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3 **TOWN OF EXETER**
4 **PLANNING BOARD**
5 **NOWAK ROOM – TOWN OFFICE BUILDING**
6 **10 FRONT STREET**
7 **AUGUST 25, 2022**
8 **6:30 PM**
9 **APPROVED MINUTES**

10 **I. PRELIMINARIES:**

11 **BOARD MEMBERS PRESENT BY ROLL CALL:** Chair Langdon Plumer, Vice-Chair Aaron Brown,
12 Pete Cameron, Clerk, Nancy Belanger Select Board Representative, John Grueter, Gwen English
13 (@ 7:04 PM), Robin Tyner, Alternate (@7:04 PM) and Dan Chartrand, Alternate.

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

15
16 **II. CALL TO ORDER:** Chair Plumer called the meeting to order at 6:30 PM, introduced the
17 members and activated alternate Dan Chartrand.

18
19 **III. OLD BUSINESS**

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21 **APPROVAL OF MINUTES**

22
23 July 14, 2022

24
25 *Ms. Belanger motioned to table approval of the July 14, 2022 meeting minutes. Mr. Cameron*
26 *seconded the motion. A vote was taken, all were in favor, the motion passed 6-0-0.*

27
28 August 11, 2022

29
30 *Mr. Grueter motioned to approve the August 11, 2022 meeting minutes. Mr. Chartrand seconded the*
31 *motion. A vote was taken, Mr. Cameron and Vice-Chair Brown abstained. The motion passed 4-0-2.*

32
33 **IV. NEW BUSINESS**

34 **PUBLIC HEARINGS**

35 1. Second Public Hearing on the 2023 Capital Improvements Program (CIP) projects as presented by
36 the Town Departments. (Copies of the proposed document(s) will be available at the Planning
37 Department Office).

38 Mr. Sharples noted that the Town Department Heads presented their CIP projects at the last meeting
39 and were available to answer questions. The second public meeting allows for the Public to ask

40 questions and for the Board to vote to adopt the CIP and send a transmittal letter with their
41 recommendations, one of which was to move the Downtown Parking Flow Analysis from 2024 to 2023.

42 Chair Plumer opened the hearing to the public for comments and questions at 6:45 PM.

43 Chair Plumer commented that the Police and Fire Facility is outdated.

44 Mr. Chartrand noted that in the transmittal letter the Board might ask to identify projects that may be
45 eligible for infrastructure monies and to accelerate their pace given how much money is out there now,
46 especially projects to improve upon drinking water and sewer.

47 Ms. Belanger noted the Assistant Town Manager is right on it as far as funds coming in.

48 ***Mr. Chartrand motioned to accept the CIP and push forward with the Board's comments.***

49 ***The Town should determine availability of federal funding in determining CIP and actively pursue***
50 ***funding and be open to the possibility of moving a project forward in a timely manner should funding***
51 ***be secured. The Planning Board supports funding the Parking Study in 2023.***

52 ***Mr. Grueter seconded the motion. A vote was taken, all were in favor, the motion passed 6-0-0.***

53 Chair Plumer indicated Vice-Chair Brown would stop in and sign the letter.

- 54 2. The application of Willey Creek Co. for site plan review, lot line adjustment and Wetlands and
55 Shoreland Conditional Use Permits for the proposed relocation of Building D of the Ray Farm
56 Condominium development and associated site improvements off of Ray Farmstead Road (Willey
57 Creek Road)
58 C-3 Epping Road Highway Commercial zoning district
59 Tax Map Parcel #47-8-1 and #47-9
60 Planning Board Case #22-3

61

62 Chair Plumer read the Public Hearing Notice out loud and indicated an email had been received from
63 their attorney.

64

65 Mr. Sharples read the email out loud and indicated the applicant could not attend the Board's next
66 meeting and the Board has not accepted jurisdiction. The applicant noted they will refile and therefore
67 the Board doesn't need to take any action. Attorney Justin Pasay who was present noted the applicant
68 would like to table their application and will be responsible for costs of renoticing.

69

- 70 3. The application of Glerups, Inc. for a site plan review and Wetlands Conditional Use Permit for the
71 proposed construction of a 95,000 +/- square foot industrial warehouse building and associated site
72 improvements on the property located at 19 Continental Drive
73 CT-1 Corporate Technology Park-1 zoning district
74 Tax Map Parcel #47-7-2
75 Planning Board Case #22-9

76

77 Chair Plumer read out loud the public hearing notice and asked Mr. Sharples if the case was ready to
78 be heard. Mr. Sharples indicated the case was ready for review purposes.

