

## PLANNING BOARD

1/12/17

### DRAFT MINUTES

#### 1. Call to Order:

Chair Kelly Bergeron called the session to order at 7:02 pm.

Members present were Don Clement, BOS Representative; Pete Cameron; Kelly Bergeron, Chair; Katherine Woolhouse, Vice-Chair; and Langdon Plumer. The Chair announced that all members would be voting this evening.

Staff present were Dave Sharples, Planner; and David Pancoast, Recording Secretary. Members of the public were present as well.

#### 2. New Business: Public Hearings:

- a. **Application of William James for a lot line adjustment of the common property line located between 21 Old Town Farm Rd and 25 Old Town Farm Rd. The subject properties are located in the R-1, Low Density Residential zoning district. Tax Map Parcel #28-20 and #28-19. Case #21617.**

Mr. Clement moved to accept jurisdiction and open the case, seconded by Mr. Cameron and the vote was unanimous.

Mr. Sharples summarized the application: an even exchange of land is proposed, 8,660 sq ft for each lot. The existing house on the northern parcel is actually on the other parcel, just over the lot line, and that was an error, so it was non-comforming. The lot line is being jogged around the house and nothing else is changing, all setbacks are now met, and it's now conforming on lot size, lot width and such. The right of way remains. Other land out back is being added to the other parcel to make it an even exchange. The staff has no issues with the request. He had

prepared suggested conditions of approval if Board decides to approve it.

Cindy James, wife of applicant William James, who couldn't be here, reported that they got it surveyed and want to build a house on their parcel, so they need to fix this problem. Mr. Plumer said there are no complications and straightforward. Mr. Clement asked if both parties are satisfied and Ms. James said they are and the abutters are also here. There were no other Board comments and no public comments.

Mr. Plumer moved that the request of William James for lot line adjustment be approved with the following conditions: 1) all steel rods shown on plan to be set and installed prior to the signing of the final plans; and 2) a drawing file of the subdivision plan shall be approved by the Town Planner showing all property lines and monumentation prior to signing the final plan. Mr. Clement seconded and it was approved unanimously.

**b. Zoning Amendments:**

Amendment 3-16: Exeter Zoning Ordinance regarding Lot Frontage, dated 12/21/16. Amend Article 2, Section 2.2 Definitions and Article 4, Section 4.3 Schedule II: Density and Dimensional Regulations-Residential by adding new definitions, deleting and replacing definition of 'lot width,' and revising the schedule of density and dimensional requirements for residential development.

Mr. Clement moved to open the public hearing, seconded by Mr. Cameron and the vote was unanimous.

Mr. Sharples summarized the former discussion on this amendment, with one small language change that resulted from that discussion. Mr. Sharples reiterated the prior and revised language: the intent is that all

newly created building lots have frontage on a public street. The required frontage shall be the same distances that are required for lot width so for example the minimum frontage in the Rural District (R-U) shall be 200 feet, the same as the minimum lot width.

Mr. Plumer asked what implication this has for old pork chop lots? Mr. Sharples responded that pork chop lot access was often the case on prior plans and the accesses on those were called a private right of way, but it wasn't a right-of-way as the lot owner used it but there were no rights in any third parties to use them. There might be back land but the owners will now have to go to the ZBA to get approvals for subdividing them. He doesn't recommend that such be done where there are no town utilities. But for in fill they might work in Town.

There were no other Board comments and no public comments. Mr. Clement moved to close the public hearing, seconded by Mr. Cameron and the vote was unanimous for approval.

Mr. Clement moved to approve Amendment #3-16 as revised and move it to the 2017 warrant, seconded by Mr. Cameron and the vote was unanimous.

### **3. Town Planner Items:**

Residential updates:

Sonia Bennett on High Street, under construction and a permit issued. Both Russman houses on Highland Street have been finished.

Sterling Hill is close to complete with only 2 Certificates of Occupancy left. The total number of units is a couple hundred at 24 per building.

201 High St was a pork chop lot and almost complete.

2 Hampton Road just started work on the fifth of seven buildings. The total number of units will be about 68, all condominiums.

The Garrison Lane subdivision, five lots, transferred a couple weeks ago and developer moving ahead, got their DOT approved driveway so that will start soon.

Meeting Place project is coming back for parking reconfiguration soon.

Commercial:

Addition at 22 Industrial Drive: nothing has happened yet.

Addition at Commerce Way project is done and complete and CO issued. All set. Building is a pre-fab warehouse.

Gourmet Gift Baskets is nearly complete.

