



## **Planning Board – Monday, November 23, 2020, 6:30PM**

### **AGENDA**

**NOTE:** This meeting will be conducted using the online meeting platform, Zoom.\* The public may view the meeting online by visiting [www.zoom.us/join](http://www.zoom.us/join) and enter the **Meeting ID: 857 8338 6440**. If you are unable to attend the meeting online, you may call the toll-free # (888) 475-4499 and enter the Meeting ID to listen to the meeting. More info on how to access this meeting is available at [ci.keene.nh.us/planning-board](http://ci.keene.nh.us/planning-board). If you encounter any issues accessing this meeting, please call 603-209-4697 during the scheduled meeting time.

I. **Call to Order** – Roll Call

II. **Minutes of Previous Meeting** – October 26, 2020

III. **Boundary Line Adjustment:**

**S-07-20, Boundary Line Adjustment – 0 & 429 Old Walpole Rd – MacKenzie-Casna BLA** – Applicant Monadnock Land Planning on behalf of owners, Warren & Arlie MacKenzie Living Trust and Robert & Barbara Casna, proposes a boundary line adjustment between the parcels located at 0 Old Walpole Rd (TMP# 207-004-000) and 429 Old Walpole Rd (TMP# 210-023-000). This adjustment would result in a transfer of 0.84-acres from the 8.29-acre lot located at 0 Old Walpole Rd to the 43-acre lot located at 429 Old Walpole Rd. Both properties are located in the Rural District.

IV. **Public Hearings:**

**SPR-963, Mod. 3, Site Plan – 345 Winchester St – Sunoco Curb Cut Modifications** – Applicant McFarland Johnson, Inc., on behalf of owner, RE Sandri TVE LLC, proposes to close an existing curb cut along Winchester Street and create a new curb cut along Old Key Road at the site of the Sunoco Gas Station located at 345 Winchester Street (TMP# 111-027-000). The site is 0.63 acres in size and is located in the Commerce District.

V. **Presentation on Draft City of Keene Sustainable Energy Plan**

VI. **Community Development Director Report**

VII. **New Business**

VIII. **Upcoming Dates of Interest – November 2020**

- Joint PB/PLD Committee – December 14, 6:30 PM
- Planning Board Steering Committee – December 8, 11:00 AM
- Planning Board Site Visits – December 16, 8:00 AM – To Be Confirmed
- Planning Board Meeting – **December 21, 6:30 PM**

*\*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.*

**CITY OF KEENE  
NEW HAMPSHIRE**

**PLANNING BOARD  
MEETING MINUTES**

Monday October 26, 2020

6:30 PM

Council Chambers

Members Present

Douglas Barrett, Chairman  
Christopher Cusack, Vice-Chair  
Councilor Michael Remy  
David Orgaz  
Gail Sommers  
Pamela Russell Slack  
Andrew Weglinski  
Emily Lavigne-Bernier, Alternate

Staff:

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

Members Not Present:

Mayor George Hansel  
Michael Burke  
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 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 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](http://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 603-209-4697.

## **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 – September 28, 2020 Meeting**

A motion was made by Councilor Michael Remy to accept the September 28, 2020 meeting minutes. The motion was seconded by Pamela Russell Slack and was unanimously approved.

**IV. Advice & Comment:** Smiths Medical Addition & Site Changes – Applicant Mike Farhm, on behalf of Smiths Medical, is requesting that the Planning Board determine that the application for a site plan review for a proposed 3,400- sf addition on the property located at 10 Bowman Drive (TMP# 221-031-000) be approved administratively.

Senior Planner Tara Kessler addressed the Board and began by saying that “Advice and Comment” is typically a time for an applicant to present on a concept or design before they move forward with full site plan review, and get preliminary comments and feedback from the Board. She noted that, in this instance, the applicant is requesting that the Board consider whether a proposed modification could be reviewed administratively rather than going before the Board for review.

Ms. Kessler noted there are certain thresholds for an application to have to go through site plan review, and the Community Development Director uses these thresholds to determine if a project needs to come before the Board or if it could go through administrative review. For example, there are thresholds related to the square footage of new construction and change of use. With this application, Smiths Medical is proposing an addition to their building which meets the threshold for a major project and would therefore go before the Planning Board for review. In this case, the scale of the addition, which is a 3,400 square foot addition to a 142,000 square foot building, is a *de minimis* impact. Due to the location of this addition and proximity to abutters, staff did not think it warranted review by the full Board.

Staff has suggested this item come before the Board to determine if it could be reviewed administratively, or whether it should come back before the Board for review. Chair Barrett asked if the Board feels this item could be handled administratively, and asked staff whether a motion would be required. Mr. Lamb stated the last time a similar

application came before the Board, a motion was made for approval. He recommended that the Board make a motion.

Mr. Mike Farhm of DEW Construction addressed the Board next. Mr. Farhm stated that Smiths Medical is expanding its operation to support a request from the State due to the Covid 19 Pandemic for the distribution of needles (125 million syringes) which will be used for a vaccine. The current delivery and installation date is set for May 2021.

Mr. Matt Wheaton addressed the Board first by referring to the approximately 12,000 square foot area, which is currently open office space – this area is going to be opened up to create a large clean room and converted for light manufacturing use. Eventually, this space will house two manufacturing lines and would have its own ventilation system, electrical and mechanical equipment, and other amenities and would act as a stand-alone unit. The proposed addition would be a connecting space where all the mechanical and utility systems will be located. He noted that this is necessary in order to not disrupt the existing facility and its operations. The addition will match the height of the office area, and the exterior would match the existing facility, which has beige-colored insulated metal paneling. This concluded the applicants' comments.

The Chair asked for Board comment and reminded everyone that this was not a public hearing. Ms. Kessler noted the addition will be less than 2.5% of the size of the existing building.

Chair Barrett stated he was in favor of moving this item forward, Ms. Russell Slack agreed.

Ms. Sommers asked whether this type of construction is not unique to this facility. Mr. Wheaton in response stated this type of lab is called a "clean room," which is a lower-end classification (ISO 9) because it has a very low impact. The contractor has indicated the process to make the syringes will not be giving off any type of odor or generating any sort of hazardous waste or chemicals. Ms. Sommers asked if there are other similar labs in operation at this facility; Mr. Wheaton responded in the affirmative.

A motion was made by Councilor Remy that the Planning Board approve the request of Smiths Medical to have the proposal for a 3,400-sf addition on the property located at 10 Bowman Drive (TMP# 221-031-000) to be reviewed and approved administratively as a minor site plan. The motion was seconded by Pamela Russell Slack and was unanimously approved by a roll call vote.

**V. 1. Public Hearings: S-06-20, Boundary Line Adjustment** – 649 & 655 Main Street – Applicant Cardinal Surveying and Land Planning, on behalf of owners Jill Batty and Daryl Stutes, proposes a boundary line adjustment between the property located at 649 Main St (TMP #120-059-000) and 655 Main St (TMP# 120-058-000). This adjustment would result in a transfer of 0.22-ac from the 0.49-ac lot located at 655 Main St to the 0.56-ac lot located at 649 Main St. Both properties are located in the Low Density District.

A. Board Determination of Completeness.

Planner Mari Brunner stated 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, and recommend that the Board accept the application as complete.

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

B. Public Hearing

Ms. Wendy Pelletier of Cardinal Surveying and Land Planning representing the applicant addressed the Board and referred to a hatched area on a plan which is the rear of 655 Main Street. She said the proposal is to transfer this area to 649 Main Street to locate a solar panel array. Both lots will be in excess of the 10,000 square foot requirement. This concluded Ms. Pelletier's presentation.

Staff comments were next. Ms. Brunner stated these two properties are located in a residential district in a low density zone. The request is to transfer 0.22 acres from 655 Main Street to 649 Main Street. There were no departmental comments on this application.

With respect to developmental standards. There are no steep slopes present on either parcel and neither parcel is located in the 100-year floodplain. There are also no changes being proposed to the existing driveways for either parcel. There is an existing sidewalk on Main Street that provides pedestrian access to both sites. There are no wetlands are present on either site. The minimum lot size in the low density district is 10,000 square feet and after the adjustment both lots will meet this requirement. This concluded staff comments.

Vice-Chair Cusack asked whether staff had any comments about this being an irregular shaped lot and if this has any consideration. Ms. Brunner stated some communities have requirements for lot shape, however, Keene does not and referred the question to Mr. Lamb. Mr. Lamb agreed and stated in this case both lots are owned by the same owner, and there is no conflict with the regulations.

The Chairman asked for public comment. Mr. Bob Lupien of 10 Edgewood Avenue indicated this installation would face his backyard and asked whether there would be something added to make it more aesthetically pleasing. Ms. Pelletier stated she could not answer that question, but stated her understanding is that the owners intend to install the array in a manner that did not look like solar panels from the road. She indicated she wasn't sure if they were in attendance to respond to the comments raised by the abutter. The Chairman noted the Board was not reviewing the solar installation and were only

reviewing a boundary line adjustment. With no further comment, the Chairman closed the public hearing.

C. Board Discussion and Action

A motion was made by Councilor Michael Remy that the Planning Board Approve S-06-20, as shown on the plan identified as “Boundary Line Adjustment Plan, Lots 120-058-000 & 120-059-000, 649 & 655 Main Street, Keene, NH 03431” prepared by Cardinal Surveying and Land Planning at a scale of 1” = 20’ on September 17, 2020 with no conditions. The motion was seconded by Pamela Russell Slack and was unanimously approved by a roll call vote.

**2.SPR-18-14, Modification #1, Site Plan – 166 West Street** – Applicant and owner Flyboy Realty LLC proposes to renovate the former 4,000-sf Friendly’s Restaurant building and construct a two-story, 12,300-sf mixed use building on the parcel located at 166 West Street (TMP# 576-002-000). The site is 1.03 acres and is located in the Central Business Limited District, the Gilbo Avenue Design Overlay District, and the Downtown Historic Overlay District.

A. Board Determination of Completeness.

Planner Mari Brunner recommended to the Board that the Application SPR-18-14 was complete. A motion was made by Councilor Michael Remy that the Board accept this application as complete. The motion was seconded by Pamela Russell Slack and was unanimously approved by roll call vote.

