



Planning Board – August 28, 2017, 6:30PM
City Hall Council Chambers – 3 Washington Street, 2nd floor

AGENDA

- I. **Call to order** – roll call
- II. **Minutes of previous meeting** – July 24, 2017 and August 1, 2017 Special Planning Board Meeting
- III. **Public Hearings**
SPR-09-17 – MoCo Arts – 38 Roxbury Street – Site Plan – Applicant Jim Phippard of Brickstone Land Use Consultants, LLC on behalf of MoCo Arts proposes to construct a new 2-story, 16,533 SF performing arts center at the site of the former YMCA. The site is .79 acres in size and located in the Central Business Zoning District and the Historic District (TMP# 017-07-016).
- IV. **Continued Public Hearings**
SPR-578, Mod. 1 – 219 West Street – Mobil Gas Station – Site Plan – Applicant/Owner Summit Distributing, LLC proposes re-development of a gas station/convenience store/canopy/underground fuel storage and shifting of Ashuelot Street driveway. The site is 18,240 sf in size and located in the Commerce Zoning District (TMP# 098-02-014).

S-04-17 – 62 Nims Road – Conservation Residential Development Subdivision – Applicant Wendy Pelletier of Cardinal Surveying & Land Planning, on behalf of owners John & Frances Bolles, requests a Conditional Use Permit to subdivide property located at 62 Nims Road into a 3-lot Conservation Residential Development with 11.74 acres placed into open space. A waiver is requested from Section VI.9.b of the Planning Board Site Plan and Subdivision Regulations to allow each lot to be accessed from Nims Road. The existing site is 19.48 acres in size and located in the Rural Zoning District (TMP# 903-19-015).
- V. **Public Hearings**
S-05-17 – 618 Court Street – Subdivision – Applicant Wendy Pelletier of Cardinal Surveying & Land Planning, on behalf of owner Mark Harper proposes to subdivide property located 618 Court Street. The site is .75 acres in size and located in the Low Density Zoning District (TMP# 118-02-010).

S-06-17 – 490 Washington Street – Subdivision – Applicant/Owner Toby Tousley proposes to subdivide property located 490 Washington Street. The site is 2.61 acres in size and located in the Low Density Zoning District (TMP# 012-02-005).

SPR-967, Mod. 8G – 0 Cypress Street – Site Plan – Applicant Rob Hitchcock of SVE Associates, on behalf owner Railroad Street Condominium Association proposes 4 additional parking spaces on Cypress Street. The site is 9.28 acres in size and located in the Central Business Zoning District (TMP# 023-04-027).
- VI. **New Business**
- VII. **Director Reports**
Transition to Electronic Devices
- VIII. **Upcoming Dates of Interest – September 2017**
Planning Board Meeting – September 25, 6:30 PM
Planning Board Steering Committee – September 12, 12:00 PM
Joint PB/PLD Committee – September 11, 6:30 PM
Planning Board Site Visits – September 20, 8:00 AM – To Be Confirmed

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**CITY OF KEENE
NEW HAMPSHIRE**

**PLANNING BOARD
MEETING MINUTES**

Monday, July 24, 2017

6:30 PM

Council Chambers

Members Present

Gary Spykman, Chairman
Mayor Kendall Lane
Andrew Bohannon
Martha Landry
George Hansel
Pamela Russell Slack
Chris Cusack
Nathaniel Stout

Staff:

Rhett Lamb, Asst. City Manager/Planning
Director
Michele Chalice, Planner
Tara Kessler, Planner

Members Not Present:

Douglas Barrett, Vice-Chair
Tammy Adams, Alternate
David Webb, Alternate

I. Call to order – Roll Call

Chair Spykman called the meeting to order at 6:30 PM and a roll was taken.

II. Minutes of previous meeting – June 26, 2017

A motion was made George Hansel to accept the June 26, 2017 minutes. The motion was seconded by Mayor Kendall Lane and was unanimously approved.

III. Public Hearings

1. **S-04-17 Public Hearing– 62 Nims Road – Subdivision** – Applicant Wendy Pelletier of Cardinal Surveying & Land Planning, on behalf of owners John & Frances Bolles, proposes to subdivide property located 62 Nims Road into three lots. A waiver is requested from Section III.B.6 Hillside Protection of the Planning Board Site Plan and Subdivision Regulations. The existing site is 19.48 acres in size and located in the Rural Zoning District (TMP# 903-19-015).

2. **S-03-17 – 72 Old Walpole Road – Subdivision** – Applicant Wendy Pelletier of Cardinal Surveying & Land Planning, on behalf owner, Rick Willson proposes to subdivide property located 72 Old Walpole Road. The site is 1.03 acres in size and located in the Low Density Zoning District (TMP# 152-04-003).

Chair Spykman stated because of an error on the abutter notices these two items will not be addressed tonight. He indicated the items will be heard at a Special Planning Board meeting scheduled for Tuesday, August 1.

3. **SPR-08-17 – Water & Grove Streets – Site Plan** – Applicant Wendy Pelletier of Cardinal Surveying & Land Planning, on behalf owner Jeanette Wright proposes a commercial parking lot. The site is 4,635 SF in size and located in the High Density Zoning District (TMP# 028-03-011).

Chair Spykman read into the record a letter from Cardinal Surveying & Land Planning asking that this item be withdrawn from today's agenda as there was an incomplete list on the abutter list for the Zoning Board hearing where this item was originally heard. The applicant will be

applying to go before the Zoning Board on September 5 and then reapply to come back before the Planning Board.

A motion was made by Mayor Kendall Lane to accept the applicant's request to withdraw this application. The motion was seconded by George Hansel and was unanimously approved.

4. **SPR-578, Mod. 1 – 219 West Street – Mobil Gas Station – Site Plan** – Applicant/Owner Summit Distributing, LLC proposes re-development of a gas station/convenience store/canopy/underground fuel storage and shifting of Ashuelot Street driveway. The site is 18,240 sf in size and located in the Commerce Zoning District (TMP# 098-02-014).

A. Board Determination of Completeness.

Michelle Chalice recommended to the Board that Application SPR-578, Mod. 1 was complete. A motion was made by George Hansel that the Board accept this application as complete. The motion was seconded by Pamela Russell-Slack and was unanimously approved.

B. Public Hearing

Mr. Tom Frawley of Summit Distributing and Mr. Huseyin Sevincgil of NHF Design were the next two speakers. Mr. Sevincgil with reference to a rendering stated the existing site is an 860 square foot convenience store located behind the existing canopy. The canopy has two existing fuel dispensers with four fueling positions. The proposal is to demolish the 860 square foot convenience store. The 4,000 square foot building will be remodeled into a new convenience store and the existing canopy will be replaced and four fuel dispensers with eight fueling positions will be added. The existing two driveways on West Street would remain; the driveway on Ashuelot will be moved further away from the intersection of Ashuelot and West Streets.

There will be sidewalk constructed in front of the 4,000 square foot building with parking in front. Parking in the rear will remain. There will be certain drainage improvements done on the site which has been reviewed by staff. The only customer entrance would be located at the front of the site.

Councilor Hansel asked whether the foot print of the larger building is going to be expanded to the rear. Mr. Frawley answered in the negative.

Chair Spykman asked the applicant to address traffic. Mr. Sevincgil stated they had a traffic consultant prepare trip generation. The proposal is to remove some of the retail space and expand the larger foot print. According to the trip generation done based on the ITE Standards – AM had three total trips, PM had 31 total trips, Saturday 16 total trips (peak hour). After the proposed development, AM peak hour 41 total trips, PM peak hour 54 total trips, Saturday 28 total trips during mid-day peak hour.

Councilor Hansel asked what the treatment was going to be around the dumpster. Mr. Sevincgil stated it would be a cedar fence, six feet high with double gates.

Chair Spykman felt the curb cuts along West Street seem wide open and asked for a more distinct in and out lanes. Mayor Lane expressed his concern about access to this site from West Street as well and asked how the applicant plans on having traffic use the curb cuts as designated. He added from West Street accessing the bank is unsafe as traffic exiting the gas pumps turn right in front of those waiting to turn into the bank; this traffic should be required to use the curb cut and asked how that was going to be delineated and asked for some sort of

mitigation. Ms. Landry asked what happens to traffic that exits the gas pumps and want to access the bagel shop or bank if there was some sort of barrier. Mayor Lane stated if there was a barrier from West Street back about 50 to 75 feet, if they wanted to go into the bagel shop, take a right hand turn out of the pump and then go in the entrance of the bagel shop.

Mr. Lamb suggested that perhaps the applicant could work with the adjacent property owner on a shared curb cut which would allow for the exits to be a little cleaner out of the dispensing stations. This would provide for one defined curb cut which would provide access to both sites. Chair Spykman felt there are quite a few potential conflicts at this site and this might be a good opportunity to clean up a stretch of West Street which can be a “free for all” for traffic entering and exiting this site. Mayor Lane noted with the parking being moved to the front of the site, it gives more opportunity for traffic to enter and exit the site on the side.

Mr. Frawley stated they also have concern about the traffic traveling east on West Street attempting to enter this site which could cause some head on situations which they are trying to avoid. Mr. Frawley stated they will work with the engineers on a solution.

Staff comments were next. Ms. Chalice stated the applicant is working with the city to clean up some drainage problems on this site. They will be taking the roof top runoff and using an LID measure to infiltrate that water.

Screening – The applicant started out with a chain link fence but has now settled on wooden fencing which is more in keeping with the city’s standards.

Lighting – The project is utilizing all dark sky fixtures, fully shielded. The under canopy lighting is also within the Board’s standards.

Comprehensive Access Management – A bike rack is being provided to be utilized by staff and customers. They are also using material to keep with the city’s architectural character.

Traffic – Traffic generation memo was requested because of the doubling in the fueling stations. The building will also be nearly as big as the Cumberland Farm gas station located on Main Street. There is going to be a dramatic expansion of the retail space. Ms. Chalice stated the Cass’s Closet site which used to be located here does not come anywhere close to what this new use will generate in traffic. The other concern is the delay to West Street traffic because of the delay in turning movements right at this intersection. The City Engineer and planning staff are asking for a full traffic report to better understand the full impact.

Ms. Russell-Slack did not feel the comparison to Cumberland Farm Gas station was a good comparison as this is the only gas station on Main Street except for the one on lower Main Street. She stated she is aware of this site and her biggest concern is the traffic that cuts through this site to avoid the light. Ms. Russell-Slack stated she likes just having one curb cut on Ashuelot Street.

Mr. Stout felt the nature of this business is not going to bring in new traffic but will bring in a different traffic pattern and felt re-directing the traffic on the property might be prudent.

Mayor Lane asked about parking in front of the building and asked for staff’s opinion. Ms. Chalice stated the Board does have this policy and this might have been something she missed. Mr. Lamb felt this is something staff should be working with the applicant on. He noted staff is asking for a continuance so that the traffic issue could also be addressed.

Mr. Lamb stated when the Mascoma Bank came before the Board there were some difficult maneuvers that were added to that parking lot to create some conflict and not have a direct route. He added this is always an issue with any corner lot and added this is something staff could work on with the applicant.

Ms. Landry asked whether the Police Department could provide the number of accidents that have happened at this site. Mr. Lamb stated this something that will be provided with a traffic report.

Councilor Hansel asked the applicant to explain how gas trucks will access the site. Mr. Frawley referred to the route on the plan and added 80% of the deliveries will happen between midnight and 6 am.

The Chairman asked for public comment, with no comments from the public the Chairman closed the public hearing.

C. Board Discussion and Action

A motion was made by Mayor Kendall Lane that the Planning Board continue this application to the August 28 Planning Board meeting. The motion was seconded by Councilor George Hansel and was unanimously approved.

VI. New Business

None

VII. Director Reports

Transition to Electronic Devices – Mr. Lamb stated this item will be addressed during the August meeting and staff would make sure the Board is properly updated on this issue.

VII. Upcoming Dates of Interest – August 2017

Planning Board Meeting – August 28, 6:30 PM

Planning Board Steering Committee – August 15, 12:00 PM

Joint PB/PLD Committee – August 14, 6:30 PM

Planning Board Site Visits – August 23, 8:00 AM – To Be Confirmed

On a unanimous vote, the meeting adjourned at 7:25 PM.

Respectfully submitted,
Krishni Pahl
Minute Taker

Reviewed by: Rhett Lamb, Planning Director
Edits, Lee Langella

**CITY OF KEENE
NEW HAMPSHIRE**

**SPECIAL PLANNING BOARD
MEETING MINUTES**

Tuesday, August 1, 2017

6:30 PM

Council Chambers

Members Present

Nathaniel Stout, Acting Chairman
Martha Landry
Pamela Russell Slack
David Webb
Tammy Adams

Staff:

Rhett Lamb, Asst. City Manager/Planning
Director
Tara Kessler, Planner
Michele Chalice, Planner

Members Not Present

Gary Spykman
Douglas Barrett
Chris Cusack
Councilor George Hansel
Mayor Kendall Lane
Andrew Bohannon

I. Call to order – Roll Call

A motion was made by Pamela Russell Slack to nominate Nathaniel Stout to act as Chairman for today's meeting. The motion was seconded by Martha Landry and was unanimously approved.

Chair Stout called the meeting to order at 6:30 PM and a roll call was taken.

II. Public Hearing

1. **S-04-17 – 62 Nims Road – Subdivision** – Applicant Wendy Pelletier of Cardinal Surveying & Land Planning, on behalf of owners John & Frances Bolles, proposes to subdivide property located 62 Nims Road into three lots. A waiver is requested from Section III.B.6 Hillside Protection of the Planning Board Site Plan and Subdivision Regulations. The existing site is 19.48 acres in size and located in the Rural Zoning District (TMP# 903-19-015).

A. Board Determination of Completeness.

Planner Tara Kessler stated the applicant is requesting exemptions to provide the following technical reports: grading, landscaping, lighting, drainage, and traffic. As this is a subdivision that has no proposed development at this time, staff is agreeable to granting the requested exemption and recommend to the Board that Application S-04-17 was complete.

A motion was made by Pamela Russell Slack that the Board accept this application as complete. The motion was seconded by Martha Landry and was unanimously approved.

B. Public Hearing

Ms. Wendy Pelletier addressed the Board and referred to this three-lot subdivision and to Nims Road and Concord Road on the plan. Ms. Pelletier stated this is a 19 acre lot encumbered by wetlands and steep slopes. The middle lot has the existing home with the well and septic, the southern lot will have the barn and the northern lot has no structures on it.

Ms. Pelletier stated the Hillside Protection Ordinance prohibits development on steep slopes. She noted the standard dictates that you can only use 50% of the precautionary slope – the northern lot is 5.45 acres but only 2.6 acres are usable, which makes it an unbuildable lot. The applicant is asking for a waiver as they feel they have enough building area (1.13 acres). If the applicant had gone with a CRD Subdivision they would have been permitted to go with one-acre lots and would not have had to account for the steep slopes and could have accounted for 20,000 square feet of buildable area, which the applicant does have.

Ms. Pelletier then went over the waiver criteria:

a) *That granting the waiver will not be contrary to the spirit and intent of these Regulations;*
All the development being proposed is in the existing open area. There are no trees being proposed to be cut down in the steep slopes.

b) *That granting the waiver will not increase the potential for creating adverse impacts to abutters, the community or the environment;*

The first abutter is 25 feet from the property line and the next house is about 500 feet away. She did not feel the proposal would have any impact on the abutters. Otter Brook Dam is to the east and they would not be impacted by any of the building.

c) *That granting the waiver has not been shown to diminish the property values of abutting properties.*

Any building being proposed would be residential and in keeping with the look of the neighborhood.

d) *Consideration will also be given to whether strict conformity with the regulations or Development Standards would pose an unnecessary hardship to the applicant.*

There is no way to get a five-acre lot out of what exists here.

Ms. Landry asked for explanation of what is being proposed versus a CRD. Ms. Pelletier explained a CRD is an alternative subdivision where part of the lot would have been placed in conservation and the applicant would have been permitted to go with smaller lot size. The applicant did not want to pursue this option.

Ms. Russell-Slack clarified the waiver is only for the five acre lot. Ms. Pelletier agreed.

Mr. Webb asked what happens if someone purchased this parcel; what would prevent them from clear cutting this parcel. Ms. Kessler stated any future owner would also need to abide with the Hillside Protection Ordinance. That applicant would have to prove they are not impacting 20,000 square feet of precautionary slope as well as changing the vegetative cover.

Chair Stout asked if all three lots were built out, under the five-acre zoning or the CRD how they would look different. Ms. Pelletier stated the building area would be in the same place, the new buyer would be purchasing an acre or so of land and the rest would go into conservation.

Staff comments were next. Ms. Kessler stated the applicant is proposing to create three lots from a 19.4 acre lot. The northern lot would be 5.54 acres (waiver being requested) the middle lot would be 7.41 acres (existing house) and the southern lot would be 6.5 acres. Since there is no

new development is being proposed, the Board's development standards are not applicable, except for Hillside Protection and Surface Water.

Ms. Kessler stated with respect to Hillside Protection, the site is covered by steep slopes; 8.5% of prohibitive slopes (slopes are greater than 25%) and 20% are precautionary slopes (15% - 20%). Subdivision Regulations not the Zoning Ordinance require an applicant to exclude all prohibitive slopes and 50% of precautionary slopes from the calculation of minimum lot size. In a rural zone the minimum lot size is five acres and if the prohibitive slopes were taken out of this lot it would not meet the minimum lot size. This is what the applicant is seeking a waiver from. As there is no development being proposed this time, it is not a waiver from the Hillside Protection Ordinance and even if they were to receive a waiver it still does not discount them from having to meet the requirements of the Hillside Protection Ordinance.

The manner in which to make sure they will abide by the rules of the Hillside Protection Ordinance is to make this part of the Building Permit Application process.

Chair Stout asked if this waiver was approved whether it will go into effect when they want to build on this site. Ms. Kessler stated the waiver is only for the subdivision to occur. She also noted if this site was to be developed it would happen on the southern lot unless a conditional use permit was obtained to build into the steep slopes.

Sewer and Water – No city water and sewer service on Nims Road, applicant has shown these houses would be suitable for a well, septic system and leach field.

Surface Water and Wetlands – There are wetlands present on this property and the applicant has excluded this area from the calculation of minimum lot size. There is approximately 1.7 acres of wetland on the southeast portion of the site and two smaller areas that encroach the northern lot.

Ms. Landry referred to the August 1 letter from Cardinal Surveying and asked if the applicant was to go the CRD route whether they will be able to use up to 20,000 square feet of precautionary slopes. Ms. Kessler stated CRD is an alternative to the conventional subdivision where it takes into consideration natural features of an area (steep slopes, wetlands etc.) and allows a property owner to build around those features. A CRD is required for proposals of three new lots and a road; in this case only three lots are being proposed and not a road and this is why it is not a requirement. Mr. Lamb added a CRD will create a permanent restriction on land that is set aside for conservation purpose either through a covenant or an easement. Mr. Lamb noted this may be a difficult piece of property to put a CRD in place as there is already a house located on it.

Chair Stout asked how many CRD's the City has approved. Mr. Lamb stated it is about two or three (Daniels Hill Road and Darling Road) and there is development on both these properties. Ms. Landry asked whether a CRD could have a negative financial impact on the value of a property. Mr. Lamb stated that was hard to predict.

The Chair asked for public comment next.

Ms. Eileen Sarson who lives north of this property asked how this will affect the use of her property if it is in one designation versus a CRD; could something be posted on her property say no trespassing or is she obligated to have property use her land.

Mr. Lamb stated typically the designated open space is owned by an association; the conservation value is protected by an easement and is monitored by an entity such as the Monadnock Conservancy. It is privately owned land so there is no requirement for public access but the owners could choose to permit access to the public.

Ms. Adams asked whether there was any exploration of alternate lot size or alternate boundaries. Ms. Pelletier stated she has proposed about four iterations of layouts, in order to get another lot, but it would have to be a back lot with minimum frontage and a very long driveway. The further back you move there are other issues that arise.

With no further comments, the Chair closed the public hearing.

Ms. Landry stated she believes in property owners being able to develop their property but felt it was important to honor the hillside and protect the steep slopes. She felt this can both be done with a CRD.

Ms. Russell Slack stated she was on the Council when this Ordinance was approved and stated she had also visited this property. She added she has difficulty approving this proposal the way it is but agreed the applicant has done more work with it since she visited the site. Mr. Webb stated he too is leaning towards a CRD.

Chair Stout felt the shape of these lots were not unreasonable and did not feel the difference between the buildable areas is that stark to be denied. He felt the building codes and zoning standards should be used to ensure development meet city standards. He expressed the burden the denial would put on the applicant.

Ms. Russell Slack asked what the burden to the applicant would be should this application not be approved.

The Chairman reopened the public hearing to hear from the applicant.

John Bolles applicant stated his mother is currently in a nursing home. He stated his mother needs as much finances out of this project as possible. He noted they already have 20,000 square feet to be able to accommodate the third lot. He clarified that he does need the waiver for the steep slopes even though he is not going to build on it. Ms. Kessler explained the Zoning Ordinance needs five acres to meet the minimum lot size and the subdivision regulations indicate you have to exclude all the prohibitive slopes and 50% of the precautionary slopes, which is close to three acres which will leave the applicant with a little over two acres. The reason Ms. Pelletier is asking for a waiver is because it does not meet the minimum of five acres. Ms. Kessler went on to say what Mr. Bolles is saying is that Ms. Pelletier has proved that there is adequate land area to construct a house, well and a septic system without impacting the steep slopes.

Mr. Bolles stated his mother did not want “post-it” size house lots and hence the reason they constructed on the center lot.

The Chairman closed the public hearing.

Mr. Webb asked for clarification as to what the CRD would do to the three lots. Chair Stout stated a CRD would open up all three lots as a single conservation residential district and then

gets redeveloped as smaller lot and the larger lot gets put into a covenant disallowing any further development to occur. Mr. Lamb stated with a CRD you would start the process over again; the primary values of land for conservation will be identified. After which the appropriate locations will be identified to situate building sites. Chair Stout asked whether there could be denser development on this lot under a CRD. Mr. Lamb stated the maximum number would be three and this is done through a zoning calculation.

Ms. Landry clarified with a CRD the applicant is assured all three lots are buildable and stated she saw value in that option. Mr. Lamb added Ms. Pelletier has identified a little over two acres which is buildable and which area is not affected by hillsides.

Ms. Adams stated after listening to the testimony she is inclined to grant the waiver, having confidence in the standards with respect to construction on prohibitive slopes. Chair Stout added if the Board did not approve this proposal they would continue this application, giving the applicant time to reconsider their approach. Chair Stout asked staff if this matter was continued whether the applicant would come back with a CRD or a subdivision application. Mr. Lamb stated it would be up to the applicant and asked that the Board not deny the application but rather continue the matter giving the applicant the opportunity to come back with an alternative. Mr. Lamb added staff could work with the applicant and bring some ideas back as well.

C. Board Discussion and Action

A motion was made by Martha Landry that the Planning Board continue the Public hearing for Application S-04-17 to the August 28 Planning Board meeting. The motion was seconded by Pamela Russell Slack and was unanimously approved.

2. **S-03-17 – 72 Old Walpole Road – Subdivision** – Applicant Wendy Pelletier of Cardinal Surveying & Land Planning, on behalf owner, Rick Willson proposes to subdivide property located 72 Old Walpole Road. The site is 1.03 acres in size and located in the Low Density Zoning District (TMP# 152-04-003).

A. Board Determination of Completeness.

Planner Michele Chalice stated the applicant has requested site specific exemptions which are not present on this site and recommended to the Board that Application S-03-17 was complete. A motion was made by David Webb that the Board accept this application as complete. The motion was seconded by Martha Landry and was unanimously approved.

B. Public Hearing

Ms. Pelletier referred to Old Walpole Road on a Plan and referred to the proposed lot which has two dwellings on it. There are two driveway entrances, one to the house and the other services both dwellings. The proposal is for a back lot, 24,000 square feet in size with both residences on the front lot. The existing driveway will be used as a shared driveway. The lot is serviced by city water and sewer. No waivers are being requested.

The Chairman asked whether the second driveway will be shared with the back lot and the second house. Ms. Pelletier agreed it would be shared from the property line.

Staff comments were next. Ms. Chalice stated this property is part of the Maple Acres neighborhood. There are no wetlands, no steep slopes or surface waters to take into consideration. She noted the two driveways on the property have been in existence prior to 1989 before the driveway regulations were put in place. The two dwelling structures have been on this

site as well since that time. The site meets the 10,000 square foot lot requirement, no development is being proposed at this time so the rest of the Board Regulations are not applicable.

Chair Stout asked whether there was no possibility for access to the back lot from anywhere else. Ms. Chalice stated the applicant would need an additional driveway access for that to occur and this would mean three driveways - and that would not be prudent for this area given the traffic on Old Walpole Road. Chair Stout asked why this application did not come before the Board sooner if it was this simple and also added he has heard criticism in the past of lots shaped in this manner, which are referred to as a pork chop lot. Ms. Chalice stated she wasn't sure what the applicant's intention for this design was but noted there are quite a few lots in similar size on Old Walpole Road.

Chair Stout asked about a driveway being located right on the boundary line and clarified the Board doesn't usually ask for a setback. Ms. Chalice stated that they normally do but this is an existing driveway and the Board is likely to hear from an abutter. The Chair asked whether a condition could be added to move the driveway three feet back from the property line. Mr. Lamb stated the Board at this time is not talking about a site plan application; this is a subdivision application but it is unique in that it has two existing driveways and the existing condition is allowed as it pre-existed the City's Driveway Standards. However, the extension of the driveway to the buildable portion would have to comply with all the current standards and this is a three foot minimum from the property line. The Chair asked whether the Board could dictate the length of the driveway. Mr. Lamb stated there is a limit of 300 feet before it needs Planning Board approval. Ms. Pelletier stated the length is 200 feet.

Chair Stout opened the public hearing.

Ms. Cynthia Harrington of 1 Glen Road stated she is concerned about the driveway that goes to the back of the house. She noted in the winter when the snow gets pushed from that driveway it gets pushed to the left corner of Glen Road which causes a visual barrier to exit out of Glen Road. There is also excess water from snow that goes down Old Walpole Road and eats away the road. Ms. Harrington asked whether she can be assured this would be just one building lot. Chair Stout agreed it would be as this property is located in the low density zone.

Mr. Anthony DiTullio of 58 Old Walpole Road stated the new lot being proposed would be in his back yard. He noted what it sounds like it that there is going to be a building where one is not supposed to be located which would eventually cause him to sell his property. He stated he likes the wooded area that exists right now. Mr. DiTullio felt too many houses are possibly going to be located in a small area. He raised concern about the dwellings that will surround the shared driveway.

Mr. DiTullio stated he likes the location they live as it takes away from the congestion of the rest of the city and adding a building to that lot would congest things

Chair Stout asked Mr. DiTullio whether he would consider a vegetative screening. Mr. DiTullio felt it wouldn't be the same as having a wooded lot, one row of vegetation would not be the same as having 200 feet of a wooded lot in his backyard.