79 **Mr. Chartrand motioned to open Planning Board Case #22-9. Ms. Belanger seconded the motion.**
80 **A vote was taken, all were in favor, the motion passed unanimously.**
81

82 Mr. Sharples indicated the site plan review and Wetlands CUP documents dated May 31, 2022 were
83 in the packet. There was a TRC meeting on June 24th with comments on June 29th and comments
84 from UEI dated June 27. The applicants went before the Conservation Commission on July 12, 2022
85 and a memo from Andrew Koff is provided recommending approval with two conditions: to
86 eliminate unnecessary parking spaces and minimize the driveway. The applicant's response dated
87 July 28, 2022 is also provided. There were no final comments from UEI and no waivers are
88 requested. If the Board decides to schedule a site walk, then the applicant's will be asked to mark
89 important features.

90
91 Alternate Robin Tyner arrived at 7:04 PM and was activated until Ms. English arrived shortly
92 thereafter.

93
94 Eric Saari with Altus Engineering presented the application on behalf of Glerups Warehouse. He
95 indicated Wetland's Scientist Brendan Quigley with Gove Environmental and Paul Roy of Pro Con,
96 the project architect were present.

97
98 Mr. Saari handed out samples of the product he noted were slippers made by a Denmark Company.
99 They are looking to replace their current distribution warehouse location in Newfields as they need
100 more space.

101
102 Mr. Saari posted the plan for viewing and pointed out the access easement area and wetlands which
103 he noted include a vernal pool. Mr. Saari pointed out the neighboring cell tower. He indicated the
104 site would be for a 95,000 SF warehouse with loading docks in front and offices behind There would
105 be 75 parking spaces. He described the bioretention rain garden and infiltration areas and noted
106 there would be curbing to catch basins and treatment of stormwater. He noted erosion control
107 measures and described the retaining walls to minimize wetland impacts.

108
109 Brendan Quigley from Gove Environmental pointed out the wetlands that surround the site and the
110 finger wetlands of impact which extend to the Little River Conservation Area but are not part of that
111 complex. He pointed out the vernal pool close to the shared access driveway and small 75' buffer
112 impact of that pool. He indicated he would discuss it more in depth before the Board took action on
113 the CUP criteria but stated that it meets avoidance and minimization, and the design maximizes
114 avoiding impact with the retaining walls and steep grading. Temporary impacts from the retaining
115 walls will be restored. He noted his functions and values report identified three functions, water
116 quality and there were no stream channels or through paths but a more circuitous route; wildlife
117 habitat with the vernal pool; and food source for wildlife. He noted the property was logged
118 somewhat a few years ago and there was evidence of new growth, berries and shrubs. Vice-Chair
119 Brown noted he did not see the functions and values attachment. Mr. Sharples noted the Town has
120 it and will distribute it before the next meeting.

121

122 Mr. Saari noted the plan has been modified to bring in the edge of pavement and signage added for
123 there to be no snow dumping near the vernal pool and additional parking was removed. There is a
124 note on the utility portion of the plan concerning water testing. There have been lighting changes to
125 minimize wetland impact, all LED/Dark Sky compliant.
126

127 Vicki Martel presented the landscaping plan showing 15 disease resistant elms around the perimeter
128 and columnar Maples in front with ornamental grasses.
129

130 Paul Roy of Pro Con noted the building will be similar to Unital's and Gourmet Gift Baskets' building,
131 with some wood and possibly solar on the roof.
132

133 Ms. Tyner asked about phasing and Mr. Roy noted the 95,000 SF facility would be built as shown on
134 the plans but may be phased in terms of occupancy, not construction.
135

136 Chair Plumer opened the hearing to the public at 7:31 for comments and questions and being none
137 closed the hearing to the public.
138

139 Vice-Chair Brown asked about the Conservation Commission conditions. Mr. Saari noted 17 parking
140 spaces were eliminated and the roadway was pulled in as much as possible keeping with concerns of
141 the Fire Department for life safety.
142