B. Public Hearing

Mr. Jim Phippard of Brickstone Land Use Consultants addressed the Board. Mr. Phippard referred to an aerial image of the site and stated the property shown in yellow is the subject property that has frontage on West Street and Gilbo Avenue, and is 1.03 acres in size. This property has a wide curb cut on West Street which will be narrowed. There is a second curb cut that leads onto Gilbo Avenue.

Mr. Phippard then referred to a Demolition Plan and referred to where the curb cut will be narrowed and felt this would help slow down traffic. The speed bumps on site will remain. There will be two new landscape islands installed in the parking lot. The existing parking lot light fixtures will be replaced. The existing storm drain will be dug up and replaced with perforated pipe and crush stone to create an infiltration strip. He referred to the area towards Gilbo Avenue where additional parking spaces are going to be added to replace the ones being lost and also referred to the additional landscaping that is going to be added for the new building being proposed.

Referring to the proposed site plan, Mr. Phippard explained that with respect to the former Friendly’s building, the entry element will be moved further from West Street. The patio area next to the former ice cream window will be removed and landscaping will be added here. The dumpster area will be made smaller to help with traffic circulation; however, the existing screening will be maintained (brick wall).

Mr. Phippard explained the existing Friendly's Building is 4,000 square feet in size. This building will be converted to a single office use. Four parking spaces will be added to the left side (closer to West Street) and two landscape islands will be added to the interior of the parking lot. He referred to the shaded area on the plan which will be a new proposed building on site. This building will have a footprint of 6,136 square feet (2-story). Eight one bedroom apartments are proposed for the second story with a single office use on the first floor. The Gilbo Avenue curb cut is also going to be narrowed. Handicap parking spaces will be added and a cross walk will be added into the new building. Entry to the apartments will be on the left (south) side of the new building. There will also be an elevator access at this location to the second floor.

Mr. Phippard noted that this property is located in the Central Business Limited District and the Gilbo Avenue Design Overlay District. To his knowledge, this is the first time any application has been brought before the Board for the Gilbo Avenue Design Overlay District. Mr. Phippard stated as a result, a variance was brought before the Zoning Board to seek relief from constructing the new building under the design restrictions for this district. One of the requirements is that any new building that fronts on Gilbo Avenue have a principal façade with a public entry facing Gilbo Avenue. Although this building fronts on Gilbo Avenue, the building will be no more than five feet from the property line (this is required by zoning), the edge of the road comes right up to the property line, and there is no sidewalk on this section of road. In order to do this and to do it safely, a variance was required and the entrance was directed towards the east, away from Gilbo Avenue. The applicant felt it was too close to Gilbo Avenue for residents to enter or exit – being so close to the edge of traffic. The ZBA granted this variance and the entrance will be on the east side of the building.

Mr. Phippard noted the existing parking is non-conforming. When this property was developed in 1975 there was no pavement setback and they are too close to the property line on the east and the south sides. The existing building is less than 20 feet from the West Street property line.

The existing site drains into a series of catch basins and grassy areas on the property and has not been an issue for the city. He referred to the drainage areas which are explained in the drainage report. The soils on the property are excellent for drainage and a percolation test has been completed. Mr. Phippard explained the post development drainage plan; on the Gilbo Avenue side is where the new runoff would occur and the increase in runoff from a 25-year storm event would be *de minimis* and Public Works staff agrees with this assessment. Mr. Phippard indicated it is their determination there will be no increase in runoff.

With respect to the driveway entrance on West Street, the curb cut will be narrowed, an existing island will be taken out, and parking spaces will be added. Mr. Phippard referred to an area shown in blue on the plan which will be identified as a stabilized construction entrance. Silt fence will be added along the perimeter of the property along construction.

The top right corner of the site adjacent to Gilbo Avenue (shown on the plan) will be identified as the area for snow storage and any excess snow will be removed from the site.

Next, Mr. Phippard reviewed the proposed Landscape Plan. He referred to the two mature maple trees planted in 1975 – these will be removed for construction of the new building. These trees will be replaced with five new trees. There will be additional shrub plantings along the new building façade and the Gilbo Avenue façade.

There will be ten ground mounted HVAC units and a transformer will be installed to the west of the new building for the new uses. They will be well screened by the existing vegetation along the west side of the site, and a row of arbor vitae is also being proposed to be added. This came out of the discussion at the Historic District Commission meeting. The dumpster is enclosed and will be screened from public view.

The existing lights are flood light type fixtures, they are going to be replaced with LED full cut off fixtures. There will be wall mounted fixtures on the north and south end of the property. The lighting level will be 1.93 foot candles which complies with the Board lighting standard.

Mr. Phippard then went over the cut sheets for light fixtures. The fixtures will be full cut off, energy efficient fixtures. The wall mounted fixtures will be similar in style, they will be mounted at a nine foot height. He then explained the reduced lighting plan – he noted the light levels will be 50% reduced at an average of 0.97-fc, but staff pointed out with a reduced light level, average lighting levels should not be more than 0.5 foot candles and the applicant has agreed to this as a condition of approval.

With respect to utilities, the existing building is serviced by city water and sewer and there is also a gas main that services this building. There will be a new utility line extended from the existing transformer (underground) to the new building for their electrical needs. There will be a new sewer line installed from West Street to service the new building. There will also be a water line extended to the new building from Gilbo Avenue as well as new gas line from the existing gas line. Mr. Phippard went on to say there will be a new sewer main constructed on West Street. As there is no sewer line on Gilbo Avenue, the line will be connected to the new building through a forced main. There will be a sewer pump station on the site, as shown on the plan. Staff has reviewed this and have no concerns.

Mr. Phippard then referred to the proposed site plan for the new building. A concrete sidewalk will be constructed around the building, except for the west side. He referred to where the new bicycle rack will be located on the northwest corner of the building. With respect to the site plan for the existing building, the window on the existing building that faces the bank will be removed and replaced.

Mr. Phippard then went over the elevation renderings. He noted the Historic District Commission (HDC) has reviewed this proposal and have issued a Certificate of



Appropriateness approving these changes. On the north elevation, the cupola and the dormers are being removed from the top of the existing building. The roofing material in this section is being changed from asphalt shingles to a standing seam metal roofing. Some of the windows on this elevation are being changed as well. The east elevation will have a new entry element. Vinyl siding in the roof gable end will be replaced with vertical steel siding. The building will no longer be painted white; it is going to be restored to the red brick. The windows on this façade are also being replaced. The west and south elevations will also have red brick and vertical steel siding.

Mr. Phippard then referred to the new building. The entry to the office area will be located in the center of the east elevation and will have a brick façade on the ground level. The south elevation will be covered by a porch roof that will run along most of this façade. The second floor will consist of vinyl siding, which was also approved by the HDC, in a sandstone color. The north elevation will include the entry to the apartments that would lead to the elevator lobby. The west elevation will consist of vinyl siding, provides for pedestrian scale and the window element will allow for much natural light for the apartments and office area. This concluded Mr. Phippard's presentation.

Chair Barrett asked how the infiltration strip would appear on the surface of the parking lot. Mr. Phippard stated it is not visible from the surface; they plan on utilizing the existing catch basins on the site – they will also be taking advantage of the good soil and the low groundwater table that exists on this site. The perforated pipe is going to be replaced and surrounded by crushed stone and filter fabric. Instead of passing through a closed pipe it will now infiltrate into the sandy area. Chair Barrett referred to the sewer pump station and asked what happens if there is a power failure. Mr. Phippard stated the state requires a minimum of 24 hour of storage capacity within a chamber. There are two pumps in case one fails. During a power failure, if it lasts longer than 24 hours, the pumps would be operated manually with the use of generator.

Mr. Weglinski noted the HDC approved this project with conditional circumstances and said asked that the final details of this application be reviewed by staff. He referred to the trees being cut down and questioned how these trees were going to be replaced. Mr. Phippard referred to the landscape plan and noted the two new trees being removed are being replaced with five trees (2 red maples within the parking lot, one along Gilbo Avenue and one near West Street). These will all be three inch caliper trees and will get to 35 feet high at maturity and felt this will be a good replacement for the ones being taken down. Mr. Weglinski noted there is not much vegetation at this site right now and questioned where trees are going to be located in the Gilbo Avenue area. He encouraged the Planning Board to give this some thought.

Staff comments were next. Ms. Brunner stated this item did go before the HDC and they did vote to approve this project with conditions. One of the conditions of the HDC was test a patch in an unobtrusive location prior to sand blasting of masonry and stated this condition has already been met. The other two conditions include staff approval of screening for the HVAC units that face West Street on the mixed used building as well as staff approval of architectural elevations to show the final window arrangement for the

former Friendly's Restaurant building, as well as exterior finishes and roof detail. Ms. Brunner noted the screening for the HVAC units is a requirement under the Gilbo Avenue Overlay District. The applicant did not propose specific screening at the HDC meeting, which is why this was given as a task for staff. Tonight, the applicant has indicated there will be a row of arborvitae to screen the HVAC units. Ms. Brunner said the presenter for the HDC meeting was Dan Bartlett, who noted there may be some modifications to what has been shown for the former Friendly's Restaurant building and hence the HDC felt the final design should be reviewed by staff.

Ms. Brunner stated there was also much discussion as was stated by Mr. Weglinski around landscaping.

Ms. Brunner stated departmental comments were received and have been included in the Board packet. They have all been addressed by the applicant.

With respect to the Planning Board Development Standards, there will be a slight increase of 0.15 acres in impervious surfaces, but to offset this the applicant has proposed a couple of different solutions such as, stone "drip strips" are proposed along the east and west edges of the proposed new building. Even though the Hydro Cad model indicated this would cause an increase of 0.06 cubic feet per second into the Gilbo Avenue storm water system (for a 24-year storm event), staff felt this was within the margin of error for hydrocad software.

With respect to Sedimentation and Erosion Control, the applicant proposes to install silt fencing around the site as well as a stabilized construction entrance at the West Street curb entrance.

There are no steep slopes present on this site.

A location for snow storage has been shown on the site plan, and as there are no extra spaces for snow storage, anything extra is being proposed to be removed off site.

This site is not located in the 100-year floodplain.

