



Planning Board – Monday, March 23, 2020, 6:30PM
City Hall Council Chambers – 3 Washington Street, 2nd floor

AGENDA

- I. **Call to Order** – Roll Call
- II. **Minutes of Previous Meeting** – February 24, 2020 Meeting
- III. **Boundary Line Adjustment:**
 - S-01-20 – 96 Dunbar St – Knotty Pine Antiques & Railroad St Condo Association** - Applicant Brickstone Land Use Consultants, on behalf of owners Knotty Pine Antique Market Inc. and Railroad St Condominium Association, proposes a boundary line adjustment between the property located at 96 Dunbar St (TMP #585-007-000) and the adjacent lot at 0 Cypress St (TMP# 574-041-000). This adjustment would transfer 0.21-acres from the 9.1-acre parcel at 0 Cypress St. to the 0.39-acre parcel at 96 Dunbar St. Both properties are located in the Central Business District. The property at 0 Cypress St is in the Downtown Historic District.
- IV. **Public Hearings:**
 - S-02-20 – 88 Arch St – 2-Lot Subdivision** – Applicant Cardinal Surveying & Land Planning, on behalf of owner Richard Hartman, proposes to subdivide the 0.99-acre parcel at 88 Arch St (TMP #560-005-000) into a 0.61-acre lot and a 0.38-acre lot. The site is in the Low Density District.
 - SPR-908, Mod. #3 – Site Plan Review – 165 Winchester St** - Applicant Jim Phippard, on behalf of owner, 165 Winchester St LLC, proposes to narrow the existing 24-ft curb cut to 18-ft and create a second, 18-ft curb cut at the Montshire Pediatric Dentistry office located at 165 Winchester Street (TMP# 592-035-000). The site is 0.41 acres in size and is located in the Commerce District.
 - SPR-930, Mod. #6 – Site Plan Review – 11 Production Ave** – Owner, Wilco Realty Corp., proposes modifications to the Subaru Building addition that was approved by the Planning Board in September 2018, including changes to exterior materials and the addition of an egress door. The site is 5.67-acres and is located at located at 11 Production Ave in the Industrial District (TMP# 242-002-000).
- IV. **Community Development Director Report**
 - NH Annual Planning & Zoning Conference - May 30, 2020
- V. **New Business**
- VI. **Upcoming Dates of Interest – April 2020**
 - Joint PB/PLD Committee – April 13; 6:30 PM
 - Planning Board Steering Committee – April 14; 11:00 AM
 - Planning Board Site Visits – April 22; 8:00 AM – To Be Confirmed
 - Planning Board Meeting – April 27; 6:30 PM

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**CITY OF KEENE
NEW HAMPSHIRE**

**PLANNING BOARD
MEETING MINUTES**

Monday, February 24, 2020

6:30 PM

Council Chambers

Members Present

Douglas Barrett, Chairman
Chris Cusack, Vice-Chair
Pamela Russell Slack
Michael Burke
Mayor George Hansel
David Orgaz
Gail Somers
Councilor Michael Remy

Staff:

Rhett Lamb, Asst. City Manager/Community
Development Director
Tara Kessler, Senior Planner
Mari Brunner, Planner
Merri Howe, Finance Director

Members Not Present:

Andrew Weglinski
Tammy Adams, Alternate

I. Call to order – Roll Call

Chair Barrett called the meeting to order at 6:30 PM and roll call was taken. The Chairman welcomed the two new members to the Board, David Orgaz and Gail Somers.

II. Minutes of previous meeting – January 27, 2020 Planning Board Meeting

A motion was made by Mayor George Hansel to accept the January 27, 2020. The motion was seconded by Pamela Russell Slack and was unanimously approved.

III. Election of Vice-Chair

A motion was made by Mayor George Hansel to nominate Chris Cusack as Vice-Chairman of the Planning Board. The motion was seconded by Pamela Russell Slack and was unanimously approved.

The Chairman noted the terms for Chair and Vice-Chair terminate at the end of this year and stated should anyone be interested in those leadership roles to let City staff know.

IV. Capital Improvement Program FY 2021-2027- Presentation by Merri Howe, City of Keene Finance Director

Asst. City Manager/Community Development Director Rhett Lamb and Finance Director Merri Howe were the next two speakers. Mr. Lamb explained the Capital Improvement Program (CIP) is prepared by City staff and is introduced to the City Council through the City Manager. This puts the Planning Board in an advisory role, to offers recommendations to the Council as to how the CIP meets the goals of the Comprehensive Master Plan. With that, he turned the presentation to the Finance Director.

34 Ms. Howe began by stating the City is moving to a bi-annual CIP process, the current document
35 is through FY27, there will not be a document prepared in January 2021. Any changes made to
36 the current document will be presented in some sort of a memo format to City Council.

37

38 She stated the preparation process began last August with departments developing their projects
39 focusing on the needs of the community as well as the goals and future vision of the 2010
40 Comprehensive Master Plan.

41

42 This CIP book includes proposed projects that incorporate improvements to the City's
43 infrastructure, flood plain and storm water management, parks and recreation, and trails.

44

45 Ms. Howe stated she would like to spend a moment highlighting some of the projects in this
46 year's CIP book that focus on these goals and visions.

47

48 On page 89, the Arts and Culture Corridor project is being introduced in FY21. This project
49 addresses the design, replacement and upgrade of the City's infrastructure to support the Arts
50 and Culture Corridor. This project addresses stormwater, wastewater and water infrastructure by
51 proposing to replace old and inadequate systems; some, which date back to the early 1900s. The
52 downtown reconstruction and revitalization project is described on page 90 and is also slated to
53 begin in FY21. This project proposes to replace and upgrade the existing infrastructure in the
54 Downtown that has exceeded its useful life and capacity over the past 30 years.

55

56 Ms. Russell Slack asked when the last time the Master Plan was updated. Mr. Lamb stated it was
57 back in 2010. Ms. Russell Slack asked for an explanation of the Arts and Culture Corridor
58 project. Mr. Lamb explained the project is being proposed by MEDC along with many other
59 partners to make improvements starting at Water Street and going through the bike path corridor,
60 to include Gilbo Avenue, where it meets School St. The infrastructure work being proposed in
61 the CIP anticipates the Arts and Culture Corridor will be occurring simultaneously.

62

63 Ms. Russell Slack asked should the project not be approved by the Council whether proposed
64 construction work would need to be done either way. Mr. Lamb answered in the affirmative.

65

66 Ms. Howe continued with her presentation - on pages 108-110, projects are proposed that will
67 continue to address flood and stormwater management in areas that have been identified with
68 repetitive localized flooding issues. Ms. Russell Slack asked to which areas in the City Ms.
69 Howe was referring. Ms. Howe referred to the list on page 107 and outlined the different areas
70 for each year. She noted these areas are subject to change as demands and needs change. Ms.
71 Russell Slack noted Gilbo Avenue is not slated to be completed until 2022 and noted there is a
72 flood management project listed in FY21 for \$770,000 and in FY22 for \$560,000 and asked for
73 clarification. Mr. Lamb stated he would check on this with Public Works to make sure these are
74 not over-lapping projects.

75

76 Ms. Howe went on to say the other projects that tie into the Comprehensive Master Plan are
77 those that are parks and recreation related that benefit neighborhoods and encourage outside
78 activities such as walking and bicycling. On page 45, the construction of the Patricia T. Russell
79 Park will begin in FY22 on the east side of the City along Beaver Brook and the Cheshire Rail
80 Trail. The park will be multigenerational with a playground, athletic field, pavilion, and a
81 connection to the rail trail. Mr. Lamb stated the planning for this project is underway and a
82 consultant has been brought on board.

83

84 Councilor Hansel referred to Page 46, and suggested a similar exercise with the Robin Hood
85 Park Pool, noted the refurbishment of this pool is listed in the back of the book, and stated he
86 wasn't sure how those two would work together. Mr. Lamb stated this is something he would
87 follow-up with the Parks and Recreation Director.

88

89 Ms. Howe stated on page 49 continued maintenance and trail improvements are planned
90 beginning in FY23. On page 52, the Transportation Heritage Trail will begin its next phase with
91 the adaptation of three historic bridges. Mr. Lamb stated this project would extend the Cheshire
92 Rail Trail further towards Swanzey from Eastern Avenue crossing Route 101. The City will be
93 applying for grants to cover some of the funding for this project.

94

95 On page 53, scheduled in FY27 is Robin Hood Pool Improvements project. This project is in
96 line with the Master Plan recommendation of developing a comprehensive capital equipment and
97 park asset replacement plan. The Robin Hood Pool was gifted to the City by the Keene Lions
98 Club back in 1964 and has exceeded its useful life. This project will include a redesign and
99 rebuild of the Robin Hood Pool, decking, bathhouse and general repairs to bring the facility up to
100 current industry standards. Vice-Chair Cusack noted the reports talks about structural integrity
101 issues and asked whether there is concern about safety. Ms. Howe stated this would be a question
102 for Andy Bohannon and Mr. Lamb stated he has not heard anything about pool closure.

103

104 Ms. Howe encouraged the Board to take some time to review the many other projects in this CIP
105 book that focus on not only the current needs of the community but the vision for the future. Ms.
106 Howe reminded the Board about a few other dates with reference to the CIP Presentation:
107 Thursday February 27 at 5:30 at the FOP session, Thursday March 5 at 7:00 pm, City Council
108 will be voting and adopting the CIP, Saturday March 7 at 10:00 am there will be the CIP Tour.

109

110 Mayor Hansel noted each of these projects has a reference to the Comprehensive Master Plan
111 and how it would relate to the Plan.

112

113 Vice-Chair Cusack stated it is nice to see these projects in print and then come to fruition and
114 referred to the project on Main Street, across from Elliot Street. He stated this change has been a
115 great advantage to the area.

116

117 A motion was made by Mayor George Hansel that the Planning Board recommend to the City
118 Council that the Capital Improvement Program FY 2021-2027 is consistent with the
119 Comprehensive Master Plan. The motion was seconded by Councilor Remy.

120

121 Ms. Russell Slack stated she was apprehensive about voting in favor of this motion without
122 having answers to the question she raised previously. She added the item won't come back to the
123 Planning Board once it has been voted on. Chair Barrett asked if this item is not voted to be
124 recommended to the City Council, how that would affect the scheduled for the CIP. Mr. Lamb
125 stated the next Planning Board meeting is not until after the date scheduled for the Council to
126 vote on the CIP. He stated there are a few options the Board has; in the motion, language could
127 be included about the unanswered question. Another way would be to schedule a special meeting
128 before or after the Joint Committee session on March 9 to address the question.

129

130 Mayor Hansel stated the way to make a change to the CIP is to present something at the public
131 hearing and have the City Council make an amendment. He indicated today's vote is to say that

132 the CIP overall is consistent with the goals of the Comprehensive Master Plan. He stated he does
133 want to hear the answers to the questions raised. Ms. Russell Slack stated she cannot vote in
134 favor of this item as the vote is recommending this item to the Council. She stated she agreed
135 with the options offered by staff.

136
137 Chair Barrett explained the role of the Planning Board is to recommend that this plan is
138 consistent with the Comprehensive Plan. The Council's role however, is to approve the Capital
139 Improvement Program. The Chairman suggested if the Board was to move forward to
140 recommend adoption of the CIP to perhaps include conditions to go along with it and this will be
141 something the Council could take under advisement.

142
143 Ms. Slack stated she understands her position on the Planning Board and stated she will vote on
144 this motion if conditions are added.

145
146 Mayor George Hansel retracted his motion. Councilor Remy retracted his second.

147
148 A motion was made by Mayor George Hansel that the Planning Board recommend to the City
149 Council that the Capital Improvement Program FY 2021-2027 is consistent with the
150 Comprehensive Master Plan and recommend that the City Council pay close attention to any
151 duplication of projects with the Robin Hood Park Pool project and infrastructure work for the
152 Arts Corridor. The motion was seconded by Councilor Remy.

153
154 Councilor Remy stated as a member of the Finance Committee he will make sure these items are
155 addressed at the next Finance Committee meeting and added that he did raise the pool issue at
156 the last session.

157
158 The motion made by the Mayor was unanimously approved.

159
160 **V. Community Development Director Report**
161 **NH Annual Planning and Zoning Conference - May 30, 2020 at the Grappone Center**
162 **in Concord, NH**

163
164 Mr. Lamb welcomed the two new members to the Board. Mr. Lamb stated he would like to talk
165 about Planning Board members attending the training session offered by the state. The state's
166 Office of Strategic Initiatives hosts an annual planning and zoning conference. The date this year
167 is May 30 in Concord, NH. He indicated staff will be sending out an email to coordinate and
168 help pay for members to attend this conference.

169
170 He also asked for ideas Board members have for training opportunities for the Planning Board.

171
172 The Chairman suggested a training session to go over rules and responsibilities of Board
173 members. Mayor Hansel suggested training on site plan review and walking through some of the
174 typical situations the Board encounters. Ms. Russell Slack stated she would be interested in
175 attending these sessions but daytime hours would be difficult for her.

176
177 Mr. Lamb stated they could work with the attorney's office and come up with different options
178 for the Board to work with.

179

180 Ms. Russell Slack agreed with site plan review and asked to focus on the development standards
181 as some of these standards can be difficult to understand.

182

183 Ms. Somers asked for review of the Comprehensive Master Plan.

184

185 **VI. New Business**

186

187 **VII. Upcoming Dates of Interest – March 2020**

188 CIP City Council Public Hearing – March 5; 7:00 PM

189 Joint PB/PLD Committee – March 9; 6:30 PM

190 Planning Board Steering Committee – March 10; 11:00 AM

191 Planning Board Site Visits – March 18; 8:00 AM – To Be Confirmed

192 Planning Board Meeting – March 23; 6:30 PM

193

194 The meeting adjourned at 7:15 pm.

195

196 Respectfully submitted,

197

198 Krishna Pahl

199 Minute Taker

200

201 Reviewed by: Tara Kessler, Senior Planner

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STAFF REPORT

S-01-20 – BOUNDARY LINE ADJUSTMENT – 96 Dunbar St. & 0 Cypress St.

Request:

Applicant Brickstone Land Use Consultants, on behalf of owners Knotty Pine Antique Market, Inc. and Railroad Street Condominium Association, proposes a boundary line adjustment between the property located at 96 Dunbar St. (TMP #585-007-000) and the adjacent lot at 0 Cypress St. (TMP# 574-041-000). This adjustment would transfer 0.207 acres from the 9.088-acre parcel at 0 Cypress St. to the 0.395-acre parcel at 96 Dunbar St. Both properties are located in the Central Business District, and the property at 0 Cypress St. is in the Downtown Keene Historic District.

Background:

The 96 Dunbar Street site is 0.395 acres and is located at the end of Dunbar Street, a dead-end road with a mix of commercial and multi-family residential properties. It is the current location of Knotty Pine Antiques, which is an auction house, and an indoor self-storage facility. The adjacent parcel at 0 Cypress Street stretches from Railroad Street to the north, Cypress Street to the west, and Dunbar Street and Water Street to the south (see Figure 1). The eastern border of the parcel generally follows the path of the Cheshire Rail Trail. Both parcels are located in the Central Business District, and the 0 Cypress Street property is also located in the Downtown Keene Historic District.

The request is to shift the common boundary line between the two properties to transfer 0.207 acres from the 0 Cypress Street property to the 96 Dunbar Street property (see Figure 2). The applicant notes that the owner's intent is to construct additional parking to the east of the building on the 96 Dunbar Street site. However, no development is proposed as part of this application. The Table 1 on the next page provides the area of each lot prior to the adjustment and after the adjustment. There is no minimum lot area required for the Central Business District.

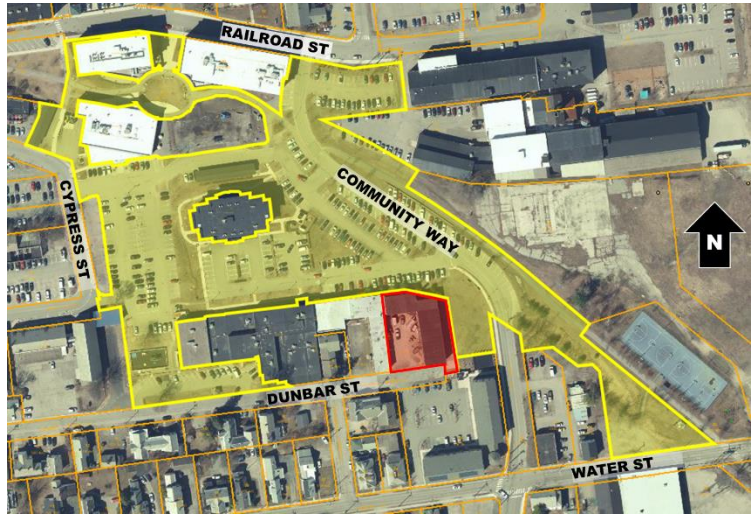


Figure 1. Aerial image of the parcels located at 0 Cypress Street, shown in yellow, and 96 Dunbar Street, shown in red.

