

**PLANNING BOARD
NOVEMBER 3, 2016
DRAFT MINUTES**

1. CALL TO ORDER:

Chair Kelly Bergeron called the session to order at 7:04 pm.

Members were present were Langdon Plumer, Kelly Bergeron, Chair, Gwen English and Aaron Brown. All members would be voting this evening.

Staff present were Dave Sharples, Planner, and David Pancoast, Recording Secretary. Applicants and consultants were present as well.

2. NEW BUSINESS: PUBLIC HEARINGS:

The application of C3I, Inc. for review of an amended site plan and additional waiver requests in conjunction with the proposed construction of 12,000 square foot building (with office and production space) and associated site improvements on the property located at 8 Commerce Way. The subject property is located in the I-Industrial zoning district. Tax Map Parcel #48-3. Case #21609.

Mr. Plumer moved acceptance of the application, Ms. English seconded, and it passed unanimously.

Mr. Sharples explained the issues and submission. On October 25th, when filed, there was no staff authority to approve the requests but on October 27th, the Board made a decision to give such authority to the Planner and Staff. These are all minor modifications pursuant to the Board's decision about minor changes. Erosion control was double silt-socked on entire site but it's really only needed in one area immediate to Norris Brook, the rest is single silt socked. Two waivers were requested: one for visual barriers for the dumpster for a gated fence and landscaping. The second one is granite curbing, they want to substitute bituminous curbing. There is a flare of it

out to the roadway at the entrance and neither DPW nor Planner wanted to see it on the public Commerce Way because it gets damaged by the plows. Recommends either not require it or in Commerce Way use granite curbing so Town plows don't damage the bituminous curbing.

The Chair went over the filing timing and said she is okay with the Planner's decisions and "reads" on the matters and his authority since the vote, to approve them. The remaining Boardmembers agreed with the Chair, and no vote was necessary. The Planner will report to the Board on progress and his decisions in that regard.

On the waivers: Jack McTighe, Engineer, reported on the dumpster waiver request since no one will see it where it is located. On second request the granite curbing replaced by bituminous curbing serves the same exact function. They could stop the curbing before the public street to avoid having to change over to Granite in Commerce Way.

Mr. Brown asked why they had curbing in the first place if not needed now. Mr. McTighe said that water will travel over the grass slope and get pre-treated in very short flare areas without any curbing. The preference is to avoid curbing going out into the public way. The curbing was going to stop at the radius of the entry. Ninety percent of the site has curbing to direct water flows and that remains in effect. Ms. English stressed that she wanted to protect Norris Brook and no changes should fail to do that. Mr. McTighe said the protections for the Brook will remain as required.

Mr. Plumer said the dumpster position has treeline around it, so he is okay with that waiver. Mr. Mike Curry, President of C3I, said that they believed the dumpster was essentially out of sight and had planned it that way, so he hoped the waiver is granted as the requirements are unneeded.

Mr. Plumer raised the issue of continuity of curbing requirements for the abutting business, which is Northeast Distribution, but the Planner said it

has no curbing. Mr. Brown said the Town's position on granite curbing is a maintenance concern, bituminous requires much more maintenance over time as it gets damaged. The dumpster is not an issue for him. Ms. English said they might need more paving over time and the bituminous curbing might disappear over time as paving gets thicker/deeper. She wanted to be sure there is a curb there in future, so they must be maintained. Mr. McTighe said there's also three feet of soil behind the curbing as backup protection so Ms. English was okay with this change.

No further comments of Planner. He provided waiver motions for Board's use. Mr. Plumer moved the waiver of the dumpster fencing/landscaping, Ms. English seconded and the roll call vote was unanimous approval. Mr. Brown moved the waiver of the granite curbing, Ms. English seconded and the roll call vote was unanimous approval. Ms. English raised the issue of the waivers being noted on the final plans. The Planner will require the applicant to do that and they will also go into the waiver approval letter.

