

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

Board members present: Don Clement (BOS Rep); Pete Cameron, Clerk (Regular Member); Kelly Bergeron, Chair, (Regular Member); Lang Plumer (Alternate), Gwen English (Regular Member). Kathy Corson (Alternate) arrived at 7:20.

Staff Present: Glenn Greenwood (Interim Planner, acting recording secretary)

**PB Case #21513-** New application for a boundary line adjustment between properties located on Drinkwater Road. The applicant is Kathy Thompson (property referenced as tax map 85, lot 90, # 15 Drinkwater Road and the other property is owned by Sandra K. Vallery and Anthony D'Agostino, referenced as tax map 85, lot 91 and located at # 13 Drinkwater Road.

*Motion made by Mr. Cameron to accept jurisdiction of the application as complete, second by Mr. Plumer.*

**Vote:** unanimous.

Mr. Clement asked about any easements on site. Mr. Henry Boyd, Millennium Engineering, described that an easement is created with this plan for access to existing municipal water lines. This proposed easement is shown on the plan.

Ms. English asked the reason for the boundary line adjustment and was told by Mr. Boyd that the applicant had planted some landscaping across the property line and this would correct the issue.

The application included a waiver request to allow the plan to forego displaying all structures within 100 feet of the property boundaries of the two subject parcels.

*Motion was made by Mr. Clement and seconded by Mr. Plumer to grant the waiver request.*

**Vote:** unanimous.

Chair Bergeron added the requirement of a monument certification to the standard list of conditions for approval.

*Mr. Clement moved to approve the boundary lot adjustment, with conditions as outlined by the board, seconded by Mr. Plumer. **Vote:** unanimous.*

**PB Case #21511.** This application is a continued public hearing for the relocation of 5 tennis courts to a location slightly northeast of their existing location.

Before proceeding with the presentation, Ms. Bergeron noted for the record items of discussion during the site walk of the property conducted on June 16, 2015 as follows:

1. Tennis courts would be elevated 2 to 2 ½ feet at the center, with a gradual slope down to the outside edges. A slight depression is to be created for drainage and storm water treatment. The courts will be asphalt with a tennis court surface treatment.
2. In regards to storm water management, the water level will go down to 30" for a 100 year flood. The void space is greater than the amount of fill going in. An underdrain soil filter will be installed, and is best for treatment of nitrogen, similar to wells for drinking water.
3. An 8 ft fence is to be installed at the far corner with plantings such as ivy to be placed at the base of the fence to provide further screening. A 10 ft fence is to be installed around the courts.
4. PEA representatives were asked if the owner of the abutting property had been asked his opinion regarding the fencing and screening plan. Members were assured PEA would reach out to the owner for feedback on the plans for both fencing and screening.
5. There was concern expressed regarding the setback, and PEA representatives were asked if the courts could be moved back a bit to provide more setback between them and the abutter.

Ms. Bergeron then turned the meeting over to representatives for Phillips Exeter Academy for a presentation of the project and results of the site walk and Technical Review Committee. Mark Leighton of PEA described the project and turned the presentation over to the project engineer, Jeff Clifford of Altus Engineering. Mr. Clifford explained the revised screening proposed at the Brown's Court location and indicated that the new six foot, black vinyl fencing was preferred by the abutter. Mr. Clifford also discussed the new traffic pattern for the construction phase that will utilize a one way circulation using both Gilman St. and Chadwick Lane. Mr. Clifford also described how the proposed drainage will result in reduced stormwater runoff in the post construction phase of the project.

Questions from the Board included:

Mr. Plumer clarified that all existing vegetation will be removed at the Brown's Court location as well as 5 pine trees. One tree is at the site of the Brown's Court abutter and the remaining four are along the rear boundary.

Mr. Cameron questioned the removal of the existing fence and the replacement fence at a lower height and was told that this was the preference of the direct abutter.

Mr. Clement asked about size and frequency of trucks during the site work and construction and was told there would be approximately 50 truck trips each day. Ms. Corson offered that this seemed like a small impact. Trucks carrying excavated materials would be travelling through town to get to the Drinkwater Road site.

Sarah James, abutter asked what time the construction activity would be taking place and was assured by Mr. Leighton that activity would be limited to 7:00 am to approximately 3:30 pm week days.

