

**CITY OF KEENE
NEW HAMPSHIRE**

**PLANNING BOARD
MEETING MINUTES**

Monday, September 23, 2019

6:30 PM

Council Chambers

Members Present:

Douglas Barrett, Chairman
Michael Burke
Martha Landry
Councilor George Hansel
Mayor Kendall Lane
Gary Spykman
Pamela Russell Slack
Tammy Adams

Staff:

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

Members Not Present:

Chris Cusack, Vice-Chair
Andrew Weglinski

I. Call to order – Roll Call

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

II. Minutes of previous meeting – August 26, 2019 Planning Board Meeting Minutes

A motion was made by Mayor Kendall Lane to accept the August 26, 2019 minutes. The motion was seconded by Councilor George Hansel and was unanimously approved.

III. Boundary Line Adjustment

1. **S-06-19 – 14 & 18 Wildwood Rd – Boundary Line Adjustment** – Applicant Wendy Pelletier of Cardinal Surveying and Land Planning, on behalf of owners, Daniel Fox and Ronnie Brown, proposes a boundary line adjustment between the property located at 18 Wildwood Rd (TMP #107-031-000) and the adjacent lot at 14 Wildwood Rd (TMP# 107-030-000) owned by Janice U. Walker. This adjustment would transfer 0.14-acres from the 0.92-acre parcel at 14 Wildwood Road to the 0.73-acre parcel at 18 Wildwood Road. A waiver is requested from Section III.C.5 of the Planning Board Regulations regarding the requirement to submit an updated survey showing all meets and bounds of the revised parcels. Both properties are located in the Low Density District.

A. Board Determination of Completeness.

Planner Mari Brunner stated the Applicant has requested exemptions from submitting a Grading Plan, a Landscaping Plan, and a Lighting Plan. After reviewing this information staff has determined that exempting the applicant from submitting this information will have no bearing on the merits of the application. In addition, she stated the applicant has requested an exemption from providing a surveyed plan that shows all metes and bounds of the two parcels. The

submitted plan shows all metes and bounds for 18 Wildwood Road but not for the east and south parcel boundaries of the property at 14 Wildwood Road. Ms. Brunner stated the applicant has submitted a waiver request, which is included in the Board's packet. She added it is up to the Board to decide if this information is required to consider the application as complete.

A motion was made by Councilor George Hansel recommending the Board accept the Application S-06-19 – 14 & 18 Wildwood Road as complete. The motion was seconded by Mayor Kendall Lane and was unanimously approved.

B. Public Hearing

Ms. Wendy Pelletier of Cardinal Surveying stated this is a minor boundary line adjustment. It was discovered by the applicant (owner of property at 18 Wildwood Road) that a pin was missing and that the applicant has been using a portion of the property in the rear that belongs to the abutting property owner at 14 Wildwood Road. As a result, they have approached the abutter to purchase this area and square up the lot. Both parcels would meet minimum lot size requirements, and no frontage is being changed.

With respect to the survey for metes and bounds –Ms. Pelletier noted she did not complete the entire survey for this area and hence did not want to place metes and bounds on the survey, and determined this area belongs to the applicant.

Staff comments were next. Ms. Brunner stated this is a straightforward boundary line adjustment. She indicated no new development is being proposed, none of the Planning Board standards apply.

The Chairman noted this is not a public hearing, but would welcome public comment.

Mr. Mike Selby of 26 Wildwood Road stated he has no objection to this request but wanted to know what the intended use for this property was. Mayor Lane noted it has been stated there is no change in use; both properties will be used as they are today. He added there will be no changes to frontage and that this lot line adjustment would not create a new lot. Mr. Selby asked, if development were to be proposed at a future date, if the matter will come before the Planning Board. Mayor Lane answered in the negative and added the Board does not regulate uses on single-family properties. Unless the proposed development would require a variance from the Zoning Board, the matter would not need to come before a public body.

