

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, Members: Gwen English, Alternate Members: Pete Cameron and Town Planner Sylvia von Aulock.

Chairwoman Corson indicated that the Board was continuing their discussion of proposed amendments to the Exeter Zoning Ordinance for consideration at the 2013 Town Meeting. She noted that three (3) of the proposed amendments had been tabled at the December 13<sup>th</sup>, 2012 meeting for further discussion this evening. (Reference was made to the proposed amendments as outlined in the 12/13/12 legal notice).

8. Amend Article 2 Definitions by adding a definition for "Assisted Living Facility" as follows: Housing primarily for elderly persons, who require some support services for their daily living activities including basic medical assistance. Assisted Living Facilities typically require residents to be mobile and capable of performing most routine tasks. (Renumber sections in Article 2 and correct definition references throughout the ordinance as needed.)  
Also amend Article 4.2 Schedule I: Permitted Uses by adding "Assisted Living Facility" as an allowed principal use in the NP, C-3, R-4, and R-6 districts.  
Amend Article 5.6.6 Off-Street Parking Schedule by adding the use "Assisted Living Facility" with the parking requirement of 1 space for every 5 units, 1 space for every 6 units for guest parking, plus one per employee on max. shift.

Chairwoman Corson indicated that the Board has previously discussed allowing "Assisted Living Facility" as a permitted use in the "R-5" zoning district, as well, to be consistent with the other definitions being proposed. It was also noted that in the proposed language for Article 5.6.6, the abbreviation "max." should be corrected to read "maximum".

There was no further discussion from the Board. Chairwoman Corson acknowledged that there was no public present for any comment.

***Mr. Knowles moved to accept the changes to the proposed amendment (#8), as discussed and to repost the revised text for the January 10<sup>th</sup>, 2013 public hearing; second by Mr. Cameron. VOTE: Unanimous.***

12. Amend Article 4.3 Schedule II Density and Dimensional Regulations –Residential, by revising the chart to reflect the density required for a two-family in the R-2 district as 12,000 sq. ft./unit.

Chairwoman Corson noted that after discussion at the last meeting, Board members had wanted to see the proposed revision in the actual chart of the dimensional requirements. She explained that the proposed amendment actually reduced the lot area required per unit from 15,000 s.f. to 12,000 s.f. Ms. von Aulock also pointed out that the proposed amendment would only apply to properties on municipal water and sewer. She asked if the Board wished to reduce the lot area required per unit for properties currently on well and septic; she noted that the minimum lot area required per unit was currently one (1) acre. Board consensus was to move forward with the proposed amendment, as proposed and to initiate further discussion with the Zoning Ordinance Review Committee (ZORC).

***Mr. Cameron moved to sponsor the proposed amendment (#12), as written, to be placed on the warrant for 2013 Town Meeting; seconded by Mr. Knowles. VOTE: Unanimous.***

14. Amend Article 5.6.6 Off-Street Parking Schedule by deleting the reference to "Elderly Housing" use and its associated parking requirement; and revise the parking requirement for "Elderly Congregate Healthcare/Retirement Planned Community as follows:

Elderly Congregate Healthcare Retirement Planned	1 space for each 1 bedroom dwelling unit, 2 for each 2+ bedroom dwelling unit, 1 per 4 beds, 1 per 6 units for guest
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Community	parking, plus 1 per employee on the maximum shift
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Chairwoman Corson commented that the proposed amendment would be applicable to a “RiverWoods”-type facility which offered multiple living styles and well as a healthcare component. She pointed out that “Retirement Planned Community” was actually the name of the zoning district (R-6). She explained that the R-6 district would actually incorporate all of the other uses which the Board is proposing to define, and therefore, the reference to “Retirement Planned Community” in the off-street parking schedule could be removed. She noted that each individual use, as being proposed (i.e. “Active-Adult”, “Independent”, “Assisted” or “Elderly Congregate”) has its own parking requirements. Chairwoman Corson stated that subsequently, the definition of “Retirement Planned Community” in Article 2 of the zoning ordinance should be removed as it is a “zone” and not a “use”.

Ms. von Aulock noted that deleting the definition of “Retirement Planned Community” was not discussed at the last meeting and will have to be noticed for the January 10<sup>th</sup>, 2013 public hearing. She suggested that the Board could vote on proposed amendment #14, as written, noting that the intent was to revise the parking requirement for the “Elderly Congregate Healthcare” use; and then subsequently propose a separate amendment to delete the definition. Ms. von Aulock expressed concern that the intent of R-6 district would be lost if the definition is eliminated. Board discussion ensued.

