



City of Keene Planning Board

AGENDA - AMENDED

Monday, January 24, 2022

6:30 PM

City Hall, 2nd Floor Council Chambers

*Note: The public may join the meeting online or at City Hall in the 2nd Floor Council Chambers. To access the meeting online, visit www.zoom.us/join or call (646) 558-8656 and enter the Meeting ID: 857 8338 6440.**

- I. **Call to Order** – Roll Call
- II. **Election of Planning Board Chair, Vice Chair, and Steering Committee**
- III. **Minutes of Previous Meeting** – December 20, 2021
- IV. **Extension Request**

SPR-04-21 – Site Plan – Hundred Nights Homeless Shelter – 122 & 124 Water St – Applicant Hundred Nights Inc., on behalf of owner Green Diamond Group LLC, proposes to construct a 15,000-sf building for use as a homeless shelter and other associated site improvements on the properties located at 122 Water St (TMP# 585-027-000) and 124 Water St (TMP# 585-028-000). The 122 Water St site is 0.33-ac in size. The 124 Water St site is 0.29-ac in size and is located in the Downtown Historic District. Both properties are located in the Business Growth and Reuse District, Sustainable Energy Efficient Development Overlay, and Downtown Railroad Property Redevelopment Districts.

V. **Public Hearings**

SPR-423, Modification #4 – Site Plan – Corning Specialty Materials, 69 & 0 Island St – Applicant Leighton A. White Inc., on behalf of owner Island Mill Realty Group, proposes to install electrical equipment and modify the parking on the properties located at 69 Island St (TMP# 583-010-000-000-000) and 0 Island St (TMP# 582-048-000-000-000). These combined parcels are 9.2-ac in size and are located in the Commerce District.

S-09-21 – Boundary Line Adjustment –90-92 & 0 Off Victoria St – Applicant Fieldstone Land Consultants PLLC, on behalf of owners James & Beverly Ells, proposes a boundary line adjustment between the properties located at 90-92 Victoria St (TMP# 589-022-000-000-000) and 0 Off Victoria St (TMP# 589-023-000-000-000). This adjustment would result in a transfer of 0.85-ac from the 1.58-ac parcel at 90-92 Victoria St to the 0.57-ac parcel at 0 Victoria St. Both properties are located in the Business Growth & Re-Use District.

CLSS-CUP-01-21 – Congregate Living & Social Service Conditional Use Permit – Monadnock Area Peer Support Agency, 32-34 Washington St #Rear – Applicant and owner Monadnock Area Peer Support Agency proposes to operate a Large Group Home as a second principal use on the property located at 32-34 Washington St #Rear (TMP 568-058-000-000-000). The site is 0.28-ac in size and is located in the Downtown Core District.

VI. **Staff Updates**

- Overview of Administrative & Minor Project approvals issued in 2021.

VII. **New Business**

VIII. **Upcoming Dates of Interest – February 2022**

- Joint Committee of the Planning Board and PLD – February 14, 6:30 PM
- Planning Board Steering Committee – February 15, 11:00 AM
- Planning Board Site Visit – February 23, 8:00 AM – To Be Confirmed
- Planning Board Meeting – February 28, 6:30 PM

**A Zoom link and call in information is being provided as a public service; however, the public body will be meeting in person with a quorum present at the location, date and time contained in this notice. If for some reason the Zoom link or call in does not work, the public meeting will continue in person.*

1 **City of Keene**
2 **New Hampshire**

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5 **PLANNING BOARD**
6 **MEETING MINUTES**
7

8 **Monday, December 20, 2021**

6:30 PM

**Council Chambers,
City Hall**

Members Present:

Pamela Russell Slack, Chair-Via Zoom
David Orgaz, Vice Chair
Mayor George S. Hansel
Councilor Michael Remy
Roberta Mastrogiovanni
Gail Somers – Via Zoom

Staff Present:

Rhett Lamb, Community Development
Director/Assistant City Manager
Mari Brunner, Planner
John Rogers, Building and Health Official

Members Not Present:

Andrew Weglinski
Harold Farrington, Alternate
Emily Lavigne-Bernier

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12 **I) Roll Call**
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14 Vice-Chair Orgaz called the meeting to order at 6:30 PM and roll call was taken.
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16 **II) Minutes of Previous Meeting – October 25, 2021**
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18 A motion was made by Mayor George Hansel to approve the November 22, 2021 meeting
19 minutes. The motion was seconded Councilor Michael Remy and was unanimously approved by
20 roll call vote.
21

22 **III) Continued Public Hearing**

23 **SPR-897, Modification 1 & SWP-CUP-04-21 – Site Plan Review & Surface Water**
24 **Protection Conditional Use Permit – U-Haul of South Keene** – Applicant Fieldstone Land

25 Consultants, on behalf of owner Amerco Real Estate Company, proposes to renovate two
26 existing buildings, construct a 12,175 sf building, and install 28,900 sf of prefabricated storage
27 units on the properties located at 472 Winchester St (TMP #115-020-00) and 0 Krif Rd (115-
28 019-000). A Conditional Use Permit is requested to install pavement within the Surface Water
29 Protection buffer. An exception to the City’s Street Access standards is requested to increase
30 the width of an existing street access to be 45 ft at the property line and 66 ft at the curb line.

31 These combined properties are 7.51 acres in size and are located in the Commerce Limited
32 District.

33

34 A. Public Hearing

35 John Noonan of Fieldstone Land Consultants addressed Board on behalf of the applicant. Mr.
36 Noonan stated that revised plans were submitted on December 6. He indicated the biggest
37 change was the landscaping along the Winchester Street façade, as well as the architectural plan.
38 Concerns were raised in regards to the surface water setback both by the Planning Board and the
39 Conservation Commission. The pavement that lies within the Surface Water setback has been
40 cutback from the display area. The drive aisle that comes around the southwest corner was
41 reduced from 24 feet to 22 feet and this change was determined based on the size of the Keene
42 Ladder Truck.

43

44 Mr. Noonan noted that the landscaping was added based on comments from the Conservation
45 Commission; what is being proposed are pollinator-friendly plantings, Silky Dogwood shrubs
46 and Weeping Willows. On December 6 more plantings were added along Winchester Street –
47 there are now 31 shrubs along Winchester Street frontage and one ornamental tree, as well as
48 plantings right next to the building.

49

50 With reference to the architectural plans – these plans have also changed and revised plans have
51 been submitted to the City. One of the comments was in regards to the orange faux doors along
52 Krif Road and Winchester Street. Mr. Noonan noted there are no longer any faux doors on either
53 of these sides and that the only ones remaining would be operational doors, though the applicant
54 does want those doors to be in orange for branding.

55

56 This concluded the applicant's comments.

57

58 Councilor Remy stated he is the one who raised the issue with the door and is happy with the
59 change that has been made, however he questioned the 20 x 14 marquee and asked where it will
60 be installed. Mr. Noonan stated that item is indicated on their original site plan.

61 He explained the marquee is 20" x 40' and the stairs are at the same elevation but are a smaller
62 staircase. He added that there are only two parking spaces in front of this door.

63 Councilor Remy asked for a visual on the marquee. Mr. Noonan stated they did not have a
64 visual.

65

66 Staff comments were next.

67

68 Ms. Brunner stated she was only going to address items where changes were made since the last
69 public hearing. She began with Snow Storage and Removal, and indicated that staff had
70 originally raised concerns about snow storage, which was shown along the flood compensatory
71 area – the applicant has addressed that and there is a note added to the plan that states as follows:
72 *"If snow storage is excessive, it shall be hauled off site. Snow cannot be stored in the wetland*
73 *buffer, or floodplain compensatory storage area."* With this note, staff feels this standard has
74 been met.

75

76 Landscaping – The applicant has submitted a revised plan with additional landscaping added to
77 the site along the street frontage. Ms. Brunner stated she did look at some of the other display
78 areas along Winchester Street as well as one that was approved recently by the Planning Board,
79 with what is being proposed at this time, this standard appears to be met.

80
81 Traffic and Access Management – Ms. Brunner stated the new piece of information staff has
82 received is the truck-turning template for the easternmost location of Krif Road, which the
83 applicant proposes to widen. The Applicant has submitted a request for an exception from
84 Section 22.5.4.9 of the Land Development Code to permit a driveway that is 45 ft at the property
85 line and 66 ft at the curb line. Ms. Brunner stated one of the requirements to receive an exception
86 is to show that the increased width that is needed with a geometric analysis. With submittal of
87 the truck turning template, the applicant has met this requirement

88
89 Surface Waters & Wetlands: The Applicant has revised the proposed site plan in order to reduce
90 the amount of pavement within the 30-ft. surface water protection buffer, including reducing the
91 width of the circulation lane from 24 ft. to 22 ft. and removing the paved display area from the
92 buffer entirely. Ms. Brunner noted this item was reviewed by the Conservation Commission. At
93 its November meeting the Conservation Commission indicated that it would not intervene unless
94 the circulation lane was required by the Fire Department. The Fire Department has indicated a
95 circulation lane is not required per fire code

96
97 In response to staff comments, the Applicant noted that the circulation lane is necessary because
98 it will “*provide access for emergency vehicles, for the UHaul business operations, for UHaul*
99 *customers to access the rear parking spaces, and the self-storage units.*” Ms. Brunner suggested
100 the Board clarify this with the applicant to make sure this standard has been met.

101
102 Architecture & Visual Appearance – Ms. Brunner stated the applicant has addressed the main
103 changes and she did not have anything more to add. The biggest change was the removal of the
104 faux orange doors.

105
106 This concluded staff comments

107
108 The Vice-Chair asked for public comment next.

109
110 Melinda Savard of 109 Island Street asked how these changes affect her property, particularly as
111 it pertain to the Surface Water Protection Buffer. She received notification in the mail that
112 states 166,000 sq. feet will be temporarily impacted and wasn’t sure how this would impact her
113 water supply. Ms. Brunner stated this item will be addressed later during another application that
114 will be coming before the Board.

115
116 The Mayor felt the applicant has been very responsive to the Board’s comments and extended his
117 appreciation.

118
119 B. Board Discussion and Action

120 A motion was made by Mayor Hansel that the Planning Board approve SPR-897, Modification
121 #1 for the development of the site for use as a UHaul truck rental business and self-storage

122 facility; Approve SWP-CUP-2021-04 to permit a pavement encroachment into the Surface Water
123 Protection Buffer; and Grant an exemption from section 22.5.4.9 of the City’s Street Access
124 Standards to allow a commercial street access that is 45 ft at the property line and 66 ft at the
125 curb line. All as presented in the plan set identified as “UHaul of South Keene, Tax Map 115,
126 Lots 19 & 20, 472 Winchester Street & 0 Krif Road, Keene NH 03431” prepared by Fieldstone
127 Land Consultants at a scale of 1 inch = 40 feet, dated November 8, 2021 and last revised on
128 December 6, 2021; and on the building elevations identified as “Moving & Storage of South
129 Keene, 472 Winchester St. Keene, NH 03431” prepared by Advertising and Marketing
130 Associates at a scale of 1 inch = 20 feet and dated December 3, 2021, with the following
131 conditions prior to signature by Planning Board Chair:
132

- 133 1. Submittal of a security for sedimentation and erosion control, landscaping, and as-built plans
134 in an amount and form acceptable to the Community Development Director.
- 135 2. Owner’s signature appears on the plan.

136
137 The motion was seconded by Councilor Remy.

138 The Councilor stated he is nervous about not seeing a rendering on the marquee area and asked
139 whether it would be reasonable to add a third condition requesting staff approval on this item.
140 Mr. Lamb stated he would advise the Board to be careful about giving staff more authority than
141 they would have in this situation especially when it comes to an appearance related standard.
142

143 Mayor Hansel suggested reopening the public hearing so the applicant could describe the
144 marquee area.

145 Mr. Noonan stated the applicant has no problem submitting an architectural plan if that is what
146 the Board desires.

147
148 The Mayor withdrew his motion, Councilor Remy withdrew his second
149

150 A motion was made by Mayor Hansel that the Planning Board approve SPR-897, Modification
151 #1 for the development of the site for use as a UHaul truck rental business and self-storage
152 facility; Approve SWP-CUP-2021-04 to permit a pavement encroachment into the Surface Water
153 Protection Buffer; and Grant an exemption from section 22.5.4.9 of the City’s Street Access
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161 conditions prior to signature by Planning Board Chair:
162

- 163 1. Submittal of a security for sedimentation and erosion control, landscaping, and as-built plans
164 in an amount and form acceptable to the Community Development Director.
- 165 2. Owner’s signature appears on the plan.

166 3. Submittal of an architectural drawing showing the marquee for the side of the building
167 facing Krif Road to be consistent with other architectural features and colors shown on the
168 current plan.

169
170 The motion was seconded by Councilor Remy and was unanimously approved by roll call vote.

171
172 Chair Russell Slack thanked the applicant for coming forward with these changes as was
173 requested by the Board.

174
175 **(2) SWP-CUP-05-21 – Surface Water Protection Conditional Use Permit – Eversource**
176 **A152 & T198 Structure Replacement Project, Various Locations** – Applicant GZA
177 GeoEnvironmental, on behalf of owner Public Service Company of New Hampshire (dba
178 Eversource Energy), proposes to replace twenty structures along the A152 Transmission Line
179 and eight structures along the T198 Transmission Line. These lines run from Island Street to the
180 Swanzey town border. This project will temporarily impact 166,919 sf of the Surface Water
181 Protection Buffer for temporary access and work pad placement.

182
183 A. Board Determination of Completeness

184 Senior Planner Mari Brunner recommended the Board accept the application as complete.

185
186 A motion was made by Mayor George Hansel to recommend the Board accept this Application
187 as complete. The motion was seconded by Councilor Michael Remy and was unanimously
188 approved.

189
190 B. Public Hearing

191 Lindsey White at GZA GeoEnvironmental addressed the Board and began by introducing Jeremy
192 Fennell and Connor Jennings from Eversource. Ms. White stated she was before the Board
193 regarding a conditional use permit application for select utility pole replacement within the
194 surface water protection district. She indicated the project is located along the T198 and A152
195 transmission lines which run parallel to each other, extending from the Island Street substation
196 heading south to the Keene and Swanzey town lines. Eversource is proposing to replace seven
197 poles on the T198 transmission line and 20 poles on the A152 transmission line.
198 Work will begin in February 2022. These poles are being replaced based on routine inspection to
199 maintain safety and reliability of the transmission lines.

200
201 Ms. White noted the work will have a temporary impact within the surface water protection
202 district for access and staging of equipment. She noted that where access and work pads are
203 located within wetlands, matting will be used to reduce impact to wetlands.

204
205 Ms. White stated the applicant met with the Conservation Commission on November 15 and
206 since that time minor changes have been made to the plan which have been conveyed to Ms.
207 Brunner and a revised plan set was submitted. She explained the changes:
208 Page 1 - On T198, Structure 148 was originally supposed to have been replaced but now it is
209 going to be removed entirely, so the work pad has been reduced in size.
210 Bordering structures 147 and 149 will be moved closer for span requirements.

211 Ms. White stated this does not change the work area or the impact – there will be a slight
212 adjustment to the numbers but nothing significant. She added the applicant is working with the
213 City on encumbrance and excavation permits and a wetlands permit through DES.

214
215 This concluded the applicant’s comments.

216
217 Mayor Hansel clarified the area shown on the plan would not be used in its entirety; it is just the
218 area depicted on the plan. Ms. White agreed they will only use the area they need to.

219 The Mayor asked for timeline for this work. Jeremy Fennell stated the mats will be removed as
220 soon as possible but the construction would last a couple of months. He added they have a rental
221 cost for the matting so they have a vested interest for removing them.

222
223 Vice-Chair Orgaz stated that with prior Eversource project he has asked whether this work would
224 cross any rail trails or any of the heavy pedestrian areas and what safety precautions will be in
225 place. Ms. White stated work will happen in the area bordering the rail trail when wire is pulled
226 across the line there will be a pedestrian control plan which will be part of the encumbrance
227 permit through the City.

228
229 Ms. Adams asked about the relocation of 147 and 149. Ms. White stated both of these poles will
230 be moved. Ms. Adams asked whether this would cause a loss in parking spaces. Mr. Fennell
231 stated a couple of spots will be used during construction, but this would be temporary.

232
233 Staff comments were next.

234
235 Ms. Brunner referred to the revised plan which have been reviewed by staff and noted the
236 changes are relatively minor.

237
238 She stated with this change the area that would be impacted within the surface water protection
239 buffer was reduced by 2,105 feet and the area of impact now is 164,114 feet. She went on to say
240 the request is to replace 20 structures along the A152 Transmission Line and 8 structures along
241 the T198 Transmission Line, as well as replace static wire with optical ground wire along the
242 T198 Transmission Line to shield conduct wires from lighting. Due to the location of the
243 structures being replaced within the right of way, there is some impact to wetlands and hence the
244 reason for the conditional use permit.

245
246 Ms. Brunner noted to a correction in the staff report. The staff report states there are no
247 departmental comments but Engineering states that there is an 18 inch sewer interceptor in the
248 vicinity of the A152 structures 4 and 5 and are asking the applicant to use caution.

249
250 Code Enforcement will be requiring a floodplain letter at the completion of the work stating that
251 any area within the flood plain has been restored to their original state. Ms. Brunner noted these
252 comments have been shared with the applicant.

253
254 She went on to say that the applicant went before the Conservation Commission which has asked
255 for a pollinator-friendly seed mix to restore the disturbed areas and this has been added as a
256 condition of approval.

257
258 With respect to the Surface Water Ordinance criteria – Ms. Brunner noted the impacts according
259 to the applicant would be temporary and those areas will be restored at the end of the work. They
260 are implementing Best Management Practices and are using measure to prevent sedimentation
261 and erosion control during construction. This concluded staff comments.

262
263 The Vice-Chair Orgaz asked for public comment

264
265 Melinda Savard stated her concerns were addressed by listening to the presentation.

266
267 With no other comment, the Vice-Chair closed the public hearing.

268
269 A. Board Discussion and Action

270 A motion was made by Mayor George Hansel that the Planning Board approve Conditional Use
271 Permit SWP-CUP-05-21 as shown on the plan set identified as “T198 & A152 Transmission
272 Lines – Structure Replacement and OPGW Project, Keene, New Hampshire” prepared by GZA
273 GeoEnvironmental Inc. at varying scales and dated November 8, 2021, with the following
274 conditions:

275 A. Applicant submits to the Community Development Department documentation of all
276 necessary permits and approvals from local, state and federal agencies, including but not limited
277 to:

278 i. An approved Wetlands Permit from the NH Department of Environmental Services;

279 ii. Temporary driveway permits for each access point from a public right-of-way from the City
280 Public Works Department;

281 iii. Excavation permits for any ground disturbance within the public right-of-way; and,

282 iv. Encumbrance permits for any vehicles, equipment or materials to be staged or stored within
283 the public right-of-way.

284 B. Applicant shall remediate all disturbed areas with vegetation that includes pollinator-friendly
285 plant species. A list of plant species used for remediation shall be submitted to the Community
286 Development Department in advance of planting.”

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

289
290 **SPR-13-14, Modification 1 & SWP-CUP-06-21 – Site Plan Review & Surface Water**
291 **Protection Conditional Use Permit** – Eversource North Keene Substation Modifications, 115
292 Park Ave – Applicant and owner Public Service Company of New Hampshire (dba Eversource
293 Energy) proposes to construct a 3,080 sf electrical enclosure and install electrical equipment on
294 the North Keene Substation property located at 115 Park Ave (TMP# 233-002-000). A waiver is
295 requested from Sec. 20.6.2.C of the Land Development Code regarding screening requirements
296 for ground-mounted mechanical equipment. A Conditional Use Permit is requested to construct a
297 gravel driveway in the Surface Water Protection buffer. The site is 15.28 ac and is located in the
298 Conservation District.

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A. Board Determination of Completeness

Senior Planner Mari Brunner stated the Applicant requests an exemption from providing a Traffic Report. Staff recommend that the Board grant the requested exemption and accept the application as Complete.

A motion was made by Mayor George Hansel to recommend 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

Connor Jennings and Jeremy Belanger addressed the Board representing Eversource Energy. Mr. Jennings introduced Aubrey Williams, Kurt Nelson, and David Still, each joining the session remotely. He indicated they were before the Board to address upgrades to the Northeast Substation– to upgrade the control house at this location and install a condenser. There were various reliability needs identified with the electrical needs in New Hampshire. The upgrades would reduce outages in certain situations and improve system reliability and better support residences and businesses in Keene. He indicated they would be working with the existing substation fence adjacent to Route 9 and Route 12, Park Avenue and the Wheelock Park area.

Construction will start during the second quarter of 2022, and work will take about one year and is anticipated to be completed during the 2nd quarter of 2023. Mr. Jennings then turned the presentation over to Mr. Belanger.

Mr. Belanger stated this property is located at 115 Park Avenue in the conservation zoning district, home to the Northeast Keene Substation. This site is approximately 15.3 acres in size.

Mr. Jennings stated they met with the Zoning Board on November 15 and received two variances; the first is for the enclosure height to exceed the allowable 35 feet – the proposal is to go up to 40 feet. The second is for the impervious cover to be up to 23% where 20% is allowable in the conservation district. He added the applicant also met with the Conservation Commission and there is a request regarding a particular seed mix to be placed in areas where there will be disturbance. The applicant has agreed to change the seed mix to be New England Conservation Wildlife Mix.

Mr. Jennings then addressed Site components. The construction is going to be located within the existing substation fencing. It consists of 3,080 square feet electrical enclosure and upgrades.

Drainage and Stormwater Management – There is an infiltration basin north of the substation and this will be reconstructed.

Sedimentation and Erosion Control – A temporary stabilized construction entrance is being proposed to prevent tracking onto public roadways. Silt fencing is also being proposed within 50 feet of the wetlands. For permanent control riprap in areas of concentrated flows, loam and seed is being proposed. Throughout the period of construction there will be environmental monitoring.

Snow Storage – Areas are shown on the site plan and the current practice of snow removal will continue.

341 Landscaping – Existing vegetative border runs along the east and west and a portion of the
342 southern border. Along the north there is a row of trees and the utility corridor and has an area of
343 no wooded vegetation. The existing trees consist of Evergreens in excess of 70 feet in height. No
344 additional landscaping is being proposed. There is a waiver being requested to exclude additional
345 screening of the ground mounted electrical equipment.

346 Lighting – No lighting is being proposed as part of this application except for emergency
347 lighting, which will be used for emergency maintenance activity.

348 Traffic and Access – What is being proposed is the construction of a gravel driveway which runs
349 from the northern entrance gate to Route 12. The area within the property will be built
350 according permanent construction standards. The applicant originally wanted to request a
351 permanent driveway permit from NHDOT along Route 12 so that large oversize vehicles could
352 be kept out of Wheelock Park during construction. This however, is a controlled access right of
353 way and DOT looked at this request as the applicant wanting to place a driveway over a right of
354 way and was not anxious to approve same. Hence, if the applicant agreed to construct a
355 permanent driveway on the property, DOT would grant temporary access in the future when
356 electrical needs grow and additional construction needs to be done.

357 Surface Water and Wetlands – Tenant Swamp exists to the west of the site, there is the 75 foot
358 surface water buffer and the applicant is requesting a 16,050 square foot impact which would be
359 within the previously disturbed utility corridor. There will be no tree clearing. There will be no
360 wetland impact to Tenant Swamp itself. A third party consultant performed a Threatened and
361 Endangered Wildlife Assessment and the summary determined “*development of the parcel is not*
362 *expected to threaten the existence of threatened or endangered species in the vicinity, primarily*
363 *due to the limited need to disturb new habitats around the substation site and gravel access*
364 *drive.*” The Assessment has gone up to Fish and Game for comment. Mr. Jennings noted there
365 might be two species of turtle that could be present on site and this has been included in the site
366 plan.

367 Noise – Mr. Jennings stated a third party sound study was conducted and it was determined there
368 were no impact to direct abutters.

369 Architecture and Visual Appearance – This would be a 7 foot long 40 foot high metal building
370 for which the color is yet to be determined. The color is likely going to be in neutral shade. This
371 concluded the applicant’s comments.

372 Councilor Remy noted there are suggestions for sound mitigation and asked the applicant
373 whether they were planning on incorporating those suggestions into the design. Mr. Jennings
374 answered in the affirmative and added one of the recommendations was using low noise chillers
375 instead of standard chillers on the north side. The Councilor asked about screening from
376 Wheelock Park. Mr. Jennings stated the existing elevations; the park sits about 12 feet above the
377 applicant’s site and the proposed site is about 75 feet in height and with the plantings proposed
378 with the original site plan application, it is not likely the applicant’s site will be visible from
379 Wheelock Park.

380 Staff comments were next. Ms. Brunner stated there were no departmental comments as part of
381 this application.

382 Drainage and Stormwater Management - The Applicant submitted a Drainage Report dated
383 November 12, 2021. Staff is requesting the Applicant submit an Alteration of Terrain Permit be
384 included as a condition of approval. Staff recommend that documentation of the Alteration of
385 Terrain Permit be included as a condition of approval. Applicant proposes to reconstruct an
386 existing infiltration and construct a new infiltration basin with a sediment forebay to the east of
387 the proposed driveway.

388 Sediment & Erosion Control – Applicant is proposing various control measures such as
389 installation of silt-sock downslope, a stabilized construction entrance to prevent tracking of
390 sediment onto public roads, and sediment traps. Permanent erosion control measures include
391 installation of riprap in areas of concentrated flow. As mention, the applicant will be stabilizing
392 any disturbed areas with a native wild flower mix. Staff is recommending that submittal security
393 for erosion control measures be included as a condition of approval.

394 Snow Storage & Removal - This standard appears to be met. Applicant has indicated on the plan
395 that any excess snow shall be transported off site.

396 Landscaping – No changes are being proposed. During the initial site plan application the
397 Planning Board did request a one-to-one planting on trees that were removed. In addition, the
398 applicant has planted trees along the perimeter to fill in the gaps which provides for a good
399 vegetative gap.

400 Screening – The Applicant has requested because the ground mounted equipment will be visible
401 from Route 12, that waiver is included as an attachment to the staff report. In making a
402 determination whether to grant the requested waiver, the Board should find that the waiver
403 criteria listed in Section 25.12.14 of the LDC are met. Ms. Brunner noted this criteria is listed in
404 the staff report.

405 Lighting – Is only emergency lighting which will only turn on in the case of an emergency.

406 Sewer and Water - This site does not have access to sewer or water, and no new access is
407 proposed.

408 Traffic & Access Management – Ms. Brunner stated no changes are proposed to the permanent
409 access points to this site; however, the Applicant does propose to reconstruct a gravel driveway
410 with access from NH Route 12. The portion of the driveway located on the 115 Park Avenue
411 portion will be a permanent feature of the site and portion of the driveway and Route 12 would
412 be temporary. She indicated Sub-section 2.E of this standard states “*A State driveway permit is*
413 *required for any new driveway on a state road outside of the Urban Compact.*” Staff
414 recommends that documentation of a driveway permit from NHDOT for the temporary driveway
415 access on NH Route 12 be included as a condition of approval.

416 Filling & Excavation - This project does not involve the placement of fill within the floodplain or
417 any excavation within the wetland areas. This standard does not apply.