The applicant is proposing to remove two mature maple trees and did receive a waiver from the HDC to remove these trees. These trees fall within the footprint of the proposed new building and this is the reason for removal. The applicant is proposing to replace them with four red maple trees, one flowering crab tree, and a mix of 21 shrubs. The other trees on-site will be protected during construction with construction fencing placed outside the dripline of the trees. The landscaping standard requires a ratio of one tree per ten parking spaces for parking lots of 10 or more spaces. The proposal to install 5 trees, in addition to preserving four existing mature trees, which meets this standard. In addition, there is an additional standard for parking lots of 50 spaces or more regarding landscape coverage, visual relief, width of planting areas, and landscape buffers. The applicant is proposing to install two parking lot landscape islands, each with a red maple tree, which meets the requirement to include landscaping that covers not less than 10

percent of the total area of parking spaces. In addition, the landscape islands serve to break up the visual expansiveness of the lot and meet the requirement that planting areas shall be at least 8 feet wide with curbs to prevent damage from vehicles. Finally, the applicant is proposing to provide landscaping along 75% of the length of the right of way for Gilbo Avenue and 76% of the right of way for West Street in order to provide a landscape buffer between the parking lot and adjacent sidewalks and public roads.

Ground-level HVAC units are not permitted in the Gilbo Avenue Design Overlay District unless they are fully screened, the HDC did make this a condition of approval. There is an existing dumpster that is currently screened with a brick wall and will continue to be screened.

With respect to lighting, the applicant is proposing to install six, 20-foot tall pole mounted lights in the parking area and wall-mounted lights above egress doors on the north and south facades of the new building. With the reduced lighting plan, the average illumination would be 0.97-foot candles. Per sub-section C.6.a. of this standard, the average illumination levels between 10:00 pm and 6:00 am shall not exceed 0.5-foot candles. The applicant is aware of this issue, and indicated to staff that a revised plan will be submitted which complies with this standard. Staff recommend that the submission of this be a condition of approval.

Engineering staff have reviewed the water and sewer line connections and had initially asked for sewer discharge calculations. This was provided by the applicant and staff do not have any concerns about the capacity of the existing sewer line on West Street.

With respect to traffic, in the project narrative, the applicant states that the existing traffic generated on the site includes 500 vehicle trip ends per day, 51 during the am peak hour, and 44 during the pm peak hour. With the proposed use of this site, the applicant states there will be 180 vehicle trips per day associated with the office uses on the site, and 80 vehicle trips per day associated with the apartment uses for a total of 260 vehicle trips per day. The peak hour traffic generation for the proposed uses is estimated to be 51 trips for the am peak hour and 51 trips for the pm peak hour. Based on these traffic generation estimates, the proposed uses will not result in an increase in traffic generation to the site. This standard states that all development shall comply with the parking requirements of the Zoning ordinance. The Zoning Administrator has determined that 60 spaces are required by zoning, which is the number of parking spaces proposed on the site plan. In addition, the Applicant proposes to install a bicycle rack on the north end of the new building.

With respect to Comprehensive Access Management, there are two existing curb cuts which provide vehicle access from both West Street and Gilbo Avenue. The applicant is proposing to narrow both of these curb cuts. The one on West Street will be narrowed from 35 feet to 24 and the one on Gilbo Avenue from 25 feet to 22 feet.

With respect to accessibility, the applicant proposes to install a pedestrian crosswalk to provide an accessible path of travel from the ADA parking spaces to the main entrances

of the new building and the existing building. There is an existing walkway that connects the former Friendly's Restaurant building to the sidewalk on West Street. A bicycle rack is provided on site for the proposed new building.

With respect to Filling and Excavation, the applicant states in the project narrative that the truck route for hauling excess material from the site will be from Gilbo Avenue to West Street to Route 12. There is no excavation or fill proposed in areas which involve the floodplain, wetlands, or steep slopes.

There are no wetlands or other surface waters present on this site.

With respect to Architecture and Visual Appearance, this property is located in the Downtown Historic District and the proposed activity requires the issuance of a Certificate of Appropriateness from the Historic District Commission (HDC). Per Section III.B.4 of the Planning Board Site Plan and Subdivision Regulations, *development on property located within the Downtown Historic District shall not be subject to the requirements of Planning Board Development Standard 19 – Architecture and Visual Appearance.*

Ms. Brunner then addressed the City's driveway standards. since this request would modify two existing curb cuts, it does require a review under the driveway criteria listed in Section 70-135 subsection (e) of City Code:

Standard 1 states as follows: *If the installation of a driveway requires disrupting an existing sidewalk, the sidewalk must be restored or replaced in compliance with section 70-127.* The applicant is proposing to narrow the curb opening on West Street. Ms. Brunner noted the Board may want to ask the applicant for clarification how the disturbed portion will be restored.

Standard 2 states 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 – 200 feet.* The proposal is to narrow two existing curb cuts; no new curb cuts are proposed at this time. Hence, this standard does not apply.

Standard 6 states as follows: *Driveways must not block the flow of drainage in gutters or drainage ditches or pipes.* Engineering staff have reviewed this application and did not note any concerns related to drainage for the existing curb cuts.

Standard 7 states as follows: *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.* This site is relatively flat and gradually slopes to the south. Stormwater runoff that sheet flows toward the Gilbo Avenue will be directed into a drainage grate before it can reach the public right of way. Hence, this standard appears to be met.

Standard 9 states as follows: *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.* The applicant is proposing to narrow both existing curb cuts, and bring them into compliance with this criteria. This standard appears to be met.

Standard 11 states as follows: *Driveways on opposite sides of the street shall be aligned or offset sufficiently, so as to avoid turning conflicts.* The proposal is to narrow two existing curb cuts and not to be moved. Hence, this standard does not apply.

Standard 13 states as follows: *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 acceptable materials (concrete, gravel, or paving). The applicant does not propose any changes to surface materials, which are currently paved asphalt. This standard appears to be met.

This concluded staff comments.

The Chairman asked for public comment next. With no comment from the public, the Chairman closed the public comment.

Mr. Weglinski stated his concern is with landscaping and hoped someone else from the Board would add to these comments. He noted this area is an island and the applicant has met the requirements, but questioned when the city is going to require better standards.

Vice-Chair Cusack stated he is glad to see this project go forward and is glad to see this derelict site being put to use and added he heard Mr. Weglinski's comments and more greenery would be nice along Gilbo Avenue. However, these are the Board standards and for the vote tonight, it meets the Board's requirements. He agreed this is something that should be looked at in the future.

Chair Barrett stated he agrees with Vice-Chair Cusack and Mr. Weglinski and indicated Gilbo Avenue does have a lot of asphalt and hoped this could be improved in the future. However, the applicant has met the Board's current standards and felt this proposal will be good for the city and will improve the streetscape. Mr. Weglinski stated he appreciates the Chairman's comments and agrees that the landscape standards have been met. However, he expressed frustration with the lack of green space on Gilbo Avenue and stressed the importance of changes to the standards and hopes it comes to fruition.

Ms. Lavigne-Bernier agreed with what has been said and would vote in favor of this project, but as stated by Mr. Weglinski, she drives by this site and more trees along the West Street and Gilbo Avenue area would be a pleasant change.

C. Board Discussion and Action

A motion was made by Councilor Michael Remy that the Planning Board approve SPR-18-14, Modification #1 for renovations to the existing building and the construction of a two story, 12,272-sf mixed-use building on the property located at 166 West Street (TMP# 576-002-000), as presented on the site plan identified as “166 West Street Redevelopment, Keene, NH” prepared by SVE Associates at varying scales on September 18, 2020 and last revised on October 16, 2020, with the following conditions prior to signature by Planning Board Chair:

1. Submittal of a revised “Reduced Lighting Plan” which demonstrates that average illumination levels on the site will not exceed 0.5-fc between the hours 10:00 pm and 6:00 am.
2. Owner’s signature appears on plan.

The motion was seconded by Pamela Russell Slack and was unanimously approved by roll call vote.

VI. Community Development Director Report

Mr. Lamb stated that the NH Municipal Association and NH Office of Strategic Initiatives is holding a virtual conference on October 31 from 8:45 am to 3 pm. It is a land use conference and there is an associated fee which the Department would cover. He encouraged those interested to contact staff.

VII. New Business

No new business was brought forward.

VIII. Upcoming Dates of Interest – November 2020

- Joint PB/PLD Committee – November 9 & November 16, 6:30 PM
- Planning Board Steering Committee – November 10, 11:00 AM
- Planning Board Site Visits – November 18, 8:00 AM – To Be Confirmed
- Planning Board Meeting – November 23, 6:30 PM

The Chairman referred to the two Joint Committee sessions in November.

The meeting adjourned at 8:15 pm

Respectfully submitted,

Krishni Pahl  
Minute Taker

Reviewed and edited by Mari Brunner, Planner

# STAFF REPORT

## S-07-20 – BOUNDARY LINE ADJUSTMENT – 0 & 429 Old Walpole Rd

**Request:**

Applicant Monadnock Land Planning, on behalf of owners Warren and Arlie McKenzie of 0 Old Walpole Rd (TMP #207-004-000-000) and Robert and Barbara Casna of 429 Old Walpole Rd (TMP# 210-023-000-000), proposes a boundary line adjustment between their two properties. This adjustment would result in a transfer of 0.84-acres from the 8.29-acre lot located at 0 Old Walpole Rd to the approximately 43-acre lot located at 429 Old Walpole Rd. Both properties are located in the Rural District.

**Background:**

The two properties that are the focus of this proposal are located adjacent to the town line between Surry and the City of Keene, to the east of Old Walpole Rd in the Rural District. The property at 429 Old Walpole Rd is approximately 43-acres with a single-family residence. The driveway to this residence is located off Old Walpole Rd in Surry, and travels across the adjacent property at 0 Old Walpole Rd. With the exception of this driveway, the lot at 0 Old Walpole Rd is undeveloped and has no frontage in Keene.

The proposed boundary line adjustment would transfer 0.84 acres from the parcel at 0 Old Walpole Rd to the property at 429 Old Walpole so that the driveway for 429 Old Walpole Rd would be located entirely on that parcel.

The table below provides the area of each lot prior to and after the proposed adjustment. The minimum lot area required by zoning in the Rural District is 5 acres. Both lots would satisfy the requirements of zoning if the proposed adjustment were to be approved.



<b>Table 1. Area of Land Affected by Proposed Boundary Line Adjustment</b>		
	<b>429 Old Walpole Rd (TMP# 210-023-000)</b>	<b>0 Old Walpole Rd (TMP# 207-004-000)</b>
<b>Prior to Adjustment</b>	43 acres	8.29 acres
<b>After Adjustment</b>	43.84 acres	7.45 acres

**Completeness:**

The Applicant has requested exemptions from providing a separate 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, and recommend that the Board accept the application as “complete.”