143 Chair Plumer asked about the gravel area and Mr. Sharples noted there was no discussion of
144 changing pavement to gravel, and parking spaces must be paved. Mr. Saari indicated all deliveries
145 are in back. Mr. Saari indicated those would be changed and the sidewalk extended.
146

147 Vice-Chair Brown asked which spaces were removed and Mr. Saari showed 12 in one area and five in
148 the back. Ms. Tyner asked if 75 spaces were full capacity and Mr. Saari indicated yes.
149

150 Ms. English asked about plowing near the vernal pool whether there could be more protection such
151 as fencing or plantings. Mr. Saari noted five signs at 50' intervals and that the vernal pool side will
152 have curbing and described sediment controls.
153

154 Ms. English asked about the clearing and Mr. Saari explained the history of the property which was
155 formerly a tennis club. There was about one day of clearing done ten years ago before that project
156 stopped abruptly.
157

158 The Board discussed the possibility of a scheduled site walk and with lack of availability due to
159 vacations decided to visit the site on their own. Vice-Chair Brown recommended the On X Hunt app.
160

161 Mr. Cameron noted cumulative impact concerns concerning traffic and the intersection. Mr.
162 Sharples noted the State redid the intersection and it is signalized. Chair Plumer referenced the
163 traffic study provided by Stephen Pernaw.
164

165 Ms. English noted cumulative impact concerns concerning the wetlands and long-term effect on
166 water and that she would feel better if the building were a bit smaller. Ms. Tyner agreed and noted
167 concerns with loss of wildlife in general based on her own experience. Mr. Quigley noted
168 stormwater management has become much better over the years and that a lot of wetlands were
169 conserved.

170
171 Chair Plumer asked about the functions of the cell tower piece and Mr. Quigley noted there was no
172 possibility of access there, it was pretty wet. The access easement is existing.

173
174 ***Vice-Chair Brown motioned to table the application for Planning Board Case #22-9 to the Board's***
175 ***September 8, 2022 meeting at 7:00 PM. Mr. Chartrand seconded the motion. A vote was taken,***
176 ***all were in favor, the motion passed 7-0-0.***

177
178 4. The application of Brentwood Distribution LLC for a site plan review of a proposed expansion of the
179 existing lay-down area for the mulch and forest products processing facility located at 91 Pine Road
180 (in Brentwood)
181 RU-Rural zoning district
182 Tax Map Parcel #30-3 and #43-2
183 Planning Board Case #22-10

184
185 Chair Plumer read out loud the public hearing notice and asked Mr. Sharples if the case were ready
186 to be heard. Mr. Sharples indicated the case was ready for review purposes.

187
188 ***Mr. Chartrand motioned to open Planning Board Case #22-10. Ms. Belanger seconded the motion.***
189 ***A vote was taken, all were in favor, the motion passed 7-0-0.***

190
191 Mr. Sharples noted the applicant is seeking approval for the 161,500 SF (3.5 AC in Exeter) expansion
192 of the existing laydown area for the PR Russell Mulch and Forest Products processing facility located
193 on Pine Road in Exeter & Brentwood. The applicant submitted site plan and supporting documents
194 dated June 24, 2022. A TRC meeting was conducted on July 14, 2022. TRC & UEI comment letters
195 both dated July 19, 2022 were provided and a response letter to the TRC comments dated July 26,
196 2022 addressing Town & UEI comments and revised plans dated August 11, 2022.

197
198 Mr. Sharples indicated the applicant is requesting a waiver from Section 7.4.7 of the Site Plan
199 Review and Subdivision Regulations for the location of significant trees. See July 26, 2022 request
200 letter.

201
202 Eric Weinrup with Altus Engineering presented the application on behalf of Brentwood Distribution
203 LLC. He noted the applicant received conditional approval from Brentwood at their July meeting.
204 He noted the laydown area would be paved and used for storage of shrink rapped materials on
205 pallets seasonally. There will be no processing, sanding, salting or snow removal. There are about
206 25 employees not including trucking. There will be no hazardous waste or processing on site. The
207 prime wetland and buffer will not be touched. They received their State AoT permit today.
208 Stormwater management was shown on the plan. There are about 20 trees being removed.

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Mr. Grueter asked if paving was necessary and he noted there would be erosion otherwise and forklifts are being used.

Chair Plumer opened the hearing to the public at 8:30 PM and being none closed the hearing to the public for deliberations.

