

Minutes of the Planning Board Meeting
10 May 2018
DRAFT

1. Call to Order

The session was called to order at 7:02 PM by Mr. Langdon Plumer, Chair. Also present were Jennifer Martel, Alternate; Robin Tyner, Alternate; Kathy Corson, Select Representative; Pete Cameron, Clerk; Katherine Woolhouse, Vice Chair; Kelly Bergeron, Member of the Board; John Grueter, Alternate (voting), Aaron Brown, Member of the Board; and Dave Sharples, Town Planner. Recording Secretary Jill Salow.

2. Introductions

Board members present introduced themselves to meeting attendees.

3. New Business

- On behalf of Willey Creek LLC, Dave Sharples requested that the agenda item of **Willey Creek Co. LLC (PB Case #17-23)** be moved up for immediate discussion. This item is a waiver requested for School and Recreation Impact Fees. They will not be prepared to present their discussion until the May 24 meeting. Request was for a continuance until the next Planning Board Meeting 24 May 2018 at 7:00 PM. Motion to vote by Pete Cameron, seconded by Kelly Bergeron. Unanimous vote to reschedule, except Kathy Corson, who abstained. Motion passed.
- Mr. Plumer opened the next topic to public hearing on proposed amendments to the **Planning Board's "Rules and Procedures."** Mr. Sharples proposed that certain subcommittee names be changed to better reflect their roles. The request was for the Board to discuss these proposals to determine whether the proposed changes were consistent with existing subcommittees.

The first proposed change was to rename the Office of Energy and Planning to become the Office of Strategic Initiatives.

The second proposal was to combine the Zoning Committee and The Flexible Initiatives Committee, both of which are currently inactive, to create the Master Plan Oversight Subcommittee. That committee would also promote public outreach. Mr. Sharples confirmed that the membership of the MPO committee was limited to 3 members to prevent having a quorum, and that the subcommittee exists only to review the Master Plan and present information to the Planning Board.

The third change would note that a Procedural Public Hearing is not a requirement according to the State of New Hampshire, and that any changes could be made at a regular meeting of the Planning Board, in accordance with NHR RSA 676:1. Mr. Sharples suggested that the comments weren't significant enough to require substitutions, and that the changes could be made by a motion. Mr. Cameron confirmed with Mr. Sharples that the existing text reflected the proposed changes. Mr. Plumer opened the discussion to the public.

Carolyn Piper, 8 Forest St., inquired about the suggested action points, the purpose of the proposed Outreach Committee, and matters concerning social media. Mr. Sharples explained how the Outreach

Committee description does answer that question. Ms. Corson proposed action points, a finished plan, and communications, and reported that she and Molly Cowan were planning to create a communications committee as soon as _____. Ms. Corson reported that the committee is inviting input from people of all ages because people of all ages communicate differently. There is an application process online and they would like 7 volunteers, in addition to one member from the Planning Board and one from the EXTV. Mr. Plumer opened the topic for public discussion. No public comments. Mr. Plumer closed the public comments and called for a motion.

Motion from Ms. Corson to amend the Planning Board Procedural Rules to delete the Office of Energy and Planning Section 3.3.B and replace it with the Office of Strategic Initiatives; to delete Sections 6.1.C and 6.1.D and create the Master Plan Oversight Committee, Section 6.1.C., The committee shall consist of three members of the Planning Board, which is to review and promote the Master Plan and make recommendations to the Planning Board, to seek input on land use from other committees and stakeholders in the town. They are to notify the chair annually not later than 1 April of proposed changes to the Master Plan. The committee responsibilities may also include amendments to the Town's land use regulations as deemed necessary. Also, to delete Section 9 to procedural review annually by Planning Board Clerk. Seconded by Mr. Grueter. All present voted Aye by hand vote. Mr. Sharples also noted that 2 of the 3 people from the Planning Board had already volunteered to be on the committee at the last meeting and that they are present at this meeting: Mr. Cameron, Aaron Brown, and Mr. Grueter.

- The next discussion item was **Exeter Rose Farm LLC – PB Case #17-27**. Residential Open Space Subdivision – 37 lots, Oak and Forest Streets. Includes associated site improvement to properties on Oak Street Extension and Forest Streets. Subject properties are located in the R-1 (low density residential), R-2 (single family residential), and R-4 (multi-family residential) zoning districts, parcels #54-5, #54-6, #54-7, and #63-205. Proposal to accept project changes.

Tim Phoenix, attorney with Hoefle, Phoenix, Gormley and Roberts, on behalf of Exeter Rose Farm LLC, introduced his team: Todd Baker and Keith Pattison (Principals of Exeter Rose Farm LLC), Mark Jacobs, our wetland scientist, and Brenda Kolbow from MSC. He noted that they had a reduced team due to the nature of this meeting. He turned the presentation over to Todd Baker, who offered a Power Point presentation documenting the various changes made since the initial Concept A and the request for the 37-unit project, and this new proposal, which changes plan to 42 units, suggests changes to protect wetland areas, and offers more “affordable housing.” They also proposed having a buffer area at the end of the lots on the top of the drawing which would be included on the property but could not be developed to preserve the natural conservation area. There are also two hazmat sites on the land, which will be addressed prior to developing the property. It was represented that the project would include renovations to existing dwellings on property. This version is not final and does not include some of the details Revision A included.

Mr. Baker explained the affordability components in Revision B.