418
419 Surface Waters & Wetlands - The Applicant requests a Surface Water Protection Conditional
420 Use Permit to construct within the 75-foot Surface Water Protection buffer. The area of proposed
421 impact within the buffer is 16,050 sf. Ms. Brunner noted a review of the Surface Water
422 Protection Conditional Use Permit criteria is included in the staff report. The Applicant has

423 submitted a Threatened and Endangered Wildlife Assessment (starts on page 100 of the Board
424 packet).

425
426 Hazardous or Toxic Materials -There are no known hazardous or toxic materials present on the
427 site.

428
429 Noise -The Applicant submitted an Environmental Sound Evaluation and the conclusion is that
430 with the mitigation measures being provided there will be no adverse impact on surrounding
431 properties.

432
433 Architecture & Visual Appearance - The Applicant submitted elevations to show the dimensions
434 and proposed design of the electrical enclosure. The proposed structure is 54 ft wide by 57 ft
435 long with a maximum height of 40 ft. The final color has not yet been determined, but the
436 Applicant has indicated it will be a muted color.

437
438 This concluded staff comments.

439
440 Councilor Remy asked whether staff is comfortable with the screening provided from Wheelock
441 Park. Ms. Brunner there are two access points at Wheelock Park from where this structure could
442 be visible; behind the baseball field and from Appel Way Trail. She noted there is not much that
443 can be done from these locations. The other location would be from Route 12 but the rate of
444 speed cars are travelling it is not likely going to be an issue.

445
446 Vice-Chair Orgaz asked whether there is a common color that is used for structures of this type.
447 Mr. Jennings stated they are currently working on three similar structures, one of them has a final
448 color determined and it is sandstone in color.

449
450 Ms. Adams asked the Applicant's transition from a temporary driveway to a permanent drive
451 onto the highway, whether there are any temporary measures being planned to keep people from
452 turning into this driveway. Mr. Jennings referred to a 30 foot swing gate being proposed which
453 would have a lockbox for emergency access.

454
455 The Vice-Chair asked for public comment, with no public comment the Vice-Chair closed the
456 public hearing.

457
458 Mayor Hansel thanked the Applicant for bringing this project forward and stated he likes projects
459 that come before the Board that improve the utility system and are away from being seen by the
460 public.

461
462 C. Board Discussion and Action

463 A motion was made by Mayor George Hansel that the Planning Board approve SPR-13-14,
464 Modification #1 for the construction of a 3,080 sf structure and installation of electrical
465 equipment, grant a waiver from Section 20.6.C of the Planning Board Development Standards,
466 and approve SWP-CUP-06-21 to permit the construction of a gravel driveway in the Surface
467 Water Protection buffer, as presented on the plan set identified as "Eversource North Keene
468 Substation, 115 Park Avenue, Keene, New Hampshire" prepared by TF Moran, Inc. at a scale of

469 1 inch = 40 feet and dated November 12, 2021 with the following conditions prior to signature
470 by Planning Board Chair:

471

472 1. Applicant submits documentation of all necessary permits and approvals from local, state, and
473 federal agencies, including but not limited to:

474 a. New Hampshire Department of Environmental Services Alteration of Terrain Permit.

475 b. New Hampshire Department of Transportation Temporary Driveway Permit.

476 c. U.S. Environmental Protection Agency Construction General Permit.

477 d. Federal Aviation Administration Notice of Construction Approval.”

478 2. Submittal of a security in a form and amount acceptable to the City Engineer for sediment and
479 erosion control measures and as-built plans.

480 3. Owner’s signature appears on plan.”

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

483

484 **SPR-942, Modification 2 – Site Plan – Hobby Lobby, 447 West Street** – Applicant
485 Hobby Lobby, on behalf of owner Realities Inc, proposes to modify the building façade and
486 renovate the former JC Penney tenant space in the West Street Shopping Center located at 447
487 West Street (TMP# 565-018-000). The site is 13.2-ac and is located in the Commerce District.

488

489 A. Board Determination of Completeness

490 Senior Planner Mari Brunner stated the Applicant has requested an exemption from providing a
491 Grading Plan, Landscaping Plan, Lighting Plan, and Drainage, Traffic, and Soils Reports. Staff
492 recommend that the Board grant the requested exemptions and accept the application as
493 complete.

494

495 A motion was made by Mayor George Hansel to recommend the Board accept this Application
496 as complete. The motion was seconded by Councilor Michael Remy and was unanimously
497 approved by roll call vote.

498

499 B. Public Hearing

500 Jim Durham, Project Manager for Hobby Lobby, addressed the Board and stated he was before
501 the Board to answer any questions they might have and indicated his understanding is that the
502 permit is in its last stages. He noted to the site plan revision submitted to the City. He explained
503 the new EIFS in the middle is what they will be constructing and everything else will remain as
504 is.

505

506 Councilor Remy noted that either side of the sign, according to the site plan, is shown as grey
507 while the buildings in the vicinity have this section shown in red and asked whether the
508 Applicant would be open to leaving it in red. Mr. Durham agreed to leave it in red.

509

510 Vice-Chair Orgaz asked whether the green will remain. Mr. Durham answered in the affirmative.

511

512 Staff comments were next. Ms. Brunner stated this would be a retail-to-retail use and will not be
513 a change of use under the Zoning Code. Most of the changes being proposed related to
514 architectural features, however, the Applicant is proposing to install a trash compactor at the rear

515 of the building. Staff is requesting screening for the compactor be submitted as a condition of
516 approval. Applicant is aware of it and has agreed to submit same.

517
518 The rear of the building is in the floodplain and the Applicant might have to submit a Flood Plain
519 Permit, which is indicated in the staff report. She indicated no changes are proposed to drainage,
520 grading, landscaping, lighting, parking, or existing access and traffic patterns.

521
522 Architecture & Visual Appearance - This standard states “*Modifications and additions to existing*
523 *structures shall be harmonious with the character of the existing structure.*” The Applicant
524 proposes to modify the existing storefront façade. Ms. Brunner went over the changes:

525
526 What currently exists is an arched shaped green steel and wood entry façade, and the Applicant
527 is proposing to replace this with a new entry façade with Hobby Lobby’s prototypical color
528 scheme and EIFS covering. They are proposing to paint the two adjacent tower structures on
529 either side of the entry façade to match their color scheme. The Applicant is also replacing the
530 existing storefront doors with new storefront doors, as well as expansion of the storefront
531 glazing, widening of two existing pilasters on either side of the store entrance and install a new
532 pilaster centered underneath the entry façade. This concluded staff comments.

533
534 Councilor Remy asked what the prior tenant used for trash disposal. Ms. Brunner stated there
535 was a previous compactor but it was located in a different location (north of the area that sticks
536 out) – hence it was screened from view by the building itself.

537
538 Mayor Hansel agreed with keeping it red to be consistent with the other buildings in the area but
539 noted Hannaford had grey. Councilor Remy agreed but stated he was not comparing this site
540 with other locations in the plaza – just to the ones next to this site.

541
542 Vice-Chair Orgaz asked for public comment next.

543
544 Councilor Bobby Williams addressed the Board and stated as follows:
545 *Hobby Lobby’s reputation proceeds it as an organization that has an extended history of*
546 *noncompliance with laws at local, state, national, and even international levels. They have a*
547 *record of labor violations going back decades, having amassed a litany of complaints for*
548 *discrimination.* Vice-Chair Orgaz interjected the Councilor and stated he wanted to remind
549 everyone the role of the Planning Board. He explained the Board is here to determine if this
550 Application meets City Standards, things like traffic, landscaping, architecture etc. He stated any
551 comments made by the public should be focused on that.

552 The Councilor went on with his presentation: *Given that Hobby Lobby Stores Inc. has a*
553 *longstanding pattern of violating laws and regulations that it somehow feels not obligated to*
554 *follow, it is of particular importance that the City of Keene insist that Hobby Lobby put all their*
555 *plans to paper as part of the permitting process, and avoid taking any shortcuts in approving the*
556 *Site Plan for property alterations at 447 West Street.*

557 *In this case, Hobby Lobby is requesting exemptions from having to provide a Grading Plan,*
558 *Landscaping Plan, Lighting Plan, and Drainage, Traffic, and Soils Reports, I urge that these*
559 *exemptions be denied based on the company’s overall credibility. This is necessary to ensure*

560 *that the City and by extension the public has full documentation of all representations made by*
561 *the company prior to the beginning of construction.*

562 *With respect to the importance of Drainage and Soils reports and Grading and Landscaping*
563 *Plans, I am concerned that many aspects of this project including new signage, changes to the*
564 *façade, a new screening fence, and a trash compactor could alter the drainage characteristics of*
565 *the area. This could contribute to faster or more polluted runoff into the environmentally*
566 *sensitive wetland areas of Ashuelot River Park that are adjacent to the property.*

567 *I am particularly concerned about the drainage in the area surrounding the building's new trash*
568 *compactor, which is a potential point source of both water pollution and litter. Moreover,*
569 *without a full set of planning documents, it can be difficult to assess whether Hobby Lobby is*
570 *taking sufficient steps to minimize the risk to the environment associated with locating a trash*
571 *compactor in a flood zone.*

572 *Likewise, I have concerns about the lack of a Lighting Plan. If Hobby Lobby is to illuminate their*
573 *façade which they wish to change to a much brighter color that could have an effect on*
574 *migrating birds, dark skies in Ashuelot River Park, and neighborhood character.*

575 *Additionally, given this company's reputation as a scofflaw, the City has a responsibility to get a*
576 *firm lighting plan on paper now, as part of the permitting process, so that if additional skyward-*
577 *pointing floodlights suddenly appear on the Hobby Lobby premises, they can be appropriately*
578 *regulated as to avoid an adverse impact on the nearby bat population.*

579 *Similarly, I do not think Hobby Lobby Stores should be exempt from providing a Traffic Report,*
580 *because the Traffic Report will be important to the work of the city planning department as*
581 *development proceeds on converting West Street into a "complete streets" format.*

582 *Further, in connection with city and state efforts to reduce traffic in the area by making West*
583 *Street more amenable to bicycles and pedestrians, I would like to know what Hobby Lobby is*
584 *planning to do to provide safe access and sufficient parking for bicycles, including cargo bikes*
585 *and e-bikes, on the site.*

586 In closing, the Councilor stated he was hoping the Board would withhold further deliberation
587 until such time as all aspects of the Site Plan have been submitted.

588 Emily Mason of Surry, NH stated in looking at the City's Master Plan the first points states *to*
589 *protect, promote and improve the public health, safety general welfare of the city.* Second point
590 refers to compatible use of land and asked where with this application we are talking about
591 competitors and compatible use. She noted Joann Fabrics is right next door and stated she wasn't
592 sure why the Board is focusing on façade and traffic and skipping how this use balances Keene's
593 economy and why the Board would not look at site compatibility.

594 Mayor Hansel responded by saying the Board's review with this application is very narrow and
595 operates as a quasi-judicial board and looks at the application based on the adopted criteria.
596 Zoning decisions with use does not play into the Board's decision. Ms. Mason stated she was at
597 Joann Fabrics and they were under the impression there wouldn't competing uses in the same
598 plaza. The Mayor stated this would be up to the landlord and what standards they want to
599 impose; the City has no control over that.

600 Jodie Newell of Keene, NH made the following statement:

601 *Hobby Lobby has submitted an incomplete application. The argument here seems to be that*
602 *because it is proposing minor reconstruction, rather than new construction, & the reconstruction*
603 *doesn't change the existing impact of this business location, filing these reports are unnecessary.*
604

605 *I would argue that since we have now taken on the challenge of transitioning to renewable*
606 *energy, & the existing business location was constructed at a time when we did not explicitly*
607 *have this goal, we must re-examine the building's impact on our new goal.*
608

609 *In this regard, my question is, where does the city exercise its resolve in achieving our*
610 *Renewable Energy Plan's goal? If we continue to approve permits based outdated energy*
611 *standards, how are we ever going to make real progress toward our renewable energy goal?*
612

613 *Furthermore, I am very concerned about social impact, especially when much of the profit of this*
614 *out of state business will not remain in Keene. We also cannot ignore the negative impact this*
615 *will have on local businesses.*
616

617 *In the renewable energy plan, there is a focus put on mitigating the negative impact on those in*
618 *our community who do not have the means to make changes necessary to their property to help*
619 *us toward our goal.*
620

621 *Yet here we have an opportunity where the business absolutely has the means & uses a vastly*
622 *greater amount of energy than many of our local businesses who are actually partnering with the*
623 *city to accomplish these goals, & not only are we not hearing any proposals for energy*
624 *reduction, we're not even asking.*
625

626 *Now, to be clear, I can understand, according to this logic, exempting or better yet assisting, a*
627 *new local business, whose humble profit remains largely in the community & whose energy use*
628 *is proportionately minuscule, with energy reducing renovations. I cannot see, however, how*
629 *extending that to a hugely profitable, hugely impactful business, the bulk of whose profit*
630 *immediately leaves our community, is in line with the goal we set & this guiding principle of*
631 *reducing the strain on those with less ability in our plan.*
632

633 *In short, if we are going to take seriously the goals we set out, we are going to have to take these*
634 *things into account. Nothing in this incomplete application indicates that anything but the*
635 *facade, etc will change. But we as a community along with the council have committed to*
636 *change, specifically in energy use. It's situations like this that provide ripe opportunities to live*
637 *up to that commitment.*
638

639 *So I ask that you deny this permit until it is at least complete & in my opinion until we are*
640 *assured that this company will be a renewable energy transition partner with the city of Keene.*
641

642 Ms. Brunner responded by saying Ms. Newell stated this permit has already been approved and
643 reiterated the Board has voted on completeness of this Application but not on the Application as
644 a whole which will happen after Board deliberations.
645

646 With no further public comment, Vice-Chair Orgaz closed the public hearing.

647

648 C. Board Discussion and Action

649 Councilor Remy stated he liked the red for that façade and it would be easier to leave it in red.
650 As far as the compactor, moving it further to the south away from the wetlands would be better.
651 Mayor Hansel stated architectural standard is the most subjective standard and it has always been
652 his practice to look at what exists in the area and require same from a new use. He felt what has
653 been presented is consistent with what exists but if the Board wants to go in a different direction,
654 then that would be up to the Board.

655

656 Ms. Adams stated she has no objection to what the Applicant is proposing.

657

658 Ms. Mastrogiovanni felt the U-Haul requested a company color as is being requested by this
659 Applicant. Councilor Remy stated his argument is what exists next to this use.

660

661 Ms. Adams questioned if the Applicant would consider changing their lighting in the future
662 whether they would have to come back before this Board. Ms. Brunner stated they might not
663 have to come before the Planning Board if items such as traffic, lighting, impact on the wetlands
664 etc they would have to come to the Community Development Department and it will be
665 reviewed by staff to see if these changes can be approved by the Minor Project Review
666 Committee or whether it has to go before the Planning Board.

667

668 Chair Russell Slack stated she had no objection to what has been presented tonight. Vice-Chair
669 Orgaz stated he had no objection either.

670

671 A motion was made by Mayor George Hansel that the Planning Board approve SPR-942,
672 Modification #2 as shown on the site plan identified as “Hobby Lobby, 381 West St. Keene,
673 NH” prepared by SGA Design Group. P.C. at a scale of 1 inch = 30 feet and dated October 28,
674 2021, and on the elevations identified as “Hobby Lobby, 381 West St. Keene, NH” prepared by
675 SGA Design Group. P.C. at a scale of 3/32 inch = 1 foot and dated October 28, 2021, with the
676 following conditions prior to signature by the Planning Board Chair:

677 1. Submittal of screening details for the trash compactor. Such screening shall comply with
678 Section 20.6.2.A of the Land Development Code.

679 2. Owner’s signature appears on plan.

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

682 **V. Adoption of 2022 Meeting Schedule**

683 A motion was made by Mayor George Hansel that the Planning Board approve the 2022 meeting
684 schedule. The motion was seconded by Councilor Michael Remy.

685 Councilor Remy stated the first meeting conflicts with the Delegation meeting he and Mayor
686 Hansel would be attending. Vice-Chair Orgaz asked for Chair Russell Slack’s comment. The
687 Chair stated she would like to vote on it as presented and review it when she returns to look at a
688 quorum.

689 The motion made by the Mayor was unanimously approved by roll call vote.

690 **VI. Staff Report**

691 • Capital Improvement Program (CIP) presentation – January 22, 8:00-11:30 AM

692 Ms. Brunner referred to the Capital Improvement Program presentation will be held on Saturday,
693 January 22, 8:00-11:30 AM at the Michael Blastos room. She encouraged Board attendance. Mr.
694 Lamb stated Board members will be receiving individual invitations in advance of the meeting.

695 Mr. Lamb referred to upcoming staff changes. Mr. John Rogers will be taking over as Interim
696 Community Development Director. Ms. Brunner has been promoted to position of Senior
697 Planner. Mr. Lamb stated this would be his last meeting before the Planning Board. Mr. John
698 Rogers introduced himself who is currently the Building and Health Official for the City. He
699 stated as a department they are actively accepting applications for Planner and Community
700 Development Director.

701 Ms. Adams thanked Mr. Lamb for his service to the City. Vice-Chair Orgaz thanked Mr. Lamb
702 as well.

703 **VII. New Business**

704 None

705 **VIII. Upcoming Dates of Interest – December 2021**

706 • Joint Committee of the Planning Board and PLD – January 10, 6:30 PM

707 • Planning Board Steering Committee – January 11, 11:00 AM

708 • Planning Board Site Visit – January 19, 8:00 AM – To Be Confirmed

709 • Planning Board Meeting – January 24, 6:30 PM

710 There being no further business, Vice-Chair Orgaz adjourned the meeting at 8:37 PM.

711

712 Respectfully submitted by,
713 Krishni Pahl, Minute Taker

714

715 Reviewed and edited by,
716 Christopher Cusack, Contract Planner

717



January 03, 2022

Mari Brunner, Senior Planner
City of Keene
3 Washington Street
Keene, NH 03431

Re: SPR 04-21, Hundred Nights Shelter, 122-124 Water Street, Request for Extension to Condition Compliance Time

Dear Mari,

On behalf of Hundred Nights Inc. and Green Diamond Group, LLC I am hereby requesting a six month extension to the condition compliance time for SPR 04-21. The current expiration date is February 20, 2022. A copy of the conditional approval is attached.

Hundred Nights, Inc. has been awarded several grants and loans which require extensive agreements and conditions which must be met before the funds can be awarded. This may result in delays before they can close on the property and complete the conditions of approval from the Planning Board. We are also nearing completion of the Phase II environmental site assessment which has been submitted to NHDES for review. This may result in special conditions relating to the handling and treatment of soils on the site. A copy of the final results will be provided to the City of Keene when available.

Please consider this request at the next available Planning Board meeting. I am happy to provide any additional information deemed necessary.

Sincerely,

James P. Phippard, agent

cc. Mindy Cambiar, Executive Director
Jan Peterson, Board President

STAFF REPORT

SPR-423, MODIFICATION #4 — SITE PLAN REVIEW – CORNING SPECIALTY MATERIALS, 69 & 0 ISLAND STREET

Request:

Applicant Leighton A. White Inc., on behalf of owner Island Mill Realty Group, proposes to install electrical equipment and modify the parking on the properties located at 69 Island St (TMP# 583-010-000-000-000) and 0 Island St (TMP# 582-048-000-000-000). These combined parcels are 9.2-ac in size and are located in the Commerce District.

Background:

The 69 Island Street property is the site of Island Mill Commercial Condominiums, which includes a variety of different businesses. Historically, this property was the site of a manufacturing facility that was active up until 1983. The main mill building (~30,000 sf) was built in 1904, with three major additions (~90,000 sf) added on in the 1960s. The building was converted to a condominium in 1983, and received site plan approval from the Planning Board for the creation of on-site parking,



Figure 1. Image of the Island Mill Commercial Condominiums building located at 69 Island Street.

landscaping, and other site improvements (SPR-423). The site, which includes two parcels of land (TMP#s 583-010-000-000-000 & 582-048-000-000-000), is bordered by the Cheshire Rail Trail to the north, Island Street to the east, the Ashuelot River to the west, and residential properties to the south. Access to the site is from Island Street via four curb cuts.

The Applicant proposes to install a generator and other electrical equipment on the site for use by Corning Specialty Materials, which occupies Suite T within the building. In addition, 11 parking spaces are proposed to be moved from the area near the proposed generator to various locations throughout the parking lot. This request was referred to the Planning Board for review by the Community Development Director per Section 25.12.3.C of the Land Development Code.

Completeness:

The Applicant requests exemptions from providing a grading plan, lighting plan, landscaping plan, architectural elevations, and technical reports. Staff recommend that the Board grant the requested exemptions and accept the application as “complete.”

Departmental Comments:

- **Code Enforcement:** Please be aware that a Building Permit will be required for this project.
- **Zoning:** The Applicant needs to provide a valid lease for the parking spaces located within the City right-of-way.

STAFF REPORT

Application Analysis: No changes are proposed to snow storage, landscaping, lighting, sewer and water, or architectural and visual appearance. The following is a review of the Planning Board development standards relevant to this application.

- 20.2 **Drainage and Stormwater Management:** The Applicant proposes to install two concrete pads and three new parking spaces in an existing landscaped area adjacent to the southwest corner of the building, for a total of 1,236 sf of new impervious surface. In order to offset this increase, the Applicant proposes to remove sections of pavement along the drive aisle around the southwest corner of the building, resulting in an overall decrease in impervious area by 3 sf. No other changes to onsite drainage are proposed. The Applicant has requested an exemption from submitting a Drainage Report as there is no overall increase in impervious area. This standard appears to be met.
- 20.3 **Sediment & Erosion Control:** Silt fencing is proposed along the edge of all work areas, and a silt sack will be installed around the existing catch basin within the project area. This standard appears to be met.
- 20.6 **Screening:** This standard states that *“Ground-mounted equipment visible from a public right-of-way or adjacent property shall be fully screened.”* The proposed new generator and other electrical upgrades are proposed to be located to the rear of the building near the southwest corner. This area of the site is not visible from Island Street and is screened from view from the adjacent residential properties by existing trees and other vegetation. Therefore, the Applicant does not propose to screen the equipment from view.
- 20.9 **Traffic & Access Management:** No changes to onsite traffic circulation, traffic generation, or access to the site are proposed. The Applicant proposes to narrow the drive aisle that goes around the southwest corner of the building and remove 11 parking spaces from this area of the site. Eleven new parking spaces are proposed in various locations within the existing parking lot to maintain the same number of parking spaces on the site, as shown on the Overall Site Plan. The three new parking spaces located adjacent to the building will have wheel stops as required by Section 9.4.3.D of the Land Development Code.
- During staff review of this site plan application, staff became aware of a 1990 lease between the previous owner of this property and the City of Keene to permit a parking encroachment into the Cheshire Rail Trail right-of-way. It appears as though this lease is not active. Staff recommend that the property owner provide documentation of a current and valid lease for the parking lot encroachment on City land as a condition of approval.
- 20.10 **Filling & Excavation:** The Applicant states in the project narrative that there will be no filling or excavation as part of this project. This standard does not apply.
- 20.11 **Surface Waters & Wetlands:** There are no wetlands present on the property. The Ashuelot River abuts the property to the west; however, no work is proposed within the 30-foot surface water protection buffer. This standard does not apply.
- 20.12 **Hazardous or Toxic Materials:** To the Applicant’s knowledge, there are no hazardous or toxic materials present on this site. This standard does not apply.
- 20.13 **Noise:** The proposed electrical equipment is located more than 300 feet from adjacent buildings, and the Applicant notes that the equipment is not expected to generate excessive noise.

STAFF REPORT

Recommended Motion:

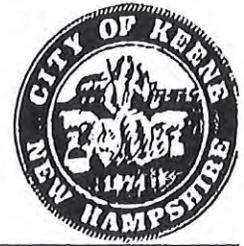
If the Board is inclined to approve this request, the following language is recommended for a motion:

Approve Spr-423, Modification #4 for the installation of electrical equipment and parking lot modifications, as presented on the plan identified as "Overall Site Plan, Tax Map Lots 583-010-000 & 582-048-000 (69 Island Street) Keene, New Hampshire" prepared by Fieldstone Land Consultants at a scale of 1 inch = 40 feet on December 14, 2021 and last revised on January 7, 2022 with the following conditions prior to signature by Planning Board Chair:

1. Submittal of documentation of a valid lease for the parking lot encroachment on City land.
2. Owner's signature appears on the plan.

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.

A Project Name Electrical Improvements- Site Plan	Date Received/Date of Submission:	
	Date of pre-application meeting:	
Tax Map Parcel number(s) 583 - 010 - 000 - 000 - 000 582 - 048 - 000 - 000 - 000	Date Application is Complete:	
Community Development Dept File #: _____		
Project Address: 69 Island Street, Keene, NH 03431	O W N E R	PRINTED Name: Island Mill Realty Group
		Signature: <i>[Signature]</i>
Address: P.O. Box 1060, Keene, NH 03431		
Telephone\ Email: <i>freestanding.com 919-520-3416</i>		
Acreage/S.F. of Parcel: 8.14± Ac / 350,000 SF 1.06± Ac / 46,000 SF	A P P L I C A N T	PRINTED Name: Leighton A. White, Inc.
Zoning District: COM - Commerce District		Signature: <i>[Signature]</i>
Address: 138 Elm Street, Milford, NH 03055		
Telephone\ Email: <i>603 493 6888 / dale.white@leightonwhite.com</i>		

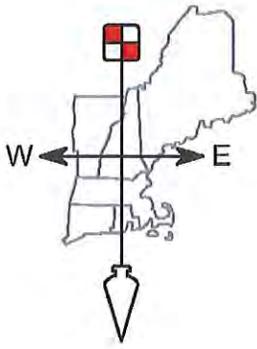
Modifications: Is this a modification to a previously-approved site plan: No Yes: SPR#: _____ Date: _____

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

B Descriptive Narrative Including

- | | | |
|--|---|---|
| <input 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



FIELDSTONE

Surveying ♦ Engineering
Land Planning ♦ Septic Designs

LAND CONSULTANTS, PLLC

206 Elm Street, Milford, NH 03055 - Phone: 603-672-5456 - Fax: 603-413-5456
www.FieldstoneLandConsultants.com

Site Plan Review Application Narrative

Electrical Improvements – Site Plan
Tax Map Parcels 583-010-000 & 582-048-00
69 Island Street
Keene, New Hampshire

December 16, 2021

Project Narrative:

Fieldstone Land Consultants, on behalf of Leighton A. White, Inc. is submitting this application for Planning Board approval. The proposal consists of electrical improvements to the property in order to provide an uninterrupted power supply for the Corning's Facility. The building on site is currently used for a variety of businesses.

There are currently two lots owned by Island Mill Realty Group, lots 583-010-000 and 582-048-000. Lot 583-010 is 350,000 SF (8.14 acres) with 475.94 ft. of frontage on Island Street. Lot 582-048 is 46,000 SF (1.06 acres) with no frontage on a public road. Access to the site is through four curb cuts on Island Street. These access points allow for traffic to circulate the parking lots and large trucks to make deliveries.

The applicant is looking to construct electrical improvements on the site in the southwest portions of the property. This includes a 29'x42' concrete pad for a generator, power supply, transformer, and underground utilities. All improvements will take place within the existing development footprint of the site.

