

City of Keene
New Hampshire

PLANNING BOARD
MEETING MINUTES

Monday August 24, 2020

6:30 PM

Remote Meeting via Zoom

Members Present:

Douglas Barrett, Chairman
Chris Cusack, Vice-Chair
Michael Burke
Andrew Weglinski
Mayor George Hansel
David Orgaz
Pamela Russell Slack
Councilor Michael Remy
Emily Lavigne Bernier, Alternate

Staff Present:

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

Members Not Present:

Gail Sommers
Tammy Adams, Alternate

I. Statement of Authority to Hold Remote Meeting

Chair Barrett began the meeting by reading the following statement with respect to holding remote meetings: *“In Emergency Order #12, issued by the Governor of the State of New Hampshire pursuant to Executive Order #2020-04, certain provisions of RSA 91-A regulating the operation of public body meetings have been waived during the declared COVID-19 State of Emergency.*

Specifically:

- *The requirement that a quorum of a public body be physically present except in an emergency requiring immediate action under RSA 91-A:2, III(b);*
- *The requirement that each part of a meeting of a public body be audible or otherwise discernible to the public at the location specified in the meeting notice as the location of the 21 meeting under RSA 91-A:2, III(c).*
- *Provided, however that the public body must:*
 - *Provide access to the meeting by telephone, with additional access possibilities by 24 video or other electronic means;*
 - *Provide public notice of the necessary information for accessing the meeting;*
 - *Provide a mechanism for the public to alert the public body during the meeting if 27 there are problems with access; and*

- *Adjourn the meeting if the public is unable to access the meeting.*
- *All votes are to be taken by roll call.*
- *All board participants shall identify the location from where they are participating and who is present in the room with them.*

Chair Barrett said the public may access the meeting online by visiting the Zoom website, www.zoom.us/join, and entering the Meeting ID, which he stated. The Meeting ID also appeared on the Agenda for the meeting. The public can, listen, but not view, the meeting by calling the toll-free phone number (888) 475-4499 and entering the Meeting ID. He noted that if someone is unable to access the meeting, they should call 603-757-0622.

II. Call to order – Roll Call

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

III. Minutes of Previous Meeting – July 27, 2020 Meeting

A motion was made by Mayor George Hansel to accept the July 27, 2020 minutes. The motion was seconded by Councilor Michael Remy and was unanimously approved by roll call vote.

IV. Driveway Application:

Symonds School Driveway, 79 Park Ave – Applicant and owner, Union School District, is requesting to create an additional driveway at Symonds School located at 79 Park Ave (TMP# 575-015-000) by opening an existing gate that is located at the end of Wheelock Street and using it as a bus entrance and exit. The property is 7.2 acres in size and is located in the Low Density District.

Mr. Ken Dooley, Facilities Director for the Keene School District, addressed the Board. He indicated this application is to open an existing gate located on Wheelock Street for drop off and pickup for Symonds School (morning and afternoon drop off and pickup only). He referred to a bus turnaround SVE Construction had worked out for the school district. The bus turnaround can accommodate three buses without the need for street stacking. During the morning the buses are not at the site at the same time, but they will be for afternoon pickup.

Mr. Dooley noted the school has installed a safe sidewalk fenced off from the playground and play area around the building. The sidewalk from Wheelock Street has also been fenced to provide separation between pedestrians entering the site and the bus drop-off area.

Mr. Dooley stated the reason for this request is for safety reasons. He noted during morning drop off, buses turn right at the entrance and parents turn left, which can get congested in the morning, and there have been some close calls. This concluded the applicant's presentation.

Ms. Russell Slack asked for the number of buses during the morning and afternoon – There will be three full size buses and a few special route buses during morning and afternoon – this is based on full occupancy. Ms. Russell Slack asked whether the school gave any consideration to parent drop off being at the proposed location and the school buses remaining in the front. Mr. Dooley stated having parents use this area would be too much traffic on Wheelock Street and the side streets versus three buses in and out.

