

1 **TOWN OF EXETER**

2 **PLANNING BOARD**

3 **January 28, 2021**

4 **VIRTUAL MEETING**

5 **APPROVED MINUTES**

6 **Zoom ID: 89070728836**

7 **Phone: 1 646 558 8656**

8 **I. PRELIMINARIES:**

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10 **BOARD MEMBERS PRESENT BY ROLL CALL:** Chair Langdon Plumer, Vice-Chair Brown, Pete  
11 Cameron, Clerk, Gwen English, John Grueter, Jennifer Martel, Molly Cowan, Select Board  
12 Representative, Nancy Belanger, Alternate, Mark Dettore, Alternate, Pete Steckler, Alternate and Robin  
13 Tyner, Alternate.

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15 **STAFF PRESENT:** Town Planner Dave Sharples

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17 **II. CALL TO ORDER:** Chair Plumer called the meeting to order at 7:00 PM. Chair Plumer read out loud  
18 the meeting preamble which indicated that an emergency exists and the provisions of RSA 91-A:2 III (b)  
19 are being invoked. As federal, state and local officials have determined gatherings of ten or more  
20 people pose a substantial risk to the community and the meeting imperative to the continued operation  
21 of Town and government and services which are vital to public, health, safety and confidence. This  
22 meeting will be conducted without a quorum physically present in the same location and welcome  
23 members of the public accessing the meeting remotely.

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25 The members introduced themselves by roll call and in accordance with the Right to Know Law noted  
26 they were alone in the room.

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28 **III. OLD BUSINESS**

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30 **APPROVAL OF MINUTES**

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32 January 14, 2021 – Special Meeting at 6:30 PM

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34 ***Mr. Cameron motioned to approve the January 14, 2021 Exeter Planning Board 6:30 PM***  
35 ***Special Meeting minutes. Mr. Grueter seconded the motion. A roll call vote was taken***  
36 ***Grueter – aye, Martel – aye, English – aye, Cowan – aye, Cameron – aye, Brown – aye and***  
37 ***Plumer – aye. The motion passed 7-0-0.***

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39 January 14, 2021 – Regular Meeting Minutes at 7:00 PM

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41 Mr. Steckler recommended edits.

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***Ms. English motioned to approve the January 14, 2021 Exeter Planning Board regular Board meeting minutes, as amended. Mr. Grueter seconded the motion. A roll call vote was taken Cowan – aye, English – aye, Martel – aye, Grueter – aye, Brown – aye, Cameron – aye and Plumer - aye. The motion passed 7-0-0.***

**IV. NEW BUSINESS**

**PUBLIC HEARINGS**

1. Continued discussion on the application of Brian Griset for review of a Yield Plan in conjunction with a proposed single-family condominium open space development and associated site improvements on property located off Tamarind Lane and Cullen Way. The properties are located in the R-1, Low Density Residential and NP-Neighborhood Professional zoning districts.  
Tax Map Parcel S #96-15 and #81-53  
Planning Board Case #20-2

Chair Plumer read the Public Hearing Notice out loud and indicated the Board had received a request from the applicant to continue the discussion to the February 11, 2021 Planning Board meeting at 7:00 PM and had asked about meeting in the Nowack Room of Town Hall.

Mr. Sharples indicated the Town is not conducting meetings in the Nowack Room of Town Hall at this time due to COVID-19. The Board agreed the meeting could be rescheduled virtually.

***Vice-Chair Brown motioned to continue the discussion on the application of Brian Griset for review of a Yield Plan, Planning Board Case #20-2 to the February 11, 2021 Planning Board regularly scheduled virtual meeting at 7:00 PM. Mr. Grueter seconded the motion. A roll call vote was taken Brown – aye, Cameron – aye, Cowan – aye, English – aye, Martel – aye, Grueter – aye and Plumer aye. The motion passed 7-0-0.***

2. The application of RiverWoods Company At Exeter for a minor site plan review for the proposed construction of a 3,378 square foot addition to the existing administration building and associated site improvements to the property located at 6 White Oak Drive. The subject property is located in the R-1, Low Density Residential zoning district.

Tax Map Parcel #80-18  
Planning Board Case #20-4

Chair Plumer read the Public Hearing Notice out loud.

