



City of Keene Minor Project Review Committee

Pre-submission Meeting

AGENDA

Thursday, January 2, 2025 9:00 AM City Hall, 2nd Floor Conference Room

I. **Call to Order** – Roll Call

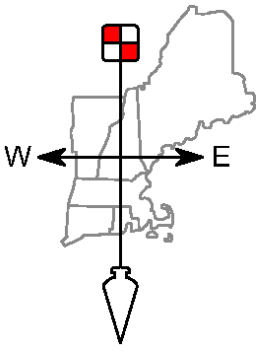
II. **Scheduled Pre-submission Inquiries**

- a. **Conceptual Site Plan Application** – The parcels at 0 Black Brook Rd (TMP#s 221-023-000 & 221-024-000) are a combined ~12.57-ac in size and are owned by Douglas Company Inc. Both parcels are located in the Corporate Park District.

III. **Walk-in Pre-submission Inquiries**

IV. **Upcoming Meeting Dates**

- Pre-submission Meeting – Thursday, February 6, 2025 at 9:00 am
- 1st Monthly MPRC Meeting – Thursday, February 6, 2025 at 10:00 am
- 2nd Monthly MPRC Meeting – Thursday, February 20 19, 2025 at 10:00 am (*If needed*)



FIELDSTONE

Surveying ♦ Engineering
Land Planning ♦ Septic Designs

LAND CONSULTANTS, PLLC

206 Elm Street, Milford, NH 03055 - Phone: 603-672-5456 - Fax: 603-413-5456
www.FieldstoneLandConsultants.com

Site Plan Preliminary Narrative

Douglas Company, Inc.
Light Industrial Facility
Tax Map Parcels 221-023 & 024
Black Brook Road
Keene, New Hampshire

December 20, 2024

Project Narrative:

Fieldstone Land Consultants, on behalf of Douglas Company, Inc., is submitting this narrative as part of the Planning Board Site Plan review application. The proposal consists of merging two building lots, constructing one manufacturing building, one driveway, and associated parking. The building would be 98,110 square feet with office and warehousing space to accommodate the relocation of the existing business. The applicant is looking to construct the building in two phases; Phase 1 would include the middle portion of the building, approximately 57,260 square feet with parking lots, driveways and utilities to service the business. Phase 2 would include a larger office and warehouse expansion on each end of the Phase 1 building.

The site is located on Tax Map Parcels 221-023 and 221-024 with the street access from Black Brook Road. The lot size of parcel 221-023 is 5.33 Acres, and parcel 221-024 is 7.24 Acres, creating a merged lot size of 12.57 Acres. The zoning district of both lots is Industrial: Corporate Park (CP). The site is currently owned by Douglas Company, Inc., who purchased the properties to relocate and expand their existing business, which is light manufacturing of toys (stuffed animals). The proposed use would be considered light industrial and allow the applicant to expand their business, while remaining in Keene. The building will be fully sprinklered and provide ADA access into the building from each parking lot. Parking will be provided for staff at the front and rear of the building. The driveway access has been designed to accommodate tractor trailer truck access to the loading docks at the rear of the Phase 1 building. There are two driveway access points proposed with one off the mutual driveway to the north and the second off the cul-de-sac at the end of Black Brook Road. Tractor trailer trucks would utilize the access off the cul-de-sac; passenger cars would utilize both the cul-de-sac entrance and the shared driveway entrance.

The southern border of the property is defined by the Black Brook. A large portion of the site is located within the 100-year flood plain, Zone AE, following the Black Brook water course. The FEMA Zone AE has a defined flood elevation of 518.6', therefore this elevation was used for determining the true boundary of the floodplain, as depicted on the Site Plan. The site is also in the City's Surface Water Overlay Protection District with a 30' buffer requirement from the Black Brook and the delineated wetlands. The proposed building and parking lots will encroach the 100-year floodplain and require a

Floodplain Development Permit along with FEMA approval. Any fill that is proposed will be offset by a flood compensation basin that will be based on total volume calculations. The finish floor elevations of the buildings will be a minimum of 1 foot above the 100 Year floodplain elevation (Minimum Finish Floor Elevation = 519.6'). The impacts to the wetland 30' buffer will be for flood compensation grading and for stormwater water management grading. There are no proposed structures within the wetland buffer.

