

**TOWN OF EXETER
PLANNING BOARD
NOWAK ROOM
10 FRONT STREET
JANUARY 8, 2026
APPROVED 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. Hodsdon 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 13th 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 so much impervious with a small parking area. Ms. Martel indicated such a small area
136 surrounded by impervious would confidently absorb but there could be permeable paves with gravel
137 spacers.

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

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

145
146 Barry Geir indicated he represented Scott Carlisle and that he was a direct abutter and has an access
147 easement over the driveway. He expressed concerns with the existing road dead ending to a street
148 without a cul-de-sac and turnaround per Section 9.17.2 of the site plan review and subdivision
149 regulations and the intent to extend a public road at the end on Mr. Carlisle's property. He questioned
150 why the driveway width is being reduced to 24 feet and concerns if residents need to park on the street
151 because parking is being reduced. He would like the condo docs to include a provision for future utilities
152 to prevent damage to the roadway and has comments about the drainage waiver. He stated that TIFF
153 money was used to complete the roadway and the intent is for the road to be public. He expressed
154 concerns with the stormwater basin dedicated to treating the full road length as proposed. He
155 expressed concerns with road and extension to his property and the cul-de-sac being treated and
156 retained in the stormwater pond prior to any of the site development associated with Building D and
157 permits required for AoT associated with the road to Mr. Carlisle's property and the cul-de-sac. He
158 claimed the pond was constructed with TIFF funds and should be used for purposes. He expressed
159 concerns with maintenance by the condominium association for the pond and requested that Mr.
160 Carlisle's engineer and town engineer be included in design and drainage prior to approval of the waiver
161 and AoT to ensure that Mr. Carlisle's interests are being protected. He stated if the Board doesn't work
162 with Mr. Carlisle, he vehemently opposes the waiver as there are alternatives. Mr. Geir stated that
163 13.7.1 would be detrimental to public health, safety and welfare or injurious to other property without
164 conditions. He stated that 13.7.3 concerning shape, typography and hardship cannot result in hardship
165 as the applicant is creating the need for the waiver and could construct the public road as planned and
166 utilize the drainage system as it was intended.

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

172

173 Mr. Scammon noted there would probably be blasting to dig out the foundation and part of the AoT
174 permit excavation over 5,000 cubic yards of blasting or bedrock removal. If the boulder can't be broken
175 with excavator and hammer it would be "popped."
176
177 Mr. Scammon addressed the request for overflow parking and noted the area is where the swale
178 collects to run to the bioswale and is difficult to put parking on top of it.
179
180 Mr. Scammon addressed the 24' driveway width, which is the town standard for a road. There will also
181 be a 5' concrete sidewalk. He noted they are not doing a subdivision this is part of one lot and a private
182 driveway.
183
184 Mr. Scammon noted that Mr. Shaftmaster paid to put the road and pond structures in. Mr. Shaftmaster
185 agreed that Wiley Creek built the pond and gave an easement to the town to use it. He noted the
186 condominium association is in charge of maintaining snow plowing and drainage and there will be a
187 bond already in place. The stormwater operations plan was reviewed by the town.
188
189 Mr. Scammon stated that he did not see how the Board could make one property owner pay for
190 something developed on another property. They are working with the town engineer.
191
192 Attorney Phoenix stated that the Board has already approved the last 50' and does not expect changes
193 to the June approval. Mr. Carlisle's property is hundreds of feet away from where this is happening and
194 there is no negative effect on his property. No cul-de-sac was required when it was approved six
195 months ago by the Board. The Fire Department supported it. The area at the end of the TIFF road is
196 private property. Mr. Carlisle has an easement over it and tried in court to have it turned into public
197 access and lost. Attorney Phoenix asked the Board not to bite on those allegations. This is not a new
198 application, just a minor amendment with less impact than already approved.
199
200 Ms. Martel asked if this is the same as approved why the waiver request and Mr. Scammon noted the TR
201 missed it. Attorney Phoenix noted it was approved without the waiver.
202
203 Ms. Martel asked about the proposed tree line on sheet 8 and noted a lot of clearing, more than needed
204 for the building, parking lot and grading. Mr. Scammon noted the northwest area is for storage of rocks
205 and material for processing to reuse for underground features. Ms. Martel noted if it is temporary they
206 were creating a steep slope and flat lawn area and it would be nice to restore the slope and replant it.
207 Mr. Scammon noted the landscaping plan shows plantings. Ms. Martel noted the grading on the plan
208 show leveling. Mr. Scammon noted the contours in the middle of the wedge were disappearing and
209 most likely there would be rock face after blasting. It will be flatter with trees and grass. Ms. Martel
210 asked about using a natural upland meadow mix.
211
212 Ms. English agreed they should restore whatever can be done and make it visible pleasing. She noted
213 the proposed Beech Trees would not survive because they are being lost to Beech Leaf disease and
214 recommended replacing them with White Oak in the two proposed areas.
215