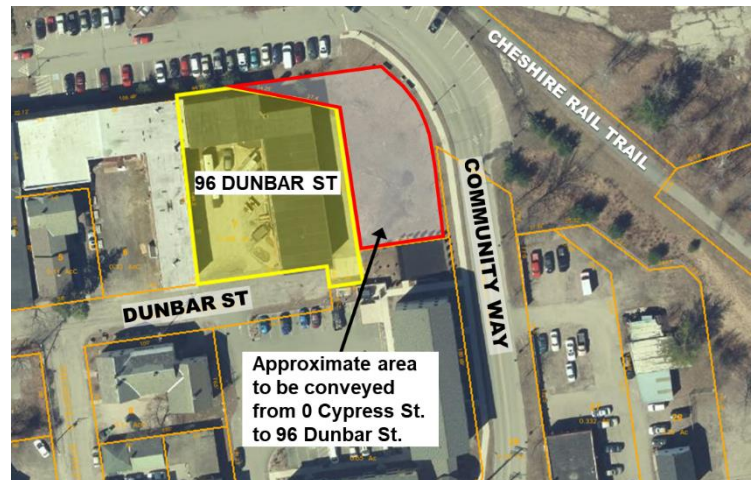


Figure 2. Aerial image of 96 Dunbar Street (in yellow) and adjacent land proposed to be conveyed from the 0 Cypress Street property (outlined in red).

STAFF REPORT

	96 Dunbar Street (TMP# 585-007-000)	0 Cypress Street (TMP# 574-041-000)
Prior to Adjustment	+/- 0.395 acres (17,213 sq. ft.)	+/- 9.088 acres (395,870 sq. ft.)
After Adjustment	+/- 0.603 acres (26,258 sq. ft.)	+/- 8.881 acres (386,826 sq. ft.)

Table 1. Area of the parcels located at 96 Dunbar Street and 0 Cypress Street prior to and after the proposed boundary line adjustment.

Completeness:

The Applicant has requested exemptions from providing a separate proposed conditions plan, grading plan, landscaping plan, lighting plan, drainage report, and traffic report. After reviewing this request, Staff has determined that exempting the Applicant from submitting this information would have no bearing on the merits of the application.

Departmental Comments:

Staff from Code Enforcement, Engineering, Police and Fire reviewed this application and did not identify any issues. Staff from the Assessing Department noted that a revised condominium plan and documents will need to be submitted to the City of Keene Assessing Department following approval of the Boundary Line Adjustment application by the Planning Board. This comment was shared with the Applicant.

Application Analysis:

This boundary line adjustment does not compromise the minimum development capacity of either parcel. As no new development is proposed at this time, the analysis provided below is focused on the Planning Board's development standards most relevant to this application. The Applicant has been notified that, if approved, the portion of the property at 96 Dunbar Street that is transferred from the 0 Cypress Street property will be in the Downtown Keene Historic District, and that future proposals to develop that portion of the site may require approval from the Historic District Commission.

3. Hillsides: No steep slopes are present on either parcel. This standard does not apply.
5. Flooding: Neither parcel is located in the floodplain. This standard does not apply.
16. Wetlands: No wetlands are present on either site. This standard does not apply.
17. Surface Water: No surface waters are present on either site. This standard does not apply.

RECOMMENDATION FOR APPLICATION:

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

Approve S-01-20, as shown on the plan identified as "Boundary Line Adjustment Plan between Parcel 585-007 Owned by Knotty Pine Antique Market, Inc, Book 3030, Page 823 & Parcel 574-041 Owned by Railroad Land Development, LLC Book 2375, Page 581" prepared by Huntley Survey & Design at a scale of 1 inch = 20 feet and dated February 13, 2020 with the following conditions prior to signature by the Planning Board chair:

1. Applicant submits a revised Boundary Line Adjustment plan that is printed to scale.
2. Owners' signatures appear on plan.

CITY OF KEENE | PLANNING BOARD

SUBDIVISION APPLICATION



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



A Project Name BOUNDARY LINE ADJUSTMENT 96 DUNBAR ST & 0 CYPRESS ST	Date Received/Date of Submission: FEB 14 2020	
	Date of pre-application meeting:	
Tax Map Parcel number(s) 5 8 5 - 0 0 - 7 0 0 . 0 0 0 0 5 7 4 - 0 4 - 1 0 0 . 0 0 0 0	Date Application is Complete:	
		Community Development Dept File #: 5-01-20
Project Address: 96 DUNBAR STREET & 0 CYPRESS STREET	Owner	Printed Name: Knotty Pine Antique Market Inc RAILROAD STREET CONDOMINIUM ASSOCIATION
		Signature: <i>[Signature]</i>
Address: PO BOX 96 WEST SWANZEY NH 03469 PO BOX 603 KEENE NH 03431-0603		
Telephone/E-mail: c/o 603-357-0116		
Acreage/S.F. of Parcel: .39 AC / 16,988 SF 5.54 AC / 241,322 SF	Applicant	Printed Name: SAME AS ABOVE
Zoning District: CENTRAL BUSINESS		Signature: JOHN PAPPAS JACK DUGAN
Address:		
Telephone/E-mail: c/o Jim Thuppard 603-357-0114		

B Descriptive Narrative Including

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

C A complete application must include the following

[Handwritten signature]

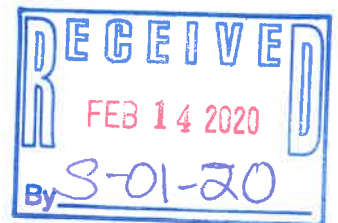
**Subdivision Application Narrative
Boundary Line Adjustment
Knotty Pine Antique Market Inc & Railroad Street Condominium Association
96 Dunbar Street and O Cypress Street
Keene, NH**

February 14, 2020

Knotty Pine Antique Market, Inc. is the owner of the property at the end of Dunbar Street in Keene. TMP 585-007-000 is a 0.395 acre lot containing a 7000 sf building. Railroad Street Condominium Association is the owner of the former railroad property off Cypress Street and Railroad Street. TMP 74-004-100 is a 9.088 acre lot and contains several residential and commercial buildings. Both lots are in the Central Business District and both lots conform to all zone dimensional requirements.

A boundary line adjustment is requested to transfer 0.207 acres from the Railroad Street Condominium Association (RSCA) property to the Knotty Pine Antique Market Inc. (KPAMI) property. The RSCA property will decrease in size from 9.088 acres to 8.881 acres. The KPAMI property will increase in size from 0.395 acres to 0.603 acres. Both lots will continue to conform to all zone dimensional requirements. No new lots are created by this proposal.

Exemptions are requested from providing a drainage report, a traffic report, lighting plans and from checklist items which do not exist on the property or are not applicable.

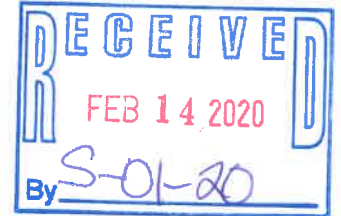


Boundary Line Adjustment Application Narrative

**Knotty Pine Antique Market, Inc. & Railroad Street Condominium Association
9 Dunbar Street & 0 Cypress Street
Keene, NH**

February 14, 2020

Development Standards



1. **Drainage** - No changes to drainage are proposed.
2. **Sediment/Erosion Control** – N/A
3. **Hillside Protection** - N/A
4. **Snow Storage and Removal** – N/A
5. **Flooding** - This property is not located within the 100 year floodplain.
6. **Landscaping** – N/A
7. **Noise** - N/A
8. **Screening** – No new screening is proposed.
9. **Air Quality** – N/A
10. **Lighting** – N/A
11. **Sewer and Water** – N/A
12. **Traffic** – N/A
13. **Comprehensive Access Management**– N/A
14. **Hazardous and Toxic Materials** – The RSCA property is part of a larger site which contained contamination. The site was remediated, however, NHDES recommends that existing soil on the RSCA not be removed from the site. In the event that soil is disturbed for any future use, the soil must remain on site or be handled as solid waste and disposed of at a registered landfill. The boundary line adjustment will not create any disturbance to the site.
15. **Filling/Excavation** – N/A

16. Wetlands – There are no wetlands on the site.

17. Surface Waters – There are no streams or rivers on or adjacent to the site.

18. Stump Dumps – None

19. Architecture and Visual Appearance – N/A

Plan References

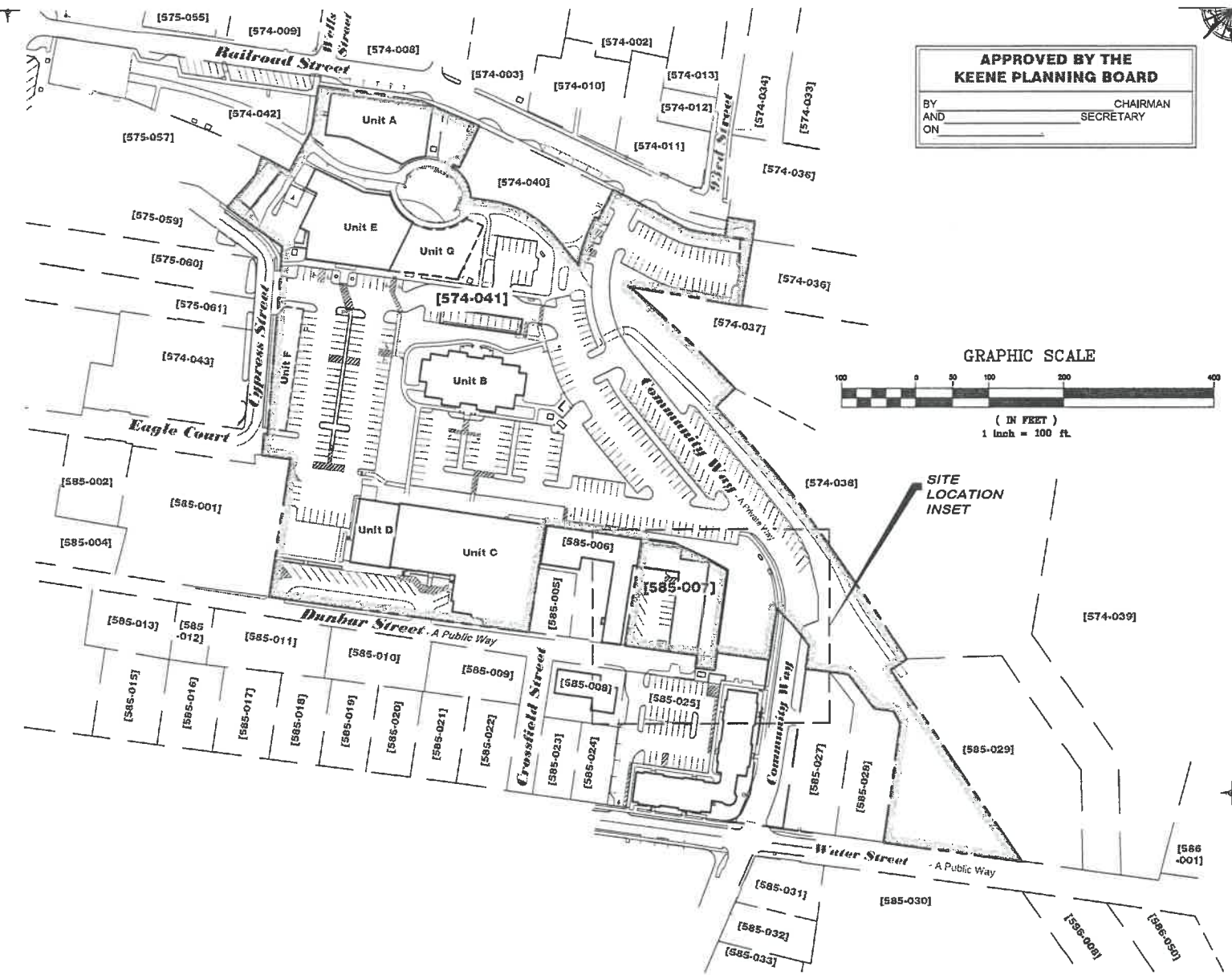
- REFERENCES INCLUDE ALL INFORMATION REFERRED TO ON ANY OF THE FOLLOWING PLANS
- BOUNDARY LINE ADJUSTMENT PLAN BETWEEN LAND OF CITY OF KEENE & RAILROAD LAND DEVELOPMENT, LLC, DATED AUGUST 25, 2010 BY RUSSELL HUNTLEY - SVE ASSOCIATES (Cab.13 Dr.8 Nos. 199-200 CCRD)
 - AS-BUILT SURVEY OF LAND OF THE CITYSIDE HOUSING ASSOCIATES LIMITED PARTNERSHIP LOCATED AT TAX MAP 023-02-014, 92 WATER STREET, KEENE, NEW HAMPSHIRE, DATED DECEMBER 7, 2011; BY RUSSELL J. HUNTLEY - SVE ASSOCIATES (File No.K1948 Final As-built.dwg Obtained from SVE)
 - BOUNDARY LINE ADJUSTMENT BETWEEN LANDS OF RAILROAD LAND DEVELOPMENT, LLC & WALTER R. & MARY M. ANAIR, DATED SEPTEMBER 13, 2013, BY RUSSELL J. HUNTLEY - SVE ASSOCIATES (Plan No.13019 CCRD)
 - 3rd AMENDED SITE PLAN, RAILROAD STREET CONDOMINIUM, DATED APRIL 15, 2014; BY RUSSELL J. HUNTLEY - SVE ASSOCIATES (Plan Nos. 14091-14097 CCRD)
 - 4th AMENDED SITE PLAN, RAILROAD STREET CONDOMINIUM, DATED AUGUST 27, 2018, LAST REVISED NOVEMBER 25, 2019; BY RUSSELL J. HUNTLEY - HUNTLEY SURVEY & DESIGN, PLLC (Plan Nos.19150-58)

Notes

- THE BEARINGS SHOWN ON THIS PLAN ARE ORIENTED TO THE NORTH MERIDIAN UTILIZED IN PLAN REFERENCE No.5 (Magnetic 2009) AND SERVE ONLY TO DEFINE ANGULAR RELATIONSHIPS.
- THIS PLAN IS SUBJECT TO ANY STATEMENT OF FACTS THAT AN UP TO DATE TITLE REPORT MAY REVEAL.
- BOUNDARY LINES SHOWN HEREON ARE BASED ON RECORD MAPPING. SEE PLAN REFERENCES LISTED. SITE CONDITIONS ARE SHOWN FROM A COMBINATION OF PLANS REFERENCED AND VISUAL FIELD INSPECTION AND DIRECT MEASUREMENTS.
- THE SUBJECT PARCEL IS LOCATED IN ZONE X AS SHOWN ON THE FEMA FLOOD INSURANCE RATE MAP, CHESHIRE COUNTY, NEW HAMPSHIRE (ALL JURISDICTIONS), MAP NUMBER 33005C0267E, EFFECTIVE DATE MAY 23, 2006. ZONE X IS DEFINED AS AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN AND NOT WITHIN A FLOOD HAZARD AREA.
- ANY ELEVATIONS SHOWN ARE NAVD 88 BASED ON USGS DISK K12 1935.
- DUNBAR STREET IS A CLASS V PUBLIC WAY, ORIGINALLY LAID OUT DECEMBER 30, 1891 - VOL. 1, PAGE 232 - 33 FEET WIDE. EXTENDED VOL. 1, PAGE 235 AND VOL. 1, PAGE 286.

