



City of Keene Planning Board

AGENDA

Monday, April 28, 2025 6:30 PM City Hall, 2nd Floor Council Chambers

A. AGENDA ITEMS

- 1) **Call to Order** – Roll Call
- 2) **Minutes of Previous Meeting** – March 24, 2025
- 3) **Final Vote on Conditional Approvals**
- 4) **Extension Request**
 - a) **PB-2024-14 – Cottage Court Conditional Use Permit, Hillside Protection Conditional Use Permit, & Major Site Plan – Timberlane Woods Development, 0 Drummer Rd** – Applicant Fieldstone Land Consultants, on behalf of owner Christopher Ferris, requests a first extension to the deadline to satisfy the precedent conditions of approval for the proposed Cottage Court Development consisting of 6 buildings and 36 units on the parcel at 0 Drummer Rd (TMP #515-015-000). The property is 13.1-ac in size and is located in the Low Density District.
- 5) **Public Hearings**
 - a) **PB-2025-06 – Guitard Homes Cottage Court Development – Cottage Court Conditional Use Permit, Major Site Plan, & Surface Water Protection Conditional Use Permit – 0 Court St** – Applicant Fieldstone Land Consultants PLLC, on behalf of owner Guitard Homes LLC, proposes a Cottage Court Development consisting of 29 single-family units accessed by a private driveway on the undeveloped lot at 0 Court St (TMP #228-016-000). A Surface Water Protection CUP is requested for impacts to the 30' surface water buffer. Additionally, a waiver has been requested from Section 21.7.3.C of the LDC related to light trespass. The parcel is 9.7-ac in size and is located in the Low Density District.
- 6) **Master Plan Update** (KeeneMasterPlan.com)
- 7) **Staff Updates**
 - a) Notice of Council Action – Request for Annual Reports from Boards and Commissions
 - b) Frequency of Updates on Administrative Planning and Minor Site Plan Approvals
 - c) Potential Modifications to the Site Plan Review Thresholds

8) **New Business**

9) **Upcoming Dates of Interest**

- Joint Committee of the Planning Board and PLD – May 12th, 6:30 PM
- Planning Board Steering Committee – May 13th, 12:00 PM
- Planning Board Site Visit – May 21st, 8:00 AM – To Be Confirmed
- Planning Board Meeting – May 27th, 6:30 PM

10) MORE TIME ITEMS

- a) Training on Site Development Standards – Snow Storage, Landscaping, & Screening

11) ADJOURNMENT

City of Keene
New Hampshire

PLANNING BOARD
MEETING MINUTES

Monday, March 24, 2025

6:30 PM

**Council Chambers,
City Hall**

Members Present:

Harold Farrington, Chair
Roberta Mastrogiovanni, Vice Chair
Mayor Jay V. Kahn
Armando Rangel
Kenneth Kost
Michael Hoefer, Alternate
Stephon Mehu, Alternate

Staff Present:

Mari Brunner, Senior Planner
Megan Fortson, Planner

Members Not Present:

Councilor Michael Remy
Sarah Vezzani
Ryan Clancy
Randyn Markelon, Alternate
Tammy Adams, Alternate

I) Call to Order

Chair Farrington called the meeting to order at 6:30 PM and a roll call was taken. The Alternates were asked to join the Board as voting members.

II) Minutes of Previous Meeting – February 24, 2025

A motion was made by Mayor Kahn to approve the February 24, 2025 meeting minutes. The motion was seconded by Armando Rangel and was unanimously approved.

III) Final Vote on Conditional Approvals

The Chair stated as a matter of practice, the Board will now issue a final vote on all conditionally approved plans after all of the “conditions precedent” have been met. This final vote will be the final approval and will start the 30-day appeal clock. He asked whether there were any applications tonight that are ready for a final vote.

Senior Planner, Mari Brunner, stated there is one application this evening that is ready for a final vote. 36 Elliott Street, which is a Cottage Court Conditional Use Permit application, is ready for a final vote. Ms. Brunner continued, stating that this application had two conditions precedent, which have been met.

Those conditions included the owner signature appears on the plans, and Submittal of final copies of the plans.

A motion was made by Roberta Mastrogiovanni that the Planning Board issue final site plan approval for PB-2025-02. The motion was seconded by Armando Rangel and carried on a unanimous vote.

IV) Public Hearing

a) PB-2024-20 – Earth Excavation Permit Major Amendment & Hillside Protection Conditional Use Permit – 21 & 57 Route 9 – Applicant Granite Engineering LLC, on behalf of owner G2 Holdings LLC, proposes to expand the existing gravel pit located at 21 & 57 Route 9 (TMP#s 215-007-000 & 215-008-000). A Hillside Protection CUP is requested for impacts to steep slopes. Waivers are requested from Section 25.3.1.D & Section 25.3.13 of the LDC related to the required 250' surface water resource setback and the 5-ac excavation area maximum. The parcels are a combined ~109.1-ac in size and are located in the Rural District.

Public Hearing

Mr. Justin Daniel of Granite Engineering addressed the Board and began by introducing Brent Cole, also with Granite Engineering, Joel Banaszak, Geologist, Louis Remor of Capital Drilling and Blasting and Cody Gordon, Applicant with G2 Land Holdings.

Mr. Daniel stated this property is located in Keene on Tax map 215, lot 7 and 8, and Sullivan on Map 5 Lots 46 and 46-1. He stated they will be going before the Town of Sullivan in April for the required Special Exception and Planning Board application for this project.

He noted to Sheet 3, which represents the existing conditions plan. The current gravel operations received city approval in 2022.

He noted to the material processing area, which is approximately seven acres in size. He indicated there is an existing access road off Route 9 with Otterbrook to the south.

The other key feature to this area is the sediment retention basin that collects the storm water associated with this pit and infiltrates it into the ground. The applicant is proposing an amendment to his application to expand his operation to the north.

The first phase would establish the operating area for the project. The area required to process and store the material is such a large size that it prohibits further excavation of the pit to what was approved. The approval back in 2022 included removing an additional 40 feet of material from this area.

Mr. Daniel went on to say this project either has Periods or Phases – this one would have eight. The pit areas will be accessed by the existing Hall Road where the operations area is located and continue into Sullivan.

Mr. Daniel stated the Periods or Phases are proposed as follows:
Period One will be when excavation begins just north of the operation material processing area.
Period Two would be just north of this area.
Period Three and Four (reason for three and four) is because a portion of it crosses into Sullivan.
Period Five, Six and Seven are the northern portions which cross over into the Sullivan town line.
Period Eight is the final phase of the project. Once all phases are completed and reclaimed, Period Eight will occur. Operations will be moved off site and the remaining amount of material will be excavated - this was permitted in 2022.

He noted the large infiltration basin on the site and stated it will capture stormwater associated with the gravel pit.

Sheet 17 (page 134 of the packet): Reclamation being proposed.

Six months prior to the completion of a period, a permit renewal application will be submitted to the City prior to moving to the next phase. This will give the City time to review the period completeness and to verify reclamation has been completed.

Mr. Daniel addressed Permits and Waivers next. The application requires a conditional use permit and two waivers, which are the same waivers that were approved for the project in 2022.

The Conditional Use Permit is being requested for excavation on 15% to 25% slopes.

The first waiver is a Surface Water Resource Setback Waiver for excavation within 250 feet of a wetland. Mr. Daniel noted there are wetlands on the left and the right of the site. There is a requirement not to get any closer than 75 feet to the wetland.

The second waiver is for the maximum excavation area being no greater than five acres. The applicant has calculated the maximum excavation to be 12 acres. Once the phase is completed, the area will be restored and reclaimed before excavation would be done to the next area.

Mr. Daniel stated this project will require an ACS Alteration of Terrain Permit, which has been submitted for review. This project proposes no wetland impacts. He noted there was a site visit conducted recently with City Staff, and with the Planning Board and Conservation Commission members.

This concluded the applicant's comments.

Staff comments were next.

Ms. Brunner addressed the Board and indicated that the applicant has requested a continuation of this application to the May Planning Board Meeting, since the City's consultant, Fieldstone Land Consultants, is asking for a few items of clarification.

She indicated that the Conservation Commission suggested recommendations for this application. The Commission voted unanimously to recommend that the Planning Board consider the following with respect to this application:

The first item was greater consideration of a 100-year storm or flood event. This application uses the 50-year storm event, and the commission recommends using 100-year storm event. The Commission's reasoning is because storm events are increasing in intensity in general.

They also recommend further study into potential offsite impacts of acid mine drainage. One of the members of the commission is a geologist, a retired Keene State College professor, who was concerned about the material that is being mined from the site and how it would be used once it is sold.

The commission also discussed the potential increase in the forest buffer with Route 9 and included native pollinator friendly plantings and considering trees to address the view from Route 9 in the remediation plan.

Ms. Brunner stated she wasn't sure if site impacts of acid mine drainage were within the Board's purview. The Board's purview is limited to site impacts. However, this was something that the Conservation Commission noted in their motion.

The Chair asked if the applicant had seen the Conservation Commission's recommendations and Fieldstone Land Consultants' report. Mr. Brent Cole answered in the affirmative. He added another reason for asking for a continuation is because the City has very strict regulations regarding acid mine drainage. He stated this is something they take very seriously and will be working with Fieldstone on this issue.

Mayor Kahn asked that traffic concerns be addressed with proper signage. Ms. Fortson stated that her understanding is that the applicant is not proposing any increase in traffic as part of this application, and they have resubmitted their initial traffic analysis from when the project was first approved in 2022. Although they are expanding the gravel pit, the applicant agreed that they were not proposing an increase in traffic. The Mayor encouraged more traffic signage at this location.

Ms. Fortson stated the application was recently reviewed by the City Engineer who indicated on March 12th that he had concerns about the existing paved access road radii. The City Engineer stated the access road radii need to be increased in order to support the traffic loading and associated turning movements into and out of the site. The existing turning movements extend outside of the pavement and will exacerbate the deterioration of the road. She stated this is something the applicant is working to address as part of the updated materials that need to be submitted.

The Chair asked for public comment next.

Mr. Bill Manley, abutter to this property, addressed the Board. He noted this hillside is referred to as the Nims Hill. He stated this proposal is a very serious regional activity, which would have negative consequences to the community and residents—especially those living within half

mile—and permanent consequences to Nims Hill. Negative impacts to residents include the following: vibration, sound, dust, and possible contamination of wells. He stated his project will obliterate the southern knoll of Nims Hill, which would further impact the aesthetic nature of this area.

He went on to say that the potential for acid mine drainage is real. As described in the acid mine drainage report, the independent Fieldstone assessment and the Southwest Regional Planning Commission's letter. In addition, as was noted in the Conservation Commission meeting of 17 March, the potential exists for gravel to be generated by the planned expansion to literally become a carrier of acid drainage/heavy metals to the users of that gravel.

Mr. Manley went on to say that this is a 13-year project. A proposed blasting plan for the duration of the project has not been provided. Potentially impacted residents have no way of knowing how often, or to what extent, blasting will occur. This project is largely unknown to the immediate and greater community. He felt residents should be notified of the duration of this project, its adverse impact and given a chance to express their concern.

He added G2 Holdings has undertaken excavation in Keene and Sullivan without permitting, and there is one complaint outstanding with the Department of Environmental Services. In addition, at the Conservation Committee meeting, Granite Engineering asserted that it is impossible to see the G2 quarry activities from Route 9. Mr. Manley noted to the view he had submitted from google maps, which shows the view currently with a 50-foot cliff and felt it would be drastically more with the 300-foot cliff.

In closing, Mr. Manley stated his recommendation would be pre-planning projects, and that a visualization of the final project should be provided. He also recommended an animated drive through of the view shed, starting at Sullivan County store to the entrance of the Army Corps of Engineer Otterbrook Lake, be constructed to visualize both the current impact that could be seen since the applicant is in denial of this and the impact should this plan be approved.

Second, a proposed blasting plan for the duration of the project should be submitted.

Third, to increase awareness and transparency, this project should appear at a minimum in the Sentinel and all residents within the potentially impacted half mile radius should be contacted as soon as possible, advising them of the potentially negative consequences of this project along with the proposed blasting plan.

Fourth, given that the potential exists for acid mine drainage and subsequent leaching of heavy metals into water supplies, this potential should be further studied by independent third parties prior to approval. In addition, the possibility of material extracted from the site being a carrier of acid and heavy metals should also be investigated.

Ms. Heidi Bukowski of 58 Eaton Hill Gilson Road addressed the Board and stated that she lives above the excavation pit of the Gorren Brothers in Gilsum. She stated she is unhappy with what has happened to their road. She stated she knows of a neighbor whose

concrete floor has cracked because of this work, and they were never advised when blasting was going to occur. She knows of animals and people being shocked by this noise. This is a big change to the environment. Ms. Bukowski stated if anyone is interested in this work, they should visit Gilsum to see the impact this blasting has had on that area.

Mr. Cole asked for permission to address the concerns that were raised. Mr. Cole noted to snapshots provided to the Board on Route 3 traveling 55 miles an hour – he agreed the site can be seen but did not believe the ledge is unsightly and felt this is a common visual in New Hampshire. He explained this is how rock is extracted to construct roads. He added that a majority of the project is hidden from most of the view. He explained the reason for each phase, or period, is to give the City an opportunity to review that period before it closes. He indicated a bond would be posted and reclamation would occur before they go to the next phase; additionally, the City would need to be comfortable with the phase moving on. Mr. Cole stated there is a lot of Staff and Board oversight through the entire process. He added, similarly, in Gilsum there were notifications that were sent out according to the blasting schedule, which is state law. There was well monitoring and testing that happened–this is a very well-regulated industry from multiple facets. If there is more that the City wants to implement, the applicant will certainly be working with the planning board and staff.

He went on to say there are no 300-foot cliffs, as was mentioned, there are 50-foot segments. He noted Gilsum is a pit that was approved by DES and the town.

With no further comment, the Chairman closed the public hearing.

C. Board Discussion and Action

A motion was made by Roberta Mastrogiovanni that the Planning Board continue PB-2024-20 to the May 27, 2025 Planning Board meeting at 6:30 pm in the City Hall 2nd floor Council Chambers. The motion was seconded by Mayor Kahn and was unanimously approved.

V) Boundary Line Adjustment

a) PB-2025-05 – Cedarcrest and Monadnock View Cemetery - BLA – 521 Park Ave & 91 Maple Ave – Applicant ReVision Energy, on behalf of owners Cedarcrest and the City of Keene, proposes a lot line adjustment that would transfer ~1.7-ac of land from the ~46-ac parcel located at 521 Park Ave (TMP #227-027-000) to the ~5-ac parcel located at 91 Maple Ave (TMP #227-018-000). The Cedarcrest site is located in the Low Density District and the cemetery is located in the Conservation District.

b. PB-2025-04 – Cedarcrest & Monadnock View Cemetery – Major Site Plan & Solar Energy System Conditional Use Permit – 521 Park Ave & 91 Maple Ave – Applicant ReVision Energy, Inc. on behalf of owners Cedarcrest, Inc. and the City of Keene, proposes to install a medium-scale solar energy system on ~1.7-ac of undeveloped land located at 521 Park Ave (TMP #227-027-000) to provide power to the Cedarcrest facility located at 91 Maple Ave (TMP #227-018-000). The City property is ~46-ac in size and is located in the Conservation District, and the Cedarcrest property is ~5-ac in size and is located in the Low Density District.

A. Board Determination of Completeness

For the Boundary Line Adjustment (PB-2025-05), Megan Fortson, Planner, stated the applicant has requested exemptions from submitting all technical reports as well as a plan showing the metes and bounds for all parcels. After reviewing each request, Planning Staff have made the preliminary determination that granting the requested exemptions would have no bearing on the merits of the application and recommend that the Board accept the application as complete.

A motion was made by Roberta Mastrogiovanni that the Board accept PB-2025-05 as complete. The motion was seconded by Armando Rangel and was unanimously approved.

For the Site Plan and Conditional Use Permit (PB-2025-04), Ms. Fortson stated the applicant has requested exemptions from submitting a plan showing grading/limits of clearing, a lighting plan, a decommissioning plan, traffic analysis, soil analysis, historic evaluation, screening analysis, and architectural and visual appearance analysis. After reviewing each request, planning staff have made the preliminary determination that granting the requested exemptions would have no bearing on the merits of the application and recommend that the Board accept the application as complete.

A motion was made by Roberta Mastrogiovanni that the Board accept PB-2025-05 as complete. The motion was seconded by Armando Rangel and was unanimously approved.

B. Public Hearing

Ms. Megan Ulin, Solar Project Developer with ReVision Energy, addressed the Board. She stated her company has been in business for over 20 years and has been very fortunate to work with the City of Keene in a number of different capacities through municipal projects and commercial and residential projects.

Ms. Ulin introduced Russ Huntley of Huntley Survey and Design, who was also present, as well as representatives from Cedarcrest, Jim Yannizze and Bethany Leclaire, and representatives from the city.

She stated for the past year or so, ReVision Energy has been working with Cedarcrest and the city to develop a project that would offset Cedarcrest's electricity use. This came from an agreement that ReVision Energy had with the City of Keene to explore solar development on several parcels of city owned land to further the city's goal of reaching 100% renewable energy use by 2030.

She noted Cedarcrest is a specialized medical and pediatric facility. They have a high electricity load that is required to provide critical services to the community. They do not have the opportunity, on their current parcel, to build a solar energy system of a size that would reasonably offset a significant portion of their electric load. For the roof-mounted system, they don't have a roof of the scale or size necessary to provide that opportunity.

Ms. Ulin stated this opportunity is unique in that Cedarcrest directly abuts city property, and would have an opportunity to tie the system directly behind Cedarcrest's meter, which provides

them a significant additional benefit. It reduces their demand and it allows their electricity load to be reduced directly by the solar, compared to just receiving a credit on their electricity bill. She pointed out that the City had to designate a portion of the Monadnock View Cemetery as a priority for solar development and without that direct connection to Cedarcrest, ReVision Energy would have been required to bring in a new three phase power line that is very costly and likely would not be supported by a system of this size.

Ms. Ulin went on to say the reason they are pursuing a boundary line adjustment was to simplify site ownership and site control going forwards rather than a long-term lease. Cedarcrest will purchase necessary land from the city to install the array. Secondly, the City offers solar energy property tax exemptions for residents and businesses, which means that when you install a solar array, you are not taxed on that property.

Ms. Ulin stated, if they had located this in the original location, it would have had a greater impact on the community gardens. The site now is at the northwest corner, further from visibility and meets the required 50-foot setbacks.

The Boundary Line Adjustment affects 91 Maple Avenue and 521 Park Avenue, transferring 1.69 acres in the conservation district from the City of Keene to Cedarcrest. The Cedarcrest parcel would increase from 5.01 acres to 6.7 acres and will contain land in the low density and conservation district. The City parcel decreases from 46 acres to 44.3 acres and remains fully within the conservation district. The access points to the property remain the same as the existing conditions.

With respect to standards for Boundary Line Adjustment:

20.2.1: Lots – The area of both adjusted lots will remain greater than 5 acres. The lots both meet the minimum requirements with 200-feet at the building line, 50-foot setbacks, no impact to the minimum road frontage for either parcel, and are not impacting any discontinued roads.

20.2.2: Character of Land for Subdivision – The area proposed for the BLA is a flat field suitable for development. It is absent of hazardous conditions that would pose a danger to health and safety.

20.2.3: Scattered and Premature Development – It does not promote either of these conditions as the solar development is proposed directly adjacent to the existing facility which will benefit from the electricity produced and the array itself does not use City services.

The applicant is not proposing significant landscape alterations in terms of tree line.

No grading or significant clearing is being proposed.

There is no impact on any scenic points, steep slopes, stone walls, or historic landmarks, or any primary or secondary conservation areas that are identified in section 20.3.4.

Monumentation – 5/8-inch aluminum capped rebar will be set on the corners.

PB Meeting Minutes
March 24, 2025

Flood Areas – Not Applicable

Fire Protection and Water supply – The array does not require additional fire protection or water supply. However, there will be padlocks at the gates to provide access for the fire department of an event of emergency.

City Water and Sewer – Project does not require City water or sewer.

Ms. Ulin next addressed the site plan. She stated the proposed solar development is a 333.2 kw fixed tilt ground mounted solar array. This array produces around 364,900 kw hours of clean, renewable electricity per year, and will offset approximately 67% of Cedarcrest's existing electricity usage. The primary components of the system are the earth screws, which are the foundations. They are driven into the earth with relatively minimal disturbance. The rows of panels are oriented at 212° SW on the site location to optimize the system size within that area and to reduce shading. At their peak, the panels are approximately 13 feet tall, so they do meet the height requirements of the CUP. The inverters, transformers and electrical equipment are proposed to be located on the southern corner of the Cedarcrest building and will be screened with vinyl privacy fence.

For the array itself, a six-foot agricultural fence is being proposed, which is comparable to what has been used at other sites and is considered a wildlife fence. The wildlife fence will allow small critters to pass through to make use of the area's habitat.

The applicant is proposing re-seeding the area with a conservation seed mix, which has pollinator benefits.

There is also a proposal for a small swale along the north and southeast sides of the array, which is intended to ensure there is no off-site stormwater impacts.

There will be warning signage installed on the outside of the fence because of its proximity to public lands.

Construction is being proposed to occur this summer 2025 and will take three to four months to complete.

Existing and Proposed Use – What is being proposed is a collaboration with the city to relocate the current community gardens to the southwest area and redevelop this area as solar energy system.

Conditional Use Permit Criteria – This is considered a medium scale solar energy system by the land development code. It is approximately 3,233 square feet in size.

Siding – 16.2.1 – The lot will be greater than five acres once the boundary line adjustment occurs and the solar footprint is under one acre. Hence, it meets the requirement for siding.

Height – This system does meet the required height constraints and does not exceed 15 feet.

Lot coverage was calculated to include all ground-mounted components of the solar energy system, including the solar panels and the transformer. Solar land coverage would equal 15% and does not exceed 70%.

Ms. Ulin stated elevation drawings with dimensions have been submitted.

Visual Buffer 16.2.5 – Ms. Ulin stated they were before this Board last month for advice and comment on these criteria. This project location has been sited to reasonably minimize the view of the system from surrounding properties and public rights of way. It is located at the very rear northwest corner of the Monadnock View Cemetery, where there is very limited visibility from the public right of way. The existing planting buffer will remain. The City has submitted a letter in support of the existing screening.

Noise and Glare – Inverters are rated up to 60 dba during daylight hours. They only operate during daylight hours, so there will not be any noise impacts during evening hours. Inverters meet the criteria in the land development code for noise. They are also over 50 feet from any property line and will be enclosed by vinyl privacy buffers.

Security – Ms. Ulin stated there were some comments questioning the suitability of the fence to keep out trespassers. She indicated the fences they utilize are designed according to code requirements and there haven't been any instances of trespass or vandalism. She noted those instances are relatively rare and felt the perimeter fence should be suitable.

Utility Interconnection Requirements – Conduit will be buried, meeting the criteria to have underground lines. The decommissioning plan was not applicable for a medium scale solar array.

Drainage Requirements – Applicant did submit an updated drainage plan. When the applicant originally designed the project in this area, there was a small corner on the northeast that does slope. The panels were just on the line of the New Hampshire DES threshold for sheet flow. Per comments from City Engineer to prevent off site impact, a shallow swale has been proposed on the northeast and southeast sides.

Erosion Control – The system does not require a lot of grading or soil disturbance. There are wetlands on the City of Keene property. The wetlands are over 200 feet from the proposed development. There is a grinding berm being proposed along the side of the array, which faces the wetlands.

The general sequence of this installation would require bringing in a crew that does the foundation installation. Array structure would be built and associated electrical components would be installed. The stormwater swale would be installed at the end of the project when the reseeding and revegetation is being done.

Ms. Ulin stated they have been working with the Parks and Rec Department to discuss the coordination and timing of this installation so that it does not interrupt cemetery operations.

There is an agreement with the city to access using the cemetery entrance during construction. This concluded applicant's presentation.

Mr. Kost asked about the sound that comes out of the transformers and other electronic equipment. It states sound is minimal during the day and asked for clarification. Ms. Ulin stated the sound is like a hum. Mr. Kost asked whether people visiting the cemetery would hear the noise. Ms. Ulin answered in the negative as it is at a sufficient distance away and behind a vinyl fence.

Chair Farrington asked whether the conduits would be entirely on the Cedarcrest property. Ms. Ulin answered in the affirmative and referred to the location on the map.

Mr. Hoefer asked whether the undeveloped land without gardens on it located to the southwest was considered as an area for this array. Ms. Ulin stated this was the original location but because of the solar energy property tax exemption, Cedarcrest intends to purchase the land for the array, drawing that lot to meet the dimensional requirements is required by the Land Development Code and meeting the 50-foot setback would have a greater impact.

Staff comments were next.

Ms. Megan Fortson addressed the Board and stated this project contains three different types of applications. There is the boundary line adjustment for the transfer of 1.7 acres from the 46-acre cemetery city owned parcel to the currently 5-acre parcel owned by Cedarcrest. The two parcels are zoned differently. Cedarcrest is currently located within the low-density district and the cemetery parcel is located in the conservation district. Following the boundary line adjustment the portion transferred to Cedarcrest would be in a split zone.

The applicant is proposing to construct a medium scale solar array consisting of 560 individual solar panels. The Zoning Board, at their March 3 meeting, granted a variance. As mentioned, a portion of the parcel to be developed is located in the conservation district. The conservation district does not allow for a ground mounted solar array as a primary use. Hence, they were granted a variance from the zoning board to allow for that use. Because this array is approximately 33,000 square feet in size, it is classified as a medium scale solar array, which requires the submittal of a Solar Conditional Use Permit application and a Major Site Plan application to document the site changes.

Ms. Fortson went on to say that planning staff did not feel that either of these applications had the potential for regional impact.

In regards to department comments.

The Police Department had concerns about the six-foot tall agricultural fence that is proposed to be installed around the perimeter of the array. The only other staff comment received was from code enforcement, which is a reminder that a building permit is going to be required prior to the construction of the array.

Ms. Forston next reviewed the CUP Standards and Site Development Standards.

Setbacks - Article 16 of the LDC - The proposed array is going to be set back exactly 50 feet from a few of the property lines and 52 feet from one of the other property lines. Because of this, planning staff is recommending that the Board include a subsequent condition of approval related to the flagging of this setback by a surveyor licensed in the State of New Hampshire to ensure that that setback is properly maintained during construction.

Visual Buffer – The Board, at its prior meeting, had provided the applicant with the preliminary feedback that formal screening was necessary. The proposed conditions plan does show the existing tree line and other vegetated areas that are proposed to be maintained to provide screening. The Board would need to decide if the visual buffer and screening requirements have been met.

Environmental Section -16.2.6 - The narrative states that the disturbed areas will be re-vegetated with the conservation grass mix, which is going to be suited to solar installations. Planning staff are recommending the submittal of security to cover the cost of that conservation seed mix. This standard appears to be met.

Security – The Police Department did have concerns about the agricultural fencing, which has been proposed. The Board is going to need to make a determination as to whether or not this fence is sufficient.

The staff report addressed the concerns raised by the City Engineer regarding the proposed stormwater measures. The applicant has indicated under the New Hampshire DES requirements, they have provided what is sufficient. Further review with the engineer indicated he was satisfied with what is being proposed. That standard has been met.

Sediment and erosion control – The City Engineer was satisfied with what was being proposed as part of the sediment and erosion control measures. However, Staff recommend a security be included for this as well.

Traffic and Access Management - The applicant has stated they have permission from the City of Keene to use the cemetery site to access the property during the course of construction. Staff would recommend a condition of approval indicating the applicant has this approval from the City. The Engineer also recommended a condition of approval related to the addition of this note on the plan because the access aisle that is going to be used on the cemetery property during the course of construction is currently gravel. It is going to need to be somewhat improved to be used. City engineering staff would like to be part of that review. process and make sure that it is modified properly.

Ms. Fortson next reviewed the conditions of approval.

The Mayor indicated there also needs to be some consideration regarding the fence. Ms. Brunner noted in consideration of the comments around the fence, the agricultural fence has less of a visual impact than some of the alternatives. A chain link fence would have a bigger

visual impact, so that would be the tradeoff. The Mayor stated he would like to hear from City Staff present tonight regarding what their preference is.

Ms. Fortson noted the letters the Board has received from members of the public regarding the community gardens, and while this array would impact the community gardens, this is being handled independently from this proposal. The Board is reviewing the application based on the applicable regulations—subdivision standards, site development standards under Article 21 of the Land Development Code, and solar conditional use permit standards. While the City will receive testimony related to the community garden, this is not something that the Board is actually deliberating or providing feedback on during the course of this meeting.

Mr. Kost asked whether the use of the cemetery access would be properly coordinated with internments. Ms. Fortson referred this question to Parks and Rec staff.

Chair Farrington referred to the fence and stated the regulation says the maximum height of the fence can be 8 feet, but the applicant is recommending 6 feet. The Chair asked whether staff has any further insight as to the Police Department's concern. Ms. Fortson stated their main concern is not necessarily the height of the fence but that they would probably prefer a chain link fencing with some barbed wire around the top.

The Chair asked for public comment next. He asked that public comment be kept to three minutes.