Mr. Orgaz referred to the MSFI minutes on page 22 “...*the building was built in 1928 and at that point only had walking access. They added a wing in 1952, changing the entranceway. Access was through Wheelock Park...*” – Mr. Orgaz stated this should read as Wheelock Street not Wheelock Park. He noted Wheelock Park access began in the late 60’s or early 70’s.

Chair Barrett clarified there will be room in the proposed area for three full size buses and the couple of small buses. Mr. Dooley noted the smaller buses come at a different time in the morning and further noted the three large ones also stagger their time. It is during the afternoon pickup that all three will be parked at the same time.

Staff comments were next. Tara Kessler, Senior Planner addressed the Board and stated Symonds School, which is part of the SAU, is exempt from local Planning Board Standards. She noted this application will fall under Chapter 70 of the City Code of Ordinances, which is outside of the land use ordinances. Ms. Kessler referred to the intent statement for the Driveway Standards:

“It is the intent of the driveway standards (Section 70-135 of City Code) to:

- Promote the safe passage of bicycles, pedestrians and vehicles;*
- Locate driveways so as to ensure adequate sight distances;*
- Avoid disruption of existing drainage systems;*
- Ensure that drainage from new driveways is properly channeled;*
- Avoid the creation of hazardous traffic conditions;*
- Ensure that city sidewalks are preserved; and*
- Ensure that roadways and intersections are not overly burdened by improperly located or excessive numbers of driveways.”*

Ms. Kessler then referred to the relevant Driveway Standards as follows:

- 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. Ms. Kessler explained safe sight distance is 200 feet and this distance has been verified at this site by the City Engineer.*
- For commercial and industrial activities, the use of service roads and/or common driveways is encouraged. This is a 2nd entry into the site.*
- Driveways must not block the flow of drainage in gutters or drainage ditches or pipes.*
- 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 City Engineer has not expressed any concern with this site, as it is relatively flat.
- *Industrial, commercial, agricultural, multifamily residential or temporary driveways shall not be more than 25 ft wide at the property line and 50 ft wide at the curbline.* The proposed driveway is about 20 to 22 feet wide.
 - *New driveways must be placed so as not to conflict with existing driveways.* This driveway does not present conflicts with existing driveways in the area. It has been indicated by the school that there will be someone to open the gate, three buses could fit appropriately, and the gate will then be locked.
 - *All driveways shall be constructed to standards approved by the city engineer.* The City Engineer has not expressed any concern with this application as it relates to the driveway standards.

Ms. Kessler noted the Board's packet has included letters from residents in the area as well as minutes from the MSFI Committee in November. She added that driveway applications are not public hearings, and it is up to the Chairman if he wants to allow for public comment.

Ms. Russell Slack asked if the gate would be opened and closed when school is in session or whether this is something that would need to be added during final approval. Ms. Kessler said the applicant has stated that the gate will be manually opened and closed by school staff during pickup and drop off hours and will remain closed during other times. She added the Board may wish to place a condition that the gate must be locked when not in use. Ms. Russell Slack asked if the school wanted to discontinue use of the gate, would that be something that would need to be approved by the Board. Mr. Lamb in response stated this is a permit, not a right, and can be changed in the future and no permit adjustment would be necessary if the school was to discontinue use of this driveway. However, if the use was to become more intense, or if the school planned to open the gate during other hours not outlined in the motion, the school district would have to come back before the Board.

Ms. Russell Slack asked if the city was planning on performing any maintenance of Wheelock Street before the school started using this bus area, and referred to the broken pavement in this area. Mr. Lamb stated he was not aware of any plans by the city to perform any work to Wheelock Street anytime in the future. It is not listed in the current CIP.

Councilor Remy asked whether this access would be used for things like field trips. Mr. Dooley stated this is not something that has been discussed and added the main reason for this access is to separate buses from parent drop off because of situations that have occurred in the past. He stated their intention would be to use the front of the school for things like field trips. Mr. Tim Ruehr, who also works for the school district, stated this gate would remain closed during school hours as this area is used as a playground during school hours. He said at the present time, it is very hard to control the public during school drop off in front of the school.

The Chairman asked for public comment, with no comment from the public the Chairman asked for Board deliberation.

