



City of Keene, New Hampshire

## **Historic District Commission**

Wednesday, June 17, 2020

4:30 PM

- The public may access the meeting online by visiting [www.zoom.us/join](http://www.zoom.us/join) or by calling 877-853-5257 (toll-free), and entering the meeting ID: **840 9676 7804**.\*
- The following telephone number may be used during the meeting to notify the public body of any problem with public access: (603) 757-0622.
- More information on public access to the meeting is available at the City's Historic District Commission webpage at [ci.keene.nh.us/historic-district-commission](http://ci.keene.nh.us/historic-district-commission).

### **AGENDA**

1. Call to Order and Roll Call
2. Minutes of Previous Meeting – May 20, 2020
3. Public Hearings
  - a) **COA-2020-04 – 70 Court St – Keene Senior Center** – Applicant Dan Bartlett, on behalf of owner Keene Senior Citizens Inc., proposes alterations to the existing porch and entrance and the installation of a concrete ramp on the south façade of the Keene Senior Center building located at 70 Court St. (TMP# 568-041-000). The building is ranked as a Primary Resource and is located in the Office District.
4. Committee Membership
5. Staff Updates
6. New Business
7. Next Meeting – July 15, 2020
8. Adjourn

*\*In Emergency Order #12, issued by the Governor pursuant to Executive Order #2020-04, which declared a COVID-19 State of Emergency, the requirement that a quorum of a public body be physically present at the meeting location under RSA 91-A:2, III(b), and the requirement that each part of a meeting of a public body be audible or otherwise discernible to the public at the meeting location under RSA 91-A:2, III(c), have been waived. Public participation may be provided through telephonic and other electronic means.*

1 City of Keene  
2 New Hampshire

3  
4  
5 HISTORIC DISTRICT COMMISSION  
6 MEETING MINUTES  
7

8 **Wednesday, May 20, 2020**

**4:30 PM**

**Remote Meeting via Zoom**

**Members Present:**

Andrew Weglinski, Chair  
Catherine Workman, Councilor  
Nancy Proctor  
Hans Porschitz  
Samuel Temple  
Tia Hockett, Alternate (voting)  
Peter Poanessa, Alternate (non-voting)

**Staff Present:**

Mari Brunner, Planner

**Members Not Present:**

Joslin Kimball Frank  
Erin Benik  
Thomas Powers, Councilor  
David Bergeron, Alternate  
Hanspeter Weber, Alternate

9 **1) Call to Order & Roll Call**

10  
11 Chair Weglinski called the meeting to order at 4:30 PM and read a statement about the executive  
12 order authorizing a remote meeting: Emergency Order #12, issued by the Governor of the State  
13 of New Hampshire pursuant to Executive Order #2020-04.  
14

15 Pursuant to this order, Ms. Brunner called roll and members present, all of whom called alone,  
16 and stated their locations:

17 Andrew Weglinski – 28 Valley Street, Keene  
18 Catherine Workman – Home address  
19 Hans Porschitz – 46 Probate Street, Keene  
20 Tia Hockett – 56 Page Street, Keene  
21 Sam Temple – 15 Page Street, Keene  
22 Nancy Proctor – 10 Algonquin Drive, Keene  
23

24 **2) Minutes of the Previous Meetings**

25 **a. April 7, 2020 & April 15, 2020**  
26

27 Ms. Proctor moved to approve the minutes of April 7 & April 15, 2020, which Councilor  
28 Workman seconded, and the Commission passed by unanimous roll call vote.

29

30 **3) Public Hearings**

31 **a. COA-2015-11, Modification #3 – 4-7 Central Square, Rooftop Screening –**  
32 **Applicant, Diane Abate of Stevens & Associates, P.C., on behalf of owner,**  
33 **CST Housing Associates LP, requests to screen HVAC and mechanical**  
34 **equipment on the south side of the roof for the property located at 4-7**  
35 **Central Sq. (TMP# 568-074-000). The building is ranked as a Primary**  
36 **Resource and is located in the Central Business District.**

37

38 The Chairman asked staff for a recommendation on completeness and Ms. Brunner  
39 recommended accepting this application as complete. Ms. Proctor moved to accept application  
40 COA-2015-11, Modification #3 as complete, which Mr. Porschitz seconded, and the  
41 Commission passed by unanimous roll call vote.

42

43 The Chairman welcomed the applicant Diane Abate (calling alone from her home address), who  
44 represented the owner, Central Square Terrace Housing Associates, which is managed by Keene  
45 Housing. Ms. Abate said that Keene Housing provides and advocates for affordable housing.  
46 Keene Housing is not just a brick and mortar program, but also provides educational and  
47 recreational opportunities for residents. Ms. Abate said the Central Square Terrace (CST)  
48 building is a part of Keene Housing’s broader building portfolio. She said that CST is actually  
49 two buildings – the seven-story Roxbury Street building built in the 1980s and the historic five-  
50 story wood-frame Colony Block building that faces Central Square. Ms. Abate said that CST is a  
51 90-unit complex providing senior and disabled housing. This renovation came from a broader  
52 strategic plan committed to capital need projects in Keene Housing’s portfolio and this CST  
53 building is one with great need. This building was from 1980s construction and has not had  
54 major improvements in those 40 years. Therefore, Ms. Abate said this is a great opportunity to  
55 take on this project and address some of the aging infrastructure. Modern ventilation, heating,  
56 cooling, and a new oil burner would enhance the quality of life for all residents. Eliminating  
57 window air conditioners is a major plus for the tenants.