Mr. Peter Hansel of 61 Bradford Road addressed the Board next. Mr. Hansel stated he has been a member of the Energy and Climate Committee of the City of Keene and stated he is excited to see a solar project going forward. He stated one of the things the committee did was try to identify sites within the city that could take solar arrays, and Monadnock View Cemetery has been discussed as a potential site. As a City committee, they are devoted to implementing the City's resolution to achieve 100% renewable energy for electricity by 2030.

In identifying this site, they were under the impression there was plenty of room for a solar array that would not impact the community gardens. He stated he was disappointed when he heard that that this had changed and, possibly, even more disappointed when he heard that this change had not been communicated with people in the community that were involved with the community garden. He felt the City needs to work hard to try to rectify this miscommunication or lack of coordination. He stated he is aware this hearing is about the solar array and not about the community garden but felt they were both inner interconnected. Mr. Hansel stated he wanted to make his view clear that if there was anything that we as a City can do to coordinate and rectify this problem – it should be done.

The Chairman invited the Parks and Rec staff to address the Board.

Andy Bohannon, Deputy City Manager, addressed the Board and stated that this project has been in the planning phase for a while. He stated this is the only cemetery land the City has left in the City. He noted it was realized the original location would be costly to be able to provide a direct path for solar to Cedarcrest and the original location would have impacted more of the community garden. This new location for the garden would provide more room for growth and

provide for irrigation possibilities. Mr. Bohannon also referred to a storage shed that was donated by Benson Wood, which would also be moved closer to the new garden location.

He stated the City works the best it can with users of this garden and has been fairly successful for the past eight years with the help of Roland Russell and the Antioch University Community Garden program. Mr. Bohannon stated Staff wanted to make sure this project was going to be viable before communicating to the growers that there was not going to be a growing season this year. Staff did indicate to the gardeners last fall that was possibly not going to be the case this year – but nothing was certain last fall.

With reference to the question related to the cemetery operations, Mr. Bohannon stated staff has been working very closely with ReVision Energy to understand the schedule. He stated the reason for the delay to July was because May and June were the heaviest burial time – the City averages about 16 burials during those months. The City gets 48-hour notice for burial request and will work with ReVision on those schedules to make sure construction is not happening during burial times.

Cara Fiske-Hennessey, Parks and Recreation Director, stated since last month, they met with a group of community gardeners on two occasions as well as the Conservation Commission. She felt this proposal gives them the opportunity to relocate the garden, improve access, and increase opportunity for more people to participate.

Ms. Fiske-Hennessey stated at the present time there are 17 gardeners, and 39 of the 61 plots are being used. The number of Keene resident plots are 35, non-Keene resident plots are 4, and 12 are open plots. The current plot size is 19 by 25. What Staff is proposing moving forward is a combination of new opportunities. In the space that was originally planned for the solar array, 68 new 20 x 20 plots, 24 new 10 x10 plots, which are being named kitchen plots, 9 4 x 8 raised beds and a 500 square foot pollinator garden. That total square footage equals 29,888 square feet and that is an improvement from the 61 plots that the city currently has in the existing community garden structure, which the total square footage is 28,975 square feet.

Ms. Fiske-Hennessey stated they are also working with Cheshire Conservation District and Antioch University to try to identify alternate spaces for this year because staff understand that the communication was late in terms of starting seeds. Stonewall Farm and Cheshire Medical Center are possible options.

Mr. Bohannon addressed the fence issue and stated a conservation fence is more open and allows wildlife to get through. An 8-foot-high chain link fence would be very noticeable, but would keep the wildlife out of the area. He stated this space is very minimally used except for gardeners and occasional staff.

Mayor Kahn asked if Mr. Bohannon feels the eight feet were more satisfactory. Mr. Bohannon stated an eight-foot conservation fence would work but stated this is not a high traffic area and a six-foot fence could also work. He added he does not see much difference between a six- and eight-foot conservation fence, which also help with critter travel. Ms. Ulin stated a conservation fence has larger openings on the bottom and added they don't typically install eight-foot fencing

around their arrays. She stated these arrays don't pose public safety concerns when properly installed and encouraged a six foot fence.

Mr. Rowland Russell of 77 High Street was the next speaker. He stated they commend Cedarcrest and the City for this solar array installation, and any effort to move away from fossil fuels should be commended. He stated the gardeners were not included in any of the meetings regarding this issue but did meet with Staff during the second week of March, even though these plans have been discussed for a long time. He stated they are disappointed in not having a voice in this decision until today.

Mr. Russell stated in the 2010 Master Plan, it refers to solar arrays as being a step toward energy independence — then community gardens are a step toward food sovereignty and food security. He noted Cheshire County only produces 5% of its own food, which means community gardens and residential gardens are a resource that can help. He went on to say nationwide, community gardens produce about 40% of our fresh vegetables. In 1975, at the current location, there were 200 plots reserved with a waiting list. Keene's community garden has been in existence for over 50 years with significant improvements to irrigation and other infrastructure. Much has been done over the last five years, especially with thousands of dollars of external funding, donations, gardener contributions and in-kind support. Over \$15,000 of which is from the Cheshire County Conservation District, to add infrastructure, tools etc.

Mr. Russell pointed out that it is naive to think that a new garden could be built, infrastructure moved, soil health improved to the current state and pollinator habitat re-established without significant effort and expense on the part of the City. He explained you cannot simply transfer soil, for example, without disrupting the structure.

In April 2024, the Zoning Board unanimously approved variances to permit the installation of a solar array on undeveloped land adjacent to the community garden. It was indicated at the October 21, 2024 Conservation Commission meeting that the project was moving forward at that location. He encouraged reconsideration of the present plans to relocate the garden and take a careful look at whether those 2024 plans might balance Cedarcrest's needs with those of the gardens. Mr. Russell felt a complete cost benefit analysis should be completed to also include the garden. He asked whether all interested parties, including our gardeners, collaborate to come up with an alternative plan to bring before the Planning Board at a later date. He asked the Board to consider this option, as the gardeners were not aware of this change until it was brought to their attention by one of their supporters.

Mr. Russell stated for the gardeners, gardening is not a hobby, it is a necessity. Lastly, in addition to food – Mr. Russell stated they foster community in the community garden. They have tremendous expertise and heart that is brought into this gardening community and asked that it be preserved, because it is something that has been accumulated over the years.

Four-year-old Max addressed the Board with help from his mom. He talked about the seedlings he has grown and his disappointment with the closure of this garden.

Max's mom Michelle Nikiforakis indicated she has been disappointed with the decision made by the City. She talked about how special the garden was for her and her son. Max has learned a lot

about gardening. She indicated that they harvested hundreds of pounds of tomatoes, which they were also able to preserve. She indicated they have already purchased many different types of vegetables and perennials for the upcoming season. Last year they were told they did not have to till their garden patch, which meant some of the plants could be retained for the next year. She talked about the many plants she has grown over the years.

She indicated she saved hundreds of dollars from being able to eat from their garden.

Ms. Nikiforakis expressed her frustration with the City over the choice between solar and a community garden. She questioned how the money from the sale of the land will be used.

Autumn Delacroix of 618 Court Street asked what the decibel count of the noise would be from the solar panels. She asked that the size of the array be shrunk to give room for others.

Amy McIntire of 26 Barker Street was the next speaker. Ms. Barker stated much planning goes into gardening. She raised concern about not having a garden in 2025 and even in 2026. Starting a new garden in a new location does not seem realistic. She questioned what happens to the perennials and infrastructure that already exists, which is not something that has been addressed. Ms. McIntire pointed out that she did not believe gardeners who have more knowledge of what it takes to start a garden have been included in this new plan.

Ms. Tammy Adams stated she understands the Board cannot address any of the gardening issues as they have to work within the Board's purview, but this does not mean the Board cannot send a strong message to the City Council. She felt the Council needs to hear that the tenants that the City had an agreement with for the gardens have property still on that land. There needs to be some sort of accelerated plan for these individuals to get their plants off that lot before July 1st—before the solar array construction begins. Ms. Adams stated she does not see a reason why the city cannot remove some of that rich worked topsoil and move it over to the adjacent plot. She felt this was a serious problem. Solar is great, but hungry people can't eat solar—they can eat food from a garden plot.

Ms. Toni Barker of 8 Russell Street stated she has been a gardener at the community gardens for about nine years. Ms. Baker stated that for the five years, they have produced over 600 pounds of cherry tomatoes, peas, green beans, potatoes, onions etc. for the Keene Community Kitchen. Without the garden this year, this would be a huge void the Kitchen is not going to be able to fill, especially in today's economic times. Ms. Barker stated she feeds her family from this garden. She questioned how she is supposed to supplement her food source this year when they are just finding out that they are not going to have a garden. She asked the City to consider either moving it this year and being able to open it with the help from the gardeners or moving the solar panels back to where they were originally supposed be located.

Ms. Sarah Harpster of 32 Old Walpole Road stated she worked at the Community Kitchen and saw produce that was coming in from this community garden. She stated this community garden has a special longevity and a social capital that some of the other projects weren't able to create and sustain. She stated she is concerned about the food security that people are going to experience going into this year. She stated the numbers at the Kitchen are going up by 40% over

2023, and they are seeing, day by day, news of slashed funding. Meanwhile, the price of food in the grocery store is 25% more than it was pre-pandemic. For people to lose the opportunity to garden in 2025 would be a tragedy, and it would also be sad for the Community Kitchen to lose some of the best produce that was put on their tables.

Ms. Tia Zendauer of 287 Elm Street stated she too supports solar and Cedarcrest but does not want to be displaced from the community garden. She questioned if there was public notice or does there have to be public notice in the City of Keene that a piece of land was being sold. Was it open for bids? She felt the community garden could perhaps have purchased this land given the opportunity.

Amanda Littleton of 20 Horseshoe Road Chesterfield addressed the Board next. Ms. Littleton stated she is here in the capacity as the Conservation District Manager for Cheshire County. She thanked the City for their support with community gardens. She stated, as Mr. Hansel suggested, it would be great to find a solution to retain the garden in its current location and place the solar array in an alternate location. She noted that the conservation district and many community partners who have linked arms with the Monadnock View Community Garden to support community self-reliance and food security and the wise use of natural resources in the City. Over the past two years, they have received two grants to work with the Monadnock View Community Garden and invested about \$15,000 in garden infrastructure equipment and supplies. This includes a shed, water spigots garden tools, pollinator habitat, native plant hedgerow, and more.

She added they are only one partner. These funds have been significantly leveraged by the investments of other partners, including Benson Wood, Antioch Community Garden Connections, the New England Grassroots Fund and other regional nurseries who have donated significant plants for this effort as well. These public and private community partners do see value in what is happening at the community garden and the individuals here have a deep passion.

The priorities at the conservation district are about supporting soil health, efficient water management and wildlife habitat, including for native pollinators. The gardeners at the Monadnock View Community Garden have implemented these practices to demonstrate these priorities in action and invested much of their own time, money and effort into this as well.

Ms. Little stated this site is a center for community education, not just for the gardeners who are involved, but also for the larger community. She thanked the City again for the decades of support, but encouraged the city to consider the impacts of the move on the gardeners and the financial investments that have been made. She felt it would take significant City resources to be able to create a new site as well as the time and resources of the gardeners. She stated she would like to encourage the city to collaborate with the gardeners on a solution and keep a transparent and respectful process moving forward to consider how we could work together to craft a new plan.

Mr. David Morrell of Mechanic Street stated he would like to first express his frustration with the lack of transparency of this project. He stated one of the main stakeholders, the gardeners, were left out from the beginning and not consulted on this plan. As for the importance of the

community gardens, others have pointed out that the City's goals regarding community gardens are clear and explicit throughout the master plans. Community gardens are important for food security as well as climate change, resilience and mitigation.

Mr. Morrell stated he knows renewable energy is also included in the master plan, but trading farmland for solar panels is not a plan for sustainability. Solar panels belong on roofs, above parking lots. They don't belong on land more appropriate for growing food. In addition to the issues of food security and climate change, community gardens are an important part of a resilient city, especially during disasters.

Community gardens help strengthen social interactions, relieve stress and build social capital that is needed when a disaster strikes. Planning and establishing community gardens, prior to a disaster, help increase community resilience in the event of a significant disaster, whether natural or human-caused.

Mr. Morrell stated gardens should be designed with features that encourage social interaction and group gardening activities to enhance feelings of control and normalcy and reduce stress. They should be managed to support appropriate community building activities and events. In short, we need more, bigger and thoughtfully-designed community gardens, not fewer small gardens squeezed in where they are deemed out of the way. They need to be valued, not disregarded, for the expedience of another project.

With respect to security concerns, he felt the police should be consulted. He added that he grew up in Maple Acres and recalled cutting through that pathway from the church, through the community gardens and would be surprised to hear that it is not being used as a through way.

Mr. Andy Holt of Forest Street felt it was a mistake not to include the gardeners in today's decision. He stated the gardeners were not at the Zoning Board due to lack of communication. He felt this project should not move forward with all the input that has been received. He felt the people who use the gardens should be included in this plan and the city should be working on correcting that.

As far as the location of the solar, Mr. Holt stated there was talk about setbacks needing to be 50 feet and trying to comply with that. The location of the garden is better for the setbacks. He felt it is a matter of what the City's priorities are—setbacks and the zoning or the existing use of the land. He reiterated the difficulty of moving the garden. He pointed out that there seems to be a lot of discussion about fencing, but the Board is not discussing the garden and the impact it has on the community.

Ms. Sandy Hunt of 33 Barker Street felt the City should make it work in its original location so that there is less disruption on the community garden. She stated she is a supporter of solar and asked if the project could work in its original location.

Heidi Bukowski of 58 Eaton Hill Gilsum read the following letter for the record:

Dear members of the Planning Board. I am here today on behalf of my gardening friends to help support their plea to allow the Monadnock View Community Garden to remain where it is currently located and so that another location can be chosen for the Cedarcrest Solar Energy

system to be utilized. I am also a Planning Board member and I was asked to be on a committee that is called Soul Smart that is run by the Clean Energy New Hampshire. I do support solar and alternate energy sources. What I feel has occurred in this situation was miscommunication and misunderstanding of a piece of land where the Monadnock View Community Gardens are located. This group of gardeners who are being asked to move are upset for a number of reasons, which I will not get into because they all have. But what I feel we need is to compare the benefits for the positive aspects of both the community garden and the solar array.

The two things I need you to realize is that mental health and food insecurity are a part of community gardens. Did you know that working in the soil and digging in the earth can improve your mental health? It has been proven time and time again that having people who feel isolated, depressed, insecure can benefit from their outdoor time in the sunshine and working the soil. This also has a huge benefit to the gardeners, their families and the people that are gathering at the Monadnock View Community Garden from which we heard from Michelle, her son, learning about growing their own fruit, sharing their knowledge with others as the young and the old intermix. It is a beautiful, healthy thing to have right here in our own community of Keene.

Next are facts I gathered from the Feeding America website. Did you know that over 8000 community members in Cheshire County are food insecure. Specifically, 13% of all the Cheshire County children are also suffering from food insecurity. Monadnock View Community Garden is doing a huge service to the Keene community where it has provided additional healthy vegetables to be brought to the community kitchen. I know this first-hand, because I was an employee at the Community Kitchen and the extra vegetables from other community gardens have always made the clients attend the community kitchen who are in need of these weekly boxes that are so happy to receive these freshly grown items.

There is a need for the garden to continue doing what it has been doing. It is a great community connection between those that are giving and those that are in need. I also wanted to mention there are plots being used by gardeners who are providing their own families with food as we've heard to allow their monthly food budget to go further. We all know the grocery store costs have been increasing and community garden allows people to use their time, energy and knowledge to prevent more food insecurity from occurring in the City of Keene.

Now to the benefits of solar, it can be a better environmental resource to save on the use of fossil fuels. Yes, it can allow Cedarcrest to offset their cost of energy and yes, it's a great idea; however, please allow the Monadnock View Community Garden to do their beneficial projects and good while Cedarcrest locates to another location for their own solar benefits.

Thank you for listening. I am a concerned and active citizen, which at the bottom you'll see all the things I'm involved in who cares about this procedural process and I hope that this situation will have a positive outcome with accepting all the positives of the Monadnock View Community Garden as one to be preserved and applauded, while also working to find a better, more reasonable location for the solar system to benefit Cedarcrest.

Mr. Rowland Russell stated he wanted to clarify some statistics regarding the plots that are not being used by gardeners at the community garden. The cost for six of them have been graciously covered by the City of Keene, so that we can grow for the Community Kitchen. Four of them are

long standing pollinator plots that were part of another project. There are two other plots that they are allowed to use. The garden has been fully subscribed for the last two years with a waiting list.

Mr. Mike Miller of 365 East Surry Road stated they have a solar array on their house. He questioned some of the locations on the map. He asked why the array could not be separated and moved to different location so the garden does not have to be moved. He asked whether Cedarcrest could provide their comments on this proposal

Mr. Jim Yannizze, Finance Director for Cedarcrest, stated they have been working with ReVision for quite some time on this project. Their intention is not to disrupt anything, but rather to offset their electric costs. Cedarcrest provides medical and educational care for children with disabilities. As the Director of Finance, they have a very high electricity cost in the summertime and are trying to figure out how to offset some of those costs. Solar energy is certainly a viable path forward for them. They have looked at the other options and this seemed to be the option.

Ms. Ulin stated it was always their plan to co-exist with the garden and expressed appreciation for Staff time for developing a relocation plan. As far as some of the questions that were raised, they have thoroughly looked at the options for Cedarcrest on this parcel and this location is the best path forward to having both the garden and solar in this area.

With respect to noise, the Land Development Code specify 60 decibels during daytime operations. This is included in the spec. sheets that were submitted and is the array would be enclosed by a barrier that will dampen noise.

Ms. Nikiforakis addressed the Board and stated her understanding is that in the manufacturing world anything above 35 decibels requires ear protection. She indicated with the buffers it might not be severe, but you are supposed to be 5,200 feet away from solar panel noise.

Mr. Bohannon addressed the committee again. He stated Staff will confirm numbers related to garden plots. He stated the two grants that the city received went through the City Council process. He stated Staff did meet with Mr. Russell and, based on that meeting, revised the initial drawings drawn up by the engineering department. He stated he recognizes the biggest challenge this group is facing is with soil quality and stated this is one of the things Staff will be following up with Mr. Russell. He stated the garden beds will be laid out this spring covered and cultivated for 2026 and can certainly work with the gardeners related to skimming the soil that is there now, cultivating that within a pile or placing it in beds to prepare the soil for 2026. He stated they had requested gardeners to remove their belongings in early November. Some gardeners had asked for the winter planting of garlic and the City accommodated that. He felt there was a strong plan for 2026.

With no further comment, the Chairman closed the public hearing.

C. Board Discussion and Action

A motion was made by Roberta Mastrogiovanni the Planning Board approve PB 2025-05 as shown on the plan identified as boundary line adjustment prepared by Huntley Survey and Design PLLC, at a scale of 1"= 60 feet on March 6, 2025 with the following conditions precedent.

Prior to final approval and signature of the plans by the Planning Board Chair:

1. Owner's signature appears on the proposed BLA plan.
2. Submittal of four full-size paper copies and two mylar copies of the plans.
3. Submittal of a check in the amount of \$26 made out to the City of Keene to cover recording fees.
4. Inspection of lot monuments by the Public Works Director or their designee following their installation or the submittal of a security in a form and amount acceptable to the Public Works Director to ensure that the monuments will be set.

The motion was seconded by Armando Rangel.

Mr. Hoefer clarified a positive vote on this would transfer property to Cedarcrest and asked whether there was a financial component to the transfer. Ms. Brunner stated any sale of City property has to go through City Council for approval, and then once City Council approves it, it would be up to the City Manager to negotiate the sale. She stated she believes the City is selling the land but wasn't sure of the exact amount.

With respect to how property transactions work, the Mayor stated those can be confidentially taken up in non-public session by the City Council with empowerment to the City Manager to then negotiate terms and see if that can happen. Regarding why it was not publicly noticed. He stated no property transaction is ever publicly noticed until after a sale has occurred.

Mr. Kost asked once the Board approves the transfer, and the land is no longer owned by the City, does the City have less input into the site development. The Chair stated if the boundary line adjustment is not approved it would not make sense to move forward with the site plan approval. Mr. Kost stated there has been a lot of discussion about alternatives. He felt perhaps the Board should think about a little grace on the 50-foot setbacks and place this into a smaller footprint. Mr. Kost stated he wanted to make sure the Board was not precluding that discussion. Megan Fortson Planner stated she wanted to clarify that things like setbacks are requirements that live under the zoning code, and this ground mounted solar array is considered a structure that is subject to the setbacks for the conservation district in which it is proposed to be located. If the applicant proposed a setback that was less than 50 feet, that is something that would need to go to the Zoning Board for approval, this is not under the purview of the Planning Board.

Ms. Mastrogiovanni stated as a Planning Board, they do not have a choice to change what is happening tonight as a gardener and as a supporter of the Community Kitchen encouraged the City to work with the gardeners, but stressed as a Board their hands are tied.

Mayor Kahn stated he would like to have a review as to the reason this site was selected. Mr. Bohannon addressed the Board and stated the site was selected because the City had originally planned on the side where the community gardens are proposed for 2026. Looking at that parcel, it became evidently clear to the City working the negotiation between the City and ReVision Energy, that property tax exemption and the boundary line adjustment was very complicated. It was not going to benefit Cedarcrest in a way that was beneficial for a solar array on their property. It would have to be a lease, which really complicated the matter.

The entire parcel in the very rear portion of the site is not desirable for future cemetery improvements. To meet zoning requirements, the location needed to be moved to this location and to provide Cedarcrest with the tax benefits that were to come with solar.

Mr. Hoefer asked what the public process would be for this project after a vote today. The Chair stated for Planning Board decisions, there is a process where there is a period where abutters have a chance to appeal decisions.

Ms. Brunner added, due to a recent change in state law, the only people who legally can appeal a decision need to have “standing”. If you are an abutter, in which you live within 200-feet of the property boundary, you are automatically considered to have “standing” and you can appeal within 30 days of the final decision. Otherwise, Ms. Brunner stated she thinks someone would have to appeal the court to get abutter status and then can appeal. Ms. Brunner went on to say the Planning Board’s decision tonight is whether the proposal meets Board standards. This project did require a variance, which is also a decision that can be appealed. Although Ms. Brunner believed that the appeal period of 30-day appeal time has mostly lapsed. The appeal would be from the date of final approval. What is happening tonight is what is called conditional approval. The 30-day appeal clock doesn't start until final approval is issued for the application.

Mayor Kahn stated he finds himself thinking about three topics that are coming together here. Keene has an amazing facility with Cedarcrest. As Mr. Hansel stated, solar aligns with Keene’s community energy goals and the community is moving forward in those directions. Then there is the community garden, and the City could have some conflict if there isn’t a satisfactory plan going forward. He stated he was encouraged when he learned Mr. Bohannon and Ms. Fiske-Hennessey tried to put forward a forward-looking plan but is learning tonight there are some potholes in this plan. He agreed this was a difficult decision, but the decision tonight is whether the site plan is in compliance with the city’s land use codes and based on the testimony, he can support that, recognizing there is still one project that still needs to be resolved in a better way.

The motion to approve the boundary line adjustment carried on a unanimous vote.

A motion was made by Roberta Mastrogiovanni that the Planning Board approve PB-2025-04 as shown on the plan set identified as “Cedarcrest Inc.; Solar Site Development” prepared by Horizons Engineering at varying scales in February 2025 and last revised in March 2025 with the following conditions:

1. Prior to final approval and signature of the plans by the Planning Board Chair, the following conditions precedent shall be met:

a. A note shall be added to the proposed conditions plan to state that the access road to the cemetery shall be upgraded with additional gravel to support construction vehicles as determined necessary by the City of Keene.

b. Owners' signatures appear on the title page and proposed conditions plans.

c. Submittal of five (5) full sized paper copies and a digital copy of the final plans.

d. Submittal of a security in a form and amount acceptable to the Community Development Director or designee to cover the cost of sediment and erosion control measures and site stabilization.

e. The lot line adjustment PB-2025-05 shall receive final approval.

2. Subsequent to final approval and signature of the plans by the Planning Board Chair the following conditions shall be met:

a. Prior to the issuance of a building permit, the submittal of documentation demonstrating that the City of Keene has granted Cedarcrest the right to use the Monadnock View Cemetery for temporary site access during construction.

b. Prior to the issuance of a building permit, the required 50' setback line shall be pinned by a surveyor licensed in the State of NH and prior to the commencement of site work, verified by the Community Development Director, or their designee.

c. Prior to the commencement of site work, all sedimentation and erosion control measures including the temporary construction access through the cemetery shall be improved as necessary and inspected by the Community Development Director, or their designee.

The motion was seconded by Armando Rangel.

Mr. Mehu noted, while it's not a legal document, does the master plan give any legal standing to take into consideration cultural resources or agricultural resources. Ms. Brunner stated the master plan is not a regulatory document. The Planning Board regulations do take that into account and come up more under the Subdivision Regulations, but it is something the Board can consider with the review of the application.

The Chair asked if anyone wanted to address regional impact. Mr. Rangel stated this project does not have a regional impact as defined.

Chair Farrington stated he was empathetic to the gardeners and stated he and his wife are fortunate to have room on their property for gardening. On the other hand, if an individual who owned this property was not the City, they grew food but now decided to sell the property and wanted to build houses, is that better or worse for the community. He stated it could be looked at in both ways. However, by the time this proposal came to the Planning Board, the Board's purview would only be around the houses that were being built. This is the process we are in; by the time it comes before the Board it is difficult to re-engineer the plan.

Mr. Hoefer agreed with the Chairman and stated he would vote in favor.

The motion to approve the site plan carried on a 7-1 vote with Mr. Mehu voting in opposition.

VI. Master Plan Update (KeeneMasterPlan.com)

Ms. Brunner stated the Master Plan project is underway and it is in the midst of going through the task force meetings. Four task forces met last week for the third and final time and the other two are meeting this week, which will wrap up the task force portion. Behind the scenes, the consultants are working with Staff to develop draft chapters and work on much of the actual writing of the document. There was a recent meeting with the steering committee and a great presentation from the Chamber of Commerce about an initiative called Magnified Monadnock that talks about trying to build the workforce in our area. Ms. Brunner encouraged the Board to read those meeting minutes.

The next step would be the Steering Committee meeting next week. There will be a presentation from the 8th graders of Keene Middle School regarding their recommendation with respect to the environmental pillar of the master plan. There will also be a presentation from Southwest Regional Planning Commission regarding regional transportation planning initiatives. The steering committee is going to be given an opportunity to provide their input into how they would like to see Keene developed in the future.

Following that, there will be the launch of an online story map, which will summarize much of the input that was received from the task forces. This will be put out to the broader community with a short questionnaire that goes along with it. The online discussion boards will continue to be open through the end of March. At the end of April, there will be another component added to the story map to show the draft of the future land use map. There will be a prioritization survey sent to the Planning Board, City Council and other city senior leadership to try and prioritize some of those strategies. The last item would be the June 3rd Future Summit. This event is when the city will unveil the draft plan to the public and get another round of feedback before it enters the formal adoption phase.

VII. Staff Updates

None

VIII. New Business

a) Planning Board Updates on Administrative Approvals

Ms. Brunner stated at the last Planning Board Steering committee meeting there was a discussion about the possibility of having more regular updates on administrative approvals. She reminded the Board under their site development standards, there are two sections. One is in the Site Development Standards and Subdivision Standards and the other place is in Article 26, in which it outlines application procedures. Article 26 of the Land Development Code is where it specifies the different thresholds for different levels of planning review. Above a certain threshold, a project comes to the Board as a major site plan. There is a middle tier, which goes to the Minor Project Review Committee, and below that threshold, it gets reviewed administratively by Staff. This is something the Board has delegated to Staff and Staff have been reporting out on those

PB Meeting Minutes
March 24, 2025

administrative approvals once a year, which is usually at the end of the calendar year. She asked whether this frequency was sufficient for the Board.

Ms. Brunner noted the Historic District Commission has requested quarterly updates, however, in practice it has turned out to be more like once every six months because they don't meet every month. The Chair stated the other question would be are the thresholds set correctly.

Ms. Mastrogiovanni felt it would be prudent to have a report out more than once a year – perhaps once every six months.

Ms. Brunner stated they could bring back an in-depth review for next month.

IX. Upcoming Dates of Interest

- Joint Committee of the Planning Board and PLD – April 14th, 6:30 PM
- Planning Board Steering Committee – April 8th, 12:00 PM
- Planning Board Site Visit – April 23rd, 8:00 AM – To Be Confirmed
- Planning Board Meeting – April 28th, 6:30 PM

X. MORE TIME ITEMS

- a) Training on Site Development Standards – Snow Storage, Landscaping, & Screening

XI. ADJOURNMENT

There being no further business, Chair Farrington adjourned the meeting at 10:03 PM.

Respectfully submitted by,
Krishni Pahl, Minute Taker

Reviewed and edited by,
Emily Duseau, Planning Technician



MEMORANDUM

TO: Planning Board

FROM: Community Development Staff

DATE: April 18, 2025

SUBJECT: Agenda Item A.3 - Final Vote on Conditional Approvals

Recommendation:

To grant final approval for any projects that have met all their “conditions precedent to final approval.”

