



TOWN OF EXETER, NEW HAMPSHIRE

10 FRONT STREET • EXETER, NH • 03833-3792 • (603) 778-0591 • FAX 772-4709
www.exeternh.gov

LEGAL NOTICE EXETER PLANNING BOARD AGENDA

The Exeter Planning Board will meet on Thursday, September 14, 2023 at 7:00 P.M. in the Nowak Room of the Exeter Town Office building located at 10 Front Street, Exeter, New Hampshire to consider the following:

APPROVAL OF MINUTES: June 8, June 22, July 13, August 10 and August 24, 2023

NEW BUSINESS:

The application of the Town of Exeter for a lot line adjustment between the properties located at 4 Hampton Road and 8 Hampton Road. The subject properties are located in the NP-Neighborhood Professional zoning district. Tax Map Parcels #69-4 and #69-6. PB Case #23-14.

OTHER BUSINESS

- Master Plan Discussion
- Land Use Regulations Review
- Field Modifications
- Bond and/or Letter of Credit Reductions and Releases

EXETER PLANNING BOARD
Langdon J. Plumer, Chairman

Posted 09/01/23: Exeter Town Office and Town of Exeter website

1 **TOWN OF EXETER**
2 **PLANNING BOARD**
3 **NOWAK ROOM – TOWN OFFICE BUILDING**
4 **10 FRONT STREET**
5 **JUNE 8, 2023**
6 **DRAFT MINUTES**
7 **7:00 PM**

8 **I. PRELIMINARIES:**

9
10 **BOARD MEMBERS PRESENT BY ROLL CALL:** Chair Langdon Plumer, Pete Cameron, Clerk, Gwen
11 English, John Grueter, Jen Martel and Nancy Belanger Select Board Representative
12

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

15 **II. CALL TO ORDER:** Chair Plumer called the meeting to order at 7:00 PM and introduced the
16 members.
17

18 **III. OLD BUSINESS**

19
20 **APPROVAL OF MINUTES**

21
22 May 11, 2023
23

24 Mr. Grueter recommended an edit, that the meeting was adjourned by a 7-0-0 vote.
25

26 ***Mr. Grueter motioned to approve the May 11, 2023 minutes, as amended. Ms. Belanger seconded the***
27 ***motion. A vote was taken, all were in favor, the motion passed 5-0-0.***
28

29 May 25, 2023
30

31 The April 13, 2023 minutes and May 11, 2023 minutes had been approved at this meeting and those
32 edits were made. The motion that the minutes were tabled was corrected to read approved as
33 amended.
34

35 ***Ms. Belanger motioned to approve the May 25, 2023 meeting minutes, as amended. Mr. Grueter***
36 ***seconded the motion. A vote was taken, all were in favor, the motion passed 6-0-0.***
37

38 **IV. NEW BUSINESS:**

- 39 1. The application of Elizabeth A. Hewson Revocable Trust for a minor subdivision of an existing
40 2.30-acre parcel into three (3) residential lots.
41 45 Pine Street, R-2 Single Family Residential zoning district

42 Tax Map Parcel #83-59
43 Planning Board Case #23-5

44

45 Chair Plumer read out loud the Public Hearing Notice.

46

47 Mr. Sharples indicated the applicant is seeking a minor subdivision of an existing 2.30-acre
48 parcel located at 45 Pine Street into three (3) residential lots, one with a 1.2-acre parcel with
49 the existing residence with frontage on Pine Street and two (2) new residential lots, each
50 24,004 square feet in area with frontage on Nelson Drive. The applicant submitted a minor
51 subdivision application, plan and supporting documents dated May 8, 2023. There was no
52 Technical Review Committee meeting, however the plans were reviewed by staff or compliance
53 with zoning and subdivision regulations and Doug Eastman the Code Enforcement Officer
54 determined the proposal meets minimum dimensional requirements. There are no waivers
55 being requested.

56

57 Mr. Sharples noted that there could be Conditional Use Permit required for one or both of the
58 lots for the project and rather than have the applicants come back at the end of August he
59 recommended the following condition be proposed in addition to the two standard conditions:
60 that the lot shall be deemed unbuildable until either a CUP is secured, or it is determined by the
61 town that one is not necessary.

62

63 **Ms. English motioned to open Planning Board Case #23-5. Mr. Grueter seconded the motion.**
64 **A vote was taken, all were in favor, the motion passed 6-0-0.**

65

66 Henry Boyd of Millenium Engineering presented the plans on behalf of the applicant. He noted
67 the existing dwelling will reside on Lot 1, which will be 52,151 s.f. in size. Lots 2 & 3 shall
68 contain 24,004 s.f. each. He showed the location of the proposed parcels on the plan and
69 noted that at one time they were three parcels voluntarily merged by the prior owner and a
70 building was removed. He noted that two different existing wetland flags were found. He
71 indicated the 100' setback area and the 150' CUP area. He noted the parcels will be on town
72 water/sewer.

73

74 Ms. English asked about driveways off Nelson Drive and Mr. Boyd indicated yes.

75

76 Chair Plumer opened the hearing for public comment at 7:21 PM.

77

78 Mr. Sharples provided the Board with letters dated June 1, 2023 and June 2, 2023 from the
79 owners of 96 Court Street. She expressed concerns with decreased property values and
80 preservation of the trees along the property line on the Court Street side especially the
81 deciduous tree on the corner of Nelson Drive and Court Street to mitigate the aesthetics of

82 Court Street being preserved. She expressed concerns with drainage since the bridge work was
83 done on the Little River which they addressed with the town engineer and manager to no avail.
84 Two photos of the street view were provided.

85
86 Mr. Grueter noted that neither of the two owners were direct abutters, across the street but
87 not directly across.

88
89 Chair Plumer closed public comments on the hearing at 7:22 PM.

90
91 Ms. Martel questioned the drip lines from the roof and pitch of the driveway on either side.

92
93 Mr. Sharples indicated he was not involved with the conversations with the town engineer.

94
95 Mr. Grueter questioned the catch basins and their function.

96
97 Mr. Sharples read out loud the proposed conditions of approval.

- 98
99 1. A dwg file of the plan shall be provided to the Town Planner showing all property lines and
100 monumentation prior to the signing of the final plans. This plan shall be in NAD 1983 State
101 Plane New Hampshire FIPS 2800 feet coordinates;
102 2. All monumentation shall be set in accordance with Section 9.25 of the Site Plan Review and
103 Subdivision Regulations prior to the signing of the final plan; and
104 3. that the lots of the plan shall be deemed unbuildable until either a CUP is secured, or it is
105 determined by the town that one is not necessary.

106
107 ***Ms. Belanger moved that the request of Elizabeth A. Hewson Revocable Trust (Planning Board***
108 ***Case #23-5) for minor subdivision approval be approved with the conditions read by the Town***
109 ***Planner. Mr. Grueter seconded the motion. A vote was taken, all were in favor, the motion***
110 ***passed 6-0-0.***

- 111
112 2. The application of Blind Tiger, LLC for a site plan review for the proposed reconstruction of
113 the club house and additional parking at the Exeter Country Club
114 58 Jady Hill Avenue, R-2, Single-Family Residential zoning district
115 Tax Map Parcel #52-1
116 Planning Board Case #23-2

117
118 Chair Plumer read out loud the Public Hearing Notice.

119
120 Mr. Sharples indicated the case was ready for review purposes

121

122 ***Ms. English motioned to open Planning Board Case #23-2. Mr. Cameron seconded the***
123 ***motion. A vote was taken, all were in favor, the motion passed 6-0-0.***

124

125 Mr. Sharples indicated that the applicant is seeking site plan approval for the proposed
126 reconstruction of the existing club house, additional parking and associated site improvements
127 at the Exeter Country Club located at 58 Jady Hill Avenue. The applicant submitted a site plan
128 review application, plans and supporting documents dated January 24, 2023 for review. A TRC
129 meeting was conducted on February 16, 2023 and it was determined that a second TRC
130 meeting was necessary. A copy of the TRC comment letter dated February 24, 2023 and UEI
131 comment letter dated February 17, 2023 were provided to the Board. Revised plans and
132 supporting documents were received on April 28, 2023. The second TRC meeting was held on
133 May 11, 2023. A second UEI comment letter dated May 12, 2023 was provided to the Board
134 with no further TRC comments or comments from Town Departments. The applicant provided
135 revised plans and supporting documents dated May 24, 2023 addressing the concerns raised at
136 the second TRC meeting and staff is reviewing that submission. The applicant is requesting
137 several waivers in accordance with the waiver requested letter from Emanuel Engineering
138 dated April 25, 2023.

139

140 Bruce Scamman of Emanuel Engineering presented the plan on behalf of the applicant. Mr.
141 Scamman displayed the plan for the project and described the renovation of the 68'x94' club
142 house that would include a restaurant and additional parking. He detailed the proposed
143 elevator, outdoor deck overlooking the 1st and 9th fairways and existing club shop on the first
144 floor and detailed the proposed drainage structures and noted that the Town did not want the
145 applicant to tie into their catch basin.

146

147 Mr. Sharples asked him to explain the change in access from the parking lot. Mr. Scammon
148 showed the proposed entrance and parking islands. There would be a sidewalk to Jady Hill in
149 the Town Right of Way, one of two offsite improvements. He showed the locations of various
150 stormwater management features including a dry well and swale, piping system to the 9th
151 fairway and man-made berm.

152

153 Ms. Martel asked about tree cutting and he showed the 11 large trees that would be cut. She
154 asked about adding trees and changing the cherry tree proposed to a canopy shade tree.

155

156 Mr. Cameron asked the hours, which were not yet determined yet and about the lighting plan.
157 There would be lights on the building itself and the parking lot and all would be LED down
158 facing, dark sky compliant. A lighting intensity plan analysis was provided. They would be going
159 from two to 11 lights to bring them up to current safety standards while as Mr. Sharples noted
160 there is no town requirement to add more lights. Mr. Sharples did note, however, that the

161 town required all lights to be off or reduced in intensity after 10 PM. Mr. Scammon stated they
162 would add a note to that effect to the plan.

163

164 Ms. English asked about the calculation for the number of parking spaces. Mr. Scammon
165 indicated there would be 120 parking spots. At times the golf course would be closed when the
166 restaurant was open. The applicant worked with TRC on that.

167

168 Ms. English asked if the space would be used as an event venue for weddings and other large
169 events. The applicant indicated there would be meetings, smaller gatherings, no weddings or
170 large events.

171

172 Ms. Belanger asked the number of existing spaces. Mr. Sharples indicated 65 parking spaces
173 currently. They would be adding 55.

174

175 Mr. Cameron asked about calculations of impervious surface which Mr. Scammon provided,
176 going from approximately 30,000 SF to 59,000 SF.

177

178 Mr. Cameron asked about landscaping and Mr. Scammon pointed out plans for bushes and a
179 hedge row. Ms. Martel asked about planting near the retaining wall and where paving was
180 being removed at the lowest portion. Ms. English asked about the area next to the building and
181 if the drip edge would be vegetated.

182

183 Ms. English expressed concerns about pedestrian safety and trucks Mr. Scammon noted
184 crosswalks would be impractical due to slopes. He explained how the golf carts would be
185 brought up by attendants from the storage area. He explained the requirement for fire trucks
186 to enter and exit and the grade change driven by town drainage moving the area onto the
187 applicant's property.

188

189 Ms. Martel questioned the loading dock area and also asked if the sidewalks could be wider and
190 push the plant bed so cars won't park into the sidewalk reducing its width. He noted the area
191 will not see much pedestrian traffic. Ms. Martel noted that is where the handicapped parking
192 will be and they will need to get around.

193

194 Chair Plumer opened the hearing to comments and questions from the public at 8:40 PM.

195

196 Greg McCarthy indicated he lived at 4 Webster Avenue and has concerns with drainage which
197 have been reported since 1975. There is a separate project for the Jady Hill sewer system
198 which will tear up the road that was just paved. He would like to keep runoff off Webster
199 Avenue and hopes a solution will be found. He noted he is not convinced the dry well will solve
200 the problem.

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Maria George Carrasquillo of 77 Jady Hill Avenue expressed concerns with runoff and children playing out front, speeding and beverage consumption. She noted patrons change into their golf carts out on the street on the public road.

Jacques Wagemaker of 14 Webster Avenue expressed concerns with drainage and hopes it will be addressed.

Alex Pearson of 1 Webster Avenue expressed concerns with existing drainage and doubling the parking lot and adding to the problem. He stated he was not sure the island would work. He also noted the 11 new lights would be 20' up and was unsure how they could be downcast and dark sky compliant.

Mr. McCarthy stated he was also concerned with failure of the system with more frequent, larger storm systems being experienced.

Mr. Sharples read out loud a letter received from 3 Webster Avenue expressing traffic concerns and requesting a stop sign, as well as concerns with runoff and sewer capacity in the past. Mr. Scammon indicated that the more narrow entrance may help with traffic concerns.

Mr. Sharples questioned whether it was known where the water was coming from and whether the town engineer or UEI could attend the site walk or next planning board meeting to weigh in on that. There may be separate issues.

Mr. Grueter asked about scheduling a site visit. Mr. Grueter proposed June 21st at 8 AM. Ms. English asked that the parking area, storage area and dry well be marked.

Ms. Belanger motioned to table Planning Board Case #23-2 to 7:00 PM on June 22, 2023. Ms. Belanger seconded the motion. A vote was taken, all were in favor, the motion passed 6-0-0.

- 3. The application of Meniscus Financial Holdings, LLC for a preliminary conceptual review for the proposed construction of a vehicle storage/display area and associated site improvements on the property located at 127 Portsmouth Avenue
- C-2, Central Area Commercial zoning district
Tax Map Parcel #52-112-2
Planning Board Case #23-7

Chair Plumer read out loud the Public Hearing Notice.

240 Mr. Sharples indicated the applicant is requesting a preliminary conceptual consultation (non-
241 binding with no abutter notice) with the Board to discuss the proposed phased development of
242 the property located at 127 Portsmouth Avenue. Letter of explanation, application, conceptual
243 site plan and supporting documents dated May 18, 2023 were provided to the Board.

244
245 Christian Smith of Beals Associates presented the conceptual plan on behalf of the applicant.
246 He noted the applicant needed additional inventory storage and display area. The 300'
247 shoreland setback and 150' buffer would be impacted. There were two wetland areas to be
248 filled. They would meet with Conservation at their July 11th meeting. There would be two acres
249 of shoreland impact and 21,000' of impact to the buffer. The swale was determined to be man
250 made according to wetland scientist Jim Gove.

251
252 Ms. Martel recommended the landscape buffer be improved with plantings that would not
253 block the visibility of the vehicles. She noted Hannaford had done something with their
254 frontage.

255
256 Lighting and tree cutting were discussed briefly. There could be a site walk scheduled with
257 Conservation in attendance.

258

259 **VI. OTHER BUSINESS**

- 260 • Master Plan Discussion
- 261 • Field Modifications
- 262 • Bond and/or Letter of Credit Reductions and Release
- 263 Mr. Sharples reported that Ray Farm was all done.

264 **VII. TOWN PLANNER'S ITEMS**

265 Mr. Sharples reviewed the June 1st memo discussed with Kristen Murphy concerning the conflicting
266 criteria in the zoning ordinance for the CUP. The site plan and subdivision regulations were to be
267 revised then COVID hit. Currently stricter regulations would apply. He noted there would be a public
268 hearing scheduled in the near future to correct the ordinance.