58

59 Ms. Abate used the site plan to demonstrate how constrained the property is, with little outdoor  
60 space. The roof is also complex and poses challenges trying to locate equipment. She showed  
61 photos of the 70 heat pumps and three energy recovery ventilator (ERV) units on the roof, which  
62 provide fresh air circulation through the apartments. There is also a Verizon cell tower on the  
63 roof, around which construction and general access are prohibited, constraining where other  
64 equipment can be located. Ms. Abate showed the labyrinth of ductwork that requires a series of  
65 vertical shafts to feed individual units. She showed the proposed roof plans. Ms. Abate used a  
66 model designed to scale to demonstrate different street views of the equipment as well as  
67 challenges and constraints to screening. She showed an example of the proposed screening  
68 product, which is solid metal corrugated panels patterned horizontally, and said that she chose  
69 that orientation to minimize shadows and maximize visual appearance. She showed a photo of

70 the Winchendon Furniture building on Main Street, which has a piece of mechanical equipment  
71 on the roof that is painted nearly the same color that she proposes for this project (Twilight  
72 Gray). She showed photos of the horizontal pattern from the manufacturers catalog. The same  
73 paint color was proposed for the ERV equipment enclosure, which is currently a sky blue color.

74 Ms. Abate used the following street views of the CST roof equipment to demonstrate current  
75 visibility, as well as Photoshop altered images demonstrating the difference that the proposed  
76 screening and painting of the ERV would make:

- 77 ▪ From Washington Street: heat pumps on the north/Roxbury Street side are visible in the  
78 distance, but the visibility changes easily with the angle on Washington Street. There are  
79 safety rails on the north side of the building that make minimal visible statement. Ms.  
80 Abate said shading out the ERV equipment from the blue to the gray color made a  
81 difference in the visual impact.
- 82 ▪ From Central Square: none of the Roxbury equipment is visible.
- 83 ▪ From corner of West & Main Streets: no equipment is visible.
- 84 ▪ From Main Street: the blue ERV is visible and the heat pumps are minimally visible.  
85 With the Photoshop alteration changing the blue color to a gray color, Ms. Abate felt  
86 equipment visibility was significantly reduced.
- 87 ▪ From Church Street Parking Lot: the ERV and mini splits are highly visible. Ms. Abate  
88 thought the altered images of the screens and repainted ERV improved the visual  
89 appearance.

90 Ms. Abate discussed the proposed screening cost, which was updated on May 14 because labor  
91 rates were not included in the original estimate. She said it is an expensive system at  
92 approximately \$350 per linear foot, which is why the owner is unable to screen any more than  
93 depicted in the plans. She said the quote to paint the three ERVs was reasonable at \$3,000.

94 Chair Weglinski asked the height of the screens above the deck, how far screens would be  
95 setback off the roof edge, as well as the height of the ERVs. Ms. Abate said the screens stand  
96 approximately 5'4" - 6' off the roof and the panels are set 4' from the steel dunnage, which the  
97 mini split units are mounted on. Ms. Abate added that the screens would also act as guardrails so  
98 that equipment can be serviced, which dictates where the screens are placed. This means she  
99 cannot push them any closer to or further from the heat pumps without the attachment system  
100 becoming more complicated and expensive.

101 The Chairman referred to the easterly side of the lower roof, where the equipment seemed highly  
102 visible from the ground and he asked why there would not be screens; he referred to the returns  
103 on the side of the building when looking at City Hall. Ms. Abate said those are safety rails, not  
104 screens. She noted that adding any more screening than proposed is cost prohibitive. The  
105 Chairman also spoke to reflectivity given that the rest of building is non-reflective masonry; he  
106 acknowledged that color could not be understood fully through computer screens. Ms. Abate said  
107 that the screens have low sheen and are minimally reflective. She said that glossy surfaces make  
108 poor screens and so she was confident that it is not a high gloss finish. She referred back to the  
109 photo of the equipment atop Winchendon Furniture to demonstrate gloss/reflectivity/finish,  
110 which would be similar to the screens proposed atop Central Square Terrace.

111 Mr. Porschitz asked the typical driving factor in color choice because in the past, manufacturers  
112 recommended blending screens with the building color versus what appears to be proposed here  
113 to blend with the sky on a cloudy day in Keene. Ms. Abate said that color is subjective and there  
114 is no manufacturer guideline in this instance. She considers herself as having a decent eye for  
115 color and her tendency is not to call attention to screens by attempting to blend them with the  
116 building and instead using something neutral to pick up the tone of the sky. While this is a brick  
117 building, she believes the more grey/beige is not trying to mimic a blue sky, which ERV  
118 manufacturers attempted. She said that eyes tend to focus less on muted tones and so she  
119 recommended something close to the Twilight Grey color she recommended.

120 The Chairman requested staff comments. Ms. Brunner said that the building at 4-7 Central  
121 Square was originally built in 1865 by Timothy Colony and served as a location for clothing  
122 stores, drugstores, small retail, and in the late 1800s, the Keene Public Library. In 1983, a seven-  
123 story addition (approximately 63,000 sf) was added to the rear of the structure, establishing a  
124 façade along Roxbury Street. Today, the building is owned by CST Housing Associates LP and  
125 managed by Keene Housing. The upper stories of the building are apartments for persons with  
126 disabilities and/or seniors, and the ground floor is primarily retail space.

127 Ms. Brunner continued explaining that this property has received several HDC approvals in  
128 recent years including approval for a façade restoration project in January 2016 (COA-2015-11)  
129 that recently finished, approval to replace natural slate siding with composite/simulated slate on  
130 the 7th floor of the Roxbury Street façade in June 2017 (COA-2015-11, Modification #1), and  
131 administrative approval to install two permanent planters with bench seats at the Roxbury Street  
132 entrance in December 2018 (COA-2015-11, Modification #2). The current request is to install  
133 screening on the roof of the Roxbury Street façade of the building, facing south, in order to  
134 screen HVAC and mechanical equipment that was recently installed.

