

1 **TOWN OF EXETER**
2 **PLANNING BOARD**
3 **NOWAK MEETING ROOM**
4 **10 FRONT STREET**
5 **FEBRUARY 8, 2024**
6 **APPROVED MINUTES**
7 **7:00 PM**

8 **I. PRELIMINARIES:**
9

10 **BOARD MEMBERS PRESENT BY ROLL CALL:** Chair Langdon Plumer, Pete Cameron, Clerk, Jennifer
11 Martel, John Grueter, and Nancy Belanger Select Board Representative
12

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

15 **II. CALL TO ORDER:** Chair Plumer called the meeting to order at 7:00 PM and introduced the
16 members.
17

18 **III. OLD BUSINESS**
19

20 **APPROVAL OF MINUTES**
21

22 January 25, 2024
23

24 Ms. Belanger recommended edits.
25

26 ***Ms. Belanger motioned to approve the January 25, 2024 meeting minutes, as amended. Mr. Cameron***
27 ***seconded the motion. A vote was taken, all were in favor, the motion passed 5-0-0.***
28

29 **IV. NEW BUSINESS: PUBLIC HEARINGS**

- 30 1. The application of 81 Front Street LLC for a multi-family site plan review for the proposed
31 conversion of the existing single-family residence at 81 Front Street into six (6) residential
32 condominium units along with associated parking and site improvements.
33 R-2, Single Family Residential zoning district
34 Tax Map Parcel #72-195
35 Planning Board Case #24-1
36

37 Chair Plumer read the Public Hearing Notice out loud and asked Town Planner, Dave Sharples, if the case
38 was ready to be heard. Mr. Sharples indicated the case was ready for review purposes.
39

40 ***Ms. Martel motioned to open Planning Board Case #24-1. Mr. Cameron seconded the motion. A vote***
41 ***was taken, all were in favor, the motion passed 5-0-0.***
42

43 Mr. Sharples indicated that the applicant is looking for site plan approval for a multi-family and
44 submitted documents on 1/5/24, 1/18/24 and a response to the TRC comments on 1/30/24. The
45 applicant got relief from the Zoning Board of Adjustment for multi-family use in zone R-2. There are no
46 waivers requested. Mr. Sharples noted there would be six single-family units and that the connector
47 section is being removed. There will be two small additions. Mr. Sharples noted fire access was
48 reviewed and noted some questions with parking spaces, some of which were located partially on the
49 grass with no striping and concerns with the access to the rear parking spaces from Seminary Lane which
50 is a private drive owned by the Exeter School District.

51
52 Steve Wilson presented his application noting that he purchased the property last August for
53 redevelopment and stated that his daughter and her family will live in two of the units in the back and
54 there will be four units in the front. He noted providing a historical narrative of the property which was
55 once a women's seminary school and burned down in the 60s. He described the property as being
56 vacant for the past five years or so and the previous owner having multiple employees living at the
57 residence. Formerly there was a duplex, carriage house and servant's quarters, indoor pool and outdoor
58 pool area. He described the abutting Lincoln School area and noted use of Seminary Lane goes back
59 over 100-years, but he had concerns that permission to use it could be revoked and described a back up
60 plan to build a driveway access to the rear parking in that event. Mr. Sharples explained that being a
61 municipally owned property adverse possession would not apply and the Board could not give the
62 applicant permission to use Seminary Lane either expressly or by approving the proposed plan.

63
64 Mr. Wilson described the square footage of the property and buildings and noted the 32' long hallway
65 would be removed to add two small additions for two bedrooms. He estimated 15 bathrooms and 8
66 bedrooms with 14-15 parking spaces. He described the curb stops to be used on the parking spaces
67 being extended and converting the existing bark mulch to stone. He described the fence that the land
68 that he owned on both sides, which ran the length of the property adjacent land owned by Mr. Russ. He
69 described existing lighting and the possibility of adding more vegetation to buffer sound. He noted
70 there will be no further walkways or new lighting constructed.

71
72 Ms. Belanger expressed concerns with the private drive access to the rear parking not being owned or
73 permitted to be used by the applicant and noted there was a barrier placed by the school she imagined
74 had to do with drop off and pick up of students.

75
76 Mr. Grueter asked if the private way was wide enough for two-way traffic and Mr. Sharples noted it was
77 18' wide scaled. Mr. Wilson noted there is parking for spaces 8-11 in garages. Mr. Sharples described
78 the location of parking spaces 1, 2, 3, 4, 7, and 13 as being completely on the grass or partially on the
79 grass and noted there were no curb stops shown on the plan and requested that be done. Mr. Wilson
80 apologized that Mr. Boyd was asked to do so but has been out of town. Ms. Martel questioned the
81 access in and out.

82
83 Chair Plumer opened the hearing to the public for comments and questions at 7:33 PM.

84
85 Sally Brown Russ of 79 Front Street expressed concerns with there being 15 parking spaces and
86 questioned if 15 were necessary. She also expressed concerns about lighting and noise because some of

87 the parking was up along the fence near her bedroom window. She noted it would be a difficult
88 adjustment to have so many people living next door, coming and going. She noted that Section 9.13.4
89 provides that parking be located in such a manner as to not unduly harm the owner or occupants of
90 neighboring parcels and stated this seems to apply to her situation. She asked about trash removal and
91 if there would be any dumpsters and if the units would be rentals or condominiums because she has
92 heard both.

