

These minutes are subject to possible corrections/ revision at a subsequent Exeter Planning Board Meeting

Exeter Planning Board

Draft Minutes

June 4, 2015

1. Chairwoman Kelly Bergeron called the meeting to order at 7:03 pm in the Nowak Room of the Exeter Town Offices on the above date.

2. BOARD MEMBERS PRESENT: Don Clement (BOS Rep), Kelly Bergeron (Chairwoman), Katherine Woolhouse (Vice Chair), Ken Knowles, Aaron Brown, Kathy Corson (voting alternate), and Sylvia von Aulock (Town Planner). Gwen English arrived at 7:40pm.

3. NEW BUSINESS

**Phillips Exeter Academy PB Case #21511. Determination of Completeness and Public Hearing**

Chairwoman Bergeron opened case # 21511, the application of Phillips Exeter Academy for a non-residential site plan review for the proposed relocation of five (5) tennis courts and associated site improvements in preparation for the proposed development of the Theater and Dance Center on the southerly portion of the campus. The subject property is located on Gilman Street, in the R-2, Single Family Residential zoning district. Tax Map Parcel # 83-1.

*Mr. Clement motioned to open case #21511, seconded by Mr. Knowles. All in favor- motion carried.*

Roger Wakeman, Chief of Planning and Facilities at the Academy, provided an overview of intent of the proposed site work. Also present from the Academy was Mark Leighton and Jeff Clifford of Altus Engineering. Mr. Wakeman explained that the Academy has acquired Gilman St and is looking at the south campus master plan. The preferred site for the Center for Theater and Dance is off of Court St., which requires relocating the front 10 tennis courts. Parking will be provided under a field house. Ultimately, the south campus master plan will include the complete relocation of the tennis courts, with the field house housing a track and 4 indoor tennis courts. Mr. Wakeman provided a rough schedule of projects associated with the south campus master plan:

Fall/winter 2015: Center for Theater and Dance and the field house will be started as separate projects

Spring/summer 2016: construction

2017: completion of field house and parking

2018: completion of Center for Theatre and Dance

Mr. Clifford provided an overview of the project/plan for the relocated tennis courts. The project is located between the J/V baseball and faculty housing, and will provide 5 tennis courts, a walkway, and stormwater management for the paved surfaces. Shallow depressions will act as "rain gardens" but will be planted with grass, rather than typical rain garden plantings. The material under the tennis courts will be removed and replaced with stone material to reduce the potential for cracking of the court surface. The voids between the stones will also provide an increase in flood storage within the flood plain, since the proposed tennis courts are located within the 2005 FEMA flood zone. Runoff from the tennis courts will be tied into the stormwater line that runs near the project location. Mr. Clifford stated that the size

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of the project requires a SWPP; however there are no wetland impacts and an alteration of terrain permit is not required. There is no lighting associated with the proposed tennis courts and the project is not expected to generate additional traffic. The initial technical review raised the issue of access to the site during construction and the plan is to use Gilman St for construction traffic to eliminate the use of side streets. Another issue raised in the technical review was enhanced fencing between the project and abutters.

BOARD COMMENTS:

Ms. Woolhouse asked for additional details on the fence between the abutters. Mr. Clifford responded that there would be a 6' fence with slats between the tennis courts and the abutters, in addition to a 10' chain link fence around the courts.

Mr. Knowles noted an error for MH#4 and asked for additional explanation on the compensatory flood storage for surface water. Mr. Clifford described how the additional flood storage would be used under various inflow conditions. Mr. Knowles questioned whether an 8" connection was sufficient but otherwise understood the approach.

Mr. Brown asked if the closest Browns Ct abutter was present. (abutter not present). Mr. Brown continued that he was curious about the potential impact on that property and if screening could be used to reduce the impact. Mr. Brown was also concerned about potential impacts on the integrity of the courts during flood events. Mr. Clifford responded that the courts would be constructed similar to the track, which has been through at least 2 flood events and has not been negatively impacted.

Ms. Corson asked if any trees will be removed for the project. Mr. Clifford responded that the tall pines at the end of Browns Court will be removed.

Ms. Corson was interested to hear about the applicant's experience with the new Planning Board process. Mr. Clifford responded that he liked the earlier Technical Review Committee feedback, however, for this particular project, the new process seemed a bit more onerous.

Mr. Clement asked about the stormwater treatment features, and the use of grass instead of plantings. Mr. Clifford responded that it is a "vegetated underdrained soil filter" and is equivalent to a rain garden. Plantings might help keep the soil less compacted, and so the grass treatment features might require aeration. Mr. Clement expressed a particular concern for nitrogen removal and Mr. Clifford responded that there are no documented differences in nitrogen removal between plantings and grass cover. Additionally, Mr. Clifford explained that the pollution load from the paved tennis court surface will be minimal.

Ms. English was interested to hear about the south campus master plan and Mr. Clifford provided a brief overview.

Mr. Clifford commented that, with respect to the new process, it was difficult to know how much of a presentation to do at the determination of completeness meeting.

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Chairwoman Bergeron explained that the current meeting was the first case under the new process.

Ms. English asked about site access during construction, and Mr. Clifford reiterated that initially it was proposed from River St., but is now planned for Gilman St.

TOWN PLANNER COMMENTS:

Ms. Von Aulock emphasized that the technical review had not been completed yet; only a preliminary assessment of completeness has occurred and it was found to be sufficient. The technical review will be completed in a week and the first meeting in July could be used to return to the Planning Board. Ms. Von Aulock stated that the project does meet the structural setbacks; however, a 20' buffer is required between residential and non-residential uses. This buffer can be reduced through the use of fencing.

