

4 **Members Present:**

5 Doug Knott, Chairman  
6 Tim Finan, Selectmen’s Rep  
7 Pete Basiliere, Member  
8 Elaine Cohen, Member  
9 Paul Amato, Member

**Staff:**

Lincoln Daley, Comm. Dev. Director  
Darlene Bouffard, Recording Secretary

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11 **Members Absent:**

12 Janet Langdell, Vice Chairman  
13 Susan Robinson, Member  
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16 This meeting was conducted pursuant to the State of New Hampshire Emergency Order #12 pursuant to  
17 Executive Order 2020-04. As such, the meeting was conducted in person and on zoom.  
18

19 **1. Call to order:** Chairman Knott called the meeting to order at 6:30 p.m. indicating that tonight is for the  
20 public hearing of three Planning Board applications. D. Knott stated that E. Cohen is now a full Planning  
21 Board member. Planning Board members and staff were introduced by D. Knott.  
22

23 **2. Public Hearing:**

24  
25 a) **Case SD 2022-02 Charles and Bonnie Vanetti (owners), Tax Map 31, Lots 26 and 26-1, 44 and**  
26 **48 Riverview Street.** Public hearing for a Lot Line Adjustment application to modify the property  
27 lines between the subject properties within the Residence “A” zoning district.

28 D. Knott read the application information. P. Amato moved to accept the application for review. E.  
29 Cohen seconded. All were in favor. Motion passed. P. Basiliere moved no potential regional impact.  
30 T. Finan seconded. All were in favor. Motion passed. The abutters list was read by D. Bouffard,  
31 there were no abutters present.

32 Bonnie Vanetti and Charles Vanetti were present and explained the application, noting that the  
33 application is to incorporate (Linden Street Extension) into the property right down to the river, which  
34 they have been using as their driveway for a very long time, and was never developed as a road.  
35 When #48 Riverview Street was established, that house was behind their property. A survey was  
36 done and they would like to adjust the two properties into one. The Registry of Deeds does not have  
37 anything ever recorded for the Linden Street Extension, which was proposed to the Selectmen but  
38 was abandoned and the Vanetti’s have been using that as a driveway for quite some time, the other lot  
39 also has a house on it. P. Amato asked if there are two houses on one lot; to which B. Vanetti  
40 explained there are two lots, #44 and #48 Riverview.

41 L. Daley said there are two lots, the first lot is a smaller lot and the other one is larger – the Vanetti’s  
42 want to eliminate the lot line and adjust the two lots right up the middle. This has been a very long  
43 process, the Vanetti’s have been very patient. L. Daley is recommending that the Planning Board  
44 include the red line on the plans provided tonight to show the previous property line which would be  
45 removed. L. Daley indicated this is actually a minor adjustment to the plan to show the previous lot  
46 line. T. Finan asked if the driveway is on Riverview St.? B. Vanetti responded that the entrance to  
47 the driveway is on Riverview Street. L. Daley said there is an existing driveway easement that the two  
48 properties share right now, he asked if they would need to change that to reflect the LLA? B. Vanetti  
49 did not know the answer, but noted that both properties will still need the easement and both  
50 properties can use the easement, neither property owns 100% of the driveway. James Vanetti, son of  
51 the applicants, said the easement will stay in effect because the beginning of the driveway is on his  
52 property but they still need that easement to get to their property, there is no change to that easement.

53 L. Daley asked if that easement specifies meets & bounds. James Vanetti said it does not, but it does  
54 state that #44 and #48 Riverview both have the right to the access on the easement for the driveway.

55 T. Finan asked about the sewer line, is there an easement for that? Charles Vanetti said yes there is, it  
56 went all the way to the river and to Lorden Lumber. In the 1980's the main sewer line was put in and  
57 goes to the Sewer plant. T. Finan asked if the wording for that easement needs to change? C. Vanetti  
58 said that is a town easement for that line. L. Daley said the access easement starts on Linden Street  
59 and allows the town to access that utility on the back half of the property. P. Amato said the part  
60 behind #44 did not have a sewer easement; B. Vanetti said there was also an easement along the  
61 River. L. Daley indicated part of the approval will include the easement for that sewer line. P.  
62 Amato said the deed for #44 will need to show that easement. L. Daley agreed that will be part of the  
63 approval. P. Amato said the sewer easement was on #48 and now it will be on #44 so that needs to be  
64 shown on the easement.

