

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Chair Spykman read into the record a letter from Cardinal Surveying & Land Planning asking that this item be withdrawn from today's agenda as there was an incomplete list on the abutter list for the Zoning Board hearing where this item was originally heard.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