**City of Keene Planning Board**

**AGENDA**

**Monday, October 27, 2025 6:30 PM City Hall, 2nd Floor Council Chambers**

## A. AGENDA ITEMS

1) **Call to Order** – Roll Call

2) **Minutes of Previous Meeting** – September 26, 2025 & September 29, 2025

3) **Final Vote on Conditional Approvals**

4) **Extension Request**

   a) **PB-2025-06 – Cottage Court Development, Surface Water Protection Conditional Use Permit, & Major Site Plan – Guitard Homes, 0 Court St** – Applicant Fieldstone Land Consultants PLLC, on behalf of owner Guitard Homes LLC, requests a first extension to the deadline to satisfy the precedent conditions of approval for the proposed 29-unit single-family Cottage Court Development on the undeveloped lot at 0 Court St (TMP #228-016-000). The parcel is 9.7-ac in size and is located in the Low Density District.

5) **Boundary Line Adjustment**

   a) **PB-2025-19 – 35 & 39 Kendall Rd – Boundary Line Adjustment** – Applicant Mrs. Ashley Fetchero, on behalf of owner Mr. & Mrs. John Fetchero and Mr. Charles Henry, proposes to transfer ~0.09-ac of land from the ~0.58-ac parcel at 35 Kendall Rd to the ~0.45-ac parcel at 39 Kendall Rd (TMP#s 540-013-000 & 540-012-000). The parcels are both located in the Low Density District.

6) **Public Hearings**

   a) **Request to Revoke PB-2024-08 – Cottage Court Conditional Use Permit – Townhomes, 15 Colony Ct** - Per NH RSA 676:4-a, applicant and owner POMAH LLC, proposes to revoke the Planning Board approval of a Cottage Court CUP, PB-2024-08, to construct a two-unit building on the parcel at 15 Colony Ct (TMP# 535-012-000) as the two units are now allowed by right. The parcel is 0.18-ac in size and is located in the Medium Density District.

   b) **PB-2025-17 – 5-Lot Subdivision – Markem Image, 150 Congress St** – Applicant Fieldstone Land Consultants PLLC, on behalf of owner Markem-Imaje Corporation,

proposes to subdivide the existing ~31-ac parcel at 150 Congress St (TMP #598-002-000) into five lots that will be ~0.17-ac, ~3.52-ac, ~4.08-ac, ~6.40-ac, and ~17.69-ac in size. The parcel is located in both the Industrial Park & Conservation Districts.

c) **PB-2025-20 – Major Site Plan – Solar Array – 0 Rose Lane** – Applicant Rose Lane Solar LLC, on behalf of owner the City of Keene, proposes to construct a medium-scale ground mounted solar array on the parcel at 0 Rose Lane (TMP# 113-002-000). A waiver has been requested from Section 21.6.2.C.3 of the Land Development Code related to the required screening for supplementary mechanical equipment. The parcel is ~13.2-ac in size and is located in the Industrial District.

d) **Amendments to the Planning Board Regulations:** The Planning Board proposes to amend the site plan review thresholds in Section 26.12.3.A of the Land Development Code. The proposed changes include the creation of thresholds for commercial and multifamily street access permits, a modification to the threshold for new additions, and the creation of a threshold with regard to the number of new residential units proposed.

7) **Staff Updates**

8) **New Business**

9) **Upcoming Dates of Interest**
- Joint Committee of the Planning Board and PLD – November 10th, 6:30 PM
- Planning Board Steering Committee – November 10th, 12:00 PM
- Planning Board Site Visit – November 19th, 8:00 AM – To Be Confirmed
- Planning Board Meeting –November 24th, 6:30 PM

## B. MORE TIME ITEMS

1. Training on Site Development Standards – Screening

## C. ADJOURNMENT

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

# PLANNING BOARD MEETING MINUTES

**Monday, September 26, 2025** **6:00 PM** **Council Chambers, City Hall**

**Members Present:**
Roberta Mastrogiovanni, Vice Chair
Councilor Michael Remy
Sarah Vezzani
Armando Rangel
Kenneth Kost

**Staff Present:**
Mari Brunner, Senior Planner

**Members Not Present:**
Harold Farrington, Chair
Mayor Jay V. Kahn
Ryan Clancy
Randyn Markelon, Alternate
Michael Hoefer, Alternate
Tammy Adams, Alternate
Stephon Mehu, Alternate
Joseph Cocivera, Alternate

Vice-Chair Mastrogiovanni called the meeting to order at 6 PM and a roll call was taken

## I) Motion to Rehear

**PB-2024-20** – A Motion to Rehear PB-2024-20 relative to a Major Amendment to an Issued Earth Excavation Permit for the properties located at 21 and 57 Route 9 in Keene has been submitted by James Manley of Sullivan, NH.

Senior Planner, Mari Brunner, stated this issue is something that the Planning Board is not familiar with. Ms. Brunner stated Staff have reviewed this item with legal counsel to put together a memo for the Board outlining the standard of review for this evening. She noted this is not a public hearing. This is a meeting for the Board to decide whether or not there is reasonable basis for scheduling a rehearing. Ms. Brunner noted State Statute RSA 155-E:9 is the statute that addresses appeals, which also references RSA 677:3. Both of these RSAs set the standard as to whether the Board's decision was unlawful or unreasonable. She stated, in consideration of the motion for rehearing, the Board should review whether the motion has set out facts of law that the Planning Board has overlooked or misapprehended. The Planning Board should only grant a rehearing if the requester could demonstrate that the Planning Board committed technical error

or that there is new evidence that was not available at the time of the first hearing. Ms. Brunner noted that to assist with this analysis, there are four questions outlined in the Board's packet.
1. Is there new evidence that is being offered that the requesting party could not have had available to them through reasonable diligence at the last hearing?
2. Is there a legal standard that was misapplied?
3. Was there evidence or facts that were misstated or misunderstood?
4. Were there factual determinations made for which there was no written evidence or testimony provided in support?

Ms. Brunner continued by stating that there was a response to the motion for a rehearing that was submitted by the attorneys for the applicant, G2 Holdings, and then a subsequent response to that response was submitted by the petitioner, Mr. Manley, through his attorney. This information has been provided to the Board but noted it was only provided to the Board a few minutes ago. Ms. Brunner added representatives from both entities are here this evening, should the Board wish to hear from them, but the Board is not compelled to do so as this is not a public hearing.

Councilor Remy stated the initial response letter calls into question the standing of the individual requesting the motion for rehearing and their right to ask for a motion for rehearing because they are not an abutter in the City of Keene. Mr. Remy asked whether staff had any comment on that. Ms. Brunner stated her understanding is RSA155-E:9 states that *any interested person affected by such decision may appeal to the regulator for hearing on such decision or any matter determined thereby*. In this instance, the person who submitted the appeal is a direct abutter to the overall property. The property is bifurcated by a town line, so they are not a direct abutter to the portion of the property that is in Keene. She stated this is something for the Board to consider.

Ms. Vezzani agreed the language is vague with reference to interested party and perhaps it is designed as such so that the interested party would be just that.
With respect to the response to the response, the narrative indicates they are an interested person and they explain.

Vice-Chair Mastrogiovanni stated the other option would be to listen to the parties.

Vice-Chair Mastrogiovanni asked where Sullivan stands on this project. Ms. Brunner stated Sullivan's public hearing is not until around October 15. The Vice-Chair asked what impact the Sullivan decision has on Keene's decision. Ms. Brunner stated the Sullivan decision would impact the portion of the expansion that is proposed to be in the Town of Sullivan, and it would not impact the portion that is in Keene. The applicant can get to the portion that is within Keene from Keene. The inverse is actually not true, because the portion of property that is in Sullivan cannot be accessed unless you go through the portion of the property that is in Keene. The Vice-Chair asked if Sullivan was to not vote in favor, then what happens to regional impact.
Ms. Brunner stated, in that instance, the applicant would have to keep their operation just on Keene's side.

Mr. Kost referred to the response to the response. Specifically, Mr. Manley states that G2 erroneously relies on a standard of requirements from RSA 677, rather than RSA 155-E:9. Mr. Manley indicated he does not have time to read and find out which one really matters. Ms. Brunner explained RSA 155-E is the section of State Code that deals specifically with earth

excavation operation. This is the portion of State Statute that regulates and gives the Planning Board the authority locally to regulate earth excavation operation. Within the earth excavation regulations, section RSA 155-E:9 is the paragraph that deals with appeals. It references the procedures specified in RSA 677:4-15.
The point that is being made here is that it does not reference RSA 677:2. She indicate the complicating factor is that if you go to RSA677:4-15, there is a reference to RSA 677:2, which is very common in State statutes—they often cross reference each other.
Staff look to RSA 155-E:9 in which it states that any *interested person has standing to appeal.*

Vice-Chair Mastrogiovanni stated, absent legal advice, she felt the abutter appears to have the right to appeal according to these statutes. Councilor Remy referred to RSA 677:4, which identifies that this person didn't have standing, and refers back to RSA677:2, which he felt was a circular reference error, but RSA155-E:9 does tie back to RSA 155:2.

Ms. Vezzani asked to clarify if the statutes refer to *any interested party,* why is a hearing not automatically granted when an interested party asks for a hearing. She asked whether each one of the four questions need to be reviewed by the Board to grant a rehearing.

Mr. Kost noted the Board went through intense engineering studies, which were technical in nature, but the Board went through that and came up with a vote. Nothing in those engineering studies will change as those have been reviewed and voted on. He stated, when he looks at what is summarized in the motion—dust, noise, vibration—and determined would likely have an impact on abutters, visual impacts could perhaps be reviewed again. He continued by stating if vehicle trips were more than the agreed number, the applicant would have to go back to the City for review. Mr. Kost added, if this project was in visual Zone 1 and 2, it would have been of concern to him, but the project is in Zone 3, which the Board determined as being of least importance. He agreed the visual impact would change and overtime there will be cliffs. He stated he cannot see a reason that would require a rehearing.

Ms. Vezzani agreed she could not think of any new evidence or facts that were misunderstood.

Councilor Remy echoed what Mr. Kost stated.

Mr. Rangel stated the Board did cover many of these points but did not feel the application addressed all of them. He did not feel the application addressed loss to property values that property owners will experience because of this project. They did address monitoring of vibration, but there is still going to be a lot of noise that wasn't addressed. Traffic was addressed to a certain extent, but there is a difference of opinion as to whether or not those trips were accurate. With respect to visual impacts, this was also discussed to a certain extent, but there is going to be lasting effects from this this project, which the public is not happy about.
He felt the original application did not address all these concerns.