The Applicant was granted a waiver from the requirement that all metes and bounds be submitted for the property at 429 Old Walpole Rd at the Planning Board meeting on September 28, 2020. The portion of the

## STAFF REPORT

parcel at 429 Old Walpole Rd impacted by the proposed adjustment is displayed on the plans submitted by the applicant.

### **Departmental Comments:**

There were no departmental comments on this application.

### **Application Analysis:**

This boundary line adjustment does not compromise the minimum development capacity of either parcel. As no new development is proposed as part of this application, the analysis provided below is focused on the Planning Board's development standards most relevant to this application.

3. Hillsides: Steep slopes appear to be present on the parcels that are the subject of this proposal; however, as no new development is proposed and the lots are not proposed to be subdivided, this standard does not apply.
5. Flooding: Neither parcel is located in the 100-year floodplain. This standard does not apply.
13. Comprehensive Access Management: No changes are proposed to the existing driveway for 429 Old Walpole Rd. This standard appears to be met.
- 16 & 17. Wetlands & Surface Waters: No wetlands or surface waters are proposed to be impacted by this application. This standard does not apply.

### **RECOMMENDATION FOR APPLICATION:**

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

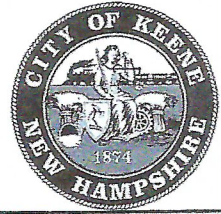
**Approve S-07-20, as shown on the plan identified as "Boundary Line Adjustment Plan Prepared for Warren A. & Arlie M. MacKenzie Living Trust and Robert & Barbara Casna Valley View Drive (Private) City of Keene, County of Cheshire, State of New Hampshire" prepared by David Mann Survey at a scale of 1" = 50' on October 16, 2020 with the following condition:**

- 1. Owners' 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.*

<b>A</b>	Project Name <b>BOUNDARY LINE ADJUSTMENT</b>	Date Received/Date of Submission:	
	Tax Map Parcel number(s) <b>207-04- - - - -</b> <b>210-23- - - - -</b> <b>- - - - -</b>	Community Development Dept File #:	
Project Address: <b>0 OLD WALPOLE RD</b> <b>429 OLD WALPOLE RD</b>	<b>O</b> <b>w</b> <b>n</b> <b>e</b> <b>r</b>	Name/Company: <b>PLEASE PRINT:</b> <b>ARLIE MACLENNIE</b> <b>ROBERT + Barbara M. CASNA</b>	
		Address: <b>139 OLD WALPOLE RD</b> <b>429 OLD WALPOLE RD</b>	
Acreage/S.F. of Parcel: <u>1</u>	<b>A</b> <b>p</b> <b>p</b> <b>l</b> <b>i</b> <b>c</b> <b>a</b> <b>n</b> <b>t</b>	Telephone: <b>352 8168</b> <b>358 9920</b>	E-mail: <b>K BERGERON @ NE.PR.COM</b> <b>ROBERT CASNA @ G.MAIL.COM</b>
<b>361,112 - 829 AC</b> <b>1,877,872 - 46.11 AC</b>		Signature: <b>Kim Bergeron, trustee</b> <b>R.T. Casna Barbara Casna</b> Printed Name: <b>Kim Bergeron, trustee</b> <b>ROBERT CASNA Barbara Casna</b>	
Zoning District:  <b>RURAL</b>		Contact Name/Company: <b>PLEASE PRINT:</b> <b>MONADNOCK LAND PLANNING</b>	
		Address: <b>139 OLD WALPOLE RD</b>	
		Telephone: <b>209 3050</b>	
		E-mail: <b>MONADNOCK LP @ NE.PR.COM</b>	
		Signature: <b>David Bergeron</b> Printed Name: <b>DAVID BERGERON</b>	

### **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 type="checkbox"/> Two (2) copies of completed application forms signed and dated                     | <input type="checkbox"/> Three (3) copies of "D" size architectural elevations (24" x 36")  |
| <input type="checkbox"/> Two (2) copies of descriptive narrative  | <input type="checkbox"/> Plans stamped/signed by reg. professional  |
| <input type="checkbox"/> Notarized list of all owners of property within 200' - include owner and applicant | <input type="checkbox"/> Two (2) copies on  |
| <input type="checkbox"/> Two (2) sets of mailing labels, per abutter  | <input type="checkbox"/> Three (3) copies of all technical reports  |
| <input type="checkbox"/> Seven (7) copies on "D" size paper of plans (24" x 36")                            | <input type="checkbox"/> Two (2) color architectural elevations on 11" x 17"  |
|   | <input type="checkbox"/> A check to cover the costs of legal notice to advertise the public hearing and mailing notices out to abutters |



# City of Keene

*New Hampshire*

September 30, 2020

Mr. David Bergeron  
Monadnock Land Planning, LLC  
139 Old Walpole Road  
Keene, NH 03431  
MonadnockLP@ne.rr.com

**RE: Boundary Line Adjustment – Waiver Request – Old Walpole Road** – Applicant David Bergeron, on behalf of owners Warren & Arlie MacKenzie and Robert Casna, requests a waiver from Section III.C.5.b of the Planning Board Site Plan and Subdivision Regulations with respect to the requirement that an updated survey showing all metes and bounds shall be prepared as part of a boundary line adjustment. The properties are located at 0 Old Walpole Rd (TMP# 207-004-000) and 429 Old Walpole Rd (TMP# 210-023-000) in the Rural District.

Dear Mr. Bergeron,

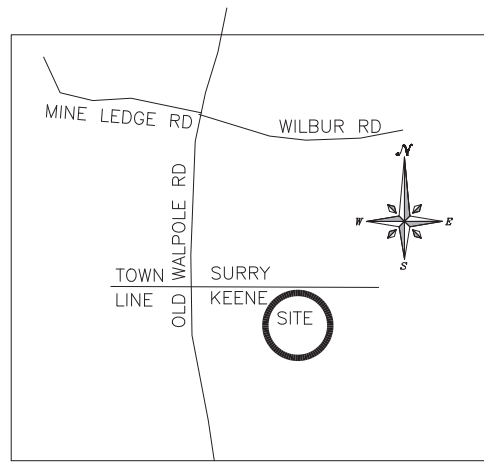
At its meeting on September 28, 2020, the Planning Board voted to approve the request for a waiver from Section III.C.5.b of the Planning Board Site Plan and Subdivision Regulations with respect to the requirement that an updated survey showing all metes and bounds be submitted as part of a boundary line adjustment application for the properties located at 0 Old Walpole Rd (TMP# 207-004-000) and 429 Old Walpole Rd (TMP# 210-023-000).

If you have any questions regarding the Planning Board's decision, please do not hesitate to contact me.

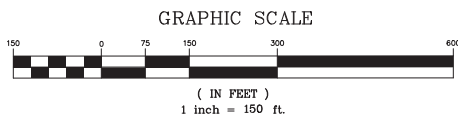
Sincerely,

Rhett Lamb,  
Assistant City Manager/  
Community Development Director

cc: Tim Ballantine, City Appraiser  
Project File



LOCUS



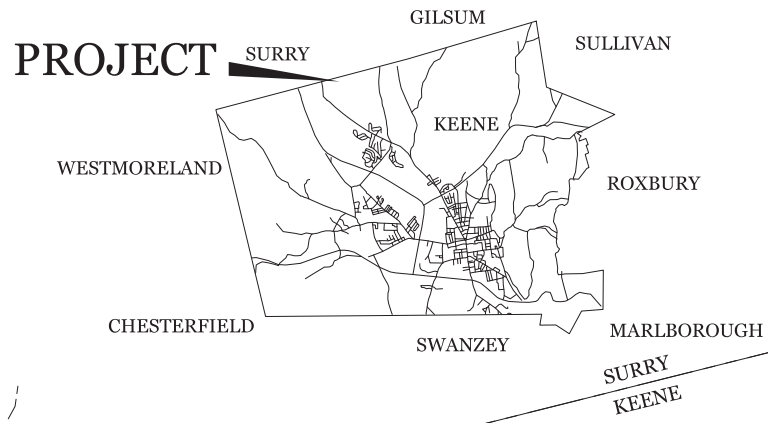
**MONADNOCK  
LAND PLANNING**  
139 OLD WALPOLE ROAD  
KEENE, NH 03431  
603.209.3050  
MONADNOCKLP@NE.RR.COM

**OWNERS:**  
  
ROBERT CASNA &  
ARLIE MACKENZIE  
139 OLD WALPOLE ROAD  
KEENE, NH 03431

**BOUNDARY LINE  
ADJUSTMENT**  
TAX MAP 207-004-000  
& 210-023-000  
OLD WALPOLE ROAD  
KEENE, NH 03431

# EXISTING PLAN

SCALE: 1"=150'  
AUG. 29, 2020  
SHEET 1



TAX MAP 5B PARCEL 78  
 MARK MACKENZIE  
 75 VALLEY VIEW DRIVE  
 SURRY, N.H. 03431

207-004-000-000-000  
 WARREN AND ARLIE MACKENZIE LIVING TRUST  
 C/O KIM BERGERON  
 139 OLD WALPOLE ROAD  
 KEENE, N.H. 03431  
 REMAINING LAND  
 7.449 Acres  
 324389 Sq. Feet±

207-004-000-000-000  
 WARREN AND ARLIE MACKENZIE LIVING TRUST  
 C/O KIM BERGERON  
 139 OLD WALPOLE ROAD  
 KEENE, N.H. 03431

211-010-000-000-000  
 C&S WHOLESALE GROCERS, INC.  
 7 CORPORATE DRIVE  
 KEENE, N.H. 03431-5042

210-023-000-000-000  
 ROBERT AND BARBARA CASNA  
 429 OLD WALPOLE ROAD  
 KEENE, N.H. 03431

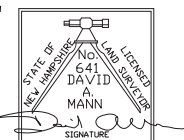
**NOTES**

- BEARINGS ARE BASED ON GPS OBSERVATIONS PROVIDED BY SFC ENGINEERING, JULY 2006, FOR WORK RELATED TO THE VERIZON FACILITY.
- PLAN REFERENCES:
  - LAND OF WARREN & ARLIE MACKENZIE, PREPARED BY (UNSIGNED) DATED UNDATED, RECORDED IN, (NOT RECORDED) SKETCH PLAN BY OWNER.
- ASSESSOR INFORMATION BASED ON TOWN RECORDS:

