



PLANNING BOARD
Council Chambers, Keene City Hall
October 28, 2024
6:30 PM

Below is a summary of the actions taken by the Keene Planning Board at their meeting on October 28, 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 – September 23, 2024

Board Action: Voted unanimously to adopt the September 23, 2024 meeting minutes with the following amendments: add the word “access” on line 183; add a sentence stating that “The Chairman closed the public portion of the meeting.” to line 197; add a sentence stating that “The Board agreed that the arborvitae shown on the proposed conditions plan would serve as sufficient screening.”; remove the word “but” from line 254; and add the word “not” in front of the word “parallel” on line 445.

II. Final Approvals

- 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 Monadnock Area Peer Support Agency, proposes to operate a group resource center on the property at 24 Vernon St (TMP #568-058-000). The site is 0.28 ac and is located in the Downtown Core District.

Board Action: Voted unanimously to issue final approval for CLSS-CUP-03-23.

- b. **PB-2024-09 – Cottage Court Conditional Use Permit – 30 High St** – Applicant Nancy M. Clark Esq., on behalf of owner Redion Kadilliu, proposes the conversion of the existing two-unit building at 30 High St (TMP #549-065-000) into three units. The parcel is 0.17-ac in size and is located in the High Density District.

Board Action: Voted unanimously to issue final approval for PB-2024-09.

III. Public Hearings

- a. **PB-2024-13 – 2-Lot Subdivision – Habitat for Humanity, 0 Old Walpole Rd** – Applicant Monadnock Land Planning, on behalf of owner Monadnock Habitat for Humanity Inc.,

proposes to subdivide the ~7.18-ac parcel at 0 Old Walpole Rd (TMP #503-005-000) into two lots ~2.35-ac and ~4.83-ac in size. The parcel is located in the Rural District.

Board Action: *Voted unanimously to approve PB-2024-13 as shown on the plan set identified as "Subdivision Plan Prepared for Habitat for Humanity, INC." prepared by David A. Mann Surveying at a scale of 1 inch = 80 feet, dated September 3, 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. *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 City Engineer's discretion, the 75-ft. wetland buffer shall be flagged and inspected by the Community Development Director or their designee prior to site development.*
 - C. *Submittal of draft easement language for the approval of a shared driveway.*
- b. **PB-2024-14 – Cottage Court Conditional Use Permit, Hillside Protection Conditional Use Permit, & Major Site Plan – Timberlane Woods Development, 0 Drummer Rd** - Applicant Fieldstone Land Consultants, on behalf of owner Christopher Farris, proposes a Cottage Court Development consisting of 6 buildings and a total of 36 units on the parcel at 0 Drummer Rd (TMP #515-015-000). A Hillside Protection Conditional Use Permit is requested for impacts to steep slopes. The parcel is ~13.1-ac in size and is located in the Low Density District.

Board Action: *Voted unanimously to approve PB-2024-14 as shown on the plan set identified as "Multi-Family Residential Development, Tax Map 515, Lot 15, Timberlane Woods" prepared by Fieldstone Land Consultants at varying scales on September 20, 2024 and last revised on October 14, 2024 with the following conditions:*

1. *Prior to final approval and signature of the plans by the Planning Board Chair, the following conditions precedent shall be met:*
 - a. *Owner's signature appears on the plan.*
 - b. *Submittal of five paper copies and a digital copy of the final plan set stamped by an engineer and certified wetlands scientist licensed in the State of NH.*
 - c. *Submittal of an updated proposed conditions plan with a "no-cut buffer" labeled along the boundaries of the proposed development area*
 - d. *Submittal of five full sized, color paper copies and a digital copy of the final elevations stamped by a NH-licensed architect showing each building façade with the proposed exterior building materials/finish colors labeled.*

- e. *Submittal of an approved Alteration of Terrain Permit application to the Community Development Department.*
 - f. *Submittal of a security to cover the cost of sediment and erosion control, landscaping, and as-built plans in a form and amount acceptable to the City Engineer.*
2. *Subsequent to final approval, the following conditions shall be met:*
- a. *Prior to the commencement of site work, a preconstruction meeting will be scheduled with Community Development Staff.*
 - b. *Prior to the commencement of site work, the erosion and sediment control measures shall be inspected by the Community Development Department to ensure compliance with this application and all City of Keene regulations.*
 - c. *Prior to the commencement of site work, the 30' wetlands buffer shall be flagged and inspected by the Community Development Department to ensure compliance with the Surface Water Protection Ordinance and all City of Keene regulations.*
 - d. *Following the installation of landscaping, the applicant shall contact Community Development Staff to schedule an initial landscaping inspection.*
 - e. *After 1 full growing season (a minimum of 1 year), the applicant shall contact Community Development Staff to conduct a final landscaping inspection.*