Councilor Remy stated the Board is not here today to vote on whether it agrees with the decision it originally made. What is being discussed is if there was something new that has been brought forward that was missed that the Board didn't talk about, which would be a cause for a rehearing. The Board did discuss the view; there isn't new information that has been brought forward. A decision would be based on the same information that is in front of the Board today.
Mr. Remy stated the same is true with noise.

Mr. Remy continued by addressing property values. There were scientific studies submitted by the applicant for the property values component and a letter from a local real estate agent. Taking those expert opinions into consideration is how the Board was required to make its decision. He agreed there are many in the public that don't necessarily like the decision that was made. The Councilor stated he does not see any new information presented tonight that would require a re-hearing to be granted.

Ms. Brunner stated there are two considerations that the Board should review. The first is whether or not there is new information the Board missed. The Board is doing a good job covering that.
The second is whether or not the Board made any mistakes. This is an opportunity, if the Board feels there were errors made, to correct them. If the Board feels this is what has happened, the Board has the ability to limit the rehearing to that one topic.

The Vice-Chair asked if the Board feels there has been any new evidence provided. Ms. Vezzani stated she does not see any new evidence; however, to Mr. Rangel's point, the misstated or misunderstood portion of the application is something she felt the Board should discuss.
She referred to the first motion for a rehearing on page five, which calls into question whether or not focus has been placed on protecting the health, safety and welfare of residents of Keene as well as Sullivan. Additionally, the narrative questions whether or not the Board violated this issue by voting to approve the project. She stated she wasn't sure how to address this item for Mr. Manley.

Vice-Chair Mastrogiovanni asked how the Board feels making these legal decisions.
Mr. Kost, in response, stated he did not feel comfortable, but there is a lot of information the Board might not be acting necessarily on as a legal issue. The Board could be looking at whether the Board might have missed something or made a mistake. The Vice-Chair asked Ms. Vezzani to define the items she would like the Board to discuss. Ms. Vezzani referred to the motion, which discusses the Board violating its own regulations:

*The Planning Board should not grant approval for an excavation permit in the following instances: Health, safety and welfare under Article 25 of the LDC – (*page five, paragraph 2) *Potential hazard to human health, safety and welfare. The environment caused by adverse impacts associated with an excavation project.*

Ms. Vezzani felt the Board leaned on the experts and added many additional stipulations for this particular application. She felt the Board addressed them all, but it was important to discuss them again.

Mr. Kost stated how he understands Mr. Manley's request is that Mr. Manley is stating that the applicable standard does not require an actual hazard, but rather a mere potential of a hazard to require denial. Mr. Kost felt anything we do could be a hazard, such as crossing the street.
He felt this was an impossible standard.

Ms. Vezzani asked for Article 25 of the LDC. Councilor Remy stated Article 25.2 refers to Prohibited Projects: *The planning Board shall not grant approval for earth excavation permit in the following circumstances.*

Article 25.2.B *when all necessary local, state and federal permits have not been obtained.*
25.2.C *when the issuance of a permit would represent a potential hazard to human health, safety and welfare, or to the environment caused by adverse impacts associated with the excavation project.*
25.2.E *when the existing visual barriers in the area specified under NH RSA 155-E:3 would be removed except to provide access to the excavation*. The Councilor noted the applicant is not removing the front visual barrier.

Mr. Kost stated dust control was addressed and how that was going to be managed. He added vibration and other hazards were also addressed.

Councilor Remy asked if the Board was ready to make a motion if the item needs to be opened for public comment. Mr. Brunner stated this was entirely at the discretion of the Board.

Ms. Vezzani stated she did not need any more information to move forward but wanted to make sure the items were addressed and felt the Board has done so.

Vice-Chair Mastrogiovanni clarified that the Board was comfortable that the four topics were discussed. She asked whether the Board feels all legal standards have been met, including the following:
Were there any facts or evidence that were misstated or misunderstood?
Were factual determinations made where there was no written evidence or testimony provided in testimony?
She stated if the Board does not have an objection to what she has outlined, then a motion could be made.

Councilor Remy asked for a roll call vote.

A motion was made by Councilor Remy that the Planning Board deny the motion for rehearing for PB-2024-20 relative to a major amendment to an issued Earth Excavation Permit for the properties located at 21 and 57 Route 9. Upon review of the request for rehearing and arguments raised therein, the Board determined there were no points of law or fact misunderstood or misapprehended. The Board did not commit any technical errors and there was no new evidence presented that was not available to the moving party at the time the Board issued its decision.
The motion was seconded by Sarah Vezzani.
The motion carried on a 5-0 roll call vote.

## II) MORE TIME ITEMS

1) Potential Modifications to the Site Plan Review Thresholds
2) Training on Site Development Standards – Snow Storage & Landscaping

## III) Adjournment

There being no further business, Vice-Chair Mastrogiovanni adjourned the meeting at 6:38 PM.

Respectfully submitted by,
Krishni Pahl, Minute Taker

Reviewed and edited by,
Emily Duseau, Planning Technician

# City of Keene
## New Hampshire

## PLANNING BOARD
## MEETING MINUTES

**Monday, September 29, 2025** **6:30 PM** **Council Chambers, City Hall**

**Members Present:**
Mayor Jay V. Kahn
Councilor Michael Remy
Sarah Vezzani
Ryan Clancy
Kenneth Kost
Michael Hoefer, Alternate
Stephon Mehu, Alternate
Joseph Cocivera, Alternate

**Staff Present:**
Mari Brunner, Senior Planner
Evan Clements, Planner
Megan Fortson, Planner

**Members Not Present:**
Harold Farrington, Chair
Roberta Mastrogiovanni, Vice Chair
Armando Rangel
Randyn Markelon, Alternate
Tammy Adams, Alternate

### I) Call to Order – Roll Call

Senior Planner, Mari Brunner, stated the Chair and Vice-Chair were not present today and asked that the Board nominate a Chair Pro-Tempore. She indicated she had contacted Councilor Remy and he has agreed to act in this role. Stephon Mehu was invited to join the session as a voting member.

A motion was made by Ryan Clancy that the Planning Board nominate Michael Remy as Chair Pro-Tempore for today's meeting. The motion was seconded by Kenneth Kost and was unanimously approved.

Chair Pro-Tempore Remy called the meeting to order at 6:30 PM and a roll call was taken. The Board welcomed the new Alternate, Joseph Cocivera.

### II) Minutes of Previous Meetings – August 25, 2025 & September 8, 2025

A motion was made by Kenneth Kost to approve the August 25 and September 8 meeting minutes. The motion was seconded by Mayor Kahn and was unanimously approved.

**III) Final Vote on Conditional Approvals**

Chair Pro-Tem Remy 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 Staff whether there were any items ready for final approval.

Ms. Brunner stated there were two applications that are ready for final approval this evening. The first one is PB-2025-16 for 124-126 Eastern Avenue and 130 Eastern Avenue. This is a boundary line adjustment application. This project had four conditions precedent to final approval, which includes the owner signatures appear on the proposed BLA plan, submittal of two mylar copies of the plan, submittal of a check to cover recording fees, and inspection of the lot monuments. All conditions have been met.

A motion was made by Mayor Kahn that the Planning Board issue final site plan approval for PB-2025-16. The motion was seconded by Kenneth Kost and carried on a unanimous vote.

The second applications is PB-2025-15 for 429 Elm Street. This is a Cottage Court development application. There were two conditions precedent, including the owner's signature appears on the site plan and submittal of five paper copies and one digital copy of the site plan. Those conditions have been met.

A motion was made by Mayor Kahn that the Planning Board issue final site plan approval for PB-2025-15. The motion was seconded by Kenneth Kost and carried on a unanimous vote.

**IV) Public Hearings**

a) **Appeal of Decision on Street Access Permit Exception Request – 15 Crestview St –**

Applicants and owners, Christopher Jager & Brittany Hill, are requesting an appeal of a denied Street Access Permit exception request from Section 23.5.4.A.8 of the Land Development Code related to the allowed driveway width for single- and two-family homes. The parcel is 0.22-ac in size and is located in the Low Density District.

A. Board Determination of Completeness

Planner, Megan Fortson, stated the applicant has not requested any exemptions from the submittal items as part of this application. Planning Staff recommend that the Planning Board accept the application as complete.

A motion was made by Mayor Kahn to accept this Application as complete. The motion was seconded by Stephon Mehu and was unanimously approved.

B. Public Hearing

Mr. Chris Jager of 15 Crestview Street addressed the Board with reference to a street access exception. Mr. Jager stated his proposal is to the south side of the garage where he is proposing an extension of the driveway. He stated this is to provide for another parking spot when the winter snow ordinance goes into effect. He noted the extension will be kept within the property line.

Mr. Clancy noted that staff are recommending that this section be squared off and asked why the applicant is requesting that it be angled. Mr. Jager stated he had submitted a few different proposals; for example, his first proposal was to go to the left of the driveway, but there were certain zoning issues with that proposal. The angle design was based on the City Engineer's thoughts at one point, but he added he was not opposed to squaring off that section. He added with squaring off that section, there was also a concern with a right-of-way in the section.

The Mayor felt the three-foot side set back seems narrow and asked for the applicant's comment.

Mr. Jager stated the boundary line is further back from where they are planning to locate the driveway, which would approximately be six feet from the property line.

Staff comments were next. Planner, Megan Fortson, addressed the Board and stated the Board, under State Statute, has the authority to review driveway permit applications. In Keene, this is referred to as "Street Access" or "Curb Cut" applications. A number of years ago, this authority was delegated to the City Engineer for single-family and two-family homes, along with curb cuts that are approved for temporary use. The applicant has submitted a Street Access Permit application for widening his existing driveway to the north, in between where the house and the breezeway are located. Ms. Fortson stated this application had a few issues with it; for example, it did not comply with the necessary zoning requirements under Article 9 of the Land Development Code. It also was not approved by the City Engineer's office, because they did not feel that it complied with the Street Access Standards in Article 23 of the Land Development Code. Hence, this is the reason the applicant is before the Board tonight. The applicant has decided to appeal the decision in accordance with Section 27 of the Land Development Code.

Ms. Fortson went on to say the parcel itself is located at the corner of Crestview Street and Phil Lane and is about 0.22 acres in size. The parcel is located in the Low Density District. The existing parcel is developed with a single-family home, a breezeway and a structure on the southernmost part that was formerly a garage, which the prior property owner converted into what is now an enclosed porch.

