



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, January 11, 2024 at 7:00 P.M. in the Nowak Room of the Town Office Building located at 10 Front Street, Exeter, New Hampshire, to consider the following:

APPROVAL OF MINUTES: December 28, 2023

NEW BUSINESS: PUBLIC HEARINGS

Public hearing on the proposed zoning amendment(s) for 2024 Town Meeting warrant. ***Copies of the full text of the proposed amendments are available in the Planning Office.***

Amendment No. 1-24: Amend Article 4, District Regulations, Section 4.2, Schedule 1: Permitted Uses - Notes of the Exeter Zoning Ordinance regarding Residential Conversions and Accessory Dwelling Units.

Amendment No. 2-24: Amend Article 6.19 Mixed Use Neighborhood District of the Exeter Zoning Ordinance by expanding the provision to apply to the C-2, Highway Commercial District and amending some of the existing language.

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 12/29/23: Exeter Town Office and Town of Exeter website

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**TOWN OF EXETER
PLANNING BOARD
EXETER PUBLIC LIBRARY
FOUR CHESTNUT STREET
NOVEMBER 16, 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, Jennifer Martel, John Grueter, and Nancy Belanger Select Board Representative

STAFF PRESENT:

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

November 2, 2023

Mr. Cameron motioned to table approval of the November 2, 2023 minutes. Ms. Belanger seconded the motion. A vote was taken, all were in favor, the motion passed 7-0-0.

IV. NEW BUSINESS:

1. The application of Granite State Construction Services, LLC for a lot line adjustment between the properties at 12 Little River Road and 12A Little River Road (formerly Calvary Baptist Church) R-2, Single Family Residential zoning district
Tax Map Parcels #62-90 and #62-90-1
Planning Board Case #23-15

Chair Plumer read out loud the Public Hearing Notice and indicated the case is ready to be heard.

Mr. Cameron motioned to open Planning Board Case #23-15. Ms. Belanger seconded the motion. A vote was taken, all were in favor, the motion passed 7-0-0.

41 Chair Plumer noted that Town Planner Dave Sharples left notes concerning the status of the
42 case.

43
44 Christian Smith from Beals Associates presented the case on behalf of he applicant. He noted
45 Sam Mukarkar, Tyler Peters and Olivia Michaud were also present. Mr. Smith posted the plan
46 showing the lot line adjustment and the proposed five-acre parcel (Lot 90). He displayed the
47 condominium site plan as well as the yield plan. He noted the property was served by water
48 and sewer. He indicated the 25'x25' building envelope and demo plan. He noted two trees
49 would need to come down that were dead or dying diseased pines.

50
51 Mr. Smith indicated there were two Technical Review Committee hearings and the applicants
52 are working with the Fire Department concerning hydrant and turnaround as the Department
53 of Public Works was uncomfortable with the original proposed gravity sewer. The water main is
54 being upgraded. There will be a waiver to encroach 50' in the building setback. He noted the
55 proposed plantings and indicated no cut placards will be placed.

56
57 Mr. Smith indicated impervious surface was being reduced by 34% from 30,000 SF to 21,000 SF.
58 He did not feel drainage analysis would tell them much. He noted stone drip edges on all
59 buildings. He worked with Underwood Engineering on the bioretention swales. There will be a
60 55% reduction in nitrogen where 60% is required in the ordinance. The subdivision went before
61 the Zoning Board of Adjustment for a frontage variance in 2021.

62
63 Chair Plumer opened the hearing to the public at 7:20 PM for comments and questions and
64 being none closed the hearing to the public.

65
66 Ms. Martel asked about the several architectural plans and Mr. Mukarkar indicated the plans
67 are for three bedrooms, 2.5 baths and two car garage.

68
69 ***Ms. Belanger motioned that the request of Granite State Communications, Planning Board***
70 ***Case #23-15 for a lot line adjustment be granted. Mr. Cameron seconded the motion. A vote***
71 ***was taken, all were in favor, the motion passed 7-0-0.***

72
73 Ms. Smith compared the conventional yield plan to the open space development plan, which
74 the Board indicated were okay. Mr. Mukarkar indicted he met with a lot of the abutters for
75 input.

76
77 Ms. English expressed concerns with the wetland flowing to Little River and the 250' shoreland
78 buffer. Mr. Smith noted Gove Environmental submitted documents.

79

80 Chair Plumer opened the hearing to the public at 7:38 PM for comments and questions. Ms.
81 Martel noted there was email received from Steve Blaisdell and Judy Blaisdell, which she read
82 into the record. She noted they are not abutters but expressed concerns with traffic and speed
83 control and stated that a speed bump had been required for the church. Ms. Smith noted no
84 speed bump was proposed but there would be a stop sign.

85
86 Ms. Martel asked if there was a way to include a turnaround and Mr. Smith pointed out the
87 area requested for a turnaround by the Fire Department with no parking signs. The road will be
88 private and be marked a clear dead end with no outlet.

89
90 Vice-Chair Brown noted the plan indicated a four-bedroom. Ms. Smith noted that was a typo,
91 he will correct.

92
93 Chair Plumer closed the hearing to the public at 7:41 PM.

94
95 Ms. Smith reviewed the waiver request. He noted the 50' buffer zone was devoid of trees and
96 section 11.2.8 requires a vegetated 25' perimeter strip. He noted the request would not be
97 detrimental to public health, safety or welfare or injurious to other properties. The prior
98 developer cleared and disturbed the entire buffer so no tree buffer exists and he noted this is
99 unique. He noted the request is not contrary to the spirit and intent of the regulation and will
100 not vary the zoning ordinance or Master Plan. There will be more screening than exists
101 currently.

102
103 Ms. English raised concern with the selection of Eastern White Pines which Mr. Smith noted
104 grow 2' per year. Mr. Makurkar noted a cedar fence was planned. Ms. Martel recommended
105 working with a landscape designer.

106
107 ***Ms. Martel motioned after reviewing the criteria for granting waivers that the request of***
108 ***Granite State Communications, Planning Board Case #23-15 for a waiver from Section 11.2.8***
109 ***of the site plan review and subdivision regulations regarding vegetated perimeter strip be***
110 ***approved subject to the following condition:***

111
112 Ms. Martel recommended as conditions of approval:

- 113
114 1. Applicant shall provide a mixed deciduous and evergreen landscape buffer designed by a landscape
115 architect or landscape designer that is at least 25' in width that will grow at least 40' tall and is
116 comprised of at least five varieties of native tree species based at 15' on center.
- 117 2. Applicant shall install a 6' cedar fence along the property line impacted by the waiver.

118 **Ms. English seconded the motion.** Vice-Chair Brown asked the condition be repeated. **A vote**
119 **was taken, all were in favor, the motion passed 7-0-0.**

120

121 Vice-Chair Brown noted that Town Planner Dave Sharples had concerns with the waiver request
122 for the stormwater management evaluation requirement.

123

124 Ms. Smith read the request for a waiver from Section 9.3.2 into the record. He noted a
125 reduction of 11,149 SF of impervious surface that drains away from Penn Lane. He noted no
126 detriment to public health, safety or welfare or injury to other property. He noted the property
127 was unique. He noted the volume and peak flow were reduced. The waiver was not contrary
128 to the spirit and intent of the regulation, did not vary the provisions of the zoning ordinance or
129 Master Plan.

130

131 Ms. Martel indicated that without the analysis from a professional there is no way the Board
132 could know. Vice-Chair Brown noted he did not believe this waiver was ever granted. Ms.
133 Martel noted there was no landscaping plan.

134

135 Vice-Chair Brown noted that one of the major concerns expressed to the Planning Board by
136 abutters has been not impacting abutters with stormwater. It is a legitimate concern. Vice-
137 Chair Brown noted he was inclined to deny the request but recommended the applicant could
138 return in two weeks to get input from the Town Planner.

139

140 **Vice-Chair Brown motioned after reviewing the criteria for granting waivers that the request**
141 **of Granite State Communications, Planning Board Case #23-15 for a waiver from Section 9.3.2**
142 **of the site plan review and subdivision regulations for stormwater management, be**
143 **continued to the December 7, 2023 meeting at 7:00 PM. Ms. Belanger seconded the motion.**
144 **A vote was taken, all were in favor, the motion passed 7-0-0.**

145

146 Vice-Chair Brown noted the applicant could do some housekeeping on the plan before
147 returning such as adding to the plan that the units were three bedroom, 2.5 bath, who would
148 maintain the fence, and show landscaping.

149

150 **Ms. Belanger motioned to continue Planning Board Case #23-15 to December 7, 2023 at 7:00**
151 **PM. Mr. Grueter seconded the motion. A vote was taken, all were in favor, the motion**
152 **passed 7-0-0.**

153

154 2. The application of Mario A. Ponte for a multi-family site plan review for the proposed
155 construction of additional retail and residential units within the existing structure at

156 85-87 Water Street

157 WC-Waterfront Commercial zoning district

158 Tax Map Parcel #72-79
159 Planning Board Case #23-18

160
161 Chair Plumer read out loud the Public Hearing Notice and indicated there were concerns about
162 the case being ready and noted the applicant was not present.