Chair Barrett stated he was concerned about buses queuing on the street at some point should a smaller bus arrive at the same time, and asked whether a condition should be added to address this issue. Mr. Lamb stated if a car is parked on Wheelock Street, which is a public street, there is an expectation they would not be blocking a travel aisle. He added if a bus was to be parked here, there could be an issue for travel on Wheelock Street for travel on both directions. Should the school obtain Council approval to eliminate parking on Wheelock Street, it could eliminate some of these concerns. He added the arrival of the buses to some extent is under the school's control and felt this is something the school should be paying attention to so queuing on Wheelock Street does not happen. The Chairman asked whether it is under the Board's authority to add condition that calls for no queuing on Wheelock Street.

Vice-Chair Cusack stated he was not comfortable adding this as a condition as he felt the school could be a good neighbor and prevent queuing.

A motion was made by Mayor George Hansel that the Planning approve the Driveway Permit Application for the property at 79 Park Ave to install a driveway on Wheelock Street, as presented on the application materials and the plan identified as "Symonds Elementary School 79 Park Avenue Keene, New Hampshire, Bus Route Concept #7, Sheet C-7" prepared by SVE Associates at a scale of 1 inch = 10 feet on August 14, 2019 and last revised on August 11, 2020, with the following finding and conditions:

Finding:

The Applicant has testified that the driveway at Wheelock St will only be open to school buses during the morning school drop-off and afternoon school pick-up hours, and the gates will be manually opened and closed by school staff.

Conditions:

1. During all other times of day, the gate at the driveway entrance on Wheelock St will remain locked.

The motion was seconded by Councilor Remy.

Chair Barrett amended the motion to add a second condition that states "At no time shall buses entering Symonds School on Wheelock Street be permitted to queue on Wheelock Street." Mayor Hansel seconded the amendment.

Mr. Burke noted if this traffic could not queue on Wheelock Street, they are now being pushed perhaps to another street or intersection. Chair Barrett stated his thought is if this were a daily concern, it would give residents the ability to address the issue.

The amendment carried on a 7-2 roll call vote with Vice-Chair Cusack and Michael Burke voting in opposition.

The original motion carried on a unanimous roll call vote.

IV. Public Hearings:

1. **SPR-972, Mod. 6, Site Plan – CONTINUED** – Colony Mill Retail Building, 210-222 West Street – Applicant and owner Brady Sullivan Properties proposes to construct a 4,875-sf retail and office building with two drive-throughs on the properties located at 210-222 West St (TMP# 576-009-000), 0 Gilbo Ave (TMP# 576-008-000) and 0 Island St (TMP#s 583-011-000, 583-012-000, 583-014-000, & 583-015-000). A waiver is requested from Development Standard 10 – Lighting. These properties are 4.6-ac, 0.94-ac, 0.3-ac, 0.21-ac, 0.1-ac, and 0.34-ac in size and are located in the Commerce District.

A. Public Hearing

Mr. Orgaz was recused from this public hearing.

Mayor Hansel reminded those present not to use the chat feature as this was not appropriate for a public hearing.

Mr. Rob Pearson addressed the Board and began by introducing others present tonight: Charles Panasis and Ben Kelley, owners of Brady Sullivan, Attorney John Cronin, Amy Sanders, PE with Fuss and O’Neill, and Shaun Kelly with Vanasse & Associates.

Mr. Pearson stated he would like to address some of the changes made to the site plan since the last meeting:

- The four trees taken down in front of the Casino to repair the storm drain have been added to the site plan and will be replaced.
- A six-foot fence has been added along the southern end of the site and will be located on the applicant’s site.
- A revised photometric plan has been submitted that indicates there will be no light trespass onto neighboring properties; therefore, the lighting waiver is no longer needed.
- An internal sidewalk is proposed to be constructed to provide pedestrian access from the north. The stop line along the northern drive through has been moved back to accommodate a crosswalk into the building entrance. The exit for the northern drive through will be restricted to a right turn only to alleviate traffic traveling south.
- The two handicap signs, an access aisle, and parking spaces have been moved north to make it easier for pedestrians to cross over to the new building without interfering with vehicles queued at the southern end of the site. This will also eliminate backing out of the parking spaces into the vehicle queue for the southern drive through.
- A sidewalk is being constructed to connect the applicant’s property to the sidewalk located on Island Street and a bike rack will be located next to this sidewalk.
- On the southern drive through, the menu board has been moved further back (to the east) on the building and the menu board location has been revised to provide for another entire car length for vehicle stacking.

