



City of Keene Planning Board

AGENDA

Monday, July 25, 2022

6:30 PM

City Hall, 2nd Floor Council Chambers

- I. **Call to Order** – Roll Call
- II. **Minutes of Previous Meeting** – June 27, 2022
- III. **Extension Request**

SPR-423, Modification #4 – Site Plan – Corning Specialty Materials, 69 & 0 Island St – Applicant Leighton A. White Inc., on behalf of owner Island Mill Realty Group, proposes to install electrical equipment and modify the parking on the properties located at 69 Island St (TMP# 583-010-000-000-000) and 0 Island St (TMP# 582-048-000-000-000). These combined parcels are 9.2-ac in size and are located in the Commerce District.

- IV. **Boundary Line Adjustment**

S-06-22 – Boundary Line Adjustment – 1 Ralston St & 0 Emerald St - Applicant Nancy Sheldon, on behalf of owners Shalldu Ltd., the City of Keene, and Braden Property Holdings, LLC proposes a lot line adjustment between the 0.39-ac property at 1 Ralston St (TMP #583-032-000-000-000), the 0.73-ac property at 0 Emerald St (TMP #583-033-001-000-000), and the 0.37-ac property at 19 Ralston St (TMP #583-031-000-000-000) to accommodate the purchase of a 0.11-ac parcel known as a “railroad spur” from the City of Keene to be incorporated into the 1 Ralston St and 19 Ralston St properties. The properties are located in the Downtown Growth District.

- V. **Continued Public Hearing**

S-04-22 – Conservation Residential Development Subdivision & SPR-04-22 – Site Plan – 0 Drummer Road – Applicant and owner Christopher Farris proposes to subdivide the 13.1-ac parcel located at 0 Drummer Rd (TMP #515-015-000-000-000) into 6 lots and construct 5 multi-family buildings. Four of the lots are proposed to be developed into 5-unit multifamily residences, one lot is proposed to be developed as a 6-unit multifamily residence, and the remaining lot would be conserved as open space. The developable lots are proposed to have access from Timberlane Dr via a shared private driveway and vary in size from 0.3 to 1.2 acres. The open space lot is 9.5 acres. Waivers are requested from Section 25.10.8.B.2 of the Land Development Code regarding the requirement to prepare a survey that shows all metes and bounds of the revised parcels, Section 20.14.3.D regarding the requirement that all off-street parking be located to the side or rear of buildings, and Section 19.3.5.A.3.a regarding the requirement that all structures be accessed from interior streets. The site is in the Low Density District.

VI. Public Hearings

SPR-898, Modification #1 – Site Plan – EVS Metal Addition, 50 Optical Ave - Applicant Brickstone Land Use Consultants, on behalf of owner, 50 Optical Avenue LLC, proposes to construct a 25,200 sf addition on the existing 28,932 sf building on the property located at 50 Optical Ave (TMP #241-007-000). The site is 4.94 ac in size and is located in the Industrial District.

EXP-01-22 & CUHP-01-22 – Earth Excavation Permit & Hillside Protection Conditional Use Permit – 0 Rt 9 – Applicant TFMoran Inc., on behalf of owner G2 Holdings LLC, proposes to operate a gravel pit on the undeveloped property located at 0 Rt 9 (TMP# 215-007-000-000-000). A Hillside Protection Conditional Use Permit is requested for impacts to steep slopes. Waivers are requested from the following sections of Article 24 of the Land Development Code: 24.3.1.A (200' public ROW setback), 24.3.1.C (150' access driveway setback), 24.3.1.D (surface water resource setbacks), 24.3.4 & 24.3.5 (Groundwater Quantity & Quality Baseline Measurements), 24.3.13 (Maximum Excavation Area), and 24.3.15.D (Annual Noise Monitoring). The site is 84.71 acres in size and is located in the Rural District.

VII. Updates to the Planning Board Rules of Procedure

VIII. Staff Updates

- a. Overview of Administrative & Minor Project approvals issued from January-June 2021.

IX. New Business

X. Upcoming Dates of Interest – August 2022

- Joint Committee of the Planning Board and PLD – August 8, 6:30 PM
- Planning Board Steering Committee – August 9, 11:00 AM
- Planning Board Site Visit – August 17, 8:00 AM – To Be Confirmed
- Planning Board Meeting – August 22, 6:30 PM

1 **City of Keene**
2 **New Hampshire**

3
4
5 **PLANNING BOARD**
6 **MEETING MINUTES**
7

8 **Monday, June 27, 2022**

6:30 PM

Council Chambers, City Hall

Members Present:

Pamela Russell Slack, Chair
David Orgaz, Vice Chair
Councilor Michael Remy
Emily LaVigne-Bernier
Roberta Mastrogiovanni
Armando Rangel
Harold Farrington
Kenneth Kost, Alternate

Staff Present:

Mari Brunner, Senior Planner
Jesse Rounds, Community Development
Director

Members Not Present:

Mayor George S. Hansel
Gail Somers, Alternate
Tammy Adams, Alternate

9
10 I) **Call to Order – Roll Call**

11
12 Chair Russell-Slack called the meeting to order at 6:30 PM and a roll call vote was taken.

13
14 I) **Staff Update**

15
16 Chair Russell-Slack asked the Board for its approval to move up item 7. The Board had no
17 objection. Senior Planner, Mari Brunner, addressed the Board and began by introducing the new
18 Community Development Director, Jesse Rounds. Mr. Rounds stated that he and his family have
19 moved to the area from Colorado.

20
21 Ms. Brunner went on to say the Public Works Department and the City’s consultant are holding a
22 public workshop on Wednesday June 29th, which will focus on the downtown infrastructure
23 project. She explained that this is a major project and will require tearing up the entirety of Main
24 Street for improvement work. The workshops will be held from 11:00am-3:00pm and 5:00pm-
25 7:00 pm in City Hall Council Chambers There will also be a mobile workshop during the lunch
26 hour at Railroad Square and a site walk at 5:30 pm.

27
28 Ms. Brunner stated the Community Development Department received a letter from Southwest
29 Region Planning Commission and the Board was copied on it. This is in reference to the State of
30 NH 2025-2034 ten year plan regarding the transportation improvement program. They are asking

31 if municipalities would like to nominate a project for the ten year plan. Staff will be responding to
32 the letter.

33

34 **III) Minutes of Previous Meeting – May 23, 2022**

35

36 A motion was made by Councilor Michael Remy that the Planning Board approve the May 23,
37 2022 meeting minutes. The motion was seconded by Vice-Chair Orgaz and was unanimously
38 approved.

39

40 **IV) Extension Request:**

41

42 **CLSS-CUP-01-21 – Congregate Living & Social Service Conditional Use Permit –**
43 **Monadnock Area Peer Support Agency, 32-34 Washington St #Rear** – Applicant and owner
44 Monadnock Area Peer Support Agency proposes to operate a Large Group Home as a second
45 principal use on the property located at 32-34 Washington St #Rear (TMP 568-058-000-000-000).
46 The site is 0.28-ac in size and is located in the Downtown Core District.

47

48 Ms. Christine Allen, the Executive Director for Monadnock Area Peer Support Agency, addressed
49 the Board and stated that she is seeking an extension for their Conditional Use Permit. She
50 explained that her agency has just partnered with Monadnock Family Services and they have
51 recently expanded their capacity to six additional rooms and have received “Group Home” Status.
52 They are not yet done with the construction work. City staff have recently inspected the building
53 and there is some paperwork to complete. As a result, they were not ready for this Board meeting’s
54 submission deadline.

55

56 Staff comments were next. Ms. Brunner stated the Board’s regulations as it pertains to a first
57 extension are simple. In this case, MPS has to obtain their license prior to having the Conditional
58 Use Permit signed by the Planning Board Chair. In order to obtain their license, they have to appear
59 before the Congregate Living & Social Service Licensing Board, which meets two days after their
60 CUP expires. Hence the need for them to request an extension from the Board.

61

62 A motion was made by Councilor Michael Remy that the Planning Board grant a six-month
63 extension to the timeframe to meet the conditions of approval for CLSS-CUP-01-21, the
64 Congregate Living & Social Service Conditional Use Permit for Monadnock Area Peer Support
65 Agency. The motion was seconded by Vice-Chair Orgaz and was unanimously approved.

66

67 **V) Earth Excavation Permit – Determination of Application Completeness**

68

69 **EXP-01-22 & CUHP-01-22 – Earth Excavation Permit & Hillside Protection Conditional Use**
70 **Permit – 0 Rt 9** – Applicant TFMoran Inc., on behalf of owner G2 Holdings LLC, proposes to
71 operate a gravel pit on the undeveloped property located at 0 Rt 9 (TMP# 215-007-000-000-000).
72 A Hillside Protection Conditional Use Permit is requested for impacts to steep slopes. Waivers are
73 requested from the following sections of Article 24 of the Land Development Code: 24.3.1.A (200’
74 public ROW setback), 24.3.1.C (150’ access driveway setback), 24.3.1.D (surface water resource
75 setbacks), 24.3.4 & 24.3.5 (Groundwater Quantity & Quality Baseline Measurements), 24.3.13

76 (Maximum Excavation Area), and 24.3.15.D (Annual Noise Monitoring). The site is 84.71 acres
77 in size and is located in the Rural District.

78
79 Ms. Brunner stated that this earth excavation permit is a first for staff. She explained that the State
80 of NH regulates earth excavation under RSA 155-E, which allows for municipalities to enact
81 stricter regulations. This is what Keene has chosen to do through the Earth Excavation Regulations
82 in Article 24 of the Land Development Code. The City has a long list of requirements that go above
83 and beyond what the State requires. The City's regulations also require that they hire a third-party
84 consultant to review the earth excavation permit application for completeness and to verify that all
85 items are in compliance with State and local regulations.

86
87 Based on these regulations, the City has hired a third-party consultant, Fieldstone Land
88 Consultants. Ms. Brunner called the Board's attention to the letter drafted by Fieldstone Land
89 Consultants, which is dated June 24, 2022. She indicated that some of the items could use more
90 detail, such as the Reclamation Plan. Overall, the recommendation from the consultant is to accept
91 the application as complete. Ms. Brunner explained that the Board will not be opening the public
92 hearing for at least month, which gives the applicant time to provide additional information.

93
94 Ms. Brunner explained that Jeff Kevan from TF Moran, the project applicant, is present tonight if
95 the Board has any questions for him regarding the submittal items.

96
97 Chair Russell-Slack asked for added clarification on the items that need more detail. Ms. Brunner
98 referred to the text in bold, which is the consultant's comments on the submittal. The consultant is
99 asking for a narrative to accompany the Reclamation Plan (#11) and the Impact Monitoring Plan
100 (#10). There is also the requirement to submit a Reclamation estimate.

101
102 The Chair asked the applicant when this information will be provided to Planning Staff. Mr. Kevan
103 stated that most of this information is already within the plan set and added that the narrative can
104 be completed within a couple of weeks. He added that the estimate for stabilization is included in
105 the plan (Sheet 8 of the Reclamation Plan).

106
107 Councilor Remy asked for an explanation of the waivers being requested. Mr. Kevan explained
108 that the entry road to get onto the site is 50 vertical feet. There is an existing driveway and the
109 applicant is proposing to follow that driveway to minimize disturbance. The driveway runs on a
110 diagonal to get in; however, the City's regulations require that the driveway enter straight into the
111 site. Hence, a waiver is required to utilize the existing driveway.

112
113 Mr. Kevan went on to say that along Route 9 there is a ditch line that is a jurisdictional wetland.
114 He explained that cutting through this area of wetlands will allow them onto the site. There are
115 also ravines located on the left and right. Excavation will occur on the opposite side of the ridge,
116 so they are asking for a reduction in the wetland setback because they are protected by the ridge
117 line.

118
119 He explained that there are also two waivers that pertain to ground water. These regulations address
120 checking the quality and quantity of wells, which is associated with blasting. Keene's regulations
121 prohibit blasting within 60 feet of the seasonal high water table. There is no blasting being

122 proposed at this time. He added that they requested the waivers even though they will not be doing
123 any blasting, as they were not sure how the Board would want to handle this issue.

124
125 Mr. Kevan added that Keene's regulations refer to five acres and this comes from the State's
126 Alteration of Terrain Permit. They are asking for some flexibility with this item, as they will have
127 an operational area of about an acre in size for stockpiling material and for processing and are
128 hence asking for area a little larger than five acres.

129
130 Mr. Kevan then addressed the noise ordinance by explaining that their operation will take place by
131 excavating into the hillside. All areas behind Route 9 will have about 40 vertical feet and the hill
132 will be behind the work area. Hence, any noise will be blocked by the earth and the forested area.
133 The parcel is approximately 80 acres in size and the work area will only be around 6 acres. What
134 is being suggested for this item is to run a background noise test and run a 20 day test during
135 operations. If there are no issues, they would to waive the requirement to perform the noise test
136 every year.

137
138 Councilor Remy asked if moving operations further back from the road that would make the site
139 non-viable. Mr. Kevan stated that they have an existing road, an existing clearing, and an area that
140 is flat. If they move the work area back, then they will be running into a 2:1 or 3:1 slope, which
141 can be done; however, they would end up with a steep cut on the uphill side and they would be
142 pushed closer to residences.

143
144 Mr. Farrington asked for the cost of the annual noise monitoring study. Mr. Kevan stated that it is
145 not necessarily the cost, but the location of the site minimizes the chances of noise being an issue.
146 He explained that they would be happy to discuss this issue with the Board when the application
147 comes before the Board and will also get cost estimates for the noise study.

148
149 Ms. Mastrogiovanni stated that the application might be complete; however, she does have some
150 questions about how close Otter Brook is to this site. Mr. Kevan stated that their excavation is
151 about 800 feet from the entry drive to Otter Brook and about 1,800 feet from the buildings at the
152 park.

153
154 Staff comments were next. Ms. Brunner stated that if this application is accepted as "complete,"
155 then it will be referred to the Conservation Commission for their review. There will also be a site
156 visit with the Conservation Commission and they will send their recommendation on the
157 application to the Planning Board in time for the next public hearing.

158
159 Mr. Kost asked if the Board was to approve the Application whether there will be conditions
160 attached to it. Mr. Kevan explained that the Board is voting on whether or not the application is
161 complete. If it is deemed complete, a public hearing will be held at which time additional
162 information will be provided.

163
164 A motion was made by Councilor Remy to accept this application as "complete." The motion was
165 seconded by David Orgaz and was unanimously approved.

166

167 Chair Russell-Slack explained that now that the application has been accepted as “complete,” it
168 will be referred to the Conservation Commission for review and comment at their meeting on
169 Monday July 18th at 4:30 pm. This meeting will be held at the Keene Recreation Center located at
170 312 Washington Street in Room 22. The Conservation Commission will conduct a site visit just
171 before its meeting at 3:30 pm. The next public hearing on this item is set for Monday, July 25th at
172 6:30 pm in Council Chambers.

173

174 **V. Public Hearings**

175

176 **S-04-22 – Conservation Residential Development Subdivision & SPR-04-22 – Site Plan – 0**

177 **Drummer Road** – Applicant and owner Christopher Farris proposes to subdivide the 13.1-ac
178 parcel located at 0 Drummer Rd (TMP #515-015-000-000-000) into 6 lots and construct 5 multi-
179 family buildings. Four of the lots are proposed to be developed into 5-unit multifamily residences,
180 one lot is proposed to be developed as a 6- unit multifamily residence, and the remaining lot would
181 be conserved as open space. The developable lots are proposed to have access from Timberlane
182 Dr via a shared private driveway and vary in size from 0.3 to 1.2 acres. The open space lot is 9.5
183 acres. Waivers are requested from Section 25.10.8.B.2 of the Land Development Code regarding
184 the requirement to prepare a survey that shows all metes and bounds of the revised parcels, Section
185 20.14.3.D regarding the requirement that all off-street parking be located to the side or rear of
186 buildings, and Section 19.3.5.A.3.a regarding the requirement that all structures be accessed from
187 interior streets. The site is in the Low Density District.

188

189 **A. Board Determination of Completeness**

190 Ms. Brunner stated that the Applicant is requesting exemptions from submitting an Overview Plan,
191 a Yield Analysis Plan, and a subdivision plan that shows the boundaries and acreage of the existing
192 lots subject to review. The Applicant has provided the boundaries, acreage, metes and bounds of
193 the portions of the lot that are proposed to be developed. The portion that is to be preserved as
194 open space has not yet been fully surveyed. After reviewing each request, staff recommends that
195 the Board grant the requested exemptions, as they have no bearing on the merits of the application
196 and recommend that the Board accept this application as “complete.”

197

198 A motion was made by Councilor Michael Remy to recommend the Board accept Conservation
199 Residential Development Application, S-04-21, as “complete.” The motion was seconded by
200 David Orgaz and unanimously approved.

201

202 **B. Public Hearing**

203 Mr. John Noonan of Fieldstone Land Consultants addressed the Board on behalf of the owner. Mr.
204 Noonan stated that the proposal is to subdivide this 13.1 acre lot into six lots – one of the lots
205 would be 9.5 acres in size and left in conservation as open space. The other five lots would consist
206 of multi-family buildings. He referred to a plan and pointed to the 13.1 acre lot. This development
207 will have a Home Owners Association that will own the conservation land. He indicated there was
208 discussion about having the City acquire this land, as it directly abuts the Drummer Hill
209 Conservation area; however, this has not been done yet.

210

211 Mr. Noonan explained that this application consists of a site plan application and a subdivision
212 application. He indicated there are five developable lots and five buildings proposed as part of this

213 project. Per the Conservation Residential Development (CRD) regulations, six units is the
214 maximum number of units allowed per lot for this project. Four of the buildings will have five
215 dwelling units and one building will have six dwelling units.

216
217 Mr. Noonan stated there will be three driveways; one off Timberlane Drive and two others
218 branching off the main driveway. These will be private driveways, so there will be an easement
219 (50 feet in width) along the center line containing all utilities. This will also be held by the Home
220 Owners Association. Based on the number of units (over ten units) City water and sewer is
221 required. The applicant will be going before the Council for approval on these items.

222
223 Mr. Noonan then referred to the grading plan. He explained that when you come off Timberlane
224 Drive, it is about a 5% slope, which is fairly flat, before then climbing up and leveling off. At the
225 first building, the slope across the intersection climbs up to 12% and then levels off. Drainage for
226 all buildings will be directed to a single retention basin, which was designed using the Alteration
227 of Terrain (AOT) Standards from NH DES. This site does not trigger the submittal of an AOT
228 Permit, but the stormwater and drainage systems were designed according to those standards. Chair
229 Russell-Slack asked Mr. Noonan to point to where the drainage area is located. Mr. Noonan
230 referred to the area and stated that there is a sediment fore bay at this location and explained that
231 drainage ditches run along each side of the driveway and drain into culverts and catch basins,
232 which empty into a sediment fore bay and retention basin. The water is then treated and released
233 into a grass treatment swale and into a level spreader. He added that this area is upland from the
234 wetlands, so there is no impact to wetlands or to the surface water buffer.

235
236 Utilities: Mr. Noonan explained that the utilities will follow Timberlane Drive. There is a pump
237 station downhill from the driveway and this will boost the water pressure for Timberlane Drive as
238 well as for the homes located above Timberlane Drive. Each building will also have a pressure
239 reducer, will be serviced by a hydrant, and will also have a sprinkler system. There will be fire
240 protection water and domestic water.

241
242 Sewer: Mr. Noonan explained that sewer services require the submittal of an NH DES sewer
243 connection permit. City Engineering Staff recorded flow meter data for two weeks and it has been
244 determined there is sufficient capacity in the existing six inch line.

245
246 Other Utilities: Mr. Noonan explained that electricity will be fed from the transformers at the base
247 of the driveway.

248
249 Landscaping: Mr. Noonan stated that there will be four red maple trees following the road (three
250 on the left and one on the right), as well as shrubs along each building. There will also be four
251 ornamental Hawthorn trees (two on each side). Currently, the perimeter of the site is heavily
252 wooded. Chair Russell-Slack noted that most of this property has been clear cut; however, she
253 noted that it looks like the tree line has been maintained on both sides of the entrance. She asked
254 if anything is going to be done to these trees. Mr. Noonan stated the trees on the east side of the
255 driveway following Timberlane Drive (which is about 30 feet wide) will remain as is.

256

257 Councilor Remy asked whether the open space between lots 3 and 4 would be just an open field.
258 Mr. Noonan agreed and stated it would be grass. He also added that bike racks will be provided
259 for each building.

260
261 Lighting: Mr. Noonan explained that as these are going to be private driveways, the lighting will
262 only be on the buildings, which will be full cut-off LED wall-mounted fixtures.

263
264 Mr. Noonan referred to the two Exhibit Plans. One is the slope analysis, which shows the grading
265 done for the subdivision. He noted that precautionary slopes were impacted, but no prohibitive
266 slopes were impacted. The area where the driveways cross is where the precautionary slopes are
267 impacted.

268
269 The second exhibit shows compliance with the Fire Department's requirements to make sure a 150
270 foot fire hose could reach around each building. From the driveway to each end of the building is
271 around 130 feet.

272
273 Vice-Chair Orgaz asked Mr. Noonan to explain snow storage and removal. Snow storage will be
274 on either side of the driveway. There are also pocket areas at the end that could be used for storage.
275 At the end of the driveway, there is a guardrail and snow would be stored there as well. During a
276 significant storm, a loader can move the snow over this area. He added that there is sufficient room
277 between the start of the guardrail at the sediment fore bay and the retention basin to store it on site.
278 He noted that he doesn't see the need for any snow being taken off site.

279
280 The Chair asked for a description of the architecture and visual appearance of the buildings. Mr.
281 Noonan stated these would be townhouse-style buildings. The front side would be three stories
282 (two stories with drive under garage) and each unit would have one parking space in front of their
283 unit and one in the garage. The exterior building materials would be maroon PVC panels, grey
284 vinyl siding, and tan PVC trim. Chair Russell-Slack noted that Board's regulations call for any
285 new development to keep with the City's historic character and asked Mr. Noonan to explain how
286 that has been accomplished with this development. Mr. Noonan stated that the vinyl clapboard
287 would look similar to cedar siding. He noted that once the PVC is painted, it looks more like wood
288 and is lower maintenance than one. He noted that he felt that many houses in the neighborhood
289 are covered with vinyl siding and plastic trim. The Chair stated that she doesn't know of any other
290 buildings that look like the proposed building. Mr. Noonan felt it might not look similar to
291 buildings in the neighborhood, but felt that it would fit in with Keene's architecture. The Chair
292 stated the Board would like to see the material. Mr. Noonan stated the property owner also owns
293 a home on Forest Street and he was going to match the material from this home.

294
295 Ms. LaVigne-Bernier stated she had gone by that home on Forest Street, but felt that it was difficult
296 to compare that home to this building. The Vice-Chair agreed it is difficult to compare the home
297 on Forest Street to this building because of its scale. Ms. Mastrogiovanni stated she wouldn't have
298 an issue with the material, as most modern homes incorporate the use of PVC. However, she felt
299 that it was difficult to visualize this type of architecture in that part of town. Mr. Kost noted that
300 the buildings seem to be perpendicular to the main road. He noted that if you live in the community,
301 you are likely to see the buildings, but if you are driving by the impact might not be quite the same.

302

303
304 Staff comments were next. Ms. Brunner stated there was quite a few departmental comments
305 received. Not all of these were included in the Board packet, as most of them had been addressed.
306 The ones in the staff report would be incorporated into the conditions of approval. Chair Russell-
307 Slack stated that during the site visit, she noticed a catch basin near the entryway to the site. Due
308 to the paving, there is quite a bit of “lip” going up into the entrance and she asked whether this
309 could become an issue. Ms. Brunner stated that the drainage would be designed to direct most of
310 the runoff into the retention system, but noted that there is a small amount of runoff that would
311 drain onto the road. She referred this question to Mr. Noonan. Mr. Noonan stated that the apron of
312 the driveway is going to drain toward the catch basin. The “lip” at the entryway that Chair Russell-
313 Slack was referring to is where the curb line is now and it has been removed. The road ditch on
314 the right would capture the road runoff, which would then go from the culvert to a swale and
315 ultimately into the retention basin. The apron area will still drain into that catch basin, which
316 happens on the rest of Timberlane Drive.

317
318 Ms. Brunner went on with her presentation. She called the Board’s attention to the CRD
319 Subdivision Regulations.

320
321 (1) Dimensional Standards – Table 1 has been included in the staff report to show what is required
322 and what is proposed. For example, the minimum tract size 5 acres, the minimum tract frontage is
323 50 feet, and the perimeter building setback from external roads is 30 feet from other tract
324 boundaries is 20 ft, so these standards appear to have been met.

325
326 (2) With respect to open space, the applicant proposes to permanently reserve 9.54 contiguous
327 acres as open space, or 72.3% of the tract (50% is required). Hence, the applicant is exceeding this
328 requirement.

329
330 (3) Permitted Uses - The CRD Subdivision regulations allow for single-family, two-Family, and
331 multi-family dwellings with a maximum of 6 dwelling units per structure in the Low Density
332 District. The applicant proposes to construct five multifamily buildings. The open space parcel
333 will be used for conservation land and possibly for passive recreation. The allowed open space
334 uses include conservation, agriculture, forestry, and passive recreation.

335
336 (4) Design Criteria - This section states that all development shall be located outside of primary
337 conservation areas, and shall minimize impact to any identified secondary conservation areas. All
338 the primary conservation areas are noted on the plan, and include prohibitive slopes, slopes greater
339 than 25%, wetland areas, wetland buffer, floodways, springs, etc. Secondary conservation areas
340 include precautionary slopes, which are slopes between 15% and 25% grade. In addition, this
341 standard states that all structures shall be accessed from interior streets, rather than from roads
342 bordering the perimeter of the tract. In addition, this section states “in the event that a waiver of
343 this standard is granted, shared driveways shall be incorporated where feasible.”

344
345 Mr. Brunner noted that the Applicant is requesting a waiver from this standard and proposes to
346 construct shared driveways in lieu of an internal road. The written waiver request is included as an
347 attachment to this staff report. In making a determination whether or not to grant this waiver, the

348 Board should find by a majority vote that the criteria outlined in Section 25.10.14 of the LDC have
349 been met: Those criteria are as follows:

- 350
- 351 *1. Specific circumstances relative to the subdivision, or conditions of the land in such subdivision,*
 - 352 *indicate that the waiver will properly carry out the spirit and intent of the regulations; and,*
 - 353 *2. Granting the waiver will not increase the potential for creating adverse impacts to abutters,*
 - 354 *the community or the environment; and,*
 - 355 *3. Consideration will also be given as to whether strict conformity with the regulations would pose*
 - 356 *an unnecessary hardship to the applicant.”*
- 357

358 Ms. Brunner noted that the applicant is proposing to build a shared driveway instead of a road. If
359 they are to build a road, whether it is public or private, it would need to be built according to the
360 City’s street standards. This would increase the cost, as the street would require things such as
361 street lights, trees, a sidewalk on one side of the street, etc.

362

363 (5) Open Space Standards - These standards state that the area of land designated as open space
364 shall not be used to site individual lots, construction of buildings, facilities for accessory uses,
365 roads and other areas for vehicular traffic. This section further states that the open space reserve
366 should not be fragmented, should be located adjacent to other open space or protected lands when
367 possible, and should be reasonably accessible from each proposed lot. Staff’s review indicates that
368 this standard has been met. Each lot can access the open space, either directly from the lot or by
369 going onto Timberlane Drive.

370

371 (6) Open Space Ownership & Maintenance - This section requires that all land designated as open
372 space shall not be further subdivided, and shall remain as open space in perpetuity. In addition, all
373 designated open space must be permanently protected by covenants or easements, shall be deeded
374 to and maintained by a Homeowners Association, a non-profit organization, or some other entity
375 as approved by the Planning Board or its designee, and shall be held, managed and maintained by
376 the developer until such time as they are transferred to the designated entity. Ms. Brunner stated
377 that at this time there is no firm plans as to what the designated entity would be to manage the
378 open space land. It sounds like the applicant would like the City to take ownership of the land, but
379 if not it would be a Home Owners Association.

380

381 Staff is recommending a condition of approval stating that whatever the ultimate decision is, the
382 Applicant needs to submit documentation of all legal instruments of that ownership and
383 maintenance, subject to review and approval by the City Attorney.

384

385 Councilor Remy asked if the application can move forward, if the Board doesn’t information about
386 the ownership of the conservation land. Ms. Brunner stated that the regulations dictate that the
387 Planning Board or its designee (such as the Community Development Director) could make that
388 decision. Chair Russell-Slack noted that the Board could also continue the public hearing.

389

390 Ms. Brunner continued with her presentation. She continued with an analysis of the Site
391 Development Standards:

392

393 Drainage & Stormwater Management: Ms. Brunner noted that the presentation by the applicant on
394 this item was pretty thorough. The Applicant has submitted a Storm Water Management Report
395 prepared by a licensed engineer dated March 18, 2022, which concludes that the proposed
396 development will not increase the peak rates of runoff leaving the site. This is another item staff
397 is recommending a condition of approval for regarding the submittal of cross-easements for the
398 stormwater management system, so that there is a legal instrument in place to make sure this
399 system is maintained into perpetuity and that sediment contaminated water is not entering the
400 wetlands.

401
402 Sediment & Erosion Control: The applicant is proposing to install perimeter controls including silt
403 fencing downslope of any disturbed areas. In addition, a stabilized construction entrance will be
404 installed to prevent sediment tracking onto Timberlane Drive during construction. Following
405 construction, all disturbed areas will be stabilized, loamed, and seeded. More information is
406 included in Sheet DT-1 of the plan set.

407
408 Snow Storage & Removal: Ms. Brunner stated that this item was adequately addressed by the
409 applicant.

410
411 Landscaping: Ms. Brunner stated that this item was also adequately addressed. However, Staff is
412 recommending that the submittal of a security for landscaping be included as a condition of
413 approval to ensure that the plantings survive in good health for at least one year.

414
415 Screening: This standard states that “*Screening in the form of landscaping or other treatment (e.g.
416 berms, walls, fences) shall be used to ... form a buffer between single-family and multifamily
417 dwellings, which are different in height, form or material than the adjacent single-family
418 dwellings*” The proposed 9.5-acre open space parcel would form a forested buffer between the
419 proposed development and adjacent residential uses. The site plan proposes to maintain trees along
420 the frontage of Timberlane Drive. Ms. Brunner stated that in order to make sure those trees are
421 maintained along Timberlane Drive and remain in perpetuity as a vegetative buffer, staff
422 recommend that a 30-foot no-cut buffer be placed over the vegetated area along Timberlane Drive.

423
424 Ms. Brunner went on to say that in addition to this, the Applicant’s narrative states that HVAC
425 equipment will either be mounted on the roof of each building or placed behind the buildings. The
426 applicant included a note on the Utility Plan (Sheet UT-1, Note 20) which states that, “*All HVAC
427 equipment shall meet the screening standards of the L.D.C.: Roof mounted equipment shall be
428 setback 10’ from edge. Ground-mounted equipment to be located so as not to be visible from the
429 public way – screen if visible.*” Staff felt this is adequate to address the screening standards
430 especially because HVAC units will not be planned out at this stage. When the time comes for a
431 building permit to be submitted, staff can review the plans to make sure they meet the standards
432 for screening. Ms. Brunner noted that there will also be a transformer on site, which will be
433 screened from the public right-of-way with the installation of three evergreen shrubs.

434
435 Lighting: The Applicant proposes to install 26 wall-mounted LED light sconces. Ms. Brunner
436 stated that everything looks appropriate on the lighting plan, however, staff has not received light
437 fixture cut sheets and are recommending that they be included as a condition of approval to ensure
438 that the proposed light fixtures meet the Board’s standards for lighting.

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Sewer & Water: Ms. Brunner stated that she does not have anything more to add. She indicated that the Applicant has submitted a sewer flow analysis, which was reviewed by engineering staff to ensure that there would be sufficient capacity in the sewer system for the proposed project. Staff is recommending that the submittal of written documentation for the utility and access easement be included as a condition of approval.

Traffic & Access Management: The Applicant submitted a traffic assessment on June 3rd which concludes that the proposed development would increase traffic volume along Court Street north of Elm Street by 5 to 6 vehicles per hour, and along Court Street south of Elm Street by 5 to 7 vehicles per hour. In total, the development is estimated to generate 176 site trips per day on a weekday (88 enter and 88 exit), 10 trips during the weekday AM peak hour (2 enter and 8 exit), and 13 trips during the weekday PM peak hour (8 enter and 5 exit). The estimated site trips for Saturday is 120 (60 enter and 60 exit), with a peak hour of 11 trips (6 enter and 5 exit). The traffic assessment concludes that these traffic volumes would have a negligible impact on the adjacent roadway system, which already has a pretty high volume of traffic.

With respect to access management, as previously discussed, the Applicant proposes to utilize a shared driveway in lieu of an internal road. Ms. Brunner noted that part of the Planning Board’s decision should include a finding that the waiver criteria have been met. Staff is also recommending that the submittal of cross-easements for the shared driveway be included as a condition of approval. In order to accommodate pedestrians and bicyclists, the Applicant is proposing to install a bicycle rack at each building. In addition, there are wide shoulders along the shared driveway that pedestrians can utilize and there is a proposed 3’-wide gravel pedestrian path that would connect from the shared driveway near the building on Lot 2 to the sidewalk on Timberlane Drive.

Filling & Excavation: Ms. Brunner noted a significant portion of the development area contains precautionary slopes (15%-25%). She indicated that overall the applicant is not going to be impacting more than 20,000 square feet on each individual lot. 20,000 square feet is the threshold for the submittal of a Hillside Protection Conditional Use Permit and hence a Permit is not required for this application.

Surface Waters & Wetlands: Existing wetland systems have been delineated on the site and identified as primary conservation areas. Nearly all of the wetlands on the parent parcel will be captured within the new conservation lot. A waiver has been submitted to seek relief from performing a complete wetland delineation on the new conservation lot. Ms. Brunner noted that in this district the required wetland buffer is 30 feet. No development is proposed within the wetland buffer area and silt fencing is proposed to be installed to provide protection to the buffer area and wetlands. In some instances, the proposed grading for buildings and stormwater structures comes within one foot of the wetland buffer. As a result, staff is recommending that the development area be flagged and inspected prior to grading or installation of silt fencing to ensure that the buffer remains undisturbed during construction. Encroachment into this buffer during construction activities would require a Surface Water Protection Conditional Use Permit pursuant to Section 11.6 of the LDC.

485 Hazardous or Toxic Materials: Ms. Brunner stated there are no known hazardous or toxic materials
486 present on the site.

487
488 Noise: Mr. Brunner noted that the project narrative states “*Little additional noise is expected to be*
489 *generated by the subdivision.*”

490
491 Architecture & Visual Appearance: The purpose of this standard is to “*ensure that new and*
492 *redeveloped buildings and structures blend aesthetically with the City’s historic character, are*
493 *consistent with the prevailing scale, orientation, and design of the City, and do not detract from*
494 *view sheds and view corridors.*” In their narrative that “*the architecture will be a townhouse design*
495 *with variation of depth along the front façade to break up the expanse of the building structure.*
496 *The three-story building will have balcony decks on some units to provide further architectural*
497 *interest while also enhancing the outdoor living space for residents.*”

498
499 Ms. Brunner went on to say that the maximum building height on the three-story side of the
500 building is proposed to be 31 feet above finish grade. Per zoning, structures in the Low Density
501 District are required to be a maximum of two stories. The applicant has stated these are two story
502 buildings with basement level for parking. In order to make sure this application meets zoning
503 requirements, staff would require the submittal of revised building elevations that demonstrate
504 compliance with the dimensional requirements for the Low Density District as a condition of
505 approval. Ms. Brunner added there are some allowances with the code to allow some sections of
506 the basement level to be at grade as long as remaining sections are at a different height. She again
507 clarified that City Staff would need elevations for each building to be submitted, so that they can
508 verify that the design of each building is in compliance with the requirements of the Low Density
509 District.

510
511 Ms. Brunner went on to say the Applicant is requesting a waiver from Section 20.14.3.D of the
512 Land Development Code regarding the requirement that all off-street parking be located to the side
513 or rear of buildings, specifically for Lot 3. The reason for this waiver request is because the
514 Applicant is proposing to utilize a shared driveway and all of the frontage is along Timberlane
515 Drive. With Lot 3 in particular, parking is in front of the building. The written waiver request is
516 included as an attachment to this staff report. This concluded staff comments.

517
518 Chair Russell-Slack asked whether there is parking available for guests. Ms. Brunner stated there
519 are two spaces per unit. One space is a surface space and the other would be on the lower level.
520 Mr. Noonan referred to where Lot 3 is located and noted that there will be ten spaces that face
521 Timberlane Drive; however, the building on Lot 2 will obscure those spaces from view of
522 Timberlane Drive. In total there are 54 parking spaces (there are two extra spaces).

523
524 Mr. Farrington confirmed there are 28 surface parking spots. He felt this could become an issue if
525 someone had a gathering. He asked for a timeline from approval to certificate of occupancy. Mr.
526 Noonan stated it would be approximately a year. He asked whether this would be contingent upon
527 selling the units or whether the applicant would construct the entire project. Mr. Noonan stated the
528 entire project would be constructed. Christopher Farris, the property owner, stated that the
529 driveway would be constructed and then each building would be constructed one at a time.

530

531 The Chair asked for public comment next.

532

533 Mr. Dave Ploppert of 10 Drummer Road in Keene was the first speaker. Mr. Ploppert stated he
534 worked on the Timberlane Drive project for a year and a half. 90% of the cellar holes needed to
535 be blasted, which created more veins for water. He felt that the detention basin is not going to be
536 able to hold back all this water coming down Timberland Drive.

537

538 Mr. Leo Echevaria of 459 Elm Street in Keene stated that he is concerned about the noise, lighting
539 and traffic that will pass his driveway every day.

540

541 Mr. Charles Ferrando of 83 Timberlane Drive was the next speaker. He stated he has lived on
542 Drummer Hill for 27 years, and also is part of the Goose Pond Sub-Committee. He stated that he
543 is familiar with the amount of water that comes down this hill. The water that comes off Old
544 Gilsum Road causes freezing. Several homes have had flooding issues and he added that the City
545 has done a good job of looking at water flow issues. Mr. Ferrando said that he felt that there is
546 going to be more water issues. Looking at the slope and based on the knowledge that he has of the
547 area, he worries that these homes will flood. He further stated that he did not feel that the traffic
548 pattern was adequate. Anyone trying to take a left off of Elm Street onto Court Street, especially
549 when school is in session, has a difficult time. He noted that you are also exiting from Timberlane
550 Drive into a school zone, which is heavily travelled and he felt that the traffic study underestimated
551 the potential traffic generation.

552

553 Mr. Ferrando referred to page 72, which states that, *“The applicant proposes to place the open*
554 *space into a conservation easement. In response to staff comments, the Applicant stated that the*
555 *owner would like to deed the open space to the City of Keene; however, staff are not aware of any*
556 *conversations between the City and the owner or applicant regarding this proposal.”* He also
557 noted that the harvesting of timber started before a curb cut was allowed and questioned if the
558 applicant would follow all rules as has been indicated in the staff report. He also felt the lack of
559 parking will cause guests of residents to park on Timberlane Drive. He felt a lot needs to be
560 reviewed before these buildings are permitted.

561

562 Dr. Paul Koutras of 59 Meetinghouse Road was the next speaker. Dr. Koutras stated that his
563 biggest concern is the concentration of residents in this area, which is not suitable for the
564 neighborhood. He felt that the number of residents is going to be doubled on that hill. Dr. Koutras
565 stated that he is also concerned about his utilities being impacted by the number of residents being
566 introduced to the area. In addition to this, he also raised concerns about the steep slope, especially
567 during winter with the high number of vehicles driving down the street and the overflow parking
568 that might also be using this street. He felt that five or six single family homes would be a much
569 better solution than the 26 units being introduced.

570

571 Mr. Dave Paris of 60 Timberlane Drive stated they are the first house as you go up the hill. He
572 indicated during winter this road does not get plowed right away, it does get salted, but is treated
573 like it is a secondary road. Mr. Paris stated that going up and down the road in four inches of slush
574 can be very difficult, which is something that happens a lot. He noted that he has often seen cars
575 not able to make it up the hill.

576

577 Mr. Nathan Carbone of 463 Elm Street began by circulating photographs of the wetland area,
578 which show how rapidly the water accumulates.

579
580 Mr. Don Doody of 11 Drummer Road addressed the Board next. Mr. Doody stated that his property
581 abuts the wetland. He indicated that the last ten to fifteen years the wetland area has been stressed
582 and the water takes longer to drain out of his backyard. He stated that he knows of neighbors who
583 have had to build inside troths to pump water out. Mr. Doody added that the emergency overflow
584 is directed down the hill and the culvert on Drummer Road is always full during a large storm. He
585 noted that he felt that this area could not handle any more water. Mr. Doody also questioned how
586 much blasting is going to be done. Mr. Brunner referred that question to Mr. Noonan.

587
588 Ms. Theresa Quigley of 9 Drummer Road stated that she owns one of the properties that is right
589 against the wetland area. Her backyard is always flooded and she is concerned about having more
590 flooding issues. She said that one thing that has not been mentioned is the potential impact on
591 Fuller Street. She is a former teacher and is worried about the school not having enough capacity
592 to handle new families. She also expressed concerns about traffic.