The business will be serviced by municipal water and sewer infrastructure. The sewer and water infrastructure ends at the cul-de-sac on Black Brook Road, and this is where the utilities will tie in. We anticipate that a NHDES Sewer Connection permit will be required, along with local permits from the Keene Public Works department. The electrical service to the lot will also be fed from Black Brook Road and run underground to the site. The site will utilize private propane tanks for building heat, hot water, and potentially industrial equipment. These tanks will be underground tanks located at the rear of the lot. Any HVAC equipment will be located on the building roof and setback from the edge of the roofline to ensure it is not visible from the public way; these systems have not been designed at this time.

LEGEND:

- | | |
|-------------------------------------|---|
| EXISTING FEATURES | PROPOSED FEATURES |
| — RIGHT-OF-WAY LINE | — X — X — TEMPORARY SILT FENCE |
| — BOUNDARY LINE | — 518 — 2 FT. CONTOUR |
| — ABUTTING LOT LINE | — 520 — 10 FT. CONTOUR |
| — BUILDING SETBACK LINE | — 519.5 — SPOT GRADE ELEVATION |
| — EDGE OF PAVED ROAD | — 519.0 — SPOT ELEVATION AT CURB |
| — EDGE OF GRAVEL ROAD | — [Symbol] — STORM WATER DRAINAGE |
| — EXISTING EASEMENT LINE | — [Symbol] — DRAIN MANHOLE |
| — BLACK BROOK | — [Symbol] — SILT SOCK FOR ALL CATCH BASINS |
| | — [Symbol] — SOIL TEST PIT |
| | — [Symbol] — PROPOSED SANITARY SEWER |
| PROPOSED FEATURES | |
| — EDGE OF PAVEMENT | — [Symbol] — CULVERT W/ END SECTION & RIP-RAP |
| — CURBLINE (CAPE COD BERM) | — [Symbol] — HYDRANT, GATE VALVE & WATER MAIN |
| — ASPHALT PAVED AREA | — [Symbol] — GAS LINE, PROPANE |
| — BUILDING | — [Symbol] — ELECTRICAL TRANSFORMER & UNDERGROUND |
| — TRAFFIC FLOW (NOT PAINTED ARROWS) | — [Symbol] — POLE & BUILDING MOUNTED LIGHTS |
| — CONCRETE PAD/SIDEWALK | — [Symbol] — SIGN |
| — HANDICAP PARKING STALL | |
| — 100 YEAR FLOODPLAIN (518.5') | |
| — DELINEATED WETLAND AREAS | |