269 **VIII. CHAIRPERSON'S ITEMS**

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

271

272 **X. ADJOURN**

273 ***Mr. Cameron motioned to adjourn the meeting at 9:53 PM. Ms. Belanger seconded the motion. A***
274 ***vote was taken all were in favor, the motion passed 6-0-0.***

275 Respectfully submitted,

276 Daniel Hoijer,
277 Recording Secretary

278 Via Exeter TV

1 **TOWN OF EXETER**
2 **PLANNING BOARD**
3 **NOWAK ROOM – TOWN OFFICE BUILDING**
4 **10 FRONT STREET**
5 **JUNE 22, 2023**
6 **DRAFT MINUTES**
7 **7:00 PM**

8 **I. PRELIMINARIES:**
9

10 **BOARD MEMBERS PRESENT BY ROLL CALL:** Chair Langdon Plumer, Gwen English, John Grueter,
11 and Nancy Belanger Select Board Representative
12

13 **STAFF PRESENT:**
14

15 **II. CALL TO ORDER:** Chair Plumer called the meeting to order at 7:00 PM and introduced the
16 members.
17

18 **III. OLD BUSINESS**
19

20 **APPROVAL OF MINUTES**
21

22 June 8, 2023 - *Tabled*
23

24 *Ms. Belanger motioned to table approval of the June 8, 2023 minutes until the Planning Board's July*
25 *13, 2023 meeting. Ms. English seconded the motion. A vote was taken, all were in favor, the motion*
26 *passed 4-0-0.*
27

28 **IV. NEW BUSINESS:**

29 1. The continued public hearing on the application of Blind Tiger, LLC for a site plan review for
30 the proposed reconstruction of the club house and additional parking at the Exeter Country
31 Club
32 58 Jady Hill Avenue, R-2, Single-Family Residential zoning district
33 Tax Map Parcel #52-1
34 Planning Board Case #23-2
35

36 Chair Plumer reported that the applicant has requested a continuance.
37

38 *Mr. Grueter motioned that the request of Blind Tiger, LLC, Planning Board Case #23-2 for*
39 *extension of their hearing for site plan review, be continued to the Planning Board's July 13,*

40 ***2023 meeting at 7:00 PM. Ms. Belanger seconded the motion. A vote was taken, all were in***
41 ***favor, the motion passed 4-0-0.***

42

43 **VI. OTHER BUSINESS**

- 44 • Master Plan Discussion
- 45 • Field Modifications
- 46 • Bond and/or Letter of Credit Reductions and Release

47

48 **VII. TOWN PLANNER'S ITEMS**

49 **VIII. CHAIRPERSON'S ITEMS**

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

51 **X. ADJOURN**

52 ***Mr. Grueter motioned to adjourn the meeting at 8:05 PM. Ms. Belanger seconded the motion. A vote***
53 ***was taken all were in favor, the motion passed 6-0-0.***

54 Respectfully submitted,

55 Daniel Hoijer,
56 Recording Secretary
57 Via Exeter TV

**TOWN OF EXETER
PLANNING BOARD
NOWAK ROOM – TOWN OFFICE BUILDING
10 FRONT STREET
JULY 13, 2023
DRAFT MINUTES
7:00 PM**

I. PRELIMINARIES:

BOARD MEMBERS PRESENT BY ROLL CALL: Chair Langdon Plumer, Vice-Chair Aaron Brown, Pete Cameron, Clerk, Gwen English, John Grueter, and Nancy Belanger Select Board Representative

STAFF PRESENT: Town Planner Dave Sharples

II. CALL TO ORDER: Chair Plumer called the meeting to order at 7:00 PM and introduced the members.

III. OLD BUSINESS

APPROVAL OF MINUTES

June 8, 2023 - *Tabled*

June 22, 2023 – *Tabled*

Ms. Belanger motioned to table review and approval of the June 8, 2023 and June 22, 2023 meeting minutes until the Planning Board’s August 24, 2023 meeting at 7:00 PM. Mr. Cameron seconded the motion. A vote was taken, all were in favor, the motion passed 6-0-0.

IV. NEW BUSINESS:

1. The continued public hearing on the application of Blind Tiger, LLC for a site plan review for the proposed reconstruction of the club house and additional parking at the Exeter Country Club
58 Jady Hill Avenue
R-2, Single-Family Residential zoning district
Tax Map Parcel #52-1
Planning Board Case #23-2

40 Chair Plumer read out loud the Public Hearing Notice and noted that this was a case continued
41 from the June 8, 2023 public hearing to the June 22, 2023 meeting and after concerns raised
42 during the site walk tabled to tonight's meeting. He noted that there were abutters who were
43 unable to attend due to COVID and requested to provide public comment electronically.
44

45 Mr. Sharples indicated that the site plan application and applicable plans and supporting
46 documents were submitted on January 24, 2023, reviewed on April 28th and May 24th, had TRC
47 meeting on February 18, 2023 and May 11, 2023 and comment letters received from UEI.
48 There was a site walk on June 21st and concerns were noted with drainage, buffering, site
49 improvements and traffic. UEI reviewed and noted minor outstanding issues. Curbing was
50 added to the plan together with erosion control features, and twin catch basins. Several
51 waivers are being requested. There will be recommended standard conditions of approval.
52

53 Bruce Scammon with Emmanuel Engineering presented the application on behalf of the owners
54 to raze the existing country club and restaurant and replace them with a new restaurant and
55 clubhouse – *the 1889 House*. He posted the plan showing the location on Jady Hill at the
56 intersection of Webster. He noted the developers had gone above and beyond town
57 requirements to remedy concerns. He indicated the location's proximity to the nearby Hayes
58 Trailer Park and trees being removed along the berm at the south side to add a section of 6'
59 high poly vinyl fence 300' from the edge of the parking lot to the end of the pond.
60

61 Mr. Scammon reviewed the drainage concerns with Webster Ave and proposed curbing, a large
62 culvert, large catch basin, and double grate to handle the intake of water faster. Pavement will
63 be cut back at an angle. He described the gutter line to the catch basin and how water off the
64 roof will be collected through a stone basin and piped to the pond. He reported a reduction of
65 50% in a small storm and 65-66% reduced flow where before was 45-50%. He noted that the
66 proposed Cherry Tree was changed to Sugar Maple or acceptable native species.
67

68 Chair Plumer asked Mr. Scammon to explain the drainage system. Mr. Scammon described the
69 contours and curb catching under drained to slow release so that water won't rush downhill.
70 He described the increased pipe size and swale areas and catch basins which he noted will run
71 out to the pond onsite and be re-used as irrigation.
72

73 Mr. Scammon addressed traffic concerns raised at the earlier meeting. He showed narrowing
74 of the access area and island, additional island, and removal of pavement corner. He indicated
75 stop signs will be added to be enforceable.
76

77 Chair Plumer opened the hearing to the public for comments at 7:27 PM.
78

79 Mary Ann Fitzsimmons of 103 Hayes Park expressed concerns with pedestrian safety, especially
80 children due to the existing and increased amount of traffic added in a residential
81 neighborhood. She noted there would be 127 restaurant seats serving breakfast, lunch and
82 dinner, food trucks, 18-wheelers and the hours are yet to be determined. She added concerns
83 with noise and air pollution.

84
85 Corey of 35 Jady Hill stated he was a town employee, but the opinions expressed are his own
86 speaking as an area resident of 20 years. He expressed concerns with traffic, speeding and stop
87 signs not being obeyed. He recommended the use of three-season speed bumps to calm traffic.

88
89 Doreen Chester of 3 Webster Ave appeared electronically and expressed concerns with the
90 change of use going to a 6,392 SF two floor building/restaurant from a clubhouse with an
91 incidental grill and sandwich shop. She felt this is an expansion of a non-conforming use and
92 should go before the zoning board for approval.

93
94 Linda Rogers noted traffic concerns not just on Jady Hill Avenue but unenforced speeding being
95 problematic in other areas of town. She indicated concerns with the size of the restaurant
96 proposed in a residential zone, it would be the largest restaurant in Exeter in a densely
97 populated area with no outlet. She indicated concerns with a bend in the road that does not
98 provide visibility to motorists to be able to see children riding on bikes.

99
100 Kyle Hayes expressed concerns with the amount of traffic and speed limits not being adhered to
101 and requested the problem be controlled before being worsened by more traffic. He expressed
102 concerns with lighting and removal of the trees which shielded the lights and the neighboring
103 school bus stop.

104
105 Charles Hayes expressed concerns with existing and additional traffic concerns exacerbated by
106 the restaurant now being open 365 days a year. He asked about drainage issues when drains
107 clog up in the winter months. He noted trees being removed will make things very visible.

108
109 Justin Jumper of Blind Tiger Group noted their goal is to be outstanding neighbors and care
110 about the safety of the children in the neighborhood. He expressed empathy about the
111 drainage issues which were addressed above and beyond their control. He noted signs were
112 being added to slow traffic. He noted the use was an existing one, a clubhouse and restaurant.
113 He noted traffic is already a major concern and welcomed partnering with residents to address
114 it.

115
116 Ms. Fitzsimmons asked if the restaurant and golf course were public or private and Mr. Jumper
117 noted it was open to the public.

118

119 Paul Scarifidi of 26 Jady Hill Avenue indicated he lived at the entrance to the Hayes Trailer Park
120 and is a member of the golf club. He indicated the golf course had been there for 130 years and
121 has had a full restaurant for 30 years. He indicated the course was the oldest in New
122 Hampshire and 25th oldest in the country since 1889. He noted he also observed people exiting
123 the trailer park go through stop signs. He reviewed the history of the neighborhood and how a
124 mill operated there and when work got out at 3:30 traffic would be a parking lot. He noted not
125 all the traffic were golfers. He stated that the club was semi-private with 240 members, the
126 public was allowed and there was sledding in the winter.

127
128 Mr. Grueter noted the size of the restaurant appeared to be doubling. He asked if anyone had
129 notified the Police Department of the traffic concerns. Mr. Scarifidi noted that there used to be
130 an officer on a bike. The Department doesn't have enough officers to deal with this. Ms.
131 English noted this was an important issue all over the country and some communities have
132 narrowed roads to calm traffic speeds.

133
134 Doreen Chester indicated not all residents played golf and benefitted from the course being
135 there, she noted it spoils their quiet enjoyment of their homes and if she wanted to live next to
136 a restaurant, she would live on Portsmouth Avenue.

137
138 Mr. Brown asked if code enforcement had reviewed the use and Mr. Sharples indicated it was
139 not found to be an expansion of a non-conforming use and the code enforcement officer did
140 not feel it needed ZBA relief. He advised that if someone disagreed with that, they could file an
141 appeal of administrative decision with the ZBA.

142
143 Mr. Cameron asked about potential reconfiguration of the road and studying what is causing
144 this trouble for the residents. He noted the Planning Board has undertaken many traffic control
145 projects throughout town to make the Town safe and walkable, especially with pedestrian
146 safety concerns and speeds. Vice-Chair Brown indicated that the Master Plan Oversight
147 Committee also addresses these kind of issues as they are identified.

148
149 Ms. Belanger expressed concerns about the hours of operation still not identified. Mr. Jumper
150 indicated they would likely close around 9 or 10 PM. Mr. Sharples noted the number of lights
151 shown on the plan has not been updated, previously showing nine 20' high and determined to
152 be reduced to 4 or 5 at the site walk. Mr. Scammon noted they were shown on the utility plans.
153 He noted the offsite improvement of the sidewalk from the parking lot to Hayes Park.

154
155 Sherm Chester appeared electronically and expressed concerns with the use being vetted by
156 the ZBA and expressed concerns with traffic and speeding.

157

158 Mr. Scarafidi disagreed that there is a change in use, the use has always been a restaurant
159 being made bigger, not changed.

160

161 Chair Plumer closed public comment.

162

163 Mr. Cameron indicated he did not feel it was the Planning Board's job to analyze the potential
164 change of use. Mr. Brown felt that if the members were concerned, they could kick the
165 application back to the ZBA, but he did not feel it was a change in use and noted that Mr.
166 Sharples had advised residents of how to appeal the decision of the code enforcement officer if
167 they did not agree with it. Ms. English agreed. Ms. Belanger agreed it was not a change of use.
168 Mr. Cameron clarified that it did not mean that because the Planning Board agreed with code
169 enforcement that this was the final determination, it is what this Board feels.

170

171 Ms. English asked about vegetation in the peninsula area and Mr. Scammon noted the rain
172 garden would be mowed but the trimming of trees in shrubs in the ROW was town owned.

173

174 Ms. English noted concerns raised at the last meeting about pedestrian and vehicle traffic in the
175 parking lot area and recommended a line for the turning lane be identified with a in and out
176 arrow. Ms. Belanger agreed.

177

178 Ms. English asked about the golf storage area and dumpster location. Mr. Scammon showed
179 the turning motion proposed for the golf carts entering and exiting.

180

181 Ms. English proposed tulip trees in addition to the sugar maples to avoid having a monoculture.
182 She asked about potentially removing a parking space to have a green island. Mr. Sharples
183 noted that while the regulations discourage long stretches of parking, they state 10-15 spaces,
184 and they have not exceeded 15 spaces. Mr. Scammon showed the area where trees were
185 added.

186

187 Ms. English asked about considering solar panels; and potentially removing the street light. Mr.
188 Sharples noted the street light is the purview of the Select Board and asked that she email him
189 separately.

190

191 Mr. Scammon reviewed the waivers requested. Mr. Sharples advised that waivers for HISS,
192 Section 7.4.10 and 7.5.4 were not required as they are site specific and deemed satisfactory for
193 this drainage.

194

195 Mr. Scammon reviewed the request for a waiver from 7.4.13 and 7.4.15 concerning showing all
196 structures within 200' of the site which he described as large with most of the work taking place
197 in a small corner.

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Mr. Sharples read out loud each of the five criteria for granting waivers: 1. Not contrary to the public, health, safety, welfare or injurious to other property; 2. Unique to property not generally applicable; 3. Physical shape, topography hardship as opposed to a mere convenience; 4. Spirit and intent of the regulations; and 5. Contrary to the provisions of the zoning regulations or Master Plan.

Mr. Scammon answered that he did not believe not showing the other place outside the construction are already shown would harm anybody. He noted the size of the property was unique, 73 acres and the cost being a hardship. He noted it was not contrary to the spirit of the regulations as they have shown roads and abutting structures material to the work area. Mr. Sharples indicated the proposal was not contrary to the zoning regulations or Master Plan.

Ms. English asked about the distance to the mobile home park. The proposed tree line is within 50' of the property line. She noted the aerial provided enough information to make a difference to her comfort level with this waiver.

Ms. Belanger noted there were not just light issues but sound issues to consider. Mr. Scammon indicated the fence would provide more sound protection than the trees had.

Vice-Chair Brown motioned after reviewing the criteria for granting waivers that the request of Blind Tiger LLC, Planning Board Case #23-2 for a waiver from Section 7.4.13 and 7.4.15 of the site plan review and subdivision regulations be approved. Mr. Grueter seconded the motion. A vote was taken, all were in favor, the motion passed 6-0-0.

Mr. Scammon requested a waiver from Section 9.3.2.6 of the regulations for total nitrogen/phosphorous removal. He noted any nitrogen load would be taken to their pond, onsite, and used to fertilize the fairway and not leave the site enabling them to apply less fertilizer on the greens.

Mr. Scammon reviewed the five criteria stating that there would be an improvement by removing the nitrogen and phosphorous and this process would be unique and not done anywhere else in town. He noted the slope of the parking lot adjacent to the Town's ROW and that taking the nitrogen and phosphorus out was in the spirit of the regulations. Mr. Sharples indicated it did not alter the provisions of zoning or the Master Plan as water quality is addressed in the Master Plan but not the percentage of removal.

Mr. Grueter asked if there was any danger of the pond overflowing and Mr. Scammon explained how it is well fed and the well can be shut off. He noted there is no outflow and can handle large volumes.

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Mr. Sharples asked about push back and Mr. Scammon indicated the elevation and pipe. He stated there is a wooded buffer 300' from the river.

Ms. English motioned after reviewing the criteria for granting waivers that the request of Blind Tiger, LLC, Planning Board Case #23-2 for a waiver from Section 9.3.2 of the site plan review and subdivision regulations regarding stormwater management requirements for redevelopment be approved. Ms. Belanger seconded the motion. A vote was taken, all were in favor, the motion passed 6-0-0.