163
164 3. The application of Sheila M. Groomell and Donald G. Murray and Carol J. Murray for a lot line
165 adjustment to the common boundary line between the properties at 78 Kingston Road and 74
166 Kingston Road
167 R-1, Low Density Residential zoning district
168 Tax Map Parcels #97-28 and #97-29
169 Planning Board Case #23-19

170
171 Chair Plumer read out loud the Public Hearing Notice.

172
173 Eric Saari from Altus Engineering presented the application and noted Sheila Groomell was here.
174 He noted the lot line adjustment would add seven acres to the 1.16 acre parcel.

175
176 Mr. Cameron questioned what the reason for the adjustment was and if it had anything to do
177 with Riverwoods and access to Route 111. Mr. Saari responded that Grant wants to pick up
178 some land from Sheila. Grant stated that he has been a neighbor for 20 years and wants to
179 control his view. Mr. Saari indicated Riverwoods was not part of the application. Vice-Chair
180 Brown noted two neighbors were coming together to make a non-conforming lot conforming.
181 He indicated the approval would be subject to standard conditions of approval.

182
183 ***Ms. Belanger motioned that the request of Sheila Groomell and Donald & Carol Murray,***
184 ***Planning Board Case #23-19 for a lot line adjustment be approved. Mr. Grueter seconded the***
185 ***motion. A vote was taken, Mr. Cameron voted nay, the motion passed 6-0-1.***

186
187 4. The application of Singh Realty Group for an amendment to a previously approved site plan
188 and Wetlands Conditional Use Permit
189 Planning Board Case #22-9 – Glerups, Inc.)
190 For the proposed construction of a warehouse facility, parking and associated site
191 improvements on the property at 19 Continental Drive
192 CT-1, Corporate Technology Park-1 zoning district
193 Tax Map Parcel #46-7-2
194 Planning Board Case #23-20

195
196 Chair Plumer read out loud the Public Hearing Notice.

197

198 ***Ms. English motioned to open Planning Board Case #23-20. Ms. Belanger seconded the***
199 ***motion. A vote was taken, all were in favor, the motion passed 7-0-0.***

200
201 Eric Saari from Altus Engineering presented the application and noted Vicki Martel was also
202 present. He indicated the use would be a cold storage facility. He posted an aerial photo of the
203 site and noted access was by easement. The warehouse received prior approval for 95,000 SF
204 and the new proposal will remove some parking reducing 9,000 SF of impervious surface and
205 there will be a 4,300 reduction in impact to wetland buffer with a total disturbance of 9,400 SF>
206 There are utilities there and lighting will be reduced at the edge. An amended AoT was filed.
207 There will be infiltration with a rain garden and erosion control.

208
209 Vicki Martel noted she is the landscape architect and indicated the location of proposed trees,
210 maples in the back, Hawthorns in the front because of the light poles. There would be a mix of
211 Elm and Red Oaks for shade.

212
213 Mr. Saari reviewed the application for the Wetland Conditional Use Permit.

214
215 ***Ms. Belanger motioned that the request of Singh Realty Group, Planning Board Case #23-20***
216 ***for a Wetland Conditional Use Permit be approved. Vice-Chair Brown seconded the motion.***
217 ***A vote was taken, all were in favor, the motion passed 7-0-0.***

218
219 Ms. (Jen) Martel asked about snow storage along the south near the wetlands and if a no snow
220 storage sign could be added.

221
222 Vice-Chair Brown read the proposed conditions of approval:

- 223
224 1. All conditions as set forth in the original Planning Board conditional approval letter to Altus
225 Engineering, dated September 9, 2022, for the proposed construction on the subject property
226 shall still remain valid (copy attached);
227 2. The guardrail on the east retaining wall shall be extended south until the bioretention cell.
228 Signs stating “no snow storage” shall be erected along the guardrail; and
229 3. Two (2) additional shade trees shall be included on the planting plan.

230
231 ***Ms. Belanger motioned that the request of Singh Realty Group, Planning Board Case #23-20***
232 ***for an amendment to the previous site plan approval (for Glerups, Inc.) be approved with the***
233 ***conditions read by Vice-Chair Brown. Mr. Grueter seconded the motion. A vote was taken, all***
234 ***were in favor, the motion passed 7-0-0.***

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237 **VI. OTHER BUSINESS**

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

245 **VII. TOWN PLANNER’S ITEMS**

246 **VIII. CHAIRPERSON’S ITEMS**

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

248 **X. ADJOURN**

249 *Vice-Chair motioned to adjourn the meeting at 9:20 PM. Mr. Cameron seconded the motion.*
250 *A vote was taken, all were in favor, the motion passed 7-0-0.*

251

252 Respectfully submitted.

253 Daniel Hoijer,
254 Recording Secretary
255 Via Exeter TV

1 **TOWN OF EXETER**
2 **PLANNING BOARD**
3 **NOWAK MEETING ROOM**
4 **10 FRONT STREET**
5 **DECEMBER 7, 2023**
6 **DRAFT MINUTES**
7 **6:30 PM**

8 **I. PRELIMINARIES:**
9

10 **BOARD MEMBERS PRESENT BY ROLL CALL:** Chair Langdon Plumer, Vice-Chair Aaron Brown, Pete
11 Cameron, Clerk, Jennifer Martel, John Grueter, and Nancy Belanger Select Board Representative
12

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

15 **II. JOINT MEETING WITH CONSERVATION COMMISSION, HERITAGE COMMISSION AND**
16 **HISTORIC DISTRICT COMMISSION**
17

18 **CONSERVATION COMMISSION**

19 **BOARD MEMBERS PRESENT:** Chair Andrew Koff, Vice-Chair Trevor Mattera, Dave Short, Keith
20 Whitehouse, Kyle Welch, Don Clement, Alternate (active), and Nancy Belanger, Select Board
21 Representative
22

23 **STAFF PRESENT:** Kristen Murphy, Conservation & Sustainability Planner
24

25 **HERITAGE COMMISSION**

26 **BOARD MEMBERS PRESENT:** Vice-Chair John Merkle, Francoise Elise, Pam Gjetturn (HDC Rep), John
27 Grueter (PB Rep), and Julie Gilman (Select Board Rep)
28

29 **HISTORIC DISTRICT COMMISSION**

30 **BOARD MEMBERS PRESENT:** Chair Grayson Shephard, Vice-Chair Kevin Kahn, Pam Gjetturn, Clerk
31 and Julie Gilman (Select Board Rep).
32

33 **OTHERS PRESENT:** Darren Winham, Economic Development Director, Doug Eastman, Code
34 Enforcement Officer, Barbara McEvoy, Deputy Code Enforcement Officer and Greg Bisson, Parks &
35 Recreation Director
36

37 The Joint Meeting began at 6:30 PM.
38

39 1. Request for board/commission recommendation on the acquisition of 23 Water St (Map 72, Lot 39)
40 from Pairpoint, LLC, owners Elliott Berkowitz and Nancy Phillips, for the purposes of retaining the
41 property as public park.

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Darren Winham, Town of Exeter Economic Development Director presented the proposal by Ms. Phillipps and Mr. Berkowitz of Pairpoint Group, LLC who want to donate 23 Water Street to the Town of Exeter for use as a public park. Mr. Winham noted that per RSA 41:14 the Select Board can buy, sell and acquire property with the recommendation of the Planning Board and Conservation Commission The Historic District Commission and Heritage Commission are involved as well due to the historic location of the property. He noted the Select Board would have two public hearings, one tomorrow morning and the second, which must occur within ten to 14 days, will be on December 18th. He noted there will be some fundraising to make improvements to the park and some local donation of work by Keith Whitehouse through his lawn care company.

Don Clement noted improvements will be needed and that is what the fundraising is about. He asked about state approvals and filling in the old foundation and asked that Conservation Commission be kept in the loop.

Mr. Grueter noted there had been a building there but it had burned down. When it comes time to design the park construction on the street facing edge will reflect the original purpose of the commercial building.

Pam Gjettum asked about the fish ladder and Mr. Clement noted the fish ladder had been removed when the dam was removed.

Mr. Cameron asked the sequence of safety improvements to be made to the proposed park. Greg Bisson noted the first step would be putting up a fence.

Ms. Martel asked if a design committee would be formed and who might be on it. Mr. Winham noted Nancy Phillips, Greg Bisson and Dave Sharples would likely be but it would be a Select Board decision.

