

**TOWN OF EXETER  
PLANNING BOARD  
NOWAK ROOM  
10 FRONT STREET  
JANUARY 8, 2026  
DRAFT MINUTES**

7:00 PM

## I. PRELIMINARIES:

10 **BOARD MEMBERS PRESENT BY ROLL CALL:** Chair Langdon Plumer, Clerk, John Grueter, Gwen  
11 English, Jennifer Martel, Marty Kennedy, Alternate Dean Hubbard, Alternate Sam MacLeod and Select  
12 Board Representative Nancy Belanger.

## STAFF PRESENT:

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

### III. NEW BUSINESS:

20 1. In accordance with RSA 674:54, a public hearing will be held to discuss the Town's intent to construct  
21 a new Police and Fire Substation at 6 Continental Drive, Tax Map Parcel #47-04-11.

23 *Ms. Belanger motioned to Table the hearing for Tax Map #47-04-11. Mr. Grueter seconded the*  
24 *motion. A vote was taken, all were in favor, the motion passed unanimously.*

26 2. Public hearing on the proposed amendment(s) to the Town's Site Plan Review & Subdivision  
27 Regulations: Amend the Subdivision and Site Plan Review Regulations by adding a new paragraph to  
28 Section 8.7 – Vehicular and Pedestrian Traffic, as follows: Section 8.7.9 Bicycle Infrastructure. All  
29 proposals are encouraged to incorporate bicycle-friendly design elements, such as bike racks, secured  
30 short- and long-term bicycle parking facilities including internal bicycle storage, shared-use paths, or  
31 connections to existing bicycle paths. The Planning Board may require such infrastructure, based on  
32 factors including but not limited to: the scale of development; proximity to existing bicycle paths;  
33 developments that generate public traffic (e.g. schools, parks); or where bicycle access is necessary to  
34 mitigate traffic impacts or improve safe circulation. The purpose of this amendment is to respond to a  
35 citizen petition requesting that the planning board provide opportunities to expand bicycle  
36 infrastructure and thereby better facilitate the use of this mode of transportation.

38 Chair Plumer read the article, 8.7.9 proposed to be added to the site plan and subdivision regulations by  
39 the Board concerning bicycles and noted this was in response to a citizen's request.

41 Chair Plumer opened public comment at 7:05 PM

43 Ben Hodsdon thanked the Board for a great start and encouraged everyone to vote positively.

44

45 Chair Plumer thanked Mr. Hodson for his work with Carol Ogilvie on this.

46

47 ***Mr. Grueter motioned to include Article 8.7.9 in the site plan review and subdivision regulations. Ms. Belanger seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

48

49

50 3. A request by Willey Creek Company for an amendment to a previously approved site plan for the  
51 proposed relocation of Building D of the Ray Farm Condominium development and associated site  
52 improvements off of Ray Farmstead Road.

53 C-3, Epping Road Highway Commercial zoning district

54 Tax Map Parcel #47-8 and #47-8.1

55 Planning Board Case #22-3.

56

57 Chair Plumer read the public hearing notice and members Marty Kennedy and Nancy Belanger recused  
58 themselves. Chair Plumer activated both of the Alternates.

59

60 Attorney Tim Phoenix noted John Shaftmaster, Brendan Quigley from Gove Environmental, Kat Morrill  
61 from Millenium Engineering and Bruce Scammon of James Verra & Associates, were present. He noted  
62 Building D was originally approved in a different location. He discussed changes that they were coming  
63 in for approval for that Ms. Ogilvie thought the Board should vote on. He discussed smaller parking, less  
64 retaining wall, and that originally the wetland buffer disturbance was greater. He referenced Ms.  
65 Ogilvie's memo dated 12/30/25 and waivers that they would be requesting.

66

67 Chair Plumer asked if the case was ready to be heard and Ms. Ogilvie indicated yes.

68

69 ***Mr. Grueter motioned to open Planning Board Case #22-3. Ms. English seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

70

71

72 Bruce Scammon noted the drive under at the lower end, a lower grade with 9 less feet of excavation.  
73 He noted there would be no retaining walls on the North and East sides of the building and less slope.  
74 He indicated a lot less pavement and impact. He pointed to the end of the driveway on the plan and  
75 noted they got rid of the parking lot in the upper area. He noted grading was closer to the brook and  
76 there is a bigger natural buffer for shoreland protection and they have saved trees. He discussed  
77 infiltration and treatment, bioswale and bio 'pond and underground storage. He noted the roof drip  
78 edge and that the road is shorter. There is a driveway and retaining wall closer to wetlands and will  
79 drain into the treatment and catch basins. There is less parking, but it is closer to the building. He noted  
80 one of the waiver requests is for parking closer to the building and there will be a waiver for the town  
81 road driveway drainage because of the existing catch basin and pond the town has an easement on. The  
82 private drainage will go into the public pond. He noted however that the pond was constructed by the  
83 developer and an easement given to the town to utilize it.