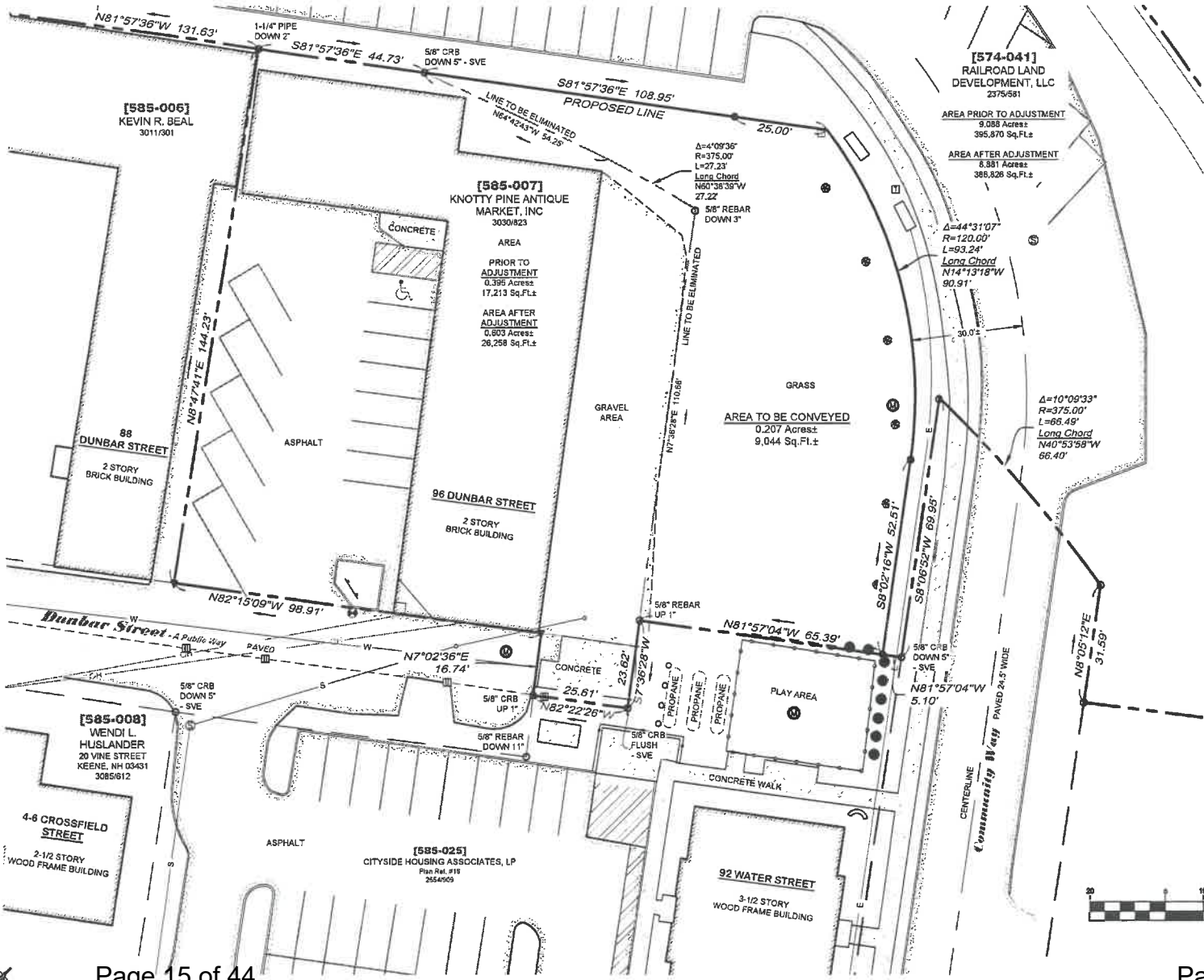
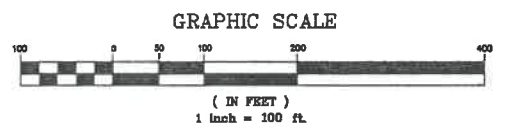
Symbol Legend

	DRAINAGE LINES		WOOD STOCKADE
	CATCH BASIN		STEEL PICKET FENCE
	DRAIN MANHOLE		EDGE OF PAVEMENT
	HYDRANT		DECIDUOUS TREE
	WATER VALVE		CONIFEROUS SHRUB
	CURB STOP		MONITORING WELL
	WATER LINE		CHESHIRE COUNTY REGISTRY OF DEEDS
	SEWER MANHOLE		TAX MAP PARCEL NUMBER
	SEWER CLEANOUT		DEED VOLUME & PAGE
	SANITARY SEWER LINE		FINISH FLOOR
	UTILITY POLE W/GUY WIRES, OVERHEAD LINES AND NUMBERS		GAS VALVE
	ELECTRIC MANHOLE		GAS SHUT OFF VALVE LID
	ELECTRICAL BOX/PEDESTAL		GAS LINE
	UNDERGROUND ELECTRIC LINE		SIGN
	RAILROAD SPIKE SET		CONDUIT/POST/BOLLARD
	5/8" CRB SET		LIGHT POLE
	IRON PIN/PIPE FOUND		TELECOM MANHOLE
	5/8" REBAR WITH ALUMINUM CAP		TELECOM PEDESTAL
	STONE MONUMENT FOUND		UNDERGROUND TELECOM LINES



APPROVED BY THE KEENE PLANNING BOARD

BY _____ CHAIRMAN
AND _____ SECRETARY
ON _____



Owners Certification

I CERTIFY THAT I AM THE CURRENT OWNER OF THE TRACTS SHOWN HEREON AND THAT I APPROVE OF THE SUBDIVISION.

OWNER'S SIGNATURE _____ DATE _____

OWNER'S SIGNATURE _____ DATE _____

Owners of Record

[585-007]
KNOTTY PINE ANTIQUE MARKET, Inc
PO Box 96
West Swanzey, NH 03469
3030/823

[574-041]
RAILROAD LAND DEVELOPMENT, LLC
PO BOX 603
KEENE, NH 03431-603
2375/581

RAILROAD STREET CONDOMINIUM
2500354 1ST AMENDED CONDOMINIUM DECLARATION
2446/915 CONDOMINIUM DECLARATION
2451/418 VOLUNTARY MERGER

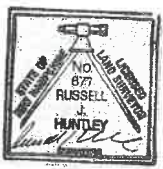
Zoning

ZONE: CB (CENTRAL BUSINESS DISTRICT)
MAXIMUM BUILDING HEIGHT: 55 FEET
MINIMUM LOT AREA: NONE
FRONT SETBACK: NONE
REAR SETBACK: NONE
SIDE SETBACK: NONE
MAXIMUM % OCCUPIED BY STRUCTURES: 100
MAXIMUM % IMPERMEABLE MATERIAL: 100%
REQUIRED FRONTAGE: 50 FEET

Surveyor's Certification

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

THIS IS A BOUNDARY LINE ADJUSTMENT SURVEY AND IS SUBSTANTIALLY CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. ALL DIMENSIONS ARE SUBJECT TO THE ERROR OF CLOSURE PREVIOUSLY STATED.



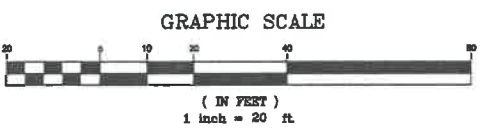
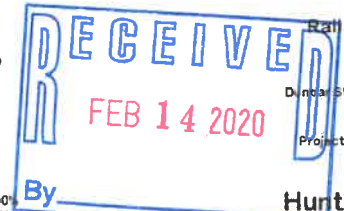
Boundary Line Adjustment Plan

between
Parcel 585-007
Owned By
Knotty Pine Antique Market, Inc
Book 3030, Page 823
&
Parcel 574-041
Owned By
Railroad Land Development, LLC
Book 2375, Page 581

located on
Dunbar Street, Keene, Cheshire County, New Hampshire
Plan prepared 02/13/2020
Project No. H20-002 Cad File No. H20-002A.dwg

Huntley Survey & Design, PLLC

NH & VT Land Surveying, Wetlands & NH Septic System Design
659 West Road, Temple, NH 03084 (603) 381-3227 WWW.Huntleysurvey.com



S-01-20

STAFF REPORT

S-02-20 – Two Lot Subdivision – 88 Arch Street

Request:

Applicant Cardinal Surveying & Land Planning, on behalf of owner Richard Hartman, proposes to subdivide the 0.99-acre parcel at 88 Arch Street (TMP #560-005-000) into a 0.61-acre lot and a 0.38-acre lot. The site is in the Low Density District.

Background:

The 0.99-acre parcel at 88 Arch Street is located approximately 0.3 miles west of Keene High School on the southeast corner of the intersection of Arch Street, Bent Court, and Hurricane Road. Wilson Pond is located directly to the north and Black Brook runs along the eastern edge of the site. This address is the location of an existing single-family home with driveway access from Bent Court.



Above: Aerial image depicting the location of 88 Arch Street (highlighted in yellow).

The applicant proposes to subdivide the parcel into a 0.61-acre lot (Lot #1) and a 0.38-acre lot (Lot #2). Both lots are partially located in the 100-Year floodplain and floodway zone, and have wetlands present on the site. Lot #1 would have the existing single-family home, and both Lot #1 and Lot #2 would have access from Bent Court. No new development is proposed at this time.

Both proposed lots would meet the 10,000 square foot minimum lot size required for the Low Density District, as shown in the table below, as well as the 60-foot minimum frontage requirement and the 70-foot minimum width at the building line requirement for this district.

Lot Area Table	Lot #1	Lot #2
Total Lot Area in square feet (sf)	26,507 sf (0.61 acres)	16,680 sf (0.38 acres)
Lot Area excluding surface waters and wetland areas (in SF)	21,420 sf (0.49 acres)	15,512 sf (0.35 acres)

Completeness:

The applicant has requested exemptions from providing a grading plan, landscaping plan, lighting plan, drainage report, and traffic report as no development is proposed at this time. Staff have determined that the requested exemptions would have no bearing on the merits of the application and recommend granting these exemptions and accepting the application as “complete.”

Departmental Comments:

Staff from Fire, Police, and Engineering reviewed this application and did not identify any issues. Code Enforcement staff noted that no new development would be allowed within the Floodway. The applicant has included a note on the subdivision plan stating that “No new construction may occur in the floodway” (see note 10-A).

STAFF REPORT

Application Analysis - Development Standards: Many of the Planning Board Development Standards are not relevant to this application as no development is proposed at this time. The following is a review of the standards relevant to the proposed application.

3. **Hillside Protection:** There are no steep slopes present on this site. This standard is not applicable.
5. **Flooding:** A portion of both proposed lots is located in the floodplain. Any future development proposed to occur within the floodplain may require a floodplain development permit. The applicant included a note on the plan which states that “City permits and approvals will be necessary for any work within the flood plain and within the Surface Water Protection Overlay buffer” (note 10-A).
11. **Sewer and Water:** This site has access to City sewer and water. The applicant included a note on the plan which states “All necessary permits will be obtained from City of Keene Public Works Department for sewer and water connections. Private on-site sewer ejector pumps may be needed to access City sewer lines” (see note 11). This standard appears to be met.
12. **Traffic:** The applicant did not submit a traffic narrative; however, the impact to traffic generation is expected to be minimal from the potential future development of Lot #2 into a single or two-family home.
13. **Comprehensive Access Management:** There is a driveway on Lot #1 that provides access to the existing residential house via Bent Court. No new driveways are proposed at this time; however, the applicant included a note on the plan stating that any future driveways will require a driveway permit issued by the City Engineer’s office (see note #8). There is an existing sidewalk network on Arch Street and Hurricane Road; however, there are no sidewalks on Bent Court, which is a low-volume, dead-end residential street. This standard appears to be met.
16. **Wetlands & 17. Surface Waters:** There are wetlands and surface waters present on both lots, as shown on the plan identified as “Topographic 2 Lot Subdivision.” Per Sec. 102-1494 of City Code, the area of wetlands and other surface waters were subtracted from the minimum lot size calculation for each proposed new lot (see “Lot Area Table” on page 1 of this staff report). In addition, the applicant included the 30-foot Surface Water Protection Overlay buffer on the Topographic plan, as well as Note #10-B which states “City permits and approvals will be necessary for any work within the flood plain and within the Surface Water Protection Overlay buffer.”

RECOMMENDATION FOR APPLICATION:

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

Approve S-02-20 for a 2-lot subdivision of the parcel located at 88 Arch Street (TMP #560-005-000) as shown on the plan identified as “2-Lot Subdivision, Lot 560-005-000, 88 Arch Street, Keene, NH 03431” prepared by Cardinal Surveying & Land Planning” at a scale of 1 inch = 20 feet, dated February 14, 2019 and revised through February 28, 2020, with the following conditions prior to signature by Planning Board Chair:

1. Submittal of a revised subdivision plan to show the removal of the area labeled “Garden.”
2. Surveyor’s stamp appears on plan.
3. Wetland scientist’s stamp appears on plan.
4. Owner’s signature appears on plan.

CITY OF KEENE | PLANNING BOARD

SUBDIVISION APPLICATION



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

RECEIVED
FEB 14 2020
 By _____

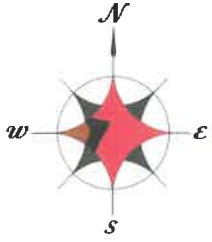
A Project Name 2 LOT SUBDIVISION	Date Received/Date of Submission: Date of pre-application meeting: Date Application is Complete: Planning Department File #: <u>S-02-20</u>
Tax Map Parcel number(s) <u>560 - 005 - 000</u>	
Project Address: 88 ARCH ST.	Owner Name: <u>Richard H. HARTMAN</u> Address: <u>88 Arch St Keene NH 03431</u> Telephone/E-mail: <u>rhnkhs@yahoo.com</u> (401) 855-5998 Signature: <u>[Signature]</u>
Acreage/S.F. of Parcel: <u>96 / 41,793</u>	Applicant Name: <u>WENDY PELLETIER</u> <u>CARDINAL SURVEYING & LAND PLANNING</u> Address: <u>185 WINCHESTER ST.</u> <u>KEENE, NH 03431</u> Telephone/E-mail: <u>603-499-6151</u> <u>WENDY@CARDINALSURVEYING.NET</u> Signature: <u>[Signature]</u> <u>2-14-2020</u>
Zoning District: <u>LOW</u>	

B Descriptive Narrative Including

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

C A complete application must include the following

- | | |
|--|--|
| <input checked="" type="checkbox"/> Two (2) copies of completed application forms signed & dated | <input type="checkbox"/> Plans stamped/signed by reg. professional <u>N/A</u> |
| <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 <u>N/A</u> |
| <input checked="" type="checkbox"/> Two (2) sets of mailing labels, per abutter | <input type="checkbox"/> A check to cover the costs of legal notice to advertise the public hearing, mailing notices out to abutters |
| <input checked="" type="checkbox"/> Seven (7) copies on "D" size paper of plans (24" x 36") | |



CARDINAL SURVEYING AND LAND PLANNING, LLC

185 Winchester Street
Keene, NH 03431
(603) 499-6151
www.cardinalsurveying.net
"Know Your Boundaries"

February 14, 2020

88 Arch Street
TM 560-005-000
2 Lot Subdivision

Project Narrative

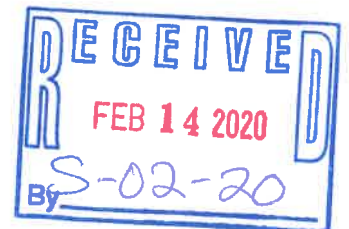
Map TM 560-005-000 is a 0.96 acre lot on the south side of Arch Street at the intersection of Bent Court. The lot contains one residential dwelling.

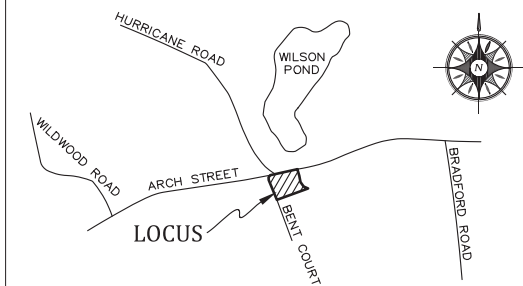
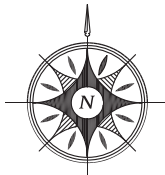
The lot is in the low-density district. The neighborhood is comprised of modest single family homes.

This is a proposed residential 2 lot subdivision. The existing dwelling will be on an 28,327 s.f. lot with frontage on Bent Court. The second lot will be lot of 13,466 s.f. with frontage also on Bent Court. The rear of the lot is Black Brook. The lots are partially within the 100 year flood plain. There are no prohibitive or precautionary slopes on site.

The existing dwelling is connected to City sewer and water. A new dwelling will be connected to City utilities as well.

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





LOCUS MAP
NOT TO SCALE

SOILS LEGEND

- 4 - POOTATUCK FINE SANDY LOAM
- 26B - WINDSOR LOAMY SAND, 3 TO 8 PERCENT SLOPES
- 526A - CAESAR LOAMY SAND, 0 TO 3 PERCENT SLOPES

TOTAL LOT FRONTAGE

EXISTING LOT 560-005-000
 ARCH STREET: 245.69 FEET
 BENT COURT: 192.97 FEET
 TOTAL: 438.66 FEET

LOT AREA TABLE

PROPOSED LOT 1
 TOTAL LOT AREA: 26,507 SF OR 0.61 ACRES
 WETLANDS: -5,087 SF
 USABLE AREA: 21,420 SF OR 0.49 ACRES

PROPOSED LOT 2
 TOTAL LOT AREA: 16,680 SF OR 0.38 ACRES
 WETLANDS: -1,168 SF
 USABLE AREA: 15,512 SF OR 0.35 ACRES

560-004-000

JESSICA ZIMMERMAN
 86 ARCH STREET
 KEENE, NH 03431
 VOL 3051 PG 1175

REFERENCE PLANS

- 1) PLAN OF BENT COURT; PREPARED BY GG PHILBROOK; DATED APRIL 6, 1946; SCALE 1"=50'; ON FILE AT THE CITY OF KEENE.

