



Planning Board – Tuesday, December 18, 2018, 6:30PM
City Hall Council Chambers – 3 Washington Street, 2nd floor

AGENDA

- I. **Call to Order** – Roll Call
- II. **Minutes of Previous Meeting** – November 26, 2018 Meeting
- III. **Continued Public Hearing**
 1. **SPR-08-16 Mod. 1 – 31 Washington Street and 41 Spring St – Site Plan** – Owner/Applicant Washington Park of Keene, LLC proposes site-related modifications including alterations to the grading, landscaping, retaining wall, and sidewalk in the northeast area of the parcel as well as the installation of a concrete pad and generator to the east of the multi-unit apartment building. Other proposed modifications include the elimination of a concrete walkway to the south of the apartment building, relocation of a dumpster pad, and installation of an outdoor patio in front of the building adjacent to Washington St. The site is 4.94 acres in size and located in the Central Business District (TMP#s 569-056-000-000-000, 569-055-000-000-000). The applicant requests a continuation of the Public Hearing to the January 28, 2019 Planning Board meeting.
- IV. **Public Hearings**
 1. **SPR 01-18 Modification #1 – 809 Court Street – Summit Athletic Facility – Site Plan** – Owner and Applicant, Hillsborough Capital LLC, is requesting a modification to the conditionally approved site plan for 809 Court Street for the demolition of the existing 19,943 sf building and the construction of a 28,800 sf indoor athletic facility in its place. The applicant is requesting approval to pursue a phased approach to developing the site, which would include occupancy of the existing building on the site as an indoor athletic facility until the new building is constructed. The parcel is TMP# 219-005-000-000-000 and is located in the Commerce District.
 2. **SPR-902 Modification #4 – 350-354 Winchester Street – Home Goods – Site Plan** – Applicant Taylor Associates Architects, on behalf of owner Riverside Improvements LLC, proposes interior renovations and site work to the site of the former Shaw's Department store on the property located at 350-354 Winchester St. (TMP# 111-004-000-000-000). Proposed modifications include renovations to the interior of the existing building to create three tenant spaces, modifications to the front façade of the building, and the addition of three new loading docks and one receiving ramp to the rear of the building. The site is 21 acres in size and is located in the Commercial District.
- V. **Community Development Director Report**
2018 Administrative Approvals
Adoption of 2019 Meeting Schedule
- VI. **New Business**
- VII. **Upcoming Dates of Interest – January 2019**
Planning Board Meeting – January 28, 6:30 PM
Planning Board Steering Committee – January 15, 12:00 PM
Joint PB/PLD Committee – January 14, 6:30 PM
Planning Board Site Visits – January 23, 8:00 AM – To Be Confirmed

**CITY OF KEENE
NEW HAMPSHIRE**

**PLANNING BOARD
MEETING MINUTES**

Monday, November 26, 2018

6:30 PM

Council Chambers

Members Present

Gary Spykman, Chairman
Douglas Barrett, Vice-Chair
Michael Burke
Martha Landry
Councilor George Hansel
Chris Cusack
Nathaniel Stout
Mayor Kendall Lane

Staff:

Rhett Lamb, Asst. City Manager/Community
Development Director
Mari Brunner, Planning Technician

Members Not Present:

Pamela Russell Slack

I. Call to order – Roll Call

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

II. Minutes of previous meeting – October 22, 2018 Planning Board Meeting minutes

A motion was made by Nathaniel Stout to accept the October 22, 2018 minutes. The motion was seconded by Councilor George Hansel and was unanimously approved.

III. Public Hearing

1. **SPR-08-16 – 17 Washington Street – Site Plan** – Owner/Applicant Washington Park of Keene, LLC proposes modifications of the retaining wall near the northwest corner of the apartment building, clarification of the replacement of a portion of the sidewalk along Spring Street, modification of one landscaped island for the placement of propane tanks, elimination of the side walk in front of the South portion of the building, relocation of the dumpster behind the existing building, additional landscaped areas at the front of the building and a patio seating area in front of the existing building. The addition of a small retaining wall and removal of a paved island in front of the existing building was approved by the Historic District. The site is 4.94 acres in size and located in the Central Business District (TMP#s 569-056-000-000-000, 569-055-000-000-000).

A. **Board Determination of Completeness.**

Planning Technician Mari Brunner recommended to the Board that the Application SPR-08-16 was complete. A motion was made by Mayor Kendall Lane that the Board accept this application as complete. The motion was seconded by Councilor George Hansel and was unanimously approved.

B. **Public Hearing**

Mr. Tony Marcotte representing the applicant noted the plans before the Board are slightly modified compared to what is included in the Board's packet based on engineering comments; it was noted planning staff had not seen these plans yet.

Mr. Marcotte referred to the northeast corner of the parcel on the site plan and stated what is before the Board is a plan to return the site to what was originally approved by this Board and to leave the retaining wall in place. At one point in time he was proposing a wider area for ladder access in this area of the site, but in talking to the Fire Department it was deemed not necessary. The plan before the Board today would be a better plan for the abutter.

Mr. Marcotte referred again to the northeast corner of the parcel and said that originally, they installed a retaining wall; however, during construction they realized their equipment would not be able to access the building. They brought in temporary fill to create enough space for their equipment and stabilized the new slope. Mr. Marcotte noted that the proposal before the Board today is to return this slope to the original 3:1 grading. He distributed a handout to Board members which depicts the grading contours on this area of the site, and said that existing contours from the existing conditions survey are highlighted in green and the proposed are highlighted in yellow. Currently, there is a 1:1 slope in this location which has been stabilized and is fully vegetated at this time.

Mr. Marcotte went on to say that they will also be reconstructing the sidewalk on Spring Street, which was not part of the initial plan. However, due to the water that is currently running onto the site from Spring Street and then back out onto the road and then onto abutting properties, they are agreeable to reconstructing the sidewalk in this location. He added there is a Cape Cod berm (i.e. an asphalt curb) that has been placed temporarily so water can be directed beyond the abutting properties. Their intent was to install the sidewalk, but the weather turned bad before they could get to it. The asphalt curb should direct water away from the abutting property in the meantime.

Originally the propane tanks were shown under the pavement in the parking lot on the site; however, the gas company has requested access to these tanks so they have been moved to a parking island as shown on the revised plans.

Mr. Marcotte continued describing the proposed changes, noting that there was a sidewalk on the south side of the apartment building on the approved site plan which only gave access to three apartments. He explained that stormwater runoff from this portion of the site has been an issue this year with the amount of rainfall we've had, and noted that it would be advantageous to keep this area of the site fully vegetated to allow for more infiltration of water into the ground. Therefore, they are proposing to remove this walkway. He said that the final condition in this area of the site with roof drains installed should prevent runoff from going onto Roxbury Street.

Mr. Marcotte referred to the dumpster and dumpster pad that were originally proposed to be located against the side of the former middle school building, which they feel is not the most appropriate location due to the grading in this area. They are proposing to move the dumpster to a paved area which would give better access to the building and would be hidden from view from the street.

Mr. Marcotte stated they had gone before the Historic District Commission regarding the addition of the two foot tall retaining wall in the parking lot in front of the former middle school building in order to create a more flat area that would be easier to maintain for landscaping. Additional small landscape areas were added to the eastern portion of the site when the parking lots were reconstructed. He noted that the original intent was to resurface the existing pavement,

however over the few years that they have owned the property the pavement condition degraded and it was necessary to reconstruct the paving. The existing grading for the paved areas was not changed. There were some underground oil tanks which were no longer needed, so those were removed when the pavement was removed.

Mr. Marcotte referred to the existing gravel area next to the main entrance to the former middle school building on the eastern portion of the site, which is proposed to be a patio for use by the building residents. He noted that a classroom building was in this location when the building was used as a middle school. They are proposing patio blocks to allow for water to infiltrate into the ground.

Next, Mr. Marcotte referred to a paved walkway which connects the sidewalk on Washington Street to the former middle school building and noted that some changes to this walkway were approved by the Historic District Commission, including the removal of a concrete island where the flag pole was located and regrading to provide better ADA access.

With reference to trees located in the northeast corner of the site; Mr. Marcotte stated that the tree limbs on the applicant's side of the site were removed for construction purposes. After this occurred, he spoke with the abutter, Mr. Beauregard, and advised the abutter that he could not guarantee that the trees would not end up on the abutter's property in the long term and if they remained, it would be at the abutter's risk. At this point the abutter agreed that the trees could be removed.

Mr. Marcotte referred to the current 1:1 slope that exists on the northeast corner of the property behind the north end of the apartment building and said that the proposal is to return it to a 3:1 slope. They would like to use a slope mix, similar to those used by the New Hampshire Department of Transportation along the side of state highways, to allow a mix of brush and trees to grow and create a natural vegetated slope over time. He noted that planting trees on the slope is not ideal because the root ball will wash out. Boston ivy would be planted along the chain link fence, which will grow in more quickly and provide screening for the abutter.

Mr. Marcotte said that in the previous site plan, they neglected to include a backup emergency generator for stairway lighting. They are proposing to put a generator and concrete pad along the east side of the property behind the apartment building, only to be used in an emergency situation. They plan to connect to generator to Keene gas. This concluded Mr. Marcotte's presentation.

Dr. Cusack stated that during the Planning Board site visit and in the staff report, the Board members were made aware of runoff going from the applicant's property onto the Moco Arts parking lot and asked for the applicant's comments on this. Mr. Marcotte stated part of the difficulty with this portion of the site is that there was an existing building on the MoCo Arts side of the property line, and when that building was removed, a hole was created which allowed water to run off from the Washington Park property onto the MoCo Arts property. This issue was therefore not caused by the applicant but by the changes that were made to the MoCo Arts site. Mr. Marcotte said that they looked at adding curbing to this area to address the problem, however there is a low spot in the middle of the driveway and a curb would cause water to pond in this area which is not a safe condition, especially in the winter time. He said they received an email from MoCo Arts which expressed concerns about vehicles going over the edge of the pavement from the Washington Park property onto the MoCo Arts property due to the steep drop

off in this location. There was some back-and-forth between himself and MoCo Arts, and ultimately they agreed that the runoff at this location is an existing condition. He said that he is aware that the runoff is washing away the bark mulch in the landscaped area along the MoCo parking lot, however, at this point in the season there isn't a lot they can do to address the issue.

Mr. Marcotte said that he has started conversations with his contractor about possible solutions, but they have not come up with a solution yet. He talked about creating a vegetative slope for this area for the water to be able to infiltrate before reaching the MoCo property; this is something the applicant would need to work out with the abutter. What they don't want to do is create a large pond of water that will ice over. Chair Spykman noted that there are some parking spaces along this area and asked what happens if a few parking spots need to be removed to create space for water to infiltrate before reaching the MoCo site. Mr. Marcotte stated they have one space per unit and everything else is extra for the existing building. The applicant is aware there may need to be an off-site parking solution for tenants in this building. The Chairman stated he appreciates the applicant working with Moco Arts on this issue but stated that if the water is coming from the applicant's site it is up to the applicant to deal with it. Mr. Marcotte stressed they are not changing the grading in this area of the site and therefore they are not increasing runoff from the pre-development condition.

Ms. Landry referred to the proposed generator location noting that this area is very wet, and asked the applicant to clarify whether the generator pad would impact the abutters in terms of additional runoff. Mr. Marcotte answered in the negative and added that the area around the generator will be vegetated. He said that many of the runoff issues on the eastern edge of the site were caused by a delay in installing the roof drains, which caused all of the water from the roof to run onto abutting properties. Ms. Landry asked the applicant to describe which of the proposed changes have already been put in place. Mr. Marcotte stated that the two landscape areas near the former middle school building were created when the paving was reconstructed, the two changes approved by the Historic District Commission have been installed, and the propane tanks have been moved.

Mr. Burke asked for a clarification on the purpose of the proposed emergency generator. Mr. Marcotte said that it would only be used for emergency stairway and exit lighting, as well as a few outlets in the hallways. He noted that the generator proposed is very small.

Staff comments were next. Planning Technician Mari Brunner addressed the Board and stated that this plan was originally approved by the Planning Board in 2016. She noted that the applicant also had to go before the Historic District Commission, and received approval from the commission in August 2016. Construction on the site began that winter. Over the course of the summer and fall of 2018, staff received multiple complaints from an abutter at 47 Spring Street regarding water and sedimentation entering their property. At that time staff realized there had been modifications made to the plan that were inconsistent with the site plan approved by this Board; the northeast corner of the site was regraded to be a steeper slope and the vegetation was removed. The approved site plan shows a four foot high "Redi-Rock" retaining wall with existing vegetation maintained. However, the existing shrubs and trees have been removed. Staff noticed even though other stabilization methods had been put in place they had not been installed properly and the adjoining property was getting flooded. At that point staff started working with the applicant to address the immediate concerns related to the flooding of the abutting property. Staff also requested that a modified site plan be submitted, which has been done.

Ms. Brunner then addressed those standards that are most relevant to this application, which include screening, landscaping and drainage. On the northeast corner of the property the applicant is proposing to remove the extra fill that was added and expose the concrete block retaining wall which had been installed previously. Chair Spykman clarified that the concrete block retaining wall is not the “Redi-Rock” wall that was approved. Mr. Lamb stated to staff’s knowledge what is installed is not what was approved. Ms. Brunner went on to say what was originally approved was a four foot wall, and the applicant is proposing is to expose between 1.5 to 3 feet of this wall and then regrade the slope to be a 3:1 slope which would be less steep than what exists currently. To stabilize this slope, the applicant proposes to loam and seed it. A chain link fence would be installed at the top of the wall for safety which would be screened with Boston ivy. Staff is encouraging the Board to consider asking for additional landscaping to provide screening for the abutting property owner, and may also wish to ask the applicant about how this landscaping will be maintained.