84

85 Mr. Grueter asked about the spaces in the garage under and the outside spaces and whether they are  
86 equal to the other buildings. Mr. Scammon noted Per state law the new standard is one space per unit

87 so there are 13 outside and 47-48 total. Mr. Grueter expressed concerns with residents who have two  
88 cars and with visits and having the same parking as the other buildings. Mr. Scammon noted the other  
89 buildings have commented that they have empty spaces. Mr. Grueter commented there are never  
90 enough parking spaces in condominiums.

91

92 Ms. English asked to identify shoreland protection lines and Mr. Scammon pointed out the corner where  
93 there is new impact and new bio swales. He pointed out the retaining wall and curbing to direct water  
94 and second berm after it.

95

96 Chair Plumer asked about the culvert and Mr. Scammon noted under the driveway. He noted there is a  
97 final agreement with DPW concerning plow turnaround.

98

99 Ms. English questioned DES in the new plan and Mr. Scammon noted there were a couple of small things  
100 to address:

101

- 102 • ROW – get pond out of
- 103 • Drainage in road
- 104 • Redesign work with Fire Department on three turnarounds, and hydrants.

105

106 Ms. English asked about Ms. Ogilvie's note that they are going before Conservation on the 13<sup>th</sup> for state  
107 wetlands.

108

109 Attorney Phoenix referenced an email from Chief Pizon concerning the parking lot and turnaround.

110

111 Chair Plumer asked about conditions from the state and Mr. Scammon noted Alteration of Terrain (AoT)  
112 is required.

113

114 Mr. Grueter asked about no parking signs. Mr. Scammon noted there will be an extra space at the front  
115 end marked emergency vehicles only.

116

117 Ms. Martel asked about the proposed 20'x20' grilling area and Mr. Scammon noted because of the  
118 decreased parking and no retaining wall that was new and there were no plans to hardwire gas for  
119 grilling. Chair Plumer asked if residents would have access to other common areas such as the social  
120 areas in the first three buildings – yes, Mr. Scammon noted, all members are part of the same  
121 association.

122

123 Ms. Martel asked about the 3' pedestrian path connecting to the sidewalk and Mr. Scammon responded  
124 that it was a walking loop.

125

126 Ms. Martel asked about lighting and Mr. Scammon directed her to the lighting plan.

127

128 Ms. Martel asked about bike racks and Mr. Scammon indicated there were secure closets for residents.

129

130 Chair Plumer asked about electric vehicle charging conduit and Mr. Scammon indicated the conduit  
131 would be there for three spaces. Mr. Hubbard asked about inside – Mr. Scammon noted that would be  
132 up to the condominium association as some have fire concerns.

133  
134 Ms. English asked about using pervious pavers on the grilling patio. Attorney Phoenix indicated they  
135 were saving much will a small parking area. Ms. Martel indicated such a small area surrounded by  
136 impervious would confidently absorb but there could be permeable paves with gravel spacers.

137  
138 Chair Plumer asked about plants in the filtration pond. Ms. Martel indicated winterberry, evergreen and  
139 iris but would like to see a little more and asked about mulch. Mr. Scammon indicated grass, it takes up  
140 nitrogen. Ms. Martel asked about seed mix and mowing and Mr. Scammon noted they would mow once  
141 or twice a season to keep invasives out.

142  
143 Chair Plumer opened public comment at 7:51 PM.