PLAN SET

- SHEET 1/2 2 LOT SUBDIVISION PLAN TO BE RECORDED AT CHESHIRE COUNTY REGISTRY OF DEEDS.
- SHEET 2/2 TOPOGRAPHIC 2 LOT SUBDIVISION PLAN TO REMAIN ON FILE AT THE TOWN OFFICE.

_____, 2020
 APPROVED AS A SUBDIVISION
 IN ACCORDANCE WITH THE PROVISIONS OF RSA 674.
 THE CITY OF KEENE PLANNING BOARD
 BY _____, CHAIRMAN

SURVEYOR'S CERTIFICATION

THIS SURVEY IS THE RESULT OF A RANDOM TRAVERSE USING AN ELECTRONIC TOTAL STATION AND MEETS THE MINIMUM REQUIREMENTS OF AN URBAN SURVEY AS SPECIFIED IN NH LAN TABLE 500.1.

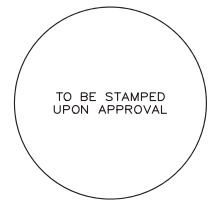
I HEREBY CERTIFY THAT THIS PLAT CONFORMS TO ALL APPLICABLE LOCAL ZONING ORDINANCES AND RULES.

OWNER CERTIFICATION

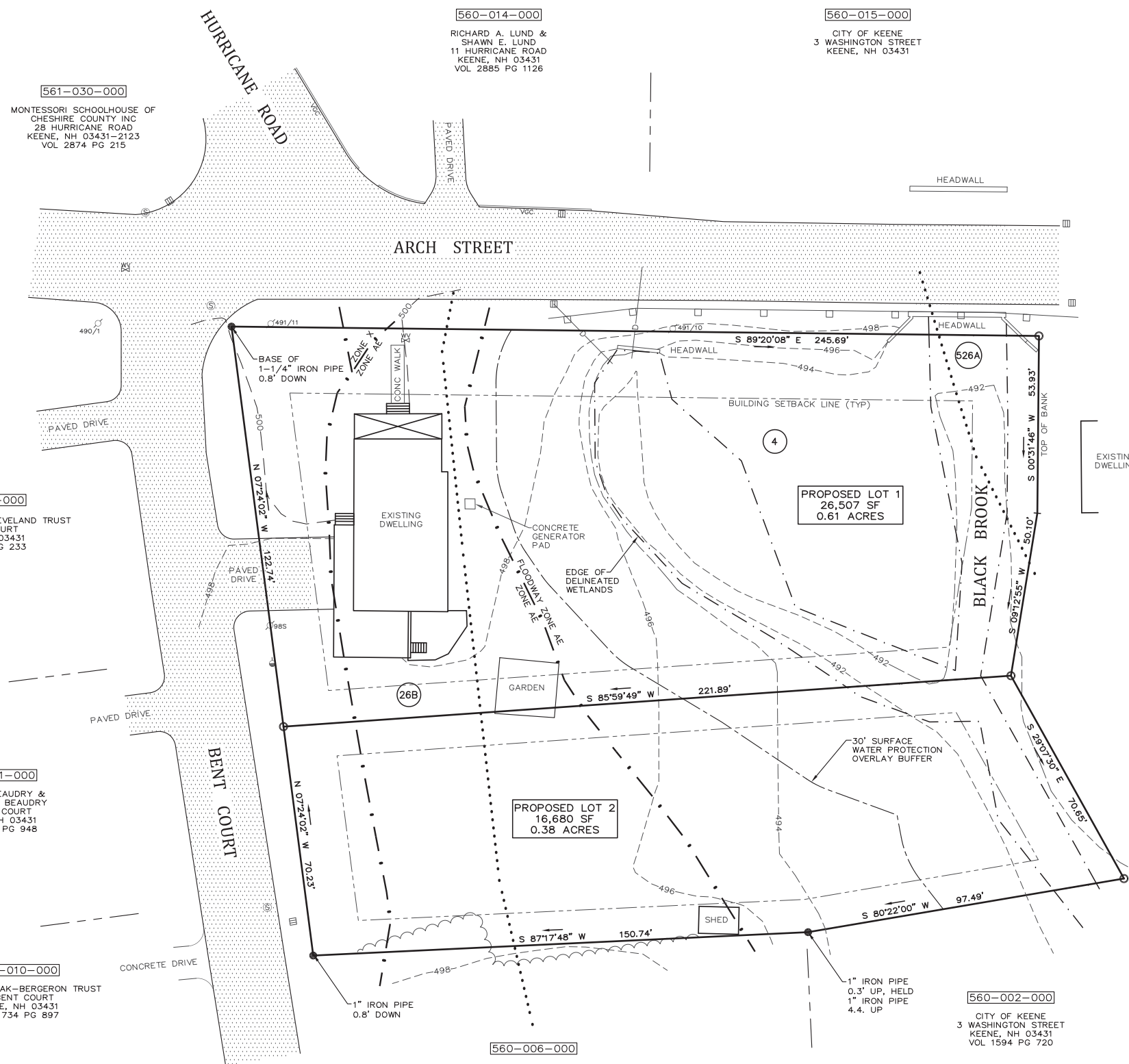
I, RICHARD H. HARTMAN, CERTIFY THAT I AM THE OWNER OF LOT 560-005-000, AND APPROVE OF THIS SUBDIVISION.

RICHARD H. HARTMAN

DATE



WETLAND DELINEATION WAS COMPLETED IN THE AREAS SHOWN IN FEBRUARY, 2020 ACCORDING TO THE REGIONAL SUPPLEMENT TO THE CORPS OF ENGINEERS WETLAND DELINEATION MANUAL: NORTH CENTRAL AND NORTHEAST REGION, VERSION 2, JANUARY 2012 (ERDC/EL TR-12-1).



561-030-000
 MONTESSORI SCHOOLHOUSE OF CHESHIRE COUNTY INC
 28 HURRICANE ROAD
 KEENE, NH 03431-2123
 VOL 2874 PG 215

560-014-000
 RICHARD A. LUND & SHAWN E. LUND
 11 HURRICANE ROAD
 KEENE, NH 03431
 VOL 2885 PG 1126

560-015-000
 CITY OF KEENE
 3 WASHINGTON STREET
 KEENE, NH 03431

560-012-000
 DAVID & COLLEEN CLEVELAND TRUST
 5 BENT COURT
 KEENE, NH 03431
 VOL 2846 PG 233

560-011-000
 ADAM C. BEAUDRY & JENNIFER N. BEAUDRY
 11 BENT COURT
 KEENE, NH 03431
 VOL 2818 PG 948

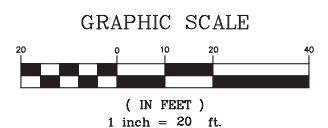
560-010-000
 ETHEL M. NOWAK-BERGERON TRUST
 17 BENT COURT
 KEENE, NH 03431
 VOL 1734 PG 897

560-006-000
 MARY F. SHEA
 20 BENT COURT
 KEENE, NH 03431
 VOL 2236 PG 660

560-002-000
 CITY OF KEENE
 3 WASHINGTON STREET
 KEENE, NH 03431
 VOL 1594 PG 720

LEGEND

- PIN FOUND
- REBAR SET
- UTILITY POLE
- GUY ANCHOR
- WATER VALVE
- CATCH BASIN
- SEWER MANHOLE
- TREE LINE
- VERTICAL GRANITE CURB
- EXISTING CONTOUR LINE
- EDGE OF DELINEATED WETLANDS
- SOILS LINE
- APPROXIMATE ABUTTER LINE
- BUILDING SETBACK LINE
- 30' WETLAND BUFFER
- FLOOD ZONE LINE
- APPROX. DRAIN LINE



NOTES

- 1) THE PURPOSE OF THIS PLAN IS TO SUBDIVIDE LOT 560-005-000 INTO TWO RESIDENTIAL LOTS.
- 2) OWNER OF RECORD: RICHARD H. HARTMAN, 88 ARCH STREET, KEENE, NH 03431, VOLUME 2924 PAGE 651
- 3) EXISTING AREA OF LOT 560-005-000: 43,187 SF OR 0.99 ACRES
 PROPOSED AREA OF LOT 1: 26,507 SF OR 0.61 ACRES
 PROPOSED AREA OF LOT 2: 16,680 SF OR 0.38 ACRES
- 4) LOT NUMBERS REFER TO THE CITY OF KEENE TAX MAPS.
- 5) CURRENT ZONING: LOW DENSITY DISTRICT
 MIN. LOT AREA - 10,000 SF
 MIN. FRONTAGE - 60 FEET
 MIN. WIDTH AT BUILDING LINE - 70 FEET
 BUILDING SETBACKS:
 THE NARROWER SIDE OF A CORNER LOT IS CONSIDERED THE FRONT. STREET SIDE SETBACK IS THE SIDE SETBACK PLUS 10'.
 FRONT - 15 FEET
 SIDE - 10 FEET
 REAR - 20 FEET
- 6) THE RIGHT OF WAY OF ARCH STREET WAS DETERMINED BY THE LOCATION OF MONUMENTATION AND IS BASED ON THE LAYOUT RECORDED IN VOLUME 1 PAGE 58 ON FILE AT THE CITY OF KEENE CLERK'S OFFICE.
- 7) THE RIGHT OF WAY OF BENT COURT WAS DETERMINED BY THE LOCATION OF MONUMENTATION AND IS SHOWN TO BE 40 FEET WIDE BASED ON THE LAYOUT OF 1953 RECORDED IN VOLUME 589 PAGE 518 ON FILE AT THE CCRD.
- 8) WETLANDS WERE DELINEATED IN FEBRUARY 2020 BY JON C. BUSCHBAUM, CWS 210, OF CARDINAL SURVEYING & LAND PLANNING, 185 WINCHESTER STREET, KEENE, NH 03431. PHONE #603-499-6151.
- 9) ELEVATIONS ARE BASED ON NAVD 88. CONTOUR INTERVAL IS 2 FEET.
- 10) A PORTION OF LOT 560-005-000 IS WITHIN THE 100 YEAR FLOOD PLAIN.
 A. NO NEW CONSTRUCTION MAY OCCUR IN THE FLOODWAY.
 B. CITY PERMITS AND APPROVALS WILL BE NECESSARY FOR ANY WORK WITHIN THE FLOOD PLAIN AND WITHIN THE SURFACE WATER PROTECTION OVERLAY BUFFER.
- 11) SOIL INFORMATION IS BASED ON THE SOIL SURVEY OF CHESHIRE COUNTY, NEW HAMPSHIRE PREPARED BY THE UNITED STATES DEPARTMENT OF AGRICULTURE, SOIL CONSERVATION SERVICE.
- 12) THE PROPOSED DRIVEWAY WILL BE CONSTRUCTED IN ACCORDANCE WITH CITY DRIVEWAY STANDARDS. A PERMIT SHALL BE OBTAINED FROM THE CITY OF KEENE ENGINEERING DEPARTMENT PRIOR TO CONSTRUCTION OF THE DRIVEWAY AND PRIOR TO ANY EXCAVATION WITHIN THE CITY RIGHT OF WAY. THE CITY OF KEENE ENGINEERING DEPARTMENT SHALL BE CONTACTED 48 HOURS MINIMUM IN ADVANCE TO INSPECT THE DRIVEWAY.
- 13) ALL NECESSARY PERMITS WILL BE OBTAINED FROM CITY OF KEENE PUBLIC WORKS DEPARTMENT FOR SEWER AND WATER CONNECTIONS. PRIVATE ON-SITE SEWER EJECTOR PUMPS MAY BE NEEDED TO ACCESS CITY SEWER LINES.
- 14) ON-SITE BURIAL OF STUMPS FROM LAND CLEARING SHALL BE IN ACCORDANCE WITH RSA 14-M:1. STUMP BURIAL SHALL NOT BE WITHIN 75' OF ANY PUBLIC OR PRIVATE WATER SYSTEM. THE BUREAU OF SOLID WASTE SHALL BE NOTIFIED OF ANY INTENT TO BURY STUMPS.
- 15) GRADING OF THE PROPOSED HOUSE SITES SHALL BE DONE IN ACCORDANCE WITH THE CITY OF KEENE DEVELOPMENT STANDARDS.
- 16) THE PARCEL MAY BE SUBJECT TO EASEMENTS AS THEY EXIST OF RECORD OR IN FACT. CARDINAL SURVEYING AND LAND PLANNING DOES NOT INTEND OR REPRESENT THAT ALL RIGHTS AND EASEMENTS AFFECTING THE SUBJECT PROPERTY ARE SHOWN. A SPECIFIC TITLE EXAMINATION IS SUGGESTED TO DETERMINE THE NATURE AND EXTENT OF RIGHTS AND EASEMENTS AFFECTING THE SUBJECT PROPERTY.
- 17) THE LOCATION OF ANY UTILITY INFORMATION SHOWN ON THIS PLAN IS APPROXIMATE. CARDINAL SURVEYING & LAND PLANNING MAKES NO CLAIMS TO THE ACCURACY OR COMPLETENESS OF THE UTILITIES SHOWN. FIELD VERIFICATION IS REQUIRED PRIOR TO ANY EXCAVATION ON THE SITE.

NO.	DATE	REVISION	ADDRESS CITY COMMENTS	WP
1	2/28/20			

TOPOGRAPHIC 2 LOT SUBDIVISION

LOT 560-005-000
 88 ARCH STREET
 KEENE, NH 03431

DATE: FEBRUARY 14, 2019 SCALE: 1"=20'

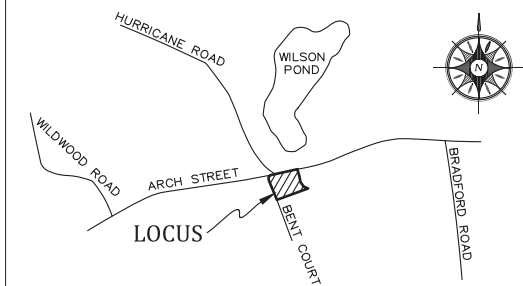
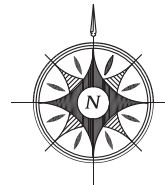
PREPARED FOR:
 RICHARD H. HARTMAN
 88 ARCH STREET
 KEENE, NH 03431

CARDINAL SURVEYING & LAND PLANNING
 Keene, New Hampshire 03431
 Tel. (603) 499-6151