Due to the project being entirely contained within the existing development there is minimal impacts to the property and the surroundings. There will also be no disposal of boulders, stumps, or debris as the area the improvements are proposed are already clear and will not require excavation.

Development Standards Narrative:

- 1. Drainage** – The electrical improvements will create an additional 1,236 square feet of impervious area which will be offset by the removal of 1,239 square feet of pavement as depicted on the plan. The result is a net reduction in impervious area and therefore no change in stormwater runoff.
- 2. Sedimentation/Erosion Control** – The proposed improvements take place within the developed area of the site and will not require major grading. To address erosion and sedimentation control a silt sack is proposed in the existing catch basin along with silt fence.
- 3. Hillside Protection** – There is no hillside protection required for this project.

4. **Snow Storage and Removal** – Snow storage will be handled in the same way as it currently is. The proposed electrical improvements will not affect snow storage.
5. **Flooding** – This property is located within the 100 year floodplain as it is adjacent to the Ashuelot River. However, the proposed improvements lie within the limits of existing development on site and will have no impacts on flooding.
6. **Landscaping** – There is no proposed landscaping required for the proposed improvements.
7. **Noise** – The proposed improvements are located away from neighboring properties and will not generate excessive noise.
8. **Screening** – The proposed improvements are located within the existing footprint of developed area to the rear of the existing building and will be screened from adjacent properties and the right of way.
9. **Air Quality** – The proposed improvements are located away from neighboring properties and will have minimal impacts to air quality.
10. **Lighting** – The proposed improvements do not require any additional lights or changes to the existing lighting on site.
11. **Sewer and Water** – The site is currently serviced by municipal sewer and water. The proposed improvements will not alter the existing services and no new sewer or water services are proposed.
12. **Traffic** – The proposed improvements will not have any impact on traffic to and from the site.
13. **Driveways** – The entrance to the site will remain unchanged. The aisle around the south west corner of the building will meet the city of Keene’s land development code with a minimum of 22’ aisles for perpendicular parking and wider aisles for truck traffic. The 11 parking spaces to be removed will be replaced by re-striping and the construction of new spaces as depicted on the plans.
14. **Hazardous and Toxic Materials** – There is no proposed hazardous or toxic materials associated with this project.
15. **Filling/Excavation** – There will be no filling or excavation of material on site. The proposed concrete pads will be poured at existing grade.
16. **Wetlands** – The proposed improvements will be entirely contained within the existing developed area and will have no impact on any adjacent wetlands. We have requested an exemption from depicting delineated wetlands on site.
17. **Surface Waters** – The Ashuelot River abuts the property along the western property line. The proposed improvements however will be entirely contained within the existing developed area and will have no impact on adjacent surface waters.
18. **Stump Dumps** – There will be no stump dumps on the property. There are no trees to be cut for the proposed improvements.
19. **Architectural and Visual Appearance** – The visual appearance of the existing buildings will not change, as viewed from the public streets. The generator and other electrical improvements will be located behind the existing building.

SHEET INDEX

PAGE	SHEET	TITLE
1	SP-1	OVERALL SITE PLAN
2	EX-1	EXISTING CONDITIONS PLAN
3	SP-2	SITE PLAN
4	DT-1	CONSTRUCTION DETAILS

REFERENCE PLANS:

- "PROPERTY OF - MALBORO MFG. CO. INC. (RECORD PROP.) - & - PUBLIC SERVICE CO. OF - NEW HAMPSHIRE", SCALE: 1"=50', DATED: APRIL 14, 1983, PREPARED BY: DIBERNARDO ASSOCIATES & RECORDED IN PLAN CABINET 5, DRAWER 0, NUMBER 29 IN THE C.C.R.D.
- "DECLARATION OF CONDOMINIUM - PLAN OF LAND - ISLAND MILL - CONDOMINIUM", SCALE: 1"=50', DATED: AUGUST 11, 1988 & REVISED THROUGH AUGUST 23, 1988, PREPARED BY: DIBERNARDO ASSOCIATES & RECORDED IN PLAN CABINET 12, DRAWER 0, NUMBER 112 IN THE C.C.R.D.

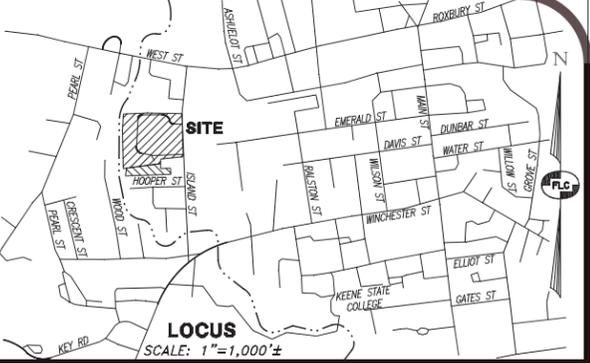
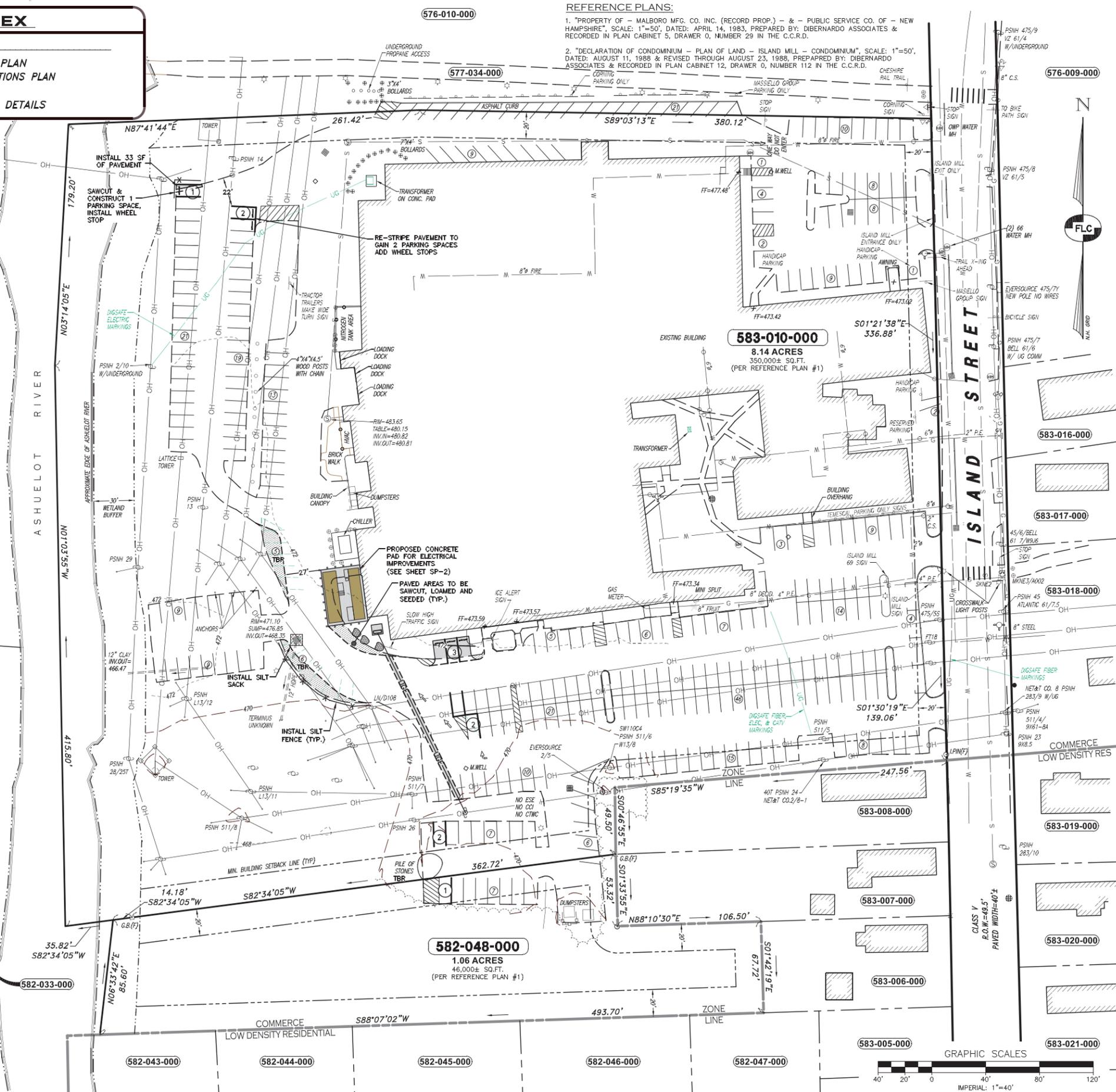
- LEGEND:**
- RIGHT-OF-WAY LINE
 - BOUNDARY LINE
 - ABUTTING LOT LINE
 - BUILDING SETBACK LINE
 - EDGE OF PAVEMENT
 - CURB LINE
 - EDGE OF TREE LINE
 - BANK OF ASHUELOT RIVER
 - SURFACE WATER BUFFER
 - STOCKADE FENCE
 - 470' 10" CONTOUR INTERVAL
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 - WATER LINE
 - OVERHEAD UTILITY LINE
 - UNDERGROUND UTILITY LINE
 - GAS LINE
 - CULVERT OR DRAIN LINE
 - GRANITE BOUND FOUND
 - IRON PIPE FOUND
 - UTILITY POLE & GUY
 - CATCH BASIN (SQUARE)
 - SEWER MAN-HOLE
 - WATER HYDRANT
 - WATER VALVE

583-010-000 TAX MAP & LOT NUMBER

PROPOSED FEATURES

- EDGE OF PAVEMENT
- CAPE COD BERM (CCB)
- PAVED AREA
- PROPOSED STRUCTURE
- EROSION CONTROL STONE
- UNDERGROUND UTILITY LINES
- TEMPORARY SILT FENCE
- SAW CUT LINE
- AREA TO BE LOAMED & SEEDED
- SILT SACK
- ROCKS (TO REMAIN)

LOCATIONS OF TRANSFORMER PADS, GENERATOR PADS, UNINTERRUPTED POWER SUPPLY ENCLOSURE PADS, ETC. ARE INDICATED ON THIS SITE PLAN FOR INFORMATION PURPOSES ONLY. THE ELECTRICAL CONTRACTOR SHALL SEEK AND OBTAIN PERMISSION TO INSTALL ANY AND ALL EQUIPMENT PADS, AND/OR CONDUIT DUCT BANKS FROM ALL INTERESTED PARTIES, INCLUDING THE BUILDING OWNER, LOCAL AUTHORITY, THE UTILITY COMPANIES, ETC. PRIOR TO LOCATING AND PERMANENTLY INSTALLING SITE APPURTENANCES.



- NOTES:**
- THE OWNER OF RECORD FOR TAX MAP PARCELS 583-010-000 & 582-048-000 IS ISLAND MILL REALTY GROUP - PO BOX 1080, KEENE, NH 03431. DEED REFERENCE TO THE PARCELS IS VOL.1043 PG.908 DATED AUGUST 4, 1983 IN THE C.C.R.D.
 - THE PURPOSE OF THIS PLAN IS TO DEPICT PROPOSED IMPROVEMENTS TO PROVIDE FOR AN UNINTERRUPTED POWER SUPPLY WITH ASSOCIATED SITE IMPROVEMENTS OVER TAX MAP PARCELS 583-010-000 & 582-048-000.
 - THE AREA OF EXISTING TAX MAP LOT 583-010-000 IS 8.14 AC OR 350,000± SQ.FT. PER REFERENCE PLAN #1. THE AREA OF EXISTING TAX MAP LOT 582-048-000 IS 1.06 AC, OR 46,000± SQ.FT. PER REFERENCE PLAN #1.
 - THE BOUNDARY INFORMATION SHOWN WAS DEVELOPED ENTIRELY FROM THE REFERENCE PLANS CITED HEREON AND IS NOT THE RESULT OF A PRECISE FIELD SURVEY BY THIS OFFICE.
 - ZONING FOR BOTH PARCELS IS THE "COM" - COMMERCE DISTRICT
- | COMMERCE DISTRICT | REQUIRED | EXISTING 583-010-000 | EXISTING 582-048-000 |
|----------------------|-----------|----------------------|----------------------|
| MIN. LOT AREA | 15,000 SF | 400,000± SF | 46,000± SF |
| MIN. LOT FRONTAGE | 50 FT | 475.94 FT | 0 FT |
| MIN. FRONT SETBACK | 20 FT | 4.6 FT | (20) FT |
| MIN. SIDE SETBACK | 20 FT | 20.8 FT | (20) FT |
| MIN. REAR SETBACK | 20 FT | 215.2 FT | (20) FT |
| MAX. BUILDING HEIGHT | 35 FT | <35 FT | N/A |
| MAX. STORIES | 2 | 1 | N/A |
- THE SUBJECT PARCELS LIE WITHIN THE WATER PROTECTION OVERLAY DISTRICT. A 30-FOOT REDUCED BUFFER EXISTS FROM ALL SURFACE WATERS IN THE COMMERCE DISTRICT PER SECTION 102-1493 OF THE CITY OF KEENE ZONING ORDINANCE.
 - THE WESTERN PORTION OF THE SUBJECT PARCELS LIE PARTIALLY IN THE FLOOD HAZARD AREA AS DETERMINED FROM THE FLOOD INSURANCE STUDY (FIRM), CHESHIRE COUNTY, NEW HAMPSHIRE, CITY OF KEENE, COMMUNITY NO.330023, PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, MAP 33005C0266, DATED MAY 23, 2006.
 - THE SITE LIES WITHIN THE AQUIFER PER THE "GROUND-WATER RESOURCES OF THE ASHUELOT RIVER BASIN, SOUTHWESTERN NEW HAMPSHIRE", PREPARED BY HAROLD A. WHITCOMB IN COOPERATION WITH THE NEW HAMPSHIRE WATER RESOURCES BOARD.
 - THE SUBJECT PARCEL IS CURRENTLY SERVICED BY CITY WATER & SEWER, AND UNDERGROUND ELECTRIC LINES.
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 - LOT 583-010-000 MAY BE SUBJECT TO A 25-FT. RIGHT-OF-WAY, A 12-FT WIDE RIGHT-OF-WAY, AND AN AGREEMENT TO PARK MOTOR VEHICLES IN THE SOUTHWEST CORNER. SEE VOL.664 PG.568 DATED 5/12/59 & VOL.658 PG.271 DATED 12/26/58 IN THE C.C.R.D. LOT 583-010-000 IS SUBJECT TO AN EASEMENT TO PSNH RECORDED IN VOL. 2317 PG.22 DATED 1/11/06 IN THE C.C.R.D.
 - THE PROPOSED ELECTRICAL IMPROVEMENTS WILL REQUIRE 11 PARKING SPACES TO BE REMOVED. AN ADDITIONAL 11 SPACES ARE PROVIDED THROUGH RE-STRIPING AND ADDITIONAL PAVED AREAS, RESULTING IN NO NET LOSS OF PARKING SPACES FOR THE SITE.
 - THE PROPOSED ELECTRICAL IMPROVEMENTS AND PARKING AREAS WILL INCREASE IMPERVIOUS SURFACES ON THE SITE BY 1,239 SQUARE FEET. PROPOSED SAWCUT AREAS TO BE LOAMED AND SEEDED TOTAL 1,239 SQUARE FEET. THE RESULT IS A NET REDUCTION IN IMPERVIOUS AREA.

REV.	DATE	PER CITY STAFF COMMENTS	DESCRIPTION	C/O	DR	JEN	CEB	CK
A	1/07/22							

OVERALL SITE PLAN
TAX MAP LOTS 583-010-000 & 582-048-000
(69 ISLAND STREET)
KEENE, NEW HAMPSHIRE
 PREPARED FOR:
LEIGHTON A. WHITE, INC.
 138 ELM STREET MILFORD, NH 03055
 LAND OF:
ISLAND MILL REALTY GROUP
 PO BOX 1080 KEENE, NH 03431

SCALE: 1" = 40' DECEMBER 14, 2021

Surveying ♦ Engineering ♦ Land Planning ♦ Permitting ♦ Septic Designs



206 Elm Street, Milford, NH 03055
 Phone: (603) 672-5456 Fax: (603) 413-5456
 www.FieldstoneLandConsultants.com

ABUTTERS

TAX MAP 576 LOT 008-000
BRADY SULLIVAN
KEENE PROPERTIES LLC
670 NORTH COMMERCIAL ST
MANCHESTER, NH 03103
BK.2858 PG.742 2/14/14
(210-222 WEST ST)

TAX MAP 576 LOT 010-000
KIRITSY LLC
73 TUCKER RIDGE CT.
HILTON HEAD ISLAND, SC 29928
BK.1833 PG.251 9/6/01
(268 WEST ST)

TAX MAP 577 LOT 016-000
ELIZABETH DRACON
42 RICHARDSON CT
KEENE, NH 03431
BK.2996 PG.967 8/9/17
(42 RICHARDSON CT)

TAX MAP 577 LOT 017-000
ROBERT MITCHELL &
JANET FEDERO LIVING TRUST
PO BOX 17
GILSUM, NH 03448
BK.2989 PG.384 7/24/17
(115 ISLAND ST)

TAX MAP 583 LOT 004-000
ANTHONY H. & TONYA L. TOWNE
121 ISLAND ST
KEENE, NH 03431
BK.902 PG.463 8/12/75
(121 ISLAND ST)

TAX MAP 583 LOT 005-000
CURRAN A. RANGER JR.
117 WEST ST
KEENE, NH 03431
BK.1308 PG.824 10/1/89
(99 ISLAND ST)

TAX MAP 583 LOT 016-000
70 ISLAND ST LLC
100 DARLING RD
KEENE, NH 03431
BK.1917 PG.846 8/2/02
(70 ISLAND ST)

TAX MAP 583 LOT 017-000
MATTHEW H. SAVAGE
JASMINE M. PROCTOR
27 TRAILVIEW DR.
GILFORD, NH 03249
BK.3156 PG.709 3/24/21
(76 ISLAND ST)

TAX MAP 583 LOT 018-000
PSNH
PO BOX 270
HARTFORD, CT 06141
(ISLAND ST)

TAX MAP 583 LOT 019-000
DARREL BEYMER
100 ISLAND ST
KEENE, NH 03431
BK.2818 PG.36 5/29/13
(100 ISLAND ST)

TAX MAP 583 LOT 020-000
PATRICIA L. HURT
108 ISLAND ST
KEENE, NH 03431
BK.823 PG.468 8/22/56
(108 ISLAND ST)

TAX MAP 583 LOT 021-000
BARRY N. FOWLER
116 ISLAND ST
KEENE, NH 03431
BK.1859 PG.542 12/19/01
(116 ISLAND ST)

TAX MAP 583 LOT 022-000
ALEXANDER MICHAEL INDOINI
122 ISLAND ST
KEENE, NH 03431
BK.3095 PG.930 1/9/20
(122 ISLAND ST)

TAX MAP 582 LOT 043-000
SARA KLECZKA
59 HOOPER ST
KEENE, NH 03431
BK.3038 PG.769 8/31/18
(59 HOOPER ST)

TAX MAP 582 LOT 044-000
YVONNE FINDLEY
47 HOOPER ST
KEENE, NH 03431
BK.3002 PG.925 10/2/17
(47 HOOPER ST)

TAX MAP 582 LOT 045-000
VICTOR D. & NANCY J. DINTINO
37 HOOPER ST
KEENE, NH 03431
BK.718 PG.227 4/4/64
(37 HOOPER ST)

TAX MAP 582 LOT 046-000
STEPHEN M. & SUSAN T. RUEL
27 HOOPER ST
KEENE, NH 03431
BK.1758 PG.608 7/1/00
(27 HOOPER ST)

TAX MAP 582 LOT 047-000
KATHY L. SEVENE
15 HOOPER ST
KEENE, NH 03431
BK.3168 PG.308 11/27/20
(15 HOOPER ST)

TAX MAP 582 LOT 048-000
ROBERT C. & BONNIE J. FORDIER
37 HILLTOP DR.
KEENE, NH 03431
BK.3066 PG.972 5/31/19
(18 HOOPER ST)

CERTIFICATION:
I HEREBY CERTIFY THAT THE EXISTING CONDITIONS SHOWN WERE DEVELOPED FROM A FIELD SURVEY PERFORMED BY FIELDSTONE LAND CONSULTANTS, PLLC DURING THE MONTH OF NOVEMBER, 2021.

TAX MAP 582 LOT 050-000
BONNIE J. WILLIS
22 HOOPER ST
KEENE, NH 03431
BK.3157 PG.598 4/2/21
(22 HOOPER ST)

TAX MAP 583 LOT 003-000
PAUL SIMPSON
131 ISLAND ST #1
KEENE, NH 03431
BK.2983 PG.94 4/2/17
(131 ISLAND ST)

TAX MAP 583 LOT 004-000
ANTHONY H. & TONYA L. TOWNE
121 ISLAND ST
KEENE, NH 03431
BK.902 PG.463 8/12/75
(121 ISLAND ST)

TAX MAP 583 LOT 005-000
CURRAN A. RANGER JR.
117 WEST ST
KEENE, NH 03431
BK.1308 PG.824 10/1/89
(99 ISLAND ST)

TAX MAP 583 LOT 016-000
70 ISLAND ST LLC
100 DARLING RD
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MATTHEW H. SAVAGE
JASMINE M. PROCTOR
27 TRAILVIEW DR.
GILFORD, NH 03249
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(76 ISLAND ST)

TAX MAP 583 LOT 018-000
PSNH
PO BOX 270
HARTFORD, CT 06141
(ISLAND ST)

TAX MAP 583 LOT 019-000
DARREL BEYMER
100 ISLAND ST
KEENE, NH 03431
BK.2818 PG.36 5/29/13
(100 ISLAND ST)

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108 ISLAND ST
KEENE, NH 03431
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BARRY N. FOWLER
116 ISLAND ST
KEENE, NH 03431
BK.1859 PG.542 12/19/01
(116 ISLAND ST)

TAX MAP 583 LOT 022-000
ALEXANDER MICHAEL INDOINI
122 ISLAND ST
KEENE, NH 03431
BK.3095 PG.930 1/9/20
(122 ISLAND ST)

577-016-000

582-013-000

582-033-000

582-034-000

582-043-000

582-044-000

582-045-000

582-046-000

582-047-000

576-010-000

577-034-000

583-010-000

582-048-000

1.06 ACRES
46,000± SQ.FT.
(PER REFERENCE PLAN #1)

REFERENCE PLANS:

1. "PROPERTY OF - MALBORN MFG. CO. INC. (RECORD PROP.) - & - PUBLIC SERVICE CO. OF - NEW HAMPSHIRE", SCALE: 1"=50', DATED: AUGUST 11, 1988 & REVISED THROUGH AUGUST 23, 1988. PREPARED BY: DIBERNARDO ASSOCIATES & RECORDED IN PLAN CABINET 5, DRAWER 0, NUMBER 29 IN THE C.C.R.D.
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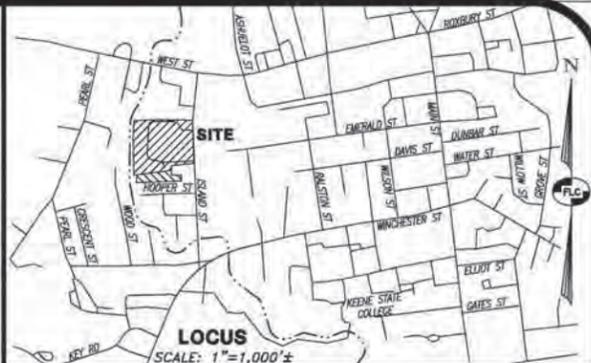
LEGEND:

- RIGHT-OF-WAY LINE
- BOUNDARY LINE
- ABUTTING LOT LINE
- BUILDING SETBACK LINE
- EDGE OF PAVEMENT
- CURB LINE
- EDGE OF TREE LINE
- BANK OF ASHLEFOT RIVER
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- SHOCKADE FENCE
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- 2' CONTOUR INTERVAL
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- OVERHEAD UTILITY LINE
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- UTILITY POLE & GUY
- CATCH BASIN (SQUARE)
- SEWER MAN-HOLE
- WATER HYDRANT
- WATER VALVE

NRCS SOILS LEGEND:
SOURCE: USDA NRCS WEB SOIL SURVEY

4 POOTATUCK FINE SANDY LOAM

401 OCCUM FINE SANDY LOAM



NOTES:

1. THE OWNER OF RECORD FOR TAX MAP PARCELS 583-010-000 & 582-048-000 IS ISLAND MILL REALTY GROUP - PO BOX 1060, KEENE, NH 03431. DEED REFERENCE TO THE PARCELS IS VOL.1043 PG.908 DATED AUGUST 4, 1983 IN THE C.C.R.D.
2. THE APPLICANT IS LEIGHTON A. WHITE, INC. - 138 ELM STREET, MILFORD, NH 03055.
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6. ZONING FOR BOTH PARCELS IS THE "COM" - COMMERCE DISTRICT

COMMERCE DISTRICT	REQUIRED	EXISTING 583-010-000	EXISTING 582-048-000
MIN. LOT AREA	15,000 SF	400,000± SF	46,000± SF
MIN. LOT FRONTAGE	30 FT	475.94 FT	0 FT
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MIN. SIDE SETBACK	20 FT	20.8 FT	(20) FT
MIN. REAR SETBACK	20 FT	215.2 FT	(20) FT
MAX. BUILDING HEIGHT	35 FT	<35 FT	N/A
MAX. STORIES	2	1	N/A

6. THE SUBJECT PARCELS LIE WITHIN THE WATER PROTECTION OVERLAY DISTRICT. A 30-FOOT REDUCED BUFFER EXISTS FROM ALL SURFACE WATERS IN THE COMMERCE DISTRICT PER SECTION 102-1493 OF THE CITY OF KEENE ZONING ORDINANCE.
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GRAPHIC SCALES

40' 20' 0 40' 80' 120'

IMPERIAL 1"=40'

REV.	DATE	DESCRIPTION	C/O	DR	CK
A	1/07/22	ADDED WATER LINES PER STAFF COMMENTS		JEN	MDP

EXISTING CONDITIONS PLAN
TAX MAP LOTS 583-010-000 & 582-048-000
(69 ISLAND STREET)
KEENE, NEW HAMPSHIRE

PREPARED FOR:
LEIGHTON A. WHITE, INC.
138 ELM STREET MILFORD, NH 03055

LAND OF:
ISLAND MILL REALTY GROUP
PO BOX 1060 KEENE, NH 03431

SCALE: 1" = 40' DECEMBER 14, 2021

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FIELDSTONE
LAND CONSULTANTS, PLLC

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FILE: 3147E00A.dwg PROJ. NO. 3147.00 SHEET: EX-1 PAGE NO. 2 OF 4

LEGEND:

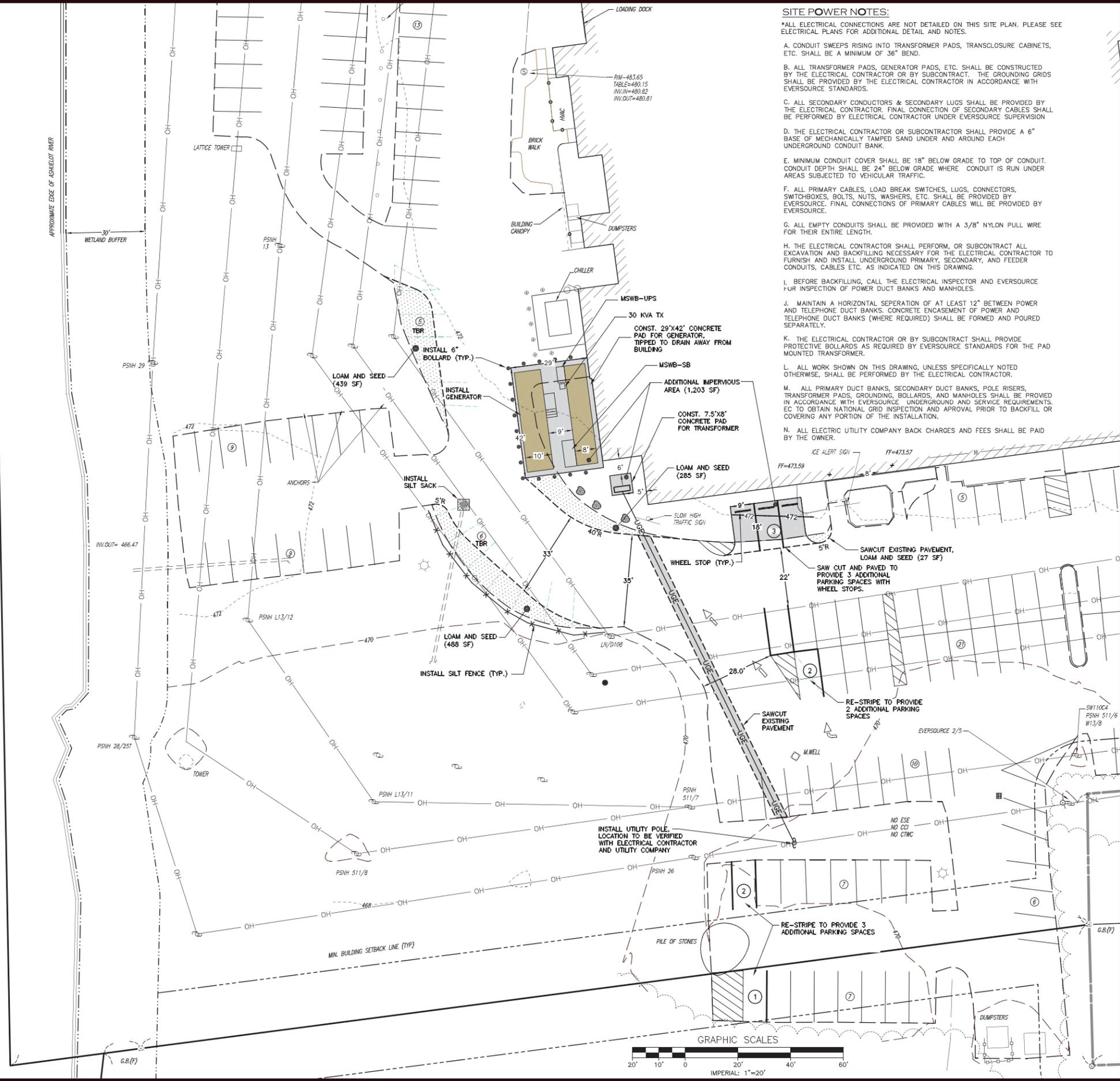
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- SEWER MAN-HOLE
- WATER HYDRANT
- WATER VALVE

583-010-000 TAX MAP & LOT NUMBER

PROPOSED FEATURES

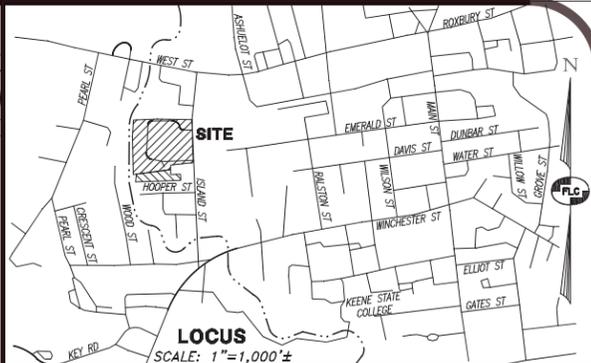
- EDGE OF PAVEMENT
- CAPE COD BERM (CCB)
- UTILITY POLE
- AREA LIGHT
- WALL LIGHT
- CONCRETE WALK
- PAVED AREA
- BUILDING
- LIMITS OF CLEARING
- DRAINAGE SWALE
- 542 — 2 FT. CONTOUR
- 540 — 10 FT. CONTOUR
- 542.5 — SPOT ELEVATION
- EROSION CONTROL STONE
- EARTHEN BERM
- UNDERGROUND UTILITY LINES
- TEMPORARY SILT FENCE
- STORMWATER DRAINAGE
- SAW CUT LINE
- AREA TO BE LOAMED & SEEDDED
- HEAD WALL
- CATCH BASIN
- SILT SACK
- STONE CHECK DAM
- DRAINAGE FLOW ARROW

LOCATIONS OF TRANSFORMER PADS, GENERATOR PADS, UNINTERRUPTED POWER SUPPLY ENCLOSURE PADS, ETC. ARE INDICATED ON THIS SITE PLAN FOR INFORMATION PURPOSES ONLY. THE ELECTRICAL CONTRACTOR SHALL SEEK AND OBTAIN PERMISSION TO INSTALL ANY AND ALL EQUIPMENT PADS, AND/OR CONDUIT DUCT BANKS FROM ALL INTERESTED PARTIES, INCLUDING THE BUILDING OWNER, LOCAL AUTHORITY, THE UTILITY COMPANIES, ETC. PRIOR TO LOCATING AND PERMANENTLY INSTALLING SITE APPURTENANCES.



SITE POWER NOTES:

- *ALL ELECTRICAL CONNECTIONS ARE NOT DETAILED ON THIS SITE PLAN. PLEASE SEE ELECTRICAL PLANS FOR ADDITIONAL DETAIL AND NOTES.
- A. CONDUIT SWEEPS RISING INTO TRANSFORMER PADS, TRANSCLOSURE CABINETS, ETC. SHALL BE A MINIMUM OF 36" BEND.
- B. ALL TRANSFORMER PADS, GENERATOR PADS, ETC. SHALL BE CONSTRUCTED BY THE ELECTRICAL CONTRACTOR OR BY SUBCONTRACT. THE GROUNDING GRIDS SHALL BE PROVIDED BY THE ELECTRICAL CONTRACTOR IN ACCORDANCE WITH EVERSOURCE STANDARDS.
- C. ALL SECONDARY CONDUCTORS & SECONDARY LUGS SHALL BE PROVIDED BY THE ELECTRICAL CONTRACTOR. FINAL CONNECTION OF SECONDARY CABLES SHALL BE PERFORMED BY ELECTRICAL CONTRACTOR UNDER EVERSOURCE SUPERVISION.
- D. THE ELECTRICAL CONTRACTOR OR SUBCONTRACTOR SHALL PROVIDE A 6" BASE OF MECHANICALLY TAMPED SAND UNDER AND AROUND EACH UNDERGROUND CONDUIT BANK.
- E. MINIMUM CONDUIT COVER SHALL BE 18" BELOW GRADE TO TOP OF CONDUIT. CONDUIT DEPTH SHALL BE 24" BELOW GRADE WHERE CONDUIT IS RUN UNDER AREAS SUBJECTED TO VEHICULAR TRAFFIC.
- F. ALL PRIMARY CABLES, LOAD BREAK SWITCHES, LUGS, CONNECTORS, SWITCHBOXES, BOLTS, NUTS, WASHERS, ETC. SHALL BE PROVIDED BY EVERSOURCE. FINAL CONNECTIONS OF PRIMARY CABLES WILL BE PROVIDED BY EVERSOURCE.
- G. ALL EMPTY CONDUITS SHALL BE PROVIDED WITH A 3/8" NYLON PULL WIRE FOR THEIR ENTIRE LENGTH.
- H. THE ELECTRICAL CONTRACTOR SHALL PERFORM, OR SUBCONTRACT ALL EXCAVATION AND BACKFILLING NECESSARY FOR THE ELECTRICAL CONTRACTOR TO FURNISH AND INSTALL UNDERGROUND PRIMARY, SECONDARY, AND FEEDER CONDUITS, CABLES ETC. AS INDICATED ON THIS DRAWING.
- I. BEFORE BACKFILLING, CALL THE ELECTRICAL INSPECTOR AND EVERSOURCE FOR INSPECTION OF POWER DUCT BANKS AND MANHOLES.
- J. MAINTAIN A HORIZONTAL SEPARATION OF AT LEAST 12" BETWEEN POWER AND TELEPHONE DUCT BANKS. CONCRETE ENCASEMENT OF POWER AND TELEPHONE DUCT BANKS (WHERE REQUIRED) SHALL BE FORMED AND POURED SEPARATELY.
- K. THE ELECTRICAL CONTRACTOR OR BY SUBCONTRACT SHALL PROVIDE PROTECTIVE BOLLARDS AS REQUIRED BY EVERSOURCE STANDARDS FOR THE PAD MOUNTED TRANSFORMER.
- L. ALL WORK SHOWN ON THIS DRAWING, UNLESS SPECIFICALLY NOTED OTHERWISE, SHALL BE PERFORMED BY THE ELECTRICAL CONTRACTOR.
- M. ALL PRIMARY DUCT BANKS, SECONDARY DUCT BANKS, POLE RISERS, TRANSFORMER PADS, GROUNDING, BOLLARDS, AND MANHOLES SHALL BE PROVIDED IN ACCORDANCE WITH EVERSOURCE UNDERGROUND AND SERVICE REQUIREMENTS. EC TO OBTAIN NATIONAL GRID INSPECTION AND APPROVAL PRIOR TO BACKFILL OR COVERING ANY PORTION OF THE INSTALLATION.
- N. ALL ELECTRICAL UTILITY COMPANY BACK CHARGES AND FEES SHALL BE PAID BY THE OWNER.



NOTES:

1. THE OWNER OF RECORD FOR TAX MAP PARCELS 583-010-000 & 582-048-000 IS ISLAND MILL REALTY GROUP - PO BOX 1060, KEENE, NH 03431. DEED REFERENCE TO THE PARCELS IS VOL.1043 PG.908 DATED AUGUST 4, 1983 IN THE C.C.R.D.
2. THE PURPOSE OF THIS PLAN IS TO DEPICT PROPOSED IMPROVEMENTS TO PROVIDE FOR AN UNINTERRUPTED POWER SUPPLY WITH ASSOCIATED SITE IMPROVEMENTS OVER TAX MAP PARCELS 583-010-000 & 582-048-000.
3. THE AREA OF EXISTING TAX MAP LOT 583-010-000 IS 8.14 AC OR 350,000± SQ.FT. PER REFERENCE PLAN #1. THE AREA OF EXISTING TAX MAP LOT 582-048-000 IS 1.06 AC, OR 46,000± SQ.FT. PER REFERENCE PLAN #1.
4. THE BOUNDARY INFORMATION SHOWN WAS DEVELOPED ENTIRELY FROM THE REFERENCE PLANS CITED HEREON AND IS NOT THE RESULT OF A PRECISE FIELD SURVEY BY THIS OFFICE.
5. ZONING FOR BOTH PARCELS IS THE "COM" - COMMERCE DISTRICT

COMMERCE DISTRICT	REQUIRED	EXISTING 583-010-000	EXISTING 582-048-000
MIN. LOT AREA	15,000 SF	400,000± SF	46,000± SF
MIN. LOT FRONTAGE	50 FT	475.94 FT	0 FT
MIN. FRONT SETBACK	20 FT	4.6 FT	(20) FT
MIN. SIDE SETBACK	20 FT	20.8 FT	(20) FT
MIN. REAR SETBACK	20 FT	215.2 FT	(20) FT
MAX. BUILDING HEIGHT	35 FT	<35 FT	N/A
MAX. STORIES	2	1	N/A
6. THE SUBJECT PARCELS LIE WITHIN THE WATER PROTECTION OVERLAY DISTRICT. A 30-FOOT REDUCED BUFFER EXISTS FROM ALL SURFACE WATERS IN THE COMMERCE DISTRICT PER SECTION 102-1493 OF THE CITY OF KEENE ZONING ORDINANCE.
7. THE WESTERN PORTION OF THE SUBJECT PARCELS LIE PARTIALLY IN THE FLOOD HAZARD AREA AS DETERMINED FROM THE FLOOD INSURANCE STUDY (FIRM), CHESHIRE COUNTY, NEW HAMPSHIRE, CITY OF KEENE, COMMUNITY NO.330023, PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, MAP 33005C0266, DATED MAY 23, 2006.
8. THE SITE LIES WITHIN THE AQUIFER PER THE "GROUND-WATER RESOURCES OF THE ASHUELOT RIVER BASIN, SOUTHWESTERN NEW HAMPSHIRE", PREPARED BY HAROLD A. WHITCOMB IN COOPERATION WITH THE NEW HAMPSHIRE WATER RESOURCES BOARD.
9. THE SUBJECT PARCEL IS CURRENTLY SERVICED BY CITY WATER & SEWER, AND UNDERGROUND ELECTRIC LINES.
10. HORIZONTAL ORIENTATION IS N.H. STATE PLANE COORDINATE SYSTEM - NAD83. VERTICAL DATUM IS NAVD83. ORIENTATION & DATUM WERE ESTABLISHED BY UPLOADING GPS OBSERVATIONS TO THE NOAA ONLINE POSITIONING USER SYSTEM (OPUS).
11. THE LOCATION OF ANY UTILITIES SHOWN HAVE BEEN COMPILED IN PART FROM PLANS OF RECORD AND FIELD LOCATION. THE LOCATION OF UNDERGROUND UTILITIES SHOULD BE CONSIDERED APPROXIMATE AND SHOULD BE FIELD VERIFIED PRIOR TO ANY EXCAVATION OR CONSTRUCTION ACTIVITIES.
12. LOT 583-010-000 MAY BE SUBJECT TO A 25-FT. RIGHT-OF-WAY, A 12-FT WIDE RIGHT-OF-WAY, AND AN AGREEMENT TO PARK MOTOR VEHICLES IN THE SOUTHWEST CORNER. SEE VOL.664 PG.568 DATED 5/12/59 & VOL.658 PG.271 DATED 12/26/58 IN THE C.C.R.D. LOT 583-010-000 IS SUBJECT TO AN EASEMENT TO PSNH RECORDED IN VOL. 2317 PG.22 DATED 1/11/06 IN THE C.C.R.D.
13. THE PROPOSED ELECTRICAL IMPROVEMENTS WILL REQUIRE 11 PARKING SPACES TO BE REMOVED. AN ADDITIONAL 11 SPACES ARE PROVIDED THROUGH RE-STRIPING AND ADDITIONAL PAVED AREAS, RESULTING IN NO NET LOSS OF PARKING SPACES FOR THE SITE.
14. THE PROPOSED ELECTRICAL IMPROVEMENTS AND PARKING AREAS WILL INCREASE IMPERVIOUS SURFACES ON THE SITE BY 1,236 SQUARE FEET. PROPOSED SAWCUT AREAS TO BE LOAMED AND SEEDDED TOTAL 1,239 SQUARE FEET. THE RESULT IS A NET REDUCTION IN IMPERVIOUS AREA.

REV.	DATE	PER CITY STAFF COMMENTS	DESCRIPTION	C/O	JEN	CEB
A	1/07/22					

SITE PLAN
TAX MAP LOTS 583-010-000 & 582-048-000
(69 ISLAND STREET)
KEENE, NEW HAMPSHIRE

PREPARED FOR:
LEIGHTON A. WHITE, INC.
 138 ELM STREET MILFORD, NH 03055

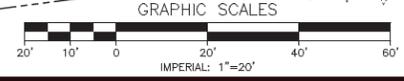
LAND OF:
ISLAND MILL REALTY GROUP
 PO BOX 1080 KEENE, NH 03431

SCALE: 1" = 20' DECEMBER 14, 2021

Surveying ♦ Engineering ♦ Land Planning ♦ Permitting ♦ Septic Designs

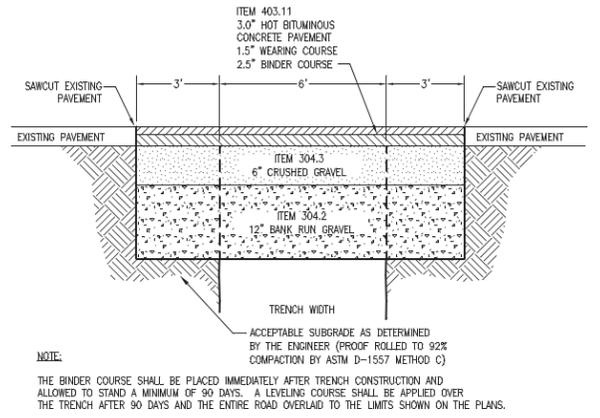
FIELDSTONE
LAND CONSULTANTS, PLLC

206 Elm Street, Milford, NH 03055
 Phone: (603) 672-5456 Fax: (603) 413-5456
 www.FieldstoneLandConsultants.com

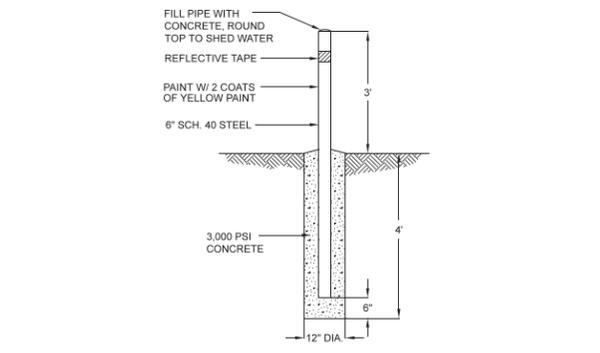


- ALL CONSTRUCTION SHALL CONFORM TO THE APPLICABLE REQUIREMENTS AND SPECIFICATIONS OF THE CITY OF KEENE.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION, SIZE, AND ELEVATION OF ALL EXISTING UTILITIES SHOWN OR NOT SHOWN ON THESE PLANS AND SHALL VERIFY THAT ALL THE INFORMATION SHOWN HEREON IS CONSISTENT, COMPLETE, ACCURATE, AND CAN BE CONSTRUCTED PRIOR TO AND/OR DURING CONSTRUCTION. FIELDSTONE LAND CONSULTANTS, PLLC, AS THE DESIGN ENGINEER, SHALL BE NOTIFIED IN WRITING OF ANY DISCREPANCIES, ERRORS, OMISSIONS, OR EXISTING UTILITIES FOUND INTERFERING WITH THE PROPOSED CONSTRUCTION SO THAT REMEDIAL ACTION MAY BE TAKEN BEFORE PROCEEDING WITH THE WORK.
- THE CONTRACTOR SHALL CONTACT "DIGSAFE" 72 HOURS PRIOR TO THE START OF CONSTRUCTION (1-800-255-4977 IN NH, 1-888-344-7233 IN MA).
- COMPLIANCE WITH ALL APPLICABLE REGULATIONS AND SPECIAL CONDITIONS OF TOWN/CITY AGENCIES, SUCH AS THE PLANNING BOARD, ZONING BOARD, CONSERVATION COMMISSION, AND OTHERS, IS MANDATORY AND IS THE RESPONSIBILITY OF THE OWNER.
- ANY ALTERATION OF THIS DESIGN OR CHANGE DURING CONSTRUCTION MAY REQUIRE APPROVAL OF VARIOUS TOWN/CITY BOARDS OR AGENCIES AND SHALL BE DISCUSSED WITH THE OWNER AND FIELDSTONE LAND CONSULTANTS, PLLC PRIOR TO CONSTRUCTION.
- THE CONTRACTOR IS RESPONSIBLE FOR CONTACTING THE APPROPRIATE CITY DEPARTMENTS PRIOR TO CONSTRUCTION TO ARRANGE FOR NECESSARY INSPECTIONS.
- THE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING ACCURATE AS-BUILT INFORMATION OF ALL WORK, ESPECIALLY UNDERGROUND CONSTRUCTION OF UTILITY LINES, SERVICES, CONNECTIONS, ETC. AND APPROPRIATE TIES TO ABOVE GROUND PERMANENT STRUCTURES, FIELD SURVEY COORDINATES, OR SOME OTHER METHOD OF ESTABLISHING THE AS-BUILT CONDITION OF ALL CONSTRUCTION.
- THE CONTRACTOR AND OWNER ARE RESPONSIBLE FOR OBSERVING AND MANAGING THE PROJECT PER RSA 430:53 AND AGR 3800 REGARDING INVASIVE SPECIES (PLANTS AND INSECTS). NO INVASIVE SPECIES PLANT OR INSECT SHALL BE INTRODUCED ONTO THE SITE.

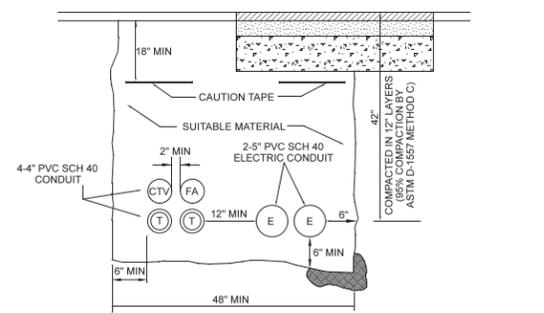
GENERAL CONSTRUCTION NOTES 1 DT-1



PAVEMENT TRENCH PATCH 2 DT-1



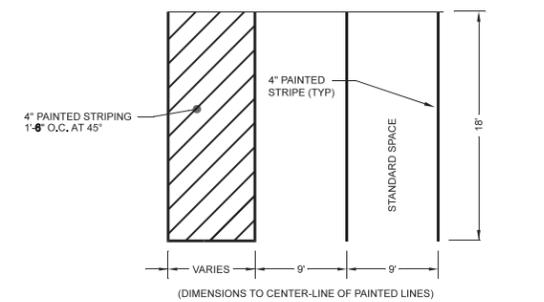
BOLLARD 3 DT-1



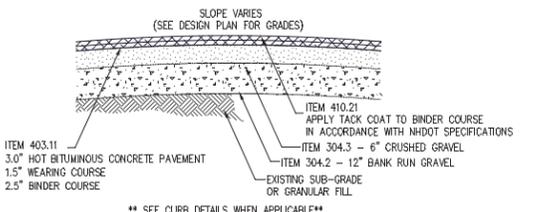
NOTE:
ALL CONDUIT AND TRENCH WORK SHALL CONFORM TO THEIR RESPECTIVE UTILITY COMPANY REQUIREMENTS

SCALE: N.T.S.

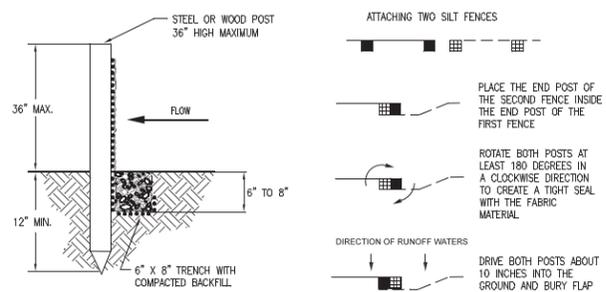
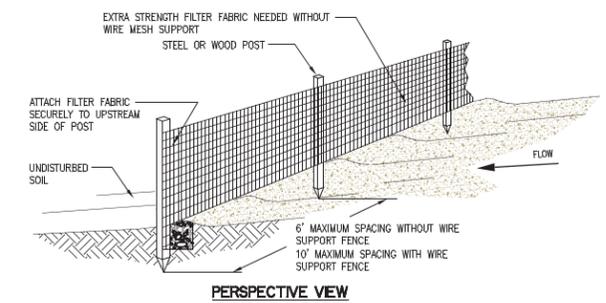
TYPICAL UTILITY TRENCH 4 DT-1



PARKING STALL LAYOUT 5 DT-1

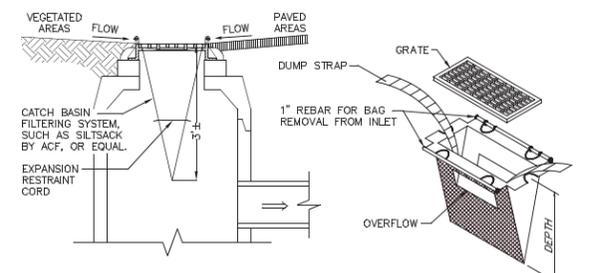


PAVEMENT SECTION 6 DT-1



- NOTES:
- SILT FENCES SHOULD NOT BE USED ACROSS STREAMS, CHANNELS, SWALES, DITCHES OR OTHER DRAINAGE WAYS.
 - SILT FENCE SHOULD BE INSTALLED FOLLOWING THE CONTOUR OF THE LAND AS CLOSELY AS POSSIBLE AND THE ENDS OF THE SILT FENCE SHOULD BE FLARED UPSLOPE.
 - IF THE SITE CONDITIONS INCLUDE FROZEN GROUND, LEDGE OR THE PRESENCE OF HEAVY ROOTS THE BASE OF THE FABRIC SHOULD BE EMBEDDED WITH A MINIMUM THICKNESS OF 8 INCHES OF 3/4-INCH STONE.
 - SILT FENCES PLACED AT THE TOE OF SLOPES SHOULD BE INSTALLED AT LEAST 6 FEET FROM THE TOE TO ALLOW SPACE FOR SHALLOW PONDING AND ACCESS FOR MAINTENANCE.
 - THE MAXIMUM SLOPE ABOVE THE FENCE SHOULD BE 2:1 AND THE MAXIMUM LENGTH OF SLOPE ABOVE THE FENCE SHOULD BE 100 FEET.
 - REMOVED SEDIMENT SHALL BE DEPOSITED TO AN AREA THAT WILL NOT CONTRIBUTE TO SEDIMENT OFF-SITE AND CAN BE PERMANENTLY STABILIZED.
 - SILT FENCES SHOULD BE REMOVED WHEN THE UPSLOPE AREAS HAVE BEEN PERMANENTLY STABILIZED.

SILT FENCE 7 DT-1



- NOTES:
- INSTALL AND MAINTAIN SACKS IN ALL CATCH BASINS.
 - TO INSTALL SACK, REMOVE CATCH BASIN GRATE AND PLACE SACK IN OPENING. HOLD OUT APPROXIMATELY SIX INCHES OF THE SACK OUTSIDE THE FRAME FOR THE LIFTING STRAPS. REPLACE THE GRATE TO HOLD THE SACK IN PLACE.
 - THE SACK SHOULD BE INSPECTED AFTER EVERY STORM, OR ONCE EVERY TWO WEEKS, WHICH EVER OCCURS FIRST.
 - THE RESTRAINT CORD SHOULD BE VISIBLE AT ALL TIMES. IF THE CORD IS COVERED WITH SEDIMENT, THE SACK SHOULD BE EMPTIED. EMPTY THE SACK AWAY FROM THE CATCH BASIN TO PREVENT SEDIMENT FROM RE-ENTERING THE CATCH BASIN. EMPTY THE SACK PER THE MANUFACTURERS RECOMMENDATIONS.
 - REPLACE THE SACK IN THE CATCH BASIN AFTER THE SACK HAS BEEN EMPTIED. ONCE CONSTRUCTION IS COMPLETE AND ALL DISTURBED AREAS HAVE BEEN STABILIZED BY PAVING OR A HEALTHY VEGETATIVE COVER, REMOVE THE SACK FROM THE CATCH BASIN.