The specific standard that the property owner is requesting an exception from is to allow for a driveway that is wider than 20 feet at the property line. Ms. Fortson explained this is where the parcel intersects with the road. Ms. Fortson stated the applicant is requesting this review before the Planning Board, and the Board will be reviewing it as though it is a completely new application.

With respect to regional impact, this is something the Board will need to deliberate. The only departmental comments received relevant to this application were from City Engineering Staff. The City Engineer has pointed out that the proposal doesn't comply with the relevant width standard and did not feel the proposal met the specific exception criteria, which is similar to someone requesting a waiver. One of those criteria is that there has to be some sort of unique characteristic or hardship of a property that is being used as a reason to grant this exception. The City Engineer did not feel that was demonstrated as part of this proposal and it will be up to the Board to make that determination.

With respect to the specific driveway design standards under Article 9 of the Land Development Code, the driveway design standards an applicant is required to be able to cite is an 8-foot wide

by 18-foot parking space and that parking spot has to be at least three feet from the side property line. That standard appears to be met.

The other requirement that has to be met as part of the standard is that the parking space has to be located either behind the front setback,15 feet in the Low Density District, or behind the front building line. The applicant is proposing to start the parking space directly adjacent to his enclosed porch. That standard appears to be met.

The surface material is proposed to be asphalt or some other equivalent material, and the applicant would finalize this once a contractor has been hired.

There are no grading or drainage measures proposed. That standard is not applicable.

The driveway is shorter than 300 feet in length and less than 15% in grade. Hence, the long driveway and steep slope standards are not applicable.

Ms. Fortson continued by addressing Article 23 of the Land Development Code. Ms. Fortson noted these are the standards specific to public infrastructure. The standard states that if the driveway is going to cross a sidewalk, that sidewalk has to be reconstructed to City standards. There is no disruption of an existing sidewalk proposed. This standard is not applicable.

Street Access – The standard states the street has to be placed so as to ensure that vehicles have a safe sight distance of 200 feet in all directions. This standard is not applicable because the applicant is not proposing a new driveway.

Drainage – None is proposed, hence there is no concern with respect to blocking the flow of drainage, gutters, drainage ditches or pipes.

Ms. Fortson noted the most applicable standard falls under Section 23.5.4.A.8 of the Land Development Code, which states that you can have an up to 20-foot wide driveway at your property line and then closer to the road it can be up to 30-feet wide. The property owner is looking to add 2 feet of pavement to his existing 28-foot-wide driveway, in which it intersects with the road, and then extend it to about 41 feet wide, where the new parking space will start. The City Engineer has requested that the driveway be squared off so that cars are not trying to go into the driveway and then make a turn. His concern is that cars will drive over grass and damage that area of grass that is not paved off.

Ms. Fortson referred to Section 23.5.6:
*The issuance of the exception shall not adversely affect the safety of pedestrians, bicyclists and vehicles using adjacent streets and intersections.*

*The issuance will not adversely affect the efficiency and capacity of the street or intersection.*

*There are unique characteristics of the land, which present a physical hardship to the requestor.*

*In no case shall financial hardship be used to justify the granting of the exception*.

Ms. Fortson stated the hardest criteria to meet is trying to identify if there are really unique characteristics of the land, which presents a physical hardship. She asked that the Board consider the fact that one of the parking spaces was taken away by a previous property owner when the garage was converted into livable space. Another thing to think about is the fact that when this house was constructed, the house was located on a diagonal, which limits the number of locations where you can locate another curb cut that complies with the zoning ordinance. This concluded Staff comments.

Mr. Hoefer noted the parking space has to be 18 feet long and asked if this could be in the right-of-way. Ms. Fortson answered in the negative. She stated this is already non-conforming and the applicant is trying to make it more conforming, which is why he is proposing to widen the parking space to south, so he can get into the driveway that complies with the requirement and locate the parking spot next to his garage.

The Chair Pro-Tem asked for public comment next.

Mr. Bradford Hutchinson addressed the Board and noted he is a candidate for the 2025 Mayoral race. He stated he is always interested when a resident wants to improve their property. He apologized to the applicant on behalf of the City for additional hardship he felt the City was imposing on Mr. Jager. He referred to the aerial view and noted this is a corner property and the house is constructed at an angle and the garage appears to have been added long after the house was constructed. He felt this is an unusual layout.

Mr. Hutchinson stated his issue with zoning are all the rules that are imposed on a property owner. He felt there was too much red tape for property owners to maneuver through and asked Staff to try and work with this property owner. With no further comment, the Chair Pro-Tem closed the public hearing.

Mr. Clancy stated, in addition to the unique characteristics of this property and the property also being a corner lot, he appreciated the applicant working with City Staff and moving that driveway away from the intersection.

The Chair Pro-Tem noted to a letter from a neighbor acknowledging the distance at this location.

Mr. Kost stated he likes that the driveway is narrower at the curb, which provides for less paving and was also relieved that the neighbor was is support of this request.

The Chair Pro-Tem noted the other side of the house has a steep drop down to the road, which is another condition that makes it difficult to park a car on that side.

Mr. Hoefer stated he was in support of this application and added this is exactly what the process is supposed to be. The City has standards, and a homeowner always has the ability to challenge a decision.

The Chair Pro-Tem stated Staff is required to be very literal with respect to their translation and the intent of this Board is to help understand where those lines are supposed to be.

C. Board Discussion and Action

A motion was made by Mayor Kahn that the Planning Board grant an exception from Section 23.5.4.A.8 of the Land Development Code to allow for a driveway width greater than 20' at the property line.

The motion was seconded by Stephon Mehu and was unanimously approved.

A motion was made by Mayor Kahn that the Planning Board approve the Street Access Permit for the expansion of the driveway at 15 Crestview Street with the following condition:
1. Following the completion of construction, a final inspection shall be performed by the City Engineer, or their designee, to ensure that all work was completed in accordance with the driveway design standards in Article 9.3 of the LDC, Street Access Standards in Article 23.5.4.A of the LDC, and all other applicable City of Keene regulations.

The motion was seconded by Stephon Mehu and was unanimously approved.

The Chair Pro-Tem noted this is a condition subsequent.

b) **PB-2025-18 – Major Site Plan – Change of Use – Key Road Plaza, 109-147 Key Rd** – Applicant Anagnost Companies, on behalf of owner Key Road Development LLC, proposes to convert ~61,526-sf of existing retail space in the Key Road Plaza development into a charitable gaming facility for Revo Casino & Social House. The parcel is ~5.8-ac in size and is located at 109-147 Key Rd (TMP #110-022-000) and is located in the Commerce District.

A. Board Determination of Completeness
Planner, Evan Clements, stated this application is a proposed change of use within an existing 61,526 square foot retail building; however, the proposed change of use is only going to be approximately 15,000 square feet.

With respect to completeness, the applicant has requested an exemption from submitting separate existing and proposed condition plans, elevations, drainage report, soils, screening, architectural and visual analysis, historic evaluation, and other technical reports. 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 Mayor Kahn to accept this application as complete. The motion was seconded by Stephon Mehu and was unanimously approved.

B. Public Hearing.
Chair Remy noted that this project received a variance from the Zoning Board of Adjustment and asked for Staff comment on that item. Mr. Clements stated this project received a variance from the Zoning Board Adjustment for the use to be located within 250 feet of the property line of a residential use.

B. Public Hearing
Applicant Dick Anagnost, CEO of Anagnost Companies, addressed the Board. He stated he was also the manager and owner of Key Road Development LLC, a partner, and a tenant as well. Mr.

Anagnost stated they have been in the charitable gaming business for approximately 27 years in New Hampshire and in Keene for a little close to 20 years. They also have facilities in Lebanon, Conway, Manchester, Dover and soon to be operating in Berlin.

He stated they have their own security company and they are a voluntary 21 and older facility. State law provides for 18 and older access, but based on the liquor laws, they have voluntarily converted it to a 21 and older facility. Security checks all IDs at the door to make sure this is enforced. All entrances to the facility, for security reasons, are through the front door. There are no other access points, other than exits for fire purposes, within the facility.

He noted employees, as well as owners, undergo thorough security check by the Lottery Commission and Attorney General's Office. Everybody has ID badges that have to be current. State law in New Hampshire provides no complimentary alcohol served in these facilities, which he felt was an issue. Mr. Anagnost stated they are often called a casino because they approach the industry in the same manner as a casino, but, technically, this is a charitable gaming facility. They do not have a gambling license, but rather they are facilitators and have an operator's license. The operator's license allows them to affiliate with charities that would actually have the gaming license and would benefit significantly from the operation that goes on.

Mr. Anagnost stated the State requires them to have state-of-the-art security systems. They have accounting and auditing systems and are checked regularly by oversight, which is the Lottery Commission. He noted that they have served countless charities in Keene: Keene Kiwanis, Keene Montessori School, Keene Baseball Club, Society for the Protection of New Hampshire Forest, Keene Senior Citizens, Keene Lions Club, Keene Rotary. With that he turned the presentation over to their engineer, Chad Brannon.

Chad Brannon from Fieldstone Land Consultants addressed the Board. Mr. Brannon stated they are before the Board seeking a site plan approval for a change of use to permit a charitable gaming facility over tax map parcel 110-22. The portion of the plaza that this charitable gaming facility is proposed to be located is at 133 Key Road. This proposal would relocate Revo Casino and Social House from their current downtown location at 172 Emerald Street to this Key Road location where the current Toy City businesses is located.

He noted the subject property, and all abutting properties, are situated in the Commerce District, where charitable gaming is a permitted use. Key Road is also one of the few roads in the City that charitable gaming is permitted. Mr. Brannon went on to say that the subject property consists of about 5.8 acres of land and is currently a fully developed site. It is a Plaza consisting of about 61,526 square feet of building space with associated site improvements. The property is currently occupied by a number of tenants; for example, The Department of Health and Human Services Keene District Office, Keene Cinemas, Toy City, Sherwin-Williams Paints, Enterprise Comics, and Oriental Rug Works. He noted a majority of the surrounding uses are commercial, such as Brown Computer Solutions, Hampton Inns and Suites, and Autex Mazda dealership. There is also the commercial shopping plaza to the east, where Staples is located, as well as a number of other tenants. There are multifamily residential buildings situated to the north, behind the commerce district.

Mr. Brannon stated part of the code, which was revised in around 2023, is Section 2.3.2.I2. The section deals with use standards relative to charitable gaming facilities. Mr. Brannon felt this

facility meets all the use criteria within that section and specifically with the zoning relief they were able to obtain earlier this month.