Background:

This is a standing agenda item in response to the “George Stergiou v. City of Dover” opinion issued by the NH Supreme Court on July 21, 2022. As a matter of practice, the Planning Board issues a final vote on all conditionally approved projects after the “conditions precedent to final approval” have been met. This final vote will be the final approval and will start the 30-day appeal clock.

As of the date of this packet, the following application is ready for final approval:

- 1. PB-2025-05 – Boundary Line Adjustment – Cedarcrest, 91 Maple Ave & 521 Park Ave**
- 2. PB-2025-04 – Solar Energy System CUP & Major Site Plan – Cedarcrest, 91 Maple Ave & 521 Park Ave**
- 3. SPR-593, Modification # 2 – Major Site Plan – Bank of America, 20 Central Square**

If any projects meet their conditions precedent between date of this packet and the meeting, they will be identified and discussed during this agenda item.

All Planning Board actions, including final approvals, are posted on the City of Keene website the day after the meeting at [KeeneNH.gov/planning-board](https://www.keeneNH.gov/planning-board).



MEMORANDUM

DATE: April 1, 2025

TO: Elizabeth Ferland, City Manager

FROM: Carrah Fisk-Hennessey, Parks & Recreation Director

SUBJECT: Monadnock View Community Gardens Interim & Relocation Updates

Background:

As part of the relocation of the Monadnock View Community Gardens and the sale of City property to Cedarcrest for Solar Energy installation, the Keene Parks & Recreation Department has been collaborating with Community Garden Ambassadors – identifying interim opportunities that work toward meeting City and gardener needs. As a short-term solution to this challenging situation, we have committed to enhanced collaboration over the interim growing season so that our newly established community garden space will create a win for the gardeners, a win for the City, and a win for Cedarcrest and solar energy. Listed below are the interim plans:

- Open 12 20x20 full size lots for this interim growing season in one quadrant of the new space plan (highlighted in pink)
 - o 4,800 square feet of planting space (600-1000 square feet requested by gardeners in earlier March meeting)
 - o No charge, soil condition as is (leaf compost available from public works)
 - o Solely 2025 growing season (no overwintering crops)
 - o 1 spigot, hose use for water needs
 - o Safest access during construction (furthest from solar array property)
 - o No overwintering crops in interim space allocations
 - *Garden Ambassadors and the gardening group have the autonomy to allocate interim garden space among gardeners – these decision should be shared with KPRD as the interim plan becomes part of the relocation plan (Fall 2025)*
 - *They may decide how many gardeners share the space available in the interim plan*
 - *They can determine if select gardeners may retain their yearly rented spaces under this interim plan*
- Open 500 square foot pollinator and perennial space (highlighted in blue)
 - o Designated free space, soil condition as is (leaf compost available from public works)
 - o Include perennial planting space for berry bushes along property fence-line near the blue highlighted pollinator and perennial space
- Soil test with the UNH Cooperative Extension in interim space and new space
 - o Check for contaminants

- Identify current soil composition (enhancement planning opportunity)
- Allow access for overwintered crops in current garden space
 - Must be harvested by June 20, 2025
 - Current garden materials (individually owned) must also be relocated by June 20, 2025
- Relocate the tool shed, water collection devices, and compost bins for accessibility and security
 - Move once – requires thoughtful planning of space, access, security
 - Work with Mr. Wright from Bensonwood to move the tool shed and water collection devices (original builder/installer)
- New Giving Garden space permanently allocated in relocated garden plan
 - (5) 20'x20' plots (spaces 1,2,3,4,5) = 2,000 square feet of space
- Modify the existing relocation plan for two more single bed rows to be adjusted to form a double row (spaces 55-61 and space 62-68)
 - More sustainable water access when irrigated (Fall 2025)
- Community Garden Ambassadors will continue conversations with alternate sites to meet community gardener needs this season
 - Opportunities currently include Stonewall Farm, Old Elm Farm, Gemmo Forest in various states of conversation (nothing official)
- Revision Energy has offered to increase the pollinator percentage in their seed mix as they re-establish turf in the solar footprint

Additional notes:

As we move forward in the relocation process....

- Work together to identify opportunities to partner with public, private, and non-profit community garden endeavors within the City (and potentially outside of the City) limits (Antioch's Community Garden Connection?)
 - The City hosts the Monadnock View Community Gardens (undergoing relocation to be open for 2026 with increased accessibility and opportunity) with a short-term interim plan for limited space gardening
 - Keene Housing offers community gardens (90 plots) and has a community garden manager.
 - Cheshire Medical Center has stated interest in revitalizing its community garden infrastructure.
 - Encourage Community Garden Ambassadors to acknowledge opportunities for senior living establishments and rehabilitative centers to begin community gardens
- *Rowland emphasized the importance of documentation stronger than our current gardener agreements to more clearly define roles and responsibilities of the gardening group and the City for community gardens hosted on city land*
 - This will be part of enhancing the partnership on many levels, including more clearly defined roles, responsibilities, and fee structures, and will involve the City Attorney's office
- *Rowland mentioned the idea of forming an adhoc committee to organize the flow of information and opportunity surrounding food security and gardening*
 - The ideas listed above have been discussed before and movement stalled
 - This group – whether formal or informal – could act as a vehicle to bring experts together
 - For now, we will work on this grass-roots level, with Carrah being the point person for the Monadnock View Community Gardens and

the working group to include the identified Community Garden Ambassadors – Toni, Tiea, and Rowland – along with invited guests with specific professional knowledge (i.e. Carl Majewski)



REVISIONS		32 of 79
REVISED PER	MARK-UPS	
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COMMUNITY GARDEN CONCEPT

PMONADNOCK VIEW CEMETERY
OFF PARK & MAPLE AVE
CITY OF KEENE, NEW HAMPSHIRE

CITY OF KEENE
NEW HAMPSHIRE
ENGINEERING DEPARTMENT
Drawn by: XXXXXXXX
Designed by: XXXXXXXX
Checked by: XXXXXXXX P.E., City Engineer
MARCH 6, 2025
SCALE: 1" = 30'

From: [Megan Ulin](#)
 To: [Megan Fortson](#)
 Subject: Cedarcrest proposed inverter and equipment location change
 Date: Thursday, April 3, 2025 1:21:58 PM
 Attachments: [Image.png](#)

Hi Megan,

Here's a sketch of the new location for inverters and AC equipment, next to the existing transformer (red x is the old location). It still will have a vinyl privacy fence and be enclosed as represented in our site plan application. The location change became necessary to facilitate the electrical tie in due to some updated information we received at a recent site visit. We're hoping this may be accepted as a minor change, note there are no changes to the array structure, fencing, access, etc... Thanks for following up on this for me, and for letting me know whether this email suffices or if proposed plan changes are necessary.



Thanks,



Megan Ulin

Solar Project Developer | Employee-Owner

Direct: 603.583.4361

[ReVision Energy](#), a Certified B Corp
 Locations in Maine, New Hampshire & Massachusetts

From: jenoonan fieldstonelandconsultants.com <jenoonan@fieldstonelandconsultants.com>
Sent: Friday, April 11, 2025 1:47 PM
To: Mari Brunner <mbrunner@keenenh.gov>
Cc: eric farris <e_farris@hotmail.com>; Chad Branon <cebranon@fieldstonelandconsultants.com>
Subject: Contains JavaScript: 3145.01 - FARRIS - TIMBERLANE DRIVE PB-2024-14

Hi Mari,

Would we be able to request an extension on the Conditional Approval for the Cottage Court project on Timberlane Drive? We just received an RMI from the AOT reviewer and are concerned they might not send the permit before the 4/27 expiry date on PB-2024-14.

Best Regards,

John Noonan
Project Manager



STAFF REPORT

PB-2025-06 – MAJOR SITE PLAN & COTTAGE COURT & SURFACE WATER PROTECTION CONDITIONAL USE PERMITS – GUITARD HOMES DEVELOPMENT, 0 COURT STREET

Request:

Applicant Fieldstone Land Consultants PLLC, on behalf of owner Guitard Homes LLC, proposes a Cottage Court Development consisting of 29 single-family units accessed by a private driveway on the undeveloped lot at 0 Court St (TMP #228-016-000). A Surface Water Protection CUP is requested for impacts to the 30' surface water buffer. A waiver is requested from Section 21.7.3.C of the LDC regarding light trespass. The parcel is ~9.5-ac in size and is located in the Low Density District.

Background:

The subject parcel is ~9.5-ac in size and is located about 1/3 mile north of Cheshire Medical Center on the northeastern side of Court St. The lot is undeveloped with a nursing home abutting directly to the west, undeveloped land to the north and northeast, commercial offices across Court St. to the southwest, and single-family homes to the southeast. Notable features on the site include a small stream and wetland system that run in a north-south orientation through the parcel and an old woods road that is used as a walking trail, which runs along the northeastern property boundary and connects to the neighborhood to the south. The parcel has ~344' of frontage along Court St. and is in the Low Density District.

The property owner proposes to construct a 29-unit Cottage Court Development consisting of single-family homes in three separate phases. The units will be accessed from a private driveway connecting to Court St as well as a secondary travel aisle connecting to the adjacent Keene Center nursing home parcel at 677 Court St (TMP #228-015-000). Major Site Plan review and a Surface Water CUP are required because more than 5 dwelling units are proposed to be constructed and there will be some impacts within portions of the required 30' surface water buffer.

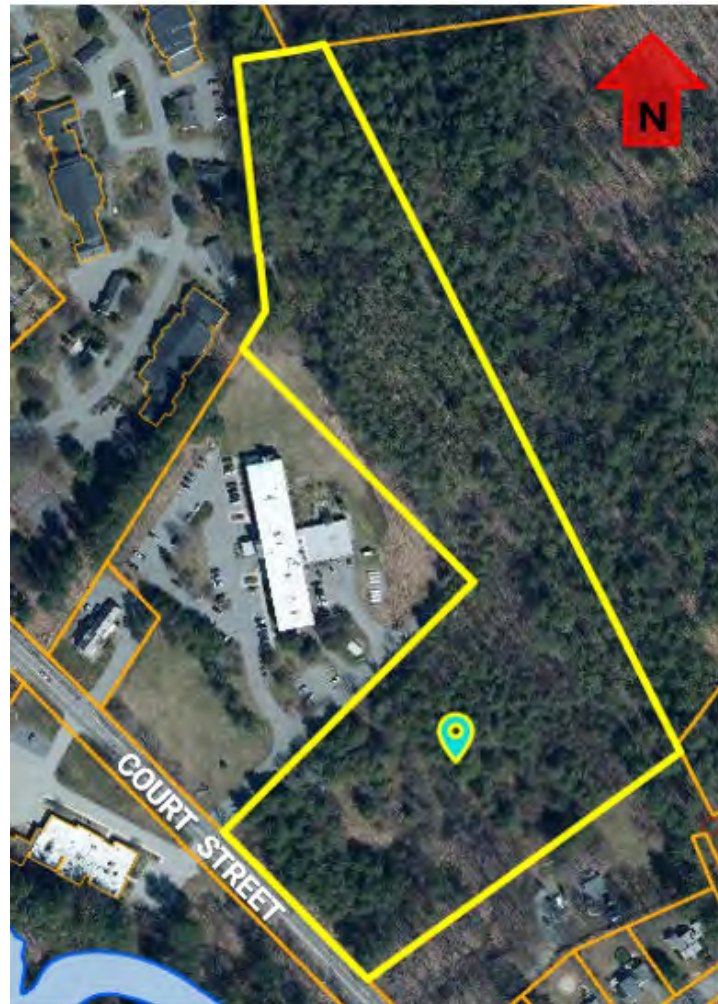


Figure 1. Aerial imagery of the parcel at 0 Court St (TMP #228-016-000) from 2020.

STAFF REPORT

Determination of Regional Impact:

After reviewing the application, staff have made a preliminary determination that the proposed project does not appear to have the potential for “regional impact” as defined in RSA 36:55. The Board will need to make a final determination as to whether the proposal, if approved, could have the potential for regional impact.

Completeness:

The applicant has requested exemptions from submitting a historic evaluation and screening analysis. Planning Staff have made the preliminary determination that granting the requested exemptions would have no bearing on the merits of this application and recommend that the Board accept the application as “complete.”

Departmental Comments:

- **Planning:** The project narrative states that the first project phase is anticipated to start this summer and the final, third phase will begin in 2027. In correspondence with staff, the applicant indicated that two years per phase would be adequate for achieving active and substantial development for each phase. This should be reflected in the approval motion.
- **Code Enforcement:** Please be aware that a building permit will be needed.
- **Zoning:** The proposed driveway access from 677 Court St is permitted because a shared driveway easement exists and was already approved by the Planning Board to serve as a potential site access point for the subject parcel.
- **Engineering:**
 1. Please be aware that there are no available address numbers for Court Street at the proposed development location. To address this issue, the proposed driveway shall be named, with individual addresses issued for each structure in accordance with the New Hampshire Department of Safety 911 Address Standards Guidelines. A note and additional details must be added to the plans to address these requirements.
 2. The water main is shown on the profile with less than 5' of cover but specified with 5' of cover on the details page, for all locations where the water main is proposed with less than 5' of cover insulation must be provided.
 3. Hydrants and a typical detail for hydrants is required to be provided on the plans in conformance with City of Keene standards.
 4. The plans specify a 12x6 wye connection for the proposed sanitary sewer, but also propose an 8" sewer main. Regardless, the connection to the existing sewer must be provided with a manhole in conformance with NHDES requirements, given that the proposed flows exceed 5,000 GPD. SMH#1 can be moved to the proposed connection point of the existing and proposed sewer mains.
 5. The narrative describes that the water and sewer will be publicly maintained but the response letter to City Staff comments indicates that easements will be provided, the intent should be clarified.
 6. A typical sewer trench detail in conformance with City of Keene Public Works standards is required to be provided on the plans.
 7. The proposed water main is shown going through proposed catchbasin #8.

- ARTICLE 11 SURFACE WATER PROTECTION CUP ANALYSIS:** The following is a review of the standards in Section 11.6.2 of the LDC that are relevant to the review of this application.

Figure 2. A snippet from the proposed conditions plan showing the layout of the 29-unit cottage court development.

The project narrative states that the applicant designed the proposed development to utilize the cottage court development model to its fullest potential. The proposed cottages are grouped in three clusters in the upland areas on the site to minimize impacts buffer impacts. Given the proximity of some of the proposed structures to the surface water buffer, Planning Staff

STAFF REPORT

recommend that the Board require the submittal of a security to cover the cost of sediment and erosion control measures prior to final approval as well as the flagging and inspection of the 30' surface water by Community Development Staff prior to the start of construction.

Due to the limited area of encroachment into the buffer and the proposed measures to mitigate any impacts (plantings, conservation seed mix, stormwater infrastructure, etc.), it appears that the intent of these standards has been met.

C – ADVERSE IMPACTS: The project narrative and proposed conditions plan on Sheet 4 of the plan set show that the proposed private driveway will cross through the wetlands in two locations. The project narrative states that each wetlands crossing has been designed to keep the natural characteristics of the wetlands and is needed for access to the property. This disturbance will require that the applicant pursue a separate permitting process through the NH Department of Environment Services (NHDES). The Board will need to decide if the proposed development, *“when taken as a whole, will avoid the potential for adverse impacts to the surface water resource.”* Planning Staff recommend that the Board include a condition of approval related to including the State permit approval numbers on the proposed conditions plans on Sheets 3 & 4 of the plan set.

D – PRESERVATION OF EXISTING VEGETATION: The proposed plans show the proposed edge of the tree line throughout the site. There are several locations where clearing is proposed within the buffer to install stormwater infrastructure; however, the project narrative states that these improvements will not adversely impact the buffer and will ensure that water runoff is treated prior to flowing into the wetlands. A wooded buffer around the perimeter of the property is proposed to provide permanent screening for the overall development from adjacent parcels and the public right-of-way. The project narrative and landscaping plans indicate that existing trees will be protected during construction using temporary fencing. The applicant proposes to use a conservation seed mix to stabilize the site following construction, install 12 Red Maple trees along the entry drive, and plant a mix of holly, juniper, and rhododendron bushes around the property. The Board will need to make a final determination as to whether maintaining the existing vegetation where possible and installing new plantings within the portions of the buffer where the existing vegetation is proposed to be removed meets the intent of this standard.

E – ADDITIONAL CONSIDERATIONS: The project narrative states that the proposed stormwater improvements within the buffer and erosion control measures will serve to protect the adjacent wetlands in the areas of encroachment. The City of Keene's Conservation Commission performed a site visit of this parcel on November 18, 2024. The relevant section of the minutes from this meeting are included as an attachment to this staff report. Upon reviewing the minutes, the general consensus of the Commission's discussion seemed to be that they appreciated the applicant's attention to detail in trying to minimize impacts to the surface water in each area of encroachment on the site. Additionally, they recommended that the applicant pay close attention to the stormwater design for the development, given the increasing occurrence of severe storm events in the area. The applicant will be meeting with the Conservation Commission again at their next meeting on April 15th. Planning Staff can share any further comments that they may have on this proposal at the April 28th Planning Board meeting.

STAFF REPORT

ARTICLE 17 COTTAGE COURT CUP ANALYSIS: *The following is a review of the standards in Section 17.5 that are relevant to the review of this application.*

1 – DEVELOPMENT TYPES ALLOWED: This project is proposed to be developed on a single parcel of land managed by a Condominium Association. Planning Staff recommend that a condition of approval related to the submittal of draft and recorded/final copies of all legal instruments associated with this project in the motion for this application. This standard appears to be met.

2 – DIMENSIONAL STANDARDS: Table 1 shows the required dimensional standards for a cottage court development located in the Low Density District as well as the dimensional standards proposed as part of this specific application. The subject parcel is ~9.5-ac in size with ~344' of frontage along Court St. The setbacks of all units from the rear, side, and front of the parcel will comply with the setback requirements for the Low Density District outlined under Section 3.3.2 of the City's Land Development Code (LDC). Note #4 on Sheet 4 of the plan set indicates that the buildings will have a maximum height of 2 stories. This standard appears to be met.

Table 1: Required vs. proposed dimensional standards.

	Required	Proposed
Minimum tract size	None	~9.5-ac
Minimum tract frontage	30'	~344'
Perimeter setback from road	Setbacks from existing roads external to the development may be less than the underlying zoning district in order to match an established building line along the road.	15'
Perimeter setback from other tract boundaries	Rear: 20' Side: 10'	Rear: 20' Side: 10'
Density	None	29 units per acre
Height	2.5 stories or 35' max	2 stories

3 – CONDITIONAL USE PERMIT STANDARDS:

- A. **Dwelling Unit Size:** This standard requires a maximum average size of 1,250 square feet gross floor area (gfa) and a maximum building footprint of 900 square feet per unit. Note #4 on Sheet 4 of the plan set indicates that the three building designs offered will be 627-sf gfa; 1,250-sf gfa; and 1,394-sf gfa, which results in a maximum average gross floor area of 1,164-sf and a maximum building footprint of 852-sf. This standard appears to be met.
- B. **Parking:** This standard allows for a minimum of one parking space per unit and a maximum of one space per bedroom. The proposed unit types will have either two or three bedrooms as indicated in Note #4 on Sheet 4 of the plan set. The parking calculation note at the bottom of this same page indicates that a minimum of 29 spaces and a maximum of 81 spaces could be provided. The applicant is proposing to offer a total of 58 parking spaces through both surface parking spaces located in the driveway for each individual

STAFF REPORT

unit as well as 9 housing units that will have an attached garage. This standard appears to be met.

- C. **Building Separation:** The project narrative states that the two closest buildings in the development will be 14' apart. The application materials were reviewed by both the Fire Marshal/Building Official and Plans Examiner and neither of them expressed concern in relation to this separation. This standard appears to be met.
- D. **Driveways:** This standard states that one-way drive aisles can measure between 10-12' wide while two-way drive aisles can be between 20-24' wide. The proposed conditions plan shows that the proposed width of the private driveway is 20'. This standard also encourages the incorporation of design features that give driveways the appearance of streets, including sidewalks, street trees, and lighting. The property owner is proposing to install Red Maple trees and streetlights along each side of the driveway as shown the submitted plans. This standard appears to be met.
- E. **Internal Roads:** There are no internal roads proposed as part of this project. This standard is not applicable.
- F. **Screening:** This standard states that a 6'-tall opaque or semi-opaque fence is required if the building type is proposed to be more intense than the adjacent building type. Given that the subject parcel is surrounded by commercial uses to the north and west, vacant land to the east, and single-family homes to the south, no screening is required; however, the applicant is proposing to maintain some of the existing wooded vegetation around the perimeter of the site and install a fence near the site access from Court St. This standard appears to be met

4 – ARCHITECTURAL GUIDELINES: This standard states that projects, “*should endeavor to ‘fit in’ or be respectful of the context of the surrounding neighborhood.*” The applicant proposes to construct 29 single-family homes that will be oriented towards a private driveway internal to the site. Renderings showing the three different building styles proposed have been submitted and are included as an attachment to this staff report.

The project narrative states that buildings will be finished with natural tones that will fit in with the nearby neighborhoods in the City and will complement one another well. In addition, the proposed building styles align with recommended urban design and architectural principals listed in this section (buildings are narrow to the frontage, base differentiated, structural expression, simple, clear massing, natural / integral materials, vertical and repetitive fenestration, contextual materials, unified landscaping, etc.). This standard appears to be met.

ARTICLE 21 SITE DEVELOPMENT STANDARDS ANALYSIS: *The following is a review of the standards in Article 21 that are relevant to the review of this application.*

SECTION 21.2 - DRAINAGE: The project narrative states that the proposed stormwater management on the site will be designed to convey drainage away from the buildings and off the paved driveways as well as provide treatment and retention of stormwater runoff. The grading & drainage plans on Sheets 5 & 6 of the plan set show the installation of catchbasins, infiltration trenches with treatment swales, a box culvert, and gravel wetlands ponds on the site. During the review of the application materials, the City Engineer did not express any concern over the

STAFF REPORT

submitted stormwater report or the proposed stormwater management measures. In the project narrative, the applicant notes that the project will require an Alteration of Terrain Permit and a Wetlands Impact Permit from NH DES. This standard appears to be met.

SECTION 21.3 - SEDIMENT & EROSION CONTROL: The project narrative states that temporary erosion control measures during construction will include the installation of catch basin silt-socks, silt fencing, and a stabilized construction entrance from Court St. Permanent erosion control measures will include stone rip-rap, stone check dams, established vegetation, erosion control matting, and asphalt pavement. Planning Staff recommend conditions of approval related to the submittal of a security to cover the cost of sediment and erosion control measures as well as the inspection of the erosion control measures by the Community Development Director following their installation. This standard appears to be met.

SECTION 21.4 - SNOW STORAGE & REMOVAL: The project narrative states that snow will be stored on site and plowed to the sides of roads and driveways. Note #13 on Sheet 4 of the plan set states that snow cannot be pushed into or stored in wetlands areas. This standard appears to be met.

SECTION 21.5 - LANDSCAPING: The landscaping plan on Sheet 12 of the plan set shows that 12 Red Maple trees will be installed along the driveway as street trees. A variety of shrubs including 6 rhododendrons, 6 junipers, and 6 holly bushes will be installed at the entrance to the site as well as around the transformers on the property to serve as screening. Planning Staff recommend that the Board include conditions of approval related to submittal of a security for landscaping as well as the completion of initial and final landscaping inspections. This standard appears to be met.

SECTION 21.6 - SCREENING: The project narrative states that trash removal will be handled individually by each condo owner and states that mechanical equipment will be installed behind each building so as not to be visible from the public right-of-way. The site itself will be screened from view of adjacent properties and the public right-of-way by the wooded buffer that will be maintained around the perimeter of the property. This standard appears to be met.

SECTION 21.7 - LIGHTING: The photometric plan on Sheet 11 of the plan set shows that the applicant proposes to install a mix of pole lights along the drive aisle as well as house lights on each dwelling unit. The product specification sheets for each of these light fixtures show that they are full cut-off with a color temperature of 3,500K or less. The streetlights are proposed to be installed 12' above finished grade in compliance with Table 21-1 of the LDC. This application was originally noticed with a request for a waiver from Section 21.7.3.C of the LDC to allow for light trespass levels above 0.1-footcandles (fc) along the northern property line where the drive aisle connecting to the adjacent parcel at 677 Court St is proposed to be constructed. At the time of this staff report, the applicant informed Planning Staff that they were looking to reduce the total number of pole light fixtures. Planning Staff will share updates on the proposed lighting for this project during the public hearing on April 28th.

SECTION 21.8 - SEWER & WATER: The utility plans on Sheets 9 & 10 of the plan set show the proposed locations of the sewer and water utilities on the property. These utilities will be constructed by the applicant, tied into existing City infrastructure, and ultimately turned over to the City for perpetual maintenance as municipal infrastructure. Planning Staff recommend that the Board include conditions of approval related to the submittal of any necessary

STAFF REPORT

documentation, including easements, related to the acceptance of this infrastructure by the City of Keene. This standard appears to be met.

SECTION 21.9 - TRAFFIC & ACCESS MANAGEMENT: The proposed conditions plan shows that primary access to the site will be from a single shared driveway off of Court St. The applicant has submitted a traffic memo that was prepared by a traffic engineer using historical data from the NH Department of Transportation's (NHDOT's) Transportation Data Management System Database. This memo estimates that this 29-unit development would result in approximately 24 vehicle trips during the weekday morning peak hour, 31 trips during the weekday evening peak hour, and 35 trips during the Saturday midday peak hour, with the result being that vehicular trips associated with this development, *"would have negligible impacts on the adjacent roadway system."* This standard appears to be met.

SECTION 21.10 - FILLING & EXCAVATION: The project narrative states that the project will require grading in some areas and fill in others, which will result in more than 50 truckloads of material brought onto the site during the combined three phases of construction. The proposed truck route would be along Court St to Maple Ave and onto NH Route 12. This standard appears to be met.

SECTION 21.11 - SURFACE WATERS & WETLANDS: The proposed impacts to surface waters and wetlands were addressed earlier in this staff report.

SECTION 21.12 - HAZARDOUS & TOXIC MATERIALS: The project narrative states that there are no hazardous or toxic materials involved with this project. This standard is not applicable.

SECTION 21.13 - NOISE: The project narrative states that the noise increase associated with this project will be minimal due to the residential nature of the proposed development. This standard appears to be met.

SECTION 21.14 - ARCHITECTURE & VISUAL APPEARANCE: The proposed architectural and visual appearance of the homes was addressed earlier in this staff report.

Recommended Motion:

Planning Staff will provided a recommended motion at the Planning Board meeting on April 28th.