593
594 Mr. Ryan Clark of 13 Drummer Road stated he is one of the neighbors that Mr. Doody referred to
595 who has to pump water out of their basement. Last year with the unprecedented amount of rain,
596 they could not use their backyard and he worries that this development will add to those issues. He
597 indicated that any more water coming down that hill would make the existing situation worse. Mr.
598 Clark stated the developer made a good presentation, but he did not feel it was sufficient to address
599 the water issues.

600
601 Ms. Lynn Libby of 22 Drummer Road addressed the Board next and stated that she has a sump
602 pump in her cellar that works 24/7 365 days of the year. She stated that she is concerned about
603 additional water coming down Timberlane Drive. She stated this area has been clear cut to
604 accommodate this project, which has opened up the area to water runoff worse than it has ever
605 been. Ms. Libby did not feel there was sufficient plantings being proposed to accommodate the
606 additional water runoff. She also expressed concern with traffic and did not feel the buildings being
607 proposed will fit in with the neighborhood.

608
609 A resident who lives on the top of Meetinghouse Lane stated they usually have about four or five
610 cars in their driveway and questioned where 26 more vehicles would be park.

611
612 Mr. BJ Adams of Green Acres Road stated that he agrees with everyone who has just spoken. He
613 stated he has spent nearly \$40,000 to have a dry basement. He indicated regardless of the time of
614 year, there is always water coming down Drummer Hill. He also stated that he is concerned about
615 traffic and noted that Green Acres and Drummer Road are not wide enough. He also talked about
616 the issue of trying to exit onto Court Street from Elm Street. Mr. Adams further stated that Fuller
617 School is at capacity at the present time. He commended the developer's presentation but was
618 under the impression there would be about eight homes constructed on this lot.

619
620 Mr. Ferrando addressed the Board again and stated that he failed to mention that there is going to
621 be logging above Timberlane Drive. He stressed again that people who live on Drummer Road,

622 Timberlane Drive, and Meetinghouse Lane know how wet it is. He stated that the City has already
623 constructed two maintenance drains to handle the excess water.

624
625 Mr. David Ploppert of 10 Drummer Road addressed the Board again and stated that staff had
626 indicated that there are no hazardous waste or toxic material on site; however, he is worried that
627 all the pavement going to create hazardous runoff that will be directed into the wetlands.

628
629 Mr. Leo Echevarria of 459 Elm Street stated he has lived at the bottom of this hill for 15 years and
630 he has had to live with a wet basement for many years. Last July during the two large storms, he
631 had water in his basement for over a week.

632
633 With no other public comment, the Chair closed the public hearing.

634
635 The Chair explained that this is the time for the Board to discuss this item and their decision has
636 to be based on the 13 Development Standards. For instance, the issue with the school is not
637 something that the Board can base its decision on.

638
639 Councilor Remy asked whether the Chair would consider having Mr. Noonan address the issue
640 with blasting. He also stated that he would like Mr. Noonan to explain how they would address
641 the water runoff on Drummer Hill and how it will be mitigated. The Chair reopened the public
642 hearing. Mr. Noonan stated they have done test pits around the site and the areas where the
643 buildings are going to be located has good soil and no ledge was discovered. Given this
644 information, they are not anticipating having to do any blasting. There are boulders that were
645 discovered during the driveway construction, but no ledge was discovered.

646
647 With respect to runoff, they are sizing the retention basin and sediment fore bay using guidance
648 provided by the State's Best Management Practices. This site does not need an Alteration of
649 Terrain Permit; however, the system was designed using those standards. The existing conditions
650 are taken into consideration, which in this case is a forested area and this will tell the applicant
651 how much water they have to consider as their target. Once the site is designed and the grading is
652 completed, it is based on it being grass and does not take into consideration trees, landscaping, etc.
653 The impervious area from the building and pavement is captured and directed into the sediment
654 fore bay and then into the retention basin. The retention basin is designed for a two year, ten year
655 and a 50 year storm and calculations are based on Cornell University's Extreme Precipitation Table
656 for the Northeast.

657
658 Mr. Noonan explained that the 50 year storm event they are calculating for, is a very conservative
659 number and once the development is completed, the water directed off the site will actually be
660 reduced. With respect to the emergency spill way someone had raised as a concern, this is
661 something that is constructed with a retention basin in the event that water gets to the very top of
662 the wall and it is not likely that the water will ever get that high. However, if the culvert ever gets
663 jammed due to some unforeseen reason, it gives it a controlled area for it to spill out. The grass
664 treatment area also works to remove pollutants before it enters the wetlands.

665
666 Ms. LaVigne-Bernier asked how the drainage would be accommodated on site as it relates to the
667 construction of the buildings. Mr. Noonan stated the driveway would be roughed in, the storm

668 water and retention basins would be then constructed, the stormwater management systems will
669 be stabilized (85% vegetation), and both the temporary and permanent erosion control methods
670 would then be installed. The building construction would begin after all this work is completed.

671
672 Chair Russell-Slack referred to this language from “Surface Water and Wetlands” *Nearly all*
673 *of the wetlands on the parent parcel will be captured within the new conservation lot.*” She asked
674 what happens to the water that is not captured on the conservation lot. Ms. Brunner stated most of
675 the wetlands are in the open space lot. However, a portion of the wetland buffer extends onto Lot
676 3 and this is where the retention basin is going to be located.

677
678 Ms. Mastrogiovanni asked where there logging taking place. Ms. Brunner stated there is a
679 company that has purchased land at the top of Timberlane Drive and they have filed and Intent to
680 Cut. Ms. Mastrogiovanni asked how that would affect water on to this property. Ms. Brunner stated
681 she did not have an answer to that question – when it comes to activities such as logging those are
682 permitted at the state level and there is not a lot of local control. There has not been an analysis
683 done as to how that would affect Timberlane Drive.

684
685 With no further comment, the Chair closed the public hearing.

686
687 Mr. Kost asked how over flowing parking on Timberlane Drive will be handled – is this something
688 that is allowed. Chair Russell stated this is something the Board would have to decide as to whether
689 this has been addressed. The Chair stated this is her question as well.

690
691 The Chair stated her concerns are with traffic and parking. She indicated she has travelled this
692 route during winter and knows what it is like. Parking on Timberlane Drive is a concern. She is
693 also concerned about the architecture and visual appearance and would like to see samples of the
694 materials. The Chair stated she is also concerned about runoff. She felt the applicant should be
695 asked to come back with these concerns addressed.

696
697 Councilor Remy stated that this application has been challenge for him. He agreed that Keene
698 needs affordable housing and given that this project is proposing multi-family housing this would
699 align with the goals of the Master Plan. He indicated he has seen the house on Forest Street and
700 sees some of those elements incorporated into this design. If this application is continued, the
701 Councilor would like to see a rendering from the street. He stated that runoff is of concern and he
702 wants to make sure that the 50 year plans actually are up to date. He also stated that he wants to
703 be supportive of the project, but would like to see a rendering from the street.

704
705 Vice-Chair Orgaz stated that he too echoes what has been said and agrees there is a housing need
706 in Keene. If the concerns with water and traffic can be addressed, then he would be in support. He
707 expressed his appreciation to the public for their comments.

708
709 Mr. Farrington agreed that Keene has a housing need. He felt that staff has outlined a long list of
710 conditions and there seems to be quite a bit of information still required from the applicant.

711
712 Ms. Mastrogiovanni stated that she has questions regarding the exemption process for going from
713 a two-story to a three-story and what that would entail to be permitted in this area. Ms. Brunner

714 stated that the two-story height limitation is in zoning and it would not be an exemption if they
715 wanted to go up to three stories. The Applicant would have to be granted a variance from the
716 Zoning Board of Adjustment to allow for three stories. However, the Applicant has indicated that
717 the lowest level is a basement and staff would need to see more information to verify that. What
718 staff has now is just a rendering of what the front façade of the building would look like and generic
719 elevations. Staff needs separate elevations for each building to verify that these are two story
720 buildings and not three story buildings.

721
722 Ms. LaVigne-Bernier clarified that the basement can also be considered a garage. Ms. Brunner
723 agreed and added that the definition is not about how it is used but how much it is above grade on
724 all four sides.

725
726 Mr. Kosta clarified that the definition of a “building story” has a height attached to it and asked if
727 the basement was a garage and whether there was a limit to the structures. Ms. Brunner stated that
728 in the Low Density District, the maximum height is 35 feet and these buildings are at a maximum
729 height of 31 feet. She added that staff needs to verify if the lower level would be considered a story
730 above grade or whether it can be considered a basement.

731
732 Chair Russell-Slack stated she is in favor of this project, but has concerns which she has addressed.
733 Housing is needed not only in our community but throughout the country. She stated she would
734 like to continue this public hearing to July. Councilor Remy asked whether the Applicant would
735 need to be consulted as to a continuance. Ms. Brunner stated the Board at this point is within the
736 timeframe to request a continuance. The Chair stated this has been a difficult decision, but did not
737 feel that she was confident enough moving this item forward. She stated that during her time on
738 the Board, she recalls one other item that has been continued and she does not see it happen often,
739 but it has happened.

740
741 C. Board Discussion and Action
742 A motion was made by Councilor Michael Remy that the Planning Board continue this application
743 the next Planning Board meeting scheduled for Monday, July 25th. The motion was seconded by
744 Vice-Chair Orgaz.

745
746 Ms. LaVigne-Bernier stated she too would not feel comfortable moving this item forward.

747
748 The Board unanimously approved the motion made by Councilor Michael Remy.

749
750 The Board took a five minute break.

751
752 **VI. Updates to the Planning Board Rules of Procedure**

753
754 The Board continued this item to the July meeting. Ms. Brunner stated a draft of the Rules of
755 Procedure are included on Page 117 of the packet. She indicated this is a complete rewrite. She
756 indicated she would provide a red lined document for next month.

757
758 **VII. Staff Updates**

759

760 None

761

762 **VIII. New Business**

763

764 None

765

766 **IX. Upcoming Dates of Interest – July 2022**

767 • Joint Committee of the Planning Board and PLD – July 11, 6:30 PM

768 • Planning Board Steering Committee – July 12, 11:00 AM

769 • Planning Board Site Visit – July 20, 8:00 AM – To Be Confirmed

770 • Planning Board Meeting – July 25, 6:30 PM

771

772

773 **X. Adjournment**

774

775 There being no further business, Chair Russell Slack adjourned the meeting at 8:59 PM.

776

777 Respectfully submitted by,

778 Krishni Pahl, Minute Taker

779

780 Reviewed and edited by,

781 Megan Fortson, Planning Technician

Kevin Miller
Operations Manager
Corning Inc.
69 Island Street
Keene, NH, 03431
6/17/2022

Pamela Russell-Slack
Planning Board Chair
City of Keene

RE: Site Plan Application, SPR-423 Modification #4, for the installation of a generator for Corning on the properties at 69 Island Street (TMP# 583-010-000-000-000) and 0 Island Street (TMP# 582-048-000-000-000).

Dear Pamela Russell-Slack:

I am requesting an extension to the conditional approval of SPR-423 on 1/24/2022. Condition 1 of the approval has not been completed. This project is important to the Keene facility, and we have been actively working between the property owner Fabian Friedland and City representatives. The proposed lease is working through the required approval process. I have been informed that the lease review is on the City Council agenda and will be forwarded to the Council Finance Committee on 6/23/22. The city council is expected to act on the proposal 7/7/2022. I am concerned that there is not enough time to ensure the requirements of condition 1 will be met by the 7/24/2022 expiration date established when the plan was conditionally approved. Please let me know if there are additional details that can be provided to support this extension request.

Respectfully,

Kevin Miller

STAFF REPORT

S-06-22 – Boundary Line Adjustment – 1 Ralston Street & 19 Ralston Street & 0 Emerald Street

Request:

Applicant Nancy Sheldon, on behalf of owners Shalldu Ltd., the City of Keene, and Braden Property Holdings, LLC proposes a lot line adjustment between the 0.39-ac property at 1 Ralston St (TMP #583-032-000-000-000), the 0.73-ac property at 0 Emerald St (TMP #583-033-001-000-000), and the 0.37-ac property at 19 Ralston St (TMP #583-031-000-000-000) to accommodate the purchase of a 0.11-ac parcel known as a “railroad spur” from the City of Keene to be incorporated into the 1 Ralston St and 19 Ralston St properties. The properties are located in the Downtown Growth District.

Background:

The City owned parcel, 0 Emerald Street is 0.73 acres in size and is located to the south of Emerald Street and west of Ralston Street. The Cheshire Rail Trail runs through the 0 Emerald Street property. The applicant’s parcel at 1 Ralston Street is 0.32 acres in size and contains a vacant warehouse building. The third parcel, 19 Ralston Street is 0.33 acres in size and located directly to the south of 1 Ralston Street. All three parcels are located within the DT-G zoning district. The subject parcels are part of a collection of parcels in this neighborhood that used to be owned by the railroad. A portion of 0 Emerald Street, in the shape of an arc that juts out in an easterly direction, is known as a “railroad spur,” and is shown as parcel “A” on the proposed plat. Parcel “A” is 0.11 acres in size and located along the southern property line of 1 Ralston Street.



Figure 1. Aerial view of the subject properties. 0 Emerald Street in yellow. 1 Ralston Street & 19 Ralston Street in green.

The City has agreed to sell parcel “A” to the applicant and this BLA application will create a new property line at the southwest corner of 1 Ralston Street and merge parcel “A” into 1 Ralston Street.

The applicant has also agreed to sell 0.04 acres, shown as parcel “B”, from 1 Ralston Street to 19 Ralston Street. The City owned parcel will be reduced in size to 0.62 acres, the 19 Ralston Street parcel will increase in size to 0.37 acres, and the 1 Ralston Street parcel will increase in size to 0.39 acres. There is no minimum lot size in the DT-G zoning district. No development is currently proposed with this application; however, the project narrative states that with the addition of parcel “A” into 1 Ralston Street, there is the potential for future development opportunities.

There is an existing condition regarding the 19 Ralston Street parcel. A portion of the parking lot, building, and loading area are all located on parcel “A.” With the transfer of parcel “B” to 19 Ralston Street, the parking lot will be contained entirely on the 19 Ralston Street parcel. The applicant states that an easement will be granted from 1 Ralston Street for the benefit of 19 Ralston Street to accommodate the encroachment of the existing building and remaining site features (e.g. loading dock, concrete pad). Staff recommends

STAFF REPORT

that submittal of documentation of this easement, to be reviewed by the City Attorney, be included as a condition of approval.

Staff have requested that separate existing conditions and proposed plans be submitted. These materials will be ready for the scheduled Public Hearing but may not be reviewed by staff beforehand.

Table 1 below depicts the land transfer between the three subject parcels. All parcels are in the Downtown Growth Zoning District which does not have a minimum lot size.

<i>Table 1. Area of Land Affected by Proposed Boundary Line Adjustment</i>			
	0 Emerald Street (TMP# 583-033-001-000)	1 Ralston Street (TMP# 583-032-000-000)	19 Ralston Street (TMP# 583-031-000)
Prior to Adjustment	31,805 sf (0.73 ac)	14,111 sf (0.32 ac)	14,375 sf (0.33 ac)
After Adjustment	27,078 sf (0.62 ac)	17,120 sf (0.39 ac)	16,093 sf (0.37 ac)

Completeness:

The Applicant has requested exemptions from providing a grading plan, landscaping plan, lighting plan, and technical reports. After reviewing this request, Staff have determined that exempting the Applicant from submitting this information would have no bearing on the merits of the application.

Departmental Comments:

ZONING COMMENTS: Identify any easements or license agreements for the building, loading dock, or parking lot that the abutter has for the portion of those items encroaching over the property line.

Application Analysis: As no new development is proposed, the analysis provided below is focused on the Planning Board’s standards most relevant to this application.

- Traffic & Access Management: No changes are proposed to the existing access to either property as part of this proposal.
- Surface Waters & Wetlands: No surface waters or wetlands are present on either site.

Recommended Motion:

If the Board is inclined to approve this request, the following motion is recommended:

Approve S-06-22, as shown on the plan identified as “Boundary Line Adjustment Lots 583-032-000, 583-033-001 & 583-031-000 1 Ralston Street & Emerald Street Keene, NH 03431” prepared by Cardinal Surveying & Land Planning at a scale of 1”=20’, dated July 12, 2022, with the following conditions prior to the signature of the Planning Board Chair:

1. Owner’s signature appears on the plan.
2. Submittal of a draft easement document, which shall be subject to review by the City Attorney.

CITY OF KEENE | PLANNING BOARD

BOUNDARY LINE ADJUSTMENT APPLICATION



This form must be filled out in its entirety. If a box is not checked, staff will assume that the information is not provided and the application is, therefore, not complete. Incomplete applications will not be accepted for review.

A	Project Name Shaldu Rail Spur Purchase		Date Received/Date of Submission RECEIVED MAY 20 2022	
	Tax Map Parcel number(s) 5 83 - 0 32 - 0 0 0 - 000 - 000 <u>583 033 - 001 - 000 - 000</u>		Community Development Dept File #: S-06-22	
Project Address: 1 Ralston Street		A P P L I C A N T	Contact Name/Company: PLEASE PRINT: Nancy Sheldon	
Acreage/S.F. of Parcel: 0.33 / 14,111			Address: 262 Central Park West Apt 8B, New York, NY 10024	
Zoning District:			Telephone: 646-765-7807 E-mail: nancysheldon45@gmail.com	
			Signature: <i>Nancy Sheldon</i> Printed Name: Nancy Sheldon	
O W N E R # 1	Name/Company: PLEASE PRINT: Shaldu Ltd		O W N E R # 2	
	Address: 1 Ralston Street			Name/Company: PLEASE PRINT: <i>CITY OF KEENE</i>
	Telephone: 646-765-7807 E-mail: nancysheldon45@gmail.com			Address: <i>3 WASHINGTON ST KEENE, NH 03431</i>
	Signature: <i>same as applicant</i> Printed Name: Nancy Sheldon			Telephone: E-mail: Signature: <i>Egbertson</i> Printed Name: <i>Shelburn Dragon</i>

B Descriptive Narrative Including See attachment

- | | | |
|--|---|---|
| <input type="checkbox"/> Type of development | <input type="checkbox"/> Sedimentation Control | <input type="checkbox"/> Scope/scale of development |
| <input type="checkbox"/> Proposed uses | <input type="checkbox"/> Vegetation | <input type="checkbox"/> Parcel size |
| <input type="checkbox"/> Location of access points | <input type="checkbox"/> Debris management | <input type="checkbox"/> Proposed stormwater, drainage & erosion plan |
| <input type="checkbox"/> Any other descriptive information | <input type="checkbox"/> Disposal proposals for boulders, stumps & debris | |

C A complete application must include the following

- | | |
|--|--|
| <input checked="" type="checkbox"/> Two (2) copies of completed application forms signed and dated | <input type="checkbox"/> Three (3) copies of "D" size architectural elevations (24" x 36") |
| <input checked="" type="checkbox"/> Two (2) copies of descriptive narrative | <input type="checkbox"/> Plans stamped/signed by reg. professional |
| <input checked="" type="checkbox"/> Notarized list of all owners of property within 200' - include owner and applicant | <input type="checkbox"/> Two (2) copies on |
| <input checked="" type="checkbox"/> Two (2) sets of mailing labels, per abutter | <input type="checkbox"/> Three (3) copies of all technical reports |
| <input type="checkbox"/> Seven (7) copies on "D" size paper of plans (24" x 36") | <input type="checkbox"/> Two (2) color architectural elevations on 11" x 17" |
| <i>Three 3 - to be delivered by Cardinal Surveying</i> | <input checked="" type="checkbox"/> A check to cover the costs of legal notice to advertise the public hearing and mailing notices out to abutters |

City of Keene | Planning Board Boundary Line Adjustment Application

Project Name: Shalldu Rail Spur Purchase

Section B. Descriptive Narrative to Shalldu LTD Boundary Line Application at 1 Ralston Street
Tax Map Parcel number 583-032-000.

The City of Keene has agreed to sell and Shalldu Ltd has agreed to purchase a City owned rail spur that abuts the property at 1 Ralston Street. The sale and transfer of the real property will be made by way of a boundary line adjustment. There has been no activity at the property for years and the warehouse has been vacant and unused.

The unique shape of the lot makes it unsuitable for development. Incorporating a portion of the rail spur into Shalldu's lot of 0.33 acre creates the possibility of development, creating a parcel closer to a conforming lot. Shalldu is allocating to Braden Printing a portion of the spur to preserve parking on their property.

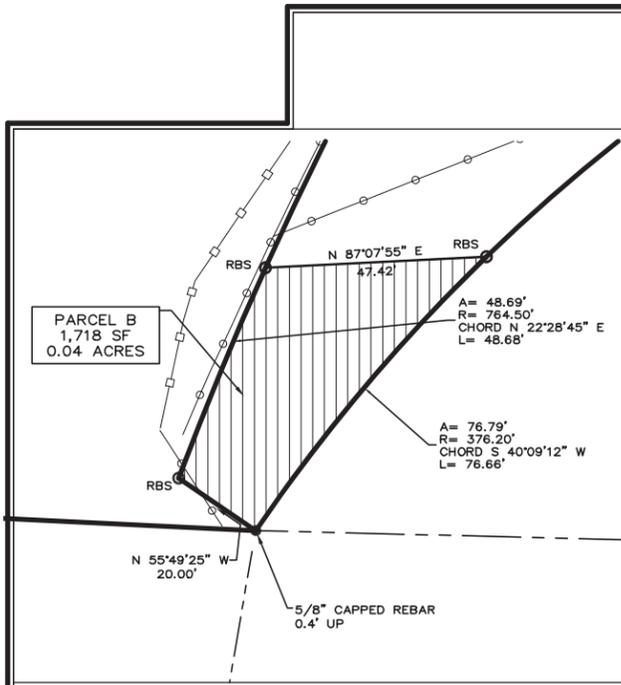
Braden lot before BLA 0.33 / 14,375 SF

Braden lot after BLA 0.37 / 16,093 SF

Shalldu lot before BLA 0.33 acres / 14,111 sf

Shalldu lot after BLA 0.39 acres / 17,120 sf

City of Keene rail spur 0.11 acres / 4,727 sf



PARCEL B
1,718 SF
0.04 ACRES

OWNER CERTIFICATION
SHALLDU LTD HEREBY CERTIFIES THAT THEY ARE THE OWNERS OF MAP 583-032-000 AND APPROVE OF THIS BOUNDARY LINE ADJUSTMENT.

AGENT _____ DATE _____

CITY OF KEENE HEREBY CERTIFIES THAT THEY ARE THE OWNERS OF MAP 583-033-001 AND APPROVE OF THIS BOUNDARY LINE ADJUSTMENT.

AGENT _____ DATE _____

BRADEN PROPERTY HOLDINGS LLC HEREBY CERTIFIES THAT THEY ARE THE OWNERS OF MAP 583-031-000 AND APPROVE OF THIS BOUNDARY LINE ADJUSTMENT.

AGENT _____ DATE _____

2022

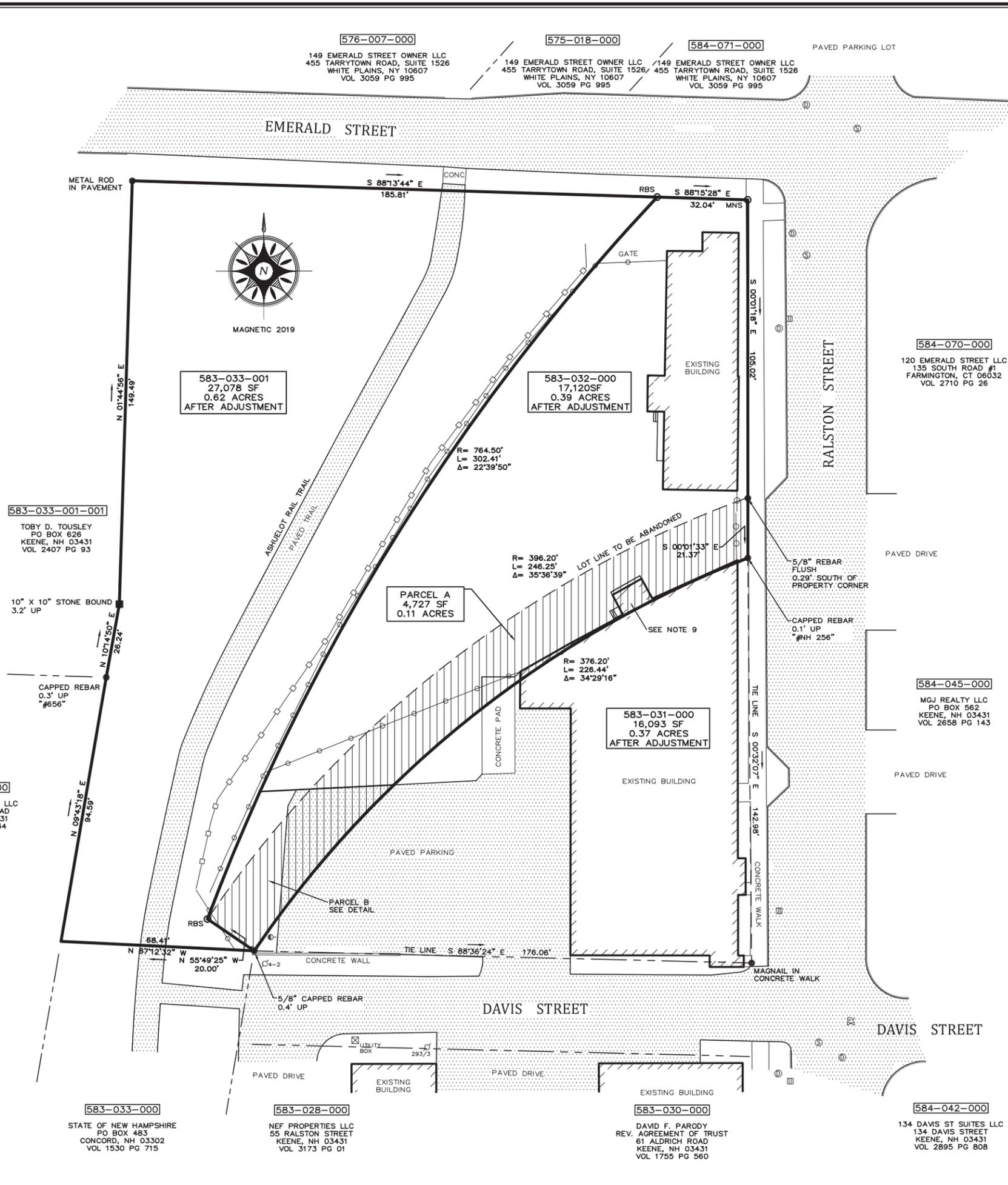
APPROVED AS A BOUNDARY LINE ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF RSA 674. THE CITY OF KEENE PLANNING BOARD

BY _____, CHAIRMAN

- LEGEND**
- - PIN FOUND
 - - MONUMENT FOUND
 - - RBS
 - - MNS
 - ⊗ - UTILITY CABINET
 - ⊗ - UTILITY POLE
 - ⊗ - GUY ANCHOR
 - ⊗ - DRAIN MANHOLE
 - ⊗ - CATCH BASIN
 - ⊗ - SEWER MANHOLE
 - ⊗ - GAS VALVE
 - - VERTICAL GRANITE CURB
 - - WOOD FENCE
 - - CHAIN LINK FENCE
 - - - - - APPROXIMATE ABUTTER LINE
 - - - - - BUILDING SETBACK LINE

SURVEYOR'S CERTIFICATION
THIS SURVEY IS THE RESULT OF A RANDOM TRAVERSE USING AN ELECTRONIC TOTAL STATION AND MEETS THE MINIMUM REQUIREMENTS OF AN URBAN SURVEY AS SPECIFIED IN NH LAN TABLE 500.1.

I HEREBY CERTIFY THAT THIS PLAT CONFORMS TO ALL APPLICABLE LOCAL ZONING ORDINANCES AND RULES.



583-033-001-001
TOBY D. TOUSLEY
PO BOX 626
KEENE, NH 03431
VOL 2407 PG 93

583-027-000
RBC ASSOCIATES LLC
27 LANGLEY ROAD
KEENE, NH 03431
VOL 3089 PG 34

583-033-000
STATE OF NEW HAMPSHIRE
PO BOX 483
CONCORD, NH 03302
VOL 1530 PG 715

583-028-000
NEF PROPERTIES LLC
55 RALSTON STREET
KEENE, NH 03431
VOL 3173 PG 01

583-030-000
DAVID F. PARODY
REV. AGREEMENT OF TRUST
61 ALDRICH ROAD
KEENE, NH 03431
VOL 1755 PG 560

584-042-000
134 DAVIS ST SUITES LLC
134 DAVIS STREET
KEENE, NH 03431
VOL 2895 PG 808

576-007-000
149 EMERALD STREET OWNER LLC
455 TARRYTOWN ROAD, SUITE 1526
WHITE PLAINS, NY 10607
VOL 3059 PG 995

575-018-000
149 EMERALD STREET OWNER LLC
455 TARRYTOWN ROAD, SUITE 1526
WHITE PLAINS, NY 10607
VOL 3059 PG 995

584-071-000
149 EMERALD STREET OWNER LLC
455 TARRYTOWN ROAD, SUITE 1526
WHITE PLAINS, NY 10607
VOL 3059 PG 995

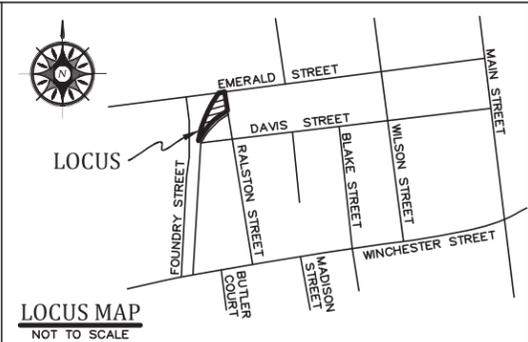
584-070-000
120 EMERALD STREET LLC
135 SOUTH ROAD #1
FARMINGTON, CT 06032
VOL 2710 PG 26

583-032-000
17,120SF
0.39 ACRES
AFTER ADJUSTMENT

583-033-001
27,078 SF
0.62 ACRES
AFTER ADJUSTMENT

PARCEL A
4,727 SF
0.11 ACRES

583-031-000
16,093 SF
0.37 ACRES
AFTER ADJUSTMENT



NOTES

- THE PURPOSE OF THIS PLAN IS A BOUNDARY LINE ADJUSTMENT BETWEEN LOTS 583-032-000, A PORTION OF LOT 583-033-001 AND 583-031-000.
- OWNERS OF RECORD:
LOT 583-032-000
SHALLDU LTD
292 CENTRAL PARK WEST APT 8B
NEW YORK, NY 1026
VOLUME 1211 PAGE 649
LOT 583-033-001
CITY OF KEENE
3 WASHINGTON STREET
KEENE, NH 03431
VOLUME 1259 PAGE 808
LOT 583-031-000
BRADEN PROPERTY HOLDINGS LLC
2810 WEST FRESCO DR
AUSTIN, TX 78731
VOLUME 2098 PAGE 181
- AREAS:
MAP 583-032-000
EXISTING: 14,111 SF OR 0.32 AC.
PARCEL A: +4,727 SF OR 0.11 AC
PARCEL B: -1,718 SF OR 0.04 AC
ADJUSTED: 17,120 SF OR 0.39 AC
MAP 583-033-001
EXISTING: 31,805 SF OR 0.73 AC
PARCEL A: -4,727 SF OR 0.11 AC
ADJUSTED: 27,078 SF OR 0.62 AC
MAP 583-031-000
EXISTING: 14,347 SF OR 0.33 AC PER TAX MAP
PARCEL B: +1,718 SF OR 0.04 AC
ADJUSTED: 16,093 SF OR 0.37 AC
- MAP AND LOT NUMBERS REFER TO THE CITY OF KEENE TAX MAPS.
- THE RIGHT OF WAY OF RALSTON STREET WAS DETERMINED BY THE LOCATION OF MONUMENTATION AND IS SHOWN TO BE 50' WIDE BASED ON THE LAYOUT OF 1851 RECORDED IN VOLUME 1 PAGE 159 ON FILE AT THE CITY OF KEENE CLERK'S OFFICE.
- THE RIGHT OF WAY OF EMERALD STREET WAS DETERMINED BY THE LOCATION OF MONUMENTATION AND IS SHOWN TO BE 50' WIDE BASED ON THE LAYOUT OF 1945 ON FILE AT THE CITY OF KEENE CLERK'S OFFICE.
- THE PARCEL MAY BE SUBJECT TO EASEMENTS AS THEY EXIST OF RECORD OR IN FACT. CARDINAL SURVEYING AND LAND PLANNING DOES NOT INTEND OR REPRESENT THAT ALL RIGHTS AND EASEMENTS AFFECTING THE SUBJECT PROPERTY ARE SHOWN. A SPECIFIC TITLE EXAMINATION IS SUGGESTED TO DETERMINE THE NATURE AND EXTENT OF RIGHTS AND EASEMENTS AFFECTING THE SUBJECT PROPERTY.
- THE LOCATION OF ANY UTILITY INFORMATION SHOWN ON THIS PLAN IS APPROXIMATE. CARDINAL SURVEYING & LAND PLANNING MAKES NO CLAIMS TO THE ACCURACY OR COMPLETENESS OF THE UTILITIES SHOWN. FIELD VERIFICATION IS REQUIRED PRIOR TO ANY EXCAVATION ON THE SITE.
- EASEMENT TO BE GRANTED FROM SHALLDU LTD TO BRADEN PROPERTY HOLDINGS LLC FOR ENCROACHMENTS OF THE EXISTING BUILDING AND IMPROVEMENTS.

ZONING
DOWN TOWN GROWTH
MIN. LOT AREA: NONE
MIN. FRONTAGE: 60 FT
MIN. LOT WIDTH: NONE
TYPE A STREET SETBACK: 0-5FT BUILD TO ZONE
TYPE B SETBACK: 5-15 FT BUILD TO ZONE
MIN. INTERIOR SIDE SETBACK: 0 FT UNLESS ABUTTING
MIN. REAR SETBACK: 0 FT UNLESS ABUTTING

- REFERENCE PLANS**
- "LAND IN KEENE, N.H., SCHOOL ST TO DAVIS ST, BOSTON AND MAINE CORPORATION TO CITY OF KEENE, N.H."; PREPARED BY CITY OF KEENE ENGINEERING DEPARTMENT; DATED JUNE, 1987; REVISED THROUGH 5-88; SCALE 1"=50'; ON FILE AT THE CITY OF KEENE DEPARTMENT OF PUBLIC WORKS.
 - "ACTIVITY USE RESTRICTION AREA, STATE OF NEW HAMPSHIRE, DEPARTMENT OF TRANSPORTATION, MAP 47, BLOCK 3, LOT 7, EMERALD/RALSTON/DAVIS STREET, KEENE, NEW HAMPSHIRE, CHESHIRE COUNTY"; PREPARED BY KEACH-NORDSTROM ASSOCIATES, INC.; DATED AUGUST 14, 2009; SCALE 1"=20'; ON FILE AT THIS OFFICE.
 - "PLAN SHOWING PROPERTY OF ALFRED & BETSY BRADEN, 23 RALSTON STREET, KEENE, NH"; PREPARED BY DIBERNARDO ASSOCIATES; DATED DEC. 15, 2000; SCALE 1"=20'; ON FILE AT THIS OFFICE.
 - "LAND IN KEENE, N.H., BOSTON AND MAINE RAILROAD TO LOUIS TATELMAN"; DATED JAN. 1923; SCALE 1"=30'; RECORDED IN PLAN BOOK 2 PAGE 101 AT THE CCRD.

BOUNDARY LINE ADJUSTMENT

LOTS 583-032-000, 583-033-001 & 583-031-000
1 RALSTON STREET & EMERALD STREET
KEENE, NH 03431

DATE: JULY 12, 2022 SCALE: 1"=20'

PREPARED FOR:
SHALLDU LTD
CITY OF KEENE, NH
BRADEN PROPERTY HOLDINGS, LLC
CARDINAL SURVEYING & LAND PLANNING
Keene, New Hampshire 03431
Tel. (603) 499-6151 SHT 1/1



**S-04-22 – CONSERVATION RESIDENTIAL DEVELOPMENT & SPR-04-22 – SITE PLAN –
Timberlane Woods – 0 Drummer Road**

Request: Applicant and owner Christopher Farris proposes to subdivide the 13.1-ac parcel located at 0 Drummer Rd (TMP #515-015-000-000-000) into 6 lots and construct 5 multi-family buildings. Four of the lots are proposed to be developed into 5-unit multifamily residences, one lot is proposed to be developed as a 6-unit multifamily residence, and the remaining lot would be conserved as open space. The developable lots are proposed to have access from Timberlane Dr via a shared private driveway and vary in size from 0.3 to 1.2 acres. The open space lot is 9.5 acres. Waivers are requested from Section 25.10.8.B.2 of the Land Development Code regarding the requirement to prepare a survey that shows all metes and bounds of the revised parcels, Section 20.14.3.D regarding the requirement that all off-street parking be located to the side or rear of buildings, and Section 19.3.5.A.3.a regarding the requirement that all structures be accessed from interior streets. The site is in the Low Density District.

Background:

The public hearing for S-04-22 and SPR-04-22 was opened at the June 27, 2022 Planning Board meeting. During this meeting, Planning Board members discussed or requested the following items:

- **Traffic and Parking** – The Board requested more information about possible traffic impacts and overflow parking, which were concerns raised by abutters.
- **Architecture and visual appearance** – The Board expressed concerns about the proposed visual appearance of the development, and asked the Applicant to address how the proposed architecture is consistent with the prevailing scale, orientation, and design of the City and its historic character. In addition, the Board requested material samples for the siding as well as a rendering to show what the development would look like from Timberlane Drive.
- **Drainage and stormwater runoff** – The Board requested that the Applicant address concerns raised by abutters regarding stormwater runoff.

This staff report provides an analysis of revised materials submitted by the Applicant since the June meeting. More information on this proposal, as well as a more detailed staff report, can be found in the June 27, 2022 Planning Board Agenda Packet, which is available for review at www.keenenh.gov/planning-board.

Departmental Comments:

No new departmental comments were received on this application.

Application Analysis – CRD Subdivision Regulations: The following is a review of the CRD Subdivision Regulations relevant to the most recent revisions and information submitted for this application.

19.3.5 Design Criteria

- A. **General Criteria.** This section states that all structures shall be accessed from interior streets, rather than from roads bordering the perimeter of the tract. In addition, this section states “*in the event that a waiver of this standard is granted, shared driveways shall be incorporated where feasible.*” The Applicant requests a waiver from this standard and proposes to construct

shared driveways in lieu of an internal road. The written waiver request is included as an attachment to this staff report.

In making a determination whether or not to grant this waiver, the Board should find by a majority vote that the criteria outlined in Section 25.10.14 of the LDC have been met:

- “1. Specific circumstances relative to the subdivision, or conditions of the land in such subdivision, indicate that the waiver will properly carry out the spirit and intent of the regulations; and,*
- 2. Granting the waiver will not increase the potential for creating adverse impacts to abutters, the community or the environment; and,*
- 3. Consideration will also be given as to whether strict conformity with the regulations would pose an unnecessary hardship to the applicant.”*

- C. Open Space Ownership & Maintenance. This section requires that all land designated as open space must be permanently protected by covenants or easements, shall be deeded to and maintained by a Homeowners Association (HOA), a non-profit organization, or some other entity as approved by the Planning Board or its designee, and shall be held, managed and maintained by the developer until such time as they are transferred to the designated entity.

The applicant proposes to place the open space into a conservation easement, and stated during the public hearing on June 27 that the open space would be deeded to and maintained by the Homeowners Association (HOA) if the City is not interested in taking over ownership and maintenance of the designated open space land.

In accordance with Section 25.10.9.C of the Land Development Code, the applicant will be required to submit written documentation of any legal instruments required for the management of the designated Open Space land, and such documents will be subject to the review and approval of the City Attorney prior to signature by the Planning Board Chair. Staff have included this as a condition of approval in the recommended motion.

Application Analysis – Site Development Standards: The following is a review of the Site Development Standards relevant to the most recent revisions and information submitted for this application.

- 20.2 Drainage & Stormwater Management: At the time of this staff report, no new information had been provided by the applicant regarding drainage and stormwater management. There were a number of comments regarding existing drainage conditions at the June 27 meeting, including comments from several residents who have wet basements or have experienced water issues downslope of the development site. Several abutters expressed a concern that the amount and/or volume of runoff from the site would increase as a result of this development. The applicant submitted a Storm Water Management Report prepared by a licensed engineer and dated March 18, 2022 which concludes that the proposed development will not increase the peak rates of runoff leaving the site. This report is based on a 50-year storm event, which exceeds the City’s requirement to design stormwater management systems for a 25-year storm event. This standard appears to be met.