Mr. Cameron recused himself as he is a resident of RiverWoods. Chair Plumer indicated Alternate, Nancy Belanger would be active for this hearing.

Mr. Sharples indicated the application was complete and ready for review purposes.

84 **Ms. Belanger motioned to accept the application of RiverWoods Company At Exeter (Planning Board**  
85 **Case #20-4) as complete for review purposes. Vice-Chair Brown seconded the motion. A roll call vote**  
86 **was taken Belanger – aye, Grueter – aye, English – aye, Cowan – aye, Brown – aye, Martel – aye and**  
87 **Plumer – aye. The motion passed 7-0-0.**

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89 Mr. Sharples noted the applicant is seeking a minor site plan review for the proposed construction of a  
90 3,378 square foot addition to the existing administration building and associated site improvements.  
91 The applicant submitted a minor site plan and supporting documents dated March 3, 2020 and revised  
92 April 15, 2020 (plans dated stamped December 22, 2020) which were provided to the Board. The TRC  
93 meeting was cancelled due to COVID but materials reviewed independently by Town Departments and  
94 UEI. Comments dated March 18, 2020 and April 30, 2020 are provided. UEI stated their comments  
95 were addressed and DPW has no further comments as well.

96

97 Erik Saari of Altus Engineers appeared on behalf of the applicant and noted Deb Riddell and Bob Lietz of  
98 Riverwoods were present as well as two architects, Michael Miller & Russell McLaughlin from AG  
99 Architects and Attorney Sharon Somers.

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101 Mr. Saari posted the aerial plan depicting RiverWoods three campuses and indicated the project site is  
102 at the existing “Ridge” Continuing Care Retirement Community located off Kingston Road (NH Route  
103 111). Mr. Saari noted this would solve what he referred to as internal space issues by relocating some of  
104 the administrative staff. The project would be a small, one-story, addition of 3,185 SF to provide a  
105 common room, kitchen, bath, connecting hallway and outdoor improvements such as patios grill, fire  
106 pit, a shaded area and connecting sidewalks. There would be no new parking. The drainage system  
107 would handle the 2,200 SF of additional impervious surface. The underground system would provide  
108 pretreatment and retention before discharge. It will not alter the AOT permit and no other permits will  
109 be required. Mr. Saari posted architectural renderings of the interior and exterior and floor plans.

110

111 Ms. English asked if there would be any stone drip edge and Mr. Saari indicated no, there would be  
112 gutter systems capturing water and sending it to the drainage system.

113

114 Ms. English, Ms. Martel and Mr. Grueter asked about the 13 mature trees being removed and Mr. Saari  
115 indicated all of the trees being removed would be replaced on the campus if they could not be  
116 transplanted. Vice-Chair Brown indicated he would like to see a condition that there be the same  
117 number of trees post project.

118

119 Ms. English asked about landscaping and Mr. Saari indicated the residents do plantings. Mr. Sharples  
120 noted no formal plan is required for minor site plan review. Ms. Riddell noted the community has an  
121 Arboretum Committee and resident driven team. The trees will be replaced and the goal of RiverWoods  
122 is to have beautiful, thoughtful landscaping and to work with the residents.

123

124 Ms. English asked about the differing sidewalk widths and Mr. Saari indicated the narrower sidewalk is  
125 for employees only.

126

127 Ms. English asked about lighting and Mr. Saari indicated there would be low level landscaping lights and  
128 sconces at the doors.

129  
130 Ms. English asked about the back of the building and buffering the generators and mechanical  
131 equipment and Mr. Saari indicated the administrative employees' offices will be on the aesthetically  
132 pleasing side of the building.

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134 Ms. English asked about parking and visitors and Mr. Saari noted the addition is for internal  
135 administrative use and not for use with the general public so there will be no additional parking.

136  
137 Ms. English asked about the two jut-outs off the pool and Mr. Saari indicated they would deal with  
138 condensation issues if necessary but likely will not be used.

139  
140 Chair Plumer opened the hearing to the public for comments and questions at 7:35 PM and being none  
141 closed the hearing to the public for deliberations.

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143 Mr. Sharples noted there are no standard conditions (other than the tree condition specified) as the  
144 Board has received everything already.

