



# TOWN OF EXETER, NEW HAMPSHIRE

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[www.exeternh.gov](http://www.exeternh.gov)

## LEGAL NOTICE EXETER PLANNING BOARD AGENDA

The Exeter Planning Board will meet virtually via ZOOM (see connection info below\*) on Thursday, April 8, 2021 at 7:00 P.M. to consider the following:

**APPROVAL OF MINUTES:** March 25, 2021

### **NEW BUSINESS: PUBLIC HEARINGS**

There being no public hearings scheduled, the Board will hold an administrative workshop.

### **OTHER BUSINESS**

- Master Plan Discussion
- Field Modifications
- Bond and/or Letter of Credit Reductions and Releases

### **EXETER PLANNING BOARD**

*Langdon J. Plumer, Chairman*

*Posted 04/01/21: Exeter Town Office and Town of Exeter website*

### **\*ZOOM MEETING INFORMATION:**

*Virtual Meetings can be watch on Channel 22 and on Exeter TV's Facebook and YouTube pages.*

*To access the meeting, click this link: <https://exeternh.zoom.us/j/89318313763>*

*To access the meeting via telephone, call: +1 646 558 8656 and enter the Webinar ID: 893 1831 3763*

*Please join the meeting with your full name if you want to speak.*

*Use the "Raise Hand" button to alert the chair you wish to speak. On the phone, press \*9.*

*More instructions for how to access the meeting can be found here:*

*<https://www.exeternh.gov/townmanager/virtual-town-meetings>*

*Contact us at [extvg@exeternh.gov](mailto:extvg@exeternh.gov) or 603-418-6425 with any technical issues.*

1 TOWN OF EXETER  
2 PLANNING BOARD  
3 March 25, 2021  
4 VIRTUAL MEETING  
5 DRAFT MINUTES

6 Zoom ID: 87851645197

7 Phone: 1 646 558 8656

8 I. PRELIMINARIES:

9  
10 **BOARD MEMBERS PRESENT BY ROLL CALL:** Chair Langdon Plumer, Vice-Chair Aaron Brown,  
11 Pete Cameron, Clerk, Gwen English, John Grueter, Jennifer Martel, Molly Cowan, Select Board  
12 Representative, Nancy Belanger, Alternate, Robin Tyner, Alternate, Mark Dettore, Alternate,  
13 and Pete Steckler, Alternate.

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

16  
17 **II. CALL TO ORDER:** Chair Plumer called the meeting to order at 7:00 PM. Chair Plumer read  
18 out loud the meeting preamble which indicated that an emergency exists and the provisions of  
19 RSA 91-A:2 III (b) are being invoked. As federal, state and local officials have determined  
20 gatherings of ten or more people pose a substantial risk to the community and the meeting  
21 imperative to the continued operation of Town and government and services which are vital to  
22 public, health, safety and confidence. This meeting will be conducted without a quorum  
23 physically present in the same location and welcome members of the public accessing the  
24 meeting remotely.

25  
26 The members introduced themselves by roll call and in accordance with the Right to Know Law  
27 noted they were alone in the room.

28  
29 **III. OLD BUSINESS**

30  
31 **APPROVAL OF MINUTES**

32  
33 March 11, 2021

34  
35 *Mr. Cameron motioned to approve the March 11, 2021 Meeting Minutes. Mr. Grueter*  
36 *seconded the motion. A roll call vote was taken Cameron – aye, Brown – aye, Cowan – aye,*  
37 *English – aye, Martel – aye, Grueter – aye and Plumer – aye. The motion passed 7-0-0.*

38  
39 **IV. NEW BUSINESS**

40 **PUBLIC HEARINGS**

41 1. The continued public hearing on the application of McFarland Ford Realty Trust for a site  
42 plan review and Wetlands Conditional Use permit for the proposed construction of a vehicle  
43 storage lot on the property located at 110 Holland Way  
44 C-2 Highway Commercial zoning district  
45 Tax Map Parcels #51-14-1 & #51-17  
46 Planning Board Case #21-2

47  
48 Chair Plumer read out loud the public hearing notice.

