

1                                   **TOWN OF EXETER**  
2                                   **PLANNING BOARD**  
3                                   **November 12, 2020**  
4                                   **VIRTUAL MEETING**  
5                                   **APPROVED MINUTES**  
6                                   Zoom ID: 865 2698 8440  
7                                   Phone: 1 646 558 8656

8   **I. PRELIMINARIES:**  
9

10 **BOARD MEMBERS PRESENT BY ROLL CALL:** Chair Langdon Plumer, Pete Cameron, Clerk, Gwen  
11 English, John Grueter, Jennifer Martel, Molly Cowan, Select Board Representative, and Pete Steckler,  
12 Alternate.  
13

14 **STAFF PRESENT:** Town Planner Dave Sharples  
15

16 **II. CALL TO ORDER:** Chair Plumer called the meeting to order at 7:00 PM, indicated Alternate Pete  
17 Steckler was active for Mr. Brown and read out loud the meeting preamble which indicated that an  
18 emergency exists and the provisions of RSA 91-A:2 III (b) are being invoked. As federal, state and local  
19 officials have determined gatherings of ten or more people pose a substantial risk to the community and  
20 the meeting imperative to the continued operation of Town and government and services which are  
21 vital to public, health, safety and confidence. This meeting will be conducted without a quorum  
22 physically present in the same location and welcome members of the public accessing the meeting  
23 remotely.  
24

25 **III. OLD BUSINESS**  
26

27 **APPROVAL OF MINUTES**  
28

29 October 22, 2020  
30

31 Mr. Cameron recommended edits to Line 57, 68, 109, 231, 239, 250, 252.

32 The Board agreed the abbreviations in line 57 legal and 239 TRC were okay.

33 Ms. English recommended edit to line 118.

34 Mr. Steckler recommended edits to line 88 and line 110 and to review line 128 to see if it was a  
35 question.  
36

37 ***Ms. English motioned to approve the October 22, 2020 meeting minutes, as amended. Mr.***  
38 ***Grueter seconded the motion. A roll call vote was taken Grueter – aye, Cowan – aye, Steckler***  
39 ***– aye, Cameron – aye, Martel – aye, English – aye and Plumer – aye. With all in favor, the***  
40 ***motion passed 7-0-0.***  
41  
42

43 **IV. NEW BUSINESS**

44 **PUBLIC HEARINGS**

45 1. The continued public hearing on the application of Cabernet Buildings for the subdivision of an  
46 existing 13.3-acre parcel located at 120 Kingston Road into four (4) single-family residential lots. The  
47 subject property is located in the R-1, Low Density Residential zoning district  
48 Tax Map Parcel #101-8-1  
49 Case #20-13

50  
51 Chair Plumer read the Public Hearing Notice out loud.

52  
53 Christian Smith noted he and the owner Tim Mason were here after appearing at the last meeting they  
54 were down to two points: the capacity of the pipe underneath John West Road, which David confirmed  
55 with Jen Mates and Mr. Perkins at the DPW has no issue with the culvert, and the recommendation for  
56 rain gardens which the builder will put in stone drip edges for the roof runoff to be collected in. The  
57 stone trenches have more volume than a rain garden and infiltrate faster. Mr. Sharples acknowledged  
58 the DPW email backs up what Mr. Smith stated about the culvert under John West Road.

59  
60 Mr. Smith read out loud his letter supporting the criteria for granting a waiver for the drainage analysis.  
61 Mr. Smith noted the large barn and garage were coming down which is 9,275 SF of impervious surface  
62 with no infiltration. The area of paved driveways and roof are 8,200 SF which is a net reduction.

63  
64 Mr. Grueter noted he walked the area as a representative of the Heritage Commission and wondered  
65 about the large Oak trees they were told would stay, which is not shown on the site plan. Mr. Smith  
66 noted they were outside the area of proposed development based on the change in regulations. Mr.  
67 Mason noted he took pictures and there was no reason to take down the tree in the setback and  
68 another large tree had a split and he was not sure of its fate. Mr. Grueter clarified that was on Lot 2?  
69 Mr. Mason indicated yes, where the existing home was and offered to put a note on the plan. Chair  
70 Plumer agreed it should be noted on the plan.

71  
72 Chair Plumer asked about the drainage and introducing water into the basement's foundation. Mr.  
73 Smith noted the strips were 2-3' deep and set a foot off the foundation and have no problems with  
74 basement infiltration, however the subsurface would be treated with sealant.

