



July 15, 2024

HKS Associates
Attn: Anna Schierioth

Re: COA-2024-03 – Mini Split Screening, 17 Dunbar Street

Dear Ms. Schierioth

We are in receipt of your request for administrative review for property located at 17 Dunbar Street], owned by HKS Associates (TMP# 585-014-000). The request is to install a white vinyl stockade fence to screen a mini split condenser unit from the Dunbar Street public right-of-way.

All as presented in the in the application and supporting materials submitted to the Community Development Department on July 8, 2024.

Your request for a Certificate of Appropriateness (COA) is hereby administratively approved under Section 22.4.1, *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 26.15.11), the COA is valid either:

- A. For one year from the date of approval if no building permit is required; or
- B. 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, the Community Development Director.

Sincerely,

Evan J. Clements, AICP
Planner

cc: Jesse Rounds, Community Development Director
Robert Burns, Permit Technician
Don Lussier, Public Works Director
Arelis Quinones, Assessing Dept.
Project File