

**TOWN OF EXETER  
PLANNING BOARD  
NOWAK ROOM  
10 FRONT STREET  
JANUARY 22, 2026  
DRAFT MINUTES  
7:00 PM**

**I. PRELIMINARIES:**

**BOARD MEMBERS PRESENT BY ROLL CALL:** Chair Langdon Plumer, Vice-Chair Aaron Brown, Clerk, John Grueter, Gwen English, 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 and activated Alternate Sam MacLeod.

**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  
6 Continental Drive  
Tax Map Parcel #47-04-11

Chair Plumer read the notice under RSA 674:54 for a public hearing to discuss the Town's construction of a new Police and Fire Substation. He explained the municipal exemption and that the Board can make recommendations as they did with the salt shed and junior high school.

Interim Town Manager Melissa Roy and Finance Director Corey Stevens presented the plan along with Town Engineer Paul Vlasich. Ms. Roy indicated that the voters approved the construction of the substation on Continental Drive in March of 2024. She noted the location is closer to the High School and will be police headquarters with a small fire substation.  $\frac{3}{4}$  of the building would be used by the police department and  $\frac{1}{4}$  by fire. There will be a large community/training room with its own bathroom, on the first floor, apparatus bay, and sally port.

Mr. Grueter asked if the station downtown would still be police and fire, and Ms. Roy indicated no, only fire.

Ms. Roy described that emergency management and the dispatch center, with bathroom and small break area, will be on Continental Drive and the building will be servicing the town 24/7, 365 days/yr. She noted the building was designed to the budget and started with a design of 23,000 SF and went

43 down to 19,000 SF. She posted a rendering of the building which she described as rectangular. She  
44 noted that the goal was to be net zero and the rest of the solar panels will be over covered parking for  
45 the police department.

46  
47 Ms. Roy indicated the need for fencing for the police vehicles and described the solar canopy with  
48 parking underneath.

49  
50 Mr. Vlasich described the utility plans and town water/sewer. He noted the natural gas which Ms. Roy  
51 noted is only for the backup generator. Mr. Vlasich described the existing conditions plan. He noted a  
52 utility access easement and discussed drainage and wetlands. Mr. Vlasich described the site plan with  
53 two driveway entrances, one is 24' wide for visitors and the other is for employees and equipment.  
54 There are 15 parking stalls and two ADA in the front and 35 employee spaces and one employee ADA  
55 space in the back. He noted the fenced in location for the dumpster with panels around so that the  
56 dumpster won't be visible.

57  
58 Mr. Vlasich described the stormwater system and subsurface stormwater chambers.

59  
60 Mr. Vlasich described the grading plan and additional guardrail.

61  
62 Mr. Vlasich reviewed the lighting plan.

63  
64 Chair Plumer asked about having an adequate holding area and file storage. Ms. Roy noted there will be  
65 three holding cells. The interior will have limited access. She noted the reduction in size doesn't enable  
66 future expansion.

67  
68 Mr. Kennedy asked who can use the community room and Ms. Roy indicated anyone in the community  
69 when it is not being used for training.

70  
71 Mr. Kennedy asked about the construction schedule and Ms. Roy indicated they are doing site work and  
72 blasting now and foundations have been started. Mr. Stevens noted the expectation that it will be done  
73 by late spring 2027. Mr. Kennedy asked if the information can be shared on the town website.

74  
75 Ms. English asked about southeast parking where the wetlands were and the affect of flow migration  
76 into the southeast culvert. Mr. Vlasich described the swale, catch basins and subsurface area.

77  
78 Ms. English asked about lighting and Mr. Vlasich noted it will be dark sky compliant. Ms. English asked  
79 about the basement and Ms. Roy indicated it was a slab.

80  
81 Ms. Belanger asked if the cost to go net zero had been separated out and Ms. Roy indicated she did not  
82 have that information yet but knows the cost of the solar panels.

83  
84 Ms. Belanger compared the number of public parking spaces to the capacity of the community room  
85 (which is 50) while parking is 15 plus two ADA for the public. Ms. Roy noted that public use of the  
86 community room may have to be less capacity than training.