Mr. Sharples indicated the waiver requested from Section 9.7.3 is not needed because the fence is being proposed in lieu of the 20' planted strip. He read out loud the regulation. Mr. Cameron indicated the consensus of the Board was that the waiver is not necessary because the fence is being provided in lieu of the planted strip.

Ms. English asked about trees and Mr. Scammon indicated the location by the pond. They discussed potential species.

Mr. Sharples read out loud the proposed conditions of approval:

1. An electronic as-built plan with details acceptable to the Town shall be provided prior to the issuance of a certificate of occupancy (C/O). This plan must be in dwg or dxf file format and in NAD 1983 State Plane New Hampshire FIPS 2800 Feet coordinates.
2. All monumentation shall be set in accordance with Section 9.25 of the Site Plan Review and Subdivision Regulations prior to the signing of the final plans.
3. 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 protection plan), if applicable, be submitted to and reviewed for approval by DPW; and
 - ii. A project schedule and construction cost estimate.
4. All third party construction inspection fees shall be paid prior to the scheduling of the preconstruction meeting.
5. All comments in the review letter of Underwood Engineers dated May 12, 2023 shall be addressed to the satisfaction of the Town Planner prior to signing the final plans.

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

279
280 7. The stormwater management system inspection and maintenance log and inspection and
281 maintenance manual dated 1/24/23 with the latest revision dated 4/25/23 shall be completed
282 and submitted to the Town Engineer annually on or before January 31st. This requirement shall
283 be an ongoing condition of approval.

284
285 8. All state and local permit approval numbers shall be noted on the final plans.

286
287 9. All appropriate fees to be paid including but not limited to sewer/water connection fees,
288 impact fees and inspection fees (including third party inspections) prior to the issuance of a
289 building permit or a certificate of occupancy whichever is applicable as determined by the
290 Town.

291
292 10. All landscaping shown on plans shall be maintained and any dead or dying vegetation shall
293 be replaced no later than the following growing season as long as the site plan remains valid.
294 This condition is not intended to circumvent the revocation procedures set forth in State
295 statutes.

296
297 11. Applicant shall submit the land use and stormwater management information about the
298 project using the PTAPP Online Municipal Tracking Tool. The PTAPP submittal must be
299 accepted by the DPW prior to the preconstruction meeting

300
301 12. The lighting plan sheet and any other applicable plan sheets shall be revised to be
302 consistent with the utility plan that shows five pole lights.

303
304 13. An approximately 15' center line shall be shown on the final plans from each stop bar to
305 the west.

306
307 14. Directional arrows shall be painted on the pavement at the entrances and exits onto Judy
308 Hill Avenue.

309
310 15. The five sugar maples shown in the southern vicinity of the bioretention area shall be a mix
311 of sugar maples, tulip trees or new cultivars of American elm.

312
313 Ms. Sharples indicated the bioretention plantings with perennial rye or fescue are just as
314 effective and easier to maintain without the issues of other plantings.

315 **Mr. Grueter motioned that the request of Blind Tiger LLC, Planning Board Case #23-2 for site**
316 **plan approval be approved with the conditions read by the Town Planner, Dave Sharples. Ms.**
317 **Belanger seconded the motion. A vote was taken, all were in favor, the motion passed 6-0-0.**
318

319 Chair Plumer indicated the Board would take a brief recess at 9:33 PM. The meeting continued
320 at 9:39 PM. With the Board's apologies Chair Plumer indicated that as the agenda has been
321 overwhelmed Planning Board Cases #23-8 and #23-9 would be continued until the Board's
322 August 24th meeting.
323

324 2. The application of Tropic Star Development LLC for a minor subdivision of the property into
325 two parcels and a site plan review for the proposed construction of a single-story bank with
326 drive-thru, parking and associated site improvements

327 2 Meeting Place Drive

328 C-1 Highway Commercial zoning district

329 Tax Map Parcel #55-75

330 Planning Board Case #23-6

331

332 Chair Plumer read out loud the Public Hearing Notice and asked the Town Planner if the case
333 was ready to be heard.
334

335 Mr. Sharples indicated the application was complete for review purposes.
336

337 **Mr. Cameron motioned to open Planning Board Case #23-6. Ms. Belanger seconded the**
338 **motion. A vote was taken, all were in favor, the motion passed 6-0-0.**
339

340 Mr. Sharples indicated the application was for a subdivision of a 3.2-acre parcel into two parcels
341 and a site plan approval request for a 2600 SF banking facility with drive through and parking.
342 He indicated TRC reviews on May 9 and June 1 with comment letter dated June 12th. He noted
343 UEI review and comments dated June 6th with response received and reviewed by UEI. They
344 commented about the PTAP submittal which is one of the standard proposed conditions of
345 approval. All TRC comments have been addressed, however Mr. Sharples noted one concern
346 about the intersection improvements, specifically the right-turn to/from Epping Road. He
347 noted one waiver requested which was questioned as the wetland scientist Brendan Quigley
348 noted the wetland was manmade, so the waiver is not necessary. He indicated there would be
349 standard conditions of approval proposed.
350

351 Chris Raymond of TEC Engineering presented the application on behalf of the owners. He
352 noted Jim Mitchell of Tropic Star Development was present. He indicated the location at the
353 corner of Meeting Place Drive and Epping Road, south of Industrial Drive and the location of

354 Meeting Place Commons housing development to the rear. He noted utilities were set up and
355 ready. He indicated contaminated soil would be removed.

356

357 Mr. Raymond proposed access from Epping Road and two-way access from Meeting Place
358 Drive. He described the proposed subsurface infiltration basin and surface drainage
359 infrastructure and bioretention pond.

360

361 Mr. Grueter asked about the road shown on the plan and Mr. Raymond indicated it was access
362 to the second parcel. Mr. Grueter asked about traffic conflicts and the location of the ATM.

363 Mr. Raymond noted concerns with having a detached ATM which would have to be maintained
364 and serviced by an outside contracted armed guard, which is why the bank chose to have it
365 attached to the building instead.

366

367 Mr. Brown asked about access from Epping Road and the second parcel. Mr. Raymond showed
368 a stormwater swale across the front of the other lot. He asked if there would be an access
369 easement between parcels and Mr. Raymond indicated there would be. Mr. Mitchell indicated
370 future plans proposed access to the second parcel (showing parallel to road and wetlands on
371 plan) and that there could be access from Meeting Place Drive for the second parcel.

372

373 The Board agreed a site walk was not necessary.

374

375 Mr. Sharples indicated he was concerned with the right hand turns because if drivers can take a
376 left turn they will. Sam DiGrigorio, the senior traffic engineer for the applicant recommended
377 dissuading the left turn off Epping Road.

378

379 Ms. Belanger asked about the contamination remediation process. Mr. Raymond described
380 that while not required, the bank elected to remove the soil and make the lot level with the
381 road grade.

382

383 Chair Plumer asked about lighting and Mr. Sharples advised of the requirement to dim all
384 outdoor lighting by 10 PM.

385

386 Chair Plumer opened comments to the public at 10:41 PM and being none closed the hearing to
387 the public.

388

389 Mr. Sharples read out loud the proposed conditions of approval:

390

391 1. A dwg file of the plan shall be provided to the Town Planner showing all property lines and
392 monumentation prior to signing the final plans. This plan must be in NAD 1983 State Plane New
393 Hampshire FIPS 2800 feet coordinates.

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2. All monumentation shall be set in accordance with Section 9.25 of the Site Plan Review and Subdivision Regulations prior to signing the final plan.

3. Any future development of lot 75-1 shall utilize the proposed accesses over Lot 75 and final subdivision plans shall show an access easement from Meeting Place Drive over Lot 75 to Lot 75-1. This condition shall not prevent the relocation of the one curb cut allowed on Epping Road as no further curb cuts shall be allowed.

Mr. Sharples noted access management is so important especially on major corridors and advised that there is only one curb cut allowed every 600.’ This was discussed at the TRC meeting.

Mr. Raymond indicated he was fine with the language that there be one curb cut on Epping Road for the two parcels however with the ability to change the location of that one curb cut in the future.

Vice-Chair Brown motioned that the request of Tropic Star Development LLC, Planning Board Case #23-6 for a minor subdivision with the conditions read by the Town Planner, Dave Sharples, be approved. Ms. Belanger seconded the motion. A vote was taken, Mr. Cameron abstained. The motion passed 5-0-1.

Mr. Sharples read out loud the standard conditions of approval for the site plan:

1. An electronic as-built plan with details acceptable to the Town shall be provided prior to the issuance of a certificate of occupancy (C/O). 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 protection plan), if applicable, be submitted to and reviewed for approval by DPW; and
- ii. A project schedule and construction cost estimate.

3. Third party construction inspection fees shall be paid prior to scheduling the preconstruction meeting.

4. All comments in the review letter of Underwood Engineers, Inc. dated 7/13/23 shall be addressed to the satisfaction of the Town Planner prior to signing the final plans.

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- 5. All outdoor lighting (including security lights) shall be down lit and shielded so no direct lights are visible from adjacent properties and/or roadways. All outdoor lighting shall be equipped with dimmers to comply with Section 9.20.4.4.
- 6. The stormwater management system inspection and maintenance log and inspection and maintenance manual dated 1/24/23 with the latest revision dated 4/25/23 shall be completed and submitted to the Town Engineer annually on or before January 31st. This requirement shall be an ongoing condition of approval.
- 7. All applicable state permit approval numbers shall be noted on the final plans. All appropriate fees to be paid including but not limited to: sewer/water connection fees, impact fees and inspection fees (including third party inspections) prior to the issuance of a building permit or certificate of occupancy (C/O) whichever is applicable as determined by the Town.
- 8. All landscaping shown on plans shall be maintained and any dead or dying vegetation shall be replaced, no later than the following growing season, as long as the site plan remains valid. This condition is not intended to circumvent the revocation procedures set forth in State statutes.
- 9. The applicant shall submit the land use and stormwater management information about the project using the PTAPP Online Municipal Tracking Tool. The PTAPP submittal must be accepted by the DPW prior to the preconstruction meeting.
- 10. The right in only driveway access on Epping Road will be redesigned to the satisfaction of the Town Planner and Town Engineer to discourage left hand turns into the site and will be reviewed by VHB the Town’s consultant traffic engineer at the applicant’s expense.

Ms. English motioned that the request of Tropic Star Development LLC, Planning Board Case #23-6 for site plan approval be approved with the conditions read by the Town Planner, Dave Sharples. Ms. Belanger seconded the motion. A vote was taken, all were in favor, the motion passed 6-0-0.

- 3. The application of Ross Engineering, LLC for a multi-family site plan review and Shoreland Conditional Use Permit (CUP) for the proposed redevelopment of the property into three residential condominium units alone with associate site improvements
14 Hobart Street
R-2 Single Family Residential zoning district
Tax Map Parcel #74-89
Planning Board Case #23-8

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Vice-Chair Brown motioned to continue Planning Board Case #23-8 to the Board’s August 24, 2023 meeting at 7:00 PM. Mr. Grueter seconded the motion. A vote was taken, all were in favor, the motion passed 6-0-0.

4. The application of Eversource Energy for a Wetland Conditional Use Permit (CUP) for the proposed replacement of thirty-six (36) existing transmission poles associates with the A126 and H141 lines within the existing Eversource ROW in various locations
RU-Rural and R-1 Low Density zoning districts
Tax Map Parcels #30-8, 30-9, 29-31, 29-32, 28-3, 28-6, 28-13, 28-18, 17-19, 18-3, 19-3, 19-2, 19-1, 19-16-1, 24-1, 25-1, 20-8, 24-3 & 24-30
Planning Board Case #23-9

Vice-Chair Brown motioned to continue Planning Board Case #23-9 to the Board’s August 24, 2023 meeting at 7:00 PM. Ms. Belanger seconded the motion. A vote was taken, all were in favor, the motion passed 6-0-0.

5. The application of Douglas Rupp and Christine Rupp for a Wetland Conditional Use Permit (CUP) for the proposed construction of a driveway for a single-family residence within the wetlands and wetlands buffer area
24 Powerdermill Road
R-1 Low Density zoning district
Tax Map Parcel #102-4
Planning Board Case #23-11

Chair Plumer read out loud the Public Hearing Notice and announced that the applicants had continued the case to the August 24, 2023 Planning Board meeting.

VI. OTHER BUSINESS

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

VII. TOWN PLANNER’S ITEMS

Mr. Sharples reminded that the CIP meeting on August 10th will begin at 6:30 PM.

VIII. CHAIRPERSON’S ITEMS

IX. PB REPRESENTATIVE’S REPORT ON “OTHER COMMITTEE ACTIVITY”

511 **X. ADJOURN**

512 ***Ms. Belanger motioned to adjourn the meeting at 11:18 PM. Mr. Cameron seconded the motion. A***
513 ***vote was taken all were in favor, the motion passed 6-0-0.***

514 Respectfully submitted,

515 Daniel Hoijer,
516 Recording Secretary

517 Via Exeter TV

1 **TOWN OF EXETER**
2 **PLANNING BOARD**
3 **NOWAK ROOM – TOWN OFFICE BUILDING**
4 **10 FRONT STREET**
5 **AUGUST 10, 2023**
6 **DRAFT MINUTES**
7 **7:00 PM**

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, and Nancy Belanger Select
12 Board Representative (remotely)
13

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

16 **II. CALL TO ORDER:** Chair Plumer called the meeting to order at 7:00 PM and introduced the
17 members.
18

19 **III. OLD BUSINESS**
20

21 **APPROVAL OF MINUTES**
22

23 June 8, 2023 - *Tabled*
24

25 June 22, 2023 – *Tabled*
26

27 July 13, 2023 – *Tabled*
28

29 *Mr. Cameron motioned to table review and approval of the meeting minutes until the Planning*
30 *Board's August 24, 2023 meeting at 7:00 PM. Mr. Cameron seconded the motion. A vote was taken,*
31 *all were in favor, the motion passed 7-0-0.*
32

33 **IV. NEW BUSINESS:**

34 1. Public Hearing on the 2024 Capital Improvements Program (CIP) projects as presented by
35 the Town Departments. (Copies of the proposed document(s) will be available at the Planning
36 Department Office prior to the meeting).
37

38 Mr. Sharples presented the draft CIP for 2024-2029 including project sheets and a draft table of
39 contents. He explained how the CIP process gives the Department Heads an opportunity to
40 specify their major needs for studies, equipment, facilities, etc. He noted it assists with
41 budgeting and to stabilize the tax rate. He explained that per state law the Planning Board has

42 the purview of adopting the CIP which is then finalized with a transmittal letter from the Board
43 and moves on to the Budget Committee, Select Board and on to the Warrant Article. He
44 indicated that tonight the Board would be hearing from the Police Department, Fire
45 .Department, Recreation, Department of Public Works, Planning Department and Conservation
46 Commission. There would be another public hearing on August 24th to adopt the CIP.

47

48 **POLICE DEPARTMENT - Deputy Police Chief Josh McCain**

49

50 Deputy Police Chief McCain presented the first of three projects which he noted the last two
51 would be joint with the Fire Department.

52

53 CRIME SCENE VAN – (pg. 47) \$60,000 FY 25

54

55 Deputy Police Chief McCain presented a request to put a crime scene van in the CIP,
56 referencing details found on Page 47 with an estimated cost of \$60,000. He stated that the
57 Police Department does not have a vehicle to keep crime scene processing materials in, such as
58 barriers, shields, lighting, generators, etc. They had a retrofitted ambulance at one time which
59 reached its end of life. Now equipment is stored in multiple places and brought to the scene in
60 multiple vehicles. He proposed purchasing a Ford Transit or E-Cargo van which would be
61 appropriate for the size of the department.

62

63 Mr. Grueter asked if all of the equipment was owned by the Town and he responded yes.

64

65 Ms. English asked how often the Department responds to a situation in which they wish they
66 had this and he responded once or twice per week. He referenced the EZ Market robbery and
67 the train accident as two large such incidents.

