



PLANNING BOARD  
Council Chambers, Keene City Hall  
September 25, 2023  
6:30 PM

## **BOARD ACTIONS**

### **I. Minutes of Previous Meeting – July 24, 2023**

***Board Action:*** Voted unanimously to approve the minutes with the following changes: add the word “who” after the word “knew” on line 232 and change the word “City Hill” to “City Hall” on line 237.

### **II. Extension Request**

- a. **SPR-02-23 & SWP-CUP-01-23 – Site Plan & Surface Water Conditional Use Permit – Contractor Bays, 0 Black Brook Rd** – Applicant Patriot Holdings LLC, on behalf of owner New England Interconnect Systems Inc., requests an extension to the deadline to satisfy the precedent conditions of approval for the Site Plan & Surface Water CUP applications, SPR-02-23 & SWP-CUP-01-23, for the proposed construction of two buildings ~36,000 sf and ~25,200 sf in size for use as rental units for contractors and associated site modifications on the properties at 0 Black Brook Rd (TMP #s 221-023-000 & 221-024-000). The combined parcels are 12.57 ac and are located in the Corporate Park District.

***Board Action:*** Voted unanimously to grant a 6-month extension to the timeframe to satisfy the precedent conditions of approval for SPR-02-23 & SWP-CUP-01-23.

### **III. Final Vote on Conditional Approvals**

- a. **SPR-02-23 & SWP-CUP-01-23 – Site Plan & Surface Water Conditional Use Permit – Contractor Bays, 0 Black Brook Rd** - Applicant Patriot Holdings LLC, on behalf of owner New England Interconnect Systems Inc., proposes to construct two buildings ~36,000 sf and ~25,200 sf in size for use as rental units for contractors and make associated site modifications on the properties at 0 Black Brook Rd (TMP #s 221-023-000 & 221-024-000). Waivers are requested from Sections 20.14.1.B, 20.14.2.A, and 20.14.2.B of the Land Development Code regarding the massing/scale and visual appearance of the proposed buildings. The combined parcels are 12.57 acres and are located in the Corporate Park District.

***Board Action:*** Voted unanimously to issue final approval for SPR-02-23 & SWP-CUP-01-23 with the following condition subsequent to final approval:

1. *Submittal of an approved Alteration of Terrain Permit.*

- b. **S-05-23 – 2-lot Subdivision – 86 Nims Rd** – Applicant and owner Innisfree Rev. Living Trust proposes to subdivide the ~34.44 ac parcel at 86 Nims Rd (TMP #230-004-000) into two lots that are ~15.60 ac and ~18.84 ac. The parcel is located in the Rural District.

***Board Action:*** *Voted unanimously to issue final approval for S-05-23.*

- c. **S-10-22 – 2-lot Subdivision & SWP-CUP-03-23 – Surface Water Protection Conditional Use Permit – 0 Old Walpole Rd** - Applicant Brickstone Land Use Consultants, on behalf of owner Keene Executive Homes LLC, proposes to subdivide the ~211 ac parcel at 0 Old Walpole Rd (TMP #211-010-000) into two lots that are ~5 ac and ~206 ac. A Conditional Use Permit is requested to install a driveway that will be partially located within the Surface Water Protection buffer. Waivers are requested from Sec. 25.10.5.B.2.b.iii & Sec. 25.10.5.B.2.c.ii of the Land Development Code regarding the requirement that updated plans showing the metes and bounds of the revised parcels be submitted. The parcel is located in the Rural District.

***Board Action:*** *Voted unanimously to issue final approval for S-10-22 and SWP-CUP-02-23.*

- d. **SPR-967, Modification #7A – Site Plan – Railroad Land Parking Lot Landscaping Modifications – 0 Cypress St** - Applicant and owner Railroad Street Condominium Association proposes to remove and replace seven trees with thirty-four shrubs on the property at 0 Cypress St (TMP #574-041-000). The site is 5.54 ac and is located in the Downtown Core District.

***Board Action:*** *Voted unanimously to issue final approval for SPR-967, Modification #7A.*

#### **IV. Boundary Line Adjustment**

- a. **S-07-23 – Boundary Line Adjustment:** Applicant BCM Environmental & Land Law PLLC, on behalf of owners Tilden Properties, LLC & the James A. Putnam Trust, proposes a Boundary Line Adjustment between the properties located at 168 & 180 Court St (TMP #s 554-010-000 & 554-011-000). Both properties are in the Medium Density District.