Mr. Brannon explained the proposed gaming facility will have a gaming floor space that exceeds 10,000 square feet, which is one of the requirements. The change of use in total is about 15,000 square feet in size, but it does include a restaurant component, storage and office areas.
The charitable gaming facility will not be located within 500 feet of another facility. It will not be located within 250 feet of a place of worship, child day care center, or a public or private school. The facility will also not be within 250 feet of a residential zoning district. He noted they are situated within 250 feet of a residential property, which did require relief under a Subsection 2.C2, and the applicant was able to successfully obtain that relief at the Zoning Board meeting on September 2nd, 2025. He added this relief was required because the existing building is situated approximately 65 feet from the closest adjacent property line where there is a residential property—a multifamily development. He noted the charitable gaming facility would be located approximately 170 feet from the existing multifamily residential building at the rear.
The main entrance of the facility is furthest away from the residential property. Hence, the majority of the site activity will be buffered by the existing building.

Mr. Brannon went on to say a change of use inherently comes with some site plan modifications to accommodate the use and some upgrades to the existing features on site. It is changing from a retail use to a mixed-use that includes charitable gaming facility with about 180 gaming stations. The footprint for the gaming facility would be over 10,000 square feet.
There is also a planned 75-seat restaurant located within that 15,000 square foot area, and 1000 square feet of storage and office area.

To accommodate this change of use, the applicant is proposing some minor modifications to the site. They are looking to re-stripe some of the existing paved areas. They are not proposing any pavement expansion. The improvements consist of restriping about 45 parking spaces. In addition, the applicants propose upgrading some of the existing lighting along the rear of the building where there will be only employee parking permitted. The upgrades would consist of installing about seven building mounted lights under the current lighting plan.

The applicant is also proposing improvements to screening along the rear of the building, and they are proposing a 190-foot vinyl stockade fence at the rear of the site, which will be adjacent to the parking area. The loading dock will also be screened. Mr. Brannon stated, because they are adding 45 parking spaces to the site, landscaping improvement has to be incorporated. The applicant is proposing five oak trees on the site to address that criteria.

Mr. Brannon next addressed the Planning Board Development Review Standards. The applicant feels they meet all applicable criteria. He added they have no objections to the conditions of approval out lined in the Staff Report.

Mr. Clancy asked about the three oak trees in the parking lot area; specifically, he called attention to the tree in the middle and expressed concerns about viability. Mr. Brannon stated the trees in the parking lot along Key Road were located in the existing landscape island, considering the existing utilities on the site. He added they are 5 feet off the edge of pavement and felt they should be successful. He continued by stating the applicant has to provide a bond for the landscaping as part of the project.

The Mayor asked for the length of the fencing. Mr. Brannon stated the fencing will run from the northwest corner of the property and extend about 190 feet. The fencing will go beyond the existing loading dock area and create a contiguous fence line along the back of the property. He added there is an existing fence that is located at the end of that proposed 190-foot fence to the west. The Mayor asked for the purpose of this additional fencing. Mr. Brannon stated it was a request from Staff to screen the loading area.

Mr. Hoefer asked, compared to the existing site, how much larger this new location will be. Mr. Anagnost stated the current location is around 7,000 square feet and the new site will be around 15,000 square feet.

Staff comments were next.
Mr. Clements addressed the Board and stated this is a fully built out Plaza and the applicant is not making any real material changes to the exterior of the site. He added there is no regional impact from this application.
Mr. Clements stated drainage, sediment, erosion control, snow storage, water and sewer, filling and excavation, surface waters and wetlands, and hazardous and toxic materials standards don't apply to this project. This is a fully developed site with no changes.

Landscaping – As the applicant described, the proposed 5 parking lot trees are required for the addition of 45 parking spaces. Staff are recommending, as a condition of approval, a financial security be reviewed and approved by the City Engineer. The security is to be held for one year to ensure that this new landscaping does survive and thrive.

Screening – A 6-foot solid stockade fence is proposed along the rear property line. Mr. Clements noted there are several different standards in the Land Development Code that do require screening, including use standards for the charitable gaming facility use itself, from residential properties. This standard appears to be met.

Lighting – Mr. Clements stated the initial proposal was to install two wall-mounted light fixtures approximately 15 feet off the ground. These fixtures would be full cut off, dark skies compliant, and consist of a color-rendering index of 80 and a color temperature of approximately 3,000 Kelvin. This proposal has been since revised to include the replacement of five existing wall packs along the wall with the same fixtures that are currently being proposed. Those existing lighting fixtures are not compliant with the current regulations. The applicant has voluntarily decided to replace those fixtures as well. He noted this should reduce the amount of glare from the lighting to the residential property.

Mr. Clements stated the applicant's initial photometric details were incomplete and added it is hard to complete a full photometric analysis to the City's specifications when you are only affecting a portion of the site. One of the things the City requires is referred to as a uniformity ratio and it cannot be more than a 5:1 between the average and the minimum of the lighting intensity. The requirement is intended to make sure that the parking lot doesn't have any hot (light) and cold (dark) spots. The initial submitted photometrics had too many zeros in it, which made it difficult to calculate the average. The applicant has since submitted revised photometrics that meet the standards. Mr. Clements indicated the condition of approval to request revised photometrics is no longer needed.

Traffic and Access Management – The applicant states, in their narrative, that all traffic access will be from the existing street access points along Key Road. There are no proposed changes to the location or orientation of traffic access or vehicle circulation throughout the site as part of the application. The applicant proposes to create those 45 new parking spaces within the Plaza. Of those 45 spaces, 25 spaces are proposed within the existing rows of parking throughout the site. The remaining 20 spaces are being proposed to the rear of the charitable gaming facility and adjacent uses near the existing loading dock. Mr. Clements stated one of the concerns that the zoning board had was access to the rear of the building for employees or the adjacent residential use. Staff is requesting that the Board discuss that matter. Mr. Clements stated that the applicant did address this item. To reiterate, the applicant stated that all access to the use is going to be from the front of the site and that those parking spaces are going to be for employees only. The applicant's representative has stated to Staff that employees who park there will be required to navigate around the building to come into the front access. There is not going to be a special access to those parking spaces.

Mr. Clements noted the applicant has also included a traffic study prepared by a professional engineer. It is indicated that the daily weekday traffic volume for the entire plaza is approximately 5,416 trips, and the change of use shows a net increase of 13 peak hour trips.

The existing weekday total trips is 818, but the proposed change of use is at 1,770 for a net increase of weekday daily trips of 952.
The PM peak hour is 99 existing trips, and with 112 trips for the proposed change of use, the net increase is 13 trips during peak hour.

Mr. Clements stated the International Traffic Engineer and NH DOT threshold for significant impact to adjacent roadway systems is 100 trips per peak hour. The applicant's net increase is only 13 peak hour trips, which is significantly lower than the threshold of 100. It appears this standard has been met.

Noise – The applicant states in their narrative that the noise generated by the proposed use would be minimal, as the use would be conducted inside. They anticipate that the use would generate noise comparable to a movie theater or other similar uses. This standard has also been met.

Architectural and Visual Appearance – Mr. Clements stated the applicant is not proposing any changes to the exterior of the building, except for signage, which is not under the purview of the Planning Board. Hence, the architectural and visual appearance standards are not applicable.

Mr. Clements reviewed the conditions of approval as outlined in the Board's packet.

This concluded Staff comments.

The Chair Pro-Tem noted Code requires 10,000 square feet of gaming floor and asked if this needs to be outlined in the conditions or if this is something that is required of the applicant. Mr. Clements stated this is an item that would be verified through the zoning review for the issuance of the building permit. Staff did request the applicant's representative confirm this issue and there is an e-mail from Fieldstone indicating that the floor space is approximately 10,009 square feet.

The Chair Pro-Tem asked for public comment.

Mr. Bradford Hutchinson addressed the Board felt this site was an appropriate location for this use. He hoped that Toy City would be able to move its location to a different site and be as successful as they have been at this site. Mr. Hutchinson felt this is a much better location for this use but encouraged the petitioner to work with Toy City.

With no further comment, the Chair Pro-Tem closed the public hearing.

Mr. Kost referred to the process the Board went through to designate allowed locations for gaming facilities in the City and felt this is the result of that. He stated he could not see anything in the code that would go against this application.

Mayor Kahn stated this change of use is something that was forecasted by the City when it went through the zoning change and stated he supported this application.

Chair Remy agreed there is no regional impact as a result of this application. He noted this is one of the properties that the City did not want to see a casino located in, but the zoning board has issued a variance for the use to be located here.

C. Board Discussion and Action

A motion was made by Mayor Kahn that the Planning Board approve PB-2025-18 as shown on the plan identified as "Site Plan Exhibit" prepared by Fieldstone Land Consultants, PLLC at a scale of 1 inch = 40 feet dated August 22, 2025 and last revised September 15, 2025 with the following conditions prior to final approval and signature of the plans by the Planning Board Chair:

1. Prior to final approval and signature by the Planning Board Chair, the following conditions precedent shall be met:
   A. The owner's signature shall appear on the plan.
   B. Submittal of security for landscaping in a form and amount acceptable to the City Engineer.
   C. Submittal of five full-size paper copies and one digital copy of the final plan.

The motion was seconded by Kenneth Kost and was unanimously approved.

**V) City Council Referral: R-2025-26 Relating to an Amended Return of Layout for a Public Right-of-Way Known as Grove Street** – City Council has requested Planning Board review and recommendation regarding a proposal to return ~257 sf of land from Grove Street to the adjacent parcel located at 0 Grove St. (TMP #585-057-000).

Public Works Director Don Lussier addressed the Board. Mr. Lussier stated this item is an amendment to the Grove Street layout. In 2014, the City was in the in the midst of redeveloping railroad land. As part of that proposal, an event space was proposed to the land area north of Grove Street. However, because of the traffic anticipated as a result of that venue, it was decided that a second northbound lane was needed at the Grove Street approach to Water Street at the Community Way intersection. Today, there is a left turn lane and a right turn lane for northbound traffic heading onto Water Street.

In 2014, the City acquired 430 square feet from the owner of this property in order to accommodate the roadway widening for that extra lane. That intersection widening was completed. However, the venue never came to fruition. Staff has looked at traffic conditions as it exists today and have notice two lanes for northbound traffic is not warranted based on today's traffic volumes. At the same time, there has been numerous requests from the public to simplify this intersection as this extra lane creates some confusion.

Approximately six months ago, the City sold that parcel to a new developer, Habitat for Humanity, and they have requested the City release some of that land back to this property, which could make the difference between, for example, a single family home on the property or duplex on the property without having to go through a variance process.