135 Due to the high visibility and prominence of the building, its high resource ranking, and the  
136 potential for visual impact to the Downtown Keene Historic District, the Community  
137 Development Director has referred this request to the HDC for review as a “Major Project.” Ms.  
138 Brunner read the HDC standards relevant to this project: §XV. A. 5. Utility, Service, and  
139 Mechanical Equipment, b) Design Standards:

- 140 1. *On commercial and industrial buildings, mechanical equipment, such as compressor*  
141 *units, shall be set back on the roof of the building, so as to be minimally visible, or*  
142 *ground-mounted toward the rear of the building, with appropriate screening or*  
143 *landscaping to minimize visibility.*
- 144 2. *Every effort shall be made to position heating and air-conditioning equipment, fire alarm*  
145 *panels, telecommunications equipment, satellite dishes, and free-standing antennas and*  
146 *other equipment as low to the ground as possible, and where they are not readily visible*  
147 *from the public right-of-way.*
- 148 3. *New mechanical supply lines, pipes and ductwork shall be placed in inconspicuous*  
149 *locations and/or concealed with architectural elements, such as downspouts.*

150 Ms. Brunner said that the applicant installed approximately 70 mini split units and other  
151 mechanical equipment on the roof of the seven-story portion of the building as part of a larger

152 interior renovation project in 2019. As originally proposed, the rooftop equipment would not  
153 have been visible from a public right-of-way. However, in order to meet building code  
154 requirements, the mini split units were installed on steel dunnage, which both raised the height of  
155 the units and shifted their location. As a result, the mini split units are visible from Church Street  
156 and a limited number of locations on Main Street, as well as being partially visible from  
157 Washington Street.

158 Ms. Brunner said that in order to screen this equipment, the applicant proposes to install  
159 ModWerk “Linea Screens,” a metal panel-screening product, in a “light gray” color. The color is  
160 open for HDC discussion. The applicant submitted a document entitled “Solid Metal Corrugated  
161 Panels” to show what this product looks like, a photo to show the proposed screen locations on  
162 the roof of the Roxbury Street façade, and a rendering to show what the screening would look  
163 like when viewed from Church Street. Ms. Brunner said that in the project narrative, the  
164 applicant notes that the selected screening product and screening locations were chosen in part  
165 based on budget limitations, and further notes that the screening of rooftop equipment was an  
166 unanticipated expense because the original configuration would not have been visible from the  
167 street. For that reason, the applicant requested to screen the equipment along Roxbury Street  
168 only, and not to screen the units on the north side of the roof, which are visible from Washington  
169 Street. The applicant submitted a quote to demonstrate that the cost of screening rooftop  
170 equipment on both the north and south sides of the roof would not fit within the owner’s budget

171 With no public comments, Chair Weglinski closed the public hearing and began deliberations.

172 Mr. Porschitz asked for other opinions about the screen color; whether to blend with the building  
173 or the sky. As a flat roof, he felt that blending with the building was an opportunity in this  
174 instance to extend the building higher visually instead of introducing a new color that could be  
175 jarring against a blue sky. Mr. Porschitz noted he is colorblind. Ms. Proctor expressed favor for  
176 the gray color proposed. Chair Weglinski recalled seeing many screening approaches in his years  
177 on the HDC and he did not think design choices were in the Commission’s wheelhouse, which is  
178 why he thought that design professionals present their ideas. The Chairman said he was fine with  
179 the gray color but it is hard to know without seeing it on site in the sun and shade. The Chairman  
180 expressed one concern with a fairly visible face seen in the photo on page 35 of 38 in the  
181 meeting packet. He asked if there should be screening at that location to minimize visibility from  
182 Roxbury Street traveling toward Main Street and no Commission members expressed concern.

183 Ms. Proctor made the following motion, which Mr. Porschitz seconded, and passed by  
184 unanimous roll call vote.

185 On a vote of 6-0, the Historic District Commission approved COA-2015-11 Modification #3 for  
186 the installation of screening for rooftop HVAC and mechanical equipment on the Roxbury Street  
187 façade of the Central Square Terrace building located at 4-7 Central Square (TMP# 568-074-  
188 000), as described in the application and supporting materials submitted to the Community  
189 Development Department on May 7, 2020.

190 **4) Staff Updates**

191

192 Ms. Brunner noted that the Building Better Together project continues, including the new Land  
193 Use Development Code, which will be presented to Council for review within the next few  
194 months. Some HDC standards will be updated as a result.

195

196 **5) New Business**

197

198 The Commission needs a Vice Chair and there are openings for new members. Current members  
199 should be recruiting and send interested parties to the Chairman or Ms. Brunner.

200

201 **6) Next Meeting – June 17, 2020**

202 **7) Adjourn**

203

204 There being no further business, Chair Weglinski adjourned the meeting at 5:29 PM.

205

206 Respectfully submitted by,  
207 Katryna Kibler, Minute Taker  
208 May 25, 2020

209

210 Reviewed and edited by Mari Brunner, Planner

## STAFF REPORT

### COA-2020-04 – Keene Senior Center, 70 Court Street

**Request:** Applicant Dan Bartlett, on behalf of owner Keene Senior Citizens Inc., proposes alterations to the existing porch and entrance and the installation of a concrete ramp on the south façade of the Keene Senior Center building located at 70 Court St. (TMP# 568-041-000). The building is ranked as a Primary Resource and is located in the Office District.