SILT SACK SEDIMENT FILTER 8 DT-1

REV.	DATE	DESCRIPTION	C/O	DR	CK
CONSTRUCTION DETAILS TAX MAP LOTS 583-010-000 & 582-048-000 (69 ISLAND STREET) KEENE, NEW HAMPSHIRE PREPARED FOR: LEIGHTON A. WHITE, INC. 138 ELM STREET MILFORD, NH 03055 LAND OF: ISLAND MILL REALTY GROUP PO BOX 1080 KEENE, NH 03431					
SCALE: 1" = 40'					
DECEMBER 14, 2021					
Surveying ♦ Engineering ♦ Land Planning ♦ Permitting ♦ Septic Designs FIELDSTONE LAND CONSULTANTS, PLLC 206 Elm Street, Milford, NH 03055 Phone: (603) 672-5456 Fax: (603) 413-5456 www.FieldstoneLandConsultants.com					
FILE: 3147SP00.dwg	PROJ. NO. 3147.00	SHEET: DT-1	PAGE NO. 4	OF 4	30 of 63

STAFF REPORT

S-09-21 – BOUNDARY LINE ADJUSTMENT – 90-92 & 0 OFF VICTORIA STREET

Request:

Applicant Fieldstone Land Consultants, on behalf of owners James & Beverly Ells, proposes a boundary line adjustment between the property at 90-92 Victoria St (TMP# 589-022-000-000-000) and the property at 0 Off Victoria St (TMP# 589-023-000-000-000). This adjustment would result in a transfer of 0.851-acres from the 1.584-acre parcel at 90-92 Victoria St to the 0.57-acre parcel at 0 Off Victoria St. Both properties are in the Business Growth & Reuse District.

Background:

The two properties that are the focus of this proposal are located between the terminus of Victoria Street and the Cheshire Rail Trail. The parcel at 90-92 Victoria St has an existing service shop as well as an existing single family dwelling, and is 1.584-acres. The two buildings on this property share a common driveway off of Victoria Street. The parcel at 0 Off Victoria St, which is likewise owned by James and Beverly Ellis, is landlocked and undeveloped and is 0.570-acres.



Figure 1. Aerial view of the properties located at 90-92 Victoria St, and 0 Off Victoria St. highlighted in yellow.

The request is to transfer 0.851-acres from the property at 90-92 Victoria St to the property at 0 Off Victoria St. The proposed boundary line adjustment would provide access/road frontage for 0 Off Victoria St. It would also create separate lots for the residential and commercial buildings on the 90-92 Victoria St parcel by combining the single family dwelling with the parcel at 0 Off Victoria St.

Both properties are located in the Business, Growth & Reuse (BGR) District. The lot at 0 Off Victoria St would become more conforming with the minimum road frontage requirement for this District as a result of this proposal and has received a variance from the Zoning Board of Adjustment (ZBA) to permit a 19 foot road frontage where 50 feet of frontage is required. The lot at 0 Off Victoria St has also received a variance from the ZBA to permit a single family residence in the BGR district.

Table 1 provides the area of each lot prior to the proposed adjustment and after. The minimum lot size in the BGR District is 8,000 square feet.

<i>Table 1. Area of Land Affected by Proposed Boundary Line Adjustment</i>		
	90-92 Victoria St (TMP# 589-022-000-000-000)	0 Off Victoria St (TMP# 589-023-000-000-000)
Prior to Adjustment	69,001 sf (1.584 ac)	24,820 sf (0.570 ac)
After Adjustment	31,922 sf (0.733 ac)	61,899 sf (1.421 ac)

STAFF REPORT

Completeness:

The Applicant has requested exemptions from providing a separate grading plan, landscaping plan, lighting plan, and technical reports. After reviewing this request, Staff have 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.”

Departmental Comments: There were no departmental comments on this application.

Application Analysis: As no new development is proposed, the analysis provided below is focused on the Planning Board’s standards most relevant to this application.

- **Traffic & Access Management:** No changes are proposed to the existing access to either property as part of this proposal. If approved, the lot line adjustment would provide the parcel at 0 Off Victoria St with frontage on Victoria St, and the driveway would be shared in common by both parcels. No additional traffic is expected since the uses are to remain unchanged. An easement between the two properties would be necessary to allow traffic to travel to/from the residential property across the commercial site. Staff recommend that submittal of an access easement for the 0 Off Victoria Street property be included as a condition of approval.
- **Surface Water Protection:** Wetlands have been delineated on both parcels as a result of a field investigation by Christopher A. Guida, C.W.S., in accordance with the “Corps. Of Engineers Wetland Delineation Manual, Technical Report Y-87-1, dated January 1987.” However, no development is proposed at this time and no change to the existing surface runoff is proposed.

Recommended Motion:

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

Approve S-09-21, as shown on the plan entitled “Lot Line Adjustment Prepared for James L. Ellis and Beverly A. Ellis, 90-92 Victoria St, City of Keene, County of Cheshire, State of New Hampshire” prepared by Fieldstone Land Consultants, PLLC at a scale of 1 inch = 30 feet on December 14, 2021, with the following condition prior to signature by Planning Board Chair:

- 1. Submittal of documentation for an access easement for the 0 Off Victoria Street property granting the right to pass and repass on the 90-92 Victoria Street property.**
- 2. Owners’ signatures appear on the plan.**

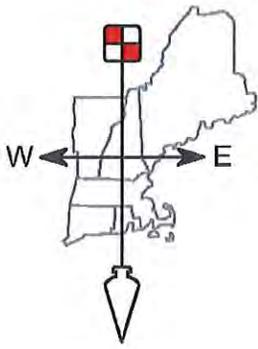
CITY OF KEENE | PLANNING BOARD

BOUNDARY LINE ADJUSTMENT APPLICATION



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

A	Project Name James & Beverly Ells - Lot Line Adjustment	Date Received/Date of Submission:
	Tax Map Parcel number(s) 589 - 022 - - - - - 589 - 023 - - - - - - - - - -	Community Development Dept File #:
Project Address: 90-92 Victoria Street Keene, New Hampshire 03431		Contact Name/Company: PLEASE PRINT: Fieldstone Land Consultants, PLLC
Acreage/S.F. of Parcel: 1.584 Ac. / 69,001 Sf. Tax Map Lot 589-022 0.570 Ac. / 24,820 Sf. Tax Map Lot 589-023		Address: 206 Elm Street, Milford, New Hampshire 03055
Zoning District: Business Growth & Reuse (BGR)		Telephone: 603-672-5456 E-mail: MDploof@FieldstoneLandConsultants.com
O w n e r # 1		Signature: <i>[Signature]</i> Printed Name: MICHAEL D. PLOOF
		Name/Company: PLEASE PRINT: James & Beverly Ells
		Address: P.O. Box 3 Spofford, NH 03062
		Telephone: 603-209-5573 E-mail: Bells3632@gmail.com
O w n e r # 2		Signature: <i>[Signature]</i> Printed Name: Beverly A Ells
		Name/Company: PLEASE PRINT: James & Beverly Ells
		Address: P.O. Box 3 Spofford, NH 03062
		Telephone: 603-209-5573 E-mail: Bells3632@gmail.com
B Descriptive Narrative Including		
<input checked="" type="checkbox"/> Type of development <input checked="" type="checkbox"/> Sedimentation Control <input checked="" type="checkbox"/> Scope/scale of development <input checked="" type="checkbox"/> Proposed uses <input checked="" type="checkbox"/> Vegetation <input checked="" type="checkbox"/> Parcel size <input checked="" type="checkbox"/> Location of access points <input checked="" type="checkbox"/> Debris management <input checked="" type="checkbox"/> Proposed stormwater, drainage & erosion plan <input checked="" type="checkbox"/> Any other descriptive information <input checked="" type="checkbox"/> Disposal proposals for boulders, stumps & debris		
C A complete application must include the following		
<input checked="" type="checkbox"/> Two (2) copies of completed application forms signed and dated <input checked="" type="checkbox"/> Two (2) copies of descriptive narrative <input checked="" type="checkbox"/> Notarized list of all owners of property within 200' - include owner and applicant <input checked="" type="checkbox"/> Two (2) sets of mailing labels, per abutter <input checked="" type="checkbox"/> Seven (7) copies on "D" size paper of plans (24" x 36") <input checked="" type="checkbox"/> Three (3) copies of "D" size architectural elevations (24" x 36") <input checked="" type="checkbox"/> Plans stamped/signed by reg. professional <input checked="" type="checkbox"/> Two (2) copies on <input checked="" type="checkbox"/> Three (3) copies of all technical reports <input checked="" type="checkbox"/> Two (2) color architectural elevations on 11" x 17" <input checked="" type="checkbox"/> A check to cover the costs of legal notice to advertise the public hearing and mailing notices out to abutters		



FIELDSTONE

Surveying ♦ Engineering
Land Planning ♦ Septic Designs

LAND CONSULTANTS, PLLC

206 Elm Street, Milford, NH 03055 - Phone: 603-672-5456 - Fax: 603-413-5456
www.FieldstoneLandConsultants.com

Boundary Line Adjustment Application Narratives

James and Beverly Ells - Ells Electric, LLC
Tax Map Parcels 589-022 & 589-023
90-92 Victoria Street
Keene, New Hampshire

December 13, 2021

Project Narrative:

Fieldstone Land Consultants, on behalf of James and Beverly Ells, is submitting this application for Planning Board approval. The proposal consists of adjusting the lot lines between existing Tax Map Lots 589-022 & 589-023.

The proposed lot line adjustment will be between parcels 589-022 and 589-023. Parcel 589-022 is 1.584 acres with 37.68' of frontage on Victoria Street. It is currently a mixed use lot with a commercial building for an electrical company as well as a single family residential dwelling. Lot 589-023 is 0.570 acres with no frontage on a public road. The lot line adjustment proposes to take area from lot 589-022 as well as the dwelling and half the frontage on Victoria Street, and add it to lot 589-023. This would result in lot 589-022 being a single use, commercial lot and 589-023 being a single family residential lot. Residential uses are required to have 50' of frontage thus requiring a variance. This project went before the City of Keene Zoning Board of Adjustment on September 7, 2021 and received a variance to allow reduced frontage where 50 feet is required per Section 102-771 of the Zoning Ordinance. See Case Number ZBA 21-19.

After the Lot Line Adjustment, revised Lot 589-022 will contain 0.733 acres with 18.84 feet of frontage on Victoria Street and revised lot 589-023 will contain 1.421 acres with 18.84 feet of frontage as well

Presently both lots are and will continue to be serviced by municipal water and sewer. Electrical power and communication is run over-head from the south end of Victoria Street with the line running easterly from that point to the existing house.

There are no plans for development at this time and no improvements proposed.

Development Standards Narrative:

1. **Drainage** – No changes are proposed and drainage is to remain existing.
2. **Sedimentation/Erosion Control** – No construction or excavation is proposed thus sedimentation and erosion controls are not necessary.
3. **Hillside Protection** – There is no hillside protection required for this project.
4. **Snow Storage and Removal** – Existing snow storage will not be affected by the Lot Line Adjustment. All driveways and snow storage areas are to remain.

James and Beverly Ells
Tax Map Parcel 589-022 & 589-023
90-92 Victoria Street, Keene, New Hampshire

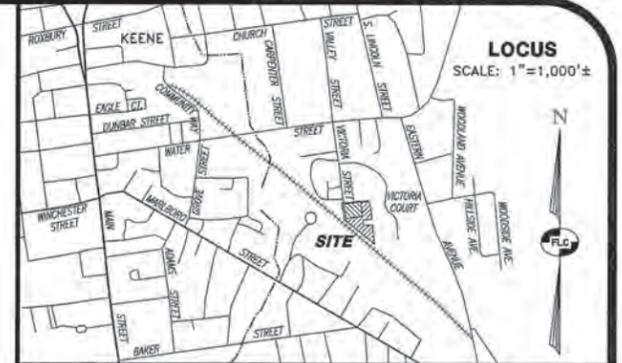
5. **Flooding** – An inspection of the Flood Insurance Rate Map (FIRM) for the area, Map Number 33005C0267E, indicates that the lot is not located within any flood hazard zone.
6. **Landscaping** – Landscaping is not anticipated with this application as no construction or improvements are proposed.
7. **Noise** – No additional noise is anticipated with this application as the only change will be the common lot lines as depicted on the proposed Lot Line Adjustment Plan.
8. **Screening** – No improvements are anticipated and any existing screening is to remain.
9. **Air Quality** – The existing commercial and residential uses will have no impacts on air quality.
10. **Lighting** – No new lighting is proposed. Lighting is to remain unchanged.
11. **Sewer and Water** – The existing lots are presently serviced by municipal sewer and water. No change is anticipated.
12. **Traffic** – The proposed application will have no additional traffic since the uses are to remain unchanged.
13. **Driveways** – No change in driveways are planned.
14. **Hazardous and Toxic Materials** – No hazardous or toxic material currently exists on the site.
15. **Filling/Excavation** – No filling or Excavation is planned for this project.
16. **Wetlands** – Jurisdictional wetlands were delineated as a result of a field investigation by Christopher A. Guida, C.W.S, in accordance with the “Corps. Of Engineers Wetland Delineation Manual, Technical Report Y-87-1, dated January 1987”.
17. **Surface Waters** – No change to the existing surface runoff is proposed.
18. **Stump Dumps** – This project does not require removal of stumps or placement of stump dumps.
19. **Architectural and Visual Appearance** – No new improvements or structures are proposed for this site. Architectural and visual appearances will remain unchanged.

LOT REVISION AREA CHART			
LOT NO.	EXISTING AREA	PROPOSED CHANGE	REVISED AREA
289-22	1.584 ACRES (69,001 SF)	- PARCEL A (37,079 SF)	0.733 ACRES (31,922 SF)
289-23	0.570 ACRES (24,820 SF)	+ PARCEL A (37,079 SF)	1.421 ACRES (61,899 SF)

VICTORIA STREET

LEGEND:

- RIGHT-OF-WAY LINE
- BOUNDARY LINE
- FORMER LOT LINE
- ABUTTING LOT LINE
- BUILDING SETBACK LINE
- EDGE OF PAVED ROAD
- EDGE OF GRAVEL ROAD
- EDGE OF TREE LINE
- SWALE OR DITCH
- EDGE OF WETLANDS
- WETLANDS BUFFER LINE
- EXISTING EASEMENT LINE
- 300' 10' CONTOUR INTERVAL
- 302' 2' CONTOUR INTERVAL
- THE COURSE LINE
- FORMER TRACT LINE
- CULVERT OR DRAIN LINE
- SEWER LINE
- OVERHEAD UTILITY LINE
- UNDERGROUND UTILITY LINE
- GAS LINE
- WATER LINE
- IRON PIPE FOUND
- IRON PIPE PER REF. PLAN
- IRON PIPE PER REF. PLAN
- UTILITY POLE & GUY
- CATCH BASIN (SQUARE)
- SEWER MAN-HOLE
- SEWER CLEAN-OUT
- WATER HYDRANT
- WATER VALVE
- WATER SHUT-OFF



NOTES:

- THE APPLICANT AND OWNER OF RECORD FOR TAX MAP 589 LOTS 22 & 23 ARE JAMES L. & BEVERLY A. ELLS, P.O. BOX 3, SPOFFORD, NH 03462. THE DEED REFERENCE FOR THE PARCELS IS VOL.2849 PG.483 DATED JUNE 24, 2016 IN THE C.C.R.D.
- THE TOTAL AREA OF EXISTING TAX MAP LOT 589-22 IS 1.584 ACRES OR 69,001 SQ.FT. WITH 37.68 FT. OF FRONTAGE AT THE END OF VICTORIA STREET. THE TOTAL AREA OF EXISTING TAX MAP LOT 589-23 IS 0.570 ACRES OR 24,820 SQ.FT. WITH NO EXISTING FRONTAGE.
- THE PURPOSE OF THIS PLAN IS TO REVISE THE COMMON LOT LINES FOR EXISTING TAX MAP LOTS 589-22 AND 589-23. IN ORDER TO FACILITATE THE PROPOSED LOT LINE ADJUSTMENT, A VARIANCE FROM SECTION 102-821 WAS GRANTED BY THE KEENE ZONING BOARD OF ADJUSTMENT ON SEPTEMBER 7, 2021 ALLOWING BOTH PROPOSED LOTS TO HAVE REDUCED FRONTAGES ALONG VICTORIA STREET (SEE CASE NO. ZBA 21-149). REQUIRED FRONTAGE FOR THE DISTRICT IS 50 FEET. THE RESULTING LOT LINE ADJUSTMENT WILL SPLIT THE EXISTING FRONTAGE OF 37.68 FEET, GIVING EACH LOT 18.84 FEET. A CONDITION OF THE VARIANCE WAS, "SHOULD THE PROPERTY BE TRANSFERRED SUBSEQUENT TO THE BOUNDARY LINE ADJUSTMENT, THAT AN EASEMENT IS CREATED TO THE NORTHERN BOUNDARY TO ALLOW ACCESS TO WHAT WILL BE PARCEL NUMBER 589-023.
- LOT NUMBERS REFER TO THE CITY OF KEENE ASSESSORS MAP 589.
- ZONING FOR THE PARCEL IS THE "BUSINESS GROWTH AND RE-USE DISTRICT (BGR).

BGR ZONE:	REQUIRED	EXISTING	PROPOSED	PROPOSED
MIN LOT AREA	8000 SF	69,001 SF	589-022	589-023
MIN LOT FRONTAGE	50 FT	37.68 FT	31,922 SF	61,899 SF
MIN FRONT SETBACK	5-10 FT	NONE	18.84 FT	18.84 FT
MIN REAR SETBACK	20 FT	123.3 FT	NONE	NONE
MIN SIDE SETBACK	10 FT	15.7 FT	41.1 FT	15.7 FT
MAX BLDG COVERAGE	55%	6.4%	NONE	6.5%
MAX IMPERVIOUS COVER	65%	16.5%	3.7%	25.2%
MIN GREEN SPACE	35%	83.1%	96.3%	74.6%
MAX STORIES	3 STORY	1.5 STORY	NONE	1 STORY
- THE TOPOGRAPHIC SURFACE SHOWN IS A COMPILATION OF A FIELD SURVEY BY THIS OFFICE TOGETHER WITH NEW HAMPSHIRE GRANIT LIDAR (LIGHT DETECTION RANGING).
- THE BOUNDARY INFORMATION SHOWN WAS DEVELOPED FROM THE REFERENCE PLANS CITED TOGETHER WITH A FIELD SURVEY BY THIS OFFICE DURING THE MONTH OF DECEMBER 2021.
- HORIZONTAL ORIENTATION IS THE NEW HAMPSHIRE STATE PLANE COORDINATE SYSTEM, NAD83, BASED ON FIELD GPS OBSERVATIONS THAT WERE UPLOADED TO AND CALCULATED BY THE NOAA ONLINE POSITIONING USER SERVICE (OPUS). THE VERTICAL DATUM IS NAVD83.
- THE SITE LIES WITHIN THE "SURFACE WATER PROTECTION" OVERLAY DISTRICT THAT REQUIRES A 30 FEET BUFFER FROM ALL SURFACE WATERS IN THE BUSINESS GROWTH AND RE-USE DISTRICT.
- THE EXISTING LOTS ARE SERVICED BY OVERHEAD UTILITIES, MUNICIPAL SEWER, WATER AND GAS.
- THE SUBJECT PARCEL IS NOT LOCATED IN A FLOOD HAZARD AREA AS DETERMINED FROM THE FLOOD INSURANCE STUDY (FIRM), CHESHIRE COUNTY, CITY OF KEENE, NEW HAMPSHIRE, COMMUNITY NO. 330023, PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, MAP NUMBER: 330002027E, DATED: MAY 23, 2006. BASED ON FIELD OBSERVATIONS, PORTIONS OF THE SITE MAY BE SUBJECT TO FLOODING.
- JURISDICTIONAL WETLANDS WERE FOUND AND DELINEATED ON THE SUBJECT PARCEL PER AN ON SITE FIELD INVESTIGATION BY CHRISTOPHER A. GUIDA, C.W.S., IN DECEMBER 2021 IN ACCORDANCE WITH THE "CORPUS OF ENGINEERS WETLAND DELINEATION MANUAL, TECHNICAL REPORT Y-87-1, DATED JANUARY 1987".
- PERMANENT MARKERS ARE TO BE SET AT ALL LOT CORNERS AND STONE BOUNDS AT ALL POINTS OF CURVATURE AND TANGENCY ALONG THE RIGHT-OF-WAY BY A LICENSED LAND SURVEYOR.

REFERENCE PLANS:

- "PLAN SHOWING LAND TO BE CONVEYED TO - KEENE BEVERAGE CO. - LOCATED IN KEENE, N.H.", SCALE 1"=50', DATED OCTOBER 1974, BY CHARLAND ASSOCIATES. RECORDED IN PLAN BOOK 0031 PAGE 0073 (P0031-0073) IN THE CHESHIRE COUNTY REGISTRY OF DEEDS.
- "PROPERTY OF - ARNOLD E. & MILICENT B. MARTINEAU - KEENE, N.H.", SCALE 1"=50', DATED NOVEMBER 9, 1979 AND LAST REVISED AUGUST 23, 1985, BY DISERNARDO ASSOCIATES. RECORDED IN PLAN BOOK 0043 PAGE 0095 (P0043-0095), BOOK 0048 PAGE 40 (P0048-0040) AND BOOK 53 PAGE 2 (P0053-0002) IN THE CHESHIRE COUNTY REGISTRY OF DEEDS.
- "BOUNDARY LINE ADJUSTMENT PLAN - PREPARED FOR - CAPITOL SUPPLY ASSOCIATES - OF LAND KNOWN AS - TAX MAP 26-01-025 - TAX MAP 26-01-026 - TAX MAP 26-01-028 - TAX MAP 26-01-017 - LOCATED ON VICTORIA STREET & VICTORIA COURT - IN THE CITY OF KEENE, CHESHIRE COUNTY, NEW HAMPSHIRE", 2 SHEETS, SCALE 1"=40', DATED JULY 1993 AND LAST REVISED JULY 19, 1993 BY CLOUGH, HARBOUR & ASSOCIATES. RECORDED AS C11-009-0463 & C11-009-0464 IN THE CHESHIRE COUNTY REGISTRY OF DEEDS.
- "3 LOT SUBDIVISION - PREPARED FOR - L. WILLIAM SLANETZ - LANDS LOCATED AT - 43-57 VICTORIA STREET - TAX MAP 27-01-01 - CITY OF KEENE, CHESHIRE COUNTY, NEW HAMPSHIRE", SCALE 1"=50', DATED JULY 1994, BY CLOUGH, HARBOUR & ASSOCIATES. RECORDED AS C11-009-0116 IN THE CHESHIRE COUNTY REGISTRY OF DEEDS.
- "LAND IN - KEENE, N.H. - WATER ST. TO EASTERN AVE. - BOSTON AND MAINE CORPORATION - TO - THE CITY OF KEENE, N.H.", SCALE 1"=50', DATED MARCH 1987, BY THE CITY OF KEENE ENGINEERING DEPARTMENT. CITY OF KEENE PLAN # 2186.

CERTIFICATION:

"I HEREBY CERTIFY THAT THIS PLAN IS THE RESULT OF AN ACTUAL FIELD SURVEY MADE ON THE GROUND PER THE PRECISION AND ACCURACY STANDARDS FOR AN URBAN CLASSIFICATION SURVEY AS SPECIFIED IN THE NEW HAMPSHIRE LAND SURVEYOR'S ADMINISTRATIVE RULES (LAN 503.04) AND HAS A MAXIMUM ERROR OF CLOSURE OF ONE PART IN TEN THOUSAND (1:10,000) ON ALL PROPERTY LINES WITHIN AND BORDERING THE SUBJECT PROPERTY."



12/16/21

NRCS SOILS LEGEND:	
SOURCE: USDA NRCS WEB SOIL SURVEY	
---	SOIL BOUNDARY
4	FOOTPAUCK FINE SANDY LOAM 0 TO 3% SLOPES
5	RIPPOWAM FINE SANDY LOAM 0 TO 3% SLOPES

APPROVED BY KEENE PLANNING BOARD

CHAIRMAN: _____ DATE: _____

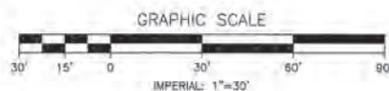
SECRETARY: _____ DATE: _____

CERTIFICATION:

WETLANDS WERE DELINEATED IN ACCORDANCE WITH THE US ARMY CORPS OF ENGINEERS 1987 WETLANDS DELINEATION MANUAL Y-87-1 AND REGIONAL SUPPLEMENT FOR NORTHEAST AND NORTH-CENTRAL REGION AND FIELD INDICATORS FOR HYDRIC SOILS IN NEW ENGLAND, BY CHRISTOPHER A. GUIDA, C.W.S., IN DECEMBER 2021.



12/16/21



PART OF 588-035

588-047
26 VICTORIA CT, LLC
63 EMERALD STREET P.M.B. 434
KEENE, NH 03431
BK.2619 PG.907
(26 VICTORIA CT.)