Mr. Lussier stated the City is not proposing to release the entire 430 square feet that was acquired and noted to the area that is going to be released and the area that is going to be retained by the City, as well as an easement for the hydrant that would be remain on the released property.

All other public infrastructure would be within the right-of-way. This conclude Mr. Lussier's comments.

There was discussion about the location of a sidewalk and it was noted there is a sidewalk on the opposite side of the street.

There was no public comment.

A motion was made by Mayor Kahn that the City Council approve a petition to amend the layout of Grove Street in the vicinity of Water Street.

The motion was seconded by Stephon Mehu and was unanimously approved.

c) **2025 Comprehensive Master Plan** – In accordance with NH RSA 674:4 and NH RSA 675:6, the Keene Planning Board will hold a public hearing on the City of Keene 2025 Comprehensive Master Plan. The plan is available for review at KeeneNH.gov and at City Hall in the Community Development Dept.

Ms. Brunner, Senior Planner, addressed the Board. Ms. Brunner stated this was the last step in the Master Plan process, which is a process that started over two years ago. The process started with City Council approving a budget for the project. The City hired a consultant team who began working with the Planning Board and the Mayor to form a Steering Committee. The consultant team hired to lead this process was Future IQ from Minnesota. They also worked with

JSNA, an economic development firm, and WGI, a community development and planning team. Ms. Brunner also recognized the project Steering Committee who played a critical role in this project consisting of a good cross section of the Community.

The first phase of the project focused on data gathering and gathering public input through a wide variety of means. There was a community survey, which was a detailed survey that took an average of 24 minutes for people to complete; specifically, 648 people completed the survey. Ms. Brunner stated another highlight was the Think Tank workshop, which consisted of two half day sessions held in May of 2024. Fifty community members participated in these workshops, and they developed a framework for exploring the community's preferred future through a scenario planning process. The sessions were facilitated by the consultant team. The outcome of that workshop was the identification of what the workshop participants thought was the preferred future. After which time, a variety of visioning sessions were scheduled to test the identified preferred future with the larger community, and 17 visioning sessions were held.

Phase 1 wrapped up in October with the Future Summit event. Attendees learned about the process and the strategic pillars were unveiled at that time.

Phase Two – While the first phase focused on identifying and building a consensus around a shared community vision, the second phase was dedicated to articulate and identify the goals and action steps as well as the priorities to make that vision implementable. To accomplish that, six task forces were created (six new groups). In total, 60 people participated in this process facilitated by the consultant team, and they worked on reviewing data, past work and case studies. As a result, draft goals and actions were created and brought back to the Steering Committee for vetting. The process eventually created the Future Land Use map. The draft plan, including an implementation matrix and the Future Land Use map were presented to the community at a second Future Summit event on June 3rd. Ms. Brunner stated the final version has changed slightly within the plan, but the June 3rd version is substantially the same as what the Board has before it today.

The outcome of phase one was the development of a community vision. The goal with this effort was to develop a data-informed consensus that reflects the shared values of the community and referred to a graphic to illustrate that.

Each step on this illustration narrows the focus down more to a point of consensus that the community could rally behind. Next, Ms. Brunner referred to a slide that summarizes what that vision for the future of Keene is, according to the Master Plan. The first version of this was developed during the Think Tank workshop, in which the participants identified four potential future scenarios that could become a reality. The participants explored those four scenarios and were asked to pick one which they preferred.
People want to see Keene grow to be a safe, welcoming and vibrant place to live with good living options, access to nature and high-quality jobs. They also want the City to proactively invest in infrastructure in neighborhoods as well as implement housing solutions.

Themes – Ms. Brunner noted, throughout this process, residents and the Steering Committee brought forward specific topic areas, or themes, that were not specifically called out in the pillars as to what makes Keene "Keene;" specifically, what the values are that are essential for the community to hold on to in order to maintain Keene's distinct culture and personality.

The values are as follows: sustainability, education, lifelong learning, accessibility, public health collaboration and leading by example.

Strategic Pillars – The strategic pillars were developed by the Steering Committee leading up to the first Future Summit and were further defined by the strategic pillar task forces that met in January, February and March of 2025.

The First Pillar is Livable Housing, and the main objective of this pillar is to expand enticing housing options for current and future community members.
The topics that were developed for this pillar include the following goals: boost infill development and redevelopment, remove barriers to housing development, promote sustainable and healthy housing standards that align with the community's character, increase the diversity of housing options in price points, and address the housing needs of all residents – current and future.

Ms. Brunner noted that each of these goals contains an associated list of action items, which the Board can find in the implementation section.

The Second Pillar is a Thriving Economy with an objective to grow a dynamic economy of the future. This economy would span local to international.
The goals are to encourage and recruit businesses and targeted industries, prioritize economic sustainability and resiliency, attract and grow Keene businesses of all scales (from entrepreneurs to businesses that span internationally), strengthen Keene's position as an economic development leader, and foster an inclusive economy.

The Third Pillar is Connected Mobility with an objective to build regional and local connectivity, transportation and recreation networks.
The goals for this pillar are to create connected and accessible networks of multimodal transportation infrastructure, prioritize vulnerable road users and infrastructure design operations and maintenance, expand and promote environmentally sustainable mobility options that are convenient and attractive, and expand Keene's connectivity to support economic growth.

The Fourth Pillar is Vibrant Neighborhoods. The objective for this pillar is to support vibrant community neighborhoods that reflect their unique identity.
The goals for this pillar include to support a built environment that encourages social connections and interactions, foster community relationship building and collaboration, ensure safe and efficient movement around town, foster a high quality of life for all residents, and create opportunities to encourage the creation of neighborhood businesses.

The Fifth Pillar is Adaptable Workforce. The objective for this pillar is to foster a future ready, abundant and adaptable workforce. The goals are to attract talent, grow Keene's workforce, expand credential pathways and skill development opportunities, play a proactive role in de-siloing efforts, broaden partnerships and increase collaboration between partners that serve and support Keene's workforce, meet quality of life needs and reduce workforce barriers–housing availability, childcare and transportation–and prioritize workforce and community health and wellness.

The Sixth Pillar is Flourishing Environment. The objective for this pillar is champion environmental stewardship and climate action.
Goals for this pillar are to promote smart land use and development, prioritize environmental protection and sustainability, integrate green technologies and best practices in Keene's built environment, expand community and infrastructure development, and strengthen Keene's local leadership and collaboration to build resilience at the regional, state and wider levels.

Mr. Mehu stated one item he did not see mentioned is curbing the number of corporations that are coming in and buying up housing and increasing prices that bar current residents from staying where they are. Mayor Kahn noted this has to do with affordability of housing both locally,
which is a dynamic, and nationally. He continued by stating throughout our State and Keene, the community is part of one of the highest costs of housing markets in the nation. He felt this is a barrier to the cost of housing. He felt Mr. Mehu's question is how we recognize that in this plan.

Chair Remy stated, when reading through the details and goals for the livable housing pillar, creating housing address that but doesn't describe what Mr. Mehu is referring to.

*Neighborhood groups, facilitating collaboration between Keene Housing and City committees, expansion of affordable housing in Keene by utilizing zoning and code enforcement mechanisms. Diversity of housing options, from small ADU's to high end housing.*

This language covers somewhat what Mr. Mehu is referring to, but to say something specific in a plan, such as "no to out of state corporations buying up housing" would be difficult.

Mr. Mehu noted you can build all the housing that you can build, but it is very finite. The Chair Pro-Tem agreed the City is doing everything it can to increase the supply of housing with the hope that the demand won't out-pace the housing needs.

Mr. Kost asked whether this was actually a problem in Keene in which large corporations are buying up huge properties. The Mayor stated Keene has one example: the Colony Mill. The property was purchased by a large out-of-town company, but he added Keene has been pretty fortunate with some of the developments that we have had, which are local. The City Council, through Keene Housing, has approved 200 units in the last two years. Mr. Kost felt that to build according to the scale Keene is looking for, it might require attracting out-of-town developers. The Mayor referred to the reconstruction of the Middle School, which attracted an out-of-town developer to create 170 units.

Mr. Hoefer commended Ms. Brunner and her efforts with this plan. He asked what the Board's role was tonight. The Chair Pro-Tem stated this is a public hearing, but there is also a motion to adopt the master plan.

Mr. Clancy stated "livable housing" is wording he was not in favor of, and he preferred the plan emphasize it is discussing housing that people in this community will be living in. Also, he stated the plan emphasizing this point could act as a protection to make sure that the houses in this community are for this community. He felt this is not a document that has items Keene is required to do, but it is a guide for this community and felt the plan is doing that.

The Chair Pro-Tem clarified that the Joint Committee conducts its votes based on consistency with the Master Plan, and the 2025 Master Plan will be used in that context once it is adopted.

Ms. Brunner next addressed the Future Land Use Map. She discussed a slide and explained it contains an illustration of the community's desired land use patterns, given the aspirations, goals and strategies that have been expressed throughout the planning process.

Ms. Brunner indicated there are seven generalized land use categories, or character areas, to identify the desired character for existing and future areas of growth and change.
She noted this is not a regulatory map, like the zoning map, but more of an organic map designed intentionally as such. It is not meant to dictate what a person can do with their land on a parcel level. Rather, it is conceptual guide as to how the community wants to see the City of Keene develop and grow into the future. The character areas include 1) downtown, 2) residential neighborhoods, 3) neighborhood business nodes, 4) corridor-oriented commerce, 5) conservation and low impact recreation, 6) rural, residential and working landscapes, and 7) production and innovation.

Ms. Brunner indicated the different character areas are focused more on the feel of the place and less on the permitted uses. The community expressed a desire for more mixed-use development through Keene, and there is much more of a focus on the actual identity of the place expressed through the map.

Implementation and Next Steps
Ms. Brunner presented a chart that describes the results of the prioritization surveys. From the results of the survey, an implementation matrix was created.
For each goal, the pillar is one page, and then under each goal, there are the set of actions and for each action it is categorized as a priority level of high, medium or low. This is based on the prioritization survey, as well as the role the City plays. Would the City be the lead or is the City just a participant with someone else being the lead.

The next steps in the process would be to use the matrix to identify actions to start working on now in which the City is the lead. Then, the City would work with community partners where the City is not the lead.

Further on, the City would discuss how to keep the momentum going and to keep the plan fresh. Going forward it will also be up to Council to align the budget, CIP, and policy decisions, keeping in mind the Master Plan goals.