93
94 Mr. Sharples asked the bedroom count and Mr. Wilson noted six would have at least two bedrooms, and
95 there would be one with three and guest parking. He noted the 6' high fence and offered to eliminate
96 parking space #3. He noted 14 people lived there previously but the property has sat abandoned the
97 last five years. He noted the Russ' house was built 15 inches from the property line. He responded that
98 there were not going to be any dumpsters and owners would use totes and garbage cans. He answered
99 that the units would be condominiums.

100
101 Mr. Grueter asked if parking spaces #3 and #4 exist now and Mr. Wilson indicated no.

102
103 Ms. Belanger asked who owned the fence and Mr. Wilson answered that he did on both sides, the fence
104 was not on the property line.

105
106 Ms. Martel asked about going before the Historic District Commission and Mr. Wilson answered that he
107 had done so and they waived jurisdiction.

108
109 Ms. Martel asked about electric vehicle chargers and Mr. Sharples noted there were enough garages
110 with power supply.

111
112 Ms. Martel asked about access to each unit and Mr. Wilson described where access exists currently for
113 each and every unit.

114
115 Mr. Cameron noted the ZBA conditions for approval, owner occupancy of one of the units and Planning
116 Board approval.

117
118 Ms. Belanger asked about fire access. Mr. Wilson noted the department would have the final say in the
119 permitting and occupancy process, but it was discussed already, and the fire department indicated it
120 would not likely drive a fire truck in but would like enough access for an ambulance.

121
122 Ms. Belanger noted she had concerns with the private drive, Seminary Lane, owned by the school
123 district being used without express permission to access parking spaces in the rear. She recommended
124 checking with town counsel.

125
126 Mrs. Russ asked if the ZBA condition meant that a member of Mr. Wilson's family would always have to
127 occupy one of the units and asked who would enforce that. Mr. Sharples explained that if the units
128 were rentals and not condominiums, the owner would have to occupy a unit. The condition is not
129 running with Mr. Wilson's family into perpetuity, beyond his ownership, but rather with whoever owns

130 the property (they must be on the deed) and he stated if the units are condominiums that condition
131 would not apply. He answered that enforcement is complaint driven.

132

133 Mr. Grueter asked about exterior changes and Mr. Wilson noted only the removal of the connector and
134 two small additions which are in the center of the property and would not be visible from the street. He
135 described the separate utilities and heating that exists already for the six units.

136

137 Ms. Martel asked about the doctor's office and Mr. Wilson indicated that would not become an ADU or
138 seventh unit but someone could apply to use that as an office.

139

140 Chair Plumer closed the hearing to the public at 8:16 PM.

141

142 Ms. Martel indicated she would like to see parking on the plans to see how that would work and agreed
143 with the concerns about Seminary Lane such as if the lane were blocked by buses or other vehicles, the
144 occupants using the rear parking lot could not get out.

145

146 Ms. Belanger asked that town counsel review the Seminary Lane issue and that there be conditions that
147 the fence and plantings be maintained.

148

149 Mr. Sharples indicated he would speak to the school district and requested the plans show striping, and
150 curb stops. He discussed the frontage needed along Front Street to be allowed an additional curb cut
151 and noted 600' would be needed.

152

153 ***Ms. Belanger motioned to continue Planning Board Case #24-1 to the Planning Board's February 22,***
154 ***2024 meeting at 7 PM. Mr. Cameron seconded the motion. A vote was taken, all were in favor, the***
155 ***motion passed 5-0-0.***

156

157 Ms. Russ noted concerns with abutter's notices being received. Mr. Sharples indicated to her that they
158 were stamped received by the post office on January 25, 2024 but he will look into it.

159 **V. OTHER BUSINESS**

160

- 161 • Master Plan Discussion

162 Mr. Sharples noted the Master Plan analysis was included and updated in 2018. He
163 noted 67 items on the agenda to be completed and that 66 of them were complete or
164 being worked on. He noted the remaining item is the Complete Streets policy being
165 funded hopefully in the 2025 CIP. He noted the next update would be in 20218 and
166 thanked the Boards and everyone who assisted. Ms. Belanger thanked Mr. Sharples for
167 keeping it moving forward.

168

- 169 • Field Modifications

170

- 171 • Bond and/or Letter of Credit Reductions and Release

172 Mr. Sharples thanked Barb McEvoy for finding more refunds to release.

173 **VII. TOWN PLANNER'S ITEMS**

174 **VIII. CHAIRPERSON'S ITEMS**

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

176 **X. ADJOURN**

177 *Ms. Belanger motioned to adjourn the meeting at 8:46 PM. Mr. Cameron seconded the*
178 *motion. A vote was taken, all were in favor, the motion passed unanimously.*

179 Respectfully submitted.

180 Daniel Hoijer,
181 Recording Secretary
182 Via Exeter TV