JOB NO. 219A SURVEY DATE: 6-27-19

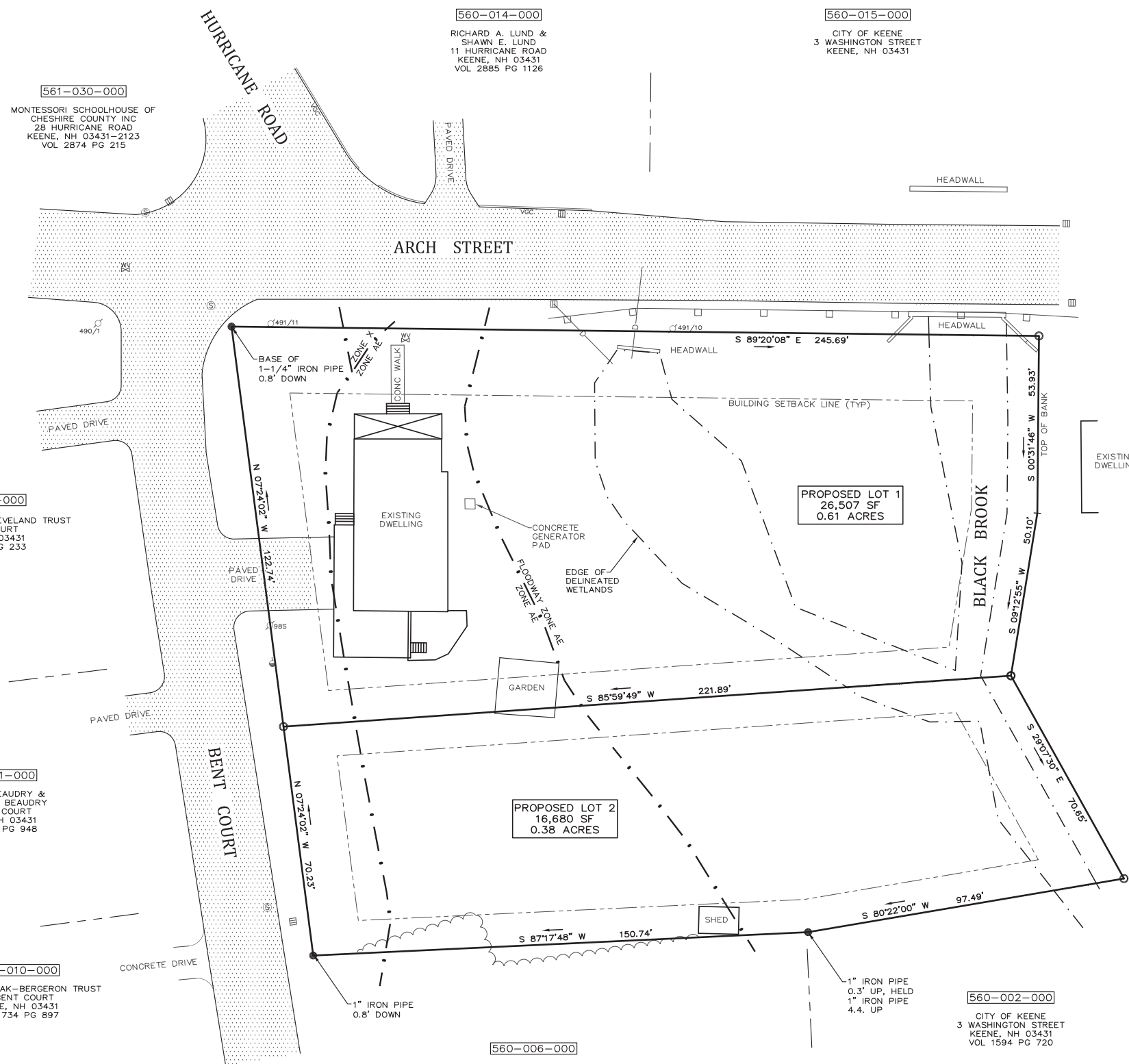
SHT 2/2





TOTAL LOT FRONTAGE

PROPOSED LOT 1	
ARCH STREET:	245.69 FEET
BENT COURT:	122.74 FEET
TOTAL:	368.43 FEET
PROPOSED LOT 2	
BENT COURT:	70.23 FEET



LOCUS MAP
NOT TO SCALE

NOTES

- THE PURPOSE OF THIS PLAN IS TO SUBDIVIDE LOT 560-005-000 INTO TWO RESIDENTIAL LOTS.
- OWNER OF RECORD:
RICHARD H. HARTMAN
88 ARCH STREET
KEENE, NH 03431
VOLUME 2924 PAGE 651
- EXISTING AREA OF LOT 560-005-000: 43,187 SF OR 0.99 ACRES
PROPOSED AREA OF LOT 1: 26,507 SF OR 0.61 ACRES
PROPOSED AREA OF LOT 2: 16,680 SF OR 0.38 ACRES
- LOT NUMBERS REFER TO THE CITY OF KEENE TAX MAPS.
- CURRENT ZONING: LOW DENSITY DISTRICT
MIN. LOT AREA - 10,000 SF
MIN. FRONTAGE - 60 FEET
MIN. WIDTH AT BUILDING LINE - 70 FEET
BUILDING SETBACKS:
THE NARROWER SIDE OF A CORNER LOT IS CONSIDERED THE FRONT. STREET SIDE SETBACK IS THE SIDE SETBACK PLUS 10'.
FRONT - 15 FEET
SIDE - 10 FEET
REAR - 20 FEET
- THE RIGHT OF WAY OF ARCH STREET WAS DETERMINED BY THE LOCATION OF MONUMENTATION AND IS SHOWN TO BE 40 FEET WIDE BASED ON THE LAYOUT OF VOLUME 1 PAGE 58 ON FILE AT THE CITY OF KEENE CLERK'S OFFICE.
- THE RIGHT OF WAY OF BENT COURT WAS DETERMINED BY THE LOCATION OF MONUMENTATION AND IS SHOWN TO BE 40 FEET WIDE BASED ON THE LAYOUT OF 1953 RECORDED IN VOLUME 589 PAGE 518 ON FILE AT THE COR.
- THE PROPOSED DRIVEWAY WILL BE CONSTRUCTED IN ACCORDANCE WITH CITY DRIVEWAY STANDARDS. A PERMIT SHALL BE OBTAINED FROM THE CITY OF KEENE ENGINEERING DEPARTMENT PRIOR TO CONSTRUCTION OF THE DRIVEWAY AND PRIOR TO ANY EXCAVATION WITHIN THE CITY RIGHT OF WAY. THE CITY OF KEENE ENGINEERING DEPARTMENT SHALL BE CONTACTED 48 HOURS MINIMUM IN ADVANCE TO INSPECT THE DRIVEWAY.
- WETLANDS WERE DELINEATED IN FEBRUARY 2020 BY JON C. BUSCHBAUM, CWS 210, OF CARDINAL SURVEYING & LAND PLANNING, 185 WINCHESTER STREET, KEENE, NH 03431. PHONE #603-499-6151.
- A PORTION OF LOT 560-005-000 IS WITHIN THE 100 YEAR FLOOD PLAIN.
A. NO NEW CONSTRUCTION MAY OCCUR IN THE FLOODWAY.
B. CITY PERMITS AND APPROVALS WILL BE NECESSARY FOR ANY WORK WITHIN THE FLOOD PLAIN AND WITHIN THE SURFACE WATER PROTECTION OVERLAY BUFFER.
- ALL NECESSARY PERMITS WILL BE OBTAINED FROM CITY OF KEENE PUBLIC WORKS DEPARTMENT FOR SEWER AND WATER CONNECTIONS. PRIVATE ON-SITE SEWER EJECTOR PUMPS MAY BE NEEDED TO ACCESS CITY SEWER LINES.
- ON-SITE BURIAL OF STUMPS FROM LAND CLEARING SHALL BE IN ACCORDANCE WITH RSA 14-M:1. STUMP BURIAL SHALL NOT BE WITHIN 75' OF ANY PUBLIC OR PRIVATE WATER SYSTEM. THE BUREAU OF SOLID WASTE SHALL BE NOTIFIED OF ANY INTENT TO BURY STUMPS.
- GRADING OF THE PROPOSED HOUSE SITES SHALL BE DONE IN ACCORDANCE WITH THE CITY OF KEENE DEVELOPMENT STANDARDS.
- THE PARCEL MAY BE SUBJECT TO EASEMENTS AS THEY EXIST OF RECORD OR IN FACT. CARDINAL SURVEYING AND LAND PLANNING DOES NOT INTEND OR REPRESENT THAT ALL RIGHTS AND EASEMENTS AFFECTING THE SUBJECT PROPERTY ARE SHOWN. A SPECIFIC TITLE EXAMINATION IS SUGGESTED TO DETERMINE THE NATURE AND EXTENT OF RIGHTS AND EASEMENTS AFFECTING THE SUBJECT PROPERTY.
- THE LOCATION OF ANY UTILITY INFORMATION SHOWN ON THIS PLAN IS APPROXIMATE. CARDINAL SURVEYING & LAND PLANNING MAKES NO CLAIMS TO THE ACCURACY OR COMPLETENESS OF THE UTILITIES SHOWN. FIELD VERIFICATION IS REQUIRED PRIOR TO ANY EXCAVATION ON THE SITE.

REFERENCE PLANS

- PLAN OF BENT COURT; PREPARED BY GG PHILBROOK; DATED APRIL 6, 1946; SCALE 1"=50'; ON FILE AT THE CITY OF KEENE.

PLAN SET

- SHEET 1/2 2 LOT SUBDIVISION PLAN TO BE RECORDED AT CHESHIRE COUNTY REGISTRY OF DEEDS.
- SHEET 2/2 TOPOGRAPHIC 2 LOT SUBDIVISION PLAN TO REMAIN ON FILE AT THE TOWN OFFICE.

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

SURVEYOR'S CERTIFICATION

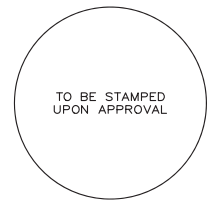
THIS SURVEY IS THE RESULT OF A RANDOM TRAVERSE USING AN ELECTRONIC TOTAL STATION AND MEETS THE MINIMUM REQUIREMENTS OF AN URBAN SURVEY AS SPECIFIED IN NH LAN TABLE 500.1.
I HEREBY CERTIFY THAT THIS PLAT CONFORMS TO ALL APPLICABLE LOCAL ZONING ORDINANCES AND RULES.

OWNER CERTIFICATION

I, RICHARD H. HARTMAN, CERTIFY THAT I AM THE OWNER OF LOT 560-005-000, AND APPROVE OF THIS SUBDIVISION.

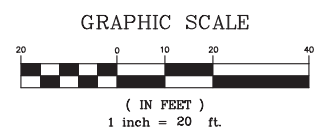
RICHARD H. HARTMAN

DATE



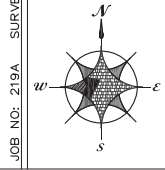
WETLAND DELINEATION WAS COMPLETED IN THE AREAS SHOWN IN FEBRUARY, 2020 ACCORDING TO THE REGIONAL SUPPLEMENT TO THE CORPS OF ENGINEERS WETLAND DELINEATION MANUAL: NORTH CENTRAL AND NORTHEAST REGION, VERSION 2, JANUARY 2012 (ERDC/EL TR-12-1).

- LEGEND**
- PIN FOUND
 - REBAR SET
 - UTILITY POLE
 - GUY ANCHOR
 - WATER VALVE
 - CATCH BASIN
 - SEWER MANHOLE
 - TREE LINE
 - VERTICAL GRANITE CURB
 - EDGE OF DELINEATED WETLANDS
 - APPROXIMATE ABUTTER LINE
 - BUILDING SETBACK LINE
 - APPROX. DRAIN LINE
 - FLOOD ZONE LINE



NO.	DATE	REVISION	ADDRESS CITY COMMENTS	WP BY
1	2/28/20			

2 LOT SUBDIVISION
LOT 560-005-000
88 ARCH STREET
KEENE, NH 03431
DATE: FEBRUARY 14, 2019 SCALE: 1"=20'
PREPARED FOR:
RICHARD H. HARTMAN
88 ARCH STREET
KEENE, NH 03431
CARDINAL SURVEYING & LAND PLANNING
Keene, New Hampshire 03431
Tel. (603) 499-6151



STAFF REPORT

SPR-908, Modification #3 – SITE PLAN REVIEW – 165 Winchester Street – Montshire Pediatric Dentistry, Modifications to Curb Cut

Request:

Applicant Jim Phippard, on behalf of owner, 165 Winchester Street LLC, proposes to narrow the existing 24-foot curb cut to 18-feet and create a second, 18-foot curb cut at the Montshire Pediatric Dentistry office located at 165 Winchester Street (TMP# 592-035-000). The site is 0.41 acres in size and is located in the Commerce District.

Background:

This property, which is the former location of Andy's Cycle Shop, is located on Winchester Street east of the intersection with Foundry Street. It is bordered by the Mills of Keene apartment buildings to the north, a commercial building to the east, the Keene State College campus to the south, and the Ashuelot Rail Trail to the west.

In 2001, the Planning Board approved SPR-908 for a 1,700 sf addition to the east end of the building. In 2011, an administrative approval was granted for SPR-908 Modification #1 for minor changes to the site, including the reconfiguration of the parking lot to include diagonal parking spaces in front of the eastern end of the building.



Figure 1: Aerial image showing the location of the parcel at 165 Winchester Street.

In October 2019, an administrative approval was granted for SPR-908, Modification #2 for a change of use from retail to dental office and modifications to the building exterior and site. This approved work included the following:

1. The replacement of the existing ADA ramp and staircases at front entrances with similar ADA ramp and staircases.
2. The removal of the existing maple tree and assorted shrubs adjacent to the front of the building to be replaced with 5, 3-4' blue spruce trees and smaller assorted perennials/ferns along the front of the building.
3. The replacement of the existing picture-framed windows on the front façade with new triple, cottage-style windows with stiles/mullions. Small dormers will be added over these windows to add visual interest.
4. The installation of new shingles and an accent snow belt on the existing roof.
5. The installation of a standing seam metal roof on the front overhang on the addition at the east side of the site and on the proposed dormers described in #3 above.
6. The installation of louvers at the roof peaks on the west-facing elevation of the building.
7. The installation of a new 10 kW photovoltaic array on the south-facing roof of the building addition on the east side of the site.
8. The replacement of 4 existing wall-mounted lights on either side of the two front entrances with full cut-off LED fixtures.
9. The installation of an infiltration strip with a buried 4" perforated pipe along the front of the building that will drain into a new infiltration basin to be installed in the front parking area.
10. Painting of the existing siding using earth tone colors.

With this current modification, the applicant proposes to narrow the existing curb cut from 24' to 18' and create a second, 18' curb cut, which would be located directly across from Butler Court. The Applicant is

STAFF REPORT

proposing this second curb to allow vehicles parked diagonally in front of the eastern end of the building to exit the site without backing up the length of the parking lot. The existing curb cut would be marked as the entrance to the site with a sign and pavement markings, while the new curb cut would be marked as the exit using the same.

Completeness:

The applicant has requested exemptions from providing a grading plan, landscaping plan, lighting plan, architectural elevations, a drainage report, a traffic report, and a soils report. Staff have determined that granting the requested exemptions would have no bearing on the merits of the application and recommend accepting this application as “complete.”

Departmental Comments:

There were no departmental comments received from Fire, Police, or Code Enforcement staff on this application. Engineering staff noted the following:

- The proposed driveway location appears to be in compliance with the City’s 200-foot all-season safe sight distance requirement.
- The applicant shall not block the flow of drainage in the gutter line and must comply with ADA requirements.
- The driveway shall be constructed in accordance with Sec. 70-135, “Driveway permit and standards”

Application Analysis:

The following is a review of the Planning Board development standards relevant to this application.

1. Drainage: This standard states that the development of a site shall not result in increased runoff or velocity of surface runoff onto adjacent properties. The applicant proposes to narrow the existing curb cut from 24-feet to 18-feet and to construct a second 18-foot curb cut on the site. This second curb cut would be located across from Butler Court. The applicant has specified that stormwater runoff from the proposed new driveway will be directed to an existing on-site drywell located at the southeast corner of the parking lot and that no increase in runoff from the site is expected. This standard appears to be met.
3. Hillsides: There are no steep slopes present on the site. This standard does not apply.
4. Snow Storage: The applicant does not propose any changes to snow storage and states that there is ample room for snow storage on site. The site plan shows snow storage areas at the west end of the parking lot and the area directly to the east of the building. This standard appears to be met.
5. Flooding: This site is not located within the 100-Year floodplain. This standard does not apply.
12. Traffic: This standard states that new development shall not diminish the safety or capacity of existing City streets, bridges and intersections; should provide adequate interior circulation and parking so as to assure safe passage of vehicles and pedestrians; and, shall comply with the parking requirements of the Zoning ordinance. The applicant states that adding the proposed new curb cut and creating a separate entrance and exit will improve on-site traffic circulation and safety by eliminating the need for customers who park in in the diagonal parking spaces to back out of the parking lot. In addition, the applicant states that locating the new curb cut directly opposite Butler Court will allow for safer left-hand turns for traffic entering Winchester Street. Although fewer parking spaces are provided than is required, the ZBA granted a variance from Sec. 102-793 of the Zoning Ordinance to allow 16 parking spaces where 27 spaces are required in September 2019.

STAFF REPORT

13. Comprehensive Access Management: This standard states that “new development shall take into consideration current and future needs of walkers, bicyclists and transit riders in addition to private vehicle trips. Driveway locations, sidewalks, crosswalks, bicycle/pedestrian paths and accessible paths of travel shall be considered as an integral design feature of every development proposal.”

The applicant notes that there are existing sidewalks on both sides of Winchester Street and that this site is on the campus shuttle route for the City Express bus. In addition, the site is immediately adjacent to the Ashuelot Rail Trail, a multi-use path that connects to the Cheshire Rail Trail to the north and the KSC campus to the south. Currently, no pathway is proposed to connect the on-street sidewalk to the building entrance. The Board may wish to ask the applicant how pedestrian and bicycle traffic will safely access the site.

16. Wetlands: There are no wetlands on the site. This standard is not applicable.
17. Surface Water: There is no surface water on or adjacent to the site. This standard is not applicable.

The following is a review of the relevant driveway standards listed in Section 70-135 subsection (e) of City Code:

- (1) *If the installation of a driveway requires disrupting an existing sidewalk, the sidewalk must be restored or replaced in compliance with section 70-127.*

This request would disrupt an existing sidewalk on Winchester Street, as shown in the aerial image on the right. The Board may wish to ask the applicant for clarification as to how the disturbed portion of the sidewalk will be restored or replaced in compliance with section 70-127 of City Code.