Mr. Pearson turned the presentation over to John Cronin. Mr. Cronin noted he had reviewed the minutes from last month. He said the northbound lane seems to be adequate and referred to the change to right turn only for existing vehicles that Mr. Pearson had previously mentioned. Mr. Cronin stated there is always that fine line between what staff wants and what the Board wants but felt the Board can always set parameters such as what has been allowed with the south drive through. He noted more and more businesses especially with Covid are offering drive through opportunities. He felt traffic can be a self-correcting problem and asked the Board to consider the changes being offered to address the concerns raised by staff.

Mr. Lamb responded to comments made by the applicant's representatives. He indicated staff's role is to assist the Board and provide the Board with information based on Board standards and felt everything that has been done so far follows that line.

Ms. Kessler addressed staff comments next. She indicated her comments would be to address the changes that have been made since the last meeting.

With respect to landscaping, the applicant has made some modifications on the southern boundary line by installing a six-foot fence to provide screening. The shrubs proposed previously for this area will no longer be needed and will be removed from the plan. The applicant is also proposing to replace the four trees that were previously removed the site in the parking lot island adjacent to the casino building.

There is no longer a waiver requirement for lighting as the applicant has worked to remove light trespass onto abutting properties with the installation of the fence.

Ms. Kessler addressed the site layout plan next. There were concerns raised last month as to how pedestrians will travel throughout the site as well as enter the site safely from neighboring properties. The Applicant has proposed a walkway to eliminate the need for pedestrians to navigate through traffic. The applicant is also proposing to move the stop line back and install a right hand only turn. There is also a paved walkway connection to Island Street being proposed. The applicant is also proposing to move the two accessible parking spaces to the north to provide more space for stacking for the southern drive through. A parking space will be removed in the diagonal parking area to address concerns about vehicles backing out into a travel aisle. The applicant has moved the drive-through window and relocated the menu board for the southern drive through, which will allow for four vehicles to stack at the drive-through window. Ms. Kessler said that, should there be more than four vehicles at the drive through window, there could be the chance for conflict with the parking area. The bike rack has been moved from its previous location near the driveway entrance on Island Street further south, adjacent to the proposed walkway connection between the site and the Island Street sidewalk. This concluded staff comments.

Mr. Weglinski asked about the proposed use and stated there is no clear decision as to what the use is going to be. He added the design is efficient, but when you start getting

those overloads there is bound to be traffic conflicts and inquired whether the Board is permitted to ask what this use is going to be. Ms. Kessler stated it was indicated last month that the northern drive-through was going to be a coffee establishment and the southern drive-through was to be a bank.

Chair Barrett asked whether any analysis was done for on-site traffic and the offsite traffic at the intersection (for a coffee shop and a bank use).

Mr. Shaun Kelly stated when they performed the traffic study they looked at a coffee shop for the northern end and a bank for the southern drive-through. He noted shifting the menu board to the north is going to provide room for additional stacking and reduce conflict with the rest of the site. Chair Barrett asked if the southern drive through was to be a restaurant like a Dunkin Donuts, how that would affect offsite intersection level of service. Mr. Kelly agreed there might be an increase in traffic if that drive-through was a restaurant but the traffic report indicates it would mostly be pass by traffic. It might add a slight delay to the intersection. He added when they looked at the traffic study done for the gas station reconstruction, the level of service was not drastically affected.

Mr. Weglinski referred to bank queues at TD Bank on West Street and the Service Credit Union during Covid where traffic was spilling onto West Street and asked to be cognizant of that going forward. Mr. Weglinski asked should the use change, whether there was a condition that could be added to the motion, which calls for the design to be revisited. Chair Barrett felt a condition could be added as the traffic study assumed a bank at one location and a coffee shop at the other location. Ms. Kessler stated a condition such as this would be acceptable. She indicated if a change of use, for instance from a bank to a restaurant was to occur, an administrative review by staff or review by the Planning Board would be required. Mr. Lamb agreed the Board would have that authority to add a condition.

