Draft Minutes

Exeter Technical Review Committee

April 3, 2025

The meeting began at 10:00 a.m. in the Nowak Room of the Exeter Town Office building.

**Application**

***The application of Willey Creek Company for a site plan review, lot line adjustment and Wetlands and Shoreland conditional use permits along with supporting documents for the proposed relocation of Building D of the Ray Farm Condominium development off of Ray Farmstead Road. The subject properties are located in the C-3, Epping Road Highway Commercial zoning district and are identified as Tax Map Parcel #47-8-1 and #47-8.1. PB Case #22-3.***

**Attendees: Town staff**: Town Planner, Dave Sharples; Building Inspector/Code Enforcement Officer, Douglas Eastman; Conservation and Sustainability Planner, Kristen Murphy, Town Engineer, Paul Vlasich, P.E., Deputy Fire Chief, Jason Fritz, DPW Director, Stephen Cronin.

**Third Party Consultant**: Allison Rees, P. E., Underwood Engineers

**Applicant and Representatives**: Jonathan Shafmaster, William Blackett & Katie Ellis, Ray Farm Company and Willey Creek, LLC, R. Timothy Phoenix, Esq. Hoefle, Phoenix, Gormley & Roberts, PLLC, Katharena Morrill, E.I.T., Millenium Engineering, Inc.

**Public Representatives**: Kevin Mielke and Marty Kennedy, Ray Farm residents.

The committee reviewed plans submitted to the Planning Office. Following a brief overview, items of discussion included, but were not limited to the following: roadway/driveway designation, connections, water/sewer configurations, catch basins, box culvert approvals, cul-de-sac requirements, crosswalks, turning radius for fire trucks, ev charging and basement location with regard to sprinklers, need for CUP both shoreland and wetland, incomplete, unverifiable plans, waivers. The plans submitted for this TRC were noted to be very preliminary and in need of completion.

All items discussed will be outlined in a TRC comment letter to be provided to the Applicant and their representatives by next week.

The applicant plans to consider options regarding whether or not they will resubmit plans in anticipation of another TRC or submit a Design Review/Conceptual plan for the April 24th meeting.

The meeting adjourned at 11:06 a.m.

Respectfully submitted,

Kathleen Croteau

Administrative Assistant