

**TOWN OF EXETER  
PLANNING BOARD  
October 8, 2020  
VIRTUAL MEETING  
DRAFT MINUTES**

**Zoom ID: 841 1066 6702**

**Phone: 1 646 558 8656**

**I. PRELIMINARIES:**

**BOARD MEMBERS PRESENT BY ROLL CALL:** Chair Langdon Plumer, Vice-Chair Aaron Brown, Pete Cameron, Clerk, Gwen English, Jennifer Martel, Molly Cowan, Select Board Representative, Pete Steckler, Alternate and Nancy Belanger, Alternate.

**STAFF PRESENT:** Town Planner Dave Sharples

**II. CALL TO ORDER:** Chair Plumer called the meeting to order at 7:03 PM, indicated Alternate Pete Steckler would be active, and read out loud the meeting preamble which indicated that an emergency exists and the provisions of RSA 91-A:2 III (b) are being invoked. As federal, state and local officials have determined gatherings of ten or more people pose a substantial risk to the community and the meeting imperative to the continued operation of Town and government and services which are vital to public, health, safety and confidence. This meeting will be conducted without a quorum physically present in the same location and welcome members of the public accessing the meeting remotely.

**III. OLD BUSINESS**

**APPROVAL OF MINUTES**

September 24, 2020

Edits were recommended and approved.

*Mr. Cameron motioned to approve the September 24, 2020 meeting minutes, as amended. Ms. English seconded the motion. A roll call vote was taken Cameron – aye, Plumer – aye, Brown – aye, Steckler – aye, English – aye, Martel – aye and Cowan – aye. With all in favor, the motion passed unanimously.*

**IV. NEW BUSINESS**

**PUBLIC HEARINGS**

40 1. The application of Phillips Exeter Academy for a Wetlands Conditional Use Permit and Site Plan  
41 Review for the proposed construction of a new 60-bed dormitory on the school campus. The subject  
42 property is located on Front Street and Tan Lane  
43 R-1 Single Family Residential zoning district  
44 Tax Map Parcel #72-209  
45 Case #20-12

46  
47 Chair Plumer read out loud the Public Hearing Notice.

48  
49 **Ms. English motioned to open Planning Board Case #20-13. Ms. Martel seconded the motion. A roll**  
50 **call vote was taken Plumer – aye, Brown – aye, Cameron – aye, English – aye, Martel – aye, Cowan –**  
51 **aye and Steckler – aye. With all in favor, the motion passed unanimously.**

52  
53 Mr. Sharples read his memo concerning the case. The application was reviewed independently by Town  
54 departments. Comments from the Town & UEI were satisfactorily addressed. Conservation Commission  
55 voted to recommend conditional approval of the CUP. The Zoning Board of Adjustment granted a  
56 Special Exception. Waivers are being requested, copy of letter provided to the Board.

57  
58 Mark Leighton introduced the team and noted he was excited to be building new dorms. The dormitory  
59 will be replacing the current Fisher Theater and will have 60 beds. PEA won't be increasing student  
60 population just accommodating target need.

61  
62 Geoff Grant reviewed architectural details and Site Plan, noting they received a height grant from the  
63 ZBA. Kyle Zick reviewed landscaping which is consistent with the rest of campus. Heating will be  
64 geothermal.

65  
66 Corey Belden with Altus Engineering presented the Site Plan. Fire Department access was reviewed. A  
67 waiver is requested from work within five feet of property line next to the Dow Barn. There will be 12  
68 new parking stalls for faculty use. A waiver is requested for off-street parking. Snow storage would  
69 have snow put over the wall during a large event. Conservation Commission asked for removal of  
70 invasive species. Requires Stormwater Pollution Prevention Plan. The access point was widened by  
71 Dow Barn and there were lighting adjustments.

72  
73 Mr. Steckler recommended rain garden swail to get more infiltration.

74  
75 Ms. English expressed concerns about snow storage next to trash receptacles.

76  
77 Ms. Martel asked about keeping the moss plantings alive during the drought and expressed concerns  
78 with the retaining wall. Mr. Zick noted moss will shut down and survive until it can get irrigation. Mr.  
79 Belden noted the wall was 6.'

80  
81 Chair Plumer opened the hearing to the public for comments and questions at 8:26 PM.