With reference to the generator and concrete pad being proposed, Ms. Brunner suggested the Board may want to ask the applicant how this generator is going to be powered. She said that she spoke with the Fire Department, and based on that conversation it is her understanding that Keene Gas will not provide service to an emergency generator.

The applicant proposes to install asphalt curbing on Spring Street east of the driveway to help prevent stormwater runoff from entering the site from the road. Another area not addressed in the current proposal is the southern boundary of the parcel behind the old middle school which abuts the MoCo Arts property. There have been complaints from this abutter about runoff entering this property and causing erosion in the landscaping they recently installed. Mr. Lamb noted that while the former YMCA building may have prevented water from running off the site prior to the building being removed, the runoff is being generated on the Washington Park property and this is a continuing issue. He noted that staff will be recommending a continuation of the public hearing in order to provide the applicant with more time to address some of these issues.

Ms. Brunner said that other changes to impervious cover include the addition of an at-grade patio that would be paved with patio blocks to allow for some level of stormwater infiltration. In addition, the applicant proposes to eliminate the paved walkway to the south of the apartment building to allow for more stormwater infiltration in this area of the site.

With reference to landscaping, in addition to the proposed changes to the northeast corner of the property, the applicant proposes to eliminate two trees in the landscaping island in the north of the new parking lot for the purpose of locating propane tanks in this area. On the western edge of the parking lot along the boundary with MoCo Arts, the applicant is proposing to replace 38 Newport Blue Boxwood, a type of shrub, with 38 Little Bluestem, which is a type of grass. It is staff’s understanding that this change was proposed after the applicant met with MoCo Arts to come up with the best landscaping treatment for this shared boundary. Overall, the proposed landscaping changes would result in the elimination of two trees, a decrease of 22 shrubs, and an increase of 43 perennials. Based on the size of the parking lot, the applicant has met the Board’s landscaping standard with respect to the number of trees provided.

With regards to screening, the applicant is proposing to relocate the dumpster which was originally behind the old middle school building in a grassy area by approximately 70 feet to the south to be located on a paved area next to the existing transformer. The dumpster would be fully shielded by a six foot tall stockade fence.

In conclusion, Ms. Brunner stated staff is recommending a continuance so that the applicant has more time to resolve issues related to screening, landscaping and drainage to be addressed.

Mayor Lane stated he didn't hear anything mentioned about the drainage on Roxbury Street and asked whether the expectation is that the removal of the sidewalk would address that problem. Ms. Brunner stated during a large rain event (prior to the roof drains being installed) the silt fence had failed which was causing sedimentation to leave the site along with a large amount of runoff. This problem has largely been addressed with the installation of roof drains. The applicant has expressed that the reason for removed the paved walkway is to help with infiltration in this area. The applicant did submit an updated drainage report which shows an overall reduction in the volume of runoff from the site.

Mayor Lane asked whether the trees that were removed to make room for the propane tanks are going to be replanted elsewhere on the site. He noted that when the Board originally approved this project, they asked for trees in the parking lot to provide shade and visually break up the paved expanse. Ms. Brunner stated overall the number of trees is going from 61 to 59; the two trees that were removed are not going to be replaced in the current proposal.

Dr. Cusack asked whether the runoff from the northeast side of the site was just from water falling on the slope and coming down the hill, or whether it was due to the lack of roof drains. Ms. Brunner said that the runoff issues on that portion of the site were due to several factors, one of which was the lack of roof drains. In addition, when the applicant created a curb cut for the driveway, an opening was created for runoff from Spring Street to enter the applicant's property. From there, the water flowed over a disturbed area of the site and back out onto Spring Street and the abutting property. Now that the curbing is in place and the roof drains are in place, the only runoff from that portion of the site should be from what is falling on the slope itself.

Councilor Hansel stated he is concerned about the screening which has been removed from the northeast corner and asked if staff has considered what more could be requested from the applicant. Ms. Brunner stated the original plan was to install a four foot retaining wall; one option could be to expose the entire wall and regrade to a less steep slope to allow for trees and shrubs to be planted. She noted that the Board may wish to consider asking the applicant to propose a solution. Mr. Lamb stated it would be up to the applicant to propose solutions; it is not up to staff to design the site. Chair Spykman added that another consideration is whether the retaining wall will be stable enough when fully exposed. He is concerned that the wall that was installed was not the wall that was approved and isn't stable enough to hold the slope.

Vice-Chair Barrett asked about the slope encroaching on the property line. Ms. Brunner agreed the toe of the slope is very close and at times over the abutter's property line. The Vice-Chair asked whether the applicant had any conversation with the abutter before encroaching onto their property. Ms. Brunner stated this would be a question for the abutter.

Chair Spykman stated the area at the front of the former middle school building has been redone with granite curbing; however, the curbing in the new parking lot is asphalt curbing and asked what was on the original approved site plan. Ms. Brunner stated the original plan does not have a legend that specifies the type of curbing. In the construction details, there are details for a granite curb and an integral concrete curb. Chair Spykman expressed his concern about asphalt curbing and how they don't hold up during the winter due to damage from snow plows. The

Chairman noted his concern is about the internal curbing on the site. During the site visit, he noticed one area of the site where the curbing was already broken.

Mr. Stout said that the narrative submitted by the applicant states that the proposed wall allows for ladder access but he understood this was not the case. Ms. Brunner stated the narrative refers to a prior version of the proposed plan that the Board has not seen. This prior version included a seven foot tall retaining wall that would have permitted ladder access but would have caused a larger impact on adjoining property owners. The plan was revised after the applicant met with staff and received feedback on that initial proposal. Therefore, the narrative is out of sync with the plan before the Board today. Mr. Lamb added the Fire Department has indicated that the current plan meets NFPA standards. Ladder access is not necessary as this building has a sprinkler system.

With that the Chairman opened the hearing for public comment.

Mr. Bob Beauregard of 47 Spring Street addressed the Board, noting that he is a direct abutter. He began by stating that he did not feel sufficient study has gone into the location of the generator and its potential impact on abutters. He stated the layout of the wall would cause exhaust fumes to go over the wall and enter abutting properties. He has already had to call the Fire Department in the winter because of the smell of propane coming from the applicant's property. Then during the summer, exhaust fumes were entering his home while all of his windows were closed. He asked for more study to be done on the exhaust fumes that would be created by the generator. He noted that if this generator is to enhance the lighting for the building, he feels it should be located where the other propane tanks are located in front of the apartment building.

The next issue is the slope and the grading on the site along his property boundary. Mr. Beauregard noted he was surprised when the retaining wall got buried and referred to rocks that have rolled onto his property when this was done. He did not know that the wall would be buried, and questioned why it was done and the vegetation removed since it was not needed to provide ladder access to the building. He added he was in agreement regarding the removal of the two trees based on the liability to his property, but noted that there was other vegetation which was also taken out such as an apple tree, some small maple trees and ground vegetation which was ripped up and buried. He asked the Board to take a serious look at the impact of this change.

Mr. Beauregard then talked about the asphalt curb that was recently installed on Spring Street and stated that he noticed today that there is silt running along the curb, out into the street and into the storm drain. He stated that when the driveway was installed a divot was created that allows water to enter the property from the road. Because of this curb cut water now runs through the parking lot, gains velocity, and then goes along the edge of his property. Mr. Beauregard stated this issue needs to be addressed immediately.

Mr. Beauregard said that another issue is the condition of the sidewalk on Spring Street, which has not been passable since construction started. He said that pedestrians have nowhere to walk and have to go out in the road, which is very unsafe due to the narrowness of Spring Street. The top of the hill needs to be secured so that water is not entering the sidewalk. He noted that there is a ramp to the dumpster pad, which is where the water comes down from Spring Street. He added that while the final coat of pavement would be put on once the construction is complete, in

the meantime this issue will continue. He asked what the timeframe for completing construction would be and pointed out that this construction has been going on since 2016 and they are on the third winter of having to deal with flooding issues. For example, last winter he had between 8 and ten inches in the corner of his building from runoff entering his property behind the snowbank from the City plow. He added he should not have to use sandbags on his property for a mistake in construction that has happened next door. He is also concerned about the amount of sediment and silt that is entering the catch basin on Spring Street as he speaks.

Mr. Beauregard stated he has contacted SUR Construction regarding the erosion issues and referred to a document which indicates someone from this company is supposed to be monitoring major rain events and filing reports. He has yet to see such a report. He noted the roof drains are an improvement but questioned what happens should they freeze. He said that during the summer rain storms, there was a significant amount of water entering his site along with sediment, plastic bottles, and other debris.

Ms. Cindy Beauregard of 47 Spring Street stated the property in question is a construction zone and those workers go home at 2 pm, but this is where she lives, this is her home. She talked about the noise level and said that she and her husband were awakened at 5:30 a.m. and quarter of six by construction work, which wasn't supposed to have started until after 7:00 a.m. The noise and wind has increased because the apartment building creates a tunnel for wind and noise. She talked about stress cracks that her home has experienced and stated they are greatly impacted because of what has been going on. She is concerned about the noise level after construction is complete; noting that there is already a trash compactor next to their home and now the applicant is proposing a generator as well.

Mr. Lamb referred to the slope which has been altered and noted that it most significantly affects the abutters that are present this evening, and it might be prudent to see what kind of screening they might like to see. Chair Spykman referred to a letter from another abutter with similar concerns about the generator and the potential for noise impacts.

Mayor Lane asked Chair Spykman whether the Board could ask Mr. Beauregard about the screening he would like to see along his property boundary. Chair Spykman asked Mr. Beauregard whether he had any suggestions for landscaping. Mr. Beauregard referred to page 8 of the packet which includes a photo of the vegetation that was present on the slope originally and pointed out that this vegetation provided screening. He would like to see something planted that will help mitigate noise and fumes; he suggested arborvitae which would grow quickly and have some height but not impede the width between the retaining wall and their building. He noted the retaining wall does not go all the way to Spring Street and he is concerned the wall is not stable enough to hold back the earth behind the wall.

Mr. Lamb stated staff has been attentive regarding the complaints which have come in; they have been in contact with the state Department of Environmental Services, the appropriate state agencies, and there are records for some of the storms that Mr. Beauregard mentioned. The applicant has been asked to do the proper record keeping. The city did threaten the applicant with a stop work order unless proper erosion control measures are put in place. He said that it is clear after tonight that there is still an issue, and staff will follow up with the applicant to take corrective action. He added that while this year has seen a high amount of rainfall, that does not excuse the applicant from allowing water and sediment to enter the catch basin and the river.

With that the Chairman closed the public hearing. Mayor Lane stated he is concerned about the location of the generator not only because it is close to the abutters' property but also because this is a rather wet area. He said he would prefer that Mr. Marcotte find an alternate location for the generator. The water runoff is something that also needs to be addressed; since the building which more or less acted as a damn was removed the water is flowing onto the adjacent property and added this is not an existing condition but a new condition. He is also concerned about the drainage onto Spring Street. The next issue raised by the Mayor is the removal of the trees which acted as a screening for Mr. Beauregard's property as well as the trees which were meant to help break up the mass of the parking lot. He added the number of trees does not concern him but rather the location of the trees. The purpose of having trees in the parking lot is not to have the right number of trees, but to break up the mass of the parking lot and provide shade.

Councilor Hansel stated he agrees with what the Mayor stated and added that this plan needs to come back before the Board and address the concerns raised today. Specifically, the applicant needs to come up with a new proposal for landscaping on the northeast corner to provide screening for the abutter.

Ms. Landry stated the applicant needs to make sure the retaining wall is structurally sound. Chair Spykman added that the wall that was installed was not the "Redi-Rock" wall that was approved. From his understanding, the "Redi-Rock" wall is an engineered product that is specifically made to hold the slope. However, what was installed was a concrete block wall which can be engineered to hold the slope, but he hasn't seen the engineering details to confirm this.

Councilor Hansel stated if the applicant is unable to find a better location for the generator he would like to have a more in depth study done on the proposed generator impacts (noise, exhaust fumes) to make sure it is not going to cause undue burden to the adjacent property owners. The Chairman stated it would also be necessary to know how this generator is going to be fueled.

C. Board Discussion and Action

Mayor Kendall Lane made a motion to continue the public hearing for SPR-08-16 Modification #1 to the December Planning Board meeting in order to provide the applicant with more time to develop a proposal which addresses the stormwater runoff, landscaping, and screening issues identified on the site.

The motion was seconded by Councilor George Hansel and was unanimously approved.

Chair Spykman said that the meeting date for December has yet to be determined, but will likely be the week before the current date which is Christmas Eve. He asked whether this would provide enough time for the applicant to put forth a new proposal. Mr. Lamb noted that the feedback that the applicant received today is similar to feedback that he received previously from staff, so he has already had time to think about these issues.

IV. Community Development Director Reports

1. December meeting date – staff is proposing Tuesday the 18th – this date is based on a doodle poll that was sent out. During the meeting there were quite a few members who indicated they could not make this date. Ms. Landry asked whether there was a provision for members to call into the meeting. Mr. Lamb stated this is a possibility but would need to check with the City Attorney. Staff will get back to the Board on a date for the December meeting.

2. Administrative Approvals for 2018 –

V. New Business

VI. Upcoming Dates of Interest – December 2018

Planning Board Meeting – To be determined

Planning Board Steering Committee – December 11, 12:00 PM

Joint PB/PLD Committee – Monday, December 10, 6:30 PM

Planning Board Site Visits – December 19, 8:00 AM – To Be Confirmed

The meeting adjourned at 7:58 pm.