20.6 Screening: At the time of this staff report, no new information had been submitted by the applicant regarding screening. However, due to concerns raised by abutters regarding the visual impact of the proposed development, staff continue to recommend that a 30-foot no-cut buffer be placed over the vegetated area along Timberlane Drive to ensure that the screening between this development and the road remains in perpetuity.

20.7 Lighting: The applicant proposes to change the light fixture to a fixture identified as “Franceasi 14.5 inch LED Wall Light Olde Bronze.” The applicant submitted a cut sheet to demonstrate that this fixture is dark sky compliant and meets the City’s standards for color temperature (3000K) and color rendering index (80). The cut sheet is attached to this staff report, and an image of the proposed light fixture is shown in Figure 1. This standard appears to be met.



Figure 1. Image of the proposed light fixture.

20.9 Traffic & Access Management: At the time of this staff report, no new information had been submitted by the applicant regarding traffic and access management. There were several concerns raised by abutters regarding potential safety issues at the proposed driveway entrance. City engineering staff reviewed the proposed street access (driveway) location and have determined that the proposal meets the City’s requirement for a 200-ft all season safe sight distance in all directions.

Several questions were also raised with respect to overflow parking and on-street parking on Timberlane Drive. On-site parking requirements are regulated under the City’s Zoning Ordinance in Article 9.2 of the Land Development Code. Under this section, multifamily dwelling uses are required to provide 2 spaces per unit. The proposed site plan meets these minimum requirements. On-street parking is regulated under Chapter 94, Article III of City Code. This Section prohibits any on-street parking that would obstruct the movement of traffic in the travel lane, and would also prohibit parking on a public way where the wheel of a parked vehicle is beyond the painted lines in the roadway. Based on staff’s understanding of this section, on-street parking could occur on the south / east side of Timberlane Drive where there is a shoulder, as long as the parked vehicle does not cross over the white painted line at the edge of the paved road.

20.14 Architecture & Visual Appearance: In order to address comments from Board members, the applicant has submitted a revised design concept for the front building façade to reflect a more traditional New England aesthetic (See Figure 2). The proposed materials include painted steel roofing, horizontal PVC siding in gray colors, stone veneer along the ground level, and white PVC trim. The applicant submitted revised architectural elevations, which are included as an attachment to this staff report. In addition, the applicant has stated that material samples will be provided at the Planning Board meeting in July.

At the time of this staff report, staff still did not have enough information to determine whether the proposed buildings are in compliance with the 2-story maximum height requirement in zoning for the Low Density District. Submittal of documentation to demonstrate compliance with the dimensional requirements for the Low Density District

will be required either as a condition of approval, or prior to Planning Board approval of this application.

The Applicant requests a waiver from Section 20.14.3.D regarding the requirement that all off-street parking be located to the side or rear of buildings, specifically for Lot 3 where the proposed parking area is located between the building and Timberlane Drive. The written waiver request is included as an attachment to this staff report. In making a determination whether or not to grant the waiver request, the Board should find by a majority vote that the criteria outlined in Section 25.10.14 of the LDC have been met:

- “1. Specific circumstances relative to the subdivision, or conditions of the land in such subdivision, indicate that the waiver will properly carry out the spirit and intent of the regulations; and,*
- 2. Granting the waiver will not increase the potential for creating adverse impacts to abutters, the community or the environment; and,*
- 3. Consideration will also be given as to whether strict conformity with the regulations would pose an unnecessary hardship to the applicant.”*



Figure 2. Design concept for the proposed townhouse design.

Recommended Motion:

If the Board is inclined to approve this application, the following language is recommended for a motion:

“Approve S-04-22 for a 6-lot Conservation Residential Subdivision, **Grant a waiver** from Section 19.3.5.A.3.a of the Planning Board Subdivision Regulations, **Approve SPR-04-22** for the construction of five multi-family buildings, and **Grant a waiver** from Section 20.14.3.D of the Planning Board Development Standards, as presented on the plan set identified as “Conservation Residential Development Subdivision, Tax Map 515, Lot 15, Timberlane Woods” prepared by Fieldstone Land Consultants, LLC, dated March 18, 2022 and last revised on June 13, 2022, and as presented on the building elevations received by the Community Development Department on July 15, 2022, with the following conditions:

1. Prior to signature by the Planning Board chair:
 - A. Submittal of documentation to demonstrate compliance with the height requirements for the Low Density District in Section 3.3.4 of the Land Development Code.
 - B. Submittal of written documentation for the access and utility easement, which shall be subject to review and approval by the Community Development Director and City Engineer.
 - C. Submittal of written documentation of a cross-easement for the stormwater management and drainage system, which shall be subject to review and approval by the Community Development Director and City Engineer.
 - D. Submittal of written documentation of any legal instruments required for the management of the designated Open Space land, which shall be subject to review and approval by the City Attorney.
 - E. Submittal of written documentation for the acceptance of all proposed public utilities by the Keene City Council.
 - F. Submittal of a revised plan set which displays a “No Cut Buffer” over the 30-foot perimeter buffer along Timberlane Drive.
 - G. Submittal of a security for landscaping, erosion control, and as-built plans in a form and amount acceptable to the Community Development Director and City Engineer.
2. Prior to the installation of sedimentation and erosion control measures, City staff shall inspect the wetland buffer in the development area to ensure it is flagged.”

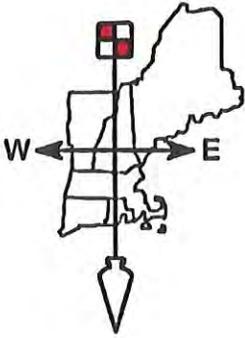


City of Keene, NH Conservation Residential Development (CRD) Subdivision Application

Conservation Residential Development (CRD) subdivisions are those consisting of 3 or more proposed lots and the layout and construction of a new road, where the existing parcel to be subdivided is located in either the Rural, Low Density, or Low Density-1 zoning districts, and meets the minimum lot size requirements specified in Article 19 of the Land Development Code (LDC).

If you have questions about how to complete this form, please call: (603) 352-5440 or email: communitydevelopment@keenenh.gov

SECTION 1: PROJECT INFORMATION	
PROJECT NAME: Timberlane Woods CRD Subdivision	NUMBER OF LOTS PROPOSED: 6
PROJECT ADDRESS(ES): Drummer Road & Timberlane Drive	
SECTION 2: CONTACT INFORMATION	
OWNER	APPLICANT
NAME/COMPANY: Christopher E. Farris	NAME/COMPANY: Christopher E. Farris
MAILING ADDRESS: 34 Rollins Road, Epping, NH 03042	MAILING ADDRESS: 34 Rollins Road, Epping, NH 03042
PHONE: (603)-365-1820	PHONE: (603)-365-1820
EMAIL: E_farris@hotmail.com	EMAIL: E_farris@hotmail.com
SIGNATURE: 	SIGNATURE:
PRINTED NAME: Christopher E. Farris	PRINTED NAME: Christopher E. Farris
AUTHORIZED AGENT (if different than Owner/Applicant)	FOR OFFICE USE ONLY:
NAME/COMPANY: John Noonan - Fieldstone Land Consultants, PLLC	TAX MAP PARCEL #(s): 515 019 000 000 000
MAILING ADDRESS: 206 Elm Street, Milford, NH 03055	-----
PHONE: (603)-672-5456	TRACT SIZE: B.1-ac
EMAIL: JENoonan@FieldstoneLandConsultants.com	ZONING DISTRICT: Low Density
SIGNATURE: 	DATE STAMP:
PRINTED NAME: John E. Noonan	PROJECT #: S-04-22



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206 Elm Street, Milford, NH 03055 - Phone: 603-672-5456 - Fax: 603-413-5456
www.FieldstoneLandConsultants.com

March 15, 2022

City of Keene Planning Board
3 Washington Street
Keene, NH 03431

RE: **Letter of Authorization:**
Christopher E. Farris (Owner/Applicant)
Tax Map Parcel 515-15
34 Rollins Road
Epping, NH 03042

To Whom It May Concern:

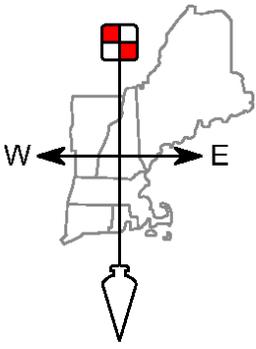
The undersigned being the landowner and the applicant of the above referenced lot hereby authorizes Fieldstone Land Consultants, PLLC to act as their Agent in filing and seeking all necessary approvals from local, state and federal approvals for permitting. This authorization is for the development of Tax Map Parcel 515-15 on Timberlane Drive in Keene NH.

Very truly yours,

Tax Map Parcel 515-015 (Owner/Applicant)
Christopher E. Farris

Signature: 

Print: Christopher E. Farris Date 3/15/2022



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Conservation Residential Development Subdivision Narrative TIMBERLANE WOODS

Farris Development, LLC
Tax Map Parcel 515, Lot 15
Drummer Road & Timberlane Drive
Keene, New Hampshire

May 16, 2022

Project Narrative:

Fieldstone Land Consultants, on behalf of Farris Development, LLC, are submitting these applications for Planning Board approval. The two applications submitted are the Subdivision Application and Major Site Plan Application. The proposal consists of subdividing existing Tax Map Lot 515-15 into six lots as a Conservation Residential Development (CRD) Subdivision. Five of the lots will be residential building lots and the sixth lot will be placed into a conservation easement.

The existing Tax Map Lot 515-15 has 570,000 square feet or 13.1+/- acres with 817.88 feet of frontage along Timberlane Drive, and an additional 160 +/- feet along Drummer Road. The lot is located in the Low Density District per the Zoning Map and the use of Multi-Family Dwelling is permitted in this district with the caveat of a maximum of 6 Dwelling Units per building structure. The parcel is currently undeveloped and entirely wooded with forested wetlands towards the Drummer Road side of the property.

The proposed Open Space lot that will be placed into a conservation easement is 9.54 Acres in size. The minimal requirement for CRD open space lots is 50% of the original tract size. The proposed 9.54 Acres is 72.8% Open Space of the existing lot size of 13.1 Acres. The five residential lots will make up the remaining 3.6 Acres of the subdivision. The Open Space lot is located to provide a buffer between the residential use and the current Drummer Hill Conservation Area. The Open Space lot will be a good addition to this abutting conservation land.

The proposed building lots will have frontage along Timberlane Drive and will all have more than 60 feet of frontage, which is the standard requirement for the Low-Density zoning district (CRD frontage requirement is 40 feet). Access to the proposed building lots will be from Timberlane Drive and utilize a private driveway that is built to City standards. From the main private driveway there will be two separate private driveways (22 feet in width) that provide access to the northern two lots. All three of these driveways will be under the 300 feet length requirement, allowing for wider widths. The driveway ownership will fall under a Homeowner's Association with an easement 50 feet in width following the centerline of the driveways. The centerline of the main driveway will be the limit of the property boundaries for each lot, and have the overlaying easement. The Homeowner's Association

Timberlane Woods Rev A
Tax Map Parcel 515-15
Keene, NH

will cover the use and maintenance of the shared driveways. The driveways are wide enough for emergency vehicle access, and fire trucks can turnaround at the intersection of the driveways.

The proposed buildings will contain multiple two-bedroom units. Four of the buildings will have five (5) dwelling units and one building will have six (6) dwelling units. The buildings will have three building floors with the lowest level (basement) being a single-car garage with storage. The garages will provide one parking space and outside of each unit is another parking space for each unit. This will allow for a minimum of two parking spaces per building unit; each bedroom will have a parking space.

The building development will be serviced by the municipal water and sanitary sewer infrastructure that is located along Timberlane Drive. The stormwater management will be constructed on site and maintained by the proposed Homeowner's Association.

The development standards for both applications are outlined below with descriptions on how the standards are met in this submission.

CRD Development Standards:

19.3.2 Dimensional Standards:

A. Min. Dimensional Requirements : The existing tract is 13.1 Acres in size, has 817.88 feet of frontage on Timberlane Drive and 160 feet on Drummer Road. All five proposed lots are greater than 6,000 SF in size.

B. Perimeter Building Setbacks : All proposed lots have over 40 feet of frontage on Timberlane Drive, and have building setbacks of 15 feet front/rear and 10 feet side setbacks. The perimeter track setback is 30 feet from Timberlane Drive, and the perimeter setback of the original tract is 20 feet.

C. Density: 13.1 Acres/10,000 SF/Unit = 57 Dwelling Units. There are 26 Dwelling Units Proposed with 52 Bedrooms.

D. Open Space Reserve: Required 50% (13.1 Ac) = 6.55 Ac. Open Space = 9.54 Acres (72.8%)

19.3.3 Permitted Uses:

A. Residential Uses: Multifamily Dwelling is permitted with 6 dwelling units per structure maximum. Proposed is four – 5 Unit buildings, and one – 6 Unit building.

B. Open Space Uses: The Open Space will be used mostly for Conservation and possibly Passive Recreation as the residents may hike through the Open Space to access the Drummer Hill trails.

19.3.4 Primary & Secondary Conservation Areas:

A. Primary: The Open Space conservation areas will all be considered Primary conservation, as all of the wetlands on the property are within the conservation lot.

B. Secondary: The Open Space conservation area contains items listed as in the secondary criteria, such as woodlands, stonewalls, and slopes of 15%. There are no proposed improvements within the Open Space lot, such as recreational trails. The proposed development location for residences was chosen to provide a large contiguous tract for conservation that would directly abut the Drummer Hill Conservation Area.

Subdivision Development Standards:

1. **Drainage** – The site will be designed to convey the drainage away from the buildings and off the paved driveways. The stormwater will be managed to provide treatment and retention of runoff waters. The systems have been designed to match or reduce the stormwater runoff that exists on the undeveloped site.
2. **Sedimentation/Erosion Control** – Temporary erosion control measures consisting of haybales, catch basin silt-socks, silt fencing, and a stabilized construction entrance will be used during the construction process. The permanent erosion control measures will consist of stone rip-rap, stone check dams, established vegetation, erosion control matting, and asphalt pavement.
3. **Hillside Protection** – There is no hillside protection required for this project. The house lots have been designed to terrace with the natural slopes and maintain the perimeter forested buffers. There are Pre-Cautious slopes within the development area; however the impact per lot is under 20,000 Square Feet of impact. The largest impact is on Lot 3, with 14,955 Square Feet of impact to the Pre-Cautious slopes.
4. **Snow Storage and Removal** – Snow storage locations are shown on the plans and consist of along the driveway edges and end of the paved areas. During large events, excess snow can be dumped over the guardrail at the end of the main driveway by the use of a bucket-loader.
5. **Flooding** – The subject lot is not within the 100-year floodplain and rainfall events will be handled by the proposed drainage systems.
6. **Landscaping** – Landscaping is outlined in the plan set. There will be trees and shrubs planted to meet the LDC requirements. The majority of the landscaping is around the front of each building. The existing trees will remain around the perimeter of the development to provide a natural buffer.
7. **Noise** – Little additional noise is expected to be generated by the subdivision and there are no residential homes within close proximity to the proposed homes. The Open Space lot provides a large wooded buffer between the abutting lots.
8. **Screening** – The perimeter of the site will have trees maintained for natural screening from the public way. The HVAC equipment for the buildings will be roof mounted or placed behind the buildings. The transformer for the development will be screened by evergreen shrubs.
9. **Air Quality** – The proposed subdivision and residential use will have no impacts on air quality.
10. **Lighting** – Lighting for the site will be provided by building mounted lights near the garages of each unit. The buildings will have minimal light provided at the parking spaces only. All fixtures are full cutoff, LED controlled by photocells. The lights will not glare onto abutting properties or public roadways. There is no proposed lighting that cross onto abutting properties or roadways.
11. **Sewer and Water** – The proposed buildings will be serviced by municipal water and sewer. The water services will provide both domestic and fire suppression water. The end of the proposed water main will have a fire hydrant for safety, testing, and maintenance purposes. The water connection will be made uphill of the pump station, which will ensure proper pressure and demand flows. Sewer flow data has been collected and a report will be submitted, as requested by the City Engineer. This is to validate that the sewer downstream of the development has adequate capacity, as the municipal line downsizes from 8" to 6" pipe size on Elm Street.
12. **Traffic** – The proposed subdivision will add some vehicle trips to the adjoining City streets. The

intersection of the shared driveway and Timberlane Drive will have safe sight distance in both directions. The City street was improved recently and can handle the additional traffic load. A traffic report will be submitting, as directed by the City Engineer.

- 13. Driveways** – Each building lot will share a central driveway and two individual driveways will provide access to the northern two lots. The grade of these shared driveways shall meet all driveway regulations for the City of Keene and are just under 300 feet in length.
- 14. Hazardous and Toxic Materials** – No hazardous or toxic material is associated with the project.
- 15. Filling/Excavation** – Excavation and back-filling will be required for the proposed building foundations and driveways. The topography of the site varies and is steep in areas. The lots to the north will be in cut grading, and the two western lots will be in fill grading. Any excavation associated with the municipal utilities will be covered in the Excavation Permit with Keene Public Works.
- 16. Wetlands** – Jurisdictional wetlands were delineated as a result of a field investigation by Kenneth M. Robinson, C.W.S, in accordance with the “Corps. Of Engineers Wetland Delineation Manual, Technical Report Y-87-1, dated January 1987”. There are wetlands located to the west of the proposed development, on the subject lot. These wetland areas will be protected by the Open Space easement in perpetuity. The thirty-foot (30’) wetland buffer will not be impacted or encroached upon by the development.
- 17. Surface Waters** – There are no surface waters in close proximity to the project and the Ashuelot River is 0.75 miles from the site.
- 18. Stump Dumps** – This project requires tree removal, however, any stumps that result from the development will be removed and disposed of properly.
- 19. Architectural and Visual Appearance** – This project proposes to construct five (5) multi-unit buildings, having three levels where the ground level includes a single car garage. Four of the buildings will be 5-Unit structures, and one building will be a 6-Unit structure. The architecture will be a townhouse design with variation of depth along the front façade to break up the expanse of the building structure. The three-story building will have balcony decks on some units to provide further architectural interest while also enhancing the outdoor living space for residents. The siding and trim will consist of three different colors to balance the visual appearance and fit in with the residential theme of the neighborhood. The maximum building height on the three-story side of the building is 31 feet above finish grade.

Site Development Standards (Article 20 of the LDC):

20.2. Drainage & Stormwater: The site will be designed to convey the drainage away from the buildings and off the paved driveways. The stormwater will be managed to provide treatment and retention of runoff waters. The systems have been designed to match or reduce the stormwater runoff that exists on the undeveloped site for the 2, 10, and 50 year storm events.

20.3 Sediment & Erosion Control: Temporary erosion control measures consisting of catch basin silt-socks, silt fencing, and a stabilized construction entrance will be used during the construction process. The permanent erosion control measures will consist of stone rip-rap, stone check dams, established vegetation, erosion control matting, and asphalt pavement

20.4 Snow Storage & Removal: Snow will be stored on site.

20.5 Landscaping: Landscaping will meet the City LDC standards and is provided around the

Timberlane Woods Rev A
Tax Map Parcel 515-15
Keene, NH

buildings.

20.6 Screening: The perimeter of the site will have trees maintained for natural screening from the public way. The HVAC equipment for the buildings will be roof mounted or placed behind the buildings. The transformer for the development will be screened by evergreen shrubs

20.7 Lighting: All lighting will meet the City LDC standards and will not impact the public.

20.8 Sewer & Water: Sewer and water will be municipal services, which includes fire protection water to each building.

20.9 Traffic & Access Management: Traffic increases are outlined and access will be off Timberlane Drive with shared driveways, built to City standards.

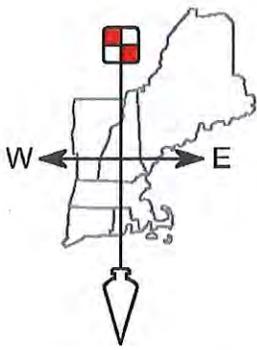
20.10 Filling & Excavation: The proposed grading will require filling in some areas and excavation in other areas. The materials these grade changes are mostly on site. Select gravels for construction will need to be hauled to the site. Any excavations within the City right-of-way will be outlined in the Excavation Permit with Keene Public Works.

20.11 Surface Waters & Wetlands: There are no impacts to surface waters or wetlands on the site. The future quality of these resources will be protected by the Open Space conservation easement.

20.12 Hazardous & Toxic Materials: There are none associated with this project.

20.13 Noise: Noise increase will be minimal and the project is buffered from the nearest residential home.

20.14 Architecture & Visual Appearance: The architecture will be town-house style that is 3 stories in height. The colors will be natural tones and fit with the nearby neighborhoods in the City.



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May 9, 2022

City of Keene Planning Board

Attn: Mari Brunner, Senior Planner
City Hall - 4th Floor
3 Washington Street-
Keene, NH 0343

**RE: S-04-22 and SPR-04-22
Timberlane Woods CRD Subdivision
Waiver Request**

Dear Planning Board,

Fieldstone Land Consultants, on behalf of Christopher E. Farris, is submitting this waiver request for Planning Board approval. The proposed project consists of subdividing existing Tax Map Lot 515-015 as a CRD Subdivision to create five building lots and one conservation lot. Based on the Community Development review letter, dated April 6, 2022, we are hereby seeking waivers for following standards in the Land Development Code (LDC).

Waiver 1:

§ 25.10.8.B.2 Metes and Bounds: *States that an updated survey showing all metes and bounds of the revised parcels shall be prepared by the applicant.* Based on the overall size of the property and no development within close proximity of the boundaries not surveyed, we are requesting a waiver for this requirement, as allowed per Section Article 25.10.14.A. The area where the development is proposed had the boundary surveyed, along with the physical features of the property including wetlands, field topography, utilities, roadways, and forested areas.

A. Specific circumstances relative to the subdivision, or conditions of the land in such subdivision, indicate that the waiver will properly carry out the spirit and intent of the regulations; The spirit and intent of the ordinance will be met by approving the waiver for this section. The information required will be shown on the plans in the area to be developed. The area that will be placed into an Open Space conservation easement will remain unaltered and is not in close proximity to the proposed development area.

B. Granting the waiver will not increase the potential for creating adverse impacts to abutters, the community or the environment; The granting of this waiver will not create any adverse impacts to the abutters, community or environment. There is no proposed land

development or property line changes in the area of the property that does not show surveyed metes and bounds.

C. Consideration will also be given as to whether strict conformity with the regulations would pose an unnecessary hardship to the applicant. If the applicant is required to adhere to this section of the regulations, it will impose an unnecessary hardship. The survey work required to gather this information will add significant time and cost to the project. The additional time to gather this information is the true hardship as the applicant needs to construct the buildings this summer season and be able to sell units as soon as possible. The hardship is unjust as the information will not add any value to the proposed subdivision or have any impacts on the community or environment.

Waiver 2 (Exemption to include 2 plans):

Article 25 § 25.10.C Overview Plan (C.1) and Yield Analysis Plan (C.3): *States that a conservation residential development subdivision shall include... 1. An Overview Plan and 3. A Yield Analysis Plan:* We are requesting a waiver of these two sections of the LDC that require an Overview Plan and Yield Analysis Plan. The Existing Conditions Plan and Subdivision Plan include the pertinent information that is outlined in the Overview Plan; specifically on the subject tract of land. These areas show the precautionary & prohibitive slopes, wetlands, wetland buffers, public roads, and the abutting conservation land. A large portion of the property will be placed into conservation as Open Space. The Yield Analysis plan is simply a conventional subdivision plan that is not used. This subject lot could easily fit more conventional lots on it if designed to the Zoning Requirement of 10,000 Square Feet Minimum Lot size and 60 feet of frontage. The CRD Subdivision proposed is only 5 lots, all of which are larger than the conventional lot size of 10,000 square feet. Below are the criteria for the waiver requests for both the Overview Plan and Yield Analysis Plan.

A. Specific circumstances relative to the subdivision, or conditions of the land in such subdivision, indicate that the waiver will properly carry out the spirit and intent of the regulations; The proposed CRD Subdivision with five (5) building lots meets the Zoning Requirements for the Low-Density district as outlined on the Existing Conditions, Subdivision Plan and Site Plan for the development. The spirit and intent of the regulation is to prove that the existing lot could be subdivided in a conventional manner, and meet the criteria for protecting surface waters and hillside protection areas. If the waiver is granted, the spirit and intent of the regulations will be met, as the proposed development has less lots than if designed as a conventional subdivision, and it adds the value of Open Space conservation land that directly abuts the Drummer Hill Conservation Area.

B. Granting the waiver will not increase the potential for creating adverse impacts to abutters, the community or the environment; If the waiver is granted, there will not be any adverse impacts to the abutters, community or environment. The proposed Open Space will enhance the value of the existing Drummer Hill Conservation Area, and ensure the protection of the surface waters by placing a large portion of the property into a perpetual conservation easement.

Timberlane Drive – CRD Sub.
Lot 515-015 – Waiver Request

Page 3 of 3

C. Consideration will also be given as to whether strict conformity with the regulations would pose an unnecessary hardship to the applicant: If the waiver is not granted and strict conformity with regulations is imposed, this will put an unnecessary hardship on the applicant. The additional plans will require more design work and cost by a surveyor/engineer and will increase the time frame to obtain approvals, thus impacting the sales of the housing units.

Thank you for your consideration in granting the waivers outlined above.

Best Regards,
FIELDSTONE LAND CONSULTANTS, PLLC



John Noonan
Project Engineer

Megan Fortson

From: jenoonan@fieldstonelandconsultants.com
Sent: Tuesday, May 10, 2022 3:48 PM
To: Mari Brunner
Cc: Megan Fortson; Chad Branon PE; 'eric farris'
Subject: Farris - CRD Timberlane Drive: Waiver Request

Mari,

We are requesting an additional waiver for the Timberlane Drive CRD Subdivision, as discussed. We are requesting the waiver from the LDC Section 20.14.3.D for the requirement that parking be located to the side or rear of a building. The CRD Subdivision that was submitted has all proposed lots with frontage off Timberlane Drive. Based on the orientation of Building 3, on Proposed Lot #3, the parking is in front of the building. The building directly across the driveway on Proposed Lot #2, will block the view of the parking spaces at Building 3. The view of this building and associated parking is also blocked from view of the public way, by the land topography, vegetation and other proposed buildings.

The criteria for the Waive is outlined below:

A. Specific circumstances relative to the subdivision, or conditions of the land in such subdivision, indicate that the waiver will properly carry out the spirit and intent of the regulations; The spirit and intent of the ordinance will be met as the proposed parking will not be visible from a public way. The topography, vegetation, and adjacent building will block this parking from the Timberlane Drive road frontage.

B. Granting the waiver will not increase the potential for creating adverse impacts to abutters, the community or the environment; The granting of this waiver will not create any adverse impacts to the abutters, community or environment. The parking will be located in a manner that reduces disturbance to the land and spaces face the garages of each building unit. This will eliminate the possibility of headlights shining toward abutting properties, and the parking spaces will not be visible from the public street, Timberlane Drive.

C. Consideration will also be given as to whether strict conformity with the regulations would pose an unnecessary hardship to the applicant; If the regulation was enforced with strict conformity, the applicant would have an unnecessary hardship placed upon them. The hardship would be in the form of re-design, a longer timeframe for approvals, construction scheduling, and disturbing more land to rotate the building and parking to face away from Timberlane Drive.

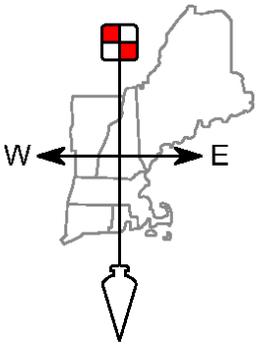
We hope that the Planning Board will consider the approval of this waiver.

Best Regards,

John Noonan
Project Manager



206 Elm Street – Milford NH 03055
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May 16, 2022

City of Keene Planning Board

Attn: Mari Brunner, Senior Planner
City Hall - 4th Floor
3 Washington Street-
Keene, NH 0343

**RE: S-04-22 and SPR-04-22
Timberlane Woods CRD Subdivision
Waiver Request – Letter 2**

Dear Planning Board,

Fieldstone Land Consultants, on behalf of Christopher E. Farris, is submitting these additional waiver requests for Planning Board approval. Based on the Community Development review, we are hereby seeking waivers for the following standards in the Land Development Code (LDC).

Waiver 3 (Parking to the Side/Rear of Buildings); previously submitted via email:

§ 20.14.3.D Site Design and Relationship to Surrounding Community: *States All required off-street parking shall be to the side or rear of buildings....* We are requesting the waiver from the LDC Section 20.14.3.D for the requirement that parking be located to the side or rear of a building. The CRD Subdivision that was submitted has all proposed lots with frontage off Timberlane Drive. Based on the orientation of Building 3, on Proposed Lot #3, the parking is in front of the building. The building directly across the driveway on Proposed Lot #2, will block the view of the parking spaces at Building 3. The view of this building and associated parking is also screened from view of the public way, by the land topography, vegetation and other proposed buildings.

A. Specific circumstances relative to the subdivision, or conditions of the land in such subdivision, indicate that the waiver will properly carry out the spirit and intent of the regulations; The spirit and intent of the ordinance will be met as the proposed parking will not be visible from a public way. The topography, vegetation, and adjacent building will block this parking from the Timberlane Drive road frontage. Technically this parking will be located to the rear of Building 2.

B. Granting the waiver will not increase the potential for creating adverse impacts to abutters, the community or the environment; The granting of this waiver will not create any adverse impacts to the abutters, community or environment. The parking will be located in a manner that reduces disturbance to the land and spaces face the garages of each building unit. This will eliminate the possibility of headlights shining toward abutting properties, and the parking spaces will not be visible from the public street, Timberlane Drive.

C. Consideration will also be given as to whether strict conformity with the regulations would pose an unnecessary hardship to the applicant; If the regulation was enforced with strict conformity, the applicant would have an unnecessary hardship placed upon them. The hardship would be in the form of re-design, a longer timeframe for approvals, construction scheduling, and disturbing more land to rotate the building and parking to face away from Timberlane Drive.

Waiver 4 (Shared driveways):

§ 19.3.5.A.3.a Design Criteria: *States that all structures shall be accessed from interior streets, rather than from roads bordering the perimeter of the tract; In the event that a waiver is granted, shared driveways shall be incorporated where feasible:* We are requesting a waiver of this section of the LDC that requires interior streets and with the granting of said waiver, will provide shared driveways for the access to the building structures.

A. Specific circumstances relative to the subdivision, or conditions of the land in such subdivision, indicate that the waiver will properly carry out the spirit and intent of the regulations; The spirit and intent of the CRD Subdivision regulations will be carried out, as the proposed shared driveways will provide access to the building structures. The interior paved driveways are not streets, however, they will provide the same level of access to the building structures as a City street.

B. Granting the waiver will not increase the potential for creating adverse impacts to abutters, the community or the environment; If the waiver is granted, there will not be any adverse impacts to the abutters, community or environment. The proposed shared driveways will be 24 feet in width at the intersection with Timberlane Drive. The shared driveways will provide safe access on and off Timberlane Drive, similar to a City Road. The maintenance of the shared driveways will be covered by the development and not burden the City with maintenance of the driveways.

C. Consideration will also be given as to whether strict conformity with the regulations would pose an unnecessary hardship to the applicant: If the waiver is not granted and strict conformity with regulations is imposed, this will put an unnecessary hardship on the applicant. If the interior access is required to be a “street” it would decrease the available building area, due to the requirement of having a right of way and front setbacks from the right-of-way. The overall density and compact design of the development would be reduced, and likely require the building lots to be larger. If the building lots were larger, the Open Space area would be less than what is proposed.

Thank you for your consideration in granting the waivers outlined above.

Best Regards,
FIELDSTONE LAND CONSULTANTS, PLLC



John Noonan
Project Engineer

CONSERVATION RESIDENTIAL DEVELOPMENT SUBDIVISION

- TAX MAP 515, LOT 15 -

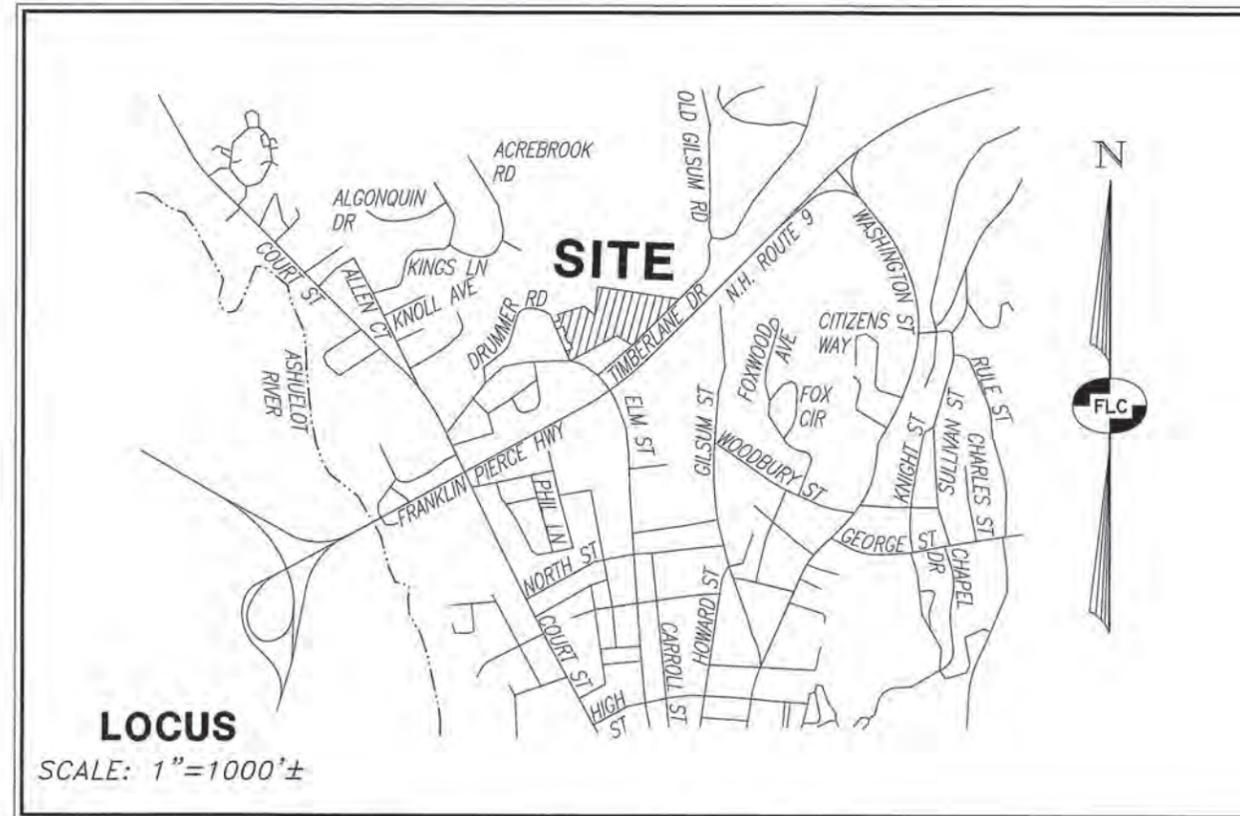
TIMBERLANE WOODS

DRUMMER ROAD & TIMBERLANE DRIVE

KEENE, NH 03431

MARCH 18, 2022

LAST REVISED: JUNE 13, 2022



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PAGE	SHEET	TITLE
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3	SB-1	CRD SUBDIVISION PLAN
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6	UT-1	UTILITY PLAN
7	LS-1	LANDSCAPING PLAN
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10	DT-2	CONSTRUCTION DETAILS
11	DT-3	CONSTRUCTION DETAILS
12	DT-4	SEWER DETAILS
13	DT-5	WATER & DRAINAGE DETAILS
14	EH-1	EXHIBIT PLAN - SLOPES
15	EH-2	EXHIBIT PLAN - FIRE ACCESS

APPLICANT AND OWNER:
CHRISTOPHER E. FARRIS
 34 ROLLINS ROAD, EPPING, NH 03042

1. THE LOCATION OF THE UTILITIES SHOWN ARE APPROXIMATE. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO LOCATE AND PRESERVE ALL UTILITY SERVICES.
2. THE CONTRACTOR IS RESPONSIBLE FOR CONTACTING AND COORDINATING WITH ALL UTILITY COMPANIES AND JURISDICTIONAL AGENCIES PRIOR TO AND DURING CONSTRUCTION.
3. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND PROPOSED WORK PRIOR TO CONSTRUCTION.

CONTACT DIG SAFE
 72 HOURS PRIOR
 TO CONSTRUCTION
DIGSAFE.COM
811

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FIELDSTONE
LAND CONSULTANTS, PLLC

206 Elm Street, Milford, NH 03055
 Phone: (603)-672-5456 Fax: (603)-413-5456
 www.FieldstoneLandConsultants.com



LAND-OWNER SIGNATURE

OWNER: _____ DATE: _____

APPROVED BY THE KEENE PLANNING BOARD

ON: _____ CERTIFIED BY _____ AND _____
 CHAIRMAN: _____ SECRETARY: _____

REV.	DATE	DESCRIPTION	C/O	DR	CK
B	6/13/22	REVISIONS PER CITY STAFF COMMENTS		JEN	CEB
A	5/9/22	REVISIONS PER CITY STAFF COMMENTS		JEN	CEB

FILE: 3145CV00B.dwg PRD. NO. 3145.00 SHEET: CV-1 PAGE NO. 1 OF 15

ABUTTERS:

- TAX MAP 102 LOT 1
CITY OF KEENE
3 WASHINGTON STREET
KEENE, NH 03431
(COLD GILSUM ROAD)
(CONSERVATION LAND)
- TAX MAP 103 LOT 1
LEO P. & BONNIE SUE ECHAVARRIA
PMB 417, 83 EMERALD STREET
KEENE, NH 03431
VOL.2424 PG.899 3/30/07
(459 ELM STREET)
- TAX MAP 515 LOT 14
LISA RUSS
JOSEPH DARBY
18 DRUMMER ROAD
KEENE, NH 03431
VOL.1825 PG.780 1/1/84
(19 DRUMMER ROAD)
- TAX MAP 515 LOT 18
RYON H. & CATHILIN N. CLARKE
13 DRUMMER ROAD
KEENE, NH 03431
VOL.3074 PG.505 6/21/19
(11 DRUMMER ROAD)
- TAX MAP 515 LOT 17
DONALD J. DOODY JR.
MARGARET E. ELLIS
11 DRUMMER ROAD
KEENE, NH 03431
VOL.1166 PG.505 11/1/88
(11 DRUMMER ROAD)
- TAX MAP 515 LOT 18
BRIAN D. QUIGLEY
9 DRUMMER ROAD
KEENE, NH 03431
VOL.2828 PG.784 3/26/10
(9 DRUMMER ROAD)
- TAX MAP 102 LOT 41
STATE OF NEW HAMPSHIRE
PO BOX 483
CONCORD, NH 03302
(OFF ROUTE 9)
- TAX MAP 515-22
- 515-14 (SEE REF. PLAN #3)
- 515-20
- 515-19
- 515-28
- 515-29
- 521-6
- 521-4

- TAX MAP 515 LOT 19
DAVID W. PLOPPERT
10 DRUMMER ROAD
KEENE, NH 03431
VOL.888 PG.57 5/22/75
(10 DRUMMER ROAD)
- TAX MAP 515 LOT 20
JENNIFER J. BROWN, LLC
40 BAINE ROAD
MARLOW, NH 03456
VOL.3085 PG.553 5/21/19
(14 DRUMMER ROAD)
- TAX MAP 515 LOT 21
LIBBY S. LYNN REV. TRUST
22 DRUMMER ROAD
KEENE, NH 03431
VOL.2450 PG.232 8/26/07
(22 DRUMMER ROAD)
- TAX MAP 515 LOT 22
MARTHA M. LANDRY REV. TRUST
51 GREEN ACRES ROAD
KEENE, NH 03431
VOL.2698 PG.290 3/13/15
(51 GREEN ACRES ROAD)
- TAX MAP 515 LOT 28
LUCIA A. BERGERON
479 ELM STREET
KEENE, NH 03431
VOL.2858 PG.735 9/6/15
(479 ELM STREET)
- TAX MAP 515 LOT 29
JUDY A. LEACH
37 MIDDLE STREET
KEENE, NH 03431
VOL.3046 PG.121 11/5/18
(471 ELM STREET)
- TAX MAP 520 LOT 4
MICHELLE C. YOUNG
431 ELM STREET
KEENE, NH 03431
VOL.2128 PG.775 4/16/04
(431 ELM STREET)
- TAX MAP 520 LOT 18
CATHERINE E. SHAND
PO BOX 34
CHARLESTOWN, NH 03803
VOL.798 PG.198
(GILSUM STREET)

- TAX MAP 515 LOT 30
SARAH A. PARENTEAU
483 ELM STREET
KEENE, NH 03431
VOL.3045 PG.126 10/31/18
(483 ELM STREET)
- TAX MAP 521 LOT 4
PAUL CHESTER DUBERSKE
GAIL MARIE DUBERSKE
454 ELM STREET
KEENE, NH 03431
VOL.2234 PG.53 4/11/05
(454 ELM STREET)
- TAX MAP 521 LOT 5
SARAH D. VEZZANI
464 ELM STREET
KEENE, NH 03431
VOL.2455 PG.749 8/7/07
(464 ELM STREET)
- TAX MAP 521 LOT 6
FREDERICK H. HAAS III
PO BOX 664
KEENE, NH 03431
VOL.2831 PG.125 7/26/13
(470 ELM STREET)
- TAX MAP 103 LOT 4
URSULA COLE
272 GILSUM STREET
KEENE, NH 03431
VOL.1571 PG.830 8/1/98
(272 GILSUM STREET)
- TAX MAP 103 LOT 5
MAGICHEVA FAMILY TRUST
MARINA V. MAGICHEVA,
TRUSTEE
274 GILSUM STREET
KEENE, NH 03431
VOL.2859 PG.406 9/13/13
(274 GILSUM STREET)

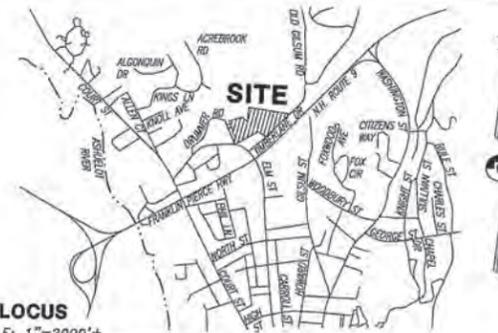
NRCS SOILS LEGEND:
SOURCE: USDA NRCS WEB SOIL SURVEY

- 15 SEARSPORT MUCKY PEAT
- 26B WINDSOR LOAMY SAND 3 TO 8% SLOPES
- 61C TURNBRIDGE-LYMAN-ROCK OUTCROP COMPLEX 8 TO 15% SLOPES
- 61D TURNBRIDGE-LYMAN-ROCK OUTCROP COMPLEX 15 TO 25% SLOPES
- 495 OSSPEE MUCKY PEAT

102-1
(DRUMMER HILL CONSERVATION AREA)

CERTIFICATION:
I HEREBY CERTIFY THAT THE EXISTING IMPROVEMENTS SHOWN ARE THE RESULT OF AN ON-SITE FIELD SURVEY PERFORMED BY FIELDSTONE LAND CONSULTANTS, PLLC DURING THE MONTH OF DECEMBER, 2021.