Mr. Grueter motioned to send a memo to the Select Board that the Planning Board recommends the acquisition of the Pairpoint Group, LLC property at 23 Water Street, Tax Map #72-39, for the purpose of creating a public park. Ms. Belanger seconded the motion. A vote was taken, all were in favor, the motion passed 6-0-0.

Chair Grayson motioned to send a memo to the Select Board that the Historic District Commission recommends the acquisition of the Pairpoint Group, LLC property at 23 Water Street, Tax Map #72-39, for the purpose of creating a public park. Vie-Chair Kahn seconded the motion. A vote was taken, all were in favor, the motion passed 4-0-0.

Ms. Gilman motioned to send a memo to the Select Board that the Heritage Commission recommends the acquisition of the Pairpoint Group, LLC property at 23 Water Street, Tax Map #72-39, for the purpose of creating a public park. Ms. Elise seconded the motion. A vote was taken, all were in favor, the motion passed 4-0-0.

85 **Chair Koff motioned to send a memo to the Select Board that the Conservation Commission**
86 **recommends the acquisition of the Pairpoint Group, LLC property at 23 Water Street, Tax Map #72-39**
87 **for the purpose of creating a public park. Mr. Short seconded the motion. A vote was taken, all were**
88 **in favor, the motion passed 6-0-0.**

89
90 Planning Board Chair Plumer expressed his sincere appreciation and gratitude to Pairpoint Group, LLC
91 for this gift to the Town.

92
93 Ms. Belanger noted that the Select Board meeting tomorrow morning is at 8:00 AM.

94
95 Ms. Belanger noted that the second public hearing of the Select Board on December 18th begins with a
96 presentation from 6:30 PM to 7:30 PM followed by an open house until 8:30 PM.

97
98 Chair Plumer took a brief recess at 7:28 PM.
99

100 **III. CALL TO ORDER:** Chair Plumer called the meeting to order at 7:00 PM and introduced the
101 members.

102
103 **IV. OLD BUSINESS**

104
105 **APPROVAL OF MINUTES**

106
107 November 2, 2023

108
109 Ms. Belanger recommended edits.

110
111 **Mr. Grueter motioned to approve the November 2, 2023 minutes, as amended. Ms. Belanger**
112 **seconded the motion. A vote was taken, all were in favor, the motion passed 6-0-0.**

113
114 November 16, 2023 – Tabled

115
116 Mr. Cameron asked that the discussion he had concerning the reason for the lot line adjustment and Mr.
117 Murray's response be included in the minutes. Mr. Sharples will ask the recording secretary to review
118 the recording of the meeting.

119
120 **Ms. Belanger motioned to table approval of the November 16, 2023 meeting minutes. Mr. Grueter**
121 **seconded the motion. A vote was taken, all were in favor, the motion passed 6-0-0.**

122
123 **V. NEW BUSINESS:**

- 124 1. The continued application of Granite State Construction Services, LLC for a lot line adjustment
125 between the properties at 12 Little River Road and 12A Little River Road (formerly Calvary Baptist
126 Church)
127 R-2, Single Family Residential zoning district

128 Tax Map Parcels #62-90 and #62-90-1
129 Planning Board Case #23-15

130

131 Chair Plumer read out loud the Public Hearing Notice.

132

133 Mr. Sharples noted that the applicant appeared at the Planning Board's November 15th meeting
134 and the Board approved the lot line adjustment and waiver for the vegetated perimeter strip
135 with conditions. There were concerns over the waiver for storm water management
136 regulations and the hearing was continued to meet with him for further discussions. The
137 applicant submitted revised plans and Mr. Sharples noted that he consulted with UEI and felt
138 the proposal would meet stormwater management regulations and Mr. Sharples withdrew his
139 objection.

140

141 Christian Smith of Beals Assoc. noted that Sam Makurkar was present from Granite State
142 Construction. He noted in addition to the drip edges the proposal meets the nutrient removal
143 regulations aside from 5% total nitrogen. Bioretention swales were added. There will be loam
144 and seeding Impervious was reduced by 34%. Mr. Smith noted the roofs are not substantial
145 contributors to nutrient runoff other than leaf drop and bird poop. He noted a simple change
146 to the force main sewer cover. He noted the existing manhole was moved 20' back and
147 reviewed by Paul Vlasich. He noted the criteria for the waiver was read into the record at the
148 last meeting. The dimensions of the building boxes were added (38'x46' and 52'x55').

149

150 Chair Plumer opened the hearing to the public for comments and questions at 7:21 PM and
151 being none closed the hearing to the public.

152

153 Ms. Martel asked about the driveway, if it would be crowned and Mr. Smith indicated yes. She
154 noted she was concerned with water sheet flowing and Mr. Smith noted the high point and
155 showed the direction of water flow to the swale.

156

157 Vice-Chair Brown asked the number of bedrooms and Mr. Smith indicated 3 bedroom 2.5 bath
158 with two car garage.

159

160 Vice-Chair Brown asked about maintenance of the trees and fence and Mr. Smith noted these
161 will be addressed in the condo docs. Ms. Martel noted the fence was a condition of approval at
162 the previous meeting.

163

164 Vice-Chair Brown asked Mr. Sharples his position on the waiver request and Mr. Sharples noted
165 the applicant came back with bioretention and drip edge and he had talked to UEI and agreed if
166 done would meet the criteria and he is comfortable with no objection.

167

168 Ms. Martel expressed concerns that waiving the stormwater report requirement would trigger
169 a lot of other applicants to request the same. Mr. Smith noted this case was unique and there
170 is a vast reduction in overall impervious so it would not set a precedent. Vice-Chair Brown
171 agreed it was unique and the stormwater was being treated.

172
173 Ms. Martel asked about lawns and fertilizer runoff. Mr. Smith indicated the regulations don't
174 talk about treatment of vegetated areas. Mr. Sharples noted there is a fertilizer ordinance.

175
176 Vice-Chair Brown asked that there be a condition that the treatment systems are maintained.
177 Mr. Sharples read the condition out loud:

178
179 A stormwater maintenance and inspection log shall be submitted with the final plans to the
180 Town Planner for review and approval. This log shall be referenced in the HOA documents and
181 completed and submitted to the Town Engineer annually on or before January 31st. This shall
182 be an ongoing condition of approval.

183
184 ***Vice-Chair Brown motioned that after reviewing the criteria for granting waivers that the***
185 ***request of Granite State Construction, LLC, Planning Board Case #23-15 for a waiver from***
186 ***Section 9.3.2 of the site plan review and subdivision regulations regarding stormwater***
187 ***management requirements for redevelopment be approved with the condition read by the***
188 ***Town Planner. Ms. Belanger seconded the motion. A vote was taken, all were in favor, the***
189 ***motion passed 6-0-0.***

190
191 Mr. Sharples read out loud the proposed conditions for the site plan approval:

- 192
193 1. A dwg file of the site plan shall be provided to the Town Planner showing all property lines
194 and monumentation prior to signing the final plans. This plan must be in NAD 1983 State Plane
195 New Hampshire FIPS 2800 Feet coordinates.
196
197 2. All monumentation shall be set prior to the issuance of a Certificate of Occupancy.
198
199 3. A preconstruction meeting shall be arranged by the applicant and their contractor with the
200 Town Engineer prior to any site work commencing. The following must be submitted for review
201 and approval prior to the preconstruction meeting:
202
203 i. The SWPPP (storm water pollutant prevention plan), if applicable, be submitted to
204 and received for approval by DPW prior to preconstruction meeting; and
205 ii. A project schedule and construction cost estimate.
206

207 4. All comments in the UEI and TRC comment letters, and any subsequent comments as a
208 result of further review, shall be addressed to the satisfaction of the Town Planner prior to
209 signing the final plans.

210

211 5. All appropriate fees to be paid including but not limited to: sewer/water connection fees,
212 impact fees and inspection fees (including third party inspections) prior to the issuance of a
213 building permit or a Certificate of Occupancy whichever is applicable as determined by the
214 Town.

215

216 6. All applicable state permit approval numbers shall be noted on the final plans.

217

218 7. All condominium documents including declaration and by-laws shall be submitted to the
219 Town Planner for review and approval prior to signing the final plans. In the event the Town
220 Planner deems that review is needed by the Town Attorney then this review shall be at the
221 applicant's expense.

222

223 8. The limit of cut/disturbance shall be flagged in the field prior to any site work and these flags
224 shall be maintained until a Certificate of Occupancy has been issued.

225

226 9. The applicant shall submit the land use and stormwater management information about the
227 project using the PTAPP Online Municipal Tracking Tool. The PTAPP submittal must be
228 accepted by the DPW prior to the pre-construction meeting.

229

230 10. Assurances for completion of all proposed common improvements shall be provided in
231 accordance with Section 12 of the Site Plan Review and Subdivision Regulations prior to any site
232 work.

233

234 Mr. Smith asked about bonding and Mr. Sharples noted bonding is for common improvements
235 unless wait until transfer until all common improvements are done.