Respectfully submitted,

Krishni Pahl
Minute Taker

Reviewed and edited by Mari Brunner, Planning Technician

Washington Park of Keene, LLC
9 Old Derry Road
Hudson, NH 03051

December 4, 2018

Mari Brunner
Planning Department
3 Washington Street
Keene NH 03431-3191

RE: 17 Washington Street site plan modifications

Dear Mari,

Based on the early date of the December Planning Board meeting and the deadline to submit revised plans and supporting documentation, we are requesting that our application, SPR-08-16 Mod. #1 be continued to the January 28, 2019 Planning Board meeting.

We will take the time to review and address the input that we received at the November 26, 2018 meeting.

Please contact me at 603-234-5891 or via email tony@mdpdevelopment.com if you have any questions.

Sincerely,



Tony Marcotte, PE
Senior Project Manager
Washington Park at Keene, LLC



STAFF REPORT

SPR-01-18 Modification 1 Site Plan Review – Summit Athletic Center – 809 Court Street

Request:

Owner and Applicant, Hillsborough Capital LLC, is requesting a modification to the conditionally approved site plan for 809 Court Street for the demolition of the existing 19,943 sf building and the construction of a 28,800 square foot (sf) indoor athletic facility in its place. The applicant is requesting approval to pursue a phased approach to developing the site, which would include occupancy of the existing building on the site as an indoor athletic facility until the new building is constructed. The parcel is TMP# 219-005-000-000-000 and is located in the Commerce District.

Background:

In April 2018, the Keene Planning Board conditionally approved a site plan to redevelop the 1.8 acre property at 809 Court St (TMP# 219-005-000-000-000), owned by Hillsborough Capital, LLC into an indoor athletic facility. The approval was for the demolition of the 19,800 sf existing structure, which had previously been occupied as an office building by the NH Department of Health and Human Services, and for the construction of a new 28,800 sf indoor athletic facility in its place. In October, the Applicant received a 6-month extension from the Planning Board for meeting the conditions of site plan approval related to the proposed new building and site work.

With this current application, the Applicant is seeking approval from the Planning Board to implement a phased approach to completing the site improvements and new building construction that were proposed as part of SPR 01-18. Specifically, the Applicant is seeking approval to occupy and use the existing site and 19,943 square foot structure as an indoor athletic facility as soon as is possible and until they are ready to begin construction on the new 28,800 square foot building. The Applicant has noted that no site improvements are proposed for the existing site during this interim phase.



In their application, the Applicant stated that the reason for this request is related to securing the necessary funding to implement the new building and full project scope. Since receiving conditional approval from the Planning Board in April, the owner has been unable to proceed with the proposed new construction and site improvements due to factors including but not limited to labor capacity constraints in the local market, scalability of the current business model from their existing facility in Marlborough to the larger Keene facility, and uncertainty with steel import tariffs. They noted that these challenges had been unforeseen at the time they presented before the Board and that a more deliberate and phased approach is required to answer key questions, generate revenue, manage risk, and fully prepare for the transition to a larger facility including raising the required capital.

The Applicant also notes that “the size constraints of the existing building limit their ability to operate the scale of indoor athletic facility that was initially desired. However, occupation and operation of the existing building at a smaller scale indoor athletic facility would provide an opportunity for [them] to demonstrate to [their] lending institution that a facility of this type could be viable in this area of Keene. Ultimately, [they] plan to pursue the construction of a new, larger facility as presented in the conditionally approved site plan.”

STAFF REPORT

Completeness:

As the Applicant is not proposing to make changes to the existing site nor is the applicant proposing to alter or modify the conditional approved site plan for SPR-01-18, they are requesting site-specific exemptions from providing technical plan requirements with the exception of an existing conditions plan. Staff has determined that exempting the applicant from submitting this information would have no bearing on the merits of the application and recommends that the Planning Board grant these exemptions and accept the application as “complete.”

Departmental Comments:

Due to the late date with which the application was submitted and the earlier December meeting date, Departments have not had the chance to provide comments prior the issuance of the Planning Board meeting packet. Staff will share any departmental comments on this application at the December 18th meeting.

Application Analysis:

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

1. **Drainage:** The Applicant is not proposing to alter any of the existing site conditions or drainage patterns as part of the interim occupation of the existing building. Since no changes are proposed to the site, there would not be an increase in surface water runoff volume or velocity from current conditions. This standard appears to be met.
2. **Erosion and Sedimentation Control** – No exterior construction is proposed as part of this modification. This standard appears to be met.
3. **Hillside Protection** – There are no precautionary or prohibitive slopes that would be impacted as a result of this proposal. This standard appears to be met.
4. **Snow Storage and Removal** – The Applicant has noted that there is adequate space on the site for snow storage and that snow would be removed from the site as is necessary. The current site has approximately 79 parking spaces, where 58 spaces would be required for zoning. Snow storage is possible in these extra spaces as well as in the areas adjacent to the existing parking lot on the north, south, and east sides of the lot.
5. **Flooding** – This site is partially located within the 100-year floodplain for Ashuelot River Watershed as shown on FIRM Map Number 3005CO258E dated 2006. However, the provided survey information does not match the FIRM map data. A condition of the approval for SPR-01-18 is that the owner submit a FEMA-approved Elevation Certificate to the Community Development Department confirming that the new structure’s finished floor elevation is in compliance with the City’s Floodplain Ordinance.

However, the current request does not propose any impacts to the existing site configuration nor does it propose the addition of fill or construction of new structures in the Flood Plan. As such, there would be no foreseeable loss of flood storage. This condition would need to be met prior to the issuance of a Certificate of Occupancy for the proposed new building.

6. **Landscaping** – No new landscaping is proposed as part of this proposal. As the Applicant is not modifying the existing parking lot, and the request to occupy the existing building with the proposed change of use is temporary in nature, no new landscaping would be required per the Planning Board development standards; however, the Applicant would be required to install the landscaping that was proposed as part of the SPR-01-18 when they implement the full project scope.
7. **Noise** - The proposed use is not anticipated to generate excessive noise as all of the activities will occur indoors. This standard appears to be met.

STAFF REPORT

8. Screening – The Applicant does not propose to install a dumpster/dumpster enclosure as part of the interim occupation of the facility. However, the Board may consider asking the Applicant how they intend to manage and remove waste from the site. Staff recommend that, if the Board is inclined to approve this application, a condition of approval be placed requiring the Applicant to obtain prior planning approval for the installation and screening of a dumpster and dumpster enclosure if one were to be added to the site before the construction of the new building.
9. Air Quality – The proposed use does not appear to negatively impact air quality. This standard appears to be met.
10. Lighting – No changes are proposed to the exterior lighting as part of this proposal. The Applicant notes that there are numerous, down-facing lights on all sides of the building illuminating the adjacent sidewalks and entrance to the building. The Board may consider asking the Applicant to further describe the existing lighting at the site and whether it provides adequate safety lighting for pedestrians traveling from the adjacent parking areas to main entrance of the building. The conditionally approved site plan (SPR 01-18) proposes to install one pole light in the parking lot and five wall-mounted lights. The photometric plan approved by the Board as part of this site plan met the Board’s lighting standards.
11. Sewer and Water – The site is currently serviced by City Sewer and Water and will continue to maintain this existing connection.
12. Traffic - As the existing building is smaller than the building that was proposed, it would limit the number of individuals and programs that could occupy the space. As such, the traffic and parking demand generated would be less than what would be generated by the proposed new building, which was conditionally approved by the Board. SPR 01-18 included a traffic study that determined the use of the site as an indoor sport complex would yield less traffic than the state offices that had previously occupied the subject site. Based on this evaluation and the reduced size of the facility, the request to utilize the existing building as an indoor athletic facility should have similar, if not less, impact on the traffic characteristics of the surrounding roadway network than the conditionally approved site plan.
13. Comprehensive Access Management - Access to the site would be through the existing driveway/entrance off of Court Street. The existing driveway is a shared access and would not be changed as part of this proposal. Vehicles would enter and exit the site through this driveway, as they did with the former state office building. Hillsborough Capital LLC is not proposing any changes to the existing site at this time, as there is greater parking on site than what is proposed for the new building.
14. Hazardous and Toxic Materials – This project will not receive, handle, store or process any hazardous or toxic materials. This standard appears to be met.
15. Filling and Excavation – No filling or excavation is proposed as part of this application. This standard appears to be met.
16. Wetlands – There are no identified wetlands on site. This standard appears to be met.
17. Surface Water – The property’s northeast corner lies within the 250’ NH Shoreland Protection Zone. This application does not propose impacts to the Shoreland District; however, a condition of SPR 01-18 was obtaining an approved Shoreland Permit for any impacts to the Shoreland as a result of the proposed development. The Applicant has noted that they are working to submit a Shoreland Permit for the new building and site improvements proposed in SPR 01-18; however, no impacts to surface waters would occur as a result of the proposed use of the existing building and site. This standard appears to be met.
18. Stump Dumps – There are no stump dumps proposed as part of this application. This standard appears to be met.
19. Architecture and Visual Appearance – The architecture of the existing building would remain as part of this proposal, until the owner is able to pursue the construction of a new facility in the place of this existing

STAFF REPORT

structure. The existing building is wood clapboard painted red with white trim and a peaked roof and resembles a pole barn structure. The parking lot is currently located to the front of the building. The Applicant did receive a waiver from Development Standard 19.c.2. to maintain parking in front of the building as part of SPR 01-18.

RECOMMENDATION FOR APPLICATION:

Staff will provide a recommended motion at the public hearing on December 18, 2018.

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
The Summit Athletic Center Mod.

Tax Map Parcel number(s)
219 - 005 - 000 - 000 - 000

Date Received/Date of Submission:

Date of pre-application meeting:

Date Application is Complete:

Community Development Dept File #: SPR 01-18 Mod. 1

Project Address:
809 Court Street, Keene, NH

Acreage/S.F. of Parcel:
1.81 acres

Zoning District:
Commerce District

Owner

Applicant

PRINTED Name: Hillsborough Capital LLC

Address: 63 Emerald St, Keene, NH 03431

Telephone\ Email: 603-785-5488 /
steveh@reachmysummit.com

Signature: *[Signature]*

PRINTED Name:

Address: *Same as above*

Telephone\ Email:

Signature:

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 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 checked="" 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 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 11" x 17" |
| <input type="checkbox"/> Notarized 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"/> Two (2) color architectural elevations on 11" x 17" |
| <input type="checkbox"/> 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 the public hearing, mailing notices out to abutters |
| <input type="checkbox"/> Three (3) copies of "D" size architectural elevations (24" x 36") | |

**The Summit Athletic Center Site Plan
Modification (SPR 01-18 Mod. 1) –
809 Court St, Keene, NH
Date: December 4, 2018**

Project Narrative

In April 2018, the Keene Planning Board conditionally approved a site plan to redevelop the 1.8 acre property at 809 Court St (TMP# 219-005-000-000-000), owned by Hillsborough Capital, LLC into an indoor athletic facility. The approval was for the demolition of the 19,800 sf existing structure, which had been occupied as an office building by the NH Department of Health and Human Services but vacated in 2014, and the construction of a new 28,800 sf indoor athletic training facility. The attached application is a proposed revision to the conditionally approved site plan to incorporate a phased approach, making the agreed upon site improvements and completing the building construction, while occupying and using the current structure.

Since receiving approval from the Planning Board in the spring of this year, Hillsborough Capital, LLC has finalized construction estimates and timelines along with pursuing several financing options. Unfortunately, the company has been unable to confidently proceed with the full project scope with an acceptable schedule, reasonable budget, and fully secured funding. This is due to numerous factors including rising steel costs, the uncertainty with steel import tariffs, variability in estimates, labor capacity constraints in the local market, and the scalability of the current business model in Marlborough to the new operation at Court St in Keene. These unforeseen challenges, to name a few, require a more deliberate approach to establish a track record in a larger facility, manage cash flow, and demonstrate a solid return on invested capital. A phased approach will provide the company an opportunity to answer key questions, generate revenue, manage risk, and fully prepare for the transition to a larger facility including raising the required capital. As such, Hillsborough Capital, LLC seeks approval from the Planning Board for a phased approach to developing the site plan conditional approved as part of SPR-01-18.

Hillsborough Capital, LLC is looking to renovate and occupy the existing building as an indoor athletic facility, maintaining the existing site layout for a period of time, until the implementation plans are refined, and financing is readily available. Ultimately, the company plans to erect the new building and complete the proposed site improvements as conditionally approved by the Planning Board during the April, 2018 meeting.

The overall size of the existing building, including the lower ceiling heights and lack of a clear span area for a large indoor turf field, will limit the ability to fully operate the indoor athletic facility as originally contemplated and provide all of the planned services. Still, Hillsborough Capital, LLC possesses an exclusive Parisi Speed School license, providing an established and proven foundation to train athletes of all ages and ability levels in the community. The Parisi Speed School is a nationally recognized sports performance program with a rich 25+ year history, having trained over 650,000 athletes across 100 facilities in 30 states and several international locations. The company strongly believes that occupying and operating the existing building as a smaller scale indoor athletic facility for a period of time, and

expanding our local Parisi Speed School of New Hampshire, the company will demonstrate the ongoing viability of its business model within a larger facility. This will enable the full funding necessary from financial institutions and/or other investors to be secured. Furthermore, occupying a property that has been vacant for over four (4) years, will create the opportunity for more potential customers to visit other businesses and enhance the growth in West Keene.