6/13/22
MICHAEL PLOOF
No. 946
PLANNING ENGINEER



- NOTES:**
- THE OWNER OF RECORD OF TAX MAP 515 PARCEL 15 IS CHRISTOPHER E. FARRIS - 34 ROLLINS ROAD, EPPING, NH 03042. DEED REFERENCE TO THE PARCEL IS VOL.3192 PG.736 DATED SEPTEMBER 17, 2021 IN THE C.C.R.D.
 - THE PURPOSE OF THIS PLAN IS TO SHOW THE EXISTING CONDITIONS FOR TAX MAP 515 PARCEL 15.
 - THE TOTAL AREA OF TAX MAP 515 PARCEL 15 IS 13.1± ACRES OR 570,000 SQ.FT. WITH 817.88 FT. OF FRONTAGE ALONG TIMBERLANE DRIVE AND 160± FT. OF FRONTAGE ALONG DRUMMER ROAD.
 - THE SURFACE FEATURES, SITE TOPOGRAPHY, & BOUNDARY INFORMATION SHOWN ARE THE RESULT OF AN ON-SITE FIELD SURVEY BY THIS OFFICE DURING THE MONTH OF DECEMBER, 2021 TOGETHER WITH REFERENCE PLANS AND DEED CITED HEREON.
 - HORIZONTAL ORIENTATION IS BASED ON THE NH STATE PLANE COORDINATE SYSTEM. VERTICAL DATUM IS NAVD83. BOTH ORIENTATION & DATUM WERE ESTABLISHED BY UPLOADING GPS OBSERVATION TO THE NOAA ONLINE POSITIONING USER SERVICE (OPUS).
 - ZONING FOR THE SITE IS LD - LOW DENSITY. MINIMUM ZONING REQUIREMENTS ARE:
MIN. LOT AREA: 10,000 SQ.FT.
MIN. FRONTAGE: 60 FT.
MIN. FRONT SETBACK: 15 FT.
MIN. REAR SETBACK: 20 FT.
MIN. SIDE SETBACK: 10 FT.
MAX. IMPERVIOUS COVER: 45%
MAX. BUILDING COVERAGE: 35%
 - THE LOCATION OF UTILITIES SHOWN HAVE BEEN COMPILED IN PART FROM PLANS OF RECORD AND FIELD LOCATION. THE LOCATION OF UNDERGROUND UTILITIES SHOULD BE CONSIDERED APPROXIMATE AND SHOULD BE FIELD VERIFIED PRIOR TO ANY EXCAVATION OR CONSTRUCTION ACTIVITIES.
 - THE SITE IS CURRENTLY VACANT AND SERVICED BY UNDERGROUND ELECTRICITY.
 - THE SUBJECT PARCEL IS NOT LOCATED IN A FLOOD HAZARD AREA AS DETERMINED FROM THE FLOOD INSURANCE STUDY (FIRM), HILLSBOROUGH COUNTY, CITY OF KEENE, COMMUNITY NO. 330023, PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, MAP NUMBERS: 33005C0258E & 33005C0259E, DATED: MAY 23, 2006.
 - THE SITE LIES IN THE SURFACE WATER PROTECTION OVERLAY DISTRICT - A 30 FT. BUFFER SHALL BE MAINTAINED FROM ALL DELINEATED WETLANDS.
 - THE SITE DOES NOT LIE WITHIN THE AQUIFER PROTECTION OVERLAY ZONE PER THE "GROUND-WATER RESOURCES OF THE ASHELOT RIVER BASIN, SOUTHWESTERN, NEW HAMPSHIRE," PREPARED BY HAROLD A. WHITCOMB IN COOPERATION WITH THE NEW HAMPSHIRE WATER RESOURCES BOARD.
 - LOT 515-15 IS SUBJECT TO A SLOPE & DRAINAGE EASEMENT AS DESCRIBED IN VOL.928 PG.819 DATED MARCH 28, 1977 IN THE C.C.R.D. SEE REFERENCE PLAN #4.
 - LOT 515-15 IS SUBJECT TO CURRENT USE TAX AS RECORDED IN BK.3151 PG.1346 DATED 2/7/21 IN THE C.C.R.D.

REFERENCE PLANS:

- PLANS OF PROPOSED - FEDERAL AID CONSOLIDATED PRIMARY PROJECT - E-012-1(C) - CONTRACT 1 - N.H. PROJECT NO. P-2962-B - CONTRACT 1 - ROUTE 9 BY-PASS, SCALE: 1"=50', DATED: SEPTEMBER, 1975, PREPARED BY: STATE OF NEW HAMPSHIRE - DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS, SHEETS 46 & 47.
- TWO LOT SUBDIVISION PLAN - PREPARED FOR - KENNETH R. CASTOR, SR. & MARGUERITE L. CASTOR - OF PROPERTY LOCATED IN CITY OF KEENE - COUNTY OF CHESHIRE, STATE OF NEW HAMPSHIRE, SCALE: 1"=50', DATED: MARCH 27, 1995, LAST REVISED: JUNE 9, 1998, PREPARED BY: SVE ASSOCIATES & RECORDED IN PLAN CABINET 12, DRAWER 3, NUMBER 74 IN THE C.C.R.D.
- UNTITLED PLAN OF CATHERINE E. WEBSTER PROPERTY, SCALE: 1"=40', RECORDED IN PLAN BOOK 20, PAGE 15A IN THE C.C.R.D.
- PLAN OF LAND OF - CATHERINE E. WEBSTER - IN - KEENE, N.H., SCALE: 1"=50', DATED: MARCH 28, 1977, PREPARED BY: THE STATE OF NEW HAMPSHIRE, AND RECORDED IN PLAN BOOK 38, PAGE 87 IN THE C.C.R.D.

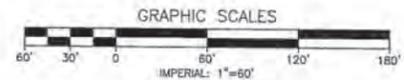
LEGEND:

- RIGHT-OF-WAY LINE
- BOUNDARY LINE
- ABUTTING LOT LINE
- BUILDING SETBACK LINE
- EDGE OF PAVED ROAD
- ASPHALT CURB
- 10' CONTOUR INTERVAL
- 2' CONTOUR INTERVAL
- CHAIN-LINK FENCE
- ZONE LINE
- DELINEATED WETLANDS
- WETLAND BUFFER
- STONE WALL
- WATER LINE
- SEWER LINE
- ELECTRIC/CABLE PEDESTAL
- TRANSFORMER
- SINGLE POST SIGN
- TEST PIT LOCATION
- EXISTING TREE LINE
- FENCE GATE
- DRAIN LINE
- IRON PIN FOUND
- PN & CAP FOUND
- PN & CAP SET
- N.H.C.B.(?)
- NH CONCRETE BOUND FOUND
- IRON PIPE FOUND
- DRILL HOLE SET
- IRON PIN TO BE SET
- CATCH BASIN
- DRAIN MANHOLE
- SEWER MANHOLE
- MANHOLE
- BOLLARD
- WATER HYDRANT
- WATER VALVE
- WATER SHUT-OFF
- AREA OF PROHIBITIVE SLOPES (15-20%)
- AREA OF PROHIBITIVE SLOPES (>20%)
- EXISTING BUILDING

CERTIFICATION:
WETLANDS WERE DELINEATED IN ACCORDANCE WITH THE US ARMY CORPS OF ENGINEERS 1987 WETLAND DELINEATION MANUAL Y-B7-1 AND REGIONAL SUPPLEMENTS FOR NORTHEAST AND NORTHCENTRAL REGION AND FIELD INDICATORS FOR HYDRIC SOILS IN NEW ENGLAND BY CHRISTOPHER A. GLUDA, C.W.S. IN NOVEMBER OF 2021.



DATE: 6/13/22



REV.	DATE	DESCRIPTION	C/D	DR	CK
B	6/13/22	SHEET NUMBER CHANGED		DEB	CEB
A	5/9/22	REVISED PER STAFF COMMENTS OF APRIL 5, 2022		KFB	DEB
				C/D	DR

EXISTING CONDITIONS PLAN
TAX MAP 515 PARCEL 15
(DRUMMER ROAD & TIMBERLANE DRIVE)
KEENE, NEW HAMPSHIRE
PREPARED FOR AND LAND OF:
CHRISTOPHER E. FARRIS
34 ROLLINS ROAD EPPING, NH 03042

SCALE: 1" = 60' MARCH 18, 2022

Surveying ♦ Engineering ♦ Land Planning ♦ Permitting ♦ Septic Designs

FIELDSTONE
LAND CONSULTANTS, PLLC
206 Elm Street, Milford, NH 03055
Phone: (603) 672-5456 Fax: (603) 413-5456
www.FieldstoneLandConsultants.com

ZONING REQUIREMENT CHARTS

L-D ZONE: CONVENTIONAL	REQUIRED	EXIST. 515-15	NEW 515-15	NEW LOT-1	NEW LOT-2	NEW LOT-3	NEW LOT-4	NEW LOT-5
MIN LOT AREA	10,000 SF	570,000± SF	415,000± SF	14,203 SF	21,018 SF	52,638 SF	40,389 SF	32,302 SF
MIN LOT WIDTH	70 FT	80± FT	80± FT	73.14 FT	100.00 FT	84.92 FT	60.00 FT	246.54 FT
MIN LOT FRONTAGE	60 FT	174.51 FT	174.51 FT	113.15 FT	100.00 FT	117.89 FT	60.00 FT	168.75 FT
MIN FRONT SETBACK	15 FT	(15) FT	(15) FT	(15) FT	(15) FT	(15) FT	(15) FT	(15) FT
MIN SIDE SETBACK	10 FT	(10) FT	(10) FT	(10) FT	(10) FT	(10) FT	(10) FT	(10) FT
MIN REAR SETBACK	15 FT	(15) FT	(15) FT	(15) FT	(15) FT	(15) FT	(15) FT	(15) FT
MAX. BUILDING HEIGHT	35 FT	NONE	NONE	31'	31'	31'	31'	31'
MAX. BUILDING COVERAGE	35%	NA	0%	15.2%	10.3%	4.1%	6.4%	6.7%
MIN. OPEN SPACE	55%	100%	100%	56.0%	78.5%	90.9%	79.7%	70.3%
MAX. IMPERVIOUS COVER	45%	0%	0%	42.0%	21.5%	9.1%	20.3%	29.7%

L-D ZONE: CRD SUBDIVISION	REQUIRED	EXIST. 515-15	NEW 515-15	NEW LOT-1	NEW LOT-2	NEW LOT-3	NEW LOT-4	NEW LOT-5
MIN LOT AREA	6,000 SF	570,000± SF	415,000± SF	14,203 SF	21,018 SF	52,638 SF	40,389 SF	32,302 SF
MIN LOT WIDTH	60 FT	80± FT	80± FT	73.14 FT	100.00 FT	84.92 FT	60.00 FT	246.54 FT
MIN LOT FRONTAGE	40 FT	174.51 FT	174.51 FT	113.15 FT	100.00 FT	117.89 FT	60.00 FT	168.75 FT
MIN FRONT SETBACK	30 FT	(30) FT	(30) FT	(30) FT	(30) FT	(30) FT	(30) FT	(30) FT
MIN SIDE SETBACK	20 FT	(20) FT	(20) FT	(20) FT	(20) FT	(20) FT	(20) FT	(20) FT
MIN REAR SETBACK	20 FT	(20) FT	(20) FT	(20) FT	(20) FT	(20) FT	(20) FT	(20) FT
MAX. BUILDING COVERAGE	45%	NA	NA	15.2%	10.3%	4.1%	6.4%	6.7%
MAX. IMPERVIOUS COVER	60%	0%	0%	42.0%	21.5%	9.1%	20.3%	29.7%
PRECAUTIONARY SLOPE IMPACT	20,000 SF	NONE	NONE	1100 SF	4235 SF	14955 SF	8365 SF	3485 SF

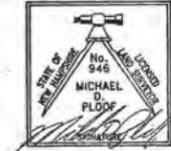
- REFERENCE PLANS:**
- "PLANS OF PROPOSED - FEDERAL AID CONSOLIDATED PRIMARY PROJECT - F-012-1(3) - CONTRACT 1 - N.H. PROJECT NO. P-2082-3 - CONTRACT 1 - ROUTE 8 BY-PASS", SCALE: 1"=50', DATED: SEPTEMBER, 1975, PREPARED BY: STATE OF NEW HAMPSHIRE - DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS, SHEETS 46 & 47.
 - "TWO LOT SUBDIVISION PLAN - PREPARED FOR - KENNETH R. CASTOR, SR. & - MARGUERITE L. CASTOR - OF PROPERTY LOCATED IN - CITY OF KEENE - COUNTY OF CHESHIRE, STATE OF NEW HAMPSHIRE", SCALE: 1"=50', DATED: MARCH 27, 1998, LAST REVISED: JUNE 9, 1998, PREPARED BY: SVC ASSOCIATES & RECORDED IN PLAN CABINET 12, DRAWER 3, NUMBER 74 IN THE C.C.R.D.
 - UNTITLED PLAN OF CATHERINE E. WEBSTER PROPERTY, SCALE: 1"=40', RECORDED IN PLAN BOOK 20, PAGE 15A IN THE C.C.R.D.
 - "PLAN OF LAND OF - CATHERINE E. WEBSTER - IN - KEENE, N.H.", SCALE: 1"=50', DATED: MARCH 28, 1977, PREPARED BY: THE STATE OF NEW HAMPSHIRE, AND RECORDED IN PLAN BOOK 38, PAGE 87 IN THE C.C.R.D.

102-1
(DRUMMER HILL CONSERVATION AREA)

SEE SHEET 2 (EX-1) FOR:
TOPOGRAPHY, ABUTTER,
SOIL & UTILITY DATA

CERTIFICATION:

I HEREBY CERTIFY THAT NORTH EASTERLY PORTION OF TAX MAP 515 PARCEL 15 IS THE RESULT OF AN ACTUAL FIELD SURVEY MADE ON THE GROUND PER THE PRECISION AND ACCURACY STANDARDS FOR AN URBAN CLASSIFICATION SURVEY AS SPECIFIED IN THE NEW HAMPSHIRE LAND SURVEYOR'S ADMINISTRATIVE RULES (LAN 503.04) AND HAS A MAXIMUM ERROR OF CLOSURE OF ONE PART IN TEN THOUSAND (1:10,000) ON ALL PROPERTY LINES WITHIN AND BORDERING THE SUBJECT PROPERTY.



6/13/22



NOTES:

- THE OWNER OF RECORD OF TAX MAP 515 PARCEL 15 IS CHRISTOPHER E. FARRIS - 34 ROLLINS ROAD, EPPING, NH 03042. DEED REFERENCE TO THE PARCEL IS VOL.3192 PG.736 DATED SEPTEMBER 17, 2021 IN THE C.C.R.D.
- THE PURPOSE OF THIS PLAN IS TO SHOW A PROPOSED 5-LOT CONSERVATION RESIDENTIAL DEVELOPMENT FOR TAX MAP 515 PARCEL 15.
- THE TOTAL AREA OF EXISTING TAX MAP PARCEL 515-15 IS 13.1± ACRES OR 570,000± SQ.FT. WITH 817.88 FT. OF FRONTAGE ALONG TIMBERLANE DRIVE AND 160± FT. OF FRONTAGE ALONG DRUMMER ROAD. THE PROPOSED AREA OF OPEN SPACE LOT 515-15 IS 9.5± ACRES, OR 415,000± SQ.FT. WITH 180.30 FT. OF FRONTAGE ALONG TIMBERLANE DRIVE. THE PROPOSED AREA OF LOT 1 IS 0.326 ACRES, OR 14,203 SQ.FT. WITH 113.15 FT. OF FRONTAGE ALONG TIMBERLANE DRIVE. THE PROPOSED AREA OF LOT 2 IS 0.483 ACRES, OR 21,018 SQ.FT. WITH 100.00 FT. OF FRONTAGE ALONG TIMBERLANE DRIVE. THE PROPOSED AREA OF LOT 3 IS 1.208 ACRES, OR 52,638 SQ.FT. WITH 117.89 FT. OF FRONTAGE ALONG TIMBERLANE DRIVE. THE PROPOSED AREA OF LOT 4 IS 0.927 ACRES, OR 40,389 SQ.FT. WITH 60.00 FT. OF FRONTAGE ALONG TIMBERLANE DRIVE. THE PROPOSED AREA OF LOT 5 IS 0.616 ACRES, OR 26,821 SQ.FT. WITH 246.54 FT. OF FRONTAGE ALONG TIMBERLANE DRIVE.
- THE SURFACE FEATURES, SITE TOPOGRAPHY, & BOUNDARY INFORMATION SHOWN ARE THE RESULT OF AN ON-SITE FIELD SURVEY BY THIS OFFICE DURING THE MONTH OF DECEMBER, 2021 TOGETHER WITH REFERENCE PLANS AND DEED CITED HEREON AND LIDAR TOPOGRAPHY PROVIDED BY NH GRANIT.
- HORIZONTAL ORIENTATION IS BASED ON THE NH STATE PLANE COORDINATE SYSTEM. VERTICAL DATUM IS NAVD83. BOTH ORIENTATION & DATUM WERE ESTABLISHED BY UPLOADING GPS OBSERVATION TO THE NOAA ONLINE POSITIONING USER SERVICE (OPUS).
- ZONING FOR THE SITE IS LD - LOW DENSITY. SEE THE MINIMUM ZONING REQUIREMENTS CHARTS ON THIS SHEET.
- THE LOCATION OF UTILITIES SHOWN HAVE BEEN COMPILED IN PART FROM PLANS OF RECORD AND FIELD LOCATION. THE LOCATION OF UNDERGROUND UTILITIES SHOULD BE CONSIDERED APPROXIMATE AND SHOULD BE FIELD VERIFIED PRIOR TO ANY EXCAVATION OR CONSTRUCTION ACTIVITIES.
- THE SITE IS CURRENTLY VACANT AND SERVED BY UNDERGROUND ELECTRICITY.
- THE SUBJECT PARCEL IS NOT LOCATED IN A FLOOD HAZARD AREA AS DETERMINED FROM THE FLOOD INSURANCE STUDY (FIRM), HILLSBOROUGH COUNTY, CITY OF KEENE, COMMUNITY NO. 330023, PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, MAP NUMBERS: 3300502586 & 3300502596, DATED: MAY 23, 2006.
- THE SITE LIES IN THE SURFACE WATER PROTECTION OVERLAY DISTRICT - A 30 FT. BUFFER SHALL BE MAINTAINED FROM ALL DELINEATED WETLANDS.
- THE SITE DOES NOT LIE WITHIN THE AQUIFER PROTECTION OVERLAY ZONE PER THE "GROUND-WATER RESOURCES OF THE ASHUELT RIVER BASIN, SOUTHWESTERN, NEW HAMPSHIRE," PREPARED BY HAROLD A. WHITCOMB IN COOPERATION WITH THE NEW HAMPSHIRE WATER RESOURCES BOARD.
- EXISTING LOT 515-15 IS SUBJECT TO A SLOPE & DRAINAGE EASEMENT AS DESCRIBED IN VOL.928 PG.818 DATED MARCH 28, 1977 IN THE C.C.R.D. SEE REFERENCE PLAN #4.
- LOT 515-15 IS SUBJECT TO CURRENT USE TAX AS RECORDED IN BK.3151 PG.1346 DATED 2/7/21 IN THE C.C.R.D.



LEGEND:

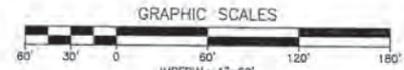
- RIGHT-OF-WAY LINE
- BOUNDARY LINE
- ABUTTING LOT LINE
- BUILDING SETBACK LINE
- EDGE OF PAVED ROAD
- ASPHALT CURB
- 10' CONTOUR INTERVAL
- 2' CONTOUR INTERVAL
- CHAIN-LINK FENCE
- ZONE LINE
- DELINEATED WETLANDS
- WETLAND BUFFER
- STONE WALL
- WATER LINE
- SEWER LINE
- ELECTRIC/CABLE FEDESTAL
- TRANSFORMER
- SINGLE POST SIGN
- FENCE GATE
- DRAIN LINE
- TAX MAP & LOT NUMBER
- IRON PIN FOUND
- FIN & CAP FOUND
- FIN & CAP SET
- N.H.C.B. FOUND
- N.H.C.B. SET
- IRON PIPE FOUND
- DRILL HOLE SET
- IRON PIN TO BE SET
- CATCH BASIN
- DRAIN MANHOLE
- SEWER MANHOLE
- MANHOLE
- BOLLARD
- WATER HYDRANT
- WATER VALVE
- WATER SHUT-OFF
- PRIMARY CONSERVATION AREA
- SECONDARY CONSERVATION AREA
- PROPOSED ACCESS & UTILITY EASEMENT
- EXISTING BUILDING

CERTIFICATION:

WETLANDS WERE DELINEATED IN ACCORDANCE WITH THE US ARMY CORPS OF ENGINEERS 1987 WETLAND DELINEATION MANUAL Y-87-1 AND REGIONAL SUPPLEMENTS FOR NORTHEAST AND NORTH-CENTRAL REGION AND FIELD INDICATORS FOR HYDRIC SOILS IN NEW ENGLAND BY CHRISTOPHER A. GUIDA, C.W.S. IN NOVEMBER OF 2021.



DATE: 6/13/22



B	6/13/22	PLAN SHEET NUMBER CHANGED	JEN	CEB
A	5/9/22	REVISED PER STAFF COMMENTS OF APRIL 5, 2022	KPB	DEB
REV.	DATE	DESCRIPTION	C/O	DR

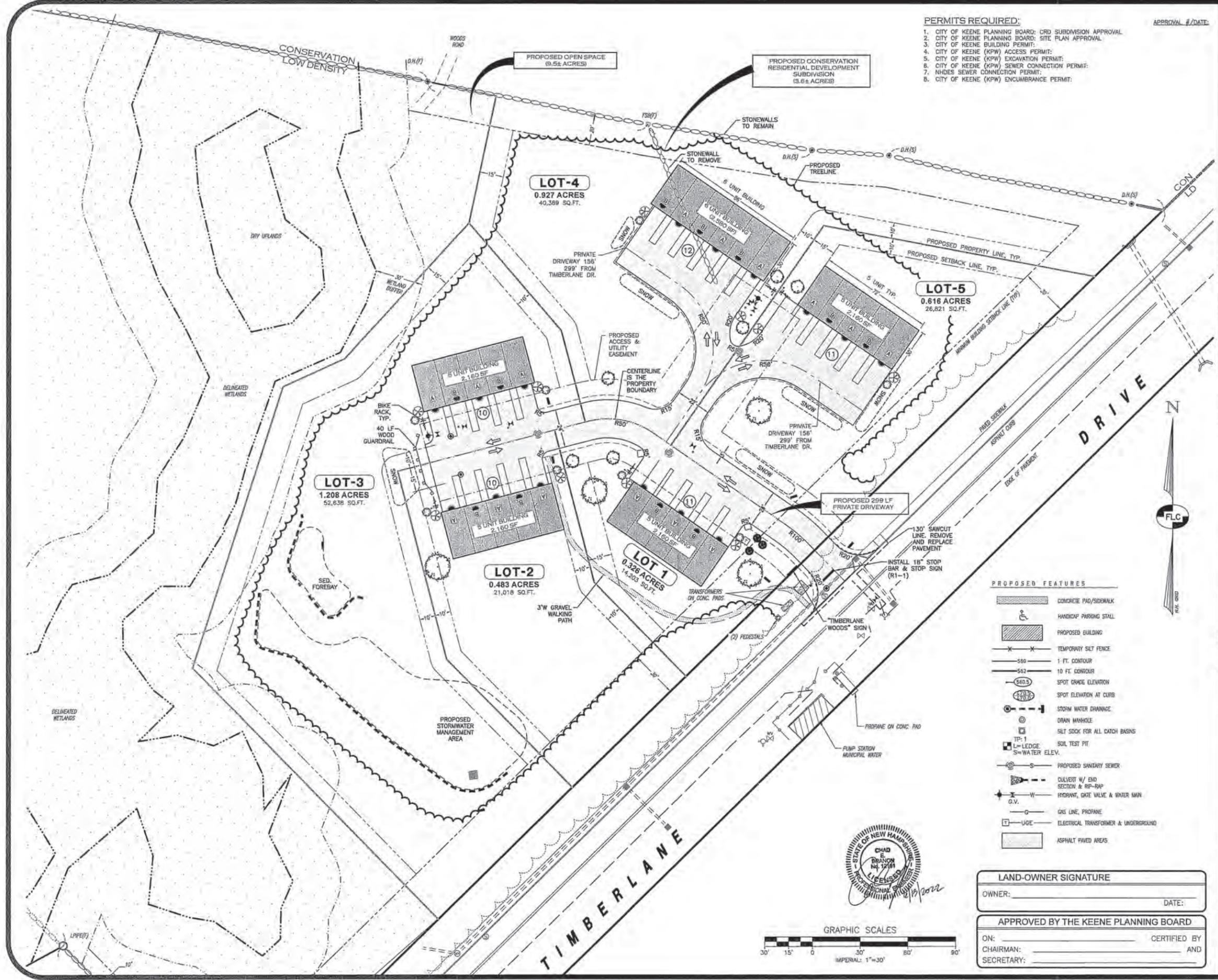
SUBDIVISION PLAN
TAX MAP 515 PARCEL 15
(DRUMMER ROAD & TIMBERLANE DRIVE)
KEENE, NEW HAMPSHIRE
PREPARED FOR AND LAND OF:
CHRISTOPHER E. FARRIS
34 ROLLINS ROAD EPPING, NH 03042

SCALE: 1" = 60' MARCH 18, 2022

Surveying ♦ Engineering ♦ Land Planning ♦ Permitting ♦ Septic Designs

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LAND CONSULTANTS, PLLC

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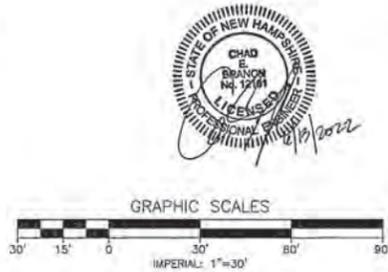


- PERMITS REQUIRED:**
1. CITY OF KEENE PLANNING BOARD: CRD SUBDIVISION APPROVAL
 2. CITY OF KEENE PLANNING BOARD: SITE PLAN APPROVAL
 3. CITY OF KEENE: BUILDING PERMIT
 4. CITY OF KEENE (KPW) ACCESS PERMIT
 5. CITY OF KEENE (KPW) EXCAVATION PERMIT
 6. CITY OF KEENE (KPW) SEWER CONNECTION PERMIT
 7. NHDES SEWER CONNECTION PERMIT
 8. CITY OF KEENE (KPW) ENCUMBRANCE PERMIT

APPROVAL #/DATE:

- NOTES:**
1. THE OWNER OF RECORD OF TAX MAP 515 PARCEL 15 IS CHRISTOPHER E. FARRIS - 34 ROLLINS ROAD, EPPING, NH 03042, DEED REFERENCE TO THE PARCEL IS VOL.3192 PG.736 DATED SEPTEMBER 17, 2021 IN THE C.C.R.D.
 2. THE PURPOSE OF THIS PLAN IS TO DEPICT A CONSERVATION RESIDENTIAL DEVELOPMENT SUBDIVISION TO PROVIDE FOR MULTI-FAMILY DWELLING UNITS, KNOWN AS "TIMBERLANE WOODS".
 3. THE TOTAL AREA OF TAX MAP 515 PARCEL 15 IS 13.1± ACRES OR 570,000 SQ.FT. WITH 817.89 FT. OF FRONTAGE ALONG TIMBERLANE DRIVE AND 180± FT. OF FRONTAGE ALONG DRUMMER ROAD.
 4. THE SURFACE FEATURES, SITE TOPOGRAPHY, & BOUNDARY INFORMATION SHOWN ARE THE RESULT OF AN ON-SITE FIELD SURVEY BY THIS OFFICE DURING THE MONTH OF DECEMBER, 2021 TOGETHER WITH REFERENCE PLANS AND DEED CITED HEREON.
 5. HORIZONTAL ORIENTATION IS BASED ON THE NH STATE PLANE COORDINATE SYSTEM. VERTICAL DATUM IS NAVD83. BOTH ORIENTATION & DATUM WERE ESTABLISHED BY UPLOADING GPS OBSERVATION TO THE NOAA ONLINE POSITIONING USER SERVICE (OPUS).
 6. ZONING FOR THE SITE IS LD - LOW DENSITY. MINIMUM ZONING REQUIREMENTS ARE:
 MIN. LOT AREA: 10,000 SF
 MIN. FRONTAGE: 60 FT
 MIN. FRONT SETBACK: 15 FT
 MIN. REAR SETBACK: 20 FT
 MIN. SIDE SETBACK: 10 FT
 MAX. IMPERVIOUS COVER: 45%
 MAX. BUILDING COVERAGE: 35%
 DIMENSIONAL REQUIREMENTS FOR CONSERVATION RESIDENTIAL DEVELOPMENT SUBDIVISION (LOW DENSITY DISTRICT):
 MIN. TRACT SIZE = 5 ACRES (13.1 ACRES BEFORE SUBDIVISION)
 MIN. TRACT FRONTAGE = 50 FT. (977.88 FT DRUMMER & TIMBERLANE)
 PERIMETER BLDG. SETBACK FROM EXTERNAL ROADS = 30 FT
 PERM. BLDG. SETBACK FROM TRACT BOUNDARIES = 20FT
 MIN. LOT AREA = 6,000 SQ.FT.
 MIN. ROAD FRONTAGE = 40 FT.
 MIN. WIDTH AT BUILDING LINE = 60 FT.
 FRONT SETBACK = 15 FT.
 REAR SETBACK = 15 FT.
 SIDE SETBACK = 10 FT.
 MAXIMUM BUILDING COVERAGE = 45% (11,220/156,816 = 7.2%)
 MAXIMUM IMPERVIOUS COVERAGE (INCLUDING STRUCTURES) = 60% (31,444/156816 = 20.0%)
 7. THE LOCATION OF UTILITIES SHOWN HAVE BEEN COMPILED IN PART FROM PLANS OF RECORD AND FIELD LOCATION. THE LOCATION OF UNDERGROUND UTILITIES SHOULD BE CONSIDERED APPROXIMATE AND SHOULD BE FIELD VERIFIED PRIOR TO ANY EXCAVATION OR CONSTRUCTION ACTIVITIES.
 8. THE SITE IS CURRENTLY VACANT AND SERVICED BY UNDERGROUND ELECTRICITY.
 9. THE SUBJECT PARCEL IS NOT LOCATED IN A FLOOD HAZARD AREA AS DETERMINED FROM THE FLOOD INSURANCE STUDY (FIRM), HILLSBOROUGH COUNTY, CITY OF KEENE, COMMUNITY NO. 330023, PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, MAP NUMBERS: 33005C0258E & 33005C0259E, DATED: MAY 23, 2008.
 10. THE SITE LIES IN THE SURFACE WATER PROTECTION OVERLAY DISTRICT - A 30 FT. BUFFER SHALL BE MAINTAINED FROM ALL DELINEATED WETLANDS.
 11. THE SITE DOES NOT LIE WITHIN THE AQUIFER PROTECTION OVERLAY ZONE PER THE "GROUND-WATER RESOURCES OF THE ASHUELOT RIVER BASIN, SOUTHWESTERN, NEW HAMPSHIRE," PREPARED BY HAROLD A. WHITCOMB IN COOPERATION WITH THE NEW HAMPSHIRE WATER RESOURCES BOARD.
 12. LOT 515-15 IS SUBJECT TO A SLOPE & DRAINAGE EASEMENT AS DESCRIBED IN VOL.928 PG.819 DATED MARCH 28, 1977 IN THE C.C.R.D. SEE REFERENCE PLAN #4.
 13. LOT 515-15 IS SUBJECT TO CURRENT USE TAX AS RECORDED IN BK.3151 PG.1346 DATED 2/7/21 IN THE C.C.R.D.
 14. DENSITY CALCULATION (PER TABLE 19-2): (EXIST. TRACT 13.1 AC) / 10,000 SF/UNIT = 57 DWELLING UNITS (26 UNITS, 52 BEDROOMS PROPOSED)
 15. PARKING CALCULATION:
 2 SPACES / UNIT (MULTIFAMILY) X 26 UNITS = 52 SPACES REQUIRED
 TOTAL SPACES PROPOSED = 54 (26 OUTDOOR + 26 GARAGE)
 16. MINIMUM OPEN SPACE FOR A CONSERVATION RESIDENTIAL DEVELOPMENT SUBDIVISION IS 50%. THE PROVIDED OPEN SPACES IS 72.8% (9.54± ACRES).
 17. STUMP DUMPS ARE NOT ALLOWED AS PART OF THE DEVELOPMENT. ALL STUMPS AND DEBRIS MUST BE REMOVED AND DISPOSED OF PROPERLY.
 18. THE ADDRESSES OF EACH BUILDING WILL PROVIDED BY PUBLIC WORKS; NOTIFY THE CITY PUBLIC WORKS STAFF ONCE FOUNDATIONS ARE POURED.

- PROPOSED FEATURES**
- CONCRETE PAD/SIDEWALK
 - HANDICAP PARKING STALL
 - PROPOSED BUILDING
 - TEMPORARY SILT FENCE
 - 1 FT. CONTOUR
 - 10 FT. CONTOUR
 - SPOT GRADE ELEVATION
 - SPOT ELEVATION AT CURB
 - STORM WATER DRAINAGE
 - DRAIN MANHOLE
 - SILT SOCK FOR ALL CATCH BASINS
 - SOIL TEST PIT
 - LEEDGE
 - WATER ELEV.
 - PROPOSED SANITARY SEWER
 - CULVERT W/ END SECTION & RP-RAP
 - HYDRANT, GATE VALVE & WATER MAIN
 - G.V.
 - GAS LINE, PROPANE
 - UGCE - ELECTRICAL TRANSFORMER & UNDERGROUND
 - ASPHALT PAVED AREAS



CHAD E. BRANON
 LICENSED PROFESSIONAL SURVEYOR
 STATE OF NEW HAMPSHIRE
 1922

LAND-OWNER SIGNATURE

OWNER: _____ DATE: _____

APPROVED BY THE KEENE PLANNING BOARD

ON: _____ CERTIFIED BY _____ AND _____

CHAIRMAN: _____ SECRETARY: _____

B	6/13/22	REVS PER CITY STAFF COMMENTS	JEN	CEB	
A	5/9/22	REVS PER CITY STAFF COMMENTS	JEN	CEB	
REV.	DATE	DESCRIPTION	C/O	DR	CK

SITE PLAN
TAX MAP 515 LOT 15
(DRUMMER ROAD & TIMBERLANE DRIVE)
KEENE, NEW HAMPSHIRE

PREPARED FOR:
CHRISTOPHER E. FARRIS
 34 ROLLINS ROAD EPPING, NH 03042

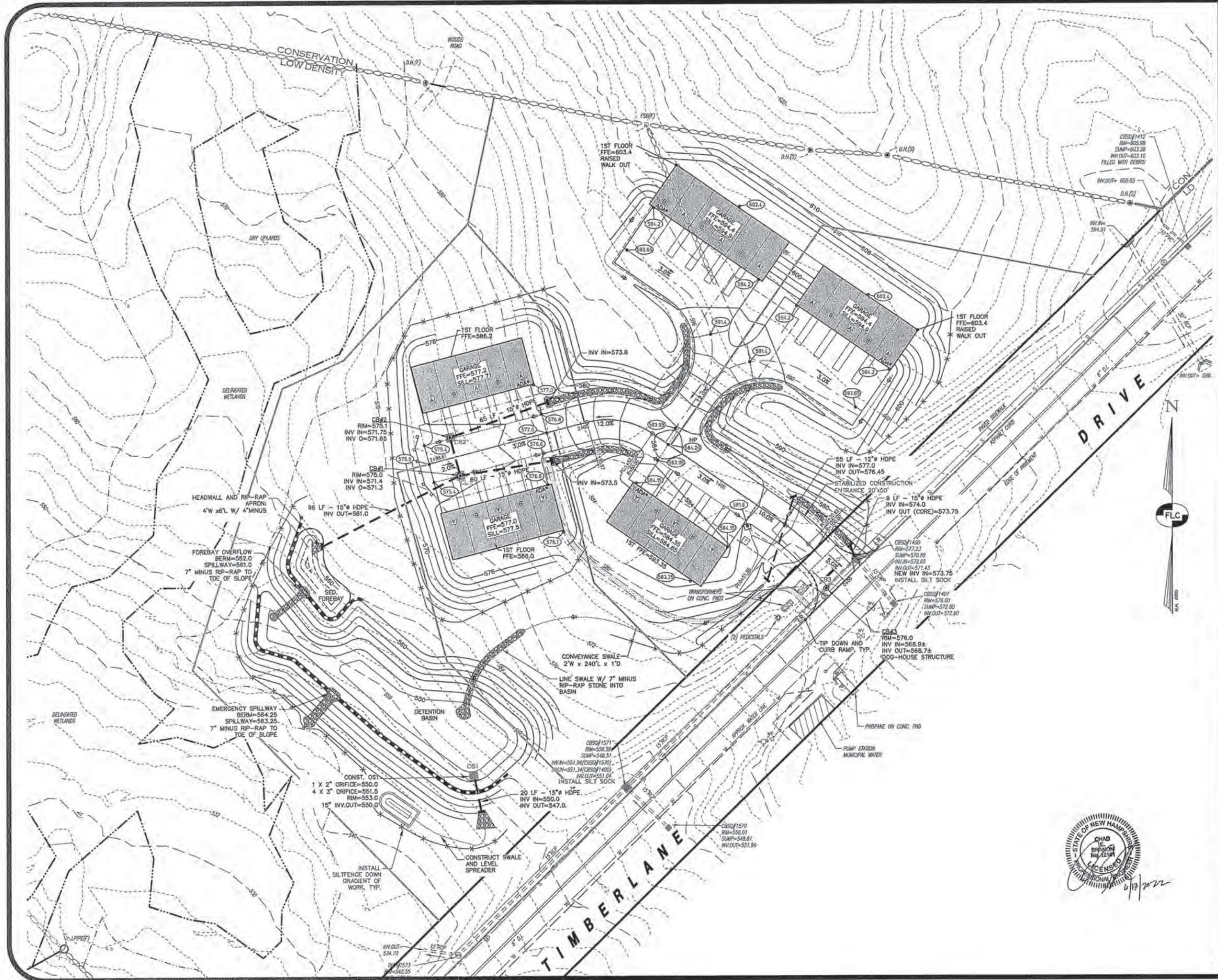
LAND OF:
CHRISTOPHER E. FARRIS
 34 ROLLINS ROAD EPPING, NH 03042

SCALE: 1" = 30' MARCH 18, 2022

Surveying + Engineering + Land Planning + Permitting + Septic Designs

FIELDSTONE
 LAND CONSULTANTS, PLLC

206 Elm Street, Milford, NH 03055
 Phone: (603) 672-5456 Fax: (603) 413-5456
 www.FieldstoneLandConsultants.com



- GRADING & DRAINAGE NOTES:**
1. THE PROPOSED DRIVEWAYS ARE PRIVATE, SHARED DRIVEWAYS. CITY STREETS ARE MAX 7% GRADE. RURAL STREETS ARE 9% MAX GRADE.
 2. DRIVEWAY MAXIMUM GRADES ARE 15% PER CITY REGS. TWO SECTIONS OF THE DRIVEWAYS ARE DESIGNED AT 12% MAX GRADE, AND 10% GRADE.
 3. ALL ROAD DITCHES OVER 5% GRADE SHALL HAVE STONE CHECK DAMS AND LINED WITH 4" MINUS RIP RAP STONE.
 4. DUE TO THE CLOSE PROXIMITY OF THE WETLANDS TO THE SITE, THE WETLAND BUFFER MUST BE FLAGGED PRIOR TO INSTALLING SILT FENCE AND STARTING THE SITE GRADING.
 5. UNITS WITH THE DESIGNATION (*ADA) ARE ADA COMPLIANT UNITS WHERE THE EXTERIOR GRADES MEET ADA REGULATIONS.