**BOUNDARY ADJUSTMENT PLAN**  
 PREPARED FOR  
**WARREN A. & ARLIE M.**  
**MacKENZIE LIVING TRUST**  
 AND  
**ROBERT & BARBARA CASNA**

VALLEY VIEW DRIVE (Private)  
 CITY OF KEENE  
 COUNTY OF CHESHIRE  
 STATE OF NEW HAMPSHIRE

SCALE: 1 INCH = 50 FEET  
 OCTOBER 16, 2020



DAVID A MANN SURVEY  
 A DIVISION OF DUBOIS AND KING INC.  
 3 GREENBRIAR ROAD  
 KEENE, N.H. 03431  
 603.357.5904



REVISION BLOCK:

THIS SURVEY AND PLAT WERE PREPARED BY ME OR THOSE UNDER MY DIRECT SUPERVISION FROM A TOTAL STATION RANDOM OFFSET CONTROL TRAVERSE. THIS IS A RURAL STANDARD PROPERTY SURVEY. DIMENSIONS SHOWN HEREON ARE SUBJECT TO THE CLOSURE WITH RESPECT TO THE SURVEY CLASSIFICATION. THIS SURVEY AND PLAT ARE INVALID WITHOUT AN ORIGINAL SIGNATURE AND SEAL. THIS SURVEY AND PLAT ARE SUBJECT TO ANY ITEMS THAT A TRUE AND ACCURATE TITLE ABSTRACT AND OPINION MAY REVEAL. CONSULT LEGAL COUNSEL FOR ALL MATTERS REGARDING TITLE.

*David A. Mann*  
 DAVID A. MANN LLS 641

**LEGEND**

- UTILITY POLE
- IRON PIN SET
- IRON PIN FOUND
- ▣ CATCH BASIN
- ⊕ GUY WIRE
- TREES
- OVERHEAD UTILITIES
- ⊘ STONEMALL



VALLEY VIEW DRIVE (Private)

N 75°56'22" E 119.05'

36523 Sq. Feet±  
 0.84 Acres

0.84 ACRES TO BE ANNEXED TO LAND  
 OF ROBERT AND BARBARA CASNA

N 70°58'02" W 632.94'  
 BOUNDARY TO BE ELIMINATED

PAVED DRIVE  
 N 70°58'02" W 490.84'

PROPOSED BOUNDARY

N 14°03'38" W 77.59'

N 70°58'02" W 343.85'

DRILL HOLE AT  
 TOP OF LEDGE

N 75°56'22" E 1175.65'

S 21°26'25" W 401.04'

51.50'

S 55°59'24" W 319.47'

# STAFF REPORT

## SPR-963, MODIFICATION #3 – SITE PLAN REVIEW – 345 Winchester Street – Sunoco Gas Station, Modifications to Curb Cut

### **Request:**

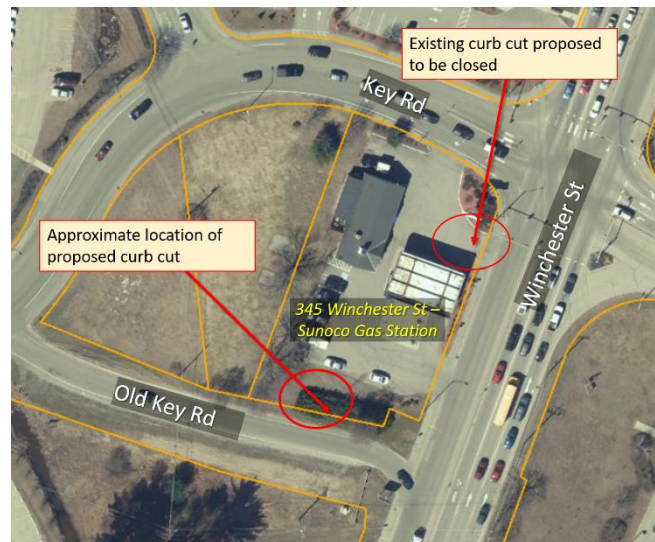
Applicant McFarland Johnson, Inc., on behalf of owner, RE Sandri TVE LLC, proposes to close an existing curb cut along Winchester Street and create a new curb cut along Old Key Road at the site of the Sunoco Gas Station located at 345 Winchester Street (TMP# 111-027-000). The site is 0.63-acres in size and is located in the Commerce District.

### **Background:**

The property at 345 Winchester Street is the site of Sunoco Gas Station/Sandri Convenience Store, and is located at the intersection of Winchester Street and Key Road. As part of the City's Winchester Street Reconstruction Project, a roundabout is proposed to be installed at this intersection to address traffic congestion issues along this section of Winchester Street, which is between the roundabout at NH Route 101 and Island Street. The proposal for this roundabout requires closing one of the 3 existing curb cuts that provide access to the Sunoco Gas Station/Sandri Convenience Store site. The curb cut proposed for removal is one of two that provide access to the site along Winchester Street, and is the northern-most entrance/exit nearest Key Road.

To replace the closed curb cut, the Applicant proposes to install a new curb cut along Old Key Road, which is a one-way, eastbound road connecting Key Road and Winchester Street. This new curb cut would provide a driveway to the site that only allows for left-in/left-out vehicle turning movements due to the one-way direction of traffic on Old Key Road.

The Applicant also proposes to install a new travel aisle between the existing gas pumps and Winchester Street to improve internal vehicular circulation. Currently, there is not enough room for vehicles to pass-by vehicles stationed at the gas pumps on the east side of the site. The new aisle would allow for a pass-through lane on the site. The Applicant proposes to remove an existing landscaped area to accommodate for this travel aisle.



### **Completeness:**

The applicant has requested exemptions from providing a grading plan, landscaping plan, lighting plan, architectural elevations, traffic report, and soils report. As the Application proposes changes to the landscaping on the site, Staff have requested that the Applicant provide a landscaping plan. At the time of writing this Staff Report, a landscaping plan has yet to be submitted. The Planning Board, at its November meeting, may determine that submission of a landscaping plan is not critical to beginning its review of the application and accept the application as "complete." If so, staff recommend that the submission of a landscaping plan be required either prior to the Board's decision on the application or as a conditional of approval.

## STAFF REPORT

### **Departmental Comments:**

The following departmental comments were provided by City Engineering and Code Enforcement staff on this application. These comments have since been addressed by the applicant.

**Engineering Comments:** *“I have few concerns about the proximity of existing driveways to a proposed roundabout, which are as follows:*

- *Driveways need to be located at safe distance from a roundabout with adequate signage.*
- *Spillback may occur in the leg area of the roundabout, especially from the Winchester Street side of driveway into circulating lanes.*
- *Conflicts may occur in the leg area of a roundabout when driveways placed close to a roundabout.*
- *Parked vehicles at/near the gas pumps may reduce sight distance and visibility at downstream corner clearance (Winchester Street South bound).”*

**Code Comments:** *“Please provide the parking calculations and lot coverage calculations to demonstrate that the proposal conforms to the zoning requirements for this use and the zoning district. The Commerce District requires no more than 60% total building coverage and 80% total impervious coverage on the site, and a minimum of 20% green space coverage on the site.”*

### **Application Analysis:**

*The following is a review of the Planning Board Development Standards relevant to this application. Also included in this analysis is a review of the relevant Driveway Standards in Chapter 70 of City Code, as this proposal involves modifications to curb cuts.*

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 proposal in this application would increase the total amount of impervious area on the site by approximately 400 square feet (a 2.2% increase). Currently, approximately 66% (18,120 square feet) of the 27,442.8 square foot site is covered by impervious surfaces.

The Applicant has specified that stormwater from the site currently flows via overland flow with some runoff directed to Winchester Street where it is discharged with no treatment. The Applicant proposes to treat all overland flow that reaches Winchester Street in a new stormwater pond, which will be located offsite across Winchester Street. The Applicant also notes that there are no proposed changes to grading on the site that would alter the velocity of flow.

The Applicant has submitted a letter stamped by a NH-licensed engineer that states that the additional impervious area associated with the proposed driveway will result in no increase to the quantity of stormwater runoff velocity, and that a de minimus increase in volume of stormwater runoff will result from the increase in impervious surface area, but this volume will remain on site. This standard appears to be met.

2. **Erosion & Sedimentation:** The Applicant has provided specifications for sedimentation and erosion control during construction; however, they have not provided details for where these measures would be installed on the site at 345 Winchester St. The Applicant notes that a Storm Water Prevention Plan (SWPPP) will be developed by the contractor prior to the start of construction whereby the contractor’s means and methods for preventing sedimentation and erosion during construction will be identified.
3. **Hillsides:** There are no steep slopes present on the site. This standard does not apply.

## STAFF REPORT

4. Snow Storage: The applicant does not propose changes to snow storage and states that there is ample room for snow storage on site. The site plan displays four areas on the perimeter of the site where snow may be stored. This standard appears to be met.
5. Flooding: This site is located adjacent to the 100-Year Floodplain; however, no portion of the Floodplain will be impacted by this proposal. This standard does not apply.
6. Landscaping: The site plan submitted by the Applicant shows that existing landscaping on the site would be impacted by the proposal; however, it does not provide sufficient detail for staff to conduct an analysis of the proposed changes. The Applicant notes that any landscaping on the site impacted by the proposed improvements will either be removed or re-planted, and that no new landscaping is proposed. Staff have asked the Applicant to provide a landscaping plan that displays the existing number, type and size of plants on the site that would be impacted by this proposal and that shows the location of where plants are to be relocated, as well as which plants will be removed and not replaced. Staff recommend that a landscaping plan be submitted as a condition of approval; if one is not submitted prior to the public hearing on the application.
7. Noise: No changes are proposed to the site that would impact the City's Noise Ordinance or noise standards. This standard is not applicable.
8. Screening: The most recent site plan for this site is from 2006 and displays areas of landscaping that are used to screen the gas station, parking areas, and other site features from Winchester Street. The proposed modifications to this site include removing a row of landscaping, which is in front of the gas station pump island, to accommodate for a travel aisle. The most recently approved landscaping plan indicates that this landscaping includes 15 inkberry shrubs. The Applicant does not propose to replace these shrubs. Instead, the Applicant proposes to install grass in this area, which would become City right-of-way through the Winchester Street Reconstruction project. The image below shows the existing vegetative screening in front of the pump stations.