Review of Development Standards:

1. Drainage – We are not proposing to alter any of the existing site conditions or drainage patterns. As such, there will not be an increase in surface water runoff volume or velocity from the current conditions.
2. Erosion and Sedimentation Control – No exterior construction is proposed as part of this modification. The proposed work will occur only within the interior of the building.
3. Hillside Protection – There are no precautionary or prohibitive slopes that would be impacted as a result of this proposal.
4. Snow Storage and Removal – There is adequate space on the site for snow storage. Snow will be removed from the site as is necessary.
5. Flooding – The property is partially located in the 100 year floodplain due to the close proximity to the Ashuelot River. At this time, we are not proposing to impact the existing site configuration, add fill, or construct any new structures. As such, there would be no loss of flood storage.
6. Landscaping – No new landscaping is proposed at this time. There are substantial, mature trees and other shrubs along the front of the property facing Court St as well as the back and southeast sides of the property.
7. Noise - The proposed use would adhere to the City’s noise ordinance and is not anticipated to generate excessive noise as all of the activities will occur indoors.
8. Screening – As no new development is proposed at this time, we do not propose to include any screening.
9. Air Quality – The proposed use would not negatively impact air quality.
10. Lighting – No changes are proposed to the exterior lighting as part of this proposal. There are numerous, downfacing lights on all sides of the building illuminating the adjacent sidewalks and entrance to the building.
11. Sewer and Water –City Sewer and Water currently services the site and this current connection will be maintained.
12. Traffic - As the existing building is smaller than the building that was proposed, it will limit the number of individuals and programs that can occupy the space. As such, the traffic and parking demand generated will be less than what would be generated by the new building. SPR 01-18 included a traffic analysis that determined the use of the site as an indoor sport complex would yield less traffic than the state offices that had previously

occupied the subject site. Based on this evaluation and the reduced size of the facility, this project should have no adverse impact on the traffic characteristics of the surrounding roadway network.

13. Comprehensive Access Management - Access to the site will be through the existing driveway/entrance off of Court Street. The existing driveway is a shared access and will not be changed as part of this proposal. Vehicles will enter and exit the site through this driveway, as they did with the former state office building. Hillsborough Capital LLC is not proposing any changes to the existing site at this time, as there is greater parking on site than what is proposed for the new building.
14. Hazardous and Toxic Materials – This project will not receive, handle, store or process any hazardous or toxic materials.
15. Filling and Excavation – No filling or excavation is proposed as part of this application.
16. Wetlands – There are no identified wetlands on site.
17. Surface Water – The property’s northeast corner lies within the 250’ NH Shoreland Protection Zone. This application does not propose impacts to the Shoreland District; however, a condition of SPR 01-18 was obtaining an approved Shoreland Permit for any impacts to the Shoreland as a result of the proposed development. Hillsborough Capital, LLC is working to submit a Shoreland Permit for the new building and site improvements proposed in SPR 01-18; however, no impacts to surface waters will occur as a result of the proposed use of the existing building and site.
18. Stump Dumps – There are no stump dumps proposed as part of this application.
19. Architecture and Visual Appearance – The architecture of the existing building will remain as part of this proposal, until Hillsborough Capital, LLC is able to pursue the construction of a new facility in the place of the existing structure. The existing building is wood clapboard painted dark red with white trim and a peaked roof. The architecture of this building resembles a barn-like structure. The parking lot is currently located to the front, southeast side, and rear of the building. The owner received a waiver from Development Standard 19.c.2. to maintain parking in front of the building as part of SPR 01-18.

STAFF REPORT

SPR-902, Modification #4 – SITE PLAN REVIEW – 350-354 Winchester Street – HomeGoods

Request:

Applicant Taylor Associates Architects, on behalf of owner Riverside Improvements LLC, proposes interior renovations and site work to the site of the former Shaw's Department store on the property located at 350-354 Winchester St. (TMP# 111-004-000-000-000). Proposed modifications include renovations to the interior of the existing building to create three tenant spaces, modifications to the front façade of the building, and the addition of three new loading docks and one receiving ramp to the rear of the building. The site is 21 acres in size and is located in the Commercial District.

Background:

This property is located at 350-354 Winchester Street in the Commercial District and is currently the site of a variety of retail, restaurant, and other commercial uses including Walmart, Rite Aid, Verizon Wireless, and Koto Japanese Steakhouse. The parcel is bordered by Winchester Street to the west, NH Route 101 to the south, the Ashuelot Rail Trail and Keene State College athletic fields to the east, and a Keene State College parking lot to the north. Primary access to the site is from Winchester Street.

The applicant proposes to divide the 66,000 square foot space previously occupied by Shaw's Department Store on the southern end of the existing building into three new retail tenant spaces, one of which is under lease to be a HomeGoods store. The space for Tenant A (HomeGoods) would be 23,437 square feet, the space for Tenant B would be 17,750 square feet, and the space for Tenant C would be 23,600 square feet. Other proposed modifications include changes to the front/west-facing façade of the building to create three separate raised storefront areas, the addition of one new loading dock and a receiving ramp to the rear of the existing building for use by Tenant B, and the addition of two new loading docks to the rear of the existing building for use by Tenant C. No other site modifications are proposed at this time.

Completeness:

The Applicant has requested exemptions from submitting a Grading Plan, a Landscaping Plan, and a Lighting Plan as well as the Traffic, Drainage and Soils Reports. Staff has determined that exempting the applicant from submitting this information would have no bearing on the merits of this application and recommends that the Planning Board grant these exemptions, accepting the application as "complete."

Departmental Comments:

Code: The Floodplain Map seems to indicate that the proposed development would be in the floodplain. Please submit an Elevation Certificate to verify whether this area of the site is in the floodplain or not. If it is in the floodplain, a Floodplain Development Permit would be required.

Police: No comments

Fire: No comments

Engineering: No comments

Application Analysis:

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

1. Drainage: No changes to grading or drainage are proposed. The applicant notes that there will no increase in impervious cover as a result of the proposed modifications, and the existing stormwater drains will be maintained. This standard does not apply.

STAFF REPORT

2. Sedimentation and Erosion Control: The applicant does not propose any sedimentation or erosion control measures as no part of the site will be disturbed during construction. This standard does not apply.
3. Hillside Protection: There are no precautionary or prohibitive slopes present on the site. This standard does not apply.
4. Snow Storage and Removal: The applicant does not propose any changes to snow storage and removal. The applicant has noted that the landlord has a contract with a snow removal company to take snow off-site when necessary.
5. Flooding: The area of the site where the receiving ramp is proposed appears to be in the 100-year floodplain, in which case a floodplain development permit would be required. Staff recommends that an elevation certificate be required as a condition of approval and, if needed, attainment of a floodplain development permit.
6. Landscaping: The applicant does not propose any changes to landscaping or parking. This standard does not apply.
7. Noise: The applicant does not propose any uses or activities which would not comply with the City's Noise Ordinance. This standard does not apply.
8. Screening: The proposed new loading docks are located behind the existing building out of view from the street and parking lot to the west and north, and would be screened by a natural wooded buffer to the east and south. This standard appears to be met.
9. Air Quality: The applicant does not propose any uses or activities which would impact air quality. This standard does not apply.
10. Lighting: The applicant does not propose any changes to the existing lighting on the site.
11. Sewer and Water: The applicant proposes to use the connections to sewer and water that currently exist on site. This standard appears to be met.
12. Traffic: The applicant submitted a truck turning study in order to demonstrate how trucks would access the proposed new loading docks. Based on the information provided by the applicant, there is sufficient space available for delivery trucks to access the loading docks using existing paving. The applicant requested an exemption from providing a traffic study, noting that the proposed retail use is similar to the preexisting use on the site as a Shaw's Department Store.
13. Comprehensive Access Management: The applicant proposes to use the same access driveway off of Winchester Street that is used by the rest of the site. The access driveway is located at a signalized intersection with Key Road and Winchester Street. New accessible pedestrian curb cuts are proposed at each of the three entrances to the building for the three tenant spaces. The applicant has noted that the parking lot will be re-stripped to allow for pedestrian access to each storefront entrance. No other changes to pedestrian, bicycle, or transit access to the site are proposed.
14. Hazardous or Toxic Materials: The applicant does not propose receiving, handling, storing, or processing of any hazardous substances on the site. This standard does not apply.

STAFF REPORT

15. Filling and Excavation: The applicant does not propose any excavation or fill on the site. This standard does not apply.
16. Wetlands: While wetlands are present in the southeast corner of the site near the property boundary, the edge of the wetlands is located more than 30 feet from the proposed site work. This standard does not apply.
17. Surface Waters: As noted above, wetlands are present in the southeast corner of the site; however they are more than 30 feet from the proposed site work. There are no other surface waters present on the site.
18. Stump Dumps: The applicant does not propose to bury any stumps on site. This standard does not apply.
19. Architecture and Visual Appearance: The applicant proposes to change the shape of the west-facing, front façade of the building to create three separate storefront entrances, as shown in the image below. The applicant proposes to enclose each storefront opening on the ground level with an aluminum and glass sliding storefront system. The storefront façade for Tenant A (HomeGoods) would be clad in a mix of EIFS (exterior insulation and finish system) in various earth tones, including “brite white,” “Amarillo white,” “china white,” and “prairie clay,” with cast stone at the base of the columns which frame the storefront sign. The proposed storefront façade for Tenant B would be similar shape and clad with similar materials, however it would be framed with brick columns on either side of the sign. The storefront for Tenant C would also have a similar shape and similar cladding; however it would have columns that are clad in brick on the bottom half and EIFS material in “Amarillo white” on the upper half. The applicant has noted that variation in appearance for each of the storefront facades will allow each tenant to have a separate identity while keeping the look of the shopping center consistent in terms of materials.



Top: Image of the proposed elevations submitted by the applicant. **Bottom:** The elevations that were approved by the Planning Board for this building in 2001.

STAFF REPORT

Recommended Motion:

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

Approve SPR-902 Modification #1, as shown on the plan sheet entitled “Lease Outline Drawing Overall Floor Plan” prepared by Taylor Associates Architects at a scale of 3/32” = 1’ on June 6, 2018 and revised November 15, 2018 and the architectural elevations entitled “Elevation and Partial Plan” prepared by Taylor Associates Architects at varying scales on June 6, 2018 and last revised on December 3, 2018 with the following conditions prior to signature by Planning Board Chair:

- A. Submittal of an elevation certificate to verify whether the proposed concrete ramp is in the floodplain and, if needed, attainment of a floodplain development permit.*
- B. 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.

A Project Name Riverside Plaza	Date Received/Date of Submission:
	Date of pre-application meeting:
Tax Map Parcel number(s) 111-004-000-000-000	Date Application is Complete: SPR-902, Mod. 4
	Community Development Dept File #:

Project Address: 550-354 Winchester St. Keene, N.H. 03431	Owner	PRINTED Name: Glenn Wilson, DLO Mgmt.
		Address: 565 Taxter Rd., 4th Fl. Elmsford, NY 10523
		Telephone\ Email: 914-304-5679 / gwilson@dlo.mgmt.com
Acreage/S.F. of Parcel: 7 1304, 963		Signature: <i>Glenn Wilson</i>

Zoning District: AE Commercial	Applicant	PRINTED Name: Jeffrey Taylor, Taylor Associates
		Address: 512 N. Broadway, White Plains, NY 10603
		Telephone\ Email: 914-289-0011 / jt@taylorarchitects.com
		Signature: <i>Jeffrey Taylor</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.

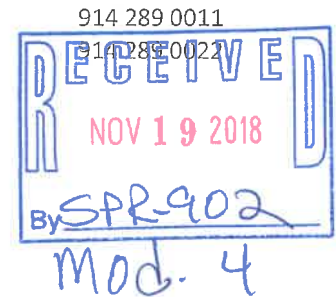
B Descriptive Narrative Including

- | | | |
|--|---|---|
| <input 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 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 N/A |
| <input checked="" type="checkbox"/> Two (2) sets of mailing labels, per abutter | <input checked="" 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 |
| <input checked="" type="checkbox"/> Three (3) copies of "D" size architectural elevations (24" x 36") | the public hearing, mailing notices out to abutters |

Frederick Taylor Associates – Architects, PC
572 North Broadway
White Plains, NY 10603



November 15, 2018

City of Keene
Community Development Department
City Hall, 4th Floor
3 Washington St.
Keene, NH 03431

Attn: Tara Kessler, Senior Planner
Re: Riverside Plaza Façade
350-354 Winchester St.
(TMP# 111/004/000/000/000)
Keene, NH
Job #10375

Dear Ms. Kessler:

The following narrative describes the work proposed for modifications to the façade and interior of the Riverside Plaza Shopping Center as reviewed at the October 10, 2018 Planning Board Pre-submission Meeting, on behalf of the property owner DLC Management:

The modifications (as shown in the attached plans, elevations and details) will be to the existing 66,000 sf Shaw's department store. The existing space will be divided into three (3) new retail tenant spaces, one of which is under lease to be a Homegoods.

Front Façade:

Each tenant space will have a new raised façade +34'-0" high to the top of the parapet each also approximately 50'-0" wide. The existing mansard roof will be maintained in between the new façade areas. Some of the existing brick column enclosures will be maintained with three new column enclosures to align with the new storefront openings. Each storefront opening will be enclosed with an aluminum and glass sliding storefront system. The façade materials are a mix of brick, EIFS and cast stone in earth tone colors complementary to the Homegoods color palate.

Rear Exterior:

The rear of the Homegoods will be maintained, utilizing the existing compactor and receiving dock. Tenants B and C require new loading/receiving docks. Three (3) new loading docks and one receiving ramp will be added to the rear of the building. There will be no new additional paved areas as part of this application.

Tenant Interiors:

Each tenant will be filing separate permits for their interior build-outs at a later date. Under this application the existing Shaws will be divided into three separate spaces with new 1-Hr rated demising walls as required by Code. The existing sprinkler and fire alarm systems will be divided into three separate systems from the existing sprinkler room. There is an existing mezzanine over tenant C which will be maintained to provide Roof access from the outside independent of the new tenant spaces.