Chair Remy thanked all who participated in this process and stated a lot of work has gone into this process.
He went on to say, in accordance with New Hampshire RSA 674:4 and New Hampshire RSA 675:6, the Keene Planning Board will hold a public hearing on the City of Keene 2025 Comprehensive Master Plan. The plan is available for review at keenenh.gov and at City Hall, Community Development Department.

The Chair Pro-Tem then asked for public comment.

Mr. Forrest Tull of 36 Red Oak Drive addressed the Board. He stated a lot of effort has gone into creating a holistic, strategic and inspiring vision with realistic action steps to get there. He stated what stands out for him is that this is a massive plan that is going to take a lot of effort, which would require community engagement and regional partnerships. He stated he hoped the City does not feel they are alone in trying to accomplish this. He stated he was very excited about this project.

Mr. Clements agreed this was a collaborative project but commended the efforts Ms. Brunner put into the master plan update. The success of this project was in a large part her doing, and the results of the plan would not have been as successful without her leading the project.

Ms. Brunner thanked all those who participated in this project. She also thanked Mr. Clements, Planner, Ms. Fortson, Planner, and Ms. Marcou, Administrative Assistant, who assisted with this work.

Mr. Cocivera extended his appreciation to Staff as well.

A motion was made by Mayor Jay Kahn that the Planning Board adopt the 2025 City of Keene New Hampshire Comprehensive Master Plan.

The motion was seconded by Stephon Mehu.

The Mayor stated he hoped the City would be reminded not to wait 15-years to update the plan and that the City would update it more often, even if it is not in this scale.

The motion was unanimously approved.

A Certification of Adoption was circulated for Board signature.

## VI) Staff Updates

**a) Site Plan Review Thresholds**

**b) Correspondence**

Ms. Brunner referred to correspondence regarding an Ordinance that was recently adopted. There were concerns raised in this correspondence regarding the Medium Density District, including a request for Site Plan review for projects that involve a certain number of residential units.

She stated she has also received communication from members regarding site plan review thresholds. Staff is planning to set a public hearing for the October 27 Planning Board meeting to discuss these thresholds. The first would be for the Board to adopt the changes and then send it to council to include into City code. Staff also recommends this be discussed at the October 14 Joint Meeting.

## VII) New Business

Mr. Clancy felt there was a lot that was learned through the G2 Holdings application. He stated he had some procedural concerns leading up to the final decision, but not necessarily the final

decision. He felt the procedural things are things that could be questioned and suggested review of this for the next meeting; not only the RSA but also the Board's statutory requirements. For example, a mention of who an Alternate is covering. The Chair Pro-Tem agreed the Alternate component is a good item that needs to be discussed.

The Mayor asked whether the Board has passed the appeal deadline for the G2 Holdings Application. Ms. Brunner stated the Board has passed the appeal deadline for RSA 155:E (10 day), but the Board is not passed the 30-day deadline for any interpretation the Board might have made in terms of the zoning ordinance. From the date of September 26, there was another ten-day deadline for an appeal up to the Superior Court.

## VIII) Upcoming Dates of Interest

• Joint Committee of the Planning Board and PLD – Tuesday, October 14th, 6:30 PM
• Planning Board Steering Committee – October 14th, 12:00 PM
• Planning Board Site Visit – October 22nd, 8:00 AM – To Be Confirmed
• Planning Board Meeting –October 27th, 6:30 PM

Ms. Brunner stated if the Board has a better time it would like for site visits to let Staff know as there should be a quorum at site visits.

**MORE TIME ITEMS**
1. Training on Site Development Standards – Snow Storage & Landscaping

## ADJOURNMENT

There being no further business, Chair Remy adjourned the meeting at 8:48 PM.

Respectfully submitted by,
Krishni Pahl, Minute Taker

Reviewed and edited by,
Emily Duseau, Planning Technician

CITY OF KEENE
NEW HAMPSHIRE

# MEMORANDUM

**TO:** Planning Board

**FROM:** Community Development Staff

**DATE:** October 20, 2025

**SUBJECT:** Agenda Item III - 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, there are no applications ready for final approval.**

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.

**From:** John Noonan
**To:** Megan Fortson; Michael Guitard
**Subject:** Re: Guitard Homes Conditional Approval
**Date:** Thursday, October 9, 2025 8:31:40 AM

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Hi Megan,

We are in the final stages of getting the AOT and Sewer permits with NHDES. All other conditions can be met, however, we would like to request an extension of 6 months on the approval so that all conditions are satisfied.

Best Regards,

John Noonan
Project Manager

Milford Office: 206 Elm Street - Milford NH 03055
Keene Office: 45 Roxbury Street - Keene NH 03431
Tel: 603.672.5456 x 206 - Fax: 603.413.5456
www.FieldstoneLandConsultants.com

## PB-2025-19 – BOUNDARY LINE ADJUSTMENT – 35 & 39 KENDALL ROAD

**Requests:**

Applicant Mrs. Ashley Fetchero, on behalf of owners Mr. & Mrs. John Fetchero and Mr. Charles Henry, proposes to transfer ~0.09-ac of land from the ~0.58-ac parcel at 35 Kendall Rd to the ~0.45-ac parcel at 39 Kendall Rd (TMP#s 540-013-000 & 540-012-000). The parcels are both located in the Low Density District.

**Background:**

The subject parcels are located on the south side of Kendall Rd, approximately 100 ft from the intersection with Leahy Rd with Black Brook to the west and south of the properties. The property at 35 Kendall Rd is 0.58-ac in size with ~100 ft of frontage and the property at 29 Kendall Rd is 0.45-ac in size with ~88 ft of frontage. Both parcels contain existing single-family residences and associated site improvements.

The purpose of the application is to adjust the common property boundary between the two subject parcels to accommodate the transfer of two pieces of land identified on the proposed plat as parcel-A and parcel-B. See Table 1 and Fig. 2 for details. There is no new development proposed with this application.

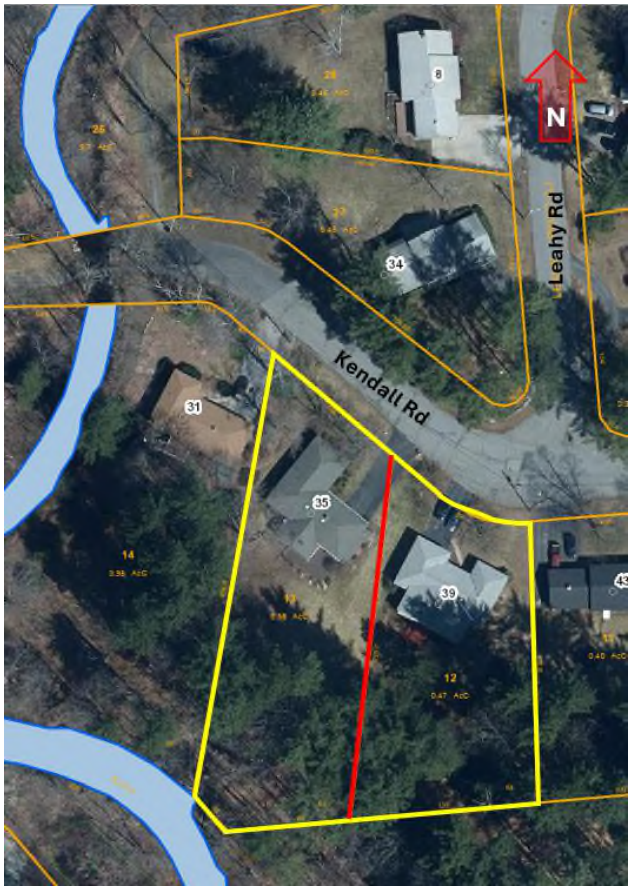



Fig 1: The subject properties at 35 & 39 Kendall Rd outlined in yellow with the boundary line to be adjusted in red.

**Determination of Regional Impact:**

After reviewing the application, staff have made a preliminary evaluation that the proposed boundary line adjustment 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 separate existing and proposed conditions plans and all technical reports. 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."

**Application Analysis:**

***SECTION 20.2.1 – LOTS:*** The applicant proposes to transfer ~0.09 ac of land from the eastern side of 35 Kendall Rd. to 39 Kendall Rd. The applicant also proposes to transfer ~0.004 ac of land from northwestern corner of 39 Kendall Rd to 35 Kendall Rd, along with ~ 10 ft of frontage. Following this transfer of land, both parcels will still comply with the zoning dimensional requirements for the Low Density District, as shown in Table 1 and 2. Additionally, the land transfer will adjust the required side yard setback line in a way that cures an existing non-conformity with a structure located on the parcel 39 Kendall Rd. This standard appears to be met.

| *Table 1. Area of Land Affected by Proposed Boundary Line Adjustment* | | |
|---|---|---|
| **Lot Sizes** | **35 Kendall Rd** | **39 Kendall Rd** |
| | **Low Density** | **Low Density** |
| **Required in District** | 10k SF (~0.23 ac) | 10k SF (~0.23 ac) |
| **Before BLA** | 0.58 ac | 0.45 ac |
| **Amount of Land Transferred** | -0.09 ac<br>+.004 ac | -0.004 ac<br>+0.09 ac |
| **After BLA Parcel Size** | **0.49 ac** | **0.54 ac** |

| *Table 2. Length of Frontage Affected by Proposed Boundary Line Adjustment* | | |
|---|---|---|
| **Road Frontage** | **35 Kendall Rd** | **39 Kendall Rd** |
| | **Low Density** | **Low Density** |
| **Required in District** | 60 ft | 60 ft |
| **Before BLA** | 100.12 ft | 88.45 ft |
| **After BLA Frontage** | **110.19 ft** | **78.38 ft** |

