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TOWN OF EXETER  
PLANNING BOARD  
NOWAK ROOM – TOWN OFFICE BUILDING  
10 FRONT STREET  
SEPTEMBER 14, 2023  
APPROVED MINUTES  
7:00 PM

I. PRELIMINARIES:

**BOARD MEMBERS PRESENT BY ROLL CALL:** Chair Langdon Plumer, Vice Chair Aaron Brown, Pete Cameron, Clerk, Gwen English, John Grueter, and Nancy Belanger Select Board Representative

**STAFF PRESENT:** Town Planner Dave Sharples

**II. CALL TO ORDER:** Chair Plumer called the meeting to order at 7:00 PM and introduced the members.

III. OLD BUSINESS

APPROVAL OF MINUTES

June 8, 2023

Mr. Cameron and Ms. English recommended edits.

*Mr. Cameron motioned to approve the June 8, 2023 minutes as amended. Ms. Belanger seconded the motion. A vote was taken, all were in favor, the motion passed 6-0-0.*

June 22, 2023

Mr. Cameron recommended an edit.

*Ms. Belanger motioned to approve the June 22, 2023 minutes as amended. Mr. Grueter seconded the motion. A vote was taken, all were in favor, the motion passed 6-0-0.*

July 13, 2023

Ms. Belanger and Mr. Cameron recommended edits.

*Mr. Cameron motioned to approve the July 13, 2023 minutes as amended. Ms. Belanger seconded the motion. A vote was taken, all were in favor, the motion passed 6-0-0.*

43 August 10, 2023

44

45 Ms. English and Mr. Cameron recommended edits.

46

47 **Ms. English motioned to approve the August 10, 2023 minutes as amended. Ms. Belanger seconded**  
48 **the motion. A vote was taken, all were in favor, the motion passed 6-0-0.**

49

50 August 24, 2023

51

52 Ms. English recommended edits.

53

54 **Ms. Belanger motioned to approve the August 24, 2023 minutes as amended. Ms. English seconded**  
55 **the motion. A vote was taken. Mr. Grueter abstained. The motion passed 5-0-1.**

56

57 **IV. NEW BUSINESS:**

58 1. The application of the Town of Exeter for a lot line adjustment between the properties  
59 located at 4 Hampton Road and 8 Hampton Road.

60 NP – Neighborhood Professional zoning district

61 Tax Map Parcels #69-4 and #69-6

62 Planning Board Case #23-14

63

64 Chair Plumer read out loud the public hearing notice.

65

66 Mr. Sharples indicated the case was ready to be heard.

67

68 **Mr. Cameron motioned to open Planning Board Case #23-14. Ms. Belanger seconded the**  
69 **motion. A vote was taken, all were in favor, the motion passed 6-0-0.**

70

71 Mr. Sharples noted the application is for lot line adjustment with the Town of Exeter as a party.  
72 The other owner is Exeter NH Property LLC. Mr. Sharples read out loud an authorization letter  
73 written by Joel Landau of 8 Hampton Road for a duly authorized representative of the Town to  
74 present the application to the Board.

75

76 Mr. Sharples noted he is duly authorized to present the application for a lot line adjustment  
77 between the parties. He displayed an aerial map of the properties and pointed out the area  
78 utilized by Recreation for Planet Playground. He noted it was not on town property and the  
79 playground is aging and needs work. The Town wanted to own the piece before investing in  
80 those repairs and improvements. Mr. Sharples presented the lot line adjustment plan and  
81 noted the 19,000 SF area with stone wall, where iron pins will be set for the new line.

82

83 Chair Plumer noted there was no public for comments.

84

85 Mr. Sharples noted that the dwg plan which would normally be the second standard condition  
86 of approval, has been received, as the Town paid for the survey. The other standard condition  
87 is monumentation being set.