68

69 Ms. English asked if the van would be used exclusively for that and he responded yes, it would
70 be set up for use by the criminal investigative unit.

71

72 Mr. Cameron asked if the vehicle would be under the department's control and who would
73 drive it and he answered that any officer could but it would fall under the detective division and
74 no additional staff would be added to drive it.

75

76 DISPATCH CONSOLE (pg. 11) \$281,000 FY 24

77

78 Assistant Fire Chief Justin Pizon presented the request for a two-seat dispatch center console at
79 the Safety Complex on Court Street. When looking into cost estimates for the safety complex
80 presented last year he was notified this was severely out of date and can no longer be
81 supported and is a top priority for public safety.

82 Mr. Grueter asked what would happen if the brand-new unit were struck by lightning. Chair
83 Plumer echoed his concerns about having a back-up method of communication. He noted they
84 could switch to Rockingham County dispatch in an event like that, but it is not ideal as they are
85 already overburdened. There is a mobile radio for worst case scenarios. A second radio would
86 be embedded in the replacement system.

87

88 NEW POLICE COMPLEX WITH FIRE SUBSTATION (pg. 4) \$17,600,000 FY 24

89

90 Deputy Police Chief McCain submitted the request to put the Safety Complex, joint with the
91 Fire Department, at Continental Drive, on the CIP. He indicated it was presented to the voters
92 last year and feels like turnout was low due to the storm and it did not pass by about 45 votes.
93 He expressed concerns that the estimated cost is 7.5% higher now, last year's estimate was
94 \$16,300,000 and no changes have been proposed.

95

96 Mr. Sharples noted it was unfortunate that one cost saving measure was mis-interpreted by
97 residents as an unnecessary deck. He described how the design change led to the space
98 overhang which really didn't serve any other practical purpose at the time.

99

100 Deputy Police Chief McCain explained some of the challenges faced by the police department
101 working in what he described as crowded conditions with less than desirable spaces for
102 interviewing residents reporting crimes and safety concerns, he had with releasing booked
103 offenders through the area where administrative staff are working. He described using offices
104 and utility closets and the lack of space in the meeting room. He expressed concerns about
105 mobility issues with the second-floor interview room and meeting space and not having training
106 space. He stated that a utility room with wires hanging down is not a safe place to interview a
107 resident reporting a sensitive crime. He expressed safety concerns about not having a secure
108 parking area for the cruisers and employees walking out to their cars. He stated the cruisers
109 are at risk of vandalism and disgruntled people have waited for officers to walk out to their cars
110 and confront them. He welcomed the Board to tour the Court Street facility shared with the
111 Fire Department.

112

113 Fire Chief Eric Wilking described how some residents responded negatively to the fitness area.
114 Mr. Grueter asked if such a small gym is standard for fire and police use. Chief Wilkin described
115 the need to keep officers physically fit and to relieve stress from the job. He described how the
116 Court Street location has out grown the space and officers have desks in closets and utility
117 rooms. The original station was built for five people and the staff has increased. There will
118 always be a presence on Court Street even with the new satellite location which would increase
119 response time, which is a four-minute standard in the industry, from 82% to 95% and be closer
120 to the High School.

121

122 Vice-Chair Brown asked if they got a sense of what other communities have for department
123 sizes and he reviewed Portsmouth who has three fire stations, Bedford has two and
124 Londonderry has three. Exeter is experiencing double the call volume, from 1800 to 3800 in the
125 past twenty years. There are also attractions which bring non-residents to Town who need
126 services, such as events and use of the train station.

127
128 Vice-Chair Brown asked about retention and recruiting and Chief Wilking indicated they are a
129 full department now but had retention issues before and want to attract quality candidates.
130 Things have changed and there are more job openings than respondents. He stated they are
131 interviewing us now.

132
133 **FIRE DEPARTMENT**

134
135 COMMUNICATION REPEATER SITE - \$100,000/\$76,000 (pg.12) FY 24

136
137 Assistant Fire Chief Justin Pizon reviewed the request to put the Communication Repeater Site
138 on the CIP. He reviewed the location of repeater sites, and detailed the radios program which
139 began years ago and cost for the final year of the program of \$76,000.

140
141 Mr. Cameron asked if this was an ongoing ten-year project and if the equipment purchased at
142 the start of the program is out of date or would be in the near future. He noted that the
143 technology is IP based, compatible and current with no foreseeable end of life in the next
144 decade.

145
146 Chief Wilkings submitted a request sheet entitled:

147
148 COURT STREET FIRE STATION RENOVATION AND/OR CONSTRUCTION, DESIGN, ENGINEERING &
149 CONSTRUCTION (pg. 13) TBD

150
151 **VEHICLES/HEAVY EQUIPMENT – Fire Chief Erik Wilking**

152
153 AMBULANCE 2 REPLACEMENT (pg. 41) \$312,341 FY 25

154 CAR ONE REPLACEMENT (pg. 43) \$60,606 FY 24

155 CAR FOUR REPLACEMENT (pg. 45) \$60,805

156 UTILITY ONE PICKUP REPLACEMENT (pg. 51) \$72,455 FY 24

157 ENGINE 3 REPLACEMENT (pg. 49) \$715,000 FY 27

158
159 Fire Chief Wilking submitted the request for vehicles for the 2024-2029 CIP. He explained the
160 request is to replace the 16-year-old utility pickup truck with tow trailer, which is the first

161 priority and indicated Car One, which he drives, is 10 years old. He indicated the ambulance
162 replacement is funding by the Ambulance Revolving Fund.

163

164 **PARKS & RECREATION – Greg Bisson**

165

166 PLANET PLAYGROUND RENOVATION (pg. 15) \$595,000 FY 24

167

168 Mr. Bisson reported that the design work was done last year, and they are still working on
169 negotiations for the land. He indicated the LWCF grant would cover 50% of the cost and that
170 the project would not move forward without the LWCF funds. Some improvements he
171 highlighted included the playground area and using solid surfacing methods to improve
172 accessibility and have no loose material.

173

174 PARK IMPROVEMENT FUND (pg. 14) \$100,000 YR. FY 24-29

175

176 Mr. Bisson described some of the projects planned which would be funded by the Improvement
177 Fund such as replacing the bath house, and rebuilding tennis courts.

178

179 Chair Plumer asked how it was funded and Mr. Bisson indicated the unassigned fund balance.

180

181 Ms. Belanger asked if the skate park was on the list because she observed some ramps are
182 rusted.

183

184 10 HAMPTON ROAD RENOVATIONS (pg. 6) \$998,240 FY 24

185

186 Mr. Bisson reported that a grant was received to finish renovations at 10 Hampton Road under
187 the Community Center Investment Program and has a 15% match of \$155,000. He reported the
188 Select Board approved encumbrances on Monday and construction would start at the end of
189 the year. The Town would have until 2025 to finish. He detailed ADA accessible improvements
190 on the second floor and access/egress issues to be addressed with stairs. He noted the new
191 HVAC system would improve energy efficiency.

192

193 Vice-Chair Brown asked about negotiations with the out-of-state owners after the expiration of
194 the lease and Mr. Bisson indicated the company had purchased the property without realizing
195 there was a lease for a public park on the property. Negotiations are ongoing.

196

197 Ms. Martel asked if there was a backup plan if LCWF funds fall through and Mr. Bisson indicated
198 fundraising.

199

200 A CIP Request sheet was submitted for associated

201 10 HAMPTON ROAD PARKING LOT EXPANSION (pg. 5) TBD

202

203 PARKS & RECREATION VEHICLE REQUESTS:

204

205 REPLACEMENT DUMP TRUCK #83 (pg. 53) \$55,000 FY 27

206 REPLACE TRUCK #84 (pg. 55) \$60,000 FY 25

207 VAN #81 (pg. 57) \$55,000 FY 28

208 VAN #85 (pg. 59) \$89,000 FY 25

209

210 **DEPARTMENT OF PUBLIC WORKS – Paul Vlasich, P.E. Town Engineer, Public Works Director**

211

212 Mr. Vlasich provided copies of documents to the Board.

213

214 FACILITY FUEL ISLAND REPLACEMENT (pg. 1) \$460,000 FY 24

215

216 Mr. Vlasich presented the request to put replacement of the Facility Fuel Island on the CIP with
217 an estimated cost of \$460,000. He indicated the facility was deteriorating and needed
218 replacement. The location is to be determined.

219

220 Ms. English asked if tanks would be underground, and he indicated they would be.

221

222 Mr. Grueter asked if there were any concerns with removing the old tanks and Mr. Vlasich
223 indicated leaks had been repaired previously and demolition is included in the cost.

224

225 FACILITY CONDITION ASSESSMENT (pg. 2) \$750,000

226

227 Mr. Vlasich recommended removing this from the CIP to decide on what type of improvements
228 are foreseen for the 13 Town-owned buildings. He estimated the yearly CIP cost to be
229 \$163,000.

230

231 NEW SURFACE WATER TREATMENT PLANT (pg. 13) \$28,400,000

232

233 FY 24 \$2,500,000 FY 26 \$25,900,000

234

235 Mr. Vlasich detailed the request for replacement of groundwater supply built in 1886. He
236 indicated preapproval for \$2.5 million with the SRF Loan. The final design plan will be studied.

237

238 Chair Plumer asked how the state would get involved in the project and Mr. Vlasich indicated
239 they would be project partners protecting their investment of funds for clean drinking water.

240 GREAT BAY TOTAL NITROGEN PERMIT (pg. 17) 205,000

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FY 24 \$105,000 FY 26 TBD FY 28 TBD
FY 25 \$100,000 FY 27 TBD FY 29 TBD

Mr. Vlasich noted that approximately \$90,000 is incentives for replacing septic systems with Advanced Septic under the treatment program with priority on systems close to water bodies. He noted there is a fertilizer use component as well as stormwater improvements.

Mr. Brown asked how many septic systems were new or replaced each year and he noted approximately six.

PICKPOCKET DAM (pg. 20) \$50,000 Consulting FY 24

Mr. Vlasich summarized the notice of high hazard deficiency received and reported the Town has until June 2024 to make a decision how to fix the deficiency or possibly consider removal of the dam. The Town would have until December of 2027 to complete the work. The \$50,000 requested would be for consulting and assistance with grant applications.

STORM DRAIN, WATER/SEWER MAIN REHABILITATION (pg. 24) \$0

Mr. Vlasich indicated this submittal was a reminder of annual replacements of drains, water and sewer components.

CIP Requests were submitted for:

WATER MAIN REHABILITATION PROGRAM (pg. 40) \$3,460,000
FY 27 \$1,730,000 FY 29 \$1,730,000

DRINKWATER ROAD CULVERT REPLACEMENT (pg. 16) TBD

NEW GROUNDWATER SOURCE DEVELOPMENT (pg. 37) \$5,000,000 FY 25

SCHOOL STREET AREA RECON (pg. 22) \$6,510,000
FY 24 \$533,600 FY 25 \$5,976,400

Mr. Vlasich submitted the CIP request for main replacements and sewer and stormwater improvements. He indicated there was preapproval for SRF Loan with 35% principal forgiveness for \$2.6 million dollars.

281 WATER STREET AREA RECON (pg. 27) \$7,005,000

282

283 FY 24 \$100,000 FY 26 \$6,305,000

284 FY 25 \$600,000

285

286 Mr. Vlasich explained the SRF Loan process and identified this as a water main project with
287 100% principal forgiveness. \$100,000 is estimated for planning.

288

289 WASHINGTON STREET IMPROVEMENT (pg. 26) \$2,480,000

290

291 FY 26 \$250,000 FY 27 \$2,230,000

292

293 Mr. Vlasich indicated this project is or replacement of sewer main, traffic considerations and
294 stormwater treatment.

295

296 CIP request sheets were also submitted for:

297

298 TAN LANE DRAINAGE IMPROVEMENTS (pg. 25) TBD

299

300 PORTSMOUTH AVE RECON (pg. 21) \$5,285,000

301

302 FY 27 \$75,000 FY 29 \$4,910,000

303 FY 28 \$300,000

304

305 SIDEWALK PROGRAM (pg. 23) \$1,200,000

306

307 FY 24 \$200,000 FY 26 \$200,000 FY 28 \$200,000

308 FY 25 \$200,000 FY 26 \$200,000 FY 29 \$200,000

309

310 Mr. Vlasich estimated the cost of the Sidewalk Program to be \$200,000 per year.

311

312 SEPTAGE RECEIVING FACILITY (pg. 31) \$675,000 FY 24

313

314 Mr. Vlasich provided the construction estimate of \$675,000 and noted there would be revenues
315 of approximately \$101,000 annually for septic companies who drop septage from their pump
316 tankers. Some funds were encumbered last year for design.

317

318

319 SEWER CAPACITY REHAB (pg. 32) \$3.4 Million/FY 29 \$1,284,000

320

321 Mr. Vlasich reported design work was done in FY 2023. This would add capacity. He noted the
322 project went through the SRF process last year and will be submitted this year.

323

324 WEBSTER AVE PUMP STATION UPGRADE (pg. 36) \$884,000 FY 24 (shortfall estimate for
325 consultants)

326

327 Mr. Vlasich proposed that the SRF Loan for this project could be amended potentially.

328

329 CROSS ROAD TOWER MIXING & CLEANING (pg. 38) \$32,000 FY 24

330

331 Mr. Vlasich recommended pulling the CIP project for this year with the hope that something
332 different will come up and not require. He noted the project is to improve water quality in the
333 area.

334

335 Also submitted were CIP sheets for the following projects:

336

337 GREEN STREET NEIGHBORHOOD UTILITY RECON (pg. 18) TBD

338

339 COURT STREET PUMP STATION DPW (pg. 30) TBD

340

341 WWTF EFFLUENT FLUME (pg. 34) \$192,000

342

343 WWTF UPGRADES PHASE 1 DPW (pg. 35) \$2,750,000

344

345 FY 27 \$200,000 FY 28 \$2,550,000

346

347 RIVER RAW WATER TRANSMISSION CLEANING (pg. 39) TBD

348

349 **VEHICLES AND EQUIPMENT**

350

351 #102 REPLACE AIR COMPRESSOR (pg. 61) \$45,000 FY 24

352

353 Mr. Vlasich noted the air compressor runs the tools.

354

355 VEHICLES – WATER/SEWER (6 YR CIP)

356

357 REPLACE #13 CROWN VICTORIA (pg. 63) \$56,500/\$53,500 FY 24

358 REPLACE DUMP TRUCK #33 (pg. 65) \$120,000 FY 24

359 Mr. Vlasich noted two vehicle replacements were stretched out an additional year, one is used
360 by the meter reader (Crown Victoria with 112,500 miles) and they would like to replace the
361 other with a 4x4 Pick-Up so they can do their own plowing. There are nine Water Works pump
362 stations.

363

364 Ms. Martel asked if they had considered electric vehicles and charging stations.

365

366 #33 – HIGHWAY SIX-WHEEL DUMP TRUCK (pg. 65) \$120,000 – Jay Perkins

367

368 Mr. Perkins requested that a Ford F-550 be put on the CIP to replace the six-wheel dump truck.

369

370 **DPW/HIGHWAY/MAINTENANCE – Jay Perkins, Highway Superintendent**

371

372 Mr. Perkins submitted CIP request sheets detailing the following projects:

373

374 INTERSECTION IMPROVEMENTS PROGRAM (pg. 19) \$50,000 FY 25

375

376 WATERFRONT SEAWALL (pg. 28) TBD

377

378 CLEMSON LAGOON (pg. 29) \$125,750 FY 25

379

380 VEHICLES & EQUIPMENT

381

382 #58 – SIDEWALK TRACTOR (pg. 69) \$225,000 FY 24

383

384 Mr. Perkins described the vehicle requested for replacement mows, sweeps, snow blows and
385 plows sidewalks.

386

387 Ms. English asked if there were multiples of these and he noted there were two primary.

388

389 #48 – REPLACE STREET SWEEPER (pg. 71) \$370,000 FY 24

390

391 Ms. Martel asked how often the street sweeper is used and Mr. Perkins indicated curbed areas
392 are twice a year and downtown parking lots weekly. Mr. Vlasich was not sure if a grant would
393 be available.