49  
50 Mr. Sharples indicated the applicant is seeking approval of a site plan and wetlands conditional  
51 use permit (CUP) for construction of a vehicle storage lot. Site plan and supporting documents  
52 dated January 15, 2021 and February 2, 2021; revised plans were submitted on March 4, 2021,  
53 reviewed by the Board at their March 11, 2021 meeting. The applicant was asked to return  
54 with a landscaping plan and communicate with Jay Perkins concerning the ROW and to address  
55 condition #2 of the CUP application. The lighting plan was proposed to shut off at 10 PM. DOT  
56 determined the road internally was the safest option because of traffic impact. Jay Perkins  
57 recommended new plantings use tree bags for watering during the first year. The applicant is  
58 still requesting a waiver from Section 9.7.5.5 of the Site Plan Review & Subdivision Regulations  
59 for landscaped planting islands within parking areas. The request letter dated January 12, 2021  
60 was provided to the Board.

61  
62 Mr. Sharples noted he would have suggested conditions of approval.

63  
64 Chris Lane indicated Erik Poulin of Jones & Beach would present the landscaping plan.

65  
66 Mr. Poulin noted three points: the conversation with DOT that internal access was preferred,  
67 lighting which will be off at 10 PM but on a motion sensor for security, and the landscaping plan  
68 which was done by a landscape architect.

69  
70 Mr. Poulin reported obtaining a State wetland permit.

71  
72 Mr. Poulin presented the landscape plan which will be along the perimeter of the parking lot,  
73 along Holland Way and the treatment swale. McFarland Ford has agreed to take over  
74 maintenance of the ROW area along Holland Way. Maple and birch trees will be added as well  
75 as native plantings and watering gators for the first growing season.

76  
77 Ms. Steckler noted he appreciated the comments from DOT but did not believe it was  
78 demonstrated that a feasible alternative to the wetland impact was pursued. Mr. Poulin noted  
79 safety is the number one priority for DOT. Mr. Sharples added that it is not a driveway permit.

80

81 Chair Plumer opened the hearing to the public for comments and questions at 7:24 PM.

82

83 Mr. Sharples explained the requirements for landscaped islands in parking lots, that there be  
84 the equivalent of one landscaped spot for every 15 parking spaces.

85

86 Mr. Poulin reviewed the criteria of his waiver request. The lot is tight and compact to reduce  
87 impacts to the buffer with porous pavement. Perimeter trees will provide a lot of shade. There  
88 is no use by the public, the lot is for employee use. The lot is unique and not being used in  
89 direct retail but for storage of inventory. Mr. Sharples noted there would be no varying of the  
90 provisions of the Master Plan or zoning ordinance.

91

92 ***Vice-Chair Brown motioned after reviewing the criteria for granting waivers that the request***  
93 ***of McFarland Ford Realty Trust (Planning Board Case #21-2) for a waiver from Section 9.7.5 of***  
94 ***the Site Plan Review and Subdivision Regulations to provide adequate landscaping be***  
95 ***approved. Mr. Cameron seconded the motion. A roll call vote was taken Grueter – aye,***  
96 ***Martel – aye, English – aye, Cowan – aye, Cameron – aye, Brown – aye and Plumer – aye. The***  
97 ***motion passed 7-0-0.***

98

99 Mr. Sharples reviewed the conditions recommended by the Conservation Commission  
100 concerning the CUP application:

101

- 102 1. Wetland functions and values – addressed.
- 103 2. Porous pavement maintenance agreement.
- 104 3. Sign indicating presence of porous pavement on site; and
- 105 4. Deed restrictions (sample attached).

106

107 Mr. Poulin shared the NH DES conditions relative to the plan dated December 1, 2020 revised  
108 on January 4, 2021.

109

110 Mr. Sharples reviewed eight conditions of the CUP application and noted Gove Environmental,  
111 a wetland scientist, provided detailed reports to the Conservation Commission. Mr. Poulin  
112 noted the treatment swale and erosion control measures, porous pavement and crossing at the  
113 narrowest point. The deed restriction provides for protection of 18.7 acres to the rear of the  
114 lot which can not be developed. Mr. Lane noted the deed restriction provides open space in  
115 perpetuity for passive non-motorized recreational use, no removal of materials, no dumping,  
116 and the right to inspect the property for compliance. Mr. Poulin addressed the restoration  
117 proposals and return to grade and finally that the NHDES wetland permit has been secured.