#### **Background:**

This property, known as the “Lewis J. Colony House,” was built in 1828 by John Prentiss, the founder of the *New Hampshire Sentinel*, for use as a parsonage for the Unitarian Church. The Rev. Thomas R. Sullivan occupied this site until 1835. During this time, Prentiss and his family lived in the house north of 70 Court Street. After 1835, the house served as the residence of John W. Prentiss, who succeeded his father as publisher of the *New Hampshire Sentinel*. Lewis J. Colony bought the house in 1867, and it remained in the Colony family for almost 70 years, until 1936. Lewis J. Colony owned the Munson Cotton Mill at Munsonville, which he converted to the L.J. Colony Chair Company in 1871. This company is known for being one of the first manufacturers to introduce large office chairs and rockers.



*Figure 1. Photo of the Keene Senior Center building at 70 Court Street, taken June 2, 2020.*

The Colony family sold the property to Ray Tenney in 1936, who sold the house a few years later to Dr. Fred Almquist in 1939. For about 23 years, the house served as Dr. Almquist’s residence and a doctor’s office. It was sold to Emile Legere in January 1962, and six months later, Legere sold the property to the Keene Senior Citizens Inc. The property has remained under the same ownership since 1962, operating as the Keene Senior Center.

According to the property inventory form prepared for this site in 2003 by the Keene Heritage Commission, this house was known for many years as “the house with the front door on the back side.” Major alterations include the construction of a 4,400-sf addition to the rear and south side of the building in the late 1970s, the addition of an elevator shaft to the northeast corner of the building in the early 1990s, and the conversion of the side lawn to parking sometime in the 1990s. Significant architectural and character-defining features include the following:

- 2-1/2 story, brick house with wood-frame extension at west end (delineated by two-story paneled square column) and offset wood-frame ell in rear,
- Blind arcade of arches and wooden pilasters across east elevation,
- Front and side (south) porch with modified triglyphs in frieze,
- Flush boarding in gable,
- Tall brick chimneys on lower slope of front wall,
- Slate roof, and
- Size and spacing of window openings.

The property inventory form notes that “This house displays one of the few blind façade arcades in Keene, a highly sophisticated architectural treatment employed in the first third of the 19<sup>th</sup> century. Coupled with



## STAFF REPORT

the detailing on the porch, flush boarding in the front gable, and height and placement of the chimneys, the features on this residence make it among the city's most architecturally significant for its era." Due to the high architectural and historical significance of this property, it was determined to be individually eligible for the National Register of Historic Places in 1997.

The Applicant proposes to demolish the existing concrete stairs on the south façade of the building, remove portions of the wood porch deck and framing, remove a portion of the iron railing on the porch, and install new concrete stairs and a concrete ramp on the south façade of the building and install a new entrance door. Per Sections III.D.3 – Renovation, rehabilitation, or restoration of a building or structure, III.D.13 – Installation of New Paving, and III.D.15. – Changes to grading, this request is classified as a "Major Project" for review by the Historic District Commission

### **Completeness:**

Staff recommends that the Commission find this application to be complete.

### **Application Analysis:**

The following is a review of the HDC Regulations that are relevant to the proposed application:

#### ***"Sec. XV. A. 1. – Trees, Landscaping, and Site Work***

##### ***b) Design Standards***

- 2) Grading or changes to the site's existing topography shall not be allowed if existing mature trees might be negatively impacted by altered drainage and soil conditions.***

##### ***d) Projects that do not require a COA***

- 2) Planting new trees, shrubs, ground cover and other plants***
- 3) Planting hedges or flower, vegetable and rock gardens***
- 5) Landscaping or site work that does not alter the grade or require changes to the Topography"***

The Applicant proposes to remove existing landscaping on the south façade of the building, which currently consists of perennials and flowers, and replace with new plantings that are similar in type and size to the plantings that exist on the site today. Small evergreen shrubs will be included to provide year-round screening of the ramp. The existing landscaping on the south façade of the building is shown in Figure 2. Staff recommend including a condition of approval to ensure that landscaping will be installed and maintained to provide year-round screening of the concrete ramp from view from Court Street.

There are no existing, mature trees that would be impacted by the proposed changes to the grading in this area of the site.



*Figure 2. Photo showing existing landscaping on the south facade of the Keene Senior Center. Photo taken June 2, 2020.*

# STAFF REPORT

## “Sec. XV. A. 2. – Fences, Walls, Posts and Site Features

### ***b) Design Standards***

- 1) Historic fences, walls, posts and granite site features, including but not limited to mounting blocks, shall not be removed from the site on which they are located, and every effort shall be made to leave them undisturbed.***
- 2) New fences or walls shall be simple in design and shall complement the materials and design of the building(s) on the site and the character of the site itself. Fences and walls along the street frontage shall be no higher than four feet, unless it can be documented that a higher fence existed historically.”***

The Applicant proposes to remove a portion of the existing porch railing and install a new welded steel pipe railing along the concrete ramp, as shown in the east and south elevations submitted with the project application. The new railing would be painted black to match the existing, and would have an intermediate horizontal rail. Figures 3 and 4 show the proposed new railing design.

