



PLANNING BOARD
Council Chambers, Keene City Hall
October 23, 2023
6:30 PM

BOARD ACTIONS

I. **Minutes of Previous Meeting** – September 25, 2023

Board Action: *Voted unanimously to approve the minutes as presented.*

II. **Final Vote on Conditional Approvals**

- a. **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: *Voted unanimously to issue final approval for S-06-23.*

III. **Extension Requests**

- a. **S-03-23 & SWP-CUP-02-23 – Conservation Residential Development Subdivision & Surface Water Protection Conditional Use Permit – Whitcomb’s Mill Estates, 19 Whitcomb’s Mill Rd** – Applicant and owner Sandra R. Henry Trust requests an extension to the deadline to satisfy the precedent conditions of approval for the CRD subdivision & Surface Water CUP applications, S-03-23 & SWP-CUP-02-23, for the proposed subdivision of the 12.42 ac parcel at 19 Whitcomb’s Mill Rd (TMP #237-018-000) into 9 lots, including 8 residential building lots ranging in size from 0.38 to 0.77 ac and one open space lot that is 6.83 ac in size. The parcel is located in the Low Density 1 District.

Board Action: *Voted unanimously to grant a 6-month extension to the timeframe to satisfy the precedent conditions of approval for S-03-23 & SWP-CUP-02-23.*

- b. **SPR-06-23 – Site Plan – Roosevelt School Housing – 438 Washington St** – Applicant Monadnock Affordable Housing, on behalf of owner Community College System of New Hampshire, requests an extension to the deadline to satisfy the precedent conditions of approval for the Major Site Plan application, SPR-06-23, for the proposed renovations to the former Roosevelt School building and the construction of a new ~12,646 sf 2-story building with associated site improvements to create a 60 unit

multi-family housing development on the property at 438 Washington St (TMP #531-054-000). The site is 2.4 ac and is located in the Low Density District.

Board Action: *Voted unanimously to grant a 6-month extension to the timeframe to satisfy the precedent conditions of approval for SPR-06-23.*

IV. Public Hearings

- a. **S-09-23 – Subdivision – 284 West Surry Rd:** Applicant Huntley Survey & Design PLLC, on behalf of owners Corbet & Colline Cook, proposes to subdivide the ~9.19-ac parcel at 284 West Surry Rd (TMP #206-025-000) into three lots ranging in size from ~2 ac to ~5.16 ac. The parcel is located in the Rural District.

Board Action on Subdivision Application: *Voted unanimously to approve S-09-23 as shown on the plan set identified as “Three Lot Minor Subdivision” prepared by Huntley Survey & Design at a scale of 1 inch = 40 feet, dated August 31, 2023 and last revised October 3, 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. *Subdivision approval from the New Hampshire Department of Environmental Services shall be obtained.*
 - 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 conditions shall be met:*
 - A. *Prior to the issuance of a building permit for new residential construction, a Stormwater management plan shall be submitted to the Community Development Department for review and approval by the City Engineer.*
 - B. *At the Community Development Director’s discretion, the 75-ft. wetland buffer shall be flagged and inspected by the Community Development Director or their designee prior to site development.*
- b. **S-10-23 & SPR-02-22, Modification #1 – Boundary Line Adjustment & Site Plan – Aroma Joe’s & Granite State Carwash, 348 & 364 West St** – Applicant Brickstone Land Use Consultants, on behalf of owners West Street AJ’s LLC and A&B LLC, proposes a boundary line adjustment that would transfer ~0.022 ac of land from the ~0.598-ac Granite State Carwash site at 364 West St (TMP #577-026-000) to the ~0.224-ac Aroma Joe’s site at 348 West St (TMP #577-025-000). Modifications to the layout of

the existing queuing area on the Aroma Joe's site are also proposed. Both properties are located in the Commerce District.

Board Action on Boundary Line Adjustment Application: Voted unanimously to approve S-10-23 as shown on the plan set identified as "Lot Line Adjustment Plan" prepared by Huntley Survey & Design at a scale of 1 inch = 20 feet, dated September 15, 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. *Submittal of a revised BLA plan that reflects the voluntary merger of 364 West Street and 12 Pearl Street.*
 - 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.*

Board Action on Site Plan Application: Voted unanimously to Approve SPR-02-22, Mod. 1, as shown on the plan identified as "Site Plan Modification Aroma Joe's 0 West Street, Keene, New Hampshire" prepared by SVE Associates and Brickstone Land Use Consultants at a scale of 1 in =10 ft, dated September 12, 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 plan.*
 - B. *Submittal of a Grading & Erosion Control Plan to the Community Development Department to be reviewed and approved by the City Engineer.*
 - C. *Submittal of five (5) full sized paper copies and a digital copy of the final plan set.*