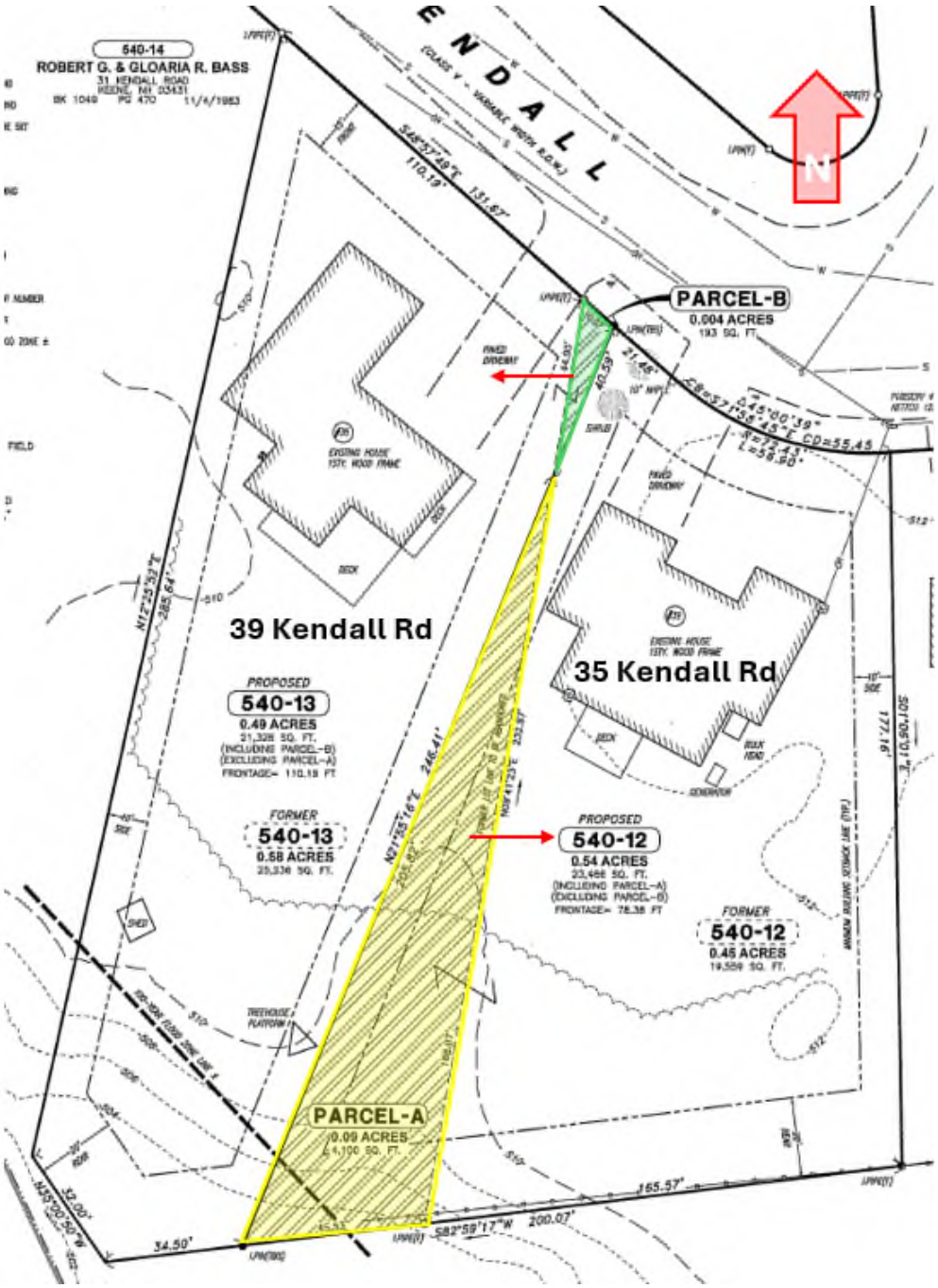



Fig 2: Proposed land to be transferred

***SECTION 20.2.2 – CHARACTER OF LAND FOR SUBDIVISION:*** The applicant states in their narrative that the proposed boundary line adjustment will not create any adverse impacts as both parcels are developed and no additional development is proposed with this application. This standard appears to be met.

***SECTION 20.2.3 – SCATTERED OR PREMATURE DEVELOPMENT:*** Both properties are developed with residential uses and associated site improvements. No new development is proposed with this application. It appears that this standard has been met.

***SECTION 20.2.4 – PRESERVATION OF EXISTING FEATURES:*** There will be no impacts to existing site features as no additional development is proposed with the application. It appears that this standard has been met.

***SECTION 20.2.5 – MONUMENTATION:*** The submitted plan shows that boundaries will be marked using iron pins that will be set at all corners. Planning Staff recommend that the Board include a condition of approval related to the inspection of the lot monuments or the submittal of a security to cover the cost of a lot monument inspection prior to the final approval of this application. This standard appears to be met.

***SECTION 20.2.6 – SPECIAL FLOOD HAZARD AREAS:*** A portion of the southwestern corner of both parcels are located within the 100-year floodplain. No development is proposed with this application. It appears that this standard has been met.

***SECTION 20.2.7 – FIRE PROTECTION & WATER SUPPLY:*** There is no development proposed that would require the installation of fire protection or additional water supply services. This standard is not applicable.

***SECTION 20.2.8 – UTILITIES:*** Both subject parcels are served by municipal water and sewer service with no change proposed to those services. This standard is not applicable.

**Recommended Motion:**

If the Board is inclined to approve this request, the following motion is recommended:

> ***"Approve PB-2025-19 as shown on the plan identified as "Lot Line Adjustment Plan" prepared by Fieldstone Land Consultants, PLLC at a scale of 1 inch = 20 feet dated August 25, 2025 with the following conditions precedent prior to final approval and signature of the plans by the Planning Board Chair:***
>
> 1. ***Owners' signatures appear on the proposed BLA plan.***
> 2. ***Submittal of two (2) mylar copies of the plans.***
> 3. ***Submittal of a check in the amount of $51 made out to the City of Keene to cover recording fees.***
> 4. ***Inspection of the 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."***

City of Keene, NH

# Planning Board
# Boundary Line Adjustment (BLA) 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:** boundary line adjustment

**NUMBER OF PARCELS AFFECTED:** 2

**PROJECT ADDRESS(ES):** 39 + 35 Kendall Rd. Keene

## SECTION 2: CONTACT INFORMATION

| PROPERTY OWNER #1 | PROPERTY OWNER #2 |
|---|---|
| **NAME/COMPANY:** Ashley + John Fetchero | **NAME/COMPANY:** Charles H. Henry |
| **MAILING ADDRESS:** 39 Kendall Rd Keene NH 03431 | **MAILING ADDRESS:** 35 Kendall Rd. Keene NH |
| **PHONE:** 904 . 699 . 2585 | **PHONE:** (603) 209 - 2655 |
| **EMAIL:** ashleytownsend02@yahoo.com | **EMAIL:** drchenryddc@gmail.com. |
| **SIGNATURE:** Ashley T. Fetchero | **SIGNATURE:** Charles Henry |
| **PRINTED NAME:** Ashley T. Fetchero | **PRINTED NAME:** Charles Henry |

| APPLICANT / AUTHORIZED AGENT | FOR OFFICE USE ONLY: |
|---|---|
| **NAME/COMPANY:** Ashley Fetchero (same as above) | **TAX MAP PARCEL #(s):** 540-013-000-(35 Kendall, ~0.58ac) |
| **MAILING ADDRESS:** | 540-012-000-(39 Kendall, ~0.47ac) |
| **PHONE:** | ___-___-___-___-___ |
| **EMAIL:** | **PARCEL SIZE:** see above |
| **SIGNATURE:** | **ZONING:** Low Density (both) |
| **PRINTED NAME:** | **PROJECT #:** PB-2025-19 |

**DATE STAMP:** RECEIVED SEP 08 2025 By

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

# Ashley Fetchero
# Boundary Line Adjustment Narrative

Ashley Fetchero
Tax Map 540 Lot 12 & Tax Map 540 Lot 13
39 & 35 Kendall Road, Keene, New Hampshire

October 6, 2025

**Project Narrative:**

Fieldstone Land Consultants, on behalf of property owner Ashley Fetchero, respectfully submits this application for a Boundary Line Adjustment (BLA) for Planning Board review and approval. The proposal pertains to Tax Map Lots 540-12 and 540-13, located at 39 and 35 Kendall Road, respectively. Both parcels are situated within the Low Density (LD) zoning district.

The intent of this BLA is to allow for a more efficient and compliant use of the subject properties by adjusting the shared boundary line. The adjustment will bring Lot 540-12 into conformance with the required building setbacks outlined in the LD zoning regulations. Currently, an existing structure on Lot 540-12 encroaches into the setback by approximately 6 feet; the proposed BLA will eliminate this non-conformity.

**Existing Lot Information**:

- **Lot 540-12**: 0.45 acres | 88.45 ft frontage on Kendall Road
- **Lot 540-13**: 0.58 acres | 100.12 ft frontage on Kendall Road

Both parcels are developed with single-family homes, and no change in land use is proposed. Following the adjustment, the lot areas will be:

**Proposed Lot Information**:

- **Lot 540-12**: 0.54 acres (23,466 SF)|78.38 ft frontage on Kendall Road
- **Lot 540-13**: 0.49 acres (21,328 SF)|110.19 ft frontage on Kendall Road

Access to both lots will continue to be provided via Kendall Road. No new construction, physical alterations, or development activities are proposed as part of this application.

**Site Development Standards (Article 21 of the LDC):**

**21.2. Drainage & Stormwater:** No modifications are proposed to the existing drainage and stormwater infrastructure. The current system is functioning as intended and will remain unchanged.