65 Seeing no other Board discussion, D. Knott opened the meeting to the public; there were no  
66 comments or questions from the public. D. Knott closed the public meeting. P. Amato moved to  
67 grant conditional approval for the Lot Line Adjustment with the change of the property boundary and  
68 easement document changes. T. Finan seconded. All were in favor. Motion passed.

69 **b) Case SP2022-02 Regent Square Properties and Matthew Berry (owners/applicant), Tax Map 25**  
70 **Lot 159, 20 South Street.** Public hearing for a Minor Site Plan review application concerning the  
71 conversion of commercial space into a pop-up/test kitchen and tattoo parlor within the Commercial  
72 "C" zoning district and Oval Subdistrict.

73 D. Knott read the application information. P. Amato moved to accept the application for review. E.  
74 Cohen seconded. All were in favor. Motion passed. T. Finan moved no potential regional impact.  
75 P. Basiliere seconded. All were in favor. Motion passed. The abutters list was read by D. Bouffard,  
76 there were no abutters present.

77 Lauren Foster and Matt Berry, applicants, explained the application for a pop-up restaurant at 20  
78 South Street, which will use the space above Amigos, mostly for storing supplies and for use for food  
79 photography for social media and also having private tastings. There is a separate space on the  
80 second floor for a tattoo parlor (Wicked Ways). D. Knott asked about staff and deliveries (parking).  
81 M. Berry said we mostly work with farmers and he brings in food himself. The hours of operation are  
82 by appointment only for the private tastings. The pop-up restaurant concept has been working for  
83 about two years. D. Knott asked how many people will attend the private tastings? M. Berry  
84 responded it could be from 2 to 18 people. L. Foster said it is usually for about 6 people at about 6  
85 p.m. until about 8 p.m., 9 p.m. at the latest. The tastings are done 2-3 times per month.

86 D. Knott asked about a dumpster? M. Berry said they have an agreement with Amigos to use their  
87 dumpster. L. Daley asked how does the tattoo work together with the pop-up restaurant, or do they?  
88 M. Berry said the only part that shares anything in the space, is the bathroom, but the tattoo business  
89 is completely separate from the pop-up restaurant. L. Daley asked how will people (customers)  
90 access both businesses? M. Berry explained this space is directly above Amigos, the entrance on the  
91 sidewalk is for the other offices (attorneys) located in the space and Amigos, the pop-up restaurant  
92 (Dahlia's) does not use those entrances. M. Berry said there is a lane between Amigos and Union  
93 Coffee and there is access back there for this business.

94 D. Knott asked the hours for the Tattoo business? M. Berry said they are by appointment only, there  
95 will be a sign by the back door where it leads into their business. L. Foster said when entering the  
96 property, the door/stairs enters right into the Tattoo business and if you go up the next stairway, then  
97 go left, it goes into the pop-up restaurant through that door. They will use the entire second floor  
98 except for the two law offices. The photography is set up in the back with special lighting, etc. P.  
99 Amato asked if food is prepared off site? M. Berry said it is, usually at Culture on Nashua Street.  
100 The food is then re-heated for this operation. P. Amato asked if the Health Department is okay with  
101 that, preparing food in one location and serving it in another location? L. Daley said this has all been  
102 vetted with Town staff. L. Daley said at one point, the applicants talked about expanding the kitchen,  
103 will that be done in the future? M. Berry said for this space, it will just be the pop-up concept which  
104 will work best. L. Daley asked if there will be way-finding signs so people can find the business from  
105 the street? That driveway is active and the town wants to avoid any conflict of vehicles with  
106 pedestrians. M. Berry said they would be adding signage.

107 D. Knott asked why the access cannot be from the front? When people are walking across a vehicular  
108 access and also having deliveries at the same access, it can be problematic. L. Foster said when  
109 people are coming for private tastings, they cannot go in the front entrance. P. Amato asked if there  
110 are two bathrooms on the second floor? M. Berry said there is a bathroom that is shared with  
111 Dahlia's and the Tattoo business and another bathroom for the lawyer suite. P. Basiliere asked about  
112 the number of people attending the private tastings? M. Berry said the maximum in attendance for a  
113 private tasting would be 18 people.

114 L. Foster said the space would allow for 40 people, but we do not have enough plates, etc. for that  
115 many. P. Basiliere said parking is always a concern on the oval and this potentially could add 18-20  
116 people; he asked what is the plan for parking for staff and guests? M. Berry responded it is usually  
117 two employees (Matt and Lauren) and one other person. The staff and guests will be told to park on  
118 the oval. M. Berry noted that 18 guests is not the norm, it is mostly 2-4 people at a tasting, two or  
119 three times per month. We usually have the pop-up on a Sunday or Monday after work and so far  
120 there not been any parking issue. L. Daley said the town can work with the owner of the business to  
121 utilize off-street parking.