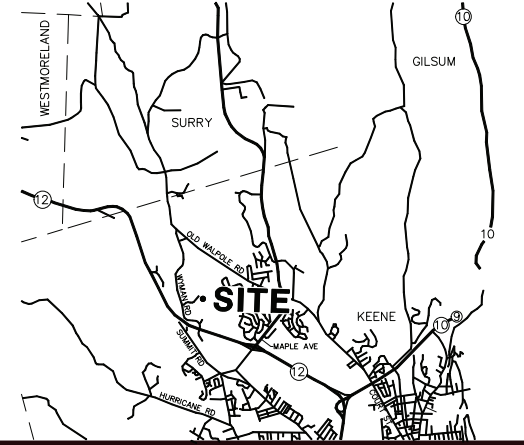
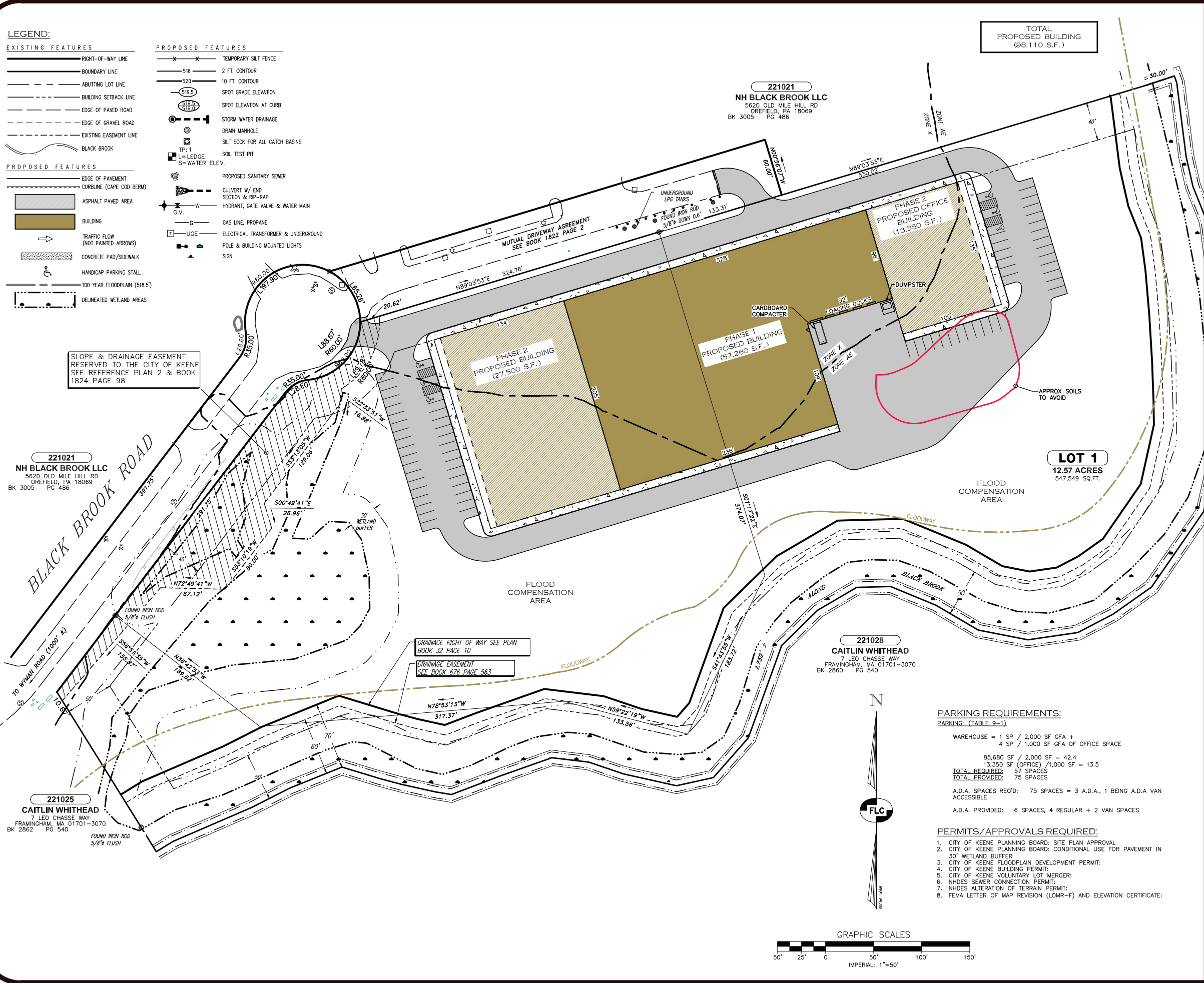
SLOPE & DRAINAGE EASEMENT RESERVED TO THE CITY OF KEENE SEE REFERENCE PLAN 2 & BOOK 1824 PAGE 98

221021
NH BLACK BROOK LLC
 5620 OLD MILE HILL RD
 OREFIELD, PA 18069
 BK 3005 PG 486

221028
CAITLIN WHITHEAD
 7 LEO CHASSE WAY
 FRAMINGHAM, MA 01701-3070
 BK 2860 PG 540

221025
CAITLIN WHITHEAD
 7 LEO CHASSE WAY
 FRAMINGHAM, MA 01701-3070
 BK 2862 PG 540

TOTAL PROPOSED BUILDING (98,110 S.F.)