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

C. Board Discussion and Action

A motion was made by Mayor Kendall Lane that the Planning Board approve S-06-19 and the requested waiver, as shown on the plan identified as "Boundary Line Adjustment, Lots 107-031-000 & 107-030-000, 14 & 18 Wildwood Road, Keene, NH 03431" prepared by Cardinal Surveying and Land Planning at a scale of 1 inch = 20 feet and dated August 14, 2019 with the following conditions prior to signature by the Planning Board chair:

1. Owners' signatures appear on plan.

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

IV. Public Hearings

1. SPR-05-19 – Colonial Theatre – 89 Main St – Site Plan – Applicant Weller & Michal Architects, on behalf of owner Colonial Theatre Group Inc., proposes modifications to the main entrance and a 2,800 sf addition to the Colonial Theatre building located at 89 Main St (TMP# 575-008-000). A waiver is requested from Planning Board Standard #1, Drainage. The site is 0.36 acres and is located in the Central Business District.

Chair Barrett was recused from this application as his spouse is on the Board of Directors for the Colonial Theater. He stated in the absence of the Chairman and the Vice-Chair the Mayor assumes the role of Chairman.

A. Board Determination of Completeness.

Planner Mari Brunner said 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. Engineering staff has determined that a drainage report is necessary in order to determine compliance with Development Standard #1, Drainage. The applicant has submitted a waiver request from this standard. If the Board is inclined to grant the requested exemption from providing a drainage report, staff recommends the Planning Board grant the other requested exemptions and accept the application as complete. Ms. Brunner went on to say that addressing the waiver would be during the public hearing and the Board has not opened the public hearing yet. What the Board is determining at this time is whether or not to hear the application in the absence of a drainage report. She went on to say during the public hearing, if the Board decides it would like a drainage report, they could always request one.

A motion was made by Councilor George Hansel that the Board accept this application as complete. The motion was seconded by Councilor George Hansel and was unanimously approved.

B. Public Hearing

Mr. Charles Michal of Weller and Michal Architects addressed the Board. Mr. Weller stated the proposal is to renovate the existing building and to add an addition to the rear portion of the building and fully utilize the entire lot. He referred to a floor plan and noted the areas shown in blue are the areas being renovated inside of the building. The areas shown in yellow and the main auditorium will not see any change. He stated what is changing is the stage area which is being reworked to accommodate the physical requirements of a theater; the current design cannot accommodate the needs of a modern theater. The area shaded brown is the area of new construction; this area is currently used for ground mounted equipment and is going to be replaced by fixed equipment.

Mr. Weller noted there will be three primary levels to the building addition. The first level is the stage level that will be for the “back of house” activity – loading, unloading, and handicap accessible dressing rooms. The second level up will have full dressing rooms, green rooms and production offices. The third level will have the new HVAC equipment.

Mr. Weller stated the use of the site is not changing and it will continue to be used as a theater. The applicant has received a special exception from the Zoning Board to go beyond the 55 foot height allowed in this zone. The Historic District Commission has also granted approval for the appearance of the building.

With regards to site impacts, Mr. Weller noted there will be no change to use of the building. There will be two new necessary exit doors at the rear with required lighting.

Mr. Weller noted the applicant recognizes an increase to impervious cover – the mechanical yard at the rear is being replaced by a building. He added the only change to drainage is the loss of grassy area between these structures that exist there now. He further stated that engineers have indicated that preparing post and pre development drainage will be misleading because the affected area is so small. Mr. Weller also pointed out the current surface drainage in this area is from all surrounding properties. What the applicant is proposing is to capture all the runoff into roof drain and pipe it into catch basin located west of the property – this is why a waiver was requested.

Mr. Weller went over waiver criteria

- a) *That granting the waiver will not be contrary to the spirit and intent of these regulations;*
- b) *That granting the waiver will not increase the potential for creating adverse impacts to abutters, the community or the environment; and*
- c) *That granting the waiver has not been shown to diminish the property values of abutting properties.*
- d) *Consideration will also be given to whether strict conformity with the regulations or Development Standards would pose an unnecessary hardship to the applicant.”*

The only area made impervious is 1,500 square feet, less than 10% of the site.