588-048
26 VICTORIA CT, LLC
63 EMERALD STREET P.M.B. 434
KEENE, NH 03431
BK.2281 PG.498
(0 OFF EASTERN AVENUE)

REV.	DATE	DESCRIPTION	C/O	DR	CK

LOT LINE ADJUSTMENT PLAN
TAX MAP 589 LOTS 22 & 23
(90-92 VICTORIA STREET)
KEENE, NEW HAMPSHIRE
 PREPARED FOR AND LAND OF:
JAMES L. & BEVERLY A. ELLS
 P.O. BOX 3, SPOFFARD, NH 03462

SCALE: 1"=30' DECEMBER 14, 2021

Surveying + Engineering + Land Planning + Permitting + Septic Designs

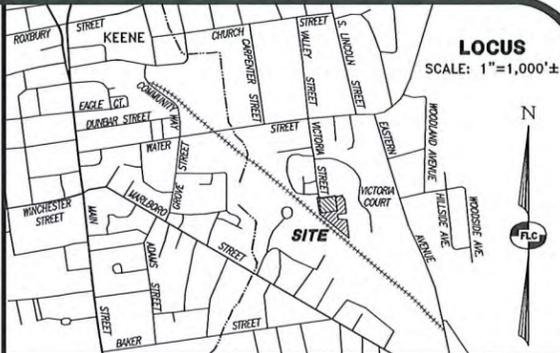
FIELDSTONE
 LAND CONSULTANTS, PLLC

206 Elm Street, Milford, NH 03055
 Phone: (603) 672-5456 Fax: (603) 413-5456
 www.FieldstoneLandConsultants.com

LOT REVISION AREA CHART			
LOT NO.	EXISTING AREA	PROPOSED CHANGE	REVISED AREA
289-22	1.584 ACRES (69,001 SF)	- PARCEL A (37,079 SF)	0.733 ACRES (31,922 SF)
289-23	0.570 ACRES (24,820 SF)	+ PARCEL A (37,079 SF)	1.421 ACRES (61,899 SF)

VICTORIA STREET

- LEGEND:**
- RIGHT-OF-WAY LINE
 - BOUNDARY LINE
 - FORMER LOT LINE
 - ABUTTING LOT LINE
 - BUILDING SETBACK LINE
 - EDGE OF PAVED ROAD
 - EDGE OF GRAVEL ROAD
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 - SWALE OR DITCH
 - EDGE OF WETLANDS
 - WETLANDS BUFFER LINE
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 - 300' 10' CONTOUR INTERVAL
 - 302' 2' CONTOUR INTERVAL
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 - CONDUIT OR DRAIN LINE
 - S — SEWER LINE
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 - W — WATER LINE
 - (L) — IRON PIPE FOUND
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 - (M) — SENSER HOLE
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 - (V) — WATER VALVE
 - (S) — WATER SHUT-OFF



- NOTES:**
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 - ZONING FOR THE PARCEL IS THE "BUSINESS GROWTH AND RE-USE DISTRICT (BGR).
- | BGR ZONE: | EXISTING | EXISTING | EXISTING | PROPOSED | PROPOSED |
|-----------------------|----------|-------------------|-------------------|-------------------|-------------------|
| MIN LOT AREA: | 8000 SF | 589-022 69,001 SF | 589-023 24,820 SF | 589-022 31,922 SF | 589-023 61,899 SF |
| MIN LOT FRONTAGE: | 50 FT | 37.68 FT | NONE | 18.84 FT | 18.84 FT |
| MIN FRONT SETBACK: | 5-10 FT | NONE | NONE | NONE | NONE |
| MIN REAR SETBACK: | 20 FT | 123.3 FT | NONE | 93.0 FT | NONE |
| MIN SIDE SETBACK: | 10 FT | 15.7 FT | NONE | 41.1 FT | 15.7 FT |
| MAX BLDG COVERAGE: | 55% | 6.4% | NONE | 8.8% | 2.6% |
| MAX IMPERVIOUS COVER: | 65% | 16.9% | 3.7% | 25.2% | 7.4% |
| MIN GREEN SPACE: | 35% | 83.1% | 96.3% | 74.8% | 92.6% |
| MAX STORIES: | 3 STORY | 1.5 STORY | NONE | 1 STORY | 1.5 STORY |
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 - THE BOUNDARY INFORMATION SHOWN WAS DEVELOPED FROM THE REFERENCE PLANS CITED TOGETHER WITH A FIELD SURVEY BY THIS OFFICE DURING THE MONTH OF DECEMBER 2021.
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CERTIFICATION:
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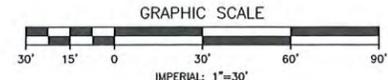
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NRCS SOILS LEGEND:
 SOURCE: USDA NRCS WEB SOIL SURVEY

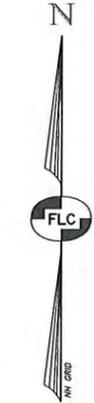
SOIL BOUNDARY	DESCRIPTION
4	POOTATUCK FINE SANDY LOAM 0 TO 3% SLOPES
5	RIPPOWAM FINE SANDY LOAM 0 TO 3% SLOPES

APPROVED BY KEENE PLANNING BOARD

CHAIRMAN: _____ DATE: _____
 SECRETARY: _____ DATE: _____



EXISTING BOUNDARIES



REV.	DATE	DESCRIPTION	C/O	DR	CK

LOT LINE ADJUSTMENT PLAN
TAX MAP 589 LOTS 22 & 23
(90-92 VICTORIA STREET)
KEENE, NEW HAMPSHIRE
 PREPARED FOR AND LAND OF:
JAMES L. & BEVERLY A. ELLS
 P.O. BOX 3, SPOFFORD, NH 03462

SCALE: 1"=30' DECEMBER 14, 2021

Surveying ♦ Engineering ♦ Land Planning ♦ Permitting ♦ Septic Designs

FIELDSTONE
 LAND CONSULTANTS, PLLC

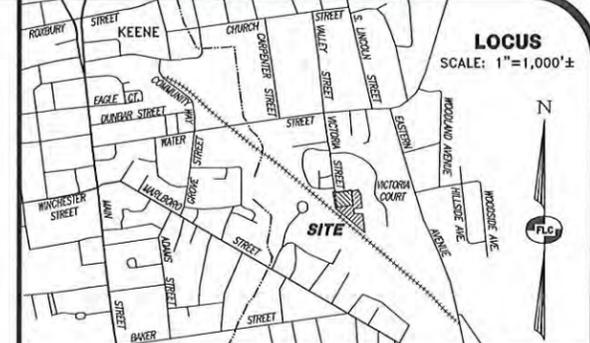
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VICTORIA STREET

LEGEND:

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- EDGE OF WETLANDS
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- G GAS LINE
- W WATER LINE
- (L) IRON PIPE FOUND
- (R) IRON PIPE PER REF PLAN
- (P) IRON PIPE PER REF PLAN
- (U) UTILITY POLE & GUY
- (S) CATCH BASIN (SQUARE)
- (M) SENER MAN-HOLE
- (C) SENER CLEAN-OUT
- (W) WATER HYGANT
- (V) WATER VALVE
- (S) WATER SHUT-OFF



NOTES:

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- LOT NUMBERS REFER TO THE CITY OF KEENE ASSESSORS MAP 589.
- ZONING FOR THE PARCEL IS THE "BUSINESS GROWTH AND RE-USE DISTRICT (BGR).

BGR ZONE:	REQUIRED	EXISTING	EXISTING	PROPOSED	PROPOSED
MIN LOT AREA	3000 SF	69,001 SF	31,922 SF	31,922 SF	61,899 SF
MIN LOT FRONTAGE	50 FT	37.68 FT	NONE	18.84 FT	18.84 FT
MIN FRONT SETBACK	5-10 FT	NONE	NONE	NONE	NONE
MIN REAR SETBACK	20 FT	123.3 FT	NONE	93.0 FT	NONE
MIN SIDE SETBACK	10 FT	15.7 FT	NONE	41.1 FT	15.7 FT
MAX BLDG COVERAGE	55%	6.4%	NONE	8.8%	2.6%
MAX IMPERIOUS COVER	65%	16.9%	3.7%	25.2%	7.4%
MIN GREEN SPACE	35%	83.1%	96.3%	74.8%	92.6%
MAX STORES	3 STORY	1.5 STORY	NONE	1 STORY	1.5 STORY
- THE TOPOGRAPHIC SURFACE SHOWN IS A COMPILATION OF A FIELD SURVEY BY THIS OFFICE TOGETHER WITH NEW HAMPSHIRE GRANT LIDAR (LIGHT DETECTION RANGING).
- THE BOUNDARY INFORMATION SHOWN WAS DEVELOPED FROM THE REFERENCE PLANS CITED TOGETHER WITH A FIELD SURVEY BY THIS OFFICE DURING THE MONTH OF DECEMBER 2021.
- HORIZONTAL ORIENTATION IS THE NEW HAMPSHIRE STATE PLANE COORDINATE SYSTEM. HADDS, BASED ON FIELD GPS OBSERVATIONS THAT WERE UPLOADED TO AND CALCULATED BY THE NOAA ONLINE POSITIONING USER SERVICE (OPUS). THE VERTICAL DATUM IS NAVD88.
- THE SITE LIES WITHIN THE "SURFACE WATER PROTECTION" OVERLAY DISTRICT THAT REQUIRES A 30 FEET BUFFER FROM ALL SURFACE WATERS IN THE BUSINESS GROWTH AND RE-USE DISTRICT.
- THE EXISTING LOTS ARE SERVICED BY OVERHEAD UTILITIES, MUNICIPAL SEWER, WATER AND GAS.
- THE SUBJECT PARCEL IS NOT LOCATED IN A FLOOD HAZARD AREA AS DETERMINED FROM THE FLOOD INSURANCE STUDY (FIRM), CHESHIRE COUNTY, CITY OF KEENE, NEW HAMPSHIRE, COMMUNITY NO. 330023, PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, MAP NUMBER: 330002026, DATED: MAY 23, 2008. BASED ON FIELD OBSERVATIONS, PORTIONS OF THE SITE MAY BE SUBJECT TO FLOODING.
- JURISDICTIONAL WETLANDS WERE FOUND AND DELINEATED ON THE SUBJECT PARCEL PER AN ON SITE FIELD INVESTIGATION BY CHRISTOPHER A. GUIDA, C.W.S. IN DECEMBER 2021 IN ACCORDANCE WITH THE "CORPS OF ENGINEERS WETLAND DELINEATION MANUAL, TECHNICAL REPORT Y-87-1, DATED JANUARY 1987".
- PERMANENT MARKERS ARE TO BE SET AT ALL LOT CORNERS AND STONE BOUNDS AT ALL POINTS OF CURVATURE AND TANGENCY ALONG THE RIGHT-OF-WAY BY A LICENSED LAND SURVEYOR.

REFERENCE PLANS:

- "PLAN SHOWING LAND TO BE CONVEYED TO - KEENE BEVERAGE CO. - LOCATED IN KEENE, N.H.", SCALE 1"=50', DATED OCTOBER 1974, BY CHARLAND ASSOCIATES. RECORDED IN PLAN BOOK 0031 PAGE 0073 (P0031-0073) IN THE CHESHIRE COUNTY REGISTRY OF DEEDS.
- "PROPERTY OF - ARNOLD E. & MILLENT B. MARTINEAU - KEENE, N.H.", SCALE 1"=50', DATED NOVEMBER 9, 1979 AND LAST REVISED AUGUST 29, 1985, BY DIBERNARDO ASSOCIATES. RECORDED IN PLAN BOOK 0043 PAGE 0095 (P0043-0095), BOOK 0048 PAGE 40 (P0048-0040) AND BOOK 53 PAGE 2 (P0053-0002) IN THE CHESHIRE COUNTY REGISTRY OF DEEDS.
- "BOUNDARY LINE ADJUSTMENT PLAN - PREPARED FOR - CAPITOL SUPPLY ASSOCIATES - OF LAND KNOWN AS - TAX MAP 26-01-025 - TAX MAP 26-01-026 - TAX MAP 26-01-028 - TAX MAP 26-01-017 - LOCATED ON VICTORIA STREET & VICTORIA COURT - IN THE CITY OF KEENE, CHESHIRE COUNTY, NEW HAMPSHIRE", 2 SHEETS, SCALE 1"=40', DATED JULY 1993 AND LAST REVISED JULY 19, 1993 BY CLOUGH, HARBOUR & ASSOCIATES. RECORDED AS C11-008-0483 & C11-008-0484 IN THE CHESHIRE COUNTY REGISTRY OF DEEDS.
- "3 LOT SUBDIVISION - PREPARED FOR - L. WILLIAM SLANETZ - LANDS LOCATED AT - 43-57 VICTORIA STREET - TAX MAP 27-01-01 - CITY OF KEENE, CHESHIRE COUNTY, NEW HAMPSHIRE", SCALE 1"=50', DATED JULY 1994, BY CLOUGH, HARBOUR & ASSOCIATES. RECORDED AS C11-009-0118 IN THE CHESHIRE COUNTY REGISTRY OF DEEDS.
- "LAND IN - KEENE, N.H. - WATER ST. TO EASTERN AVE. - BOSTON AND MAINE CORPORATION - TO - THE CITY OF KEENE, N.H.", SCALE 1"=50', DATED MARCH 1987, BY THE CITY OF KEENE ENGINEERING DEPARTMENT. CITY OF KEENE PLAN # 2186.

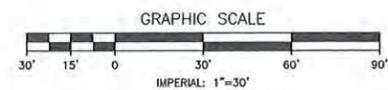
CERTIFICATION:

"I HEREBY CERTIFY THAT THIS PLAN IS THE RESULT OF AN ACTUAL FIELD SURVEY MADE ON THE GROUND PER THE PRECISION AND ACCURACY STANDARDS FOR AN URBAN CLASSIFICATION SURVEY AS SPECIFIED IN THE NEW HAMPSHIRE LAND SURVEYOR'S ADMINISTRATIVE RULES (LAH 503.04) AND HAS A MAXIMUM ERROR OF CLOSURE OF ONE PART IN TEN THOUSAND (1:10,000) ON ALL PROPERTY LINES WITHIN AND BORDERING THE SUBJECT PROPERTY."

CERTIFICATION:

WETLANDS WERE DELINEATED IN ACCORDANCE WITH THE US ARMY CORPS OF ENGINEERS 1987 WETLANDS DELINEATION MANUAL Y-87-1 AND REGIONAL SUPPLEMENT FOR NORTHEAST AND NORTHCENTRAL REGION AND FIELD INDICATORS FOR HYDRIC SOILS IN NEW ENGLAND, BY CHRISTOPHER A. GUIDA, C.W.S. IN DECEMBER 2021.

PROPOSED BOUNDARIES



NRCS SOILS LEGEND:

SOURCE: USDA NRCS WEB SOIL SURVEY

---	SOIL BOUNDARY
4	POOTATUCK FINE SANDY LOAM 0 TO 3% SLOPES
5	RIPPOWAM FINE SANDY LOAM 0 TO 3% SLOPES

APPROVED BY KEENE PLANNING BOARD

CHAIRMAN: _____ DATE: _____

SECRETARY: _____ DATE: _____

PART OF 588-035

588-047
26 VICTORIA CT, LLC
63 EMERALD STREET P.M.B. 434
KEENE, NH 03431
BK.2619 PG.907
(26 VICTORIA CT.)

588-048
26 VICTORIA CT, LLC
63 EMERALD STREET P.M.B. 434
KEENE, NH 03431
BK.2281 PG.498
(0 OFF EASTERN AVENUE)

REV.	DATE	DESCRIPTION	C/O	DR	CK

LOT LINE ADJUSTMENT PLAN
TAX MAP 589 LOTS 22 & 23
(90-92 VICTORIA STREET)
KEENE, NEW HAMPSHIRE
 PREPARED FOR AND LAND OF:
JAMES L. & BEVERLY A. ELLS
 P.O. BOX 3, SPOFFARD, NH 03462

SCALE: 1"=30' DECEMBER 14, 2021

Surveying ♦ Engineering ♦ Land Planning ♦ Permitting ♦ Septic Designs

FIELDSTONE
LAND CONSULTANTS, PLLC

206 Elm Street, Milford, NH 03055
 Phone: (603) 672-5456 Fax: (603) 413-5456
 www.FieldstoneLandConsultants.com



NOTICE OF DECISION

ZONING BOARD OF ADJUSTMENT

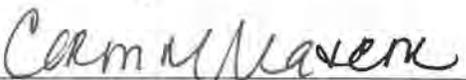
CASE NUMBER: ZBA 21-14
Property Address: 90-92 Victoria St.
Zone: Business Growth & Re-Use District
Owner: James L. and Beverly A. Ells
Petitioner: Ells Electric, LLC
Date of Decision: September 7, 2021

Notification of Decision:

Petitioner, Ells Electric, LLC, owned by James L. and Beverly A. Ells, requested a Variance for property located at 90-92 Victoria St., which is in the Business Growth and Re-Use District. This request is to permit a single-family resident where it is not a permitted use per Section 102-771 of the Zoning Ordinance, was approved 5-0 with one condition that:

Condition: 1. should the property be transferred subsequent to the boundary line adjustment, that an easement is created to the northern boundary to allow access to what will be parcel number 589-023-000-000-000

NOTE: Contact the Community Development Department and the Fire Prevention Officer for any applicable permits that may be needed.


Corinne Marcou, Clerk

Any person directly affected has a right to appeal this Decision. The necessary first step, before any appeal may be taken to the courts, is to apply to the Board of Adjustment for a rehearing. The Motion for Rehearing must be filed not later than 30 days after the first date following the referenced Date of Decision. The Motion must fully set forth every ground upon which it is claimed that the decision is unlawful or unreasonable. See New Hampshire RSA Chapter 677, et seq.

cc: Planning Dept.
Assessing Dept.
City Attorney
File Copy



NOTICE OF DECISION

ZONING BOARD OF ADJUSTMENT

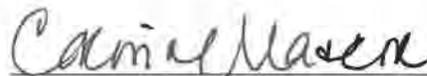
CASE NUMBER: ZBA 21-19
Property Address: 90-92 Victoria St.
Zone: Business Growth & Re-Use District
Owner: James L. and Beverly A. Ells
Petitioner: Ells Electric, LLC
Date of Decision: September 7, 2021

Notification of Decision:

Petitioner, Ells Electric, LLC, owned by James L. and Beverly A. Ells, requested a Variance for property located at 90-92 Victoria St., which is in the Business Growth and Re-Use District. This request is to permit a 19 foot frontage where 50 feet is required per Section 102-771 of the Zoning Ordinance, was approved 5-0 with one condition that:

Condition: 1. should the property be transferred subsequent to the boundary line adjustment, that an easement is created to the northern boundary to allow access to what will be parcel number 589-023-000-000-000

NOTE: Contact the Community Development Department and the Fire Prevention Officer for any applicable permits that may be needed.


Corinne Marcou, Clerk

Any person directly affected has a right to appeal this Decision. The necessary first step, before any appeal may be taken to the courts, is to apply to the Board of Adjustment for a rehearing. The Motion for Rehearing must be filed not later than 30 days after the first date following the referenced Date of Decision. The Motion must fully set forth every ground upon which it is claimed that the decision is unlawful or unreasonable. See New Hampshire RSA Chapter 677, et seq.

cc: Planning Dept.
Assessing Dept.
City Attorney
File Copy

STAFF REPORT

CLSS-CUP-01-21 – CONGREGATE LIVING & SOCIAL SERVICE CONDITIONAL USE PERMIT – Monadnock Peer Support Agency, 32-34 Washington St. #Rear

Request:

Applicant and owner Monadnock Area Peer Support Agency proposes to operate a Large Group Home as a second principal use on the property located at 32-34 Washington St #Rear (TMP 568-058-000-000-000). The site is 0.28-ac in size and is located in the Downtown Core District.

Background:

Monadnock Peer Support Agency (MPS) is a member-based organization that provides mental health services through a variety of programs, including peer support groups, individual and group therapy, individual and group case management, and trainings. MPS also has a short-term residency program that is considered to be accessory to the principal use.

MPS has operated at their current location at 32-34 Washington St. #Rear for less than a year. This property is in the Downtown Core District, located about 200 feet north of Central Square on the west side of Washington Street. Vehicle access to the site is from Vernon Street, with a second entrance off Washington Street that is accessible from a pedestrian alley. This secondary entrance on Washington Street also serves as the accessible entrance to the building, with a “limited use limited access” (LULA) elevator.



Figure 1. Location map showing the 32-34 Washington St. #Rear property highlighted in yellow.

The existing principal use on the lot is a “Clinic.” The Applicant proposes to expand the residential program to add five rooms, for a total of 10 rooms. Under Article 8, Section 8.3.4 (Congregate Living and Social Service Uses), this proposed use is classified as a “Large Group Home” and would be a second principal use on the lot.

Per Article 15, “Congregate Living & Social Service Conditional Use Permit” of the Keene Land Development Code, this project requires a Congregate Living & Social Service Conditional Use Permit from the Planning Board.

Completeness:

The Applicant has requested exemptions from providing grading, landscaping, and lighting plans, building elevations, and technical reports. Staff recommend that the Planning Board grant the requested exemptions and accept the application as “complete.”

Departmental Comments:

- Code Enforcement: Please be aware that a building permit will be required.
- Fire: The fire alarms will need to be upgraded in order to add additional beds to the site.

STAFF REPORT

Application Analysis: The following is a review of the criteria for granting a Congregate Living and Social Services conditional use permit.

A. *The nature of the proposed application is consistent with the spirit and intent of the Zoning Regulations, this LDC and the City's Comprehensive Master Plan, and complies with all the applicable standards in this LDC for the particular use in Section 8.3.4.*

This property is located in the Downtown Core (DT-C) district, which is one of 6 form-based zoning districts in the downtown. The intent of this district is to accommodate the highest intensity of development in the City and promote a mix of uses. The Applicant proposes to create a large group home as the second principal use on the lot, which is allowed within this district.

This site is also within the Downtown Historic District; however, no changes are proposed to the exterior of the building or site and thus no impacts to the historic district are anticipated at this time. The Applicant is aware that any future changes to the building or site may require review under the Historic District Commission regulations.

Section 8.3.4 of the LDC includes the following use standards for Large Group Home:

- a. *Only 1 large group home shall be permitted per lot.*
- b. *No large group home shall be constructed or operate without first having obtained a congregate living and social services conditional use permit from the Planning Board in accordance with Article 15.*
- c. *Annually, a large group home shall obtain a congregate living and social service licenses from the City Council as set forth in Chapter 46 of the City Code of Ordinances.*
- d. *If located within a residential zoning district, large group homes shall maintain the appearance of a residential structure and the design and operation of the facility shall not alter the residential character of the structure.*

The proposed group home would be the only group home in operation on the site. The Applicant is aware that a congregate living and social services license will need to be obtained and renewed on an annual basis. This requirement has been included as a condition of approval in accordance with Section 15.3.C of the LDC.

B. *The proposed use will be established, maintained, and operated so as not to endanger the public health, safety, or welfare.*

The Applicant states in the project narrative that all activities associated with the proposed use will occur inside the existing building. There will be a staff person on site at all times, including overnight. In addition, a full-time residential case manager will visit the center daily.

Residents, members, and staff will access the site from either the Washington Street entrance, which is a pedestrian entrance with a LULA elevator for ADA access, or from the Vernon Street entrance. Both entrances have motion-activated security cameras and will be locked from 7:00 pm to 9:00 am each day.

Existing lighting includes a flood light and a porch light on the Vernon Street side of the building, and a flood light and porch light on the Washington Street side of the building. These lights are not on motion sensors. In response to staff comments, the Applicant noted that the porch lights will remain lit throughout the non-daylight hours. The Applicant also noted that the existing lighting is not sufficient; however, they plan to upgrade the lighting at a future

STAFF REPORT

date. The Board should ask the Applicant whether the existing light levels provided on the site are safe / sufficient for the proposed residential use.

The Applicant notes that this site is within easy distance (100 feet) of the Fire Station. Staff from the Fire Department noted in their comments that the fire alarms will need to be upgraded prior to operating the group home. This comment has been shared with the applicant.

- C. The proposed use will be established, maintained, and operated so as to be harmonious with the surrounding area and will not impede the development, use, and enjoyment of adjacent property. In addition, any parking lots, outdoor activity area, or waiting areas associated with the use shall be adequately screened from adjacent properties and from public rights-of-way.***

This site is located in a densely populated area of the downtown. Adjacent uses include a mix of commercial, multi-family, office, institutional, and social service uses. The proposed group home will be operated entirely within the existing building – no outdoor activity areas or waiting areas are proposed, and no changes are proposed to the existing parking lot. There are 11 parking spaces available onsite. One parking space is currently leased to Keene Housing, and the remaining 10 parking spaces will be utilized by staff, members, residents, and visitors. The Applicant stated that, on an average day, staff uses no more than 6 spaces, which leaves four spaces for residents, members, and visitors. In addition, both metered and non-metered on-street parking as well as metered off-street parking is located within easy walking distance of the site.

- D. The proposed use will be of a character that does not produce noise, odors, glare, and/or vibration that adversely affects the surrounding area.***

Due to the fact that the proposed use will be located entirely inside the existing building, it is not expected that it will generate noise, odors, glare, or vibration that would adversely affect the surrounding area.

- E. The proposed use will not place an excessive burden on public infrastructure, facilities, services, or utilities.***

No changes to the existing water and sewer access for the building are proposed, and City engineering staff did not express any concerns about the capacity of the City's sewer and water facilities to accommodate the additional load from the proposed use.

With respect to City services, this site is located in a dense area that is well-served by both fire and police. The addition of five beds is not expected to burden these services.

- F. The proposed use will not result in the destruction, loss, or damage of any feature determined to be of significant natural, scenic, or historic importance.***

There are no features of natural or scenic importance on this site. This existing building is considered to be historic and is located in the Downtown Historic District; however, no modifications are currently proposed to the exterior of the building.

STAFF REPORT

G. *The proposed use will not create a traffic safety hazard or a substantial increase in the level of traffic congestion in the vicinity of the use.*

The Applicant submitted a trip generation analysis prepared by Stephen G. Pernaw & Company, Inc. This analysis concludes that the proposed use would generate an additional 10 additional vehicle trips per day (5 arrivals and 5 departures). When compared to the existing traffic volume on Washington Street, the traffic impact is expected to be *de minimis*.

H. *The proposed use will be located in proximity to pedestrian facilities (e.g. multiuse trails and sidewalks), public transportation, or offer transportation options to its client population.*

This site is located in an area that is easily accessed by multiple modes of transportation, including walking, bicycling, and public transportation. There are sidewalks, bicycle lanes, and public transportation stops immediately adjacent to the site. The Applicant notes in the project narrative that program participants rarely drive to the site, and instead utilize one of the alternative transportation modes listed above. In addition, MPS operates a van that provides rides to members to arrive at 9:00 am and depart at 7:00 pm each weekday. MPS also provides a shopping trip each Wednesday. This van is not used for on-demand rides.

Recommended Motion:

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

Approve Conditional Use Permit CLSS-CUP-01-21 for a large group home, as shown on the plan set identified as "Interior Fit Up, 32A Washington Street, Keene NH 03431" prepared by Timothy Sampson Architects at varying scales and dated January 5, 2022, with the following conditions:

- A. The Applicant shall obtain a Congregate Living and Social Services License, which shall be renewed annually in accordance with Chapter 46 of the City Code of Ordinances.

of Keene, NH

Congregate Living & Social Service Conditional Use Permit (CUP) Application



If you have questions about how to complete this form, please call: (603) 352-5440 or email: communitydevelopment@keenenh.gov

SECTION 1: PROPERTY INFORMATION

PROJECT ADDRESS(ES): 32-34 Washington St #Rear, Keene, NH 03431

TAX MAP PARCEL #(s): 568 - 058 - 000 - 000 - 000

PARCEL SIZE (Acres or Square Feet): .28 Acres

Look up this info at: _____
<https://www.axisgis.com/keenenh/>

SECTION 2: CONTACT INFORMATION

I hereby certify that I am the owner, applicant, or the authorized agent of the owner of the property upon which this appeal is sought and that all information provided by me is true under penalty of law. If applicant or authorized agent, a signed notification from the property owner is required.

OWNER	APPLICANT
NAME/COMPANY: Monadnock Area Peer Support Agency	NAME/COMPANY: Monadnock Area Peer Support Agency
MAILING ADDRESS: PO Box 258 Keene, NH 03431	MAILING ADDRESS: PO Box 258 Keene, NH 03431
PHONE: 603-352-5093	PHONE: 603-352-5093
EMAIL: Christine@MonadnockPSA.org	EMAIL: Christine@MonadnockPSA.org
SIGNATURE:	SIGNATURE:
PRINTED NAME: Christine Allen, Executive Director	PRINTED NAME: Christine Allen, Executive Director

AUTHORIZED AGENT (if different than Owner/Applicant)	For Office Use Only:
NAME/COMPANY:	
MAILING ADDRESS:	
PHONE:	
EMAIL:	
SIGNATURE:	
PRINTED NAME:	Project #:

Description of Existing and Proposed Uses:

Monadnock Peer Support Agency was founded in 1995 as an alternative that compliments and supplements the traditional mental health system. We are a member-driven organization that provides opportunities for people who experience mental health challenges to support one another. 23-24 Washington St. #REAR is presently our main location, which houses activities areas, a dining area, and meeting spaces that host a full schedule of peer support groups, our central offices, and a residential area with 5 guest rooms, a bath and laundry room, and a 24-hour staff room.