Mr. Knowles indicated that the zoning district is defined by the uses permitted within it; he pointed out that “Retirement Planned Community” is not a permitted use included in the schedule of permitted uses outlined in Article 4.2. He indicated that the permitted uses in the R-6 district would now include (if passed) those uses previously discussed by the Board (“Active-Adult”, “Independent” and “Assisted” Living facilities) in addition to those currently listed. Chairwoman Corson noted that there was currently no property in the R-6 zoning district available for any future development.

***Mr. Knowles moved to sponsor the proposed amendment (#14), as written, to be placed on the warrant for 2013 Town Meeting; seconded by Mr. Cameron. VOTE: Unanimous.***

Board discussion continued on the appropriate wording for proposed amendment (#15) for the deletion of the definition and parking requirements for “Retirement Planned Community”. Board consensus was as follows:

- Amend Article 2, Definitions by deleting the definition for “Retirement Planned Community”.*
- Amend Article 5.6.6. Off-Street Parking Schedule by deleting the reference to the use “Retirement Planned Community”.*

Ms. von Aulock indicated that she would perform a word search of the ordinance to make sure that there were no additional references to “Retirement Planned Community” elsewhere in the document, other than in Article 3 (Establishment and Designation of Districts).

***Ms. English moved that the proposed language be posted for the January 10<sup>th</sup>, 2013 public hearing (as proposed Amendment #15); seconded by Mr. Knowles. VOTE: Unanimous.***

Chairwoman Corson proceeded to explain to the Board about the additional material received this evening regarding Article 5.3.5 - Demolition Review Ordinance. She indicated that the Heritage Commission was proposing several changes to the ordinance relative to the ‘business/calendar day’ requirements associated with the demolition review process. She noted that formal action was taken at their December 19<sup>th</sup>, 2012 meeting to forward the proposed changes to the Planning Board for consideration at the January 10<sup>th</sup>, 2013 public hearing. She provided a brief review of the proposed changes.

## **OTHER BUSINESS**

### **ALTID ENTERPRISES LLC – PB CASE #21004**

The Board reviewed correspondence from Mr. Jonathan Ring, P.E. on behalf of his clients (Altid Enterprise LLC), dated 9/12/12, indicating that the proposed improvements at 100 Domain Drive had been completed and his clients were requesting release of their performance bond and remainder of the

inspection fee deposit. The Board also reviewed a memo from Town Engineer Paul Vlasich, dated 12/20/12, in which he indicated that the development project was complete and that as-built plans had been provided. His memo also indicated that the improvements had been inspected and found to be satisfactory to the Town and therefore recommended release of the bond and that all unexpended inspection fees be returned to the developer.

***Mr. Knowles moved to release the performance bond, as recommended; seconded by Mr. Cameron. VOTE: Unanimous. PERFORMANCE BOND RELEASED.***

***Mr. Knowles moved that all outstanding funds being held by the Town for the 100 Domain Drive project be returned to the developer, as recommended; seconded by Mr. Cameron. VOTE: Unanimous.***

#### **RICHARD EDMUNDS – PB CASE #2603**

The Board reviewed a memo from Town Engineer Paul Vlasich, dated 12/20/12, which indicated that the developer had provided the “as-built” drawings as requested, for the development project at 10 Continental Drive (Building #1). In his memo he also represented that the plans had been approved by the Town Inspector and that he recommended that the remainder of the performance bond escrow funds (in the amount of \$3,000.00) being held by the Town could be returned to the developer.

***Mr. Cameron moved to release the remaining funds, in the amount of \$3,000.00, as recommended; seconded by Ms. English. VOTE: Unanimous. PERFORMANCE BOND RELEASE GRANTED.***

#### **APPROVAL OF MINUTES: November 8 and December 13, 2012.**

It was determined that an appropriate quorum of members was not present to act on the two sets of minutes presented. Action was deferred until the Board’s next meeting.

#### **TOWN PLANNER ITEMS**

Ms. von Aulock thanked everyone who participated in the Winter Warming Fund Raffle and announced that a little over \$1,000. had been raised and that the drawing was tomorrow.

#### **REPORTS ON “OTHER COMMITTEE” ACTIVITY - None**

#### **CHAIRMAN’S ITEMS - None**

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

The next meeting of the Exeter Planning Board will be held Thursday, January 10, 2013 at 7:00PM in the Novak Room at the Exeter Town Offices.

Respectfully submitted,

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