***Board Action on BLA Application:*** *Voted unanimously to approve the Boundary Line Adjustment, S-07-23, between the properties at 168 & 180 Court St (TMP #s 554-010-000 & 554-011-000) as shown on the plan identified as “Boundary Line Adjustment Plan of Lands of James A. Putnam & Judith A. Putnam Trust; 168 Court Street, Parcel # 554 – 10; and; Tilden Properties LLC; 180 Court Street, Parcel # 554 – 11; City of Keene, Cheshire County, New Hampshire” prepared by Edward C. Goodrich, Jr. at a scale of 1 inch = 20 feet on August 1, 2023 and last revised on September 7, 2023 with no conditions subsequent to final approval.*

#### **V. Public Hearings**

- a. **S-08-23 – Subdivision & SPR-04-13, Mod. 1 – Site Plan:** Applicant and Owner Markem Corporation proposes to subdivide 150 Congress St (TMP #598-002-000) into two lots

and remove pavement and portions of an existing tunnel structure. A waiver from Sec. 20.7.3.C of the Land Development Code has been requested. The parcel is located in the Industrial Park District.

**Board Action Waiver Request:** Voted unanimously to approve the waiver from Section 20.7.3.C of the Land Development Code to allow light to trespass in excess of 0.1-footcandles across the newly proposed property line.

**Board Action on Site Plan Application:** Voted unanimously to approve SPR-04-13, Modification #1 as shown on the plan set identified as "Site Development Plans Markem-Imaje 2 Lot Subdivision" prepared by Fieldstone Land Consultants, PLLC at a scale of 1" = 50' and 1"-100' dated August 17, 2023 and last revised August 31, 2023 with no conditions.

**Board Action on Subdivision Application:** Voted unanimously to approve S-08-23 as shown on the plan set identified as "Site Development Plans Markem-Imaje 2 Lot Subdivision" prepared by Fieldstone Land Consultants, PLLC at a scale of 1" = 50' and 1"-100' dated August 17, 2023 and last revised August 31, 2023 with the following conditions:

1. Prior to final approval and signature by the Planning Board Chair, the following conditions precedent shall be met:
    - A. Owner's signature appears on the plan.
    - B. Inspection of lot monuments by the Public Works Director or their designee following their installation or the submittal of a security in an amount deemed satisfactory to the Public Works Director to ensure that the monuments will be set.
    - C. A copy of the draft Utility Easement document shall be submitted for review and approval by the City Attorney.
    - D. Submittal of four (4) full sized paper copies, two (2) mylar copies, and a digital copy of the final plan set.
    - E. Submittal of a check in the amount of \$51.00 made out to the City of Keene to cover recording fees.
  2. Subsequent to final approval and signature by the Planning Board Chair, the following condition shall be met:
    - A. A copy of the recorded Utility Easement document shall be submitted to the Community Development Department.
- b. **S-06-23 – Subdivision:** Applicant Brickstone Land Use Consultants LLC, on behalf of owner Carlisle Park Avenue LLC, proposes to subdivide the existing ~5.66 ac lot at 800 Park Ave (TMP #227-002-000) into two lots that are ~2.64 ac and ~3.02 ac. The parcel is located in the Commerce District.

**Board Action on Subdivision Application:** Voted unanimously to approve S-06-23 as shown on the plan set identified as "Subdivision Plan prepared for Carlisle Park Ave. LLC" prepared by David A. Mann, Land Surveyor at a scale of 1" = 50' dated July 14, 2023 with the following conditions:

1. *Prior to final approval and signature by the Planning Board Chair, the following conditions precedent shall be met:*
  - A. *Owner's signature appears on the plan.*
  - B. *Inspection of lot monuments by the Public Works Director or their designee following their installation or the submittal of a security in an amount deemed satisfactory to the Public Works Director to ensure that the monuments will be set.*
  - C. *A copy of the draft Pass & Repass Easement document shall be submitted to the City Attorney for review and approval.*
  - D. *Submittal of four (4) full sized paper copies, two (2) mylar copies, and a digital copy of the final plan set.*
  - E. *Submittal of a check in the amount of \$51.00 made out to the City of Keene to cover recording fees.*
  
2. *Subsequent to final approval and signature by the Planning Board Chair, the following condition shall be met:*
  - A. *A copy of the recorded Pass & Repass Easement document shall be submitted to the Community Development Department.*

**VI. Nomination of SWPRC Representation to SWRPC Commissioners**

**Board Action:** *Voted unanimously to nominate Kenneth Kost to serve as a Southwest Region Planning Commission Commissioner on behalf of the City of Keene.*