Figure 2. Aerial image showing the location of the existing sidewalk that would be disrupted by the proposed curb cut.

- (2) *Driveways must be placed so as to ensure that vehicles entering and exiting the driveway have an all season safe sight distance in all directions not only of the road, but also of bicycle and pedestrian traffic on the sidewalk. For purposes of this section, an all-season safe sight distance shall be at least 200 feet in all directions within which there are no visual obstructions.*

Engineering staff have confirmed that the proposed driveway location appears to be in compliance with 200-foot safe sight distance requirement. This standard has been met.

- (3) *For commercial and industrial activities, the use of service roads and/or common driveways is encouraged.*

The applicant does not propose to use a service road or common driveway.

STAFF REPORT

- (6) *Driveways must not block the flow of drainage in gutters or drainage ditches or pipes.*

During the February 5, 2020 Planning Board Pre-submission meeting, engineering staff noted that ponding is a known issue in this area of Winchester Street where the new curb cut is proposed, and further stated in their comments as part of their site plan review that the applicant shall not block the flow of drainage in the gutter line. The applicant did not specifically address this comment from engineering staff; and, the Board may wish to ask the applicant how the proposed curb cut will comply with this standard.

- (7) *Driveways must not direct stormwater across sidewalks or onto city streets, except that the portion of a driveway within the public right of way may drain towards the street.*

The applicant notes in the project narrative that the new curb cut will be graded to direct all runoff to an existing drywell on the southeast corner of the site, and that no stormwater will be directed across the sidewalk or onto Winchester Street. This standard appears to be met.

- (9) *Industrial, commercial, agricultural, multifamily residential or temporary driveways shall not be more than 25 feet wide at the property line and 50 feet wide at the curblines, unless additional width or lanes are required as the result of a traffic study and/or geometric analysis prepared by an engineer licensed in the State of New Hampshire.*

Both the existing and new curb cuts will be 18-feet wide at the property line and less than 50-feet wide at the curblines. This standard appears to be met.

- (10) *New driveways must be placed so as not to conflict with existing driveways.*

The new curb cut will be placed directly across from Butler Court, about 78 feet away from the existing driveway on the site and approximately 25-30 feet away from the curb cut for the adjacent property located directly to the east. Engineering staff noted that they have no concerns with the placement of the proposed new curb cut in relation to existing driveways. This standard appears to be met.

- (11) *Driveways on opposite sides of the street shall be aligned or offset sufficiently, so as to avoid turning conflicts.*

The new curb cut will be located directly across from Butler Court in order to minimize turning conflicts with traffic turning on to Winchester Street. Engineering staff noted that they have no concerns with the placement of the proposed new curb cut in relation to existing driveway on the opposite side of the street. This standard appears to be met.

- (13) *All driveways shall be constructed to standards approved by the city engineer. Portions of a driveways lying outside of the public right-of-way shall additionally comply with the design standards described in section 102-794.*

Section 102-794, "Parking lot and parking space requirements," discusses the acceptable standards for parking lots including materials (concrete, gravel, or paving), delineated parking spaces, and wheel stops, as well as size requirements for parking spaces, driveways, and internal travel lanes. The applicant proposes to stripe parking spots in the configuration that was administratively approved in 2011 as part of SPR-908, Modification #1.

STAFF REPORT

Recommended Motion:

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

Approve SPR-908, Modification #3 for modifications to the existing curb cut and the addition of a second curb cut on the property located at 165 Winchester Street (TMP #592-035-000), as shown on the site plan identified as “Proposed Driveway, Montshire Pediatric Dental Office, 165 Winchester Street Keene, NH 03431” prepared by Brickstone Land Use Consultants, LLC at a scale of 1 inch = 20 feet, dated June 27, 2001 and last revised on January 28, 2020 with the following condition prior to signature by Planning Board Chair:

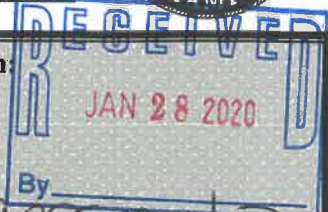
- 1. Owner’s signature appears on plan.**

CITY OF KEENE | PLANNING BOARD

MINOR PROJECT 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	Date Received/Date of Submission:
	Modification to SPR 908	Date of pre-application meeting:
	Montshire Pediatric Dentistry	Date Application is Complete:
		Department File # <u>SPR 908, mod 3</u>

Tax Map Parcel number(s)	Owner	PRINTED Name: 165 Winchester Street LLC
<u>5 9 2 - 0 3 5 - 0 0 0 - 0 0 0 - 0 0 0</u>		Signature:
-----		Address: 165 Winchester Street Keene NH 03431
-----		Telephone/E-mail:

Project Address: 165 Winchester Street	Applicant	PRINTED Name:
Acreage/s.f. of Parcel: <u>.41 ac / 17,860 sf</u>		Signature: Same as above
Zoning District: <u>Commerce</u>		Address:
		Telephone/E-mail:

Prior Approved Site Plan:
Date of Approval for Previous Site Plan for this Property (if applicable): SPR 908 10/19/2001

B Descriptive Narrative

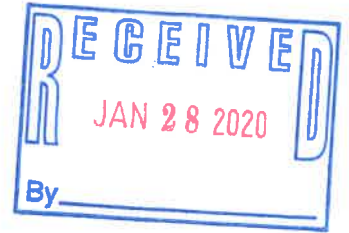
- Explain how the existing condition will be altered by this project
- Statement of request and rationale for why this project should be reviewed administratively
- Any other descriptive information pertinent to the project

C A complete application must include the following

- Two (2) copies of completed application forms signed and dated
- Two (2) copies of descriptive narrative
- Fee Payment
- Two (2) sets of plans depicting the existing conditions and proposed alterations.
- If a modification to an existing site plan, two (2) copies of an approved final site plan (submit only pages affected by alterations)
- Any additional plans, elevations or studies necessary to evaluate this project.
- N/A Manufacturers Cut Sheets for lighting or other applicable alterations

Site Plan Review Application Narrative

**Modification to SPR-908
Montshire Pediatric Dentistry
165 Winchester Street
Keene, NH**

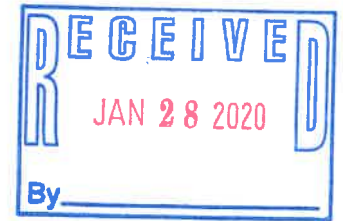


January 28, 2020

Development Standards

1. **Drainage** - Stormwater runoff from the proposed new driveway will be directed to an existing on-site drywell located at the southeast corner of the parking lot. No increase in runoff from the site is proposed.
2. **Sediment/Erosion Control** – N/A
3. **Hillside Protection** - N/A
4. **Snow Storage and Removal** – On-site snow storage is not changed with this proposal. There is ample room for snow storage on site.
5. **Flooding** - This property is not located within the 100 year floodplain.
6. **Landscaping** – No changes to landscaping are proposed.
7. **Noise** - N/A
8. **Screening** – No new screening is proposed.
9. **Air Quality** – N/A
10. **Lighting** – No changes proposed.
11. **Sewer and Water** – The site is serviced by city sewer and city water. No changes are proposed.
12. **Traffic** – The proposed new “EXIT ONLY” curb cut will improve on-site traffic circulation and improve safety. The proposed location directly opposite Butler Court will allow for safer left hand turns for traffic entering Winchester Street. The safety and capacity of Winchester Street will not be diminished with this proposed use.

- 13. Comprehensive Access Management**– The existing driveway will remain and will become an “ENTER ONLY” driveway. There are sidewalks on both sides of Winchester Street and this location is on the regular travel route for the City Express and the Friendly Bus. The existing bike rack will be maintained on site.
- 14. Hazardous and Toxic Materials** – The owner has no knowledge of any contamination on the site.
- 15. Filling/Excavation** – No filling and excavation is proposed other than the installation of the new driveway.
- 16. Wetlands** – There are no wetlands on the site. No impacts to wetlands are proposed.
- 17. Surface Waters** – There are no streams or rivers on or adjacent to the site.
- 18. Stump Dumps** – None
- 19. Architecture and Visual Appearance** – N/A



REVISIONS: DATE:

- SEPTEMBER 19, 2001
PLANNING BOARD CONDITIONS
REVISE TREE TYPE
- OCTOBER 15, 2001
REVISE TREE TYPE
- JANUARY 17, 2003
ADD MEZZANINE STORAGE
- AUGUST 12, 2019
UPDATE ABUTTERS
- OCTOBER 21, 2019
REVISIONS
- JANUARY 15, 2020
ADD ONEWAY DRIVEWAY
- JANUARY 28, 2020
PROPOSED CURB CUT DETAIL

OWNER
165 WINCHESTER STREET LLC
165 WINCHESTER STREET
KEENE, NH 03431



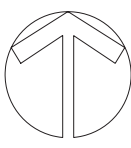
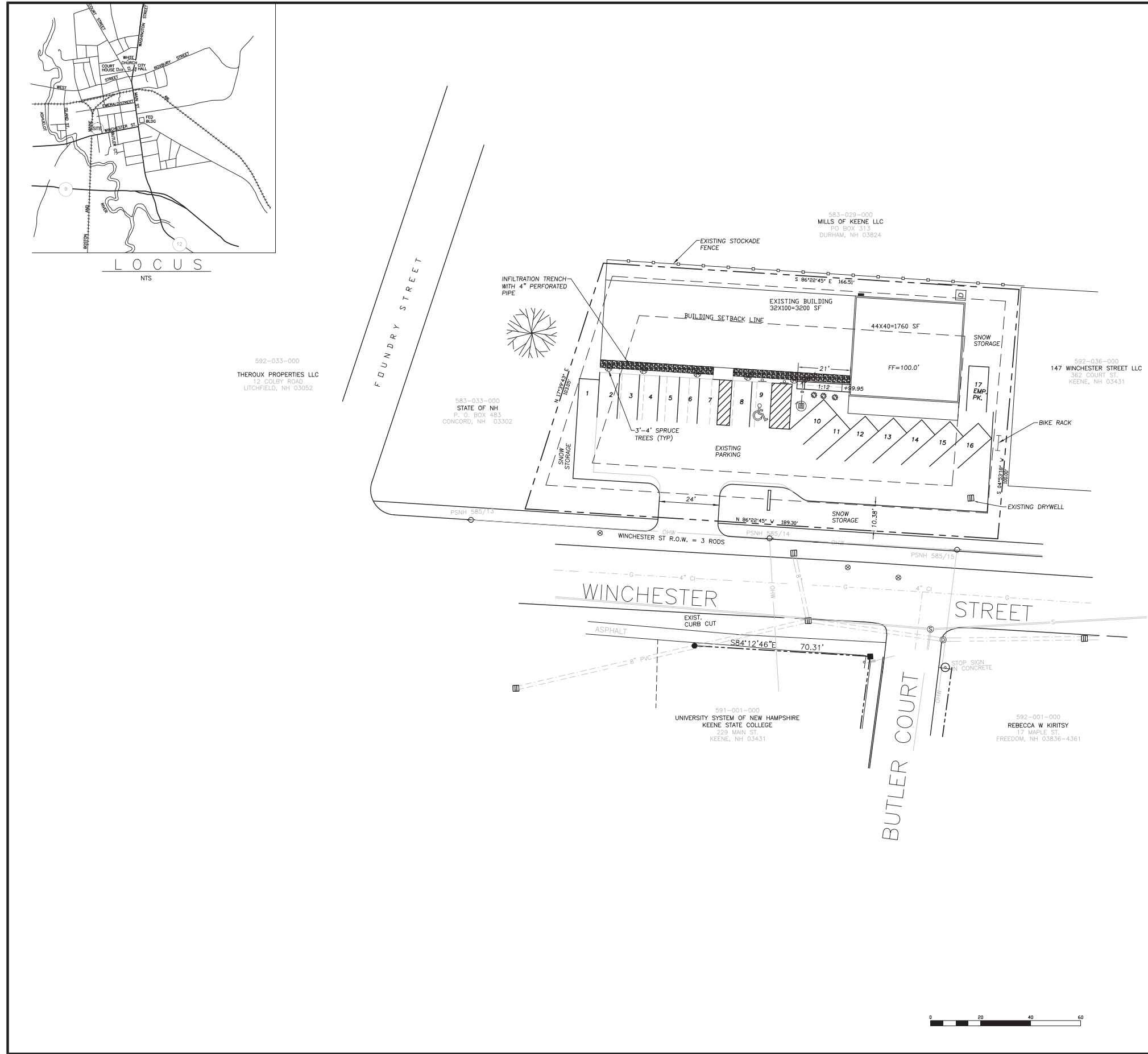
PROPOSED DRIVEWAY
MONTSHIRE PEDIATRIC
DENTAL OFFICE
165 WINCHESTER STREET
KEENE, NH 03431

EXISTING
CONDITIONS

SCALE: 1"=20'

DATE: 6/27/01

SHEET 1 OF 1



LEGEND

- ☉ TELEPHONE POLE
- ☐ CATCH BASIN
- DRAIN MANHOLE
- WATER VALVE
- SEWER MANHOLE
- SIGN
- 3'-4' SPRUCE TREE
- PROPOSED DRAIN MANHOLE
- DUMPSTER

GENERAL NOTES

1. THIS PLAN IS A COMPOSITE PLAN OF THIS PROPERTY BASED ON AERIAL PHOTOGRAPHY AND GROUND SURVEY OF SITE FEATURES. THIS PLAN IS NOT INTENDED TO REPRESENT A BOUNDARY SURVEY OF THIS PROPERTY.
2. LOCATION OF UTILITIES IS FROM THE CITY OF KEENE ENGINEERING DEPARTMENT RECORDS. LOCATIONS ARE APPROXIMATE. CONTRACTOR TO VERIFY LOCATIONS OF ALL UTILITIES PRIOR TO EXCAVATION.
3. CONTRACTOR TO NOTIFY "DIG SAFE" AT 1-888-344-7233 A MIN. OF 72 HOURS PRIOR TO THE START OF EXCAVATION.
4. THIS PROPERTY IS NOT LOCATED WITHIN THE 100 YEAR FLOODPLAIN FOR THE CITY OF KEENE.

LOT DATA

OWNER	165 WINCHESTER STREET LLC
ADDRESS	165 WINCHESTER STREET KEENE, NH 03431
CCRD	BOOK 3085 PAGE 0171
ZONING	COMMERCE
TAX MAP #	592-035-000
LOT SIZE	17,785 SF 0.41 ac
LOT COVERAGE	
BUILDING	4960 SF - 28%
PAVING	6490 sf - 36%
TOTAL	11450 SF - 64%
PARKING	
RETAIL	4960/200 = 25 SPACES
STORAGE	3200 SF
MEZZANINE	1700 SF
TOTAL STORAGE	4900 SF = 2 SPACES
TOTAL REQUIRED	= 27 SPACES
TOTAL PROVIDED	= 16 SPACES

SEE CITY OF KEENE ZONING BOARD OF ADJUSTMENT DECISIONS ZBA-0106 FOR PARKING VARIANCE.
SEE CITY OF KEENE ZONING BOARD OF ADJUSTMENT DECISION ZBA-84-9 FOR BUILDING SETBACK VARIANCE.
SEE CITY OF KEENE ZONING BOARD OF ADJUSTMENT DECISION ZBA-19-12 FOR PARKING VARIANCE WITH CONDITIONS.



REVISIONS: DATE:

- SEPTEMBER 19, 2001
PLANNING BOARD CONDITIONS
REVISE TREE TYPE
- OCTOBER 15, 2001
REVISE TREE TYPE
- JANUARY 17, 2003
ADD MEZZANINE STORAGE
- AUGUST 12, 2019
UPDATE ABUTTERS
- OCTOBER 21, 2019
REVISIONS
- JANUARY 15, 2020
ADD ONEWAY DRIVEWAY
- JANUARY 28, 2020
PROPOSED CURB CUT DETAIL

OWNER
165 WINCHESTER STREET LLC
165 WINCHESTER STREET
KEENE, NH 03431



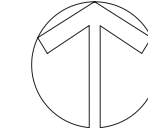
PROPOSED DRIVEWAY
MONTSHIRE PEDIATRIC
DENTAL OFFICE
165 WINCHESTER STREET
KEENE, NH 03431

SITE PLAN

SCALE: 1"=20'

DATE: 6/27/01

SHEET 1 OF 1



LEGEND

- TELEPHONE POLE
- ⊕ CATCH BASIN
- ⊖ DRAIN MANHOLE
- ⊙ WATER VALVE
- ⊗ SEWER MANHOLE
- ⊕ SIGN
- ⊗ 3'-4' SPRUCE TREE
- ⊖ PROPOSED DRAIN MANHOLE
- ⊕ DUMPSTER

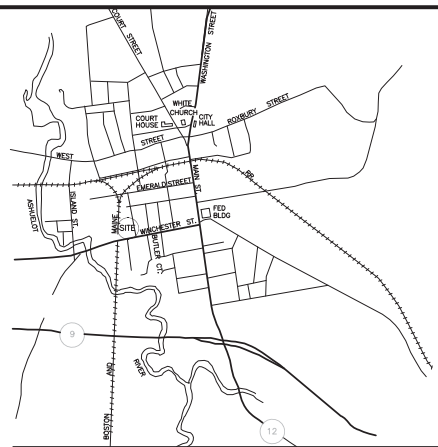
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3. CONTRACTOR TO NOTIFY "DIG SAFE" AT 1-888-344-7233 A MIN. OF 72 HOURS PRIOR TO THE START OF EXCAVATION.
4. THIS PROPERTY IS NOT LOCATED WITHIN THE 100 YEAR FLOODPLAIN FOR THE CITY OF KEENE.