144  
145 Barry Geir indicated he represented Scott Carlisle and that he was a direct abutter and has an access  
146 easement over the driveway. He expressed concerns with the existing road dead ending to a street  
147 without a cul-de-sac and turnaround per Section 9.17.2 of the site plan review and subdivision  
148 regulations and the intent to extend a public road at the end on Mr. Carlisle's property. He questioned  
149 why the driveway width is being reduced to 24 feet and concerns if residents need to park on the street  
150 because parking is being reduced. He would like the condo docs to include a provision for future utilities  
151 to prevent damage to the roadway and has comments about the drainage waiver. He stated that TIFF  
152 money was used to complete the roadway and the intent is for the road to be public. He expressed  
153 concerns with the stormwater basin dedicated to treating the full road length as proposed. He  
154 expressed concerns with road and extension to his property and the cul-de-sac being treated and  
155 retained in the stormwater pond prior to any of the site development associated with Building D and  
156 permits required for AoT associated with the road to Mr. Carlisle's property and the cul-de-sac. He  
157 claimed the pond was constructed with TIFF funds and should be used for purposes. He expressed  
158 concerns with maintenance by the condominium association for the pond and requested that Mr.  
159 Carlisle's engineer and town engineer be included in design and drainage prior to approval of the waiver  
160 and AoT to ensure that Mr. Carlisle's interests are being protected. He stated if the Board doesn't work  
161 with Mr. Carlisle, he vehemently opposes the waiver as there are alternatives. Mr. Geir stated that  
162 13.7.1 would be detrimental to public health, safety and welfare or injurious to other property without  
163 conditions. He stated that 13.73 concerning shape, typography and hardship cannot result in hardship  
164 as the applicant is creating the need for the waiver and could construct the public road as planned and  
165 utilize the drainage system as it was intended.

166  
167 Mr. Kennedy stated that he is a resident of Ray Farm and expressed concerns when there is a party or  
168 snow plowing when cars have to be moved out. He pointed to an area on the plan and requested five  
169 spaces of overflow parking which would give the fire department and delivery trucks more room. He  
170 asked if the rock outcropping would be blasted and if so there would be monitoring for damage.

171

172 Mr. Scammon noted there would probably be blasting to dig out the foundation and part of the AoT  
173 permit excavation over 5,000 cubic yards of blasting or bedrock removal. If the boulder can't be broken  
174 with excavator and hammer it would be "popped."  
175  
176 Mr. Scammon addressed the request for overflow parking and noted the area is where the swale  
177 collects to run to the bioswale and is difficult to put parking on top of it.  
178  
179 Mr. Scammon addressed the 24' driveway width, which is the town standard for a road. There will also  
180 be a 5' concrete sidewalk. He noted they are not doing a subdivision this is part of one lot and a private  
181 driveway.  
182  
183 Mr. Scammon noted that Mr. Shaftmaster paid to put the road and pond structures in. Mr. Shaftmaster  
184 agreed that Wiley Creek built the pond and gave an easement to the town to use it. He noted the  
185 condominium association is in charge of maintaining snow plowing and drainage and there will be a  
186 bond already in place. The stormwater operations plan was reviewed by the town.  
187  
188 Mr. Scammon stated that he did not see how the Board could make one property owner pay for  
189 something developed on another property. They are working with the town engineer.  
190  
191 Attorney Phoenix stated that the Board has already approved the last 50' and does not expect changes  
192 to the June approval. Mr. Carlisle's property is hundreds of feet away from where this is happening and  
193 there is no negative effect on his property. No cul-de-sac was required when it was approved six  
194 months ago by the Board. The Fire Department supported it. The area at the end of the TIFF road is  
195 private property. Mr. Carlisle has an easement over it and tried in court to have it turned into public  
196 access and lost. Attorney Phoenix asked the Board not to bite on those allegations. This is not a new  
197 application, just a minor amendment with less impact than already approved.  
198  
199 Ms. Martel asked if this is the same as approved why the waiver request and Mr. Scammon noted the TR  
200 missed it. Attorney Phoenix noted it was approved without the waiver.  
201  
202 Ms. Martel asked about the proposed tree line on sheet 8 and noted a lot of clearing, more than needed  
203 for the building, parking lot and grading. Mr. Scammon noted the northwest area is for storage of rocks  
204 and material for processing to reuse for underground features. Ms. Martel noted if it is temporary they  
205 were creating a steep slope and flat lawn area and it would be nice to restore the slope and replant it.  
206 Mr. Scammon noted the landscaping plan shows plantings. Ms. Martel noted the grading on the plan  
207 show leveling. Mr. Scammon noted the contours in the middle of the wedge were disappearing and  
208 most likely there would be rock face after blasting. It will be flatter with trees and grass. Ms. Martel  
209 asked about using a natural upland meadow mix.  
210  
211 Ms. English agreed they should restore whatever can be done and make it visible pleasing. She noted  
212 the proposed Beech Trees would not survive because they are being lost to Beech Leaf disease and  
213 recommended replacing them with White Oak in the two proposed areas.  
214

215 Mr. Grueter asked about blasting and Mr. Kennedy had concerns with damage to existing buildings.  
216 Chair Plumer noted the roles of state and local government rules for blasting.