82

83 Mr. Steckler questioned having a condition to replace the proposed snow storage area. Mr. Leighton  
84 noted he would rather quantify the amount of snow that goes over the wall than eliminate it. Ms.  
85 English recommended adjustment with the parking stalls to free up temporary snow storage.  
86 Mr. Belden reviewed the criteria for the waiver request for grading within five feet of the property line  
87 noting the site is unique due to the proximity to the property line and the hardship is in relocating the  
88 driveway and parking.

89  
90 **Ms. English moved to grant the request of Phillips Exeter Academy (PB Case #20-12) for a waiver from**  
91 **Section 9.3.6.4 of the Site Plan Review and Subdivision Regulations regarding grading within five (5')**  
92 **feet of the property line, after reviewing the criteria for granting waivers. Mr. Cameron seconded the**  
93 **motion. A roll call vote was taken Plumer aye, Brown – aye, Cameron – aye, English – aye, Martel –**  
94 **aye, Cowan – aye and Steckler – aye. With all in favor, the motion passed unanimously.**

95  
96 Mr. Belden reviewed the criteria for the waiver request for off-street parking.

97  
98 Ms. English questioned future classroom use and adequate parking. Mr. Leighton identified additional  
99 parking areas in the Health Center or the Tan Lane parking lot.

100  
101 **Ms. English moved to grant the request of Phillips Exeter Academy (PB Case #20-12) for a waiver from**  
102 **Section 9.13.1 to permit less off-street parking than required in accordance with Section 5.6.6 of the**  
103 **Zoning Ordinance, after reviewing the criteria for granting waivers. Mr. Cameron seconded the**  
104 **motion. A roll call vote was taken Plumer aye, Brown – aye, Cameron – aye, English – aye, Martel –**  
105 **aye, Cowan – aye and Steckler – aye. With all in favor, the motion passed unanimously.**

106  
107 Mr. Belden reviewed the wetland CUP criteria noting the functions and values analysis showed no  
108 detriment.

109  
110 Mr. Steckler indicated he is in favor of the CUP provided no snow storage is over the retaining wall. Ms.  
111 Martel agreed.

112  
113 **Mr. Steckler moved to grant the request of Phillips Exeter Academy (PB Case #20-12) for a Conditional**  
114 **Use Permit, after reviewing the criteria for granting a Wetlands Conditional Use Permit with the**  
115 **condition that no snow storage be allowed beyond the retaining wall and that invasive plant**  
116 **management plan will be submitted. Ms. English seconded the motion.**

117  
118 Mr. Leighton noted he would like to do at least minimal storage there. Mr. Belden offered to add more  
119 rows of fiber rolls. Mr. Leighton noted PEA uses environmentally friendly salt. Mr. Steckler clarified his  
120 concern is about peak discharge as well as the steep slope. Mr. Belden indicated he would like to take  
121 another look and do some improvements so as not to increase buffer impacts. Mr. Sharples indicated it  
122 sounds like the case would need to be tabled to come back with another option.

123  
124 Mr. Steckler withdrew his motion. Mr. Sharples indicated it could be first on the agenda for October  
125 22<sup>nd</sup> at 7:00 PM.

126

127 **Vice-Chair Brown moved to table Planning Board Case #20-12 to October 22, 2020 at 7:00 PM. Ms.**  
128 **English seconded the motion. A roll call vote was taken Martel – aye, Brown – aye, Cameron – aye,**  
129 **Steckler – aye, English – aye, Cowan – aye and Plumer – aye. With all in favor, the motion passed**  
130 **unanimously.**

131

132 2. The application of Cabernet Builders for the subdivision of an existing 13.3-acre parcel located at 120  
133 Kingston Road into four (4) single-family residential lots.

134 R-1, Low Density Residential zoning district

135 Tax Map Parcel #101-8-1

136 Case #20-13

137

138 Chair Plumer read out loud the Public Hearing Notice. Mr. Sharples indicated the case was ready to be  
139 heard.

140

141 **Mr. Cameron moved to accept and open Planning Board Case #20-13. Ms. English seconded the**  
142 **motion. A roll call vote was taken Martel – aye, English – aye, Cameron – aye, Brown – aye, Steckler –**  
143 **aye, Cowan – aye and Plumer – aye. With all in favor, the motion passed unanimously.**

144

145 Mr. Sharples indicated this is a subdivision of a 13.3-acre parcel with four single-family homes in the  
146 John West area. Plans dated September 8, 2020 and supported documents have been provided to the  
147 Board. TRC has reviewed the application. Kristen Murphy made comments in her Memo dated  
148 September 17, 2020. Comments from the applicant's engineer have been provided. The engineer  
149 would like to present changes made and a waiver request. Heritage Commission and Demolition  
150 Commission reviewed in July noting the early 20<sup>th</sup> century barn had no historic or cultural significance to  
151 the Town.