The building is currently classified as principal use Clinic. There is a change of use being proposed from Business to an Institutional Use (I4) – Group Home, Large. The change of use is required due to expanding the existing accessory residential use beyond the threshold allowed by the Building Code. There are presently 5 residential rooms and this interior update will convert 5 other spaces into residential rooms, for a total of 10. The common areas in the ‘programming’ section of the center will remain unchanged.

MPS will lease the 5 new rooms and 1 of their existing rooms to Monadnock Family Services (MFS). When the new rooms open, all MFS clients who reside at the Washington Wellness will be encouraged to participate in MPS peer groups and other programming, attend individual or group therapy, attend individual or group case management, participate in volunteer work, seek employment, attend appointments with other MFS providers, and attend trainings to improve tenancy skills. There will be a full-time residential case manager to meet with clients in the community for skill groups and work with clients individually on seeking housing, housing applications, benefits coordination, and other needs.

Description of Size and Intensity of Use:

Monadnock Peer Support Agency is housed in a 12,640-sf property at the rear of 32-34 Washington St. Presently, 6240-sf in the basement is storage, 4794-sf is Programming space, and 1446-sf is dedicated to short-term residents of 5 bedrooms and a staff overnight room. On an average day the center houses 5 residents and 1 overnight staff 7 PM- 9 AM and 4 staff, 8-12 members participating in daily programming, and 2-3 visitors each day during the operating hours of 9 AM-7 PM.

The Washington Wellness project will convert 895-sf of the programming space into 5 additional residential rooms. The anticipated typical daily occupancy will be 11 residents and 1 overnight staff from 7 PM- 9AM and 5 staff, 14-18 members participating in daily programming, and 3-4 visitors each day during the operating hours of 9 AM-7 PM.

No outdoor areas are associated with this use.

Description of Proposed Redevelopment:

As the state of NH tasked Monadnock Family Services (MFS) with adding 6 more beds in the community for clients with serious and persistent mental illness, MFS has partnered with MPS to develop the Washington Wellness project as a long-term housing option for those in need.

The proposed project is limited in scope. It will provide new finishes throughout the upper level of the building. There is a proposed ADA compliant bathroom and laundry area that will be used by program participants. Ingress and egress for the building will remain unchanged. No exterior work is being proposed as part of this phase of construction.

This proposal is limited to work on the interior of the upper level of the building. The lower level will remain largely in its existing state. There will be a future application proposing renovations to the unused lower level and an enclosed entry and ADA lift. This expansion is noted on the accompanying drawings and noted as future work.

Description of Physical and Architectural Characteristics:

The building is multi-story and the exterior is comprised of a mix of concrete block and vinyl siding. The building is consistent in size and scale with the neighboring properties.

Description of Site and Safety:

The proposed site is in the Downtown Core district with a front entrance on Washington St. and rear on Vernon St. The building is a 12,640-sf two-story square with a 2400-sf paved parking lot. Both entries are locked from 7:00pm to 9:00am each day. There are operational motion-sensitive cameras on both entrances. The front entrance is accessible by a sidewalk that is partially protected from wind and other elements by multi-story neighboring properties. This sidewalk leads to an ADA lift; neither will be changed. The site's location is within 100 ft of fire first responders and easily monitored by police officers.

Description of Intake Areas:

There is approximately 870 square feet of office space that is to be located directly off the entry vestibule with will be used for administration purposes. MPS and MFS will have separate office areas for administration. There are no outdoor areas planned.

Traffic Impact:

There will be minimal traffic impact on the surrounding area. Program participants rarely drive to or from the site and the MPS van is anticipated to run the same number of trips each week that it does presently. Participants access public transportation at the Community Kitchen and 5 Central Square City Express stops. Location of access points to the building and site will remain unchanged.

Description of Parking Demand / Impact:

Demand for parking will be limited to staff and all required parking demands will be met on-site. There should be no impact of any existing parking adjacent to the site.

Description of Staffing:

There is an anticipated increase of 1.25 staff on-site. MFS will employ a full-time residential case manager that is based elsewhere but will visit the center daily. MPS will employ a part-time support worker to facilitate participants with chores and other daily responsibilities.

MPS presently employs 6 full-time and 7 part-time staff.

Other Known Congregate Living and Social Services Uses within 750-ft:

Within the 750-ft radius, we have identified that The Keene Community Kitchen and Hundred Nights shelter may qualify under the categories above.

Average Length of Stay:

3 bedrooms (Step-Up Step-Down Program) will turn over every 90 days. 1 bedroom (Respite) will turn over once per week. 6 bedrooms (MFS clients) will turn over on average each 6-8 months, depending on availability of other appropriate housing options. As markets remain high, length of stay could tend to be longer, up to 12 months.

Description of Services:

Programming

All clients who reside at the Washington Wellness will be encouraged to participate in programming. Monday through Friday they will be encouraged to attend individual or group therapy, attend individual or group case management, attend MPS peer groups, participate in volunteer work, seek employment, attend appointments with other MFS providers, and attend trainings to improve tenancy skills. Additional trainings (intended to help the client obtain independent living skills) may include budgeting, interpersonal skills, activities of daily living, coping skills, and any other skills individually needed by the client.

There will be a full-time residential case manager to meet with clients in the community for skill groups and work with clients individually on seeking housing, housing applications, benefits coordination, and other needs. They will also assist those ready to 'graduate' from this program on lease signing, finding security deposits and other needs to be successful in a new living situation.

Client Profile

This housing would be open to clients of MFS who meet criteria set by MFS, which will include but are not limited to the following:

- Ability to manage their own medications (and will be provided lock boxes to keep their medications secured)
- Ability to be responsible for their own food.
- Ability to refrain from substance misuse
- Eligible for HUD Public Housing Program
- Willingness to engage in treatment and support groups
- Recipient of individual case management and other encouraged services

These criteria are set to provide the best possible outcomes for stable long-term housing in the community. The potential tenants will be reviewed by staff at MFS and MPS to make sure they meet qualifications and would be a good fit for this shared living situation.

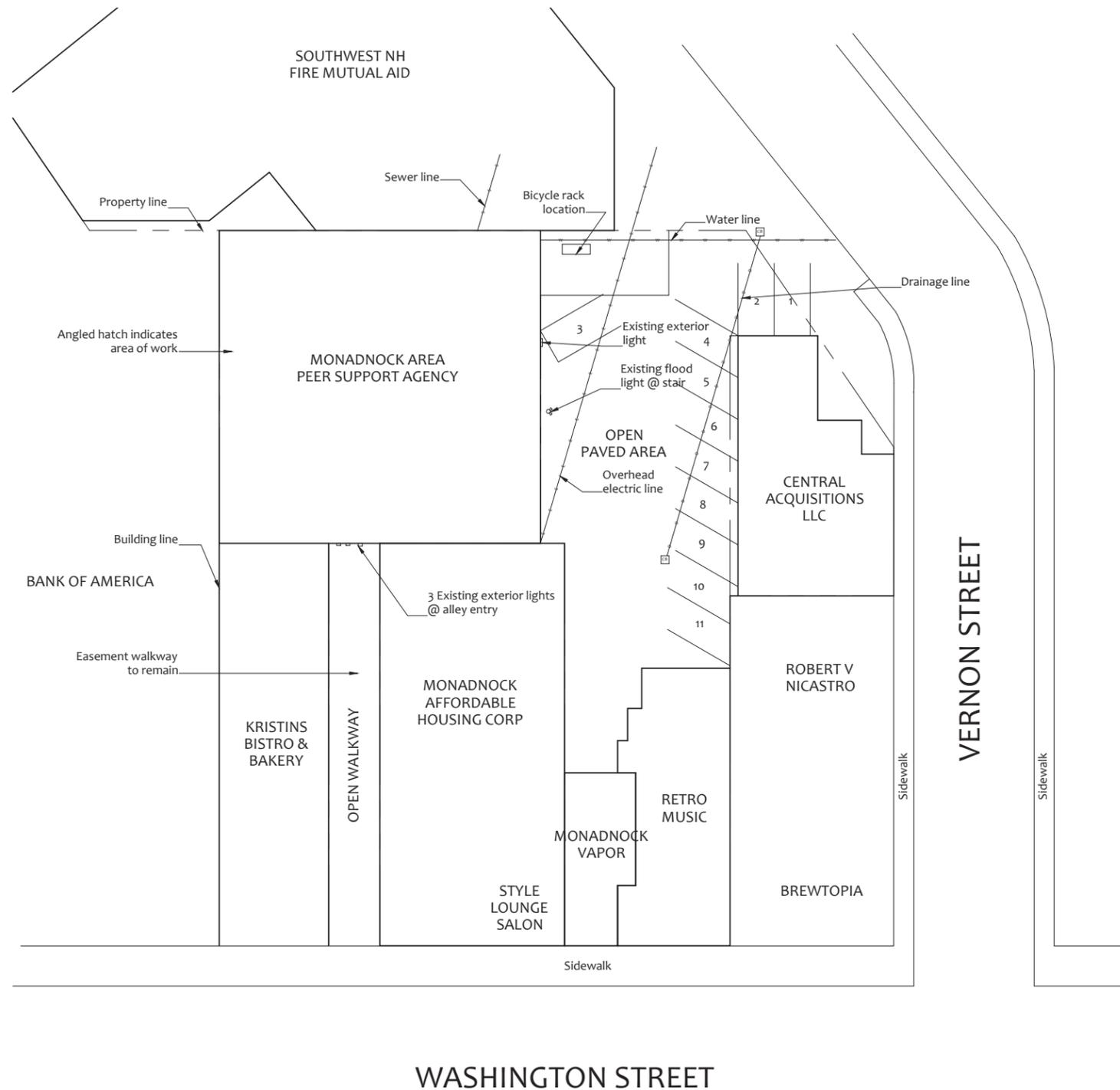
Compliance:

- Drainage & Stormwater Management: There is no exterior work planned. There will be no change to existing drainage or stormwater management.
- Sediment & Erosion Control: Sedimentation control will not be required. There is no site work being proposed as part of this proposal.
- Snow Storage and Removal: There is limited parking area and paved surfaces. Snow storage therefor is also limited. Snow will be removed from the site as required to maintain parking areas.
- Landscaping: There are no proposed planting or changes to any landscaping.
- Screening: There are no proposed changes to the site or the building as part of this proposal.
- Lighting: There are no proposed exterior lights as part of this proposal.
- Water & Sewer: The building is tied to city water and sewer. The change in use / intensity will be minimal.
- Traffic & Access Management: There is no change to site access and traffic patterns as part of this proposal.
- Filling & Excavation: There is no excavation or filling of the site proposed as part of this proposal.
- Surface Waters & Wetland: There are no wetlands on the site. There is no change to surface water as part of this proposal.
- Hazardous & Toxic Materials: There are no hazardous or toxic materials involved with this proposal.
- Noise: Noise impact from the proposed project will be minimal. All uses of the building are intended to be indoors. The construction itself promises to be quick and inaudible to neighboring properties, as it is taking place in portions of the building that does not have shared walls.
- Architecture & Visual Appearance: The architectural and visual appearance of the building is not being changed as part of this proposal.

Conclusion

MPS and MFS feel confident that this unique living space will have no negative impact on the Downtown Core district and are seeking a Conditional Use permit so that construction may ensue.

Both organizations are committed to adhering to all code and other regulations and working closely with city officials to ensure that construction is completed in a timely manner that does not impact neighbors.



2015 IBC Code Criteria

Renovation to 32A Washington Street Keene, NH

Use and Occupancy	
IBC 2015 - Life Safety Code Classification	
302.1 General	
Use Groups	B - Business
Building Type	3 - B

Note:
Business use - Training and skill development. Overnight rooms use limited to five occupants and is being considered as an accessory use

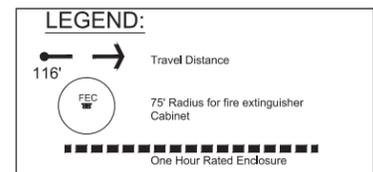
2015 IBC Height & Area Limitations	
Table 503	3 - B Use A3
Allowable height = 2 ST up to 55'	
Allowable floor area = 9,500 SF	
Proposed floor area = 6,350 SF	

Table 1004.1.2 Maximum Floor Area Allowance	
Occupancy	Floor Area Per Occ.
Business Areas	100 SF Gross
Education Areas	20 SF Net
Storage, Mechanical	300 SF. Gross

Egress Summary		
Exit Number	Egress Width	Egress Capacity
1	42"	140 ppl
2	72"	240 ppl
3	36"	120 ppl
4	36"	120 ppl
5	42"	140 ppl
TOTAL		760 ppl

Allowable Occupant Load	760
Design Occupant Load	140
Min. No. of Exits (per floor)	2
No. of Exits Provided	2 / 3

Note:
Building is protected throughout with an automatic sprinkler system.



These drawings are LIMITED SCOPE and are intended only to describe general design intent, scale, overall spatial relationships and material where indicated. These drawings shall be considered preliminary for purposes of design review, comment, or budget pricing only, unless expressly released for other purposes as indicated in the issue log. The architect assumes responsibility for errors in the information provided, and not for omissions.

Architect:
Timothy Sampson
NCARB, LEED AP
103 Roxbury Street
Suite 206
Keene, NH
603 769 7736



Engineer:
.

SAMPSON ARCHITECTS
2021 W0# 21-039

Prepared For
Monadnock Area Peer Support
32A Washington Street
Keene, NH 03431

PROJECT
Interior Fit Up
32A Washington Street
Keene, NH 03431

TITLE
Site Plan Notes

Date:	Revisions:
10.28.21	Permitting / Planning
12.1.21	Permitting R1
1.5.22	Planning Board

SCALE As Noted

DATE 1.5.22

SHEET NUMBER

A0

51 of 63

Site Plan
Scale: 1/16" = 1'-0"

A

B

C

D

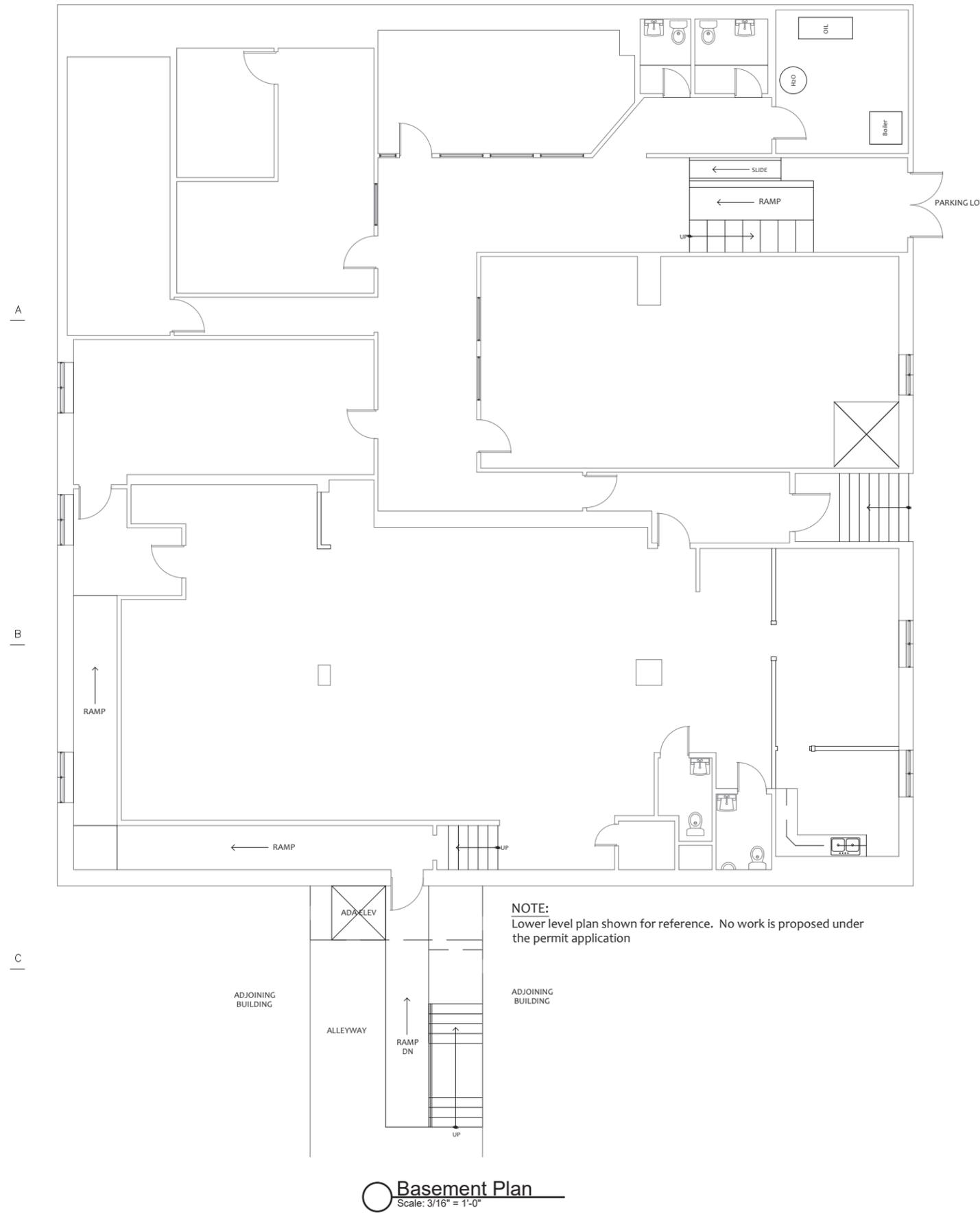
| 2

| 3

| 4

| 5

| 6

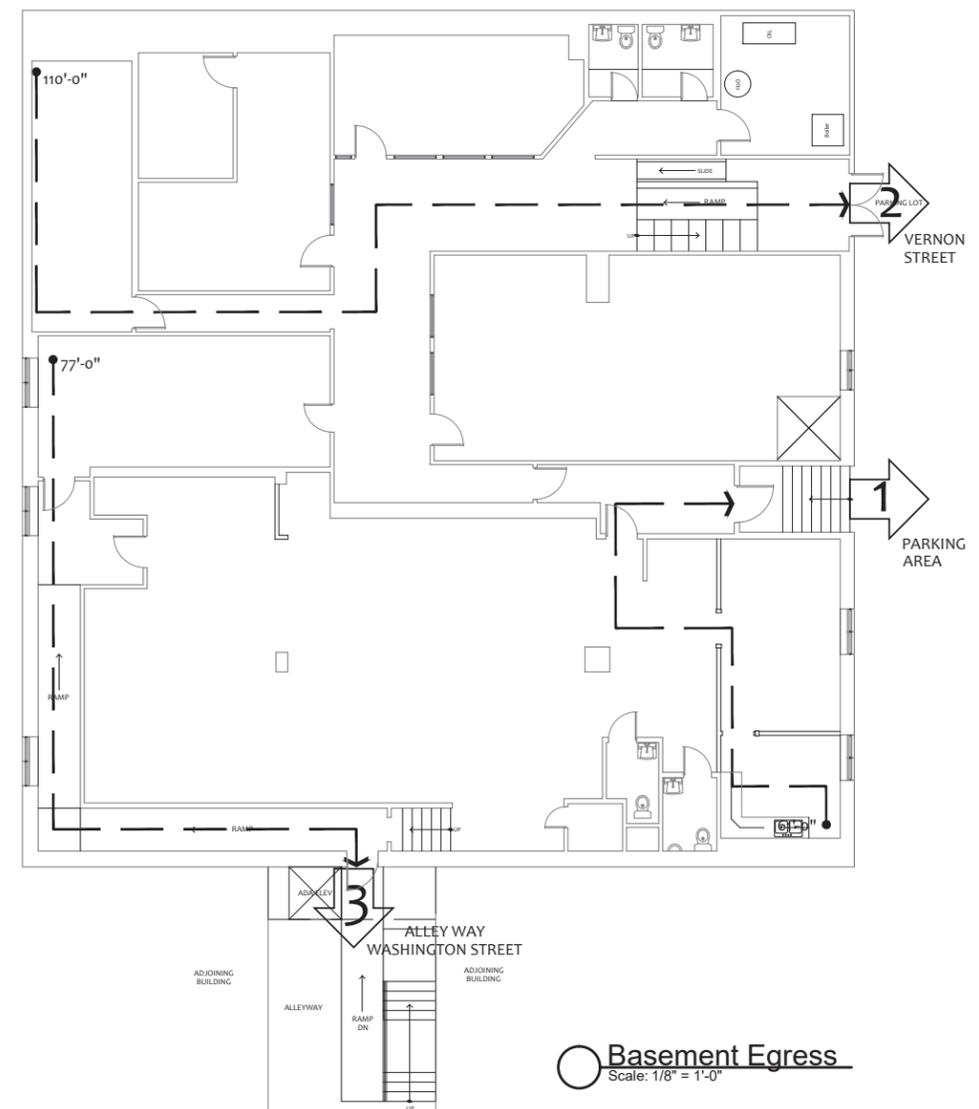


DEMOLITION NOTES:

1. The contractor shall coordinate the actual work scope with field conditions and design plan requirements.
2. Contractor to take all necessary measures to control dust, debris and noise resulting from demolition operations. install temporary barriers as required to contain demolition materials from entering occupied spaces.
3. Contractor shall provide enclosed chutes to transfer demo materials to dumpster located at grade. Transfer of debris through occupied areas of the building will not be allowed. Approve in advance with owner location of dumpster. Protect grounds and landscape materials from damage. restore any site areas damaged by operations to match previous conditions.
4. Where work involves load bearing structures, provide temporary bracing or shoring as required to safely transfer required load. Do not proceed with work unless all shoring is in place.
5. Contractor to remove demolition debris from site and dispose of materials in legal landfills approved for construction debris. Dumping slips shall be retained by the contractor and given to the owner if requested.
6. The contractor shall be responsible for obtaining all permits required for this work, and arranging for any required inspections.

GENERAL NOTES:

1. Contractor shall review existing conditions by field visit prior to submitting bid.
2. Dimensions shown are approximate only. All dimensions shall be field verified and coordinated with existing conditions.
3. Contact architect / engineer for decisions related to variation from information shown.
4. Contractor shall use due care in cutting into and working adjacent to existing conditions which are to remain. Any disturbed existing conditions shall be patched to match previous condition.
5. The contractor shall certify that all work is in accord with the 2015 version of the International Building Code, all other local or national codes and requirements and good construction practices.
6. Existing automatic sprinkler system to remain
7. All existing ingress / egress to remain.
8. No work to be performed on the existing basement level. Future work will be permitted separately.
9. Existing windows to remain.
10. No exterior work is being proposed as part of this project.
11. All new plumbing to be tied to existing sewer and water mains at existing building entry.
12. All thru roof vents to be in a chase between walls studs.
13. All unit to have blocking installed for future grab bars and ADA items.
14. Accessible unit to have ADA compliant counter height / counter space.
15. Accessible units to have compliant mounting heights for all switches/receptacles.
16. All overnight rooms, office and activity rooms to be supplied with fresh air.
17. Proposed project will not change percentages of sleeping space to office space. Proposed project expands existing use.
18. Fire alarm / sprinkler design to be submitted by contractor / designer.