Mr. Rick Wilson, owner of the property stated Mr. DiTullio's house was also part of a subdivision and he purchased the house in the same type of situation. He referred on the plan to

where Mr. DiTullio's has occupied a portion of his property. With reference to snow, the only snow left is what the sidewalk plow leaves behind and because of the way the terrain is, makes it difficult to plow up and hence the snow gets pushed downhill.

Chair Stout asked Mr. Wilson whether there was a steep grade on this road. Mr. Wilson stated it was an average slope. The Chair asked whether anything different could be done with the snow, Mr. Wilson stated if there was he would.

With no further comments, the Chair closed the public hearing.

C. Board Discussion and Action

Ms. Landry asked who owned lot behind this lot, which is referred to as "unknown owner". Staff wasn't sure. The Chair stated because the applicant is present today, it is likely the abutters were notified as well. Staff agreed.

The Chair felt this subdivision should be allowed but wasn't sure how the extended driveway was going to be located. He asked how far back this driveway was going to be located from the boundary line. Mr. Lamb stated according to the zoning code there is a three foot minimum setback requirement. He added there will be a transition that would need to take place in a reasonable way and added the City Engineer would approve this unless it exceeded three feet, at which time it will come back before the Board.

A motion was made by Martha Landry that the Planning Board approve S-03-17, 2 lot subdivision with the following conditions: Approve S-03-17, as shown on the plan identified as "2 Lot Subdivision Plan, 152-04-003-0000, 72 Old Walpole Road, Keene NH 03431", prepared by Wendy S. Pelletier. LLS of Cardinal Surveying and Land Planning, at a scale of 1" = 20', dated June 16, 2017 with the following conditions:

1. Owner's signature on plan prior to approval.

The motion was seconded by Pamela Russell Slack and was unanimously approved.

On a unanimous vote, the meeting adjourned at 8:00 pm.

Respectfully submitted,

Krishni Pahl
Minute Taker

Reviewed by: Rhett Lamb, Planning Director
Edits by: Lee Langella

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STAFF REPORT

SPR-09-17 SITE PLAN REVIEW – 38 Roxbury Street, MoCo Arts Building

Request:

MoCo Arts is proposing to construct a 16,533 SF performing arts center on their 0.79 acre parcel located at 38 Roxbury Street in Keene, NH. This parcel is in the Central Business zoning district, TMP # 017-07-016. The two-story building will contain a 200-seat black box theatre, three studios, administrative offices, changing rooms, restrooms and storage areas.

Background:

This project received a Conditional Site Plan Approval at the City of Keene's July 25, 2016, Planning Board meeting. Subsequently, a Demolition Permit was issued by the Code Enforcement Department on October 10, 2017; the YMCA building has been removed and the site prepared for new construction. However, per Planning Board Site Plan and Subdivision Regulation 11.a.'s 180-day deadline for the completion of conditions, the original site plan approval expired on January 25, 2017; hence the new application, staff report and presentation.

With regard to the former YMCA building's status as a Primary Resource in Keene's Historic District, a Certificate of Appropriateness was issued for the project on May 18, 2016 by the Historic District Commission. Per Section Planning Board Site Plan and Development Regulation III.B.4., this review and approval supersedes the Planning Board's Development Standard 19, Architectural and Visual Appearance.

Completeness:

A revised set of project plans were submitted on August 8, 2017 including:

- 1) "Proposed New Facility for MOCO ARTS, 38-42 Roxbury Street, Keene, NH 03431" prepared by Brickstone Land Use Consultants at a scale of 1" = 20' on June 17, 2016 and last revised on March 8, 2017 incorporating a revised Drainage Plan and revised Utility Plan.
- 2) Elevations identified as "MoCo Arts, Building Elevations" prepared by KCS Architects at a scale of 3/16" = 1' on February 10, 2017, and
- 3) A revised Drainage Report, dated March 9, 2017.

The applicant has not requested additional site-specific exemptions. Staff recommends that the Planning Board accept the application as "complete."

Departmental Comments:

Due to the previous approval and minimal subsequent site plan change listed below, no additional comments were solicited or received by other Departments with the exception of the continuing negotiations regarding an agreement between the applicant and the City specifying the details, construction timing and future maintenance responsibilities of a relocated stairway access to the second floor municipal parking garage.

Application Analysis:

The following is a review of the Board's relevant standards to only the aspects or items that have changed since the project's previous approval:

1. Drainage:
 - A. The permeable pavers are replaced with stamped concrete at the entry courtyard with appropriate, revised grading.
 - B. Catch Basin 7 was relocated as shown on the revised grading plan sheet C-103 and the utility plan sheet C-104.

STAFF REPORT

- C. Per the revised Drainage Report and Drainage Plan noted earlier, these changes were deemed acceptable and appropriate by staff. This standard has been met.
8. Screening: The screened dumpster enclosure's height is increased to 8-feet and enlarged to add a storage shed. This standard has been met.
10. Lighting:
- A. The initial condition requiring additional lighting at the rear northwest corner of the building was remedied per a revised lighting plan submitted on August 4, 2016.
 - B. One pole light was removed at the loading dock area, and three additional wall mounted lights were added per the revisions submitted April 4, 2017.
 - C. This standard has been met.
13. Comprehensive Access Management:
- A. The handicapped-accessible parking space and accessible route is relocated to the east side of the building with revised grading. Correspondingly, the stop sign location at Roxbury Street is shifted.
 - B. The brick benches are removed from the entry courtyard area.
 - C. The vertical granite curb is changed to a sloped granite curb along the front planter and courtyard area.
 - D. The material and design of the courtyard retaining wall is changed from brick to a concrete base with a top rail. The top rail is of the same material and design as the rail surrounding the landscaped area adjacent to the courtyard.
 - E. The stairs at the parking garage are shifted along with a re-aligning of the associated striping of the crosswalk.
 - F. This standard has been met.

RECOMMENDATION FOR APPLICATION:

If the Board is inclined to approve this application, the following motion is recommended:

Approve SPR-09-17, as shown on the plan set entitled "Proposed New Facility for MOCO ARTS, 38-42 Roxbury Street, Keene, NH 03431" prepared by Brickstone Land Use Consultants at a scale of 1" = 20' on June 17, 2016 and last revised on March 8, 2017 along with elevations identified as "MoCo Arts, Building Elevations" prepared by KCS Architects at a scale of 3/16" = 1' on February 10, 2017 with the following conditions prior to signature by Planning Board Chair:

- A. Prior to signature, submittal of an agreement specifying the details, construction timing and future maintenance responsibilities of a relocated stairway access to the second floor municipal parking garage.*
- B. Submittal of security for landscaping, erosion control measures and a geospatially-referenced, "as-built" site plan in a form and amount acceptable to the Planning Director and City Engineer.*
- C. Owner's signature on plan.*

CITY OF KEENE | PLANNING BOARD

SITE PLAN REVIEW / MODIFICATION APPLICATION



This form must be filled out in its entirety. If a box is not checked, staff will assume that the information is not provided and the application is, therefore, not complete. Incomplete applications will not be accepted for review.

REC
AUG 9 8 2017
By

A Project Name <i>MoCo Arts</i> <i>38 Roxbury Street</i>	Date Received/Date of Submission:	<i>AUG 9 8 2017</i>
	Tax Map Parcel number(s) <i>017-07-0160000</i>	Date of pre-application meeting:
Project Address: <i>38 Roxbury St</i>	OWNER	Name: <i>Moving Company Dance Center / DBA Moco Arts</i> <i>Regan Messer, Exec Dir</i>
Acreage/S.F. of Parcel: <i>.79 +/- 134,412 +/-</i>		Address: <i>76 Railroad St Keene NH 03431</i>
Zoning District: <i>Central Business</i>		Telephone\ Email: <i>357-2100 rmesser@moco.org</i>
		Signature: <i>[Signature]</i>
	APPLICANT	Name: <i>Same as above</i>
		Address:
		Telephone\ Email:
		Signature: <i>[Signature]</i>

Modifications: Is this a modification to a previously-approved site plan: No Yes: SPR#: _____ Date: _____

For those sections of the application that are not affected by the proposed modification to the previously approved site plan, you are encouraged to request exemptions in lieu of submitting required documents.

B Descriptive Narrative Including

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Type of development | <input checked="" type="checkbox"/> Sedimentation Control | <input checked="" type="checkbox"/> Scope/scale of development |
| <input checked="" type="checkbox"/> Proposed uses | <input checked="" type="checkbox"/> Vegetation | <input checked="" type="checkbox"/> Parcel size |
| <input checked="" type="checkbox"/> Location of access points | <i>N/A</i> <input type="checkbox"/> Debris management | <input checked="" type="checkbox"/> Proposed stormwater, drainage & erosion plan |
| <input checked="" type="checkbox"/> Any other descriptive information | <i>N/A</i> <input type="checkbox"/> Disposal proposals for boulders, stumps & debris | |

C A complete application must include the following

- | | |
|---|--|
| <input checked="" type="checkbox"/> Two (2) copies of completed application forms signed & dated | <input checked="" type="checkbox"/> Plans stamped/signed by reg. professional |
| <input checked="" type="checkbox"/> Two (2) copies of descriptive narrative | <input checked="" type="checkbox"/> Two (2) copies on 11" x 17" |
| <input checked="" type="checkbox"/> Notarized list of all owners of property within 200' | <input type="checkbox"/> Three (3) copies of all technical reports |
| <input checked="" type="checkbox"/> Two (2) sets of mailing labels, per abutter | <input type="checkbox"/> Two (2) color architectural elevations on 11" x 17" |
| <input checked="" type="checkbox"/> ^{Two (2)} Seven (7) copies on "D" size paper of plans (24" x 36") | <input type="checkbox"/> A check to cover the costs of legal notice to advertise |
| <input type="checkbox"/> Three (3) copies of "D" size architectural elevations (24" x 36") | the public hearing, mailing notices out to abutters |

**Site Plan Application Narrative
MoCo Arts
38 Roxbury Street
Keene, NH**

August 08, 2017

This application is a re-submittal of a site plan previously approved as SPR-07-16 with minor modifications approved in April 2017. The site plan was inadvertently allowed to expire prior to signature. MoCo Arts is requesting re-approval of the same modified site as previously approved.

MoCo Arts is proposing to construct a new 16,533 sf +/- performing arts center at the site of the former Keene YMCA at 38 Roxbury Street. The property is a 0.79 acre tract located in the Central Business District and in the Downtown Historic District. The site was previously occupied by an empty 48,540 sf +/- building, a portion of which had been deemed a Primary Resource in the Downtown Historic District. A Certificate of Appropriateness was approved by the Historic District Commission on May 18, 2016 to allow removal of the existing building.

The new two story building will house a 200 seat black box theatre, three studios, administrative offices, changing rooms, restrooms and storage areas. Onsite parking for 23 cars will be provided. A designated pickup/drop off lane is provided on the west side of the building with onsite queuing for up to 20 cars provided. Site lighting will consist of full cutoff LED fixtures on poles at the rear parking area and wall mounted over the pedestrian walkways around the building. LED bollards will be utilized adjacent to the front courtyard and entry area.

LID measures incorporated into this site plan include a new stormwater infiltration system below the parking spaces and circulation lanes on three sides of the building. The stormwater infiltration system takes advantage of the sandy soils on the site and reduces stormwater runoff from entering the city storm drains at Roxbury Street.



**Site Plan Application Narrative
MoCo Arts
38 Roxbury Street
Keene, NH**

August 08, 2017

Development Standards

1. **Drainage** - Stormwater runoff from this site will be reduced through the use of an onsite infiltration system. On site drainage will be collected in catch basins and infiltrated through a perforated pipe system into the existing sandy soils below the parking and circulation areas. Hooded outlet pipes and sumps will be used in each catch basin to remove sediments and contaminants prior to infiltration. The infiltration system is designed for a 50 year design storm. Runoff exceeding the capacity of the system will discharge to the existing 48" city storm drain which passes through the west of the site to Roxbury Street. The net result is a decrease in stormwater runoff leaving the site. See attached drainage letter from Thayer Fellows, PE.
2. **Sediment/Erosion Control** - Silt fence will be erected around the perimeter of the areas to be disturbed during construction. Silt Soxx and/or filter fabric will be installed on existing and newly constructed catch basins to prevent sediment from entering the stormwater infiltration system. All erosion control measures will remain in place until the site has been vegetated and stabilized.
3. **Hillside Protection** - N/A
4. **Snow Storage and Removal** – Snow storage areas are identified on the site plan. Excess snow will be removed from the site.
5. **Flooding** - This site does not lie within the 100 year floodplain.
6. **Landscaping** – New landscaping is proposed adjacent to the entry courtyard and along the Roxbury Street frontage, and adjacent to the parking spaces at the rear of the building. Plantings will include 2 Chanticleer Pears of 3" caliper; a Pinky Winky Hydrangea tree; and a variety of shrubs and perennials. New shrubs will include 7 Lil Kim white Hibiscus, 7 Lil Kim red Hibiscus, 7 Gold Star Juniper, 34 Bar Harbor Juniper, and 3 Anthony Waterer Spirea. Perennials include 3 Echinacea, 3 Daylily, and 8 Heuchera. Outdoor areas for use by students and employees will be loamed and seeded.
7. **Noise** - This proposal will comply with the Keene Noise Ordinance.



8. **Screening** - The dumpster enclosure at the rear of the site will be enclosed with 8 foot high metal panels matching the wall panels at the rear of the building. Roof mounted HVAC units will be installed at the rear of the building and screened with parapet walls. They will not be visible from Roxbury Street.
9. **Air Quality** – N/A
10. **Lighting** – Onsite lighting will be provided using LED full cutoff fixtures. There will be two 15 foot high pole lights at the rear parking area, 11 bollards along the front courtyard area, 8 wall mounted lights along the east, north and west sides of the building and 3 ceiling mounted lights on the east side of the building. Average light levels will be between 1.15 and 1.27 footcandles with a uniformity ratio between 2.5 and 3.8:1. The light poles and bollards will be on timers and be shut off at 10PM. Wall mounted lights will remain on for security. Reduced light levels drop to an average between 0.31 and 1.14 footcandles. This is consistent with the lighting standards for a low activity area.
11. **Sewer and Water** – Sewer and water services exist on Roxbury Street at the site and are adequate for the proposed use. New water service lines will be installed to provide both domestic water and fire sprinkler protection. A new 4” sewer line will also be installed.
12. **Traffic** – A Memorandum on trip generation and traffic impacts for this project was prepared by Stephen G. Pernaw & Company. The proposed MoCo Arts facility will operate from 9AM – 9PM on Mondays and Thursdays; 10AM – 9PM on Tuesdays and Wednesdays; Noon to 6:30PM on Fridays; and 9AM – 3PM on Saturdays. They will generate approximately 129 vehicle trips during the PM peak hour. This is slightly less than the former YMCA traffic, which generated approximately 133 vehicle trips during the PM peak hour. The net impact to traffic on Roxbury Street is negligible.

Onsite pick up and drop off for students is provided with queuing for up to 20 cars. This will greatly reduce the pedestrian crossings at Roxbury Street from the previous use and improve public safety at this location.
13. **Comprehensive Access Management**– The City Express bus route includes a stop at the senior housing adjacent to this site. The bus operates Monday through Friday from 8AM to 5PM. A city sidewalk exists along the frontage of this property at Roxbury Street. On site sidewalks will be constructed encircling the building and will connect to the existing city sidewalk and to the city parking garage adjacent to the site. A bike rack will be installed on site to the west side of the building adjacent to the main entrance.
14. **Hazardous and Toxic Materials** – The property owner has no knowledge of existing contamination on the property.

15. Filling/Excavation – Fill and excavation normal to the construction of a new building is proposed. Truck routes to the site will be Route 12A to Court Street to Main Street to Roxbury Street and/or Rt. 12 to Main Street to Roxbury Street.

16. Wetlands – No wetlands exist at the site.

17. Surface Waters – None

18. Stump Dumps – None

19. Architecture and Visual Appearance – The architecture of the new building was approved by the Historic District Commission on May 18, 2016 and issued a Certificate of Appropriateness for the Historic District. A copy is attached.

South Primary Façade:

We have created a pedestrian friendly approach to the building by way of an entry court on the west side of the lot, facing Roxbury Street and Central Square. This entry court is similar in scale to the set back courtyard entry at the Abner Sanger building next door, and is consistent with the existing pattern of construction on the street. The black box theater is a windowless volume, which we have set back from the street behind a glass lobby. The lobby has a glass storefront entrance, similar in scale and height to other storefronts in the district, and then a translucent insulated wall above the storefront. This translucent wall has a grid pattern which breaks down its scale in a way that respects the surrounding architectural scale and fabric of building materials. The height of the lobby wall is 28 feet high. The height of the black box walls behind it is 38' high. This is more consistent with a 3 story building in height, and is due to the technical and rigging requirements within the black box theater itself. This height works well on that block when one considers the buildings across the street that are a bit lower than the taller Abner Sanger building next door, and when one also considers the more residential buildings to the east side of this lot. Please take a look at the street views provided.

We have located the dance studios at the street line, as these rooms want windows and light, and this is a good place to pick up on the rhythm of fenestration that exists on the historic streetscape. This front part of the building, up at the street, is two stories tall with an overall height of 34 feet. It is all red brick, consistent with the building materials in the district. The red brick would be a brick veneer wall type construction, with coursing and details consistent with the how the wall is actually constructed, as it was in the older buildings of the district as well. The brick detailing should be consistent with how it is built, which is what is proposed. If you look at the street views, you will see that this façade is also of a proportion and scale consistent with other buildings in the historic district. We have designed a corner storefront window facing Central Square at the west side of the studio rooms. This window picks up on the scale of the corner storefront window in the adjacent Abner Sanger building. After this corner window, the fenestration recedes in width toward the east side of the lot to pick up on the residential

scale of the fenestration on the east side of the building, toward the houses of Roxbury Street.

Outside of the young arts studio, and in front of the lobby, is a landscaped garden area with wrought iron style fencing, in which the children can partake of outdoor activities during camp programs. We have designed the fencing to be a contemporary version of New England wrought iron style fencing, not unlike the fencing material down the street at the NGM gardens on West Street, just shorter, but also with plantings. The fencing will be a lighter aluminum color, and also incorporate bollard lighting to illuminate the approach to the building.

West Façade:

This façade does not face the street and is not entirely visible from the street. The front part of the façade would be visible as one approaches from Central Square. This façade is designed to be red brick with punched windows from the front south façade turning the corner onto this west façade. There is also a MoCo sign located on this façade, and a storefront entrance both to the Young Arts Studio and to the entry lobby. The garden area outside of the Young Arts Studio would also be visible, as well as the children playing within it.

The back of the west façade is the red brick wall of the Black Box Theater. It is not visible from the street, and does not include any fenestration. It has wall mounted lights and a back service door to the black box theater.

North Façade:

This is the back façade of the building. It is not visible from a public way. It is a combination of red brick, split face masonry units, and corrugated metal panels, as noted in the drawings. It has a loading dock, a rear service door and windows to the faculty spaces at the second level.

East Façade:

This façade does not face the street and is not entirely visible from the street. This east façade is also primarily red brick. There is no fenestration proposed for the front portion of this wall, as these are the mirrored walls of the dance studios on the interior. There is signage, lighting, and also a tree proposed at the front corner of the east façade. There is also more of the translucent insulated Kalwall proposed for the back studio at the second floor level, and then a mix of storefront windows and split-faced masonry units toward the rear, outside of the Green Room, and red aluminum wall panel at the very back at the second floor level.

In Conclusion, MoCo has focused its budgetary efforts on the primary south façade and entrance of the building. This is the façade that will be visible from the street, and the façade that draws the public into the theater, and vice versa. It is a classic red brick

façade with punched windows in the scale and proportion of its historic neighbors. The design is a contemporary complement to the Historic District. It respects the materials and proportions of the district without mimicking them. It will bring art and movement to this area still vacant from the loss of the YMCA, while it is also a building that will be considered to be a historic example of our period in the years that come.

PROPOSED NEW FACILITY FOR:

MoCo ARTS

38-42 ROXBURY STREET
KEENE, NEW HAMPSHIRE 03431

OWNER:

MoCo Arts - 76 Railroad St, Keene, NH
Contact: Reagan Messer
603.357.2100

ARCHITECT OF RECORD:

Katie Cassidy Sutherland Architect PC
310 Marlboro Street, Keene, NH 03431
Contact: Katie Sutherland
603.439.6648

CONSULTING DESIGN ARCHITECT:

H3 Hardy Collaboration Architecture
55 Broad Street, 19th Floor, New York, NY 10004

SITE DEVELOPMENT CONSULTANT:

Brickstone Land Use Consultants, LLC
185 Winchester Street, Keene, NH 03431
Contact: Dave Bergeron
603.357.0116

SITE ENGINEER:

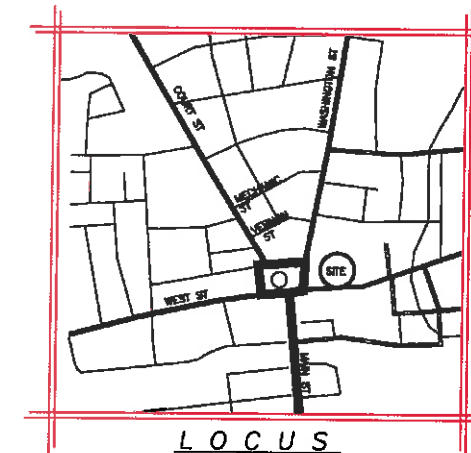
Thayer Fellows PE
County Road P.O. Box 428, Walpole, NH
603.456.4811



SHEET INDEX:

- C-101 EXISTING CONDITIONS PLAN
- C-102 PROPOSED CONDITION PLAN
- C-103 GRADING PLAN
- C-104 UTILITY PLAN
- C-105 LANDSCAPING PLAN
- C-106 LIGHTING PLAN AND REDUCED LIGHTING PLAN
- C-107 SITE DETAILS

- A-401 BUILDING ELEVATIONS
- A-402 BUILDING ELEVATIONS

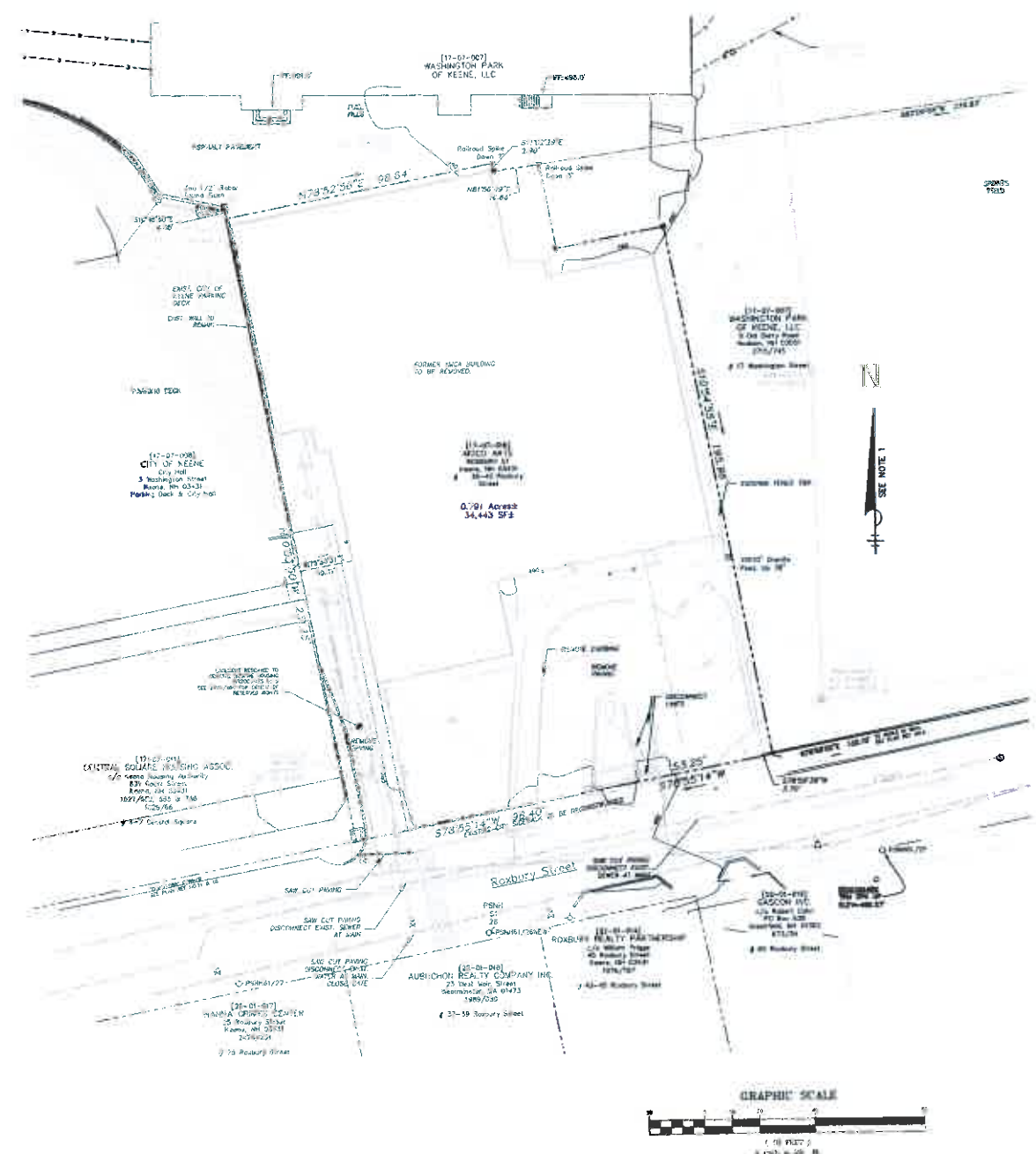


kcs ARCHITECTS

SITE PLAN CERTIFICATION
I CERTIFY THAT I AM OWNER OF THIS PROPERTY AND APPROVE THIS SITE PLAN.

OWNER _____ DATE _____

APPROVED BY KEENE PLANNING BOARD
CHAIRMAN _____ DATE _____



- DEMOLITION NOTES**
1. THE CONTRACTOR SHALL CALL DIG-SAFE, AT 1-800-344-7233 AT LEAST 72 HOURS BEFORE THE START OF EXCAVATION.
 2. THE CONTRACTOR IS EXPECTED TO BE AWARE OF AND COMPLY WITH ALL PERMITS AND REGULATORY CONDITIONS.
 3. ALL TRENCHING, EXCAVATION, SHEETING, SHORING, ETC. SHALL COMPLY WITH THE MOST CURRENT EIGHT REGULATIONS.
 4. ALL KNOWN SUBSURFACE UTILITIES AND STRUCTURES HAVE BEEN INDICATED ON THE PLAN(S) AS ACCURATELY AS POSSIBLE. THE EXACT LOCATION MAY VARY AND THE CONTRACTOR IS CAUTIONED TO PROCEED WITH CARE.
 5. CONTRACTOR SHALL VERIFY INVERT ELEVATIONS OF ALL PIPES AND STRUCTURES PRIOR TO START OF WORK. NOTIFY THE ENGINEER IF THE FIELD INFORMATION DOES NOT SHOW UP AS INDICATED.
 6. THE OWNER WILL PROVIDE BEACH BARRIERS. THE CONTRACTOR WILL BE RESPONSIBLE FOR ALL OTHER LAYOUT AND FOR REPLACEMENT OF LAYOUT COMPLETED BY THE OWNER.
 7. CONTRACTOR ACTIVITIES SHALL NOT START PRIOR TO 7:00 AM AND SHALL CEASE BY 11:00 PM PER CITY NOISE ORDINANCE SECTION 88-124.
 8. CONTRACTOR IS RESPONSIBLE FOR CONTROLLING DUST DURING DEMOLITION BY ANY MEANS NECESSARY INCLUDING WATER DURING DEMOLITION.