C3I is moving ahead. That is also on Commerce Way.

There was discussion on having Warrant Articles include statements of intent. They are always framed in a question so you don't submit the actual amendment. He didn't put the statements of intent in because the questions frame the intent of each matter, so duplicative to put it in again.

Planning has gotten calls on the Main St School addition. It's U-shaped and they are just filling it in. Mr. Sharples directed them to Governmental Land Uses which are governed by RSA 674:54. They Waste Water Plant called too on something else. Both have to give notice to the governing body (BOS) and the Planning Board, which constitutes a substantial change in use or a substantial new use. Use is the primary key and substantial is the secondary key, which an applicant or the Board only gets to if it's a change in use or a

new use. This addition is not a new use nor is it a change in use for the school. He told the School he would bring it up to the Planning Board, so he is doing that. In the past, it's been a courtesy review, but it's the law that controls. Mr. Cameron said the proposal doesn't seem to be adding that much area to the school.

Mr. Clement added that schools usually come on a courtesy request and good discussions have resulted. He prefers that because the public is kept informed and updated on these situations. They have to create plans anyway, so there is no burden on the schools. It's a good thing to put these things before the public. Ms. Woolhouse agreed with Mr. Clement. Mr. Sharples said he told school folks that if they want to come on a courtesy review, the Planning Board could decide if it's enough of a change to warrant a formal hearing, then the Board could schedule it within 30 days. Discussion was held on whether they should come or have to come to the Board and the Chair thought the Board can't require it. Mr. Plumer said that he would like to be able to offer comments that are non-binding. Mr. Sharples agreed the Board could do that. Non-binding recommendations of the Board have usually been carried out.

Mr. Clement said this is a community project and we are a community board so it would be best if the public were made aware of these. Mr. Plumer said that it's best for recommendations of the Board to be considered. Mr. Cameron said he doesn't want this action to be viewed as whether it's 'substantial' or not. Mr. Sharples said that RSA 674:54 isn't requiring them to come to the Board.

Mr. Sharples wasn't sure if he had relayed the Attorney's accessory dwelling unit opinion to the Board. The Board said he did provide it.

Mr. Cameron asked about the 80 Epping Rd project. Mr. Sharples said both buildings seem to be 'dried-in' and they are still working inside one of

them, and the other might be dried in. Looking for spring/summer this year for occupancy. There will be 91 apartments will be in there.

Transportation Alternatives Sidewalk Grant was awarded and Exeter got the award, it was the only project selected by the State to be funded in Rockingham County. Won't start too soon, LPA process has to come and the vote of Warrant Article on it. \$541,000, only \$108,252 to be spent by Town. Rest is TAP funds through the grant.

Ms. Woolhouse said it was Don's idea on it, but she thought it would be good to ask Phillips Exeter Academy to contribute to the project. Mr. Clement said later timing would be a the best time to ask them, as the project starts up.

**4. Minor Modifications:**

There were none.

**5. Approval of minutes for 12/29/16.**

[The draft minutes for 12/8/16 session were still not available for review.]

There was discussion on specific minutes changes, corrections and additions. Mr. Plumer moved to approve the draft minutes of 12/29/16, subject to the corrections and changes noted in the discussion. The motion was seconded by Mr. Cameron, Ms. Woolhouse abstained due to absence from that session and it was otherwise unanimously approved.

**6. Other Committee Activities:**

Mr. Plumer: The All Boards workshop was last night-a public hearing process to gain input. It was not well attended. Facilitators kept the discussion going and on track. The notes will be helpful. The public

workshop is 1/25/17 at the high school cafeteria at 6 pm for registration and 6:30 pm start time, with supervised activities for children. There will be food there. There will be facilitators at each table. The high school is off Epping Rd at 2 Blue Hawk Drive. He hoped members will attend to help facilitate.

Mr. Cameron reported that Riverwoods residents were apprised of the Master Plan process and he thinks some of the folks there will turn out.

Ms. Bergeron mentioned that the response questions were passed out and she gave one to each board member this evening, to respond for input. The Master Plan consultant seems to be doing a good job meeting expectations.

Tuesday night next public hearing on the Budget and warrant articles. Finalizing Warrant for Saturday February 4<sup>th</sup>. For the deliberative session.

## **7. Adjournment:**

There being no other business coming before the Board, Mr. Plumer moved adjournment, seconded by Mr. Cameron, and the vote was unanimous. The Chair adjourned the session at 8:03 pm.

Respectfully submitted by David Pancoast, Recording Secretary.