City of Keene, NH

43 of 79

Site Plan Application

If you have questions about how to complete this form, please call: (603) 352-5440 or email: communitydevelopment@keenenh.gov

SECTION 1: PROJECT INFORMATION

PROJECT NAME: GUITARD HOMES COTTAGE COURT		TYPE OF APPLICATION BEING SUBMITTED: <input checked="" type="checkbox"/> MAJOR PROJECT APPLICATION <input type="checkbox"/> MINOR PROJECT APPLICATION
PROJECT ADDRESS(ES): COURT STREET		
EXISTING OR PREVIOUS USE: UNDEVELOPED LOT	PROPOSED USE: COTTAGE COURT SINGLE FAMILY HOMES	
GROSS FLOOR AREA OF NEW CONSTRUCTION (in square feet) 33,808 SF GROSS 1,164 GROSS AVG.	GROSS FLOOR AREA OF EXISTING BUILDINGS/STRUCTURES (in square feet) 0 SF	
AREA OF PROPOSED NEW IMPERVIOUS SURFACES (in square feet) 72,702 SF	TOTAL AREA OF LAND DISTURBANCE (in square feet) 223,000 SF +/-	

SECTION 2: CONTACT INFORMATION

PROPERTY OWNER	APPLICANT
NAME/COMPANY: GUITARD HOMES, LLC	NAME/COMPANY: SAME AS OWNER
MAILING ADDRESS: P.O. BOX 604, JAFFREY, NH 03452	MAILING ADDRESS:
PHONE: 603-547-7639	PHONE:
EMAIL: guitardhomes@gmail.com	EMAIL:
SIGNATURE:	SIGNATURE:
PRINTED NAME: MICHAEL GUITARD	PRINTED NAME:

AUTHORIZED AGENT (if different than Owner/Applicant)	FOR OFFICE USE ONLY:	
NAME/COMPANY: FIELDSTONE LAND CONSULTANTS, PLLC	TAX MAP PARCEL #(s): 228-016-000	
MAILING ADDRESS: 45 ROXBURY ST., KEENE, NH 03431	_____	
PHONE: 603-672-5456	PARCEL SIZE: 9.7ac	DATE STAMP: By _____
EMAIL: jenoonan@fieldstonelandconsultants.com	ZONING DISTRICT: Low Density	
SIGNATURE:	PROJECT #: PB-2025-06	
PRINTED NAME: JOHN NOONAN		



City of Keene, NH

44 of 79

Cottage Court Conditional Use Permit (CUP) Application

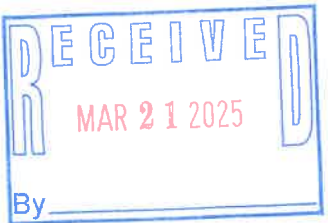
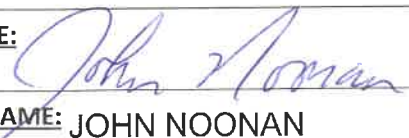
If you have questions about how to complete this form, please call: (603) 352-5440 or email: communitydevelopment@keenenh.gov

SECTION 1: PROJECT INFORMATION

PROJECT NAME: GUITARD HOMES - COTTAGE COURT	NUMBER OF NEW DWELLING UNITS PROPOSED: 29 <i>(Please note: Proposals that include the creation of 5 or more new units will require current Major Site Plan review. See the Major/Minor Site Plan application for additional information.)</i>
PROJECT ADDRESS(ES): COURT STREET TAX MAP 228, LOT 16	DOES THIS PROJECT INCLUDE A PROPOSAL TO SUBDIVIDE ONE OR MORE PARCELS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <i>(If yes, a Subdivision application will need to be submitted and reviewed currently with the Cottage Court application. See the Article 20 of the Land Development Code (LDC) for additional information.)</i>
AVERAGE GROSS FLOOR AREA OF ALL PROPOSED UNITS (In SF): 1,164 SF	

SECTION 2: CONTACT INFORMATION

PROPERTY OWNER	APPLICANT
NAME/COMPANY: GUITARD HOMES, LLC	NAME/COMPANY: SAME AS OWNER
MAILING ADDRESS: P.O.BOX 604 JAFFREY, NH 03452	MAILING ADDRESS:
PHONE: 603-547-7639	PHONE:
EMAIL: guitardhomes@gmail.com	EMAIL:
SIGNATURE: 	SIGNATURE:
PRINTED NAME: MICHAEL GUITARD	PRINTED NAME:

AUTHORIZED AGENT (if different than Owner/Applicant)	FOR OFFICE USE ONLY:	
NAME/COMPANY: FIELDSTONE LAND CONSULTANTS, PLLC	TAX MAP PARCEL #(s): 228-016-000- - - - -	
MAILING ADDRESS: 45 ROXBURY STREET, KEENE, NH 03431	- - - - -	
PHONE: 603-672-5456	PARCEL SIZE: 9.7 ac	DATE STAMP:
EMAIL: jenoonan@fieldstonelandconsultants.com	ZONING DISTRICT: Low Density	
SIGNATURE: 	PROJECT #: PB-2025-06	
PRINTED NAME: JOHN NOONAN		



City of Keene, NH

Surface Water Protection Conditional Use Permit (CUP) Application

If you have questions about how to complete this form, please call: (603) 352-5440 or email: communitydevelopment@keenenh.gov

SECTION 1: PROJECT INFORMATION

PROJECT NAME: GUITARD HOMES COTTAGE COURT

PROJECT ADDRESS(ES): 0 COURT STREET

SECTION 2: CONTACT INFORMATION

PROPERTY OWNER

NAME/COMPANY: GUITARD HOMES, LLC

MAILING ADDRESS: P.O. BOX 604, JAFFREY, NH 03452

PHONE: 603-547-7639

EMAIL: guitardhomes@gmail.com

SIGNATURE:

PRINTED NAME: MICHAEL GUITARD

APPLICANT

NAME/COMPANY: SAME AS OWNER

MAILING ADDRESS:

PHONE:

EMAIL:

SIGNATURE:

PRINTED NAME:

AUTHORIZED AGENT

(if different than Owner/Applicant)

NAME/COMPANY: FIELDSTONE LAND CONSULTANTS, PLLC

MAILING ADDRESS: 45 ROXBURY ST., KEENE, NH 03431

PHONE: 603-672-5456

EMAIL: jenoonan@fieldstonelandconsultants.com

SIGNATURE:

PRINTED NAME: JOHN NOONAN

FOR OFFICE USE ONLY:

TAX MAP PARCEL #(s):

228 - 016 - 000

PARCEL SIZE: 9.7 ac

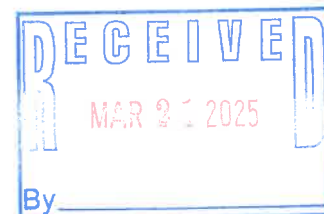
ZONING DISTRICT:

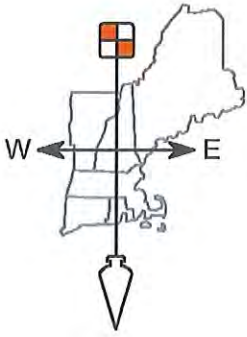
Low Density

PROJECT #:

PB-2025-06

DATE STAMP:





FIELDSTONE

LAND CONSULTANTS, PLLC

Surveying ♦ Engineering
Land Planning ♦ Septic Designs

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

March 19, 2025

RE: Guitard Homes – Cottage Court
Court Street - Keene, NH
Tax Map Parcel 228-016

To Whom It May Concern:

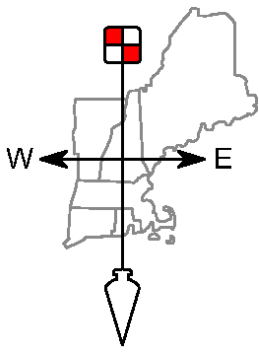
The undersigned hereby authorizes Fieldstone Land Consultants, PLLC to act as the agents in filing and seeking the necessary local, state and federal approvals for the above referenced project.

Very truly yours,

Owner and Applicant:

Signature: 

Print: Michael Guitard Date 3/19/25



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Surveying ♦ Engineering
Land Planning ♦ Septic Designs

LAND CONSULTANTS, PLLC

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Cottage Court Development Site Plan and CUP Narrative

Guitard Homes, LLC
Tax Map Parcel 228, Lot 16
Court Street, Keene, New Hampshire

Revised April 14, 2025

Project Narrative:

Fieldstone Land Consultants, on behalf of Guitard Homes, LLC, is submitting a Cottage Court Overlay development plan for Planning Board review. The proposal consists of developing Tax Map Lot 228-16 located on Court Street, in a Cottage Court single-family residential development with 29 dwelling units. The applicant has decided to utilize the recently adopted Cottage Court Overlay regulations with a private driveway. This layout will provide condominium style ownership for future homeowners with a goal of providing much needed affordable, owner-occupied housing.

The existing Tax Map Lot 228-16 has 9.7+/- acres with 303.59 feet of frontage along Court Street. The lot is located in the Low Density District and is currently undeveloped. The property is primarily wooded with young forest with some forested wetland areas in the lower elevations.

The proposed buildings will have access from Court Street via a central driveway that has one small spur to utilize the dry areas on site. We anticipate two wetland crossings for this development and there will be buffer impacts in the wetland crossing areas as well as in some backyard areas to provide for a nice residential setting with proper spacing around the units. A homeowner's association will be formed to provide maintenance of the access road and common facilities and amenities.

The sizes of the units will vary, as there is a mix of two-bedroom and three-bedroom designs. The buildings will be 1-2 stories, and include either an optional garage or shed. The building designs contemplate a modern New England style architecture and will meet the Cottage Court standards. The plans for these units have been provided for review and comment.

The residential development will be serviced by the municipal water and sanitary sewer infrastructure that is located along Court Street. Easements will be provided to the City of Keene where necessary for the infrastructure. The stormwater management will be constructed on site and maintained by the homeowner's association. The project will disturb more than 100,000 S.F. of land, requiring an Alteration of Terrain permit with NHDES. The shared driveway will cross wetland areas and require a Wetland permit with NHDES.

The development will require three applications from the Planning Board; the Cottage Court Conditional Use Permit (CUP), Major Site Plan, and Surface Water CUP. The development standards for the three applications are outlined below with descriptions on how the standards are met.

Guitard Homes CUP & SPR
Tax Map Parcel 228-016
Court St. Keene, NH

Page 2

Cottage Court Overlay CUP Standards (Article 17.5.3 of the LDC):

17.5.3.A Dwelling Unit Sizes: The dwelling unit sizes vary based on the three house styles; all units will meet the maximum of 900 footprint area, and 1250 S.F. in average gross floor area (average for the whole development). The unit sizes are listed on SP-1 sheet.

17.5.3.B Parking: There are no parking lots proposed for this site. Each dwelling unit can fit at least 2 spaces per driveway and some homes will have an attached garage.

17.5.3.C Building Separation: The buildings are separated to meet building and fire codes. The two closest buildings are 14.0 feet apart.

17.5.3.D Driveways: The driveways will meet the requirements of this section. The main private drive will be 20' wide with cape cod curbing, street lighting, and trees. The driveways will be 9' wide. Intersections of the spur and main driveway will have radial corners to allow for turnaround of emergency vehicles, such as a ladder truck.

17.5.3.E Internal Roads: The development will not have a "road" with a defined right-of-way. There will be an easement for water & sewer utilities, owned by the City.

17.5.3.F Screening: The proposed buildings will be screened from adjacent properties and the City Street. There is a vegetated buffer to remain along property lines. The southern boundary along Court Street will have a forest buffer and fence along the main entrance to the site.

Site Development Standards (Article 21 of the LDC):

21.2. Drainage & Stormwater: The site will be designed to convey the drainage away from the buildings and off the paved driveways. The stormwater will be managed to provide treatment and retention of rainstorm runoff waters. The systems have been designed to match or reduce the stormwater runoff that exists on the undeveloped site for the 2, 10, 25, and 50 year storm events, as required by NHDES and the City of Keene. The project will require an NHDES – Alteration of Terrain permit and Wetland Impact permit.

21.3 Sediment & Erosion Control: Temporary erosion control measures consisting of catch basin silt-socks, silt fencing, and a stabilized construction entrance will be used during the construction process. The permanent erosion control measures will consist of stone rip-rap, stone check dams, established vegetation, erosion control matting, and asphalt pavement.

21.4 Snow Storage & Removal: Snow will be stored on site. The snow will be plowed to the sides of the roads and driveways of the homes.

21.5 Landscaping: Landscaping will meet the City LDC standards and is provided along the roadway and entrance of the development. Plantings around the homes will be based on the homeowners' preference.

21.6 Screening: The perimeter of the site will have trees maintained for natural screening from the public way. The HVAC equipment for the buildings will be placed behind the buildings to not be visible from the public way. The transformers for the development will be screened by evergreen shrubs. There is vegetated buffer between Court Street and the site, as well as a fence that is placed along Court Street which will provide overall screening for the development.

21.7 Lighting: All lighting will meet the City LDC standards and will not impact the public. Details

Guitard Homes CUP & SPR
Tax Map Parcel 228-016
Court St. Keene, NH

Page **3**

are shown on the LT-1 Lighting Plan.

21.8 Sewer & Water: Sewer and water will be municipal services, which includes domestic water and sanitary sewer to each building. Easements will be provided to the City to allow access to the municipal infrastructure where necessary.

21.9 Traffic & Access Management: Access will be off Court Street with a private drive, built to City road standards. As well as an entrance off of Keene Center's (Genesis Health Care) private drive utilizing the easement shown on sheet EX-1. A traffic memo has been provided by a Traffic Engineer with trip generation estimates outlined. A full traffic study will be conducted and submitted in the near future. We ask for this to be a condition of approval, as the traffic study will require data collection of traffic on Court Street, adding substantial time delays to the project.

21.10 Filling & Excavation: The proposed grading will require filling in some areas and excavation in other areas. The materials used to fill on site, will be stock piled on the property. Select gravels and fill material for construction will need to be imported to the site. Any excavations within the City right-of-way will be outlined in the Excavation Permit with Keene Public Works. The overall amount of borrow material will exceed 50 truckloads for all three phases of the project. The trucking route will be along Court Street to Maple Ave, and onto NH Route 12.

21.11 Surface Waters & Wetlands: There are impacts to the delineated wetlands on the site for the crossing of the roadway. The homes do not impact the wetland resources, only the access across the wetlands. The wetland buffer of 30' will be impacted slightly by housing. 6 structures (dwelling unit/shed) are impacting the buffer. The majority of the proposed work within the 30' buffer is for stormwater management. The wetland crossings will be permitted with NHDES.

21.12 Hazardous & Toxic Materials: There are none associated with this project. The trash for the homes will be handled by each individual homeowner; no dumpsters are proposed. The HOA or Condo-Association could contract for a scheduled pickup day at each home, if financially beneficial. This would not be finalized until the association is formed.

21.13 Noise: Noise increase will be minimal for the residential use and the project is buffered from the nearest residential home.

21.14 Architecture & Visual Appearance: The architecture will be 2–3 bedroom dwellings that vary 1-2 stories in height. The colors will be natural tones and fit with the nearby neighborhoods in the City. The architecture of the three styles of homes compliment one another and will be visually pleasing. The homes will be smaller in footprint and fit in with the "Cottage" style as outlined in the LDC. The three styles have been submitted for review. The three types of homes have been provided and labeled to correlate with the site plans.

26.12.11.C Phasing: The project will be phased, as shown on the plans. The first phase will include the homes nearest Court Street before the wetland crossing. This phase is anticipated to start construction in 2025. Phase 2 would include the homes from the wetland crossing to the cul-de-sac. This phase is anticipated to start in 2026. Phase 3 would include the remaining homes from the cul-de-sac to the end of hammerhead turn-around. This phase would start in 2027. The table of phasing is included on the site plan and the phasing will be driven by market conditions. This table shows the number of homes per phase.

Guitard Homes CUP & SPR
Tax Map Parcel 228-016
Court St. Keene, NH

Page **4**

Surface Water Protection CUP Standards (Article 11 of the LDC):

11.6.2A Generally: The proposed use is designed to utilize the Cottage Court overlay district to it'd fullest.

11.6.2B Buffer Encroachment: The proposed use encroaches the wetland buffer in 7 places where structures are partially over the buffer. Totaling to an area of 1,365 S.F.

11.6.2C Surface water Impacts: The proposed private drive has two wetland crossings. Each crossing is designed to keep the natural characteristics of the wetlands and is for access to the property.

11.6.2D-E Surface Water Buffer: The proposed design has stormwater improvements within the buffer. These impacts to the buffer will not impact the wetlands and ensure the water quality of runoff is treated prior to flowing to the wetland resource. Erosion control measures are specified to protect the adjacent wetlands in the areas of encroachment. The stormwater management and wetland impacts will require approval by the NHDES.

- TAX MAP 228, LOT 16 -

GUIARD HOMES COTTAGE COURT

O COURT STREET

KEENE, NH 03431

MARCH 21, 2025

LAST REVISED: APRIL 14, 2025

WILDLIFE PROTECTION NOTES

* ALL OBSERVATIONS OF THREATENED OR ENDANGERED SPECIES SHALL BE REPORTED IMMEDIATELY TO THE NEW HAMPSHIRE FISH AND GAME DEPARTMENT NONGAME AND ENDANGERED WILDLIFE ENVIRONMENTAL REVIEW PROGRAM BY PHONE AT 603-271-2461 AND BY EMAIL AT NHFGREVIEW@WILDLIFE.NH.GOV. EMAIL SUBJECT LINE: NHB25-0462.
GUITARD HOMES - COTTAGE COURT, WILDLIFE SPECIES OBSERVATION.

• PHOTOGRAPHS OF THE OBSERVED SPECIES AND NEARBY ELEMENTS OF HABITAT OR AREAS OF LAND DISTURBANCE SHALL BE PROVIDED TO NHF&G IN DIGITAL FORMAT AT THE ABOVE EMAIL ADDRESS FOR VERIFICATION AS FEASIBLE;

• IN THE EVENT A THREATENED OR ENDANGERED SPECIES IS OBSERVED ON THE PROJECT SITE DURING THE TERM OF THE PERMIT, THE SPECIES SHALL NOT BE DISTURBED, HANDLED, OR HARMED IN ANY WAY PRIOR TO CONSULTATION WITH NHP&C AND IMPLEMENTATION OF CORRECTIVE ACTIONS RECOMMENDED BY NHP&C, IF ANY, TO ASSURE THE PROJECT DOES NOT APPRECIABLY JEOPARDIZE THE CONTINUED EXISTENCE OF THREATENED AND ENDANGERED SPECIES AS DEFINED IN FIS 1002.04

* THE NHF&G, INCLUDING ITS EMPLOYEES AND AUTHORIZED AGENTS, SHALL HAVE ACCESS TO THE PROPERTY DURING THE TERM OF THE PERMIT.

WETLAND NOTES:

1. RIP-RAP SHOULD BE FILLED WITH FINER MATERIAL (I.E., NATIVE WETLAND MATERIAL, NATIVE WETLAND SEED MIX, OR GRAVEL) TO CREATE A RELATIVELY SMOOTH SURFACE FOR WILDLIFE TO TRAVERSE.

2.IF HYDROSEEDING IS DEEMED NECESSARY, MIX SHOULD NOT CONTAIN MICRO- PLASTICS. DYES SHOULD BE WATER-SOLUBLE AND ECO-FRIENDLY. HYDROSEEDING SHOULD NOT OCCUR WITHIN 75 FEET OF WETLANDS.

3. AVOID/MINIMIZE THE USE OF FERTILIZERS IN UPLAND AREAS OR TRANSITION ZONES. IF FERTILIZERS ARE NECESSARY, USE ORGANIC VERSUS SYNTHETIC FERTILIZERS OPTIONS. IF CHOSEN, SYNTHETIC OPTIONS SHOULD BE CONTROLLED-RELEASED/SLOW-RELEASED AND AT LOW STRENGTHS.

NEW ENGLAND CONSERVATION/WILDLIFE SEED MIX:

1. SEED MIX INCLUDES: ELYMUS WILD RYE (ELYMUS VIRGINICUS), LITTLE BLUESTEM (SCHIZACHYRIUM SCOPARIUM), BIG BLUESTEM (ANDROPOGON GERARDII), RED FESCUE (FESTUCA RUBRA), SWITCH GRASS (PANICUM VIRGATUM), PARTRIDGE PEA (CHAMAECRISTA FASCICULATA), PANICLEDLEAF TICK TREFLO (DESMODIUM PANICULATUM), INDIAN GRASS (SORGHASTRUM NUTANS), BLUE VERVAIN (VERBENA HASTATA), BUTTERFLY MILKWEED (ASCLEPIAS TUBEROSA), BLACK EYED SUSAN (RUDBECKIA HIRTA), COMMON SNEEZEWEED (HELENIUM AUTUMNALE), HEATH ASTER (ASTERILOSUS/SYMPHYOTRICHIUM PILOSUM), EREDBY GOLDENROD (SOLIDAGO JUNCEA), UPLAND BENTGRASS (AGROSTIS PERENNANS)

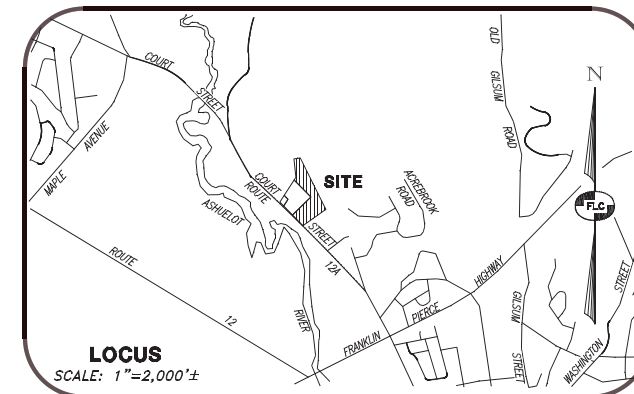
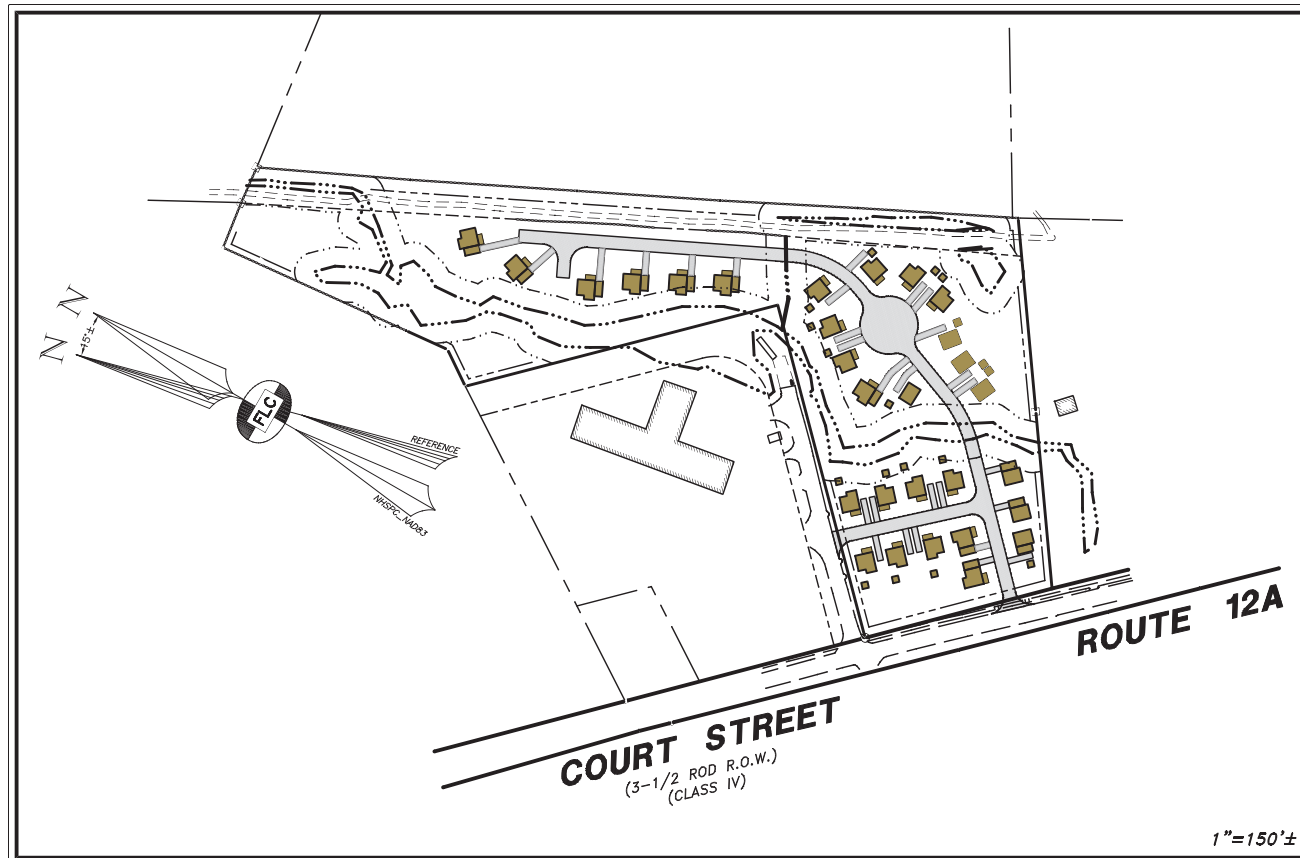
2. THE NEW ENGLAND CONSERVATION/WILDLIFE MIX PROVIDES A PERMANENT COVER OF GRASSES, WILDFLOWERS, AND LEGUMES FOR BOTH GOOD EROSION CONTROL AND WILDLIFE HABITAT VALUE. THE MIX IS DESIGNED TO BE A NO MAINTENANCE SEEDING, AND IS APPROPRIATE FOR CUT AND FILL SLOPES, DETENTION BASIN SIDE SLOPES, AND DISTURBED AREAS ADJACENT TO COMMERCIAL AND RESIDENTIAL PROJECTS.

NEW ENGLAND WETLAND SEED MIX:

1. SEED MIX INCLUDES: FOX SEDGE (CAREX VULPINOIDEA), LURID SEDGE (CAREX LURIDA), BLUNT BROOM SEDGE (CAREX SCOPARIA), BLUE VERVAIN (VERBENA HASTATA), FLOW BLUEGRASS (POA PALUSTRIS), HOP SEDGE (CAREX LUPULINA), GREEN BULRUSH (SCIRPUS ATROVIRENS), CREEPING SPIKE RUSH (ELEOCHARIS PALUSTRIS), FRINGED SEDGE (CAREX CRINITA), SOFT RUSH (JUNCUS EFFUSUS), SPOTTED JOE PYE WED (EUPATORIUM MACULATUM), RATTLESNACK GRASS (GLYCERIA CANADENSIS), SWAMP ASTER (ASTER PINCEUS), BLUEFLAG (IRIS VERSICOLOR), SWAMP MILKWEED (ASCLEPIAS INCARNATA), SQUARE STEMMED MONKEY FLOWER (MIMULUS RUGICOSUS).

2. THE NEW ENGLAND WETMIX (WETLAND SEED MIX) CONTAINS A WIDE VARIETY OF NATIVE SEEDS THAT ARE SUITABLE FOR MOST WETLAND RESTORATION SITES THAT ARE NOT PERMANENTLY FLOODED. ALL SPECIES ARE BEST SUITED TO MOIST GROUND AS FOUND IN MOIST WET MEADOWS, ORBUR SHRUB, OR FORESTED WETLAND RESTORATION AREAS. THESE SEEDS WILL NOT GERMINATE UNDER INUNDATED CONDITIONS. IF PLANTED DURING THE FALL MONTHS, THE SEED MIX WILL GERMINATE THE FOLLOWING SPRING. DURING THE FIRST SEASON OF GROWTH, SEVERAL SPECIES WILL PRODUCE SEEDS WHILE OTHER SPECIES WILL PRODUCE SEEDS AFTER THE SECOND GROWING SEASON, NOT ALL SPECIES WILL GROW IN ALL WETLAND SITUATIONS. THIS MIX IS COMPRISED OF THE WETLAND SPECIES MOST LIKELY TO GROW IN CREATED/RESTORED WETLANDS AND SHOULD PRODUCE MORE THAN 75% GROUND COVER IN TWO FULL GROWING SEASONS.

3. THE WETLAND SEEDS IN THIS MIX CAN BE SOWN BY HAND, WITH A HAND HELD SPREADER, OR HYDRO-SEEDED ON LARGE OR HARD TO REACH SITES. LIGHTLY RAKE TO INSURE GOOD SEED TO SOIL CONTACT. SEEDING CAN TAKE PLACE ON FROZEN SOIL, AS THE FREEZING AND THAWING WEATHER OF LATE FALL AND LATE WINTER WILL WORK THE SEED INTO THE SOIL. IF SPRING CONDITIONS ARE DRIER THAN USUAL WATERING MAY BE REQUIRED. IF SOWING DURING THE SUMMER MONTHS SUPPLEMENTAL WATERING WILL LIKELY BE REQUIRED UNTIL GERMINATION. A LIGHT MULCH OF CLEAN, WEED FREE STRAW IS RECOMMENDED.