- LEGEND**
- INTERRING TELEPHONE POLE
 - CASHION MARK
 - WATER LINE
 - SEWER LINE
 - ELECTRIC, TV, TELEPHONE
 - GAS LINE
 - EXISTING CANALS
 - PROPOSED CANALS
 - CONCRETE WITH 8" HIGH SLOTT
 - WOOD FENCE
 - LIGHT ON POLE
 - 2" X 4" FENCE, HORIZONTAL
 - SLOPED GRANITE CURB
 - VERTICAL GRANITE CURB
 - TOP SOFTEN CLASH
 - TACTILE WARNING STRIP
 - PERFORATED CORRUGATED PLASTIC PIPE
 - CORRUGATED PLASTIC PIPE
 - UNDER CONWAY
 - TO BE REMOVED



H³
kcs ARCHITECTS

Brickstone
Land Use Consultants, LLC
300 Philadelphia, Pennsylvania and Development Consulting
Phone: (610) 398-7114

MoCo Arts
1000 Locust St., Suite 100
Philadelphia, PA 19104
Tel: 215-592-1234
www.mocoarts.org

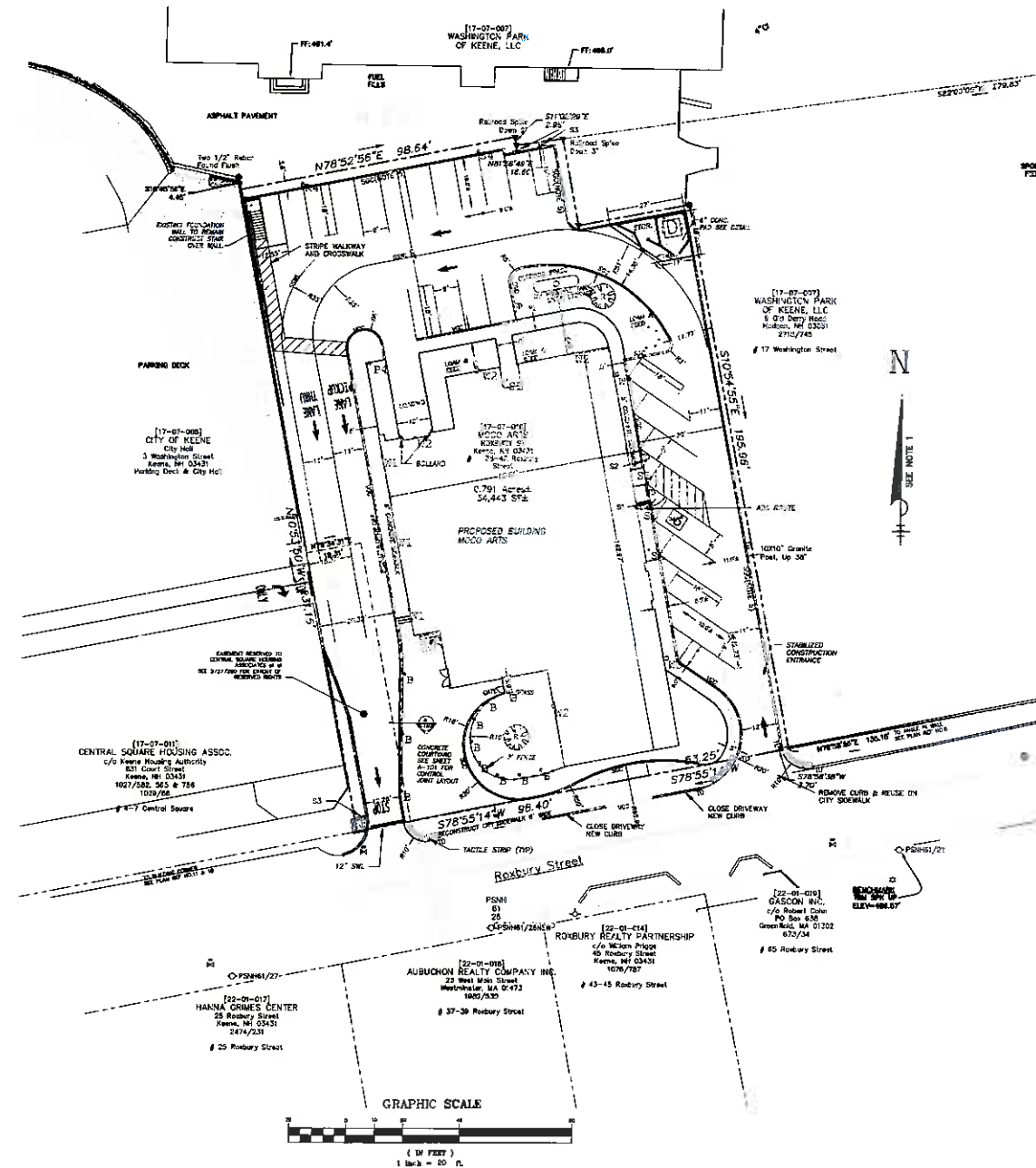
NO.	DESCRIPTION	REVISION

SEAL & SIGNATURE

NAME
CD Set

EXISTING SITE PLAN

DATE	05/01/17
PROJECT No.	05/01/17
DRAWN BY	Author
CHEK BY	Charley
DATE	
NO. OF SHEETS	C-101
TOTAL SHEETS	



LOT DATA

ZONING	CENTRAL BUSINESS
TAX MAP #	17-07-16
LOT SIZE	35,443 SF - 0.79 ACRES
EXISTING BUILDING	18,822 SF - 0.43
EXISTING PARKING	7,400 SF - 0.17
EXISTING TOTAL	26,222 SF - 0.60
PROPOSED BUILDING	6,840 SF - 0.16
PROPOSED PARKING	15,760 SF - 0.36
PROPOSED TOTAL	22,600 SF - 0.51

PARKING REQUIRED - 100 (CENTRAL BUSINESS ZONE)
 PARKING PROVIDED - 15 SPACES

- GENERAL NOTES**
1. REFERENCE PLAN: EXISTING CONDITIONS SHOWN PROVIDED FOR JOHN TABAKAS OF LAND LOCATED AT THE FORMER ASHLEIGH HIGHWAY BY SHE ASSOCIATES, 40 WASHINGTON STREET, PLYMOUTH, NH 03257. THIS PLAN IS NOT INTENDED TO REPRESENT A BOUNDARY SURVEY OF THIS PROPERTY.
 2. LOCATION OF UTILITIES TO BE LOCATED BY THE CITY OF KEENE ENGINEERING DEPARTMENT RECORDS AND ABOVE REFERENCE PLAN. LOCATIONS ARE APPROXIMATE. CONTRACTOR TO VERIFY LOCATIONS OF ALL UTILITIES PRIOR TO EXCAVATION.
 3. CONTRACTOR TO NOTIFY "911 SAFE" AT 1-888-244-7333 A MIN. OF 72 HOURS PRIOR TO THE START OF EXCAVATION.
 4. THIS PROPERTY IS NOT LOCATED WITHIN THE 100 YEAR FLOODPLAIN FOR THE CITY OF KEENE.
 5. DUE TO ONGOING CONSTRUCTION ON ADJACENT PROPERTY, CONTRACTOR TO VERIFY OWNERS AT TIME OF CONSTRUCTION ALONG COMMON BOUNDARY TO ESTABLISH NEED FOR CURBING.

- LEGEND**
- (with cross) 1" (10' DIA) LIGHT POLE
 - (with dot) CATCH BASIN
 - WATER LINE
 - SEWER LINE
 - ELECTRIC, TV, TELEPHONE
 - GAS LINE
 - EXISTING GRADE
 - PROPOSED GRADE
 - QUARTER WITH 1/4" HIGH SOLID
 - WOOD FENCE
 - LIGHT ON POLE
 - 3" FENCE, MINIMUMS
 - SLOPED GRANITE CURB
 - VERTICAL GRANITE CURB
 - TOP DOWN CURB
 - TACKLE BURNING STRIP
 - PERFORATED CORRUGATED PLASTIC PIPE
 - CORRUGATED PLASTIC PIPE
 - LINER DRAIN
 - TO BE REMOVED
 - WALL MOUNTED LIGHT
 - 3" DOLLAR LIGHT
 - UNDER CARRY LIGHT
 - PARKING LOT POLE LIGHT

H³
Brickstone
 Land Use Consultants LLC
 100 Washington Street, Keene, NH 03501
 Phone: (603) 352-0118

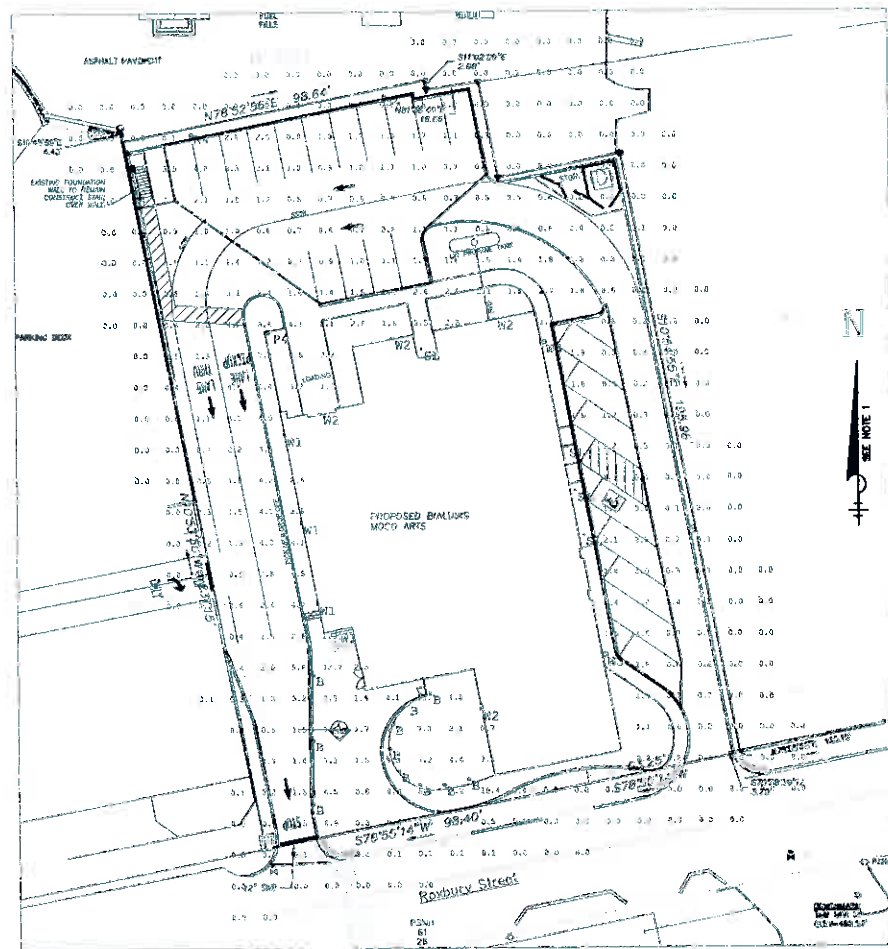
MoCo Arts
 77 Railroad St., Keene, NH 03501



ISSUE
 CD Set

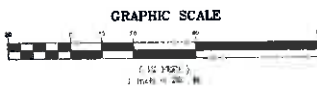
PROPOSED SITE
 PLAN

DATE: 05/20/17
 PROJECT No: 06109.1
 DRAWING BY: Author
 CHECKED BY: Checker
 DWG No: C-102
 Scale: 1/4" = 10'-0"

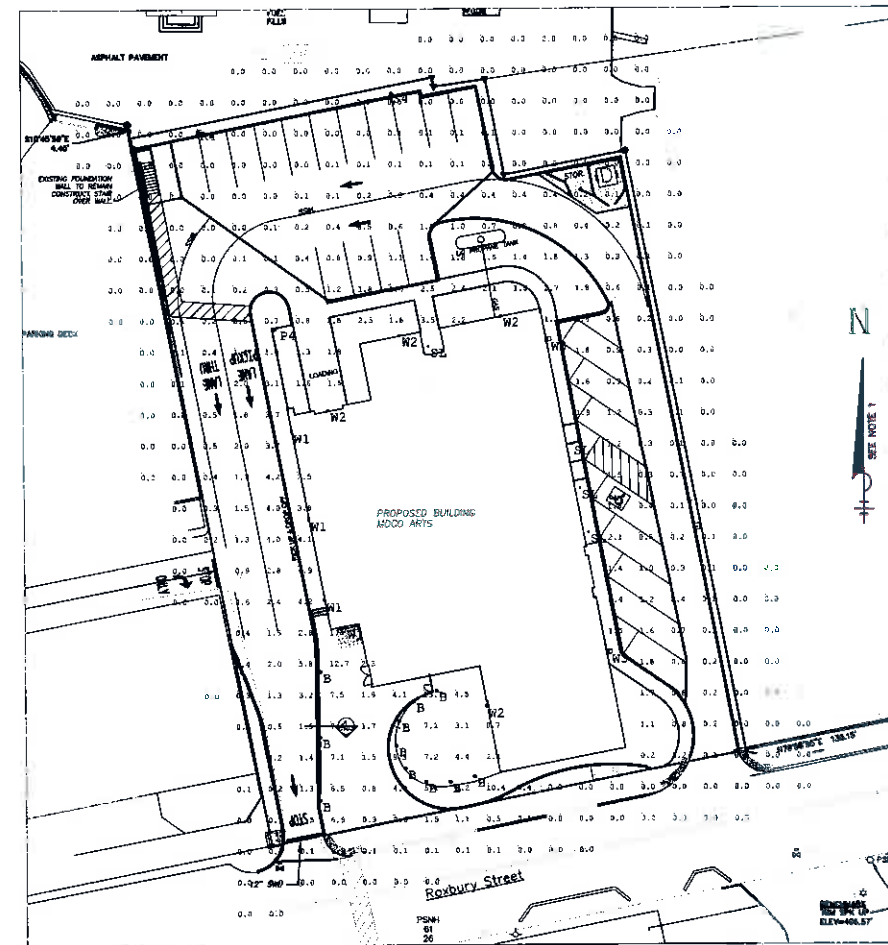


SIDE PARKING SERVICES		BACK PARKING LOT AREA	
ILLUMINANCE (FC)	Average = 3.15	ILLUMINANCE (FC)	Average = 3.27
	Maximum = 2.11		Maximum = 4.40
	Minimum = 0.3		Minimum = 0.5
	Avg/Min Ratio = 3.83		Avg/Min Ratio = 2.54
	Max/Min Ratio = 7.09		Max/Min Ratio = 8.80

LUMINAIRE SCHEDULE		MANUFACTURER	
Symbol	Qty	Label	Description
1	8	1	ARK-DM-LED-DI-8-12
2	1	2	ARK-DM-LED-DI-8-12
3	1	3	ARK-DM-LED-DI-8-12
4	1	4	ARK-DM-LED-DI-8-12
5	1	5	ARK-DM-LED-DI-8-12
6	1	6	ARK-DM-LED-DI-8-12
7	1	7	ARK-DM-LED-DI-8-12
8	1	8	ARK-DM-LED-DI-8-12
9	1	9	ARK-DM-LED-DI-8-12
10	1	10	ARK-DM-LED-DI-8-12



FULL LIGHTING PLAN



SIDE PARKING SERVICES		BACK PARKING LOT AREA	
ILLUMINANCE (FC)	Average = 3.14	ILLUMINANCE (FC)	Average = 0.31
	Maximum = 2.11		Maximum = 1.8
	Minimum = 0.3		Minimum = 0.0
	Avg/Min Ratio = 3.89		Avg/Min Ratio = N/A.
	Max/Min Ratio = 7.09		Max/Min Ratio = N/A.

LUMINAIRE SCHEDULE		MANUFACTURER	
Symbol	Qty	Label	Description
1	1	1	ARK-DM-LED-DI-8-12
2	1	2	ARK-DM-LED-DI-8-12
3	1	3	ARK-DM-LED-DI-8-12
4	1	4	ARK-DM-LED-DI-8-12
5	1	5	ARK-DM-LED-DI-8-12
6	1	6	ARK-DM-LED-DI-8-12
7	1	7	ARK-DM-LED-DI-8-12
8	1	8	ARK-DM-LED-DI-8-12
9	1	9	ARK-DM-LED-DI-8-12
10	1	10	ARK-DM-LED-DI-8-12

REDUCED LIGHTING PLAN

REV	DESCRIPTION	MODIFY

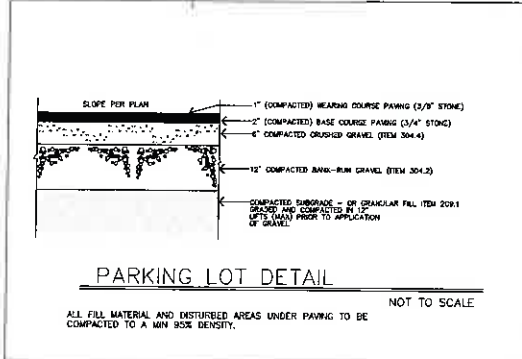
SEAL & SIGNATURE



CD Set

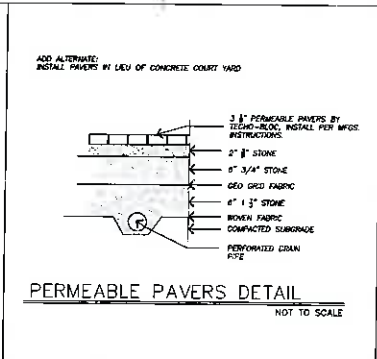
LIGHTING PLAN

DATE:	08/07/17
PROJECT No.:	06100.1
DESIGNED BY:	Adrian
CHECK BY:	Chadler
DATE:	C-106
JOB No.:	

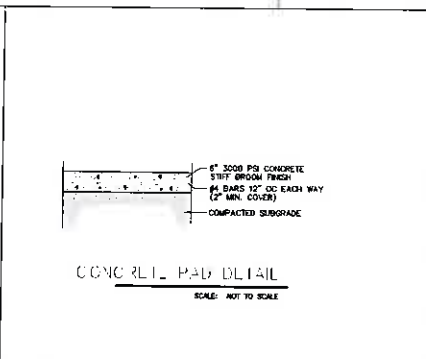


PARKING LOT DETAIL
NOT TO SCALE

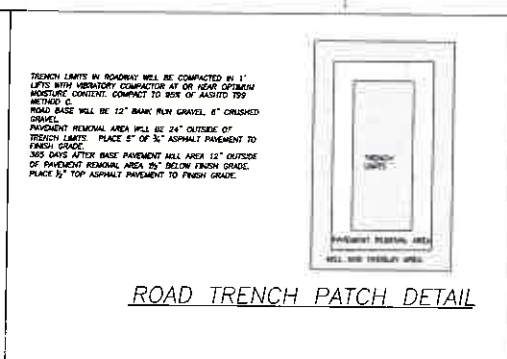
ALL FILL MATERIAL AND DISTURBED AREAS UNDER PAVING TO BE COMPACTED TO A MIN 90% DENSITY.



PERMEABLE PAVERS DETAIL
NOT TO SCALE



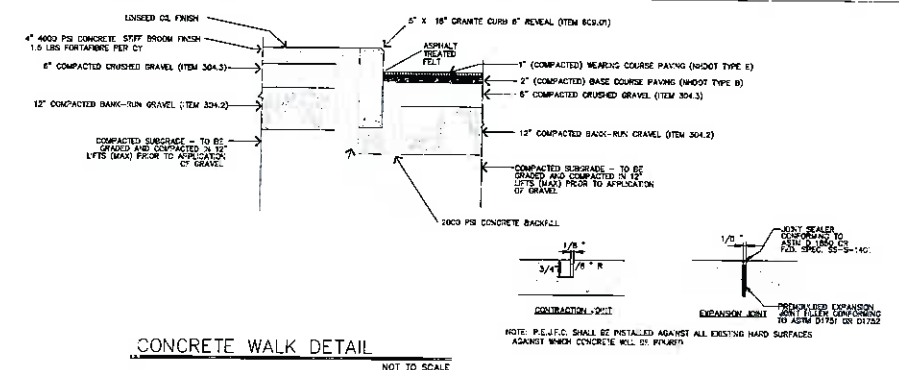
CONCRETE PAD DETAIL
SCALE: NOT TO SCALE



ROAD TRENCH PATCH DETAIL

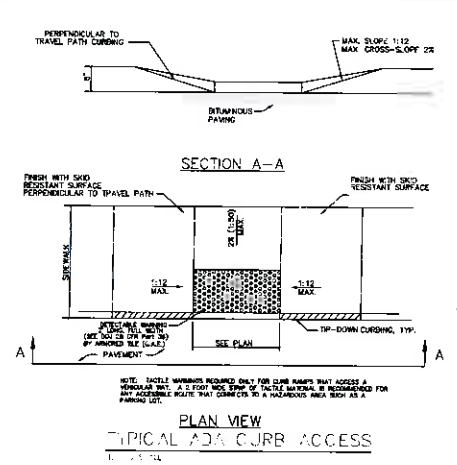
CITY OF KEENE - CONCRETE SIDEWALK SPECIFICATIONS

1. CONCRETE SIDEWALKS SHALL BE A MINIMUM OF 5 FEET WIDE.
2. CONCRETE SIDEWALKS SHALL BE A MINIMUM OF 4" THICK.
3. AT DRIVEWAYS, CONCRETE SIDEWALKS SHALL BE A MINIMUM OF 6" THICK.
4. SUB BASE SHALL BE A MINIMUM THICKNESS OF 12" OF CLEAN GRANULAR MATERIAL COMPACTED TO 90%.
5. BASE SHALL BE A MINIMUM THICKNESS OF 6" OF CRUSHED GRAVEL COMPACTED TO 90%.
6. SIDEWALKS SHALL HAVE A MINIMUM CROSS SLOPE OF 1/4" PER FOOT.
7. MAXIMUM LONGITUDINAL GRADE SHALL BE 1.5%.
8. SPANISH LONGITUDINAL GRADE SHALL BE 0.3%.
9. CONCRETE SHALL BE 4000 PSI CLASS IIIA CONCRETE WITH 1.5 LBS OF FORTAFER PER CUBIC YARD, AS PER PRODUCT SPECIFICATIONS.
10. CONCRETE SHALL HAVE 3-#4 AIR ENTRAINMENT.
11. CURB SHALL BE WITHIN 3" AND 0.7".
12. 4 TEST CYLINDERS PER 1000 SQ FT OF CONCRETE, BY CERTIFIED CONCRETE TESTER.
13. MAXIMUM SPACING OF EXPANSION JOINTS SHALL BE 30 FEET.
14. CONTROL JOINTS SHALL BE A UNIFORM DISTANCE APART, SPACED FIVE FEET, AND 3/4" DEEP.
15. ALL JOINTS AND CORNERS SHALL BE FINISHED WITH A HAND EDGING TOOL.
16. THE SURFACE OF THE SIDEWALK SHALL BE MAG-FLOATED AND TROWELLED AND GIVEN A FINE GRAINED BROOM FINISH.
17. AS SOON AS THE CONCRETE HAS ATTAINED ITS FINAL SET, IT SHALL BE COVERED WITH PLASTIC SHEET, OR OTHER APPROVED MATERIAL, AND SET BACK FOR A MINIMUM OF 7 DAYS TO CURE, AND SHALL NOT BE ALLOWED TO FROST. NO TRAFFIC SHALL BE ALLOWED ON THE SIDEWALK DURING THE CURE PERIOD.
18. AFTER THE CONCRETE HAS CURED FOR A MINIMUM OF 14 DAYS, AND AFTER IT HAS ATTAINED 80% STRENGTH, IT SHALL BE COATED WITH A 50-50 MIXTURE OF POLYURETHANE URETHANE SEALER AND POLYURETHANE SEALER. APPLICATION SHALL BE AT A RATE OF 1 GALLON PER 40 SQ YARDS.
19. A SECOND COAT SHALL BE APPLIED WHEN THE CONCRETE HAS REACHED ITS DRY APPEARANCE, BUT AT LEAST 4 HOURS AFTER THE FIRST COAT, AT A RATE OF 1 GALLON PER 40 SQ YARDS.

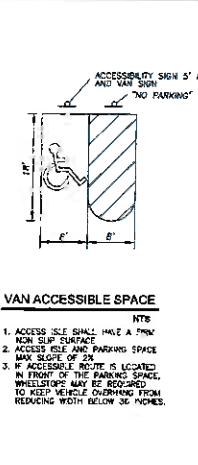


CONCRETE WALK DETAIL
NOT TO SCALE

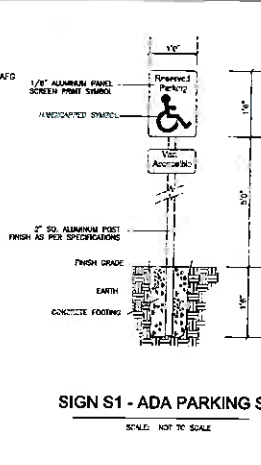
RAMP SIDEWALKS AT DRIVEWAYS & STREET INTERSECTIONS 1:12 MAXIMUM



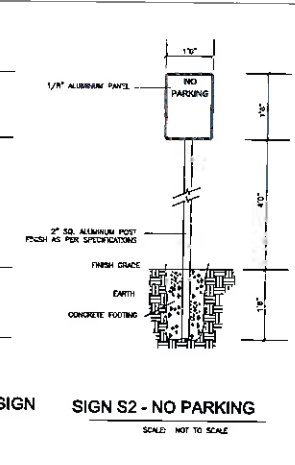
PLAN VIEW TYPICAL ADA CURB ACCESS
SCALE: NOT TO SCALE



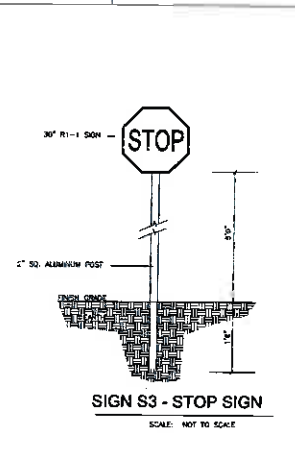
VAN ACCESSIBLE SPACE
NOTE:
1. ACCESSIBLE SPACE SHALL HAVE A FIRM, NON-SLIP SURFACE.
2. ACCESSIBLE AND PARKING SPACE SHALL BE 2% MAX. SLOPE.
3. IF ACCESSIBLE SPACE IS LOCATED IN FRONT OF THE PARKING SPACE, WHEELSTOPS MAY BE REQUIRED TO KEEP VEHICLE CURBING FROM REDUCING WIDTH BELOW 36" MINIMUM.