The Applicant also proposes to remove vegetation along the southern boundary of the site, which currently has a dense buffer of mature shrubs and trees, to accommodate the new driveway on Old Key Rd and to ensure there is proper sight distance for those exiting the site. The Applicant has not provided a landscaping plan or narrative that describes how these plantings will be modified to ensure that the existing vegetative screening is maintained.

The Planning Board may consider asking the Applicant to demonstrate how they meet this standard.



Image Above: View of site at 345 Winchester St. Photo taken on Winchester Street facing West (source: Google Maps).

## STAFF REPORT

9. Air Quality: No changes are proposed to the site that would impact this standard. This standard is not applicable.
10. Lighting: No changes are proposed to lighting on this site. This standard is not applicable.
11. Sewer & Water: The Applicant notes that the existing water service connection to the site will be switched from the existing 8" main to the newer 12" main. No changes are proposed to the sewer service. This standard appears to be met.
12. Traffic: The Applicant notes that the proposed modifications to the site will not alter the number of trips made to the site; however, they may impact which driveways are utilized. The existing site has 12 parking spaces, and there is a zoning requirement that this land use provide a minimum of 10 parking spaces on the site. The proposed modifications will eliminate 2 parking spaces, leaving the 10 spaces that are required. One space will be shifted from its current location to avoid the new driveway.
13. Comprehensive Access Management: The modifications to the site and curb cuts proposed by the Applicant will serve to improve the safety and access of vehicles entering and exiting the site. The removal of the curb cut on Winchester Street is required as it is currently located too close to the intersection at Key Road, which is proposed to become a roundabout.

The two entrances/exits to the site that are adjacent to the roundabout are limited to right-in/right-out vehicle turning movements, and the proposed entrance/exit on Old Key Rd would be limited to left-in/left-out vehicle turning movements. Controlling the direction of vehicles at these entrances/exits will serve to limit potential vehicle conflicts.

The Applicant notes that access to and from the site will be improved and will become safer as speeds approaching and departing the roundabout will be lower than with the current traffic signal. The Applicant also notes that no queuing is anticipated from the site that would adversely impact the roundabout, and that the traffic analyses prepared for the proposed roundabout indicate high levels of service for all approaches with minimal queuing.

The Applicant also notes that vehicles parked or circulating within the site will have no impact on the sight distance for vehicles using the roundabout. The intersection has been shifted away from the site for the proposed roundabout and there are no obstructions of views.

With respect to pedestrian safety, the existing sidewalk adjacent to this site along Winchester Street will be reconstructed as part of this proposal to be ADA compliant and will include tactile strips.

This standard appears to be met.

14. Hazardous or Toxic Materials: The Applicant notes that there have been occurrences of gasoline spills at this site; however, these are issues that have occurred in the past and have been addressed. This standard is not applicable.
15. Filling & Excavation: The Applicant notes that the proposed modifications will require some excavation and fill but none in any sensitive areas. This standard appears to be met.



## STAFF REPORT

16. & 17. Wetlands & Surface Waters: There are no wetlands or surface waters on the site or within close proximity to the site that may be impacted by this proposal. This standard is not applicable.
18. Stump Dumps: No stump dumps are present on the site. This standard is not applicable.
19. Architecture & Visual Appearance: No new development is proposed in this application. 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.*

The Applicant proposes to reconstruct the sidewalk along Winchester Street and notes that any plants impacted by the sidewalk modifications, will be relocated on the site. Staff have not received a landscaping plan that displays which plants will be impacted and where they will be relocated.

- (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.*

The Engineering Division has commented that the proposed plan appears to be meet this standard.

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

This standard appears to be met.

- (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.*

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 curbline, 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.*

The proposed curb cut on Old Key Road will be 25-feet at the property line and will not exceed 50-feet at the curbline.

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

No existing driveways will be in conflict with the proposed driveway on Old Key Road.

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

No driveways are located on the opposite site of Old Key Road from the proposed curb cut.

- (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.*

This standard appears to be met.

## STAFF REPORT

**Recommended Motion:**

A recommended motion will be provided by City staff at the Planning Board meeting on November 23, 2020.

# CITY OF KEENE | PLANNING BOARD

## SITE PLAN REVIEW / MODIFICATION APPLICATION



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

<b>A</b>	<b>Project Name</b> Winchester Street Reconstruction		Date Received/Date of Submission:	
	Tax Map Parcel number(s) 1 1 1 - 0 2 7 - 0 0 0 - 0 0 0 - 0 0 0		Community Development Dept. File #:	
Project Address: 345 Winchester Street		<b>Owner</b>	<b>Name/Company: PLEASE PRINT:</b> Michael Behn/RE Sandri TVE LLC	
Zoning District: COMMERCE			Address: 400 Chapman Street, Greenfield, MA 01301	
Acreage/S.F.of Parcel: 0.63 / 27,443+/-			Telephone\ Email: (413) 223-1200 Mbehn@sandri.com	
<b>Modifications:</b> Is this a modification to a previously-approved site plan?: <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes: SPR#: 963 Date: 1/20/06			SIGNATURE: <u>Michael U Behn</u> <b>Printed Name:</b> Michael Behn	
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>Applicant</b>	<b>Contact Name/Company: PLEASE PRINT:</b> Eugene McCarthy / McFarland Johnson, Inc.	
			Address: 53 Regional Drive, Concord, NH 03301	
			Telephone\ Email: (603) 225-2978/gmccarthy@mjinc.com	
			SIGNATURE: <u>Eugene McCarthy</u> <small>Digitally signed by Eugene McCarthy                  DN: cn=Eugene McCarthy, o=City of Keene, email=eugene.mccarthy@cityofkeene.com, c=US                  Date: 2020.03.15 13:11:40 -0400</small> <b>Printed Name:</b> Eugene McCarthy	

### **B** Descriptive Narrative Including

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

### **C** A complete application must include the following

- |   |   |
|---|---|
| <input type="checkbox"/> Two (2) copies of completed application forms signed and dated                     | <input type="checkbox"/> Three (3) copies of "D" size architectural elevations (24" x 36")  |
| <input type="checkbox"/> Two (2) copies of descriptive narrative  | <input type="checkbox"/> Plans stamped/signed by reg. professional  |
| <input type="checkbox"/> Notarized list of all owners of property within 200' - include owner and applicant | <input type="checkbox"/> Two (2) copies on  |
| <input type="checkbox"/> Two (2) sets of mailing labels, per abutter  | <input type="checkbox"/> Three (3) copies of all technical reports  |
| <input type="checkbox"/> Seven (7) copies on "D" size paper of plans (24" x 36")                            | <input type="checkbox"/> Two (2) color architectural elevations on 11" x 17"  |
|   | <input type="checkbox"/> A check to cover the costs of legal notice to advertise the public hearing and mailing notices out to abutters |

Note: See attached document for Project Description.

**CITY OF KEENE – PLANNING BOARD  
SITE PLAN REVIEW / MODIFICATION APPLICATION**

**ADDITIONAL INFORMATION**

Project Name: Winchester Street Reconstruction  
Tax Map #: 111-027-000-000-000

**Project Description**

The Winchester Street Reconstruction Project proposes to address traffic congestion issues along Winchester Street between Route 101 and the Ashuelot River. The improvements include two new multi-lane roundabouts; at Key Road and Pearl/Island Streets. The new roundabout proposed at Key Road requires closing one of the driveways along Winchester Street that provides access to the Sunoco Gas Station/Sandri Convenience Store at 345 Winchester Street owned by RE Sandri TVE LLC (Sandri).

The included Site Plan depicts the Sandri parcel that currently has 2 driveways from Winchester Street and 1 driveway from Key Road. The driveway from Winchester Street that is closest to Key Road has to be closed as it would be too close to the proposed roundabout. To address the loss of the driveway, 2 modifications to the site are proposed.

- 1) A new driveway is proposed from Old Key Road to replace the lost driveway. Old Key Road is a one-way eastbound public road connecting Key Road and Winchester Street. The new driveway would be a left in/left out only driveway due to the one-way Old Key Road.
- 2) A new aisle is proposed between the existing gas pumps and Winchester Street to improve internal circulation. If a vehicle is currently on the outside of the pumps another vehicle cannot pass. The new aisle would allow for this to occur. The new aisle would be on the Sandri parcel where currently a landscaped island exists. A larger landscaped area will be provided; however, it would be within the Winchester Street Right-of-Way. The City plans for this area to be turf.

**Planning Board's 19 Development Standards**

**1. DRAINAGE**

The proposed modifications to the Sandri site will increase the total amount of impervious area. However, there is currently stormwater runoff from the site that flows to Winchester Street with no treatment. This flow will be directed to a new stormwater pond that will treat the discharge.

**2. SEDIMENTATION AND EROSION CONTROL**

A Storm Water Pollution Prevention Plan (SWPPP) will be developed by the contractor prior to the start of construction whereby the contractors means and methods for preventing sedimentation and erosion during construction will be identified. Time for monitoring the SWPPP has also been included in the contract.

### 3. HILLSIDE PROTECTION

There are no prohibitive or precautionary slopes affected by the modifications to the Sandri site.

### 4. SNOW STORAGE AND REMOVAL

The Sandri site has several snow storage areas identified on the existing site plan. The majority of these areas will be retained.

### 5. FLOODING

There are no floodplains within the Sandri site.

### 6. LANDSCAPING

The landscaping on the Sandri site impacted by the proposed improvements will either be removed or re-planted. No new landscaping is planned for the Sandri site.

### 7. NOISE

There are no violations of the Noise Ordinance anticipated as a result of or the construction of the modifications to the Sandri site. The Contract Documents include restricting high noise construction activities between 7:00 am and 7:00 pm.

### 8. SCREENING

The only screening that is in place on the Sandri parcel that will be impacted is along the south boundary adjacent to Old Key Road. Some of the existing landscaping will be removed to accommodate the new driveway and to ensure there is proper sight distance for those existing the site.

### 9. AIR QUALITY

No impacts to the areas air quality is anticipated as a result of the modifications to the Sandri site. However, the proposed Roundabout at this location that has created the need for the modifications will improve air quality as the amount of vehicle idling at the traffic signal will be reduced.

### 10. LIGHTING

No changes to the lighting on the Sandri parcel are proposed. New solar-powered LED streetlights are proposed along Winchester Street.