394

395 REPLACE #51 JEEP DPW (pg. 67) \$37,500/\$31,500 FY 24

396

397

398 **PLANNING & CONSERVATION – Town Planner Dave Sharples**

399

400 **PLANNING**

401

402 CAPTIAL RESERVE FUND FOR ADA IMPROVEMENTS (pg. 7) (\$50,000) FY 24

403

404 Mr. Sharples reported the Town approved a warrant article in 2019 to create an ADA
405 Improvements Plan for Town facilities and infrastructure to improve accessibility for all users.
406 This Fund will be established over time to fund these improvements. Last year the Town
407 approved \$50,000.

408

409 COMPLETE STREET STUDY (pg. 8) \$25,000 FY 25

410

411 Mr. Sharples reported the Bike & Pedestrian Master Plan was begun two years ago and there is
412 overlap with the Master Plan Oversight Committee. He discussed the Downtown Parking Flow
413 Analysis proposal.

414

415 MASTER PLAN UPDATE FY 2028 (pg. 9) \$50,000

416

417 Mr. Sharples reported the Master Plan was last done in 2018 and will be updated in 2028. The
418 document must be updated between five and ten years. He reported almost 67 action items
419 have been completed.

420

421 **CONSERVATION**

422

423 RAYNES BARN IMPROVEMENTS (pg. 10) \$56,200

424

425 Mr. Sharples reported that in 2022 a cost increase of \$249,600 was identified due to rising
426 costs. The improvements being funded include clapboards, painting, staircase replacement, fire
427 alarm and are contingent upon receiving grant funds

428

429 \$76,200 FY 2024 less \$20,000 Moose Plate Grant

430

431 **VI. OTHER BUSINESS**

432

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

433

434

435 Mr. Sharples reported the Department continues working with Finance to
436 release old, outdated bonds and LOC on a variety of projects.

437 **VII. TOWN PLANNER'S ITEMS**

438 **VIII. CHAIRPERSON'S ITEMS**

439 Chair Plumer reported there will be a Town public meeting next Tuesday at the High School gym.

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

441 Mr. Cameron reported there will be a Housing Advisory Committee meeting tomorrow at 8:30 AM.

442 **X. ADJOURN**

443 *Ms. Brown motioned to adjourn the meeting at 9:51 PM. Mr. Cameron seconded the motion. A vote*
444 *was taken all were in favor, the motion passed 7-0-0.*

445 Respectfully submitted,

446 Daniel Hoijer,
447 Recording Secretary
448 Via Exeter TV

1 **TOWN OF EXETER**
2 **PLANNING BOARD**
3 **NOWAK ROOM – TOWN OFFICE BUILDING**
4 **10 FRONT STREET**
5 **AUGUST 24, 2023**
6 **DRAFT MINUTES**
7 **6:30 PM**

8 **I. PRELIMINARIES:**
9

10 **BOARD MEMBERS PRESENT BY ROLL CALL:** Chair Langdon Plumer, Pete Cameron, Clerk, Gwen
11 English, Jennifer Martel, and Nancy Belanger Select Board Representative (remotely)
12

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

15 **II. CALL TO ORDER:** Chair Plumer called the meeting to order at 6:35 PM and introduced the
16 members.
17

18 **III. OLD BUSINESS**
19

20 **APPROVAL OF MINUTES**
21

22 June 8, 2023 - *Tabled*
23

24 June 22, 2023 – *Tabled*
25

26 July 13, 2023 – *Tabled*
27

28 August 10, 2023 – *Tabled*
29

30 Chair Plumer recommended tabling approval of the minutes given the size of the meeting’s agenda.
31

32 **IV. NEW BUSINESS:**

33 1. Second Public Hearing on the 2024 Capital Improvements Program (CIP) projects as
34 presented by the Town Departments. (Copies of the proposed document(s) will be available at
35 the Planning Department Office prior to the meeting).
36

37 Chair Plumer read out loud the Public Hearing Notice. Mr. Sharples noted the Department
38 Heads appeared at the last meeting and presented their project requests for the CIP for the
39 next five-six years. A draft transmittal letter was provided to send the Board’s
40 recommendation to the Select Board. He noted the Facility Condition Assessment for the 13
41 Town facilities was not ready at that time.

42 Chair Plumer opened the hearing at 6:45 for public comment.
43

44 Mr. Cameron stated that he was very pleased with the detail in which the presentations were
45 made, and each presenter did a fine job.
46

47 Chair Plumer commented that Public Works got a lot of funding with grant money and that
48 doesn't just happen either.
49

50 Ms. English noted that she had been on the fence about the substation on Epping Road until
51 hearing the presentation and understands the situation much more clearly. She commented
52 that it would be a great benefit to the Town and the presenters did a good job outlining the
53 issues they are facing day to day.
54

55 Chair Plumer noted that he visited the station and witnessed the lack of space and privacy to
56 discuss personal issues with residents and the direct impact on the safety and welfare of the
57 community. He stated he is concerned that officers are going out to their vehicles at the end of
58 the night and possibly being threatened, which is not acceptable. He proposed stating in the
59 transmittal letter that the substation is a real need for the community.
60

61 Ms. Belanger expressed concerns about victims having no private place to be interviewed at the
62 existing complex. She noted there was a video posted on the Town website that shows the
63 existing conditions.
64

65 Ms. Belanger commended Melissa Roy and the volunteers who had worked aggressively to
66 apply for grant money and for being so successful in saving money. She noted the first meeting
67 of the Budget Review Committee is on Wednesday, September 27th at 6:30 PM.
68

69 The Board agreed unanimously to include the recommendation for the safety complex in the
70 transmittal letter. Mr. Sharples proposed the wording that the Board fully supports the new
71 safety complex as a priority to protect the health, safety and well-being of the community.
72

73 Ms. Martel noted that this is a part of planning, and we need to plan for what is happening.
74 She noted she was impressed with how much goes into getting the numbers and keeping them
75 low enough that the projects remain viable.
76

77 Chair Plumer closed the public hearing at 7:00 PM.
78

79 2. The application of Ross Engineering LLC for a multi-family site plan review and Shoreland
80 Conditional Use Permit (CUP) for the proposed redevelopment into three condominium units
81 along with associated site improvements, of the property at

82 14 Hobart Street
83 R-2, Single Family Residential zoning district
84 Tax Map Parcel #74-89
85 Planning Board Case #23-8

86
87 Chair Plumer read out loud the Public Hearing Notice.

88
89 Mr. Sharples indicated the application was complete for review purposes.

90
91 ***Mr. Cameron motioned to open Planning Board Case #23-8. Ms. Martel seconded the motion.***
92 ***A vote was taken, all were in favor, the motion passed 5-0-0.***

93
94 Mr. Sharples stated that the applicant submitted a multi-family site plan review application,
95 Shoreland CUP application, plans and supporting documents dated May 30, 2023 which have
96 been provided to the Board for review. A Technical Review Committee (TRC) meeting was held
97 on June 22, 2023 with comment letter dated June 26, 2023 provided to the Board for review.
98 There was no review of the project by Underwood Engineers (UEI) due to the size and scope of
99 the project. The applicant was granted a Special Exception by the Zoning Board of Adjustments
100 (ZBA) at their February 21, 2023 meeting with the condition that site plan approval be obtained
101 from the Planning Board. The ZBA decision letter and meeting minutes have been provided to
102 the Board for review. The applicant appeared before the Conservation Commission at their
103 June 13, 2023 meeting and the Commission recommended approval of the Shoreland CUP with
104 conditions. The June 22, 2023 memo of Chair Andrew Koff was provided to the Board for
105 review. There are no waivers being requested.

106
107 Alex Ross, surveyor and engineer, presented the application of Ross Engineering LLC and posted
108 plans, which he handed out to the Board, for the proposed condominium conversion. He noted
109 the first sheet showed the one-acre site with grading from Hobart Street to Little River (and the
110 other side of the river also). He denoted the existing home and leach field and stated there is
111 municipal water and sewer there. The buildings consist of an existing house, barn, shed and
112 garage. Unit 1 will be the existing large barn and small shed on the north end. The existing
113 home will be Unit 2 and to the south, the garage will be Unit 3. The asphalt driveway will be
114 removed and replaced with pervious surface representing a reduction in impervious surface of
115 approximately seven (7%) percent. Stormwater will be controlled.

116
117 Mr. Ross reviewed the stormwater plan on the next sheet and noted that the Conservation
118 Commission would like the condominium documents to include maintenance of the pervious
119 pavement and to limit fertilizer use in accordance with Section 9.34 F12 of the site plan review
120 and subdivision regulations and noted on the plan. The NHDES permit required has been
121 submitted and approval is expected in a week or so.

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Mr. Ross reviewed the utilities sheet showing the existing house, sewer and water. He noted he met with Steve Tucker to discuss the having the structures tie in. Greg Blood is doing the work. He noted the size of the existing sewer main on the eastern side and showed where it ends on the eastern side of Hobart Street and the flow of the water line on the west side of Hobart Street. He noted that 16-18 Hobart Street are slated to be tied in to the sewer line soon.

Mr. Sharples questioned TRC comment #4 where it was noted Unit 3, the garage, extended to the adjacent property and expressed concern that the Board could not approve this without the approval of the abutter who was not represented here. The surveyor noted new plans were submitted dated June 30, 2023 and this concern addressed. Mr. Sharples acknowledged that was satisfactory.

Ms. Martel questioned what other revisions were made with the new plan and Mr. Sharples noted the grading within 5' was moved, the driveway shifted, so that concern has been satisfied. The three changes to the plan were noted in the submittal letter provided to the Board. The fertilizer request by the Conservation Commission will be noted on the plan.

Ms. English asked about the pervious pavement note of the Commission and Mr. Sharples indicated that would appear in the condominium documents.

Ms. English asked about the gravel by the existing deck/patio of the house and Mr. Ross noted it will be lawn. She asked if there was a landscape plan and a planted strip on the northside. Mr. Ross noted there will be shrubs for screening but did not know what they would be specifically, however, they would adhere to NHDES regulations and be native plantings proper for the buffer. Chair Plumer stated there is a break between the properties and he would like to see the property owners work that planting out. Mr. Sharples noted there is no trigger that requires that. Ms. English agreed she would like the plantings agreed upon with the neighbors.

Ms. Martel asked about whether a significant tree survey was done for any trees being removed in the disturbed area with significant trees identified as having a diameter breast height caliper of 20." Mr. Sharples requested the information be provided on the final plans and noted if the plan changes enough the applicant would have to file for review again. Ms. Martel noted she would like to see the planting plan reviewed with the abutter to reduce the impact on the neighbors.

Mr. Cameron asked about the ZBA condition that the condominium units be owner occupied and Mr. Ross stated they would not be rented out.

Chair Plumer opened the hearing to the public for comments and questions at 7:37 PM.

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Cassandra Shawver of 16-18 Hobart Street expressed concerns with the plantings not being discussed as she would like adequate privacy screening. She expressed traffic concerns with two additional units being added and parking concerns with a narrow road and possible obstruction of traffic by guests. Mr. Ross responded that the plantings would most likely be small arborvitae and stated that he did not anticipate anything changing with the addition of a couple of lots. The driveway is fairly long, and guests have room to park off-street, and there are garages.

Ms. Martel asked the number of bedrooms planned for each unit and Mr. Ross indicated the existing three bedroom, the barn unit will have three bedrooms and the remaining unit will have one bedroom, so four additional bedrooms. Mr. Sharples noted that typically you see the addition of four cars for a three bedroom and the scope of the project does not warrant or trigger a traffic study or upgrades to the street. The additional trips per day would be approximately 20. He noted there were mechanisms outside of the Planning Board authority to report traffic or parking issues if they become a concern to come and see him.

Mr. Sharples stated the proposed conditions of approval for the CUP:

1. That the condominium document to include maintenance requirements of the pervious pavement; and
2. The condominium documents reference fertilizer use requirements per zoning ordinance Section 9.3.4. F12.

Ms. Martel motioned, after reviewing the criteria for granting a Conditional Use Permit for Ross Engineering LLC, Planning Board Case #23-8, be approved with the conditions read by the Town Planner. Ms. English seconded the motion. A vote was taken, all were in favor, the motion passed 5-0-0.

Mr. Sharples stated the proposed conditions of approval for the multi-family site plan:

1. An electronic as-built plan of the property with details acceptable to the Town shall be provided prior to the issuance of a Certificate of Occupancy (C/O) for any units. This plan must be in a dwg or dxf file format and in NAD 1983 State Plane New Hampshire FIPS 2800 feet coordinates;
2. All monumentation shall be set in accordance with Section 9.25 of the site plan review and subdivision regulations prior to signing the final plans.

202 3. The stormwater management operations maintenance plan checklist for the stormwater
203 feature onsite shall be provided to the satisfaction of the town planner and town engineer.
204 This checklist shall be completed and submitted to the Town Engineer annually on or before
205 January 31st. This requirement shall be an ongoing condition of approval and noted in the
206 condominium documents.

207
208 4. All applicable state approval numbers shall be noted on the final plans. All appropriate fees
209 to be paid including but not limited to: sewer/water connection fees, impact fees, and
210 inspection fees (including third party inspections) prior to the issuance of a building permit or a
211 certificate of occupancy, whichever is applicable as determined by the town.

212
213 5. All landscaping shown on plans shall be maintained and any dead or dying vegetation shall
214 be replaced, no later than the following growing season, as long as the site plan remains valid.
215 This condition is not intended to circumvent the revocation procedures set forth in state
216 statutes.

217
218 6. Applicant shall submit the land use and stormwater management information about the
219 project using the PTAPP Online Municipal Tracking Tool. The PTAPP submittal must be
220 accepted by DPW prior to signing the final plans.

221
222 7. All condominium documents, including the declaration and by-laws shall be submitted to the
223 Town Planner for review and approval prior to signing the final plans. In the event the Town
224 Planner determines review is needed by the Town Attorney this review shall be at the
225 applicant's expense.

226
227 8. Final plans shall show any significant trees to be removed to accommodate the proposed
228 development. If any significant trees are identified to be removed they shall be replaced at a
229 1:1 ratio with native, deciduous trees with a minimum 3" caliper and shown on the final plans.

230
231 9. Applicant shall receive input from the owners of 16-18 Hobart Stret regarding the type of
232 plantings proposed between the two properties, prior to signing final plans.