152

153 Christian Smith indicated Gove Environmental went out and did further field work and research. They  
154 are requesting a HISS waiver. The wetland delineation technical report is provided and notes the  
155 shoreland protection is not required as the small intermittent brook in the tree line is not connected to  
156 Perkins Brook. Monumentation will be placed after conditional approval. Mr. Smith noted a waiver is  
157 requested for the drainage study as the property is a hayfield and provides a natural vegetative filter  
158 strip for runoff to the wetlands. Mr. Mason of Cabernet Buildings will install stone drip edges for roof  
159 runoff. The septic design will be Enviroseptic.

160

161 Ms. English questioned the driveway for Lot 2 with a tight corner and no sight distance. Mr. Smith  
162 indicated he talked with the owner today and showed the proposed driveway for this lot would come  
163 out onto John West Road indicated on the plan, rather than Kingston.

164

165 Ms. English asked if this was the only place for the septic for Lot 2. Mr. Smith noted the test pits did not  
166 meet the 24" water table but will do more excavation.

167

168 Ms. English asked if the existing house and garage would stay and Mr. Smith noted they were already  
169 down or coming down. The other outbuilding is gone as well.

170

171 Ms. English asked Mr. Smith to identify the intermittent stream on the plan which he did noting it is not  
172 in the developable part of the lot. Ms. English clarified that Perkins Brook does not come to that end of  
173 John West and Mr. Smith indicated it did not.

174

175 Chair Plumer opened the hearing to the public for comments and questions at 9:52 PM.

176

177 Aaron Dibble expressed concerns with the construction process and asked what steps were taken to  
178 protect the wetlands areas during construction which Mr. Smith explained.

179

180 Mr. Dibble asked about the concrete water waste and Mr. Smith explained they use a waste pit or drive  
181 it away.

182

183 Mr. Dibble noted the access off John West is preferable to Kingston Road which has a history of fatal  
184 accidents on that corner.

185

186 Ms. English asked about large trees and Mr. Smith confirmed there are no trees at all.

187

188 Mr. Smith read the criteria for the waiver request indicated it would not be detrimental and a drainage  
189 analysis would provide no additional information.

190

191 Mr. Steckler expressed concerns with impact to the culvert under John West Road questioning whether  
192 additional drainage could compromise the existing structure. Mr. Smith noted the material and size  
193 were not shown but it would likely have no impact. Mr. Sharples indicated Jen Mates from DPW  
194 reviewed the plan and made no comment but he could ask.

195

196 ***Mr. Steckler moved to table Planning Board Case #20-13 until November 12, 2020 at 7:00 PM to check***  
197 ***with DPW about the culvert under John West Road. Ms. Martel seconded the motion. A roll call vote***  
198 ***was taken Cameron – aye, Brown – aye, Steckler – aye, Martel – aye, Cowan – aye, English – aye and***  
199 ***Plumer – aye. With all in favor, the motion passed unanimously.***

200

## 201 **V. OTHER BUSINESS**

202

203 The Board discussed the frequent introduction of new information on or near the date of the hearing  
204 and concerns about having enough time to process it. Ms. Martel recommended handling it on a case  
205 by case basis and if the Board feels they are unable to digest the material to table the case.

206

## 207 **VI. TOWN PLANNER'S ITEMS**

208 Mr. Sharples introduced new Select Board member, Mark Dettore.

209 Mr. Sharples indicated he has put together an RFP for a solar array on the closed landfill which the  
210 Select Board reviewed Monday night and were supportive. The RFP will be reviewed by Mr. Dean  
211 before going out.

## 212 **VII. CHAIRPERSON'S ITEMS**

213 Chair Plumer indicated the next meeting will be October 22, 2020 at 7:00 PM.

214

215 **VIII. PB REPRESENTATIVE'S REPORT ON "OTHER COMMITTEE ACTIVITY"**

216 **IX. ADJOURN**

217 *A motion was made and seconded to adjourn the meeting. A roll call vote was taken, all were in*  
218 *favor, the motion passed unanimously.*

219

220 The meeting adjourned at 10:23 PM.

221

222 Respectfully submitted,

223 Daniel Hoijer,

224 Recording Secretary