SHEET INDEX

PAGE	SHEET	TITLE
1	CV-1	COVER SHEET
2	EX-1	EXISTING CONDITIONS PLAN
3	CD-1	CONDOMINIUM PLAN
4	MP-1	MASTER SITE PLAN
5	GR-1	GRADING & DRAINAGE PLAN (SOUTH)
6	GR-2	GRADING & DRAINAGE PLAN (NORTH)
7	UT-1	UTILITY PLAN (SOUTH)
8	UT-2	UTILITY PLAN (NORTH)
9	PP-1	ROAD PROFILE PLAN (SOUTH)
10	PP-2	ROAD PROFILE PLAN (NORTH)
11	LT-1	LIGHTING PLAN
12	LS-1	LANDSCAPING PLAN
13	DT-1	EROSION CONTROL DETAILS
14	DT-2	CONSTRUCTION DETAILS
15	DT-3	CONSTRUCTION DETAILS
16	DT-4	CONSTRUCTION DETAILS (SEWER)
17	DT-5	CONSTRUCTION DETAILS

PREPARED FOR AND LAND OF:

GUITARD HOMES

P.O. BOX 604 JAFFREY, NH 03452

PERMITS/APPROVALS REQUIRED:

1. CITY OF KEENE PLANNING BOARD: MAJOR SITE PLAN APPROVAL
2. CITY OF KEENE SURFACE WATER C.U.P.:
3. CITY OF KEENE COTTAGE COURT C.U.P.:
4. CITY OF KEENE BUILDING PERMITS:
5. NHDES SEWER CONNECTION PERMIT:
6. NHDES ALTERATION OF TERRAIN PERMIT:
7. NHDES WETLAND PERMIT:
8. NHDES SHORELAND PROTECTION PERMIT:

LAND-OWNER SIGNATURE _____

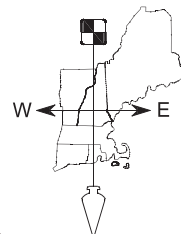
OWNER: _____ DATE: _____

APPROVED BY THE KEENE PLANNING BOARD

ON: _____ CERTIFIED BY _____
CHAIRMAN: _____ AND _____
SECRETARY: _____



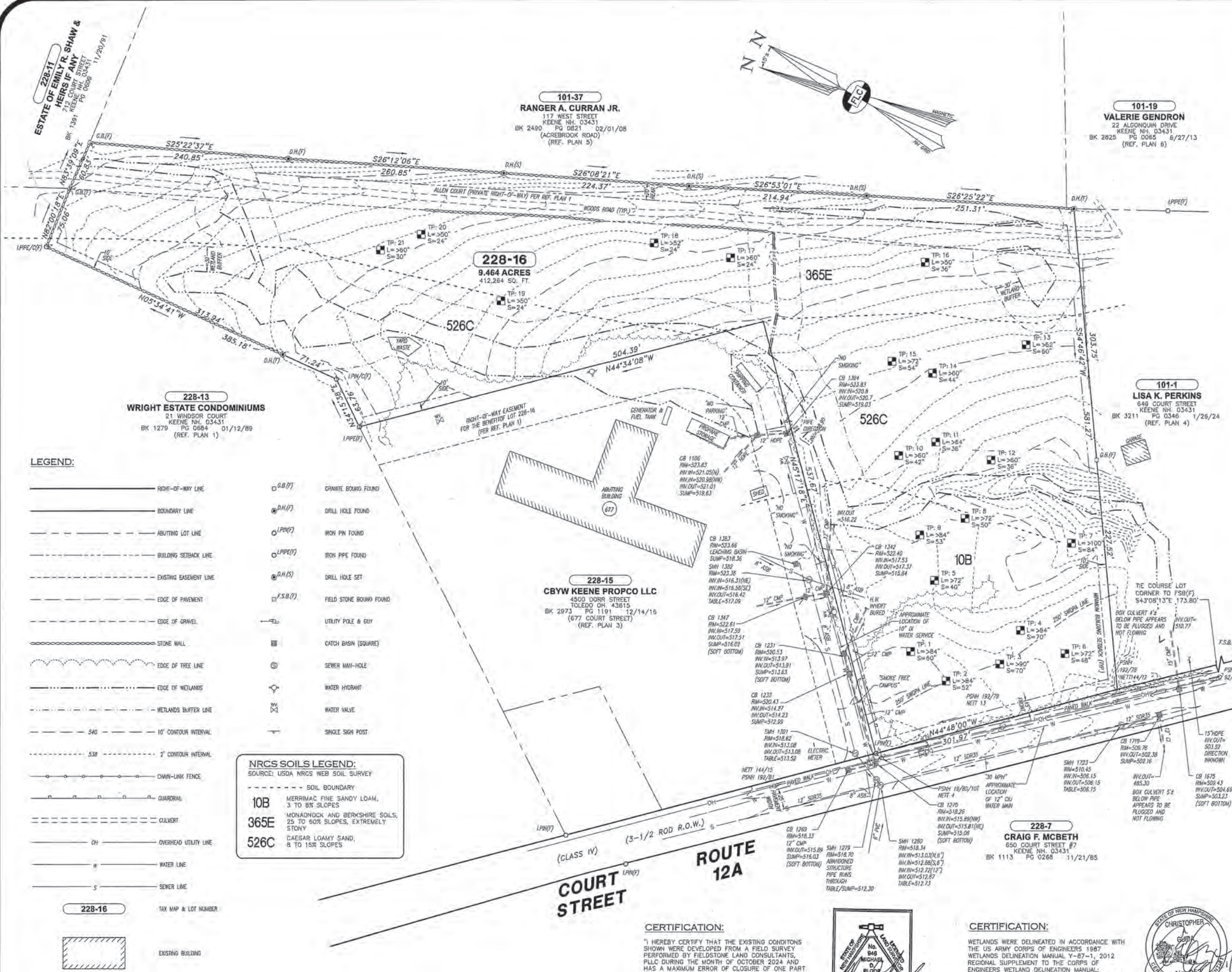
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A	4/14/25	REVS PER STAFF COMMENTS						CJC	JEN
REV.	DATE	DESCRIPTION						C/O	DR
FILE:	3941CV00A.dwg	PROJ. NO.	3941.00	SHEET:	CV-1	PAGE NO.	1 OF 17	CK	



LOCUS

SCALE: 1"=2,000'

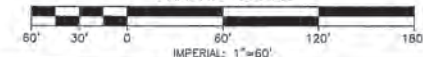
REFERENCE PLANS:

- "SUBDIVISION OF LAND OF - S.B.D. TRUST", SCALE: 1"=50', DATED: JULY 18, 1977, REVISED THROUGH: SEPTEMBER 27, 1977, PREPARED BY: DUFRESNE-HENRY ENGINEERING CORPORATION, AND RECORDED IN PLAN CABINET 11, DRAWER 00, NUMBER 71 IN THE C.C.R.O.
- "BOUNDARY PLAN - C.W.N.C. - KEENE, NH", SCALE: 1"=40', DATED: OCTOBER 23, 1995 AND REVISED THROUGH DECEMBER 6, 1995, PREPARED BY: HOLDEN ENGINEERING & SURVEYING, INC. AND RECORDED IN PLAN CABINET 11, DRAWER 10, NUMBER 100 IN THE C.C.R.O.
- "WRIGHT ESTATES - BOUNDARY PLAN", SCALE: 1"=50', DATED: MARCH, 1987, PREPARED BY: COSTELLO, LOMASNEY & DE HARPO, INC. AND RECORDED IN PLAN CABINET 10 DRAWER 00 NUMBER 50 IN THE C.C.R.O.
- "SUBDIVISION PROPOSAL - OF - JOHN P. WRIGHT ESTATE - KEENE, N.H.", SCALE: 1"=50', DATED: APRIL 3, 1973, PREPARED BY: JOHN C. CALHOUN, JR. L.S. AND RECORDED IN PLAN BK. 25 PG. 40 IN THE C.C.R.O.
- "REVISED SUBDIVISION PLAN - OF LAND OF - JAMES A. MASELLO & - A. RANGER CURRAN, JR. - KEENE, N.H.", SCALE: 1"=200', DATED: APRIL 20, 1988, PREPARED BY: DAVID A. MANN ASSOCIATES AND RECORDED IN CABINET 10, DRAWER 00, NUMBER 16 IN THE C.C.R.O.
- "REVISED SUBDIVISION PLAN OF - LOT 11 - HIGHLAND ESTATES - KEENE NH.", DATED: MARCH 30, 1988, PREPARED BY: DAVID A. MANN ASSOCIATES AND RECORDED IN CABINET 10, DRAWER 00, NUMBER 15.

NOTES:

- THE OWNER OF RECORD FOR TAX MAP 228 LOT 16 IS GUITARD HOMES, P.O. BOX 604, JAFFREY, NH, 03452. DEED REFERENCE TO PARCEL IS BK. 3290 PG. 1192, DATED 10/11/2024 IN THE C.C.R.O.
- THE PURPOSE OF THIS PLAN IS TO SHOW THE EXISTING SITE IMPROVEMENTS FOR TAX MAP 228 LOT 16, AS SHOWN.
- ZONING FOR THE ENTIRE PARCEL IS THE LOW DENSITY (LD) DISTRICT. MINIMUM LOT AREA IS 10,000 S.F. MINIMUM LOT WIDTH AT BUILDING LINE IS 70 FT. MINIMUM ROAD FRONTAGE IS 60 FT. BUILDING SETBACKS ARE 15' FRONT, 10' SIDE AND 20' REAR. SURFACE WATER PROTECTION DISTRICT BUFFER IS 30 FT.
- THE PARCEL IS SUBJECT TO THE CITY OF KEENE SURFACE WATER PROTECTION OVERLAY DISTRICT AND ITS ASSOCIATED RULES.
- THE EXISTING IMPROVEMENTS, MONUMENTS AND LINES OF OCCUPATION SHOWN ARE THE RESULT OF AN ON-SITE FIELD SURVEY PERFORMED BY THIS OFFICE IN AUGUST THROUGH OCTOBER OF 2024.
- THE BOUNDARY INFORMATION SHOWN FOR EXISTING LOT 228-16 WAS DEVELOPED FROM THE REFERENCE PLANS CITED HEREON TOGETHER WITH A PRECISE FIELD SURVEY PERFORMED BY THIS OFFICE DURING THE MONTH OF OCTOBER 2024.
- HORIZONTAL ORIENTATION IS NAD83 & VERTICAL DATUM IS NAVD88 PER A GPS CORS SOLUTION.
- NO PORTION OF LOT 228-16 IS SUBJECT TO THE 100 YEAR FLOOD PER FEMA FIRM MAP FOR THE CITY OF KEENE, NH, NUMBER 3300500258E PANEL NUMBER 255 OF 510, EFFECTIVE DATE MAY 23, 2006.
- LOT 228-16 MAY BE SUBJECT TO A PRIVATE RIGHT-OF-WAY KNOWN AS ALLEN COURT AS SHOWN ON REFERENCE PLAN 1. LOT 228-16 BENEFITS FROM A RIGHT-OF-WAY OVER ABUTTING LOT 228-15 PER REFERENCE PLAN 1.
- THE UNDERGROUND UTILITIES SHOWN HAVE BEEN COMPILED IN PART FROM PLANS OF RECORD TOGETHER WITH CITY GIS DATA & FIELD LOCATIONS. THE LOCATION OF UNDERGROUND UTILITIES SHOULD BE CONSIDERED APPROXIMATE AND SHOULD BE FIELD VERIFIED PRIOR TO ANY EXCAVATION OR CONSTRUCTION ACTIVITIES.

GRAPHIC SCALE



REV.	DATE	DESCRIPTION	C/O	DR	CK

EXISTING CONDITIONS PLAN

TAX MAP 228 LOT 16

(COURT STREET)

KEENE, NEW HAMPSHIRE

PREPARED FOR AND LAND OF:

GUITARD HOMES

P.O. BOX 604 JAFFREY, NH. 03452

SCALE: 1" = 60'

DECEMBER 6, 2024

Surveying ♦ Engineering ♦ Land Planning ♦ Permitting ♦ Septic Designs



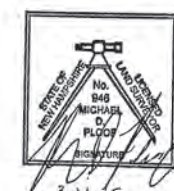
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Phone: (603) 672-5456 Fax: (603) 413-5456
www.FieldstoneLandConsultants.com

FILE: 3941EX00.dwg PROJ. NO. 3941.00 SHEET: EX-1 PAGE NO. 2 OF 17

CERTIFICATION:

"I HEREBY CERTIFY THAT THE EXISTING CONDITIONS SHOWN WERE DEVELOPED FROM A FIELD SURVEY PERFORMED BY FIELDSTONE LAND CONSULTANTS, PLLC DURING THE MONTH OF OCTOBER 2024 AND HAS A MAXIMUM ERROR OF CLOSURE OF ONE PART IN TEN THOUSAND (1:10,000)".



CERTIFICATION:

WETLANDS WERE DELINEATED IN ACCORDANCE WITH THE US ARMY CORPS OF ENGINEERS 1987 WETLANDS DELINEATION MANUAL, V-27-1, 2012 REGIONAL SUPPLEMENT TO THE CORPS OF ENGINEERS WETLAND DELINEATION MANUAL: NORTHEAST AND NORTHCENTRAL REGION (VER. 2.0), AND FIELD INDICATORS FOR HYDRIC SOILS IN NEW ENGLAND (VER. 4.0), BY CHRISTOPHER A. GUIDA, C.W.S. ON AUGUST 20, 2024.





- NOTES:**
1. THE OWNER OF RECORD FOR TAX MAP 228 LOT 18 IS GUITARD HOMES, P.O. BOX 604, JAFFREY, NH. 03452. DEED REFERENCE TO PARCEL IS BK. 3290 PG. 1192, DATED 10/11/2024 IN THE C.C.R.D.
 2. THE PURPOSE OF THIS PLAN IS TO SHOW A COTTAGE COURT RESIDENTIAL DEVELOPMENT WITH SITE IMPROVEMENTS ON TAX MAP 228 LOT 18.
 3. ZONING FOR THE ENTIRE PARCEL IS THE LOW DENSITY (LD) DISTRICT. MINIMUM LOT AREA IS 10,000 S.F. MINIMUM LOT WIDTH AT BUILDING LINE IS 70 FT. MINIMUM ROAD FRONTAGE IS 60 FT. BUILDING SETBACKS ARE 15' FRONT, 10' SIDE AND 20' REAR. SURFACE WATER PROTECTION DISTRICT BUFFER IS 30 FT.
 4. THE PARCEL IS SUBJECT TO THE CITY OF KEENE COTTAGE COURT OVERLAY DISTRICT. PROPOSED USE TO BE SINGLE FAMILY DWELLINGS.

REQUIRED:	PROPOSED:
MAX BUILDING HEIGHT=2.5 STORIES OR 35'	MAX 2 STORIES
MAX AVG GROSS AREA=1,250 S.F. (EXCLUDING GARAGES)	AVG. 1,164 S.F.
MAX BUILDING FOOTPRINT=900 S.F. (EXCLUDING GARAGES & PORCHES)	852 S.F.
ROAD WIDTH=20'-24' FT	20 FT
MAX BUILDING COVERAGE=35%	6.9%
MAX IMPERVIOUS COVERAGE=45%	17.6%
AREA OF DISTURBANCE=	223,000 S.F.

BUILDING DESCRIPTIONS:	BUILDING 1:	BUILDING 2:	BUILDING 3:
AMOUNT (#):	5	14	9
GROSS AREA (S.F.):	627	1250	1394
FOOTPRINT (S.F.):	627	772	852
BEDROOMS:	2	3	3

TOTAL GROSS AREA: 33,808 S.F.

PHASE 1: (12 HOMES)	PHASE 2: (11 HOMES)	PHASE 3: (6 HOMES)
(2) BUILDING 1	(4) BUILDING 1	(5) BUILDING 3
(8) BUILDING 2	(6) BUILDING 2	
(2) BUILDING 3	(1) BUILDING 3	
 5. THE PARCEL IS SUBJECT TO THE CITY OF KEENE SURFACE WATER PROTECTION OVERLAY DISTRICT AND ITS ASSOCIATED RULES.
 6. THE EXISTING IMPROVEMENTS, MONUMENTS AND LINES OF OCCUPATION SHOWN ARE THE RESULT OF AN ON-SITE FIELD SURVEY PERFORMED BY THIS OFFICE IN AUGUST THROUGH OCTOBER OF 2024.
 7. THE BOUNDARY INFORMATION SHOWN FOR EXISTING LOT 228-16 WAS DEVELOPED FROM THE REFERENCE PLANS CITED HEREON TOGETHER WITH A PRECISE FIELD SURVEY PERFORMED BY THIS OFFICE DURING THE MONTH OF OCTOBER 2024.
 8. HORIZONTAL ORIENTATION IS NAD83 & VERTICAL DATUM IS NAVD83 PER A GPS CORS SOLUTION.
 9. NO PORTION OF LOT 228-16 IS SUBJECT TO THE 100 YEAR FLOOD PER FEMA FIRM MAP FOR THE CITY OF KEENE, NH. NUMBER 3300500258E PANEL NUMBER 258 OF 610, EFFECTIVE DATE MAY 23, 2006.
 10. LOT 228-16 MAY BE SUBJECT TO A PRIVATE RIGHT-OF-WAY KNOWN AS ALLEN COURT AS SHOWN ON REFERENCE PLAN 1. LOT 228-16 BENEFITS FROM A RIGHT-OF-WAY OVER ABUTTING LOT 228-15 PER REFERENCE PLAN 1.
 11. THE UNDERGROUND UTILITIES SHOWN HAVE BEEN COMPILED IN PART FROM PLANS OF RECORD TOGETHER WITH CITY GIS DATA & FIELD LOCATIONS. THE LOCATION OF UNDERGROUND UTILITIES SHOULD BE CONSIDERED APPROXIMATE AND SHOULD BE FIELD VERIFIED PRIOR TO ANY EXCAVATION OR CONSTRUCTION ACTIVITIES.
 12. DWELLING UNITS WERE APPROVED AS PART OF THE COTTAGE COURT DEVELOPMENT AND ANY FUTURE MODIFICATIONS TO THE DWELLING UNIT OR COMMON LAND MAY REQUIRE REVIEW BY THE CITY OF KEENE PLANNING BOARD AS A MODIFICATION TO THE APPROVED COTTAGE COURT USE PERMIT, PB-2025-06.
 13. MUNICIPAL WATER AND SEWER IS PROPOSED TO BE TAKEN OVER BY THE CITY OF KEENE. EASEMENTS ARE SHOWN HERE ON.

REV.	DATE	REVS PER CITY REVIEW COMMENTS	DESCRIPTION	C/O	DR	CK
A	4/14/25					

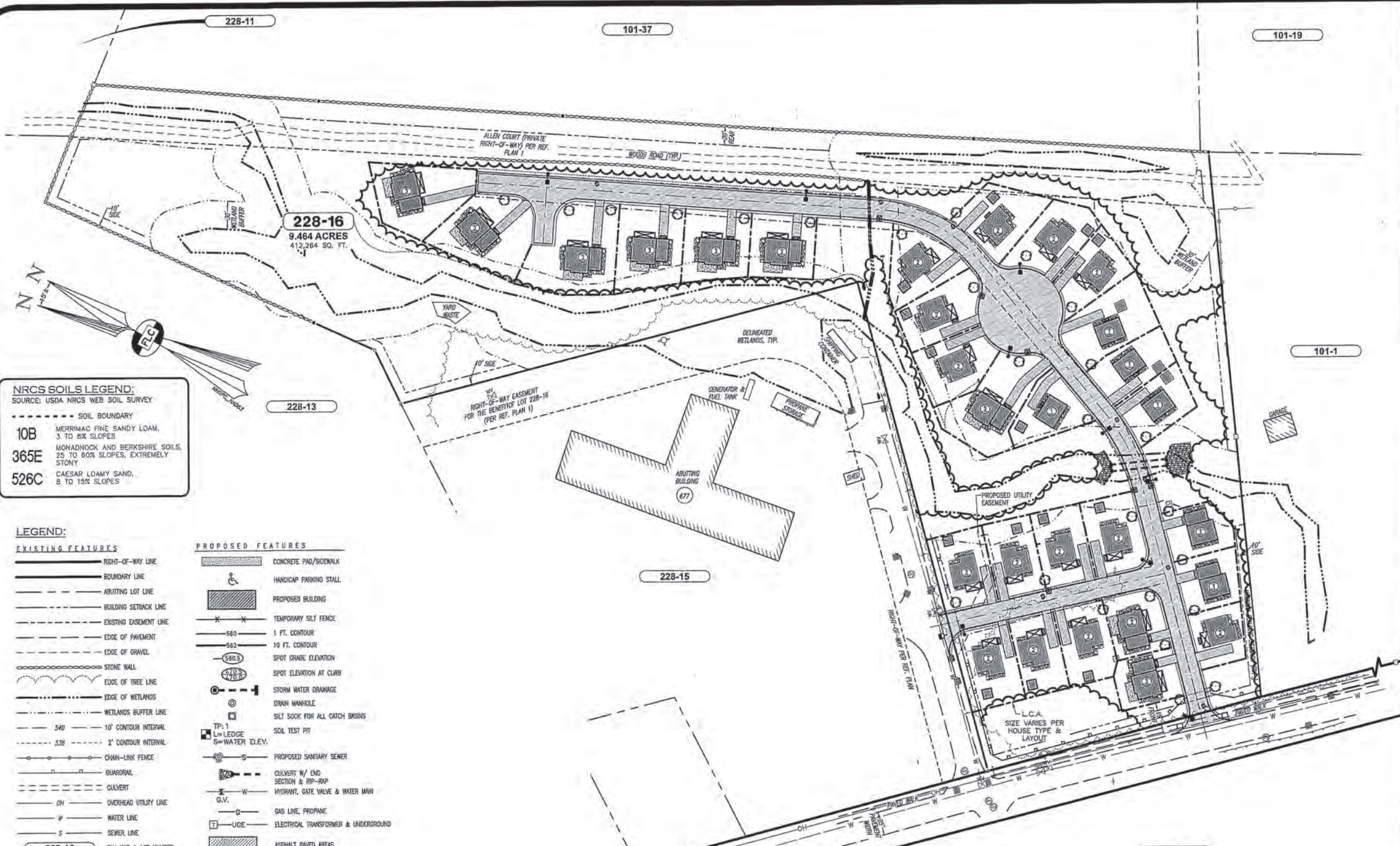
CONDOMINIUM SITE PLAN
TAX MAP 228 LOT 16
(COURT STREET)
KEENE, NEW HAMPSHIRE
PREPARED FOR AND LAND OF:
GUITARD HOMES
P.O. BOX 604 JAFFREY, NH. 03452

SCALE: 1" = 60' MARCH 21, 2025

Surveying ♦ Engineering ♦ Land Planning ♦ Permitting ♦ Septic Designs

FIELDSTONE
LAND CONSULTANTS, PLLC

206 Elm Street, Milford, NH 03055
45 Roxbury Street, Keene, NH 03431
Phone: (603) 672-5456 Fax: (603) 413-5456
www.FieldstoneLandConsultants.com



NRCS SOILS LEGEND:
SOURCE: USDA NRCS WEB SOIL SURVEY

SOIL	DESCRIPTION
10B	MERRIMAC FINE SANDY LOAM, 3 TO 8% SLOPES
365E	MONADNOCK AND BERKSHIRE SOILS, 25 TO 80% SLOPES, EXTREMELY STONY
526C	CAESAR LOAMY SAND, 8 TO 15% SLOPES

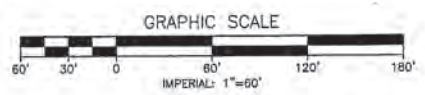
- LEGEND:**
- EXISTING FEATURES**
- RIGHT-OF-WAY LINE
 - BOUNDARY LINE
 - ABUTTING LOT LINE
 - BUILDING SETBACK LINE
 - EXISTING EASEMENT LINE
 - EDGE OF PAVEMENT
 - EDGE OF GRAVEL
 - STONE WALL
 - EDGE OF TREE LINE
 - EDGE OF WETLANDS
 - WETLANDS BUFFER LINE
 - 540' 10' CONTOUR INTERVAL
 - 538' 2' CONTOUR INTERVAL
 - CHAIN-LINK FENCE
 - GUARDRAIL
 - CULVERT
 - OVERHEAD UTILITY LINE
 - WATER LINE
 - SEWER LINE
 - TAX MAP & LOT NUMBER
 - EXISTING BUILDING
 - R.B.(f)
 - D.H.(f)
 - L.P.W.(f)
 - L.P.P.E.(f)
 - D.H.(s)
 - F.S.B.(f)
 - UTILITY POLE & GUY
 - CATCH BASIN (SQUARE)
 - SEWER MAN-HOLE
 - WATER HYDRANT
 - WATER VALVE
 - SINGLE SIGN POST
- PROPOSED FEATURES**
- CONCRETE PAD/SIDEWALK
 - HANDICAP PARKING STALL
 - PROPOSED BUILDING
 - TEMPORARY SILT FENCE
 - 1 FT. CONTOUR
 - 10 FT. CONTOUR
 - SPOT GRADE ELEVATION
 - SPOT ELEVATION AT CURB
 - STORM WATER DRAINAGE
 - DRAIN MANHOLE
 - SILT SOCK FOR ALL CATCH BASINS
 - SOIL TEST PIT
 - TP: 1
 - L=LEDGE
 - S=SEWER ELEV.
 - PROPOSED SANITARY SEWER
 - CULVERT W/ END SECTION & RIP-RAP
 - HYDRANT, GATE VALVE & WATER MAIN
 - G.V.
 - GAS LINE, PROPANE
 - ELECTRICAL TRANSFORMER & UNDERGROUND
 - ASPHALT PAVED AREAS
 - LIMITED COMMON AREA LINE
 - PROPOSED EASEMENT LINE
 - LIMITED COMMON AREA
 - PROPOSED TREE LINE
 - L.C.A.

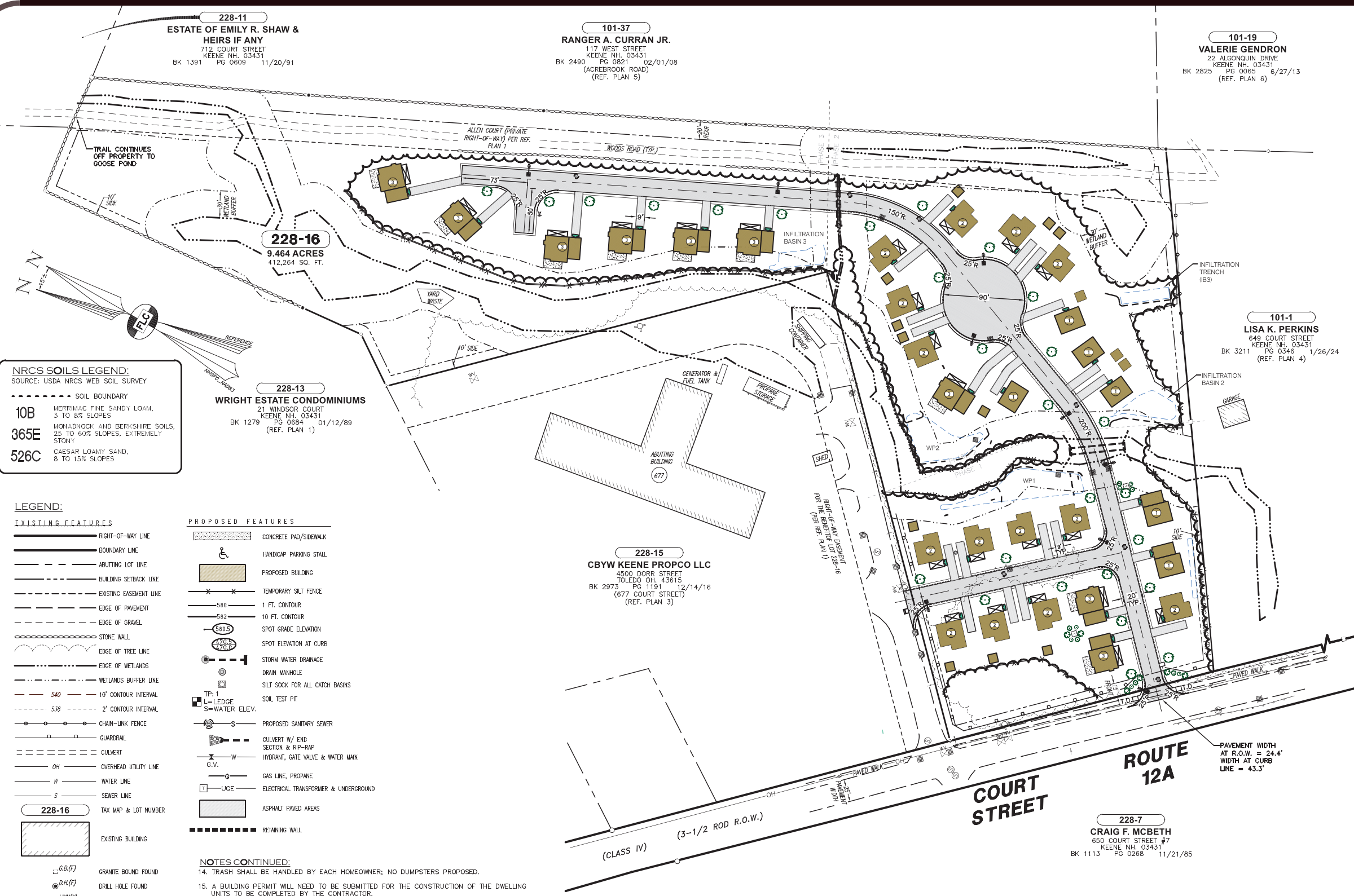
CERTIFICATION:
WETLANDS WERE DELINEATED IN ACCORDANCE WITH THE U.S. ARMY CORPS OF ENGINEERS 1987 WETLANDS DELINEATION MANUAL Y-B7-1, 2012 REGIONAL SUPPLEMENT TO THE CORPS OF ENGINEERS WETLAND DELINEATION MANUAL: NORTHEAST AND NORTH-CENTRAL REGION (VER. 2.0), AND FIELD INDICATORS FOR HYDRIC SOILS IN NEW ENGLAND (VER. 4.0), BY CHRISTOPHER A. GUIDA, C.W.S. ON AUGUST 20, 2024.

STATE OF NEW HAMPSHIRE
CHRISTOPHER A. GUIDA
No. 952
4/14/2025

CERTIFICATION:
I HEREBY CERTIFY AS TO THE ACCURACY OF THIS PLAN AND ITS COMPLIANCE WITH RSA 356-B:20, I & V, AND THAT THE CONSTRUCTION OF THE BUILDINGS AND THEIR LIMITED COMMON AREAS HAVE NOT BEGUN.
AND, I CERTIFY THAT THIS SURVEY PLAT IS NOT A SUBDIVISION PURSUANT TO THIS TITLE AND THAT THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND THAT NO NEW WAYS ARE SHOWN. (RSA 676:18,II & 672:14).