122 Seeing no further questions or comments from the Board, D. Knott opened the meeting to the public,  
123 asking people to state their name and address and those that are abutters, may speak first. There were  
124 no people that asked questions in person or on zoom. D. Knott closed the public hearing.

125 P. Amato moved to approve this minor site plan within the Commercial Zone. E. Cohen seconded for  
126 discussion, commenting that there was a staff comment about grease traps. L. Daley said that is  
127 handled at the Building Permit level. All were in favor of the motion. Motion passed.

128

129 **c) Case SD2022-03 Kincaid Realty Trust and Meridian Land Services, Inc. (owners/applicant),**  
130 **Tax Map 43 Lot 16, 323 South Street.** Public Hearing for a Minor Subdivision application to  
131 subdivide the subject property into two total lots within the Commercial "C" zoning district.

132

133 D. Knott read the application information. P. Amato moved to accept the application for review. T.  
134 Finan seconded. All were in favor. Motion passed. P. Basiliere moved no potential regional impact  
135 for the application. E. Cohen seconded. All were in favor. Motion passed. The abutters list was  
136 read by D. Bouffard, there were no abutters present.

137 Sam Ingram, Meridian Land Services, presented the application to subdivide the current land into two  
138 parcels. One of the lots has the existing Auto Repair shop on it; these lots are served by Town Water  
139 and Sewer is available for the new lot. The existing lot has a private sewer line and town water line.  
140 S. Ingram noted the one issue with this project is that a very old water line runs through the woods  
141 down to the existing DPW property, but nobody knows exactly where it is, but water goes through it.  
142 That would be addressed and there will be an upgraded water line along South Street to address it. P.  
143 Amato asked if there will be one street closed for the water line installation? S. Ingram responded  
144 there may be two lines installed. D. Knott asked whether the new lot will be developed? S. Ingram  
145 answered there is currently no plan for development.

146 P. Amato asked how much of that land is usable? S. Ingram is not sure how much of it can be  
147 developed because of the upland area, there is not as much developable area as the body shop has. D.  
148 Knott asked what is the intent for the subdivision? S. Ingram said there is no proposed development  
149 of the new lot at this time. L. Daley said the corner of the new and current lots should have  
150 monumentation added to the plan so that it gets done. S. Ingram said they have already set the  
151 corners of the existing lot, but we have never set the monumentation for any missing corners of an  
152 existing lot. P. Amato said we are not asking for the southerly monuments on the existing lot. L.  
153 Daley is requesting that any missing monumentation be set with the subdivision, it is always good to  
154 have the monuments, especially if a lot is going to be sold. It would require 8 points to be set, there is  
155 a jog in one of the lot lines. P. Amato asked why there is a jog on that line? S. Ingram was not sure,  
156 but believes it was part of the DOT property line. P. Amato states that if the pins were not set along  
157 the jog, no one would ever know there is a jog in the line.

158 Seeing no further comments or questions from the Board, D. Knott opened the hearing to the public,  
159 asking that abutters be able to speak first and state your name and address for the record. Seeing  
160 there were no questions or comments from the public, D. Knott closed the public portion of the  
161 hearing.

162 S. Ingram said the monuments along the back of the lot will likely fall over time, so they should be  
163 points on a line (since the area is so wet). Instead of actual pins, it would be along dry land in order  
164 to calculate along the back of the property because it is so wet. We will set in the most reasonable  
165 (dry) place for the corners.

166 P. Amato moved to approve the application, with the monumentations to be done for both parcels, all  
167 corners, to be set as discussed. P. Basiliere seconded. All were in favor. Motion passed.

168

169 **3. Other Business:**

170 L. Daley said that he will pull out the Site plan for Milford Family Dental if Board members  
171 would like, regarding the air conditioning units being put on the Elm Street side of the  
172 building, which may not be consistent with the approved Site plan. L. Daley has visited the  
173 site and spoken to the Building Inspector and it was found the a/c units were installed as  
174 approved, but there were some mini splits that were designed in the field to ventilate and  
175 circulate the air in the building. Staff is going to speak to the contractor on that. There is  
176 significant landscaping on the site and the thought is to mitigate the condenser (for the mini  
177 split) with landscaping. D. Knott said the taller plantings will hide the building and he is  
178 concerned with this being a field change. L. Daley said the contractors did not feel it was a  
179 change to the site plan.