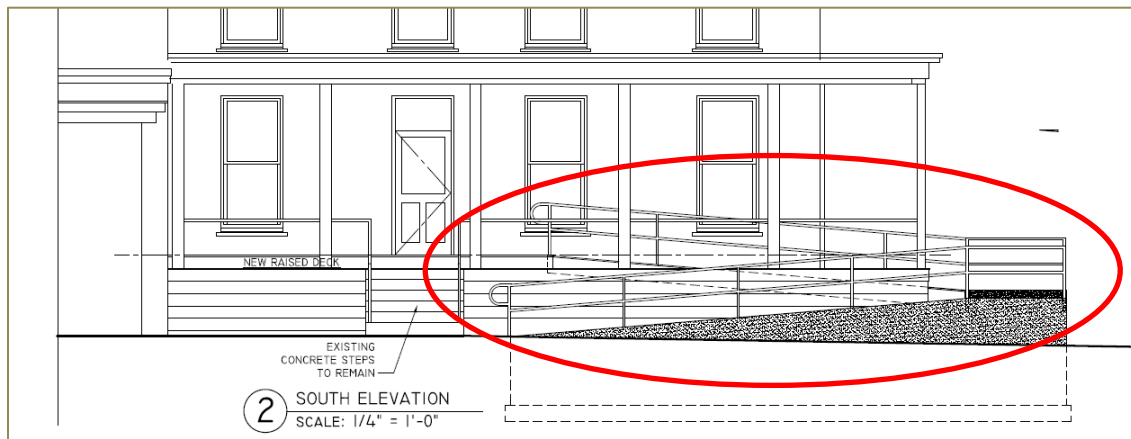


Figure 3. Image of the proposed south elevation submitted by the Applicant. The proposed railing for the ramp is circled in red.

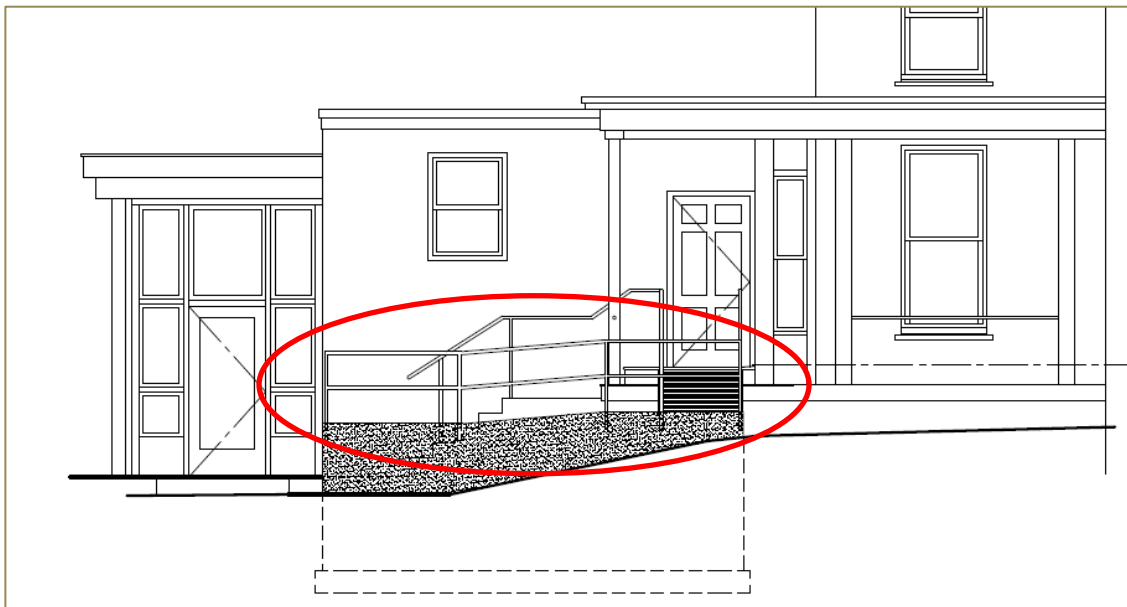


Figure 4. Image of the proposed east elevation submitted by the applicant. The proposed railing for the ramp is circled in red.

# STAFF REPORT

## “Section XV.B.6. – Entrances, doors and porches

### ***b) Design Standards***

- 1) Historic doors, entrances and porches, including their associated features, shall be retained or replaced in-kind. If repair is necessary, only the deteriorated element shall be repaired, through patching, splicing, consolidating or otherwise reinforcing the deteriorated section. If replacement is necessary, the new feature shall match the original in size, design, texture, color and where possible, materials. The new feature shall maintain the same visual appearance as the historic feature.***
- 2) Introducing new door openings onto the primary elevations, or enlarging or reducing door openings to fit new stock doors, is generally prohibited.”***

The Applicant proposes to alter the existing, historic porch on the south façade of the building by installing a new ramp that would cut through the porch (see area outlined in red in Figure 5). In addition, the deck of the porch is proposed to be raised by 7-3/4” to be flush with the porch entrance. The existing door is proposed to be replaced with a new door in order to meet accessibility requirements. The new door would be wider than the existing door; however, the brick opening will not be enlarged or otherwise impacted by the proposed change. The Applicant submitted a photo to show the existing porch entrance door and an image of the proposed replacement door, which is shown in Figure 6. The new door is proposed to be a wood door with similar features as the existing door, including a 9-lite, 3/3 grid pattern on the top half and a double panel on the bottom half of the door. The cut sheet for the proposed door is attached to this staff report.

