

1. Vice Chair Kelly Bergeron called the meeting to order at 7:03pm in the Nowak Room of the Exeter Town Offices on the above date.
2. BOARD MEMBERS PRESENT: Aaron Brown, Don Clement, Langdon Plumer, Kelly Bergeron (Vice Chair), Katherine Woolhouse, Gwen English, Kathy Corson, Ken Knowles (Chair)  
STAFF PRESENT: Sylvia von Aulock (Town Planner) and Sarah McGraw (Recording Secretary).
3. NEW BUSINESS

**The application of Exeter Mills LLC for an amendment to a previously approved site plan for the purpose of amending the parking requirements for the existing residential buildings at 10 Chestnut Street and One Jady Hill Avenue. The properties are located in the R-5, Multi-Family Residential zoning district. Tax Map Parcels #64-51 and #64-86. Case #21505**

*Ms. English moved to open case # 21505, second by Mr. Plumer. VOTE: Unanimous*

Jonathan Ring representing Jones & Beach Engineers, Inc discussed the properties of Exeter Mills LLC. The applicant applied for a waiver request for reduction in parking at 10 Chestnut street and One Jady Hill Avenue from the required 299 spaces to 269 spaces. A sheet was submitted that outlined the change in parking calculations. A memo was submitted from Steve Pernaw of Stephan G. Pernaw & Co, Inc that gave a minimum parking recommendation of 352 spaces and Urban Land Institute recommendation of 386 spaces.

Waiver Request 5.6.5 "Parking Count Reduction for Shared Parking"

#### BOARD COMMENTS:

Mr. Brown asked about any congestion issues that may arise and if they had any issues with the amount of snow over this winter.

Matt Asia of Exeter Mills LLC responded that many cars are garaged and found no further issues with the snow and related parking.

Mr. Plumer inquired about the 38 spaces connected with an adjacent property and if they will be marked off. Mr. Asia said they plan to mark the spaces.

PUBLIC COMMENT: None

Ms. von Aulock commented that this will be using the new regulation and reducing impervious surface.

*Ms. Corson moved to grant waiver 5.6.5, changing the parking spaces from 299 to 269 as stated in the written request second by Ms. English. **VOTE: Unanimous***

The Board Requested for an update of the property. Mr. Asia said they should be done by June of 2016 with site work completed in the fall of 2015.

## OTHER BUSINESS

### **Waiver request for Wakefield Investments Inc at 2 Hampton Road discussing phasing and bonding. Case # 21404**

Ms. Bergeron noted Ken Knowles arrived at 7:30 pm.

Chris Berry of Berry Surveying & Engineers described the 68 units at 2 Hampton Road. He said he has been working with Town Staff and State for permitting. Mr. Berry said the project will have three phases including the phase before phase one that includes drainage work. Mr. Berry said the Department of Public Works approved the bond value and they are ready to provide the bond.

#### BOARD COMMENTS:

Mr. Clement asked about releasing bonds at the same time. Mr. Knowles responded that a project can have multiple bonds at the same time.

Mr. Plumer asked about keeping the drainage clean during construction.

Mr. Berry responded that keeping the drainage clean during construction is a priority. This keeps the sediment from reaching the pond and preventing clean up afterwards.

Ms. Corson asked about the project time frame. Mr. Berry said that phase 1-3 hopes to be quick.

Mr. Brown asked about a situation in the early stages with occupancy and sale to a citizen with no infrastructure. Mr. Brown confirmed if one of the units in phase one sells a unit then it is protected by bonding. Ms. von Aulock said that before a Certificate of Occupancy can be given all site work needs to be completed.

Ms. von Aulock said that this was uncommon but the bond rolls over and follows the project.

Mr. Knowles stated that in their previous application it was missing three items (Bike Racks, Blast Survey and Dust Control) from the Conditions of Approval which was an error and the three items will be added back on.

Mr. Knowles said that no further action was needed at this time.

### **Request from Linden Commons**

Mr. Knowles referred to a letter from AMC Law Group, regarding a bond request for Linden Commons.

Mr. Knowles asked if the \$63,809 is release of entire bond. Ms. von Aulock said t she thought this was not a new bond but for Linden Commons to provide a check to cover the remainder. Ms. Corson suggested providing a letter of credit or cash. Ms. von Aulock said Town Council was working with Anne Crotty of AMC Law Group. The property conducted a lot line adjustment off of Linden who was encroaching onto the Conservation Easement. Then there is an easement adjustment. An encroachment agreement needs to be created which Anne Crotty, Eric Chinberg and Town Council are drafting.

*Ms. Corson moved to release the bond for \$63,809 with either a bond or cash amount of \$6,600 to be set aside to guarantee its completion of 22 missing trees second by Mr. Plumer. Mr. Knowles designated Aaron Brown as the non-voting alternate.*

Mr. Clement asked if all work has been completed. Ms. von Aulock said that all work had been completed except for what was missing. Mr. Plumer asked about the replacement guarantee. Ms. von Aulock said there is a replacement guarantee for a year.

VOTE: Unanimous

**March 12, 2015 Minutes:** *Mr. Plumer moved to approve the minutes as amended, second by Ms. Bergeron. VOTE: Unanimous*

### **TOWN PLANNER ITEMS**

Mr. Knowles went over the proposed new schedule for the application process. He said it would be more in line with the RSA requirements. The board would have an earlier opportunity to make comments. Mr. Knowles said that Town Council reviewed the schedule. The applicant now signs part of the application that says the Applicant is waiving the RSA. The signature block would then be taken off the application as recommended by Town Council.

After further discussion related to the schedule , Mr. Brown commented that the Board has to pick either the new schedule or the other otherwise it would be an unfair position.

Ms. English asked how the Conservation Commission would fit in to the new schedule. Mr. Knowles said Conservation Commission would come before the first Planning Board meeting or first completeness check. Ms. von Aulock said she would work on the schedule and come back to the Board.

Ms. Corson discussed the Zone Ordinance Review Committee (ZORC). She said that ZORC would be like a mini-All Boards Meeting which the Zoning Board Committee could go to with questions. Mr. Clement commented that Selectman can create a committee made of other committees but questioned if Planning Board had the power to do so.

Ms. Corson commented that ZORC would help with relationships between committees. Mr. Clement said that ZORC should be more formal. Ms. English said the group could stay ad-hoc and does not need to be authorized. Mr. Clement said the group could not propose zoning amendments if it was not a formalized group.

Mr. Knowles said they could check in with Town Council to see how committees can be established and made up of other committees. Mr. Clement suggested asking the Board of Selectman. Ms. Corson said that the Board of Selectman was not a land use board and to check with Town Council first.

*Mr. Plumer moved to adjourn the meeting, second by Ms. Corson. **VOTE:**  
Unanimous*

The meeting was adjourned at 9:07 pm.

Respectfully Submitted,

Sarah McGraw