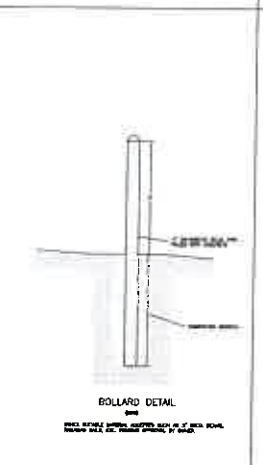
SIGN S1 - ADA PARKING SIGN
SCALE: NOT TO SCALE



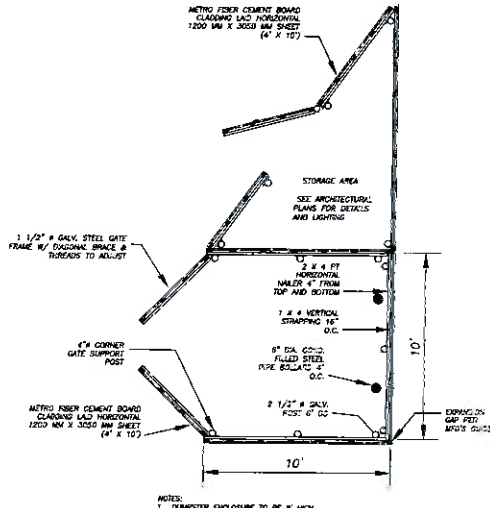
SIGN S2 - NO PARKING
SCALE: NOT TO SCALE



SIGN S3 - STOP SIGN
SCALE: NOT TO SCALE



BOLLARD DETAIL
SCALE: NOT TO SCALE



NOTES:
1. DUMPSTER ENCLOSURE TO BE 4' HIGH.
2. ALL LUMBER SHALL BE PINE/SUGAR PINE TREATED.
3. EXTERIOR CLADDING TO BE METRO FIBER CEMENT BOARD BY AMERICAN FIBER CEMENT CORPORATION, COLOR TO MATCH SURROUNDING SCENE.
4. INTERIOR FINISH TO BE 1/2\"/>

DUMPSTER ENCLOSURE DETAIL

H³
kcs ARCHITECTS

Brickstone
Land Use Consultants LLC
185 Washington Street, Keene, NH 03421
Phone: (603) 352-2518

MoCo Arts
75 Railroad St., Keene, NH 03421
COMMERCIAL: MoCo Arts, 75 Railroad St., Keene, NH 03421
COMMUNITY DEVELOPMENT: MoCo Arts, 75 Railroad St., Keene, NH 03421
RECREATION: MoCo Arts, 75 Railroad St., Keene, NH 03421
ARTS EDUCATION: MoCo Arts, 75 Railroad St., Keene, NH 03421
ARTS ADMINISTRATION: MoCo Arts, 75 Railroad St., Keene, NH 03421

NO.	DESCRIPTION	REVISION

SEAL & SIGNATURE

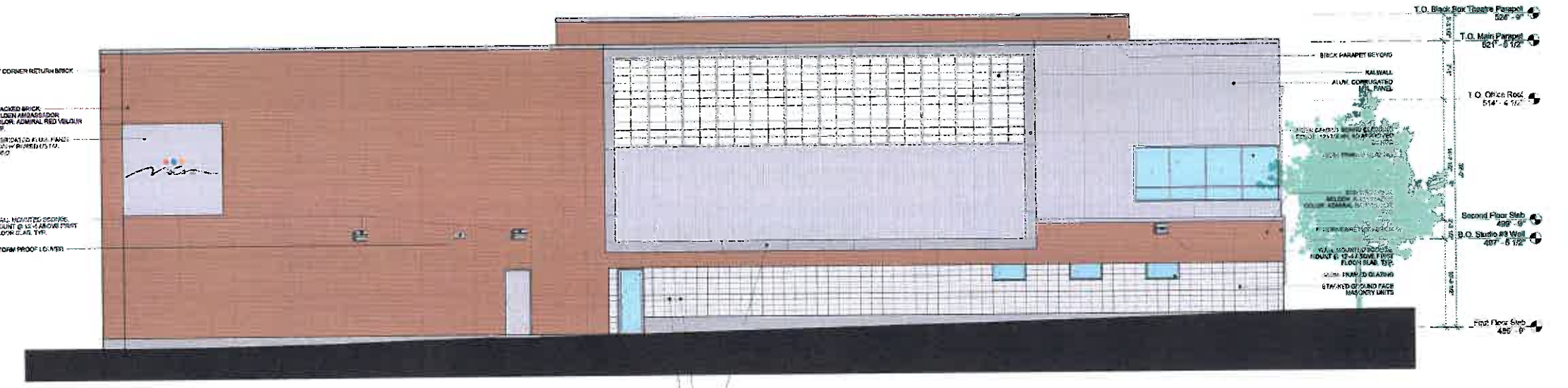


DATE: 5/15/17
PROJECT No: 06100.1
DRAWING BY: Author
CHECKED BY: Checker
DWG No: C-107
JOB No:

SITE DETAILS



3 WEST ELEVATION
3/16" = 1'-0"



4 EAST ELEVATION
3/16" = 1'-0"

H³
kcs ARCHITECTS

MoCo Arts
MoCo Arts
ARCHITECT: KCS ARCHITECTS, LLC
PROJECT: MOCO ARTS BUILDING, 1000 W. 10TH AVENUE, DENVER, CO 80202
DATE: 08/14/17
SCALE: AS SHOWN
DRAWN BY: J. HARRIS
CHECKED BY: J. HARRIS

REV.	DESCRIPTION	DATE



DATE: 08/14/17
PROJECT No.: 07-01
DRAWING No.: 25013
SCALE: AS SHOWN
DRAWN BY: J. HARRIS
CHECKED BY: J. HARRIS
DATE: 08/14/17
DRAWN BY: J. HARRIS
CHECKED BY: J. HARRIS

CONSTRUCTION SET
Building Elevations
A-401



City of Keene

New Hampshire

July 27, 2016

Mr. Jim Phippard
Brickstone Land Use Consultants, LLC
185 Winchester Street
Keene, NH 03431

RE: **SPR-07-16 – MoCo Arts – 38 Roxbury St – Site Plan** – Applicant MoCo Arts proposes to construct a new 2-story, 16,533 SF performing arts center at the site of the former YMCA. The site is .79 acres in size and located in the Central Business Zoning District and the Historic District (TMP# 017-07-016).

Dear Mr. Phippard,

At its meeting of July 25, 2016 the Planning Board voted to approve SPR 07-16 as shown on the plan set entitled "Proposed New Facility for MoCo Arts, 38-42 Roxbury Street, Keene, NH", Tax Map 017-07-016, prepared for MGJ Realty, dated June 17, 2016, and revised on July 6, 2016 drawn by Brickstone Land Use Consultants at various scales with the following conditions prior to signature by the Planning Board Chair:

1. Prior to signature, submittal of a revised Site Plan for the following to be approved by the City Engineer and Planning Director:
 - a. Traffic signage for the west side intersection where exiting parking garage users merge into exiting MoCo center users.
 - b. An agreement specifying the details, construction timing and future maintenance responsibilities of a relocated stairway access to the second floor municipal parking garage.
2. Prior to signature, submittal of a revised Lighting Plan for the following to be approved by the City Engineer and Planning Director:
 - a. Increase the lighting levels for the two (front and rear), west-side, walkway areas, which may exceed the required perimeter lighting levels.
3. Owner's signature on plan.
4. Submittal of security for landscaping, erosion control measures and an "as-built" plan in a form and amount acceptable to the Planning Director and City Engineer.

Sincerely,

Rhett Lamb,
ACM/Planning Director

cc: Gary Schneider, Plans Examiner
Tim Ballantine, Assessing Department
Don Lussier, City Engineer
Project File

Michele Chalice

From: Jim Phippard <jhippard@ne.rr.com>
Sent: Thursday, August 04, 2016 3:01 PM
To: Michele Chalice
Cc: 'Katie Sutherland'
Subject: Revised Lighting Plan
Attachments: MOCO 4 FINAL LIGHT FULL (1).pdf

Michele, Attached is the revised lighting plan. We added another light pole at the rear northwest corner of the building. The minimum levels are now 0.7 fc at the crosswalk and over 1 fc on the stairs. Please replace this page in the signature sets and in the pdf set we sent to you earlier.

Thanks,

Jim

James P. Phippard, sole member

Brickstone Land Use Consultants, LLC
185 Winchester Street
Keene, NH 03431
603-357-0116



This email has been checked for viruses by Avast antivirus software.
www.avast.com

Michele Chalice

From: Michele Chalice
Sent: Monday, July 18, 2016 8:51 AM
To: Donald Lussier; Jim Phippard
Cc: Yelma Desseta
Subject: T-Y - RE: Moco stop sign

Alright!

Thank you Don.

From: Donald Lussier
Sent: Monday, July 18, 2016 8:17 AM
To: Michele Chalice; Jim Phippard
Cc: Yelma Desseta
Subject: RE: Moco stop sign

All,

I was off on Friday, so I will try to catch up with this chain:

- Stop sign on a city property (not ROW) would be just like any other private sign. No council action required, but legally unenforceable.
- Ordinarily, I would agree with Michelle that a "right-turn only" sign couldn't hurt at this location. In this particular instance, the low clearance of the parking deck means that two signs mounted on a pole would likely create sight-line problems with cars coming out of the garage. I recommend just the stop sign with the arrow on the ground.

Don

From: Michele Chalice
Sent: Friday, July 15, 2016 9:59 AM
To: Jim Phippard; Donald Lussier
Cc: Yelma Desseta
Subject: RE: Moco stop sign

My two cents: Some of these folks are elderly as well as developmentally disabled. Visitors also come to pick up residents here as well. A "right turn only" sign could prevent a confusing snafu of an exiting vehicle going the wrong way all the way around the MoCo building.

From: Jim Phippard [mailto:jhippard@ne.rr.com]
Sent: Friday, July 15, 2016 9:56 AM
To: Michele Chalice; Donald Lussier
Cc: Yelma Desseta
Subject: RE: Moco stop sign

See attached photos of the parking garage exit where it meets the MoCo driveway. We are recommending the stop sign be added in the concrete in image 0464. It will be protected from snow plows. There is already a right turn arrow painted on the pavement. The only people using this level of the parking garage are city employees who park there every day and Cheshire Housing employees who park at the rear of their building. They are familiar with this exit and how it works. Don't you think the addition of the stop sign is enough?

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From: [Huseyin Sevincgil](#)
To: [Michele Chalice](#)
Cc: [Tom Frawley](#); [Monticup, Heather \(hmonticup@gpinet.com\)](#); [Frank C. Monteiro](#); [Garrett Piccirillo](#)
Subject: 219 West Street Keene
Date: Tuesday, August 08, 2017 11:59:39 AM

Michele

On behalf of our client, Summit Distributing, we hereby respectfully request a continuance for the Planning Board public hearing to be held on August 28, 2017. This request is being made to allow us additional time to prepare the Traffic Study requested by the City/Planning Board. We should be able to submit the traffic study and revised plans for the following meeting in September.

Please let me know when you would need the materials submitted for the September meeting.

Thank you for your cooperation on this matter.



Hüseyin Sevinçgil, P.E. | *Project Manager* | hs@mhfdesign.com

MHF Design Consultants, Inc.

44 Stiles Road, Suite One | Salem, NH 03079

p: 603-893-0720 | f: 603-893-0733 | www.mhfdesign.com

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STAFF REPORT

S-04-17 – 62 NIMS ROAD SUBDIVISION

Request:

Applicant Wendy Pelletier of Cardinal Surveying & Land Planning, on behalf of owners John & Frances Bolles, requests a Conditional Use Permit to subdivide property located at 62 Nims Road into a 3-lot Conservation Residential Development with 11.74 acres placed into open space. A waiver is requested from Section VI.9.b of the Planning Board Site Plan and Subdivision Regulations to allow each lot to be accessed from Nims Road. The existing site is 19.48 acres in size and located in the Rural Zoning District (TMP# 903-19-015).

Background:

At the August 2, 2017 Special Meeting of the Planning Board, the Applicant proposed to subdivide the 19.48-acre lot at 62 Nims Road into three residential building lots. The parcel is currently located on the east side of Nims Road, and slopes east towards Otter Brook Dam. There is an existing residential structure located on the property as well as a shed, barn, and small sugar house.

After calculating for the presence of precautionary and prohibitive slopes, the proposed northern-most lot of 5.54-acres would have had only 2.68-acres of land to attribute towards minimum lot size, where the Rural Zone requires a minimum lot size of 5 acres. To allow for this subdivision, the Applicant had been seeking a waiver from Section III.B.6 Hillside Protection of the Planning Board Site Plan and Subdivision Regulations, which states “Except for Conservation Residential Development Subdivisions, for all proposed subdivisions of parcels greater than fifteen (15) acres in size, land areas meeting the definition of a prohibitive slope shall be excluded in the calculation of minimum lot size for each new lot...fifty (50) percent of land areas meeting the definition of a precautionary slope shall be excluded in the calculation of minimum lot size for each new lot.”

At the August 2nd meeting, the Board expressed hesitation towards granting the waiver and continued the public hearing to the August 28, 2017 meeting to allow the Applicant time to consider a Conservation Residential Development or an alternate proposal that would not require a waiver from the Section III.B.6.

The Applicant has submitted a revised subdivision plan for this site that incorporates a Conservation Residential Development (CRD). The primary objectives of a CRD are to permit reduced lot sizes and flexible dimensional building setback requirements in exchange for permanently preserving open space, and to preserve and protect environmentally sensitive site characteristics (e.g. wetlands, steep slopes, woodlands, prime soils, etc.), historic features (e.g. stonewalls, cellarholes), open space areas, and visually prominent features.

Per the Planning Board Site Plan and Subdivision Regulations, a CRD shall be submitted to the Planning Board as a Conditional Use Permit (CUP), which the Applicant has submitted. Section VI of these Regulations outline specific criteria for how CRDs shall be designed and reviewed by the Planning Board.

The analysis below reviews the CRD CUP Criteria as well as relevant Development Standards.

Completeness:

Staff recommends that the Planning Board accept the application as “complete.”

STAFF REPORT

Application Analysis:

Identification of Open Space Value and Designation of Open Space:

In a CRD, a minimum of 50% of the parcel needs to be restricted in perpetuity as Open Space by an appropriate legal instrument that would be binding upon the developer, its successors and assigns. The Applicant has designated 11.74 acres as Open Space, which constitutes 60% of the existing parcel.

Delineation of lands to be used to meet the Open Space requirements shall be based on an analysis and prioritization of primary and secondary conservation values identified on the tract. The Applicant has identified the primary conservation values on the Subdivision Plan. These include wetlands and steep slopes.

Approximately 1.7-acres of the wetlands on the property are located on the south-east portion of the existing lot. A smaller area of wetlands is located along the northern edge of the existing parcel. The Applicant has depicted the delineated wetlands areas as well as the 75' Surface Water Protection Buffer on the proposed Subdivision Plan. The wetland delineation was completed on April 11, 2017 by a NH Certified Wetland Scientist.

The Applicant has identified the presence of steep slopes on the subdivision plan. The Applicant notes that 20% of the existing 19.48-acre lot is precautionary slopes and 8.5% are prohibitive slopes. Precautionary slopes are those of 15% - 25% slope where any land area is shown to have an elevation gain of 10-feet over a horizontal distance between 66- and 40- feet. Prohibitive slopes are those of >25% slope where any land area is shown to have an elevation gain of greater than 10-feet over a horizontal distance of 40-feet or less.

The Applicant also identified secondary conservation values including soil units and types, woodlands, and stonewalls.

The proposed location of the designated Open Space, is a contiguous area of 11.74 acres at the rear of the existing lot. This area includes the majority of the primary and secondary conservation values on the site.

Location of Structures:

The Regulations intend for structures in a CRD to be sited so that they preserve the conservation values within the natural landscape to the greatest extent possible. The Applicant proposes three building lots, all of which have frontage on Nims Rd. The proposed northern most building lot will be 3.077 acres and is currently undeveloped, with the exception of a small sugar house. The middle lot will be 2.75 acres and is the site of the existing residence. The southern lot will be 1.92 acres and has an existing shed and barn located on it.

Although no new development is proposed at this time, the Applicant has drawn proposed building envelopes, leach fields, and wellhead areas on the subdivision plan to demonstrate the potential for each lot to be developed without impacting primary or secondary conservation values and without encroaching into the required setbacks.

Alignment of Streets and Trails:

The Applicant is not proposing any streets or recreation areas / trails in the Open Space area.

Section VI.9.b of the Planning Board Site Plan and Subdivision Regulations requires that "all structures within a Conservation Residential Development shall be accessed from interior streets, rather than from roads bordering the tract." It goes on to state, "this requirement may be waived by the Planning Board in accordance with Paragraph 14 Waiver of Requirements."

STAFF REPORT

As this CRD proposal does not involve the construction of a new roadway, the Applicant is seeking a waiver from this requirement in order to locate primary access to the three proposed building lots from Nims Road, which borders the tract.

In granting a waiver request from this section of the Regulations, the Board shall find that all of the following four conditions apply:

- a) *That granting the waiver will not be contrary to the spirit and intent of the CRD Ordinance;*
- b) *That granting the waiver will better protect the conservation values identified in the CRD Design Process.*
- c) *That granting the waiver will not diminish the property values of abutting properties.*
- d) *That granting the waiver will be to the benefit of the public interest.*

RECOMMENDATION FOR APPLICATION:

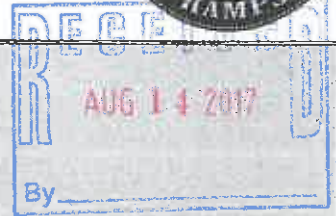
Staff will provide a recommendation at the Planning Board meeting on August 28, 2017.

CITY OF KEENE | PLANNING BOARD

SUBDIVISION APPLICATION



This form must be filled out in its entirety. If a box is not checked, staff will assume that the information is not provided and the application is, therefore, not complete. Incomplete applications will not be accepted for review.



A Project Name 3 LOT SUBDIVISION 62 NIMS ROAD	Date Received/Date of Submission:	
	Date of pre-application meeting:	
Tax Map Parcel number(s) 703-19-015.0000	Date Application is Complete:	
Planning Department File #: S-04-17		
Project Address: 62 NIMS ROAD	Owner	Name: JOHN BOLLES P.O.A. FRANCES BOLLES
		Address: 62 NIMS ROAD
		Telephone/E-mail: JOHN 352-8821
Acreage/S.F. of Parcel: 17.48 / _____	Applicant	Signature: <i>John Bolles P.A.</i>
Zoning District: RURAL		Address: 403 WASHINGTON ST
		Telephone/E-mail: 497-6151
		Signature: <i>Mundy A. Bolles</i>

B Descriptive Narrative Including

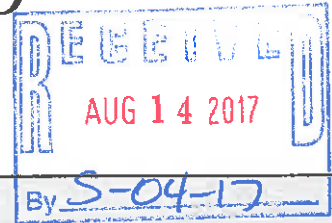
- | | | |
|--|---|---|
| <input type="checkbox"/> Type of development | <input type="checkbox"/> Sedimentation Control | <input type="checkbox"/> Scope/scale of development |
| <input type="checkbox"/> Proposed uses | <input type="checkbox"/> Vegetation | <input type="checkbox"/> Parcel size |
| <input type="checkbox"/> Location of access points | <input type="checkbox"/> Debris management | <input type="checkbox"/> Proposed stormwater, drainage & erosion plan |
| <input type="checkbox"/> Any other descriptive information | <input type="checkbox"/> Disposal proposals for boulders, stumps & debris | |

C A complete application must include the following

- | | |
|---|--|
| <input type="checkbox"/> Two (2) copies of completed application forms signed & dated | <input type="checkbox"/> Plans stamped/signed by reg. professional |
| <input type="checkbox"/> Two (2) copies of descriptive narrative | <input type="checkbox"/> Two (2) copies on 8.5" x 11" or 11" x 17" |
| <input type="checkbox"/> Certified list of all owners of property within 200' | <input type="checkbox"/> Three (3) copies of all technical reports |
| <input type="checkbox"/> Two (2) sets of mailing labels, per abutter | <input type="checkbox"/> A check to cover the costs of legal notice to advertise the public hearing, mailing notices out to abutters |
| <input type="checkbox"/> Seven (7) copies on "D" size paper of plans (22" x 36") | |

CITY OF KEENE | PLANNING BOARD

SUBDIVISION APPLICATION



Supplemental CRD Application—Section VI

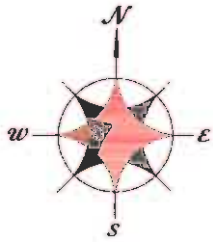
Is this lot a three-lot subdivision? Y N *If yes, all three-lot and greater subdivisions must be a CRD.*

The following must be submitted with all CRD applications

- An overview plan** The overview plan shall show the entire tract and the existence of any public roads, any public/private protected lands, any woodlands, any surface waters, and/or any NWI wetlands within 200' of the tract.
- Existing Conditions Plan** This shall be drawn in accordance with Section IV.D of the Planning Board Regulations. The base map shall show all characteristics of the site identified in this section.
- Proposed Conditions Plan** This shall be drawn in accordance with Section IV.D of the Planning Board Regulations. The base map shall show all characteristics of the site identified in this section.
- Yield Analysis** A yield analysis shall be prepared to determine the number of residential units that will be permitted within a CRD design. The analysis shall be based on a conventional layout plan. The conventional layout shall reflect a development density pattern that takes into account the natural features of the site as well as the availability of public utilities. This plan must be drawn to scale, and may be prepared as an overlay to the Existing Conditions Plan.
- Documentation that CRD** Step 1—Identify conservation values and open space areas
Step 2—Location of structures
Step 3—Alignment of streets and trails
Step 4—Drawing in of subdivision lot lines
- Landscape Plan** A CRD design shall incorporate existing native vegetation, landscaping and trees wherever possible, so that the development is left with the appearance of fitting in with the natural landscape.
EXISTING CONDITIONS
- Technical Studies and Reports** CRD proposals may, as required by the Planning Board, include necessary technical studies and reports to assist in the determination of the impact of the application on municipal services and facilities.
N/A

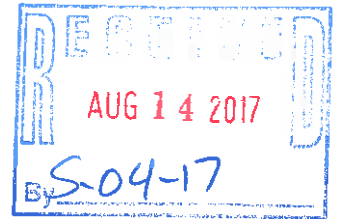
- All other relevant approvals
- Construction plans
- Finalized map delineating designated open space

Note: This is not a comprehensive list of the steps that must be completed when developing a CRD plan. Please consult staff for advice on how to use Section VI: Conservation Reserve Subdivisions of the Planning Board's regulations. Appointments can be scheduled by calling 603-352-5474.



CARDINAL SURVEYING AND LAND PLANNING, LLC

463 Washington Street
Keene, NH 03431
(603) 209-1989
www.cardinalsurveying.net
"Know Your Boundaries"



August 14, 2017

62 Nims Road
3 Lot CRD Subdivision

Project Narrative

Map 903-19-015-0000 is a 19.48-acre lot with 20% precautionary slopes and 8.5% prohibitive slopes, primarily on the north side of the lot. The remainder of the lot slopes gently from the road to the rear. There is an existing dwelling and several out buildings on the property. Approximately 4 acres is open field at the front of the lot. There is 1.7 acres of wetlands in the south-east half of the lot.

Nims Road is a dead-end road, approximately 3200' long with 11 homes. 62 Nims Road is approximately half way up the road on the east side.

The lot is in the rural district and is directly abutted by eight 5+ acre lots. The remaining lots on the road are in excess of 10 acres.

This is a proposed residential 3 lot CRD subdivision allowing for smaller lot sizes and preserving open space that will include the wetlands area and a large portion of the steep slopes. This lot layout will help to maintain the rural characteristic of the neighborhood by having the house sites closer to the road and preserve a large contiguous open space in the rear. All lots will be accessed by private driveways from Nims Road. The 3 lots directly abut the open space. The open space will be under the ownership of the developer until the majority of the lots are sold, at which time a Home Owner's Association will be established.

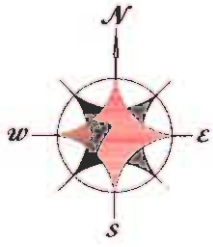
Yield Analysis: $19.48/5$ acres = 3 lots with 50% minimum in open space.

Lot 1 is 3.07 acres with steep slopes and a small area of wetlands on the north side of the lot. Access to the lot will be a private driveway from Nims Road through an existing opening in the stonewall. The driveway will not impact or cross any prohibitive slope areas. There is 41,000 s.f. of contiguous area for building that is not impacted by slopes or wetlands. The area is rectangular and has space for well, septic and a house.

Lot 2 is a 2.75 acre lot with the existing dwelling, well and septic area on it. The house has an existing gravel driveway from the road. There are no slopes or wetlands on this lot.

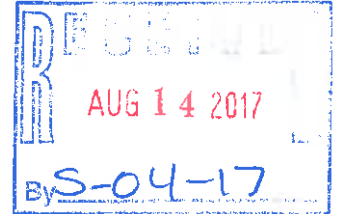
Lot 3 is a 1.92 acre lot with an existing shed and barn. The lot will be accessed by a new driveway through an existing opening in the stonewall. The lot has no steep slopes or wetlands.

Open Space-11.74 acres (58%) at the rear of the house lots. The open space is currently wooded with steep slopes and a large wetland area.



CARDINAL SURVEYING AND LAND PLANNING, LLC

463 Washington Street
Keene, NH 03431
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"Know Your Boundaries"



August 14, 2017

62 Nims Road
3 Lot CRD Subdivision

Waiver Request Section IV.C.6-Subdivision Regulations Section VI.9.b.2

A waiver is requested to allow each lot to be accessed by individual private driveways from Nims Road.

Waiver Criteria

Granting the waiver will not be contrary to the spirit and intent of the regulations.

There are no internal roads planned. The existing driveway is not in a good location for a shared driveway to either of the proposed lots.

Granting the waiver will not increase the potential for creating adverse impacts to abutters, the community or the environment.

There is better site distance from the locations proposed. Each driveway will only service a single residence, the additional volume of traffic will be low.

Granting of the waiver has not been shown to diminish the property values of abutting property.

The proposed driveway entrances are in keeping with the arrangement of driveways currently along Nims Road.

Strict conformity to the regulations would pose an unnecessary hardship to the applicant.

Sharing the existing driveway will detract from the value of the existing dwelling. The driveway is directly in front of the house. The shared drives would enter and then would cut across the front lawn area. This would not be in keeping with the current rural character of the neighborhood.

