

**City of Keene**  
**New Hampshire**

**MINOR PROJECT REVIEW COMMITTEE**  
**PRE-SUBMISSION MEETING MINUTES**

**Thursday, September 5, 2024**

**9:00 AM**

**2<sup>nd</sup> Floor Conference Room,  
City Hall**

**Members Present:**

Jesse Rounds, Community Development  
Director / Chair  
Evan Clements, Planner & Deputy Zoning  
Administrator  
Yelma Desseta, Civil Engineer / Public  
Works Director's Designee  
Richard Wood, Fire Marshal/Building  
Official

**Staff Present:**

Megan Fortson, Planner  
Lt. Shane Maxfield, Police Dept.

**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 Application – The ~7.1-ac parcel at 0 Old Walpole Rd (TMP #503-005-000) is owned by Monadnock Habitat for Humanity Inc. and is located in the Rural District.**

Mr. Dave Bergeron of Monadnock Land Planning and Mr. Matt Keenan & Mr. Michael Conway of Monadnock Habitat for Humanity joined the meeting to discuss the potential subdivision and development of the ~7.1-ac property located at 0 Old Walpole Rd (TMP #503-005-000). City Staff discussed the proposal with the potential applicants and provided feedback.

- b. Conceptual Site Plan Application – The ~3.53-ac parcel at 0 Ashuelot St (TMP #567-001-000) is owned by JRR Properties LLC and is located in the High Density District.**

There was no one present at the meeting to discuss this inquiry.

**3) Walk-In Pre-submission Inquiries**

There were no walk-in Pre-submission inquiries.

**4) Upcoming Meeting Dates**

- Pre-submission Meeting – Thursday, October 3, 2024 at 9:00 am

- 1<sup>st</sup> Monthly MPRC Meeting – Thursday, October 3, 2024 at 10:00 am
- 2<sup>nd</sup> Monthly MPRC Meeting – Thursday, October 17, 2024 at 10:00 am (*If needed*)

**5) Adjournment**

There being no further business, Chair Rounds adjourned the meeting at 9:23 AM.

Respectfully submitted by,  
Megan Fortson, Planner

Reviewed and edited by,  
Mari Brunner, Senior Planner