STATE OF NEW HAMPSHIRE
No. 946
MICHAEL D. PLOOF
4/14/25





NRCS SOILS LEGEND:
SOURCE: USDA NRCS WEB SOIL SURVEY

10B MERRIMAC FINE SANDY LOAM,
3 TO 8% SLOPES

365E MONADNOCK AND BERKSHIRE SOILS,
25 TO 60% SLOPES, EXTREMELY
STONY

526C CAESAR LOAMY SAND,
8 TO 15% SLOPES

- LEGEND:**
- EXISTING FEATURES**
- RIGHT-OF-WAY LINE
 - BOUNDARY LINE
 - ABUTTING LOT LINE
 - BUILDING SETBACK LINE
 - EXISTING EASEMENT LINE
 - EDGE OF PAVEMENT
 - EDGE OF GRAVEL
 - STONE WALL
 - EDGE OF TREE LINE
 - EDGE OF WETLANDS
 - WETLANDS BUFFER LINE
 - 540 10' CONTOUR INTERVAL
 - 538 2' CONTOUR INTERVAL
 - CHAIN-LINK FENCE
 - GUARDRAIL
 - CULVERT
 - OH OVERHEAD UTILITY LINE
 - W WATER LINE
 - S SEWER LINE
 - 228-16 TAX MAP & LOT NUMBER
 - EXISTING BUILDING
- PROPOSED FEATURES**
- CONCRETE PAD/SIDEWALK
 - HANDICAP PARKING STALL
 - PROPOSED BUILDING
 - TEMPORARY SILT FENCE
 - 580 1 FT. CONTOUR
 - 582 10 FT. CONTOUR
 - 580.5 SPOT GRADE ELEVATION
 - 580.0 SPOT ELEVATION AT CURB
 - STORM WATER DRAINAGE
 - DRAIN MANHOLE
 - SILT SOCK FOR ALL CATCH BASINS
 - SOIL TEST PIT
 - TP: 1 L=LEDGE S=WATER ELEV.
 - PROPOSED SANITARY SEWER
 - CULVERT W/ END SECTION & RIP-RAP
 - HYDRANT, GATE VALVE & WATER MAIN
 - G.V.
 - GAS LINE, PROPANE
 - ELECTRICAL TRANSFORMER & UNDERGROUND
 - UG
 - ASPHALT PAVED AREAS
 - RETAINING WALL

NOTES CONTINUED:

14. TRASH SHALL BE HANDLED BY EACH HOMEOWNER; NO DUMPSTERS PROPOSED.

15. A BUILDING PERMIT WILL NEED TO BE SUBMITTED FOR THE CONSTRUCTION OF THE DWELLING UNITS TO BE COMPLETED BY THE CONTRACTOR.

16. EACH DWELLING UNIT WILL HAVE LARGE ADDRESS NUMBERS CLEARLY VISIBLE FOR EMERGENCY RESPONSES. ADDRESSES DETERMINED BY THE 911 MANAGER.

17. PROPOSED STORMWATER COLLECTION SYSTEMS WILL NOT BE OWNED OR MAINTAINED BY THE CITY. THE OWNER OF SUBJECT LOT IS RESPONSIBLE FOR ALL DRAINAGE MAINTENANCE.

18. ANY TREE CANOPY EXTENDING INTO THE PLANE OF ROAD TRAVEL SURFACES SHALL BE MAINTAINED AT 13' - 6" MINIMUM.

PERMITS/APPROVALS REQUIRED:

1. CITY OF KEENE PLANNING BOARD: MAJOR SITE PLAN APPROVAL

2. CITY OF KEENE SURFACE WATER C.U.P.:

3. CITY OF KEENE COTTAGE COURT C.U.P.:

4. CITY OF KEENE BUILDING PERMITS:

5. NHDES SEWER CONNECTION PERMIT:

6. NHDES ALTERATION OF TERRAIN PERMIT:

7. NHDES WETLAND PERMIT:

8. NHDES SHORELAND PROTECTION PERMIT:

PARKING CALCS:

REQUIRED:

MIN OF 1 SPACE PER UNIT => 29 SPACES MIN

MAX OF 1 SPACE PER BEDROOM => 81 SPACES MAX

PROPOSED:

2 SPACES PER UNIT => 58 SPACES

228-7
CRAIG F. MCBETH
650 COURT STREET #7
KEENE NH 03431
BK 1113 PG 0268 11/21/85

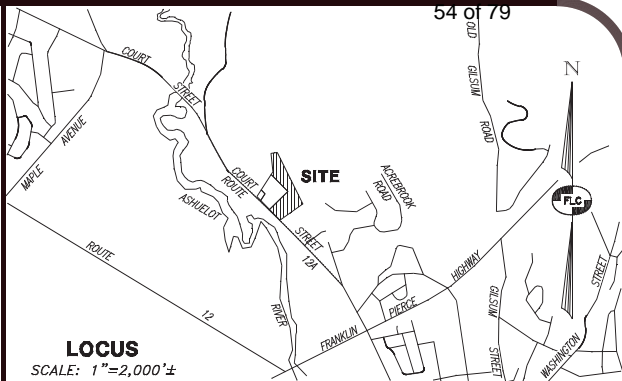
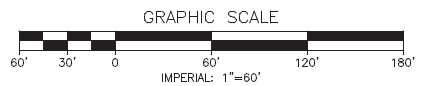
LAND-OWNER SIGNATURE

OWNER: _____ DATE: _____

APPROVED BY THE KEENE PLANNING BOARD

ON: _____ CERTIFIED BY _____ AND _____

CHAIRMAN: _____ SECRETARY: _____



- NOTES:**
1. THE OWNER OF RECORD FOR TAX MAP 228 LOT 16 IS GUITARD HOMES, P.O. BOX 604, JAFFREY, NH. 03452. DEED REFERENCE TO PARCEL IS BK. 3290 PG. 1192, DATED 10/11/2024 IN THE C.C.R.D.
2. THE PURPOSE OF THIS PLAN IS TO SHOW A COTTAGE COURT RESIDENTIAL DEVELOPMENT WITH SITE IMPROVEMENTS ON TAX MAP 228 LOT 16.
3. ZONING FOR THE ENTIRE PARCEL IS THE LOW DENSITY (LD) DISTRICT. MINIMUM LOT AREA IS 10,000 S.F. MINIMUM LOT WIDTH AT BUILDING LINE IS 70 FT. MINIMUM ROAD FRONTAGE IS 60 FT. BUILDING SETBACKS ARE 15' FRONT, 10' SIDE AND 20' REAR. SURFACE WATER PROTECTION DISTRICT BUFFER IS 30 FT.
4. THE PARCEL IS SUBJECT TO THE CITY OF KEENE COTTAGE COURT OVERLAY DISTRICT. PROPOSED USE TO BE SINGLE FAMILY DWELLINGS.
- REQUIRED:**
- MAX BUILDING HEIGHT=2.5 STORIES OR 35'
- MAX AVG GROSS AREA=1,250 S.F.
- MAX BUILDING FOOTPRINT=900 S.F.
- MAX BUILDING COVERAGE=35%
- MAX IMPERVIOUS COVERAGE=45%
- AREA OF DISTURBANCE=
- PROPOSED:**
- MAX 2 STORIES
- AVG. 1,164 S.F.
- 852 S.F.
- 20 FT
- 6.9%
- 17.6%
- 223,000 S.F.
- BUILDING DESCRIPTIONS:**
- | AMOUNT (#): | BUILDING 1: | BUILDING 2: | BUILDING 3: |
|--------------------|-------------|-------------|-------------|
| GROSS AREA (S.F.): | 14 | 1250 | 1394 |
| FOOTPRINT (S.F.): | 627 | 772 | 852 |
| BEDROOMS: | 2 | 3 | 3 |
- TOTAL GROSS AREA: 33,808 S.F.
- PHASE 1: (12 HOMES)**
- (2) BUILDING 1
- (8) BUILDING 2
- (2) BUILDING 3
- PHASE 2: (11 HOMES)**
- (4) BUILDING 1
- (6) BUILDING 2
- (1) BUILDING 3
- PHASE 3: (6 HOMES)**
- (6) BUILDING 3
5. THE PARCEL IS SUBJECT TO THE CITY OF KEENE SURFACE WATER PROTECTION OVERLAY DISTRICT AND ITS ASSOCIATED RULES.
6. THE EXISTING IMPROVEMENTS, MONUMENTS AND LINES OF OCCUPATION SHOWN ARE THE RESULT OF AN ON-SITE FIELD SURVEY PERFORMED BY THIS OFFICE IN AUGUST THROUGH OCTOBER OF 2024.
7. THE BOUNDARY INFORMATION SHOWN FOR EXISTING LOT 228-16 WAS DEVELOPED FROM THE REFERENCE PLANS CITED HEREON TOGETHER WITH A PRECISE FIELD SURVEY PERFORMED BY THIS OFFICE DURING THE MONTH OF OCTOBER 2024.
8. HORIZONTAL ORIENTATION IS NAD83 & VERTICAL DATUM IS NAVD88 PER A GPS CORS SOLUTION.
9. NO PORTION OF LOT 228-16 IS SUBJECT TO THE 100 YEAR FLOOD PER FEMA FIRM MAP FOR THE CITY OF KEENE, NH. NUMBER 33005C0258E PANEL NUMBER 258 OF 610, EFFECTIVE DATE MAY 23, 2006.
10. LOT 228-16 MAY BE SUBJECT TO A PRIVATE RIGHT-OF-WAY KNOWN AS ALLEN COURT AS SHOWN ON REFERENCE PLAN 1. LOT 228-18 BENEFITS FROM A RIGHT-OF-WAY OVER ABUTTING LOT 228-15 PER REFERENCE PLAN 1.
11. THE UNDERGROUND UTILITIES SHOWN HAVE BEEN COMPILED IN PART FROM PLANS OF RECORD TOGETHER WITH CITY GIS DATA & FIELD LOCATIONS. THE LOCATION OF UNDERGROUND UTILITIES SHOULD BE CONSIDERED APPROXIMATE AND SHOULD BE FIELD VERIFIED PRIOR TO ANY EXCAVATION OR CONSTRUCTION ACTIVITIES.
12. DWELLING UNITS WERE APPROVED AS PART OF THE COTTAGE COURT DEVELOPMENT AND ANY FUTURE MODIFICATIONS TO THE DWELLING UNIT OR COMMON LAND MAY REQUIRE REVIEW BY THE CITY OF KEENE PLANNING BOARD AS A MODIFICATION TO THE APPROVED COTTAGE COURT USE PERMIT, PB-2025-06.
13. SNOW CANNOT BE PUSHED OR STORED IN WETLAND AREAS.

REV.	DATE	DESCRIPTION	C/O	DR	CK
A	4/14/25	REVS PER STAFF COMMENTS			

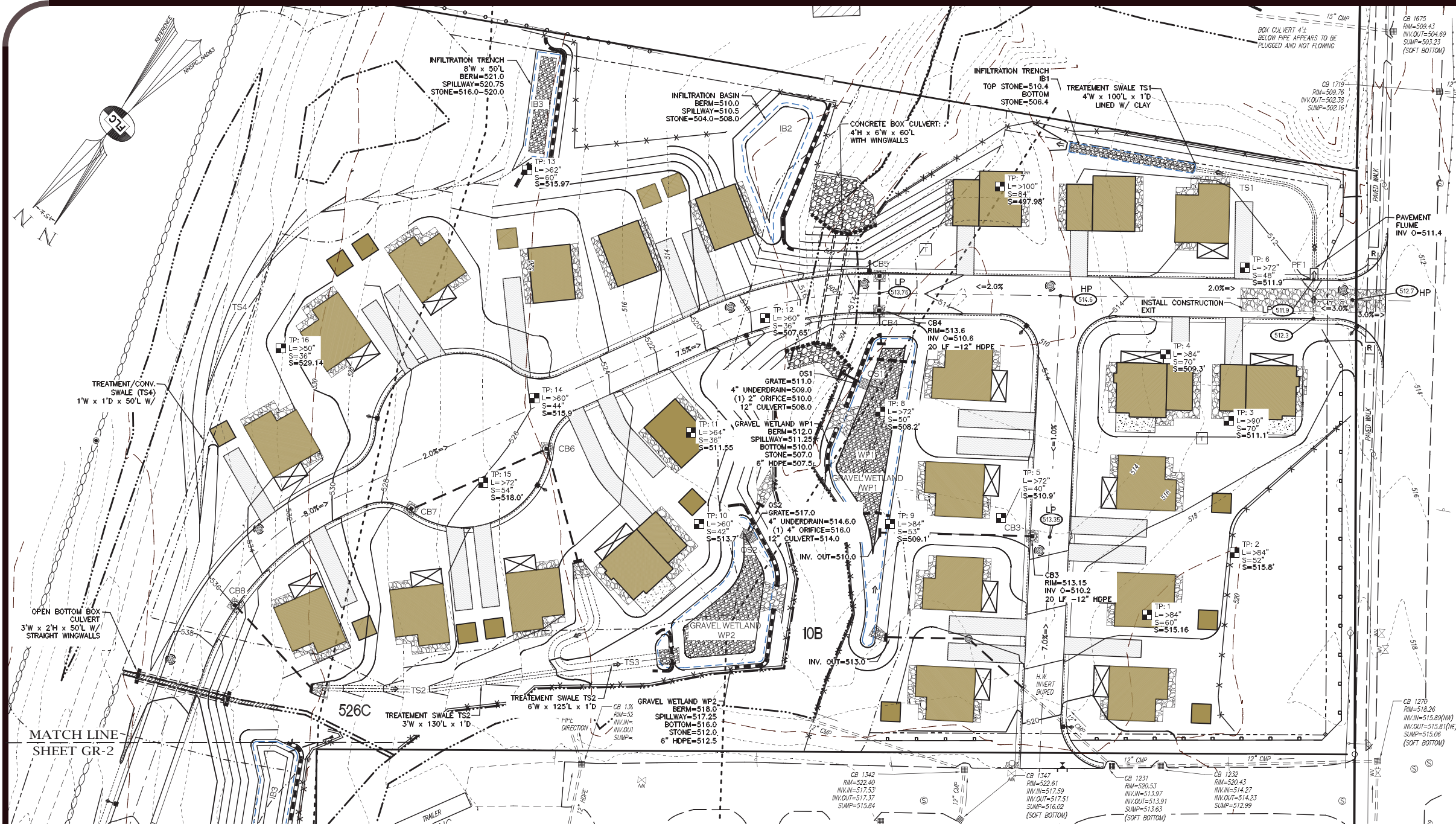
MASTER SITE PLAN
TAX MAP 228 LOT 16
(COURT STREET)
KEENE, NEW HAMPSHIRE
PREPARED FOR AND LAND OF:
GUITARD HOMES
P.O. BOX 604 JAFFREY, NH. 03452

SCALE: 1" = 60' MARCH 21, 2025

Surveying ♦ Engineering ♦ Land Planning ♦ Permitting ♦ Septic Designs

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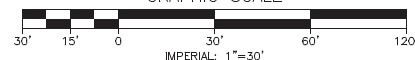
GRADING NOTES:

- THE OWNER OF RECORD FOR TAX MAP 228 LOT 16 IS GUITARD HOMES, P.O. BOX 604, JAFFREY, NH. 03452. DEED REFERENCE TO PARCEL IS BK. 3290 PG. 1192, DATED 10/11/2024 IN THE C.C.R.D.
- THE PURPOSE OF THIS PLAN IS TO SHOW THE PROPOSED SITE IMPROVEMENTS FOR TAX MAP 228 LOT 16, AS SHOWN.
- ZONING FOR THE ENTIRE PARCEL IS THE LOW DENSITY (LD) DISTRICT. MINIMUM LOT AREA IS 10,000 S.F. MINIMUM LOT WIDTH AT BUILDING LINE IS 70 FT. MINIMUM ROAD FRONTAGE IS 60 FT. BUILDING SETBACKS ARE 15' FRONT, 10' SIDE AND 20' REAR. SURFACE WATER PROTECTION DISTRICT BUFFER IS 30 FT.
- THE PARCEL IS SUBJECT TO THE CITY OF KEENE SURFACE WATER PROTECTION OVERLAY DISTRICT AND ITS ASSOCIATED RULES.
- THE EXISTING IMPROVEMENTS, MONUMENTS AND LINES OF OCCUPATION SHOWN ARE THE RESULT OF AN ON-SITE FIELD SURVEY PERFORMED BY THIS OFFICE IN AUGUST THROUGH OCTOBER OF 2024.
- THE BOUNDARY INFORMATION SHOWN FOR EXISTING LOT 228-16 WAS DEVELOPED FROM THE REFERENCE PLANS CITED HEREON TOGETHER WITH A PRECISE FIELD SURVEY PERFORMED BY THIS OFFICE DURING THE MONTH OF OCTOBER 2024.
- HORIZONTAL ORIENTATION IS NAD83 & VERTICAL DATUM IS NAVD88 PER A GPS CORRS SOLUTION.
- NO PORTION OF LOT 228-16 IS SUBJECT TO THE 100 YEAR FLOOD PER FEMA FIRM MAP FOR THE CITY OF KEENE, NH. NUMBER 33005C0258E PANEL NUMBER 258 OF 610, EFFECTIVE DATE MAY 23, 2006.
- LOT 228-16 MAY BE SUBJECT TO A PRIVATE RIGHT-OF-WAY KNOWN AS ALLEN COURT AS SHOWN ON REFERENCE PLAN 1. LOT 228-16 BENEFITS FROM A RIGHT-OF-WAY OVER ABUTTING LOT 228-15 PER REFERENCE PLAN 1.
- THE UNDERGROUND UTILITIES SHOWN HAVE BEEN COMPILED IN PART FROM PLANS OF RECORD TOGETHER WITH CITY GIS DATA & FIELD LOCATIONS. THE LOCATION OF UNDERGROUND UTILITIES SHOULD BE CONSIDERED APPROXIMATE AND SHOULD BE FIELD VERIFIED PRIOR TO ANY EXCAVATION OR CONSTRUCTION ACTIVITIES.

GENERAL CONSTRUCTION NOTES:

- ALL CONSTRUCTION SHALL CONFORM TO THE APPLICABLE REQUIREMENTS AND SPECIFICATIONS OF THE CITY OF KEENE.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION, SIZE, AND ELEVATION OF ALL EXISTING UTILITIES SHOWN OR NOT SHOWN ON THESE PLANS AND SHALL VERIFY THAT ALL THE INFORMATION SHOWN HEREON IS CONSISTENT, COMPLETE, ACCURATE, AND CAN BE CONSTRUCTED PRIOR TO AND/OR DURING CONSTRUCTION. FIELDSTONE LAND CONSULTANTS, PLLC, AS THE DESIGN ENGINEER, SHALL BE NOTIFIED IN WRITING OF ANY DISCREPANCIES, ERRORS, OMISSIONS, OR EXISTING UTILITIES FOUND INTERFERING WITH THE PROPOSED CONSTRUCTION SO THAT REMEDIAL ACTION MAY BE TAKEN BEFORE PROCEEDING WITH THE WORK.
- THE CONTRACTOR SHALL CONTACT "DIGSAFE" 72 HOURS PRIOR TO THE START OF CONSTRUCTION (1-800-255-4977 IN NH, 1-888-344-7233 IN MA).
- COMPLIANCE WITH ALL APPLICABLE REGULATIONS AND SPECIAL CONDITIONS OF TOWN/CITY AGENCIES, SUCH AS THE PLANNING BOARD, ZONING BOARD, CONSERVATION COMMISSION, AND OTHERS, IS MANDATORY AND IS THE RESPONSIBILITY OF THE OWNER.
- ANY ALTERATION OF THIS DESIGN OR CHANGE DURING CONSTRUCTION MAY REQUIRE APPROVAL OF VARIOUS TOWN/CITY BOARDS OR AGENCIES AND SHALL BE DISCUSSED WITH THE OWNER AND FIELDSTONE LAND CONSULTANTS, PLLC PRIOR TO CONSTRUCTION.
- THE CONTRACTOR IS RESPONSIBLE FOR CONTACTING THE APPROPRIATE CITY DEPARTMENTS PRIOR TO CONSTRUCTION TO ARRANGE FOR NECESSARY INSPECTIONS.
- THE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING ACCURATE AS-BUILT INFORMATION OF ALL WORK, ESPECIALLY UNDERGROUND CONSTRUCTION OF UTILITY LINES, SERVICES, CONNECTIONS, ETC. AND APPROPRIATE TIES TO ABOVE GROUND PERMANENT STRUCTURES, FIELD SURVEY COORDINATES, OR SOME OTHER METHOD OF ESTABLISHING THE AS-BUILT CONDITION OF ALL CONSTRUCTION.
- THE CONTRACTOR AND OWNER ARE RESPONSIBLE FOR OBSERVING AND MANAGING THE PROJECT PER RSA 430:53 AND AGR 3800 REGARDING INVASIVE SPECIES (PLANTS AND INSECTS). NO INVASIVE SPECIES PLANT OR INSECT SHALL BE INTRODUCED ONTO THE SITE.
- PROPOSED STORMWATER COLLECTION SYSTEMS WILL NOT BE OWNED OR MAINTAINED BY THE TOWN.
- ANY RETAINING WALLS OR STRUCTURAL HEADWALLS AT THE BOX CULVERTS SHALL BE DESIGNED BY OTHERS. FIELDSTONE LAND CONSULTANTS IS NOT RESPONSIBLE FOR STRUCTURAL DESIGN OF THESE WALLS. PLANS TO BE SUBMITTED WITH BUILDING PERMIT.

GRAPHIC SCALE



LEGEND:

EXISTING FEATURES

- RIGHT-OF-WAY LINE
- BOUNDARY LINE
- ABUTTING LOT LINE
- BUILDING SETBACK LINE
- EXISTING EASEMENT LINE
- EDGE OF PAVEMENT
- EDGE OF GRAVEL
- STONE WALL
- EDGE OF TREE LINE
- EDGE OF WETLANDS
- WETLANDS BUFFER LINE
- 10' CONTOUR INTERVAL
- 2' CONTOUR INTERVAL
- CHAIN-LINK FENCE
- GUARDRAIL
- CULVERT
- OVERHEAD UTILITY LINE
- WATER LINE

- S — SEWER LINE
- 228-16 — TAX MAP & LOT NUMBER
- EXISTING BUILDING
- G.B.(F) — GRANITE BOUND FOUND
- D.H.(F) — DRILL HOLE FOUND
- LPIN(F) — IRON PIN FOUND
- LPPIPE(F) — IRON PIPE FOUND
- D.H.(S) — DRILL HOLE SET
- F.S.B.(F) — FIELD STONE BOUND FOUND
- UTILITY POLE & GUY
- CATCH BASIN (SQUARE)
- SEWER MAN-HOLE
- WATER HYDRANT
- WATER VALVE
- SINGLE SIGN POST

PROPOSED FEATURES

- CONCRETE PAD/SIDEWALK
- HANDICAP PARKING STALL
- PROPOSED BUILDING
- TEMPORARY SILT FENCE
- 580 — 1 FT. CONTOUR
- 582 — 10 FT. CONTOUR
- 580.5 — SPOT GRADE ELEVATION
- 580.5 — SPOT ELEVATION AT CURB
- STORM WATER DRAINAGE
- DRAIN MANHOLE
- SILT SOCK FOR ALL CATCH BASINS
- TP: 1 — SOIL TEST PIT
- L=LEDGE S=WATER ELEV.
- PROPOSED SANITARY SEWER
- CULVERT W/ END SECTION & RIP-RAP
- HYDRANT, GATE VALVE & WATER MAIN
- G.V. — GAS LINE, PROPANE
- UGE — ELECTRICAL TRANSFORMER & UNDERGROUND

- ASPHALT PAVED AREAS
- RETAINING WALL

GRADING AND DRAINAGE PLAN (SOUTH)

TAX MAP 228 LOT 16

(COURT STREET)

KEENE, NEW HAMPSHIRE

PREPARED FOR AND LAND OF:

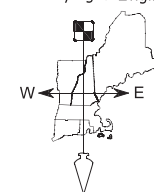
GUITARD HOMES

P.O. BOX 604 JAFFREY, NH. 03452

SCALE: 1" = 30'

MARCH 21, 2025

Surveying ♦ Engineering ♦ Land Planning ♦ Permitting ♦ Septic Designs


FIELDSTONE
LAND CONSULTANTS, PLLC

 206 Elm Street, Milford, NH 03055
 45 Roxbury Street, Keene, NH 03431
 Phone: (603) 672-5456 Fax: (603) 413-5456
 www.FieldstoneLandConsultants.com

FILE: 3941SP00A.dwg PROJ. NO. 3941.00 SHEET: GR-1 PAGE NO. 5 OF 17

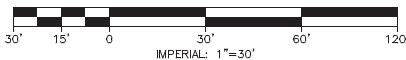
NOTES:

1. THE OWNER OF RECORD FOR TAX MAP 228 LOT 16 IS GUITARD HOMES, P.O. BOX 604, JAFFREY, NH, 03452. DEED REFERENCE TO PARCEL IS BK. 3290 PG. 1192, DATED 10/11/2024 IN THE C.C.R.D.
2. THE PURPOSE OF THIS PLAN IS TO SHOW THE PROPOSED SITE IMPROVEMENTS FOR TAX MAP 228 LOT 16, AS SHOWN.
3. ZONING FOR THE ENTIRE PARCEL IS THE LOW DENSITY (LD) DISTRICT. MINIMUM LOT AREA IS 10,000 S.F. MINIMUM LOT WIDTH AT BUILDING LINE IS 70 FT. MINIMUM ROAD FRONTAGE IS 60 FT. BUILDING SETBACKS ARE 15' FRONT, 10' SIDE AND 20' REAR. SURFACE WATER PROTECTION DISTRICT BUFFER IS 30 FT.
4. THE PARCEL IS SUBJECT TO THE CITY OF KEENE SURFACE WATER PROTECTION OVERLAY DISTRICT AND ITS ASSOCIATED RULES.
5. THE EXISTING IMPROVEMENTS, MONUMENTS AND LINES OF OCCUPATION SHOWN ARE THE RESULT OF AN ON-SITE FIELD SURVEY PERFORMED BY THIS OFFICE IN AUGUST THROUGH OCTOBER OF 2024.
6. THE BOUNDARY INFORMATION SHOWN FOR EXISTING LOT 228-16 WAS DEVELOPED FROM THE REFERENCE PLANS CITED HEREON TOGETHER WITH A PRECISE FIELD SURVEY PERFORMED BY THIS OFFICE DURING THE MONTH OF OCTOBER 2024.
7. HORIZONTAL ORIENTATION IS NAD83 & VERTICAL DATUM IS NAVD88 PER A GPS CORS SOLUTION.
8. NO PORTION OF LOT 228-16 IS SUBJECT TO THE 100 YEAR FLOOD PER FEMA FIRM MAP FOR THE CITY OF KEENE, NH. NUMBER 33005C0258E PANEL NUMBER 258 OF 610, EFFECTIVE DATE MAY 23, 2006.
9. LOT 228-16 MAY BE SUBJECT TO A PRIVATE RIGHT-OF-WAY KNOWN AS ALLEN COURT AS SHOWN ON REFERENCE PLAN 1. LOT 228-16 BENEFITS FROM A RIGHT-OF-WAY OVER ABUTTING LOT 228-15 PER REFERENCE PLAN 1.
10. THE UNDERGROUND UTILITIES SHOWN HAVE BEEN COMPILED IN PART FROM PLANS OF RECORD TOGETHER WITH CITY GIS DATA & FIELD LOCATIONS. THE LOCATION OF UNDERGROUND UTILITIES SHOULD BE CONSIDERED APPROXIMATE AND SHOULD BE FIELD VERIFIED PRIOR TO ANY EXCAVATION OR CONSTRUCTION ACTIVITIES.

GENERAL CONSTRUCTION NOTES:

1. ALL CONSTRUCTION SHALL CONFORM TO THE APPLICABLE REQUIREMENTS AND SPECIFICATIONS OF THE CITY OF KEENE.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION, SIZE, AND ELEVATION OF ALL EXISTING UTILITIES SHOWN OR NOT SHOWN ON THESE PLANS AND SHALL VERIFY THAT ALL THE INFORMATION SHOWN HEREON IS CONSISTENT, COMPLETE, ACCURATE, AND CAN BE CONSTRUCTED PRIOR TO AND/OR DURING CONSTRUCTION. FIELDSTONE LAND CONSULTANTS, PLLC, AS THE DESIGN ENGINEER, SHALL BE NOTIFIED IN WRITING OF ANY DISCREPANCIES, ERRORS, OMISSIONS, OR EXISTING UTILITIES FOUND INTERFERING WITH THE PROPOSED CONSTRUCTION SO THAT REMEDIAL ACTION MAY BE TAKEN BEFORE PROCEEDING WITH THE WORK.
3. THE CONTRACTOR SHALL CONTACT "DIGSAFE" 72 HOURS PRIOR TO THE START OF CONSTRUCTION (1-800-255-4977 IN NH, 1-888-344-7233 IN MA).
4. COMPLIANCE WITH ALL APPLICABLE REGULATIONS AND SPECIAL CONDITIONS OF TOWN/CITY AGENCIES, SUCH AS THE PLANNING BOARD, ZONING BOARD, CONSERVATION COMMISSION, AND OTHERS, IS MANDATORY AND IS THE RESPONSIBILITY OF THE OWNER.
5. ANY ALTERATION OF THIS DESIGN OR CHANGE DURING CONSTRUCTION MAY REQUIRE APPROVAL OF VARIOUS TOWN/CITY BOARDS OR AGENCIES AND SHALL BE DISCUSSED WITH THE OWNER AND FIELDSTONE LAND CONSULTANTS, PLLC PRIOR TO CONSTRUCTION.
6. THE CONTRACTOR IS RESPONSIBLE FOR CONTACTING THE APPROPRIATE CITY DEPARTMENTS PRIOR TO CONSTRUCTION TO ARRANGE FOR NECESSARY INSPECTIONS.
7. THE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING ACCURATE AS-BUILT INFORMATION OF ALL WORK, ESPECIALLY UNDERGROUND CONSTRUCTION OF UTILITY LINES, SERVICES, CONNECTIONS, ETC. AND APPROPRIATE TIES TO ABOVE GROUND PERMANENT STRUCTURES, FIELD SURVEY COORDINATES, OR SOME OTHER METHOD OF ESTABLISHING THE AS-BUILT CONDITION OF ALL CONSTRUCTION.
8. THE CONTRACTOR AND OWNER ARE RESPONSIBLE FOR OBSERVING AND MANAGING THE PROJECT PER RSA 430:53 AND AGR 3800 REGARDING INVASIVE SPECIES (PLANTS AND INSECTS). NO INVASIVE SPECIES PLANT OR INSECT SHALL BE INTRODUCED ONTO THE SITE.
9. PROPOSED STORMWATER COLLECTION SYSTEM WILL NOT BE OWNED OR MAINTAINED BY THE TOWN.