236

237 **Ms. Belanger motioned that the request of Granite State Construction, LLC, Planning Board**
238 **Case #23-15 for site plan approval be approved subject to the conditions read by the Town**
239 **Planner. Mr. Grueter seconded the motion. A vote was taken, all were in favor, the motion**
240 **passed 6-0-0.**

241

242 2. The application of Mario A. Ponte for a multi-family site plan review for the proposed
243 construction of additional retail and residential units within the existing structure at
244 85-87 Water Street

245 WC-Waterfront Commercial zoning district

246 Tax Map Parcel #72-79

247 Planning Board Case #23-18

248

249 Ms. Belanger recused herself and sat with the public.

250

251 Chair Plumer read out loud the Public Hearing Notice and asked if the case was ready to be
252 heard. Mr. Sharples indicated the case was complete for review purposes.

253

254 ***Vice-Chair Brown motioned to open Planning Board case #23-18. Mr. Cameron seconded the***
255 ***motion. A vote was taken, all were in favor, the motion passed 6-0-0.***

256

257 Mr. Sharples noted the applicant is seeking site plan approval for the proposed renovation to
258 accommodate two retail and 9 residential units of which three are existing. The applicant
259 submitted application, plans and documents dated October 10, 2023. The applicant appeared
260 before the Zoning Board of Adjustment for relief from the minimum rear yard setbacks and a
261 Wetlands Conditional Use Permit. The applicant appeared before the ZBA for relief from the
262 minimum parking requirements. A copy of the decision letter and draft minutes were provided.
263 Mr. Sharples noted a waiver will be requested from Section 9.13.1 for parking as set forth in
264 article 5.6.6 of the zoning ordinance. The applicant got HDC approval. Mr. Sharples noted he
265 has proposed conditions of approval ready.

266

267 Vice-Chair Brown asked about parking. Mr. Sharples indicated there explained there are some
268 that could be provided.

269

270 Chair Plumer opened the hearing to the public for comments and questions at 8:00 PM and
271 being none closed the hearing to the public.

272

273 Mr. Cameron expressed concerns with cumulative effect and asked where cars would go when
274 it snows. Mr. Sharples indicated there were spaces on Court and Elliot Street. Mr. Sharples
275 noted plenty of capacity of the Town manages public parking properly. He noted Stantec is
276 doing an analysis now and will address those issues.

277

278 ***Mr. Grueter motioned after reviewing the criteria for granting waivers that the request of***
279 ***Mario Ponte, Planning Board Case #23-18 for a waiver from Section 9.13.1 to permit less off-***
280 ***street parking than required in accordance with Section 5.6.6 of the zoning ordinance, be***
281 ***approved. Vice-Chair Brown seconded the motion. A vote was taken, Mr. Cameron voted***
282 ***nay. The motion passed 4-1-0.***

283

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

285

286 1. All outdoor lighting (including security lights) shall be down lit and shielded so that no direct
287 light is visible from adjacent properties and/or roadways.

288

289 ***Ms. Grueter motioned that the request of Mario Ponte, Planning Board Case #23-18 for a***
290 ***minor site plan approval be approved subject to the condition read by the Town Planner. Ms.***
291 ***Martel seconded the motion. A vote was taken, Mr. Cameron abstained. The motion passed***
292 ***4-0-1.***

293

294 Ms. Belanger returned to the meeting table.

295

296 **VI. OTHER BUSINESS**

297

298 • Master Plan Discussion

299

300 • Field Modifications

301

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

303

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

305 Mr. Sharples noted that at the December 28, 2023 meeting Nate Kelly will be present to go over zoning
306 amendments. Vice-Chair Brown noted it would be helpful to have a public discussion about downtown
307 parking. Mr. Sharples noted that Stantec would be having a presentation at 6:30 PM on Wednesday and
308 it will be recorded. Ms. Belanger noted she watched the recording of the public parking lot and cars
309 were not moving but agreed with Mr. Sharples that there is ample parking, if it is managed and
310 indicated the Select Board will be working on parking ban parking.

311 **VIII. CHAIRPERSON'S ITEMS**

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

313 **X. ADJOURN**

314 ***Ms. Belanger motioned to adjourn the meeting at 8:48 PM. Vice-Chair Brown seconded the***
315 ***motion. A vote was taken, all were in favor, the motion passed 6-0-0.***

316 Respectfully submitted.

317 Daniel Hoijer,

318 Recording Secretary

319 Via Exeter TV

insert PB 12/28/23 draft minutes

Schedule I Notes:

1. In addition to the criteria set forth in Article 5, Section 5.2 Special Exception, the following criteria must also be met:

Conversions – The conversion of existing residential buildings (principal residential structure as well as accessory structures) into not more than four (4) dwelling units provided that;

- (a) The number of off-street parking shall comply with Article 5.6 Off-Street Parking;
 - (b) The minimum lots size required shall be such that each dwelling unit is provided with thirty percent (30%) of the minimum lot size (per unit) required for the district;
 - ~~(c) The structure has been a residence for a minimum of ten (10) years;~~
 - ~~(d) The lot must meet a minimum of twenty percent (20%) open space unless otherwise stated in Articles 4.3 and 4.4 Schedule II and III;~~
 - (e) For conversions intended to become rental units, one of the dwelling units shall remain owner-occupied;
 - ~~(f) The Board of Adjustment may require the Planning Board to review the proposed site plan. All conversions consisting of three or more units must be reviewed by the Planning Board;~~
 - (g) The Board of Adjustment may allow expansion to an existing structure for the purpose of providing additional area for the units, provided all other requirements are met. Any expansion greater than 400 sq. ft. (footprint) shall require Planning Board review of the proposed site plan;
 - ~~(h) Prior to any renovations or building, the owner shall provide evidence to the Town Building Inspector that septic facilities are adequate for all units according to the standards of the Town and the New Hampshire Department of Environmental Services (Water Division). If deemed necessary by the Building Inspector, such evidence shall be in the form of certification by a State of New Hampshire licensed septic systems designer. Also the owner shall provide evidence that there is adequate potable water according to the standards of the State of New Hampshire.~~
 - (i) All conversions shall connect into the municipal sewer system;
 - (j) Municipal water shall be available immediately adjacent and accessible to the property. This provision does not require connection to the municipal water system, it only requires that it is available in the event it is ever needed.
2. **Accessory Dwelling Units** – Accessory Dwelling Units must meet the following conditions, in addition to the terms of Article 5.2 Special Exceptions.
 - ~~(a) The property and proposed use must conform to the dimensional requirements of a one-family lot.~~
 - (b) No more than one accessory dwelling unit will be allowed in a detached one-family dwelling or in its accessory structure.
 - ~~(c) The accessory dwelling unit shall be designed so that the appearance of the building remains essentially that of a one-family dwelling. The Board of Adjustment may require that new entrances be located on the side or in the rear of the building.~~
 - ~~(d) Accessory dwelling units shall not be allowed in manufactured housing.~~
 - (e) For accessory dwelling units within the principal structure, the accessory dwelling unit shall be limited to a maximum of 900 square feet or one-third less than half of the finished floor area of the principal structure but in no case shall the accessory dwelling unit be

restricted to less than 750 square feet in accordance with NHRSA 674:71 to :73, or as the same may be subsequently amended. For accessory dwelling units located in a detached accessory structure, the dwelling unit shall be limited to a maximum of 750 square feet.

- (f)** One of the dwelling units shall remain owner-occupied.
- ~~**(g)** Off-street paved or gravel parking shall be provided for a least four (4) vehicles. Garage and "piggy-back" parking is encouraged.~~ **The number of off-street parking shall comply with Article 5.6 Off-Street Parking;**
- (h)** The structure and lot shall not be converted to a condominium or any other form of legal ownership distinct from the ownership of the existing one-family dwelling. An accessory dwelling unit use shall be recorded by deed addendum at the Registry of Deeds, indicating all the terms of the approval granted.
- (i)** Prior to any renovations or building, the owner shall provide evidence to the Town Building Inspector that septic facilities are adequate for both units according to the standards of the Town and the New Hampshire Department of Environmental Services (Water Division). If deemed necessary by the Building Inspector, such evidence shall be in the form of certification by a State of New Hampshire licensed septic systems designer. Also the owner shall provide evidence that there is adequate potable water according to the standards of the State of New Hampshire.
- (j)** Once any renovation or construction is completed, or the owner is ready to have a unit occupied, a request must be made to the Building Inspector for an occupancy permit. There will be no occupancy of the accessory unit until the Building Inspector has issued a certificate of occupancy.
- (k)** A purchaser of a home that had a special exception granted for an accessory dwelling unit who wants to continue renting any one of the accessory units must comply with all conditions of the permit previously granted. Any change to the prior conditions will require a new application.

