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**TOWN OF EXETER  
PLANNING BOARD  
DRAFT MINUTES  
FEBRUARY 7, 2019**

1. **CALL TO ORDER:** Session was called to order at 7:08 pm by Chair Plumer.

2. **INTRODUCTIONS**

**Members Present:** Chair Langdon Plumer, Pete Cameron – Clerk, Aaron Brown, Gwen English, John Grueter, Don Clement – Select Board, Jennifer Martel – Alternate, and Nick Gray – Alternate.

**Staff Present:** Dave Sharples, Town Planner

Chair Plumer indicated that alternate, Nick Gray would be active tonight.

3. **NEW BUSINESS**

**Public Hearings:**

The application of One Home Builders LLC for a multi-family site plan review for the proposed redevelopment of the property located at 69 Main Street. The proposal includes the demolition of an existing 5-unit apartment building and the abandoned auto body structures (formerly Brad's Auto Body), the proposed construction of nine (9) residential townhouse condominium units, parking and associated site improvements. C-1, Central Area Commercial zoning district  
Tax Map Parcel #63-255  
Case #18-18

***Mr. Cameron motioned to Open Case #18-18. Mr. Brown seconded the motion, with all in favor, so moved.***

The Board reviewed this project as part of a design review on September 27, 2018. The applicant appeared before the TRC on November 29, 2018.

The Applicant has submitted a revised site plan and supporting materials dated 1/11/19.

Christian Smith of Beals Associates, PLLC, Stratham, NH presented the revised site plan noting that he tried to incorporate the front of the home in the rendering and incorporated two additional parking spaces and the yard drain which will collect the bulk of the stormwater. The sewer service is being upgraded. The exterior dumpster and mail kiosk have been depicted as well as the landscaping plan. The TRC questions have been addressed.

Mr. Sharples will request a letter be submitted to the Heritage Commission.

43 Chair Plumer opened the hearing to the public at 7:36 pm for comments and questions  
44 and being none, closed the hearing to the public at 7:36 pm.  
45

46 **Mr. Grueter moved that the request of One Home Builders, LLC (PB Case #18-18)**  
47 **for Multi-Family Site Plan approval be approved with the following conditions:**  
48

- 49 1. A dwg file of the plan shall be provided to the Town Planner showing all property  
50 lines and monumentation prior to signing the final plans. This plan must be in  
51 NAD 1983 State Plane New Hampshire FIPS 2800 Feet coordinates;  
52
- 53 2. All monumentation shall be set prior to the issuance of the first Certificate of  
54 Occupancy;  
55
- 56 3. A preconstruction meeting shall be arranged by the applicant and his contractor  
57 with the Town engineer prior to any site work commencing. The following must  
58 be submitted for review and approval prior to the preconstruction meeting:  
59
  - 60 i. The SWPPP (storm water pollution prevention plan), if applicable, be  
61 submitted to and reviewed for approval by DPW prior to preconstruction  
62 meeting.
  - 63 ii. A project schedule and construction cost estimate.  
64
- 65 4. All comments in the TRC letter dated December 10, 2018 and updated January  
66 8, 2019 shall be addressed to the satisfaction of the Town Planner prior to  
67 signing the final plans;  
68
- 69 5. All appropriate fees to be paid including but not limited to: sewer/water  
70 connection fees, impact fees, and inspection fees prior to the issuance of a  
71 building permit or Certificate of Occupancy, whichever is applicable;  
72
- 73 6. A Maintenance Log and Inspection & Maintenance Checklist for all onsite  
74 stormwater management systems shall be provided to the satisfaction of the  
75 Town Planner prior to signing the final plans. A completed log and checklist shall  
76 be submitted to the Town Engineer annually on or before January 31<sup>st</sup>. This  
77 requirement shall be an ongoing condition of approval and noted in the Home  
78 Owner's Association by-laws;  
79
- 80 7. All applicable State permit approval numbers shall be noted on the final plans;  
81
- 82 8. All condominium documents (including the Declaration and By-laws) shall be  
83 submitted to the Town Planner for review and approval prior to signing the final  
84 plans. In the event the Town Planner deems that review is needed by the Town  
85 attorney, this review shall be at the applicant's expense;  
86
- 87 9. If determined applicable by the Exeter Department of Public Works, the applicant  
88 shall submit the land use and stormwater management information about the  
89 project using the PTAPP Online Municipal Tracking Tool (<https://ptapp.unh.edu/>).  
90 The PTAPP submittal must be accepted by DPW prior to the pre-construction  
91 meeting;  
92