Site:

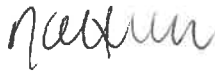
All existing utility connections will be maintained and modified as required on site for the addition of two tenants. The existing stormwater connections will be maintained. The existing transformer and meter locations will be maintained.

Attachments to this letter:

- Survey prepared by Holden Engineering modified slightly to show the new tenant locations.
- EX-100 – Existing conditions plan of Shaws
- LOD -1 – Proposed Floor plan of new tenant spaces.
- LOD-2 – Proposed Color elevations and sections of new façade showing materials
- P-1 – Photos of Existing Shopping Center
- Truck Turn Study for proposed new tenants

After review of the above information and attachments please feel free to contact our office with any questions or comments.

Sincerely,



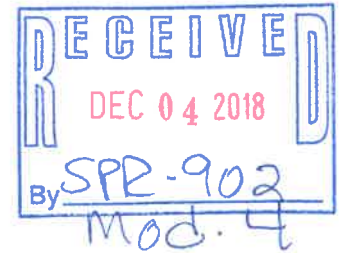
Jeffrey Taylor
Taylor Associates Architects



CC: Glenn Wilson, DLC Management

November 30, 2018

City of Keene
Community Development Department
City Hall, 4th Floor
3 Washington St.
Keene, NH 03431



Attn: Tara Kessler, Senior Planner

Re: Riverside Plaza Façade
350-354 Winchester St.
(TMP# 111/004/000/000/000)
Keene, NH
Job #10375

Dear Ms. Kessler:

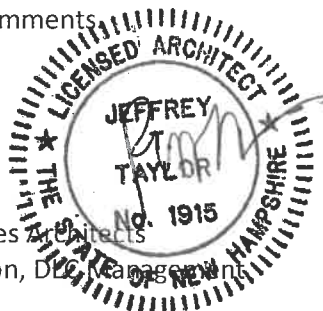
The following letter is in response to the memo received November 28th 2018, with comments to our previous Planning Board Submission:

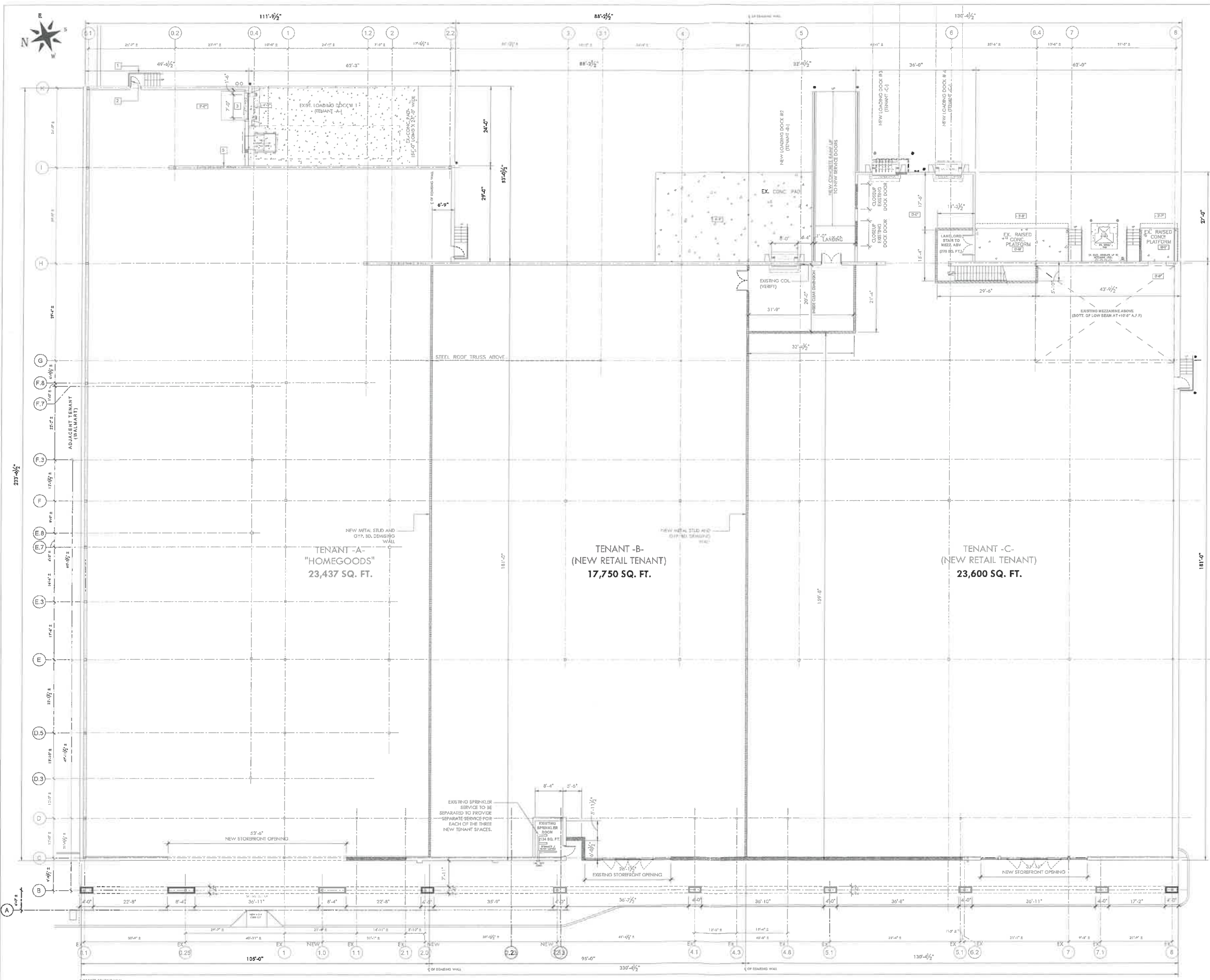
1. It will be determined if the new ramp at the rear of the building is within the flood plain prior to filing for building permit.
2. New curb cuts will be provided at each new entry. The parking lot will be re-stripped to allow for pedestrian access to each new entry.
3. Per the Landlord Property Manager, the Landlord is currently responsible for all snow removal and maintenance on-site for all tenants. If snow is required to be taken off-site the Landlord has a contract with a snow removal company.
4. See below:
 - a. See revised Elevations for updated drawing tags.
 - b. See revised Elevations for corrected labelling.
5. A materials sample board will be provided for review at the meeting on Dec. 18th.
6. Regarding the changing materials: Homegoods has a specific material design and color selection for their façade entry. Since we will have three different tenants spaces we utilized Homegoods same materials but in slightly different ways to allow each tenant to have a separate identity while keeping the look of the shopping center consistent in terms of materials.

After review of the above information and attachments please feel free to contact our office with any questions or comments.

Sincerely,

Jeffrey Taylor
Taylor Associates Architects
CC: Glenn Wilson, DDC Manager





TAG #	DESCRIPTION
1	EXISTING CONCRETE STEPS WITH GUARDRAIL
2	EXISTING 3'-0" x 7'-0" H.M. DOOR IN 3'-4" x 7'-4" M.O.
3	EXISTING 7'-0" x 7'-5" (9) O.H. DOOR
4	EXISTING COMPACTOR DOOR TO BE REPLACED



572 NORTH BROADWAY
WHITE PLAINS, NEW YORK 10603
TEL: 914 285 0011
FAX: 914 289 0022

SPR-902.
mod. 4



REVISIONS:

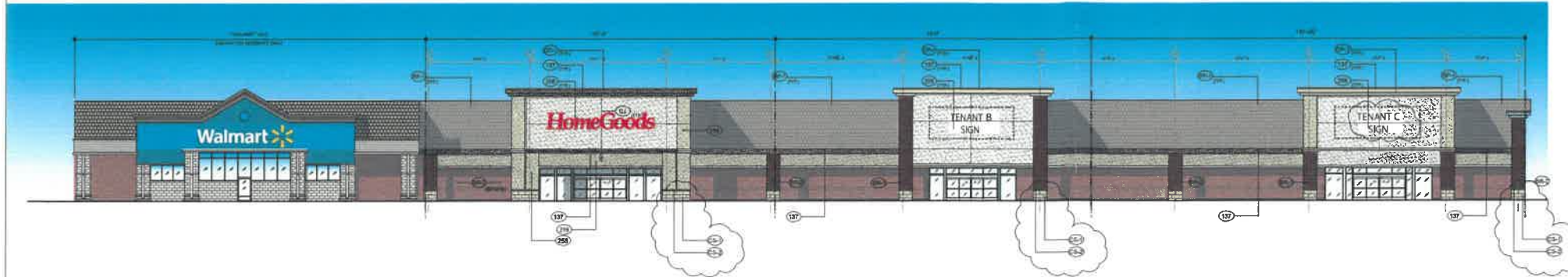
06.05.18	ISSUE FOR REVIEW
07.05.18	UPDATED PER COMMENTS
07.26.18	REVISED PER LANDLORD AND T.A. COMMENTS
08.23.18	UPDATED PER COMMENTS
10.04.18	FOR PRELIMINARY CITY REVIEW
11.15.18	PURSUING BOARD PERMISSION

PROJECT NO. 10353
DATE: 06.06.18
DRAWN BY: FTA (RDR/M)
SCALE: AS NOTED

SHEET TITLE:
LEASE OUTLINE
DRAWING OVER ALL
FLOOR PLAN



SHEET NO:
LOD-1

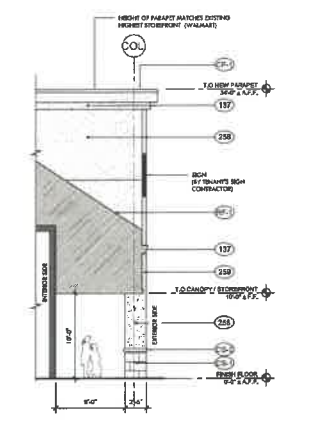


ELEVATION
SCALE: 3/16" = 1'-0"

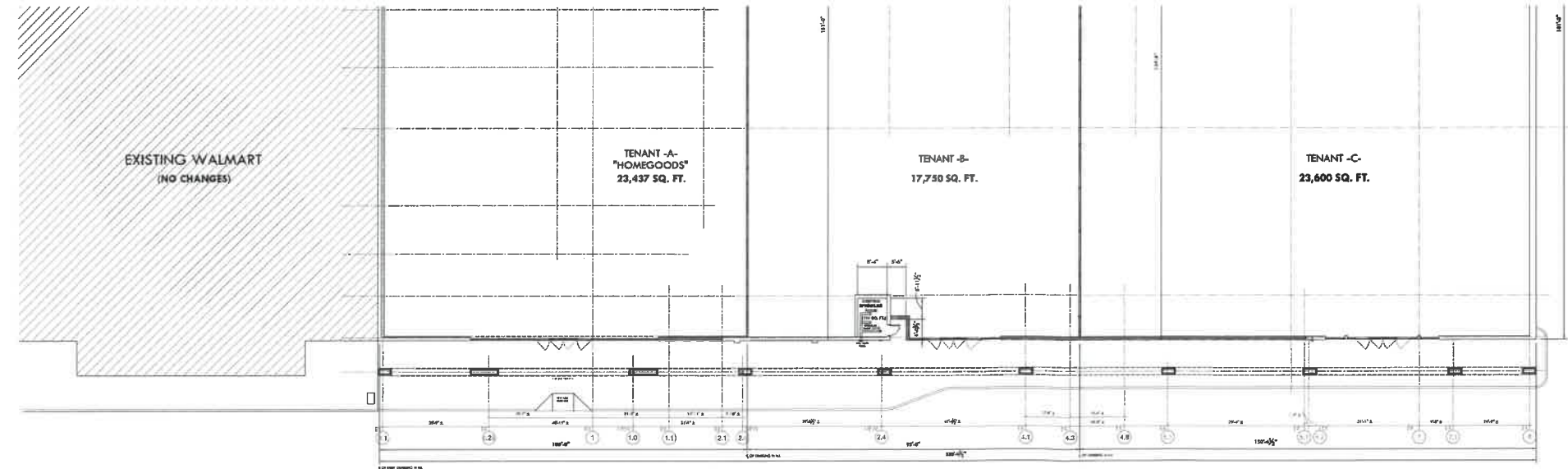
FINISH NO.	MATERIAL	MANUFACTURER	SPECIFICATION
137	EIFS	DRYVET	#30 CHINA WHITE
258	EIFS	DRYVET	#22 WHITE WHITE
259	EIFS	DRYVET	#12 HAZEL/WHITE
260	EIFS	DRYVET	#111 PRIMER CLAY
261	PRE-FINISHED ALUMINUM COPING		TO MATCH ADJACENT EIFS COLOR
27	CONTROL JOINT	DRYVET	30" OF SIGNAGE SHALL TO MATCH ADJACENT EIFS COLOR
281	CASE STONE BASE	READING ROCK	
282	CASE STONE SILL	READING ROCK	
283	BRICK		TO MATCH EXISTING
284	BRICK		EXISTING BRICK
285	BRICK		EXISTING ROOF FRESH TO REMAIN
286	FUTURE STOREFRONT SYSTEM	KAWNEER	3000 SERIES - STANDARD FINISH - 2018/01/01

NOTES:
 • STOREFRONT FINISHES AND COLORS ARE TYPICAL AT BOTH SIDES OF STOREFRONT FACADE.

