



PLANNING BOARD
Council Chambers, Keene City Hall
April 22, 2024
6:30 PM

Below is a summary of the actions taken by the Keene Planning Board at their meeting on April 22, 2024. Additional information can be found in the meeting minutes.

Please contact the Community Development Department with any questions at communitydevelopment@keenenh.gov or 603-352-5440.

BOARD ACTIONS

I. Minutes of Previous Meeting – March 25, 2024

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

II. Final Approval

- a. **SPR-06-23 – Site Plan – Roosevelt School Housing, 438 Washington St** – Applicant Monadnock Affordable Housing, on behalf of owner the Community College System of NH, requests a second extension to the deadline to satisfy the precedent conditions of approval for the 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 final approval for SPR-06-23.*

III. Extension Request

- a. **CLSS-CUP-03-23 – Congregate Living & Social Services Conditional Use Permit – Keene Serenity Center, 24 Vernon St** – Applicant Keene Serenity Center, on behalf of owner the Monadnock Area Peer Support Agency, requests a first extension to the timeframe to satisfy the precedent conditions of approval for the Congregate Living & Social Services Conditional Use Permit application, CLSS-CUP-03-23, for the operation of a group resource center on the property at 24 Vernon St (TMP #568-058-000). The parcel is 0.28 ac and is located in the Downtown Core District.

Board Action: *Voted unanimously to grant a 180-day extension to the timeframe to satisfy the precedent conditions of approval for CLSS-CUP-03-23.*

IV. Continued Public Hearings

- a. **S-09-23, Modification #1 – Subdivision – 284 West Surry Rd** - Applicants and owners Corbet & Colline Cook, propose to modify the 3-lot subdivision, S-09-23, of their property at 284 West Surry Rd (TMP #206-025-000) that received final approval from the Planning Board in January 2024 to remove a note related to fire protection from the approved subdivision plan. The parent parcel is ~9.19 ac and the new parcels range in size from ~2 ac to ~5.16 ac. All land is located in the Rural District.

Board Action on Subdivision Application: *Voted unanimously to approve S-09-23, Modification #1 as shown on the plan identified as, "Three Lot Minor Subdivision" prepared by Huntley Survey & Design, PLLC at a scale of 1 inch = 40 feet on August 31, 2023 and last revised on February 22, 2024 with the following conditions subsequent to final approval:*

1. *All of the subsequent conditions of approval for the original subdivision application, S-09-23, which received final approval from the Planning Board on January 22, 2024 remain in full force and effect.*

- b. **SPR-12-17, Modification #2 – Site Plan – Archway Farm, 183 Arch St** - Applicant Don Scott LA Design, on behalf of owners Mark & Alona Florenz, proposes to construct an ~512-sf addition to the existing Archway Farm kitchen and store building and make associated site modifications, including the relocation of an existing curb cut, the installation of new lighting and landscaping, and the creation of additional parking on the property at 183 Arch St (TMP #107-001-000). The parcel is ~53 ac and is located in the Agriculture District.

Board Action on Site Plan Application: *Voted unanimously to approve SPR-12-17, Modification #2, as shown on the plan set identified as "Archway Farm Store, March 2024, 183 Arch St / Keene NH 03431, Site Permit Plan Set" prepared by Don Scott, RLA at varying scales on April 8, 2024 and last revised on April 15, 2024 with the following conditions:*

1. *Prior to final approval and signature by the Planning Board Chair, the following conditions precedent shall be met:*
 - a. *Owners' signatures appear on the title page and the proposed conditions plan on Sheet L-2 of the plan set.*
 - b. *Submittal of five paper copies and a digital copy of the final plan set.*
 - c. *Submittal of a security in a form and amount acceptable to the Community Development Director and City Engineer to cover the cost of sediment and erosion control and landscaping.*
2. *Subsequent to final approval and signature by the Planning Board Chair, the following condition shall be met:*

- a. *Prior to the commencement of site work, the Community Development Department shall be notified when all erosion control measures are installed and the Community Development Director, or their designee, shall inspect the erosion control measures to ensure compliance with the approved site plan and all City of Keene regulations.*

V. Changes to Planning Board Application Fee Schedule: The City of Keene Community Development Department proposes to amend sections of Article 25, "Application Procedures" of the Land Development Code and Chapter 100 of Appendix B of the City Code of Ordinances to change the certified mailing requirement to a "Certificate of Mailing"; create a fee for Cottage Court Overlay Conditional Use Permit applications; and establish fees for Earth Excavation Permit applications.

Board Action: *Voted unanimously to update the Planning Board fee schedule as presented.*