Mr. Weller stated to improve visitor experience, the ground floor is being expanded but this type of improvement requires machinery in the rear to be rebuilt.

Mr. Weller then referred to a rendering of the proposed site, a view from Commercial Street. He explained the original building is being retained, expanding to the back to the limit of the property line, adding some brick at the western end - the end will be a multi- level structure.

Mayor Lane asked whether this addition is on a slab. Mr. Weller stated it would be on a foundation. The Mayor asked whether there will be a basement. Mr. Weller stated there is currently a basement but plans do not call for a full basement but a partial basement. The Mayor asked whether the existing basement has any water seepage issues. Mr. Weller stated there is an operating sump pit in the electrical room, which does not run all the time and noted the new construction will have modern equipment to provide better waterproofing. Mayor Lane noted during storms water collects in this parking area and asked whether this water seeps into the existing basement. Mr. Weller stated he was not sure but according to the individual in charge of facilities, water seepage is not because of the sump pump but because of a poorly constructed basement stairs, which allow water getting into this area and noted the new construction with better equipment should resolve this problem.

The Mayor asked what material is being used on the addition. Mr. Spykman in response to that question stated the issue with standard 19 has been taken away from this Board because this property is located in the Historic District and the Historic District Commission has approved this plan. Mr. Weller stated he would be happy to go over this plan and noted the accepted material for the downtown district is brick and metal and both those materials are being used on this site. A pre-finished metal skin system will be used as part of the walls. Blue with accenting dove grey and brick would be the look for this site.

Ms. Landry referred to language from Mr. Weller's September 9 letter "*...An increase in impermeable surface area, and peak rate of runoff, is typically offset by a detention basin which is impractical/impossible in an area so densely developed ...*" and asked how this might look like and where this would go compared to the rooftop solution the applicant is proposing. Mr. Weller stated what they are proposing is the 1,500 square feet which is being changed is not going to create any dangerous offsite flow. He added the rooftop solution they are creating has to accommodate the same storm.

Ms. Adams asked how much height is going to be added to the fly space. Mr. Weller stated it would be 15 feet.

Mr. Spykman asked where the dumpster is going to be located as there is no more space for one anymore. Mr. Weller stated the applicant has made application to use a nearby location on city property. Mayor Lane stated it is not uncommon in downtown to use city property for dumpsters because of limited space.

Mayor Lane asked for explanation for exterior lighting. Mr. Weller stated the existing building has small LED fixtures directing over the exterior doors; the city-owned decorative pole light that sits on the corner of the exterior building is going to be moved about 25 feet to the west, which will light more of the lot.

Ms. Russell Slack asked whether there was going to be a wider sidewalk. Mr. Weller noted that no part of the Colonial building is at grade, and there needs to be provisions made for a handicap ramp somewhere on the site. The applicant is proposing one that runs parallel to the sidewalk – touches the sidewalk but does not encroach on it; hence, it does not widen it or narrow it.

Staff comments were next. Ms. Brunner stated this is a historic building in downtown Keene and is on the Historic Registry for historic places. She noted this project is going to be occurring in two phases. Phase 1 would include interior renovations and relocation of the entry doors closer to Main Street, which was approved by the Historic District Commission. Phase 2 would consist the addition to the rear of the building. Phase 1 is being planned for the 2020 construction cycle and phase 2 in the 2021 construction cycle. The applicant has applied for and received from the Zoning Board special exception for the height restriction at the rear; it is 57 feet above grade presently and will be going to about 75 feet.