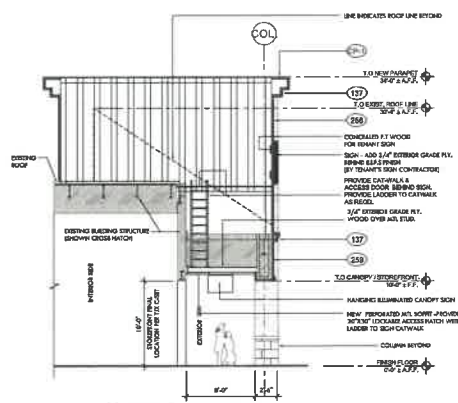
STOREFRONT DESIGN NOTES
 • ALL SIGNAGE TO BE DETERMINED BY LOCAL SIGN CODES AND FILED UNDER SEPARATE SIGNAGE PERMITS.
 • PROVIDE CATWALK INSTALLED BEHIND SIGN FIELD FASCIA, PROVIDE 30" x 30" LOCKABLE ACCESS PANEL AT INSIDE OF CANOPY.
 • ADD 3/4" EXTERIOR GRADE PLYWOOD BEHIND SIGN FIELD FASCIA FOR INSTALLATION OF ALL SIGNAGE.



SECTION
SCALE: 3/16" = 1'-0"



PARTIAL FLOOR PLAN
SCALE: 3/16" = 1'-0"



SECTION @ STOREFRONT
SCALE: 3/16" = 1'-0"



TAYLOR ASSOCIATES ARCHITECTS
 872 NORTH BROADWAY
 WHITE PLAINS, NEW YORK 10603
 TEL 914 289 0011
 FAX 914 289 0022

REVISIONS:
 06.16.18 ISSUE FOR REVIEW
 07.16.18 UPDATED PER COMMENTS
 07.26.18 REVISED PER LANDLORD AND L&C COMMENTS
 08.23.18 UPDATED PER COMMENTS
 10.04.18 FOR PRELIMINARY CITY REVIEW
 11.16.18 PLANNING BOARD SUBMISSION
 12.19 PLANNING BOARD COMMENTS

PROJECT NO. 10353
 DATE: 06.06.18
 DRAWN BY: FTA (RD/RM)
 SCALE: AS NOTED

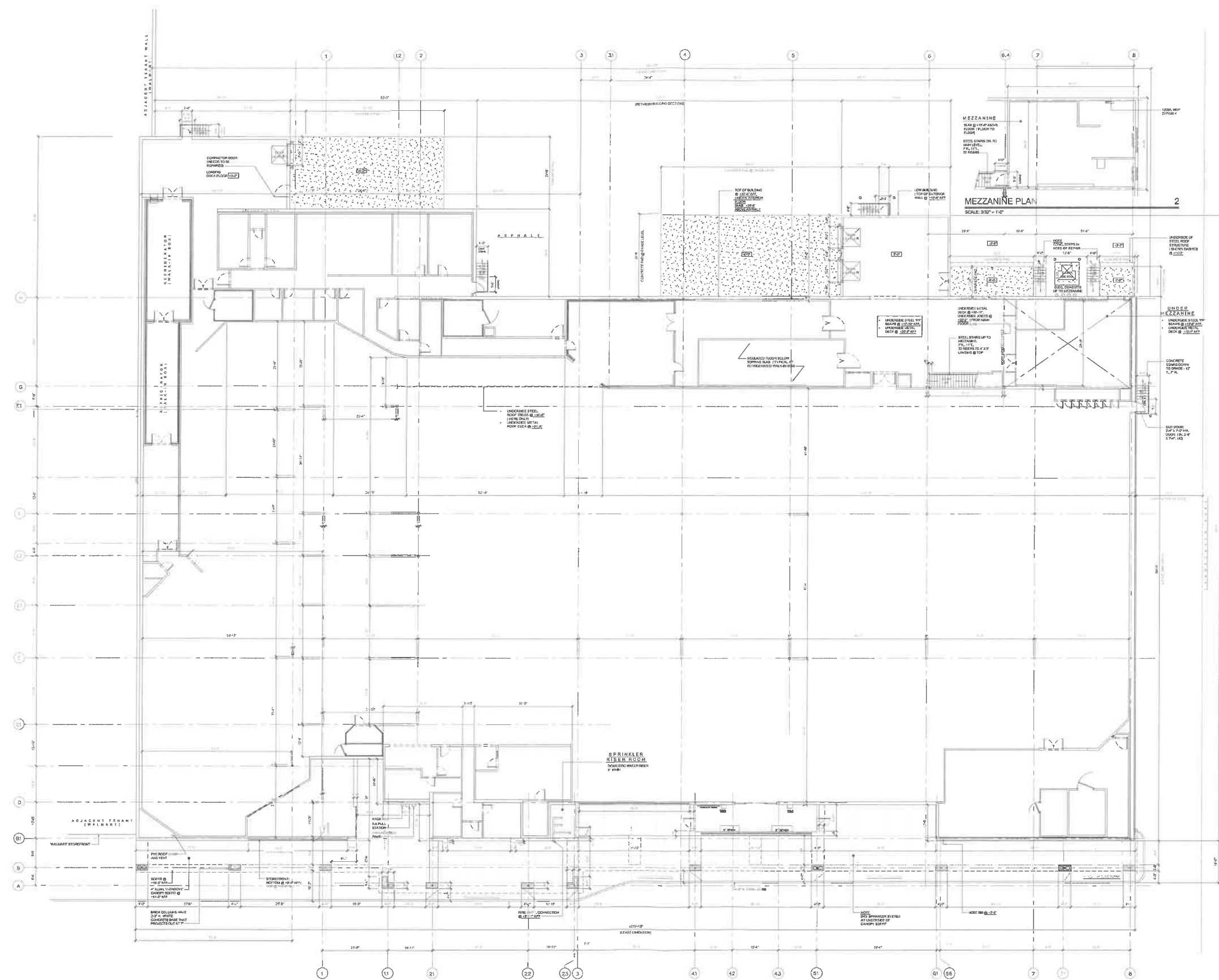
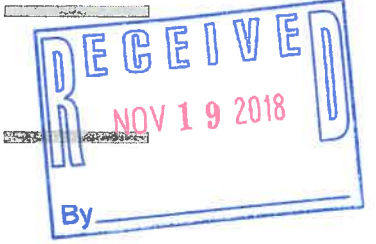
SHEET TITLE:
 ELEVATION AND PARTIAL PLAN

DLC MANAGEMENT CORP.
 RIVERSIDE PLAZA
 360 WINCHESTER STREET
 KEENE, NH





JEFFREY
TAYLOR
ARCHITECT
572 NORTH BROADWAY
WHITE PLAINS, NEW YORK 10603
TEL 914 288 0011
FAX 914 288 0022



REVISIONS:
SPR-902
MOD-4

PROJECT NO. XXXX
PROJECT REASON:
DATE: 06/13/18
DRAWN BY: FTA
SCALE: AS NOTED

EXIST. LEASED AREA: XXXXX S.F.
PROP. LEASED AREA: XXXXX S.F.
TOTAL LEASED AREA: XXXXX S.F.

SHEET TITLE:
EXISTING CONDITIONS
GROUND FLOOR LEVEL PLAN

STORE NO. XXX
100 W. 42ND STREET
354 W. 42ND STREET
KEENE, NY 03431

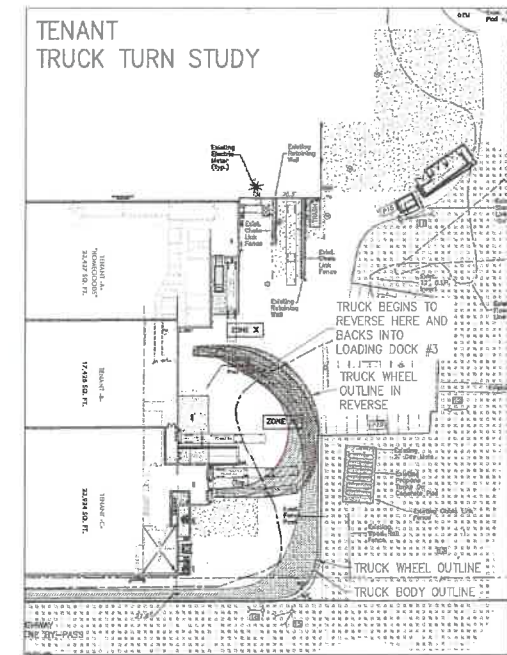
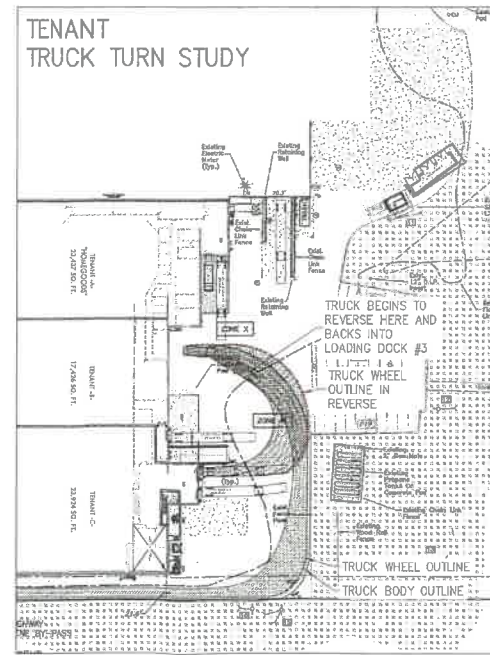
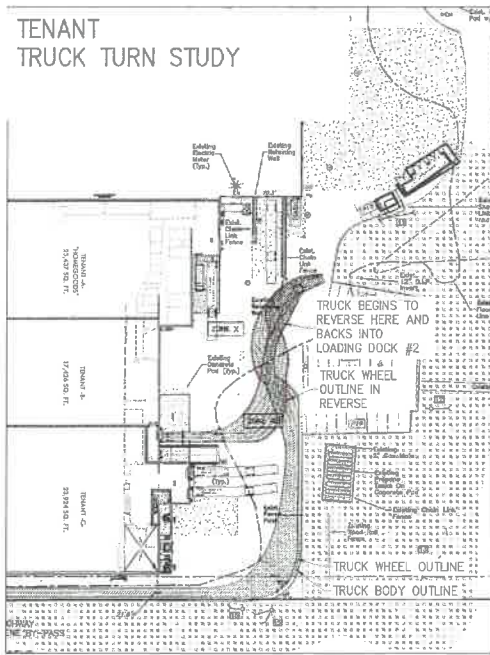
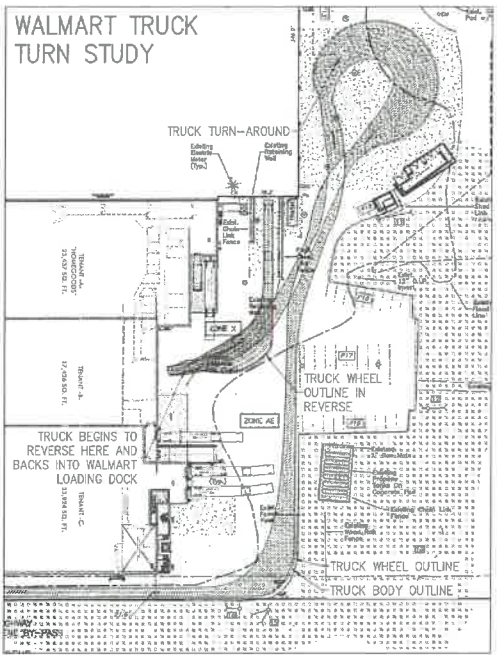
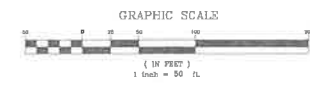
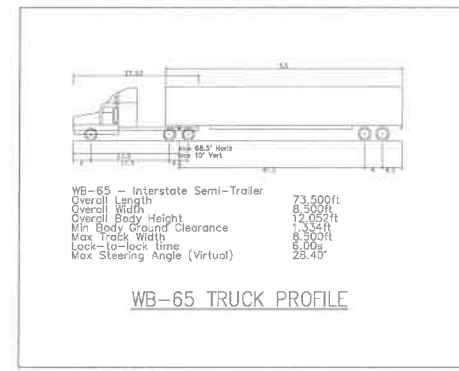
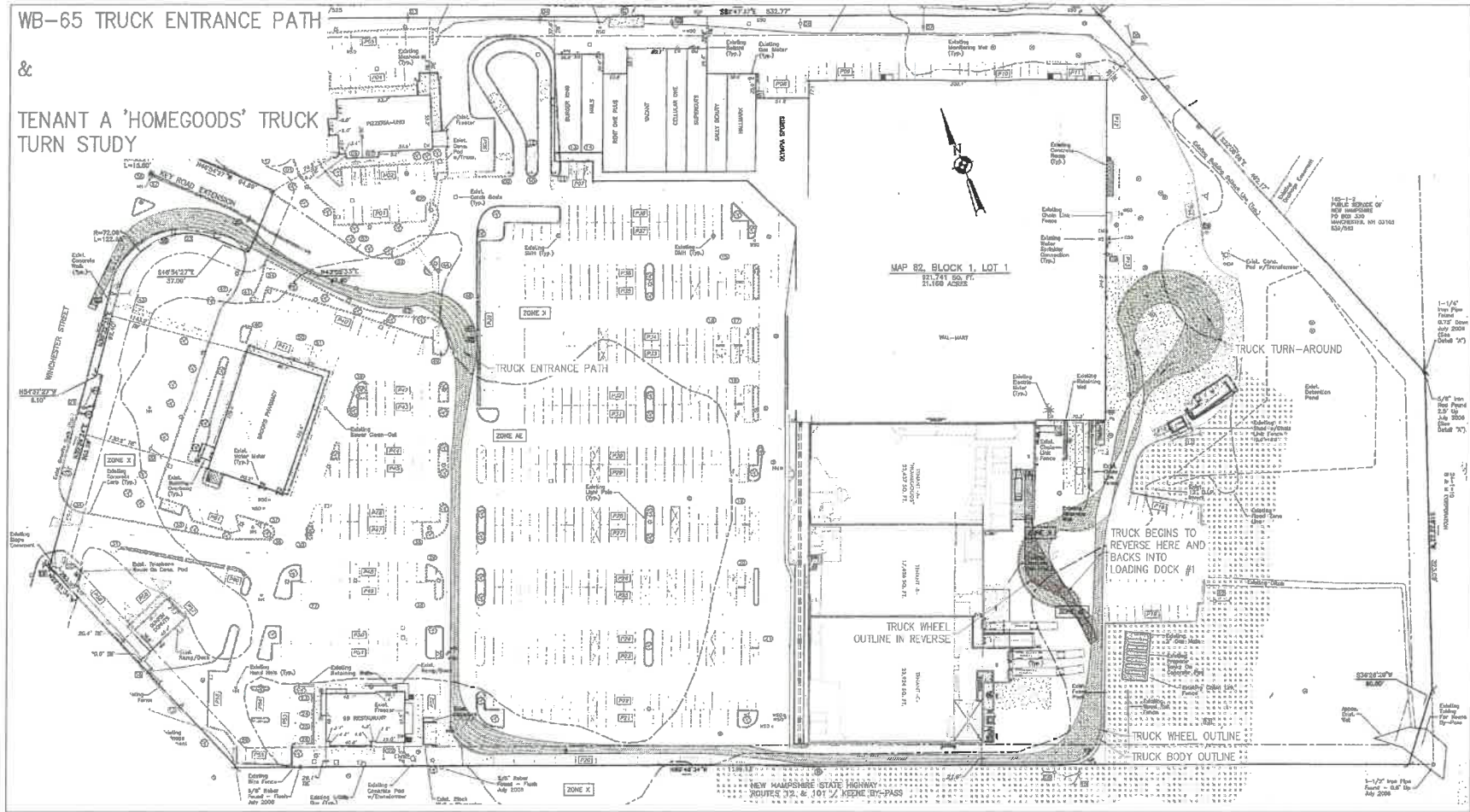
SHEET NO:
EX-100