- A. The proposed use must have approval of both the Board of Selectmen and Cemetery Trustees.
- B. Such proposal does not impair the integrity of the cemetery walls, facilities, drainage, or other physical attributes.
- C. The proposed use does not diminish the general solemnity and solitude of the cemetery setting. In this regard, the Board may require appropriate buffering or screening from such proposed use.
- D. The proposed use does not pose a public safety hazard to the cemetery or patrons thereof.
- E. There are no practical alternatives to the proposed use.

6.19 MIXED USE NEIGHBORHOOD DEVELOPMENT

6.19.1 Eligibility for Conditional Use Permit

An applicant may petition the Planning Board for a Conditional Use Permit, in conjunction with Site Plan Review, to develop a Mixed Used Neighborhood Development (MUND) in accordance with the following criteria:

- A. **Allowed as a Use:** MUND must be identified as an allowable use for the zoning district in which the MUND would be developed, per Section 4.2 of the Zoning Ordinance.
- B. **Collection of Uses:** The development would result in a mix of residential and non-residential uses on site. The collection of proposed uses may include only those enumerated in Schedule I for the zoning district in which the MUND would be developed, except that multi-family residential uses will be deemed a permitted use when included as part of a MUND application. Therefore, any multi-family residential units contained within the MUND do not require a Special Exception.
- C. **Required Outcome:** Where the site on an application contains non-residential use, and an applicant proposes infill residential development to complement the non-residential use, or vice versa, the application may be reviewed as a MUND project. A mix of newly developed uses is not required as part of a MUND application so long as the resulting development will include a mix of uses on site.
- D. **Ground Floor Uses:** The intent of the MUND is to create mixed use development that is sensitive to the context of the district in which it is built and the Planning Board may consider applications eligible to be considered as MUND

in accordance with the following standards for ground floor uses:

1. Ground floor use shall be commercial where pre-existing buildings are rehabilitated or redeveloped that were specifically designed to have commercial use on the ground floor.
2. Ground floor uses shall be commercial on streets where the adjacent properties contain commercial use on the ground floor and the installation of a new building would create a continuous pedestrian experience of commercial development.
3. Ground floor use may be residential for buildings that have commercial frontage but residential facing the rear of the property.
4. Ground floor use may be residential for the entirety of a building where the building is built as part of a larger coordinated MUND application and commercial ground floor use is included in other buildings on the site. In these coordinated multi-building developments, ground floor commercial use shall be facing the frontage of the property to the degree possible.

E. Expansions or Alterations to Previous MUND Projects: Expansions or alternations to projects previously approved as MUND projects may be reviewed under this section of the Zoning Ordinance.

F. Design and Inclusionary Housing: Compliance with the terms of 6.19.4 (Inclusionary Housing) and 6.19.5 (MUND Design Standards) is required unless some ability for relief is specifically identified in those sections.

6.19.2 Parking Requirements

A. Minimum Parking Space Requirements

1. For residential use, the minimum number of parking spaces shall be one space per unit regardless of the number of bedrooms.
2. For non-residential use, the minimum requirements listed in Section 5.6.6 of the Zoning Ordinance shall be reduced by 50%.

B. Alternatives to Strict Compliance with Minimum Parking Requirements

The Planning Board may allow the applicant to provide up to 100% of the minimum parking requirements off-site. The applicant must demonstrate, through the use of maps and/or site plans, that the number of spaces is adequate and access will be safe and convenient.

6.19.3 Dimensional Requirements

~~These~~ dimensional requirements ~~provided in the zoning district in which the MUND would be developed shall govern with the following exceptions. These standards~~ are unique to MUND applications.

A. The C-1 District

1. Minimum lot size shall be 5,000 square feet.
2. Minimum lot width shall be 50 feet.
3. Minimum lot depth shall be 100 feet.
4. Minimum frontage shall be 50 feet.
5. Minimum front yard setback shall be zero feet.
6. Maximum front yard setback for newly constructed frontage building shall be twenty-five (25) feet. The design of frontage area shall comply with Section 6.19.5.D.
7. Minimum side yard setback shall be zero feet for buildings sharing a party wall. For buildings not sharing a party wall, the minimum side yard setback shall be five feet.
8. Minimum rear yard setback shall be 20 feet.
9. For the C-1 District located in Exeter's Downtown—bordered generally by Water Street, Maple Street and Spring Street—this C-1 District shall have a maximum building height of fifty (50) feet or four stories.
10. For the C-1 District located along Portsmouth Avenue, this C-1 District shall have a maximum building height of fifty (50) feet or four stories.
11. For the C-1 District that contains portions of Lincoln Street, Garfield Street, and Rockingham Street, this C-1 District shall have a maximum building height of thirty-five (35) feet.
12. The area per dwelling unit requirement shall not apply to MUND applications.

B. The C-2 District

1. Minimum lot size shall be 10,000 square feet.
2. Minimum lot width shall be 100 feet.
3. Minimum lot depth shall be 100 feet.
4. Minimum frontage shall be 50 feet.
5. Minimum front yard setback shall be zero feet.
6. Maximum front yard setback for newly constructed frontage building shall be twenty-five (25) feet. The design of frontage area shall comply with Section 6.19.5.D. The setback may be extended to the extent required to accommodate outdoor amenities complementary to the proposed development.
7. For the C-2 District located along Portsmouth Avenue, this C-2 District shall have a maximum building height of fifty (50) feet or four stories.
8. For the C-2 District that contains portions of Industrial Drive and Epping Road, this C-2 District shall have a maximum building height of thirty-five (35) feet.
9. The area per dwelling unit requirement shall not apply to MUND

applications.

C. The WC District

1. Minimum lot size shall be 5,000 square feet.
2. Minimum lot width shall be 40 feet.
3. Minimum lot depth shall be 80 feet.
4. Minimum frontage shall be 40 feet.
5. Minimum front yard setback shall be zero feet.
6. Maximum setback for newly constructed frontage building shall be twenty-five (25) feet. The design of frontage area shall comply with Section 6.19.5.E.
7. Maximum building height shall be fifty (50) feet.
8. The area per dwelling unit requirement shall not apply to MUND applications.

Minimum side setback
of 0 feet

6.19.4 Inclusionary Housing

A. Purpose and Authority

1. Pursuant to the Exeter Master Plan, the Town wishes to expand housing diversity in mixed use districts in order to increase the vibrancy of these districts, stimulate the local economy, and provide access to rental and homeownership options that are not possible in other districts.
2. Pursuant to RSA 647:21, IV(a), MUND (and the associated inclusionary zoning requirement) is one of many allowable uses in the zoning districts where it is offered and is therefore voluntarily pursued by an applicant. Further, consistent with the aforementioned statute, the MUND uses inclusionary zoning in response to a series of incentives, including:
 - a. Maximum multi-family density in the C-1 District is one unit per 3,500 SF. Maximum multi-family density in the WC District is one unit per 750 SF. MUND removes these density caps and allows for parking requirements, maximum building height, and site constraints to dictate the number of allowable residential units.
 - b. Allowable building height is increased in two of the three C-1 Zoning Districts where an applicant pursues MUND.
 - c. Parking requirements for MUND applications are significantly reduced.

B. Restrictions on Sales and Rental Price

1. A-The minimum number of 10% of all inclusionary units proposed required in accordance with the terms of this ordinance will be sold or rented at the prices specified herein for rental or home ownership shall be determined in two steps. First, the applicant shall multiply the total number of proposed residential units on the site by 10%. Second, where necessary, the applicant

shall round to the nearest integer according to standard mathematical procedures. Any number that results from the first step with a decimal below 0.5 shall be rounded down. Any number that results from the first step with a decimal at 0.5 or above shall be rounded up. ~~For the inclusionary units, the applicant may propose exclusively rental, exclusively home ownership, or some combination of the two. Units shall be calculated as whole numbers and rounded up.~~ For example, if 22 units of housing are proposed, three two affordable units are needed to meet ~~a minimum of 10%~~ the minimum requirement. If 25 units are proposed, three affordable units are required.

