

Town of Exeter  
Zoning Board of Adjustment  
June 20, 2023, 7 PM  
Town Offices Nowak Room  
Final Minutes

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7 **I. Preliminaries**

8 **Members Present:** Chair Robert Prior, Vice-Chair Esther Olson-Murphy, Clerk Theresa  
9 Page, Kevin Baum, and Joanne Petito - Alternate. Planning Assistant Barb McEvoy was  
10 also present.

11  
12 **Members Absent:** Laura Davies, Martha Pennell - Alternate, and Laura Montagno -  
13 Alternate.

14  
15 **Call to Order:** Chair Robert Prior called the meeting to order at 7 PM.

16  
17 **I. New Business**

- 18 A. The application of Kayla and Cory Stewart for a special exception per Article 4,  
19 Section 4.2 Schedule I: Permitted Uses and Article 5, Section 5.2 to permit the  
20 conversion of an existing accessory structure into a residential dwelling unit. The  
21 subject property is located at 43 Epping Road, in the R-2, Single Family  
22 Residential zoning district. Tax Map Parcel #63-107. ZBA Case #23-8.

23  
24 Ms. Stewart said she is looking to convert an existing 42x24 garage into a  
25 third unit. The footprint would be the same. There's plenty of parking, including a  
26 guest spot.

27 Mr. Prior asked if they would build on top of the existing structure or tear  
28 that down. Ms. Stewart said it has to come down, because it doesn't have a  
29 proper foundation.

30 Mr. Prior asked how long the front building had been a two family. Ms.  
31 Stewart said a long time, but she didn't know exactly. There was an addition at  
32 some point to add the one bedroom unit.

33 Mr. Prior asked if this is and will continue to be owner-occupied, and Ms.  
34 Stewart said yes.

35 Ms. Petito asked how large the living space of the new unit would be. Ms.  
36 Stewart said 1,008 [square feet]. Ms. Olson-Murphy asked if there is a size limit  
37 on a conversion, or if that's only on an accessory dwelling, and Mr. Prior said  
38 that's only on an accessory dwelling.

39 Ms. Page asked how many bedrooms are in each of the existing units.  
40 Ms. Stewart said a two bedroom unit and a one bedroom unit, and we are  
41 building a two bedroom. There would be three dwelling units following the  
42 conversion.

43 Mr. Baum asked if a tear-down and replacement is something we've  
44 typically considered a conversion. Ms. McEvoy said yes. Ms. Stewart said she

45 also talked to Mr. Eastman [who was not present] about it and he said yes. Mr.  
46 Prior said the footprint not changing is important.

47 Ms. Page asked if the garage will continue to have two parking spaces,  
48 and Ms. Stewart said yes, that will remain the same. Ms. Page said on the map,  
49 there are six other spaces. Are there eight total spaces? Ms. Stewart said yes.  
50 Mr. Prior said you need one per bedroom plus one for each floor, or six, so  
51 they're good on the parking.

52 Mr. Prior opened the discussion to the public, but there was no public  
53 comment. Mr. Prior closed public session and entered deliberations.

54 Mr. Baum said this is straightforward. It appears to meet all the  
55 requirements. If that's the case, we have to grant the special exception. Mr. Prior  
56 said he doesn't see the need to go through the criteria. We've asked our  
57 questions.  
58

59 **Mr. Baum moved to approve the application for a special exception per Article 4,**  
60 **Section 4.2 Schedule I: Permitted Uses and Article 5, Section 5.2 to permit the**  
61 **conversion of an existing accessory structure into a residential dwelling unit. The**  
62 **subject property is located at 43 Epping Road, in the R-2, Single Family**  
63 **Residential zoning district. Ms. Page seconded. Mr. Prior, Ms. Page, Ms. Olson-**  
64 **Murphy, Ms. Petito, and Mr. Baum voted aye, and the motion passed 5-0.**

- 65  
66 B. The application of Christine Knapp Revocable Trust for a special exception per  
67 Article 4, Section 4.2 Schedule I: Permitted Uses and Article 5, Section 5.2 to  
68 permit an accessory dwelling unit within the existing carriage house located on  
69 the property at 69 Court Street. The subject property is located in R-2, Single  
70 Family Residential zoning district. Tax Map Parcel #83-86. ZBA Case #23-9.