REV.	DATE	DESCRIPTION	C/O	DR	CK
A	5/9/22	REVS PER CITY STAFF COMMENTS		JEN	CER

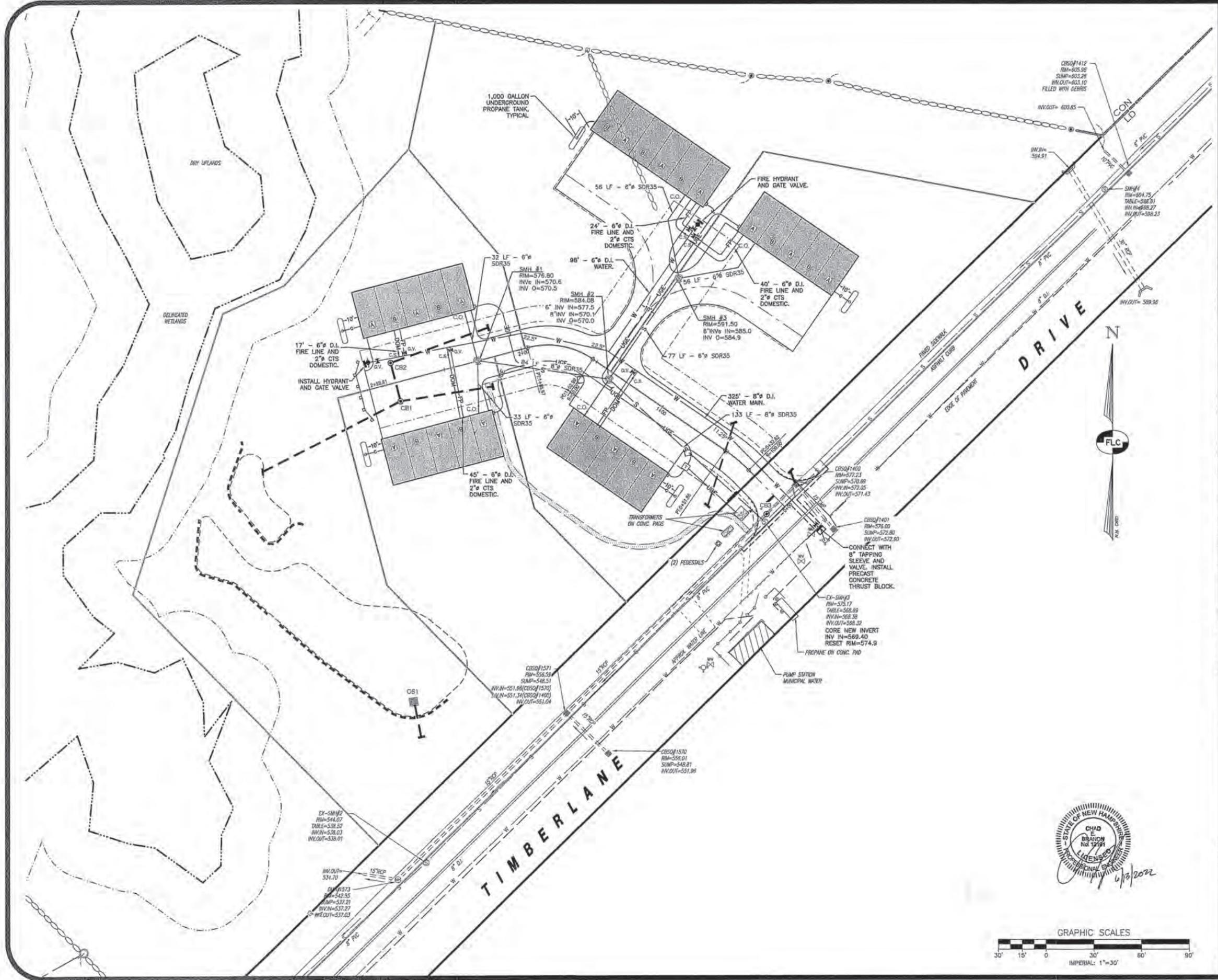
GRADING & DRAINAGE PLAN
TAX MAP 515 LOT 15
(DRUMMER ROAD & TIMBERLANE DRIVE)
KEENE, NEW HAMPSHIRE
 PREPARED FOR:
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- UTILITY NOTES:**
- ALL WORK SHALL CONFORM TO THE APPLICABLE REGULATIONS AND STANDARDS OF THE CITY OF KEENE AND SHALL BE BUILT IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS. THE CITY OF KEENE DEPARTMENT OF PUBLIC WORKS SPECIFICATIONS FOR ROAD CONSTRUCTION AND SEWERS AND DRAINS AND THE NHDOT STANDARDS FOR ROAD AND BRIDGE CONSTRUCTION APPROVED AND ADOPTED 2010 ARE HEREBY INCORPORATED BY REFERENCE.
 - ROAD AND DRAINAGE CONSTRUCTION SHALL CONFORM TO THE TYPICAL SECTIONS AND DETAILS SHOWN ON THE PLANS AND THE SPECIFICATIONS NOTED ABOVE. ANY ALTERATION OF THIS DESIGN OR CHANGE DURING CONSTRUCTION MAY REQUIRE APPROVAL OF VARIOUS CITY BOARDS OR AGENCIES AND SHALL BE DISCUSSED WITH THE OWNER AND ENGINEER PRIOR TO CONSTRUCTION.
 - THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION, SIZE, AND ELEVATION OF ALL EXISTING UTILITIES SHOWN OR NOT SHOWN ON THESE PLANS AND SHALL VERIFY THAT ALL THE INFORMATION SHOWN HEREON IS CONSISTENT, COMPLETE, ACCURATE, AND CAN BE CONSTRUCTED PRIOR TO AND/OR DURING CONSTRUCTION. THE ENGINEER SHALL BE NOTIFIED IN WRITING OF ANY DISCREPANCIES, ERRORS, OMISSIONS, OR EXISTING UTILITIES FOUND INTERFERING WITH THE PROPOSED CONSTRUCTION SO THAT REMEDIAL ACTION MAY BE TAKEN BEFORE PROCEEDING WITH THE WORK.
 - THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACT "DIGSAFE" AT LEAST 72 HOURS PRIOR TO THE START OF CONSTRUCTION (1-888-344-7233)
 - THE CONTRACTOR IS RESPONSIBLE FOR CONTACTING THE APPROPRIATE TOWN DEPARTMENTS PRIOR TO CONSTRUCTION TO ARRANGE FOR NECESSARY INSPECTIONS. THE WATER AND SEWER CONNECTIONS IN TIMBERLANE DRIVE WILL REQUIRE AN EXCAVATION PERMIT AND COORDINATION WITH KEENE PUBLIC WORKS.
 - BLASTING, IF REQUIRED, SHALL BE PERFORMED IN ACCORDANCE WITH THE CITY OF KEENE FIRE DEPARTMENT REGULATIONS.
 - ALL DISTURBED NON-PAVED AREAS SHALL BE LOAMED AND SEEDDED IMMEDIATELY UPON BEING CONSTRUCTED. THE RETAINING WALLS SHOWN SHALL BE DESIGNED BY OTHERS UNLESS OTHERWISE NOTED.
 - ALL TRAFFIC SIGNS SHALL CONFORM TO THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES, LATEST EDITION.
 - EXISTING PAVEMENT SHALL BE SAW-CUT AS NECESSARY. THE CONTRACTOR SHALL ENSURE A SMOOTH TRANSITION BETWEEN EXISTING AND NEW PAVEMENT.
 - ALL POWER WORK SHALL CONFORM TO EVERSOURCE STANDARDS. THE POWER SERVICE SIZES SHALL BE VERIFIED BY AN ELECTRICAL ENGINEER AND EVERSOURCE.
 - ALL TELEPHONE WORK SHALL CONFORM TO CONSOLIDATED COMMUNICATIONS SPECIFICATIONS.
 - ALL PROPANE GAS WORK SHALL CONFORM TO THE SUPPLIER'S GAS SPECIFICATIONS. PROVIDE SHUTOFF VALVE AND REGULATOR FOR EACH BUILDING. THE PROPANE TANKS SHALL BE INSTALLED BELOW GRADE.
 - WATER AND SEWER SERVICES TO TIE INTO THE KEENE MUNICIPAL SERVICE. WATER CAPACITY ABOVE THE PUMP STATION IS ADEQUATE FOR FIRE SUPPRESSION, AS VERIFIED BY THE CITY ENGINEER. SEWER CAPACITY ON TIMBERLANE DRIVE IS ADEQUATE, AS VERIFIED BY THE CITY ENGINEER.
 - SEWER SERVICES AT EACH UNIT SHALL HAVE INDIVIDUAL CLEAN-OUTS INSIDE THE BUILDING.
 - CONTRACTOR TO COORDINATE WITH CITY DPW ON SEWER TIE-INS ON TIMBERLANE DRIVE. THE EXISTING SEWER FLOW MUST BE MAINTAINED AND PUMP AROUND MANHOLE DURING TIE IN.
 - CONTRACTOR SHALL OBTAIN STRUCTURAL DESIGN PLANS, DETAILS AND SPECIFICATIONS FOR ANY RETAINING WALLS SHOWN ON THIS PLAN PRIOR TO CONSTRUCTION.
 - ANY MUNICIPAL SERVICES SHALL HAVE AN EASEMENT GRANTED TO THE CITY OF KEENE FOR FUTURE MAINTENANCE OF THE UTILITIES.
 - ALL BUILDINGS WILL HAVE FIRE SUPPRESSION SPRINKLER SYSTEMS AND TWO FIRE HYDRANTS HAVE BEEN PROVIDED (WITHIN 500' OF ALL BUILDINGS). FIRE HOUSE CAN REACH 150' AROUND EACH BUILDING FROM THE DRIVEWAY.
 - ALL BUILDING SERVICE CONNECTIONS SHALL HAVE A PRESSURE REDUCING VALVE (PRV) INSTALLED, AS WATER STREET PRESSURE WILL BE 100 PSI ±.
 - ALL HVAC EQUIPMENT SHALL MEET THE SCREENING STANDARDS OF THE L.D.C.: ROOF MOUNTED EQUIPMENT SHALL BE SETBACK 10' FROM EDGE. GROUND-MOUNTED EQUIPMENT TO BE LOCATED SO AS NOT TO BE VISIBLE FROM THE PUBLIC WAY - SCREEN IF VISIBLE.
- SANITARY SEWER CALCULATIONS:**
- THE SEWER DAILY FLOW RATE: 120 GPD/BEDROOM X 52 BEDROOMS = 6,240 GPD
 - INFILTRATION: 156 LF 6" SDR 35 + 341 LF 8" SDR 35 [(6"x0.030 MI) + (8"x0.065 MI)] x 300 CPD/INCH-MILE = 210 GPD
 - AVERAGE DAILY FLOW: 6240 + 210 = 6,450 GPD
 - PEAK DESIGN FLOW: PEAKING FACTOR = 6 (< 100,000 GPD) 6 x 6450 GPD = 38,700 GPD

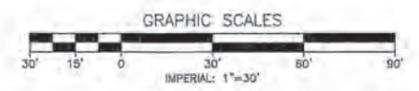
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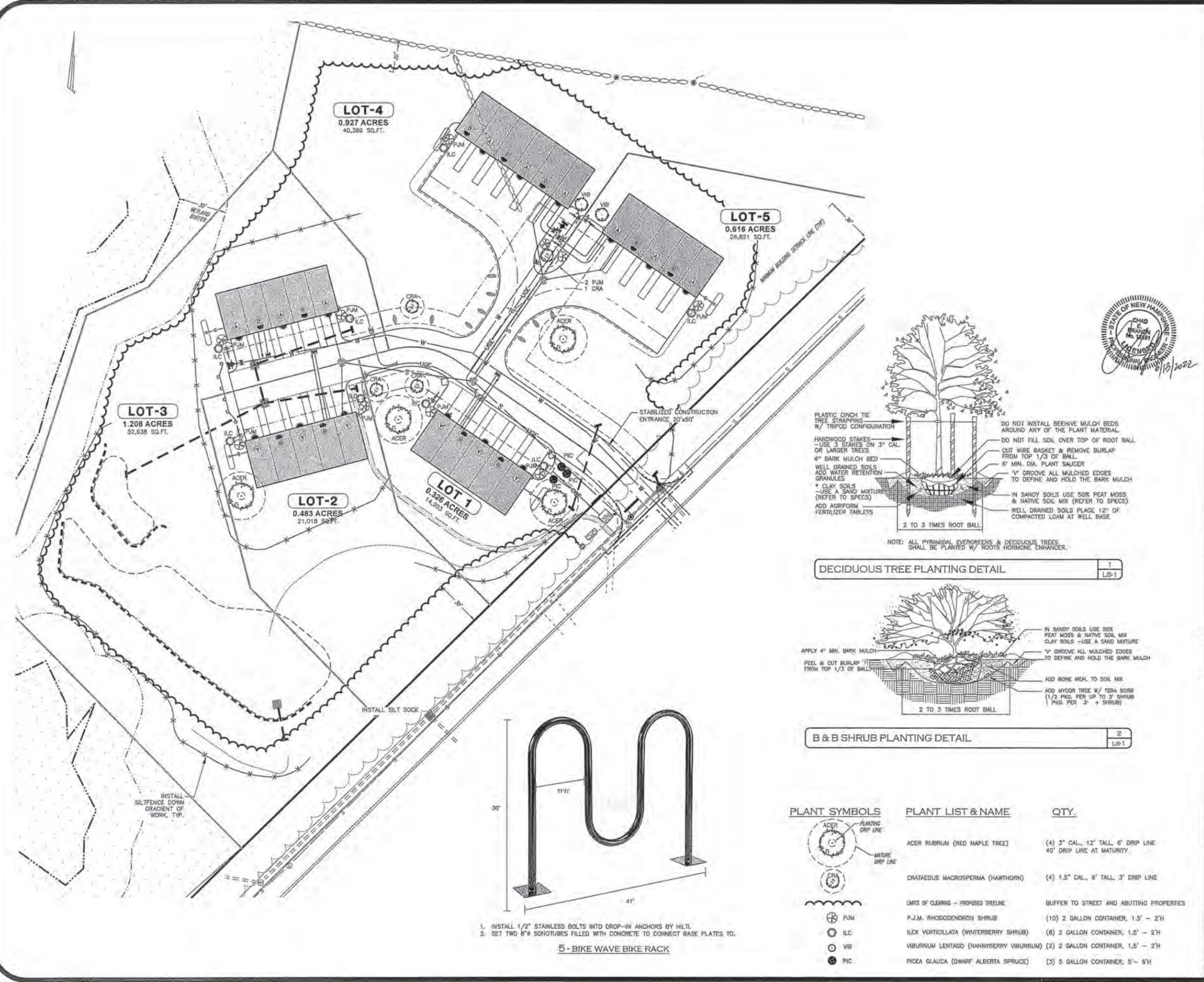
UTILITY PLAN
TAX MAP 515 LOT 15
(DRUMMER ROAD & TIMBERLANE DRIVE)
KEENE, NEW HAMPSHIRE
 PREPARED FOR:
CHRISTOPHER E. FARRIS
 34 ROLLINS ROAD EPPING, NH 03042
 LAND OF:
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SCALE: 1" = 30' MARCH 18, 2022

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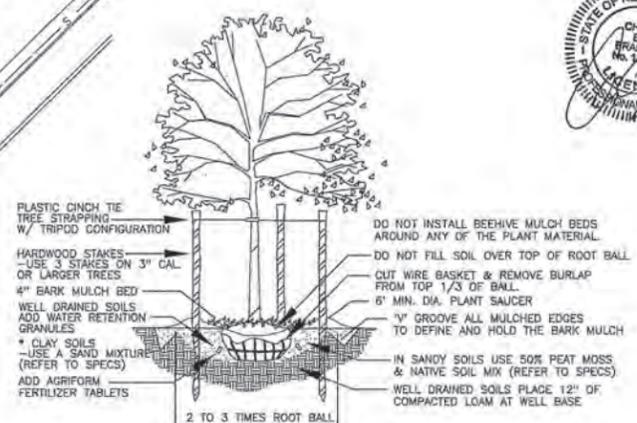
DESIGN NOTES:

1. LANDSCAPING REQUIREMENTS:

	REQUIRED	PROPOSED
TREES	4 TREES	4 TREES
1/10 PARKING SPACE (32 SP)	N/A	4 TREES
PARKING PERIMETER TREES	N/A	2:1-10 TREES 4
ORNAMENTAL TREES		
SHRUBS:		
EVERGREENS	SCREENING	3 (TRANSFORMER)
NON-EVERGREEN	N/A	20
PERIMETER LANDSCAPING:		
PARKING DR PERIMETER	N/A	N/A
FLOWERS & PLANTS	60% AREA	0%

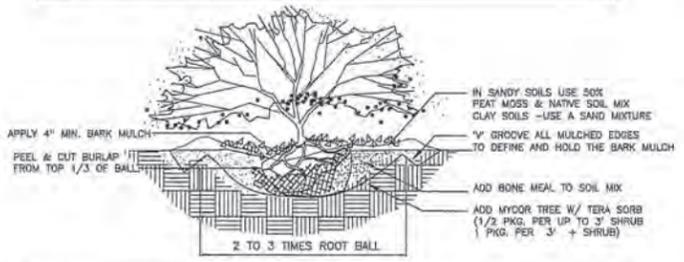
*THERE IS NO PROPOSED PERIMETER PARKING, AS SPACES ALIGN WITH THE GARAGES, SHRUBS ARE PROPOSED BETWEEN THE UNIT DRIVEWAYS.

- LANDSCAPING NOTES:**
- THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR CONTACTING DIG-SAFE AND FOR VERIFICATION OF ALL UTILITIES AND SHALL NOTIFY THE OWNER'S REPRESENTATIVE OF ANY CONFLICTS PRIOR TO COMMENCING.
 - EXISTING TREES TO REMAIN SHALL BE PRESERVED AND PROTECTED DURING CONSTRUCTION. TEMPORARY FENCING SHALL BE INSTALLED PRIOR TO THE START OF SITE WORK TO PROTECT ROOT MASS.
 - EXISTING TREES THAT ARE TO BE REMOVED, SHALL BE REMOVED ENTIRELY FROM THE SITE, INCLUDING STUMPS. NO STUMP-DUMPS ARE ALLOWED ON SITE.
 - UNTIL ALL GRADING AND CONSTRUCTION HAS BEEN COMPLETED WITHIN THE IMMEDIATE AREA NO PLANT MATERIAL SHALL BE INSTALLED.
 - UNLESS OTHERWISE NOTED OR APPROVED, ALL TREES MUST BE BALLED AND BURLAPPED.
 - ALL PLANT MATERIALS INSTALLED SHALL MEET OR EXCEED THE SPECIFICATIONS OF "THE AMERICAN STANDARDS FOR NURSERY STOCK" BY THE AMERICAN ASSOCIATION OF NURSERMEN.
 - ANY PROPOSED PLANT MATERIAL SUBSTITUTIONS MUST BE APPROVED BY THE OWNER'S REPRESENTATIVE.
 - ALL PLANT MATERIAL SHALL BE GUARANTEED BY THE INSTALLER FOR ONE YEAR FOLLOWING DATE OF ACCEPTANCE, ANY PLANT MATERIAL THAT IS SIGNIFICANTLY DAMAGED, MISSING, DISEASE RIDDEN, OR DEAD SHALL BE ABATED WITHIN 1-YEAR OR BEFORE THE END OF THE FOLLOWING PLANTING SEASON, WHICHEVER OCCURS FIRST.
 - IN AREAS OF STONE MULCH LAY 6 MIL SHEETS OF "VISQUEEN" TYPE POLYETHYLENE ON COMPACTED SUBGRADE BEFORE PLACING STONE, MINIMUM 6" OVERLAP. PERFORATE SHEETING IN PLANTING BEDS BEFORE PLACING STONE.
 - UNLESS OTHERWISE NOTED LOAM AND SEED ALL DISTURBED AREAS WITH A MINIMUM 4" OF SUITABLE LOAM. SLOPES GREATER THAN 3:1 SHALL BE PROTECTED WITH AN EROSION CONTROL BLANKET. SEE SITE PLAN.
 - WHERE APPLICABLE, THE CONTRACTOR SHALL HAVE ALL FALL TRANSPLANTING HAZARD PLANTS DUG IN THE SPRING AND STORED FOR FALL PLANTING.
 - PLANTS SHALL BE INSTALLED WITHIN ONE YEAR OF COMMENCEMENT OF CONSTRUCTION.
 - ALL LANDSCAPING SHALL BE LOCATED AND MAINTAINED SO AS NOT TO IMPACT THE LINES OF SIGHT AT THE ENTRANCE AND INTERNAL INTERSECTIONS TO PROVIDE SAFE PASSAGE OF PEDESTRIANS, BICYCLISTS, AND MOTORISTS.
 - ALL LANDSCAPED AREAS WILL BE MAINTAINED TO HAVE A SUFFICIENT AMOUNT OF WATER TO MAINTAIN VIABILITY EITHER BY IRRIGATION OR BY OTHER MEANS.
 - PROPOSED PLANTINGS SHALL NOT CONFLICT WITH SNOW STORAGE AREAS, LIGHT FIXTURES OR UNDERGROUND UTILITIES.
 - ALL LANDSCAPING APPROVED AS PART OF THE SITE PLAN SHALL BE CONSIDERED AS ELEMENTS OF THE SITE, IN THE SAME MANNER AS PARKING, BUILDING MATERIALS, AND OTHER SITE DETAILS. ANY CHANGES WILL REQUIRE APPROVAL BY THE OWNER AND CITY COMMUNITY DEVELOPMENT DIRECTOR.
 - BIKE RACKS ARE PROPOSED AT EACH BUILDING AND EACH UNIT HAS A GARAGE TO ALLOW FOR STORAGE.
 - ALL HVAC EQUIPMENT SHALL BE ROOF MOUNTED OR NOT BE VISIBLE FROM THE PUBLIC RIGHT OF WAY.

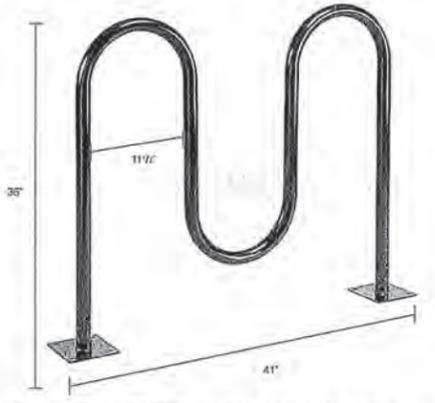


NOTE: ALL PYRAMIDAL EVERGREENS & DECIDUOUS TREES SHALL BE PLANTED W/ ROOTS HORMONE ENHANCER.

DECIDUOUS TREE PLANTING DETAIL 1 LS-1



B & B SHRUB PLANTING DETAIL 2 LS-1



- INSTALL 1/2" STAINLESS BOLTS INTO DROP-IN ANCHORS BY HILT.
 - SET TWO 8" SONOTUBES FILLED WITH CONCRETE TO CONNECT BASE PLATES TO.
- 5 - BIKE WAVE BIKE RACK**

PLANT SYMBOLS

ACER - PLANTING DRIP LINE

ACER - MATURE DRIP LINE

CRA

PJM

ILC

VIB

PIC

PLANT LIST & NAME

ACER RUBRUM (RED MAPLE TREE) (4) 3" CAL., 12' TALL, 6" DRIP LINE 40" DRIP LINE AT MATURITY

CRATAEGUS MACROSPERMA (HAWTHORN) (4) 1.5" CAL., 6' TALL, 3" DRIP LINE

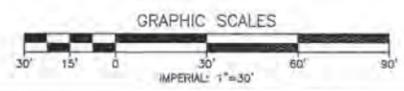
UMTS OF CLEARING - PROPOSED TREELINE BUFFER TO STREET AND ADJUTING PROPERTIES

P.J.M. RHODODENDRON SHRUB (10) 2 GALLON CONTAINER, 1.5' - 2'H

ILEX VERTICILLATA (WINTERBERRY SHRUB) (8) 2 GALLON CONTAINER, 1.5' - 2'H

VIBURNUM LENTAGO (HANNYBERRY VIBURNUM) (2) 2 GALLON CONTAINER, 1.5' - 2'H

PICEA GLAUCA (DWARF ALBERTA SPRUCE) (3) 5 GALLON CONTAINER, 5' - 6'H



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LANDSCAPING PLAN
TAX MAP 515 LOT 15
(DRUMMER ROAD & TIMBERLANE DRIVE)
KEENE, NEW HAMPSHIRE

PREPARED FOR:
CHRISTOPHER E. FARRIS
 34 ROLLINS ROAD EPPING, NH 03042

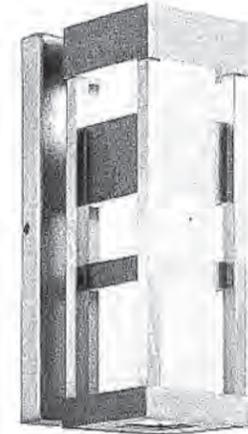
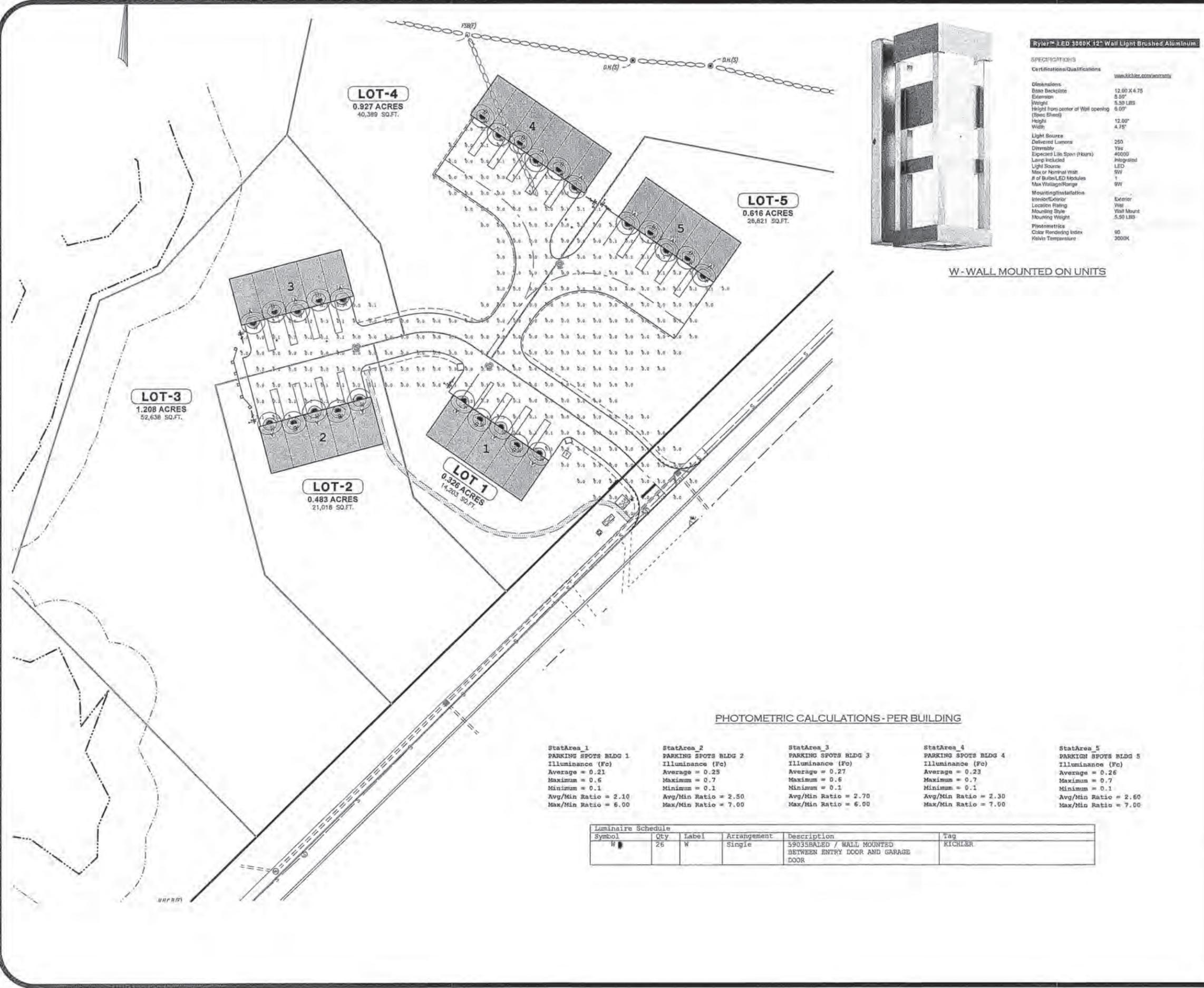
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Ryler™ LED 3000K 12" Wall Light Brushed Aluminum

SPECIFICATIONS

Certifications/Qualifications: www.kichler.com/entrav

Dimensions: 12.00" X 4.75"

Base Deckplate: 5.50"

Extension: 5.50 LBS

Weight: 5.50 LBS

Height from center of Wall opening: 6.00"

(Spec Sheet)

Height: 12.00"

Width: 4.75"

Light Source: 250

Delivered Lumens: Yes

Dimmable: 40000

Expected Life Span (Hours): Integrated

Lamp Included: LED

Light Source: 9W

Max or Nominal Watt: 1

of Bulb/LED Modules: 9W

Max Wallage/Range:

Mounting/Installation: Exterior

Interior/Exterior: Wall Mount

Location Rating: 5.50 LBS

Mounting Style:

Mounting Weight:

Photometrics: 90

Color Rendering Index: 3000K

Kelvin Temperature:

W - WALL MOUNTED ON UNITS

PHOTOMETRIC CALCULATIONS - PER BUILDING

StatArea_1	StatArea_2	StatArea_3	StatArea_4	StatArea_5
PARKING SPOTS BLDG 1	PARKING SPOTS BLDG 2	PARKING SPOTS BLDG 3	PARKING SPOTS BLDG 4	PARKING SPOTS BLDG 5
Illuminance (Fc)				
Average = 0.21	Average = 0.25	Average = 0.27	Average = 0.23	Average = 0.26
Maximum = 0.5	Maximum = 0.7	Maximum = 0.6	Maximum = 0.7	Maximum = 0.7
Minimum = 0.1				
Avg/Min Ratio = 2.10	Avg/Min Ratio = 2.50	Avg/Min Ratio = 2.70	Avg/Min Ratio = 2.30	Avg/Min Ratio = 2.60
Max/Min Ratio = 6.00	Max/Min Ratio = 7.00	Max/Min Ratio = 6.00	Max/Min Ratio = 7.00	Max/Min Ratio = 7.00

Luminaire Schedule					
Symbol	Qty	Label	Arrangement	Description	Tag
W	26	W	Single	59035BALED / WALL MOUNTED BETWEEN ENTRY DOOR AND GARAGE DOOR	KICHLER

DESIGN NOTES:

- LIGHTING REQUIREMENTS:

PARKING LOTS	REQUIRED	PROPOSED
AVERAGE	3.5 Fc MAX	0.25 Fc AVG.
MINIMUM	0.33 Fc	0.1 Fc
U. RATIO (AVG/MIN)	5:1	2.5-2.7
MAX AT PROP. LINE	0.1 Fc	0.0 Fc
MAX AT "R.O.W."	1.0 Fc	0.0 Fc
- ALL PROPOSED LIGHTING MUST BE 70 OR GREATER (CRI) COLOR RENDERING INDEX.
- ALL PROPOSED LIGHTING MUST BE 3000 KELVIN COLOR-TEMPERATURE TO MATCH.

LIGHTING NOTES:

- LIGHTING SHALL BE INSTALLED AND ARRANGED SO AS NOT TO REFLECT OR CAUSE GLARE UPON ABUTTING LAND, HIGHWAYS AND ROADS.
- ALL FIXTURES ARE FULL CUTOFF, LED FIXTURES, FLOOD LIGHTING AND UP-LIGHTING ARE PROHIBITED.
- NO SIDEWALKS ARE PROPOSED, ONLY BUILDING MOUNTED LIGHTS ARE PROPOSED.
- MOUNTING HEIGHT OF ALL PROPOSED WALL MOUNT LIGHTING FIXTURES SHALL BE 8 FEET ABOVE FINISH GRADE ON THE BUILDINGS, LOCATED UNDER THE BUILDING OVERHANG.
- ALL LIGHTS ARE TO BE SETUP ON PHOTOCELLS TO AUTOMATICALLY TURN OFF DURING DAYLIGHT HOURS, RESIDENTS WILL CONTROL THE OPERATING HOURS OF THE LIGHTS.
- ALL FIXTURES AND HARDWARE ARE TO BE BRUSHED ALUMINUM IN COLOR TO MATCH.
- LIGHT FIXTURES ARE AVAILABLE THROUGH CHARRON LIGHTING. ANY CHANGE IN FIXTURE MUST BE APPROVED BY THE OWNER AND DESIGN ENGINEER.

CHAD E. BRANNON
No. 1225
LICENSED PROFESSIONAL ENGINEER
8/18/2022

GRAPHIC SCALES
30' 15' 0' 30' 60' 90'
IMPERIAL: 1"=30'

REV.	DATE	DESCRIPTION	C/O	DR	CK

LIGHTING PLAN
TAX MAP 515 LOT 15
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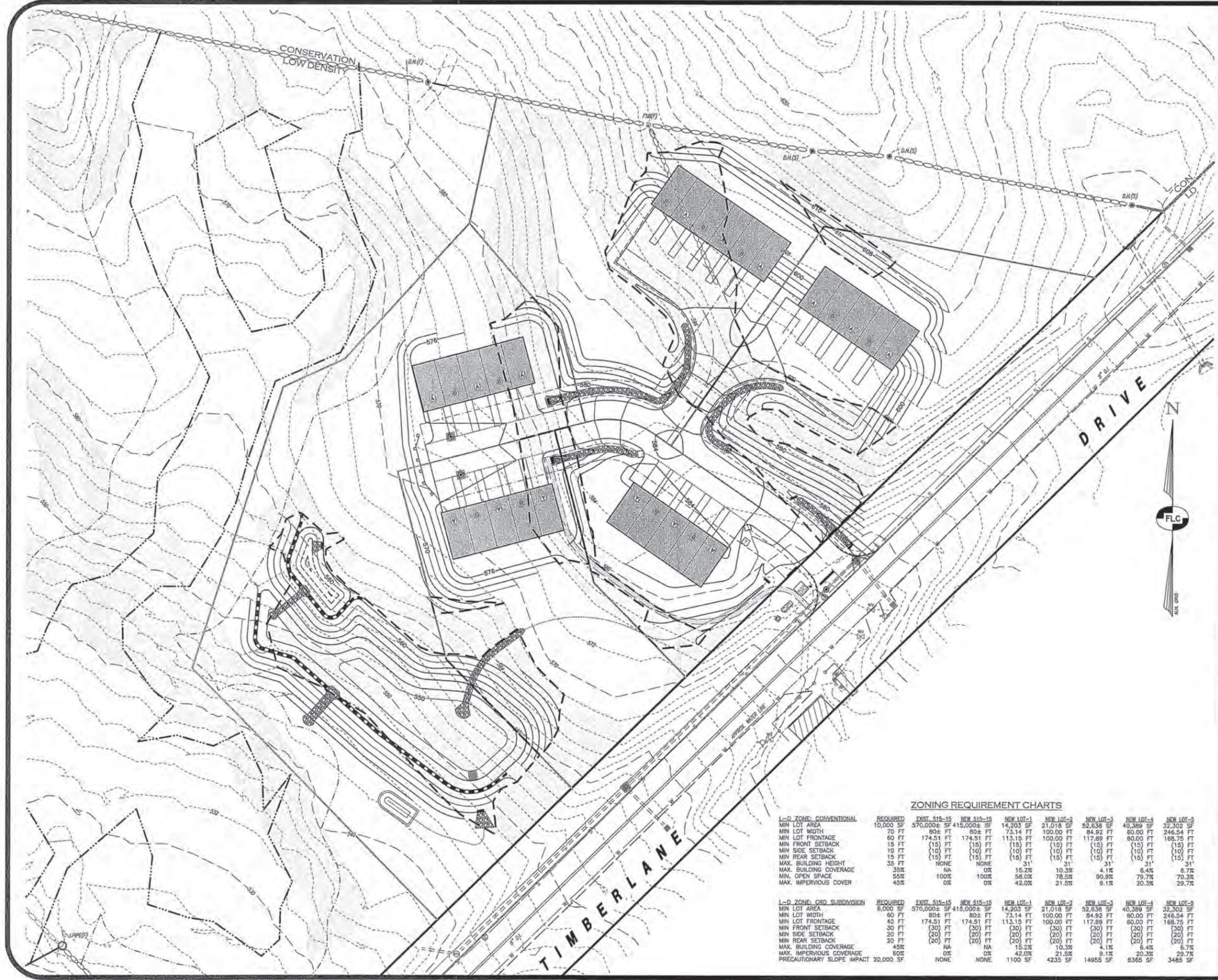
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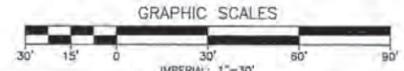
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FILE: 31455PODE.dwg PROJ. NO.: 3145.00 SHEET: LT-1 PAGE NO.: 8 OF 15



FLC



REV.	DATE	DESCRIPTION	C/O	DR	CK

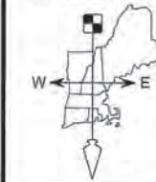
EXHIBIT PLAN - SLOPES
TAX MAP 515 LOT 15
(DRUMMER ROAD & TIMBERLANE DRIVE)
KEENE, NEW HAMPSHIRE

PREPARED FOR:
CHRISTOPHER E. FARRIS
 34 ROLLINS ROAD EPPING, NH 03042

LAND OF:
CHRISTOPHER E. FARRIS
 34 ROLLINS ROAD EPPING, NH 03042

SCALE: 1" = 30' JUNE 13, 2022

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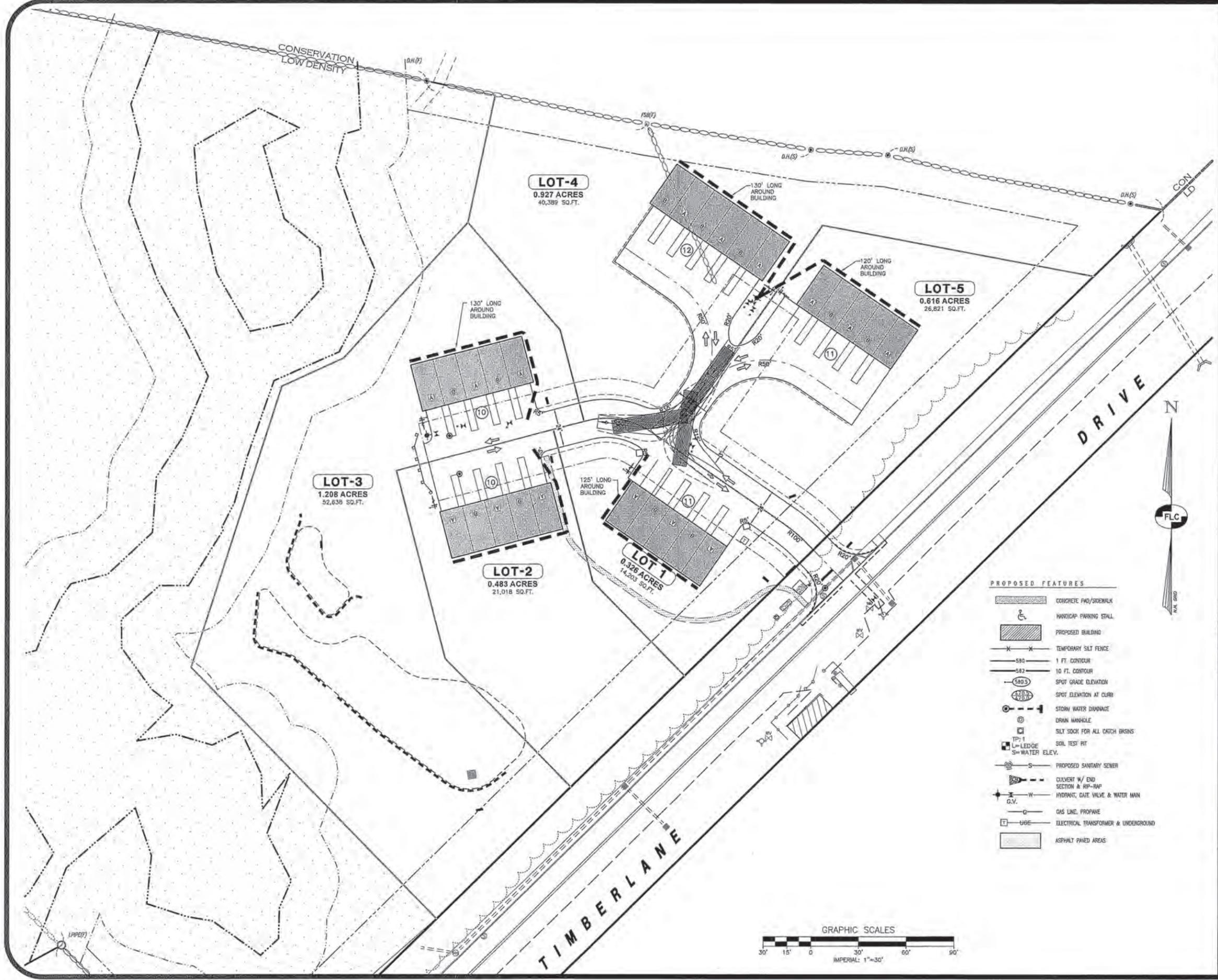
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ZONING REQUIREMENT CHARTS

L-D ZONE-CONVENTIONAL	REQUIRED	EXIST. 515-15	NEW 515-15	NEW LOT-1	NEW LOT-2	NEW LOT-3	NEW LOT-4	NEW LOT-5
MIN LOT AREA	10,000 SF	570,000± SF	415,000± SF	14,203 SF	21,018 SF	52,638 SF	40,389 SF	32,302 SF
MIN LOT WIDTH	70 FT	80± FT	80± FT	73.14 FT	100.00 FT	84.92 FT	80.00 FT	246.54 FT
MIN LOT FRONTAGE	60 FT	174.51 FT	174.51 FT	113.15 FT	100.00 FT	117.89 FT	80.00 FT	168.75 FT
MIN FRONT SETBACK	15 FT	(15) FT	(15) FT	(15) FT	(15) FT	(15) FT	(15) FT	(15) FT
MIN SIDE SETBACK	10 FT	(10) FT	(10) FT	(10) FT	(10) FT	(10) FT	(10) FT	(10) FT
MIN REAR SETBACK	15 FT	(15) FT	(15) FT	(15) FT	(15) FT	(15) FT	(15) FT	(15) FT
MAX. BUILDING HEIGHT	35 FT	NONE	NONE	31'	31'	31'	31'	31'
MAX. BUILDING COVERAGE	35%	NA	0%	15.2%	10.3%	4.1%	6.4%	6.7%
MIN. OPEN SPACE	55%	100%	100%	58.0%	78.5%	90.9%	79.7%	70.3%
MAX. IMPERVIOUS COVER	45%	0%	0%	42.0%	21.5%	9.1%	20.3%	29.7%

L-D ZONE-ORD SUBDIVISION	REQUIRED	EXIST. 515-15	NEW 515-15	NEW LOT-1	NEW LOT-2	NEW LOT-3	NEW LOT-4	NEW LOT-5
MIN LOT AREA	6,000 SF	570,000± SF	415,000± SF	14,203 SF	21,018 SF	52,638 SF	40,389 SF	32,302 SF
MIN LOT WIDTH	60 FT	80± FT	80± FT	73.14 FT	100.00 FT	84.92 FT	80.00 FT	246.54 FT
MIN LOT FRONTAGE	40 FT	174.51 FT	174.51 FT	113.15 FT	100.00 FT	117.89 FT	80.00 FT	168.75 FT
MIN FRONT SETBACK	30 FT	(30) FT	(30) FT	(30) FT	(30) FT	(30) FT	(30) FT	(30) FT
MIN SIDE SETBACK	20 FT	(20) FT	(20) FT	(20) FT	(20) FT	(20) FT	(20) FT	(20) FT
MIN REAR SETBACK	20 FT	(20) FT	(20) FT	(20) FT	(20) FT	(20) FT	(20) FT	(20) FT
MAX. BUILDING HEIGHT	45 FT	NA	NA	15.2%	10.3%	4.1%	6.4%	6.7%
MAX. BUILDING COVERAGE	60%	0%	0%	42.0%	21.5%	9.1%	20.3%	29.7%
PRECAUTIONARY SLOPE IMPACT 20,000 SF		NONE	NONE	1100 SF	4235 SF	14955 SF	8365 SF	3485 SF



- FIRE ACCESS NOTES:**
1. THE FIRE TRUCK SHOWN IS BASED ON DIMENSIONS OF THE KEENE LADDER TRUCK, TOWER 1 AS PROVIDED BY THE KEENE FIRE DEPARTMENT. TRUCKS WILL BE ABLE TO TURN AROUND AT THE INTERSECTION OF THE TWO DRIVEWAYS, AS DEPICTED.
 2. THE DISTANCE OF 150 FEET IS SHOWN AROUND THE BUILDINGS, AS REQUIRED BY KEENE FIRE DEPARTMENT, AS A HOSE WOULD BE LAID OUT.
 3. THE DRIVEWAYS ARE CLEAR FOR A HEIGHT OF 13'-6" OR MORE TO ACCOMMODATE THE FIRE TRUCK.