3. OTHER BUSINESS:

Continued Board discussion of potential zoning amendments:

Mr. Sharples reviewed the draft amendments which were submitted to the Board. The specific language is not included in these minutes for sake of brevity but is made part of the record for them. His intention was to discuss them but not necessarily vote on them tonight. He explained Amendment #5-16 for Accessory Dwelling Units. Mr. Brown wanted to see something larger in size and it captured what he wanted. Accessory dwelling units should be proportional to the house size and could be bigger than 750 sq ft. This language limited them to a maximum of 900 sq ft or 1/3 of the finished area of the principal dwelling structure, whichever is less. Mr. Brown said the 1/3 needs to be defined more clearly to work for applicants, but he was not trying to overly complicate it. There was discussion about the wording and the intent of the sizing for the accessory dwelling size. Mr. Brown was aiming at the final figure of the accessory structure being 25% of the final

structure size after the addition. In this regard one would need a 3600 square foot dwelling with part of it being a 900 square foot accessory dwelling. This is a work session so discussion is good to have so that clarity results. Tweaking this in a rewrite would be worthwhile. Finished floor areas will be what is shown on the Town Tax Card for the property. Two of the three following are required for finished floor area: heat, walls, or flooring. Mr. Brown said a third will work better than a quarter, so during discussion as he thought about it, he changed his mind on the figures. Mr. Sharples will put an example into the ordinance.

Next was Lot Frontage: the Board was amenable to this. Lots should have frontage on a public street. If on a private road, but developer will maintain it, that's fine. Proposing to add language per Schedule 3. Have to keep the lot as wide as the frontage until the side setback line comes into play. This is for adding frontage to the dimension and it must be on a roadway.

Mr. Brown said it's necessary to have this change, as the current situation goes against zoning in many ways. Mr. Sharples said the prior language could cause issues. Most Towns are trying to eliminate these problems. There was discussion on lot configurations that might have come into play in this matter, including problems and layouts that are involved. Frontage requirement is the key to doing this right. Hardships can come up but frontage still has to be there for those to even be approved.

The next amendment was for Epping Road Setbacks. In Schedule 3, it is 50 ft on front, 30 ft to sides and 25 ft to rear. Current regulations are much longer distances and more restrictive. Epping Road right now has an 85 ft parking setback in front. Mr. Sharples did an analysis: there are 19 parcels in the C-3 corridor, 15 are developed and 12 currently are non-conforming and violate the setback, and some violate the parking setback requirement. Three parcels conform to all the setbacks. Setbacks create how a space feels. Must have a "build-to" line as well, so they don't go too far back. Epping Road maximum building height is 50 ft. Minimum right-of-way 70 ft

on Epping Road. There was discussion on possibilities on Epping Road. Road width reductions were raised by Ms. English, referred to as “Road Diets.”

Mr. Sharples discussed a small business coming to Exeter and looking at locations for them. Looked at CT/Professional Technology Park (PP) areas. Not permitted, businesses must tie into Town water and sewer but in some locations it’s a half mile away so very expensive. Businesses would need variances to go in there. The Planner thought that he should explore why that language is in there, it’s unique. Mr. Brown said some towns do it on purpose to force applicants to bring in water and sewer-trying to defray infrastructure improvements. There was discussion on these issues.

Mr. Brown asked about the hearing element of the amendments. Mr. Sharples said the Board will do them in the second meeting in December.

Mr. Sharples mentioned short term rentals (“Air B & B’s”) discussion topic, but it’s a big issue so he feels the Town is not in a position to advance that this year-needs much more work on it. Ms. English said it’s a big issue nationwide.

Approval of Minutes: October 27, 2016:

These were tabled to next session (11/17) per Chair and the Board agreed.

4. Minor Modifications Approvals:

Mr. Sharples said YMCA is advancing and the Town Engineer has weighed in. He will report more information and progress at the next session.

Mr. Sharples said the Board had talked about stormwater regulations updates in Site Plan and Subdivision Regulations. Most development triggers alteration of terrain. If 2.5 acres, have to follow state rules, if not, then should be consistencies in them. He has talked to DPW and they have

MS4 Compliance money this year to help fund that. Their consultant Wright Pierce can present it to the Board on 11/17 to start the discussion.

5. REPORTS ON MEMBERS' OTHER ACTIVITIES:

Ms. English said the legislative forum is on 11/9 in evening but she had no other details on it.

She mentioned Healthy Lawns: but hadn't heard anything since last report, but it's being worked on. Mr. Sharples said he would like to have something on 11/17 for the Board on that.

6. ADJOURNMENT:

There being no further business before the Board, Mr. Plumer moved to adjourn, seconded by Ms. English and the motion passed unanimously. The Chair adjourned the session at 8:30 pm.

Respectfully submitted by David Pancoast, Recording Secretary.