

**TOWN OF EXETER  
PLANNING BOARD  
NOWAK ROOM  
10 FRONT STREET  
JANUARY 8, 2026  
DRAFT MINUTES  
7:00 PM**

**I. PRELIMINARIES:**

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

**STAFF PRESENT:**

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

**III. NEW BUSINESS:**

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

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

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

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

Chair Plumer opened public comment at 7:05 PM.

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

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

**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.**

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

C-3, Epping Road Highway Commercial zoning district

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

Planning Board Case #22-3.

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

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

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

**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.**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Chair Plumer opened public comment at 7:51 PM.

Barry Geir indicated he represented Scott Carlisle and that he was a direct abutter and has an access easement over the driveway. He expressed concerns with the existing road dead ending to a street without a cul-de-sac and turnaround per Section 9.17.2 of the site plan review and subdivision regulations and the intent to extend a public road at the end on Mr. Carlisle's property. He questioned why the driveway width is being reduced to 24 feet and concerns if residents need to park on the street because parking is being reduced. He would like the condo docs to include a provision for future utilities to prevent damage to the roadway and has comments about the drainage waiver. He stated that TIFF money was used to complete the roadway and the intent is for the road to be public. He expressed concerns with the stormwater basin dedicated to treating the full road length as proposed. He expressed concerns with road and extension to his property and the cul-de-sac being treated and retained in the stormwater pond prior to any of the site development associated with Building D and permits required for AoT associated with the road to Mr. Carlisle's property and the cul-de-sac. He claimed the pond was constructed with TIFF funds and should be used for purposes. He expressed concerns with maintenance by the condominium association for the pond and requested that Mr. Carlisle's engineer and town engineer be included in design and drainage prior to approval of the waiver and AoT to ensure that Mr. Carlisle's interests are being protected. He stated if the Board doesn't work with Mr. Carlisle, he vehemently opposes the waiver as there are alternatives. Mr. Geir stated that 13.7.1 would be detrimental to public health, safety and welfare or injurious to other property without conditions. He stated that 13.7.3 concerning shape, typography and hardship cannot result in hardship as the applicant is creating the need for the waiver and could construct the public road as planned and utilize the drainage system as it was intended.

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

Mr. Scammon noted there would probably be blasting to dig out the foundation and part of the AoT permit excavation over 5,000 cubic yards of blasting or bedrock removal. If the boulder can't be broken with excavator and hammer it would be "popped."

Mr. Scammon addressed the request for overflow parking and noted the area is where the swale collects to run to the bioswale and is difficult to put parking on top of it.

Mr. Scammon addressed the 24' driveway width, which is the town standard for a road. There will also be a 5' concrete sidewalk. He noted they are not doing a subdivision this is part of one lot and a private driveway.

Mr. Scammon noted that Mr. Shaftmaster paid to put the road and pond structures in. Mr. Shaftmaster agreed that Wiley Creek built the pond and gave an easement to the town to use it. He noted the condominium association is in charge of maintaining snow plowing and drainage and there will be a bond already in place. The stormwater operations plan was reviewed by the town.

Mr. Scammon stated that he did not see how the Board could make one property owner pay for something developed on another property. They are working with the town engineer.

Attorney Phoenix stated that the Board has already approved the last 50' and does not expect changes to the June approval. Mr. Carlisle's property is hundreds of feet away from where this is happening and there is no negative effect on his property. No cul-de-sac was required when it was approved six months ago by the Board. The Fire Department supported it. The area at the end of the TIFF road is private property. Mr. Carlisle has an easement over it and tried in court to have it turned into public access and lost. Attorney Phoenix asked the Board not to bite on those allegations. This is not a new application, just a minor amendment with less impact than already approved.

Ms. Martel asked if this is the same as approved why the waiver request and Mr. Scammon noted the TR missed it. Attorney Phoenix noted it was approved without the waiver.

Ms. Martel asked about the proposed tree line on sheet 8 and noted a lot of clearing, more than needed for the building, parking lot and grading. Mr. Scammon noted the northwest area is for storage of rocks and material for processing to reuse for underground features. Ms. Martel noted if it is temporary they were creating a steep slope and flat lawn area and it would be nice to restore the slope and replant it. Mr. Scammon noted the landscaping plan shows plantings. Ms. Martel noted the grading on the plan show leveling. Mr. Scammon noted the contours in the middle of the wedge were disappearing and most likely there would be rock face after blasting. It will be flatter with trees and grass. Ms. Martel asked about using a natural upland meadow mix.

Ms. English agreed they should restore whatever can be done and make it visible pleasing. She noted the proposed Beech Trees would not survive because they are being lost to Beech Leaf disease and recommended replacing them with White Oak in the two proposed areas.

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

Public Comment closed at 7:34 PM.

Mr. Scammon reviewed the waiver from Section 11.3.1.2a.

***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.***

Mr. Scammon reviewed the waiver from Section 9.1.3.5.

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.

***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. Grueter seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

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.

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.

Ms. English asked about addressing UEI issues.

Chair Plumer asked about blasting.

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. Attorney Phoenix noted there should be something walkable because it is 55 and over.

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.

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

Ms. Ogilvie read the proposed additional conditions:

- AoT wetland permits
- Address UEI comments
- Insure Conservation Commission comments are addressed
- Insure blasting company will adhere to all appropriate rules and regulations

Ms. Ogilvie noted that the pervious walkway and patio bricks as well as the see mix and White Oak trees and vehicle parking signs and connecting path to the sidewalk can be put on the plan.

Ms. Martel asked about the previous conditions and Ms. Ogilvie read the standard conditions including:

- As built plan
- Preconstruction meeting
- 3<sup>rd</sup> party fees
- Operation maintenance report stormwater
- UEI comments
- Condo Docs
- State Permit applications
- Landscaping and maintenance
- Lighting
- PTAPP submittal
- and
- Age restricted
- Conservation memo
- Sidewalk access
- Trail to Building C&D
- Minimize impacts to Bldg. A
- Meet with owners about construction concerns
- Canopy trees
- Lighting Plan
- UEI comments satisfied
- Landscaping plan

***Ms. English motioned to approve the application of Wiley Creek for an amended site plan subject ot the conditions read by the Town Planner. Ms. Martel seconded the motion. A vote was taken, Mr. MacLeod voted nay. The motion passed 5-1-0.***

Mr. MacLeod noted he wanted to wait until after the Conservation Commission meeting.

Mr. Kennedy returned to the meeting table.

#### **IV. OLD BUSINESS**

**APPROVAL OF MINUTES**

December 11, 2025

Ms. English recommended an edit to Line 175.

***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.***

**V. OTHER BUSINESS**

- Master Plan Discussion

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

- Field Modifications

- Bond and/or Letter of Credit Reductions and Release

- Other

**VI. TOWN PLANNER'S ITEMS**

**VII. CHAIRPERSON'S ITEMS**

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

**IX. ADJOURN**

***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.***

Respectfully submitted.

Daniel Hoijer,

Recording Secretary (Via Exeter TV)