233
234 ***Ms. Martel motioned that the Board approve the application of Ross Engineering LLC for a***
235 ***multi-family site plan, Planning Board Case #23-8 with the conditions read by the Town***
236 ***Planner. Mr. Cameron seconded the motion. A vote was taken, all were in favor, the motion***
237 ***passed 5-0-0.***

238
239 3. The application of Eversource Energy for a Wetland Conditional Use Permit (CUP) for the
240 proposed replacement of 36 existing transmission poles associated with the A126 and H141
241 lines within the existing Eversource ROW in various locations

242 RU-Rural and R-1-Low Density Residential zoning districts
243 Tax Map Parcels: #30-8, 30-9, 29-31, 29-32, 28-3, 28-6, 28-13, 28-18, 17-19, 18-3, 19-3, 19-2, 19-1,
244 19-16, 19-16-1, 24-1, 25-1, 20-8, 24-3 and 24-30
245 Planning Board Case #23-9
246

247 Chair Plumer read out loud the Public Hearing Notice.
248

249 Mr. Sharples indicated the application was complete for review purposes.
250

251 Mr. Cameron disclosed that he was formerly an employee of PSNH but did not believe he
252 needed to recuse himself. Ms. Martel disclosed that she is an abutter, although she did not
253 receive the public hearing notice and also did not believe she needed to recuse herself on this
254 application. The Board agreed recusal was not necessary.
255

256 Mr. Sharples stated the applicant is replacing 36 transmission poles and will require a CUP.
257 They were heard by the Conservation Commission on June 13th, who had no objection and
258 recommended the application as presented. Ms. Murphy provided a memo dated June 27th
259 which was provided to the Board for review. There was no TRC review, and no waivers are
260 requested. He had no proposed conditions of approval to recommend.
261

262 Matthew Cardin presented the application on behalf of Eversource for the replacement of 36
263 wood transmission poles to weathered steel. The poles were installed in 1950 and after
264 inspection were deemed to require replacement. A CUP is required for the access easement
265 which will have work done with timber matting to reduce impact, which is temporary and will
266 be restored with loam and seeding. He noted Normandeau & Assoc. and the outreach team
267 that works with the community are present to answer questions.
268

269 Ms. English asked about environmental concerns, wildlife impacted and work schedule. Mr.
270 Cardin noted a lot of environmental concerns requiring state approval and the state conditions
271 of approval conditioned on the time of year restrictions so that work will begin in mid-October
272 until winter in sensitive areas. Areas with no concerns can have work start right away, by the
273 end of this month.
274

275 Elizabeth Oliver with Normandeau Associates introduced herself as the project's environmental
276 consultant. She shared the area of impact with the Conservation Commission (included in their
277 meeting minutes provided). She noted within the right of way there are 29 wetlands, 7 prime
278 and three contain vernal pools. She noted the 50' buffer areas will be restored and there will
279 be no permanent impacts.
280

281 Mr. Cameron raised concerns with illegal use in the ROW by motorized vehicles, snowmobiles
282 and ATVs. Mr. Cardin noted there were surprisingly few complaints for snowmobiles but more
283 with ATVs and concerns with trails, erosion and trespassing without permission. He described
284 the cooperative efforts with neighbors and the police department. He noted that gates,

285 boulders and timbers are used to keep illegal users out. He noted that if restoration areas were
286 disturbed, Eversource would go back out and take extra measures to make sure they were
287 restored.

288
289 Ms. Martel referenced the work at the Wason Road parking lot a few years ago and stated that
290 poles there are being replaced again. Mr. Cardin described the serviceable lifespan and
291 inspection program. Ms. English asked if consideration were given to environmentally sensitive
292 areas where the poles could be replaced without returning to disturb the sensitive areas. Mr.
293 Cardin described that they had done so in this project and explained how they follow the
294 transmission lines as they are in this project.

295
296 Ms. Martel expressed concerns with work sites in the public areas that could be attractive and
297 unsafe for children such as large dirt piles. Mr. Cardin described methods used at Raynes Farm
298 when snow fencing was installed to deter the public and noted there are people on site to
299 monitor access. He noted they are working with Conservation concerning the trail closures and
300 getting information out to the public.

301
302 Chair Plumer opened the hearing to the public for comments and questions at 8:00 PM and
303 being none closed the hearing to the public for deliberations.

304
305 Ms. Belanger recommended as a condition that the applicant coordinate with Kristen Murphy
306 and a member of the Conservation Commission on trail closures and notifying the public. Ms.
307 Martel agreed.

308
309 ***Ms. Belanger motioned after reviewing the criteria for granting a CUP for Eversource Energy,***
310 ***Planning Board Case #23-9 that the Board approves the CUP with the condition that***
311 ***Eversource has agreed to coordinate with the Conservation Commission member on trail***
312 ***closure schedules and signage/notification to the public. Mr. Cameron seconded the motion.***
313 ***A vote was taken, all were in favor, the motion passed 5-0-0.***

314
315 4. The application of Douglas Rupp and Christine Rupp (on behalf of Richard Schaefer and
316 Debbi Schaefer) for a minor subdivision of the existing 21 +/- acre parcel to create a new
317 residential lot with frontage on Powder Mill Road; and a Wetlands Conditional Use Permit
318 (CUP) for the proposed construction of a driveway for a single-family residence, within the
319 wetlands and wetlands buffer area. Property located at

320 24 Powder Mill Road
321 R-1, Low Density Residential zoning district
322 Tax Map Parcel #102-4
323 Planning Board Case #23-11

324
325 Chair Plumer read the public hearing notice out loud.

326
327 Mr. Sharples indicated the case was ready for review purposes.

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Mr. Cameron motioned to open Planning Board Case #23-11. Ms. Belanger seconded the motion. A vote was taken, all were in favor, the motion passed 5-0-0.

Mr. Sharples summarized the actions taken since the applicant submitted the minor subdivision plan, after discovering a new wetland. The driveway easement has been removed from the plan. The new lot will have its own driveway and require CUP. The applicant went before the Conservation Commission on August 8, 2023 who indicated to the Board they had no objection to the plan as presented. There are no waivers requested. There are no conditions of approval recommended by him.

Henry Boyd of Millenium Engineering presented the plan. He noted that after heavy rains and a site visit from the Conservation Commission the wetlands were reflagged as a new wetland pocket was found. The applicants have selected the shortest crossing outside the buffer. The driveway will flare so that it is narrow on entrance.

Ms. English asked about the well site location and Mr. Boyd pointed it out near the home. He will add this to the plan as well as the AE zone shown on the old plan.

Ms. Martel asked about the driveway crossing along the road culvert and Mr. Boyd described the 2:1 slope.

Chair Plumer opened the hearing to public comment at 8:30 PM and being none closed the hearing to the public for deliberations.

Ms. Martel motioned that after reviewing the criteria for grant a CUP that the Board approve the request of the Schaefers, Planning Board Case #23-11. Ms. Belanger seconded the motion. A vote was taken, all were in favor, the motion passed 5-0-0.

Mr. Sharples read out loud the proposed conditions of approval for the subdivision:

1. A dwg file of the plan shall be provided to the Town Planner showing all property lines and monumentation prior to signing the final plans. This plan must be in NAD 1983 State Plane New Hampshire FIPS 2800 feet coordinates; and
2. All monumentation shall be set in accordance with Section 9.25 of the site plan review and subdivision regulations prior to signing the final plans.
3. The well radius for Lot A shall be fully contained within Lot A and shall be shown on the final plans; and
4. Flood zone lines shall be shown on the final plans.

371 **Ms. Martel motioned that the request of the Schaefers, Planning Board Case #23-11 for a**
372 **minor subdivision be approved subject to the conditions read by the Town Planner. Ms.**
373 **Belanger seconded the motion. A vote was taken, all were in favor, the motion passed 5-0-0.**
374

375 5. The application of Franklin Associates LLC for a minor subdivision and Wetlands Conditional
376 Use Permit (CUP) for the proposed subdivision of an existing 8.74-acre parcel into two
377 residential lots. Property located at
378 18 Beech Hill Road
379 RU-Rural zoning district
380 Tax Map Parcel #32-11
381 Planning Board Case #23-10
382

383 Chair Plumer read out loud the public hearing notice.
384

385 Mr. Sharples indicated the case was ready to be heard for review purposes.
386

387 **Mr. Cameron motioned to open Planning Board Case #23-10. Ms. Belanger seconded the**
388 **motion. A vote was taken, all were in favor, the motion passed 5-0-0.**
389

390 Mr. Sharples summarized the actions taken since the application for a minor subdivision and
391 wetland CUP were submitted. There was no TRC meeting triggered. The plans were reviewed
392 by staff and found to be dimensionally conforming to the zoning ordinance. The Conservation
393 Commission heard the application at its August 8, 2023 meeting. Two waivers were requested
394 however Mr. Sharples indicated the buffer waiver is not required in his opinion. The plan needs
395 to be stamped by a wetland scientist and the well radius is partially outside the parcel.
396

397 Jason Franklin presented the applications on behalf of Franklin Associates, LLC. He noted the
398 state subdivision approval has not been submitted yet. The well radius has been updated.
399

400 Ms. English asked about the 75' wetland setback and recommended shifting things so that the
401 site could be as far outside the setback as possible. Ms. Martel agreed the site could be closer
402 to the street although there would be impact no matter what but anything would help. Mr.
403 Sharples read the proposed conditions of the CUP that:
404

405 1. Every effort be made to move the leach field as close to the road as possible and move the
406 house out of the 75' setback and the applicant shall meet with the Town Planner prior to
407 signing the final plans to see that this condition has been satisfied; and
408

409 2. That the final plans be stamped by certified wetland scientist.
410

411 Mr. Franklin explained the request for a test pit waiver and why it was only practical to do one
412 rather than the two required because there is only one place for the leach field. Even moving it
413 closer to the street would not trigger a second test pit to be done.

414
415 Chair Plumer opened the hearing to the public for comments and questions at 8:36 PM.
416

417 **Ms. Belanger moved, after reviewing the criteria for granting waivers, that the request of**
418 **Frankling Associates, LLC for a waiver from Section 9.21.3.4 requiring two test pits for each**
419 **individual lot, be granted for Planning Board Case #23-10. Ms. English seconded the motion.**
420 **A vote was taken, all were in favor, the motion passed 5-0-0.**

421
422 **Ms. Belanger moved, after reviewing the criteria for granting wetlands CUP for Frankling**
423 **Associates, LLC, Planning Board Case #23-10 that the request for a CUP be approved with the**
424 **conditions stated by the Town Planner. Mr. Cameron seconded the motion. A vote was**
425 **taken, all were in favor, the motion passed 5-0-0.**

426
427 Mr. Sharples read out loud the proposed conditions of approval for the minor subdivision:
428

429 1. A dwg file of the plan shall be provided to the Town Planner showing all property lines and
430 monumentation prior to signing the final plans. This plan must be in a dwg or dxf file format
431 and in NAD 1983 State Plane New Hampshire FIPS 2800 feet coordinates; and
432

433 2. All monumentation shall be set in accordance with Section 9.25 of the site plan review and
434 subdivision regulations prior to signing the final plans.
435

436 **Ms. Belanger moved that the request of Franklin Associates, LLC, Planning Board Case #23-10**
437 **for a minor subdivision approval be approved, subject to the conditions read by the Town**
438 **Planner. Ms. English seconded the motion. A vote was taken, all were in favor, the motion**
439 **passed 5-0-0.**

440
441 6. The application of Elizabeth A. Hewson Revocable Trust for a minor subdivision and a
442 Shoreland Conditional Use Permit (CUP) for the proposed subdivision of an existing 2.30-acre
443 parcel into three (3) residential lots. Property located at
444 45 Pine Street
445 R-2, Single Family Residential zoning district
446 Tax Map Parcel #83-59
447 Planning Board Case #23-12
448

449 Chair Plumer read out loud the public hearing notice.
450

451 Mr. Sharpes indicated the case was ready to be heard for review purposes.
452

453 **Mr. Cameron motioned to open Planning Board Case #23-12. Ms. Belanger seconded the**
454 **motion. A vote was taken, all were in favor, the motion passed 5-0-0.**
455

456 Mr. Sharples summarized the actions taken since the application for a subdivision was
457 submitted. He indicated the applicant determined a CUP is necessary. There was no TRC
458 review triggered, but the plans were reviewed by staff and CEO and found to be dimensionally
459 conforming to the zoning ordinance. The Conservation Commission reviewed the plans at its
460 August 8, 2023 meeting and requested fertilizer limits in accordance with Section 9.3.4 F12 of
461 the site plan review and subdivision regulations be added to the plans. No waivers have been
462 requested. Paul Vlasich emailed concerning future availability to connect to water and sewer
463 and the applicants can work with DPW to address that location.

464
465 Henry Boyd of Millenium Engineering presented the plan on behalf of the Trustees. He pointed
466 out the location of the river and impacts of the 300' buffer. He showed the locations of the
467 100' and 150' setback and the 30'x40' home with 24'x24' garage depicted noting this was for
468 representational purposes only to show the impact of a large residence however the owners
469 were not building at this time. He noted that the driveway in his opinion had an unsafe site
470 distance to Court Street so he did move that although there would be more impact as a result.
471 He noted the engineers always like to infiltrate stormwater and detailed the proposed stone
472 drip edge strips to take water from the roof line and on each side of the driveway. He discussed
473 the crown of Nelson Drive and significant impacts of Pine Street's stormwater and the desire
474 not to make existing town drainage problems worse.

475
476 Mr. Sharples read out loud the proposed CUP condition:

477
478 1. fertilizer limits defined by Section 9.3.4 f12 of the site plan review and subdivision
479 regulations shall be added as a note on the recorded plans.

480
481 ***Mr. Cameron motioned, after reviewing the criteria for granting a shoreland CUP that the***
482 ***request of the Elizabeth Hewson Revocable Trust, Planning Board Case #23-12, for a CUP be***
483 ***approved with the condition read out loud by the Town Planner. Ms. Belanger seconded the***
484 ***motion. A vote was taken, all were in favor, the motion passed 5-0-0.***

485
486 Mr. Sharples read out loud the proposed conditions of approval for the minor subdivision:

487
488 1. A dwg file of the plan shall be provide to the Town Planner showing all property lines and
489 monumentation prior to signing the final plans. This plan must be in a dwg or dxf file format
490 and in NAD 1983 State Plane New Hampshire FIPS 2800 feet coordinates;

491
492 2. All monumentation shall be set in accordance with Section 9.25 of the site plan review and
493 subdivision regulations prior to signing the final plans.

494
495 ***Ms. Belanger motioned, that the request of Elizabeth Hewson Revocable Trust, Planning***
496 ***Board Case #23-12 for a minor subdivision, be approved, subject to the conditions read out***
497 ***loud by the Town Planner. Mr. Cameron seconded the motion. A vote was taken, all were in***
498 ***favor, the motion passed 5-0-0.***

499
500 7. Public Hearing to amend Section 9.9 Wetland and Shoreland Buffers of the Board's Site Plan
501 Review and Subdivision Regulations, by eliminating the wetland waiver process and therefore
502 eliminating the duplicity in regulations.

503
504 Chair Plumer read out loud the public hearing notice.

505
506 Mr. Sharples summarized that prior to COVID this proposed amendment had been discussed
507 and voters approved the changes recommended. He noted that CUP and the waivers being
508 requested under the town ordinance were duplicitous and differed in wording. He
509 recommended striking Section 9.9 in its entirety and replacing with the wording which he read
510 out loud:

511
512 *9.9. Wetland and Shoreland Buffers:*
513 *Wetland and shoreland setbacks are established to protect a naturally vegetated upland*
514 *area, or 'buffer' around surface water resources. The vegetation in this buffer area*
515 *naturally reduces the amount of nutrients and sediment that flows into wetlands thereby*
516 *affording them greater protection. Applicants shall follow Zoning Ordinance 9.1 and 9.3*
517 *for evaluation of impact to wetland and shoreland buffers and setbacks.*

518
519 He noted the effective date would be when posted.

520
521 Chair Plumer opened the hearing to the public for comments and questions at 9:00 PM and
522 being none closed the hearing to the public for deliberations.

523
524 ***Ms. Belanger motioned to adopt the proposal and strike Section 9.9 in its entirety and replace***
525 ***with the wording contained in the Memo from Kristen Murphy dated June 1, 2023. Ms.***
526 ***English seconded the motion. A vote was taken, all were in favor, the motion passed 5-0-0.***

527
528 **VI. OTHER BUSINESS**

- 529 • Glerups, Inc., Planning Board Case #22-9 Request for extension of conditional approval
530 19 Continental Drive, TM Parcel #47-7-2

531
532 Mr. Sharples read out loud the letter from the applicant, Altus Engineering, requesting
533 an extension of the conditional approval granted last year. He noted this was the first
534 request. Eric Saari presented the request. He noted that the Army Corp. permit was
535 obtained in May, building costs have escalated and they will need at least a year and
536 commented that the owner may sell the project to someone else.