LOT DATA

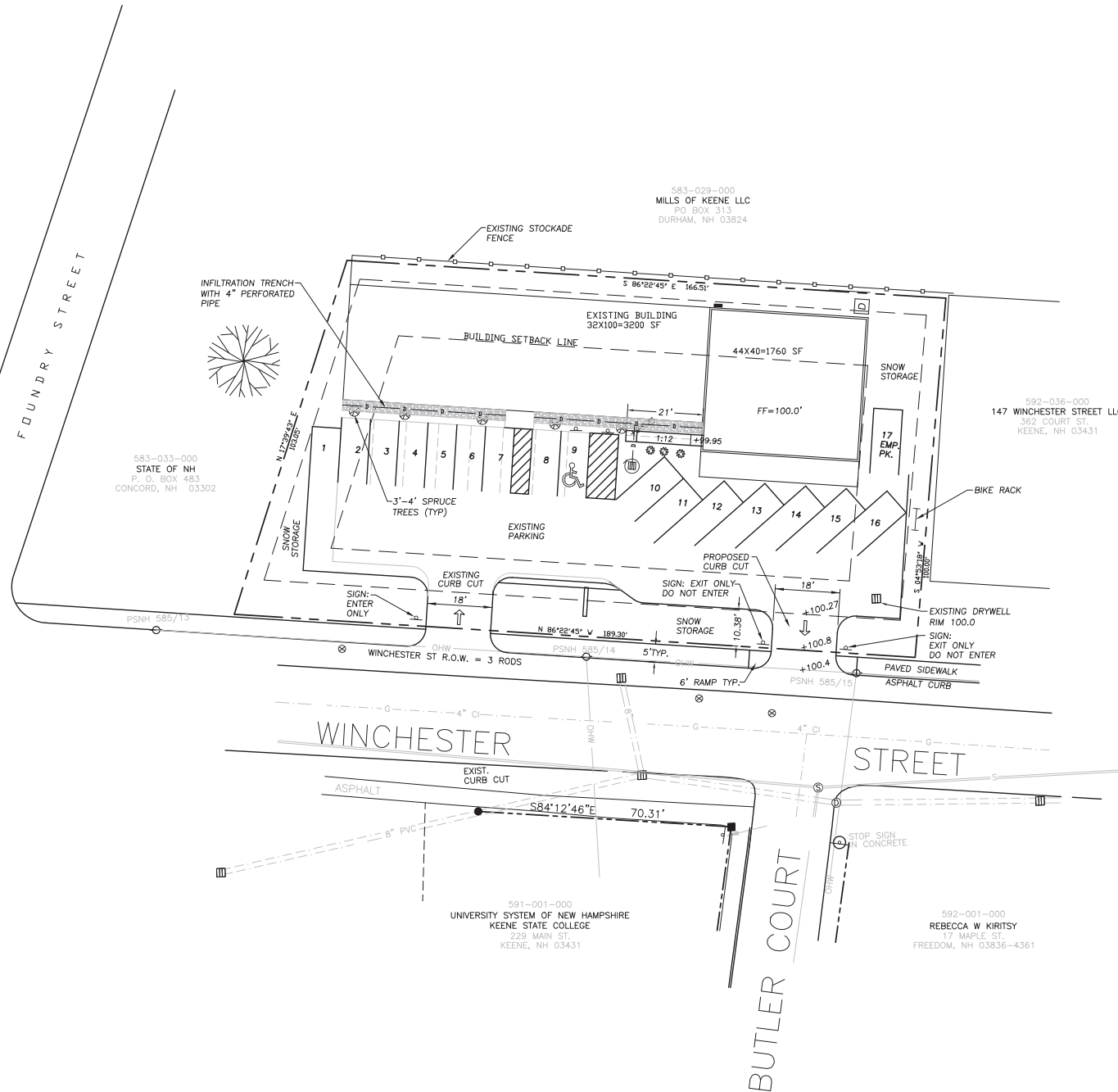
OWNER	165 WINCHESTER STREET LLC
ADDRESS	165 WINCHESTER STREET KEENE, NH 03431
CCRD	BOOK 3085 PAGE 0171
ZONING	COMMERCE
TAX MAP #	592-035-000
LOT SIZE	17,785 SF 0.41 ac
LOT COVERAGE	
BUILDING	4960 SF - 27.9%
PAVING	6685 SF - 37.6%
TOTAL	11645 SF - 65.5%
PARKING	
RETAIL	4960/200 = 25 SPACES
STORAGE	3200 SF
MEZZANINE	1700 SF
TOTAL STORAGE	4900 SF = 2 SPACES
TOTAL REQUIRED	= 27 SPACES
TOTAL PROVIDED	= 16 SPACES

SEE CITY OF KEENE ZONING BOARD OF ADJUSTMENT DECISIONS ZBA-0106 FOR PARKING VARIANCE.
SEE CITY OF KEENE ZONING BOARD OF ADJUSTMENT DECISION ZBA-84-9 FOR BUILDING SETBACK VARIANCE.
SEE CITY OF KEENE ZONING BOARD OF ADJUSTMENT DECISION ZBA-19-12 FOR PARKING VARIANCE WITH CONDITIONS.



LOCUS
NTS

592-033-000
THEROUX PROPERTIES LLC
12 COLBY ROAD
LITCHFIELD, NH 03052



STAFF REPORT

SPR-930, MODIFICATION #6 - SITE PLAN REVIEW – 11 PRODUCTION AVE – MODIFICATIONS TO ARCHITECTURAL APPEARANCE

Request:

Owner, Wilco Realty Corp., proposes modifications to the addition to the Subaru Building located at 11 Production Avenue that was approved by the Planning Board in September 2018, including changes to exterior materials and the addition of an egress door. The site is 5.67 acres in size and is located in the Industrial District (TMP# 242-002-000).

Background:

This property is the location of Subaru of Keene located at 11 Production Avenue. The site includes two buildings – the main Subaru building, which is 17,360 sf with a recently installed addition, and the former Monadnock Flooring building, which is currently used for servicing vehicles, car wash, and reconditioning bays.



Above: A Google Street View image of the Subaru of Keene building located at 11 Production Ave.

In September of 2018, the Planning Board approved SPR-930, Modification #4 for the construction of a 2,940 sf (42' x 70') addition to the Subaru building. The elevations approved by the Planning Board as part of SPR-930, Modification #4 show that the exterior materials selected for the addition included gray and blue EIFS with a split face block band near the finished grade to match the existing Subaru building. In April of 2019, an administrative approval for SPR-930, Modification #5 was issued for a 420 sf addition to the south side of the expansion, in addition to modifications to the former Monadnock Flooring building.

During a site visit in February 2020, staff observed that the exterior materials of the building addition did not match the elevations that were approved by the Planning Board as part of SPR-930, Modification #4, and that a second egress door had been added to the west façade of the building addition. In addition, staff observed wall-mounted lights installed above two egress doors on the west building façade that have been installed to face outward and, as such, do not meet the Planning Board's standards for down-lighting. The applicant was notified that these modifications to the building addition would require approval by the Planning Board.

The applicant is seeking approval for modifications to the exterior materials of the Subaru Building addition that were approved by the Planning Board in September 2018. These modifications include extending the EIFS material by 30" to cover the split face block band near the finished grade of the building addition and installing a second egress door on the west façade of the building.

Completeness:

The Applicant is requesting exemptions from providing an existing conditions plan, a proposed conditions plan, a grading plan, a landscaping plan, a lighting plan, and technical reports as no site changes are proposed as part of this application. Staff have determined that the requested exemptions would have no bearing on the merits of the application and recommend that the Board grant these exemptions and accept the application as "complete."

Departmental Comments:

This project was not sent out for departmental review as the proposed changes are specific to architectural and visual appearance (Planning Board Standard #19).

STAFF REPORT

Application Analysis:

The following is a review of the Planning Board development standards relevant to this application.

10. Lighting: The applicant received approval from the Planning Board to install two, wall-mounted lights on the south side of the addition and to relocate one wall-mounted light from the west side of the existing building to the west side of the proposed addition as part of Modification #4 of this project. These lights were approved to be full cut-off LED fixtures controlled by a sensor. During a site visit on February 14, 2020, staff observed that two, wall-mounted LED lights have been installed on the west façade of the new addition, and that these lights have been installed in such a way that light is directed out and away from the building. In order to comply with the Planning Board's lighting standard, the applicant will need to install these lights so that they face directly down. The Board may consider asking the applicant how this standard will be met.



Figure 1. Photo taken on 2/14/20 of a light fixture installed above an egress door on the west facade of the Subaru building addition.

19. Architectural and Visual Appearance: The Applicant proposes to modify the exterior materials for the addition that was approved by the Planning Board in September of 2018 by extending the EIFS siding down 30 inches to replace the band of split face block that was originally proposed as part of Modification #4 to this project (See Figures 2 and 3). The applicant notes that this change is proposed in order to increase the building insulation for compliance with the NH Energy Code. In addition, a second egress door has been installed on the western façade near the southwest corner of the Subaru building (See Figure 5). This egress door is not shown on the architectural elevations that were submitted with this application; staff recommend including the egress door on revised elevations as a condition of approval.



Figure 2. Photo taken 2/14/20 to show the appearance of the north facade of the main Subaru building, which faces Rt. 101.

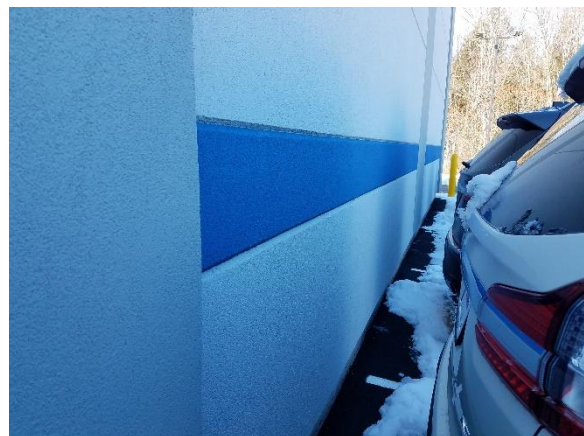


Figure 3. Photo taken 2/14/20 to show the appearance of the north facade of the addition to the Subaru building, which faces Rt. 101.

STAFF REPORT



Figure 4. Photo taken 2/14/20 to show a portion of the west facade of the Subaru building addition.



Figure 5. Photo taken 2/14/20 to show a portion of the west facade of the Subaru building addition, where a second egress door was installed.

RECOMMENDATION FOR APPLICATION:

Staff will provide a recommended motion at the Planning Board meeting on March 23.

CITY OF KEENE | PLANNING BOARD

SITE PLAN REVIEW / MODIFICATION APPLICATION

RECEIVED
FEB 25 2020



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 Addition to Subaru of Keene SPR 930 #6	Date Received/Date of Submission: _____ Date of pre-application meeting: _____ Date Application is Complete: _____ Community Development Dept File #: _____	
	Tax Map Parcel number(s) 2 4 2 - 0 0 2 - 0 0 0 - 0 0 0 - 0 0 0 _____ _____	
Project Address: 11 Production Avenue	O w n e r	PRINTED Name: Willco Realty Corporation
Acres/S.F. of Parcel: 5.67 ac / 246,985 sf		Signature: <i>Will F. Fort</i>
Zoning District: Industrial	A p p l i c a n t	Address: 591 Monadnock Highway Swanzey NH 03446
		Telephone\ Email:
		PRINTED Name: Same as above
		Signature: <i>Will F. Fort</i>
		Address:
		Telephone\ Email: c/o 603-357-0116

Modifications: Is this a modification to a previously-approved site plan: No Yes: SPR#: 930 Date: 09/22/2003

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

B Descriptive Narrative Including

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

C A complete application must include the following

SPR-930, Mod. 6

**Site Plan Review Application Narrative
Modification #6 to SPR-930
Additions to Subaru of Keene
11 Production Avenue
Keene, NH**

February 24, 2020

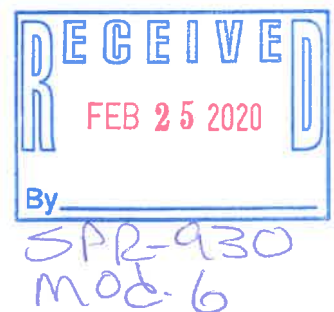
Project Narrative

Wilco Realty Corporation is the owner of TMP 242-002-000, a 5.67 acre site located at 11 Production Avenue. The property is in the Industrial District and is currently occupied by Subaru of Keene in an existing 16, 940 sf building, and in a second building of 7500 sf.

When the recent addition to the main building was completed, the EIFS siding was extended approximately 30" lower on the exterior walls than on the existing building. This was not shown on the approved building elevations. The purpose of the EIFS extension on the exterior walls was to increase the building insulation for compliance with the NH Energy Code.

No other changes to the approved site plan are proposed. An exemption is requested from providing a site plan since no site changes are proposed.

No changes to the existing outbuilding are proposed.



**Site Plan Review Application Narrative
Modification #6 to SPR-930
Siding Modification at Addition to Subaru of Keene
11 Production Avenue
Keene, NH**

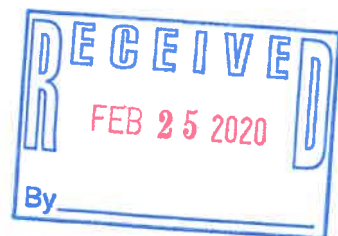
February 24, 2020

Development Standards

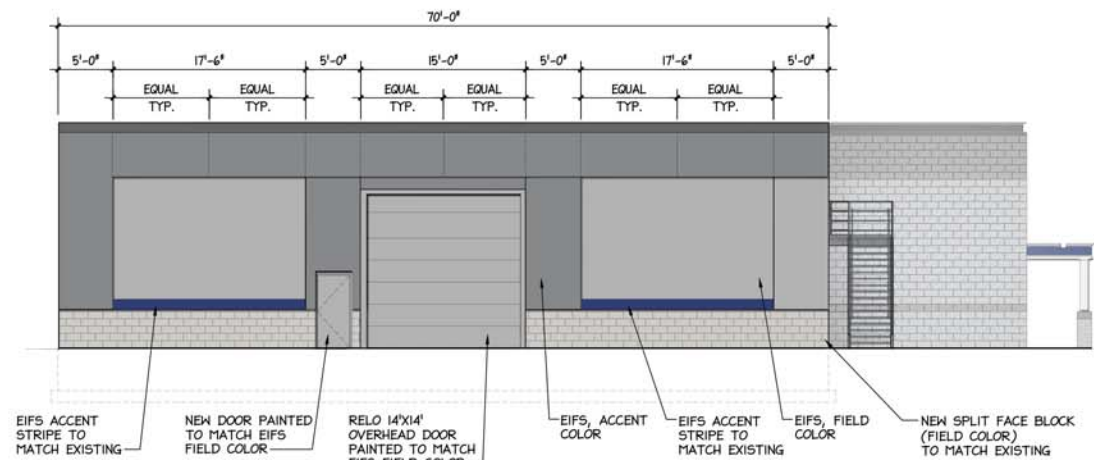
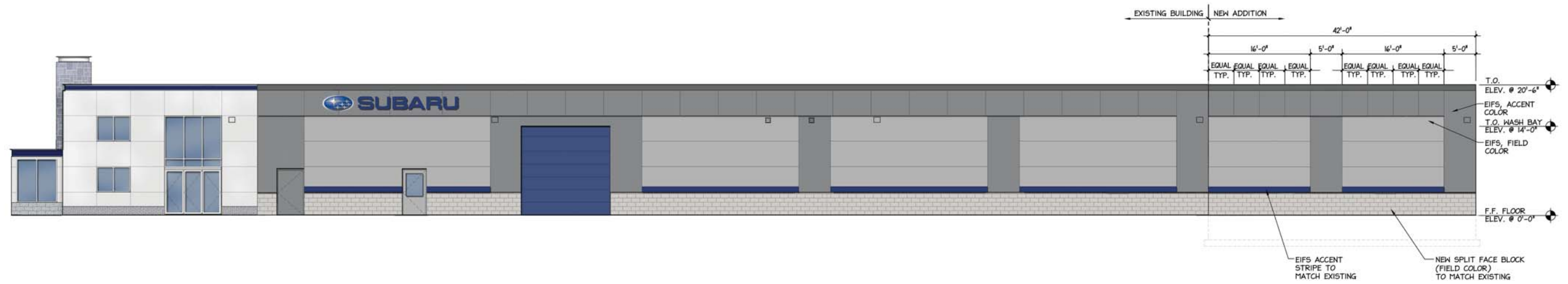
1. **Drainage** - No change.
2. **Sediment/Erosion Control** – No change.
3. **Hillside Protection** - N/A
4. **Snow Storage and Removal** – No change.
5. **Flooding** - No change.
6. **Landscaping** – No change.
7. **Noise** - N/A
8. **Screening** – N/A
9. **Air Quality** – N/A
10. **Lighting** – N/A
11. **Sewer and Water** – N/A
12. **Traffic** – N/A
13. **Driveways** – N/A
14. **Hazardous and Toxic Materials** – N/A
15. **Filling/Excavation** – N/A
16. **Wetlands** – N/A
17. **Surface Waters** – N/A
18. **Stump Dumps** – None



19. Architecture and Visual Appearance – The existing color patterns on the Subaru building have been maintained. When installed, the EIFS on the building addition was extended approximately 30” lower on the exterior walls than shown on the approved building elevations. This allows for better insulation on the exterior wall for compliance with the NH Energy Code. Attached are photos showing the change in the EIFS installation.