88

89 Mr. Grueter asked the cost and Mr. Sharples reported the Town paid \$50,000.

90

91 Vice Chair Brown asked about noticing the condominium association and Mr. Sharples  
92 explained the RSA allows notice to be sent to the association rather than each individual owner,  
93 same as with an HOA where notice goes to its president.

94

95 Mr. Sharples read out loud the condition of approval:

96

97 1. All monuments be set in accordance with section 9.2.5 of the site plan review and  
98 subdivision regulations.

99

100 ***Ms. English motioned to approve the request of the Town of Exeter, Planning Board Case #23-***  
101 ***14 for a lot line adjustment, subject to the condition noted. Ms. Belanger seconded the***  
102 ***motion. A vote was taken, all were in favor, the motion passed 6-0-0.***

103

#### 104 VI. OTHER BUSINESS

105

- Master Plan Discussion

106

Mr. Sharples reported the Master Plan Oversight Committee met last week to discuss  
the Bike and Pedestrian Master Plan. There will be another meeting scheduled to finish.

107

108

- Field Modifications

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110

- Bond and/or Letter of Credit Reductions and Release

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112

Mr. Sharples summarized for board members that were not present that the  
Department continues working with Finance to release old, outdated bonds and  
LOC on a variety of projects. He reported that a bond release was approved for  
Sterling Hill. \$50,000 was held for the traffic light and other monies for general  
improvements not used for six years, which is the time the RSA allows the funds  
to be used.

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#### 118 VII. TOWN PLANNER'S ITEMS

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Mr. Sharples reported that the Land Use Regulations review will start back up on the 28<sup>th</sup>.

120 Mr. Sharples reported that Site Plan and Subdivision Regulations were amended in August, and  
121 he has the inserts for the handbooks as well as the adopted CIP for members to take with them.

122 Vice Chair Brown asked about proper stabilization controls for property that abuts a wetland.  
123 He noted a 45-degree pitch and some bark mulch. Mr. Sharples noted he is not an engineer but  
124 in his opinion 45 degrees is quite an angle for mulch. He recommended staked hay bales, and  
125 silt sock.

126 Vice-Chair Brown asked about a private road owned by an association with town water and  
127 sewer. Mr. Sharples noted if the Town owns the main stem and the owners or association own  
128 the connection. Vice-Chair Brown clarified the question was what responsibility does the Town  
129 take to ensure that the road is top coated. He noted this is a condominium with no lot lines.  
130 Mr. Sharples explained that the Town does get involved in bonding on private property if a lot  
131 has been sold to ensure that the unfinished development is finished if the developer goes  
132 under and will absolutely bond everything from sidewalks to curbing. He noted he had sent a  
133 letter recently where an escrow was held and one item was not done. The owner would have  
134 30-45 days to respond and if they don't respond, the Town will complete the unfinished item.

135 **VIII. CHAIRPERSON'S ITEMS**

136 **IX. PB REPRESENTATIVE'S REPORT ON "OTHER COMMITTEE ACTIVITY"**

137 Ms. Belanger reported that the Housing Advisory Committee field trip planned on Wednesday,  
138 September 13<sup>th</sup> at 5 PM to look at workforce housing development initiated by John & Maggie  
139 Randolph for their employees in Dover is being rescheduled due to the weather.

140 Ms. Belanger reported there will be an All Board's Meeting on Wednesday, October 11<sup>th</sup>.

141 Ms. Belanger reported there will be a Right to Know Law workshop on Wednesday, October  
142 18<sup>th</sup>.

143 Ms. Belanger reported that the Select Board reviewed the Planning Board's comments  
144 concerning the CIP but the letter will not be in their packet until the 25<sup>th</sup>.

145 **X. ADJOURN**

146 ***Mr. Grueter motioned to adjourn the meeting at 8:06 PM. Ms. Belanger seconded the***  
147 ***motion. A vote was taken, all were in favor, the motion passed 6-0-0.***

148

149 Respectfully submitted.

150 Daniel Hoijer,  
151 Recording Secretary  
152 Via Exeter TV