75  
76 Chair Plumer opened the hearing to the public for comments and questions at 7:22 PM.

77  
78 Ms. English asked if the house on Lot 1 would be torn down and Mr. Smith noted it would be rebuilt.  
79 Ms. English asked about the leach field being re-used and Mr. Smith noted it could be. Mr. Mason noted  
80 the home was built in 1956 or so and never determined a modern leach field area but the soils may be  
81 suitable for a modern-day septic system.

82

83 Ms. English asked if the intermittent stream on the southwest side of the large wetland was further  
84 away as possible from any development and Mr. Smith noted it was and added drainage allows the  
85 wetland to drain under John West Road.

86  
87 Chair Plumer closed the hearing to the public at 7:26 PM for deliberations and asked Mr. Smith to read  
88 the criteria into the record.

89  
90 Mr. Smith read the criteria for a request for a waiver from Section 7.9 for a formal drainage analysis.

91  
92 Mr. Smith noted in addition to not being detrimental to public health, safety or welfare or injurious to  
93 other properties the topography conveys to the southwest of a large wetland matrix at the south end of  
94 the parcel. There will be a stone drip edge for roof runoff, no new roadway, no deforestation. The area  
95 of development is a historic hayfield. The size overall of the land draining to the analysis point is very  
96 large in comparison to the area of disturbance and results in a net reduction. The two buildings being  
97 taken down are greater in size than the driveways. It would not provide any additional information to  
98 do an evaluation. 63% of the parent parcel is preserved from disturbance consistent with the intent of  
99 the regulations.

100

101 **Ms. English motioned after reviewing the criteria for granting waivers that the request of Cabernet**  
102 **Buildings, LLC (PB Case #20-13) for a waiver from Section 7.9 requiring the submission of a formal**  
103 **drainage analysis be approved. Mr. Grueter seconded the motion. A roll call vote was taken Martel –**  
104 **aye, Steckler – aye, English – aye, Cowan – aye, Grueter – aye, Cameron – aye and Plumer – aye. With**  
105 **all in favor, the motion passed 7-0-0.**

106

107 Mr. Sharples read out loud the proposed Conditions of Approval:

108

- 109 1. An electronic As-Built Plan of the entire property with details acceptable to the Town shall be  
110 provided prior to the issuance of a Certificate of Occupancy (C/O). This plan must be in a dwg or dxf  
111 file format and in NAD 1983 State Plane New Hampshire FIPS 2800 Feet coordinates;
- 112 2. All monumentation shall be set prior to the issuance of the first Certificate of Occupancy;
- 113 3. The driveway access for Lot 2 shall be off John West Road. No driveway access on Lot 2 shall be  
114 allowed from Kingston Road and this shall be noted on the final plans.
- 115 4. All new homes shall be constructed with stone trenches around the foundations to promote  
116 stormwater infiltration and this shall be noted on the plans.
- 117 5. A note shall be added to the final plans that the large oak tree on Lot 2 shall remain.

118

119 **Mr. Grueter motioned that the request of Cabernet Builders (PB Case #20-13) for Subdivision approval**  
120 **be approved with the conditions outlined by the Town Planner. Mr. Cameron seconded the motion. A**  
121 **roll call vote was taken Steckler – aye, Cameron – aye, Grueter – aye, Martel – aye, Cowan – aye,**  
122 **English – aye and Plumer – aye. With all in favor, the motion passed unanimously.**

123

- 124 2. The application of Keith Wheeler and Heather Wheeler for a minor subdivision of the existing 30,277  
125 square foot parcel located at 286 Water Street to create one new residential lot. The subject property is  
126 located in the R-2, Single Family Residential zoning district

127 Tax Map Parcel #87-17

128 Case #20-17

129

130 Chair Plumer read out loud the Public Hearing Notice.

131

132 Mr. Sharples indicated the application was ready to be heard.

133

134 **Mr. Cameron motioned to open the application of Keith Wheeler and Heather Wheeler for a minor**  
135 **subdivision (Planning Board Case #20-17). Ms. Martel seconded the motion. A roll call vote was taken**  
136 **English – aye, Martel – aye, Cowan – aye, Grueter – aye, Steckler – aye, Cameron – aye and Plumer –**  
137 **aye. With all in favor, the motion passed 7-0-0.**

138

139 Mr. Sharples noted the application is for a minor subdivision of an existing 30,277 SF parcel located on  
140 Water Street. There was no TRC review but the staff reviewed and had no comments. The applicants  
141 are asking for no waivers and meet the dimensional and density requirements per the Code  
142 Enforcement Officer, Doug Eastman.