NOTES:

- THE OWNER OF RECORD FOR PARCEL 221-023 & 024 IS NEW ENGLAND INTERCONNECT SYSTEMS, INC. OF 130 NORTH MAIN ST., LISBON, NH 03585.
- THE PURPOSE OF THIS PLAN IS TO DEPICT A SITE LAYOUT FOR A WAREHOUSE FACILITY WITH OFFICE SPACE AND ASSOCIATED SITE IMPROVEMENTS ON TAX MAP 221 PARCELS 023 & 024 AS SHOWN. THE PROPOSAL IS BASED ON BOTH LOTS BEING MERGED INTO ONE LOT.
- ZONING FOR THE PARCEL IS CORPORATE PARK (CP). REQUIREMENTS INCLUDE:
 - MINIMUM LOT AREA: 2 ACRES (AFTER MERGER LOT = 12.57 ACRES)
 - MINIMUM LOT WIDTH: 200 FT.
 - MINIMUM FRONTAGE: 100 FT. (AFTER MERGER FRONTAGE = 509.02')
 - MINIMUM FRONT SETBACK: 40 FT.
 - MINIMUM SETBACKS: 50 FT. REAR AND SIDE (40' FOR ONE SIDE W/OUT PARKING)
 - MAXIMUM BUILDING & IMPERVIOUS COVERAGE: 80%
 - MIN. GREEN/OPEN SPACE: 20%
 - MAX. BUILDING HEIGHT: 60 FT.
- PROPOSED: IMPERVIOUS COVERAGE (BUILDING INCLUDED) = 33.4% GREEN/OPEN SPACE = 66.6%
- THE BOUNDARY AND BASE PLAN INFORMATION SHOWN IS FROM SURVEY DATA PREPARED BY DIBERNARDO ASSOCIATES, LLC.
- THE TOPOGRAPHIC ELEVATIONS ARE BASED ON GRANIT LIDAR CONTOURS AND NAVD88 DATUM.
- WETLANDS SHOWN WERE DELINEATED BY JONATHAN SISSON, CWS, CSS, OF BEAVER TRACKS, LLC. WETLANDS WERE VERIFIED BY CHRISTOPHER A. GUIDA BY FIELDSTONE LAND CONSULTANTS, PLLC.
- THE PROPERTY IS LOCATED PARTIALLY IN ZONE AE AND ZONE X. THE BASE FLOOD ELEVATION FOR THE ENTIRE PARCEL IS 518.6' NAVD88. THE BASE FLOOD ELEVATION WAS CALCULATED USING ON-SITE TOPOGRAPHY. THE BASE FLOODWAY IS PER FEMA FIRMETTE 33005C02543 DATED MAY 23, 2006.

PARKING REQUIREMENTS:

PARKING: (TABLE 9-1)

WAREHOUSE = 1 SP / 2,000 SF GFA +
 4 SP / 1,000 SF GFA OF OFFICE SPACE

85,680 SF / 2,000 SF = 42.4
 13,350 SF (OFFICE) / 1,000 SF = 13.5
TOTAL REQUIRED: 57 SPACES
TOTAL PROVIDED: 75 SPACES

A.D.A. SPACES REQ'D: 75 SPACES = 3 A.D.A., 1 BEING A.D.A. VAN ACCESSIBLE
 A.D.A. PROVIDED: 6 SPACES, 4 REGULAR + 2 VAN SPACES

PERMITS/APPROVALS REQUIRED:

- CITY OF KEENE PLANNING BOARD: SITE PLAN APPROVAL
- CITY OF KEENE PLANNING BOARD: CONDITIONAL USE FOR PAVEMENT IN 30' WETLAND BUFFER
- CITY OF KEENE FLOODPLAIN DEVELOPMENT PERMIT:
- CITY OF KEENE BUILDING PERMIT:
- CITY OF KEENE VOLUNTARY LOT MERGER:
- NHDES SEWER CONNECTION PERMIT:
- NHDES ALTERATION OF TERRAIN PERMIT:
- FEMA LETTER OF MAP REVISION (LOMR-F) AND ELEVATION CERTIFICATE:

REV.	DATE	DESCRIPTION	C/O	DR	CK
-	-	-	-	-	-

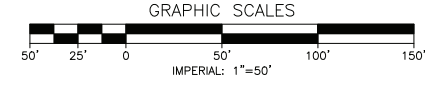
MASTER SITE PLAN
TAX MAP PARCEL 221-023 & 221-024
(BLACK BROOK ROAD)
KEENE, NEW HAMPSHIRE
 PREPARED FOR AND LAND OF:
DOUGLAS COMPANY, INC.
 DOUGLAS COMPANY BOX D, KEENE, NH 03431

SCALE: 1" = 50' DECEMBER 17, 2024

Surveying ♦ Engineering ♦ Land Planning ♦ Permitting ♦ Septic Designs

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LEGEND:

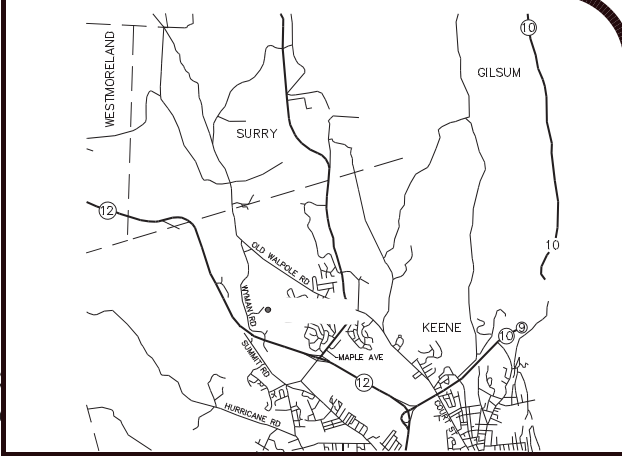
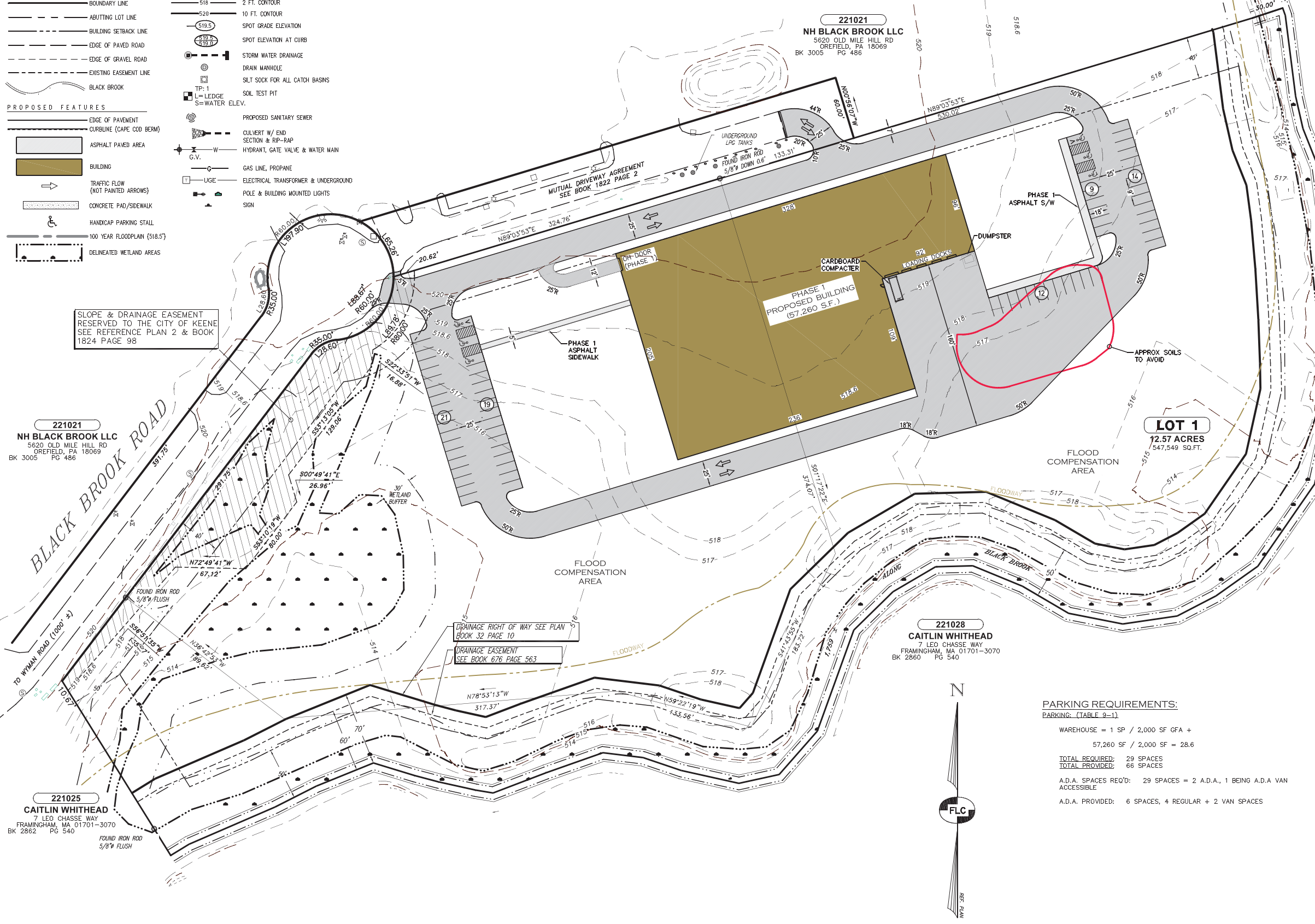
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 - MIN. GREEN/OPEN SPACE: 20%
 - MAX. BUILDING HEIGHT: 60 FT.
 - PROPOSED:
 - IMPERVIOUS COVERAGE (BUILDING INCLUDED) = 24.5%
 - GREEN/OPEN SPACE = 75.5%
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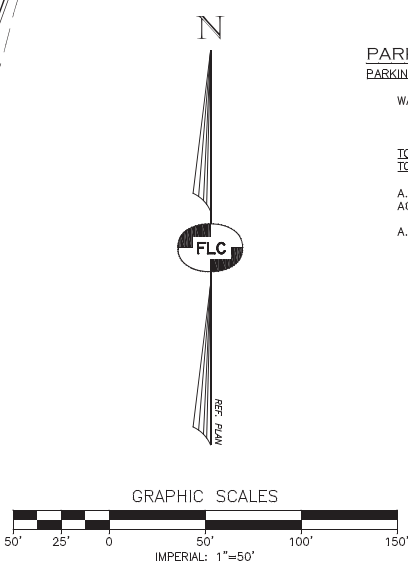
PARKING REQUIREMENTS:
 PARKING: (TABLE 9-1)

WAREHOUSE = 1 SP / 2,000 SF GFA +
 57,260 SF / 2,000 SF = 28.6

TOTAL REQUIRED: 29 SPACES
 TOTAL PROVIDED: 66 SPACES

A.D.A. SPACES REQ'D: 29 SPACES = 2 A.D.A., 1 BEING A.D.A VAN ACCESSIBLE

A.D.A. PROVIDED: 6 SPACES, 4 REGULAR + 2 VAN SPACES



PHASE 1 TOTAL PROPOSED BUILDING (57,260 S.F.)

REV.	DATE	DESCRIPTION	C/O	DR	CK
-	-	-	-	-	-

PHASE 1 PLAN
TAX MAP PARCEL 221-023 & 221-024
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