Tara Kessler

From: Eileen Sarson <esarson1@gmail.com>
Sent: Friday, August 18, 2017 2:56 PM
To: Tara Kessler
Subject: Nims Road - possible subdivision

Tara,

Hello and thank you for your assistance the other day. This note is a followup to our conversation - you indicated that I could email you with a message for the Planning Board in reference to the subdivision request of the Bolles property (TMP 903-19-015).

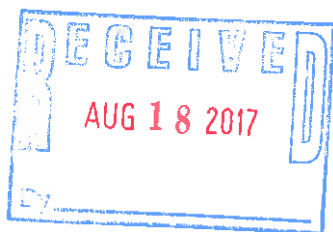
Should the Planning Board decide to grant the Bolles' request for a subdivision (and I do not have an issue with what I saw on the plans on file at City Hall), I do have a request.

If the subdivision is granted and acres are devoted to conservation land, may I ask that we are notified as abutters (Sarson, TMP#903-19-035) when it is time for the Planning Board to review Bylaws for that conserved land?

I would appreciate being apprised of how that land might be used in the future.

Thank you,

Eileen Sarson
36 Nims Road
Keene, NH
cell: 603-313-2055

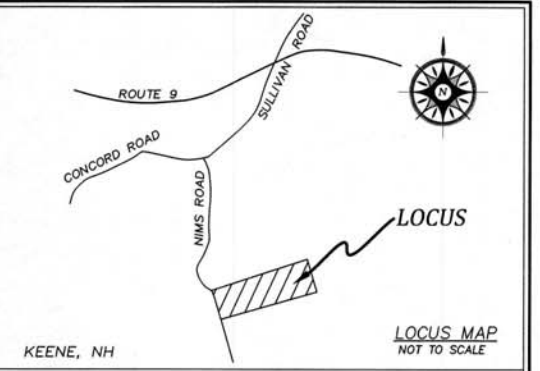




TOTAL LOT FRONTAGE
 LOT 1: 125.57 FEET
 LOT 2: 215.94 FEET
 LOT 3: 183.69 FEET

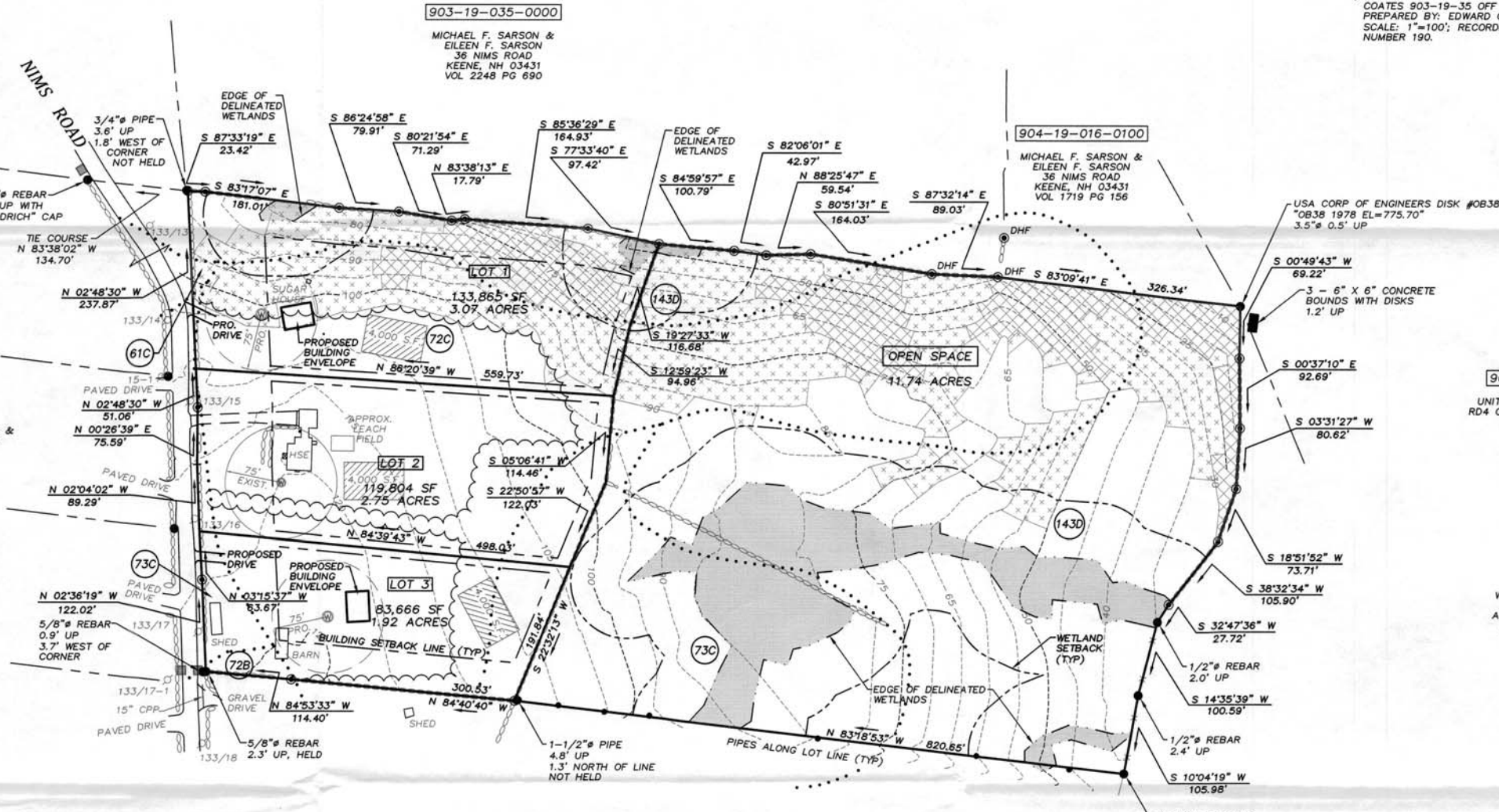
- SOILS LEGEND**
- (72B) - BERKSHIRE FINE SANDY LOAM, 3 TO 8 PERCENT SLOPES
 - (72C) - BERKSHIRE FINE SANDY LOAM, 8 TO 15 PERCENT SLOPES
 - (73B) - BERKSHIRE FINE SANDY LOAM, 3 TO 8 PERCENT SLOPES, VERY STONY
 - (73C) - BERKSHIRE FINE SANDY LOAM, 8 TO 15 PERCENT SLOPES, VERY STONY
 - (61C) - TUNBRIDGE-LYMAN-ROCK OUTCROP COMPLEX, 8 TO 15 PERCENT SLOPES
 - (143D) - MONADNOCK FINE SANDY LOAM, 15 TO 25 PERCENT SLOPES, VERY STONY

- PLAN REFERENCES**
- 1) PLAN ENTITLED: "SUBDIVISION OF PROPERTY OF JAMES T. & CHERYL A. POTTER KEENE, NEW HAMPSHIRE"; PREPARED BY: DIBERNARDO ASSOCIATES; DATED: 5/30/95; SCALE: 1"=100'; RECORDED AT: C.C.R.D. CABINET 11 DRAWER 10 NUMBER 12.
 - 2) PLAN ENTITLED: "TAX MAP 904 SECTION 19 LOT 16 SUBDIVISION PLAN OF LAND OF BRIAN A. HOULE 4 NIMS ROAD KEENE, NEW HAMPSHIRE 03431 PREPARED FOR EILEEN SARSON 153 BAKER STREET, KEENE, NEW HAMPSHIRE 03431"; PREPARED BY: TFMORAN; DATED: JULY 22, 1999; REVISED THROUGH: 8/26/99; SCALE: 1"=100'; RECORDED AT: C.C.R.D. CABINET 12 DRAWER 4 NUMBER 72.
 - 3) PLAN ENTITLED: "PLAT OF WILLIAM H. COATES SUBDIVISION NIMS ROAD KEENE, N.H."; PREPARED BY: THOMAS W. FLAVIN, JR.; DATED: FEB. 3, 2001; REVISED THROUGH: 4/17/01; SCALE: 1"=100'; RECORDED AT: C.C.R.D. CABINET 12 DRAWER 6 NUMBER 110.
 - 4) PLAN ENTITLED: "PLAN OF LAND OF THE ESTATE OF WILLIAM H. COATES 903-19-35 OFF NIMS ROAD, KEENE, NEW HAMPSHIRE"; PREPARED BY: EDWARD C. GOODRICH, JR.; DATED: APRIL 7, 2005; SCALE: 1"=100'; RECORDED AT: C.C.R.D. CABINET 12 DRAWER 5 NUMBER 190.



- NOTES**
- 1) THE PURPOSE OF THIS PLAN IS TO CREATE A CONSERVATION RESIDENTIAL DEVELOPMENT WITH 3 RESIDENTIAL LOTS AND ADJOINING OPEN SPACE.
 - 2) OWNER OF RECORD: FRANCES E. BOLLES IRREVOCABLE TRUST
469 SOUTH ROAD
EAST SULLIVAN, NH 03445
VOLUME 2514 PAGE 590
 - 3) EXISTING AREA OF 903-19-015-0000: 19.48 ACRES
PROPOSED LOT 1: 133,865 SF OR 3.07 ACRES
PROPOSED LOT 2: 119,804 SF OR 2.75 ACRES
PROPOSED LOT 3: 83,666 SF OR 1.92 ACRES
PROPOSED OPEN SPACE: 11.74 ACRES
 - 4) MAP NUMBERS REFER TO THE CITY OF KEENE PROPERTY MAPS.
 - 5) CURRENT ZONING: RURAL - CONSERVATION RESIDENTIAL DEVELOPMENT
YIELD ANALYSIS - 19.48 ACRES / 5 ACRES = 3 LOTS
MIN. LOT AREA - 1 ACRE
MIN. LOT FRONTAGE - 40 FEET
MIN. TRACT FRONTAGE - 100 FEET
MIN. WIDTH AT BUILDING LINE - 75 FEET
MIN. OPEN SPACE REQUIRED - 50% = 9.74 ACRES

- 904-19-001-0000
DANIEL E. BORDEN
41 NIMS ROAD
KEENE, NH 03431
VOL 2563 PG 758
- 903-19-014-0100
SYLVIA CAROLINE BURROUGHS
742 WEST SWANZEY ROAD
BOX 201 HALEY PARK APTS
SWANZEY, NH 03446
VOL 1835 PG 253
- 903-19-014-0200
MAURICE RICHARD BURROUGHS &
THERESE ANNE BURROUGHS
61 NIMS ROAD
KEENE, NH 03431
VOL 1835 PG 256
- 903-19-014-0300
STEPHEN D. GRYEZKA &
JENNIE L. GRYEZKA
65 NIMS ROAD
KEENE, NH 03431
VOL 2663 PG 289
- 903-19-014-0400
DIANNE M. WRIGHT
71 NIMS ROAD
KEENE, NH 03431
VOL 2820 PG 713



903-19-031-0000
 UNITED STATES OF AMERICA
 RD 4 OTTER BROOK DAM CORPS
 OF ENGINEERS
 KEENE, NH 03431
 VOL 654 PG 245

WETLAND DELINEATION WAS COMPLETED IN THE AREAS SHOWN ON APRIL 11, 2017 ACCORDING TO THE REGIONAL SUPPLEMENT TO THE CORPS OF ENGINEERS WETLAND DELINEATION MANUAL: NORTH CENTRAL AND NORTHEAST REGION, VERSION 2, JANUARY 2012 (ERDC/EL TR-12-1).



mpal 6/16/17
 DATE

- 6) THE RIGHT OF WAY OF NIMS ROAD WAS DETERMINED BY THE LOCATION OF STONEWALLS AND MONUMENTS AND IS SHOWN TO BE 3 RODS WIDE (49.5') BASED ON THE LAYOUT OF 1857 RECORDED IN VOLUME 1 PAGE 187 ON FILE AT THE CITY OF KEENE CLERK'S OFFICE.
- 7) WETLANDS WERE DELINEATED ON APRIL 11, 2017 BY TIMOTHY J. FERWERDA, CWS 039, OF MERIDIAN LAND SERVICES, INC., 31 OLD NASHUA ROAD, SUITE 2, AMHERST, NH 03031. PHONE #603-673-1441.
- 8) ELEVATIONS ARE BASED ON AN ASSUMED DATUM. CONTOUR INTERVAL IS 5 FEET.
- 9) 903-19-015-0000 IS NOT WITHIN THE 100 YEAR FLOOD PLAIN.
- 10) WORK PERFORMED WITHIN THE PRECAUTIONARY AND PROHIBITIVE SLOPE AREAS SHALL CONFORM TO THE CITY OF KEENE HILLSIDE PROTECTION ORDINANCE.
- 11) THE PROPOSED DRIVEWAY(S) WILL BE CONSTRUCTED IN ACCORDANCE WITH CITY DRIVEWAY STANDARDS. A PERMIT SHALL BE OBTAINED FROM THE CODE ENFORCEMENT OFFICE BEFORE CONSTRUCTION OF THE DRIVEWAY BEGINS. A PERMIT SHALL BE OBTAINED FROM THE PUBLIC WORKS DEPARTMENT PRIOR TO ANY EXCAVATION WITHIN THE CITY RIGHT OF WAY. THE CITY ENGINEERING DIVISION SHALL BE CONTACTED 48 HOURS MINIMUM IN ADVANCE TO INSPECT THE DRIVEWAY. DRIVEWAYS OVER 300 FEET LONG SHALL HAVE A TURN AROUND FOR FIRE EQUIPMENT.
- 12) ON-SITE BURIAL OF STUMPS FROM LAND CLEARING SHALL BE IN ACCORDANCE WITH RSA 14-M:1. STUMP BURIAL SHALL NOT BE WITHIN 75' OF ANY PUBLIC OR PRIVATE WATER SYSTEM. THE BUREAU OF SOLID WASTE SHALL BE NOTIFIED OF ANY INTENT TO BURY STUMPS.
- 13) GRADING OF THE PROPOSED HOUSE SITES SHALL BE DONE IN ACCORDANCE WITH THE CITY OF KEENE DEVELOPMENT STANDARDS.
- 14) FOR NEW DEVELOPMENT A CISTERN AND DRY HYDRANT OR RESIDENTIAL SPRINKLER SYSTEM IS REQUIRED FOR 903-19-015-0000 TO MEANINGS 1142.

SHEETS 1/2 AND 2/2: EXISTING CONDITIONS PLAN & PROPOSED CONDITIONS - 3 LOT SUBDIVISION TO REMAIN ON FILE AT THE CITY OFFICE
 SHEET 1/1 SUBDIVISION PLAN TO BE RECORDED AT CHESHIRE COUNTY REGISTRY OF DEEDS.

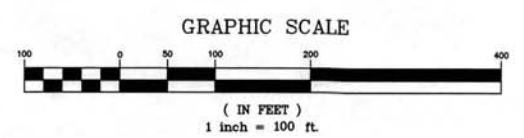
No.	Date	Revision	By
3	8/14/17	CHANGED TO A CRD SUBDIVISION	WP
2	7/18/17	BUILDING LINE FOR LOT 903-19-015-0000	WP
1	7/10/17	CITY COMMENTS	WP

PROPOSED CONDITIONS
3 LOT CONSERVATION
RESIDENTIAL DEVELOPMENT
 MAP 903-19-015-0000
 62 NIMS ROAD
 KEENE, NH 03431
 DATE: JUNE 16, 2017
 PREPARED FOR:
 FRANCES E. BOLLES
 JOHN A. BOLLES, POA
 469 SOUTH ROAD
 EAST SULLIVAN, NH 03445
CARDINAL SURVEYING & LAND PLANNING
 Keene, New Hampshire 03431
 Tel. (603) 499-6151

RECEIVED
 AUG 14 2017
 SCALE: 1"=100'

DATE

- LEGEND**
- - PIN FOUND
 - - MONUMENT FOUND
 - - REBAR SET
 - - DRILL HOLE FOUND
 - - DRILL HOLE SET
 - - UTILITY POLE
 - - WELL
 - - CATCH BASIN
 - - TREE LINE
 - - APPROXIMATE ABUTTER LINE
 - - EXISTING CONTOUR LINE
 - - BUILDING SETBACK LINE
 - - SOILS LINE
 - - EDGE OF DELINEATED WETLANDS
 - - STONE WALL
 - - PRECAUTIONARY SLOPES
 - - PROHIBITIVE SLOPES
 - - 4,000 SQUARE FOOT DEDICATED SEPTIC AREA
 - - PROTECTIVE WELL RADIUS



2017
 APPROVED AS A BOUNDARY LINE ADJUSTMENT
 IN ACCORDANCE WITH THE PROVISIONS OF RSA 674.
 THE CITY OF KEENE PLANNING BOARD
 BY _____, CHAIRMAN

OWNER CERTIFICATION
 I, FRANCES E. BOLLES, CERTIFY THAT I AM THE OWNER OF 903-19-015-0000, AND APPROVE OF THIS SUBDIVISION.
John A. Bolles, POA
 DATE

SURVEYOR'S CERTIFICATION
 THIS SURVEY IS THE RESULT OF A RANDOM TRAVERSE USING AN ELECTRONIC TOTAL STATION AND MEETS THE MINIMUM REQUIREMENTS OF AN RURAL SURVEY AS SPECIFIED IN NH LAN 500.1.
 I HEREBY CERTIFY THAT THIS PLAT CONFORMS TO ALL APPLICABLE LOCAL ZONING ORDINANCES AND RULES.

STAFF REPORT

S-05-17 2-Lot Subdivision –618 Court St.

Request:

Wendy S. Pelletier, LLS, on behalf of owner Mark Harper proposes a 2-lot subdivision. This proposal would subdivide an existing, 0.57 acre lot (TMP# 118-02-01-0000) into one 12,596 SF lot and one 12,257 SF lot. The parcel is located in the Low Density Zoning District just north of Cheshire Medical Center.



Figure 1: 618 Court St. – Existing Property Parcel

Background:

As shown in the aerial photo above, the existing parcel is long and narrow lot with frontage on both Court and Riverview Streets. Currently two driveways are present; a paved driveway on Court Street and a gravel driveway, both providing access to the existing, single-family residence. The Engineering Department has deemed that both of the existing driveways are legal. The parcel is served by City water and sewer. No wetlands, surface waters or steep slopes are present. The proposed, new parcel will need access onto Riverview Street. There is ample frontage area along the proposed parcel to create this new access which could be staggered from the existing driveways on the south side of Riverview Street.

STAFF REPORT

Completeness:

The Applicant has supplied the following drawing: “2-Lot Subdivision, 118-02-010-000, 618 Court Street, Keene, NH 03431”, 1” = 20’, dated July 21, 2017.

In addition, the Applicant has requested site-specific exemptions from the following plan requirements, explicitly for site features that are not present on the site (i.e. stonewalls, cellar holes, etc.). These exemptions are:

1. Proposed Conditions Plan – proposed contours at minimum intervals of five feet, and the location of proposed light fixtures.
2. The entire Grading Plan
3. The entire Landscaping Plan
4. The entire Lighting Plan
5. Technical Reports – drainage report, traffic report, and documentation of all test pits.

After reviewing the requested exemptions, staff recommends that the Board grant all exemptions and open the public hearing for **S-05-17**. As a reminder, the Board has 65 days to make a decision on an application once the Public Hearing has been opened.

Departmental Comments:

Engineering: Survey Plan –

1. Differentiate between existing and proposed lot lines.
2. Confirm that all lines and symbology used in the drawings is defined in the legend (For example, water line, co, etc.).

Police: Reviewed with no comment.

Fire: No issues

Code: The side setback bordering Riverview Street should be 20’, see Section 102-826(c).

“*Side yards.* In the residential districts, the street side setback of a corner lot shall be measured from the property line adjacent to the street, and shall be ten feet greater than the normal side setback requirements specified in [section 102-791](#). ...”

STAFF REPORT

Application Analysis:

This application proposes no development and is served by City water and sewer. The resulting subdivided parcel is, within existing regulations, developable. However, given the narrowness of the proposed new parcel and Sec. 102-794.(5):

“Parking areas not included in article VI, division 4, shall have the parking surface located to the rear of the front setback or building line and the surface shall be at least three feet from the side property line.”

The Board may wish to request that the applicant demonstrate potential layout options that meet the necessary requirements.

RECOMMENDATION FOR APPLICATION:

If the Board is inclined to approve the Application, the following motion is recommended:

Approve S-05-17, as shown on the plan identified as “2-Lot Subdivision, 118-02-010-000, 618 Court Street, Keene, NH 03431”, dated July 21, 2017, received July 20, 2017 prepared by Wendy S. Pelletier. LLS, at a scale of 1” = 20’, with the following conditions:

- 1. Submit a revised subdivision plan with the following necessary changes:
 - a. The correct side setback for the existing, corner lot.*
 - b. Differentiation between existing and proposed lot lines.*
 - c. A revised legend that contains all lines and symbology used in the drawing.**
- 2. Owner’s signature on plan prior to approval.*

CITY OF KEENE
NEW HAMPSHIRE

Public Works Department

Date: August 4, 2017
To: Michelle Chalice, Planner
Through: Donald R. Lussier, P.E., City Engineer
From: Yelma Desseta, Civil Engineer
Subject: 618 Court Street(S-05-17)

Background:

The Department of Public Works, Engineering Division received the following documents in our office on August 3, 2017 for review and comments.

- Survey Plan entitled “2 Lot Subdivision” prepared by Cardinal Surveying and Land Planning, dated July 21, 2017.

The Engineering Division reviewed the above documents and made comments in conformance with standard engineering practice and compliance with City of Keene Subdivision Rules and Regulations (Sec. 70-121. Lot monuments and Sec. 102 -791 Basic Zone Dimension Requirement).

Survey Plan:

1. Please differentiate between existing and proposed lot lines.
2. Confirm that all lines and symbology used in the drawings is defined in the legend (For example, water line, co, etc.).
3. In accordance with Sec. 70-135 of the City Code, a separate driveway permit is not required if the proposed driveway is approved as part of a subdivision plan. We recommend the Applicant include the proposed driveway for the new lot as part of this plan rather than go through a separate review process at a later date.

CITY OF KEENE | PLANNING BOARD

SUBDIVISION APPLICATION



This form must be filled out in its entirety. If a box is not checked, staff will assume that the information is not provided and the application is, therefore, not complete. Incomplete applications will not be accepted for review.



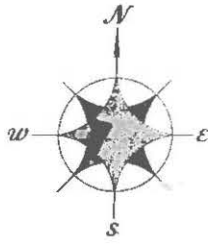
A Project Name 2 LOT SUBDIVISION	Date Received/Date of Submission:	
	Date of pre-application meeting:	
Tax Map Parcel number(s) 118 - 02 - 010 .0000	Date Application is Complete:	
	Planning Department File #: S-05-17	
Project Address: 618 COURT STREET	Owner	Name: MARK HARPER
		Address: 337 HARTSVILLE LANE, WEBSTER, NY 14580
Telephone/E-mail: mark.harper@mlharperco.com 585-738-0684	Applicant	Signature: <i>Mark Harper</i>
Acreage/S.F. of Parcel: .57 AC / 24,853 SF		Name: WENDY PELLETIER, CARDINAL SURVEYING AND LAND PLANNING
Zoning District: LOW DENSITY		Address: 463 WASHINGTON STREET, KEENE, NH 03431
		Telephone/E-mail: WENDY@CARDINALSURVEYING.NET 603 499-6151
		Signature: <i>Wendy Pelletier</i>

B Descriptive Narrative Including

<input checked="" type="checkbox"/> Type of development	<input checked="" type="checkbox"/> Sedimentation Control	<input checked="" type="checkbox"/> Scope/scale of development
<input checked="" type="checkbox"/> Proposed uses	<input checked="" type="checkbox"/> Vegetation	<input checked="" type="checkbox"/> Parcel size
<input checked="" type="checkbox"/> Location of access points	<input checked="" type="checkbox"/> Debris management	<input checked="" type="checkbox"/> Proposed stormwater, drainage & erosion plan
<input checked="" type="checkbox"/> Any other descriptive information	<input checked="" type="checkbox"/> Disposal proposals for boulders, stumps & debris	

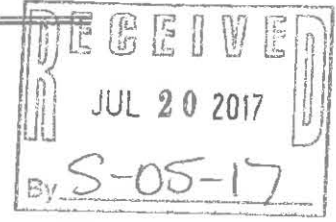
C A complete application must include the following

<input checked="" type="checkbox"/> Two (2) copies of completed application forms signed & dated	<input checked="" type="checkbox"/> Plans stamped/signed by reg. professional
<input checked="" type="checkbox"/> Two (2) copies of descriptive narrative	<input checked="" type="checkbox"/> Two (2) copies on 11" x 17"
<input checked="" type="checkbox"/> Notarized list of all owners of property within 200'	<input checked="" type="checkbox"/> Three (3) copies of all technical reports
<input checked="" type="checkbox"/> Two (2) sets of mailing labels, per abutter	<input checked="" type="checkbox"/> A check to cover the costs of legal notice to advertise
<input checked="" type="checkbox"/> Seven (7) copies on "D" size paper of plans (24" x 36")	the public hearing, mailing notices out to abutters



CARDINAL SURVEYING AND LAND PLANNING, LLC

463 Washington Street
Keene, NH 03431
(603) 209-1989
www.cardinalsurveying.net
"Know Your Boundaries"



July 20, 2017

618 Court St.
2 Lot Subdivision

Project Narrative

Map 118-02-01-0000 is a 0.57 acre lot on the west side of Court Street on the corner of Riverview St. just north of the hospital. There is a single family dwelling on the lot accessed from a driveway onto Court Street.

The lot is in the low-density district. The neighborhood is comprised of modest single-family homes on 10,000+- s.f. lots.

This is a proposed residential 2 lot subdivision. The existing dwelling 12,596 s.f. lot with frontage on Court Street. The second lot will be lot of 12,257 s.f. with frontage on Riverview Street. There are not wetlands, surface water or steep slopes on the lot.

The existing dwelling is connected to City sewer and water. A new dwelling will be connected to City utilities as well. The elevation of the house is such that it should not need a sewer pump.

There is no building proposed at this time. The requirements for drainage, erosion control, stump and debris management is noted in the general notes and will be addressed at the time building permits are applied for.

Required Items for Submittal	N/A	Applicant Verifies Presence	Applicant Requests Exemption	Staff Recommends Exemption
Soils report prepared by a licensed NH engineer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Documentation of all test pits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bedrock within 48" of ground level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poorly drained soils	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Highly erosive soils	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ADDITIONAL TECHNICAL REPORTS (Section IV.D.2.g)

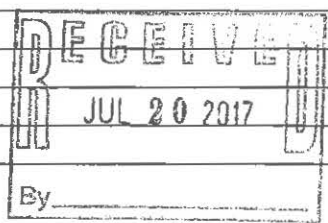
The Planning Board may request additional technical studies from the Applicant; including, but not limited to, Natural Heritage Documentation, Historic Evaluation, Screening Analysis, detailed Architectural Study.

Waivers from the Planning Board's 19 Development Standards? Y N
(If yes, please provide a detailed list in the space below.)