- 93 10. A performance surety, in an amount and form reviewed and approved by the  
94 Town Planner in accordance with Section 12 of the Site Plan Review and  
95 Subdivision Regulations, shall be provided to insure all common area  
96 improvements are secured prior to any unit being transferred. In the alternative,  
97 all common area improvements may be installed then inspected and approved  
98 by the Town prior to any unit being transferred to avoid posting a surety;  
99
- 100 11. A restoration and erosion control surety, in an amount and form reviewed and  
101 approved by the Town Planner in accordance with Section 12 of the Site Plan  
102 Review and Subdivision Regulations, shall be provided; and  
103
- 104 12. The Applicant shall work with the Exeter Department of Public Works (DPW) to  
105 try to add inline stormwater treatment acceptable to DPW.  
106

107 ***Mr. Gray seconded the motion. Voting 7 in favor were: Chair Plumer, Pete***  
108 ***Cameron, Aaron Brown, Don Clement, Gwen English, Nick Gray and John Grueter,***  
109 ***so moved.***  
110

#### 111 4. OTHER BUSINESS

##### 112 Nomination/Election of Vice Chairperson

113 Mr. Gray nominated Mr. Brown. Mr. Brown accepted the nomination.

114 ***Mr. Gray moved to appoint Mr. Brown as Vice-Chairperson. Mr. Grueter seconded***  
115 ***the motion, with Mr. Brown abstaining, 6 in favor, so moved.***

##### 116 Appointments to "Other Boards/Commissions"

##### 117 Historic District Commission

118 Mr. Brown noted he would look for someone for appointment to this Commission.

##### 119 Heritage Commission

120 Mr. Cameron nominated Mr. Grueter. Mr. Grueter accepted the nomination.

121 ***Mr. Cameron moved to appoint Mr. Grueter to the Heritage Commission. Ms.***  
122 ***English seconded the motion, with Mr. Grueter abstaining, 6 in favor, so moved.***

##### 123 Rockingham Planning Commission

124 Mr. Clement nominated Mr. Cameron. Mr. Cameron accepted the nomination.

125 ***Mr. Clement motioned to appoint Mr. Cameron to the Rockingham Planning***  
126 ***Commission. Ms. English seconded the motion, with Mr. Cameron abstaining, 6 in***  
127 ***favor, so moved.***

#### 128 5. TOWN PLANNER'S ITEMS

##### 129 February 14<sup>th</sup> meeting – no new business scheduled

130 Mr. Sharples noted there was no new business to come before the Board on February  
131 14, 2019 and recommended working on the back-logged meeting minutes. Mr. Grueter

132 recommended doing the minutes at the beginning of each meeting. Mr. Brown agreed.  
133 Chair Plumer was also in favor.

134 **Field Modifications**

135 **Announcements**

136 **6. APPROVAL OF MINUTES – JANUARY 24, 2019**

137 *Mr. Clement motioned to approve the minutes of January 24, 2019. Ms. English*  
138 *seconded the motion, with Mr. Cameron and Mr. Brown abstaining, voting were 5*  
139 *in favor, so moved.*

140 **Review and Approval of back-logged meeting minutes:**

141 **August 23, 2018**

142 *Mr. Clement motioned to approve the minutes of August 23, 2018 as amended.*  
143 *Ms. English seconded the motion, with 6 in favor, and Mr. Gray abstaining due to*  
144 *absence from that meeting, so moved.*

145 **September 19, 2018 Site Walk**

146 Amend by adding “walk” to last sentence; and “Rose Farm Lane” instead of “Way.”

147 *Mr. Grueter motioned to approve the minutes of the September 19, 2018 Site Walk*  
148 *as amended. Ms. English seconded the motion, with 4 in favor, and Mr. Cameron,*  
149 *Mr. Clement and Mr. Brown abstaining due to absence from that meeting, so*  
150 *moved.*

151 **September 20, 2018 - Tabled**

152 **September 27, 2018**

153 *Mr. Brown motioned to approve the minutes of September 27, 2018 as amended.*  
154 *Ms. English seconded the motion, with Mr. Grueter and Mr. Clement abstaining*  
155 *and Mr. Cameron opposed, 4 in favor, so moved.*

156 **October 11, 2018 - Tabled**

157 **October 25, 2018**

158 *Mr. Cameron motioned to approve the minutes of October 25, 2018 as amended.*  
159 *Ms. English seconded the motion, with Mr. Cameron abstaining, voting 6 in favor,*  
160 *so moved.*

161 **November 15, 2018 – Tabled, to add conditions**

162 **December 6, 2018 - Tabled**

163 **December 20, 2018**

164 *Mr. Brown motioned to approve the minutes of December 20, 2018 as amended.*  
165 *Mr. Grueter seconded the motion, with all in favor, so moved.*

166 **January 10, 2019 - Tabled**

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**7. CHAIRPERSON'S ITEMS**

**8. PB REPRESENTATIVES REPORT ON "OTHER COMMITTEE" ACTIVITY**

**9. ADJOURNMENT:**

*Mr. Grueter motioned to adjourn the meeting. Mr. Brown seconded the motion, with all in favor, so moved.*

The meeting was adjourned at 9:34 pm.

Respectfully submitted,

Daniel Hoijer,  
Recording Secretary