2. For the inclusionary units, the applicant may propose exclusively rental, exclusively home ownership, or some combination of the two.
3. For home ownership, the initial sales price shall be affordable for a household with an income not more than 80% of the HUD area median income for a family of four as most recently reported by New Hampshire Housing.
4. For rental property, rental rates shall be affordable to a household with an income not more than 60% of the HUD median area income for a family of three as most recently reported by New Hampshire Housing.
5. The inclusionary housing units shall be on-site and shall be designed and constructed in a manner that makes them fully consistent in form, materials, architectural details, and internal systems with market rate units in the same development. The inclusionary housing units shall have a mix of bedroom counts that is generally consistent with the development as a whole. The size of the different inclusionary units shall generally be consistent with the market rate units in the overall development, comparing the units by bedroom count.
6. Inclusionary housing units will be sold or rented at the required level of affordability in perpetuity using a deed restriction that includes a housing agreement. The deed restriction and housing agreement the owner proposes to use shall be submitted to the Planning Board as part of the development application process. Applicants are encouraged to contact the Planning Department for guidance on the development of an acceptable housing agreement.
7. No certificate of occupancy shall be issued for an inclusionary housing unit without written confirmation of the income eligibility of the tenant or buyer of the inclusionary housing unit and confirmation of the rent or price of the inclusionary housing unit as documented by an executed lease or purchase and sale agreement.
8. On-going responsibility for monitoring the compliance with resale and rental restrictions on inclusionary housing units shall be the responsibility of the Planning Board or its designee.
9. For rental inclusionary units, the owner or his/her designee shall prepare an annual report, due on January 31, certifying that the gross rents of affordable units, the sale and resale price, and the household income of renters/buyers are in compliance with this ordinance. Such reports shall be submitted to the Planning Board or its designee. Failure to submit the annual report, or an annual report that shows non-compliance, will be treated as violations of the

10. Where monitoring of income levels in rental inclusionary units shows the tenant no longer qualifies based on increases in income, the next available rental unit in the development shall be rented and restricted to the income level specified in subsection B.3 (above).
11. Inclusionary units offered for sale and approved by the Planning Board as part of a MUND and subject to RSA 674:58-61 shall require a restrictive covenant and lien granted to the Town of Exeter. The restrictive covenant and lien shall be in perpetuity, but may be terminated or modified at the Town's discretion. The initial value of the lien shall be equal to the difference between the fair market value of the unit and its reduced affordable sale price, which is indexed according to the qualifying income standards. The Town's lien is indexed over time at a rate equal to a consumer price index identified in the restrictive covenant and lien document. Future maximum resale limits shall be calculated as the fair market value minus the adjusted lien value and a transaction administrative fee. Subsequent sales prices are not limited based on income targets, but on the housing unit's fair market value, minus the adjusted lien value.

6.19.5 MUND Design Standards

A. Purpose

Pursuant to the Exeter Master Plan, the Town provides design standards herein to ensure the districts where MUND can occur will continue to develop in a manner that creates active, safe, and walkable neighborhoods.

Development approved as part of MUND applications will follow core principles of good urban design by locating buildings, parking areas, sidewalks, and walkways in a manner that facilitates comfortable pedestrian travel. Further, the architectural style of new buildings will incorporate important principles of traditional New England architecture to ensure new construction is consistent with Exeter's architectural heritage. The Town also recognizes that these areas are heavily developed, and it may not be possible to redevelop properties or develop infill projects while strictly adhering to these principles of urban design and traditional architecture. These standards therefore include opportunities to deviate from strict compliance where it is in the best interest of the Town.

B. Applicability of Design Standards

The following design standards apply to MUND applications. These standards are in addition to other building and development standards found in these regulations and supersede other standards where a conflict may exist. As part of the Conditional Permit application, the applicant may propose, and the Planning Board may allow, deviation from any of the design standards below where an applicant can demonstrate one of the following conditions:

1. The proposed deviation represents a need that goes beyond convenience for the applicant or is requested primarily as a cost-saving measure.
2. The scope of site disturbance and construction improvements will not include any work related to a particular site design standard. For example, if a pre-existing parking area will be retained and remain undisturbed through the redevelopment process, the Planning Board may deem that site design standards for parking will not apply and the parking lot may remain in its pre-existing form. The Planning Board shall review these requests on a case-by-case basis and may condition the approval of an application on future improvements to the site creating greater compliance with these design standards.
3. The scope of development and construction improvements will not include any work related to a particular building standard. For example, if a pre-existing building will be retained and unimproved, building standards will not apply and the building may remain in its pre-existing form. The Town may still require conformance with standards related to signage, lighting, and similar features where practicable.
4. The location of pre-existing buildings, utilities, accessways, or other built features creates a situation where it is not practicable to achieve compliance with the design standards.
5. Site topography, the condition of underlying soils, or pre-existing contamination create a situation where it is not practicable to achieve compliance with the design standards.
6. Landscaping requirements would make it impossible to provide parking spaces that would otherwise enable the development of housing.
7. Deviation from site design standards would facilitate better stormwater management or site circulation.

Where the Historic District Commission has approved the design of proposed buildings, the Planning Board shall presume compliance with the MUND Design standards that apply to the building design, specifically Sections 6.19.5.J-O.

C. Application Contents

The applicant shall provide the materials called for in the Site Plan Review and Subdivision Regulations for the Town of Exeter. It is the responsibility of the applicant to depict site design, architectural elevations, and street level renderings in a manner that allows the Planning Board to clearly determine compliance with these design standards.

D. Circulation

The design of individual properties or groups of properties shall reinforce the purposes of MUND by encouraging pedestrian and bicycle circulation. Pedestrian and bicycle infrastructure shall be provided using the following site design techniques:

1. Pedestrian connections between sidewalks and buildings and between buildings separated by a parking lot shall be designed to be safe, broad, and easily identifiable.
2. Pedestrian connections that cross parking lots must be designed to clearly show that the space is primarily dedicated to pedestrian traffic using raised or alternative surfaces, signage or raised landscaped islands that serve as a safe resting area for pedestrians between automobile travel lanes.
3. Where sidewalks or other pedestrian or bikeways intersect with automobile driveways or lanes, raised surfaces and/or durable, decorative alternatives to conventional pavement must be used to connect sidewalks or bikeways across the automobile lane. On its own, striping across the asphalt used for an automobile lane to connect sidewalks or walkways is not adequate to achieve this goal.

E. Property Frontage (see Figure 6.19.5.1)

Buildings located along the property frontage (frontage buildings) shall be located and oriented to engage pedestrians that may pass along the frontage of the property. Where an applicant proposes, and the Town approves, improvements in the public right-of-way, an agreement shall be executed that binds the applicant to maintenance of these improvements. The applicant may propose, and the Town may accept, responsibility for some or all of such improvements.

1. Frontage buildings, whether newly constructed or re-used, shall be connected to the right-of-way in a manner that facilitates pedestrian and/or bicycle activity. The areas between the front façade of frontage buildings and the right-of-way shall accommodate pedestrian/bicyclist space and associated amenities.
2. Travel lanes for automobiles shall not be located in the frontage area except where access driveways into the site are needed.
3. Frontage sidewalks should be reinforced concrete and have a minimum width of eight (8) feet. The Planning Board may approve varied finishes for the reinforced concrete or alternative materials that are consistent with the purposes of MUND. Standard asphalt coverage is not appropriate for sidewalk areas. Where the distance between the edge of pavement in the street and the building façade allows, sidewalks may be greater than eight (8) feet wide. The remainder of this area may include benches, lighting, landscaping, street trees, trash receptacles, and other amenities. Where space in the frontage is adequate, site plans shall identify which amenities the applicant is committed to providing.