PUBLIC COMMENT:

Martha Pennell (5 Timber Lane, formerly of Court St) asked how vehicles will reach the parking garage in the second phase. Mr. Wakeman indicated that cars would enter the parking garage in the area of Chadwick Ln. Ms. Corson followed up to ask who would be using the parking garage and when. Mr. Wakeman stated that it is still being worked on but the parking would likely be used by employees and during events (athletic and arts). Ms. Pennell commented that she didn't think people would use the garage if they could park on the street. She also encouraged the town and Academy to have a dialogue on the streetscape between Pine St and Front St along Court St, as this is an opportunity to improve sidewalks, trees, and parking in the area. She suggested, for example, making Elm St and Elliot St one way.

Jeremy James (70 Court St) asked about the movement of construction trucks, which direction along Gilman St (right to Court St or Chadwick Ln to Court St), and then which direction out of town/through town. Mr. Wakeman explained that truck traffic will need to be separated from pedestrian traffic down Gilman St, and at this time, it isn't known if the materials removed from the site will be stockpiled in soil storage. However, safety will be a serious consideration since construction will occur during the school year. Mr. James asked about the frequency of trucks and Mr. Clement asked for how long the construction activity and truck traffic will occur. Mr. Clifford thought it would be about a month (August) and wasn't sure at this time how frequent the truck traffic would be, since it depends on the size of the trucks. Mr. Clifford stated that there would be a phased approach to the project so it wouldn't be happening all at once.

Ms. Pennell asked about the route trucks would be taking through town. Mr. Leighton replied that the details for this project are not known at this time. For the artificial turf project, the trucks will move through town, but they might not do the same thing for the tennis court project.

Kevin Montville (92 Court St) commented that this will be a significant project and the truck traffic will impact the town. There was additional discussion about the potential number of truck loads.

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Mr. Brown suggested a site walk, especially since this was the start of the larger south campus master plan. Discussion among the Board followed and it was decided to schedule a site walk.

Mr. Montville asked if there would be any dust control for the movement of soil in August. Mr. Clifford responded that dust control is specified as part of the SWPP and weekly inspections are required.

A site walk was scheduled for June 16, 2015 at 8:30am.

Ms. Von Aulock asked about the construction schedule. Mr. Clifford responded that it would be 5 days/week and they will provide more information at the next meeting. Also, he stated that there would still be truck traffic in September.

There was Board discussion regarding the process for the "determination of completeness". Mr. Knowles observed that the Board essentially accepted the application by opening the public hearing. Ms. Von Aulock commented that the preliminary technical review had determined the application to be complete.

Ms. English asked if Court St is being paved this summer. Mr. Clement responded that Water and Front Streets are being paved. Ms. Von Aulock said that other paving projects will be considered as part of technical review.

Mr. Knowles moved to continue the application to July 9, 2015. Ms. Woolhouse seconded. Unanimous.

#### OTHER BUSINESS:

Chairwoman Bergeron wanted to review Planning Board procedures, specifically the new Section 5.2 on joint meetings/hearings from the Town Manager.

Ms. Von Aulock commented that there had been no town planner input on this and she found it very strange to not be involved, since the Town Planner guides the board. Ms. Corson agreed that usually revisions are made by committee, and not just one person. Discussion followed about the process for changes to procedures. Section 5.2, and the role of legal counsel.

Chairwoman Bergeron requested Board members to review Chapter 1 of the Master Plan. Mr. Clement commented that Mr. Plumer had offered to help on the Master Plan Committee and suggested that comments be passed back through him.

Approval of Minutes: Minutes of May 28, 2015 were tabled to the next meeting to allow time for review. Mr. Knowles moved to approve the minutes of May 12, 2015 with corrections; Mr. Clement seconded. In favor: Ms. English, Mr. Clement, Ms. Woolhouse, Mr. Knowles, Mr. Brown, Chairwoman Bergeron. Abstain: Ms. Corson.

Minutes of May 14, 2015 were tabled to another meeting to review the tape for clarity. Mr. Brown asked about minutes for site walks, and suggested that they be read into the record during regular meetings. General agreement among the Board. Ms. Corson asked about alternates voting on minutes and following discussion there was consensus that alternates are allowed to vote on minutes.

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TOWN PLANNER ITEMS:

Update on the PREP grant, which was started by the Citizen's for Responsible Growth. The Board of Selectmen supported the effort for an outreach campaign for fertilizer use. Town staff assisted with the application and it will be submitted tomorrow (June 5, 2015).

Mr. Brown mentioned as part of education/training opportunities the meeting regarding wind turbines and recommended Board members attend if possible. Ms. Von Aulock noted that the town does have a turbine ordinance.

Ms. English proposed reinstating the Zoning and Ordinance Review Committee. Discussion followed regarding whether this was allowed by the RSAs and Mr. Clement expressed a wish for there to be a formal process/procedures for such a committee, with posted meetings and minutes.

It was agreed to prepare a framework for a committee for further Board discussion at the next meeting.

Ms. Corson recognized that this was the last meeting with the Town Planner and thanked Ms. Von Aulock for her work with the Board. Additional comments of appreciation were made by Board members.

*Motion to adjourn the meeting made by Mr. Knowles, seconded by Ms. English, unanimous- motion carried.*

The meeting was adjourned at 9:35pm.

Respectfully Submitted,

Katherine Woolhouse