Mr. Burke referred to the south side close to Island Street (on the left); he questioned if this parking was to be located at an angle, whether that would enable someone to back out when there are cars there. Mr. Lamb agreed it would but noted the circulation lane here is designed for two way traffic, so cars can exit to the north when you back out. Chair Barrett thought this configuration might cause the loss of a parking space as well. Amy Sanders, Applicant's representative and traffic engineer responded by saying that this would allow for an additional car to stack but stated she would want to make sure if those spaces were to be rotated, the depth of the rotation would only be 20 feet, but agreed there would be the loss of a space and drivers would be forced to exit through the rear of the site rather than in two-way fashion.

Mr. Anthony Mastronardi of 100 Darling Road, Keene addressed the Board next who owns the abutting property at Island Street. Mr. Mastronardi thanked the applicant for the addition of the six foot fence and said he hopes it goes up soon so the construction debris can be shielded from his tenants. He also extended his appreciation to staff.

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

Mayor Hansel stated the changes they have made are much clearer, the safety concerns have been addressed and was comfortable approving the application. Dr. Cusack agreed with the Mayor and stated he was ready to approve this application.

C. Board Discussion and Action

A motion was made by Mayor George Hansel that the Planning Board approve SPR-972, Modification 6 for the construction of a 4,875-sf multi-tenant retail building with two drive-through tenant spaces, as presented on the plan set identified as “0 Island Street, Tax Map 576 Lots 8 & 9, Tax Map 583 Lots 11, 12, 14, 15” prepared by Fuss & O’Neill at a scale of 1 inch = 20 feet on June 17, 2020 and last revised on August 20, 2020, and as presented in the architectural elevations identified as “New Commercial Building, 222 West Street” prepared by Christopher J. Lewis at a scale of 1/8 inch = 1 foot and dated June 17, 2020, with the following conditions:

1. Prior to signature by Planning Board chair:
 - a. The Voluntary Merger application for the six parcels of land associated with this project shall be recorded at the Registry of Deeds.
 - b. Submittal of security for landscaping, erosion and sediment control, and as-built plans in a form and amount acceptable to the Community Development Director and the City Engineer.

The motion was seconded by Councilor Michael Remy and was unanimously approved by roll call vote.

Mr. Orgaz rejoined the Board.

2. SPR-01-13, Mod. 2, Site Plan – Indoor Shooting Range, 19 Ferry Brook Road – Applicant and owner Cheshire County Shooting Sports Education Foundation proposes to install a 3,300-sf indoor shooting range on the property located at 19 Ferry Brook Road (TMP# 214-021-000). A waiver is requested from Development Standard #6 – Landscaping. This property is located in both the Town of Sullivan and the City of Keene. The portion of the property in Keene is 55-acres and is located in the Rural District.

Chris Cusack recused himself from this application.

A. Board Determination of Completeness.

Planner Mari Brunner addressed the Board and stated that the applicant requests exemptions from providing a Landscaping Plan, a full traffic study, and a soils report. Staff have determined that the requested exemptions would have no bearing on the merits of the application and recommend accepting the application as “complete.”

A motion was made by Mayor George Hansel that the Board accept this application as complete. The motion was seconded by Councilor Michael Remy and was unanimously approved by roll call vote.

B. Public Hearing

Mr. Jim Phippard from Brickstone Land Use Consultants addressed the Board on behalf of this applicant, Cheshire County Shooting Sports Education Foundation. He indicated this application is for the expansion of the existing facility located at 19 Ferry Brook Road. He explained the area outlined in red represents the Keene portion of the property, which is half of the property that extends into the Town of Sullivan. The property is about 195 acres in size (45 acres is in Keene). The expansion will be entirely within Keene.

Mr. Phippard noted the clubhouse shown on the plan will remain and an addition will be proposed to the north. He noted in 2013 the applicant had approval to construct an indoor shooting range; this approval was for a much larger facility compared to the one being proposed today. However, due to fundraising issues, this construction did not move forward and this site plan has since expired.