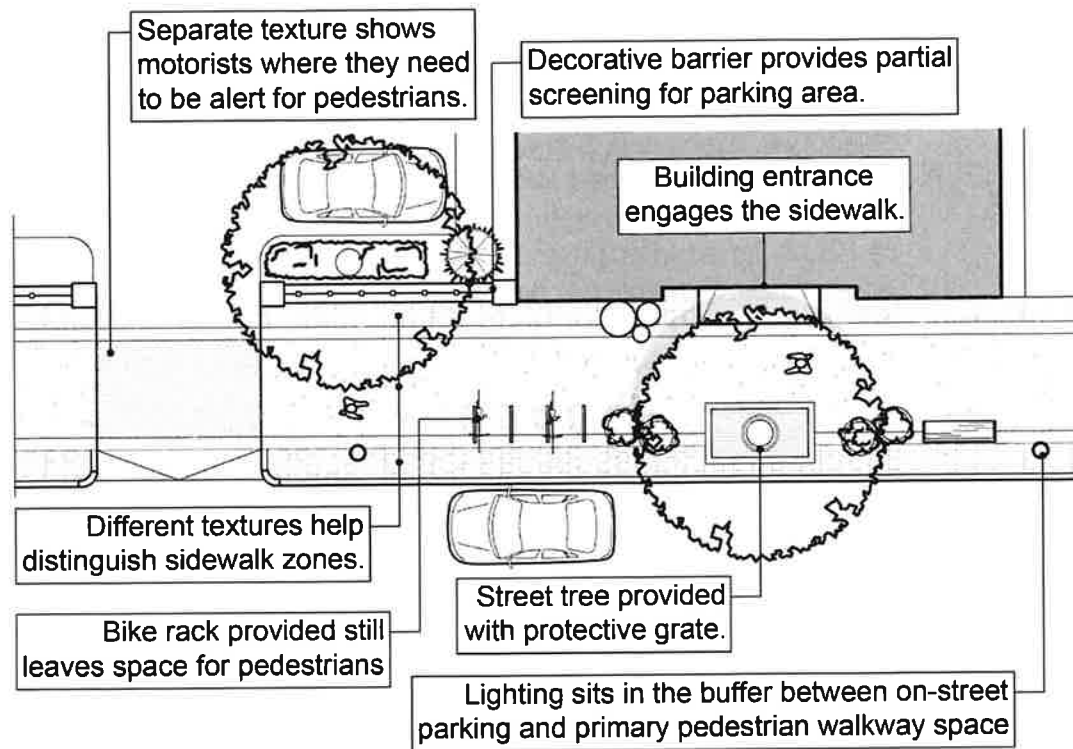


Figure 6.19.5.1

F. Landscaping

1. Street trees must be spaced along the sidewalk at an average frequency of one tree every 40 feet.
2. All areas of a site that are not rendered impervious through the development of structures, parking features, circulation features, or other hardscape features should be landscaped with vegetation.
3. Native species should be used wherever possible in landscaped areas. No tree, shrub, or any other plant shall be installed that has been included on the most recently published list of prohibited plants by the New Hampshire Department of Agriculture, Markets and Food.
4. Landscaping, trees, and plants must be planted in a growing condition according to accepted horticultural best practices and shall be maintained in a healthy growing condition. Where applicable, ANSI A300 Standards for Tree Care Operations, as revised, shall apply. 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.

- a. All-Season: Landscaped areas should be designed to remain functional and attractive during all seasons through a thoughtful selection of deciduous, evergreen, berrying, and flowering plant varieties.
- b. Turf: Turf is discouraged and, where it is used, must not be planted in strips less than five (5) feet wide. Turf seed mixes should be drought resistant. To achieve a high level of drought tolerance, turf seed mixes may include, but shall not be limited to, a predominance of fine fescues.
- c. Plant Hardiness: Plant varieties should be selected for cold-hardiness as well as resistance to drought, moisture, salt, urban conditions, or insects and other pests depending on the location of landscaping and the specific stressors anticipated for different areas of the site.
- d. Minimal Care: Plants should be selected so that landscaping can be maintained with minimal care and the need for irrigation, pesticides, or fertilizers can be minimized or eliminated.

G. Surface Parking

1. For surface parking areas associated with newly developed sites, parking areas shall be located behind or to the side of frontage buildings on the property.
2. Where a pre-existing surface parking area is adjacent to a sidewalk, internal walkway, or other pedestrian space, the parking area may remain in use so long as the applicant provides a landscaped buffer between the parking area and the pedestrian space as follows:
 - a. At a minimum, the landscaped buffer shall include a decorative barrier, which may be designed as brick or stone finish walls, decorative fencing, or a combination of these treatments.
 - b. In addition to and inclusive of a decorative barrier, to the extent practicable, the landscaped buffer should include planted areas designed to provide separation between the surface parking area and the pedestrian space while allowing pedestrians to maintain visual awareness between the two areas. The parking area shall not be fully screened from the pedestrian way. (see Figure 6.19.5.2)

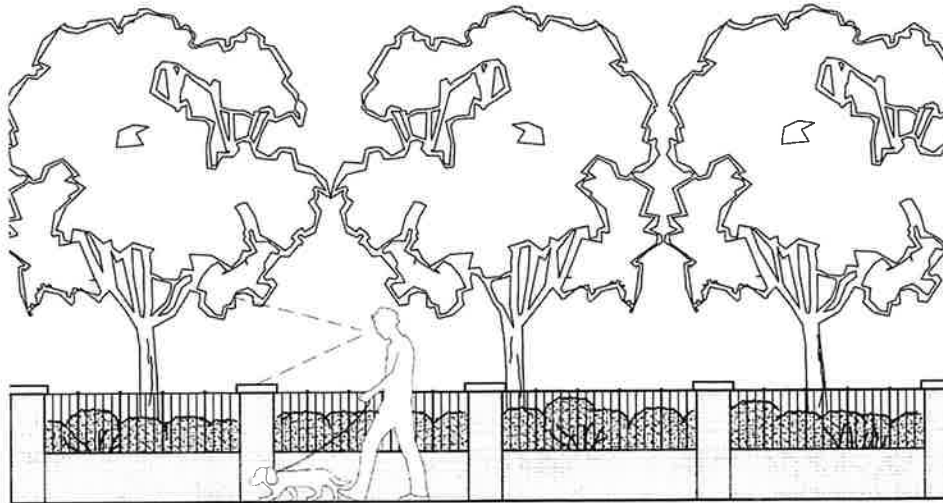


Figure 6.19.5.2

3. For developments with proposed surface parking areas of ten (10) spaces or more, a minimum of ten percent (10%) of the designated parking area shall be landscaped. This calculation may include any landscaped borders surrounding the parking lot where the landscaped borders are predominantly ornamental vegetation and/or are specifically designed to provide stormwater treatment. Borders that are predominantly stone, turf, fencing, or screening shall not be counted toward this requirement.
4. The ends of parking aisles in surface lots that are more than fifteen (15) spaces in length must incorporate landscape islands at either end of the row. Each island shall include at least one tree that is two (2) inches in caliper at the time of planting. Where the length of a parking aisle exceeds twenty-five (25) spaces, additional landscaped islands must be installed at regular intervals. This interval must not be more than every thirteen (13) spaces.
5. Parking areas for five (5) or more cars or any travel lane that lie along a side or rear lot line shall be separated from adjacent properties by a landscaped buffer at least five (5) feet in width. This standard does not apply where the travel lane or parking area is intentionally designed to cross the property line to facilitate better circulation and/or shared parking.

H. Fencing and Screening

1. All solid waste enclosures, service areas, mechanical equipment, and utilities must be screened from view through the use of fencing and/or landscaping that is effectively opaque.
2. Chain link fencing is prohibited in front and side yards within MUND proposals unless it is necessary for security standards unique to the

individual use, is vinyl coated, and is screened using evergreen trees (minimum six (6) feet in height) and/or shrubs.

I. Lighting (see Figure 6.19.5.3)

1. Lighting for parking areas and public/gathering spaces shall be decorative in shape, scale, and finish, with detailed, articulated treatments for the base, post, fixture, and crown. Where decorative street lighting is already installed, the design of proposed lighting standards and fixtures must be consistent with or complementary to said lighting.
2. Light poles and fixtures must not exceed twenty (20) feet in height.
3. Height is measured from finished grade to the highest point of the structure. Structural features used to anchor light standards (e.g., concrete pilings) must not protrude more than six (6) inches from the ground.

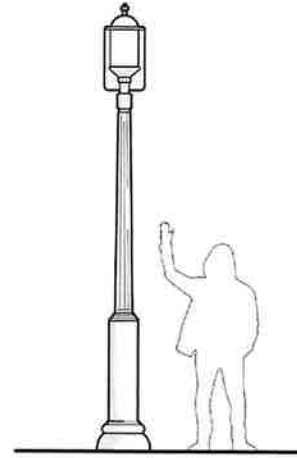


Figure 6.19.5.3

This illustration shows the proper scale and attention to aesthetic detail.

J. Building Form (see Figures 6.19.5.6 and 6.19.5.7)

1. Multi-story buildings must clearly articulate the base, middle (where applicable), and top of the building using cornices, borders of distinct material, or other articulating features on every visible surface of the building.
2. ~~In new non-residential or mixed-use construction, g~~Regardless of the proposed use and regardless of the overall building height, ground floors in a MUND application shall be a minimum of eleven (11) feet from floor to ceiling to enhance the pedestrian streetscape, ~~regardless of the overall building height.~~
3. All buildings with façades longer than forty (40) feet must articulate the façade with varied rooflines, distinct signage for multiple tenants, awnings, arcades, pilasters, columns, recessed spaces and/or entrances, and any other features that serve to add texture to these longer façades.
4. The front façade of any new frontage building shall be designed to appear as the front of the building and shall have a primary entrance.

K. Building Entranceways (see Figures 6.19.5.6 and 6.19.5.7)

1. All buildings must have a principal façade and entry (with operable doors) facing a street or other area dedicated to pedestrian circulation. Buildings may have more than one principal façade and/or entry. Primary entrances

not facing a street must open onto sidewalks or other designated pedestrian areas that are at least ten (10) feet in width. The street façade must be designed to appear to be a principal point of entry for the building.

2. Main entrances must incorporate architectural features that draw attention to the entrance. These features may include covered porches, distinct sidewalk surfacing, porticos, recessed doorways, and awnings.

