the process of reviewing and ranking the individual projects (by priority) will no longer be done by the subcommittee, but will be done "in-house" by the individual departments. Subsequently, the departments will present their findings to the Board for discussion. She indicated that the focus would be on 2012 projects and include phased projects (beginning in 2012). She noted that there would be no change in the PB schedule for these presentations. (First meeting in August and September).

REPORTS ON "OTHER COMMITTEE" ACTIVITY – None

CHAIRMAN'S ITEMS

Chairwoman Corson announced that she had been invited to the May 19th Historic District Commission (HDC) meeting at which the Heritage Commission would be providing a presentation on "form-based" codes. She extended the invite and encouraged Board members to attend if they were available.

She also reminded the Board of the Planning Board "rep" vacancy on the Historic District Commission. She suggested that the Board could address this at their May meeting after the Board of Selectmen has completed their Board/Commission appointments.

It was also noted that the Board's annual Election of Officers would be scheduled for the May meeting.

There being no further business before the Board, ***Dr. Derby moved to adjourn; second by Mr. Ferraro. VOTE: Unanimous. The meeting was adjourned at 8:00 P.M.***

The next meeting of the Exeter Planning Board will be held Thursday, April 28th, 2011 at 7:00PM in the Novak Room at the Exeter Town Offices.

Respectfully submitted,

Barbara S. McEvoy
Deputy Code Enforcement Officer
Planning & Building Department

:bsm