

City of Keene
New Hampshire

MINOR PROJECT REVIEW COMMITTEE
PRE-SUBMISSION MEETING MINUTES

Thursday, June 1, 2023

9:00 AM

2nd Floor Conference Room,
City Hall

Members Present:

Jesse Rounds
John Rogers
Don Farquhar
Don Lussier
Med Kopczynski

Staff Present:

Megan Fortson, Planning Technician
Evan Clements, Planner
Bob Burns, Permit Technician

1) Call to Order – Roll Call

Chair Rounds called the meeting to order at 9:00 AM. Roll call was conducted.

2) Scheduled Pre-Submission Inquiries

- a. **Conceptual Subdivision & Surface Water Protection Conditional Use Permit – The 211.4-ac parcel at 0 Old Walpole Rd (TMP #211-010-000) is owned by Keene Executive Homes LLC and is located in the Rural District.**

Tara Kessler from BCM Environmental & Land Law, PLLC and Jim Phippard from Brickstone Land Use Consultants were present to discuss the proposed subdivision and Surface Water Protection Conditional Use Permit (CUP) applications for the property at 0 Old Walpole Rd (TMP #211-010-000). Ms. Kessler explained that an application has already been submitted for the proposed subdivision; however, they are also now looking to submit a Surface Water CUP application for this project due to some impacts that are proposed to wetlands on the subject parcel. Ms. Kessler and Mr. Phippard discussed the details of the project with City Staff and answered questions.

3) Walk-In Pre-submission Inquiries

- A) **Conceptual Site Plan – 426-428 Winchester St – The 2.59-ac parcel at 426-428 Winchester St (TMP #115-002-000) is owned by TBK Realty Inc and is located in the Commerce Limited District.**

Ralph Randall, a representative for the property owner, was present to discuss a potential site change to the property at 426-428 Winchester St. He presented the conceptual site plan and then consulted with City Staff about the various potential requirements and review required for the proposed changes.

4) **Upcoming Meeting Dates**

- Pre-submission Meeting – July 6, 2023 at 9:00 am
- 1st Monthly MPRC Meeting – July 6, 2023 at 10:00 am
- 2nd Monthly MPRC Meeting – July 20, 2023 at 10:00 am (*If needed*)

5) **Adjournment**

There being no further business, Chair Rounds adjourned the meeting at 9:45 AM.

Respectfully submitted by,
Megan Fortson, Planning Technician