Ms. Tyner asked about the buffers on Colcord Pond and responsibility for upkeep on the buffer areas. She also expressed concern that the proposed waivers would set a precedent for other projects, and inquired about emergency vehicle access.

(??) responded that the HOA would be responsible for maintenance on common areas

Mr. Brown requested information on the land use, buffer zones, and questions that the proposed buffers were sufficient.

Chris Bond, resident, acknowledged owners' concerns.

Steve Howard, who mentioned that he is a PE, asked for comments on neighborhood impact to properties that abut the Exeter Rose development, particularly disturbance due to construction, fill for the yards, road construction, etc.

Mr. Sharples said he will review the tasks when the proposed documentation for Revision B are completed.

Amy Halloran, resident, had questions concerning access, ingress and egress, and referred to prior discussions concerning feasibility of local and collector roads handling increased traffic.

Eve Lockhart, resident, expressed concern about the expected value of the affordable housing, and whether pricing themselves out of the market might also discourage diversity.

Jennifer Brackett, resident, asked about the projected environmental impact, the suggested location of the sewer pump station and possible relocation.

Maura Fay, resident, asked whether the wetlands areas are being considered as "open space", whether traffic patterns would put additional stress on collector roads and local roads, and made a request that the access points be noted on the plan.

??? Murphy, resident, asked about buffers to preserved natural areas and for details about affordable housing.

Tony ??, resident on Wadleigh, asked about drainage and grading. Utilities in 13' sections but roads need at least 20'. Expressed concern about construction traffic, noise, disturbance, and her utilities. Wanted to know who is responsible for upgraded roads, noted that there are water level changes with the tide, and expressed concern about the impact on wildlife.

Carolyn Piper suggested reviewing the "entrusted" phrase in (DOCUMENT?)

Anna Grazier, resident had questions about the buffer zone.

Mr. Sharples read a letter from John Toomey into the record.

Maura Fay, resident, asked about the length of the cul-de-sac and whether the new road would allow sufficient access for emergency service providers. Mr. Sharples responded that the Length of the road would be 1200'.

Katherine Woolhouse asked whether the "affordable housing" included those structures already on the property and also inquired about the pump station.

Jennifer Martel asked whether “affordability” includes homeowners associations (HOA) fees.

(Name ??) asked whether the existing affordable housing contributes to the bonus the developer receives for achieving a certain percentage of affordable housing.

Ms. Corson confirmed that the HOA fees are included in determining the “affordability”

Brenda Kolbow, from MSC Engineering, addressed the pump issue

Ms. Corson asked for further feedback from other abutters and connectivity. She asked that the legalities concerning access, uplands versus lowlands, be reviewed.

(name ??) referred to the PP slide and explained that the uplands are shown on the upper right and upper left and noted that the entire lot included 49.95 acres, about half of which is buildable.

Ms. Tyner expressed concern about the present wetlands conservation area and the environmental impact of the development.

Ms. Corson noted her concern that the entire project could take 3 years to build-out and be completed.

Ms. Tyner mentioned that she feels that the development as shown on the powerpoint presentation is too dense and that she feels that there isn't sufficient access for emergency responders.

The Developer represented that the traffic situation meets current regulations, sidewalk, justifications, fire access meets regulations, claims meets all regulations

Ms. Woolhouse made comparison to Forest Ridge.

Ms. Corson asked for confirmation that the project be sustainable during the development process.

The Developer explained that the process is not final, and that there could be changes made. Mr. Cameron agreed that this is not the final phase and there may be changes made until that point.

(Name ??), resident asked where the hazardous waste sites were located, whether the Department of Environmental Services (DES) had been notified as to what the waste is, is it solid waste or slurry, and the origin of the waste.

Mr. Cameron noted that the Planning Board has not been involved up to this point

Developer's rep asked whether PB would prefer to return to Revision A with 37 lots. They are requesting 2 waivers, one for the buffer strip along the edge and one for the shared driveways.

Ms. Tyner wants to hear from abutters

Board wants confirmation that these homes would, indeed, be affordable. Mr. Brown noted that he doesn't feel that these homes would be affordable. He reiterated his concerns about the waivers and asked for criteria for “affordability” in these homes.

Mr. Brown moved that further discussion be tabled until the June 14 meeting so that the developer could make requested changes. Ms. Bergeron seconded. Vote was unanimous.

4. Other Business

Requests for Bond Release:

81 High Street LLC – PB #21115 - DPW has signed off on this project. After discussion, a motion was made and seconded to approve. Unanimous vote to approve.

San Juan Realty Trust – PB #2611 and PB #2611A – The approval for this project is no longer valid, therefore, retaining the bond is not necessary. Ms. Bergeron moved to release the bond; seconded by Mr. Brown. Vote was unanimous.

C3I, Inc. – PB #21609 – complete DPW has signed off. Mr. Cameron moved to release the bond; seconded by Ms. Corson. Vote was unanimous.

Election of Officers (and PB representatives to HDC and Heritage Commission) – Tabled to next meeting May 24 at 7:00 PM.

5. Town Planner's Items
 - Field Modifications
 - Municipal Technical Assistance Grant – Letter of Support. Mr. Sharples explained, Grant application attached to hard copy.
 - Announcements
 - Housing Board
6. Approval of Minutes from April 26, 2018 were tabled to the next meeting
7. Chairperson Items
8. Planning Board Representatives' Report on other Committee activities
9. Adjournment. A motion was made and seconded to adjourn. Vote was unanimous. The meeting was adjourned at 10:04 PM.

Respectively Submitted,

Jill Salow, Recorder