### 11. SEWER AND WATER

The existing water service to the Sandri parcel will be switched from the existing 8" main to the newer existing 12" main. No changes are proposed to the sewer service.

## 12. TRAFFIC

The proposed modifications to the Sandri parcel will not alter the number of trips made to the site, however, it may alter which driveway is utilized. The objective of the proposed project is to improve the traffic in the area. The existing Sandri parcel has 12 parking spaces. For a building of 1,980 square feet, 10 parking spaces are required. The proposed modifications to the Sandri parcel will eliminate 2 spaces still leaving the 10 required. One space will be shifted from its current location to avoid the new driveway.

## 13. COMPREHENSIVE ACCESS MANAGEMENT

As the Sandri parcel is an existing site, access management opportunities are limited. The proposed driveway modifications will provide new access from Old Key Road.

## 14. HAZARDOUS OR TOXIC MATERIALS

There have been occurrences of spills at the Sandri parcel site. These past issues have been addressed.

## 15. FILLING AND EXCAVATION

The proposed modifications to the Sandri parcel require some excavation and fill but none in any sensitive areas. The excavation is primarily to construct the new driveway.

## 16. WETLANDS

No wetlands are present on the Sandri parcel.

## 17. SURFACE WATERS

No surface waters are present on the Sandri parcel.

## 18. STUMP DUMPS

No stump dumps are known to exist on the Sandri parcel.

## 19. ARCHITECTURAL AND VISUAL APPEARANCE

No changes are proposed to the architectural or visual appearance of the Sandri Parcel.



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## MEMORANDUM

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**PROJECT:** SPR 963 Modification 3, 354 Winchester Street  
Sunoco Driveway Modifications  
Winchester Street Reconstruction Project

**DATE:** November 6, 2020

**TO:** Tara Kessler, Senior Planner  
City of Keene, NH

**FROM:** Eugene McCarthy, P.E.

**RE:** Response to Comments

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This Memorandum provides responses to the October 30, 2020 City of Keene comments to the Site Plan Application for the above referenced project. The comments are provided below with responses.

### A. Planning Comments:

1. The site plan needs to be stamped and signed by a NH licensed engineer.

**Response:** A stamped and signed site plan is included with this memo.

2. The narrative provided in the application states that there will be an increase in impervious area. What is the total increase in impervious surface area from the existing site? Please submit a drainage report stamped by a NH licensed engineer that demonstrates that there will be no increase in stormwater volume or velocity off the site as a result of this proposal.

**Response:** The proposed modifications to the site will increase the total amount of impervious area by approximately 400 square feet from approximately 18,120 square feet to approximately 18,520 square feet, an increase of approximately 2.2%. The stormwater from the site currently flows via overland flow with some directed to Winchester Street where it is discharged with no treatment. The proposed improvements will treat all of the flow from the site that reaches Winchester Street in a new stormwater pond. The details of the stormwater system can be found on the Utility Plans included with this memo. There are no grading modifications that would alter the velocity of flow from the site.

3. The narrative states that the flow of stormwater “will be directed to a new stormwater pond that will treat the discharge.” There is no detail or information regarding this drainage system on the site plan. Please submit a drainage and grading plan for the site, and more information regarding the location and design of the stormwater pond.

**Response:** The included Utility Plans depict the proposed drainage improvements along Winchester Street and the new stormwater pond located on the opposite side of Winchester Street.

4. Please submit details of the erosion and sedimentation controls proposed for this project.

**Response:** The Erosion Control details for the project are included with this memo.

5. Regarding landscaping – The existing conditions plan submitted does not display the existing landscaping on the site nor does the proposed site plan display the landscaping that will be removed and replaced as part of this proposal. For your reference, I have attached the most current site plan that displays the approved landscaping for this site. No modifications have since been approved by the Planning Board or City staff to this landscaping plan. Please submit a landscaping plan that details the number, species, size at planting and maturity, and location of the proposed plants. It is our understanding that no new landscaping is proposed; however, the narrative states that landscaping will be replaced and the site plan includes a note stating “landscape and mulch” near the corner of Key Rd and Winchester St, with no further details.

Response: The current landscaping that is to be impacted by the project appears to be newer than the prior approved landscaping. The existing landscaping in the northeast quadrant of the site will be relocated as part of the roadway project. There are no new plantings proposed by the project. The new open area within the Winchester Street Right-of-Way will have grass only.

6. Regarding screening - It appears that the existing landscaping along Winchester Street will be removed. These plantings were included in the original site plan as screening of the gas station pumps from Winchester St. How will the pumps be screened from Winchester St as part of this proposal? Will this landscaping be replaced in the City right-of-way, as the proposal reduces the space available on the site for such screening?

Response: The current landscaping along Winchester Street will be removed, however, the existing landscaping in the northeast quadrant of the site will be shifted to allow for the construction of new sidewalks. The existing plantings provide minimal screening of the pumps as can be seen in the photo below. There is therefore no additional landscaping proposed to screen the pumps.



7. Is directional signage present at the existing driveways? If not, will it be added? If signage will be added to these driveways, please provide details of the location all proposed directional signage on the site on the site plan, as well as details for all proposed signs.

Response: Directional signs are to be provided at all exists from the site. These include one-way and no right/left turn (whichever is appropriate) signs. These signs are regulatory and will be installed within the public Right-of-Way, just as they are today.



**B. Engineering Comments:**

Staff from the Engineering Division submitted the following comments.

“I have few concerns about the proximity of existing driveways to a proposed roundabout, which are as follows:

- Driveways need to be located at safe distance from a roundabout with adequate signage.

Response: The driveways have been placed at a safe distance. The two driveways adjacent to the roundabout are both limited to right in/right out access only. Access to and from the site will be improved and safer as speeds approaching and departing the roundabout will be lower than with the current traffic signal.

- Spillback may occur in the leg area of the roundabout, especially from the Winchester Street side of driveway into circulating lanes.

Response: No queuing is anticipated from the site that would adversely impact the roundabout. The traffic analyses prepared for the roundabout indicate high levels of service for all approaches with minimal queuing.

- Conflicts may occur in the leg area of a roundabout when driveways placed close to a roundabout.

Response: The right in/right out only access greatly limits any potential conflicts.

- Parked vehicles at/near the gas pumps may reduce sight distance and visibility at downstream corner clearance (Winchester Street South bound).”

Response: Vehicles parked or circulating within the site will have no impact on the sight distance for vehicles using the roundabout. The intersection has been shifted away from the site for the proposed roundabout and there are no obstructions of views.

**C. Code Comments:**

Please provide the parking calculations and lot coverage calculations to demonstrate that the proposal conforms with the zoning requirements for this use and the zoning district. The Commerce District requires no more than 60% total building coverage and 80% total impervious coverage on the site, and a minimum of 20% green space coverage on the site.

Responses:

- The Convenience Store building on the site is 1,980 square feet. Per the requirements to provide 1 space per 200 square feet for the Commerce District zoning, 10 parking spaces are required.
- The building is 1,980 square feet on a parcel of approximately 27,440 square feet, which is approximately 7.2%.
- There will be approximately 18,120 square feet of impervious area on a parcel of approximately 27,440 square feet, which is approximately 66%.
- There will be approximately 7,600 square feet of green space on a parcel of approximately 27,440 square feet, which is approximately 28%.



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## MEMORANDUM

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**PROJECT:** SPR 963 Modification 3, 354 Winchester Street  
Sunoco Driveway Modifications  
Winchester Street Reconstruction Project

**DATE:** November 10, 2020

**TO:** Tara Kessler, Senior Planner  
City of Keene, NH

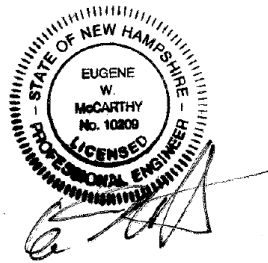
**FROM:** Eugene McCarthy, P.E.

**RE:** Stormwater Response

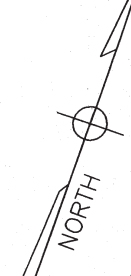
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This Memorandum provides additional information regarding stormwater modifications for the Site Plan Application for the above referenced project.

The additional impervious area associated with the new proposed driveway will result in no increase to the quantity of stormwater runoff volume or velocity. In the current conditions, the area of the proposed driveway onto Old Key Road is graded to drain toward the Southwest corner of the parcel. This area is at a lower elevation than any of the roadways surrounding the site. The water flowing to this corner is allowed to infiltrate (i.e., there is no drainage outlet). This drainage pattern will be maintained in the proposed condition. A de-minimis increase in volume will result from the small amount of additional pavement, but that volume will remain on site and will continue to infiltrate.