71  
72 Ms. Knapp said she's seeking permission to make the existing in-law  
73 apartment in the hayloft of the carriage house into an accessory dwelling unit.  
74 She plans to live there and rent out the main house, which is too large for just her  
75 and her husband. Mr. Prior pointed out that this is Board member Martha  
76 Pennell's old house.

77 Ms. Knapp said her husband works overseas and she goes to spend time  
78 with him, and the house cannot be left empty in the winter. This winter she had  
79 the sister of a friend stay there when she was traveling and it was very stressful  
80 to find someone to watch the house.

81 Mr. Baum asked if she will stay in the accessory dwelling unit, rather than  
82 renting it out separately, and Ms. Knapp said yes.

83 Mr. Prior asked the square footage of the accessory dwelling unit, and  
84 Ms. Knapp said currently 738 square feet, but it will be 750 square feet. Mr. Prior  
85 said the unit will be expanded, and the permit has been pulled for that. There will  
86 be a garage under and space above. Do you know that one unit needs to be  
87 owner-occupied? Ms. Knapp said yes. She needs to have a US address anyway.  
88 Mr. Prior asked if the main house will be rented as a unit, and Ms. Knapp said

89 yes, she's hoping to find a family who will rent the whole house. Mr. Baum said  
90 it's a single family dwelling, so if they wanted to change that they would have to  
91 come back before the Board. Ms. Knapp said someday she or one of their kids  
92 might want to live in the main house again.

93 Ms. Petito asked if they have parking, and Ms. Knapp said yes, there are  
94 four spaces. Mr. Baum asked if there's an existing in-law apartment. Ms. Knapp  
95 said there's a hayloft; it's not living space now. Mr. Prior asked if this was built as  
96 a carriage house and hayloft, and Ms. Knapp said yes. When she bought the  
97 house, she thought the hayloft would make a great apartment.

98 Mr. Prior said they have a lot of land, and Ms. Knapp said yes, a double-  
99 lot.

100 Ms. Page asked if it will require an occupancy permit and septic approval.  
101 Mr. Baum said just an occupancy permit, since there's town water and sewer.

102 Ms. Petito asked if the parking is between the main structure and the  
103 accessory structure. Ms. Knapp said it's a tight squeeze, but you can get two  
104 cars into the existing garage, and there's plenty of parking beside that. Mr. Prior  
105 said he walked the property, and there's plenty of room for four parking spots,  
106 even without crowding two cars in the garage.

107 Mr. Prior opened the public session, but there was no public comment.  
108 He closed public session and brought the deliberations back to the Board.

109 Mr. Prior said these are two very non-controversial applications tonight. In  
110 the absence of any commentary, he doesn't think the Board needs to run through  
111 the criteria. The applicant understands it needs to be maintained as owner-  
112 occupied.

113 **Mr. Baum moved to approve the application of Christine Knapp Revocable Trust**  
114 **for a special exception per Article 4, Section 4.2 Schedule I: Permitted Uses and**  
115 **Article 5, Section 5.2 to permit an accessory dwelling unit within the existing**  
116 **carriage house located on the property at 69 Court Street in the R-2, Single Family**  
117 **Residential zoning district. Ms. Olson-Murphy seconded. Mr. Prior, Ms. Page, Ms.**  
118 **Olson-Murphy, Ms. Petito, and Mr. Baum voted aye, and the motion passed 5-0.**

119  
120 **II. Other Business**

121 A. Approval of Minutes: May 16, 2023  
122

123 **Ms. Page moved to approve the minutes of May 16, 2023 as submitted. Ms. Petito**  
124 **seconded. Mr. Prior, Ms. Page, Ms. Olson-Murphy, and Ms. Petito voted aye; Mr.**  
125 **Baum abstained, as he was not present at the May 16 meeting. The motion passed**  
126 **4-0-1.**

127 **III. Adjournment**  
128

129 **Ms. Petito moved to adjourn. Mr. Baum seconded. All were in favor and the**  
130 **meeting was adjourned at 7:25 PM.**

132 Respectfully Submitted,  
133 Joanna Bartell  
134 Recording Secretary