118

119 Ms. English asked about erosion control during construction and Mr. Poulin explained the use  
120 of construction silt fences along the perimeter shown on the detailed plan set. Rip rap is  
121 proposed in the narrow area where there is a 1:1 slope.

122

123 **Ms. English motioned after reviewing the criteria for granting a Wetlands Conditional Use**  
124 **Permit that the request of McFarland Ford Realty Trust (Planning Board Case #21-2) for a**  
125 **Conditional Use Permit be approved with the conditions outlined by the Conservation**  
126 **Commission read by the Town Planner. Mr. Grueter seconded the motion. A roll call vote was**  
127 **taken Cowan – aye, English – aye, Martel – aye, Grueter – aye, Brown – aye, Cameron – aye,**  
128 **and Plumer – aye. The motion passed 7-0-0.**

129

130 Mr. Sharples read the nine suggested conditions of approval for the Site Plan motion.

131

132 1. An electronic as-built plan with details acceptable to the Town shall be provided prior to the  
133 use of the parking area. This plan must be in NADA 1983 state plane NH FIPS 2800' coordinates

134 2. A Preconstruction meeting shall be arranged by the applicant and his contractor with the  
135 Town Engineering prior to any site work commencing. The following must be submitted for  
136 review and approval prior to the meeting:

137 i. The Stormwater Pollution Prevention Plan, if applicable.

138 ii. A project schedule and construction cost estimate.

139 3. All comments in UEI letter dated 2-19-21 & the TRC comment letter dated 2-22-21 shall be  
140 addressed to the satisfaction of the Town Planner prior to signing the final plans.

141 4. 3<sup>rd</sup> party construction inspection fees shall be paid prior to the scheduling of the  
142 preconstruction meeting.

143 5. The stormwater operations and maintenance plan inspection report and stormwater  
144 management operations and maintenance manual dated March 1, 2021 shall be completed and  
145 submitted to the Town Engineer annually on or before January 31<sup>st</sup>. This requirement shall be  
146 an ongoing condition of approval.

147 6. All outdoor lighting including security lights shall be downlit and shielded so that no direct  
148 light is visible from adjacent properties and/or roadways.

149 7. All landscaping shown on the plans shall be maintained and any dead and/or dying  
150 vegetation shall be replaced no later than the following growing season as long as the site plan  
151 remains valid. This condition is not intended to circumvent the revocation procedures set forth  
152 in state statutes.

153 8. If determined applicable, by the Exeter DPW, the applicant shall submit the land use and  
154 stormwater management information about the project using the PTAP online municipal  
155 tracking tool. The PTAP submittal must be accepted by the DPW prior to the preconstruction  
156 meeting.

157 9. A restoration and erosion control Surety in an amount and form reviewed and approved by  
158 the Town Planner in accordance with Section 12 of the Site Plan Review & Subdivision  
159 Regulations shall be provided prior to any site work.

160

161 **Mr. Grueter motioned that the request of McFarland Ford Realty Trust (Planning Board Case**  
162 **#21-2) for Site Plan approval be approved with the conditions stated by the Town Planner.**

163 **Mr. Cameron seconded the motion. A roll call vote was taken Cameron – aye, English – aye,**  
164 **Grueter – aye, Brown – aye, Cowan – aye, Martel – aye and Plumer – aye. The motion passed**  
165 **7-0-0.**

166

167 2. The application of Daniel T. and Karen M. Snook for a lot line adjustment between properties  
168 located at 29 Ashbrook Road and 57 Hampton Road  
169 R-2 Single Family Residential zoning district  
170 Tax Map Parcels #90-11 and #90-8  
171 Planning Board Case #21-3

