



August 20, 2024

Emerald Development LLC
c/o: Mr. Jared Goodell
PO Box 305
Keene, NH 03431
jgoodell@me.com

RE: SPR-12-18, Modification #2 – Silk Mill Apartments – 160 Emerald St

Dear Mr. Goodell,

We are in receipt of your request for administrative review for property located at 160 Emerald St (TMP #583-034-000), owned by Toby Tousley. The request is to convert ~7,650-sf of office space on the second floor of the former Silk Mill building into ten apartments. Twenty new vent penetrations painted to match the existing building exterior will be installed along the northern façade of the building. Ten rooftop condensers with a maximum height of ~40" will be installed at least 10' from the edge of the roof and will also be screened from view of Emerald St by the existing 18" roof parapet.

All as presented in the plan set identified as "Silk Mill, 2nd Fl. Renovation, Site Plan" prepared by Feathertail Strategies at varying scales on August 8, 2024 and last revised on August 12, 2024, and in the application and supporting materials submitted to the Community Development Department on August 16, 2024.

Application for Formal Site Plan review is not necessary. Your request is hereby administratively approved under Article 26.13 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
Planner

cc: George Hansel, Feathertail Strategies
Toby Tousley, Property Owner
Jesse Rounds, Community Development Director
Arelis Quinones, Assessing Department
Don Lussier, City Engineer
Bob Burns, Permit Technician
Project File