Exeter Planning Board March 10, 2016

DRAFT MINUTES

1. Ms. Bergeron called the meeting to order at 7:00 pm in the Nowak Room of the Exeter Town Offices on the above date.

2. MEMBERS PRESENT: Aaron Brown, Langdon Plumer (Alternate), Kelly Bergeron, Katherine Woolhouse, Gwen English, Kathy Corson (Alternate), Ken Knowles (arrived at 7:10)

   Ms. Bergeron said that all members would be voting.

   STAFF PRESENT: Dave Sharples (Town Planner), Sarah McGraw (Recording Secretary)

3. NEW BUSINESS: PUBLIC HEARINGS

   Case # 21602

   The application of Jeremy D. and Dianna J. Russman for a lot line adjustment between the properties located at 10 Highland Street and adjacent property to the rear; and a minor subdivision of the rear property into two residential lots. The subject properties are located in the R-2, Single Family Residential zoning district. Tax Map Parcels #65-142 and #65-138. Case #21602.

   Mr. Sharples stated that the case was complete and ready to be heard.

   *Mr. Brown motioned to open case number 21602 second by Ms. English **VOTE**: Unanimous*

   Gerry Russman described the abutting land. He stated that the neighborhood consisted of residential single family homes. In the undeveloped parcel, the lot line runs through the end of the house. There are 0.7 acres in the back and 0.32 in the front. There is 133 feet of frontage on Highland Street. Mr. Russman said that the plan was to move the lot line back leaving a small section near the street in the deed. For the rehabilitated two family home, the applicant wants a larger back yard for the property and to keep the barn. Mr. Russman said that he will leave the oak and maple grove where they stand. Mr. Russman stated that he went to the Board of Adjustment for a variance to go behind the barn 15 feet rather than 25. Mr. Russman stated that no vegetation will be removed. The properties will be connecting to town water and sewer. He submitted preliminary paper work to Public Works. There is a small grade on the property but no wetlands present. Mr. Russman said he spoke with the town engineer and said that he had purchased two lots on separate deeds. There will be an

easement covering the driveway. Mr. Russman said that he has been building homes on the Seacoast for 30 years.

TOWN PLANNER COMMENTS :

Mr. Sharples summarized his memo to the Planning Board for the lot line adjustment and subdivision. The applicant will be splitting two existing lots into 3. He stated that the lot line adjustment abutting Highland Ave will be increasing frontage by an acre.

For the subdivision there is 15 feet on Highland Ave with access to both lots by a curb-cut and shared driveway. The existing barn does not meet current set back requirements but will meet new lot line setbacks.

Mr. Sharples suggested conditions of approval including, a DWG file given to the town planner which will help the tax maps, driveway easement language approved by Town Council prior to the deed, monumentation of the lot provided according to site and subdivision regulations. The fence is not shown on any plans so Mr. Sharples recommended incorporating into a condition of approval.

BOARD COMMENTS:

Mr. Brown noted the fence and asked the Applicant to comment on.

Mr. Russman said that he was not trying to fence off trespassers, it is a visual barrier and will improve value of the property. The homes will be new England style colonial. Mr. Brown said it is not a requirement to have a fence but considered by the Planning Board. Mr. Russman has no objection to the requests. Mr. Russman stated he buys property to develop fully. He then submitted a photo as an example of a home in Exeter. Mr. Brown suggested adding the type of fence and style to the plans. Mr. Brown asked if the fence is along the setback line. Mr. Russman said the fence will be along boundary lines. Mr. Russman said that they will be planting Norway pines along the fence. Mr. Plumer asked about stormwater runoff. Mr. Plumer asked to show where trees will be planted on the plan. Mr. Russman explained where trees will be planted along the commercial side. Mr. Knowles recommended erosion control showed on the plan. Mr. Knowles asked for a leaching catch basin at the end of the driveway. Mr. Russman said this would happen anyway and agreed. Ms. Woolhouse asked how utilities will service houses. Mr. Russman said that will go underground to the property line and is working with the utility company. Ms. Corson asked if the Board was comfortable with the Applicant making the above changes or coming back with changes. Mr. Russman asked to put as a conditional approval and would be happy to work with the Town Planner. Mr. Sharples said he

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was comfortable with the conditions and included his recommendations. Mr. Knowles suggested adding approval subject to DPW review. Ms. Bergeron said that she will send Mr. Sharples the format of conditions.

PUBLIC COMMENT:

Fredrick Chico of Highland Street asked for the time frame of the project. Mr. Russman replied that after monumentation is installed and after addressing concerns and requirements he hopes to start foundation work early to mid-April and complete at least one house over the summer for fall occupancy.

Mr. Plumer moved to close the public hearing second by Mr. Knowles. ***VOTE:*** *Unanimous*

Mr. Plumer motioned to approve lot line adjustment case number 21602, second by Ms. English.

1. **Aaron Brown: Aye**
2. **Langdon Plumer: Aye**
3. **Kelly Bergeron: Aye**
4. **Ken Knowles: Aye**
5. **Gwen English: Aye**
6. **Katherine Woolhouse: Aye**
7. **Kathy Corson: Aye**

Minor Subdivison

Mr. Plumer moved to conditionally approve the application for case # 21602 as discussed second by Ms. English.