The proposal today is for an addition to the existing clubhouse that is 30 feet wide and 110 feet long and would contain seven indoor shooting lanes. The current parking configuration is not striped; this plan will contain striped spaces, and wheel stops will be added (15 spaces with one handicap space). The proposed building will be connected to the existing building with an air lock. To the left of this area is a curved area, which is the drainage collection area and infiltration area. This will collect runoff and infiltrate into the ground. Test pits were done and it was concluded runoff from a 25-year storm could completely infiltrate into this area.

This addition is being constructed on an existing leach field and a new leach field will be constructed on the area shown on the plan. A new septic design is being completed and will be submitted to NHDES for their approval. The existing systems will be removed when the addition is constructed. The leach field area is a gravel area, and a separate gravel area will serve as an over flow parking area.

With respect to lighting, there will be overhead lighting installed in the areas shown on the plan. They will consist of low-level lighting that meets the lighting standard. The pole-mounted lights will be on 15 foot poles, which complies with the maximum height permitted in rural zone, and they will be full cutoff LED lights.

Mr. Phippard then referred to the existing elevation and the new proposed elevation. The existing building has brown siding. The addition would consist of 10-inch CMU concrete block (bullet proof and soundproof wall system). A sloped roof system would be constructed on the addition, which would include an HVAC system and ventilation system as required for an indoor shooting range. The color of the addition would match the existing site.

Mr. Phippard then addressed the landscape waiver. This site is approximately 195 acres in size and surrounded by a forested area. The applicant is requesting waiver from planting two trees in the parking area due to the location of the parking area which is not visible from any road or abutting properties. He added properties wouldn't be diminished by not adding these trees, as they are not visible from abutting properties. It is an unnecessary

hardship - planting of three-inch caliper trees would be at a cost of \$1,200 - \$1,500 and he felt it would be an unnecessary expense.

Mr. Weglinski asked for the extent of the asphalt paving. Mr. Phippard stated they are required to have 14 parking spaces and this is what is being stripped. He indicated it is asphalt today but it is not striped.

Chair Barrett asked what material the vertical portion of the shed roof would be constructed of. Mr. Phippard stated it would be siding and would match the existing building. The Chairman expressed concern with respect to safety. Mr. Phippard stated this is a standard design for indoor shooting ranges and the applicant was following building code requirements.

Mr. Mike Hagan, Chair of the Shooting Foundation, stated the ceiling was baffled, slanted and designed to deflect bullets that might get shot upwards.

The Chairman asked for the hours of operation. Mr. Hagan stated currently they operate from 8:30 am to ½ hour after sunset. The facility is staffed by volunteers only and will be looking for a facilities manager. He went on to say they don't have set hours yet but closing is around 9 pm.

Staff comments were next. Ms. Brunner addressed Board standards as it relates to this application.

Drainage – The applicant is proposing to install a level spreader to the west of the proposed building addition to infiltrate runoff from the roof of the new addition. She indicated they submitted a Post Development Drainage Plan as well as a drainage report dated July 8, 2020 and this indicates the post-development condition will consist of runoff sheet-flowing from the roof to the level spreader, resulting in slightly less runoff as compared to pre-development conditions. This standard appears to be met.

Sedimentation and Erosion Control -The applicant is proposing to install straw wattle or silt fencing along the western downhill edge of the project area, between the area to be disturbed and the existing wetland. The Applicant did include details for the straw wattle and silt fence on the plan set.

Hillsides -The proposed project would not impact any precautionary or prohibitive slopes.

Snow Storage -The Applicant notes in the project narrative that snow will be stored on site. There is ample room for snow storage along the edge of the existing driveway and parking area. This standard appears to be met.

Flooding – There are no floodplains present on this property.

Landscaping - The Applicant has requested a waiver from this standard, which requires the installation of one tree per 10 parking spaces for parking lots of 10 or more parking

spaces. Ms. Brunner stated a waiver request is attached on page 42 of the agenda packet. Ms. Brunner referred to the Planning Board's waiver criteria included in the presentation.