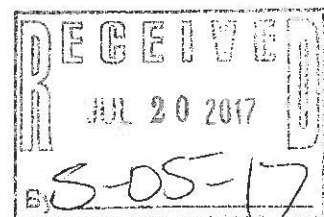
- LIGHTING PLAN
- GRADING PLAN
- LANDSCAPING PLAN

The Planning Board Development Standards are to be met for all applications. Please review the development standards and provide a brief narrative description for how your application addresses each and/or indicate where on the plan or in the application proof of compliance can be found. Applicants can either supply the information in the space provided, or attach a brief narrative (use of a separate sheet is recommended).

- 1) Drainage: MINOR 2 LOT SUBDIVISION, NO BUILDING IS PROPOSED AT THIS TIME.
- 2) Sedimentation & Erosion Control:
- 3) Hillside Protection:
- 4) Snow Storage & Removal:
- 5) Flooding:
- 6) Landscaping:
- 7) Noise:
- 8) Screening:



9)	Air Quality:	N/A
10)	Lighting	
11)	Sewer & Water:	NOTE 13 ON PLAN
12)	Traffic:	N/A
13)	Driveways	NOTE 12 ON PLAN
14)	Hazardous & Toxic Materials:	N/A
15)	Filling & Excavation:	N/A
16)	Wetlands:	NOTE 8 ON PLAN
17)	Surface Waters:	NOTE 8
18)	Stump Dumps:	NOTE 14 ON PLAN
19)	Architecture & Visual Appearance:	N/A



11 Riverview Street
Keene, NH 03431
August 11, 2017

City of Keene – Planning Department
3 Washington Street
Keene, NH 03431

To Whom It May Concern:

I am writing in regard to a situation for which I have some concern regarding a curb cut onto Riverview Street from #618 Court Street.

When we first moved to Keene in 2010 there was barely a noticeable exit onto Riverview Street from 618 Court Street. Over the past few years, however, the curb cut onto my street is being used more and more. I have had occasion, when driving to the corner [of Riverview and Court] to have a vehicle enter Riverview from 618 Court essentially cutting me off.

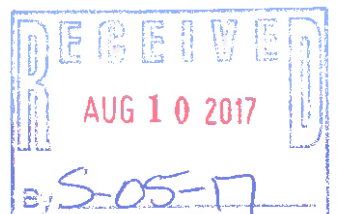
I would like to know if this second curb cut from 618 Court Street is a legal one. I bring this up at this time since the property is for sale and, should the second driveway not be permitted it would be best to have this resolved before a new owner moves in.

My concerns are for the safety of vehicles entering and exiting Riverview Street as well as those into and out of 618 Court Street. At the present time, there are young children in the Riverview Street neighborhood. Distractions from a car entering the street close to Court Street adds to my concern.

Thank you for looking into this situation.

Sincerely,

Susan M. Sielke

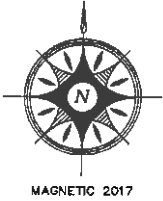


SOILS LEGEND

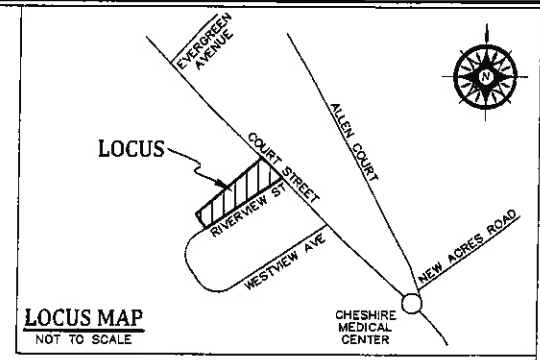
526A - CAESAR LOAMY SAND, 0 TO 3 PERCENT SLOPES

LEGEND

- - PIN FOUND
- - REBAR SET
- - UTILITY POLE
- - HYDRANT
- - WATER VALVE
- - CATCH BASIN
- - SEWER MANHOLE
- - TREE LINE
- - WOOD FENCE
- - EXISTING CONTOUR LINE
- - APPROXIMATE ABUTTER LINE
- - BUILDING SETBACK LINE
- - OVERHEAD UTILITIES
- - APPROXIMATE SEWER LINE
- - APPROXIMATE WATER LINE



MAGNETIC 2017



LOCUS MAP
NOT TO SCALE

NOTES

- 1) THE PURPOSE OF THIS PLAN IS TO SUBDIVIDE 118-02-010-0000 INTO TWO RESIDENTIAL LOTS.
- 2) OWNERS OF RECORD:
MARK L. HARPER
337 HARTSVILLE LANE
WEBSTER, NY 14580
VOLUME 2859 PAGE 279
- 3) EXISTING AREA OF 118-02-010-0000: 24,853 S.F. OR 0.57 ACRES.
PROPOSED AREA OF 118-02-010-0000: 12,596 S.F. OR 0.29 ACRES
PROPOSED AREA OF 118-02-010-0100: 12,257 S.F. OR 0.28 ACRES
- 4) MAP AND LOT NUMBERS REFER TO THE CITY OF KEENE PROPERTY MAPS.
- 5) CURRENT ZONING: LOW DENSITY
MIN. LOT AREA - 10,000 S.F.
MIN. FRONTAGE - 60 FEET
MIN. WIDTH AT BUILDING LINE - 70 FEET
SETBACKS:
FRONT - 15 FEET
SIDE - 10 FEET
REAR - 20 FEET
- 6) THE RIGHT OF WAY OF COURT STREET IS SHOWN TO BE 4 ROADS WIDE (80 FEET) BASED ON THE CENTERLINE OF EXISTING TRAVELED WAY AND THE LAYOUT OF 1845 RECORDED IN THE COURT RECORDS VOLUME 2 PAGE 311.
- 7) THE RIGHT OF WAY OF RIVERVIEW STREET WAS DETERMINED BY THE LOCATION OF MONUMENTATION AND IS SHOWN TO BE 50 FEET WIDE BASED ON REFERENCE PLAN 1.
- 8) NO JURISDICTIONAL WETLANDS WERE OBSERVED.
- 9) ELEVATIONS ARE BASED ON AN ASSUMED DATUM.
- 10) 118-02-010-000 IS NOT WITHIN THE 100 YEAR FLOOD PLAIN.
- 11) SOIL TYPE: 526A - CAESAR LOAMY SAND, 0 TO 3 PERCENT SLOPES
SOIL INFORMATION IS BASED ON THE SOIL SURVEY OF CHESHIRE COUNTY, NEW HAMPSHIRE PREPARED BY THE UNITED STATES DEPARTMENT OF AGRICULTURE, SOIL CONSERVATION SERVICE.
- 12) THE PROPOSED DRIVEWAY WILL BE CONSTRUCTED IN ACCORDANCE WITH CITY DRIVEWAY STANDARDS. A PERMIT SHALL BE OBTAINED FROM THE CODE ENFORCEMENT OFFICE BEFORE CONSTRUCTION OF THE DRIVEWAY BEGINS. A PERMIT SHALL BE OBTAINED FROM THE PUBLIC WORKS DEPARTMENT PRIOR TO ANY EXCAVATION WITHIN THE GREAT RIGHT OF WAY. THE CITY ENGINEERING DIVISION SHALL BE CONTACTED 48 HOURS MINIMUM IN ADVANCE TO INSPECT THE DRIVEWAY.
- 13) ALL NECESSARY PERMITS WILL BE OBTAINED FROM CITY OF KEENE PUBLIC WORKS DEPARTMENT FOR SEWER AND WATER CONNECTIONS. PRIVATE ON-SITE SEWER EJECTOR PUMPS MAY BE NEEDED TO ACCESS CITY SEWER LINES.
- 14) ON-SITE BURIAL OF STUMPS FROM LAND CLEARING SHALL BE IN ACCORDANCE WITH RSA 14-M:1. STUMP BURIAL SHALL NOT BE WITHIN 75' OF ANY PUBLIC OR PRIVATE WATER SYSTEM. THE BUREAU OF SOLID WASTE SHALL BE NOTIFIED OF ANY INTENT TO BURY STUMPS.
- 15) GRADING OF THE PROPOSED HOUSE SITES SHALL BE DONE IN ACCORDANCE WITH THE CITY OF KEENE DEVELOPMENT STANDARDS.
- 16) THE PARCEL MAY BE SUBJECT TO EASEMENTS AS THEY EXIST OF RECORD OR IN FACT. CARDINAL SURVEYING AND LAND PLANNING DOES NOT INTEND OR REPRESENT THAT ALL RIGHTS AND EASEMENTS AFFECTING THE SUBJECT PROPERTIES ARE SHOWN. A SPECIFIC TITLE EXAMINATION IS SUGGESTED TO DETERMINE THE NATURE AND EXTENT OF RIGHTS AND EASEMENTS AFFECTING THE SUBJECT PROPERTIES.
- 17) THE LOCATION OF ANY UTILITY INFORMATION SHOWN ON THIS PLAN IS APPROXIMATE. CARDINAL SURVEYING & LAND PLANNING MAKES NO CLAIMS TO THE ACCURACY OR COMPLETENESS OF THE UTILITIES SHOWN. FIELD VERIFICATION IS REQUIRED PRIOR TO ANY EXCAVATION ON THE SITE.

OWNER CERTIFICATION

I, MARK L. HARPER, CERTIFY THAT I AM THE OWNER OF 118-02-010-000, AND APPROVE OF THIS SUBDIVISION.

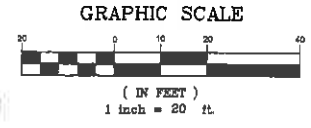
Mark L. Harper
MARK L. HARPER

SURVEYOR'S CERTIFICATION

THIS SURVEY IS THE RESULT OF A RANDOM TRAVERSE USING AN ELECTRONIC TOTAL STATION AND MEETS THE MINIMUM REQUIREMENTS OF AN URBAN SURVEY AS SPECIFIED IN NH LAN 800.1.
I HEREBY CERTIFY THAT THIS PLAT CONFORMS TO ALL APPLICABLE LOCAL ZONING ORDINANCES AND RULES.



DATE



2017
APPROVED AS A SUBDIVISION
IN ACCORDANCE WITH THE PROVISIONS OF RSA 674.
THE CITY OF KEENE PLANNING BOARD
BY _____ CHAIRMAN

REFERENCE PLANS

- 1) "PLAN OF RIVERVIEW STREET, DEVELOPED BY NORMAN KINNEY"; PREPARED BY G.G. PHILBROOK; DATED APRIL 1956; RECORDED AT CCRD PLAN BOOK 9 PAGE 25.

NO.	DATE	REVISION	BY

2 LOT SUBDIVISION
118-02-010-0000
618 COURT STREET
KEENE, NH 03431
DATE: JULY 21, 2017 SCALE: 1"=20'
PREPARED FOR:
MARK L. HARPER
337 HARTSVILLE LANE
WEBSTER, NY 14580
CARDINAL SURVEYING & LAND PLANNING
Keene, New Hampshire 03431
Tel. (603) 499-6151 SHT 1/1

STAFF REPORT

S-06-17 2-Lot Subdivision – 490 Washington St.

Request:

Applicant Toby Tousley proposes a 2-lot subdivision for the parcel located at 490 Washington Street. This proposal would subdivide the existing 2.795 acre lot (TMP 012-02-005-0000) into one, 0.325 acre lot and one, 2.47 acre lot. The parcel is located in the Low Density zoning district approximately ¼ mile north of the Keene Recreation Center.

Background:

The parcel with its existing residence is shown outlined in orange in Figure 1 on the west side of Washington Street. The parcel contains a gravel drive that wraps through the property on the south side of a wetland area and on to its back, southeast corner. The original parcel is served by two driveways (shown with yellow arrows in Figure 1.) which, per the City’s Engineering Department, were present prior to the City’s driveway ordinance’s inception, thus legal. A tip-down of uncertain origin (noted with a blue arrow in Figure 1.) exists along the original parcel’s southern Washington St. frontage.

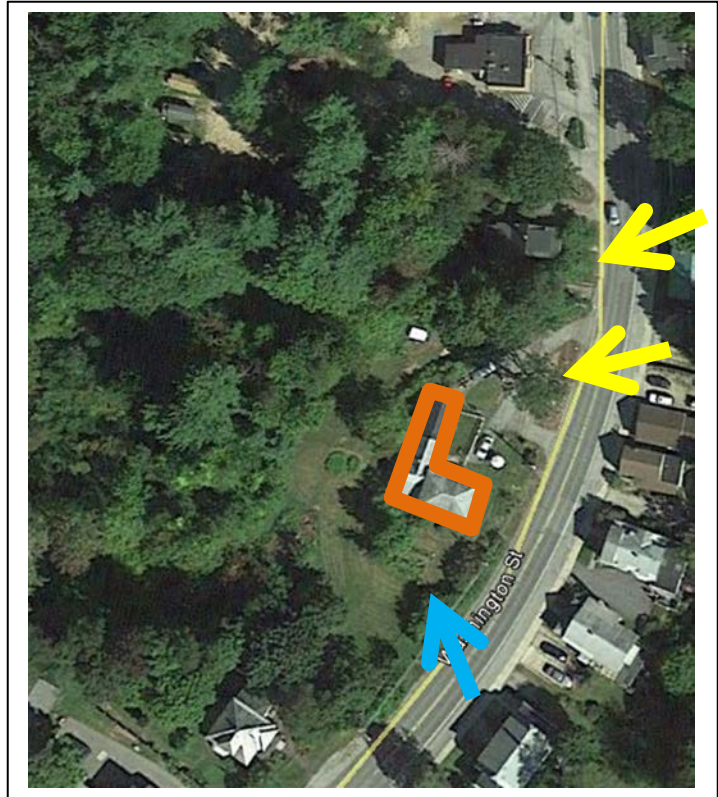


Figure 1: Existing Residence with Two Driveways at 490 Washington Street

The parcel also contains 0.776 acres of wetlands. Per Article XVI- SURFACE WATER PROTECTION Division 1. Sec. 102-1493 the required buffer is 30’ in the Low Density zoning district. The area of buffer is 0.628 acres. Sec. 102-1494 (a) states: “For purposes of calculating the minimum lot size for the subdivision of land, areas of surface water resources as defined in this article shall be excluded from the area used to calculate the minimum lot size.” However, (b) of this same section states: “Buffers adjacent to surface water resources as defined in this article shall be included in the calculation of minimum lot size.” Therefore the original 2.795 acre parcel minus the 0.77 acre wetland area and the existing, 0.325 acre house parcel leaves 1.7 acres or

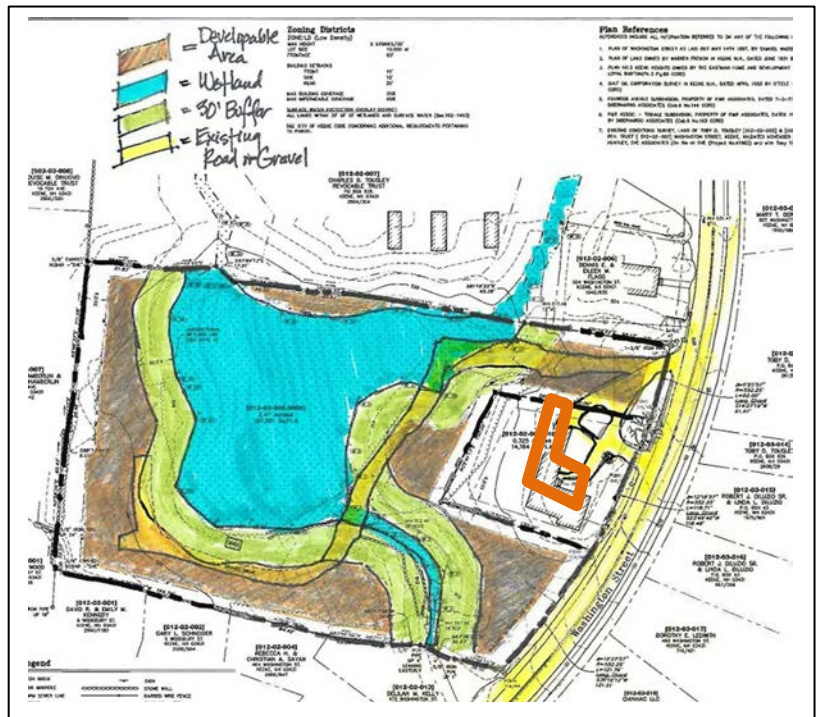


Figure 2: Developable Areas in Green & Brown

STAFF REPORT

74,052 SF. The minimum lot area in the Low Density zoning district is 10,000 SF. Therefore the required minimum lot area is available. However, as shown in Figure 2, the developable areas are dispersed throughout the proposed, new parcel.

Completeness:

The Applicant has supplied the following drawing: “Two-Lot Subdivision, Land of Toby Tousley, Tax Map Parcel No. 012-02-005-0000, 490 Washington Street, Keene, Cheshire County, New Hampshire”, 1” = 30’, dated July 10, 2017. The Applicant has requested site-specific exemptions from the site features that are not present on the site (i.e. stonewalls, cellar holes, etc.). Additional exemptions are:

1. Proposed Conditions Plan – proposed contours at minimum intervals of five feet, and the location of proposed light fixtures.
2. The entire Grading Plan
3. The entire Landscaping Plan
4. The entire Lighting Plan
5. Technical Reports – drainage report, traffic report, and documentation of all test pits.

After reviewing the requests, staff recommends that the Board grant all the exemptions and open the public hearing for **S-06-17**. As a reminder, the Board has 65 days to make a decision on an application once the Public Hearing has been opened.

Departmental Comments:

Engineering:

Survey Plan:

1. *Please differentiate between existing and proposed lot lines.*
2. *Confirm that all lines and symbology used in the drawings is defined in the legend (For example, proposed property line, wetland delineation, etc.)*

Driveways:

1. *The existing property includes two curb openings, both of which were in existence prior to April 28, 1989. The applicant proposes to retain both in their current configuration.*
2. *In accordance with Sec. 70-135 of the City Code, a separate driveway permit is not required if the proposed driveways or modifications are approved as part of a subdivision plan. We recommend the Applicant include modifications of the driveway as part of this plan rather than go through a separate review process at a later date.*
3. *The existing driveway crosses the proposed property line. If the applicant’s intent is to create a shared driveway, the legal status of the shared driveway should be recorded as a deeded easement. If the applicant’s intention is not to create a shared driveway, these driveways should be physically separated. These proposed driveways should comply with requirements for parking and driveways found elsewhere in the Code.*

STAFF REPORT

4. The northernmost driveway location does not satisfy the requirements for 200' sight distance without clearing vegetation. Vegetation management to create adequate sight distance should be a condition of approval.

5. The curb line along the southern frontage includes a depressed area of granite curb. Within the depressed area, the curb reveal is approximately 3" rather than the normal 7". Public works records indicate that the curbing was constructed this way during the recent reconstruction of Washington Street, although the purpose is not clear. There is no pre-existing approved driveway at this location.

6. Although the applicant has not proposed a driveway at the depressed area, it should be noted that topography to North of this location greatly reduces current sight distance. No future driveway at this location should be permitted without significant excavation and/or grading of the embankment to the North. In addition, vegetation to the South obstructs sight distance in that direction.

Drainage:

1. This parcel is subject to a drainage easement granted to the City of Keene in 1889. The deed for the newly created lot must reflect this existing drainage easement.

2. During the reconstruction of Washington Street, the City's consultant recommended the installation of a large-diameter drain across the southeastern corner of this parcel. Public Works continues to believe that this drainage improvement will be required in the future. Engineering Staff has contacted the applicant and will be discussing this matter in more detail.

Police: Staff was not available to comment.

Fire: No issues.

Code: "Spoke with ... SVE about the concern with the shared driveway and the access for the garage being across the proposed property line also the parking surface/driveway being within 3 feet of the side property line.

*Sec. 102-794. - Parking lot and parking space requirements: (a) Parking lots. Parking lots shall:
(5) Parking areas not included in article VI, division 4, shall have the parking surface located to the rear of the front setback or building line and the surface shall be at least three feet from the side property line."*

Application Analysis:

The following is a review of the Board's relevant development standards in relation to the proposed application:

1. Drainage: No new development is proposed, however, as communicated by the City's Engineering Department, a drainage easement was granted to the City of Keene in 1889. Discussions are pending between the City Engineer and the applicant on this subject.

STAFF REPORT

2. Sedimentation & Erosion Control: As no new development is proposed, this standard appears to be met.

4. Snow Storage and Removal: Both proposed lots would have sufficient space to manage and store snow.

5. Flooding: The proposed parcel is located in Zone X, not within a special flood hazard area for FEMA's 2006 FIRM (Flood Insurance Rate Map). However, the 2005 flood extended to the east side of Washington Street in this same location.

13. Comprehensive Access Management: Per Dev. Standard 13.c. The City's Engineering staff suggests that the existing northern access should become a common driveway access for the new parcel(s). The City's Engineering staff has stated that the existing tip down at the southern frontage should not be an allowable, future curb cut due to poor sight lines for Washington Street vehicular traffic.

16. Wetlands: As shown in blue on Figure 2, the existing wetlands occupy the majority of the central and northern area of the proposed new parcel. Impacting the existing wetland with a proposed, future development would require a permit application with the Wetlands Bureau of the NH Department of Environmental Services (DES).

17. Surface Waters: The buffer areas of the proposed lot are highlighted in green on Figure 2. Per Sec. 102-1488, the City of Keene allows for the disturbance of the protective, wetland buffer for new structures, roads, driveways, stormwater management structures and compensatory flood storage through the approval of a Conditional Use Permit application. This type of request is approved only when all of the following criteria specified in Sec. 102-1490 have been met, as decided by the Planning Board:

“(a) The proposed use and/or activity cannot be located in a manner to avoid encroachment into the overlay district.

(b) Encroachment into the buffer zone has been minimized to the maximum extent possible, including reasonable modification of the scale or design of the proposed use.

(c) The nature, design, siting, and scale of the proposed use and the characteristics of the site including but not limited to topography, soils, vegetation, and habitat are such that when taken as a whole, will avoid the potential for adverse impacts to the surface water resource.

(d) The buffer zone shall be maintained in a natural state to the maximum extent possible. In granting a conditional use permit, the planning board may establish conditions of approval regarding the preservation of the buffer including the extent to which trees, saplings and ground cover shall be preserved.

(1) Dead, diseased, unsafe, or fallen trees, saplings, shrubs, or ground cover may be removed.

(2) Stumps and their root systems shall be left intact in the ground, unless removal is specifically approved in conjunction with a Conditional Use Permit granted by the planning board.

(3) Exotic, invasive trees, saplings, shrubs, or ground covers, as defined by NHDES, may be removed. The stumps and root balls of exotic, invasive species may also be removed by hand digging and/or hand cutting.

STAFF REPORT

(4) Preservation of dead and living trees that provide dens and nesting places for wildlife is encouraged. Planting of native species of trees, shrubs, or ground cover that are beneficial to wildlife is encouraged.

(5) Where there has been disturbance or alteration of this buffer during construction, excavation, or grading, re-vegetation with native species may be required by the planning board.

(e) With the exception of state permitted wetlands crossings, and in zoning districts listed in [section 102-1493](#), a non-disturbance buffer zone shall be maintained to at least 30 feet from the delineated edge of the surface water.”

Buffer impacts adjacent to wetland impacts being reviewed by the NH DES are exempt from Sec. 102-1488.

RECOMMENDATION FOR APPLICATION:

If the Board is inclined to approve the Application, the following motion is recommended:

Approve S-06-17, as shown on the plan identified as “Two-Lot Subdivision, Land of Toby Tousley, Tax Map Parcel No. 012-02-005-0000, 490 Washington Street, Keene, Cheshire County, New Hampshire”, 1” = 30’, dated July 10, 2017, received July 24, 2017, prepared by Russ Huntley, LLS, at a scale of 1” = 30’, with the following conditions:

- 1) *Revise the subdivision survey plan to:*
 - a. *Graphically differentiate between existing and proposed lot lines.*
 - b. *Include in the legend all lines and symbology shown in the drawings.*
 - c. *Contain additional notes:*
 - i. *“The proposed 2.47-acre lot at 490 Washington St. is subject to an existing drainage easement granted to the City of Keene in 1889.”*
 - ii. *“For reasons of roadway topography, public safety and limited sightline access, the proposed 2.47-acre lot at 490 Washington St. shall not have vehicular access or a curb cut along its southern Washington St. frontage.*
 - d. *Contain a modified northern driveway which:*
 - i. *Meets the City’s Sec. 70-135 Driveway Permit and Standards requirements.*
 - ii. *Requires adequate vegetation removal to provide improved visual access of Washington Street vehicular traffic in a form acceptable to the City Engineer.*
- 2) *“Owner’s signature on plan prior to approval.*

CITY OF KEENE | PLANNING BOARD

SUBDIVISION APPLICATION



This form must be filled out in its entirety. If a box is not checked, staff will assume that the information is not provided and the application is, therefore, not complete. Incomplete applications will not be accepted for review.



A Project Name <i>Towley Subdivision</i>		Date Received/Date of Submission: <i>JUL 24 2017</i>
Tax Map Parcel number(s) <i>012 - 02 - 005 . 0000</i> <i>012 - 02 - 005 . 0100</i>		Date of pre-application meeting:
		Date Application is Complete:
		Planning Department File #: <i>S-06-17</i>
Project Address: <i>490 Washington</i>	Owner	Name: <i>Toby Towley</i>
		Address: <i>PO Box 626 Keene NH</i>
		Telephone/E-mail: <i>603 399 2951</i> <i>towley22@earthlink.net</i>
Acreage/S.F. of Parcel: <i>2.40 / 104,426</i> <i>0.395 / 17,189</i>		Signature: <i>[Signature]</i>
Zoning District: <i>Low Density</i>	Applicant	Name: <i>SAME</i>
		Address:
		Telephone/E-mail:
		Signature:

B Descriptive Narrative Including

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Type of development | <input checked="" type="checkbox"/> Sedimentation Control | <input checked="" type="checkbox"/> Scope/scale of development |
| <input checked="" type="checkbox"/> Proposed uses | <input checked="" type="checkbox"/> Vegetation | <input type="checkbox"/> Parcel size |
| <input checked="" type="checkbox"/> Location of access points | <input checked="" type="checkbox"/> Debris management | <input checked="" type="checkbox"/> Proposed stormwater, drainage & erosion plan |
| <input checked="" type="checkbox"/> Any other descriptive information | <input checked="" type="checkbox"/> Disposal proposals for boulders, stumps & debris | |

C A complete application must include the following

- | | |
|--|--|
| <input checked="" type="checkbox"/> Two (2) copies of completed application forms signed & dated | <input type="checkbox"/> Plans stamped/signed by reg. professional <i>UPON FILING FINISH</i> |
| <input checked="" type="checkbox"/> Two (2) copies of descriptive narrative | <input checked="" type="checkbox"/> Two (2) copies on 11" x 17" |
| <input checked="" type="checkbox"/> Notarized list of all owners of property within 200' | <input type="checkbox"/> Three (3) copies of all technical reports <i>N/A</i> |
| <input checked="" type="checkbox"/> Two (2) sets of mailing labels, per abutter | <input type="checkbox"/> A check to cover the costs of legal notice to advertise |
| <input checked="" type="checkbox"/> Seven (7) copies on "D" size paper of plans (24" x 36") | the public hearing, mailing notices out to abutters |

Descriptive Narrative

Tousley Subdivision 490 Washington St

This is a simple subdivision of a 2.75 acre lot into two house lot parcels. Basically this is drawing 3 lines around the existing house and creating a 14,164 sq ft lot with 118 feet of street frontage on Washington St.