Roll Call Vote

1. **Aaron Brown: Aye**
2. **Langdon Plumer: Aye**
3. **Kelly Bergeron: Aye**
4. **Ken Knowles: Aye**
5. **Gwen English: Aye**
6. **Katherine Woolhouse: Aye**
7. **Kathy Corson: Aye**

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The motion was passed unanimously

Case # 21522

The application of Phillips Exeter Academy for a non-residential site plan review and Conditional Use Permit for the proposed construction of a new Field House (to replace the existing Thompson Cage building) and associated site improvements. The subject property is located off of Gilman Street, in the R-2, Single Family Residential zoning district. Tax Map Parcel #83-1. Case #21522.

Mr. Sharples said that at TRC part of the improvements fall under the aquifer protection district but as far as site and subdivision regulations, the plan is complete. He would not recommend approving case without resolving the aquifer district zoning.

Ms. English motioned to accept jurisdiction for case # 21522 second by Mr. Knowles ***VOTE****: Unanimous*

Mark Leighton director of projects and building systems for Phillips Exeter Academy, introduced the project. He stated that the four waivers are requested for the site plan review. The new field house is part of the overall South Campus Master Plan. Changes include new facilities, parking changes and moving the tennis courts.

Project Schedule: Athletics Field House

Zoning Board Approval: Complete

Planning Board Approval: March-April 2016

De- Construction Thompson Cage: June 2015

Finished: Fall 2017

Peter Reese of Architectural Resources, in Cambridge MA spoke about changes to the building. A 200-meter track fills out the space. There will be track and field activities plus 4 tennis courts in the center of the track. A parking garage will be located beneath the track. A mezzanine is located above the track for wrestling, a squash center and athletic complex. The parking garage is partially underground providing 189 spaces.

Jeff Clifford with Altus Engineering stated that the parking area is being reworked with pavement. Parking will be available for access to Gilman Park. There will be pedestrian access with a major promenade also providing fire department access. Drainage will be added as there will be no changes to the impervious surface. Some outdoor tennis courts will be

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eliminated adding 4 indoors. With 49 acres there will be no changes to impervious area leaving 15,000 square feet of potential development. Mr. Clifford explained drainage and stormwater management. The Applicant will be using best management practices improving drainage as previously no storm water treatment was established. Pervious pavers will be placed strategically in parking lots. In total 600,000 feet of surface runoff will be treated. The Applicant met with AOT and the permit is under review. Wetlands permits are pending. The Applicant presented to Conservation Commission requesting a minimum expedited permit. The Applicant is meeting with the Exeter Squamscott River Advisory Committee. There is an average of 180 feet of buffer along river. Gove Environmental Services conducted a Natural Resource Inventory. Mr. Clifford said that they will work with Mr. Sharples on the aquifer protection district. Other permits include NPDES storm water permits, SWPP, and conducting weekly inspections.

Kyle Zick, Landscape Architect from KZLA, stated that they will be changing the appearance of the project area. Being located next to Little River and inside of watershed, the theme will flow with the natural landscape. The area will be a redesign of what used to be a functional portion of campus. Native Plantings are to be added along the river. Mr. Zick noted the headlight concern at end of the driveway and are studying additional plantings. 160 trees of various sizes plus ground cover and perennial shrubs are to be included.

Mr. Leighton discussed parking. The campus wide post development parking supply will be + 87 spaces. Peak parking demand will be 353. Project area total post development peak demand is 443 spaces.

Steve Purnaw, of Stephan Pernaw and Company, prepared the traffic study. NHDOT traffic data was included. The busiest weekday traffic is Wednesday and Saturday. Sporting events affect average traffic demands. The study looked at options with one exit and two exits. With one exit lane the capacity is 40 % full. Analysis assumes no police control but larger events may require police. Mr. Purnaw stated that he saw no reason to extend Marston street.

Mr. Leighton stated that some events will trigger campus safety and police detail.

Mr. Sharples stated that the proposed fieldhouse is not a part of shoreland district. Initial review was conducted by Exeter's consultants, Underwood Engineers. Mr. Sharples will provide comments from the TRC meeting at the next meeting. Mr. Sharples suggested that the Applicant prepare a parking striping plan and submit to DPW. Mr. Sharples also suggested that the Applicant show the boundary on plans where it enters the aquifer overlay district. He will continue to discuss with the applicant. Mr. Sharples stated that he wouldn't suggest for the

Planning Board to take action until the revised plan shows TRC and Planning Board comments.

Mr. Sharples said that he generally provides motions with waivers for the Board to consider. Mr. Sharples said he wouldn't recommend making a motion on the CUP and Conditions of approval but act on waivers so that applicant can make changes.

Ms. Corson asked how to get people to use Chadwick Way the way it was intended. Mr. Leighton said there will be signage. Gilman Street will be closed after graduation with signage. Ms. Corson also noted Exeter's new Fertilizer zoning. Mr. Leighton said that they will have to look into new changes and will have answers at next meeting. Ms. English noted safety concerns along Chadwick Road for pedestrians. Mr. Leighton described sidewalks with screening to guide pedestrians. Ms. English asked about pervious pavers. Mr. Clifford said that NHDES allows projects to have 5X as much impervious pavement as pervious.