GRAPHIC SCALE



LEGEND:

EXISTING FEATURES

- RIGHT-OF-WAY LINE
- BOUNDARY LINE
- ABUTTING LOT LINE
- BUILDING SETBACK LINE
- EXISTING EASEMENT LINE
- EDGE OF PAVEMENT
- EDGE OF GRAVEL
- STONE WALL
- EDGE OF TREE LINE
- EDGE OF WETLANDS
- WETLANDS BUFFER LINE
- 10' CONTOUR INTERVAL
- 2' CONTOUR INTERVAL
- CHAIN-LINK FENCE
- GUARDRAIL
- CULVERT
- OVERHEAD UTILITY LINE
- WATER LINE

- SEWER LINE
- TAX MAP & LOT NUMBER
- EXISTING BUILDING
- G.B.(F)
- D.H.(F)
- I.PIN(F)
- I.P.IPE(F)
- D.H.(S)
- F.S.B.(F)
- UTILITY POLE & GUY
- CATCH BASIN (SQUARE)
- SEWER MAN-HOLE
- WATER HYDRANT
- WATER VALVE
- SINGLE SIGN POST

PROPOSED FEATURES

- CONCRETE PAD/SIDEWALK
- HANDICAP PARKING STALL
- PROPOSED BUILDING
- TEMPORARY SILT FENCE
- 1 FT. CONTOUR
- 10 FT. CONTOUR
- SPOT GRADE ELEVATION
- SPOT ELEVATION AT CURB
- STORM WATER DRAINAGE
- DRAIN MANHOLE
- SILT SOCK FOR ALL CATCH BASINS
- SOIL TEST PIT
- TP: 1
- L=LEDGE
- S=WATER ELEV.
- PROPOSED SANITARY SEWER
- CULVERT W/ END SECTION & RIP-RAP
- HYDRANT, GATE VALVE & WATER MAIN
- G.V.
- GAS LINE, PROPANE
- ELECTRICAL TRANSFORMER & UNDERGROUND

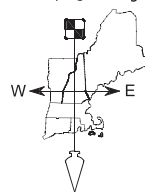
- ASPHALT PAVED AREAS
- RETAINING WALL

GRADING AND DRAINAGE PLAN (NORTH)
TAX MAP 228 LOT 16
(COURT STREET)
KEENE, NEW HAMPSHIRE
PREPARED FOR AND LAND OF:
GUITARD HOMES
P.O. BOX 604 JAFFREY, NH. 03452

SCALE: 1" = 30'

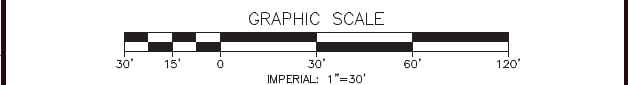
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A	4/14/25	REVS PER STAFF COMMENTS		CJC	JEN
REV.	DATE	DESCRIPTION	C/O	DR	CK

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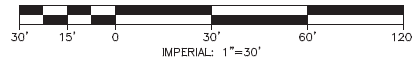
Surveying ♦ Engineering ♦ Land Planning ♦ Permitting ♦ Septic Designs



NOTES:

1. ALL WORK SHALL CONFORM TO THE APPLICABLE REGULATIONS AND STANDARDS OF THE CITY OF KEENE AND SHALL BE BUILT IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS. THE CITY OF KEENE DEPARTMENT OF PUBLIC WORKS SPECIFICATIONS FOR ROAD CONSTRUCTION AND SEWERS AND DRAINS AND THE NHDOT STANDARDS FOR ROAD AND BRIDGE CONSTRUCTION APPROVED AND ADOPTED 2010 ARE HEREBY INCORPORATED BY REFERENCE.
2. ROAD AND DRAINAGE CONSTRUCTION SHALL CONFORM TO THE TYPICAL SECTIONS AND DETAILS SHOWN ON THE PLANS AND THE SPECIFICATIONS NOTED ABOVE. ANY ALTERATION OF THIS DESIGN OR CHANGE DURING CONSTRUCTION MAY REQUIRE APPROVAL OF VARIOUS CITY BOARDS OR AGENCIES AND SHALL BE DISCUSSED WITH THE OWNER AND ENGINEER PRIOR TO CONSTRUCTION.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION, SIZE, AND ELEVATION OF ALL EXISTING UTILITIES SHOWN OR NOT SHOWN ON THESE PLANS AND SHALL VERIFY THAT ALL THE INFORMATION SHOWN HEREON IS CONSISTENT, COMPLETE, ACCURATE, AND CAN BE CONSTRUCTED PRIOR TO AND/OR DURING CONSTRUCTION. THE ENGINEER SHALL BE NOTIFIED IN WRITING OF ANY DISCREPANCIES, ERRORS, OMISSIONS, OR EXISTING UTILITIES FOUND INTERFERING WITH THE PROPOSED CONSTRUCTION SO THAT REMEDIAL ACTION MAY BE TAKEN BEFORE PROCEEDING WITH THE WORK.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACT "DIGSAFE" AT LEAST 72 HOURS PRIOR TO THE START OF CONSTRUCTION (1-888-344-7233).
5. THE CONTRACTOR IS RESPONSIBLE FOR CONTACTING THE APPROPRIATE TOWN DEPARTMENTS PRIOR TO CONSTRUCTION TO ARRANGE FOR INSPECTIONS. THE SEWER CONNECTIONS IN COURT STREET WILL REQUIRE AN EXCAVATION PERMIT AND COORDINATION WITH KEENE PUBLIC WORKS.
6. BLASTING, IF REQUIRED, SHALL BE PERFORMED IN ACCORDANCE WITH THE CITY OF KEENE FIRE DEPARTMENT REGULATIONS. BASED ON TEST PITS, THIS IS UNLIKELY TO BE PRESENT.
7. ALL DISTURBED NON-PAVED AREAS SHALL BE LOAMED AND SEEDED IMMEDIATELY UPON BEING CONSTRUCTED. THE RETAINING WALLS SHOWN SHALL BE DESIGNED BY OTHERS UNLESS OTHERWISE NOTED.
8. ALL TRAFFIC SIGNS SHALL CONFORM TO THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES, LATEST EDITION.
9. EXISTING PAVEMENT SHALL BE SAW-CUT AS NECESSARY. THE CONTRACTOR SHALL ENSURE A SMOOTH TRANSITION BETWEEN EXISTING AND NEW PAVEMENT.
10. ALL POWER WORK SHALL CONFORM TO EVERSOURCE STANDARDS. THE POWER SERVICE SIZES SHALL BE VERIFIED BY AN ELECTRICAL ENGINEER AND EVERSOURCE.
11. ALL TELEPHONE WORK SHALL CONFORM TO CONSOLIDATED COMMUNICATIONS SPECIFICATIONS.
12. ALL PROPANE GAS WORK SHALL CONFORM TO THE SUPPLIER'S GAS SPECIFICATIONS. PROVIDE SHUTOFF VALVE AND REGULATOR FOR THE BUILDING. THE PROPANE TANKS SHALL BE INSTALLED BELOW GRADE & HAVE ANTI-FLOTATION BLOCKS INSTALLED.
13. WATER AND SEWER SERVICES TO TIE INTO THE KEENE MUNICIPAL SERVICE IN COURT STREET. CONTRACTOR TO CONFIRM SIZE AND LOCATION OF EXISTING STUB TO THE PROPERTY.
14. SEWER SERVICE SHALL HAVE INDIVIDUAL CLEAN-OUT INSIDE THE BUILDING.
15. CONTRACTOR SHALL OBTAIN STRUCTURAL DESIGN PLANS, DETAILS AND SPECIFICATIONS FOR ANY RETAINING WALLS SHOWN ON THIS PLAN PRIOR TO CONSTRUCTION.
16. ALL HVAC EQUIPMENT SHALL MEET THE SCREENING STANDARDS OF THE L.D.C. GROUND-MOUNTED EQUIPMENT TO BE LOCATED SO AS NOT TO BE VISIBLE FROM THE PUBLIC WAY - SCREEN IF VISIBLE.
17. AN EXCAVATION PERMIT AND UTILITY CONNECTION PERMIT FROM THE KEENE PUBLIC WORKS IS REQUIRED FOR THE UTILITY IMPROVEMENTS SHOWN.

GRAPHIC SCALE



LEGEND:

EXISTING FEATURES

- RIGHT-OF-WAY LINE
- BOUNDARY LINE
- ABUTTING LOT LINE
- BUILDING SETBACK LINE
- EXISTING EASEMENT LINE
- EDGE OF PAVEMENT
- EDGE OF GRAVEL
- STONE WALL
- EDGE OF TREE LINE
- EDGE OF WETLANDS
- WETLANDS BUFFER LINE
- 10' CONTOUR INTERVAL
- 2' CONTOUR INTERVAL
- CHAIN-LINK FENCE
- GUARDRAIL
- CULVERT
- OVERHEAD UTILITY LINE
- WATER LINE

- SEWER LINE
- TAX MAP & LOT NUMBER
- EXISTING BUILDING
- G.B.(F) GRANITE BOUND FOUND
- D.H.(F) DRILL HOLE FOUND
- I.PIN(F) IRON PIN FOUND
- I.PIPE(F) IRON PIPE FOUND
- D.H.(S) DRILL HOLE SET
- F.S.B.(F) FIELD STONE BOUND FOUND
- UTILITY POLE & GUY
- CATCH BASIN (SQUARE)
- SEWER MAN-HOLE
- WATER HYDRANT
- WATER VALVE
- SINGLE SIGN POST

PROPOSED FEATURES

- CONCRETE PAD/SIDEWALK
- HANDICAP PARKING STALL
- PROPOSED BUILDING
- TEMPORARY SILT FENCE
- 1 FT. CONTOUR
- 10 FT. CONTOUR
- SPOT GRADE ELEVATION
- SPOT ELEVATION AT CURB
- STORM WATER DRAINAGE
- DRAIN MANHOLE
- SILT SOCK FOR ALL CATCH BASINS
- SOIL TEST PIT
- TP: 1
- L=LEDGE S=WATER ELEV.
- PROPOSED SANITARY SEWER
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- HYDRANT, GATE VALVE & WATER MAIN
- G.V.
- GAS LINE, PROPANE
- UGE ELECTRICAL TRANSFORMER & UNDERGROUND

- ASPHALT PAVED AREAS
- RETAINING WALL

UTILITY PLAN (NORTH)

TAX MAP 228 LOT 16

(COURT STREET)

KEENE, NEW HAMPSHIRE

PREPARED FOR AND LAND OF:

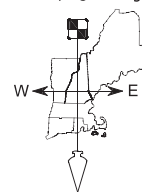
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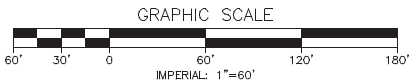
PROJ. NO. 3941.00

SHEET: UT-2

PAGE NO. 10 OF 17

LIGHTING NOTES:

1. LIGHTING SHALL BE INSTALLED AND ARRANGED SO AS NOT TO REFLECT OR CAUSE GLARE UPON ABUTTING LAND, HIGHWAYS AND ROADS.
2. ALL FIXTURES ARE FULL CUTOFF, LED FIXTURES. FLOOD LIGHTING AND UP-LIGHTING ARE PROHIBITED.
3. LIGHTING IS PROVIDED VIA BUILDING MOUNTED LIGHTS AND POLE MOUNTED LIGHTS.
4. MOUNTING HEIGHT OF ALL PROPOSED WALL MOUNT LIGHTING FIXTURES SHALL BE 9 FEET ABOVE FINISH GRADE ON THE BUILDINGS. LOCATED AT EACH BUILDING UNIT.
5. POLE MOUNTED LIGHTS ARE TO BE MOUNTED 12.0 FEET ABOVE FINISH GRADE. LIGHTS SHALL NOT EXCEED 15' A.F.G.
6. ALL PROPOSED LIGHTING MUST BE GREATER THAN 70 COLOR RENDERING INDEX (80 CRI ON WALL MOUNT LIGHTS, 80 CRI ON POLE LIGHTS PROPOSED).
7. ALL PROPOSED LIGHTING MUST BE 3000 KELVIN COLOR-TEMPERATURE TO MATCH.
8. LIGHT FIXTURES ARE AVAILABLE THROUGH EXPOSURE 2 LIGHTING. ANY CHANGE IN FIXTURE MUST BE APPROVED BY THE OWNER, DESIGN ENGINEER, AND CITY OF KEENE.
9. ANY CHANGES TO LIGHTING FIXTURES SHALL BE SUBMITTED TO THE COMMUNITY DEVELOPMENT DEPARTMENT.



B	4/17/25	STREET LIGHT REVS PER STAFF COMMENTS		CJC	JEN
A	4/14/25	REVS PER STAFF COMMENTS		CJC	JEN
REV.	DATE	DESCRIPTION	C/O	DR	CK

LIGHTING PLAN
TAX MAP 228 LOT 16
(COURT STREET)
KEENE, NEW HAMPSHIRE
PREPARED FOR AND LAND OF:
GUITARD HOMES
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SCALE: 1" = 60' MARCH 21, 2025

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NRCS SOILS LEGEND:
SOURCE: USDA NRCS WEB SOIL SURVEY

----- SOIL BOUNDARY

10B MERRIMAC FINE SANDY LOAM,
3 TO 8% SLOPES

365E MONADNOCK AND BERKSHIRE SOILS,
25 TO 60% SLOPES, EXTREMELY STONY

526C CAESAR LOAMY SAND,
8 TO 15% SLOPES

LEGEND:

EXISTING FEATURES

- RIGHT-OF-WAY LINE
- BOUNDARY LINE
- ABUTTING LOT LINE
- BUILDING SETBACK LINE
- EXISTING EASEMENT LINE
- EDGE OF PAVEMENT
- EDGE OF GRAVEL
- STONE WALL
- EDGE OF TREE LINE
- EDGE OF WETLANDS
- WETLANDS BUFFER LINE
- 540' 10' CONTOUR INTERVAL
- 538' 2' CONTOUR INTERVAL
- CHAIN-LINK FENCE
- GUARDRAIL
- OVERHEAD UTILITY LINE
- WATER LINE
- SEWER LINE
- TAX MAP & LOT NUMBER
- EXISTING BUILDING
- G.B.(f) GRANITE BOUND FOUND
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- UTILITY POLE & GUY
- CATCH BASIN (SQUARE)
- SEWER MAN-HOLE
- WATER HYDRANT
- WATER VALVE
- SINGLE SIGN POST

PROPOSED FEATURES

- CONCRETE PAD/SIDEWALK
- HANDICAP PARKING STALL
- PROPOSED BUILDING
- TEMPORARY SILT FENCE
- 580' 1 FT. CONTOUR
- 582' 10 FT. CONTOUR
- 580.5' SPOT GRADE ELEVATION
- 580.0' SPOT ELEVATION AT CURB
- STORM WATER DRAINAGE
- DRAIN MANHOLE
- SILT SOCK FOR ALL CATCH BASINS
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- TP: 1 L=LEDGE S=WATER ELEV.
- PROPOSED SANITARY SEWER
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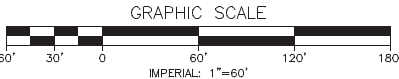
ROADWAY

Illuminance (Fc)
Average = 0.18
Maximum = 1.6
Minimum = 0.0
Avg/Min Ratio = N.A.
Max/Min Ratio = N.A.

Luminaire Schedule						
Symbol	Qty	Label	Arrangement	Description	Tag	[MANUFAC]
	1	P3	Single	CSL-P-1M-30-T3-TBK-BLS-7/P	12' POLE	Amerlux, LLC
	4	P4	Single	CSL-P-1M-30-T4-TBK-BLS-7/P	12' POLE	Amerlux, LLC
	32	W	Single	RD100-12L-UNV-30-GBK-LDS96WL / GB A 3 GBK	WALL MOUNTED 9' AFG	LSI INDUSTRIES, INC.

LANDSCAPING NOTES:

1. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR CONTACTING DIG-SAFE AND FOR VERIFICATION OF ALL UTILITIES AND SHALL NOTIFY THE OWNER'S REPRESENTATIVE OF ANY CONFLICTS PRIOR TO COMMENCING.
2. EXISTING TREES TO REMAIN SHALL BE PRESERVED AND PROTECTED DURING CONSTRUCTION. TEMPORARY FENCING SHALL BE INSTALLED PRIOR TO THE START OF SITE WORK TO PROTECT ROOT MASSES.
3. EXISTING TREES THAT ARE TO BE REMOVED, SHALL BE REMOVED ENTIRELY FROM THE SITE, INCLUDING STUMPS. NO STUMP-DUMPS ARE ALLOWED ON SITE.
4. UNTIL ALL GRADING AND CONSTRUCTION HAS BEEN COMPLETED WITHIN THE IMMEDIATE AREA NO PLANT MATERIAL SHALL BE INSTALLED.
5. UNLESS OTHERWISE NOTED OR APPROVED, ALL TREES MUST BE BALLED AND BURLAPPED.
6. ALL PLANT MATERIALS INSTALLED SHALL MEET OR EXCEED THE SPECIFICATIONS OF "THE AMERICAN STANDARDS FOR NURSERY STOCK" BY THE AMERICAN ASSOCIATION OF NURSERYMEN.
7. ANY PROPOSED PLANT MATERIAL SUBSTITUTIONS MUST BE APPROVED BY THE OWNER'S REPRESENTATIVE.
8. ALL PLANT MATERIAL SHALL BE GUARANTEED BY THE INSTALLER FOR ONE YEAR FOLLOWING DATE OF ACCEPTANCE. ANY PLANT MATERIAL THAT IS SIGNIFICANTLY DAMAGED, MISSING, DISEASE RIDDEN, OR DEAD SHALL BE ABATED WITHIN 1-YEAR OR BEFORE THE END OF THE FOLLOWING PLANTING SEASON, WHICHEVER OCCURS FIRST.
9. IN AREAS OF STONE MULCH LAY 6 MIL SHEETS OF "MSQUEEN" TYPE POLYETHYLENE ON COMPACTED SUBGRADE BEFORE PLACING STONE, MINIMUM 6" OVERLAP. PERFORATE SHEETING IN PLANTING BEDS BEFORE PLACING STONE.
10. UNLESS OTHERWISE NOTED LOAM AND SEED ALL DISTURBED AREAS WITH A MINIMUM 4" OF SUITABLE LOAM. SLOPES GREATER THAN 3:1 SHALL BE PROTECTED WITH AN EROSION CONTROL BLANKET. SEE SITE PLAN.
11. WHERE APPLICABLE, THE CONTRACTOR SHALL HAVE ALL FALL TRANSPLANTING HAZARD PLANTS DUG IN THE SPRING AND STORED FOR FALL PLANTING.
12. PLANTS SHALL BE INSTALLED WITHIN ONE YEAR OF COMMENCEMENT OF CONSTRUCTION
13. ALL LANDSCAPING SHALL BE LOCATED AND MAINTAINED SO AS NOT TO IMPACT THE LINES OF SIGHT AT THE ENTRANCE AND INTERNAL INTERSECTIONS TO PROVIDE SAFE PASSAGE OF PEDESTRIANS, BICYCLISTS, AND MOTORISTS.
14. ALL LANDSCAPED AREAS WILL BE MAINTAINED TO HAVE A SUFFICIENT AMOUNT OF WATER TO MAINTAIN VIABILITY EITHER BY IRRIGATION OR BY OTHER MEANS.
15. PROPOSED PLANTINGS SHALL NOT CONFLICT WITH SNOW STORAGE AREAS, LIGHT FIXTURES OR UNDERGROUND UTILITIES.
16. ALL LANDSCAPING APPROVED AS PART OF THE SITE PLAN SHALL BE CONSIDERED AS ELEMENTS OF THE SITE, IN THE SAME MANNER AS PARKING, BUILDING MATERIALS, AND OTHER SITE DETAILS. ANY CHANGES WILL REQUIRE APPROVAL BY THE OWNER AND CITY COMMUNITY DEVELOPMENT DIRECTOR.
17. TREE CANOPY EXTENDING INTO THE ROADWAY MUST BE MAINTAINED AT 13'-6" FROM THE ROAD SURFACE.
18. THIS PLAN IS BASED ON AN ALTERNATIVE DESIGN TO BE APPROVED BY THE PLANNING BOARD.



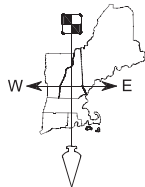
REV.	DATE	DESCRIPTION	C/O	DR	CK
A	4/14/25	REVS PER STAFF COMMENTS		CJC	JEN

LANDSCAPING PLAN
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(COURT STREET)
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PREPARED FOR AND LAND OF:
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SCALE: 1" = 60'

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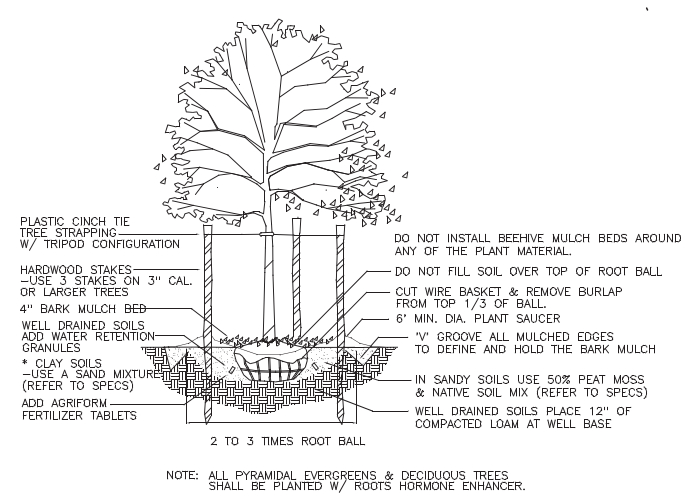
NRCS SOILS LEGEND:
SOURCE: USDA NRCS WEB SOIL SURVEY

----- SOIL BOUNDARY

10B MERRIMAC FINE SANDY LOAM,
3 TO 8% SLOPES

365E MONADNOCK AND BERKSHIRE SOILS,
25 TO 60% SLOPES, EXTREMELY
STONY

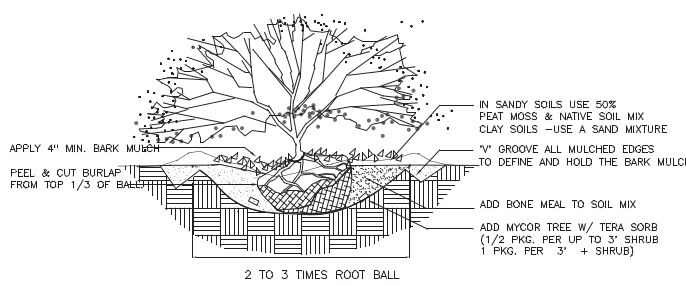
526C CAESAR LOAMY SAND,
8 TO 15% SLOPES



DECIDUOUS TREE PLANTING DETAIL

SCALE: N.T.S.

1
LS-1



B & B SHRUB PLANTING DETAIL

SCALE: N.T.S.

2
LS-1

PLANT SYMBOLS	PLANT LIST & NAME	QTY.
	ACER ACER RUBRUM (RED MAPLE TREE)	(27) 3" CAL., 12' TALL, 6' DRIP LINE 50% 40' DRIP LINE AT MATURITY
	RHOD. 'P.J.M.' COMP. CLONE (COMPACT RHODOCENDRON)	(6) 18"-24"
	JUNIPERUS CHINENSIS (GREY OWL JUNIPER)	(6) 3 GAL.
	ILEX MESERVEAE 'BLUE PRINCE' (MALE HOLLY)	(6) 2.5'-3"

NOTES:

1. THE OWNER OF RECORD FOR TAX MAP 228 LOT 16 IS GUITARD HOMES, P.O. BOX 604, JAFFREY, NH. 03452. DEED REFERENCE TO PARCEL IS BK. 3290 PG. 1192, DATED 10/11/2024 IN THE C.C.R.D.
2. THE PURPOSE OF THIS PLAN IS TO SHOW A COTTAGE COURT RESIDENTIAL DEVELOPMENT WITH SITE IMPROVEMENTS ON TAX MAP 228 LOT 16.
3. ZONING FOR THE ENTIRE PARCEL IS THE LOW DENSITY (LD) DISTRICT. MINIMUM LOT AREA IS 10,000 S.F. MINIMUM LOT WIDTH AT BUILDING LINE IS 70 FT. MINIMUM ROAD FRONTAGE IS 60 FT. BUILDING SETBACKS ARE 15' FRONT, 10' SIDE AND 20' REAR. SURFACE WATER PROTECTION DISTRICT BUFFER IS 30 FT.
4. THE PARCEL IS SUBJECT TO THE CITY OF KEENE COTTAGE COURT OVERLAY DISTRICT. PROPOSED USE TO BE SINGLE FAMILY DWELLINGS.
- | | |
|---|-----------------|
| REQUIRED: | PROPOSED: |
| MAX BUILDING HEIGHT=2.5 STORIES OR 35' | MAX 2 STORIES |
| MAX AVG GROSS AREA=1,250 S.F. (EXCLUDING GARAGES) | AVG. 1,164 S.F. |
| MAX BUILDING FOOTPRINT=900 S.F. (EXCLUDING GARAGES & PORCHES) | 852 S.F. |
| ROAD WIDTH=20'-24' FT | 20 FT |
| MAX BUILDING COVERAGE=35% | 6.9% |
| MAX IMPERVIOUS COVERAGE=45% | 17.6% |
| AREA OF DISTURBANCE= | 223,000 S.F. |
- BUILDING DESCRIPTIONS:
- | | | | |
|--------------------|-------------|-------------|-------------|
| AMOUNT (#): | BUILDING 1: | BUILDING 2: | BUILDING 3: |
| GROSS AREA (S.F.): | 6 | 14 | 9 |
| FOOTPRINT (S.F.): | 627 | 1250 | 1394 |
| BEDROOMS: | 2 | 3 | 3 |
- TOTAL GROSS AREA: 33,808 S.F.
- | | | |
|---------------------|---------------------|--------------------|
| PHASE 1: (12 HOMES) | PHASE 2: (11 HOMES) | PHASE 3: (6 HOMES) |
| (2) BUILDING 1 | (4) BUILDING 1 | (6) BUILDING 3 |
| (8) BUILDING 2 | (6) BUILDING 2 | |
| (2) BUILDING 3 | (1) BUILDING 3 | |
5. THE PARCEL IS SUBJECT TO THE CITY OF KEENE SURFACE WATER PROTECTION OVERLAY DISTRICT AND ITS ASSOCIATED RULES.
6. THE EXISTING IMPROVEMENTS, MONUMENTS AND LINES OF OCCUPATION SHOWN ARE THE RESULT OF AN ON-SITE FIELD SURVEY PERFORMED BY THIS OFFICE IN AUGUST THROUGH OCTOBER OF 2024.
7. THE BOUNDARY INFORMATION SHOWN FOR EXISTING LOT 228-16 WAS DEVELOPED FROM THE REFERENCE PLANS CITED HEREON TOGETHER WITH A PRECISE FIELD SURVEY PERFORMED BY THIS OFFICE DURING THE MONTH OF OCTOBER 2024.
8. HORIZONTAL ORIENTATION IS NAD83 & VERTICAL DATUM IS NAVD88 PER A GPS CORS SOLUTION.
9. NO PORTION OF LOT 228-16 IS SUBJECT TO THE 100 YEAR FLOOD PER FEMA FIRM MAP FOR THE CITY OF KEENE, NH. NUMBER 330050258E PANEL NUMBER 258 OF 610, EFFECTIVE DATE MAY 23, 2006.
10. LOT 228-16 MAY BE SUBJECT TO A PRIVATE RIGHT-OF-WAY KNOWN AS ALLEN COURT AS SHOWN ON REFERENCE PLAN 1. LOT 228-16 BENEFITS FROM A RIGHT-OF-WAY OVER ABUTTING LOT 228-15 PER REFERENCE PLAN 1.
11. THE UNDERGROUND UTILITIES SHOWN HAVE BEEN COMPILED IN PART FROM PLANS OF RECORD TOGETHER WITH CITY GIS DATA & FIELD LOCATIONS. THE LOCATION OF UNDERGROUND UTILITIES SHOULD BE CONSIDERED APPROXIMATE AND SHOULD BE FIELD VERIFIED PRIOR TO ANY EXCAVATION OR CONSTRUCTION ACTIVITIES.
12. DWELLING UNITS WERE APPROVED AS PART OF THE COTTAGE COURT DEVELOPMENT AND ANY FUTURE MODIFICATIONS TO THE DWELLING UNIT OR COMMON LAND MAY REQUIRE REVIEW BY THE CITY OF KEENE PLANNING BOARD AS A MODIFICATIONS TO THE APPROVED COTTAGE COURT USE PERMIT, PB-2025-06.
13. SNOW CANNOT BE PUSHED OR STORED IN WETLAND AREAS.