Ms. Brunner stated staff did receive comments from engineering on this item and it was mostly on approvals the applicant will need to obtain – such as approval from City Council to place a portion of the steps and ramp of the new addition, which would be partially placed on Commercial Street. An Encumbrance Permit from Public Works will be required for encumbrances on a public way while the project moves forward. Engineering staff also asked for pre- and post-drainage calculations and absent that, staff will not be able to confirm this standard has been met.

Ms. Brunner then went over the development standards:

Drainage - The applicant proposes to construct a 2,800 square foot addition, which would increase the impervious area by a little less than 1,500 square feet. The applicant proposes to direct runoff from the new addition through internal roof drains into a catch basin located in the public right of way and staff recommends that City approval of this use of City land be a requirement be included as a condition of approval. In addition, the applicant has requested a

waiver from this standard, this is included on page 27 of the Board's packet, and the waiver criteria are on page 23 of the packet.

The applicant does not propose sediment and erosion control measures.

No landscaping is proposed for this project.

Screening – All HVAC equipment will be screened from view by an enclosed penthouse or with a parapet. There is an existing truck loading area but no changes are being proposed for this area. The applicant is proposing to use an offsite location to locate the dumpster, which will require City approval.

Lighting – There are two lights required by the building code above the egress doors and this meet the Board's standard for full cut-off LED fixtures.

Sewer and Water - This site currently connects to City water and sewer lines and no new connections to the Main Street sewer line are proposed.

Traffic - The applicant has noted that the seating capacity of the theatre is not changing and hence no increase in traffic generation is expected and there will be no change in truck traffic to the site.

Comprehensive Access Management - This site is located right off Main Street and pedestrians access it coming from the parking lot or from Main Street. There is no driveway or parking located on site - there is currently a bicycle rack located on the sidewalk in front of the building that is owned and maintained by the City.

No fill or excavation is proposed as part of this application.

Architecture and Visual Appearance - This property is located in the Downtown Historic District and the proposed activity required the issuance of a Certificate of Appropriateness from the Historic District Commission, which was granted at their September 18, 2019 meeting. Per Section III.B.4 of the Planning Board Site Plan and Subdivision Regulations, development on property located within the Downtown Historic District is not be subject to the requirements of Planning Board Development Standard 19.

Ms. Brunner went on to say staff has recently learned the applicant is planning to use pile caps on the foundation, which would extend into the public right of way and/or onto private property if the structure is built to the property line. Staff are recommending a condition of approval that would require the applicant to receive permission from the City and abutting property owners to permanently place the pile caps on property not owned by the applicant.

She noted that, because this construction is happening in two phases, the applicant requested from the HDC that this approval last three years instead of the customary one year – the recommended motion addresses this item as well.

Councilor Hansel asked what the process was for connecting to the city catch basin.

Ms. Brunner stated it is a license from either Public Works or approval from City Council. The Councilor asked whether it is a one-time license. Mr. Lamb stated it is an agreement between the applicant and the city (through Public Works) as to the capacity of the basins and this is why

staff asked for a drainage study. He added this is not an unusual request with lot line to lot line developments as there is no other place to locate catch basins on site. Hence, when there is new development public works asks for a study and an agreement, which will run for the term of the existence of the site – it is a one-time agreement.

Mr. Spykman stated he wanted to make sure the Board understands the issue with the foundation; the building will be at the lot line but the foundation has to be wider than the walls of the buildings and extend into the public right of way and onto abutter's properties. Mr. Weller explained the foundation of a building always ends up on footings. When constructed at a zero lot line, the foundation will extend past the vertical line defined by the boundary line. He added with this building the site also does not have deep bearing soils which won't allow for weight to rest on it, hence piles need to be driven down into the ground 90 feet down until something solid is hit.

The Mayor asked what the existing building sits on. Mr. Weller stated they did not know what it currently sits on. The Mayor stated he hoped driving piles would not move the existing building too much.

Mr. Lamb stated staff understands this type of construction does happen but what staff is saying is there is the potential of this construction having an impact on city properties and abutters and some recognition from other properties is necessary.