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

218
219 Public Comment closed at 7:34 PM.
220

221 Mr. Scammon reviewed the waiver from Section 11.3.1.2a.
222

223 ***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.***
224
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
229 basin, curbing and drainage into the pond. He noted it is designed to handle more than that.
230

231
232 ***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.***
233
234

235 Chair Plumer asked about conditions, for the June approval and for the proposed approval. Ms. Ogilvie
236 noted there were 21 conditions for the June approval which are still applicable and in effect.
237

238 Ms. English questioned if the Conservation meeting had issues come up. Mr. MacLeod was in favor of
239 waiting. Attorney Phoenix indicated it is a minor change and did not want to come back.
240

241 Ms. English asked about addressing UEI issues.
242

243 Chair Plumer asked about blasting.
244

245 Ms. English noted the substitution of White Oaks for the two Beech trees and permeable pavers for the
246 patio. Attorney Phoenix asked for clarification on the type of pervious system, did they want to dig out
247 2' and lay crushed stone. Mr. Scammon noted there could be pavers with graver or just a stone path.
248 Attorney Phoenix noted there should be something walkable because it is 55 and over.
249

250 Ms. Martel noted installing upland meadow seed mix and connecting the 3' pedestrian walkway to the
251 sidewalk in front of the building. Attorney Phoenix asked for clarification where the meadow mix would
252 be required and Ms. Martel noted it could be mowed once or twice a year, or have paths mowed. Ms.
253 Morrill noted that the other three buildings felt there was too much and recommended leaving some
254 space so residents could plant.
255

256 Brendan Quigley noted he will be present at the Conservation meeting.
257

258 Ms. Ogilvie read the proposed additional conditions:
259

260 • AoT wetland permits
261 • Address UEI comments
262 • Insure Conservation Commission comments are addressed
263 • Insure blasting company will adhere to all appropriate rules and regulations
264
265 Ms. Ogilvie noted that the previous walkway and patio bricks as well as the see mix and White Oak trees
266 and vehicle parking signs and connecting path to the sidewalk can be put on the plan.
267
268 Ms. Martel asked about the previous conditions and Ms. Ogilvie read the standard conditions including:
269
270 • As built plan
271 • Preconstruction meeting
272 • 3rd party fees
273 • Operation maintenance report stormwater
274 • UEI comments
275 • Condo Docs
276 • State Permit applications
277 • Landscaping and maintenance
278 • Lighting
279 • PTAPP submittal
280 and
281 • Age restricted
282 • Conservation memo
283 • Sidewalk access
284 • Trail to Building C&D
285 • Minimize impacts to Bldg. A
286 • Meet with owners about construction concerns
287 • Canopy trees
288 • Lighting Plan
289 • UEI comments satisfied
290 • Landscaping plan
291
292 *Ms. English motioned to approve the application of Wiley Creek for an amended site plan subject of
293 the conditions read by the Town Planner. Ms. Martel seconded the motion. A vote was taken, Mr.
294 MacLeod voted nay. The motion passed 5-1-0.*
295
296 Mr. MacLeod noted he wanted to wait until after the Conservation Commission meeting.
297
298 Mr. Kennedy returned to the meeting table.
299
300 **IV. OLD BUSINESS**
301

302 **APPROVAL OF MINUTES**

303

304 December 11, 2025

305

306 Ms. English recommended an edit to Line 175.

307

308 ***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.***

310

311 **V. OTHER BUSINESS**

312

313 • Master Plan Discussion

314

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

317

318 • Field Modifications

319

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

321

322 • Other

323

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

325 **VII. CHAIRPERSON'S ITEMS**

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

327 **IX. ADJOURN**

328 ***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.***

330 Respectfully submitted.

331 Daniel Hoijer,

332 Recording Secretary (Via Exeter TV)