

Exeter Planning Board

Draft Minutes

May 14, 2015

1. Chairwoman Kelly Bergeron called the meeting to order at 7:05 pm.

2. BOARD MEMBERS PRESENT: Members Present: Kelly Bergeron(Chair), Katherine Woolhouse(V.Chair), Pete Cameron(Clerk), Aaron Brown, Don Clement (BOS Rep), Gwen English, Kathy Corson (Alt), Langdon Plumer(Alt), Robert Mike-Mayer (Alt). STAFF PRESENT: Sylvia von Aulock (Town Planner), Sarah McGraw (Recording Secretary)

3. NEW BUSINESS

**Southern District YMCA/Camp Lincoln-PB Case #21202 Proposed Site Revisions**

Mr. Jeff Clifford of Altus Engineering Inc., described the proposed site revisions for the above case.

1. Eliminate shrubs at lower parking lot and install a wooden two rail fence to direct pedestrians to the cross walk. Note that lower parking areas will be completely reworked in the Phase 2 construction.
2. Revise granite curbing in lower parking lot to Cape Cod berm.
3. Install granite curbing and paving in the upper lot where 16 future spaces are shown.
4. Revise dumpster enclosure fencing: Install chain-link with privacy slats instead of wooden stockade fencing shown on Sheet C-1.
5. Leave existing 4 foot high chain link at field (versus proposed 6 foot high link fence).

**BOARD COMMENTS:**

Mr. Clement asked how cars would get into the 16 proposed spaces. Mr. Cameron asked if the berm was the same height. Mr. Clifford said the Cape Cod berm has a shallower slope. Ms. English inquired about snow storage and use of the grass banking.

**PUBLIC COMMENT:** None

Ms. von Aulock asked if the plan was to install all items on the plan in phase 2. Mr. Clifford said they would.

Mr. Plumer moved to approve case # 21202 as presented and as outlined in the present letter dated May 14, 2015, second by Ms. English. VOTE: Unanimous

Request by Kathleen Mahoney to extend conditional approval for cases 21318, 21319, 21320, and 21416 for 1 year.

*Mr. Plumer motioned to extend the conditional approval of the above cases, second by Ms. English.*

**VOTE: Unanimous**

**The application of Gary and Bruce Rohr (Trustees, Highland Trust) for a lot line adjustment between two properties located on Highland Street and Portsmouth Avenue. The subject properties are located in the R-2, Single Family Residential and C-2 Highway Commercial zoning districts. Tax Map Parcels # 65-138 and #65-139. Case # 21510.**

Charlies Tucker of Donahue, Tucker & Ciandella, PLLC, presented the lot line adjustment for the above case.

Conditions of approval:

- A. Case number be added to the plans
- B. That a monumentaion certificate be submitted to the Planning Departmnet with the appropriate fees for recording the plan.
- C. All conditions to be met within one year.

*Mr. Plumer moved to approve the lot line adjust for case # 21510 as presented, second by Ms. English.*

**VOTE: Unanimous**

**Continued public hearing on the applications of LTPL Holdings, LLC for anon-residential site plan review and Conditional Use Permit for the proposed construction of a private club with recreational amenities and associated site improvements on the property located at 19 Continental Drive. The subject property is situated in the CT-1, Corporate Technology-1 Park zoning district. Tax Map Parcel #46-7. Case # 21502.**

Jeff Clifford of Altus Engineering briefly described the project.

Ms. English asked if the parking could be further away from the vernal pool. Vicky Martel, landscape architect for the project said there was some planning with the vernal pool such as keeping lights away and a buffer of native plantings.

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Mr. Plumer asked to not have snow near the vernal pools. Mr. Mike-Mayer said he also had parking concerns.

Ms. von Aulock added concerns about the swale system and adding buffer plantings. Ms. English mentioned concerns about types of chemical sprays that could be used to control the mosquito population.

Ms. Woolhouse moved to grant waiver 9.1.6.B development within a wetland buffer, second by Mr. Plumer. VOTE: Unanimous

Mr. Clement moved to grant waiver 9.9.3 wetland setbacks, second by Mr. Plumer. VOTE: Unanimous

Mr. Cameron inquired about a letter received in the meeting packet from the town engineer. Ms. von Aulock said they were minor engineer comments.

Ms. English asked about the lighting plan. Ms. von aulock said that they will add the lighting plan to the plans and will show them to Ms. von Aulock.