*Mr. Plumer moved to approve the site plan for tennis court relocation with a standard list of conditions and the motion was seconded by Ms. Corson. **Vote:** unanimous.*

**PB case #21514** New application to make exterior and interior changes to property located at 120 Epping Road and referenced as tax map 55 lot 7. Property owned by Thomas Forbes and applicant is Jennifer Cornell. The existing structure is a mixed use commercial residential facility and the proposed use will be a change from office space to a veterinary hospital. The proposed use is permitted in the C-2 Highway Commercial zone.

*Mr. Cameron voted to accept jurisdiction of the application, seconded by Mr. Clement. **Vote:** unanimous.*

Mr. Todd speaking as the general contractor for the proposed animal hospital described the project and then turned the presentation of the proposal to Mike Schlosser, project engineer from MJS Engineering. Mr. Schlosser described the new parking lot layout with 12 spaces, signage and lighting. There will be no residential use of the property in the future so the parking calculations match the Town of Exeter's requirements.

Impervious coverage on the lot increases from 19.6% to 25.4% but all stormwater is captured and treated on site before out letting to a wetland on the back side of the parcel.

The applicant anticipates four employees at facility buildout.

Mr. Schlosser indicated that proposed signage is planned to be placed in the Town's right-of-way.

Questions from the Board included:

Mr. Clement offered that the parking configuration was an improvement but asked if the access point had been enlarged. Mr. Schlosser indicated that the access is two feet wider than exists now.

Ms. Corson asked about landscaping; she feels this is a good time to get greater landscaping. Mr. Plumer asked about an animal turnout area. Mr. Schlosser said an area in the western side yard will be utilized for this purpose and Mr. Plumer asked that this be detailed on the plan.

Ms. English was concerned that Planning Board members received copies of the site plan late due to Planning Department confusion. She would like to see additional plantings beyond what is proposed and would like to see a landscaping plan included with the final set of plans.

The applicant requested two waivers with this site plan proposal. The Board entertained each.

*Mr. Plumer moved for acceptance of the waiver for section 7.4.10, HISS mapping, seconded by Ms. Corson. **Vote:** unanimous.*

*Mr. Plumer moved acceptance of waiver for section 7.4.12, required boundary survey, seconded by Ms. Corson. **Vote:** unanimous.*

*Mr. Clement moved acceptance of plan with conditions as outlined by the board, seconded by Mr. Plumer. **Vote:** unanimous.*

**Other Business:**

Mr. Cameron stated that site walk minutes need to be made a part of the formal Planning Board record.

Ms. Bergeron noted that the Planning Board is now sharing agendas with other town boards and indicated that the Historic District Commission and the Zoning Board of Adjustment are responding in kind.

In response to a query by Ms. English at the previous Planning Board meeting, Ms. Bergeron explained that changed TRC dates on the former Planning Board schedule were the result of accommodating the Labor Day and Columbus Day holidays. These TRC dates were changed back to Tuesdays on the updated Planning Board schedule to maintain consistency for applicants. The paragraph found on the former Planning Board Schedule regarding mandatory TRC meetings was removed from the updated Planning Board schedule at the request of Ms. Von Aulock because with the updated system for applicants it was no longer relevant.

Ms. Bergeron accepted a motion to table the Planning Board minutes of May 28 and June 25.

Mr. Clement was told that the application for Mr. Ken Ma that was denied in June has not yet come back to the Board. The Wool subdivision that needed to be reviewed in the public forum has been re-submitted to the Planning Board.

Planning Board Procedures: Several members expressed concern about being unable to follow the iterative process regarding changes to the rules of procedures document. After much discussion it was decided that a new version will be developed with track change capability so that everyone can follow the progress of proposed changes to the document.

*Mr. Clement moved that a subcommittee comprised of the Chairperson, Mr. Cameron and Ms. English review the rules of procedure document and offer proposed changes to the full planning Board, and was seconded by Mr. Plumer. **Vote:** unanimous.*

*Motion to adjourn by Mr. Plumer, seconded by Mr. Cameron at 8:56 pm. **Vote:** unanimous.*

Respectfully submitted,

Glenn Greenwood, interim planner and acting recording secretary