The remaining 107,551 sq ft building lot will have 2 lines of frontage on Washington St of 62 feet and 121 feet.

Currently there are 2 existing curb cuts on the Northeasterly part of the property. There is no proposed change in curb cuts.

Currently there are existing driveways servicing both lots. There is no proposed change for driveways.

There is no proposed changes other than drawing 3 lines on a map.

No Sedimentation control proposed

No vegetation changes proposed

No debris management needed

No existing stump dumps none proposed

No proposed change to storm water or drainage

CITY OF KEENE
NEW HAMPSHIRE

Public Works Department

Date: August 18, 2017
To: Michelle Chalice, Planner
Through: Donald R. Lussier, P.E., City Engineer
From: Yelma Desseta, Civil Engineer
Subject: 490 Washington Street(S-06-17)

Background:

The Department of Public Works, Engineering Division received the following documents in our office on August 3, 2017 for review and comments.

- Survey Plan entitled “2 Lot Subdivision” prepared by SVE Associates, dated July 1, 2017.

The Engineering Division reviewed the above documents and made comments in conformance with standard engineering practice and compliance with City of Keene Subdivision Rules and Regulations (Sec. 70-121. Lot monuments and Sec. 102 -791 Basic Zone Dimension Requirement).

Survey Plan:

1. Please differentiate between existing and proposed lot lines.
2. Confirm that all lines and symbology used in the drawings is defined in the legend (For example, proposed property line, wetland delineation, etc.)

Driveways:

1. The existing property includes two curb openings, both of which were in existence prior to April 28, 1989. The applicant proposes to retain both in their current configuration.
2. In accordance with Sec. 70-135 of the City Code, a separate driveway permit is not required if the proposed driveways or modifications are approved as part of a subdivision plan. We recommend the Applicant include modifications of the driveway as part of this plan rather than go through a separate review process at a later date.
3. The existing driveway crosses the proposed property line. If the applicant’s intent is to create a shared driveway, the legal status of the shared driveway should be recorded as a

deeded easement. If the applicant's intention is not to create a shared driveway, these driveways should be physically separated. These proposed driveways should comply with requirements for parking and driveways found elsewhere in the Code.

4. The northernmost driveway location does not satisfy the requirements for 200' sight distance without clearing vegetation. Vegetation management to create adequate sight distance should be a condition of approval.
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Drainage:

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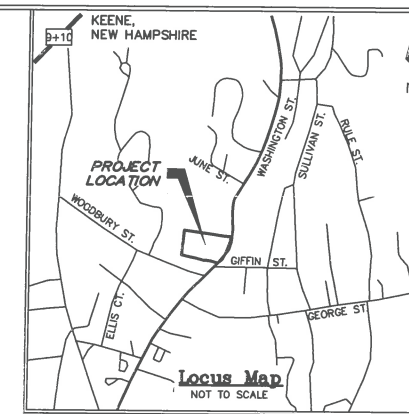
Zoning Districts

ZONE: LD (Low Density)
 MAX HEIGHT 2 STORIES/35'
 LOT SIZE 10,000 sf
 FRONTAGE 60'
 BUILDING SETBACKS
 FRONT 15'
 SIDE 10'
 REAR 20'
 MAX BUILDING COVERAGE 35%
 MAX IMPERMEABLE COVERAGE 45%

SURFACE WATER PROTECTION OVERLAY DISTRICT
 ALL LANDS WITHIN 30' OF WETLANDS AND SURFACE WATER (Sec.102-1493)
 SEE CITY OF KEENE CODE CONCERNING ADDITIONAL REQUIREMENTS PERTAINING TO PARCEL

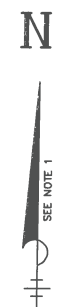
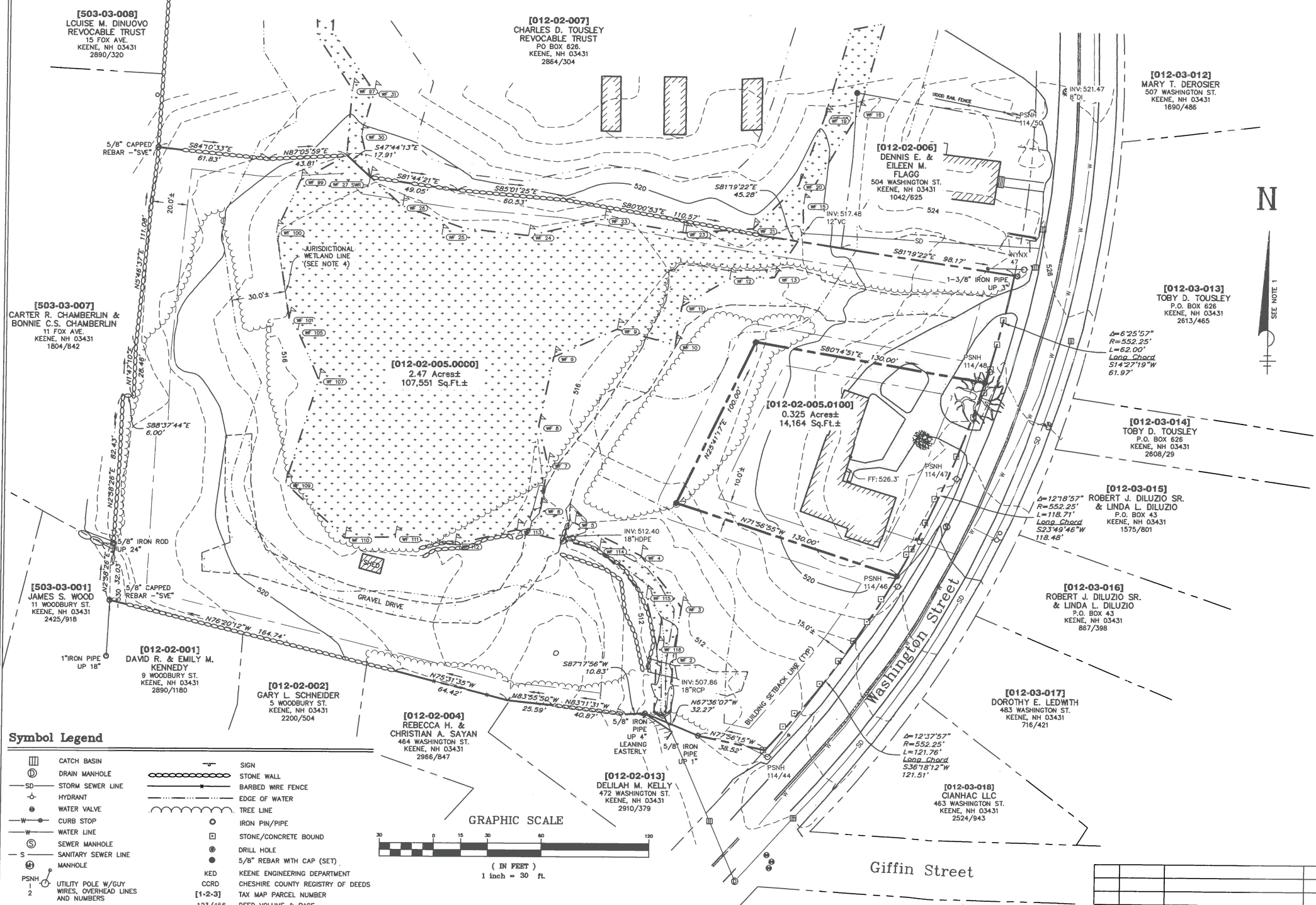
Plan References

- REFERENCES INCLUDE ALL INFORMATION REFERRED TO ON ANY OF THE FOLLOWING PLANS:
- PLAN OF WASHINGTON STREET AS LAID OUT MAY 14TH 1897, BY SAMUEL WADSWORTH, (WAD V-66 CCRD).
 - PLAN OF LAND OWNED BY WARREN FRENCH IN KEENE N.H., DATED JUNE 1921 BY H.B. ONEIL, (Pb.2 Pg.83 CCRD)
 - PLAN NO.3 KEENE HEIGHTS OWNED BY THE EASTMAN HOME AND DEVELOPMENT CO., DATED SEPTEMBER 1929, BY LOYAL BARTON(Pb.3 Pg.85 CCRD)
 - GULF OIL CORPORATION SURVEY IN KEENE N.H., DATED APRIL 1955 BY STEELE BROS. CIVIL ENGRS (Pb.8 Pg.74 CCRD)
 - FOXWOOD AVENUE SUBDIVISION, PROPERTY OF P&R ASSOCIATES, DATED 7-3-73, LAST REVISED 5-15-85, BY DIBERNARDO ASSOCIATES (Cob.6 No.144 CCRD)
 - P&R ASSOC. - TISDALE SUBDIVISION, PROPERTY OF P&R ASSOCIATES, DATED 7-3-73, LAST REVISED 10-4-85, BY DIBERNARDO ASSOCIATES (Cob.6 No.163 CCRD)
 - EXISTING CONDITIONS SURVEY, LAND OF TOBY D. TOUSLEY [012-02-005] & [012-02-007] & DORIS C. TOUSLEY REV. TRUST [012-02-007] WASHINGTON STREET, KEENE, NH, DATED NOVEMBER 12, 2010, BY RUSSELL J. HUNTLEY, SVE ASSOCIATES (On file at SVE (Project No.K1983) and with Toby Tousley)



Survey Notes

- THE BEARINGS SHOWN ON THIS PLAN ARE BASED ON NAD83 NH STATE PLANE COORDINATE SYSTEM OBTAINED FROM CONTROL POINTS ESTABLISHED BY A STATIC GPS SURVEY FOR A CITY OF KEENE INFRASTRUCTURE PROJECT PERFORMED BY SVE (PROJECT No.K1959) AND SERVE ONLY TO DEFINE ANGULAR RELATIONSHIPS.
- THIS PLAN IS SUBJECT TO ANY STATEMENT OF FACTS THAT AN UP TO DATE TITLE REPORT MAY REVEAL.
- JURISDICTIONAL WETLANDS WERE DELINEATED USING THE THREE PARAMETER APPROACH DESCRIBED IN TECHNICAL MANUAL Y-87-1, THE CORPS OF ENGINEERS 1987 WETLAND DELINEATION MANUAL. THE THREE PARAMETERS UTILIZED IN THIS APPROACH ARE THE PRESENCE OR ABSENCE OF (A) HYDRIC SOILS, (B) DOMINANCE OF HYDROPHYTIC VEGETATION, AND (C) EVIDENCE OF WETLAND HYDROLOGY (INUNDATION OR SATURATION TO THE SOIL SURFACE). JURISDICTIONAL WETLANDS WERE DELINEATED FOR THIS PROJECT BY SVE ASSOCIATES FOR PROJECTS DEPICTED ON PLAN REFERENCE NO.7 WITH PORTIONS REVIEWED IN NOVEMBER 2014 AND JULY OF 2017.
- THE TOPOGRAPHY SHOWN ON THIS PLAN IS FROM AN ACTUAL ON THE GROUND FIELD SURVEY PERFORMED IN MAY 2010 AND UPDATED IN NOVEMBER 2014 AND WITH MINOR UPDATES PERFORMED IN JULY 2017. VERTICAL DATUM IS NGVD 1929 OBTAINED BY DIRECT LEVELING FROM USGS DISKS AND TRIGONOMETRIC LEVELING THROUGH TRAVERSE POINTS ESTABLISHED FOR A CITY OF KEENE INFRASTRUCTURE PROJECT PERFORMED BY SVE (PROJECT No.K1959)
- THE BOUNDARY LINES ARE SHOWN FROM PLAN REFERENCE NO. 7
- THE SUBJECT PARCEL IS LOCATED IN ZONE X AND IS NOT WITHIN A SPECIAL FLOOD HAZARD AREA PER FEMA FIRM, CHESHIRE COUNTY, NEW HAMPSHIRE, PANEL 259 OF 610, MAP No.330050259E, EFFECTIVELY DATED MAY 23, 2006.



APPROVED BY THE KEENE PLANNING BOARD
 BY _____ CHAIRMAN,
 AND _____ SECRETARY
 ON _____

Owner Certification

I CERTIFY THAT I AM THE CURRENT OWNER OF THE TRACTS SHOWN HEREON AND THAT I APPROVE OF THE SUBDIVISION.
 OWNER'S SIGNATURE _____ DATE _____

Owner of Record

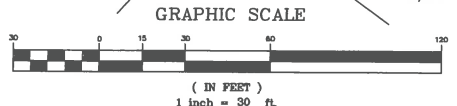
[012-02-005]
 TOBY D. TOUSLEY
 P.O. BOX 826
 KEENE, NH 03431
 ZONE: LOW DENSITY

Surveyor's Certification

THIS SURVEY AND PLAT WERE PRODUCED BY ME OR THOSE UNDER MY DIRECT SUPERVISION FROM A TOTAL STATION AND DATA COLLECTOR TRAVERSE THAT MEETS THE ALLOWABLE RELATIVE POSITIONAL ACCURACY FOR URBAN AREAS AS REQUIRED BY THE STATE OF NEW HAMPSHIRE IN TABLE 500.1, "ACCURACY MEASUREMENTS, LOCAL ACCURACY OF CONTROL, SUPPORTING THE SURVEY," AND IS BASED ON INFORMATION RECORDED AT THE CHESHIRE COUNTY REGISTRY OF DEEDS AS REFERENCED HEREON, INFORMATION PROVIDED BY THE CLIENT AND PHYSICAL EVIDENCE FOUND.
 THIS IS A SUBDIVISION SURVEY AND IS SUBSTANTIALLY CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. ALL DIMENSIONS ARE SUBJECT TO THE ERROR OF CLOSURE PREVIOUSLY STATED.

Symbol Legend

	CATCH BASIN		SIGN
	DRAIN MANHOLE		STONE WALL
	STORM SEWER LINE		BARBED WIRE FENCE
	HYDRANT		EDGE OF WATER
	WATER VALVE		TREE LINE
	CURB STOP		IRON PIN/PIPE
	WATER LINE		STONE/CONCRETE BOUND
	SEWER MANHOLE		DRILL HOLE
	SANITARY SEWER LINE		5/8" REBAR WITH CAP (SET)
	MANHOLE		KEENE ENGINEERING DEPARTMENT
	UTILITY POLE W/GUY WIRES, OVERHEAD LINES AND NUMBERS		CCRD
			CHESHIRE COUNTY REGISTRY OF DEEDS
			TAX MAP PARCEL NUMBER
			DEED VOLUME & PAGE



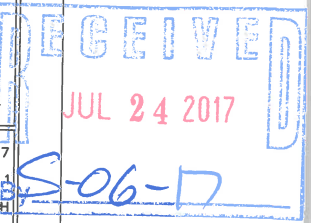
NO.	DATE	REVISION	BY

RUSSELL J. HUNTLEY LLS No.877 DATE _____

Two Lot Subdivision
 LAND OF
Toby D. Tousley
 TAX MAP PARCEL NO.
[012-02-005.0000]
 490 Washington Street, Keene, Cheshire County, New Hampshire

SVE Associates © 2017
 Engineering Surveying Landscape Architecture Planning
 47 Marlboro St., Keene, NH 03431 Phone (603) 355-1532 Fax (603) 355-2969
 website: www.sveassoc.com

DATE PLAN: 7/10/2017
 DATE SURVEY: See Note 1
 DRAWN BY: S-06-D
 CHECKED BY: R.H.T.
 SCALE: 1"=30'
 PROJ. NO. K2584
 CAD FILE NO. K2584 01 Sub



STAFF REPORT

SPR-967 MOD. 8G – RAILROAD LAND DEVELOPMENT PARKING LOT – 0 CYPRESS ST

Request:

Rob Hitchcock, on behalf of owner, Railroad Street Condominium Association, requests the expansion of the existing parking lot at 0 Cypress Street 22-feet to the south to accommodate four additional parking spaces. The lot is 9.28 acres and is located in the Central Business Zoning District, TMP #023-04-027.

Background:

The Applicant proposes to expand the 101-space parking lot at 0 Cypress Street, which is located to the south of the Monadnock Food Coop building. To accommodate 4 new parking spaces, the Applicant proposes to relocate the existing row of 8 parking spaces at the far southern end of the parking lot 22-feet to the south. This extension would provide space for the installation of 4 parking spaces along the western side of the lot in its southwestern corner. In the area where the parking lot will be expanded, there is currently a grass lawn adjacent to a fenced-in playground. To make room for the proposed extension of pavement/parking, an existing storage shed, planters, and an established shade tree will need to be removed.



Photo to the Right: This aerial image was taken in 2015 and displays current site conditions. Above Photo: The above image displays the parking spaces that are proposed to be added and relocated in the Coop parking lot.

STAFF REPORT

The Planning Board reviewed a proposal nearly identical to this site plan at its meeting in July of 2013. The only difference between this current proposal and the plan reviewed in 2013 is that the shed and planters were not present in 2013. This site plan application was denied by the Planning Board at the October 27, 2014 meeting. The Board came to this decision following more than a year of requests from the Applicant to continue the public hearing and extend the decision deadline for this application. At that time, the Board raised the following concerns with this proposal: Whether there is significant evidence demonstrating demand for the additional parking; the impacts of the proposed increase in impervious surface; the loss of a shade tree to accommodate the parking; and, whether the proximity of parking to the playground is appropriate for safety.

In a separate application in January of 2017, the Planning Board approved the Railroad Land Development LLC's request to use a vacant gravel lot to the east of the Coop as a temporary parking area for a period of two years. The Board approved this request with the following condition:

"1. Prior to signature, Applicant shall submit:

- a) A letter from the property owner stating that the remaining work that was approved as part of SPR-967 Mod. 8 A as subsequently modified, with the exception of the prior approved temporary parking lot conditions, will be completed before the end of July 2017.*
- b) Security, in an amount and form deemed acceptable by the City Engineer and Planning Director, for the following work, which remain incomplete from the approval of SPR-967 Mod. 8A:*
 - i. laying the final course of pavement on the existing parking area and installing curbed/landscaped islands in the parking lot interior;*
 - ii. installation of concrete sidewalks and walkways in locations approved to be asphalt as part of SPR-967 Mod 8A."*

The Railroad Land Development LLC has yet to resolve the compliance issues with the original site plan for the Monadnock Food Coop (SPR-967 Mod8A) identified in Condition 1.b above. As these conditions were not met within 180 days of the Board's decision, the approval for this site plan has expired. Per the approval granted for Site Plan SPR-967 Mod 8A, the gravel area (the site of the proposed temporary parking lot) is to be returned to loam and seed.

Completeness:

The Applicant has requested exemptions from the site-specific requirements such as a separate lighting or landscape plan, visual and architectural details as well as the various technical reports: traffic, and soils. After review of this request, Staff has determined that exempting the Applicant from submitting this information would have no bearing on the merits of the application as the proposal is for a temporary use of the site and recommends that the Planning Board grant these applications and accept the application as "complete."

Departmental comments:

Code: "No Issues."

Engineering: "Provide drainage calculations to demonstrate no net change in runoff. Specifically, calculation should account for added parking spaces and the proposed pavement area. Recommend the applicant confirm proposed site grade. Some areas appear to have as little as 0.5% slope and may create ponding / icing issues."

Fire: "No issues"

Application Analysis:

The following is a review of the Board's relevant standards in relation to the proposed application:

1. Drainage: In their application, the Applicant notes that there will be no changes to drainage on the site. Due to the proposed increase in impervious surface area, staff have requested the Applicant work

STAFF REPORT

with the City Engineer to determine the appropriate method for demonstrating that the proposed work meets this development standard. More information related to this standard will be provided at the meeting on August 28.

2. Sedimentation and Erosion Control: The Applicant will be installing silt fencing around the perimeter of the proposed work area and will be installing filter socks in the existing catch basins in the parking lot to trap any sediment during construction. This standard appears to be met.
3. Hillside Protection: There are no steep slopes on or near this site. This standard is not applicable.
4. Snow Storage: The Applicant notes that there will be no change in snow storage on the site. The original site plan (SPR-967 Mod. 8A) for this parking lot displays the area for snow storage along the eastern edge of the parking lot. This proposal does not appear to have an impact on this designated area for snow storage. However, the space between the existing playground fence and the parking area will be reduced from 28-feet to 7-feet as a result of this proposal. Depending on how the lot is plowed, this may lead to compaction of snow against the fence surrounding the playground in the winter months.
5. Flooding: The site is not located in the 100-year flood plain; therefore, no Floodplain Permit is needed. This standard appears to be met.
6. Landscaping: The Applicant proposes to install a row of 25 lilac shrubs in the space between the parking area and the existing playground. This landscaping will serve as a vegetative buffer and screen the parking lot from playground area. The extension of the parking lot to the south will require the removal of an established shade tree in the grassy area between the existing parking lot and the existing playground. In 2013, when this proposal was first before the Planning Board, there were concerns expressed by Board members for the loss of this shade tree. While there is limited space to replace this tree in the area near the playground, the Board may consider asking the Applicant to replace the tree in an alternate location on the site.



Shade Tree proposed for removal (This photo was taken facing south)

7. Noise: The proposed temporary use of this site as a parking area will not result in a significant increase in noise on the surrounding area. The standard appears to be met.

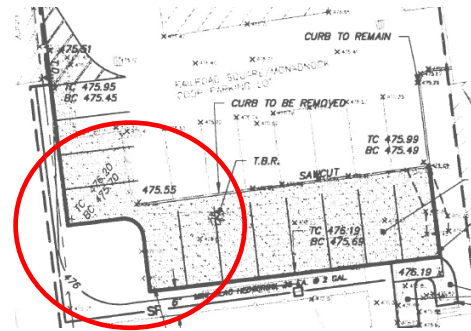
STAFF REPORT

8. Screening: The four new parking spaces in the southwest corner of the lot will be screened by an existing structure on an adjacent property. The Applicant proposes to install a row of lilac shrubs between the row of 8 spaces at the southern end of the parking lot and the existing playground area. These shrubs will provide some screening of the vehicles from the playground area.



Photo to the right: This photo is taken facing the southwest corner of the parking lot. The 4 new parking spaces are proposed to be located in front of the red storage structure.

9. Air Quality: No impact to air quality is anticipated as a result of this proposal. This standard appears to be met.
10. Lighting: The Applicant is not proposing to remove any existing or to install any new lighting. This standard appears to be met.
11. Sewer and Water: The proposed expansion of the parking area does not necessitate the need for sewer or water services. This standard appears to be met.
12. Traffic: Only four parking spaces will be added to the existing parking lot as part of this proposal. The additional spaces will have minimal impact on traffic generated to and from the site. This standard appears to be met.
13. Comprehensive Access Management: The design for the proposed parking spaces at the southwestern corner of the lot provides minimal space for the vehicles parking at the corner of the lot to exit and enter the spaces. While each parking space is designed to be 9-foot wide x 18-foot long, which meets the City's standards for parking areas, the limited distance between the two opposing parking spaces at the corner of the lot presents potential concerns for vehicle conflicts.



14. Hazardous and Toxic Materials: Not applicable.
15. Filling / Excavation: The Applicant notes that this development will comply with the City's Fill and Excavation Regulations.
16. Wetlands: No wetlands are present on the site. This standard appears to be met.
17. Surface Waters: No surface waters are present on the site. This standard appears to be met.

STAFF REPORT

18. Stump Dumps: This standard is not applicable.

19. Architectural and Visual Appearance: The proposed parking lot expansion would be primarily to the rear or side of existing structures. As noted in #8 this parking will be screened by an existing structure to the west and by a row of lilac shrubs along the parking lot's southern edge. This standard appears to be met.

RECOMMENDATION FOR APPLICATION:

Staff will provide a recommended motion at the August 28, 2017 Planning Board meeting.

CITY OF KEENE | PLANNING BOARD

SITE PLAN REVIEW / MODIFICATION APPLICATION



This form must be filled out in its entirety. If a box is not checked, staff will assume that the information is not provided and the application is, therefore, not complete. Incomplete applications will not be accepted for review.

A	Project Name Railroad Land Development	Date Received/Date of Submission:
	Tax Map Parcel number(s) 023 - 04 - 027.0000	Date of pre-application meeting:
		Date Application is Complete:
		Planning Department File #: SPR-967, M.86

Project Address: 0 Cypress Street	Owner	Name: Railroad Street Condominium Association
		Address: P.O. Box 603, Keene, NH 03431
Acreage/S.F. of Parcel: 9.28 ac/ 404,395 sf	Applicant	Telephone\ Email: 352-4939
		Signature: <i>[Signature]</i>
Zoning District: Central Business	Applicant	Name: Rob Hitchcock, P.E./SVE Associates
		Address: 47 Marlboro Street, Keene, NH 03431
		Telephone\ Email: 355-1532/rhitchcock@sveassoc.com
		Signature: <i>[Signature]</i>

Modifications: Is this a modification to a previously-approved site plan: No Yes: SPR#: 967 Date: mod. 8D

For those sections of the application that are not affected by the proposed modification to the previously approved site plan, you are encouraged to request exemptions in lieu of submitting required documents.

B Descriptive Narrative Including

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Type of development | <input type="checkbox"/> Sedimentation Control | <input checked="" type="checkbox"/> Scope/scale of development |
| <input checked="" type="checkbox"/> Proposed uses | <input type="checkbox"/> Vegetation | <input checked="" type="checkbox"/> Parcel size |
| <input checked="" type="checkbox"/> Location of access points | <input type="checkbox"/> Debris management | <input checked="" type="checkbox"/> Proposed stormwater, drainage & erosion plan |
| <input type="checkbox"/> Any other descriptive information | <input type="checkbox"/> Disposal proposals for boulders, stumps & debris | |

C A complete application must include the following

- | | |
|--|---|
| <input checked="" type="checkbox"/> Two (2) copies of completed application forms signed & dated | <input checked="" type="checkbox"/> Plans stamped/signed by reg. professional |
| <input checked="" type="checkbox"/> Two (2) copies of descriptive narrative | <input checked="" type="checkbox"/> Two (2) copies on 11" x 17" |
| <input checked="" type="checkbox"/> Notarized list of all owners of property within 200' | <input type="checkbox"/> Three (3) copies of all technical reports |
| <input checked="" type="checkbox"/> Two (2) sets of mailing labels, per abutter | <input type="checkbox"/> Two (2) color architectural elevations on 11" x 17" |
| <input checked="" type="checkbox"/> Seven (7) copies on "D" size paper of plans (24" x 36") | <input checked="" type="checkbox"/> A check to cover the costs of legal notice to advertise the public hearing, mailing notices out to abutters |
| <input type="checkbox"/> Three (3) copies of "D" size architectural elevations (24" x 36") | |

PROJECT NARRATIVE
Rail Road Square Development
SVE PROJECT # K1745A

July 24, 2017

SVE Associates, on behalf of the Railroad Street Condominium Association, is submitting this site plan application for four additional parking spaces at the Rail Road Square development on Cypress Street. Plans were revised from the previously approved plans SPR-967 Mod #8D and include additional information for this phase of development.