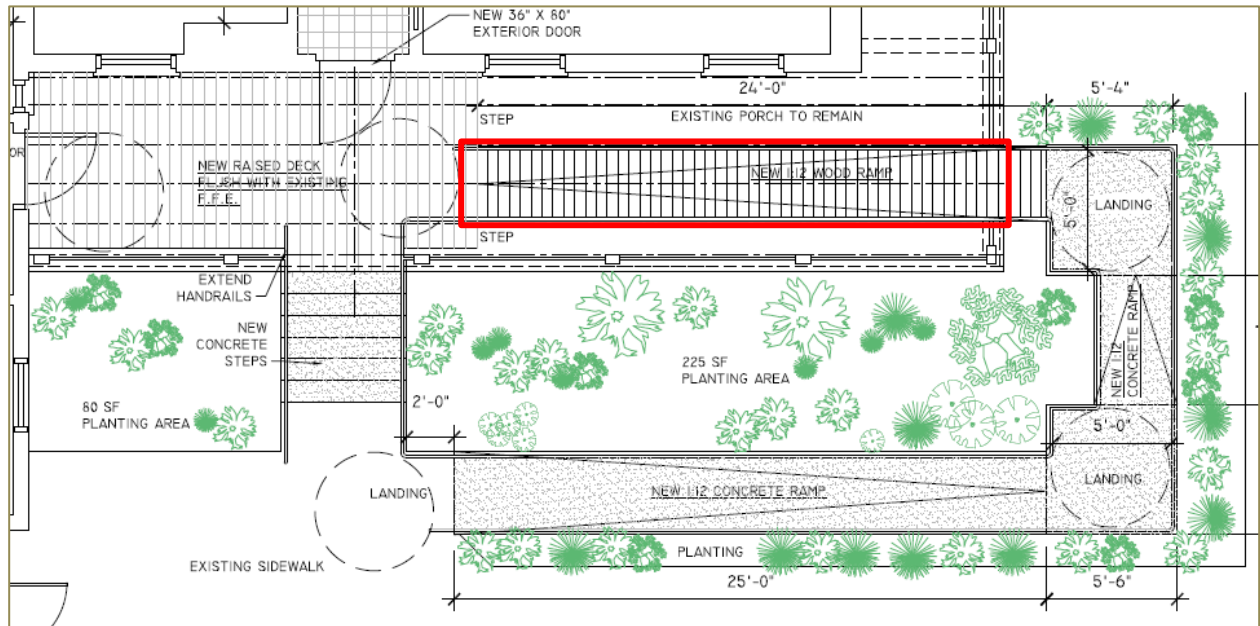


Figure 5. Image of the proposed site plan submitted by the Applicant. The area of the porch proposed to be altered to accommodate a ramp is outlined in red.

## STAFF REPORT

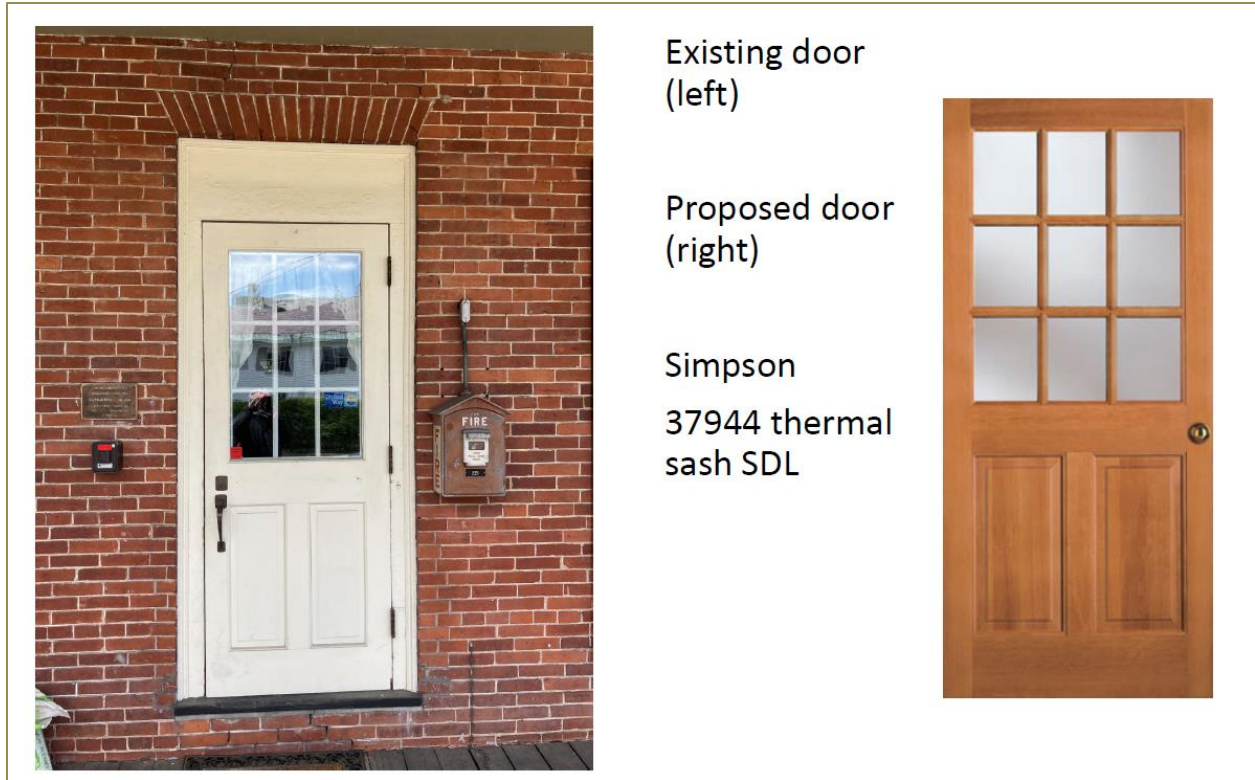


Figure 6. Image of the existing and proposed porch entrance door submitted by the Applicant.