Mr. Knowles said the NHDOT recommends not using as much salt. Court street is used for biking and suggested a bike lane. Mr. Plumer said that there will be activity in the maintenance area. Mr. Leighton said that they are working with a contractor.

Ms. Bergeron noted the letter sent from homeowner Kevin Montville and stated that all members of the Planning Board received the letter. Mr. Leighton said that new lighting will be added to Chadwick Lane and appropriate lighting on parking areas. The project is pursuing LEED compliance which will include dark sky compliance. Mr. Brown suggested a pedestrian sidewalk along Chadwick Lane.

PUBLIC COMMENT: None

Mr. Plumer moved to close the public hearing. Mr. Knowles noted closing the public hearing will not allow them to continue on to the next meeting. Mr. Plumer withdrew his motion.

Mr. Knowles motioned to continue the public hearing for case number 21522 to April 14th, second by Mr. Plumer.

Roll Call Vote

1. **Aaron Brown: Aye**
2. **Langdon Plumer: Aye**
3. **Kelly Bergeron: Aye**
4. **Ken Knowles: Aye**
5. **Gwen English: Aye**
6. **Katherine Woolhouse: Aye**
7. **Kathy Corson: Aye**

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Case # 21528

The application of Phillips Exeter Academy for a non-residential site plan review and Conditional Use Permit for the proposed relocation of the remaining nine (9) tennis courts and associated site improvements in preparation for the proposed development of the Theater and Dance Center on the southerly portion of the campus. The subject property is located off of Gilman Street, in the R-2, Single Family Residential zoning district. Tax Map Parcel #83-1. Case #21528.

Mr. Sharples stated the plan was complete to accept jurisdiction.

Mr. Knowles motioned to accept jurisdiction for case # 21528, second by Mr. Plumer. ***VOTE:*** *Unanimous*

Mr. Leighton discussed the relocation of the tennis courts. Nine courts will be relocated and four will be added indoors. Ken Costello with MSRT Architects stated the courts will be moved to accommodate the Center for Theater and Dance. A waiver is requested for drainage work in the wetland buffer. There will be a new spectator area with a pavilion. The Conditional Use Permit is requested for wetland buffer disturbance. There is a plan for a 100-year storm event. The flood plain will recede with the dam removal. The plan went before TRC review and Conservation Commission review for expedited permit.

TOWN PLANNER COMMENT

Mr. Sharples reviewed the plan and recommended to wait on taking action until revised plans are submitted.

PUBLIC COMMENT: None

Mr. Plumer motioned to continue Planning Board Case 21528 to April 14th, second by Mr. Knowles.

Roll Call Vote

1. **Aaron Brown: Aye**
2. **Langdon Plumer: Aye**
3. **Kelly Bergeron: Aye**
4. **Ken Knowles: Aye**
5. **Gwen English: Aye**
6. **Katherine Woolhouse: Aye**
7. **Kathy Corson: Aye**

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The motion was passed unanimously

4. **OTHER BUSINESS**

Ms. Bergeron noted the memo from Barb McEvoy to improve the planning review process Site plan review and subdivision regulations require submission of documents in PDF format using language from Portsmouth's regulaions.Ms. Bergeron suggested considering the proposed amendment at the next available meeting April 24th. Language will be added to include Mr. Sharples request about DWGs as a separate item.

Ms. Bergeron also noted for the Rules of Procedure the Planning Board may make recommendations to the Select board for reappointment, those up for reappointment have until the end of the month to respond. Mr. Knowles and Mr. Plumer were working on their reappointments.

5. APPROVAL OF MINUTES: February 11, 2016

Mr. Plumer motioned to approve the minutes of February 11, second by Ms. Woolhouse.

Roll Call Vote

1. Langdon Plumer: Aye
2. Kelly Bergeron: Aye
3. Katherine Woolhouse: Aye
4. Gwen English: Aye
5. Aaron Brown: Abstention
6. Kathy Corson: Abstention
7. Ken Knowles; Abstention

6. TOWN PLANNER ITEMS

Mr. Sharples stated he was happy to be present and looks forward to working with the Planning Board. Mr. Sharples said that the Planning Board was the authority on the master plan. He asked if the TRC meetings could be farther away from the Planning Board meetings to give applicants more turnaround time. Ms. Bergeron said that they have been working on the process and making it more streamlined. Ms. Bergeron said that they are willing to streamline the calendar and asked Mr. Sharples to bring a revised calendar for the Board to review.

Mr. Plumer asked Mr. Sharples to give a timeline for what needs to be done to work on the

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master plan. Mr. Sharples said that they need to establish a steering committee, create a scope of the chapters, release an RFP and interview consultants.

Mr. Plumer recommended reading Communities and Consequences by Peter Francie.

Mr. Knowles motioned to adjourn, second by Mr. Plumer. ***VOTE:*** *Unanimous*

The meeting was adjourned at 10:35

Respectfully Submitted,

Sarah McGraw

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