Mr. Kennedy asked if there is parking on Continental Drive and Ms. Roy indicated she did not know but there is not a large impact on traffic as it is mostly staff.

2. The application of Phillips Exeter Academy (PEA) for a Minor Site Plan Review to construct an approximate 5,750 square foot building addition to the existing Love Gymnasium for a new indoor warm-up pool.

C-1, Central Area Commercial and R-2, Single Family Residential zoning districts  
Tax Map Parcel #81-1 (54 Court St.)  
PB Case #25-11

Chair Plumber read the public hearing notice and Interim Town Planner Ogilvie's memo. He noted that the applicant submitted a minor site plan application for a 5,750 SF building addition to Love Gymnasium for an indoor warming pool and associated site improvements at 54 Court Street. Application and supporting documents dated December 8, 2025 were submitted. A Technical Review Committee meeting was conducted on January 8, 2026 and a copy of the UEI comment letter dated January 9, 2026 were provided. The applicant is requesting a waiver and provided a letter dated January 15, 2025. The applicant submitted revised plans and supporting documents dated January 15, 2026.

Chair Plumer noted the case is ready to be heard.

***Vice-Chair Brown motioned to open Planning Board Case #25-11. Ms. Belanger seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

Corey Belden with Altus Engineering and Mark Leighton Director of Facilities Management at PEA presented the application and displayed the plan. Mr. Belden described the 49-acre parcel and some of the treatment done prior to 2016.

Mr. Belden indicated that they would be using a jellyfish filter and there were no specifications on nitrogen removal, but it did reduce phosphorous and TSS. He noted no new access and no new parking.

Mr. Belden displayed the site plan and noted the number of underground utilities. He noted they are replacing the sidewalk with a concrete sidewalk and displayed architectural renderings. He noted the abutter asked for some evergreen trees to be planted along the addition to soften the view, so five are planned. Ms. English asked if the utility work would interfere with the root systems. Mr. Leighton noted the others planted in 2018 are doing well. Ms. English recommended considering the size of trees. Mr. Belden noted there will be no lights added except for the doors and emergency lights.

Ms. English asked if the windows were floor to ceiling – yes. Chair Plumer asked why there would not be the same as on the gym and Mr. Belden indicated for natural lighting. He noted the warmup pool would be 3.5' to 7' deep and is a requirement to host NE Championships. A state permit is required for public swimming pools from NH DES. Mark Sexton, an environmental consultant, will work with Steve Dalton at the town sewer department on the modification of discharge permit. He described the backwash of filters to a storage tank which will dechlorinate the water before going to the system.

Mr. Belden noted there would be a request for a waiver from Section 9.3.2 of the site plan and subdivision regulations for the removal of 60% nitrogen requirement. Ms. Belanger asked if there were anything available that provided nitrogen removal specifications. Mr. Belden noted there is not a lot of room, the area is challenging and small because of utilities.

Chair Plumer opened public comment at 8:27 PM and being none closed public comment.

Mr. Grueter asked about treating roof runoff and if that was done on all buildings. Mr. Leighton noted that they used the rain garden approach. He described the pipe on the roof and another stormwater treatment device downstream.

Vice-Chair Brown asked if there was need to schedule a site walk and the Board indicated they were familiar with the site.

Mr. Belden noted there is not much nitrogen generated by roof runoff and the site is already developed. Ms. English asked the roof surface, and Mr. Leighton indicated a rubber roof.

***Vice-Chair Brown motioned after reviewing the criteria for granting waivers, that the request of PEA, Planning Board Case #25-11, for a waiver from Section 9.3.2 of the site plan and subdivision regulations regarding nitrogen be approved. Ms. Belanger seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

Vice-Chair Brown reviewed the changes for the minor site plan, landscaping and limitations from the underground utilities.

Mr. Kennedy asked about TRC and UEI comments and Mr. Belden indicated all were addressed and an email was received from Allison indicating no further comments.