P:\project\K1570\_Sandri\dwg\KeeneSunocoSVE.dwg 1/20/2006 10:41:49 AM EST



[88-01-007]  
**KEY ROAD LIMITED PARTNERSHIP**  
 120 PRESIDENTIAL WAY #300  
 WOBURN, MA 01801  
 BOOK 1544, PAGE 522

[53-01-020]  
**MICHAEL & HELEN VALERIO TRUST**  
 P.O. BOX 2350  
 ACTON, MA 01720  
 BOOK 927, PAGE 401

[82-01-001]  
**EDF RIVERSIDE PLAZA LLC**  
 120 PRESIDENTIAL WAY #500  
 WOBURN, MA 01801  
 BOOK 1783, PAGE 680

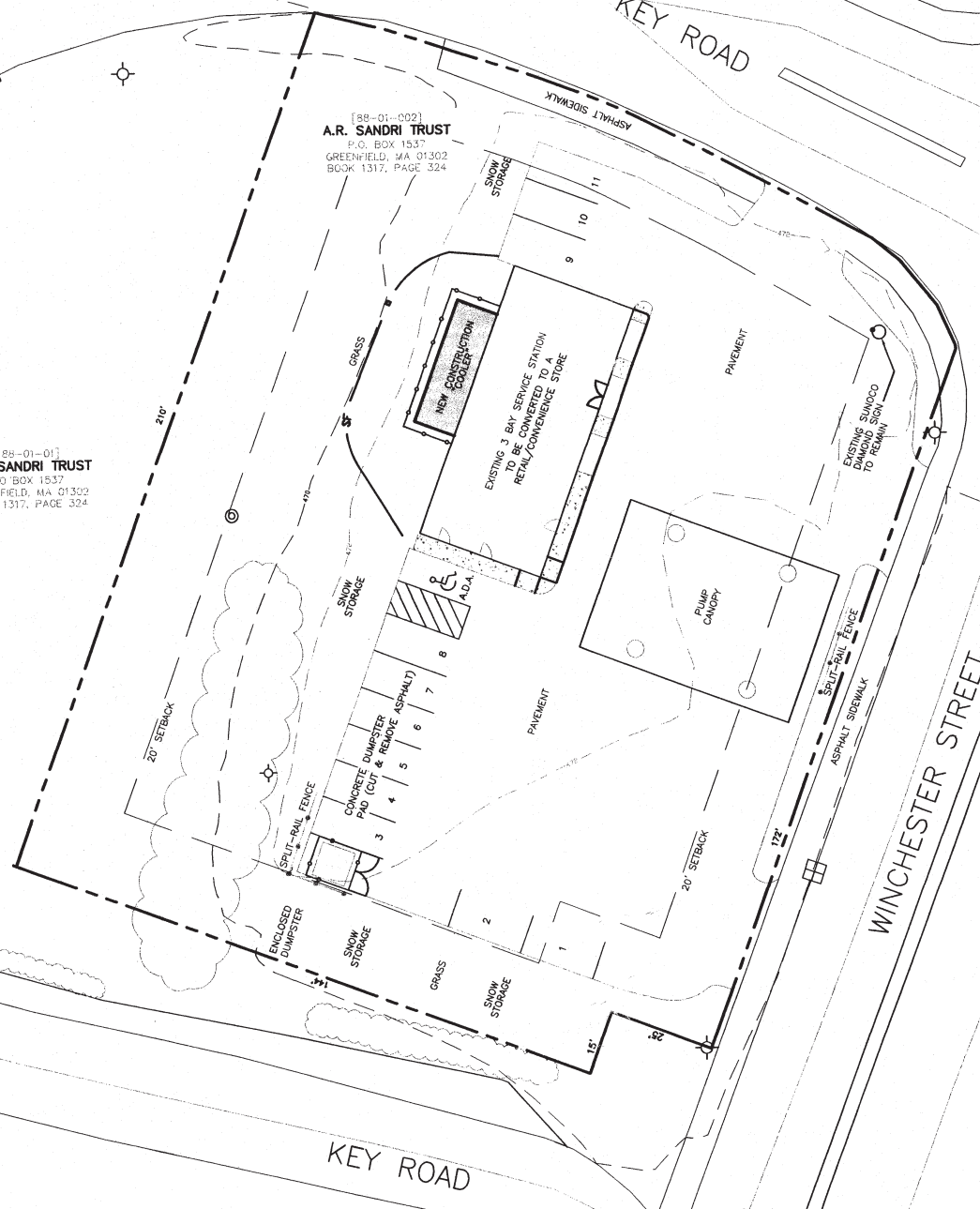
[88-01-01]  
**A.R. SANDRI TRUST**  
 P.O. BOX 1537  
 GREENFIELD, MA 01302  
 BOOK 1317, PAGE 324

[88-01-009]  
**A.R. SANDRI TRUST**  
 P.O. BOX 1537  
 GREENFIELD, MA 01302  
 BOOK 1317, PAGE 324

[88-01-092]  
**A.R. SANDRI TRUST**  
 P.O. BOX 1537  
 GREENFIELD, MA 01302  
 BOOK 1317, PAGE 324

[82-01-001]  
**EDF RIVERSIDE PLAZA LLC**  
 120 PRESIDENTIAL WAY #300  
 WOBURN, MA 01801  
 BOOK 1783, PAGE 680

[88-01-003]  
**WINCHESTER KEY LIMITED PARTNERSHIP**  
 1300 BELMONT STREET  
 BROOKTON, MA 02301  
 BOOK 1469, PAGE 545



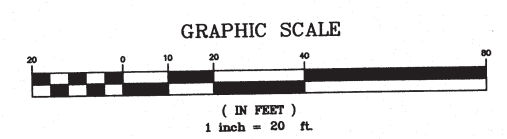
**LEGEND**

- EXIST. CONT. MAJ.
- EXIST. CONT. MIN.
- ⊙ MANHOLE
- ⊙ UTILITY POLE
- ⊙ CATCH BASIN
- ⊙ LIGHT POST
- ⊙ HYDRANT
- TREELINE/HEDGE ROW
- PROPOSED FENCE
- EXIST. RAIL FENCE
- PROPERTY LINE
- 20' SETBACK

**STATEMENT OF INTENT:**

THIS SITE PLAN HAS BEEN PREPARED FOR THE PURPOSE OF DEPICTING A 10' x 30' COOLER AND SURFACE ALTERATIONS ASSOCIATED WITH THE CONVERSION FROM A SERVICE GARAGE TO A CONVENIENCE STORE.

NOTE: SOURCE OF BACKGROUND MAPPING IS CITY OF KEENE AERIAL PHOTOGRAPH.



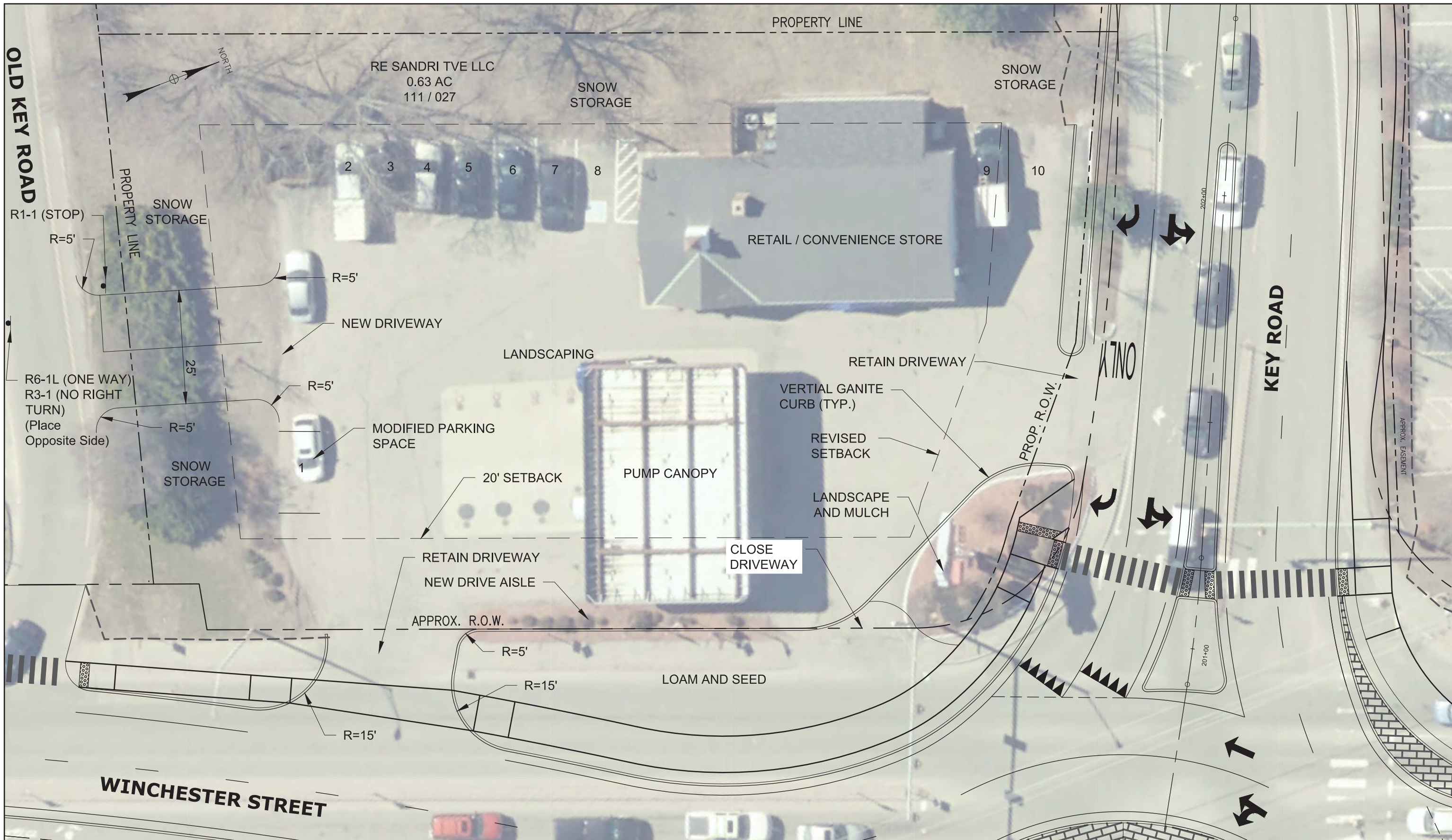
**SUNOCO ADDITION PLAN  
 WINCHESTER ST. SUNOCO**

Prepared for:  
**ACILIO R. SANDRI**

**SVE Associates** © 2001

Engineering Surveying Landscape Architecture Planning  
 47 Marlboro St., Keene, NH 03431 Phone (603) 355-1532 Fax (603) 355-2969  
 website: www.sveassoc.com

DATE PLAN:	1/20/06	PROJ. NO.:	K1570
DATE SURVEY:	NA	CAD NO.:	K1570SANDRI
DESIGNED BY:	JEN	SHEET	1
DRAWN BY:	JEN	OF	4
CHECKED BY:	RHH		
SCALE:	1"=20'		



**STATEMENT OF INTENT**

THIS SITE PLAN HAS BEEN PREPARED FOR THE PURPOSE OF DEPICTING DRIVEWAY AND CIRCULATION MODIFICATIONS ONLY.

0 10 20 30 FT  
SCALE

**McFarland Johnson**  
53 REGIONAL DRIVE  
CONCORD, NEW HAMPSHIRE 03301

**CITY OF KEENE**  
KEENE NEW HAMPSHIRE  
**WINCHESTER STREET RECONSTRUCTION**  
**345 WINCHESTER ST.**  
**SITE PLAN**

SCALE: 1"=10'	DESIGN: BEP
DRAWN: MJF	PROJECT: 18030 of 36
CHECKED: EWM	DATE: OCTOBER 15, 2020

1 OF 2

M:\18022.01 KEENE WINCHESTER FINAL\TECHNICAL\SITE PLAN\SITE PLAN.DWG