



August 4, 2023

174-176 Church Street LP
c/o: Mr. Cameron Stewart
101 Main St, Unit R
Keene, NH 03431
cam@sabprops.com

RE: SPR-09-23 – Mini-Split Installation & Window Removal – 174-176 Church Street

Dear Mr. Stewart,

We are in receipt of your request for administrative review for property located at 174-176 Church St (TMP #574-026-000), owned by 174-176 Church Street LP. The request is to remove an existing second-floor window on the northern portion of the east building façade and install a condenser measuring approximately 55" tall by 38" wide by 17" deep on a concrete pad directly to the south of the existing staircase along the east building façade. The unit will be screened using a 6' tall solid pine fence and a conduit will run up the side of the building and will be covered with a line hide cover that will be finished to match the existing building exterior.

All as presented in the application and supporting materials submitted to the Community Development Department on August 2, 2023.

Application for Formal Site Plan review is not necessary. Your request is hereby administratively approved under Article 25.13 of the Land Development Code, "*Administrative Planning Review.*" This approval is limited to the request as described above, and does not authorize the applicant to make alterations that are not hereby granted. Please be aware that any future change will require additional review under the Planning Board's Site Plan Regulations.

Please be aware that you may still need to apply for and receive any applicable building permits, if necessary.

We appreciate your cooperation in the consistent application of zoning codes and development regulations throughout our community. If you have any questions or require any further assistance, please contact Mari Brunner or myself at (603) 352-5440.

Sincerely,

Megan Fortson
Planning Technician

cc: Jesse Rounds, Community Development Director
Arelis Quinones, Assessing Department
Don Lussier, City Engineer
Bob Burns, Permit Technician
Project File