- PROPOSED FEATURES**
- CONCRETE PAD/SIDEWALK
 - HANDICAP PARKING STALL
 - PROPOSED BUILDING
 - TEMPORARY SILT FENCE
 - 1 FT. CONTOUR
 - 10 FT. CONTOUR
 - SPOT GRADE ELEVATION
 - SPOT ELEVATION AT CURB
 - STORM WATER DRAINAGE
 - DRAIN MANHOLE
 - SILT SOCK FOR ALL CATCH BASINS
 - SOIL TEST PIT
 - PROPOSED SANITARY SEWER
 - CULVERT W/ END SECTION & RIP-RAP
 - HYDRANT, GATE VALVE & WATER MAIN
 - GAS LINE, PROPANE
 - ELECTRICAL TRANSFORMER & UNDERGROUND
 - ASPHALT PAVED AREAS



REV.	DATE	DESCRIPTION	C/O	DR	CK

EXHIBIT PLAN - FIRE ACCESS
TAX MAP 515 LOT 15
(DRUMMER ROAD & TIMBERLANE DRIVE)
KEENE, NEW HAMPSHIRE
 PREPARED FOR:
CHRISTOPHER E. FARRIS
 34 ROLLINS ROAD EPPING, NH 03042
 LAND OF:
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SCALE: 1" = 30' JUNE 13, 2022

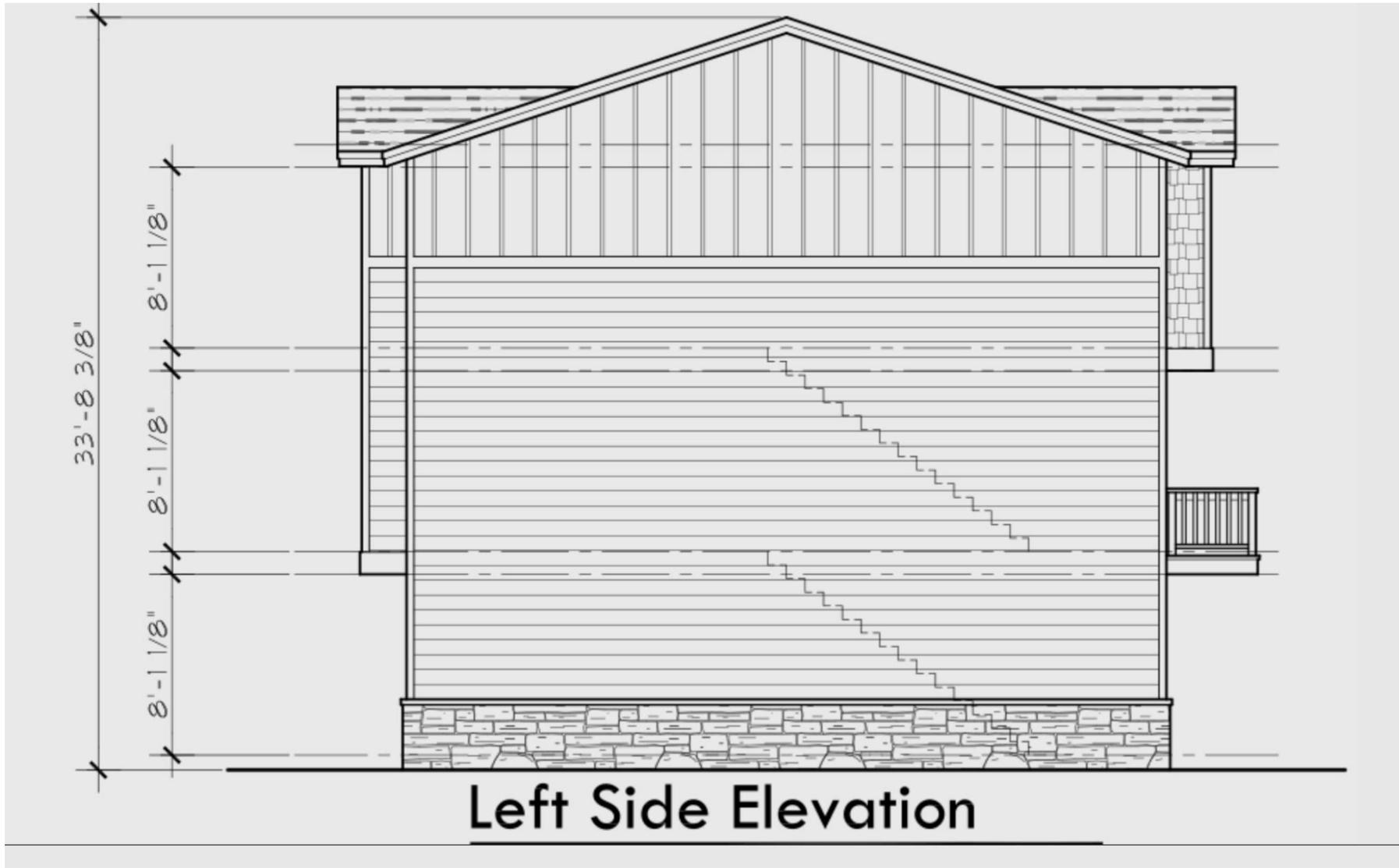
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Memorandum

To: Mr. Chad Branon, PE
Fieldstone Land Consultants, PLLC
778 Elm Street, Suite C
Milford, NH 03055

Date: May 12, 2022

Project #: 52846.00

From: Jason R. Plourde, PE, PTP

Re: Traffic Assessment
Proposed Timberlane Drive Townhouses
Keene, New Hampshire

Vanasse Hangen Brustlin, Inc. (VHB) has prepared this memorandum to summarize the anticipated traffic impacts associated with a proposed residential development to be located off Timberlane Drive north of Elm Street in Keene, New Hampshire. As proposed, the development would consist of 26 residential townhouse units. In addition, access would be provided along Timberlane Drive. The site location in relation to the surrounding roadway network is shown on Figure 1.

Timberlane Drive and Elm Street are legislatively categorized as Class V: Local Roads. Therefore, review and approval are expected to be required with respect to traffic through the City of Keene permitting process. In accordance with Article 20.9.1 of the City of Keene’s Land Development Code, a traffic study is required for a residential development with 10 or more dwelling units. This evaluation has been conducted to summarize the anticipated traffic impacts associated with the proposed residential development.

Existing Traffic Volumes

Existing traffic volumes in the area were researched from New Hampshire Department of Transportation (NHDOT) historical data in the vicinity of the site. NHDOT conducts a three-year traffic count program along Court Street north of Elm Street and along Court Street north of North Street.^{1, 2} The most recent traffic counts collected and uploaded to the NHDOT traffic-volume database for Court Street north of Elm Street were from July 2020 with the next counts planned for 2023. For the Court Street location north of North Street, the most recent traffic counts collected and uploaded to the NHDOT database were from August 2021 with the next counts planned for 2024. The NHDOT historical data are summarized in Table 1 and are provided in the Appendix.

¹ Count Station 82237181 along Court Street north of Elm Street.

² Count Station 82237159 along Court Street north of North Street.

2 Bedford Farms Drive
Suite 200
Bedford, NH 03110-6532
P 603.391.3900



Site Location Map

Figure 1



0 250 500 Feet

Table 1 – Existing Traffic-Volume Summary

Location/Time Period	Daily Traffic Volume (vpd) ^a	Peak Hour Traffic Volume (vph) ^b	K-Factor ^c
Court Street north of Elm Street ^d			
Weekday Daily	9,905		
Weekday AM Peak		712	7.2
Weekday PM Peak		810	8.2
Saturday Daily	7,557		
Saturday Peak		671	8.9
Safford Drive east of Old Homestead Highway (NH Route 32) ^e			
Weekday Daily	10,985		
Weekday AM Peak		786	7.2
Weekday PM Peak		896	8.2
Saturday Daily	7,321		
Saturday Peak		641	8.8

^a In vehicles per day.

^b In vehicles per hour.

^c Percent of average daily traffic occurring during the peak hour.

^d Traffic counts collected between Saturday, July 18, 2020, and Thursday, July 23, 2020 (Count Station 82237181).

^e Traffic counts collected between Saturday, August 7, 2021, and Thursday, July 12, 2021 (Count Station 82237159).

As shown, traffic volumes along Court Street north of Elm Street experienced the highest peak hour demands between 11:00 AM and 12:00 PM during the weekday morning and on a Saturday, and between 3:00 and 4:00 PM during the weekday evening. In addition, traffic volumes along Court Street north of North Street were the highest between 7:00 and 8:00 AM during the weekday morning, between 4:00 and 5:00 PM during the weekday evening, and between 10:00 and 11:00 AM on a Saturday.

Many rural and urban roadways experience a K-factor that falls between 9.0 and 10.0. The K-factor may exceed 10.0 for roadways with heavy peak traffic demand.³ As shown, the K-factors for both locations along Court Street are less

³ Dowling, Richard, et al. Planning and Preliminary Engineering Applications Guide to the Highway Capacity Manual. National Cooperative Highway Research Program Report 825, Washington, DC: National Academy of Sciences, 2016.



than 10.0, which suggests that traffic volumes along the Court Street corridor may have a relatively even distribution of traffic throughout the day or throughout a peak period that last more than 1 hour.

Build Conditions

For purposes of this Traffic Assessment, the proposed development program evaluated consists of constructing 26 residential townhouse units. A full access driveway would be constructed on Timberlane Drive.

Trip Generation

To estimate the volume of traffic to be generated by the proposed project, trip rates published in the Institute of Transportation Engineers (ITE) Trip Generation Manual⁴ were researched. The trip-generation summary is provided in Table 2 with the trip-generation calculations provided in the Appendix. As shown, the proposed residential development is estimated to generate 10 trips (2 entering and 8 exiting) during the weekday AM peak hour, 13 trips (8 entering and 5 exiting) during the weekday PM peak hour, and 11 trips (6 entering and 5 exiting) during the Saturday peak hour.

In accordance with ITE methodologies,⁵ a development may have an impact if the addition of site trips would increase peak hour traffic volumes on an intersection approach by 100 vehicles or more. In addition, NHDOT guidance⁶ suggests that a development estimated to generate 100 vehicles per hour or more (total of entering and exiting trips) through an intersection may result in a change in vehicular operations (i.e., noticeably drop level of service or increase volume-to-capacity [v/c] ratios). In general, traffic increases less than these thresholds could be attributed to the fluctuation of vehicles due to driver patterns that occur during the day, on different days of a week, or different months of a year.

⁴ Institute of Transportation Engineers. Trip Generation Manual, 11th ed. Washington, DC, Sept. 2021.

⁵ Transportation Impact Analyses for Site Development: An ITE Proposed Recommended Practice. Washington, DC: Institute of Transportation Engineers, 2010.

⁶ Bollinger, Robert E. Inter-Department Communication. New Hampshire Department of Transportation, Bureau of Traffic. 17 Feb. 2010.

Table 2 – Trip-Generation Summary

Time Period/Direction	Estimated Site Trips ^a
Weekday Daily	
Enter	88
Exit	88
Total	176
Weekday AM Peak Hour	
Enter	2
Exit	8
Total	10
Weekday PM Peak Hour	
Enter	8
Exit	5
Total	13
Saturday Daily	
Enter	60
Exit	60
Total	120
Saturday Peak Hour	
Enter	6
Exit	5
Total	11

^a ITE Land Use Code 220 (Multifamily Housing [Low-Rise]) for 26 units.

Site Trip Impacts

With the proposed residential development to be located along Timberlane Drive, motorists would be able to access the site along Timberlane Drive via Court Street to the north and south, Elm Street to the south, and Old Gilsum Road to the north. For planning purposes in order to provide a conservative (worse-case) scenario, the site trips were distributed along the adjacent roadway network with all site trips traveling through the Court Street and Elm Street



intersection. At this intersection, the site trips were then evenly distributed with 50 percent to/from the north and 50 percent to/from the south.

Based on the traffic-generation and distribution estimates for the proposed residential development, the site trips were assigned to the adjacent roadway network. The project-generated traffic volumes are shown on Figure 2 for the weekday AM, weekday PM, and Saturday peak hours.

As shown, the proposed development would increase traffic volumes along Court Street north of Elm Street in the range of 5 to 6 vehicles per hour (1 additional vehicle/10-12 minutes) and along Court Street south of Elm Street in the range of 5 to 7 vehicles per hour (1 additional vehicle/8.6-12 minutes). As shown in Table 2 and on Figure 2, standard traffic engineering practice suggests that the proposed residential development would be expected to result in negligible impacts to the adjacent roadway system.

Summary of Findings

In summary, standard traffic engineering practice suggests that the vehicular trips associated with the proposed 26 townhouses would have negligible impacts to the adjacent roadway system during the weekday AM, weekday PM, and Saturday peak hours. The total site trips estimated for the proposed development do not meet the ITE and NHDOT guidelines for which developments may have a noticeable impact.

Storm Water Management Report

TIMBERLANE WOODS

CRD SUBDIVISION

Project Location:

Tax Map 515, Lot 15
Timberlane Drive
Keene, NH 03431

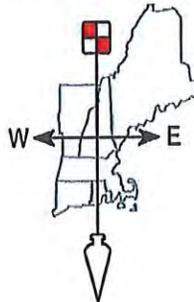
Prepared for:

Farris Development, LLC
34 Rollins Road
Epping, NH 03042
Project #3145.00

Date: March 18, 2022

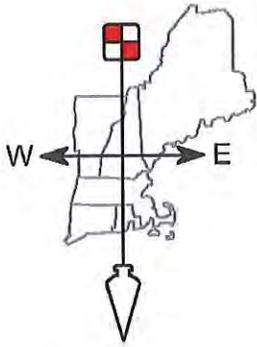


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STORM WATER MANAGEMENT REPORT TIMBERLANE WOODS – MULTI-FAMILY KEENE, NEW HAMPSHIRE

Prepared for:
Farris Development LLC

March 18, 2022

I) INTRODUCTION

This stormwater management report was conducted for a proposed site development known as Timberlane Woods in Keene NH. The property is located on Tax Map Lot 515-15 with frontage on Timberlane Drive and Drummer Road. The proposal is to subdivide the lot into six lots as a Conservation Residential Development (CRD) Subdivision. Five of the lots will be residential building lots and the sixth lot will be placed into a conservation easement. A private road will provide access to the subdivision, with two driveways branching off to the northern two lots.

The purpose of this report is to analyze the qualitative and quantitative impacts of the proposed development on stormwater runoff. The objective of the proposed stormwater management system is to mitigate any increases resulting from the proposed development and to meet the drainage guidelines set forth in the City of Keene Land Development Code.

II) SITE DESCRIPTION (EXISTING)

The existing Tax Map Lot 515-15 has 570, 000 square feet or 13.1+/- acres with 817.88 feet of frontage along Timberlane Drive, and an additional 160 +/- feet along Drummer Road. The parcel is currently undeveloped and entirely wooded with forested wetlands towards the Drummer Road side of the property. The property abuts the Drummer Hill Conservation area to the north and the west.

NRCS soil survey maps indicate that the dominant soils present on the site consist of Searsport Mucky Peat (HSG D), Windsor Loamy Sand (HSG A), Turnbridge-Lyman-Rock outcrop complex (HSG C), and Ossipee Mucky Peat (HSG D). The development area is located completely within the Turnbridge-Lyman-Rock outcrop complex soils, per NRCS, with a listed Ksat value of 0.6 in/hour. These Hydrologic Group (HSG) are based on the Ksat Values for New Hampshire Soils, as used by NHDES. Field examination was conducted with test pit excavations in the development area only, which found sands, gravels, and stony soils. Ledge and refusal were encountered in the excavations. The estimated seasonal high-water table varied from 48" to 84" across the test pits, and percolation rates were consistent between 4-6 min/inch.

III) METHODOLOGY

The quantity of runoff and the conveyance of that flow through the site are determined using the software package HydroCAD r 10.10.6a by HydroCAD Software Solutions, LLC. HydroCAD is a computer program for modeling storm water hydrology based on the Soil Conservation Service (SCS) TR-20 method, combined with standard hydraulics calculations used to model detention basins and culverts.

Stormwater management systems are designed in accordance with the methodology for the "Best Management Practices" (BMP's), as outlined in the New Hampshire Storm Water Manual, Volume 2.

IV) DRAINAGE DESIGN

In accordance with the City of Keene and NHDES standards, there will be no increase in the peak flow rate of surface runoff. In order to demonstrate this, the two (2), ten (10), and fifty (50) year frequency storm events have been evaluated using a Type III, 24-hour storm distribution. These design storms have been analyzed to compare the Pre and Post-Development peak flow rates for the site (see comparison table).

Pre-Development Drainage Conditions:

The Pre-Development Drainage Area Plan outlines the two areas where water flows off the property. The first observation point is the catch basin (CBSQ#1571) in Timberlane Drive, which is part of the municipal stormwater drainage system. The second observation point is the wetland complex to the southwest, within the Open Space lot. These two areas are modeled as Observation Points, OP 1 and OP 2, in the drainage report. A third observation point is modeled as a Summary of all off-site stormwater, shown as SUM.

Post-Development Drainage Conditions:

The proposed drainage systems were designed to capture runoff from the buildings and paved areas, and direct the flow to stormwater management systems. There are 9 Subcatchments modeled in the post-development condition.

The default saturated conductivity rate (Ksat) for Turnbridge-Lyman-Rock outcrop complex soils is 0.6 in/hour for the low end in the C-horizon. An exfiltration rate of 0.3 in/hr was used for the infiltration systems, which provides a factor of safety of 2.0. The test pits in this area had a field measured percolation rate of 4 - 6 min/in.

The drainage system has been designed to collect the stormwater runoff from most of the new impervious surfaces on-site and direct it to the proposed stormwater management systems. The majority of the site will drain to the detention basin, so water will runoff in the same manner as in the existing condition. The net result is that virtually all of the new paved areas will receive

qualitative treatment and there will be a reduction of peak rates of runoff leaving this site for all storm events.

V) SUMMARY

The intent of the stormwater management system for this project is to address the qualitative and quantitative aspects of the stormwater runoff so that there are no downstream adverse impacts created by the project. To mitigate the resulting increases in runoff volume and peak rates due to the development of Lot 515-15, this project proposes that a stormwater management system consisting of three (3) catch basins, four (4) driveway culverts, one (1) treatment swale, one (1) level spreader, and one (1) detention basin to be constructed. The net result is that the new buildings and paved areas will receive qualitative treatment and there will be no increase in the peak rates of runoff leaving the site.

The stormwater management design for this project therefore complies with the stormwater standards set forth in the City of Keene's Land Development Code.

The following table is a summary of the attached calculations and show a comparison of the peak flow rates at the outlet point for the site. The values presented are based on pre- and post-development conditions.

Table 1.1: Peak Flow Rates (CFS)/Volume (AF) to OBSERVATION POINT 1 (OP1)

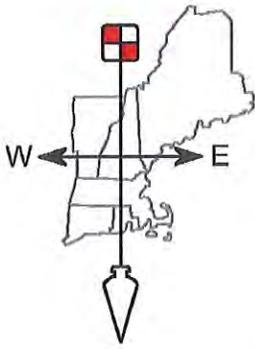
STORM FREQUENCY	PRE-DEV. RUNOFF (CFS/AF)	POST-DEV. RUNOFF (CFS/AF)	CHANGE (CFS/AF)
2-YEAR	0.93/0.108	0.49/0.06	-0.44/-0.048
10-YEAR	2.14/0.234	0.99/0.116	-1.15/-0.118
50-YEAR	4.22/0.453	1.79/0.210	-2.34 /-0.243

Table 1.2: Peak Flow Rates (CFS)/Volume (AF) to OBSERVATION POINT 2 (OP2)

STORM FREQUENCY	PRE-DEV. RUNOFF (CFS/AF)	POST-DEV. RUNOFF (CFS/AF)	CHANGE (CFS/AF)
2-YEAR	0.91/0.102	0.60/0.166	-0.31/0.064
10-YEAR	2.35/0.234	1.93/0.386	-0.42/0.152
50-YEAR	4.92/0.474	4.82/0.795	-0.1 /0.321

Table 1.3: Peak Flow Rates (CFS)/Volume (AF) to SUMMARY (SUM) – TOTAL OFFSITE FLOW

STORM FREQUENCY	PRE-DEV. RUNOFF (CFS/AF)	POST-DEV. RUNOFF (CFS/AF)	CHANGE (CFS/AF)
2-YEAR	1.82/0.210	1.08/0.225	-0.74/0.015
10-YEAR	4.42/0.468	2.90/0.502	-1.52/0.034
50-YEAR	8.97/0.927	6.61/1.005	-2.36/0.078



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3145.00 – TIMBERLANE WOODS SEWER FLOW CALCULATIONS

From Metcalf & Eddy/AECOM, "Wastewater Engineering Treatment and Resource Recovery", 5th Edition:

Table 3-2: Apartment - 120 gpd/bedroom

ON-SITE GRAVITY SEWER = 156 LF (0.030 MI) 6" PVC + 341 LF (0.065 MI) 8" PVC

PROPOSED USE

26 UNITS (2 Bedroom): 52 Bedrooms for all five buildings

DESIGN FLOW

52 Bedrooms x 120 GPD/Bed = 6,240 GPD

Infiltration Allowance = [(0.030)(6)+(0.065)(8)]x300 GPDPIPM = 210 GPD

Average Daily Flow = 6,450 GPD

Apply Peaking Factor of 6 for design flow

Peak Design Flow = 6 x 6,450 GPD 38,700 GPD

PIPE CAPACITY: $Q = (1.486/n)AR^{2/3}S^{1/2}$

38,700 GPD = 0.039 MGD X 1.54722865 CFS/MGD = **0.06 CFS**

For Proposed 8" PVC: A = 0.36 sq. ft., R = 0.34 ft., S = 0.004 ft./ft.

$Q = (1.486/.010)(0.36)(0.34^{2/3})(0.004^{1/2}) = 1.61 \text{ CFS} > .06 \text{ CFS}; \text{ Factor of Safety} = 27$

AT SMH 1780 ON ELM STREET, THE SEWER GOES FROM 8" TO 6". SEWER FLOW DATA WAS COLLECTED TO VERIFY THE PIPE CAPACITY DOWN STREAM OF THE PROPOSED DEVELOPMENT.

PIPE CAPACITY AT SMH 1780 (6" ACP) ON ELM ST.:

0.039 MGD (Proposed Development) + 0.115 MGD (Existing Daily Peak on Elm St) = 0.154 MGD

0.154 MGD X 1.54722865 CFS/MGD = **0.24 CFS PROPOSED**

$Q = (1.486/.010)(0.196)(0.25^{2/3})(0.01^{1/2}) = 1.15 \text{ CFS} > 0.24 \text{ CFS}; \text{ Factor of Safety} = 4.8$

The proposed development's sewer load will not exceed the capacity of the City sewer where the line size decreases from 8 inch to 6 inch at SMH 1780. This is based on the attached sewer flow data by Flow Assessment Services.



Fieldstone Land Consultants, PLLC
206 Elm Street
Milford, NH 03055
Attn: John Noonan

May 26, 2022

Re: Keene, NH
Flow Monitoring
April – May 2022

Dear Mr. Noonan,

This letter is written to present the flow monitoring data collected in Keene, NH. The meter was installed on 04/27/22. This letter presents the data from 04/27/22 to 05/16/22. The meter was removed 05/16/22.

Site configuration information:

Site	Location	Meter
1780	526 Elm Street	Level Meter installed with a 6" Palmer- Bowlus Flume in an existing 8" diameter line.

The Level Meter senses depth. This depth information is stored in the meter's memory. The recorded data is uploaded from the flow meters with a laptop computer. During the installation, maintenance visits and removal, the depth and velocity information is confirmed and calibration measurements are noted.

This report contains a summary flow report and flow analysis graph for the meter site. The summary flow report presents minimum, peak and total daily flow based on the recorded 5-minute interval readings. The flow analysis graph data is presented averaged hourly to make it easier to visualize the overall flow pattern during the monitoring period.

Additionally, this report contains a meter site investigation sketch for the meter site.

The final data is also included in Excel format in its recorded 5-minute intervals. All data is recorded and presented in Eastern Standard Time.

No rainfall data was collected during this project.

If you have any questions or require anything additional, please feel free to contact me via email or phone.

Sincerely,

A handwritten signature in cursive script that reads "Margaret Fryer".

Margaret Fryer
Data Analyst

STAFF REPORT

SPR-898, Mod. 1 – Site Plan Review – EVS Metals Building Addition – 50 Optical Avenue

Request:

Applicant Brickstone Land Use Consultants, on behalf of owner, 50 Optical Avenue LLC, proposes to construct a 25,200 sf addition on the existing 28,932 sf building on the property located at 50 Optical Ave (TMP #241-007-000). The site is 4.94 ac in size and is located in the Industrial District.

Background:

The 4.94 acre parcel at 50 Optical Avenue is located on the north side of the Optical Avenue Extension with Route 101 to the south and Marlboro Street to the east. The site contains an existing 28,932 square foot building where EVS Metals, a precision metal fabrication and manufacturing company, is located. EVS Metals currently operates two shifts and anticipates hiring 20 new employees as part of the proposed expansion.

The proposal includes the removal of the existing parking lot and travel lane along the northeast portion of the property and the clearing and grading of a portion of the northeast area of the property. The parking will be relocated to the east of the proposed addition with 56 perpendicular parking stalls, including 3 accessible parking stalls provided in the new parking area. A new 24 foot wide travel lane will be added to accommodate vehicle movement around the site.



Figure 1. Aerial view of 50 Optical Avenue

The Site Plan depicts “containers” located in several areas around the site. These containers are roll off dumpsters. The dumpsters are used as needed to collect and store metal scrap that results as part of the manufacturing process. Once the dumpsters are full they are picked-up, hauled off site, and replaced by new dumpsters.

Completeness:

The applicant requests exemptions from submitting a traffic analysis, soil analysis, historic evaluation, screening analysis, and architectural and visual appearance analysis. After reviewing each request, staff has determined that exempting the applicant from submitting this information would have no bearing on the merits of the application and recommends that the Planning Board grant these exemptions and accept the application as “complete.”

Departmental Comments:

Fire Department

1. Please include a Vehicle Turning Movement Plan to show that emergency vehicles can navigate safely around the site.

STAFF REPORT

2. Indicate on the plan set the location of any existing and proposed Fire Department Connections (FDC), fire hydrants, fire lanes, and emergency service related signage.
3. Any proposed fire hydrants shall be on the same side of the drive aisle as the FDC to prevent access from being blocked.
4. If the existing FDC is going to be obscured by the construction of the addition, how will a water source connection for emergency services be addressed during construction.
5. Does this proposal include any gates or other barriers limiting 24 hour access to the site? If so, please include the location of any such device on the plan. If no such devices exist or are proposed for the site, please add this to the narrative.

Application Analysis: The following is a review of the Planning Board development standards relevant to this application.

20.2 **Drainage:** A drainage report, stamped by a licensed engineer was submitted with the application. The existing conditions of the site include driveways, an existing building, and a forest on the easterly portion of the lot. Currently a portion of the stormwater runoff flows to an infiltration swale along the westerly parking area to the lawn on the northwest corner of the lot. The stormwater runoff from the existing building is piped into the City's stormwater system.

In order to accommodate the proposed addition, new drive aisle, and parking area, two infiltration basins are proposed. Stormwater runoff will flow from the parking area and addition to one infiltration basin located to the northeast of the new parking area. The remaining portion of stormwater flow will be captured in a smaller infiltration basin located to the northwest. The design of this system qualifies as LID and appears to meet the Planning Board's standard.

20.3 **Sediment & Erosion Control:** The Grading & Drainage Plan shows silt fence along the proposed area of disturbance on the easterly side of the lot. Erosion control blankets and a stabilized construction entrance are also proposed. These erosion control measures appear to meet the Planning Board's standard.

20.4 **Snow Storage & Removal:** The submitted narrative states that snow will be stored around the perimeter of the paved area and in the parking spaces at the rear of the site. Excess snow will be removed from the site after each snow storm as necessary. Two snow storage areas are shown on the proposed site plan located to the south of the new parking area. The project is providing more parking spaces than is required by zoning and it appears that there is sufficient space to store the snow in the indicated areas on the site plan. This snow storage and removal plan appears to meet the Planning Board's standard.

20.5 **Landscaping:** The applicant proposes to install two Red Maple trees, two Littleleaf Linden trees, and two Zelkova trees, all of which have a mature height of 40 feet. The proposed species are not on NH Invasive Species Watch List and are comfortable in the New Hampshire USDA plant hardiness zones 3-6.

20.6 **Screening:** The proposed addition is located behind the existing building and there is existing vegetation along Optical Avenue that will provide screening for the addition, parking area, and drive aisle from both the public right-of-way and abutting properties. The relocated dumpster area will be screened by a 6 foot tall solid stockade fence. A new HVAC unit to be installed on the addition will be screened from view by a constructed screen.

STAFF REPORT

Sub-section E of this standard states that *“Parking lots shall be designed and screened in accordance with Article 9 of this LDC.”* Article 9, which is part of the zoning ordinance, includes standards for both perimeter parking lot landscaping and interior parking lot landscaping. As noted above, existing vegetation along Optical Avenue will provide screening along the perimeter of the parking lot.

With respect to interior parking lot landscaping, this section requires one tree for every 10 parking spaces in parking lots of 10 spaces or more. There are a total of 56 parking spaces proposed and six trees. In addition, for parking lots of 50+ spaces, the interior of the parking lot is required to have landscaping covering not less than 10% of the total area of parking spaces. In addition, *“More than half of the required parking lot landscaping shall be either in continuous landscape strips or in large planting islands, which are a minimum of 95-sf, located entirely within the paved area of the parking lot, in order to break up the visual expansiveness of the lot.”*

The applicant proposes to install landscaping in two areas located to the south and north edges of the parking lot. The applicant notes that these two landscape areas cover an area of 1,057 square feet, and further notes that 10% of the area of the parking spaces is 908 square feet.

Due to the fact that the parking lot landscape requirements are located in zoning, a waiver from these requirements may not be granted by the Planning Board. However, per Section 9.4.5.5 of the LDC, *“The Planning Board may approve an alternative design for interior landscaping of parking lots as part of a site plan review, if they determine the proposed design generally meets the intent of this Article.”* If the applicant proposes not to provide interior landscaping, or proposes a landscape plan which, in the determination of the Board, does not meet the intent of the zoning ordinance, a variance would be required from the Zoning Board of Adjustment.

Staff does not believe that the proposed landscaping meets the intent of this standard as the proposed location for the landscaping is not entirely within the paved area of the parking lot and as such does not break up the visual expansiveness of the parking lot. The Planning Board will need to decide if the proposed alternative Landscape Plan meets the intent of the standard.

- 20.7 Lighting: The Lighting Plan shows the installation of four 20 foot tall pole lights and three 15 foot from grade mounted wall fixtures. All proposed lighting fixtures will be full cut off LED fixtures. All lights will have a color rendering index (CRI) of 80 and a correlated color temperature (CCT) of 3000K. The average light levels will be 1.5 footcandles and will be reduced to 0.76 footcandles after 1:00 am. The uniformity ratio will be 2.52. The Lighting Plan appears to meet the Planning Board’s standard.
- 20.8 Sewer & Water: The applicant’s narrative states that there is an existing 4” sewer line and 6” water line that will be utilized to service the building addition. The existing fire sprinkler system will be expanded to include the building addition. The existing water and sewer service appears to meet the Planning Board’s standard.
- 20.9 Traffic & Access Management: The applicant’s narrative states that most of the new employee positions created by the addition will be in the day shift which runs from 6:00 am to 2:30 pm and will generate very few additional trips. Truck deliveries to the site are expected to remain low with an average of one tractor trailer delivery and two Fedex/UPS deliveries per day. The applicant notes that the small amount of vehicle and truck traffic will have no significant impact to the safety or capacity of Optical Avenue. Since no new curb cuts are proposed and fewer than 100 trips are expected, it appears that this proposal meets the Planning Board’s standard.

STAFF REPORT

- 20.10 Filling & Excavation: The applicant’s narrative states that minor filling and excavation will be necessary to construct the addition and install the new parking area and drive aisle. Approximately 1,000 cubic yards of material will be hauled to and from the site, or 100 trips from a 10 cubic yard truck. This standard requires that a project that generates 50 or more material hauling trips shall submit a plan indicating the proposed truck routes. Considering the site’s proximity to NH 101, the narrative stating that trucks hauling material will travel onto Optical Avenue then NH 101 is a sufficient plan that appears to meet the Planning Board’s standard. The applicant may wish to contact NHDOT and inform them of the proposed activity to mitigate any potential impacts to NH 101.
- 20.11 Surface Waters & Wetlands: There are no wetlands or surface waters on the subject parcel or adjacent parcels. This standard is not applicable.
- 20.12 Hazardous & Toxic Materials: The applicant’s narrative states that the applicant has no knowledge of hazardous or toxic materials at the site. This standard is not applicable.
- 20.13 Noise: The applicant’s narrative states that all manufacturing activities will be conducted inside the building. No excessive noise will result from this proposal.

- 20.14 Architecture & Visual Appearance: The applicant’s narrative states that the proposed building addition will be a concrete block structure with a flat roof to match the existing building. The addition will be painted white to match the existing building and the overhead and egress doors will also match. The proposed addition will be



Figure 2. Existing building – southern elevation

28 feet high which is 4 feet higher than the existing building. Several louvers will be installed on the north, south, and east elevations for the air handling system. The applicant submitted color architectural elevations to show the proposed architecture and visual appearance of the addition, which are included as an attachment to this staff report.

Recommended Motion:

If the Board is inclined to approve this request, the following motion is recommended:

“Approve SPR-898, Mod. 1, as shown on the plan identified as “EVS Metal Addition 50 Optical Avenue, Keene, New Hampshire” prepared by SVE Associates and Brickstone Land Consultants at a scale of 1”=30’, dated June 15, 2022 and last revised July 6, 2022 and the architectural elevations prepared by DB Architects LLC at a scale of 1/16”=1’, dated June 13, 2022 with the following conditions prior to the signature of the Planning Board Chair:

1. Owner’s signature appears on the plan.
2. Submittal of security for landscaping, sedimentation and erosion control, and “as built” plans in a form and amount acceptable to the City Engineer.”



City of Keene, NH Planning Board Major / Minor Project Application

If you have questions about how to complete this form, please call: (603) 352-5440 or email: communitydevelopment@keene.nh.gov

SECTION 1: PROJECT INFORMATION

PROJECT NAME: Addition to EVS Metals	TYPE OF APPLICATION BEING SUBMITTED: <input type="checkbox"/> MAJOR PROJECT APPLICATION <input type="checkbox"/> MINOR PROJECT APPLICATION
PROJECT ADDRESS(ES): 50 Optical Ave	

SECTION 2: CONTACT INFORMATION

OWNER		APPLICANT	
NAME/COMPANY: 50 Optical Avenue LLC	NAME/COMPANY: 50 Optical Avenue LLC	NAME/COMPANY: 50 Optical Avenue LLC	NAME/COMPANY: 50 Optical Avenue LLC
MAILING ADDRESS: 1 Kenner Ct Riverdale NJ 07457	MAILING ADDRESS: 1 Kenner CT Riverdale NJ 07457	MAILING ADDRESS: 1 Kenner CT Riverdale NJ 07457	MAILING ADDRESS: 1 Kenner CT Riverdale NJ 07457
PHONE: 1-603-352-1667	PHONE: 1-603-352-1667	PHONE: 1-603-352-1667	PHONE: 1-603-352-1667
EMAIL: KTutthill@EvsMetal.com	EMAIL: KTutthill@EvsMetal.com	EMAIL: KTutthill@EvsMetal.com	EMAIL: KTutthill@EvsMetal.com
SIGNATURE: 	SIGNATURE: 	SIGNATURE: 	SIGNATURE:
PRINTED NAME: Keith Tutthill	PRINTED NAME: Keith Tutthill	PRINTED NAME: Keith Tutthill	PRINTED NAME: Keith Tutthill
AUTHORIZED AGENT (If different than Owner/Applicant)		FOR OFFICIAL USE ONLY	
NAME/COMPANY: James Phippard / Brickstone Land Use	TAX MAP PARCEL #(s): 241-007-000-000-000	TAX MAP PARCEL #(s): 241-007-000-000-000	TAX MAP PARCEL #(s): 241-007-000-000-000
MAILING ADDRESS: 185 Winchester St Keene NH 03431	PARCEL SIZE: 5 acres	DATE STAMP: 	DATE STAMP:
PHONE: 603-357-0116	ZONING DISTRICT: Industrial Park	PROJECT #: SPR 898, Mod. 1	PROJECT #: SPR 898, Mod. 1
EMAIL: jphippard@ne.rr.com	By 	By 	By
SIGNATURE: 			
PRINTED NAME: James P Phippard			

Site Plan Review Project Narrative

Addition to EVS Metals 50 Optical Avenue Keene, NH

June 17, 2022

EVS Metals is a precision metal fabrication and manufacturing company with locations in New Jersey, Texas, Pennsylvania and Keene, New Hampshire. The Keene plant is located at 50 Optical Avenue on a 4.94 acre lot in the Industrial District. The existing facility is 28,932 sf in a single story, brick and CMU building with 45 on-site parking spaces.