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146 ***Vice-Chair Brown motioned that the request of RiverWoods Company at Exeter (Planning Board Case***  
147 ***#20-4) for Minor Site Plan approval be approved with the condition that the same number of trees***  
148 ***removed are planted on or near the project location.***

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150 ***Ms. English amended the motion to substitute the words "on the campus" for "project location" and***  
151 ***Vice-Chair Brown accepted the amendment which was seconded by Ms. Belanger. A roll call vote was***  
152 ***taken Martel – aye, Grueter – aye, Brown – aye, Belanger – aye, Cowan – aye, English – aye and***  
153 ***Plumer – aye. The motion passed 7-0-0.***

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155 Ms. Belanger stepped down as Alternate for Mr. Cameron and Mr. Cameron rejoined the meeting.

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157 **V. OTHER BUSINESS**

158  
159 Great Bridge Properties LLC – PB Case #19-19  
160 Epping Road  
161 Tax Map Parcel #55-75  
162 Request for extension of Planning Board Conditional Approval (granted 1/23/20)

163  
164 Chair Plumer read the Public Hearing Notice out loud.

165  
166 Mr. Sharples noted the applicant submitted the request dated December 21, 2020 for an extension of  
167 the conditional approval granted on January 23, 2020 for construction of a multi-use development to  
168 include a four-story building with office space and non-residential uses on the first floor, multi-family  
169 residential use (28 units) on the upper floors, parking and associated site improvements at 2 Meeting  
170 Place Drive. The property is 3.22 acres in area located in the C-2 Highway Commercial zoning district.

171 Chris Davies of Great Bridge Properties presented the request and noted there were many hurdles to  
172 affordable housing and the applicant did not get funding yet. The application process is submitted in the  
173 fall, late November or early December and takes months to close. Mr. Davies requested a two-year  
174 extension but clarified he had no inconvenience returning to request another extension after one year  
175 which Vice-Chair Brown noted is customary for the Planning Board. Mr. Sharples indicated there is no  
176 fee for applying for an extension.

177

178 ***Vice-Chair Brown motioned that a one-year extension to the conditional approval granted for the site***  
179 ***plan for Great Bridge Properties LLC (Planning Board Case #19-19) be approved. This conditional***  
180 ***approval will now be valid through January 23, 2022. Mr. Cameron seconded the motion. A roll call***  
181 ***vote was taken Cowan – aye, English – aye, Cameron – aye, Martel – aye, Brown – aye, Grueter – aye***  
182 ***and Plumer – aye. The motion passed 7-0-0.***

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#### 184 VI. TOWN PLANNER'S ITEMS

#### 185 VII. CHAIRPERSON'S ITEMS

#### 186 VIII. PB REPRESENTATIVE'S REPORT ON "OTHER COMMITTEE ACTIVITY"

#### 187 IX. NON-PUBLIC SESSION PURSUANT TO NH RSA 91-A:3(II)I (consideration of legal advice)

188 ***Ms. English motioned to go into non-public session pursuant to NH RSA 91-A:3(II)I***  
189 ***consideration of legal advice. Ms. Martel seconded the motion. A roll call vote was taken***  
190 ***Grueter – aye Martel – aye, English – aye, Cowan – aye, Cameron – aye, Brown – aye and***  
191 ***Plumer – aye. The motion passed 7-0-0.***

192 Mr. Sharples indicated to Exeter TV that the Board would exit but not end the virtual meeting  
193 and sign onto a separate virtual meeting and then return to adjourn and seal the minutes in  
194 public session.

195 The meeting was closed to the public at 7:55 PM.

196 ***Vice-Chair Brown motioned to come out of non-public session and seal the non-public meeting***  
197 ***minutes indefinitely. Mr. Cameron seconded the motion. A roll call vote was taken Brown –***  
198 ***aye, Cameron – aye, Cowan – aye, English – aye, Martel – aye, Grueter – aye and Plumer –***  
199 ***aye. The motion passed 7-0-0.***

200 The meeting was reopened to the public at 8:48 PM.

201

202 **X. ADJOURN**

203 ***Vice-Chair Brown motioned to adjourn the meeting. Ms. Martel seconded the motion. A vote was***  
204 ***taken, all were in favor, the motion passed unanimously. The meeting adjourned at 8:48 PM.***

205

206 Respectfully submitted,

207 Daniel Hoijer,

208 Recording Secretary