The revised plan includes the following changes: 4 additional parking spaces, new curb and section of sidewalk.

The proposed plan complies with all City Development Standards:

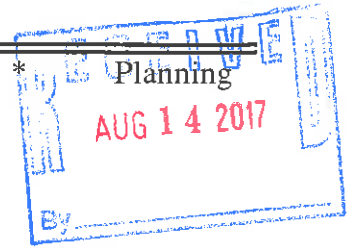
- 1.) Drainage:
No change.
- 2.) Sedimentation/ Erosion Control:
No change.
- 3.) Hillside Protection:
Not applicable.
- 4.) Snow Storage and Removal:
No change.
- 5.) Flooding:
The site is not located in the flood plain.
- 6.) Landscaping:
No change.
- 7.) Noise:
No change.
- 8.) Screening:
No change.
- 9.) Air Quality:
No change.
- 10.) Lighting:
No change.
- 11.) Water and Sewer:
No change.



- 12.) Traffic:
No change.
- 13.) Driveways:
Not applicable.
- 14.) Hazardous and Toxic Materials:
No change.
- 15.) Filling and Excavation:
This development will comply with the City's Fill and Excavation regulations. No fill is proposed in wetlands or a flood plain.
- 16.) Wetlands:
Not applicable.
- 17.) Surface Waters:
Not applicable.
- 18.) Stump Dumps:
Not applicable.
- 19.) Architecture and Visual Appearance:
No change.

SVE Associates

Engineering * Surveying * Landscape Architecture



August 14, 2017

Tara Kessler
Keene Planning Department
City of Keene
3 Washington St.
Keene, NH 03431

**Re: Rail Road Square Development
Revised Site Plan Submission; SPR -967 Mod. 8G**

Tara:

On behalf of Railroad Street Condominium Association we are submitting revised site plans for the development on Cypress Street. Listed below are our responses to your comments from August 4, 2017 in the same order.

- 1) *Existing Conditions*: We have updated the existing conditions plan to reflect current conditions.
- 2) *Site, Grading & Drainage Plan*: The playground note was not intentional and has been removed.
- 3) *Lilac Hedgerow*: The lilac size at planting is 2 gallons, and at maturity is 5' tall.
- 4) *Opposing parking spaces*: If you extend the curbing (run the curb without the radius), the curb extends to the end of the 18' long parking space.
- 5) *Legend*: We have added the property line to the legend.
- 6) *Details*: The bollard detail has been removed. The silt fence location is shown on the site plan.
- 11) *Previous SPR Modifications*: The final course of pavement on the existing parking area, and installation of the curbed/landscaped islands in the parking lot interior, and replacing the temporary asphalt sidewalks with concrete and granite curbing has not been done yet. The delay in installation is due to attempted coordination with the proposed parking garage as well as the development of the space between Cypress Street and the parking lot. This work will commence in the near future.

Please refer to the revised site plans attached herewith. If you have any questions or need more information please do not hesitate to contact me at 603-355-1532 or via email at lsargent@sveassoc.com.

Sincerely,

SVE Associates

Liza Sargent

47 Marlboro St., Keene, NH 03431 Phone: (603) 355-1532 Fax (603) 355-2969 E-mail svek@sveassoc.com

P.O. Box 1818, Brattleboro, VT 05302-1818 Phone: (802) 257-0561 Fax (802) 257-0721

P:\project\K1745C Railroad Land Development, LLC\Planning Res 1 08-14-2017.docx

Drainage Summary

Railroad Square Development

Cypress Street, Keene, NH

Updated August 16, 2017

An analysis of the pre-development and post-development drainage affecting the subject site was completed by SVE Associates using HydroCad software. Estimates of the drainage were completed for the 25 year rainfall event, as required by City regulations. The drainage analysis was updated to include the revised parking, which increased the amount of impervious surface by 1,960 sf.

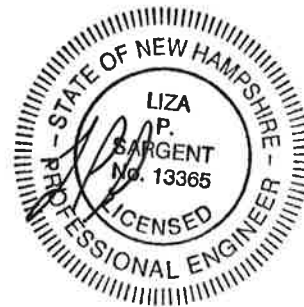
Stormwater from the additional parking spaces will be conveyed through a catch basin to the stone infiltration bed #2.

The estimated runoff from the development site for the 25 year rainfall event is as follows:

<u>Peak rate of runoff (cfs)</u>	<u>25 yr</u>
<u>Summary Node 99</u>	
Pre-development (cfs)	8.04
Original Post-development (cfs)	2.77
Post-development w/additional parking (cfs)	2.77

Conclusion

There is no increase in the new post development peak rate of runoff, it is still less than the pre-development rate of runoff. The stone infiltration bed was designed with a factor of safety that will accommodate the increase of impervious area for the additional parking spaces. The peak elevation in infiltration basin B2 the 25 year storm went from 472.64' to 472.85'. The basin has available storage up to 473.0'. There will not be any adverse impact to the downstream abutters.



SVE Associates

Engineering * Surveying * Landscape Architecture * Planning
47 Marlboro St., Keene, NH 03431 Phone: (603) 355-1532 Fax (603) 355-2969 E-mail svek@sveassoc.com

GENERAL CONSTRUCTION NOTES:

1. THE CONTRACTOR SHALL CALL DIG-SAFE, AT 1-888-344-7233 AT LEAST 72 HOURS BEFORE THE START OF EXCAVATION.
2. THE CONTRACTOR IS EXPECTED TO BE AWARE OF AND COMPLY WITH ALL PERMITS AND PERMIT CONDITIONS.
3. ALL TRENCHING, EXCAVATION, ETC. SHALL COMPLY WITH THE MOST CURRENT OSHA REGULATIONS.
4. THE CONTRACTOR SHALL NOTIFY SVE ASSOCIATES IF FIELD CONDITIONS VARY FROM THAT SHOWN ON THE PLAN(S). THE CONTRACTOR'S WORK SHALL NOT VARY FROM THE PLAN(S) UNLESS SO AUTHORIZED BY SVE ASSOCIATES.
5. ALL WORK SHALL BE COMPLETED IN ACCORDANCE WITH SITE PLANS AND SPECIFICATIONS PROVIDED OR IN ACCORDANCE WITH NH DEP'T OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION, LATEST EDITION.
6. IN CASE OF CONFLICTS, THE MOST STRINGENT INTERPRETATION OF THE PLANS, SPECIFICATIONS, LOCAL OR STATE REGULATIONS, OR PERMIT CONDITIONS SHALL APPLY. THE ENGINEER SHALL BE THE DETERMINANT AS TO WHAT APPLIES.
7. ALL KNOWN SUBSURFACE UTILITIES AND STRUCTURES HAVE BEEN INDICATED ON THE PLAN(S) AS ACCURATELY AS POSSIBLE. THE EXACT LOCATION MAY VARY AND THE CONTRACTOR IS CAUTIONED TO PROCEED WITH CARE.
8. CONTRACTOR SHALL VERIFY ALL BENCH MARKS, INVERTS, PIPES AND STRUCTURES ELEVATIONS PRIOR TO START OF WORK. IMMEDIATELY NOTIFY SVE ASSOCIATES IF THE FIELD INFORMATION DOES NOT MATCH PLAN INFORMATION.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL DE-WATERING AT NO ADDITIONAL COST TO THE OWNER.
10. ALL SURFACES SHALL BE GRADED TO DRAIN.
11. THE CONTRACTOR SHALL RESTORE ALL DISTURBED SURFACES TO THEIR ORIGINAL CONDITION OR BETTER.
12. ALL CURB SHALL BE SET SO THAT ENDS ABUT OR ARE TIPPED DOWN, 6" MINIMUM LENGTH, FLUSH WITH PAVEMENT.
13. UNLESS OTHERWISE NOTED, ALL CURB RADII TO BE FACE OF CURB.

SEDIMENT AND EROSION CONTROL

1. INSTALL ALL SEDIMENT & EROSION CONTROL MEASURES IN ACCORDANCE WITH MANUFACTURER'S DIRECTION OR DETAILS PROVIDED. PERIMETER CONTROLS MUST BE INSTALLED PRIOR TO EARTH MOVING OPERATIONS.
2. THE CONTRACTOR IS RESPONSIBLE FOR ALL EROSION CONTROL. HE SHALL TAKE ALL MEASURES NEEDED TO MINIMIZE EROSION TO THE GREATEST EXTENT POSSIBLE, AT NO ADDITIONAL COST TO THE OWNER, REGARDLESS OF DETAIL SHOWN ON THESE PLANS.

PROJECT SPECIFIC NOTES:

1. ALL AREAS TO BE VEGETATED SHALL RECEIVE A MINIMUM OF 6" OF LOAM, SEED AND MULCH. IF PLANS OR SPECIFICATIONS HAVE CONFLICTING DEPTHS OF LOAM, 6" OF LOAM SHALL BE THE PREVAILING DEPTH USED.
2. SEEDING OF ALL FINISHED AREAS SHALL BE COMPLETED NOT MORE THAN 72 HOURS AFTER FINISH GRADING.

SEED SPECIFICATIONS

PERMANENT SEED:

ALL MOWABLE AREAS: PARK SEED NHDOT TYPE 15
(CONSERVATION MIX ACCEPTABLE, AS APPROVED BY ENGINEER)

CREeping RED FESCUE	40 LB/AC
PERENNIAL RYEGRASS	50 LB/AC
KENTUCKY BLUEGRASS	25 LB/AC
REDTOP	5 LB/AC

TOTAL: 120 LB/AC

PERMITS REQUIRED:

1. CITY OF KEENE, SITE PLAN REVIEW

PROPERTY OWNER:

RAILROAD STREET CONDOMINIUM ASSOCIATION
P.O. BOX 603
KEENE, NH 03431

LEGEND

	HYDRANT
	EXISTING CATCH BASIN
	PROPOSED CATCH BASIN
	CULVERT END SECTION
	SEWER MANHOLE
	GATE VALVE
	DRAIN MANHOLE
	HANDICAP PARKING
	LIGHT POLE
	SEWER LINE
	WATER LINE
	STORM DRAIN LINE
	SILT FENCE
	100 YEAR FLOODPLAIN BOUNDARY
	WETLAND BOUNDARY
	SIGN
U.N.O.	UNLESS NOTED OTHERWISE
N.I.C.	NOT IN CONTRACT
T.B.R.	TO BE REMOVED
O.A.E.	OR APPROVED EQUAL
S.C.E.	STABILIZED CONSTRUCTION ENTRANCE
I.C.C.	INTEGRAL CONCRETE CURB
V.C.C.	VERTICAL CONCRETE CURB
V.G.C.	VERTICAL GRANITE CURB
T.D.	TIP-DOWN

SITE DATA TABLE (RR LAND)

TAX MAP #: 023-04-027-0000,
404,395 SQ. FT. ± 9.28 ACRES

ZONE: CENTRAL BUSINESS

PAVEMENT SETBACKS:

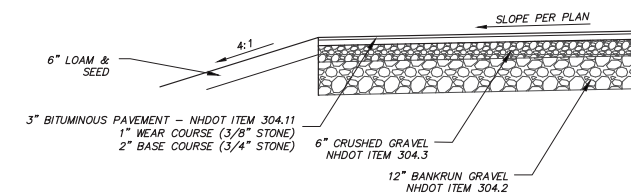
FRONT: 0'
REAR: 0'
SIDES: 0'

PARKING:	REQUIRED:	EXISTING:	ADDITIONAL PROPOSED:
9' X 18':	NO REQUIREMENT IN CENTRAL BUSINESS 101-150 SPACES 5 A.D.A. SPACES (1 VAN PER 4 ADA)	100	4
A.D.A. ACCESSIBLE:		7 A.D.A.	0
		4 VAN ACCESS.	

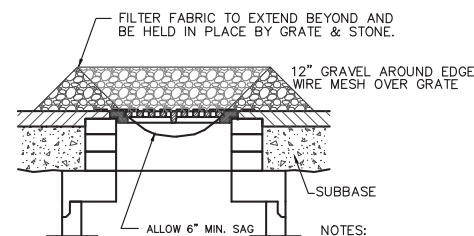
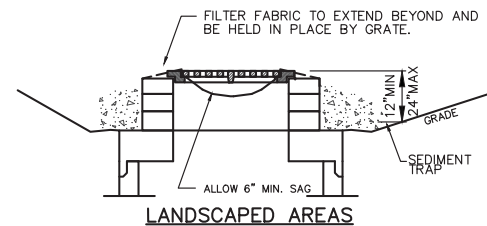
TOTAL EXISTING PARKING = 107 SPACES
TOTAL PROPOSED PARKING = 111 SPACES

LOT COVERAGE:	MAXIMUM:	EXISTING:	PROPOSED:
BUILDINGS:	60% (242,542 S.F./5.57 AC)	19% (76,970 S.F./1.77 AC)	19% (76,970 S.F./1.77 AC)
PAVEMENT:	80% (323,389 S.F./7.42 AC)	42% (171,500 S.F./3.94 AC)	43% (173,560 S.F./3.98 AC)
TOTAL IMPERMEABLE:	80% (323,389 S.F./7.42 AC)	61.5% (348,470 S.F./5.70 AC)	62% (250,470 S.F./5.75 AC)

GREEN SPACE:	REQUIRED:	PROPOSED:
	20% (80,879 S.F./1.86 AC)	38% (153,925 S.F./3.53 AC)



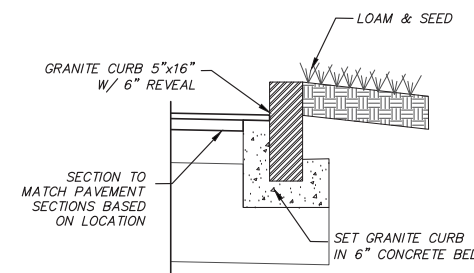
PAVEMENT CROSS-SECTION



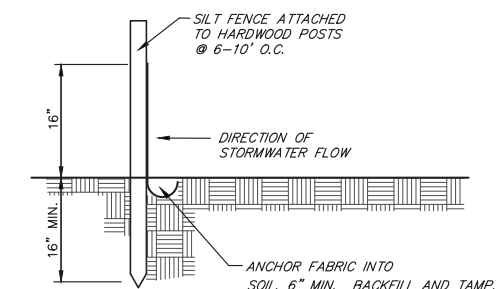
- NOTES:
1. TEMPORARY DURING CONSTRUCTION.
 2. REMOVE AND REPLACE WHEN CLOGGED.

REGULAR MAINTENANCE, INCLUDING REPLACEMENT OF SEDIMENT & EROSION CONTROLS SHALL BE CONDUCTED IN ACCORDANCE WITH ALL PERMIT CONDITIONS, AT NO ADDITIONAL COST TO THE OWNER.

CATCH BASIN GRATE INLET FILTER
NOT TO SCALE



VERTICAL GRANITE CURB
NOT TO SCALE



SILT FENCE
NOT TO SCALE

REV.	DESCRIPTION	DATE
1	PB COMMENTS	8/14/17

DESIGNED BY: LPS
CHECKED BY: RH
DATE PLAN: 07/24/17
DATE SURVEY: 6/6/2013
PROJECT NO.: K1745C
CAD NO.: K1745C SITE

SVE Associates

Engineering
Surveying
Landscape Architecture
Planning
47 Marlboro Street
Keene, NH 03431
Phone (603) 355-1532
Fax (603) 355-2969
website: www.sveassoc.com

© 2017

Project:
RAILROAD LAND DEVELOPMENT, LLC
51 RAILROAD STREET
KEENE, NEW HAMPSHIRE

For:
RAILROAD LAND DEVELOPMENT, LLC
51 RAILROAD STREET,
KEENE, NEW HAMPSHIRE

NOTES AND CONSTRUCTION DETAILS

SHEET

N-1



0 20' 40'

SCALE: 1"=20'

REV.	DESCRIPTION	DATE
1	PB COMMENTS	8/14/17

DESIGNED BY: LPS
 CHECKED BY: RH
 DATE PLAN: 07/24/17
 DATE SURVEY: 6/6/2013
 PROJECT NO.: K1745C
 CAD NO.: K1745C SITE

SVE Associates

Engineering
 Surveying
 Landscape Architecture
 Planning
 47 Marlboro Street
 Keene, NH 03431
 Phone (603) 355-1532
 Fax (603) 355-2969
 website: www.sveassoc.com

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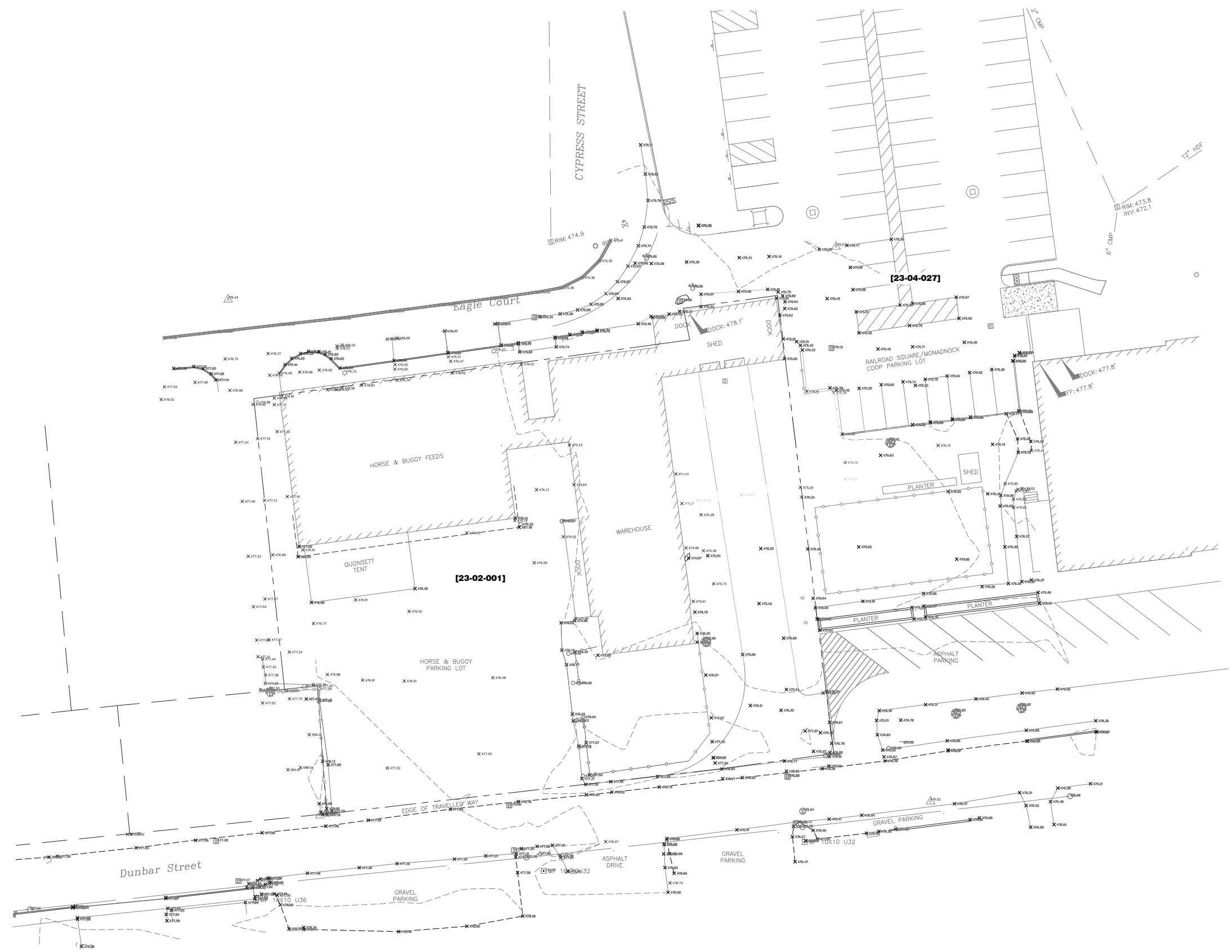
Project:
RAILROAD LAND DEVELOPMENT, LLC
 51 RAILROAD STREET
 KEENE, NEW HAMPSHIRE

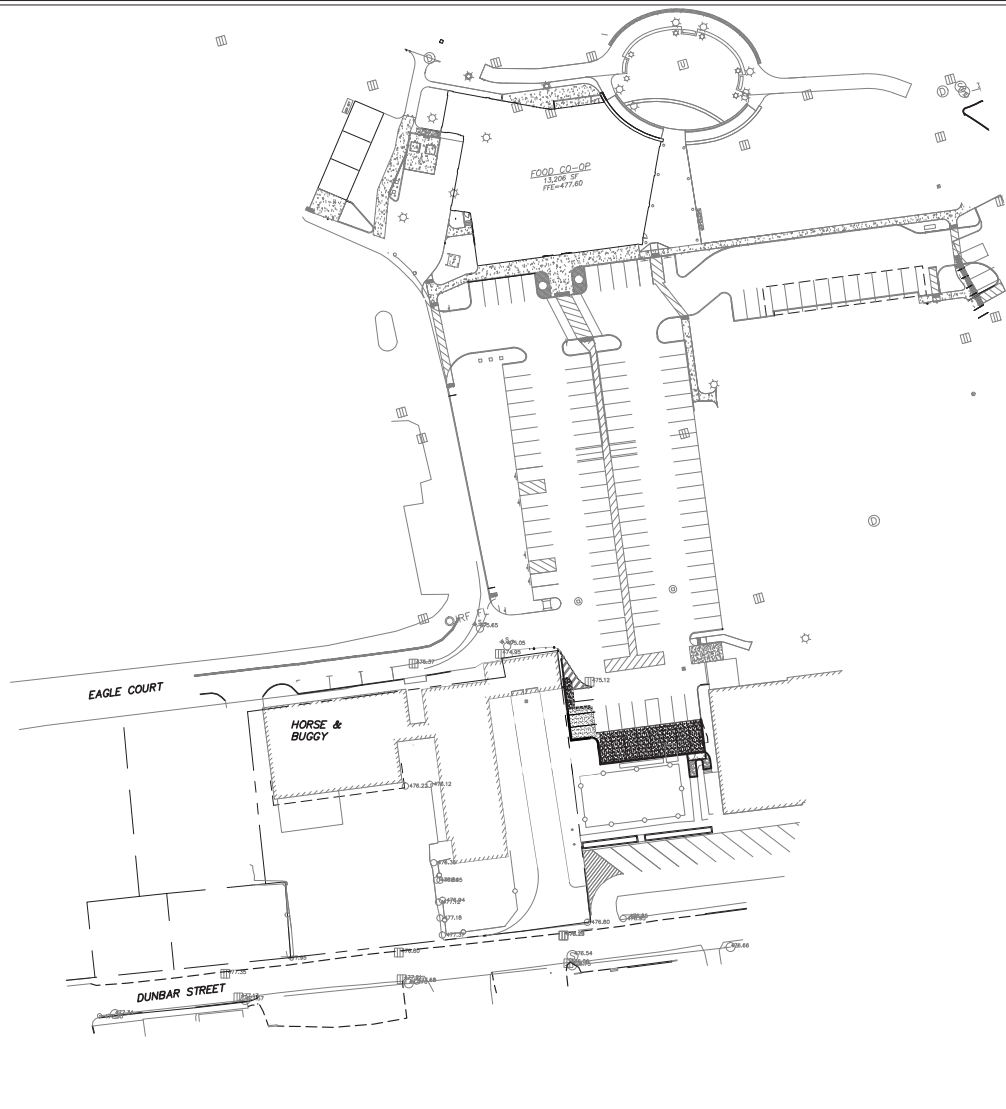
For:
RAILROAD LAND DEVELOPMENT, LLC
 51 RAILROAD STREET,
 KEENE, NEW HAMPSHIRE

EXISTING CONDITIONS PLAN

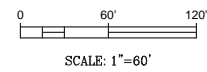
SHEET

S-1





SITE LOCUS

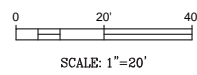


LEGEND

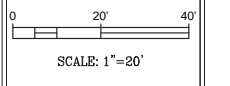
- HYDRANT
- ▣ EXISTING CATCH BASIN
- ▣ PROPOSED CATCH BASIN
- ▣ CULVERT END SECTION
- ⊙ SEWER MANHOLE
- ⊙ GATE VALVE
- ⊙ DRAIN MANHOLE
- ⊙ HANDICAP PARKING
- ☆ LIGHT POLE
- S SEWER LINE
- W WATER LINE
- SD STORM DRAIN LINE
- SF SILT FENCE
- 100 YEAR FLOODPLAIN BOUNDARY
- WETLAND BOUNDARY
- SIGN
- U.N.O. UNLESS NOTED OTHERWISE
- N.I.C. NOT IN CONTRACT
- T.B.R. TO BE REMOVED
- O.A.E. OR APPROVED EQUAL
- S.C.E. STABILIZED CONSTRUCTION ENTRANCE
- I.C.C. INTEGRAL CONCRETE CURB
- V.C.C. VERTICAL CONCRETE CURB
- V.G.C. VERTICAL GRANITE CURB
- T.D. TIP-DOWN
- — — — — PROPERTY LINE



SITE PLAN



LILAC HEDGEROW:
5' TALL AT MATURITY



REV.	DESCRIPTION	DATE
1	PB COMMENTS	8/14/17

DESIGNED BY: LPS
 CHECKED BY: RH
 DATE PLAN: 07/24/17
 DATE SURVEY: 6/6/2013
 PROJECT NO.: K1745C
 CAD NO.: K1745C SITE

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RAILROAD LAND DEVELOPMENT, LLC
 51 RAILROAD STREET,
 KEENE, NEW HAMPSHIRE

SITE, GRADING & DRAINAGE PLAN

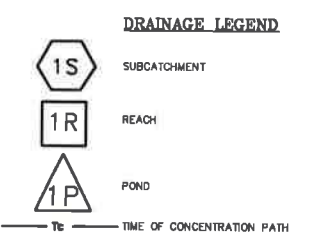
SHEET

C-1

P:\project\K1745C Railroad Land Development, LLC\K1745C\K1745A-DRAINAGE-2017-08-16.dwg, 8/17/2017 9:11:28 AM, iR-ADV C5535 (temporary).pc3



1,960 sf additional impervious



SCALE: 1"=20'

REV.	DESCRIPTION	DATE
1	ADDED PARKING	08/16/17

DESIGNED BY: JN
 CHECKED BY: RH
 DATE PLAN: 07/15/2011
 DATE SURVEY: N/A
 PROJECT NO.: K1745A
 CAD NO.: K1745A RR SQ SITE

SVE Associates
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 Landscape Architecture
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 Keene, NH 03431
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Project:
RAILROAD SQUARE DEVELOPMENT
 RAILROAD ST, CYPRESS AVE, 93RD ST EXTENSION
 KEENE, NH

For:
MEDC

POST DEVELOPMENT DRAINAGE PLAN

SHEET

D-2