SPR-930
MOD. 6



ALL SIGNAGE SHALL COMPLY W/CITY OF KEENE SIGN CODE

EIFS

- ALL EIFS SYSTEMS, MATERIALS & APPLICATIONS SHALL BE COMPLIANT W/ IBC SECTION 1408
- LOWER 6' OF EIFS TO BE REINFORCED W/ HEAVY DUTY MESH

SCHEMATIC EXTERIOR ELEVATIONS



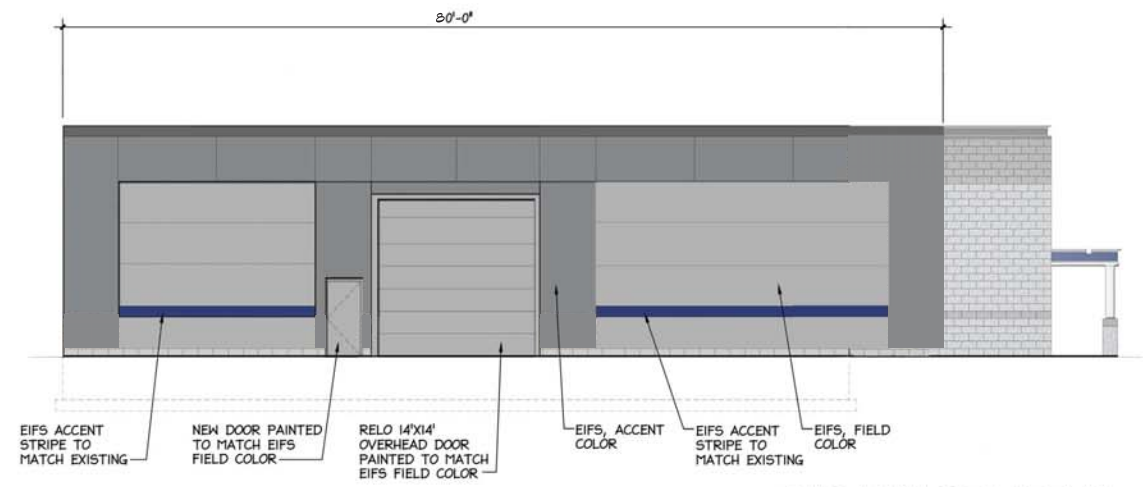
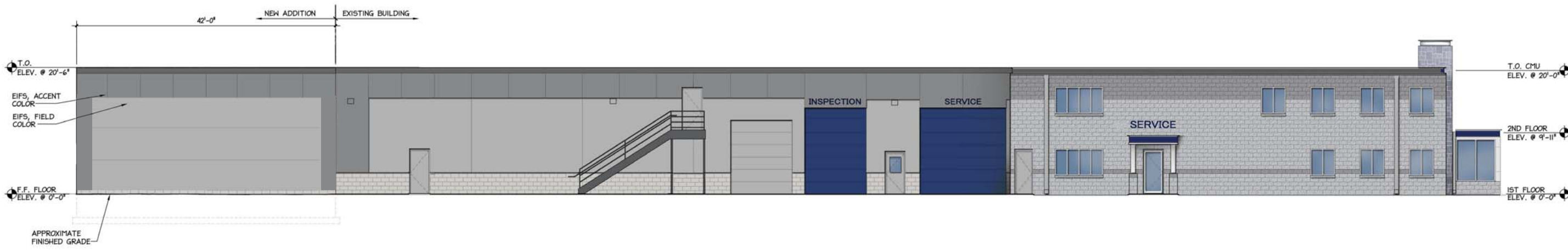
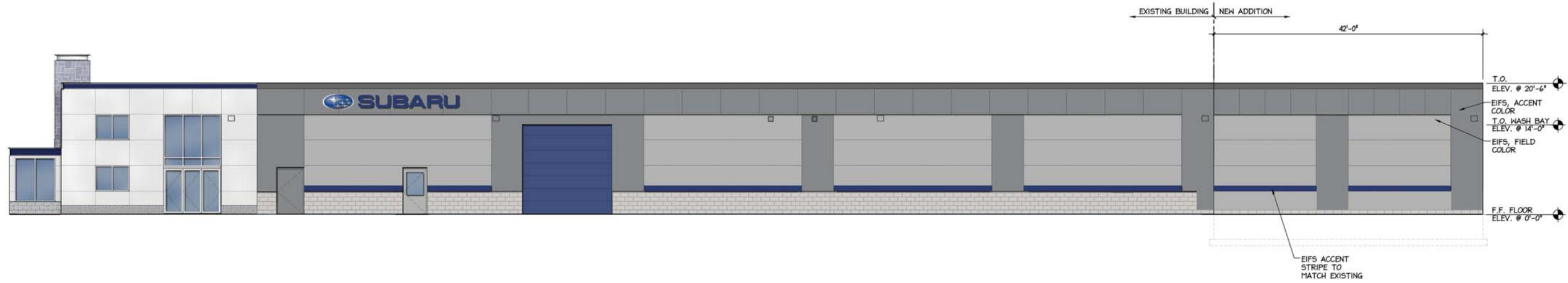
SUBARU OF KEENE ADDITION

KEENE, NEW HAMPSHIRE
AUGUST 15, 2018

ARCHITECTURE
LAND PLANNING
INTERIOR DESIGN
3D VISUALIZATION

833 TURNPIKE ROAD P.O. BOX 154
NEW IPSWICH, NEW HAMPSHIRE 03071





ALL SIGNAGE SHALL COMPLY W/CITY OF KEENE SIGN CODE

- EIFS**
- ALL EIFS SYSTEMS, MATERIALS & APPLICATIONS SHALL BE COMPLIANT W/ IBC SECTION 1408
 - LOWER 6' OF EIFS TO BE REINFORCED W/ HEAVY DUTY MESH

SCHEMATIC EXTERIOR ELEVATIONS



SUBARU OF KEENE ADDITION

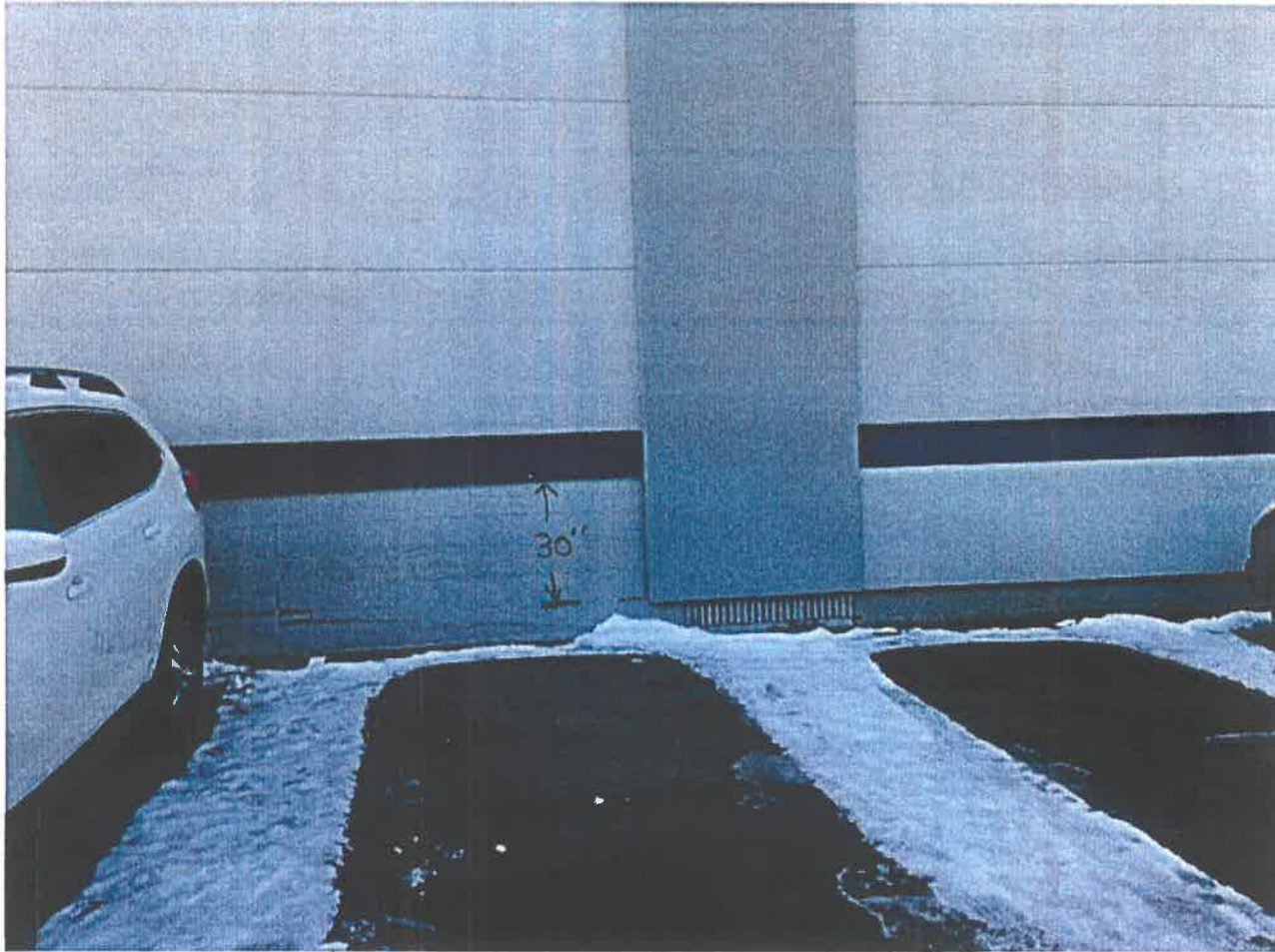
KEENE, NEW HAMPSHIRE
MARCH 14, 2019

ARCHITECTURE
LAND PLANNING
INTERIOR DESIGN
3D VISUALIZATION

833 TURNPIKE ROAD P.O. BOX 104
NEW IPSWICH NEW HAMPSHIRE 03071



EXISTING ← | → ADDITION



NORTH WALL

RECEIVED
FEB 25 2020
By _____

SUBARU OF KEENE

2-24-2020

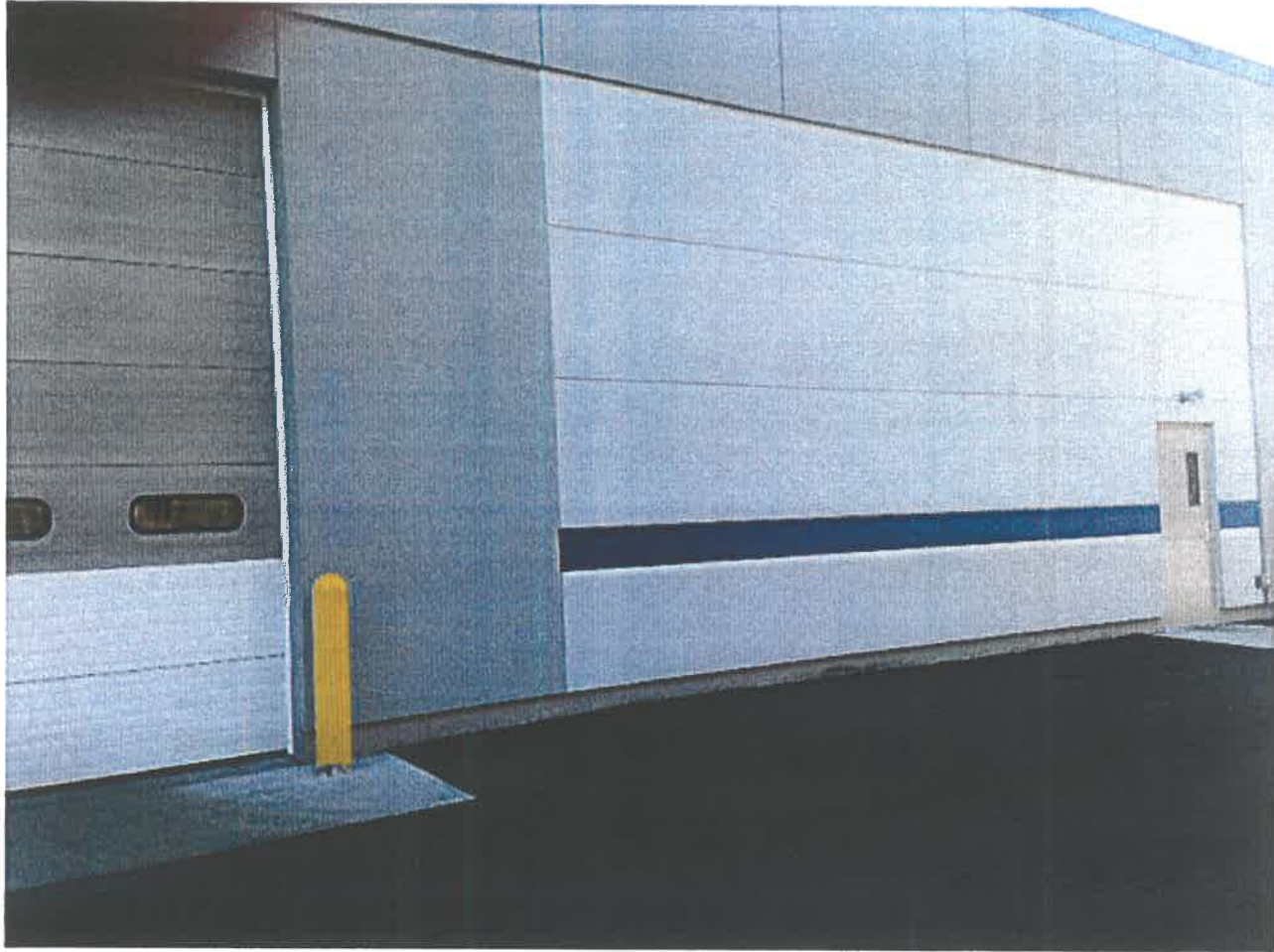
ADDITION ← | — EXISTING →



EAST WALL

RECEIVED
FEB 25 2020
By _____

SUBARU OF KEENE
2-24-2020



WEST WALL

RECEIVED
FEB 25 2020
By _____

SPR-930, Mod. 6

SUBARU OF KEENE
2-24-2020

SAVE THE DATE

26TH ANNUAL SPRING PLANNING & ZONING CONFERENCE

WHEN

**Saturday,
May 30, 2020**
8am – 4pm

WHERE

Courtyard by Marriot
Grappone Conference Center
70 Constitution Avenue
Concord, NH 03301

REGISTRATION FEE

\$75 per person

CONTACT INFO

Danielle Craver
NH Office of Strategic Initiatives
107 Pleasant Street
Concord, NH 03301
603-271-2155
danielle.craver@osi.nh.gov

FOR ADDITIONAL CONFERENCE DETAILS VISIT

www.nh.gov/osi

REGISTRATION OPENS APRIL 2020