217  
218 Public Comment closed at 7:34 PM.  
219

220 Mr. Scammon reviewed the waiver from Section 11.3.1.2a.  
221

222 ***Ms. English motioned to approve the request for a waiver from Section 11.3.1.2a of the site plan review and subdivision regulations. Mr. Grueter seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

225  
226 Mr. Scammon reviewed the waiver from Section 9.1.3.5.  
227

228 Chair Plumer asked where the drainage flowed down the drive. Mr. Scammon pointed out the catch basin, curbing and drainage into the pond. He noted it is designed to handle more than that.  
229

230  
231 ***Ms. English motioned to approve the request for a waiver from Section 9.1.3.5 of the site plan review and subdivision regulations. Mr. Gruter seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

232  
233 Chair Plumer asked about conditions, for the June approval and for the proposed approval. Ms. Ogilvie noted there were 21 conditions for the June approval which are still applicable and in effect.  
234

235 Ms. English questioned if the Conservation meeting had issues come up. Mr. MacLeod was in favor of waiting. Attorney Phoenix indicated it is a minor change and did not want to come back.  
236

237  
238 Ms. English asked about addressing UEI issues.  
239

240  
241 Chair Plumer asked about blasting.  
242

243  
244 Ms. English noted the substitution of White Oaks for the two Beech trees and permeable pavers for the patio. Attorney Phoenix asked for clarification on the type of pervious system, did they want to dig out 2' and lay crushed stone. Mr. Scammon noted there could be pavers with graver or just a stone path.  
245 Attorney Phoenix noted there should be something walkable because it is 55 and over.  
246

247  
248 Ms. Martel noted installing upland meadow seed mix and connecting the 3' pedestrian walkway to the sidewalk in front of the building. Attorney Phoenix asked for clarification where the meadow mix would be required and Ms. Martel noted it could be mowed once or twice a year, or have paths mowed. Ms. Morrill noted that the other three buildings felt there was too much and recommended leaving some space so residents could plant.  
249

250  
251 Brendan Quigley noted he will be present at the Conservation meeting.  
252

253  
254 Ms. Ogilvie read the proposed additional conditions:  
255

259       • AoT wetland permits  
260       • Address UEI comments  
261       • Insure Conservation Commission comments are addressed  
262       • Insure blasting company will adhere to all appropriate rules and regulations  
263  
264       Ms. Ogilvie noted that the previous walkway and patio bricks as well as the see mix and White Oak trees  
265       and vehicle parking signs and connecting path to the sidewalk can be put on the plan.  
266  
267       Ms. Martel asked about the previous conditions and Ms. Ogilvie read the standard conditions including:  
268  
269       • As built plan  
270       • Preconstruction meeting  
271       • 3<sup>rd</sup> party fees  
272       • Operation maintenance report stormwater  
273       • UEI comments  
274       • Condo Docs  
275       • State Permit applications  
276       • Landscaping and maintenance  
277       • Lighting  
278       • PTAPP submittal  
279       and  
280       • Age restricted  
281       • Conservation memo  
282       • Sidewalk access  
283       • Trail to Building C&D  
284       • Minimize impacts to Bldg. A  
285       • Meet with owners about construction concerns  
286       • Canopy trees  
287       • Lighting Plan  
288       • UEI comments satisfied  
289       • Landscaping plan  
290  
291       *Ms. English motioned to approve the application of Wiley Creek for an amended site plan subject of  
292       the conditions read by the Town Planner. Ms. Martel seconded the motion. A vote was taken, Mr.  
293       MacLeod voted nay. The motion passed 5-1-0.*  
294  
295       Mr. MacLeod noted he wanted to wait until after the Conservation Commission meeting.  
296  
297       Mr. Kennedy returned to the meeting table.  
298  
299       **IV. OLD BUSINESS**  
300

301 **APPROVAL OF MINUTES**

302

303 December 11, 2025

304

305 Ms. English recommended an edit to Line 175.

306

307 ***Ms. Belanger motioned to approve the minutes of December 11, 2025, as amended. Mr. Grueter seconded the motion. A vote was taken, the motion passed unanimously.***

309

310 **V. OTHER BUSINESS**

311

312 • Master Plan Discussion

313

314 Mr. Grueter noted the Committee is working on Complete Streets. Mr. Kennedy reported they  
315 met this morning and will meet again on the 22<sup>nd</sup>.

316

317 • Field Modifications

318

319 • Bond and/or Letter of Credit Reductions and Release

320

321 • Other

322

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

324 **VII. CHAIRPERSON'S ITEMS**

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

326 **IX. ADJOURN**

327 ***Mr. Grueter motioned to adjourn the meeting at 9:15 PM. Ms. Belanger seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

329 Respectfully submitted.

330 Daniel Hoijer,

331 Recording Secretary (Via Exeter TV)