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Engineer:
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SAMPSON ARCHITECTS
2021 WOF# 21-039

Prepared For
Monadnock Area Peer Support
32A Washington Street
Keene, NH 03431

PROJECT
Interior Fit Up
32A Washington Street
Keene, NH 03431

TITLE
**Basement Plan
Basement Egress
Notes**

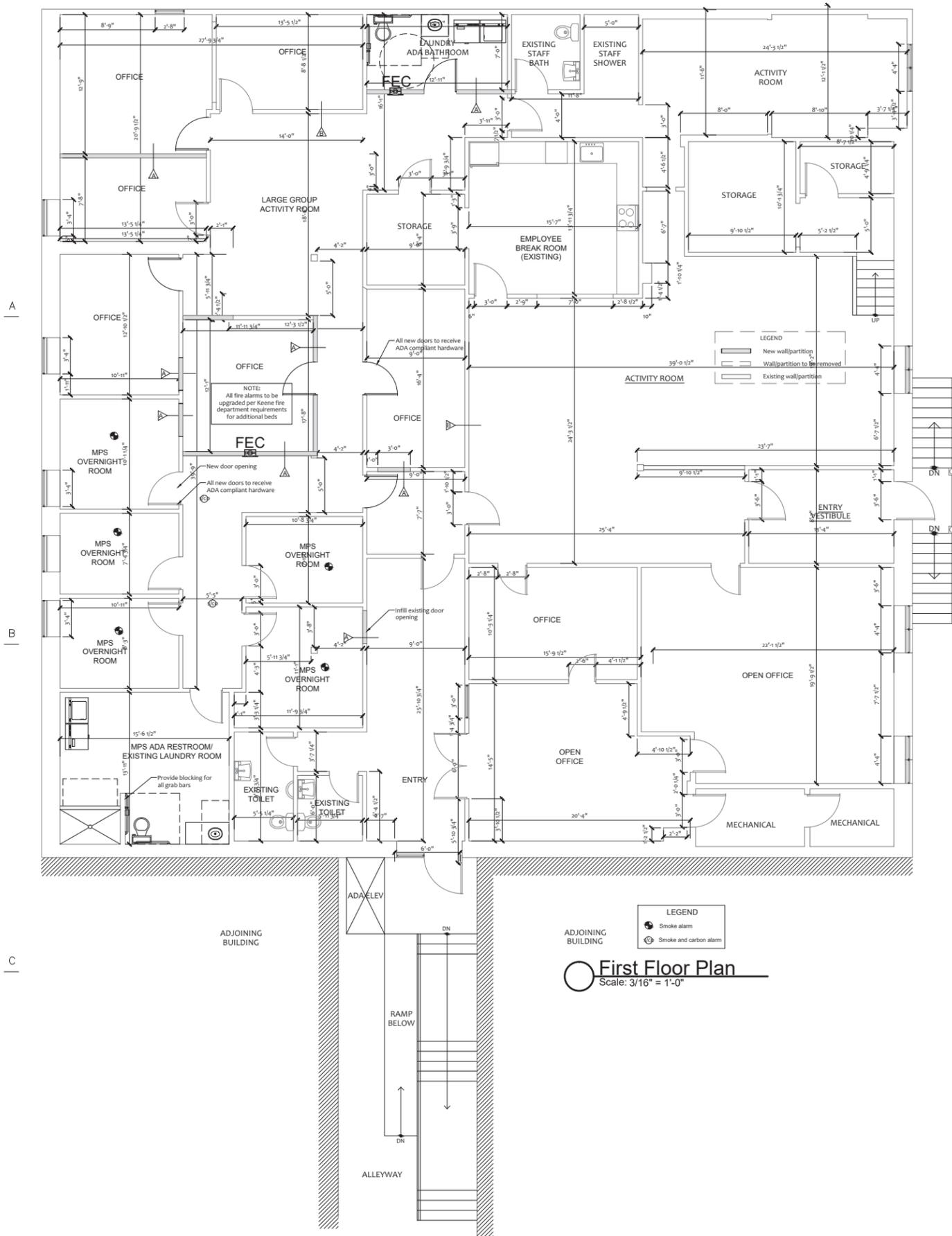
Date:	Revisions:
10.28.21	Permitting / Planning
12.1.21	Permitting R1
1.5.22	Planning Board

SCALE As Noted

DATE 1.5.22

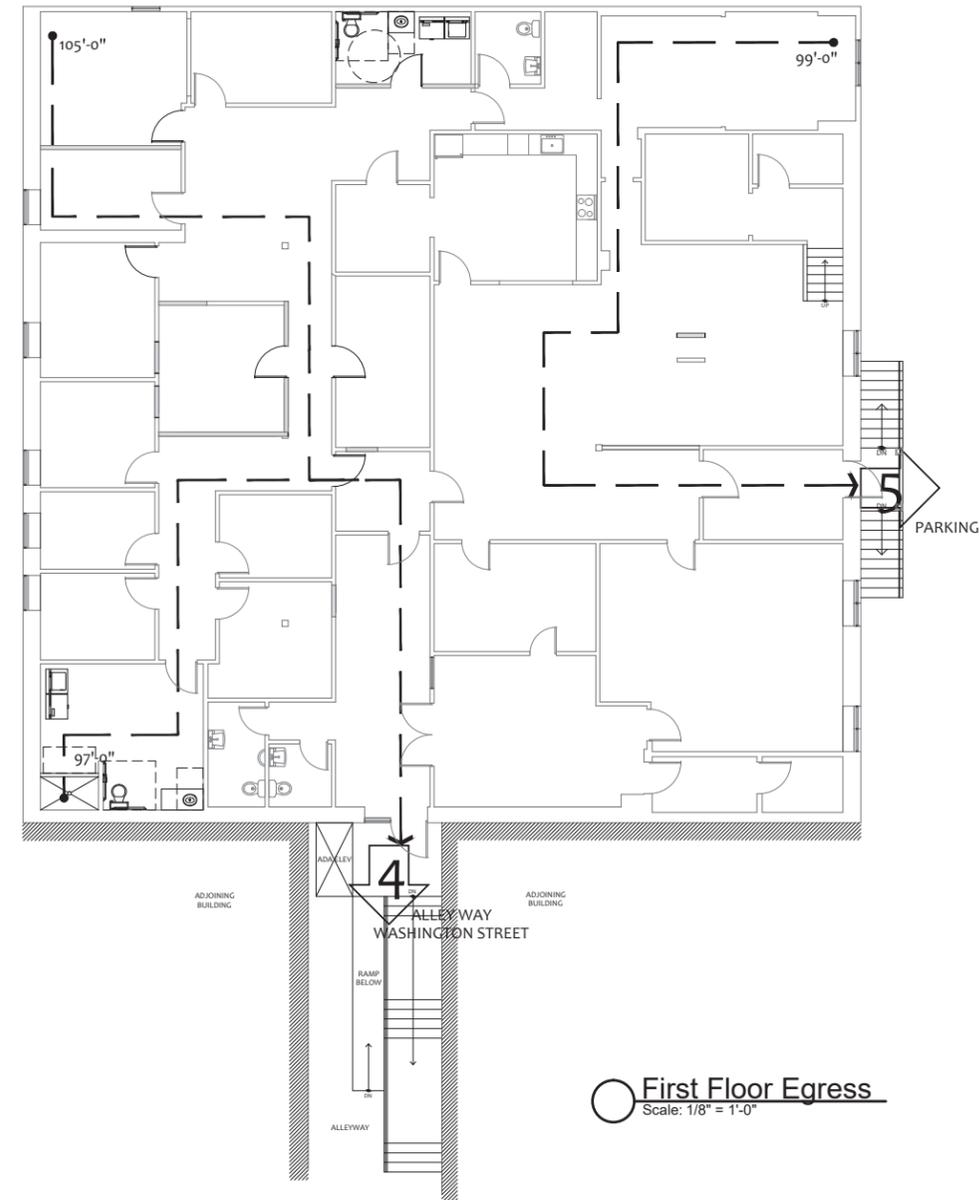
SHEET NUMBER

A1
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First Floor Plan
 Scale: 3/16" = 1'-0"

PARTITION TYPE SCHEDULE				
TYPE	PARTITION	STC	U.L.	DESCRIPTION
A		50	WP 3341	Typical interior wall construction: Nominal 2x4 wood stud walls w/ studs @ 16" O.C. effectively crossbraced. Resilient channels on hallway side with 3/8" GWB each side. 3" thick mineral wool batts placed to fill interior of wall.
B				Typical interior wall construction: Nominal 2x4 wood stud walls w/ studs @ 16" O.C. effectively crossbraced with 3/8" GWB each side



First Floor Egress
 Scale: 1/8" = 1'-0"

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Engineer:
 .

SAMPSON ARCHITECTS
 2021 WOF# 21-039

Prepared For
Monadnock Area Peer Support
 32A Washington Street
 Keene, NH 03431

PROJECT
Interior Fit Up
 32A Washington Street
 Keene, NH 03431

TITLE
**First Floor Plan
 First Floor Egress
 Partition Schedule**

Date:	Revisions:
10.28.21	Permitting / Planning
12.1.21	Permitting R1
1.5.22	Planning Board

SCALE As Noted

DATE 1.5.22

SHEET NUMBER

A2
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MEMORANDUM

Ref: 2183A

To: Lisa Stedman
Monadnock Peer Support Agency

From: Stephen G. Pernaw, P.E., PTOE

Subject: Proposed Change of Use – 32-34 #REAR Washington Street
Keene, New Hampshire

Date: January 7, 2022

As requested, our office has conducted a trip generation analysis for the proposed change of use at 32-34 #REAR Washington Street by the Monadnock Peer Support Agency (MPS). The anticipated vehicle-trip estimates contained herein are based on several interviews with Agency staff regarding the change in programs, residents, and staffing. In addition, available traffic count data for Washington Street was researched at the NHDOT. To summarize:

Proposed Development – The Agency currently occupies approximately 12,640 sf of space at 32-34 #REAR Washington Street and is comprised of spaces for: offices, programming, support group meetings, five rooms for residents, and one staff room. The proposed change of use involves reducing the programming space by approximately 895 sf and converting that area into five additional rooms for residents. The overall gross floor area occupied by the Agency will not change.

Table 1 on Page 2 summarizes the results of our interviews and quantifies net changes that will occur as a result of the proposed change of use with respect to: residents (+6), staff (+1 case worker), and daily visitors (+1). This information formed the basis for the trip generation estimates for the existing conditions case in the post-expansion case.

Table 2 on Page 2 summarizes the trip generation estimates for the MPS for a typical weekday based on the information from Table 1. The existing facility is estimated to generate approximately 48 vehicle-trips (24 arrivals, 24 departures) on a typical weekday. With the additional residents, staff and visitors, the overall MPS site is expected to generate approximately 58 vehicle-trips on a typical weekday.

Existing Traffic Volumes – According to a short-term NHDOT traffic count that was conducted on Washington Street (south of Vernon Street) at the subject site, this section of Washington Street carried an estimated Annual Average Daily Traffic (AADT) volume of approximately 7,224 vehicles per day (vpd) in 2020, down from 8,323 vpd in 2019 due in part to the ongoing pandemic. The diagrams on Page 3 summarize the daily and hourly variations in traffic demand on this section of Washington Street. Weekday volumes were highest from 3-4 or 4-5 PM.

From: lisa@monadnockpsa.org
To: [Mari Brunner](#); [Megan Fortson](#)
Cc: "[Christine Allen](#)"; "[Tim Sampson](#)"; "[Howard, Jessica](#)"
Subject: CUP Responses MPS
Date: Friday, January 7, 2022 4:18:48 PM
Attachments: [2183A Memorandum 010722.pdf](#)
[21-039 CD Planning Board Sheet A0.pdf](#)
[Parking Lease Agreement.pdf](#)
[21-039 CD Planning Board Sheet A2.pdf](#)
[21-039 CD Planning Board Sheet A1.pdf](#)

Good Afternoon!

In response to your request for a traffic generation estimate and responses to staff questions, please see below and attached:

1. **Please provide an estimate of the traffic generation by the proposed use that is based on the most recent edition of the Institute of Transportation Engineers (ITE) Trip Generation Manual. Alternatively, you may provide a traffic generation estimate provided by a NH licensed traffic engineer.”** I have attached a Memorandum completed by Stephen G. Pernaw, P.E., PTOE, Stephen G. Pernaw & Company, Inc. Mr. Pernaw finds that “the net impact of the proposed change of use at the MPS is de minimis from a transportation engineering, traffic operations, and safety standpoint. To put the anticipated +10 daily trips into perspective, the short-term traffic count conducted on Washington Street revealed that daily traffic levels changed by >1,000 vpd due to random traffic flow from one day to the next.”
2. **Please show all of the existing parking spaces on the site plan, and provide the total number of parking spaces that are provided on site. Plan attached.** There are a total of 11 parking spaces outlined in 21-039 CD Planning Board Sheet A0 (attached) , one of which is leased to Keene Housing under an agreement made by the prior owner of the building. MPS continues to honor the lease. (attached)
3. **The site plan includes an “outline of future entry.” If the construction of this entry is not proposed as part of this application, then please remove this feature from the site plan.** Done- see 21-039 CD Planning Board Sheet A2
4. **Please be aware that a building permit will be required for this project.** Understood
5. **Please be aware that fire alarms will need to be upgraded to add the additional beds.** Understood
6. **Will a staff person be present on-site 24/7 to provide supervision for residents?** Yes
7. **The narrative states that “demand for parking will be limited to staff.”**
 - a. **How many parking spaces are there on the site?** 11
 - b. **Will members, residents, and visitors not be allowed to park on site? If that is the case, where will they be directed to park?** They will be allowed to park in the MPS lot, and we do not anticipate any overflow. We have never had ‘full lot’.
 - c. **If members, residents, and/or visitors will be allowed to park on site, how many parking spaces will be reserved for them vs. staff?** There is no differentiation between staff, resident, and visiting member parking. On an

average day, the staff uses not more than 6 spaces

8. **Per Section 20.9.3.E, bicycle parking must be provided for all development other than single-family and two-family dwellings. Please provide a bicycle rack on the site (if one is not already provided), and show its location on the proposed plan. The existing bike rack is indicated on CD Planning Board Sheet A0 (attached)**
9. **The application states that no changes to lighting are proposed.**
 - a. **How many existing exterior lights are there, and where are they located? Are they on motion sensors?** There is one exterior light and one flood light on the Vernon St side of the building. Neither are timed or motion sensing. The porch light remain lit throughout the non-daylight hours. There is an exterior flood light and a porch light on the Washington St side of the building. The porch light remains lit throughout the non-daylight hours.
 - b. **Please describe how the current lighting will provide safe light levels for residents and staff during non-daylight hours.** We do not believe the current lighting is sufficient and would like to upgrade our exterior lightning, but consider this a stand-alone project. We will do so according to recommendation, should the board have one. We are interested in timed and motion-sensing lights on both entrances if permitted.
10. **The narrative mentions the “MPS van.” Will this van provide rides for residents?** It provides rides for members to arrive at the center at 9AM and depart at 7PM each week day. It takes members for a shopping trip each Wednesday. It is used by a designated staff member for errands a couple times per month, but is not used for on-demand rides.

Lisa Steadman
Director of Agency Relations



32 Washington Street
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Table 1

**MPSA Change of Use Summary
(Typical Weekday Conditions)**

	Persons			Notes
	Existing	Post-Expansion	Change	
Full-Time Staff ¹	4	4	0	No change
Overnight Staff ²	1	1	0	No change
Group Facilitators ³	9	9	0	No change
Floor Staff ⁴	1	1	0	No change
Driver ⁵	1	1	0	No change
Residents (licensed) ⁶	2	4	2	+2 residents with licenses
Residents (unlicensed) ⁷	3	7	4	+4 residents without licenses
Members ⁸	3	3	0	No change
Case Workers ⁹	1	2	1	+1 new case worker makes 2 additional visits per day
Service Coordinators ¹⁰	1	1	0	No change
Visitors ¹¹	3	4	1	+1 additional visitor per day

¹ 3 persons work from 9 AM to 5 PM, 1 person works from 11AM to 7 PM

² 1 person works from 7 PM to 7 AM

³ 3-4 persons work daily during various 15 - 4.0 hour time slots from late morning to early evening

⁴ 1 person works from 9 AM to 5 PM and runs staff errands

⁵ 1 person commutes to work twice per day and transport members at least twice per day

⁶ 2 residents with licenses typically make 1 vehicle-trip daily (round trip); will increase to 4 residents

⁷ 3 residents without licenses typically makes 1 walking trip daily (round trip); will increase to 7 residents

⁸ 3 support group members visit the site on daily basis during various time slots

⁹ 1 person typically visits the site on a typical weekday; will increase to 2 case workers making 3 visits to site, on average

¹⁰ 1 person typically visits the site on a typical weekday

¹¹ 3 persons typically visit residents at the site on a typical weekday; will increase to 4 persons

Table 2

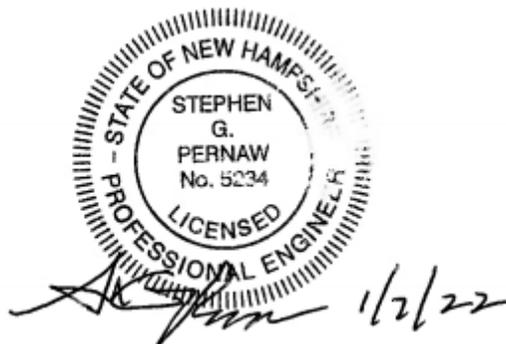
**MPSA Daily Trip Generation Summary & Comparison
(Typical Weekday Conditions)**

	Existing Conditions			Post-Expansion Conditions			Net Change		
	Enter	Exit	Total	Enter	Exit	Total	Enter	Exit	Total
Full-Time Staff	4	4	8	4	4	8	0	0	0
Overnight Staff	1	1	2	1	1	2	0	0	0
Group Facilitators	4	4	8	4	4	8	0	0	0
Floor Staff	1	1	2	1	1	2	0	0	0
Driver	4	4	8	4	4	8	0	0	0
Residents (licensed)	2	2	4	4	4	8	2	2	4
Residents (unlicensed)	0	0	0	0	0	0	0	0	0
Members	3	3	6	3	3	6	0	0	0
Case Workers	1	1	2	3	3	6	2	2	4
Service Coordinators	1	1	2	1	1	2	0	0	0
Visitors	3	3	6	4	4	8	1	1	2
TOTAL VEHICLE-TRIPS	24	24	48	29	29	58	5	5	10

Findings & Conclusions:

1. According to a short-term NHDOT traffic count conducted in August 2019 at the subject site, this section of Washington Street carried an estimated Annual Average Daily Traffic (AADT) volume of approximately 8,323 vehicles per day in 2019. As an aside, the 2020 AADT estimate (7,224 vpd) clearly shows the effects of the ongoing pandemic.
2. The proposed change of use at the MPS involves repurposing approximately 895 sf of floor space, and as a result there will be +6 additional residents, +1 additional caseworker, and approximately +1 visitor per day, on an average weekday basis.
3. The trip generation analysis indicates that the MPS site will generate approximately +10 additional vehicle-trips (+5 arrivals, +5 departures) over the course of the typical weekday. The net increase in the daily traffic flow on Washington Street will be less than +10 vehicles, as some will travel to/from points north on Washington Street, while others travel to/from points south.
4. Development sites that generate fewer than 500 vehicle-trips per day are generally considered to be “low-volume” traffic generators. Clearly, the MPS does not constitute a major traffic generator; regardless of the proposed change of use.
5. When compared to the existing traffic volume on Washington Street (8,323 vpd), the net impact of the proposed change of use at the MPS is de minimis from a transportation engineering, traffic operations, and safety standpoint. To put the anticipated +10 daily trips into perspective, the short-term traffic count conducted on Washington Street revealed that daily traffic levels changed by >1,000 vpd due to random traffic flow from one day to the next.

Attachments



DATE: January 24, 2022
TO: Planning Board
FROM: Mari Brunner, Senior Planner
SUBJECT: Update on Administrative Planning Project Approvals for 2021

The following projects were administratively approved by Planning Staff during 2021:

1. **SPR-367, Mod. #1 – Service Credit Union Mini-Split – 403 Winchester St:** Applicant KEBMS LLC, on behalf of owner Service Credit Union, proposes to install a Mitsubishi condensing unit along the southern portion of the west building façade of Service Credit Union located at 403 Winchester St (TMP# 111-015-000-000-000) between an existing egress door and existing mechanical equipment.
2. **SPR-108, Mod. #3 – VIP Tires Fence – 522 & 526 Main St:** Applicant Michael Petrovick, on behalf of owner 522 Main Street Keene LLC, proposes to install a split-rail fence along the northern boundary of the properties located at 522 Main St (TMP# 112-008-000-000-000) and 526 Main St (TMP# 114-008-000-000-000).
3. **SPR-09-13, Mod. #1 – Hamshaw Rental Center Entry Canopy & Parapet Wall – 52 Winchester St:** Applicant Cheshire Builders Inc., on behalf of owner Hamshaw Lumber Inc., proposes to construct a new entry canopy measuring 7-ft wide by 75-ft long and create a “faux gable” parapet wall along the west façade of the Hamshaw Rental Center building located at 52 Winchester St (TMP# 115-021-000-000-000).
4. **SPR-423, Mod. #2 – Corning Addition – 69 Island St:** Applicant Cheshire Builders Inc., on behalf of owner Keene Island Holdings LLC, proposes to construct a 10-ft by 13-ft addition along the western façade of the Island Mill building located at 69 Island St (TMP# 583-010-000-001-06B). The addition will be finished with T-III siding/sheathing painted white to match the finish of the existing building additions.
5. **SPR-902, Mod. #8 – GFA Federal Credit Union – 346-354 Winchester St:** Applicant JLN Contracting, on behalf of owner Riverside Improvements LLC, proposes a change of use from fast-food restaurant (Burger King) to bank (GFA Federal Credit Union) in one of the tenant spaces in Riverside Plaza located at 346-354 Winchester St (TMP# 111-004-000-000-000). Minor changes are also proposed to the exterior of the tenant space, including painting, the construction of a new ATM vestibule, and modifications to rooftop equipment.
6. **SPR-416, Mod. #1 – Renovation Project – 372 West St:** Applicant and owner Sunspace Realty Inc., proposes to separate the former Perry Dental tenant space in the building located at 372 West St (TMP# 577-037-000-000-000) back into two separate office spaces and make minor exterior building and site modifications, including the installation of a new heat pump along the west building façade and the addition of new landscaping in the parking lot.
7. **SPR-423, Mod. #3 – Corning Mechanical Room Addition – 69 Island St:** Applicant DEW Construction, on behalf of owner Keene Island Holdings LLC, proposes to remove a portion of the building and construct a 35-ft long by 14-ft wide addition in the Corning tenant space along the

southern portion of the west façade of the Island Mill building located at 69 Island St (TMP# 583-010-000-001-06B). Three new pieces of rooftop mechanical equipment and an air handler will also be installed as part of this proposal.

8. **SPR-03-17, Mod. #4 – Branch & Blade Pavilion Design Changes – 17 Bradco St:** Applicant Branch & Blade Brewing, on behalf of owner Tremac Development LLC, proposes to modify the original post-and-beam design of the pavilion at Branch & Blade Brewing located at 17 Bradco St (TMP# 116-002-000-000-000) that was approved by the Planning Board as part of SPR-03-17, Mod. #3. The new design will consist of an open steel-frame structure with painted black beams, red metal roofing, and structural wooden paneling on the gable ends and the height of the pavilion will be increasing from 18-ft to 21-ft.
9. **SPR-690, Mod. #3 – Ash Brook Apartments Site Modifications – 191-195 Key Rd:** Applicant and owner Monadnock Affordable Housing Corporation, proposes minor modifications to the site of the Ash Brook Apartments located at 191-195 Key Road (TMP# 109-007-000-000-000), including repaving, regrading, the installation of concrete handicap ramps, and the installation of an area drain on the southwestern corner of the site.
10. **SPR-510, Mod. #2 – People’s Linen Service Site Modifications – 9 Giffin St & 0 George St:** Applicant and owner People’s Linen Service LLC, proposes to remove and relocate approximately 157 cubic yards of fill from the southern portion of the People’s Linen Service site at 9 Giffin St (TMP# 532-074-000-000-000) to the northwestern portion of the adjacent property at 0 George St (TMP# 535-025-000-000-000) located directly to the south.
11. **SPR-964, Mod. #6 – Hampton Inn Site Modifications – 120 Key Rd:** Applicant and owner Jazzlyn Hospitality II LLC, proposes modifications to the Hampton Inn property located at 120 Key Road (TMP# 164-001-000-000-000), including the relocation of HVAC units along the east building facade, the installation of a PVC stockade-style enclosure around a dumpster and mechanical equipment along the south building façade, and the installation of two accessible ramps along the south building façade.
12. **SPR-806, Mod. #4 – Five Guys Façade Renovation – 58 Key Rd:** Applicant Five Guys, on behalf of owner Winchester Key LTD Partnership, proposes to make modifications to the Five Guys storefront façade on the property located at 58 Key Rd (TMP# 111-017-000-000-000), including the installation of awnings, the installation of 5 new light fixtures, and the replacement of the existing storefront windows where necessary.
13. **SPR-967, Mod. #8L – Monadnock Food Co-op Landscaping Changes – 34 Cypress St:** Applicant Rachel Vogt, on behalf of owner MFC Land Company Inc., proposes modifications to the number and types of plants in the landscaping bed near the southwest corner and in front of the eastern-most entrance of the Monadnock Food Co-op building located at 34 Cypress St (TMP#s 574-041-000-00G-000 & 574-041-000-00E-000).
14. **SPR-06-21 – Enterprise Rental – 449 Winchester St:** Applicant and owner Enterprise Rent-a-Car Company of Boston LLC, proposes a change of use from a vehicle repair garage to a vehicle rental service and associated exterior building modifications, including painting and the installation of new lighting, doors, and windows on the property located at 449 Winchester St (TMP# 115-026-001-000-000).

15. **SPR-07-21 – FORM 603 Fitness Studio – 52 Victoria St:** Applicant Michael Petrovick, on behalf of owner RS Real Estate LLC, proposes a change of use to a health center/gym and associated exterior building renovations, including the installation of new windows and doors, on the property located at 52 Victoria St (TMP# 586-036-000-000-000).
16. **SPR-11-18, Mod. #2 – Knotty Pine Antiques Site Plan Modifications – 96 Dunbar St:** Applicant Brickstone Land Use Consultants, on behalf of owner Knotty Pine Antique Market, proposes to expand the use of the interior self-storage to the first floor of the Knotty Pine Antiques & Self-Storage building located at 96 Dunbar St (TMP# 585-007-000-000-000). Minor site modifications will also be made including the removal of the dumpster, restriping the parking lot, and the installation of HVAC mechanical equipment on the northeast and southwest corners of the building.
17. **SPR-16-14, Mod. #6 – Mint Car Wash Site Modifications – 433 & 435 Winchester St:** Applicant Brickstone Land Use Consultants, on behalf of owner MOC76 Realty Co. LLC, proposes changes to the Mint Car Wash site located at 433 & 435 Winchester St (TMP#s 115-030-000-000-000 & 115-029-000-000-000), including the removal of the former restaurant building and parking area, repaving, the relocation of the existing dumpster, and other associated site changes.
18. **SPR-908, Mod. #4 – Montshire Pediatric Dentistry Site Changes – 165 Winchester St:** Applicant Brickstone Land Use Consultants, on behalf of owner 165 Winchester St LLC, proposes to reconfigure the parking spaces and replace landscaping on the Montshire Pediatric Dentistry site located at 165 Winchester St (TMP# 592-035-000-000-000).
19. **SPR-12-14, Mod. #1 – Starbucks Façade Change – 281 West St:** Applicant Williams Construction Group, on behalf of owner One Hundred Eleven Realty Association, proposes changes to the exterior of Starbucks located at 281 West St (TMP# 577-048-000-000-000), including the replacement of the existing roof material with new metal roofing, painting, the installation of brick veneer panels around the base of the exterior facades, and the removal of existing awnings on the east and south facades.
20. **SPR-03-19, Mod. #2 – Keene Mini-Storage Self-Storage Expansion – 678 Marlboro Rd:** Applicant Michael Petrovick, on behalf of owner Keene Mini Storage LLC, proposes renovations to the Keene Mini-Storage building located at 678 Marlboro Rd (TMP# 240-107-000-000-000), including the renovation of the lower level of the building for use as a climate-controlled self-storage facility, the creation of an at-grade entrance with a 16-ft by 24-ft canopy, and a reduction in the amount of on-site parking for a total of 16 spaces.
21. **SPR-08-21 – Solar Rooftop Installation – 323 Washington St:** Applicant Bradley Laurie-Devlin Contracting, on behalf of owner Paulette Driscoll, proposes to install a 7.20 DC rooftop solar PV array on three sections of the south-facing roof of the multi-family building located at 323 Washington St (TMP# 535-054-000-000-000). The panels will be mounted on the same plane as the roof, the panels and racking systems will be black in color, and the accessory equipment will be located on the side of the building near the northwest corner.
22. **SPR-18-14, Mod. #2 – Parking & Grading Changes – 145 Gilbo Ave:** Applicant and owner Flyboy Realty LLC, proposes to install a new dumpster, relocate two accessible parking spaces on the eastern portion of the site, reduce the total number of parking spaces from 40 to 39, and make minor

changes to the grading on the site of the new mixed-use building at 145 Gilbo Ave (TMP# 576-002-001-000-000).

- 23. SPR-927, Mod. #12B – Old Navy – 38 Ash Brook Rd #4A & #4B:** Applicant KPR Centers LLC, on behalf of owner Keene MZL LLC, proposes to renovate the former GameStop and Pier 1 tenant spaces located at 38 Ash Brook Rd #4 & #4B (TMP#s 109-020-000-003-04A & 109-027-003-04B) into a singular tenant space that will be occupied by Old Navy. In addition to this, minor exterior building changes will be made including the relocation of entryways and the installation of new fabric awning covers.

DATE: January 24, 2022
TO: Planning Board
FROM: Mari Brunner, Senior Planner
SUBJECT: Update on Minor Project Review Committee Approvals for 2021

The following projects were approved by the Minor Project Review Committee during 2021:

1. **SPR-02-20, Mod. #2 – Eversource Storage Enclosure – 19 Production Ave:** Applicant and owner PSNH (DBA Eversource Energy) proposes to install a 2,600 sf prefabricated fleet vehicle storage enclosure within the existing, enclosed storage yard at 19 Production Ave (TMP# 242-001-000). The enclosure will be located near the southern boundary of the parcel, to the west of the existing building. This site is 5.34-acres and is located in the Industrial District.
2. **SPR 05-21 – Redevelopment – 561 Main St:** – Applicant Logan Gorgulu, on behalf of owner, James T. Rymes, proposes to renovate the existing building and to make improvements to the site, including expansion and repaving of the parking lot area, at 561 Main St (TMP# 114-029-000) for use as a physical therapy office. This site is 0.45-acres in size and is located in the Commerce District.