



September 8, 2023

DB Architects LLC  
c/o: Mr. Dan Bartlett  
185 Winchester St  
Keene, NH 03431  
[dan@bartlett.net](mailto:dan@bartlett.net)

**RE: SPR-461, Modification #4 – Autex Mazda Canopy & Exterior Renovations – 94 Key Rd**

Dear Mr. Bartlett,

We are in receipt of your request for administrative review for property located at 94 Key Rd (TMP #110-018-000), owned by Spencer Grayson Real Estate LLC. The request is to construct a canopy measuring 22' wide by 40' long along the north building façade and renovate the building exterior using a white, grey, and black color scheme. Twelve new recessed light fixtures with a color temperature of 3,500K and a color rendering index of 90 will be installed underneath the canopy. There are no modifications proposed to the site as part of this application.

All as presented in the elevations identified as "Exterior Elevations" prepared by DB Architects LLC at a scale of 3/16 inch = 1 foot on June 30, 2023, and in the application and supporting materials submitted to the Community Development Department on August 17, 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 Jesse Rounds or myself at (603) 352-5440.

Sincerely,

Megan Fortson,  
Planning Technician

cc: Tom Bogar, Spencer Grayson Real Estate  
Jesse Rounds, Community Development Director  
Arelis Quinones, Assessing Department  
Don Lussier, City Engineer  
Bob Burns, Permit Technician  
Project File