The owner is proposing to construct a 25,200 sf addition at the northeast side of the existing building. Parking will be relocated to the east of the addition and will be expanded to create 66 on-site parking spaces. The addition will be used for expanded manufacturing and warehouse space.

EVS Metals currently operates two shifts: 6AM to 2:30PM five days per week and 2:30PM to 1:00AM four days per week. Up to 20 new employees will be added to the existing workforce of 45 full time employees.

City water and city sewer serve this site and includes a 6" fire sprinkler service to the existing building. The sprinkler system will be expanded to include the proposed addition. Adequate capacity exists for this proposal.

On-site lighting will be provided with full cutoff LED fixtures. Lighting will be reduced by 50% after 1:00AM.

Screening on the site will be provided by adding six foot solid fencing at the dumpster location and by adding a constructed screen around the rooftop HVAC unit on the proposed addition. Existing trees on the north and east sides of the site provide screening of the expanded parking area from the adjacent industrial properties.

A waiver is requested from providing new landscaping.

Waiver Criteria:

Strict conformity results in an unnecessary hardship to the Owner. The proposed addition is located at the rear of the property behind the existing building and is barely visible from Optical Avenue. It is screened from the adjacent industrial properties by existing trees which will remain. Adding landscaping adjacent to the addition would serve no purpose and would not be visible from Optical Avenue or from the adjacent properties. Pavement is planned right up to the addition as this is a metal fabrication and manufacturing plant and this area is utilized for moving materials and for temporary storage of pallets and recycled metals. The addition of landscaping at the rear of the site is an unnecessary expense.

Specific circumstances of the site plan will meet the spirit and intent of the standard.

Landscaping exists at the front of the building adjacent to the office area. It is visible from the street. The trees along Optical Avenue will remain with this proposal. It serves no purpose to add landscaping at the rear of the building. Maintaining the existing landscaping and the existing trees along the north and east sides of the site will meet the intent of the standard.

Site Plan Review Narrative

EVS Metals
50 Optical Avenue
Keene, NH

June 17, 2022

Site Development Standards

- 20.2 Drainage & Stormwater Management-** Stormwater runoff from the proposed building addition and the new parking area will be directed to the rear of the lot to two infiltration areas. The infiltration areas are designed to retain and infiltrate a 25 year design storm. There will be no increase in runoff leaving the site as a result of this proposal. See attached Hydrocad report from SVE Associates.
- 20.3 Sediment/Erosion Control** – Sediment and erosion control will be provided using silt fencing during construction at the disturbed areas and use of a stone construction entrance during construction.
- 20.4 Snow Storage & Removal** – Snow will be stored around the perimeter of the paved area and in the parking spaces at the rear of the site. Excess snow will be removed from the site after each snowstorm as needed.
- 20.5 Landscaping** – No new landscaping is proposed. The proposed addition is located to the rear of the existing building and is barely visible from the public right of way. Existing trees along the north, east and south sides of the site will be maintained providing screening from the adjacent industrial sites. The existing shrubs and trees on the west side of the building and the existing street trees along Optical Ave. will also be maintained. A waiver from providing additional landscaping is requested.
- 20.6 Screening** – The existing trash containers will be screened by six foot solid fencing on the west and north sides. They are screened by the building on the south side and by the existing trees on the east side. The parking area is located at the rear of the building and is screened by the existing trees to the north, south and east. A rooftop HVAC unit will be screened with a constructed screen installed adjacent to the unit.
- 20.7 Lighting** – Site lighting in the new parking area and adjacent to the proposed addition will be provided with 4 pole lights and three wall mounted lights. Each pole light will have full cutoff LED fixtures at a 20 foot mounting height. The three wall mounted fixtures, also full cutoff LED fixtures, will be mounted at 15 feet above grade. All lights will have a CRI of 80 and CCT of 3000K. Average light levels will be 1.51 footcandles and will be

reduced to 0.76 footcandles after 1:00 AM. The uniformity ratio will be 2.52.

20.8 Sewer & Water – The existing 4” sewer and 6” water services will be utilized to service the building addition. The existing fire sprinkler system will be expanded to include the building addition.

20.9 Traffic & Access Management – Up to 20 new employees may be added with the proposed addition. The company operates with two work shifts, 6AM – 2:30PM, 5 days per week and 2:30PM to 1AM, four days per week. Most of the new employees would work during the day shift. This small amount of additional traffic will have no significant impact to the safety or capacity at Optical Avenue. Truck deliveries to and from the expanded facility are expected to remain low with an average of one tractor trailer delivery per day to the site and UPS and Fedex deliveries up to twice per day. EVS makes product deliveries from the site in their own flat bed and box trucks. The small amount of truck traffic will have no significant impact to safety and capacity on Optical Avenue.

20.10 Filling & Excavation – Minor filling and excavation will be necessary to add the proposed building and parking area to the site. Trucks will haul materials from NH Rt. 101 to Optical Avenue. Approximately 1000 CY of material will be hauled to or from the site.

20.11 Surface Waters & Wetlands – There are no surface waters or wetlands located on or adjacent to the site. There will be no impacts to surface waters or wetlands resulting from this proposal.

20.12 Hazardous or Toxic Materials – The applicant has no knowledge of hazardous or toxic materials at this site.

20.13 Noise – All manufacturing activities will be conducted inside the building. No excessive noise will result from this proposal.

20.14 Architecture & Visual Appearance - The proposed building addition will be a flat roofed CMU structure to match the existing building. The CMU will be painted white matching the existing color. The overhead doors and egress doors will also match the existing building. The building addition will be 28 feet high, 4’ higher than the existing building. Several louvers will be mounted on the north, south and east elevations for the air-handling system. No new windows are proposed other than in the new overhead doors. This is a typical industrial style building in an Industrial Park area.

EVS Metal Addition

50 OPTICAL AVENUE, KEENE, NEW HAMPSHIRE



OWNER & APPLICANT:

50 Optical Avenue LLC

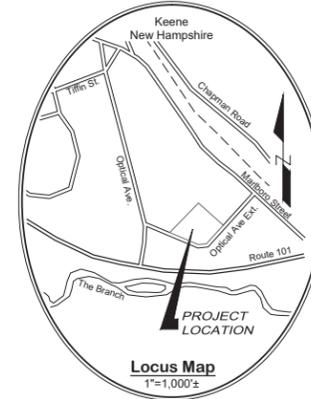
1 KENNER COURT
RIVERDALE, NJ 07457
(973) 839-4432

Liza Sargent 7/6/22

LIZA P. SARGENT DATE
R.C.E. NUMBER: 13365

INDEX OF PLANS

- N-1 NOTES & LEGEND
- EXISTING CONDITIONS
- D-1 DEMOLITION PLAN
- C-1 SITE PLAN
- C-2 GRADING PLAN
- C-3 CONSTRUCTION DETAILS
- LT-1 LIGHTING PLAN
- LT-2 REDUCED LIGHTING PLAN
- LA-1 LANDSCAPING PLAN



Project K2736 PREPARED BY

Land Surveyor:
Huntley Survey & Design, PLLC

659 WEST ROAD
TEMPLE, NH 03084
PHONE (603) 924-1669

Civil Engineer:
SVE Associates

439 WEST RIVER ROAD
BRATTLEBORO, VT 05302
PHONE (802) 257-0561
FAX (802) 257-0721

Development Consultant:
Brickstone Land Use Consultants

185 WINCHESTER ST.
KEENE, NH 03431
PHONE (603) 357-0116

APPROVED BY THE APPLICANT:

ON _____

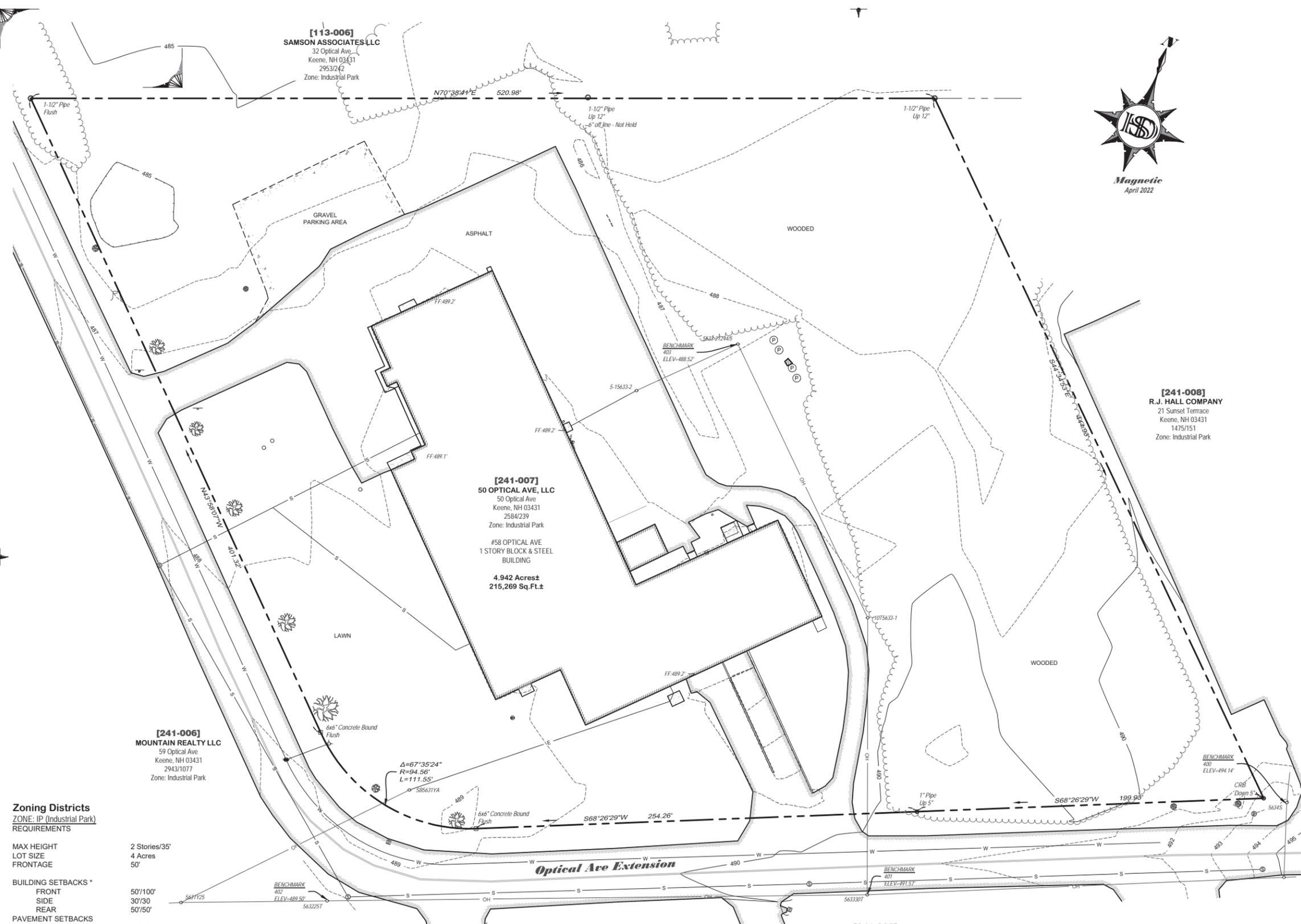
INSPECTION PERMISSION: UPON APPROVAL OF THIS SITE PLAN, THE OWNER GRANTS PERMISSION FOR THE MEMBERS OR AGENTS OF THE KEENE PLANNING BOARD TO INSPECT THIS SITE AS NECESSARY.

APPROVED BY THE KEENE PLANNING BOARD

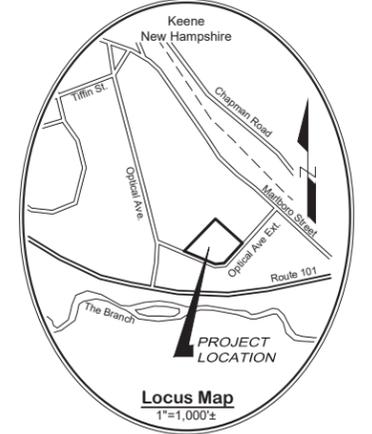
ON _____

CERTIFIED BY CHAIRMAN _____

June 15, 2022
revised thru July 6, 2022



[113-006]
SAMSON ASSOCIATES LLC
 32 Optical Ave
 Keene, NH 03431
 2953/242
 Zone: Industrial Park



Plan References

- REFERENCES INCLUDE ALL INFORMATION REFERRED TO ON ANY OF THE FOLLOWING PLANS
1. LAND OF NEW HAMPSHIRE LAND DEVELOPMENT CORPORATION, FORMERLY LAND OF H.L. HOLDEN CO., KEENE, NEW HAMPSHIRE, DATED MAY 30, 1973 BY ROY K. PIPER (Pb.25 Pg.63 CCRD)
 2. EXISTING CONDITION PLAN, LAND OF R.J. HALL COMPANY, LOCATED AT TAX MAP PARCEL No.241-008, 58 OPTICAL AVE, KEENE, NH, DATED JUNE 27, 2018; BY RUSSELL J. HUNTLEY, HUNTLEY SURVEY & DESIGN, PLLC (On file at this office - File No.H18-038A.dwg)
 3. EXISTING CONDITION PLAN, LAND OF SAMSON ASSOCIATES, LLC, LOCATED AT TAX MAP PARCEL No.113-006, 32 OPTICAL AVE, KEENE, NH; BY RUSSELL J. HUNTLEY, HUNTLEY SURVEY & DESIGN, PLLC (On file at this office - File No.H20-071A.dwg).

Notes

1. THE BEARINGS SHOWN ON THIS PLAN ARE BASED ON A MAGNETIC OBSERVATION TAKEN AT THE TIME OF SURVEY AND SERVE ONLY TO DEFINE ANGULAR RELATIONSHIPS.
2. THE BOUNDARY LINES SHOWN ON THIS PLAN WERE CALCULATED FROM RECORD DEEDS, PLANS AND PHYSICAL EVIDENCE FOUND DURING THE FIELD SURVEY.
3. TOPOGRAPHY SHOWN ON THIS PLAN IS FROM AN ACTUAL FIELD SURVEY BY HUNTLEY SURVEY & DESIGN, PLLC PERFORMED DURING THE MONTH OF APRIL 2022. THE VERTICAL DATUM IS NAVD 88 OBTAINED TRIGONOMETRIC LEVELING TO THE MONUMENT AT THE NORTHEAST CORNER OF THE SITE THAT LISTS AN NGVD 1929 ELEVATION ON PLAN REFERENCE No.1. CONTOUR INTERVAL IS ONE (1) FOOT.
4. UTILITIES, STRUCTURES AND FACILITIES HAVE BEEN PLOTTED FROM DATA OBTAINED FROM FIELD SURVEY OF SURFACE LOCATIONS ONLY. THEIR EXISTENCE MUST BE CONSIDERED APPROXIMATE. THERE MAY BE OTHER UNDERGROUND UTILITIES THE EXISTENCE OF WHICH ARE NOT KNOWN. THE SIZE AND LOCATION OF ALL UTILITIES AND STRUCTURES MUST BE VERIFIED PRIOR TO ANY AND ALL CONSTRUCTION. CALL DIG-SAFE PRIOR TO ANY CONSTRUCTION.
5. THE PARCEL SURVEYED IS NOT WITHIN A FLOOD HAZARD AREA PER FEMA PANEL 33005C0267E EFFECTIVELY DATED MAY 23, 2006.

ROW Notes

OPTICAL AVENUE EXTENSION: LAID OUT BY RESOLUTION #121, NOVEMBER 3, 1960 - 60' WIDE. SEE PLAN REFERENCE No.1

Surveyor's Certification

PURSUANT TO RSA 676:18 III AND RSA 672:14, I CERTIFY THAT THIS SURVEY AND PLAT WERE PRODUCED BY ME OR THOSE UNDER MY DIRECT SUPERVISION FROM A TOTAL STATION AND DATA COLLECTOR TRAVERSE WITH A POSITIONAL TOLERANCE OF .03 +100 ppm THAT MEETS OR EXCEEDS NH LAN 500 AND THE ALLOWABLE RELATIVE POSITIONAL ACCURACY FOR URBAN AREAS AS REQUIRED BY THE STATE OF NEW HAMPSHIRE IN TABLE 500.1. "ACCURACY MEASUREMENTS. LOCAL ACCURACY OF CONTROL SUPPORTING THE SURVEY;" AND IS BASED ON INFORMATION RECORDED AT THE CHESHIRE COUNTY REGISTRY OF DEEDS AS REFERENCED HEREON, INFORMATION PROVIDED BY THE CLIENT AND PHYSICAL EVIDENCE FOUND.

THIS IS AN EXISTING CONDITION SURVEY AND IS SUBSTANTIALLY CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. ALL DIMENSIONS ARE SUBJECT TO THE ERROR OF CLOSURE PREVIOUSLY STATED.

PURSUANT TO RSA 676:18, III AND RSA 672:14
 I CERTIFY THAT THIS SURVEY PLAT IS NOT A SUBDIVISION PURSUANT TO THIS TITLE AND THAT THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND THAT NO NEW WAYS ARE SHOWN.



Plan of Land

**LAND OF
 50 Optical Ave, LLC**

located at
 Tax Map 241 Lot 007
 50 Optical Ave, Keene, Cheshire County, New Hampshire
 Book 2584, Page 239

Scale 1"= 30'

Surveyed 04/2022 Plan prepared 04/19/2022
 Project No. H22-034 Cad File No. H22-034A.dwg

Huntley Survey & Design, PLLC
 NH & VT Land Surveying, Wetlands & NH Septic System Design
 659 West Road, Temple, NH 03084 (603) 924-1669 www.huntleysurvey.com

Zoning Districts
 ZONE: IP (Industrial Park)
 REQUIREMENTS

MAX HEIGHT	2 Stories/35'
LOT SIZE	4 Acres
FRONTAGE	50'
BUILDING SETBACKS *	
FRONT	50'/100'
SIDE	30'/30'
REAR	50'/50'
PAVEMENT SETBACKS	
FRONT	NONE
SIDE & REAR	NONE
OPEN SPACE SETBACK	
FRONT	NONE
MAX BUILDING COVERAGE	25%
MAX IMPERMEABLE COVERAGE	70%

SEE CITY OF KEENE CODE CONCERNING ADDITIONAL REQUIREMENTS PERTAINING TO PARCEL.

* COVENANTS IN 655/307 ITEM III.C INDICATE THAT FRONT BUILDING SETBACKS SHALL BE 100', SIDE SETBACKS SHALL 30' AND REAR SETBACKS SHALL BE 50'. LEGAL COUNSEL IS SUGGESTED TO DETERMINE IF THESE COVENANTS ARE STILL IN EFFECT.

Symbol Legend

	MONITORING WELL		CHAIN LINK FENCE
	CATCH BASIN		TREE LINE
	DRAIN MANHOLE		EDGE OF PAVEMENT
	HYDRANT		EDGE OF GRAVEL
	SEWER MANHOLE		IRON PIN/PIPE
	MANHOLE		STONE/CONCRETE BOUND
	LIGHT POLE		CONIFEROUS TREE
	GAS SHUT OFF VALVE LID		DECIDUOUS TREE
	UTILITY POLE W/GUY WIRES, OVERHEAD LINES		KEENE ENGINEERING DEPARTMENT
	FINISH FLOOR		CHESHIRE COUNTY REGISTRY OF DEEDS
			TAX MAP PARCEL NUMBER
			DEED VOLUME & PAGE

[1-2-3]
 123/456

Lot Statistics

FRONTAGE
 967 FEET ON OPTICAL AVE EXTENSION

LOT SIZE
 4.942 ACRES
 215,269 SF

EXISTING COVERAGE
 28,932 SF / 13.4 % BUILDING
 36,555 SF / 17.0 % IMPERMEABLE

[241-006]
MOUNTAIN REALTY LLC
 59 Optical Ave
 Keene, NH 03431
 2943/1077
 Zone: Industrial Park

GRAPHIC SCALE



NO.	DATE	REVISION	BY

Drawing name: P:\Project\NH PROJECTS\K2736 SITE 7-6-2022.dwg Jul 06, 2022 - 10:41am

APPROVED BY THE APPLICANT:

ON _____

INSPECTION PERMISSION: UPON APPROVAL OF THIS SITE PLAN, THE OWNER GRANTS PERMISSION FOR THE MEMBERS OR AGENTS OF THE KEENE PLANNING BOARD TO INSPECT THIS SITE AS NECESSARY.



Liza Sargent 7/6/22
 LIZA P. SARGENT DATE
 R.C.E. NUMBER: 13365

PLANNER:
Brickstone
 Land Use Consultants LLC
 Site Planning, Permitting and Development Consulting
 185 Winchester Street, Keene, NH 03431
 Phone: (603) 357-0116

NO.	REVISION	KEENE PLANNING DEPARTMENT COMMENTS	DATE	DWN	CHK
1			06-JULY-22		

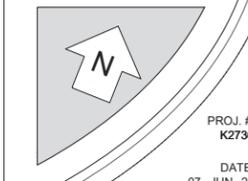
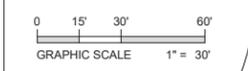
SVE ©2022
 Engineering
 Planning
 Landscape Architecture
 Surveying

SVE Associates
 P.O. Box 1818
 439 West River Road
 Brattleboro, VT 05302
 T 802.257.0561
 F 802.257.0721
 www.sveassoc.com

SITE PLAN

EVS METAL

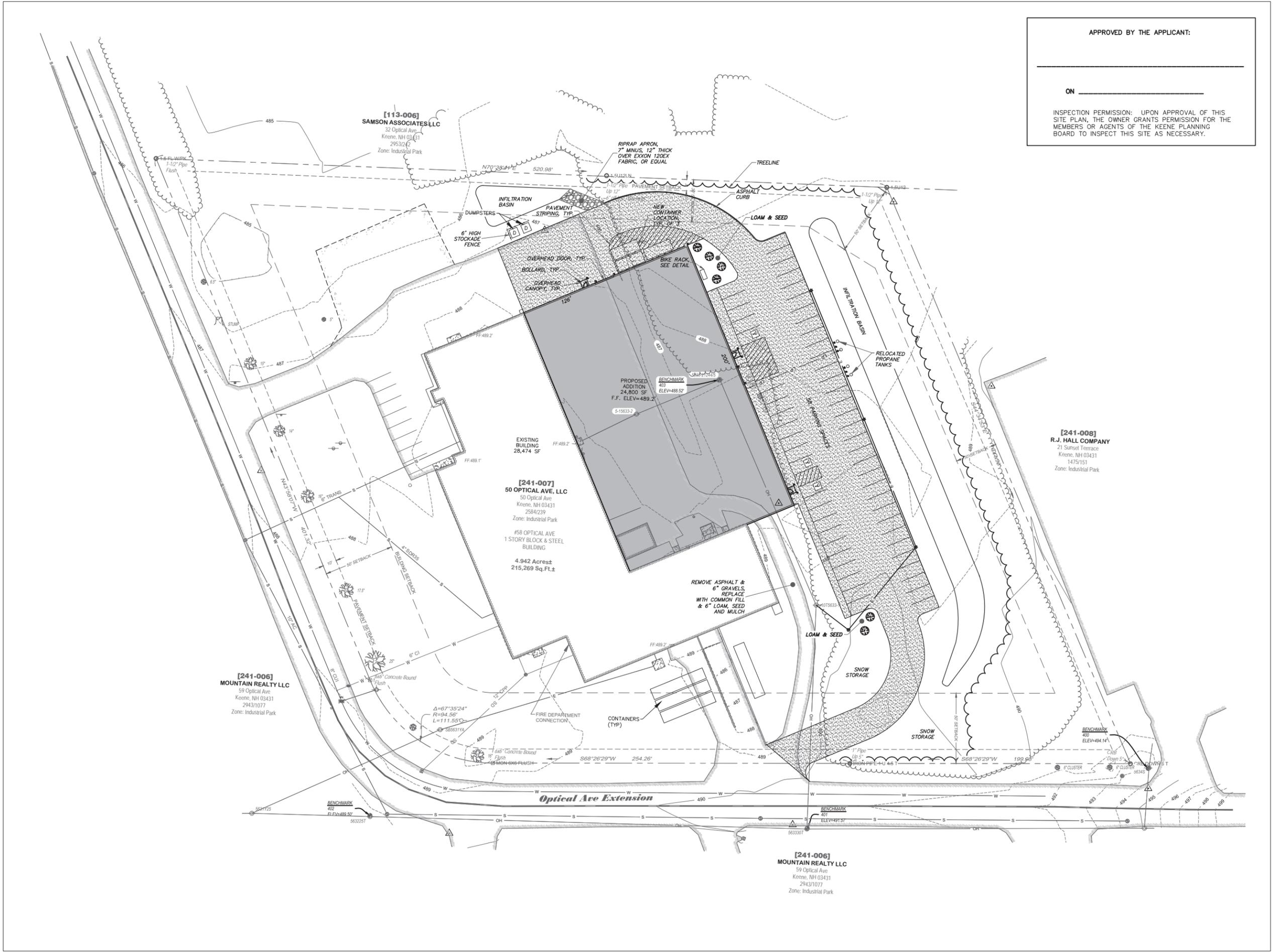
50 OPTICAL AVENUE LLC
 1 KENNER COURT
 RIVERDALE, NJ 07457



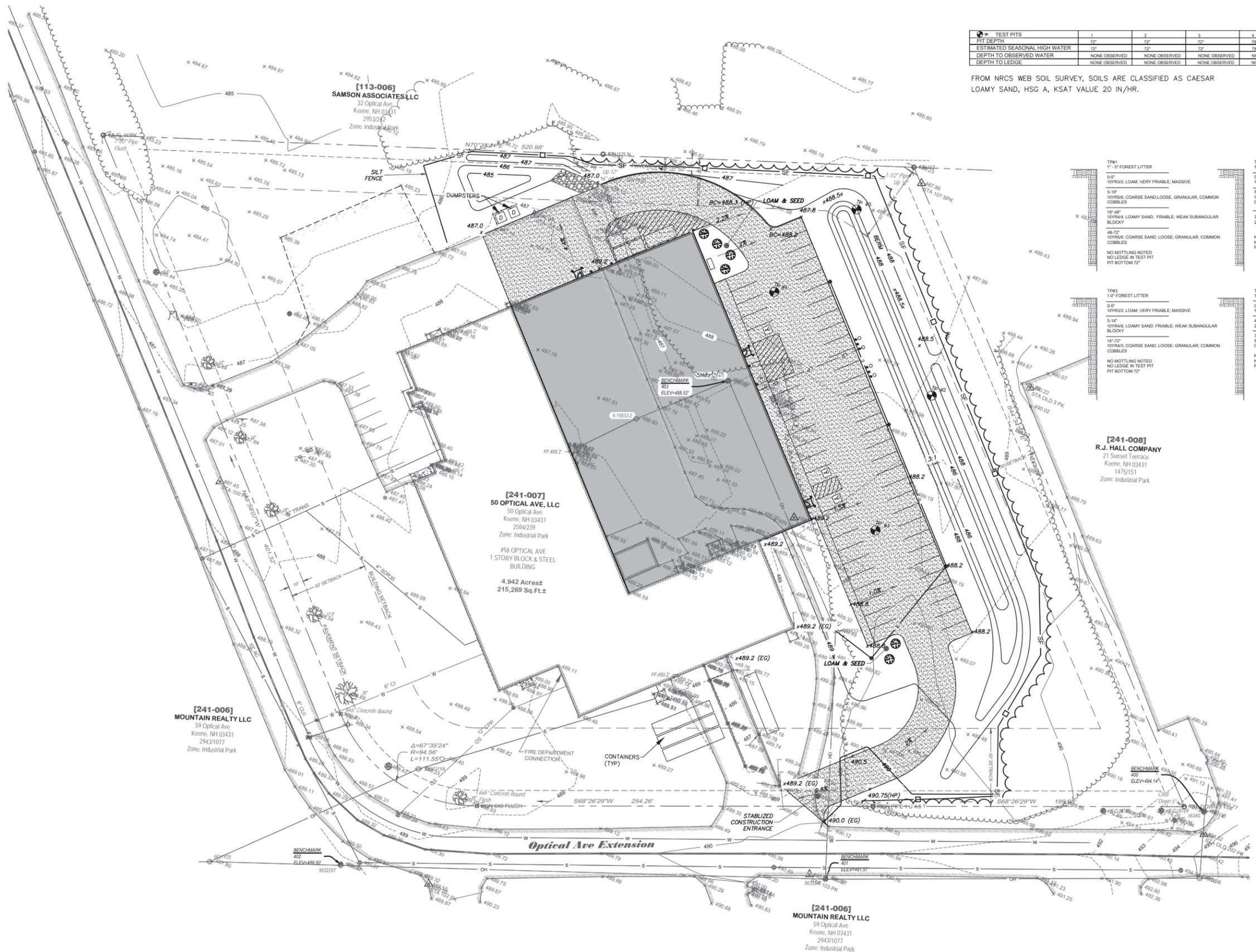
DESIGN: LPS SHEET
 DRAWN: LPS
 CHECKED: LPS

PROJ. #:
 K2736
 DATE:
 07 - JUN - 22

C-1



Drawing name: P:\Projects\NH PROJECTS\K2736 SITE 7-6-2022.dwg Jul 06, 2022 - 10:41am



TEST PITS	1	2	3	4
PIT DEPTH	72"	72"	72"	72"
ESTIMATED SEASONAL HIGH WATER	72"	72"	72"	72"
DEPTH TO OBSERVED WATER	NONE OBSERVED	NONE OBSERVED	NONE OBSERVED	NONE OBSERVED
DEPTH TO LEDGE	NONE OBSERVED	NONE OBSERVED	NONE OBSERVED	NONE OBSERVED

FROM NRCS WEB SOIL SURVEY, SOILS ARE CLASSIFIED AS CAESAR LOAMY SAND, HSG A, KSAT VALUE 20 IN/HR.

TP#1 1"-0" FOREST LITTER 0-6" 10YR32: LOAM, VERY FRIABLE, MASSIVE 5-11" 10YR56: COARSE SAND, LOOSE, GRANULAR, COMMON COBBLES 19'-48" 10YR44: LOAMY SAND, FRIABLE, WEAK SUBANGULAR BLOCKY 48'-72" 10YR58: COARSE SAND, LOOSE, GRANULAR, COMMON COBBLES NO MOTTLING NOTED NO LEDGE IN TEST PIT PIT BOTTOM 72"	TP#2 1"-0" FOREST LITTER 0-6" 10YR32: LOAM, VERY FRIABLE, MASSIVE 5-11" 10YR56: COARSE SAND, LOOSE, GRANULAR, COMMON COBBLES 19'-48" 10YR44: LOAMY SAND, FRIABLE, WEAK SUBANGULAR BLOCKY 48'-72" 10YR58: COARSE SAND, LOOSE, GRANULAR, COMMON COBBLES NO MOTTLING NOTED NO LEDGE IN TEST PIT PIT BOTTOM 72"	TP#3 1"-0" FOREST LITTER 0-6" 10YR32: LOAM, VERY FRIABLE, MASSIVE 5-11" 10YR56: COARSE SAND, LOOSE, GRANULAR, COMMON COBBLES 19'-48" 10YR44: LOAMY SAND, FRIABLE, WEAK SUBANGULAR BLOCKY 48'-72" 10YR58: COARSE SAND, LOOSE, GRANULAR, COMMON COBBLES NO MOTTLING NOTED NO LEDGE IN TEST PIT PIT BOTTOM 72"	TP#4 1"-0" FOREST LITTER 0-6" 10YR32: LOAM, VERY FRIABLE, MASSIVE 5-11" 10YR56: COARSE SAND, LOOSE, GRANULAR, COMMON COBBLES 19'-48" 10YR44: LOAMY SAND, FRIABLE, WEAK SUBANGULAR BLOCKY 48'-72" 10YR58: COARSE SAND, LOOSE, GRANULAR, COMMON COBBLES NO MOTTLING NOTED NO LEDGE IN TEST PIT PIT BOTTOM 72"
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Liza Sargent 7-6-22

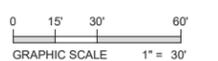
LIZA P. SARGENT DATE
R.C.E. NUMBER: 13365

PLANNER:
Brickstone
Land Use Consultants LLC
Site Planning, Permitting and Development Consulting
185 Winchester Street, Keene, NH 03431
Phone: (603) 357-0116

NO.	REVISION	DEPARTMENT COMMENTS	DATE	DWN	CHK	LPS
1			06-JULY-22			

SVE
Engineering
Planning
Landscape Architecture
Surveying
SVE Associates
P.O. Box 1818
439 West River Road
Brattleboro, VT 05302
T 802.257.0561
F 802.257.0721
www.sveassoc.com

GRADING & DRAINAGE PLAN
EVS METAL
50 OPTICAL AVENUE LLC
1 KENNER COURT
RIVERDALE, NJ 07457



PROJ. #:
K2736
DATE:
07 - JUN - 22

DESIGN: LPS SHEET
DRAWN: LPS
CHECKED: LPS **C-2**

ISSUE LOG

DATE	FOR
3-27-22	REVIEW
4-11-22	REVIEW
6-13-22	SITE PLAN REVIEW

we warrant only to the extent permitted by applicable law, scale and all other dimensions and materials were indicated. These drawings shall be considered preliminary for purposes of design review, comments or release for other purposes as indicated in the Issue Log. The architect assumes responsibility for errors in the information provided, and not for omissions. © Copyright db architects, LLC

STRUCTURAL DESIGN:

SCT ENGINEERING
KEENE NH
603 352-1488

db architects LLC
Dan Barlett AIA
185 Winchester Street
Keene, NH 03431
1400 332-0612
dan@barlett.net



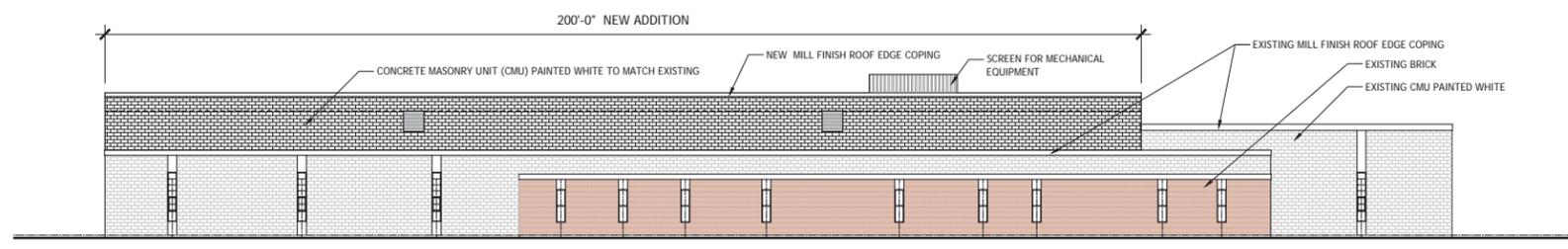
6-13-22

project name:
**PROPOSED ADDITION
50 OPTICAL AVENUE**
drawing name:
ELEVATIONS

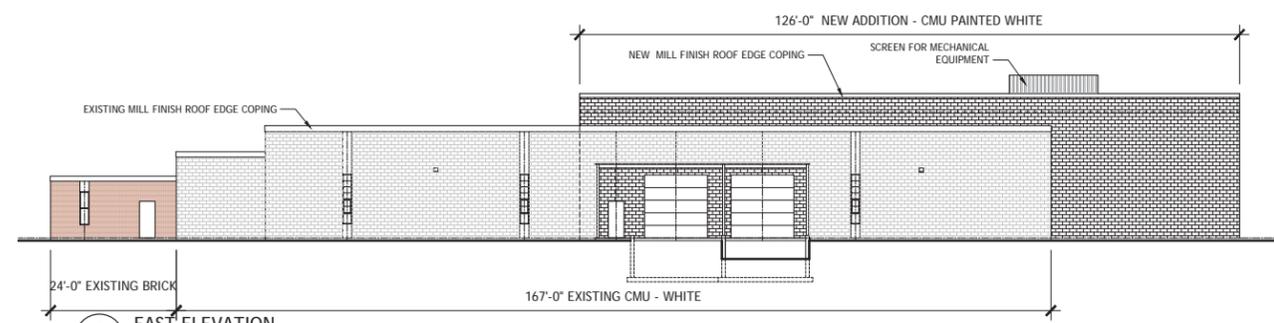
scale:
AS NOTED

sheet number

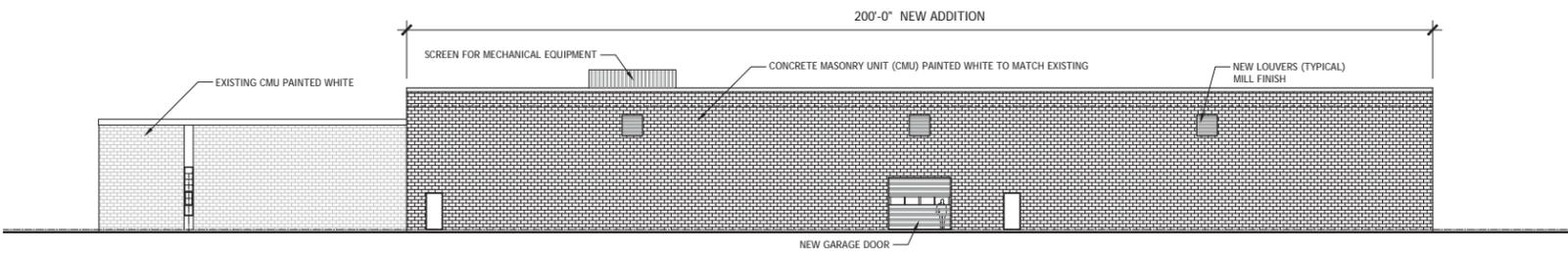
A2
89 of 110



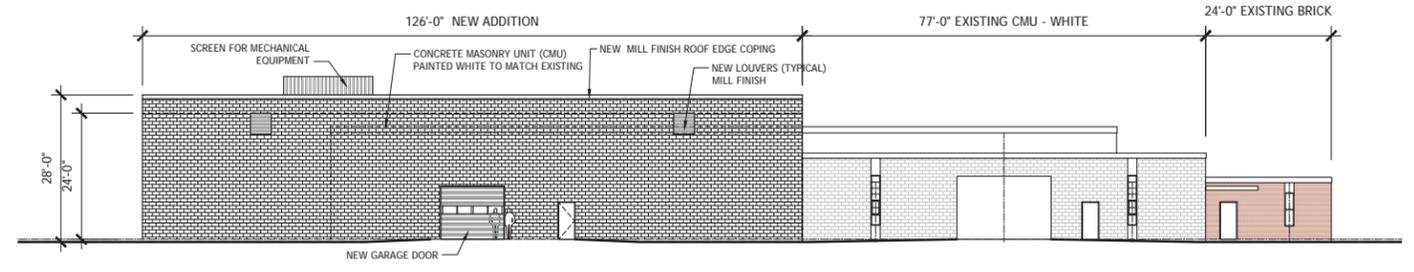
1 SOUTH ELEVATION
scale: 1/16" = 1'-0"



2 EAST ELEVATION
scale: 1/16" = 1'-0"



3 WEST ELEVATION
scale: 1/16" = 1'-0"



4 NORTH ELEVATION
scale: 1/16" = 1'-0"

Drainage Summary

for

EVS Metal Proposed Addition 50 Optical Avenue, Keene, NH

**Prepared by SVE Associates
June 9, 2022**

A comparison of peak stormwater runoff for the 25-year rainfall events in the post-development conditions was completed by SVE Associates using HydroCad 10.0 software. The storm event used in the model was Type III, 24-hour storm with the following rainfall depth for Keene, NH:

25 Year Event: 4.95 inches

OVERVIEW:

This project will consist of constructing a 126' x 200' addition to the existing 1 story block and steel building. Parking will be added along the east side of the proposed addition and a new two-way travel isle will be added to access the new parking from the existing driveways.