180

181 P. Basiliere asked who made the change? L. Daley responded a building contractor might  
182 have made the change in the filed but he does not see it as being a big issue if they block the  
183 condenser with landscaping. P. Amato expected the building to look different than it has  
184 come out. L. Daley commented it does look like the rendering presented. The concern of D.  
185 Knott is if this was a change that was not approved. P. Amato feels it is an accommodation  
186 that could have come back to the Planning Board. L. Daley indicated this site is part of the  
187 Elm Street Overlay District. D. Knott asked if this change should have come back to the  
188 Board? L. Daley responded in the future if it is a change to what was approved, yes this  
189 could go back to the Board. D. Knott indicated this should not be mitigated. P. Amato said  
190 we could let L. Daley talk with the contractor and see what they can do about the visual  
191 impact. D. Knott said the applicant needs to know that it is not okay to make these changes  
192 in the field. L. Daley said they cannot move the mini splits, they are now a part of the  
193 design.

194

195 P. Basiliere also said the sign also draws the eye to that area of the condenser. D. Knott  
196 asked if we can take a look and talk to them about if it can be moved? E. Cohen suggested  
197 maybe an architectural screening could be added. D. Knott said the landscaping is not  
198 complete yet but landscaping to cover a condenser can easily become overgrown. L. Daley  
199 said the builder is very creative and maybe can provide ideas for a feature to help it blend in.  
200 D. Knott said it is in the overlay district and this could be an opportunity to see how it can be  
201 fixed. P. Amato said in this case we talked about the Overlay District, at the meetings and  
202 the mini split position is not acceptable. L. Daley responded in the future the elements like  
203 this could come back to the Planning Board if there is a change in the field if that is felt to be  
204 necessary. If we want to take the looks of the town serious, D. Knott said we should stick to  
205 what we have in those regulations.

206

207 P. Basiliere asked if the Master Plan will be brought to the May 3 Work Session for  
208 discussion? Planning Board should begin that process. D. Knott said we might need more

209 help with the Master Plan since we have not set up a plan yet. D. Knott said the level of  
210 change we are looking at is significant. We will need to reach out to NRPC for assistance.  
211 L. Daley said NRPC could help frame a discussion to allow another point of view and  
212 approach. P. Basiliere suggested Work Sessions between May and this fall should have time  
213 dedicated to the Master Plan. First, P. Amato said the Planning Board needs to decide if the  
214 Planning Board will do it all, or staff will do, or with Community Involvement- we need to  
215 decide as a Board what we want to do. NRPC can help us to get that framework set up.  
216

217 L. Daley stated if staff will be required to lead the Master Plan effort, that is all staff can do.  
218 P. Amato does not want to expend a lot of time and not have the Master Plan better in the end  
219 than it is right now. E. Cohen asked if anyone has looked at the Exeter Master Plan, if not,  
220 you should. P. Amato said the Master Plan is a large effort. D. Knott said it will probably be  
221 done by staff, community input and a consultant. L. Daley wants the Board to understand the  
222 Master Plan will not get done in 2022; we are looking at a two to two and a half year effort;  
223 we need to frame the vision with 2023 focusing on the writing effort. P. Amato said there are  
224 different priorities in different chapters, he would rather do it ourselves but understands that  
225 it will take time. D. Knott agrees that it will take time. P. Basiliere said we need to start  
226 talking about it, to at least get the ball rolling. Everyone should take a look at the current  
227 Master Plan from 2017. P. Amato said the Master Plan gets things talked about other than  
228 just applications and that is good.  
229

230 L. Daley indicated the Planning Board bases their policies on the Master Plan, the Board of  
231 Selectmen needs to be involved in the process; he is glad T. Finan is a Planning Board  
232 representative for the Board of Selectmen and any issues can be brought to them.  
233

234 **4. Meeting Minutes:**

235 T. Finan moved to approve the minutes of April 5, 2022 as presented. E. Cohen  
236 seconded. All were in favor. Motion passed.  
237

238 **5. Upcoming Meetings:**

239 5/3/22 –Work Session  
240 5/17/22 – Public Hearing  
241

242 **6. Adjournment.** The meeting was adjourned at 7:47 p.m. on a motion made by T. Finan and seconded by  
243 P. Amato. All were in favor. Motion passed unanimously.  
244  
245

246  
247 \_\_\_\_\_ Date: \_\_\_\_\_  
248 Signature of the Chairperson/Vice-Chairperson:  
249  
250