537
538 ***Ms. Belanger motioned to grant the request of Altus Engineering, on behalf of Glerups,***
539 ***Inc., Planning Board Case #22-9 for an extension of the conditional approval for one***

540 *year until September 8, 2024. Ms. English seconded the motion. A vote was taken, all*
541 *were in favor, the motion passed 5-0-0.*

- 542
- 543 • Master Plan Discussion
- 544
- 545 • Field Modifications
- 546
- 547 • Bond and/or Letter of Credit Reductions and Release
- 548

549 Mr. Sharples reported the Department continues working with Finance to
550 release old, outdated bonds and LOC on a variety of projects. He reported that a
551 bond release was approved for Sterling Hill. \$50,000 was held for the traffic light
552 and \$16,000 for shoulder widening, and \$100,000 for general improvements
553 totaling nearly \$173,000 which went to Town Meeting for voting on the
554 improvements but was voted down. The funds therefore couldn't be used and
555 were not spent. The developer did not make a request to have the funds
556 returned and the Town then needed to track them down. Many developers file
557 as an LLC with each new development, then they dissolve after the development
558 is sold off.

559
560 Ms. Belanger asked if the unclaimed funds could be reported to the state and
561 Mr. Sharples stated that the town is still making the effort to track them down
562 before taking other steps.

563 **VII. TOWN PLANNER'S ITEMS**

564 Mr. Sharples reported that the Facility Assessment report came in and the Facility Assessment
565 Committee made a presentation on it last night. The company looked at the town's 13
566 buildings starting with the outside of the site, then from basement to roof. He indicated it was
567 a great report and the findings will help plan maintenance in a way that will keep the tax rate
568 stable.

569 Ms. Martel asked if efficiency was a component of the report and Mr. Sharples indicated that
570 was not the primary focus, and code updates etc. or recommended improvements are not
571 reported on so much as current conditions of components and when they should be replaced.

572 **VIII. CHAIRPERSON'S ITEMS**

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

574 Ms. Belanger reported that the Housing Advisory Committee has a field trip planned on
575 Wednesday, September 13th at 5 PM to look at workforce housing development initiated by
576 John & Maggie Randolph for their employees in Dover. Some are "tiny homes." She emailed

577 the information from the invitation and requested that those attending RSVP to her so she can
578 tell the Randolphs how many cars they can expect. The HAC tried to get a bus for the trip but it
579 didn't work out.

580 **X. ADJOURN**

581 Chair Plumer adjourned the meeting at 9:15 PM.

582

583 Respectfully submitted.

584 Daniel Hoijer,
585 Recording Secretary
586 Via Exeter TV



TOWN OF EXETER

Planning and Building Department

10 FRONT STREET • EXETER, NH • 03833-3792 • (603) 778-0591 • FAX 772-4709

www.exeternh.gov

Date: September 6, 2023
To: Planning Board
From: Dave Sharples, Town Planner
Re: Town of Exeter (and Exeter NH PropCo, LLC)
PB Case #23-14

The Applicant is seeking a lot line adjustment of the common boundary line between their property located at 4 Hampton Road (Exeter Recreation Park) and the abutting property located at 8 Hampton Road owned by Exeter NH PropCo, LLC. The proposed lot line adjustment will allow for the conveyance of 19,718 square feet (.45-acre) of lot area from the abutting property at 8 Hampton Road (TM #69-6) to the Town's property at 4 Hampton Road (TM #69-4). The subject properties are located in the NP-Neighborhood Professional zoning district.

The Applicant has submitted a lot line adjustment application, plan and supporting documents, dated August 24, 2023 which are enclosed for your review. There was no TRC review, however, the materials have been reviewed by staff for compliance with the zoning and subdivision regulations.

There are no waivers being requested in conjunction with the application.

I will be prepared with suggested conditions of approval at the meeting in the event the board decides to act on the request.

Planning Board Motions

Lot Line Adjustment Motion: I move that the request of Town of Exeter (PB Case #23-14) for Lot Line Adjustment approval be APPROVED / APPROVED WITH THE FOLLOWING CONDITIONS / TABLED / DENIED.

Thank You.

Enclosures



RECEIVED

SEP 1 2023

TOWN OF EXETER
MINOR SUBDIVISION, MINOR
SITE PLAN, AND/OR LOT LINE
ADJUSTMENT APPLICATION

EXETER PLANNING OFFICE

No TRC
PH date 9/14/23

OFFICE USE ONLY

THIS IS AN APPLICATION FOR:

() MINOR SITE PLAN
 () MINOR (3lots or less) SUBDIVISION () LOTS
 LOT LINE ADJUSTMENT

PB#23-14	APPLICATION
9/1/23	DATE RECEIVED
\$60.00	APPLICATION FEE
	PLAN REVIEW FEE
200.00	ABUTTER FEE
	LEGAL NOTICE FEE
	INSPECTION FEE
	TOTAL FEES
	AMOUNT REFUNDED

1. NAME OF LEGAL OWNER OF RECORD: Town of Exeter NH
 ADDRESS: 10 Front St. Exeter NH 03833
 TELEPHONE: (603) 773-6101

2. NAME OF APPLICANT: Town of Exeter NH
 ADDRESS: Same as above
 TELEPHONE: () Same

3. RELATIONSHIP OF APPLICANT TO PROPERTY IF OTHER THAN OWNER: _____
The other owner has submitted a letter of authorization
 (Written permission from Owner is required, please attach.) (attached)

4. DESCRIPTION OF PROPERTY:
 ADDRESS: 4 + 8 Hampton Rd. Exeter NH 03833
 TAX MAP: 69 PARCEL #: 4 + 6 ZONING DISTRICT: NP
 AREA OF ENTIRE TRACT: 27.5 acres PORTION BEING DEVELOPED: N/A
 total of both parcels



5. EXPLANATION OF PROPOSAL: Lot line adjustment. Adding
0.45 ~~0.2~~ acres to Map 69 Lot 4 and decreasing
Map 69 Lot 6 by the same.

6. ARE MUNICIPAL SERVICES AVAILABLE? YES NO
IF YES, WATER AND SEWER SUPERINTENDENT MUST GRANT WRITTEN APPROVAL FOR CONNECTION. IF NO, SEPTIC SYSTEM MUST COMPLY WITH W.S.P.C.C. REQUIREMENTS.

7. LIST ALL MAPS, PLANS AND OTHER ACCOMPANYING MATERIAL SUBMITTED WITH THIS APPLICATION:

<u>ITEM:</u>	<u>NUMBER OF COPIES</u>
A. <u>Plan of land</u>	<u>7 lg and 15 small</u>
B. _____	_____
C. _____	_____
D. _____	_____
E. _____	_____
F. _____	_____

8. ANY DEED RESTRICTIONS AND COVENANTS THAT APPLY OR ARE CONTEMPLATED (YES/NO) _____ IF YES, ATTACH COPY.

9. NAME AND PROFESSION OF PERSON DESIGNING PLAN:
NAME: Millenium Engineering, Inc.
ADDRESS: 13 Hampton Rd. Exeter, NH 03833
PROFESSION: engineer/land surveyor TELEPHONE: (603) 772-0689

10. LIST ALL IMPROVEMENTS AND UTILITIES TO BE INSTALLED: N/A



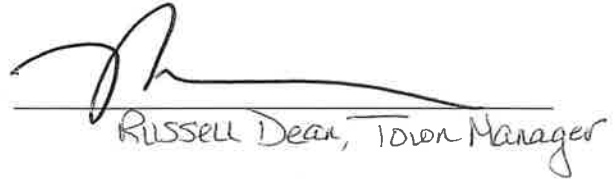
11. HAVE ANY SPECIAL EXCEPTIONS OR VARIANCES BEEN GRANTED BY THE ZONING BOARD OF ADJUSTMENT TO THIS PROPERTY PREVIOUSLY?

(Please check with the Planning Department Office to verify) (YES/NO) NO IF YES, LIST BELOW AND NOTE ON PLAN.

NOTICE:

I CERTIFY THAT THIS APPLICATION AND THE ACCOMPANYING PLANS AND SUPPORTING INFORMATION HAVE BEEN PREPARED IN CONFORMANCE WITH ALL APPLICABLE TOWN REGULATIONS, INCLUDING BUT NOT LIMITED TO THE "SITE PLAN REVIEW AND SUBDIVISION REGULATION" AND THE ZONING ORDINANCE. FURTHERMORE, IN ACCORDANCE WITH THE REQUIREMENTS OF THE "SITE PLAN REVIEW AND SUBDIVISION REGULATIONS", I AGREE TO PAY ALL COSTS ASSOCIATED WITH THE REVIEW OF THIS APPLICATION.

DATE 9/1/23 APPLICANT'S SIGNATURE


Russell Dean, Town Manager

ACCORDING TO RSA 676.4.I (c), THE PLANNING BOARD MUST DETERMINE WHETHER THE APPLICATION IS COMPLETE WITHIN 30 DAYS OF SUBMISSION. THE PLANNING BOARD MUST ACT TO EITHER APPROVE, CONDITIONALLY APPROVE, OR DENY AN APPLICATION WITHIN SIXTY FIVE (65) DAYS OF ITS ACCEPTANCE BY THE BOARD AS A COMPLETE APPLICATION. A SEPARATE FORM ALLOWING AN EXTENSION OR WAIVER TO THIS REQUIREMENT MAY BE SUBMITTED BY THE APPLICANT.



ABUTTERS: PLEASE LIST ALL PERSONS WHOSE PROPERTY IS LOCATED IN NEW HAMPSHIRE AND ADJOINS OR IS DIRECTLY ACROSS THE STREET OR STREAM FROM THE LAND UNDER CONSIDERATION BY THE BOARD. THIS LIST SHALL BE COMPILED FROM THE EXETER TAX ASSESSOR'S RECORDS.

TAX MAP 067-003
 NAME Tulip Tree LLC
 ADDRESS 61 Stratham Heights Rd.
Stratham NH 03885

TAX MAP 69-32-2
 NAME Mackenzie Ann Logan
 ADDRESS 7 Hampton Rd Unit #2
Exeter, NH. 03833

TAX MAP 69-5 (6 Hampton Rd)
 NAME Exeter Health Resources Inc.
 ADDRESS 5 Alumni Drive
Exeter NH. 03833

TAX MAP 69-34 (5 Hampton Rd.)
 NAME Exeter Med Real, Inc.
 ADDRESS 5 Alumni Drive
Exeter, NH. 03833

TAX MAP 69-7 (10 Hampton Rd)
 NAME Town of Exeter
 ADDRESS 10 Front Street
Exeter, NH. 03833

TAX MAP 69-35
 NAME Jeffrey Myers
 ADDRESS 3 Hampton Rd.
Exeter, NH. 03833

TAX MAP 69-30
 NAME Wire Bender Realty Trust
 ADDRESS Richard W Miller II Trustee
11 Hampton Rd, Exeter NH.
03833

TAX MAP 69-36 (1 Hampton Rd.)
 NAME AG-SC Hampton Rd. Owner LLC
 ADDRESS 300 Baker Ave. Suite 300
Concord, MA. 01742

TAX MAP 69-31-1
 NAME Rusty Nail Realty LLC
 ADDRESS 9 Hampton Rd. Unit #1
Exeter, NH. 03833

TAX MAP 69-3
 NAME Windsor Crossing Condo Assoc.
 ADDRESS Pres. - Stephen Michalczyk
61 Acadia Lane, Unit 0102

TAX MAP 69-31-2
 NAME Rusty Nail Realty LLC
 ADDRESS 9 Hampton Rd Unit #2
Exeter, NH. 03833

TAX MAP 69-3
 NAME Secretary - Donna Stlaughter
 ADDRESS 61 Acadia Lane, Unit 401

TAX MAP 69-31-3 (9 Hampton Rd.)
 NAME Trenton Realty Trust #13
 ADDRESS Laurence C. Filer, Trustee
56 Heritage Hill Rd.
Wardham, NH. 03089

TAX MAP 69-3 (Windsor Crossing)
 NAME Treasurer - Mike Laimie
 ADDRESS 49 Acadia Lane
Exeter, NH. 03833

TAX MAP 69-32-1
 NAME Alpesh & Rashmikaben Patel
 ADDRESS 7 Hampton Rd. Unit #1
Exeter, NH. 03833

TAX MAP 69-3 (Windsor Crossing)
 NAME Joseph Kivaa - Member at Large
 ADDRESS 51 Acadia Lane
Exeter, NH 03833

Please attach additional sheets if needed

69-3 (Windsor Crossing Management Co.)
 Arthur Thomas Properties
 10 Durham Rd.
 Dover, NH. 03820

69-3 (Windsor Crossing)
 Priscilla Lord - Member at Large
 DTC PLLC
 16 Acadia Lane
 Exeter, NH. 03833



CHECKLIST FOR LOT LINE ADJUSTMENT, MINOR SITE PLAN, or MINOR SUBDIVISION PLAN PREPARATION

The checklist on the following page has been prepared to assist you in the preparation of your subdivision plan. The checklist items listed correspond to the subdivision plan requirements set forth in Section 7 of the “Site Plan Review and Subdivision Regulations”. Unless otherwise indicated, all section references within this checklist refer to these regulations. Each of the items listed on this checklist must be addressed prior to the technical review of subdivision plans by the Technical Review Committee (TRC). See Section 6.5 of the “Site Plan Review and Subdivision Regulations”. This checklist **DOES NOT** include all of the detailed information required for subdivision and lot line adjustment plans and therefore should not be the sole basis for the preparation of these plans. For a complete listing of subdivision plan requirements, please refer to Section 7 of the “Site Plan Review and Subdivision Regulations”. In addition to these required plan items, the Planning Board will review subdivision plans based upon the standards set forth in Sections 8 and 9 of the “Site Plan Review and Subdivision regulations”. As the applicant, it is **YOUR RESPONSIBILITY** to familiarize yourself with these standards and to prepare your plans in conformance with them.

Please complete this checklist by marking each item listed in the column labeled “Applicant” with one of the following: “X” (information provided); “NA” (note applicable); “W” (waiver requested). For all checklist items marked “NA”, a final determination regarding applicability will be made by the TRC. For all items marked “W”, please refer to Section 11 of the “Site Plan Review and Subdivision Regulations” for the proper waiver request procedure. All waiver requests will be acted upon by the Planning Board at a public hearing. Please contact the Planning Department office, if you have any questions concerning the proper completion of this checklist.

All of the required information for the plans listed in the checklist must be provided on separate sheets, unless otherwise approved by the TRC.

NOTE: AN INCOMPLETE CHECKLIST WILL BE GROUNDS FOR REJECTION OF YOUR APPLICATION.



CHECK LIST FOR MINOR SITE PLAN REVIEW, MINOR SUBDIVISION AND LOT LINE ADJUSTMENT

APPLICANT	TRC	REQUIRED EXHIBITS, SEE REGULATION 6.6.2.4
<input checked="" type="checkbox"/>	<input type="checkbox"/>	a) The name and address of the property owner, authorized agent, the person or firm preparing the plan, and the person or firm preparing any other data to be included in the plan.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	b) Title of the site plan, subdivision or lot line adjustment, including Planning Board Case Number.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	c) Scale, north arrow, and date prepared.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	d) Location of the land/site under consideration together with the names and address of all owners of record of abutting properties and their existing use.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	e) Tax map reference for the land/site under consideration, together with those of abutting properties.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	f) Zoning (including overlay) district references.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	g) A vicinity sketch showing the location of the land/site in relation to the surrounding public street system and other pertinent location features within a distance of 1,000-feet.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	h) For minor site plan review only, a description of the existing site and proposed changes thereto, including, but not limited to, buildings and accessory structures, parking and loading areas, signage, lighting, landscaping, and the amount of land to be disturbed.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	i) If deemed necessary by the Town Planner, natural features including watercourses and water bodies, tree lines, and other significant vegetative cover, topographic features and any other environmental features which are significant to the site plan review or subdivision design process.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	j) If deemed necessary by the Town Planner, existing contours at intervals not to exceed 2-feet with spot elevations provided when the grade is less than 5%. All datum provided shall reference the latest applicable US Coast and Geodetic Survey datum and should be noted on the plan.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	k) If deemed necessary by the Town Planner for proposed lots not served by municipal water and sewer utilities, a High Intensity Soil Survey (HISS) of the entire site, or portion thereof. Such soil surveys shall be prepared and stamped by a certified soil scientist in accordance with the standards established by the Rockingham County Conservation District. Any cover letters or explanatory data provided by the certified soil scientist shall also be submitted.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	l) State and federal jurisdictional wetlands, including delineation of required setbacks.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	m) A note as follows: "The landowner is responsible for complying with all applicable local, State, and Federal wetlands regulations, including any permitting and setback requirements required under these regulations."
<input checked="" type="checkbox"/>	<input type="checkbox"/>	n) Surveyed exterior property lines including angles and bearings, distances, monument locations, and size of the entire parcel. A professional land surveyor licensed in New Hampshire must attest to said plan.