The Mayor asked for public comment. With no comments from the public, the Mayor closed the public hearing.

Mr. Spykman stated the Colonial is a gem and he supports them to become financially viable. He stated he likes the architectural design of the proposed addition. He added he is especially happy the main entry doors are being retained and are being moved forward.

C. Board Discussion and Action

A motion was made by Councilor George Hansel that the Planning Board approve SPR-05-19 and a waiver from Standard 1 – Drainage as shown on the site plan identified as "Proposed Site Plan, 2020 Addition and Renovation, 95 Main Street Keene, NH" prepared by Weller and Michal Architects Inc. at a scale of 1 inch = 10 feet, dated August 27, 2019 and revised through September 9, 2019 with the following conditions:

1. Prior to signature by Planning Board Chair:
 - a. Owner's signature appears on plan.
 - b. Applicant obtains all necessary approvals and licenses from the City, including but not limited to an encumbrance permit, a license for use of City property, and an air rights lease.
 - c. Applicant demonstrates all necessary permissions or approvals to use property other than that of the applicant to construct the proposed addition as shown on the site plan.
 - d. Applicant demonstrates permission or approval to use property other than that of the applicant for locating a dumpster, or submits a trash removal plan approved by the Community Development Director.
2. Prior to Issuance of a Building Permit, the applicant obtains a license from City Council for use of City property for construction staging and contractor parking, if needed.

3. The Board agrees with the applicant that additional time is needed to complete both phases of the project and the completion date for the active and substantial development for this project will be three years from the date of this approval.

The motion was seconded by Pamela Russell Slack.

Ms. Landry asked whether anything needs to be said about granting of the waiver for drainage. Mr. Lamb stated by granting the approval of the site plan, which refers to the waiver, the Board is granting this waiver.

The motion was unanimously approved.

Chair Barrett rejoined the session.

2. SPR-876, Modification #1 – Ametek (formerly Precitech) – 44 Black Brook Rd – Site Plan – Applicant Brickstone Land Use Consultants LLC, on behalf of owner NH Black Brook LLC, proposes a 7,870 sf building addition and the installation of new parking areas to the north and east of the existing building for the property located at 44 Black Brook Rd (TMP #221-021-000). A waiver is requested from Planning Board Standard #6, Landscaping. The applicant requests a Surface Water Protection Conditional Use Permit to install paving and grading in a 1,600 sf area within the wetland buffer. The site is 18.43 acres and is located in the Corporate Park District.

A. Board Determination of Completeness.

Ms. Brunner stated the Applicant requests exemptions from submitting a Traffic study. 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 accept the application as complete.”

A motion was made by Councilor George Hansel that the Board accept this application as complete. The motion was seconded by Mayor Kendall Lane and was unanimously approved.

B. Public Hearing

Mr. Jim Phippard of Brickstone Landuse Consultants addressed the Board on behalf of NH Black Brook LLC, the owner of the property located at 44 Black Brook Road. The existing building is 69,899 square feet and was constructed in 1999. Until 2 years ago, it existed as Precitech and was recently acquired by Ametek. Ametek also purchased the property at the end of Corporate Park where Janos Technology is located.

Mr. Phippard referred to Black Brook Road and noted that where it ends in a cul de sac there is an easement that extends north and east. This easement is held by the City of Keene. The right of way was retained by the City for future road extension. Since that time, Hillside Village was developed to the north. As part of that development, Hillside Village purchased an easement from Precitech and Ametek for an emergency access driveway. Therefore, the easement to extend Black Brook Road is no longer required.

Mr. Phippard stated that Ametek is proposing to add an 7,870 square foot addition and noted the darkened area on the site plan is the area that would be expanded. The existing loading dock will be moved, and that space will now be used by their research and development department. There

are no plans to bring in more staff at this time, but this is something that will be considered for later.