Ms. English asked about chemicals and Mr. Russell noted there was only a small amount of dye, tumbled in.

Vice-Chair Brown motioned after reviewing the criteria for granting waivers that the Board grant a waiver to Brentwood Distribution LLC, Planning Board Case #22-10 from Section 7.4.7 of the Site Plan Review and Subdivision Regulations requiring identification of significant trees 20" or greater, be approved. Ms. Belanger seconded the motion. A roll call vote was taken, English – aye, Belanger – aye, Grueter – aye, Brown – aye, Plumer – aye, Cameron – aye and Chartrand – aye. The motion passed 7-0-0.

Mr. Sharples read out loud the proposed conditions of approval:

1. An electronic As Built Plan of the entire property with details acceptable to the Town shall be provided prior to the use of the site. This plan must be in a dwg or dxf file format and in NAD 1983 State Plane New Hampshire Coordinates;
2. A preconstruction meeting shall be arranged by the applicant and his contractor with the Town engineer prior to any site work commencing. The following must be submitted for review and approval prior to the preconstruction meeting:
 - i. The SWPPP (Stormwater Pollution Prevention Plan) if applicable, be submitted to and reviewed for approval by the DPW prior to preconstruction meeting;
 - ii. A project schedule and construction cost estimate.
3. Third party construction inspections fees shall be paid prior to scheduling the preconstruction meeting.
4. The annual Stormwater Systems Operations and Maintenance Report in the Stormwater Management Operations and Maintenance Manual shall be completed and submitted to the Town Engineer annually on or before January 31st. This requirement shall be an ongoing condition of approval.
5. All applicable State Permit approval numbers shall be noted on the final plans
6. All landscaping shown on plans shall be maintained and any dead or dying vegetation shall be replaced no later than the following growing season, as long as the site plan remains valid. This condition is not intended to circumvent the revocation procedures set forth in State statutes.
7. The applicant shall submit the land use and stormwater management information about the project using the PTAPP online Municipal Tracking Tool. The PTAPP submittal must be accepted by DPW prior to the preconstruction meeting.
8. A restoration and erosion control surety in an amount and form reviewed and approved by the Town Planner in accordance with Section 12 of the Site Plan Review and Subdivision Regulations, shall be provided prior to any site work.

253 9. All comments in the Underwood Engineers, Inc. review letter dated 7-19-22 and any subsequent
254 comments as a result of the further review shall be addressed to the satisfaction of the Town
255 Planner prior to signing the final plans.

256 Ms. English asked if there were any utilities/lighting – no.

257 ***Vice-Chair Brown motioned that the application of Brentwood Distribution LLC, Planning Board Case***
258 ***#22-10 for site plan approval be approved with the conditions read by Dave Sharples. Ms. Belanger***
259 ***seconded the motion. A roll call vote was taken Chartrand - aye, Cameron – aye, Plumer – aye, Brown***
260 ***– aye, Grueter – aye, Belanger – aye and English – aye. The motion passed 7-0-0.***

261 5. The application of 131 Portsmouth Avenue LLC for a minor subdivision of an existing 15.26-acre
262 parcel into two (2) lots. The subject property is located at 131 Portsmouth Avenue & Holland Way
263 2 Highway Commercial and CT – Corporate Technology Park zoning districts
264 Tax Map Parcel #52-112
265 Planning Board Case #22-13
266

267 Chair Plumer read out loud the public hearing notice and asked Mr. Sharples if the case was ready to
268 be heard. Mr. Sharples indicated the case was ready for review purposes.
269

270 ***Vice-Chair Brown motioned to open Planning Board Case #22-13. Mr. Cameron seconded the***
271 ***motion. A vote was taken, all were in favor, the motion passed unanimously.***
272

273 Mr. Sharples indicated the application was for a minor subdivision into two lots and was reviewed
274 by Code Enforcement Officer Doug Eastman. There was no TRC meeting. The drainage ditch is
275 manmade. There are no waivers requested.
276

277 Patrick Crimmins with Tighe & Bond, Inc. presented the application. He noted the parcel was part of
278 the larger Osram parcel. There will be a 9.03 Acre parcel with existing light industrial building while
279 retaining the 2.24-acre piece.
280

