



PLANNING BOARD
Council Chambers, Keene City Hall
May 22, 2023
6:30 PM

BOARD ACTIONS

I. **Minutes of Previous Meeting** – April 24, 2023

Board Action: *Voted unanimously to approve the minutes as presented.*

II. **Final Vote on Conditional Approvals**

- a. **S-01-23 – Boundary Line Adjustment – 0, 59, 60 & 67 Thompson Rd** - Applicant Cardinal Surveying & Land Planning, on behalf of owners Gregory & Jeanette Gardner, Jeffrey & Allison Gardner, Jessica & Francis Pierannunzi, and Michael, Edward, & Thomas LaRoche, proposes a boundary line adjustment between the properties located at 0, 60, 67, & 59 Thompson Rd (Tax Map 241, Lots 104, 103, 102 & 101). The adjustment would result in the transfer of .16 ac from Lot 102 to Lot 101, .21 ac from Lot 102 to Lot 103, and .61 ac from Lot 104 to Lot 102. A waiver is requested from Sec. 25.10.8.B.2 of the Land Development Code regarding the requirement to submit an updated survey showing the full metes and bounds for lots 102 and 104. All properties are located in the Rural District.

Board Action: *Voted unanimously to issue final approval for S-01-23.*

- b. **SPR-964, Modification #7 – Site Plan – Hampton Inn Landscaping Modifications, 120 Key Rd** - Applicant SVE Associates, on behalf of owner Jazzlyn Hospitality II LLC, proposes to modify the landscaping for the Hampton Inn site at 120 Key Road (TMP #110-019-000). The property is 2.4 acres and is located in the Commerce District.

Board Action: *Voted unanimously to issue final approval for SPR-964, Modification #7 with the following condition subsequent to final approval:*

1. *Property owner's signature appears on the final plan.*

III. **Public Hearings**

- a. **SPR-967, Modification #7A – Site Plan – Railroad Land Parking Lot Landscaping Modifications – 0 Cypress St** - Applicant and owner Railroad Street Condominium Association proposes to remove and replace seven trees with thirty-four shrubs on the property at 0 Cypress St (TMP #574-041-000). The site is 5.54 ac and is located in the Downtown Core District.

Board Action on Site Plan Application: Voted unanimously to continue the public hearing to the June 26, 2023 Planning Board meeting.

- b. **S-03-23 – Conservation Residential Development Subdivision & SWP-CUP-02-23 – Surface Water Protection Conditional Use Permit – 19 Whitcomb’s Mill Rd –** Applicant and owner Sandra R. Henry Trust proposes to subdivide the 12.42 ac parcel located at 19 Whitcomb’s Mill Rd (TMP #237-018-000) into 9 lots, including 8 residential building lots that range in size from 0.38 to 0.77 ac and one open space lot that is 6.83 ac in size. Four lots are proposed to be developed as duplexes and four lots are proposed to be developed as single family homes. A new dead-end road is proposed to provide access to seven of the residential lots. Access to the 8th residential lot is proposed from Whitcomb’s Mill Rd. A waiver is requested from Sec. 19.3.5.A.3 of the Land Development Code regarding the requirement that all structures shall be accessed from internal streets. The site is located in the Low Density 1 District.

Board Action on Waiver Request: Voted unanimously to grant the waiver request.

Board Action on CRD Subdivision & Surface Water CUP Applications: Voted 6-1 to approve S-03-23 and SWP-CUP-02-23 for a 9-lot Conservation Residential Development Subdivision and Surface Water Protection Conditional Use Permit, all as presented on the plan set identified as “Whitcomb’s Mill Estates, 19 Whitcombs Mill Road, Keene, New Hampshire” prepared by Huntley Survey & Design, SVE Associates, and Brickstone Land Use Consultants, dated March 12, 2023 and last revised on May 3, 2023 with the following conditions:

- A. Prior to final approval and signature by Planning Board Chair, the following conditions precedent shall be met:
1. The owner’s signature appears on the plan.
 2. Submittal of four full size paper copies, two Mylar copies, and a digital copy of the final plan.
 3. Submittal of a check in the amount of \$51.00 made out to the City of Keene to cover the cost of recording the final plan.
 4. Inspection of lot monuments by the Public Works Director or their designee following their installation or the submittal of a security in an amount deemed satisfactory to the Public Works Director to ensure that the monuments will be set.
 5. Submittal of written draft documentation of any legal instruments required for this application, which shall be subject to review and approval by the City Attorney.
 6. The applicant shall revise the subdivision plan to indicate “No Cut Zones” on all land within 30 feet of designated surface waters. A provision granting authority to the Homeowner’s Association to maintain and regulate the no cut zones shall be included in the HOA covenants.
 7. In accordance with RSA 674:36 IV, the applicant has offered to install fire suppression sprinkler systems in the proposed one and 2-family residences and the Planning Board has accepted this offer. The applicant shall add a note to the subdivision plan which states that the installation of individual

residential sprinkler systems meeting the standards of NFPA 13D or NFPA 13R or another means of fire protection approved by the Keene Planning Board shall be required for each lot shown on the plan.

- 8. The applicant shall obtain approval from the Keene City Council for all necessary waivers from Article 22 of the Land Development for the proposed new street design.*
- 9. The applicant shall obtain approval from the Keene City Council for the layout of the new street and shall post adequate security for the construction of the same to be approved by the City Engineer and Community Development Director.*

B. *Subsequent to final approval, the following conditions shall be met:*

- 1. Prior to commencing construction of the road, the Community Development Department shall be notified when all erosion control measures are installed and the Community Development Director, or their designee, shall inspect the erosion control measures to ensure compliance with this subdivision plan and all City of Keene regulations.*
- 2. The applicant shall obtain final acceptance of the new street from the Keene City Council following completion of all infrastructure construction.*
- 3. Prior to the issuance of a CO for each lot, the submittal of written documentation of a restrictive covenant or other legal mechanism in the chain of title for each new proposed lot to ensure the installation of individual residential sprinkler systems meeting the standards of NFPA 13D or NFPA 13R or another means of fire protection approved by the Keene Planning Board shall be required. This documentation shall be subject to review and approval by the City Attorney.*

- c. SPR-06-23 – Site Plan – Roosevelt School Housing – 438 Washington St** – Applicant Monadnock Affordable Housing, on behalf of owner Community College System of New Hampshire, proposes to renovate the existing ~13,507 sf, 2-story school building; construct a ~8,548 sf 2-story addition; and construct a ~12,646 sf 2-story building with associated site improvements to create a 60 unit multi-family housing development on the property at 438 Washington St. (TMP #531-054-000). A waiver is requested from Sec. 20.14.3.D of the Land Development Code regarding the requirement that all off-street parking be screened and located to the side or rear of buildings. This site is 2.4 ac and is located in the Low Density District.

Board Action on Waiver Request: *Voted unanimously to grant the waiver request.*

Board Action on Site Plan Application: *Voted unanimously approve SPR-06-23 as shown on the plan identified as “Roosevelt School Housing 438 Washington Street Keene, NH” prepared by Nobis Group at a scale of 1 in. = 30 ft. dated April 12, 2023 and last revised May 8, 2023 and the architectural elevations prepared by Warrenstreet Architects at a scale of 1/8 in. = 1 ft. dated May 8, 2023 with the following conditions:*

- 1. Prior to final approval and signature by the Planning Board Chair, the following conditions precedent shall be met:*
 - A.** *The owner’s signature shall appear on the plan set.*

- B. Submittal of a security for sedimentation and erosion control, landscaping, and "as built" plans in a form and amount acceptable to the City Engineer.*
 - C. Submittal of five full size paper copies and one digital copy of the final plan.*
 - D. A copy of the NHDES Sewer Connection permit shall be submitted to the Department of Public Works.*
 - E. A copy of the soil gas assessment shall be submitted to the Community Development Department.*
 - F. Percolation tests for the proposed stormwater management system shall be conducted and their results submitted to the City Engineer for review and approval.*
- 2. Subsequent to final approval and signature by the Planning Board Chair, the following conditions shall be met:*
- A. Prior to the commencement of site work, an Excavation Permit and Utility Connection Permit shall be obtained from the Department of Public Works.*
 - B. Prior to the commencement of site work, the Community Development Department shall be notified when all erosion control measures are installed and the Community Development Director, or their designee, shall inspect the erosion control measures to ensure compliance with this site plan and all City of Keene regulations.*