### **Recommendation:**

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


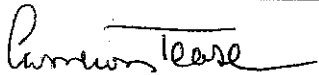
Approve COA-2020-04 for alterations to the existing porch and entrance and the installation of a concrete ramp on the south façade of the Keene Senior Center building located at 70 Court St. (TMP# 568-041-000), as presented on the plan identified as “New Ramp and Interior Alterations, Keene Senior Center, 70 Court Street, Keene, NH” prepared by DB Architects LLC at a scale of  $\frac{1}{4}'' = 1'$  and dated April 24, 2020 with the following conditions:

1. Architect’s stamp appears on plan.
2. Landscaping shall be installed and maintained to provide year-round screening of the east and south concrete faces of the ramp.

# HISTORIC DISTRICT COMMISSION

## MAJOR PROJECT APPLICATION



<b>A</b>	<b>Project Name:</b> KEENE SENIOR CENTER	<b>For Staff Use Only</b> Date Received: _____  Community Development Department File # _____	
	<b>Tax Map Parcel number(s)</b> 568-041-000-000-000	<b>Project Address:</b> 70 COURT STREET	
	_____ _____	<b>Square Footage of Parcel:</b> 0.53a  <b>Zoning District:</b> OFFICE	
<b>Applicant</b>	<b>PRINTED Name/Co.:</b> DAN BARTLETT DB ARCHITECTS LLC	<b>Owner</b>	<b>PRINTED Name/Co.:</b> Keene Senior Citizens Inc. KEENE SENIOR CENTER INC
	<b>Address:</b> 185 WINCHESTER ST		<b>Address:</b> 70 COURT ST
	<b>Telephone:</b> 603 762 1956		<b>Telephone:</b> 603 352-5037
	<b>E-mail:</b> dan@bartlett.net		<b>E-mail:</b> ctease@thekeeneseniorcenter.org
	<b>Signature:</b> 		<b>Signature:</b> 
<b>Printed Name:</b> DAN BARTLETT	<b>Printed Name:</b> Cameron Tease		

<b>B</b>	<b>Descriptive Narrative Including:</b> <ul style="list-style-type: none"> <li>✓ Type of alteration</li> <li>✓ Reason for alteration</li> <li>✓ Location of alteration</li> <li>✓ Material selection</li> <li>✓ Site features</li> <li>✓ Landscape features</li> </ul>	<b>Exemptions Requested (for materials not submitted)</b>  Circle one: <b>YES</b> <b>NO</b>  (If YES see section H)
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<b>C</b>	<b>A complete application must include the following:</b>
<ul style="list-style-type: none"> <li><input type="checkbox"/> Two (2) copies of completed application forms</li> <li><input type="checkbox"/> Two (2) copies of Descriptive Narrative</li> <li><input type="checkbox"/> FEES covering the costs of processing, legal notice, advertising the public hearing, mailing notices out to abutters</li> <li><input type="checkbox"/> Signed and Notarized Abutters List (direct Abutters only)</li> <li><input type="checkbox"/> Two (2) sets of Mailing Labels for abutters</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Copies of any Zoning Board of Adjustment actions</li> <li><input type="checkbox"/> Three (3) copies of site plan (see Section D)</li> <li><input type="checkbox"/> Three (3) color copies of architectural elevations (see Section E)</li> <li><input type="checkbox"/> Scale and Massing Depictions (see Section F)</li> <li><input type="checkbox"/> Material Examples (see Section G)</li> </ul>

Lee Langella  
City of Keene Planning Dept  
(sent via email)

May 21, 2020

The Keene Senior Center at 70 Court Street is getting ready to proceed with some safety upgrades to their building – the largest component of which is ADA ramp access to the main entry door, upgraded entry stairs, and some interior remodeling.

Currently, there is a (non-ADA compliant) ramp within a building enclosure that leads to the rear of the building. There is a non-IBC compliant set of stairs to the more historic ‘Porch Entry’, but that has gotten little use because the existing ramp has been the de facto ‘main entrance’ for everyone. Plus the risers exceed code limits and are thus more dangerous.

Relocating the ramp to the exterior will restore the more historically proper way to enter this building, at the wrap-around porch. Visitors will arrive in the historic portion near the parlor, instead of in the newer addition in the rear. The ramp will also meet current ADA standards. The project will also include new, compliant exterior stairs and railings.

The attached photo shows the newer structure to the far left that houses the current ramp. The exterior concrete steps shown in the photo will be replaced in kind (more or less). The new ramp will begin at the landing at the bottom of said concrete steps, and parallel the parking lot sidewalk for half its length before turning and going up to floor level within the porch area for the second half of the ramp-run.

That’s the scope of the work, and we are working on the designs now, to be submitted with our HDC application on May 27<sup>th</sup>.