N/A	<input type="checkbox"/>	o) For minor site plans only, plans are not required to be prepared by a professional engineer or licensed surveyor unless deemed essential by the Town Planner or the TRC.
X	<input type="checkbox"/>	p) For minor subdivisions and lot line adjustments only, the locations, dimensions, and areas of all existing and proposed lots.
X	<input type="checkbox"/>	q) The lines of existing abutting streets and driveways locations within 100-feet of the site.
N/A	<input type="checkbox"/>	r) The location, elevation, and layout of existing catch basins and other surface drainage features.
N/A	<input type="checkbox"/>	s) The footprint location of all existing structures on the site and approximate location of structures within 100-feet of the site.
N/A	<input type="checkbox"/>	t) The size and location of all existing public and private utilities.
N/A	<input type="checkbox"/>	u) The location of all existing and proposed easements and other encumbrances.
N/A	<input type="checkbox"/>	v) All floodplain information, including contours of the 100-year flood elevation, based upon the Flood Insurance Rate Map for Exeter, as prepared by the Federal Emergency Management Agency, dated May 17, 1982.
N/A	<input type="checkbox"/>	w) The location of all test pits and the 4,000-square-foot septic reserve areas for each newly created lot, if applicable.
N/A	<input type="checkbox"/>	x) The location and dimensions of all property proposed to be set aside for green space, parks, playgrounds, or other public or private reservations. The plan shall describe the purpose of the dedications or reservations, and the accompanying conditions thereof (if any).
X	<input type="checkbox"/>	y) A notation shall be included which explains the intended purpose of the subdivision. Include the identification and location of all parcels of land proposed to be dedicated to public use and the conditions of such dedications, and a copy of such private deed restriction as are intended to cover part of all of the tract.
N/A	<input type="checkbox"/>	z) Newly created lots shall be consecutively numbered or lettered in alphabetical order. Street address numbers shall be assigned in accordance with <u>Section 9.17 Streets</u> of these regulations.
N/A	<input type="checkbox"/>	aa) The following notations shall also be shown: <ul style="list-style-type: none"> • Explanation of proposed drainage easements, if any • Explanation of proposed utility easement, if any • Explanation of proposed site easement, if any • Explanation of proposed reservations, if any • Signature block for Board approval as follows: ✓
X	<input type="checkbox"/>	<p style="text-align: center;">Town of Exeter Planning Board</p> <p style="text-align: center;"> </p> <p style="text-align: center;"> Chairman Date </p>



TOWN OF EXETER, NH APPLICATION FOR MINOR SITE PLAN REVIEW, MINOR SUBDIVISION and/or LOT LINE ADJUSTMENT

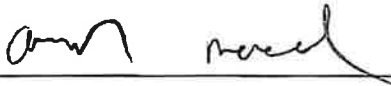
A completed application shall contain the following items, although please note that some items may not apply such as waivers or conditional use permit:

- | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| 1. Application for Hearing | (✓) |
| 2. Abutter's List Keyed to the Tax Map (including name and business address of all professionals responsible for the submission (engineer, landscape architect, wetland scientist, etc.) | (✓) |
| 3. Checklist for plan requirements | (✓) |
| 4. Letter of Explanation | N/A see # 5 in application |
| 5. Written request and justification for waiver(s) from Site Plan/Sub Regulations | N/A |
| 6. Application to Connect and/or Discharge to Town of Exeter Sewer, Water, or Storm Water Drainage System(s) - if applicable | N/A |
| 7. Application Fees | (✓) |
| 8. Seven (7) copies of 24'x36' plan set | (✓) |
| 9. Fifteen (15) 11"x 17" copies of the plan set | (✓) |
| 10. Three (3) pre-printed 1"x 2 5/8" labels for each abutter, the applicant and all consultants. | (✓) |

NOTES: All required submittals must be presented to the Planning Department Office for distribution to other Town departments. Any material submitted directly to other departments will not be considered.

LETTER OF AUTHORIZATION

I, Joel Landau, authorized representative for the owner of property located at 8 Hampton Road, Exeter, N.H. (Tax Map Parcel #69-6) do hereby consent to and authorize a duly authorized representative of the Town of Exeter, of 10 Front Street, Exeter, to present the proposed lot line adjustment application to the Exeter Planning Board for consideration.



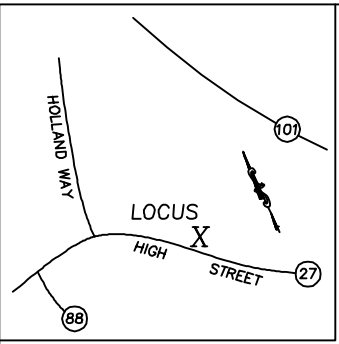
Witness



Joel Landau,
Authorized Representative of
Exeter NH PropCo LLC

09/06/23

Date



- NOTES:**
- 1) THIS PLAN DOES NOT SHOW ANY UNRECORDED OR UNWRITTEN EASEMENTS WHICH MAY EXIST. A REASONABLE AND DILIGENT ATTEMPT HAS BEEN MADE TO OBSERVE ANY APPARENT VISIBLE USES OF THE LAND; HOWEVER, THIS DOES NOT CONSTITUTE A GUARANTEE THAT NO SUCH EASEMENTS EXIST.
 - 2) THIS PARCEL DOES NOT LIE WITHIN A FLOOD ZONE. SEE F.I.R.M. COMMUNITY PANEL 330130 0406 E EFFECTIVE DATE MAY 17, 2005.
 - 3) THE LANDOWNER IS RESPONSIBLE FOR COMPLYING WITH ALL APPLICABLE LOCAL, STATE AND FEDERAL WETLANDS REGULATIONS, INCLUDING ANY PERMITTING AND SETBACK REQUIREMENTS REQUIRED UNDER THESE REGULATIONS.

- PLAN REFERENCES**
- 1) "ALTA/ACSM LAND TITLE SURVEY DJB REALTY, L.L.C. 8 HAMPTON ROAD, ROUTE 101C" SCALE: 1"=40' DATE: DEC. 4, 2006 BY: CIVIL CONSULTANTS D-34400
 - 2) "PLAN OF LAND IN EXETER, NEW HAMPSHIRE FOR TOWN OF EXETER" SCALE: 1"=100' DATE: MARCH 1973 BY: JOHN W. DURGIN CIVIL ENGINEERS C-3638
 - 3) "EXETER RECREATION PARK TOWN OF EXETER RECREATION DEPARTMENT" SCALE: 1"=40' DATE: DEC. 4, 2019 BY: TIGHE & BOND ENGINEERS SHEET C-101.1

RECORD OWNERS

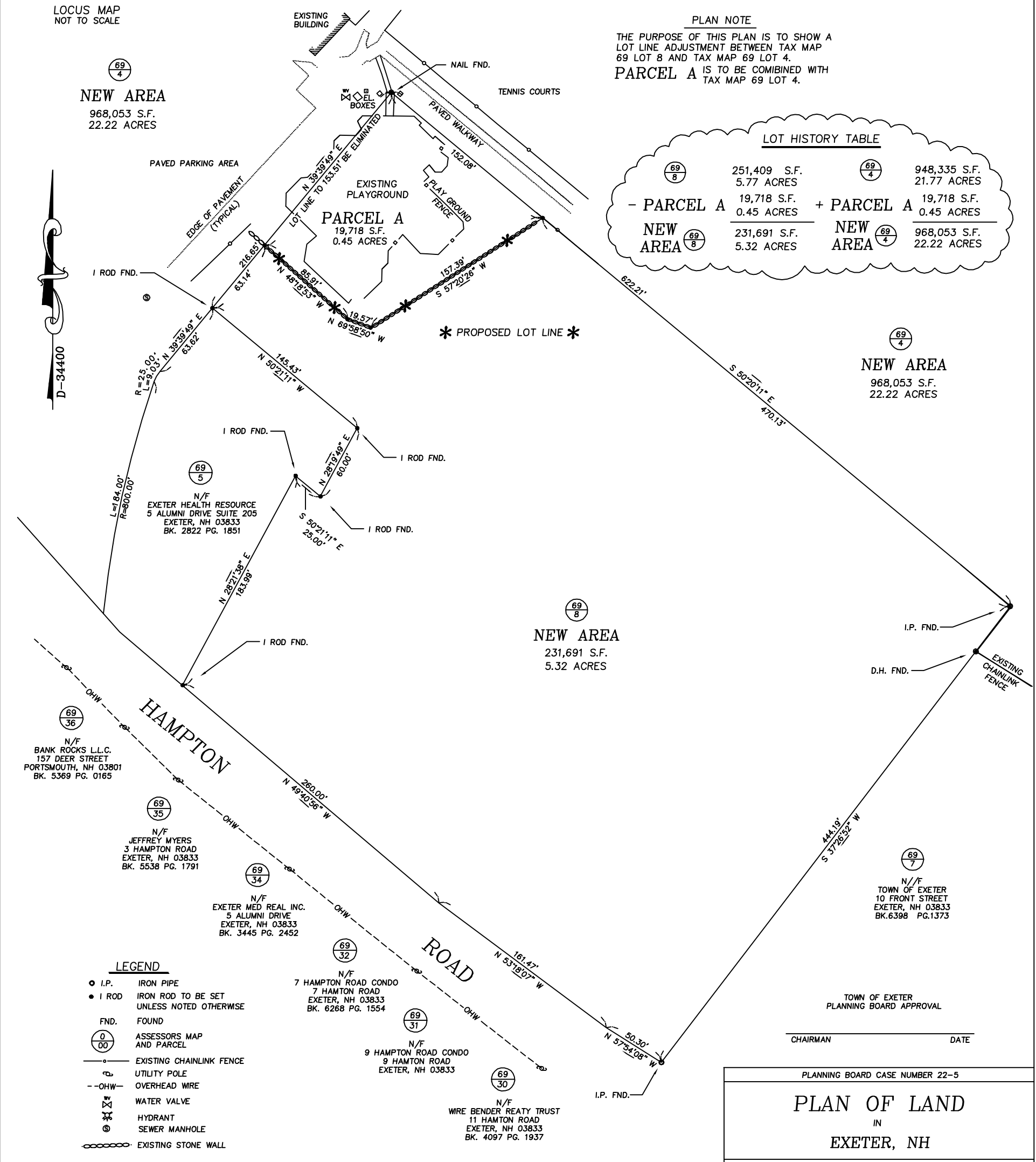
<p>69/4</p> <p>TOWN OF EXETER 10 FRONT STREET EXETER, NH 03833 BK.2204 PG.1630 948,335 S.F. 21.77 ACRES</p>	<p>69/8</p> <p>EXETER NH PROPCO L.L.C. 440 SYLVAN AVENUE SUITE 240 ENGLWOOD CLIFFS, NJ 07632 BK.6419 PG.1659 251,409 S.F. 5.77 ACRES</p>
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PLAN NOTE

THE PURPOSE OF THIS PLAN IS TO SHOW A LOT LINE ADJUSTMENT BETWEEN TAX MAP 69 LOT 8 AND TAX MAP 69 LOT 4. PARCEL A IS TO BE COMBINED WITH TAX MAP 69 LOT 4.

LOT HISTORY TABLE

69/8	251,409 S.F. 5.77 ACRES	69/4	948,335 S.F. 21.77 ACRES
- PARCEL A	19,718 S.F. 0.45 ACRES	+ PARCEL A	19,718 S.F. 0.45 ACRES
NEW AREA 69/8	231,691 S.F. 5.32 ACRES	NEW AREA 69/4	968,053 S.F. 22.22 ACRES



NEW AREA
968,053 S.F.
22.22 ACRES

PARCEL A
19,718 S.F.
0.45 ACRES

NEW AREA
231,691 S.F.
5.32 ACRES

NEW AREA
968,053 S.F.
22.22 ACRES

- LEGEND**
- I.P. IRON PIPE
 - I ROD IRON ROD TO BE SET UNLESS NOTED OTHERWISE
 - FND. FOUND
 - 0/00 ASSESSORS MAP AND PARCEL
 - - - EXISTING CHAINLINK FENCE
 - UTILITY POLE
 - - - OHW OVERHEAD WIRE
 - ⊕ WATER VALVE
 - ⊕ HYDRANT
 - ⊕ SEWER MANHOLE
 - ⊕ EXISTING STONE WALL

UTILITIES NOTE

THE LOCATION OF UTILITIES SHOWN HEREON IS BASED ON INFORMATION PROVIDED BY OTHERS, AND WHERE POSSIBLE FROM MEASUREMENTS TAKEN IN THE FIELD, AND ARE FOR INFORMATIONAL PURPOSES ONLY. THE CONTRACTOR SHALL CONTACT "DIGSAFE" AT 1-888-344-7233 AT LEAST 72 HOURS PRIOR TO ANY EXCAVATION TO REQUEST MARKING OF UNDERGROUND UTILITIES. MILLENNIUM ENGINEERING, INC., ASSUMES NO RESPONSIBILITY FOR ANY DAMAGES INCURRED DIRECTLY OR INDIRECTLY RESULTING THEREFROM.

ZONING DISTRICT

NP NEIGHBORHOOD/ PROFESSIONAL

AREA	20,000 S.F.
LOT WIDTH	150'
LOT DEPTH	100'
MAXIMUM BUILDING COVERAGE	30%
MAXIMUM BUILDING HEIGHT	35'
MINIMUM OPEN SPACE	25%

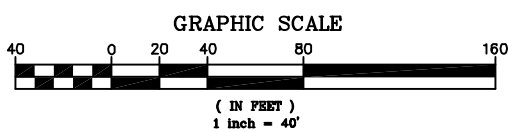
BUILDING SETBACKS

FRONT	50'
SIDE	20'
REAR	50'

I CERTIFY:
THAT THIS ACTUAL SURVEY WAS MADE ON THE GROUND IN AUGUST OF 2023.

THAT THIS PLAN CONFORMS TO THE RULES AND REGULATIONS OF REGISTER OF DEEDS.
THAT THIS SURVEY CONFORMS TO THE REQUIREMENTS FOR ACCURACY FOR N.H. URBAN SURVEY.

DRAFT



LICENSED LAND SURVEYOR DATE

NO.	DATE	DESCRIPTION	BY

PLANNING BOARD CASE NUMBER 22-5

PLAN OF LAND
IN
EXETER, NH

SHOWING
A LOT LINE ADJUSTMENT
AT 4 & 8 HAMPTON ROAD
(ASSESSORS MAP 69 LOTS 4 & 6)

RECORD OWNERS
TOWN OF EXETER
10 FRONT STREET EXETER, NH 03833
EXETER NH PROPCO L.L.C.
440 SYLVAN AVENUE SUITE 240 ENGLEWOOD CLIFFS, NJ 07632

PREPARED FOR
TOWN OF EXETER
10 FRONT STREET EXETER, NH 03833

MILLENNIUM ENGINEERING INC.
ENGINEERS AND LAND SURVEYORS
P.O. BOX 745 13 HAMPTON ROAD EXETER, NH 03833
PHONE:(603)778-0528 FAX:(603)772-0689 WWW.MEI-NH.COM
SCALE: 1"=40' DRWN. BY: R.S.G. PROJECT: E233106
DATE: AUG 24, 2023 CHKD. BY: H.H.B.

TOWN OF EXETER
PLANNING BOARD APPROVAL

CHAIRMAN _____ DATE _____