DOB NO:

GROUND LEVEL BUILDING PLAN
SCALE: 3/32" = 1'-0"

WB-65 TRUCK ENTRANCE PATH

TENANT A 'HOMEGOODS' TRUCK TURN STUDY



572 NORTH BROADWAY
WHITE PLAINS, NEW YORK 10603

TEL 914 289 0011
FAX 914 289 0022

SPR-902
Mod. 4



REVISIONS:
07/15/18 - ISSUE FOR REVIEW
07/15/18 - UPDATED PER COMMENTS
07/20/18 - REVISED FOR LANDSCAPE AND 7A COMMENTS

PROJECT NO. 10353
DATE: 06.06.18
DRAWN BY: FTA (RD/RM)

SCALE: AS NOTED

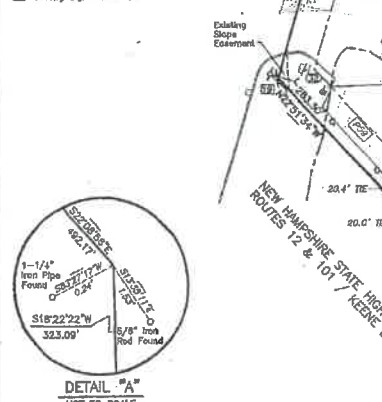
SHEET TITLE:

DLC MANAGEMENT CORP.
RIVERSIDE PLAZA
350 WINCHESTER STREET
KEENE, NH

SHEET NO:

SIGN LEGEND:

- 11 Existing Sign "TIRE LANE"
- 12 Existing Sign "TIRE LANE"
- 13 Existing Sign "TIRE LANE"
- 14 Existing Sign "TIRE LANE"
- 15 Existing Sign "TIRE LANE"
- 16 Existing Sign "TIRE LANE"
- 17 Existing Sign "TIRE LANE"
- 18 Existing Sign "TIRE LANE"
- 19 Existing Sign "TIRE LANE"
- 20 Existing Sign "TIRE LANE"
- 21 Existing Sign "TIRE LANE"
- 22 Existing Sign "TIRE LANE"
- 23 Existing Sign "TIRE LANE"
- 24 Existing Sign "TIRE LANE"
- 25 Existing Sign "TIRE LANE"
- 26 Existing Sign "TIRE LANE"
- 27 Existing Sign "TIRE LANE"
- 28 Existing Sign "TIRE LANE"
- 29 Existing Sign "TIRE LANE"
- 30 Existing Sign "TIRE LANE"
- 31 Existing Sign "TIRE LANE"
- 32 Existing Sign "TIRE LANE"
- 33 Existing Sign "TIRE LANE"
- 34 Existing Sign "TIRE LANE"
- 35 Existing Sign "TIRE LANE"
- 36 Existing Sign "TIRE LANE"
- 37 Existing Sign "TIRE LANE"
- 38 Existing Sign "TIRE LANE"
- 39 Existing Sign "TIRE LANE"
- 40 Existing Sign "TIRE LANE"
- 41 Existing Sign "TIRE LANE"
- 42 Existing Sign "TIRE LANE"
- 43 Existing Sign "TIRE LANE"
- 44 Existing Sign "TIRE LANE"
- 45 Existing Sign "TIRE LANE"
- 46 Existing Sign "TIRE LANE"
- 47 Existing Sign "TIRE LANE"
- 48 Existing Sign "TIRE LANE"
- 49 Existing Sign "TIRE LANE"
- 50 Existing Sign "TIRE LANE"
- 51 Existing Sign "TIRE LANE"
- 52 Existing Sign "TIRE LANE"
- 53 Existing Sign "TIRE LANE"
- 54 Existing Sign "TIRE LANE"
- 55 Existing Sign "TIRE LANE"
- 56 Existing Sign "TIRE LANE"
- 57 Existing Sign "TIRE LANE"
- 58 Existing Sign "TIRE LANE"
- 59 Existing Sign "TIRE LANE"
- 60 Existing Sign "TIRE LANE"
- 61 Existing Sign "TIRE LANE"
- 62 Existing Sign "TIRE LANE"
- 63 Existing Sign "TIRE LANE"
- 64 Existing Sign "TIRE LANE"
- 65 Existing Sign "TIRE LANE"
- 66 Existing Sign "TIRE LANE"
- 67 Existing Sign "TIRE LANE"
- 68 Existing Sign "TIRE LANE"
- 69 Existing Sign "TIRE LANE"
- 70 Existing Sign "TIRE LANE"
- 71 Existing Sign "TIRE LANE"
- 72 Existing Sign "TIRE LANE"
- 73 Existing Sign "TIRE LANE"
- 74 Existing Sign "TIRE LANE"
- 75 Existing Sign "TIRE LANE"
- 76 Existing Sign "TIRE LANE"
- 77 Existing Sign "TIRE LANE"
- 78 Existing Sign "TIRE LANE"
- 79 Existing Sign "TIRE LANE"
- 80 Existing Sign "TIRE LANE"
- 81 Existing Sign "TIRE LANE"
- 82 Existing Sign "TIRE LANE"
- 83 Existing Sign "TIRE LANE"
- 84 Existing Sign "TIRE LANE"
- 85 Existing Sign "TIRE LANE"
- 86 Existing Sign "TIRE LANE"
- 87 Existing Sign "TIRE LANE"
- 88 Existing Sign "TIRE LANE"
- 89 Existing Sign "TIRE LANE"
- 90 Existing Sign "TIRE LANE"
- 91 Existing Sign "TIRE LANE"
- 92 Existing Sign "TIRE LANE"
- 93 Existing Sign "TIRE LANE"
- 94 Existing Sign "TIRE LANE"
- 95 Existing Sign "TIRE LANE"
- 96 Existing Sign "TIRE LANE"
- 97 Existing Sign "TIRE LANE"
- 98 Existing Sign "TIRE LANE"
- 99 Existing Sign "TIRE LANE"
- 100 Existing Sign "TIRE LANE"



FOR INQUIRIES CONCERNING THIS SURVEY CONTACT:

U.S. SURVEYOR
 1989 RIVERVIEW DRIVE
 SYANSVILLE, INDIANA 47716
 1-800-TO-SURV

PREPARED FOR:
 FEDERAL REALTY
 INVESTMENT TRUST

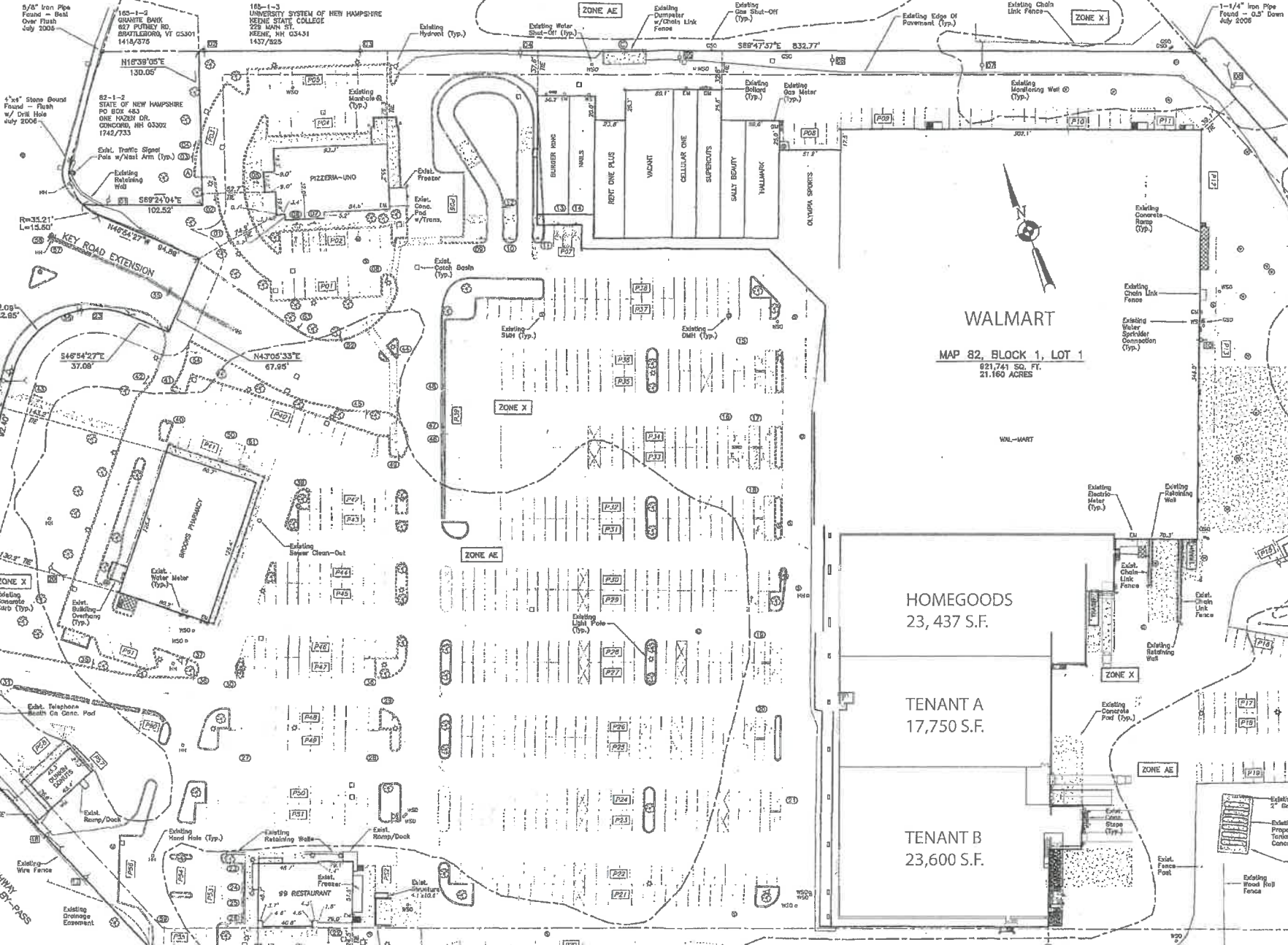
PROJECT LOCATION:
 CHESHIRE COUNTY, KEENE, NH

PROJECT ADDRESS:
 350 WINCHESTER STREET
 KEENE, NH 03431

ALTA/ACSM LAND
 TITLE SURVEY

JOB NUMBER
 29430285

SHEET 2 OF 2



NEW HAMPSHIRE STATE HIGHWAY ROUTES 12 & 101 / KEENE BY-PASS

UTILITY POLE LEGEND:

- 11 Existing Utility Pole w/ Light
- 12 Existing Utility Pole w/ 3 Transformers & Underground Conduit, PSN1 601/5, NET 463/1
- 13 Existing Utility Pole w/ Underground Electric, PSN1 601/4, 107, NET 463/1
- 14 Existing Utility Pole w/ 3 Transformers & Light, PSN1 601/5, BELL ATLANTIC 3
- 15 Existing Utility Pole w/ 3 Transformers & Underground Electric, PSN1 601/12, NET 4 1/2 / 4 1/2
- 16 Existing Utility Pole w/ Day Wire, PSN1 564/4
- 17 Existing Utility Pole w/ 2 Day Wires, PSN1 564/1, 128
- 18 Existing Utility Pole w/ Underground Electric, Light, & Overhead Telephone Line, PSN1 564/2, 507
- 19 Existing Utility Pole, NET 463/7-1
- 20 Existing Utility Pole, w/ 3 Transformers, Light, Underground Electric, & Day Wire, PSN1 564/5, NET 463/8
- 21 Existing Utility Pole, w/ Light & Day Wire, PSN1 564/4, NET 9
- 22 Existing Utility Pole w/ Day Wire, PSN1 564/4
- 23 Existing Utility Pole w/ Day Wire & Meter, PSN1 564/5
- 24 Existing Utility Pole w/ Underground Electric Conduit & 2 Day Wires, PSN1 564/5
- 25 Existing Utility Pole w/ Underground Electric Conduit, & Day Wire, PSN1 564/8/407
- 26 Existing Utility Pole w/ 2 Lights, PSN1 564/4
- 27 Existing Utility Pole w/ Underground Conduit, Meter, & Day Wire
- 28 Existing Utility Pole w/ 3 Transformers, Light, Underground Conduit, & 3 Day Wires, PSN1 296/37 & 461 46/37
- 29 Existing Utility Pole w/ Day Wire, PSN1 389/35
- 30 Existing Utility Pole w/ Light