EXISTING CONDITIONS:

The existing conditions of this property include the driveways, the existing building and to the east of the lot, forest. Currently a portion of the stormwater runoff sheet flows to the infiltration swale along the westerly parking area, which eventually ends up in the lawn along the northwest corner of the property. The stormwater runoff from the existing building is piped to the City's stormwater system.

PROPOSED CONDITIONS:

The proposed conditions, modeled in the "Post-Development" drainage model, consist of the proposed addition, parking spaces and two-way travel isle. With the proposed construction, stormwater runoff will sheet flow from the proposed addition and parking lot to the northeast and be collected in the infiltration basin. The portion of stormwater runoff that sheet flows across the pavement northwest of the addition will flow to the small infiltration basin. The infiltration rate used (10 in/hr) is half of the published Ksat value (20 in/hr).

SVE Associates

Engineering * Surveying * Landscape Architecture * Planning
P.O. Box 1818, Brattleboro, VT 05302 Phone: (802) 257-0561 Fax (802) 257-0721 E-mail svek@sveassoc.com
P:\Project\NH PROJECTS\K2736 EVS Metal Fabrication\Hydrocad\K2736 Drainage Summary PB.doc

	25 year	
	<i>Existing</i>	<i>Proposed</i>
	<i>Runoff (cfs)</i>	<i>Runoff (cfs)</i>
<i>Summary Node 100R</i>	0.6	0.1
<i>Summary Node 101R</i>	0.2	0.2

CONCLUSION:

There will be no adverse impact to downstream abutters due to stormwater runoff from the proposed addition to the existing facility. Overall, there is no significant change in stormwater runoff post development.



SVE Associates

Project		Catalog #		Type	
Prepared by		Notes		Date	



McGraw-Edison

GWC Galleon Wall

Wall Mount Luminaire

Typical Applications

Exterior Wall • Walkway

Interactive Menu

- Ordering Information [page 2](#)
- Product Specifications [page 2](#)
- Optical Configurations [page 3](#)
- Energy and Performance Data [page 4](#)
- Control Options [page 6](#)

Product Certifications



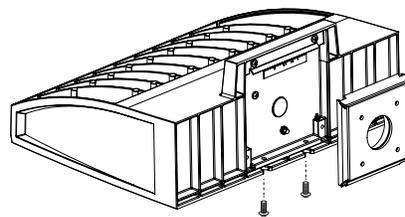
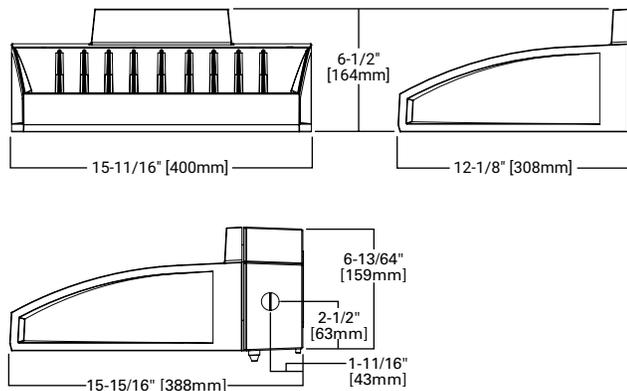
Quick Facts

- Choice of thirteen high-efficiency, patented AccuLED Optics™
- Downward and inverted wall mounting configurations
- Eight lumen packages from 3,215 up to 17,056
- Efficacies up to 154 lumens per watt

Connected Systems

- WaveLinX
- Enlighted

Dimensional Details



Project		Catalog #		Type	
Prepared by		Notes		Date	



McGraw-Edison

GLEON Galleon

Area / Site Luminaire

Typical Applications

Outdoor • Parking Lots • Walkways • Roadways • Building Areas

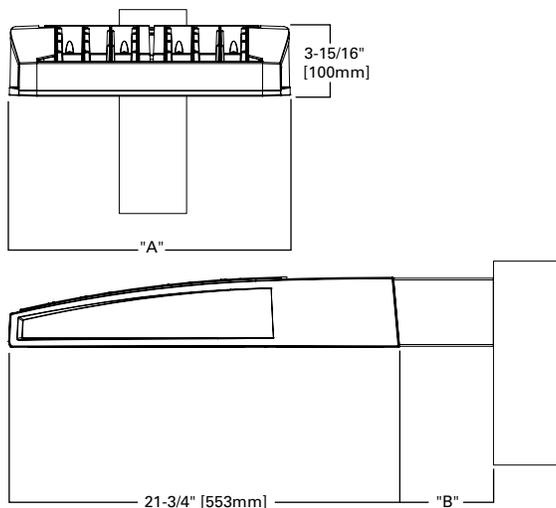
Interactive Menu

- Ordering Information [page 2](#)
- Mounting Details [page 3](#)
- Optical Distributions [page 4](#)
- Product Specifications [page 4](#)
- Energy and Performance Data [page 4](#)
- Control Options [page 9](#)

Quick Facts

- Lumen packages range from 4,200 - 80,800 (34W - 640W)
- Efficacy up to 156 lumens per watt

Dimensional Details



Product Certifications



Product Features



Connected Systems

- WaveLinx
- Enlighted

Number of Light Squares	"A" Width	"B" Standard Arm Length	"B" Extended Arm Length ¹	"B" Quick Mount Arm Length	"B" Quick Mount Extended Arm Length
1-4	15-1/2"	7"	10"	10-5/8"	16-9/16"
5-6	21-5/8"	7"	10"	10-5/8"	16-9/16"
7-8	27-5/8"	7"	13"	10-5/8"	--
9-10	33-3/4"	7"	16"	--	--

NOTES:
For arm selection requirements and additional line art, see Mounting Details section.

Steel Poles



SSS SQUARE STRAIGHT STEEL

Catalog #		Type
Project		
Comments		Date
Prepared by		

FEATURES

- ASTM Grade steel base plate with ASTM A366 base cover
- Hand hole assembly 3" x 5" on 5" and 6" pole; and 2" x 4" on 4" pole
- 10'-39' mounting heights
- Drilled or tenon (specify)

DESIGN CONSIDERATIONS

Wind induced vibrations resulting from steady, unidirectional winds and other aerodynamic forces, as well as vibration and coefficient of height factors for non-grounded mounted installations (e.g., installations on bridges or buildings) are not included in this document. The information contained herein is for general guidance only and is not a replacement for professional judgement. Consult with a professional, and local and federal standards, before ordering to ensure product is appropriate for the intended purpose and installation location. Also, please review Eaton's Light Pole White Paper for risk factors and design considerations. [Learn more.](#)

Specifications and dimensions subject to change without notice. Consult your lighting representative at Eaton or visit www.eaton.com/lighting for available options, accessories and ordering information.

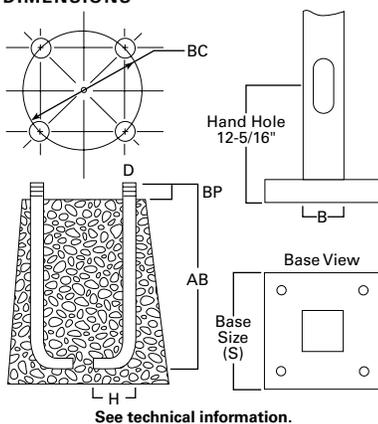
ORDERING INFORMATION

SAMPLE NUMBER: SSA5A20SFM1XG

Product Family	Shaft Size (Inches) ¹	Wall Thickness (Inches)	Mounting Height (Feet)	Base Type	Finish	Mounting Type	Number and Location of Arms	Arm Lengths (Feet)	Options (Add as Suffix)
SSS=Square Straight Steel	4=4" 5=5" 6=6"	A=0.120" M=0.188" X=0.250"	10=10' 15=15' 20=20' 25=25' 30=30' 35=35' 39=39'	S=Square Steel Base	F=Dark Bronze G=Galvanized Steel J=Summit White K=Carbon Bronze L=Dark Platinum R=Hartford Green S=Silver T=Graphite Metallic V=Grey W=White X=Custom Color Y=Black	2=2-3/8" O.D. Tenon (4" Long) 3=3-1/2" O.D. Tenon (5" Long) 4=4" O.D. Tenon (6" Long) 9=3" O.D. Tenon (4" Long) 6=2-3/8" O.D. Tenon (6" Long) 7=4" O.D. Tenon (10" Long) A=Type A Drilling C=Type C Drilling E=Type E Drilling F=Type F Drilling G=Type G Drilling J=Type J Drilling K=Type K Drilling M=Type M Drilling N=Type N Drilling R=Type R Drilling S=Standard Upsweep Arm Z=Type Z Drilling	1=Single 2=2 at 180° 3=Triple ² 4=4 at 90° 5=2 at 90° X=None	X=None 2=2' 3=2.5' 4=4' 6=6' 8=8'	A=1/2" Tapped Hub ³ B=3/4" Tapped Hub ³ C=Convenience Outlet ⁴ E=GFCI Convenience Outlet ⁴ G=Ground Lug H=Additional Hand Hole ⁵ V=Vibration Dampener

NOTES: 1. All shaft sizes nominal. 2. Square poles are 3 at 90°, round poles are 3 at 120°. 3. Tapped Hub is located 5' below the pole top and on the same side of pole as hand hole, unless specified otherwise. 4. Outlet is located 4' above base and on same side of pole as hand hole, unless specified otherwise. Receptacle not included, provision only. 5. Additional hand hole is located 12" below pole top and 90° from standard hand hole location, unless otherwise specified.

DIMENSIONS



CITY OF KEENE
NEW HAMPSHIRE

M E M O R A N D U M

TO: Planning Board

FROM: Mari Brunner, Senior Planner

DATE: July 15, 2022

SUBJECT: **EXP-01-22 & CUHP-01-22 – Earth Excavation Permit & Hillside Protection Conditional Use Permit – 0 Rt 9** – Applicant TFMoran Inc., on behalf of owner G2 Holdings LLC, proposes to operate a gravel pit on the undeveloped property located at 0 Rt 9 (TMP# 215-007-000-000-000). A Hillside Protection Conditional Use Permit is requested for impacts to steep slopes. Waivers are requested from the following sections of Article 24 of the Land Development Code: 24.3.1.A (200' public ROW setback), 24.3.1.C (150' access driveway setback), 24.3.1.D (surface water resource setbacks), 24.3.4 & 24.3.5 (Groundwater Quantity & Quality Baseline Measurements), 24.3.13 (Maximum Excavation Area), and 24.3.15.D (Annual Noise Monitoring). The site is 84.71 acres in size and is located in the Rural District.

Recommendation:

To open the public hearing for EXP-01-22 & CUHP-01-22 and continue the public hearing to Monday, August 22, 2022 at 6:30 pm.

Background:

At the June 27 Planning Board meeting, the Board made a motion to accept this application as complete. The public hearing was set for Monday, July 25, 2022 at 6:30 pm, and the application was referred to the Keene Conservation Commission for review and comment.

On July 7, the applicant for this project, Jeff Kevan of TFM Moran, notified City staff that excavation activities had already begun on the site and that the owner had been notified that all activities should cease. The City's Commercial Building Inspector conducted a site visit on July 12, observed work occurring on the site, and informed the workers that all work must stop. In addition, City staff spoke with the owner of the property on July 12, Mr. Cody Gordon, and let him know all work on the site must stop. City staff have scheduled a site visit with the applicant, the Board's third party consultant to review any work that has occurred and discuss next steps.

On July 13, the applicant submitted a letter requesting that both the Conservation Commission site visit and the public hearing before the Planning Board be delayed by one month. This letter is included as an attachment to this memo. Staff recommend that the Board open the public hearing in July and then continue the public hearing to the August Planning Board meeting to accommodate this request.



Civil Engineers
Structural Engineers
Traffic Engineers
Land Surveyors
Landscape Architects
Scientists

July 13, 2022

ATTN: Mari Brunner
City of Keene Community Development
City Hall, 4th Floor
3 Washington St.
Keene, NH 03431

Via email mbrunner@keenenh.gov

Re: Request for Postponement
Excavation Site, Route 9 Keene, NH
G2 Holdings, LLC

Dear Ms. Brunner;

The purpose of the letter is to request a postponement of the Conservation Commission site walk, the Conservation Commission Public Hearing and the Planning Board Public Hearing. TFM Moran staff including Senior Project Manager Jeff Kevan would like to still meet with Community Development Staff during the original Conservation Commission site walk time slot, of July 18, 2022 at 3:30 PM, to discuss how to move the project forward.

Please postpone the Public Hearings for Conservation Commission and Planning Board by 1 month. Please extend the time frame for approval by the Conservation Commission and Planning Board by 1 month as well. Apologies for the inconvenience.

We look forward to seeing you on the 18th. Thank you for your assistance.

Sincerely,
TFMoran Inc.

A handwritten signature in black ink, appearing to read 'James Robinson', is written over a horizontal line.

James Robinson, PE
Project Manager

CC: Cody Gordon, G2 Holdings (cody@mygordonservices.com)
Evan Clements (eclements@keenenh.gov)
Megan Fortson (mfortson@keenenh.gov)
Jesse Rounds (jrounds@keenenh.gov)



KEENE PLANNING BOARD

DRAFT Rules of Procedure

1. Authority, Adoption, & Amendment

- 1.1. *Authority.* These Rules of Procedure for the City of Keene Planning Board (“Rules”) are adopted under the authority of New Hampshire Revised Statutes Annotated (“RSA”), 676:1, and may be amended from time to time. These Rules supplement the application procedures set forth in Article 25 of the Keene Land Development Code.
- 1.2. *Adoption.* The Keene Planning Board Rules of Procedure shall be adopted by a simple majority vote of all Planning Board members at a regular meeting of the Board. The Rules of Procedure shall be effective upon adoption and when the Rules have been signed by a simple majority of the Planning Board and placed on file with the City Clerk for public inspection.
- 1.3. *Amendment.* The Keene Planning Board Rules of Procedure may be amended in the same manner as the initial adoption.

2. Membership

- 2.1. *Membership.* In accordance with state law, the Keene Planning Board (“Board”) shall be composed of nine members. One of the members of the Board shall be the Mayor or the Mayor’s designee, one of the members shall be an administrative official appointed by the Mayor, one of the members shall be a member of City Council selected by the Council, and the remaining six members of the Board shall be appointed by the Mayor.
- 2.2. *Terms of Office.* All regular Board members and alternates shall be appointed for terms of three years. The terms of office shall commence on the first secular day of January and end on the last secular day of December three (3) years subsequent. The terms of office shall continue until successors have been appointed and qualified.
- 2.3. *Alternate Members.* In accordance with RSA 673:6, up to five alternate members may be appointed by the Mayor. Alternate members may participate in meetings of the Board as a nonvoting member.
- 2.4. *Vacancies.* Vacancies in membership shall be filled by appointment of the Mayor for the unexpired balance of the term.

2.5. *Officers.* The Board shall elect by majority vote a Chair and Vice Chair on the first meeting of the new calendar year. It shall be the responsibility of the Chair to preside over all meetings and hearings, appoint Planning Board members to committees and groups as directed by the Board, represent the Board before other bodies, and to undertake such other duties as may be asked by the Board. It shall further be the duty of the Chair to officially sign all subdivisions, site plans, and permits approved by the Board. The Vice-Chair shall preside in the absence of the Chair and shall have the full powers of the Chair on matters that come before the Board during the absence of the Chair.

3. Steering Committee & Subcommittees

3.1. *Steering Committee.* The Planning Board Steering Committee shall be comprised of the Chair, Vice Chair, and a third member that shall be elected annually by a majority vote of the Board at the first meeting of the new calendar year. It shall be the responsibility of the Steering Committee to consult with and advise the Community Development Director or their designee regarding the Planning Board's agenda and formal Planning Board site visits in connection with any application before the Board. The Steering Committee meeting schedule shall be adopted at the first meeting of the new calendar year, and may be modified from time to time.

3.2. *Subcommittees.* The Board may create subcommittees as necessary to assist in its operations, which shall be advisory to the Board. Subcommittees shall be created by vote of the Board for a stated purpose, identifying the specific Board members appointed, with the purpose and membership included in the minutes of the Board. Non-Board members shall not be appointed to subcommittees. Subcommittees are public bodies under RSA 91-A, and are subject to all of the requirements applicable to the Board under the foregoing Rules of Procedure, including prior public notice of meeting dates, times and meeting locations which are accessible to the public, and keeping and submitting appropriate minutes within the time periods stated above.

4. Meetings

4.1. *Regular Meetings.* The Board shall normally hold a regulatory meeting each month. At the first meeting of each new calendar year, the Board shall establish a calendar of meetings which may be modified from time to time. The Board may hold such other meetings or workshops as it deems necessary and appropriate. The meetings of the Board shall normally be conducted in accordance with Roberts Rules of Order, unless otherwise stipulated or agreed upon by the Board. Regulatory matters such as subdivisions, site plans, permit applications, and driveway applications shall be considered by the Board in accordance with specific Board regulations regarding those matters.

4.2. *Non-Public Session.* The Board may not enter a non-public session without prior notice to, and the presence of, City Staff at the meeting. In the event of a requirement to enter into non-public session, a majority of members present at a Board meeting may, by roll call, vote to go into non-public session in accordance with RSA 91-A:3. The motion shall state the specific statutory basis relied upon for the non-public session. All persons

who are not Board members qualified to participate in the discussion shall leave the meeting, unless specifically requested to remain. No action or decision with respect to the matter shall be taken in non-public session. Minutes of the non-public sessions shall be taken and the minutes shall be publicly disclosed within seventy-two (72) hours unless, by recorded vote of two-thirds (2/3) of the members present, the minutes are sealed in accordance with RSA 91-A:3. For all meetings held in nonpublic session, where the minutes or decisions were determined to not be subject to full public disclosure, a list of such minutes or decisions shall be kept and this list shall be made available as soon as practicable for public disclosure. This list shall identify the public body and include the date and time of the meeting in nonpublic session, the specific exemption which is relied upon as foundation for the nonpublic session, the date of the decision to withhold the minutes or decisions from public disclosure, and the date of any subsequent decision, if any, to make the minutes or decisions available for public disclosure.

- 4.3. *Agenda.* The meeting agenda shall be prepared by the Community Development Director or their designee (“Director”) in consultation with the Steering Committee or the Chair, although the Board shall retain the right to adjust that agenda during the course of its meeting. Items to be placed on the meeting agenda must be received by the Director a minimum of five (5) business days prior to the scheduled meeting. No subject matter that is not on the agenda shall be discussed at the meeting, but shall be referenced under New Business and shall be placed on the agenda for discussion at the next regular meeting.
- 4.4. *Quorum.* A quorum shall consist of five members, including alternates sitting in place of regular members. Board business shall not be conducted in the absence of a quorum. Whenever a regular Planning Board member is absent or disqualified, the Chair shall designate an alternate to act in the absent or disqualified member’s place; except that only the alternate designated for the City Council shall serve in place of that member. Unless the appointed alternate member becomes unable to continue to participate, the alternate member so appointed should continue to serve in the place of the absent regular member if a matter under consideration by the Board extends over multiple meetings, and/or until that matter has been completed.
- 4.5. *Remote Participation.* A Board member may participate by telephone or other electronic communication (“remotely”) with the approval of the Board when the member’s attendance is not reasonably practical, the reason for absence is stated in the minutes, the remote member states where they are physically located, and who is present in that location with them. All participants, including the public, must be able to hear, read and discern the meeting discussion. Members participating remotely may vote, but shall not count toward quorum. All votes must be taken by roll call. The Presiding Officer shall be physically present at the meeting location specified in the meeting notice.
- 4.6. *Order of Business.* The business of all regular meetings of the Keene Planning Board shall be transacted in the following order: (1) call to order; (2) roll call of attendance; (3) acceptance of minutes of the preceding meeting; (4) non-binding consultations, application reviews, public hearings, discussions, and decisions; (5) reports and other business, including requests for advice and consideration; and (6) adjournment. The Chair of the Planning Board may permit any item of business to be taken out of order

unless there is an objection by a Board member, in which case such item of business may be taken out of order only by a majority vote.

4.7. *Presiding Officer.* The Chair shall preside over the meeting and call the members to order. In case of absence of the Chair, if a quorum is determined to be present, the Board shall proceed with the Vice-Chair acting as the presiding officer. In case of absence of both the Chair and Vice Chair, if a quorum is determined to be present, the Board shall proceed to elect a Board member, by majority vote of those present, as Temporary Chair of the meeting until the presiding officer appears.

4.8. *Right of Floor.* The Chair or Presiding Officer shall control the meeting. When recognized by the Chair, a member of the Board, applicant, or member of the public, shall respectfully address the members of the Board and shall confine themselves to the question under debate, avoid personal comments, and refrain from impugning the motives of any other individual's argument or vote. The Chair shall act on all proper motions for which there is a second.

5. Motions, Voting, & Conflict of Interest

5.1. *Motions in General.* Unless otherwise indicated in these Rules of Procedure, a motion that is duly seconded shall be carried when a simple majority of Commission members present vote in the affirmative.

5.2. *Tie Vote.* In case of a tie vote on any motion or recommendation, said motion or recommendation shall be deemed defeated.

5.3. *Conflict of Interest.* A member of the Planning Board shall not participate in deciding nor shall they sit upon the hearing of any question which the Board is to decide in a quasi-judicial capacity if that member has a direct personal or pecuniary interest in the outcome which differs from the interest of other citizens, or if that member would be disqualified for any cause to act as a juror upon the trial of the same matter in any action at law. Reasons for disqualification do not include exemption from service as a juror, or knowledge of the facts involved gained in the performance of the member's official duties.

When uncertainty arises as to the application of the above standard to a Board member in particular circumstances, the Board shall, upon the request of that member or another member of the Board, vote on the question of whether that member should be disqualified. Any such request and vote shall be made prior to or at the commencement of any required public hearing. Such a vote shall be advisory and non-binding, and may not be requested by persons other than Board members.

If a member is disqualified or is unable to act in any particular case pending before the Board, the Chair shall designate an alternate to act in the member's place.

6. Records, Communications, & Board Conduct

6.1. *Minutes.* Minutes of all Board meetings shall be kept in accordance with RSA 91-A:2. The official minutes of the Board shall be those minutes, which are in writing, which

have been reviewed and voted upon and approved by a majority of the Board. Once approved, meeting minutes shall be immediately filed with the City Clerk. Any recordings of Board meetings are for administrative convenience only, and are not the official minutes of the Board.

- 6.2. *Correspondence.* All correspondence shall be addressed to the Chair. The Board shall only accept, introduce, place on the Agenda, and/or act upon written correspondence by applicants, representatives or agents of applicants, abutters, and other parties that are signed by the drafter or representative or agent of the drafter. The correspondence must provide the mailing address and residential/commercial address, if different, of the drafter or drafter's agent or representative. Correspondence addressed to Planning Board members that are of a personal or argumentative nature shall not be accepted, introduced, or acted upon by the Board. Any correspondence directly to a member of the Board relating to a matter before the Board must be provided to the Staff Liaison for compliance with this paragraph and for inclusion in the record.
- 6.3. *Electronic Communication.* Email and other electronic communications among the Board or between the Board and Staff Liaison shall be used only for the transmittal of administrative matters such as scheduling or the transmittal of information to be acted upon at the public meeting. Board business shall not be conducted in any manner other than at a duly noticed public meeting.
- 6.4. *Board Conduct.* Board members shall use caution in entering into any discussion of a project coming before the Board other than at a regularly scheduled meeting of the Board. Board members shall not accept phone calls or packets of information from applicants or their representatives, or from anyone other than the Community Development Department except at Board meetings. Anyone wishing to present information to Board members should be directed to provide that information through the normal channel of the Community Development Department, where a full public record of all information transmitted to the Board can be kept.

7. Coordination with Other Boards

- 7.1. *Joint Committee of the Planning Board and Planning, Licenses and Development Committee.* The Planning Board shall hold at least one joint meeting annually with the City Council Planning, Licenses and Development Committee ("Joint Committee") to discuss and review the Master Plan.
- 7.2. *Joint Meetings.* Pursuant to RSA 676:2; an applicant seeking approval from the Planning Board and another land use board(s) may petition the Planning Board and the other land use board(s) to hold a joint meeting or hearing when the subject matter is within the responsibilities of those boards. Similarly, the Planning Board shall have the authority on its own initiative to request a joint meeting with any other land use board(s). Each land use board so petitioned shall have the discretion as to whether or not to hold a joint meeting with any other land use board. The following rules shall apply to all joint hearings:

- 7.2.1. The Chairperson of the Planning Board along with the chairperson(s) of the other land use board(s) shall mutually determine who shall chair the joint meeting.
 - 7.2.2. The Rules of Procedure for the joint meeting shall be governed by the land use board that chairs the meeting.
 - 7.2.3. Every board or commission shall be responsible for rendering a decision on the subject matter that is within its own jurisdiction.
- 7.3. *Coordination with other boards.* The Planning Board may hold joint meetings with other City Boards and Commissions to discuss matters of mutual interest, including but not limited to the City Council Finance, Organization, and Personnel Committee, to discuss both the Capital Improvement Program and the annual-operating budget of the Board; the Zoning Board of Adjustment to discuss the Zoning Ordinance and other matters of mutual interest; and the Conservation Commission to discuss the Open Space Plan and other matters of mutual interest.

8. Statutory Duties

- 8.1. *Zoning Ordinance & Amendments.* The Joint Committee of the Planning Board and the Planning, Licenses and Development Committee has the authority to make recommendations to City Council on all proposed changes to the Land Development Code (LDC), including changes to the Zoning Map or text of the Zoning Regulations. For any proposed change to the Zoning Map or text of the Zoning Regulations, the Joint Committee shall hold a public workshop in accordance with Section 25.3 of Article 25 of the LDC.
- 8.2. *Master Plan.* In accordance with the provisions of RSA 674:1-4, the Board is required to prepare and revise as necessary a Master Plan.
 - 8.2.1. *Schedule for Review and Updates.* In consideration of the provisions of RSA 674:2 (VIII), and to assure that the Master Plan remains a useful decision tool, it shall be a policy of the Board to review the entire Master Plan every five (5) years and use its best efforts to update every ten (10) years. The Board shall work directly with the Community Development Department, Planning, Licenses and Development Committee of the City Council, and the City Manager to maintain a schedule of Master Plan review.
 - 8.2.2. *Review and Adoption by City Council.* In order to assure that the City Council fully understands and supports the Master Plan, the Planning Board shall seek Council review and adoption of the Master Plan prior to Board adoption. Prior to adoption of revisions or new sections of the Master Plan, the Board shall hold a public hearing, in accordance with the requirements of State law.
- 8.3. *Capital Improvement Plan.* The Planning Board shall review the Capital Improvement Plan (CIP) every two years, and recommend revisions or modifications of that Plan to the City Council. The principal purpose of Board review and comment shall be to assure, to the degree possible, that the CIP reflects the principals and priorities of the Master Plan.

9. Minor Project Review Committee (MPRC)

- 9.1. *Authority.* The Planning Board has the authority to delegate its site review powers and duties in regard to minor site plans to a committee of technically qualified administrators chosen by the planning board in accordance with RSA 674:43(III). The process and procedures for this committee, which shall be known as the Minor Project Review Committee (MPRC), are set forth in Article 25 of the Keene Land Development Code.
- 9.2. *Establishment.* The Minor Project Review Committee was formed by the Planning Board and the City Council through Ordinance O-2020-10B (adopted May 20, 2021 and effective September 1, 2021), which established the City of Keene Land Development Code.
- 9.3. *Duties.* The MPRC shall have the authority to hear and decide on minor site plan applications, to review and comment on proposed projects for site plan review or subdivision review prior to the formal submission of a site plan or subdivision applications, and to hear and decide on requests for extensions to minor site plan approvals.
- 9.4. *Membership.* The MPRC shall be comprised of five members. One member shall be the Public Works Director or their designee, one member shall be the Community Development Director or their designee, one member shall be the Zoning Administrator or their designee, one member shall be the Fire Chief or their designee, and one member shall be a designee of the City Manager.

10. Miscellaneous Rules of Procedure

- 10.1. *Robert's Rules of Order.* "Robert's Rules of Order," as amended, shall govern points of order not covered by these Rules of Procedure.
- 10.2. *Suspension of Rules of Procedure.* Any provision of these Rules of Procedure that are not governed by the City of Keene Charter, state law, or local ordinance or regulation and do not affect the substantive rights of persons appearing before the Keene Planning Board may be temporarily suspended at any meeting of the Planning Board, by a two-thirds (2/3) majority vote of all members present. The vote on any such suspension of the Rules shall be taken by roll call and entered upon the records.
- 10.3. *Severability Clause.* If any of the provisions set forth in these Rules of Procedure are held to be invalid, for any reason, by a court of law, such holding shall not invalidate any other provision contained herein.



KEENE PLANNING BOARD

RULES OF PROCEDURE

MARCH, 1990

These Rules of Procedure are adopted in accordance with the requirements of RSA-676: 1, and may be amended from time to time. The Keene Planning Board has also adopted rules of procedure regarding Subdivision Review, Site Plan Review and Driveway Permits, which are contained in the Board's regulations regarding those subjects.

The Keene Planning Board shall be comprised of nine members. A quorum shall be five members.

Election of Officers

Each January at a regularly scheduled meeting of the Board normally held on the fourth Monday of the month, the members of the Board shall elect, by majority vote a Chairman of the Board and a Vice-Chairman of the Board.

Duties and Responsibilities

It shall be the responsibility of the Chairman to conduct meetings of the Board, to consult with and advise the Planning Director regarding the Planning Board's agenda and other Board activities; to appoint Planning Board members to various committees and groups. It shall further be the duty of the Chairman to officially sign all approved subdivisions and site plans; to represent the Board before other bodies and to undertake such other duties as may be asked by the Board. In the absence of the Chairman these responsibilities shall be assigned to the Vice-Chairman.

Board Meetings

The Board shall normally hold a regulatory meeting each month. In January of each year the Board shall establish a calendar of meetings which may be modified from time to time. Regulatory meetings at which driveway subdivision and site plan applications and other regulatory matters are considered by the Board shall normally be held on the fourth Monday of the month. The Board shall hold such other meetings or workshops as it deems necessary and appropriate. The meetings of the Board shall normally be

conducted in accordance with Roberts Rules of Order, unless otherwise stipulated or agreed upon by the Board.

Regulatory matters such as subdivisions, site plans and driveway applications shall be considered by the Board in accordance with specific Board regulations regarding those matters. The agenda of the Board meetings shall be prepared by the Director of Planning, although the Board shall retain the right to adjust that agenda during the course of its meeting. The Director shall also maintain a permanent record of minutes of Board meetings. The official minutes of the Board shall be those minutes, which are in writing, which have been reviewed and voted upon and approved by a majority of the Board.

Any tape recordings made for Board meetings shall be kept for 3 years in consideration of the eventuality of the need for these tapes for litigation. However, any tapes of Board meetings are for administrative convenience only, and are not the official minutes of the Board.

Master Plan

In accordance with the provisions of RSA 674:1-4, the Board is required to prepare and revise as necessary a Master Plan. In consideration of the provisions of RSA 674:2 (VIII), and to assure that the Master Plan remains a useful decision tool, it shall be a policy of the Board to update the entire Master Plan every five (5) years. The Board shall work directly with the Planning Department, Planning, Lands and Licenses Committee of the Council and the City Manager to maintain a schedule of Master Plan review.

Given the size and complexity of the Master Plan, it is anticipated that the Board will normally address at least two sections of the Master Plan each year, in order to complete a full review every five years.

In order to assure that the City Council fully understands and supports the Master Plan, the Planning Board shall seek Council review and adoption of each revised or new section of the Master Plan prior to Board adoption. The Master Plan shall be kept in a notebook form, by the Planning Department, to facilitate revisions. Prior to adoption of revisions or new sections of the Master Plan, the Board shall hold a public hearing, in accordance with the requirements of State law.

Capital Improvement Plan

The Planning Board shall review the twenty-year Capital Improvement Plan (CIP) every year, and recommend revisions or modifications of that Plan to the City Council. The Board shall hold at least one meeting each year with the Finance Committee of the Council for a joint review of the Plan.

The principal purpose of Board review and comment shall be to assure, to the degree possible, that the CIP reflects the principals and priorities of the Master Plan.

Annual Budget and Work Program

In April of each year, or other time as requested by the Board, the Planning Director will present the Board with a proposed work program and budget for Planning Board activities during the next fiscal year. The Board also anticipates that the Director will provide an overview of the entire Planning Department work program and budget.

Coordination with Other Boards

The Board shall meet each year with the Finance Committee to discuss both the Capital Improvement Program and the annual-operating budget of the Board.

The Board shall review all proposed changes to the Zoning Ordinance and Zoning Map and present comments upon those proposed changes to the City Council.

It shall be the responsibility of the Chairman of the Planning Board to maintain contact with other Boards and Committees of the City as follows:

- At least one meeting per year with the Zoning Board of Adjustment to discuss the Zoning Ordinance and other matters of mutual interest.
- At least one meeting per year with the Conservation Commission to discuss the Open Space Plan and other matters of mutual interest.
- At least one meeting per year with the Planning, Lands and License Committee of the City Council to discuss the Master Plan, Land Use Map and other matters of mutual interest.
- At least one meeting per year with the City Manager to discuss an annual work program for revising the Master Plan, and other matters of mutual interest.

It shall also be the responsibility of the Chairman, working in coordination with the Planning Director, to establish and maintain communications with the Planning Boards of other communities, especially those bordering on Keene, to discuss planning issues of mutual concern.

Conflicts of Interest

It shall be the responsibility of each Planning Board member to be alert for potential conflicts of interest, which they may have regarding a particular subject or application.

Board members shall comply with the provisions of the City's *Conflict of Interest Ordinance*.

Executive Sessions

The Planning Board shall follow the provisions of Section 21 of the City Charter regarding Executive Sessions. The purpose for the Executive Session shall be stated prior to going into Executive Session. A roll call vote of the membership shall be required, and two thirds must consent, to go into Executive Session.

The Planning Board must specifically vote to keep the minutes of Executive Session, if any, in Executive Session if it does not wish to have those minutes become part of the open public record.

It shall be the responsibility of each Board member attending an Executive Session to not discuss matters disclosed during Executive Session with people not included in the Executive Session.

Board Conduct

Board members shall use caution in entering into any discussion of a project coming before the Board other than at a regularly scheduled meeting of the Board. Board members shall not accept phone calls or packets of information from applicants or their representatives, or from anyone other than the Planning Department except at Board meetings. Anyone wishing to present information to Board members should be directed to provide that information through the normal channel of the Planning Department, where a full public record of all information transmitted to the Board can be kept. The only time when information from applicants or their representatives can be received other than at a Board meeting is when approved by the Chairman. When that occurs, Board members should verify that a copy of all information received has been included in the official records of the Board maintained by the Planning Department.

Five or more members of the Board shall not meet to discuss matters before the Board except when the meeting has been publicly noticed. Except in Executive Session, all deliberations of the Board shall be open to the public, although the Board, through the Chairman, may specify when the public may comment or directly participate.

Note: Appended to this approved Rules of Order is a Certificate of Adoption, which contains standard language. It was signed by members of the Planning Board on March 26, 1990

DATE: July 15, 2022
TO: Planning Board
FROM: Mari Brunner, Senior Planner
SUBJECT: Update on Administrative Planning Project Approvals from January-June 2022

The following projects were administratively approved by Planning Staff from January 1, 2022 to June 30, 2022:

1. **SPR-927, Modification #12B – Old Navy – 26 Ash Brook Rd 2B:** Applicant KPR Centers LLC, on behalf of owner Keene MZL LLC, proposes to renovate two existing tenant spaces into one tenant space for Old Navy in the building located at 26 Ash Brook Road 2B, (TMP# 109-027-000-003-000) located in the Monadnock Shopping Plaza. The property is 0.75 acres in size and is located in the Commerce District.
2. **SPR-362, Modification #1 – Alpine Bike Works – 15 King Ct:** Applicant Alpine Bike Works, on behalf of owner Trombly Raette F. Living Trust, proposes a change of use from fitness center to bicycle shop in the building located at 15 King Ct (TMP# 112-022-000-000-000). The parcel is 0.28 acres in size and is located in the Low Density District.
3. **SPR-927, Modification #11A – GameStop Relocation – 2 Ash Brook Rd 12B:** Applicant KPR Centers LLC, on behalf of owner Keene MZL LLC, proposes to relocate GameStop into one of the tenant spaces at 2 Ash Brook Rd 12B (TMP# 109-027-000-010-012) in the Monadnock Marketplace and make minor modifications to the exterior of the tenant space, including the installation of new rooftop equipment and a new entry door. The site is 1.64 acres in size and is located in the Commerce District.
4. **SPR-651, Modification #1 – Posh Haus Lighting – 104 Emerald St:** Applicant Todd Rogers, on behalf of owner RK Parisi Enterprises Inc, proposes to install new lighting on the building located at 104 Emerald Street (TMP# 584-069-000-000-000). The property is 0.62 acres in size and is located in the Central Business District.
5. **SPR-794, Modification #3 – Antioch University Change of Use – 40 Avon St:** Applicant Monadnock Land Planning, on behalf of owner Antioch University, proposes a change of use from a university/college to a mixture of uses including university/college, clinic, and office space in the building located at 40 Avon Street (TMP# 577-041-000-000-000). The property is 5.69 acres in size and is located in the Commerce District
6. **SPR-870, Modification #1 – Rooftop Solar Array – 310 Marlboro St:** Applicant Revision Energy, on behalf of owner Marlboro St. LLC, proposes to install a rooftop solar array on the property at 310 Marlboro St (TMP# 595-001-000-000-000). The site is 4.25 acres in size and is located in the Business Growth & Reuse District.
7. **SPR-12-17, Modification #1 – Archway Farm Equipment Shed – 183 Arch St:** Applicant and owner Florenz Family Rev. Trust, proposes to construct a 1,200 sf pole barn on the property at 183 Arch St (TMP# 107-001-000-000-000). The property is 53 acres in size and is located in the Agriculture District.
8. **SPR-914, Modification #7 – Monadnock Affordable Housing Renovation – 104 Castle St:** Applicant Warrenstreet Architects, on behalf of owner Monadnock Affordable Housing Corporation, proposes to reconstruct and add approximately 369 sf to the footprint of the multi-unit building located

at 104 Castle Street (TMP# 567-006-000-000-000) that was destroyed by a fire in March 2021. The parcel is 10 acres in size and is located in the Medium Density District.

9. **SPR-03-22 – Fairfield’s EV Charging Stations – 434 & 440 Winchester St:** Applicant Brickstone Land Use Consultants, on behalf of owner, 434-440 Winchester LLC, proposes to install two EV charging stations on the Fairfield Kia property located at 440 Winchester Street (TMP# 115-004-000-000-000) using power provided by the Fairfield Cadillac building located at 434 Winchester Street (TMP# 115-003-000-000-000).
10. **SPR-05-22 – Mini-Splits & Fence – 88 Dunbar St:** Applicant James Rogers Heating Services, on behalf of owner Kevin R. Beal, proposes to install three mini-splits in 16-ft by 6-ft fenced enclosure along the northern portion of the east building facade on the property located at 88 Dunbar Street (TMP# 585-006-000-000-000). The property is 0.33 acres in size and is located in the Downtown Core District.
11. **SPR-972, Modification #8 – Colony Mill Casino Conversion to Apartments – 210-222 West St:** Applicant and owner Brady Sullivan Keene Properties LLC, proposes to convert the existing casino building into five apartments on the Colony Mill property located at 210-222 West Street (TMP# 576-009-000-000-000). The property is 6.5 acres in size and is located in the Commerce District.
12. **SPR-05-21, Modification #1 – Physical Therapy Office Façade Changes – 561 Main St:** Applicant Logan Gorgulu, on behalf of owner Sadettin Gorgulu, proposes changes to the exterior building materials for the new physical therapy office at 561 Main Street (TMP# 114-029-000-000-000) that were approved by the Minor Project Review Committee as part of the Minor Site Plan Application, SPR-05-21, in September 2021. The property is 0.45 acres in size and is located in the Commerce District.

DATE: July 15, 2022
TO: Planning Board
FROM: Mari Brunner, Senior Planner
SUBJECT: Update on Minor Project Review Committee Approvals from January – June 2022

The following projects were approved by the Minor Project Review Committee from January 1, 2022 to June 30, 2022:

1. **SPR-01-22 – Site Plan – 14 Rose Ln** – Applicant and owner Davis Oil Company Inc proposes to install two 30,000-gal propane storage tanks on the property located at 14 Rose Ln (TMP# 120-008-000-000-000). The property is 1.6-ac in size and is located in the Industrial District.
2. **SPR-470, Modification #1 – Site Plan – 62 Maple Ave** – Applicant SVE Associates, on behalf of owner Cheshire Medical Center, proposes to construct a 2,400-sf canopy on the former Peerless Insurance Co. building, modify the parking configuration, and install a new travel lane on the property located at 62 Maple Ave (TMP# 227-006-000-000-000). The site is 50-ac in size and is located in the Industrial Park District.