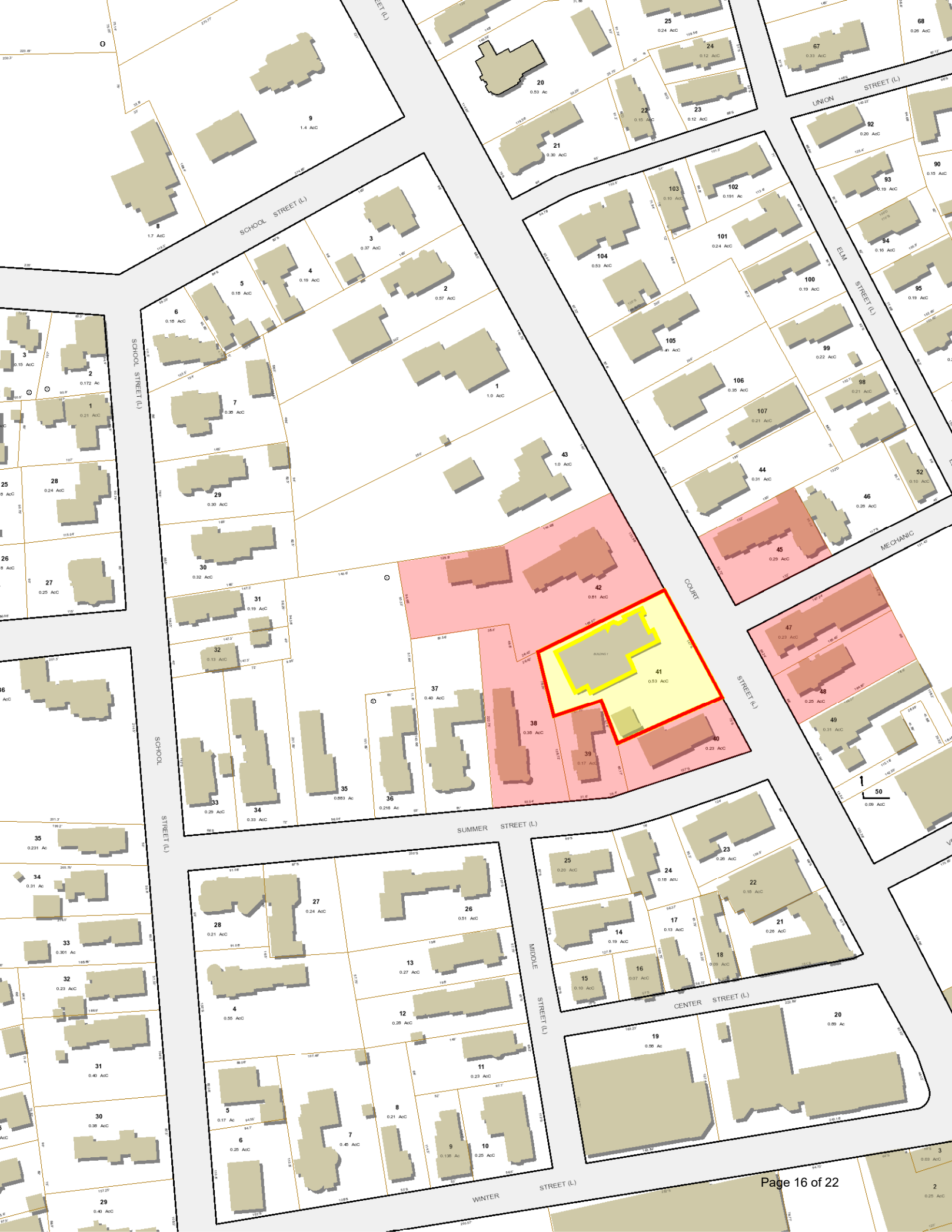
I look forward to hearing from you.

Thank you



Dan Bartlett AIA







# Keene, NH

Contact





Shows example of pipe railing that will be used on the ramp and stairs – except there will be an intermediate horizontal rail.

This also shows the kind of planting that would be used, with some small evergreen shrubs added.



Example of plantings to be restored



Examples of pipe rail





Existing door  
(left)

Proposed door  
(right)

Simpson  
37944 thermal  
sash SDL



## 37944 — THERMAL SASH (SDL)



**SERIES:** Exterior French & Sash Doors

**TYPE:** Exterior French & Sash

**APPLICATIONS:** Can be used for a swing door, with barn track hardware, with pivot hardware, in a patio swing door or slider system and many other applications for the home's exterior.

**Construction Type:**

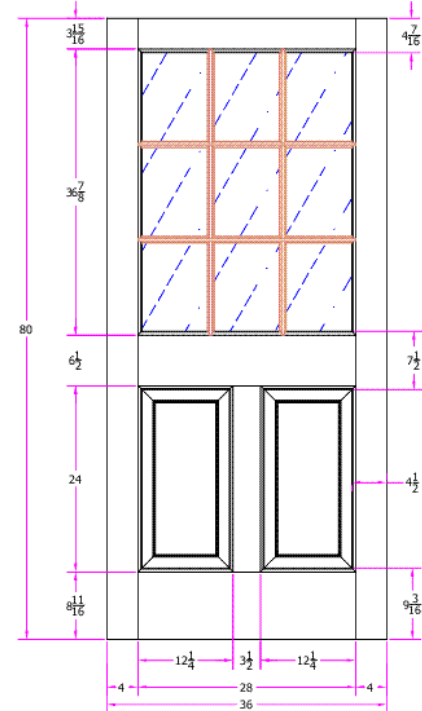
Engineered All-Wood Stiles and Rails with Dowel Pinned Stile/Rail Joinery

**Panels:** 1-7/16" Innerbond®





Double Hip-Raised Panel

**Glass:** 3/4" Insulated Glazing

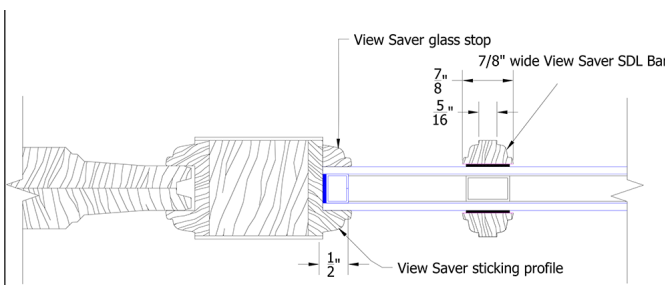
### DETAILED DRAWING



#### STANDARD FEATURES

-  Any Wood Species
-  Virtually Any Size
-  Glass Options
-  Privacy Rating: 1

### DETAILS



(Standard)