172

173 Chair Plumer read out loud the public hearing notice.

174

175 Mr. Sharples indicated the application was complete for review purposes.

176

177 **Ms. Martel motioned to open the application of Daniel T. and Karen M. Snook for a lot line**  
178 **adjustment between properties at 29 Ashbrook Road and 57 Hampton Road, Planning Board**  
179 **Case #21-3. Ms. English seconded the motion. A roll call vote was taken Brown – aye,**  
180 **Cameron – aye, Cowan – aye, English – aye, Martel – aye, Grueter – aye and Plumer – aye.**  
181 **The motion passed 7-0-0.**

182

183 Mr. Sharples noted the lot line adjustment plan and supporting documents dated March 2,  
184 2021 were provided to the Board. One acre from Chemreal II LLC will be transferred to the  
185 existing .56-acre parcel at 29 Ashbrook Road. There was no TRC review but the Code  
186 Enforcement Officer reviewed the materials. Natural Resource Planner Kristen Murphy asked  
187 to indicated the 100' buffer and prime wetland boundary be indicated on the plan and that it  
188 would be helpful to notify the applicant of additional requirements under 9.1 WCD of the  
189 zoning regulations.

190

191 Mr. Sharples noted he has suggested conditions of approval.

192

193 Kat Morrill of Millennium Engineering presented the plan showing the lot line to be abandoned  
194 and property to be added. Ms. Morrill noted she could show the 100' buffer line.

195

196 Vice-Chair Brown noted while it is unusual to get a plan without an intended use both lots will  
197 remain conforming.

198

199 Chair Plumer opened the hearing to the public for comments and questions at 8:13 PM.

200

201 Mr. Steckler asked if the prime wetland is shown on the plan anywhere and Mr. Sharples noted  
202 since it could change it may not be worth noting.

203

204 Mr. Steckler asked about notifying the applicants of the restrictions before any clearing is done.

205 Mr. Cameron noted he had trouble requiring something that is not required. Mr. Dettore, Vice-

206 Chair Brown and Chair Plumer shared his concerns. Mr. Sharples noted it is a recommendation

207 not a requirement.

208

209 ***Ms. Martel motioned that the request of Daniel & Karen Snook (Planning Board Case #21-3)***  
210 ***for a Lot Line Adjustment approval be approved with the following conditions:***

211

212 1. A dwg file of the plan shall be provided to the Town Planner showing all property lines and  
213 monumentation prior to signing the final plans. This plan must be in NADA 1983 state plane NH  
214 FIPS 2800' coordinates

215 2. All monumentation shall be set in accordance with Section 9.2.5 of the Site plan review and  
216 subdivision regulations prior to signing the final plan.

217 3. The Planning Board recommends the owner of the residential lot become familiar with all  
218 state and local wetland rules as any clearing of vegetation may likely trigger a Conditional Use  
219 Permit or State approval.

220

221 ***Ms. English seconded the motion. A roll call vote was taken Grueter – aye, Martel – aye,***  
222 ***English – aye, Cowan – aye, Cameron – nay, Brown – aye and Plumer – aye. The motion***  
223 ***passed 6-1-0.***

224

## 225 **V. OTHER BUSINESS**

226

227 Master Plan Discussion

228

229 Mr. Sharples reported the Committee met to look at the Yield Plan language with the goal of  
230 making it simpler.

231

232 Field Modifications

233

234 Bond and/or Letter of Credit Reductions and Releases

235

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

237 **VII. CHAIRPERSON'S ITEMS**

238 Chair Plumer recommended as there are no applications pending for the next meeting that the  
239 Board conduct a workshop meeting on April 8<sup>th</sup> to review the Master Plan and Housing  
240 Committee updates and work with the new alternates. Chair Plumer recommended the  
241 workshop go no later than 8:30/9:00 PM.

242 Vice-Chair Brown asked the Board to think about when it would like to resume in person  
243 meetings or a hybrid.

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

245 **IX. ADJOURN.**

246 *Vice-Chair Brown motioned to adjourn the meeting. Chair Plumer seconded the motion. A*  
247 *vote was taken, all were in favor, the motion passed unanimously. The meeting adjourned at*  
248 *8:38 PM.*

249

250 Respectfully submitted,

251 Daniel Hoijer,

252 Recording Secretary