143

144 Henry Boyd of Millennium Engineering presented the application on behalf of the Wheelers. The lot is  
145 on the corner of Dewey and Water Street. The subdivision is to create two parcels dividing it nearly in  
146 half. One lot will have 15,277 SF with the existing home, small garage, associated patio, paved driveway  
147 and shed. Lot 2 will have a flat area to the south on the tree line. The topography is shown on sheet 2  
148 goes from elevation 11 at the street to elevation 33 at the tree line. A driveway permit was obtained  
149 from the DPW. There are no wetlands.

150

151 Mr. Sharples posted the plan. Ms. Martel posted sheet 2. Mr. Boyd showed the location of the  
152 topography and permitted driveway.

153

154 Mr. Steckler asked if the driveway was in the best possible location for sight distance and Mr. Boyd  
155 noted further North would get worse. The Housing Authority entrance is across from the driveway.

156

157 Chair Plumer opened the hearing to the public and being none closed the hearing to the public at 7:45  
158 for deliberations.

159

160 Mr. Sharples posted a list of the conditions of approval which he read out loud, as follows:

161

- 162 1. An electronic As-Built Plan of the entire property with details acceptable to the Town shall be  
163 provided prior to the issuance of a Certificate of Occupancy (C/O). This plan must be in a dwg or dxf  
164 file format and in NAD 1983 State Plane New Hampshire FIPS 2800 Feet coordinates;
- 165 2. All monumentation shall be set prior to the issuance of the first Certificate of Occupancy;

166

167 **Mr. Cameron motioned that the request of Keith Wheeler and Heather Wheeler (Planning Board Case**  
168 **#20-15) for a Minor Subdivision approval be approved with the conditions read into the record by the**  
169 **Town Planner. Mr. Grueter seconded the motion. A roll call vote was taken Cowan – aye, English –**

170 **aye, Steckler – aye, Cameron – aye, Martel – aye, Grueter – aye and Plumer – aye. With all in favor,**  
171 **the motion passed 7-0-0.**

172

173 3. The application of NH Industrial Properties LLC for a minor subdivision of the existing 1.14-acre parcel  
174 located at 47 Hampton Road to create one new residential lot. The subject property is located in the R-  
175 2, Single Family Residential zoning district

176 Tax Map Parcel #87-17

177 Case #20-17

178

179 Chair Plumer read out loud the public hearing notice.

180

181 Mr. Sharples noted the applicant wants to address the issues raised in his memo before returning.

182

183 **Mr. Cameron motioned to continue the application of NH Industrial Properties, LLC for a minor**  
184 **subdivision, Planning Board Case #20-17, to December 17, 2020 at 7:00 PM. Ms. English seconded the**  
185 **motion. A roll call vote was taken English – aye, Martel – aye, Cameron – aye, Steckler – aye, Cowan –**  
186 **aye, Grueter – aye and Plumer – aye. With all in favor, the motion passed 7-0-0.**

187

188 4. The application of OSRAM Sylvania, Inc. for a lot line adjustment between properties located at 129  
189 and 131 Portsmouth Avenue. The purpose of the adjustment is to adjust the location of the lot line in  
190 the previously approved subdivision of Tax Map Parcel #52-112. The subject properties are located in  
191 the C-2, Highway Commercial and CT-Corporate Technology Park zoning districts

192 Case #20-16

193

194 Chair Plumer read out loud the public hearing notice.

195

196 Mr. Sharples noted the application was ready to be heard.

197

198 **Ms. English motioned to open the application of OSRAM Sylvania, Inc. for a lot line adjustment,**  
199 **Planning Board Case #20-16. Mr. Cameron seconded the motion. A roll call vote was taken Steckler –**  
200 **aye, Cameron – aye, Grueter – aye, Cowan – aye, English – aye, Martel – aye and Plumer – aye. With**  
201 **all in favor, the motion passed 7-0-0.**

202

203 Mr. Sharples noted the lot line adjustment application and supporting documents dated September 15,  
204 2020 are enclosed in the Board's packets. A condition of approval was that Building C be removed prior  
205 to transfer of the lot and to record a notice of obligation when the plan is recorded. Building C violated  
206 the setback. The owner wants Building C to remain and comply. This will correct that. TRC had no  
207 comments.