Conditions of Approval:

- A. All requests of the Planning Board to be addressed,
  - i. All waivers and conditions of the approval be put on the plan.
  - ii. Snow removal to be confined to the far end of the small parking lot.
  - iii. Add Buffer planting plan to be provided to protect vernal pool.
  - iv. Town Planner review of final lighting plan updates to be placed on plan.
- B. All revisions to the plans or related documents required by Town Departments, Town Counsel and their consultants to be addressed.
- C. All appropriate fees to be paid including but not limited to: Performance Bond, sewer/water connection fees and other agreed upon improvements.
- D. All state permits and their conditions of approval be put on the plans.
- E. Site agreement signed.
- F. All on-site improvements to be completed prior to any issuance of certificate of occupancy (CO) with the exceptions of the finish course of pavement
- G. A preconstruction meeting be arranged by the applicant and his contractor with the Town engineer prior to any site work. The following must be submitted for review and approval prior to the preconstruction meeting.
  - i. The SWPPP (stormwater pollution prevention plan) be submitted to and reviewed for approval by DPW prior to preconstruction meeting.
- H. The Applicant shall meet with the Assessing Dept. to determine the street address.

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- I. All conditions to be met within one year and all site improvements to be completed within two years from the date of final approval.

*Mr. Clement moved to approve the conditional use permit, second by Mr. Plumer. VOTE: Unanimous*

**Continued public hearing on the application of 156 Epping Road, LLC and 3-5 Continental Drive, LLC for a lot line adjustment between two properties and a non-residential site plan review and Conditional Use Permit for the proposed construction of a 60'x 99' building addition, parking lot expansion and associated site improvements on the property located at 156 Epping road and 3-5 Continental Drive. The subject properties are situated in the C-3 , Epping Road Highway Commercial zoning district. Tax Map Parcel #47-1 and # 47-1-3. Case #21504 and #21504-A.**

Mike Juliano of Eaglebrook Engineering & Survey, LLC reported that they had received the EPA dredge and fill permit. There will be three years of monitoring by Patrick Seekamp.

Mr. Clement asked about the stormwater management. Mr. Juliano said there were catch basins and described drainage for each area of the property. Mr. Brown asked about recently moved earth on the property that could be unstable. Mr. Juliano said that they will compact and stabilize the slab so it does not run off. Mr. Clement asked for the height of the berm. Mr. Juliano said the height would be 6 inches.

Mr. Plumer asked if the catch basins was made of gravel, and Mr. Juliano replied yes. Ms. von Aulock suggested adding a stabilization addendum to the plans. Mr. Clement commented that the rainfall values did not match. Mr. Juliano said that they were for revised calculations for a 25-100 year storm.

Mr. Seekamp said there is a 60 day window for seeding the area of which they were coming to a close on.

Lot Line Adjustment conditions:

- A. Case number be added to the plans
- B. That a monumnetation certificate be submitted to the Planning Department with the appropriate fees for recording the plan
- C. All conditions to be met within one year

*Mr. Clement motioned to approve case # 21504-A as depicted on the plans submitted with standard conditions, second by Mr. Cameron. Vote: Unanimous*

### Conditions of Approval

- A. The following requests of the Planning Board to be addressed,
  - i. All waivers and conditions of the approval be put on the plan
  - ii. Wetlands to be clearly marked on the site to ensure protection of wetlands is carried out year round.
  - iii. Parking area expansion on side of property to be added/noted on the plan.
  - iv. Damaged trees along southern property line to be removed.
  - v. Any fill placed within 40 ft of the buffer be removed from the south side.
  - vi. Stabilization plan to be included in the plan.
  - vii. Measures to be taken to protect far edge of wetland on the north side-concrete berm extension and wetlands signage on 4x4 posts as a minimum for length of wetland.
  - viii. Seeding to be continued on existing berm on south side of property.
- B. All final revisions to the plans or related documents required by the Town Departments, Town Counsel, and their consultants to be addressed.
- C. All appropriate fees to be paid including but not limited to: performance bond, sewer/water connection fees, inspection fees, and other agreed upon improvements.
- D. All state permits and their conditions of approval be put on the plans.
- E. Site agreement signed.

