

City of Keene
New Hampshire

MINOR PROJECT REVIEW COMMITTEE
PRE-SUBMISSION MEETING MINUTES

Thursday, April 6, 2023

9:00 AM

**2nd Floor Conference Room,
City Hall**

Members Present:

Jesse Rounds
John Rogers
Don Farquhar
Michael Hagan, Alternate

Staff Present:

Megan Fortson, Planning Technician
Evan Clements, Planner
Bob Burns, Permit Technician
Yelma Desseta, Public Works Dept.
Lt. Shane Maxfield, Police Dept.

Members Not Present:

Don Lussier
Med Kopczynski
Steve Dumont, Alternate
Mari Brunner, Alternate
Kürt Blomquist, Alternate

1) Call to Order – Roll Call

Chair Rounds called the meeting to order at 9:10 AM. Roll call was conducted.

2) Scheduled Pre-submission Inquiries

A) Conceptual Site Plan – 661 Main St – The 0.7 ac parcel at 661 Main St (TMP #120-056-000) is owned by the Wayne E. Brown Jr. Revocable Trust and is located in the Low Density District.

Megan Fortson, Planning Technician, stated that Mr. Brown, the property owner, had requested that this proposal be discussed at the May 4th Pre-submission Meeting.

B) Conceptual Site Plan – 90 Victoria St – The 0.73 ac parcel at 90 Victoria St (TMP #589-022-000) is owned by Snowling & Company LLC and is located in the Business Growth & Reuse District.

Shawn Brown from Level Up Construction and Todd Snowling, the property owner, were present to discuss this proposal. They presented their project, discussed the Planning Board process and application requirements, and answered questions from City Staff about their proposal.

3) Walk-In Pre-submission Inquiries

There were no walk-in pre-submission inquiries.

4) **Upcoming Meeting Dates**

- Pre-submission Meeting – May 4, 2023 at 9:00 am
- 1st Monthly MPRC Meeting – May 4, 2023 at 10:00 am
- 2nd Monthly MPRC Meeting – May 18, 2023 at 10:00 am (*If needed*)

5) **Adjournment**

There being no further business, Chair Rounds adjourned the meeting at 9:38 AM.

Respectfully submitted by,
Megan Fortson, Planning Technician

Reviewed and edited by,
Jesse Rounds, Community Development Director