***Mr. Kennedy motioned that the site plan approval request of PEA, Planning Board Case #25-11 for an addition to Love Gymnasium be approved with the following standard conditions:***

***1. An electronic as-built plan with details acceptable to the town be provided prior to the issuance of a certificate of occupancy. This plan must be in dwg or dxf file format and in NAD 1983 State Plane New Hampshire FIPS 2800 feet coordinates.***

***2. A preconstruction meeting shall be arranged by the applicant and his contractor with the Town engineer prior to any site work commencing. The following must be submitted for review and approval prior to the preconstruction meeting:***

***i. the SWPPP (storm water pollution prevention plan) if applicable, to be submitted to and reviewed for approval by DPW); and***

***ii. A project schedule and construction cost estimate.***

174 **3. Third party construction inspections fees shall be paid prior to scheduling the preconstruction**  
175 **meeting.**

176  
177 **4. The Stormwater Management bmp facility maintenance plan in the drainage report dated 12/8**  
178 **shall be completed and submitted to the town engineer annually on or before January 31<sup>st</sup>. This**  
179 **requirement shall be an ongoing condition of approval.**

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181 **5. All applicable state permit approval numbers shall be noted on the final plans.**

182  
183 **6. All appropriate fees to be paid including but not limited to sewer/water connection fees, impact**  
184 **fees, inspection fees (including third party) prior to the issuance of a building permit.**

185  
186 **7. Restoration and Erosion control surety in an amount and form reviewed and approved by the town**  
187 **planner in accordance with Section 12 of the site plan review and subdivision regulations shall be**  
188 **provided prior to any site work.**

189  
190 **8. All landscaping shown on plans shall be maintained and any dead or dying vegetation shall be**  
191 **replaced no later than the following growing season, as long as the site plan remains valid. This**  
192 **condition is not intended to circumvent the revocation procedures set forth in state statutes.**

193  
194 **9. All outdoor lighting (including security lights) shall be down lit and shielded so no direct light is**  
195 **visible from adjacent properties or roadways.**

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197 **10. Applicant shall submit the land use and stormwater management information about the project**  
198 **using the PTAPP Online Municipal Tracking Tool and submittal must be accepted by DPW prior to the**  
199 **preconstruction meeting.**

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201 **Vice-Chair Brown seconded the motion. A vote was taken, all were in favor, the motion passed**  
202 **unanimously.**

203  
204 **IV. OLD BUSINESS**

205  
206 **APPROVAL OF MINUTES**

207  
208 January 8, 2026

209  
210 Mr. Kennedy recommended edits to line 45 and lines 134-135.

211  
212 **Mr. Grueter motioned to approve the minutes of January 8, 2026, as amended. Ms. English seconded**  
213 **the motion. A vote was taken, Ms. Belanger, Mr. Kennedy and Vice-Chair Brown abstained. The**  
214 **motion passed 4-0-3.**

215  
216 **V. OTHER BUSINESS**

- RiverWoods Company at Exeter – PB Case #24-16  
Request for Extension of Conditional Approval for Site Plan for New Healthcare Facility  
5 White Oak Drive, Tax Map Parcel #97-23

Eric Saari of Altus Engineering appeared with Attorney Chris Boldt to request an extension from the approval of February of last year. He noted some abutters went to the ZBA and filed suit in August and the court has not yet ruled. He would like to have an extension of 18 months behind that final order.

Vice-Chair Brown noted that three years would be 2/13/2029. Attorney Boldt noted changes were vested.

***Vice-Chair Brown motioned to grant the extension for four years from the original approval on 2/13/25 of the conditional approval of the site plan for a new healthcare facility at 5 White Oak Lane, Tax Map 97-23 which will expire 2/13/2029. Ms. Belanger seconded the motion. A vote was taken. Ms. English abstained. The motion passed 6-0-1.***

- Master Plan Discussion

Mr. Kennedy reported that the Committee met this morning and reviewed final comments from Complete Streets design guidelines. He noted Scott Vogel would like to come before the Board to give a presentation and he reached out to him about February but hasn't heard back.

- 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**

***Ms. Belanger motioned to adjourn the meeting at 8:48 PM. A vote was taken, all were in favor, the motion passed unanimously.***

- 255     Respectfully submitted.
- 256     Daniel Hoijer,
- 257     Recording Secretary (Via Exeter TV)