



# City of Keene

New Hampshire

January 19, 2023

Solar Strategies LLC  
c/o: Mr. Rex James  
34 Cliffwell Drive  
Rindge, NH 03461  
[rex@solarstrategies.net](mailto:rex@solarstrategies.net)

**Re: SPR-878, Modification #2 – Volkswagen Rooftop Solar Array – 18 Production Ave**

Dear Mr. James,

We are in receipt of your request for administrative review for property located at 18 Production Ave (TMP #110-004-000), owned by 18 Production Ave LLC. The request is to install a rooftop solar PV array consisting of 256 solar panels with a black finish and an anti-reflective coating on the Volkswagen building. All solar panels will be setback 5' from the edge of the roof and will have a 10-degree or 15-degree tilt depending upon their location. The panels will be secured to the roof using either a ballasted racking system or a direct fastened racking system depending upon their location on the roof. The panels on the northwestern section of the roof will be screened by an existing 36" parapet and the units on the northeastern portion of the roof will be screened by an existing 20" parapet. There is no parapet on the southern portion of the roof. Two 2" conduits painted white to match the existing building exterior will be run down the southern section of the western building façade and will be connected to an existing electrical panel.

All as presented in the application and supporting materials submitted to the Community Development Department on January 16, 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: Jesse Rounds, Community Development Director  
Arelis Quinones, Assessing Department  
Don Lussier, City Engineer  
Bob Burns, Permit Technician  
Project File

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