

City of Keene
New Hampshire

MINOR PROJECT REVIEW COMMITTEE
PRE-SUBMISSION MEETING MINUTES

Thursday, July 6, 2023

9:00 AM

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

Members Present:

Jesse Rounds
Don Farquhar
Yelma Desseta, Alternate
Mike Hagan, Alternate

Staff Present:

Megan Fortson, Planning Technician
Evan Clements, Planner
Lt. Shane Maxfield, Police Dept.

1) Call to Order – Roll Call

Chair Rounds called the meeting to order at 9:05 AM. Roll call was conducted.

2) Scheduled Pre-submission Inquiry

- a. **Conceptual Site Plan & Boundary Line Adjustment** – The parcel at 364 West St (TMP #577-026-000) is 0.48 ac in size and the parcel at 12 Pearl St (TMP #577-027-000) is 0.13 ac in size. Both parcels are owned by A&B LLC and are located in the Commerce District.

Jim Phippard from Brickstone Land Use Consultants was present to discuss this project on behalf of the property owner. Mr. Phippard explained that this would be a boundary line adjustment and site plan modifications involving the Aroma Joe's property at 348 West St (TMP #577-025-000) and the parcels that make up the Granite State Carwash property at 364 West St (TMP #577-026-000) and 12 Pearl St (TMP #577-027-000). He presented the proposal and answered questions from City Staff.

3) Walk-In Pre-submission Inquiries

There were no walk-in pre-submission inquiries.

4) Upcoming Meeting Dates

- Pre-submission Meeting – August 3, 2023 at 9:00 am
- 1st Monthly MPRC Meeting – August 3, 2023 at 10:00 am
- 2nd Monthly MPRC Meeting – August 17, 2023 at 10:00 am (*If needed*)

5) Adjournment

There being no further business, Chair Rounds adjourned the meeting at 9:18 AM.

MPRC Meeting Minutes
July 6, 2023

ADOPTED

Respectfully submitted by,
Megan Fortson, Planning Technician

Reviewed and edited by,
Jesse Rounds, Community Development Director