L. Roofline Form (see Figures 6.19.5.6 and 6.19.5.7)

1. The roof design for new buildings shall provide a variety of building heights and varied roofline articulation. Local models reflecting traditional New England architecture shall provide context for the selection of roof forms. These models include gables, gambrels, flat roofs, mansards and any jointed configuration of these styles. Decorative spires or towers may also be used to articulate rooflines and to provide focal points within a complex of principal buildings.
2. For new buildings or replacement roofing, industrial style metal materials visible from the street shall not be permitted. Metal roofing materials that use decorative finishes and textures for visual accent may be allowed. Visible metal materials necessary for structural integrity, fastening, sealing or other essential purpose are also allowed.
3. Where flat roof lines are proposed, flat roofs shall have decorative cornices or parapets that shield all views of any mechanical systems located on the roof from the street or from windows at a lower elevation in adjacent buildings.
4. Downspouts shall match or be complementary to gutters in material and finish.
5. Utilities and protuberances through or on the front facing roofs are highly discouraged and should generally be shielded from view.

M. Dormers (see Figure 6.19.5.4)

1. On pitched rooflines, dormers shall be used to break up roof surfaces and shall be provided at a minimum frequency of one per thirty (30) horizontal feet or fraction thereof.
2. Dormer styles may include doghouse, eyebrow, or shed dormers.

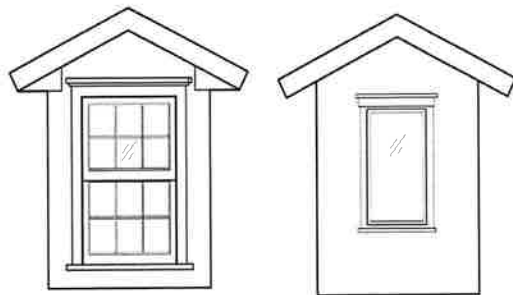


Figure 6.19.5.4

The dormer on the left shows the proper scale and form of a dormer window. The dormer on the right provides a window that is too small and shows no aesthetic detail.

3. Windows shall fill the face wall of the dormer to the maximum extent practicable and match the windows in the rest of the building.

N. Fenestration (see Figure 6.19.5.5)

1. Window bays in façades above the first floor (above street level) shall have a minimum width-to-height ratio of 1:2. Multiple bays may be placed immediately adjacent to one another in order to create larger window areas. This does not apply to dormers (see subsection L)
2. Mullion pattern and thickness shall reflect traditional New England design with broad decorative surfaces between windows. Mullion finishes that would be highly reflective or industrial in nature are not allowed.
3. Windows on the ground floor shall begin no lower than two (2) feet above street level and shall extend at a minimum height of seven (7) feet from street level.
4. Clear, non-reflective glass with minimal tinting shall be used at street level to allow maximum visual interaction between pedestrians and the interior of the building.
5. Street level façades shall have a transparency of at least fifty (50) percent.

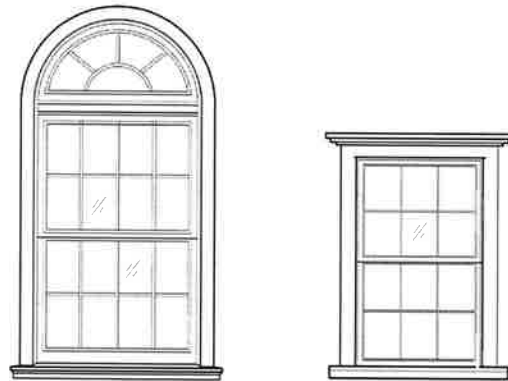


Figure 6.19.5.5

These windows show how different treatments still comply with the basic design standards.

O. Building Materials

1. Materials and building treatments shall be used that reduce the visibility of buildings from distant vantage points and shall be consistent and compatible with traditional New England design and construction.
2. Where more than one material is used for siding, traditionally heavier materials (stone, brick, concrete with stucco, etc.) shall be located below lighter materials (wood, fiber cement board, siding, etc.). The change in material shall occur along a horizontal line, preferably at the floor level.
3. For finished siding and foundations, natural materials such as brick, stone, wood/concrete clapboards and shingles, and slate are allowed. Asphalt shingles or similar materials for roofing are allowed. High-quality ~~cement-~~fiber-manufactured siding designed to preserve the traditional aesthetic character of the district is also allowed.
4. Finish colors should be used to differentiate between important features

(e.g., foundations, entranceways, windows, decorative borders, etc.) and can be used to differentiate between building stories. Generally, it is preferable to use two or three colors inclusive of masonry. The main color(s) on a building should generally be nature blending, earth tone, neutral, or pastel in character. Bright colors should be limited to accent features and/or entranceways. High intensity colors, metallic colors, or fluorescent colors should not be used.

1 **TOWN OF EXETER**
2 **PLANNING BOARD**
3 **NOWAK MEETING ROOM**
4 **10 FRONT STREET**
5 **DECEMBER 28, 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 (remotely),
11 Jennifer Martel, John Grueter, 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 November 16, 2023 and December 7, 2023
23

24 Chair Plumer recommended tabling approval of the minutes.
25

26 *Ms. Belanger motioned to table approval of the the November 16, 2023 and December 7, 2023*
27 *minutes, as amended. Mr. Grueter seconded the motion. A vote was taken, all were in favor, the*
28 *motion passed 4-0-0.*
29

30 Mr. Cameron arrived at the meeting (remotely).
31

32 **IV. NEW BUSINESS:**

33 1. Administrative Workshop to discuss proposed zoning amendments considered for 2024 Town
34 Warrant.
35

36 Mr. Sharples proposed two zoning amendments for the 2024 Town Warrant and indicated if the Board
37 supported those there would be two public hearings on January 11th and January 25th. He noted that
38 Nate Kelly would be present at the January 11th hearing. The warrant articles would be due on January
39 29th. Mr. Sharples provided a handout showing the redline changes proposed.
40

41 Mr. Sharples noted that the Board supported the continued growth of the Town through housing and
42 commercial business opportunities in a way that was fiscally responsible and environmentally sound,

43 balancing the benefits of undeveloped and developed land and in support of social gathering. He
44 indicated the benefits of steering development where infrastructure exists. Earlier last year the Board
45 looked at town wide rezoning. Mr. Sharples indicated that it made sense, concerning the amount of
46 time and level of detail required, to do the rezoning in steps.

47

48 Mr. Sharples explained how other towns use a transfer of development rights and how that works.

49

50 For the first zoning amendment, Mr. Sharples proposed expanding the MUND (Mixed Use Neighborhood
51 Development) into the C-2 district (Portsmouth Avenue/Epping Road). He noted the density and relaxed
52 parking benefits of MUND and the incentive to developing affordable housing.

53

54 Ms. Martel asked if relief would be needed to build housing in the C-2 district and Mr. Sharples indicated
55 that mixed use was allowed in the C-2 zone, however C-3 cannot have residential development without
56 that relief.

57

58 Mr. Sharples indicated the second zoning amendment was proposed by the Housing Advisory
59 Committee concerning residential conversions, to allow a single-family home to convert to a maximum
60 of four dwelling units provided it meets the minimum lot requirements. Mr. Sharples noted that the
61 requirement for an ADU, which adds one unit, is stricter. Mr. Sharples noted the HAC meets again on
62 January 5th and will review the proposed changes.

63

64 Mr. Sharples discussed the requirement the conversion connect to municipal sewer. He noted there
65 would be the requirement to have connection to water available (if it becomes necessary to do so in the
66 future).

67

68 Ms. Martel asked why the requirement for sewer was not the same for ADUs and Mr. Sharples indicated
69 that a certificate stating the sewer system is adequate is a requirement for approval of an ADU and one
70 additional unit is often not as much of an issue as adding three to four units.

71

72 Mr. Sharples compared the parking requirement for an ADU which is stricter. He noted there could be
73 four parking spaces required for an ADU where one bedroom would require one parking space.

74

75 Mr. Sharples noted that there was a requirement that the residence exist a minimum of ten years prior
76 to converting but that didn't seem to make any sense.

77

78 Mr. Sharples noted the Town is exploring new groundwater sources.

79

80 **V. OTHER BUSINESS**

81

82 • Master Plan Discussion

83

84 • Field Modifications

85

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

87

88 Mr. Sharples reported that a performance guarantee was released for Kady Lane as the
89 condominium association took over and wrote a letter stating that it did not want the
90 improvements.
91

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

93 Mr. Sharples noted that the Stantec presentation concerning the downtown parking analysis on
94 December 13th is available to watch on the town website and he highly recommends watching the
95 presentation which had interesting recommendations including moving the stop sign by Town Hall to
96 the other side of the bandstand and having greenspace in front of the old town hall.

97 **VIII. CHAIRPERSON'S ITEMS**

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

99 **X. ADJOURN**

100 ***Ms. Belanger motioned to adjourn the meeting at 7:59 PM. Mr. Grueter seconded the***
101 ***motion. A vote was taken, all were in favor, the motion passed unanimously.***

102 Respectfully submitted.

103 Daniel Hoijer,
104 Recording Secretary
105 Via Exeter TV