Ametek will also be occupying apportion of an existing parking area and will be eliminating 22 parking spaces in this area. Mr. Phippard noted the Conservation Commission has raised the issue of parking spaces exceeding the number required by zoning and noted this is because Ametek has employees who work two shifts which overlap, hence the need for extra spaces. The eliminated spaces are being replaced along the north and easterly side of the building. The applicant is petitioning the City Council to discontinue the easement the city holds in this area. Mr. Phippard stated now that the emergency access driveway has been constructed, this easement can be discontinued. This easement is through a forested wetland area. Creation of these spaces cause an easier truck traffic access but he noted the amount of traffic generated does not change with this proposal.

Mr. Phippard stated the drainage will be changed slightly to pick up run off that will be created from the newly created parking. He referred to the location where a new storm water collection area will be located which will eventually discharge into an existing storm water pond. He noted there is an application for a conditional use permit as the applicant is encroaching slightly (at the north) into a wetland buffer with the newly created circulation driveway. The pavement will be 24 feet from the wetland (the buffer is 30 feet), there will be 1,600 square feet of impact in the buffer. There will be curbing along this encroachment area to prevent runoff from entering the wetland.

Mr. Phippard explained this wetland is a significant wetland area; it is part of Black Brook Swamp, which is part of Tenant Swamp. The entire compound is about 143 acres in size of forested wetland and is considered a prime wetland.

Mr. Phippard stated the applicant is also requesting a waiver from a portion of the landscape standard. The applicant is requesting a waiver from the requirement to plant one tree for every ten spaces for the new parking on the north of the building and noted this is because this area is not visible from the public right of way or Hillside Village, and it is adjacent to a wooded area.

Mr. Phippard referred to the lighting plan and noted lighting has been added in the newly created circulation driveway area. Most of the proposed lights are full cut-off LED wall packs, and one pole light is being added on the easterly location.

With regards to architecture, the existing building is 20 feet in height and the proposed expansion will be 26 feet in height. On the north elevation, the loading dock will be painted concrete block to match the existing loading dock. He referred to the west elevation expanded area (view from driveway – not visible from Black Brook Road) – which will match the existing structure.

Councilor Hansel asked how the individuals who park at the rear of the site will enter the building. Mr. Phippard referred to the existing doors at the loading docks, which would be used to access the building.

Chair Barrett asked what kind of material will be used on the curbing for the area that encroaches into the wetland area. Mr. Phippard stated it would be asphalt curbing.

Staff comments were next.

Ms. Brunner stated the applicant is requesting a waiver from the Board's landscape standards. She noted the waiver criteria are listed on page 43 of the Board packet.

As far as the discontinuance of the easement, staff is recommending this be included as a condition of approval.

She stated the Surface Water Conditional Use Permit was referred to the Conservation Commission and this item was discussed at their September 16 meeting. The Conservation Commission recommended the Planning Board consider hooded outlets for catch basins to minimize petroleum or any such products entering the basins, which will have the same effect. She noted the Board could add this as a condition of approval.

She noted the applicant proposes to impact about 1,600 square foot area in the wetland buffer, the pavement will be 24 feet away and the buffer is 30 feet (page 41 has an image of the impacted area).

Per Sec. 102-1489 sub-section (c) of City code, the construction of new driveways and parking areas requires the issuance of a conditional use permit by the Planning Board. The criteria for granting a conditional use permit is included.

Sec. 102-1490

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

The applicant has noted that, due to the location of the existing building, it is not possible to avoid placing the circulation road outside the buffer while still meeting the parking requirements of the business due to overlapping worker shifts.

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

Ms. Brunner explained this area is located between the existing building and a forested area. Due to the small size of the area affected, its location in relation to the wetland and the proposed mitigation measures (including a detention basin and infiltration strip), it appears as though the proposed encroachment will avoid the potential for adverse impacts to the wetland area.

Ms. Brunner called the Board's attention to page 43 of the Board's packet where it explains the importance of the wetland resource.