208

209 Gordon Leedy of Tighe & Bond represents OSRAM Sylvania and noted Eric Nelson and Luke Picket of  
210 Cain Co. the proposed purchasers of the property were present also.

211

212 Mr. Leedy posted the plan showing 32-acres and the minor subdivision which created two lots. The new  
213 lot line will keep access and 50' setback. The new lot 112 has 15.08 acres going to 15.26 acres and the  
214 other will have 16.94 acres going to 16.75 acres.

215  
216 Mr. Grueter asked about access for Building B and Mr. Leedy noted both buildings will have access off  
217 the existing driveway for now. There is no parking for Building B yet. Site plan issues will come later.  
218 Chair Plumer asked if there would be easements and Mr. Leedy noted yes the original subdivision  
219 required recording easements prior to conveyance.

220  
221 Chair Plumer opened the hearing to the public for comments and questions at 7:58 PM and being none  
222 closed the hearing to the public for deliberations.

223  
224 Mr. Sharples noted the two standard conditions will apply:

- 225
- 226 1. An electronic As-Built Plan of the entire property with details acceptable to the Town shall be  
227 provided prior to the issuance of a Certificate of Occupancy (C/O). This plan must be in a dwg or dxf  
228 file format and in NAD 1983 State Plane New Hampshire FIPS 2800 Feet coordinates;
  - 229 2. All monumentation shall be set prior to the issuance of the first Certificate of Occupancy;

230  
231 ***Ms. English motioned that the request of OSRAM Sylvania, Inc. (Planning Board Case #20-16) for a Lot***  
232 ***Line Adjustment approval be approved with the conditions outlined. Mr. Grueter seconded the***  
233 ***motion. A roll call vote was taken Martel – aye, English – aye, Cowan – aye, Grueter – aye, Cameron –***  
234 ***aye, Steckler – aye and Plumer – aye. With all in favor, the motion passed 7-0-0.***

235  
236 **V. OTHER BUSINESS**

- 237
- 238 1. Request for Extension of Conditional Approval (expires 12/6/20) for Exeter Station Properties, LLC – 1  
239 Rockingham Street  
240 Case #18-11

241  
242 Mr. Sharples read out loud the letter dated October 14, 2020 requesting a one-year extension of the  
243 original approval dated 12/16/18 which was extended to 12/6/2020 for further time to implement the  
244 volume of excavation which is significantly greater and more costly due to construction material  
245 increases associated with COVID-19. This is the second extension request.

246  
247 Chair Plumer opened the hearing to the public for comments and questions at 8:02 PM and being none  
248 closed the hearing to the public for deliberations.

249  
250 ***Mr. Grueter motioned to extend the approval of Exeter Station Properties, LLC, Planning Board Case***  
251 ***#18-11 to 12/6/2020. Ms. English seconded the motion.***

252  
253 ***Mr. Grueter amended the motion to change the date of extension to 12/10/2020. Ms. English***  
254 ***seconded the amendment.***

255

256 ***A roll call vote was taken Martel – aye, English – aye, Cowan – aye, Grueter – aye, Steckler – aye,***  
257 ***Cameron – aye and Plumer – aye. With all in favor, the motion passed 7-0-0.***

258

259 **VI. TOWN PLANNER'S ITEMS**

260 Mr. Sharples noted there would be an update to impact fees. The Master Plan Oversight Committee  
261 met and Bruce Mayberry was hired as a Planning Consultant to complete the update on school and  
262 recreation impact fees. They went to the Select Board Monday night.

263 Mr. Sharples noted he will send out the latest updates on impact fee changes and zoning amendments  
264 to the Board for the December 17, 2020 meeting.

265 **VII. CHAIRPERSON'S ITEMS**

266 Chair Plumer indicated the next meetings will be November 19, 2020, December 3, 2020 and December  
267 17, 2020.

268

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

270 **IX. ADJOURN**

271 ***Mr. Grueter motioned to adjourn the meeting. Mr. Cameron seconded the motion. A roll call vote***  
272 ***was taken, all were in favor, the motion passed unanimously.***

273

274 The meeting adjourned at 8:07 PM.

275

276 Respectfully submitted,

277 Daniel Hoijer,

278 Recording Secretary