*Mr. Plumer moved to approve case # 21504, second by Mr. Plumer, **VOTE: Unanimous***

### Waivers

#### **7.4.7 Requiring all trees 16" or greater to be depicted on the site plan.**

*Mr. Clement motioned to grant waiver 7.4.7 second by Ms. Woolhouse **VOTE: Unanimous***

#### **7.4.10 requiring a High Intensity Soil Survey (HISS) of the entire site, or appropriate portion thereof.**

*Mr. Plumer moved to approve waiver 7.4.10, second by Mr. Clement. **VOTE: Unanimous***

#### **9.1.3E and Site Plan and Subdivision Regulations section 9.9.2 requiring a 40' no cut-no disturb buffer and 75' setback.**

Mr. Plumer moved to grant waiver 9.1.3E, second by

Ms. English asked if the gravel parking area was ever previously approved. Mr. Juliano said that from the 1990 aerial photographs the property had been gravel before Mr. Lampert bought the property.

Mr. Clifford requested a waiver from the performance bond. Ms. Bergeron read the letter request. Ms. von Aulcok reminded the Board that DES covers wetlands not the buffers.

Mr. Brown asked to reconsider the berm extension.

*Mr. Plumer motions to leave in item C of the conditons of approval, second by Ms. Woolhouse. VOTE: Majority voted in favor with one nay.*

#### Site Plan Approval

Mr. Plumer moves to approve the site plan for case #21504, second by Ms. Woolhouse.VOTE: Unanimous

It is noted for the record that Darrin Winham , economic director of Exeter submitted a letter in favor of the last two cases.

**The application of Felder-Kuehl Properties, LLC for a design review of a proposal for the proposed construction of a mixed use(commercial/residential) building and associated site improvements on the property located at 85 Epping Road (corner of Epping Road and Meeting Place Drive).The subject property is located in the C-2, Highway Commercial zoning district. Tax Map Parcel # 55-75. Case#21507**

Michael Donahue represented Bob Felder. Mr. Donahue went through a brief history of the property. The property had been contaminated with lead and Mr. Felder went through remediation efforts voluntarily.

Changes have been made to the property in 2008, 2013, and 2015. Mr. Donahue said that there is a significant reduction in traffic impact. The proposal is a mixed use proposal with businesses on the ground floor. Mr. Donahue said that they plan on using the commentsfrom technical review and comments from the Planning Board. Steve Height representing Bob with Civil Works talked about some of the engineering aspects to the property including drainage. There is an Alteration of Terrain Permit submitted and all utilities are ready onsite.

#### BOARD QUESTIONS

Ms. English asked how much light is going off the parking area. Mr. Height said the lighting goes to the property line. Ms. English said light is escaping the area and if the light could be contained. Mr. Height said even if the light is shielded there will be glare. Ms. English also asked about the height of the building and Mr. Donahue said that they received a special exception from the ZBA which was renewed.

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Mr. Plumer asked about the dumpsters in the back corner. Mr. Height said the site plan incorporates access to the dumpsters.

Ms. Woolhouse asked if it were possible to incorporate shared parking. Mr. Donahue said that more parking will not be needed but may seek shared parking in the future if need be.

Mr. Brown asked about the decision on the use of the bottom floor of the proposed building.

Mr. Felder, property owner said the ground was contaminated with lead and after remediation, residential units are not allowed on the ground floor. Mr. Brown asked what the viability was for offices spaces in the area. Mr. Felder said that Darrin Windham had approved the type of use of the building.

Mr. Clement asked about trails connecting to the property. Mr. Donahue said that Mr. Felder is working with the Conservation Commission and making connections to the sidewalk.

5. APPROVAL OF MINUTES:

*Mr. plumer moved to approve the minutes from April 9, 2015 as corrected, second by Mr. Cameron.*

**VOTE: Unanimous**

Mr. Plumer moved to approve the minutes from April 23 as corrected, second by Ms. Bergeron. VOTE: Unanimous

6. TOWN PLANNER ITEMS:

Ms. Aulock read a letter found from the Exeter Sounding Board from 1978. She discussed the updates to the Master Plan as part of the Planning Board's duties. There is a contract with Rockingham Planning commission to provide technical assistance. There is a PREP grant being applied for and there was a suggestion the Planning Board get together with the Board of Selectmen. Ms. von Aulock will invite Jill Ferrell to speak to the group.

Mr. Clement said there were some flaws to the assessment. Towns should be looking at fertilizer applications. Mr. Clement also noted that the Rockingham

Planning Commission adopted their 2015-2016 budget.

Ms. Woolhouse commented that she had some concerns from the previous emergency meeting. One was if alternates were allowed to speak. Ms. Bergeron confirmed that alternates were allowed to speak on cases. She also had concerns about term limits.

Ms. Bergeron spoke about work to be done by the board to make sure that they are following the RSAs.

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

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The meeting was adjourned at 10:34 pm.

Respectfully Submitted,

Sarah McGraw

DRAFT