The Chairman asked for public comment next.

Ms. Leslie Casey of 125 Cross Road, Sullivan, NH addressed the Board first. Ms. Casey stated she would like to suggest additional outdoor lighting be shielded, as there is an observatory nearby that is used by local astronomy clubs and have issues with ambient light. She also asked for light to be turned off at a reasonable hour. Ms. Casey stated she is glad to hear operation stops half hour after sunset, but neighbors have indicated operations continue through all hours of the night.

Mr. Phippard stated the fixtures would be full cutoff LED fixtures to minimize light pollution and to prevent up lighting. Lights will be on timers and they are calling for them to be turned off no later than 10 pm; if it closes earlier it can be set to be turned off earlier. Only the lights on the buildings will be left on for security reasons per code.

Mr. Hagan stated the lights can be set on a timer to be turned off earlier unless on those days when they have a Board Meeting.

Mr. Chip Woodbury of 488 South Road, Sullivan, NH stated he was an abutter who has resided at his property for 40 years. He indicated he has had a good relationship with the applicant but the growing noise has always been an issue, and it has gotten worse as the use of semi-automatics has increased. Mr. Beauregard stated they listen to this noise for close to 10-12 hours a day. He stated with the addition being proposed, his concern is the noise increasing and extending. He questioned to what extent is the building sound proof. He stated he has had members of the range listening to the noise from his home and have agreed the noise is louder than how it sounds at their facility because of the echo effect.

Ms. Cathy Woodbury added the noise goes on all day long and the noise continues even with no manager on site. Mr. Woodbury stated he spoke in favor of the last application and will do the same with this one as long as it is done correctly. Mr. Woodbury stated his cousin's house a while back was hit with bullets that came from the range. He went on to say if this extension is going to move some of the shooting inside and provide noise control then he will be in support of it. Chair Barrett asked what Mr. Woodbury meant by "done correctly". Mr. Woodbury stated it means the noise level is controlled and the hours are not extended.

Mr. Weglinski felt it was important for the abutters and the applicants work together and agreed this was a difficult situation. Councilor Remy stated even if some percentage of the noise could be moved in, it would be better and hoped there is some way to make sure the building is going to be sound proof. Chair Barrett agreed moving inside is likely to improve the sound. He added Keene does have a noise ordinance, but stated he wasn't sure if Sullivan has such an ordinance.

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

C. Board Discussion and Action

A motion was made by Mayor George Hansel that the Planning Board approve SPR-01-13 Modification #2, including granting a waiver from Development Standard #6 – Landscaping, as shown on the plan set identified as “Proposed Indoor Range, Cheshire County Shooting Sports Education Foundation, Ferry Brook Road, Keene, NH” prepared by Brickstone Land Use Consultants dated July 17, 2020 and last revised on August 7, 2020, and on the architectural elevations identified as “Elevations Sections” prepared by Timothy Sampson at a scale of ¼ inch = 1 foot dated July 17, 2020, with the following conditions prior to signature by Planning Board chair:

1. Owner’s signature appears on site plan and architectural elevations.
2. A note be added to the plan set stating that the exterior lights will be placed on timers and will be turned off at the end of operations each day.

The motion was seconded by Councilor Michael Remy and was unanimously approved by roll call vote.

V. Community Development Director Report

Mr. Lamb reminded the Board that there would be some transitions in board members at the end of this year, with both Doug and Chris coming to the end of their second terms. He asked Board members to use their contacts to find people who may be a good fit for the Planning Board. Doug Barrett said if anyone was interested in taking on a leadership role or if they know anyone from the City who might be interested in serving on the Board to let staff know.

VI. New Business

VII. Upcoming Dates of Interest – September 2020

- Joint PB/PLD Committee – September 14, 6:30 PM
- Planning Board Steering Committee – September 15, 11:00 AM
- Planning Board Site Visits – September 23, 8:00 AM – To Be Confirmed
- Planning Board Meeting – September 28, 6:30 PM

The meeting adjourned at 8:45 PM.

Respectfully submitted by,
Krishni Pahl, Minute Taker

Reviewed and edited by Mari Brunner, Planner