281 Mr. Sharples read out loud the two proposed conditions of approval:
282

- 283 1. A dwg file of the plan shall be provided to the Town Planner showing all property lines and
284 monumentation prior to signing the final plans. This plan must be in NAD 1983 State Plane New
285 Hampshire FIPS 2800 Feet coordinates.
- 286 2. All monumentation shall be set in accordance with Section 9.25 of the Site Plan Review and
287 Subdivision Regulations prior to the signing of the final plans.
288

289 ***Mr. Grueter motioned the application of 131 Portsmouth Avenue LLC, Planning Board Case #22-13 for***
290 ***a minor subdivision be approved with the conditions read by the Town Planner. Ms. Belanger***
291 ***seconded the motion.***
292

293 ***Mr. Chartrand called for reconsideration to open the hearing to the public.***
294

295 Chair Plumer opened the hearing to the public for comments and questions at 8:47 PM and being none
296 closed the hearing to the public for deliberations.

297

298 ***Mr. Grueter motioned the application of 131 Portsmouth Avenue LLC, Planning Board Case #22-13 for***
299 ***a minor subdivision be approved with the conditions read by the Town Planner. Ms. Belanger***
300 ***seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

301

302 V. OTHER BUSINESS

303

- 304 • Scott Carlisle – PB Case #20-21

305 Request for extension of approval for subdivision at 19 Watson Road

306

307 Barry Geier with Jones & Beach appeared to request an extension of the approval dated
308 9/23/21 for one year. He noted they were still finalizing state permits and have a P&S.

309

310 Vice-Chair Brown noted there were no changes to regulations that effect approval.

311

312 ***Vice-Chair Brown motioned to grant the request to continue approval for Planning***
313 ***Board Case #20-21 for one year. Mr. Grueter seconded the motion. A vote was taken,***
314 ***all were in favor, the motion passed unanimously 7-0-0.***

315

- 316 • Scott Carlisle – PB Case #17-26

317 Request for extension of approval for subdivision off of Epping Road

318

319 Chair Plumer read out loud the request for an extension of the approval. Mr. Sharples noted
320 correspondence was received from DTC Lawyers dated 8-24-22 and Upton & Hatfield dated 8-
321 25-22. Abutters objected to the extension. If denied, the applicant would like to continue and
322 be heard.

323

324 ***By Roll Call Vote Vice-Chair Brown motioned to go into non-public session pursuant to 91-***
325 ***A:3(II)(I) consideration of advice of legal counsel. Ms. Belanger seconded the motion. A roll***
326 ***call vote was taken: English – aye, Belanger – aye, Grueter – aye, Brown – aye, Plumer – aye,***
327 ***Cameron – aye and Chartrand – aye. The motion passed unanimously 7-0-0.***

328

329 The meeting room was closed to the public at 8:54 PM.

330

331 The meeting room was reopened to the public at 9:01 PM.

332

333 ***Vice-Chair Brown motioned to grant the extension for Planning Board Case #17-26 until***
334 ***August 24, 2023. Ms. Belanger seconded the motion. A roll call vote was taken: English –***
335 ***aye, Belanger – aye, Grueter – aye, Brown – aye, Plumer – aye, Cameron – aye and Chartrand***
336 ***– aye. The motion passed 7-0-0.***

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- One Home Builders – PB Case #21-6
Request for extension of conditional approval for a M/F condominium
development at 32 Charter Street

Chair Plumer read the request for an extension out loud.

Vice-Chair Brown motioned to grant the extension for Planning Board Case #21-6 until September 24, 2023. Ms. Belanger seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

- Master Plan Discussion

Mr. Sharples indicated there would be meeting at 8:15 AM here on September 16th which should last approximately one hour.

- Field Modifications
- Bond and/or Letter of Credit Reductions and Release

Mr. Sharples indicated he received a request for a reduction from Primrose Day School however only 10% of the hydroseed was established so \$21,000 is being withheld of the original \$63,000.

VIII. TOWN PLANNER’S ITEMS

IX. CHAIRPERSON’S ITEMS

X. PB REPRESENTATIVE’S REPORT ON “OTHER COMMITTEE ACTIVITY”

XI. ADJOURN.

Vice-Chair Brown motioned to adjourn the meeting at 9:07 PM. Ms. Belanger seconded the motion. A vote was taken all were in favor, the motion passed 7-0-0.

Respectfully submitted,
Daniel Hoijer,
Recording Secretary
Via Exeter TV