PARKING LEGEND:

- P01 10 Spaces
- P02 7 Spaces & 2 Handicap Accessible Spaces
- P03 6 Spaces
- P04 13 Spaces
- P05 5 Spaces
- P06 17 Spaces
- P07 12 Spaces
- P08 8 Spaces
- P09 17 Spaces
- P10 8 Spaces
- P11 12 Spaces
- P12 9 Spaces
- P13 8 Spaces
- P14 24 Spaces & 1 Cart Corral
- P15 30 Spaces & 1 Cart Corral
- P16 25 Spaces, 1 Handicap Accessible Space, & 2 Cart Corral
- P17 26 Spaces, 2 Handicap Accessible Spaces, & 2 Cart Corral
- P18 25 Spaces, 2 Handicap Accessible Spaces, & 2 Cart Corral
- P19 25 Spaces, 2 Handicap Accessible Spaces, & 2 Cart Corral
- P20 26 Spaces & 1 Cart Corral
- P21 22 Spaces & 1 Handicap Accessible Space
- P22 22 Spaces & 1 Handicap Accessible Space
- P23 27 Spaces
- P24 19 Spaces
- P25 25 Spaces, 1 Handicap Accessible Space, & 2 Cart Corral
- P26 26 Spaces, 2 Handicap Accessible Spaces, & 2 Cart Corral
- P27 25 Spaces, 2 Handicap Accessible Spaces, & 2 Cart Corral
- P28 25 Spaces, 2 Handicap Accessible Spaces, & 2 Cart Corral
- P29 26 Spaces & 1 Cart Corral
- P30 21 Spaces, 1 Handicap Accessible Space, & 1 Cart Corral
- P31 22 Spaces & 1 Handicap Accessible Space
- P32 27 Spaces
- P33 19 Spaces
- P34 25 Spaces, 1 Handicap Accessible Space, & 1 Cart Corral
- P35 26 Spaces, 2 Handicap Accessible Spaces, & 2 Cart Corral
- P36 25 Spaces, 2 Handicap Accessible Spaces, & 2 Cart Corral
- P37 25 Spaces, 2 Handicap Accessible Spaces, & 2 Cart Corral
- P38 26 Spaces & 1 Cart Corral
- P39 21 Spaces, 1 Handicap Accessible Space, & 1 Cart Corral
- P40 19 Spaces
- P41 7 Spaces & 2 Handicap Accessible Spaces
- P42 8 Spaces
- P43 11 Spaces
- P44 13 Spaces
- P45 15 Spaces
- P46 15 Spaces
- P47 2 Spaces
- P48 4 Handicap Accessible Spaces
- P49 3 Spaces
- P50 8 Spaces
- P51 8 Spaces
- P52 8 Spaces
- P53 8 Spaces
- P54 8 Spaces
- P55 8 Spaces
- P56 8 Spaces
- P57 8 Spaces
- P58 8 Spaces
- P59 8 Spaces
- P60 8 Spaces
- P61 8 Spaces
- P62 8 Spaces
- P63 8 Spaces
- P64 8 Spaces
- P65 8 Spaces
- P66 8 Spaces
- P67 8 Spaces
- P68 8 Spaces
- P69 8 Spaces
- P70 8 Spaces
- P71 8 Spaces
- P72 8 Spaces
- P73 8 Spaces
- P74 8 Spaces
- P75 8 Spaces
- P76 8 Spaces
- P77 8 Spaces
- P78 8 Spaces
- P79 8 Spaces
- P80 8 Spaces

FLOOD DATA This property is in Zone AE & B of the Flood Insurance Rate Map, Community Panel No. 330203, 0007, B which has an effective date of FEBRUARY 1, 1985 and is not in a Special Flood Hazard Area. Field surveying was not performed to determine this zone. An elevation certificate may be needed to verify this determination or apply for an amendment from the Federal Emergency Management Agency.

HOLDEN ENGINEERING & SURVEYING, INC.
 9 CONSTITUTION DRIVE
 BEDFORD, NEW HAMPSHIRE 03110
 603-472-2078

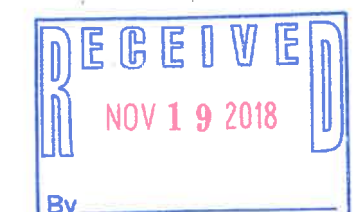
I HEREBY CERTIFY THAT THIS SURVEY PLAT IS NOT A SUBDIVISION PURSUANT TO THIS TITLE AND THAT THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND THAT NO NEW WAYS ARE SHOWN.

I HEREBY CERTIFY THAT THIS PLAN IS BASED ON AN ACTUAL FIELD SURVEY AND HAS A MAX. ERROR OF CLOSURE OF 1:10,000 ON ALL PROPERTY LINES WITHIN AND BORDERING THE SUBJECT PROPERTY.

DATE OF ORIGINAL: JUNE 29, 2006
 REVISION: _____ DATE: _____, 2006
 REVISION: _____ DATE: _____, 2006
 REVISION: _____ DATE: _____, 2006

SCALE 1" = 50'

H.E.S. JOB NO. 0620150 / ALTA/DWG.



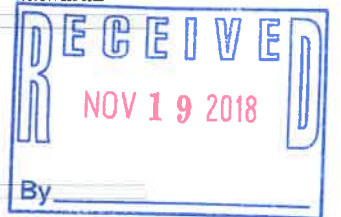
SPR002.Mod.4



TAYLOR
ASSOCIATES
ARCHITECTS

572 NORTH BROADWAY
WHITE PLAINS, NEW YORK 10603

TEL 914 289 0011
FAX 914 289 0022



By _____
SPR-902
Mod 4

REVISIONS:
05.06.18 ISSUE FOR REVIEW
07.16.18 UPDATED PER COMMENTS
07.20.18 REVISED PER LANDLORD AND TIA COMMENTS
10.08.18 FOR REPLY CITY REVIEW

PROJECT NO. 10353
DATE: 05.06.18
DRAWN BY: FTA (RD/RM)

SCALE: AS NOTED

SHEET TITLE:
EXISTING
PHOTOS

DLC
MANAGEMENT CORP.
RIVERSIDE PLAZA
350 WINCHESTER STREET
KEENE, NH

SHEET NO:
P-1

DATE: December 18, 2018
TO: Planning Board
FROM: Rhett Lamb, Community Development Director/ACM
SUBJECT: Update on Administrative Approvals / Minor Planning Projects for 2018

The following projects have been administratively-approved by Planning Staff during 2018:

SPR-07-18 – 26 Water Street – Prospect House

1. Installation of an accessible ramp at the front entrance to the property as shown on the plan sheet identified as “26 Water Street ADA Ramp” at a scale of ¼” = 1’ and received by the Community Development Department on June 25, 2018.
2. Provision of 6 parking spaces on site as shown on the plan sheet identified as “26 Water Street Parking Plan” at a scale of 1” = 10’ and received by the Community Development Department on June 29, 2018. The parking plan includes one van-accessible space and 4 striped parking spaces in the paved parking area, and 1 parking space inside the existing garage.
3. Installation of a wall-mounted exterior light next to the front entrance to the property that is dark sky compliant.

At the Planning Board meeting on July 23, 2018 and in a subsequent meeting with City staff, you agreed to the following in addition to the items listed above:

4. Trash will be stored inside the existing garage and disposed of off-site once per week by either the owner or by a contracted waste service provider.
5. Of the six spaces provided on site, one will be a van accessible space, one will be reserved for the property manager, two will be reserved for visitors, and up to two will be reserved for residents.
6. The handicap space and the accessible aisle will be striped with white paint and a handicap parking sign will be installed to demarcate the van accessible space. The handicap accessible aisle will be striped so as to prevent vehicles from parking in the aisle.
7. Parking wheel stops will be installed and secured to the ground for each of the five exterior parking spaces on the site.
8. The residents will be required to sign contracts stating whether or not they are not allowed to have vehicles on site. A maximum of two residents will be allowed to park vehicles on site at any one time; all other residents will be prohibited from storing vehicles on site.
9. A maximum of 16 people will occupy the building with no more than two people per bedroom, as shown on the floor plan received by the Community Development Department on July 30, 2018.

SPR-11-16, Modification #4 – 118 Wyman Road – Hillside Village Temporary Parking

1. All work is being performed outside the 75-foot wetland buffer.
2. A silt fence will be installed around three sides of the area to be disturbed.
3. The topsoil will be stripped and stockpiled on-site and mulched and seeded to stabilize.

4. A diversion swale will be installed to the west of the parking area, and gravel-lined collection swales and two level spreaders will be installed to the east of the parking area.

SPR-092, Mod. 1 – 15 Washington Street – Sturtevant Chapel

1. Install a building addition to contain a “lift” or elevator for moving parishioners from the Chapel’s Fellowship Hall to the Sanctuary.
2. No changes to the site are proposed beyond the excavation and creation of a footing for the addition.
3. The exterior of the addition is to match the existing building’s materials in color and form.

SPR-10-13 Modification #1 – 350 Marlboro Street – Public Works Department Solar Array

1. The installation is planned as a ballasted mounted system with solar panels at a maximum tilt of 10 degrees; the racking system has been identified as “Ecolibrium Ecofoot 2+” and the solar modules have been identified as “Q Cell Q.PEAK DUO BLK-G5”.
2. The installation will be set back from the roof edge by at least 4 feet.
3. The solar PV system will extend no more than 11 inches above the roof membrane.

SPR-13-17, Modification #1 – 0 Emerald Street – Emerald Street Substation

1. Remove of the dry well shown on Sheets C-3, C-4, and C-5 from the approved site plan.
2. Increase the area of the grass pavers on the northeast corner of the property to accommodate truck access to the site.
3. Remove the utility pole on the northeast corner of the property to accommodate truck access to the site.
4. Adjust the fence line in the northwest corner to accommodate an existing utility pole in the yard.
5. Additional of an electrical manhole in the southeast corner of the site.
6. Make minor shifts in underground conduit and aboveground equipment, including switchgear, as shown on revised plans.

SPR-946 Modification #1 – 55 Black Brook Road – Concrete Patio and Walkway

1. Replace the existing, 15’ x 36’ wood deck on the northeast corner of the building with a concrete patio of the exact same size and in the exact same location.
2. The existing 5’ x 22’ walkway connecting the deck to the parking lot will be replaced with a new concrete walkway.

SPR-12-18 – 160 Emerald Street – Rooftop Solar Installation

1. The installation is planned as a roof-mounted system with 357 solar panels fixed at a tilt of 5 degrees and two string inverters; the racking system has been identified as “Polar Bear® III HD 10 Degree Flat Roof Mounting System” from Panel Claw, the solar modules have been identified as “Tallmax Plus Framed 72-cII module (1500V)” from Trina Solar, and the inverters have been identified as “PVI 50TL” from Yaskawa Solectria Solar.
2. The installation will be set back from the roof edge by at least 4 feet.
3. The solar PV system will extend no more than 1 foot above the plane of the existing roof.

SPR-11-16, Mod#7 – Hillside Village Health Center - replace trash compactor

The applicant is proposing to replace the trash compactor for the Health Center with a dumpster and move the location of the dumpster pad and enclosure to the north approximately 140 feet. The dumpster pad will remain the same size and will be enclosed with 6-foot high solid fencing. Arbor vitae will be planted along the east side of the enclosure.

SPR-09-12 Modification #7 – 420-480 West Street – Pizza Hut Exterior

1. Replace existing wall pack lights with new light fixtures, for a total of 5 wall-mounted lights on the Pizza Hut portion of the building. The new light fixtures have been identified as “WPLED10Y” LED wallpacks from RAB Lighting Inc.
2. Replace the existing exterior metal seam on the north, west, and south elevations of the building with a new metal standing seam. The color of the new metal seam has been identified as “Red Thread.”
3. Paint the existing fascia on the north, west, and south elevations of the building and the existing door on the south elevation of the building. The color of the fascia has been identified as “Sable” and the color of the door has been identified as “Foothills.”
4. Paint the existing bollards on the south side of the building a “safety yellow” color.

SPR-886 – Keene Mini Storage – 12 Bradco Street

1. Reduce building size of westernmost building to 20' x 225'. The previously approved building had one section 25' x 100'. The net change reduces the building size from 5500 sf to 5000 sf.
2. Change building materials from CMU to metal buildings. The door colors will match the existing dark red doors at the site. The siding will be slate gray and the trim will be shale gray.



Planning Board

2019 Meeting Schedule

All meetings are on the 4th Monday of each month at 6:30PM
in City Hall, 2nd floor Council Chamber

January 28, 2019

February 25, 2019

March 25, 2019

April 22, 2019

May 27, 2019*

June 24, 2019

July 22, 2019

August 26, 2019

September 23, 2019

October 28, 2019

November 25, 2019

December 23, 2019*

January 27, 2020*

*Meeting dates are subject to change