With regards to architecture and visual appearance, Ms. Brunner stated the applicant is proposing a 7,870 square foot, single-story addition that will be 26 feet tall, four feet taller than the existing structure, and would be clad in insulated metal panels and concrete masonry units painted to match the color of the existing building.

Ms. Landry asked for explanation of the Conservation Commission recommendation.

Ms. Brunner stated what they are recommending is for the catch basins to have a hooded outlet which is a measure to prevent petroleum from getting out of the drain into the detention basin.

Mr. Phippard added what is being requested is to replace the outlet pipe with an elbow at the end, which would project out and below the water surface, which would prevent oil from getting into

the detention basin. This is a standard requirement from DES. This is included in the applicant's details.

Mr. Spykman asked if there is a schedule to clean these pipes. Mr. Phippard stated the manufacturer of the hooded outlets provide for a maintenance service – to include an inspection, cleaning and removal.

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

C. Board Discussion and Action

A motion was made by Mayor Kendall Lane that the Planning Board approve the applications for Conditional Use Permit SWP-CUP-2019-01, and Site Plan Review SPR-876 Modification #1 including granting of a waiver from Development Standard 6, Landscaping, as shown on the plan set identified as: "Modification to SPR 876, Proposed Addition" prepared by Brickstone Land Use Consultants LLC at varying scales on August 14, 2019 and revised September 9, 2019 and as shown on the architectural elevations identified as "Precitech Warehouse Expansion" prepared by JA Saccoccio Workshop PLLC at a scale of 1/16 inch = 1 foot and dated July 15, 2019, with the following conditions prior to signature by Planning Board Chair:

1. Owner's signature appears on plan.
2. Architect's stamp appears on the architectural elevations.
3. Discontinuance of easement for possible future road extension, as shown on the plan entitled "6 Lot Subdivision of Land Described in Book 1530, Page 512, Prepared for Keene Economic Development & Revitalization Corporation, 20 Central Square, Suite 1, Keene, NH 03431."

The motion was seconded by Councilor George Hansel.

Chair Barrett asked whether the recommendation from the Conservation Commission should be included in the plan.

Mayor Lane made an amendment motion to add an Item D. Councilor Hansel withdrew his second.

- d. Submittal of revised plan to show inclusion of hooded outlets.

Pamela Russell Slack seconded the amended motion, which was unanimously approved.

Ms. Russell Slack commended Ms. Brunner's presentations.

V. Community Development Director Report

VI. New Business

Mayor Lane referred to the site plan for the Colony Mill, which showed that all the mechanical equipment was going to be located on the roof and not be visible from the public right of way. Mr. Lamb stated some condensers were going to be located along the easterly side as well as the side that faces Ye Goodie Shoppe. The Mayor stated the view from Island Street is equipment on the roof (highly visible) on the two-story portion. Mr. Lamb stated staff will look into this.

Ms. Landry referred to a prior discussion regarding agricultural uses being waived from certain studies and asked for an update. Mr. Spykman recalled a request from Mark Florenz from

Archway Farm who had indicated to the expense of providing such a study and the Board had discussed perhaps waving some of those studies. This was a discussion that was supposed to happen at the Joint session. Mayor Lane stated he recalls not moving forward yet as the Board did not want to put in place standards just for Archway Farm because there are other facilities in Keene which were not as desirable as Archway Farm and referred to the one on Basehill Road.

Mr. Spykman stated there was also a statewide study that was happening and the Board had chosen to hold off until that study was complete. Mr. Lamb stated he would do some research on this topic and report back next month.

VII. Upcoming Dates of Interest – October 2019

Planning Board Meeting – October 28; 6:30 PM

Planning Board Steering Committee – October 15; 11:00 AM

Joint PB/PLD Committee – **Tuesday**, October 15; 6:30 PM

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

The meeting adjourned at 8:20 pm

Respectfully submitted,

Krishni Pahl
Minute Taker

Reviewed and edited by Mari Brunner, Planner