KEENE LDC: ARTICLE 12.2.2: CONDITIONAL USE PERMIT

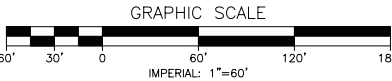
A HILLSIDE PROTECTION CONDITIONAL USE PERMIT FROM THE PLANNING BOARD SHALL BE REQUIRED IF A TOTAL AREA OF PRECAUTIONARY SLOPES GREATER THAN 20,000 SF ON AN INDIVIDUAL LOT IS PROPOSED TO BE ALTERED.

THERE ARE NO PROHIBITED SLOPES GREATER THAN 25% FOR MORE THAN 10FT OF ELEVATION CHANGE AND 40 FT. IN WIDTH ON THE PROPERTY.

TOTAL PRECAUTIONARY SLOPES (15%-25%) = 24,250 S.F. / 412,264 (LOT SIZE) = 5.8%

PROPOSED PRECAUTIONARY IMPACTED = 3,406 S.F. (HILLSIDE C.U.P. NOT REQUIRED)

AREA OF PRECAUTIONARY SLOPES

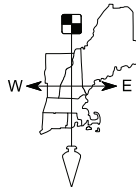


REV.	DATE	DESCRIPTION	C/O	DR	CK
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EXHIBIT PLAN - STEEP SLOPES
TAX MAP 228 LOT 16
(COURT STREET)
KEENE, NEW HAMPSHIRE
PREPARED FOR AND LAND OF:
GUITARD HOMES
P.O. BOX 604 JAFFREY, NH. 03452

SCALE: 1" = 60' APRIL 17, 2025

Surveying ♦ Engineering ♦ Land Planning ♦ Permitting ♦ Septic Designs



FIELDSTONE
LAND CONSULTANTS, PLLC

206 Elm Street, Milford, NH 03055
45 Roxbury Street, Keene, NH 03431
Phone: (603) 672-5456 Fax: (603) 413-5456
www.FieldstoneLandConsultants.com

NRCS SOILS LEGEND:
SOURCE: USDA NRCS WEB SOIL SURVEY

--- SOIL BOUNDARY

10B MERRIMAC FINE SANDY LOAM,
3 TO 8% SLOPES

365E MONADNOCK AND BERKSHIRE SOILS,
25 TO 60% SLOPES, EXTREMELY
STONY

526C CAESAR LOAMY SAND,
8 TO 15% SLOPES



HOUSE OPTION 1

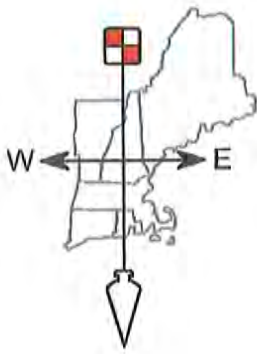


HOUSE OPTION 2



HOUSE OPTION 3





FIELDSTONE

LAND CONSULTANTS, PLLC

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

65 of 79
Surveying ♦ Engineering
Land Planning ♦ Septic Designs

STORM WATER MANAGEMENT REPORT GUITARD HOMES – COTTAGE COURT KEENE, NEW HAMPSHIRE

Prepared for:
Guitard Homes, LLC
March 21, 2025

I) INTRODUCTION

This storm-water management report was conducted for a proposed site development for a Cottage Court Overlay single-family housing development. The proposal consists of developing Tax Map Lot 228-16 located on Court Street, in a Cottage Court single-family residential development with 29 dwelling units. The applicant has decided to utilize the recently adopted Cottage Court Overlay regulations with a private driveway. This layout will provide condominium style ownership for future homeowners with a goal of providing much needed affordable, owner-occupied housing.

The existing Tax Map Lot 228-16 has 9.7+/- acres with 303.59 feet of frontage along Court Street. The lot is located in the Low-Density District and is currently undeveloped. The property is primarily wooded with young forest with some forested wetland areas in the lower elevations.

The proposed buildings will have access from Court Street via a central driveway that has one small spur to utilize the dry areas on site. There are two wetland crossings proposed for this development and there will be buffer impacts in various areas for grading and stormwater management. A homeowner's association will be formed to provide maintenance of the access road and common facilities and amenities.

The sizes of the units will vary, as there is a mix of two-bedroom and three-bedroom designs. The buildings will be 1-2 stories, and include either an optional garage or shed. The building designs contemplate a modern New England style architecture and will meet the Cottage Court standards. The plans for these units have been provided for review and comment.

The residential development will be serviced by the municipal water and sanitary sewer infrastructure that is located along Court Street. Easements will be provided to the City of Keene where necessary for the infrastructure. The stormwater management will be constructed on site and maintained by the homeowner's association. The project will disturb more than 100,000 S.F. of land, requiring an Alteration of Terrain permit with NHDES. The shared driveway will cross wetland areas and require a Wetland permit with NHDES.

II) SITE DESCRIPTION (EXISTING)

The existing site is Tax Map Lot 228-16 has 9.7+/- acres with 303.59 feet of frontage along Court Street. The lot is currently undeveloped and forested. There is a wetland swale that bisects the property and drains to a box culvert under Court Street. This wetland swale originates near Goose Pond and runs parallel to the

hiking that trail that runs from Goose Pond and through the subject lot. There is wetland area on the north side of the trail that traps water and slowly outlets onto the property through a stone culvert under the trail.

The NRCS websoil survey indicates that the soils present on the site are Merrimac, Monadnock, Berkshire, Caesar and Windsor series. These soils are denoted on the plan and are Hydrologic Soils Group (HSG) "B" and "A" soils. The HSG "A" soils are located closest to Court Street and the Ashuelot River. The uphill soils are classified as HSG "B" soils. Test pits have been conducted on the property, and a Site-Specific Soils Map will be completed and submitted as part of the AOT permit.

III) METHODOLOGY

The quantity of runoff and the conveyance of that flow through the site are determined using the software package HydroCAD r 10.0 by HydroCAD Software Solutions, LLC. HydroCAD is a computer aided design program for modeling storm water hydrology based on the Soil Conservation Service (SCS) TR-20 method combined with standard hydraulics calculations used to model stormwater systems, such as detention basins, culverts, swales, and catch basins.

The stormwater management systems are designed in accordance with the methodology for the "Best Management Practices" (BMP's), as outlined in the New Hampshire Storm Water Manual, Volume 2.

IV) DRAINAGE DESIGN

In accordance with the City of Keene LDC and the NHDES Alteration of Terrain, there will be no increase in the peak flow of surface runoff. In order to demonstrate this the two (2), ten (10), twenty-five (25) and fifty (50) year frequency storm events have been evaluated. The proposed box culverts at the wetland crossings have been sized based on the hundred (100) year storm event. The values for each storm modeled match the Extreme Precipitation Estimates, as listed by the Northeast Regional Climate Center, specifically for the property in Keene NH (see below). These design storms have been analyzed to compare the Pre and Post-development peak flow rates for the site (see attached comparison tables below).

2 Year = 2.75" 10 Year = 3.97" 25 Year = 4.90" 50 Year = 5.75"

Pre-Development Drainage Conditions:

The Pre-Development Drainage Area Plan outlines the area where water flows across the property. The high point of the property is along the northern boundary, uphill of the hiking trail. The property slopes towards Court Street and is bisected by the wetland swale. The condominium healthcare facility to the west has stormwater structures that outlet onto the property and into the wetland swale. Ultimately all of the runoff on site and in Court Street flows toward the box culvert under Court Street. The upstream side of the Court Street box culvert was used as the Observation Point for the model (OP1).

Post-Development Drainage Conditions:

The client is looking to construct the development in three phases; Phase 1 closest to Court Street; Phase 2 from the Box Culvert up to the cul-de-sac; and Phase 3 from the cul-de-sac to the end of the road. The proposed drainage systems were designed to capture runoff from the buildings and paved areas, and direct the flow to stormwater management systems in each phase of the project. All of the houses will have stone drip-strip infiltration trenches to capture the roof runoff, as treatment is not required for the residential

homes. The proposed roadway will use grass treatment swales for pre-treatment with two gravel wetlands, and four infiltration practices to mitigate the stormwater runoff rates.

The net result is that virtually all of the new impervious areas will receive qualitative treatment and there will be a reduction of peak rates of runoff leaving this site for all storm events.

V) SUMMARY

The intent of the stormwater management system for this project is to address the qualitative and quantitative aspects of the stormwater runoff so that there are no downstream adverse impacts created by the project. To mitigate the resulting increases in runoff peak rates due to the development of Lot 228-16, this project proposes that a stormwater management system consisting of catch basins, two (2) concrete box culverts, five (5) grass treatment swales, two (2) gravel wetlands, two (2) infiltration trenches, two (2) infiltration basins, and twenty-nine (29) drip-strip stone trenches to be constructed. The net result is that new buildings and paved areas will receive qualitative treatment and there will be no increase in the peak rates of runoff leaving the site.

The stormwater management design for this project therefore complies with the standards set forth in the City of Keene's Site Plan Review Regulations and meets the NHDES Alteration of Terrain regulations.

The following table is a summary of the attached calculations and shows a comparison of the peak flow rates at the summary point for the site. The values presented are based on Pre- and Post-development conditions.

Table 1.1: Peak Flow Rates (CFS)/Volume (AF) to Observation Point 1 (OP1) – PRE VS. POST DEVELOPMENT

STORM FREQUENCY	PRE-DEV. RUNOFF (CFS/AF)	POST-DEV. RUNOFF (CFS/AF)	CHANGE (CFS/AF)
2-YEAR	2.26/0.761	3.34/0.874	+1.08/+0.113
10-YEAR	8.51/2.830	8.11/2.96	-0.40/+0.130
25-YEAR	19.31/5.090	16.76/5.14	-2.55/+0.050
50-YEAR	32.05/7.549	26.52/7.47	-5.53/-0.079



MEMORANDUM

Date: April 11, 2025
To: John Noonan
Fieldstone Land Consultants, PLLC
45 Roxbury Street
Keene, NH 03431
From: Jason R. Plourde, PE, PTP
Subject: Traffic Assessment
Court Street Residential Development

INTRODUCTION

BETA Group, Inc. (BETA) has prepared this Traffic Assessment to summarize the anticipated traffic impacts associated with a proposed residential development to be located off Court Street in Keene, New Hampshire. As proposed, 29 single-family homes will be constructed with access to be provided along the east side of Court Street north of Evergreen Road. Court Street is legislatively categorized as Class IV: Compact Road, functionally classified as a Minor Arterial, and is under City of Keene jurisdiction. Therefore, review and approval are expected to be required with respect to traffic through the City of Keene permitting process. In accordance with Article 21.9.1.A of the City of Keene's Land Development Code, a traffic study is required for a residential development with 10 or more dwelling units. This evaluation has been conducted to summarize the anticipated traffic impacts associated with the proposed residential development.

EXISTING CONDITIONS

Existing traffic volumes in the area were researched from historical data provided within New Hampshire Department of Transportation's (NHDOT's) Transportation Data Management System (TDMS) database. NHDOT conducts a three-year traffic count program along Court Street north of Evergreen Road.¹ The most recent traffic counts collected and uploaded to the NHDOT traffic-volume database for this location were from June 2023 with the next counts planned for 2026. The NHDOT historical data are summarized in Table 1 and are provided in the Appendix.

¹ NHDOT TDMS, Court Street north of Evergreen Road, Keene. (Location ID: 82237081).

Table 1 – Existing Traffic Volume Summary

Location/Time Period	Daily Traffic Volume (vpd) ^a	Peak Hour Traffic Volume (vph) ^b	K-Factor (percent) ^c
Court Street north of Evergreen Road			
Weekday Daily	10,115	--	--
Weekday AM Peak Hour	--	837	8.3
Weekday PM Peak Hour	--	893	8.8

^a In vehicles per day (highest counted values).

^b In vehicles per hour (highest counted values).

^c Percent of average daily traffic occurring during the peak hour.

^d Traffic counts collected between Saturday, June 10, 2023, and Thursday, June 15, 2023 (Count Station 82237181).

The traffic volumes along Court Street north of Evergreen Road experienced the highest peak hour demands between 8:00-9:00 AM and between 3:00-4:00 PM. Many rural and urban roadways experience a K-factor that falls between 9.0 and 10.0 percent. The K-factor may exceed 10.0 percent for roadways with heavy peak traffic demand.² As shown in Table 1, the K-factors along Court Street are below the typical range (9.0-10.0), which suggests that traffic volumes along the Court Street corridor may have a relatively even distribution of traffic throughout the day or throughout a peak period that last more than 1 hour.

BUILD TRAFFIC VOLUMES

For purposes of this Traffic Assessment, the proposed development program evaluated consists of constructing 29 single-family homes with a full access driveway constructed on Court Street.

TRIP GENERATION

To estimate the volume of traffic to be generated by the proposed project, Institute of Transportation Engineers (ITE) trip rates were reviewed.³ Table 2 summarizes the ITE trip-generation estimates for the proposed residential development. The trip-generation calculations are provided in the Appendix.

² Dowling, Richard, et al. Planning and Preliminary Engineering Applications Guide to the Highway Capacity Manual. National Cooperative Highway Research Program Report 825, Washington, DC: National Academy of Sciences, 2016.

³ Institute of Transportation Engineers. Trip Generation Manual, 11th ed. Washington, DC, Sept. 2021.

Table 2 – Trip-Generation Summary

Peak Hour/Direction	Site Trips ^a
Weekday AM Peak Hour	
Enter	6
Exit	18
Total	24
Weekday PM Peak Hour	
Enter	20
Exit	11
Total	31
Saturday Midday Peak Hour	
Enter	19
Exit	16
Total	35

^a ITE Land Use Code 210: Single-Family Detached Housing for 29 dwelling units.

As shown, the proposed residential development is estimated to generate 24 vehicle trips (6 entering and 18 exiting) during the weekday AM peak hour, 31 vehicle trips (20 entering and 11 exiting) during the weekday PM peak hour, and 35 vehicle trips (19 entering and 16 exiting) during the Saturday midday peak hour.

In accordance with ITE methodologies⁴ and NHDOT general guidance,⁵ a development may result in a noticeable change in vehicular operations if the addition of site trips would increase peak hour traffic volumes at an intersection by 100 vehicles or more. Traffic increases less than this threshold could be attributed to the fluctuation of vehicles due to driver patterns that occur during a day, on different days of a week, or different months of a year. Based on standard traffic engineering practice and methodologies, the proposed development is not projected to meet this threshold during the weekday AM, weekday PM, and Saturday midday peak hours. Therefore, standard traffic engineering practice suggests that the proposed development would not be expected to result in noticeable impacts to the adjacent roadway system.

⁴ Institute of Transportation Engineers. Transportation Impact Analyses for Site Development: An ITE Proposed Recommended Practice. Washington, DC. 2010.

⁵ Bollinger, Robert E. Inter-Department Communication. New Hampshire Department of Transportation, Bureau of Traffic. 17 Feb. 2010.

SITE TRIP IMPACTS

For planning purposes, the site trips were evenly distributed through the Court Street site driveway intersection with 50 percent to/from the north and 50 percent to/from the south. Based on the trip-generation and distribution estimates for the proposed residential development, the proposed development would increase traffic volumes along Court Street north of the site in the range of 12 to 17 vehicles per hour (1 additional vehicle/3.5 to 5 minutes) and along Court Street south of the site in the range of 12 to 18 vehicles per hour (1 additional vehicle/3.3 to 5 minutes). Accordingly, standard traffic engineering practice suggests that the proposed residential development would be expected to result in negligible impacts to the adjacent roadway system.

SUMMARY OF FINDINGS

In summary, common traffic engineering practice suggests that the vehicular trips associated with the proposed 29 single-family homes would have negligible impacts to the adjacent roadway system during the weekday AM, weekday PM, and Saturday peak hours. The total site trips estimated for the proposed development do not meet the ITE and NHDOT 100 vehicle per hour increase threshold for which developments may have a noticeable impact.



RD

LSI Abolite® LED Standard Dome



OVERVIEW

Lumen Range	1,250 - 1,700
CCT	27/30/35/40/50K
Wattage Range	9.3 - 12.8

QUICK LINKS

[Ordering Guide](#)[Performance](#)[Dimensions](#)

FEATURES & SPECIFICATIONS

Construction

- Heavy gauge spun steel with a thermally cured high quality polyester powder coat finish.
- Integrated power supply built into the fixture allowing the RLM to be connected directly to line voltage.
- Manufactured in the USA

Optical System

- Available in 5000K, 4000K, 3500K, 3000K, and 2700K color temperatures
- Glass Globe required for outdoor applications
- Minimum CRI of 80

Electrical

- Standard Universal Voltage (120-277 Vac) Input 50/60Hz
- 0-10V dimming, 5% standard
- Operating Temperature -30°C to +50°C (-22°F to +122°F)

Installation

- Pre-wired with 96" leads standard.
- Optional 10' prewired cord set and canopy available in black and white
- Optional 10' prewired cord set, aircraft wire, and canopy available in black and white
- Fixed hub tapped for 3/4" NPT conduit.
- Not designed for uplight applications.

Warranty

- LSI luminaires carry a 5-year limited warranty. Refer to <https://www.lsicorp.com/resources/terms-conditions-warranty/> for more information.

Listings

- UL Listed
- Suitable for wet locations



COACH STYLE LANTERN

Post Top Mount



Features

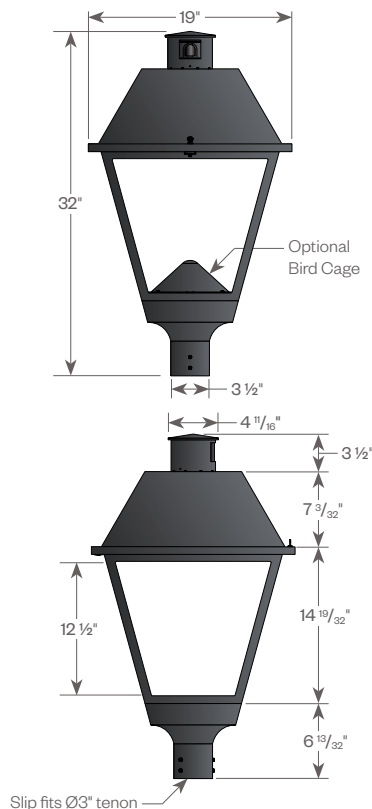
The Coach Style Lantern - Post Top (CSL-P) luminaire is a classically styled post-top lantern that offers a choice of several optical systems. Optional controls available.

Product Overview

Wattage:	24W, 44W, 60W, 79W
Lumen Output :	9,374 lm (79W, T2, 4000K)
Color Temp:	3000K, 4000K
Dimming:	0-10V dimming
Luminaire Weight (approx.):	18 lbs (8.1 kg)
Shipping Weight (approx.):	24 lbs (10.8 kg)

PROJECT:

TYPE:



Construction:

Die-cast aluminum housing ensures rigidity and longevity in application. The rooftop casting is hinged to the cage and utilizes tool-less hardware for ease of installation and maintenance.

Optical Module:

The luminaire utilizes up to four IP66 sealed optical modules consisting of a high performance LED board with an acrylic (TIR) lens to deliver maximum spacing and uniformity. A choice of Type 2 (T2), Type 3 (T3), Type 4 (T4), or Type 5 (T5), IES distributions are available with the scalability to meet application criteria. Custom configurations available.

Electrical:

- 12 LEDs per module
- LED Board Drive Current 530mA (Custom drive currents available)
- Universal input voltage 120-277 VAC (50/60Hz)
- Operational Temp: -40°C/40°C
- Power consumption up to 79W
- Series wired 20kV/10kA surge protector (Per ANSI C82.77-5-2015)
- 0-10V dimming is standard
- A 347V/480V option is available
- DLC listed

Light Distribution:

- Type II (T2)
- Type III (T3)
- Type IV (T4)
- Type V (T5)

CCT:

- 3,000K (30)
- 4,000K (40)

Photo Control:

A 3-pin twistlock photocell receptacle is standard.

- An optional rotatable 7-pin (7P) twistlock photocell receptacle is available.
- The 3-pin Twistlock photocell is an accessory and must be specified (TW-PCL).

Mounting:

Slip fits Ø3" tenon

Finish:

Durable thermoset polyester powdercoat finish in the following:

- Textured Black (TBK)
- Classic Bronze (CLB)
- Gloss Textured Bronze (GBZ)
- Gloss Textured Black (GTB)

Optional Lens:

- Textured Acrylic (TA)

Accessories:

- Bird Guard (BG)
- Backlight Shield (BLS) (available for T2, T3 & T4 distributions)
- Twistlock Photocell (TW-PCL)
- Shorting Cap (to bypass receptacle) (SC)
- Wireless control option

EPA: 1.61

(2.77 with optional lens)



Certain Restrictions Apply





Notification of Council Action - Reports to the Council by Boards and Commissions

From Terri Hood <thood@keenenh.gov>

Date Wed 3/5/2025 9:00 AM

To Minutes Staff Liaisons <MinutesStaffLiaisons@keenenh.gov>

 2 attachments (2 MB)

Communication - Councilor Haas.pdf; Council Action - Annual Reports Boards and Commissions.pdf;

SENDING ON BEHALF OF THE CITY MANAGER:

A communication was submitted to the City Council by Councilor Haas requesting that City boards and commissions provide an annual report of their activities to the City Council. At their meeting on January 16th, the City Council voted to recommend that this be voluntary for boards. If a board chooses to provide an annual report, it would be on a fiscal year basis and would be submitted on or around July 1. If a board determines they would like to provide a report to the City Council, this may be done in writing and distributed in Council mailboxes by the Staff Liaison, or a board may ask to be on the agenda of one of the Council Standing Committees to provide an oral update to the City Council.

Please add this to an upcoming agenda for each of the boards and commissions you provide staff support to, so they can determine whether they would like to participate by providing an annual report out to the City Council, and decide the content and format they would prefer for providing such a report. Again, this is voluntary. The communication from Councilor Haas is attached to provide context as to his request, and the Council action is included so it can be shared with your membership.



CITY OF KEENE NEW HAMPSHIRE

ITEM #D.6.

Meeting Date: January 16, 2025

To: Mayor and Keene City Council

From: Finance, Organization and Personnel Committee, Standing Committee

Through:

Subject: Annual Reports of Boards and Commissions

Council Action:

In City Council January 16, 2025.

Voted unanimously to carry out the intent of the report.

Recommendation:

On a 5-0 roll call vote, the Finance, Organization and Personnel Committee recommends that the City Council request that City Boards and Commissions submit an annual report to the City Council on or about July 1st, 2025.

Attachments:

None

Background:

Councilor Haas stated he is before the committee on behalf of the volunteers who serve on of the various City Boards and Commissions. He felt these individuals don't get the recognition and appreciation they deserve. He stated he would like to call for an annual report from these various Bodies, giving them a chance to bring forward their challenges, their goals, and how they can do a better job in advising the city.

The Councilor also suggested deleting from the website those public bodies that don't meet anymore, such as the Agriculture Commission. He asked to resurrect the City College Commission. He felt the same extends to Standing Committees. He felt this could be a one-page description of what they did and what they want to do.

The Manager stated she likes the idea of requesting an annual report, but wasn't sure it can be required based on different statutes.

Councilor Lake felt it was a good idea to get periodic reports from the committees. He asked what the process for requesting these reports would look like. The City Manager suggested a motion be made that the Council requests annual reports from Boards and Commissions – staff can then pass that message along.

Councilor Jones began by thanking Councilor Haas for recognizing the City College Commission which the Councilor stated he had served on. He stated during the tenure of Mayor Lane there was a

process to obtain such reports from Board and Commissions. Further, it is a process that worked in the past and he felt it is something that could be accomplished by staff and the Mayor.

The Manager stated she did speak with the City Clerk about this and added it was a process to request all Bodies to come before Council and that is not what staff is proposing here. What staff is proposing now is an annual report and if there is a committee that Council would like to hear from, they could be requested to attend a Council meeting. In addition, there could be a topic the Council is deciding on and would like input from a specific Board or Commission, staff could also coordinate that.

Mayor Kahn addressed the committee and stated he wanted to assure the public that the City has on its website is information regarding all its Boards and Commissions. He indicated that recommendations that need to reach the Council are being conveyed to the Boards and Commissions. He felt that if staff could obtain this information in a less labor-intensive manner that would be prudent. He also suggested adding an expected date as well. With respect to the City College Commission, he noted there is a lot of dialogue that goes on between the City and the college. It is an important part of the City. He stated the City Manager and Mayor meet with college staff frequently and the college will be presenting their master plan to the Planning Board later this month. He stated there is continuing dialogue that happens with the college regarding housing, neighborhoods – there is Keene Police Officer working on neighborhood issues.

The Mayor indicated if there is purpose, it will be brought back to the City Council because that charge was written in 2008; it is a dated charge and needs to be refreshed if there is going to be an ongoing effort.

Councilor Chadbourne made the following motion, which was seconded by Councilor Lake.

On a 5-0 roll call vote, the Finance, Organization and Personnel Committee recommends that the City Council request that City Boards and Commissions submit an annual report to the City Council on or about July 1st, 2025.

114 Jordan Road
Keene, NH 03431

December 17, 2024

Keene City Council
City Clerk Office
Keene, NH 03431

Council Agenda Item:
Request for Annual Reports

Honorable Mayor and City Council:

A strength of our local government and community capabilities are the twenty-six Committees, Commissions, and Boards that make up the advisory service to the City staff and Council.

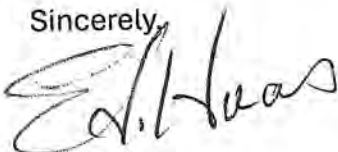
Unfortunately, many of these groups labor in quiet, without worthwhile public acknowledgement. Likewise, after a time some may have been concluded or no longer have relevance.

I ask the City Council to initiate a routine of each Commission, Board, or Committee presenting a brief annual report of their activities, accomplishments, challenges, and goals and ideas for the coming year. These reports could be as brief as desired by the submitters, and should be presented at a Council meeting, spaced out over the year for time efficiency.

The same annual reporting could at some time soon be extended to the Standing Committees as well as City departments.

I believe having this public forum will improve the visibility of the work done by these groups and will keep all Councilors aware of their accomplishments and goals.

Sincerely,

A handwritten signature in black ink, appearing to read "Ed Haas", written in a cursive style.

Ed Haas
Councilor-at-Large
603 633 8832



MEMORANDUM

TO: Planning Board

FROM: Community Development Staff

DATE: April 18, 2025

SUBJECT: Agenda Item 7.c – Potential Modifications to the Site Plan Review Thresholds for Residential Projects

Recommendation:

To provide staff with guidance on the appropriate planning review thresholds for residential projects.

Background:

The Planning Board's [Site Plan Review Thresholds](#) are detailed in Section 26.12.3, sub-section A of the Land Development Code. There are three levels of review: **Major Site Plan** (reviewed by the Planning Board), **Minor Site Plan** (reviewed by the Minor Project Review Committee), and **Administrative Planning Review** (reviewed by Community Development Director or their designee). The thresholds for Major and Minor Site Plan review are shown in the following table. Any proposal that does not meet the threshold for a Minor Site Plan would be reviewed administratively by staff, unless exempt from planning review altogether.

At the March 24, 2025 Planning Board meeting, the Board discussed the possibility of creating thresholds for residential projects based on the number of new units proposed. Currently, any project that involves three or more units could require planning review, depending on the nature of the proposal.

For example, a proposal to add an addition to a 2-unit residential building that would increase the size of the building by 15% or more would require Major Site Plan review, whereas an internal conversion of a large single or two-family dwelling into a three-family dwelling may only require administrative review. A conversion of commercial space to residential apartments may also only require administrative review based on the Board's Site Plan Review thresholds, regardless of the number of units. An example of this is the change of use for the Colony Mill apartments on West Street, which were reviewed administratively by staff due to an overall decrease in site impacts. Staff are looking for guidance from the Board regarding the appropriate level of review for residential projects based on the number of dwelling units proposed.

MAJOR SITE PLAN	MINOR SITE PLAN
New buildings or structures greater than 5,000 sf gross floor area	New buildings or structures between 1,000 - 5,000 sf in gross floor area
Additions greater than 15% of the gross floor area of existing building	Additions between 10-15% of the gross floor area of existing building
Increase of 100 vehicle trips per day or 50 per peak hour	
Installation of impervious surfaces exceeding 10,000 sf in area	Installation of impervious surfaces 10,000 sf or less in area (as determined by Community Development Director based on proposed impacts)
Land disturbance that impacts 1-acre or greater of land	Land disturbance that impacts less than 1-acre or greater of land (as determined by Community Development Director based on proposed impacts)
Modifications to site or building that warrant major site plan review (as determined by Community Development Director based on proposed impacts)	Modifications to site or building that warrant major site plan review (as determined by Community Development Director based on proposed impacts)
Change of use (as determined by Community Development Director based on proposed impacts)	Change of use (as determined by Community Development Director based on proposed impacts)