



# City of Keene

New Hampshire

March 20, 2023

RK Parisi Enterprises Inc.  
c/o: Mr. Robert Parisi  
25 Adams Rd  
Westmoreland, NH 03467  
[rob@poshhaus.com](mailto:rob@poshhaus.com)

Re: **COA-2023-01 – Exterior Ductwork & Vent Installation, 104 Emerald St**

Dear Mr. Parisi,

We are in receipt of your request for administrative review for property located at 104 Emerald St (TMP #584-069-000), owned by RK Parisi Enterprises Inc. This property is treated as a Contributing Resource and is located in the Downtown Historic District. The request is to install two pellet stoves and a wood stove on the interior of the northeast corner of the building that will require the installation of an exterior pipe and two vents along the northern portion of the east building façade. The two vent penetrations for the pellet stoves will be installed approximately 6'-6" above finished grade and will measure 3"-4" in diameter and will be covered with square black dryer vent covers measuring 6-1/2" wide by 6-1/2" tall. The wood stove will be vented using a 6"-diameter pipe with a black finish that will run up the side of the building and sit approximately 6' above the height of the roof at the northeastern corner of the building.

All as presented in the application and supporting materials submitted to the Community Development Department on March 16, 2023.

Your request for a Certificate of Appropriateness (COA) is hereby administratively approved under Section 21.4.1, *Minor Projects* of the HDC Regulations. 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 you may still need to apply for and receive any applicable building permits, if necessary.

In accordance with the Land Development Code (Section 25.15.11), the COA is valid either for one year from the date of approval if no building permit is required or for the duration of an active building permit issued for construction associated with the COA.

Thank you for doing your part to promote and protect the history and heritage of Downtown Keene. If you have any questions and/or concerns regarding this action by the Historic District Commission, please contact me or Jesse Rounds, AICP Community Development Director.

Sincerely,

Evan J. Clements, AICP  
Planner

cc: Todd Rogers  
Jesse Rounds, Community Development Director  
Mike Hagan, Plans Examiner  
Don Lussier, City Engineer  
Arelis Quinones, Assessing Dept.  
Project File