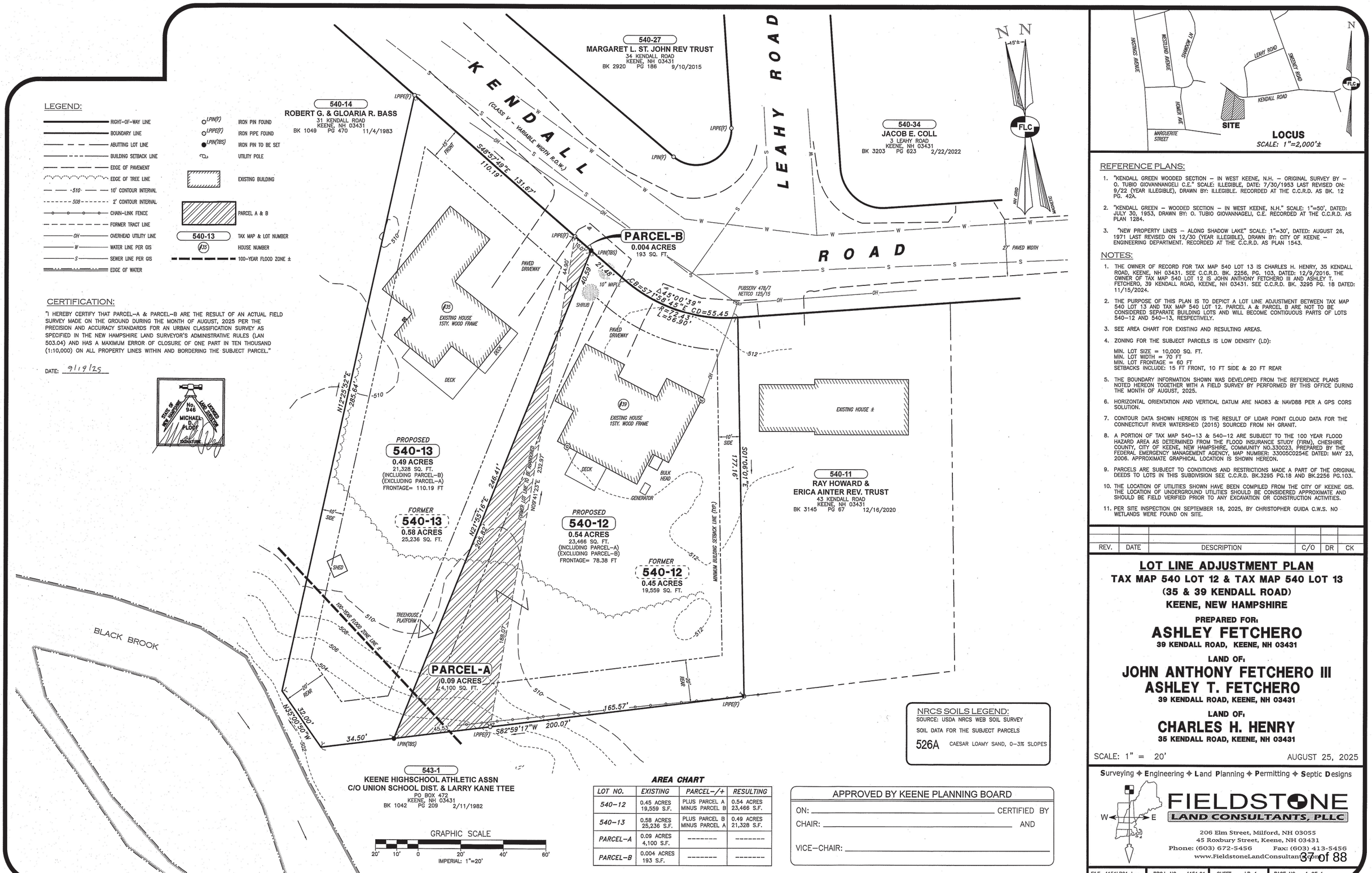
**21.3 Sediment & Erosion Control:** As no construction is proposed, sediment and erosion control measures are not necessary.
**21.4 Snow Storage & Removal:** Snow will be stored on-site, plowed to the sides of existing driveways.
**21.5 Landscaping:** Existing landscaping will remain. No changes are proposed.
**21.6 Screening:** Mature vegetation along property boundaries provides natural screening.
**21.7 Lighting:** No additional lighting is proposed.
**21.8 Sewer & Water:** Both lots are services by municipal water and sewer. Existing connections will remain in place.
**21.9 Traffic & Access Management:** No changes to existing access.
**21.10 Filling & Excavation:** No filling or excavation activities are proposed.
**21.11 Surface Waters & Wetlands:** No wetlands were found to be present on either parcel.
**21.12 Hazardous & Toxic Materials:** No hazardous or toxic materials are associated with this project.
**21.13 Noise:** The proposed adjustment will not result in any increase in noise levels.
**21.14 Architecture & Visual Appearance:** There will be no changes to the existing architecture or visual character of the site. This boundary line adjustment is being pursued to optimize the use of existing space.

**Subdivision Regulations Standards (Article 20 of the LDC):**

**20.2.1 Lots:** The proposed adjustment brings Lot 540-12 into full compliance with zoning setback requirements and improves spatial configuration for both lots.
**20.2.2 Character of Land for Subdivision:** The adjustment will not adversely impact site character. There are no anticipated safety concerns related to fire, drainage, steep slopes, or other hazard.
**20.2.3 Scattered or Premature Development:** No new development is proposed. The boundary line adjustment is intended solely to improve ownership configuration of the existing land.
**20.2.4 Preservation of Existing Features:** No development is proposed; all existing features will be preserved without alteration.
**20.2.5 Monumentation:** Following approval of the boundary line adjustment application, the site will be monumented in accordance with the standards set forth in Article 23 of the Land Development Code (LDC).
**20.2.6 Special Flood Hazard Areas:** A minor portion of the site (southwesterly corner) falls within a Special Flood Hazard Area. No development is proposed within this zone.
**20.2.7 Fire Protection & Water Supply:** No changes are proposed to fire protection measures. All existing infrastructure for fire protection and water supply will remain in place.
**20.2.8 Utilities:** The site is currently served by municipal water and sewer systems. As no development is proposed, all existing utilities will remain in use with no modification.

## Conclusion

This Boundary Line Adjustment is a straightforward proposal intended to correct a minor setback encroachment and optimize the use of space between two existing residential lots. No new development, construction, or physical changes are proposed. The application fully complies with the zoning, subdivision, and site development standards outlined in the Land Development Code.




## REFERENCE PLANS:

1. "KENDALL GREEN WOODED SECTION – IN WEST KEENE, N.H. – ORIGINAL SURVEY BY – O. TUBIO GIOVANNANGELI C.E." SCALE: ILLEGIBLE, DATE: 7/30/1953 LAST REVISED ON: 9/22 (YEAR ILLEGIBLE), DRAWN BY: ILLEGIBLE. RECORDED AT THE C.C.R.D. AS BK. 12 PG. 42A.
2. "KENDALL GREEN – WOODED SECTION – IN WEST KEENE, N.H." SCALE: 1"=50', DATED: JULY 30, 1953, DRAWN BY: O. TUBIO GIOVANNAGELI, C.E. RECORDED AT THE C.C.R.D. AS PLAN 1284.
3. "NEW PROPERTY LINES – ALONG SHADOW LAKE" SCALE: 1"=30', DATED: AUGUST 26, 1971 LAST REVISED ON 12/30 (YEAR ILLEGIBLE), DRAWN BY: CITY OF KEENE – ENGINEERING DEPARTMENT. RECORDED AT THE C.C.R.D. AS PLAN 1543.

## NOTES:

1. THE OWNER OF RECORD FOR TAX MAP 540 LOT 13 IS CHARLES H. HENRY, 35 KENDALL ROAD, KEENE, NH 03431. SEE C.C.R.D. BK. 2256, PG. 103, DATED: 12/9/2016. THE OWNER OF TAX MAP 540 LOT 12 IS JOHN ANTHONY FETCHERO III AND ASHLEY T. FETCHERO, 39 KENDALL ROAD, KEENE, NH 03431. SEE C.C.R.D. BK. 3295 PG. 18 DATED: 11/15/2024.
2. THE PURPOSE OF THIS PLAN IS TO DEPICT A LOT LINE ADJUSTMENT BETWEEN TAX MAP 540 LOT 13 AND TAX MAP 540 LOT 12. PARCEL A & PARCEL B ARE NOT TO BE CONSIDERED SEPARATE BUILDING LOTS AND WILL BECOME CONTIGUOUS PARTS OF LOTS 540-12 AND 540-13, RESPECTIVELY.
3. SEE AREA CHART FOR EXISTING AND RESULTING AREAS.
4. ZONING FOR THE SUBJECT PARCELS IS LOW DENSITY (LD):

   MIN. LOT SIZE = 10,000 SQ. FT.
   MIN. LOT WIDTH = 70 FT
   MIN. LOT FRONTAGE = 60 FT
   SETBACKS INCLUDE: 15 FT FRONT, 10 FT SIDE & 20 FT REAR
5. THE BOUNDARY INFORMATION SHOWN WAS DEVELOPED FROM THE REFERENCE PLANS NOTED HEREON TOGETHER WITH A FIELD SURVEY BY PERFORMED BY THIS OFFICE DURING THE MONTH OF AUGUST, 2025.
6. HORIZONTAL ORIENTATION AND VERTICAL DATUM ARE NAD83 & NAVD88 PER A GPS CORS SOLUTION.
7. CONTOUR DATA SHOWN HEREON IS THE RESULT OF LIDAR POINT CLOUD DATA FOR THE CONNECTICUT RIVER WATERSHED (2015) SOURCED FROM NH GRANIT.
8. A PORTION OF TAX MAP 540-13 & 540-12 ARE SUBJECT TO THE 100 YEAR FLOOD HAZARD AREA AS DETERMINED FROM THE FLOOD INSURANCE STUDY (FIRM), CHESHIRE COUNTY, CITY OF KEENE, NEW HAMPSHIRE, COMMUNITY NO.330023, PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, MAP NUMBER: 33005C0254E DATED: MAY 23, 2006. APPROXIMATE GRAPHICAL LOCATION IS SHOWN HEREON.
9. PARCELS ARE SUBJECT TO CONDITIONS AND RESTRICTIONS MADE A PART OF THE ORIGINAL DEEDS TO LOTS IN THIS SUBDIVISION SEE C.C.R.D. BK.3295 PG.18 AND BK.2256 PG.103.
10. THE LOCATION OF UTILITIES SHOWN HAVE BEEN COMPILED FROM THE CITY OF KEENE GIS. THE LOCATION OF UNDERGROUND UTILITIES SHOULD BE CONSIDERED APPROXIMATE AND SHOULD BE FIELD VERIFIED PRIOR TO ANY EXCAVATION OR CONSTRUCTION ACTIVITIES.
11. PER SITE INSPECTION ON SEPTEMBER 18, 2025, BY CHRISTOPHER GUIDA C.W.S. NO WETLANDS WERE FOUND ON SITE.

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

# LOT LINE ADJUSTMENT PLAN

**TAX MAP 540 LOT 12 & TAX MAP 540 LOT 13**
**(35 & 39 KENDALL ROAD)**
**KEENE, NEW HAMPSHIRE**

**PREPARED FOR:**
**ASHLEY FETCHERO**
39 KENDALL ROAD, KEENE, NH 03431

**LAND OF:**
**JOHN ANTHONY FETCHERO III**
**ASHLEY T. FETCHERO**
39 KENDALL ROAD, KEENE, NH 03431

**LAND OF:**
**CHARLES H. HENRY**
35 KENDALL ROAD, KEENE, NH 03431

SCALE: 1" = 20' AUGUST 25, 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

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Sep 19, 2025 – 3:05pm FLC-34
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CITY OF KEENE
NEW HAMPSHIRE

# MEMORANDUM

**TO:** Planning Board

**FROM:** Evan J. Clements, AICP - Planner

**DATE:** October 17, 2025

**SUBJECT:** RSA 676:4-a Revocation of Recorded Approval – 15 Colony Court Cottage Court Conditional Use Permit

## Recommendation:

That the Planning Board hold a public hearing and then vote to revoke the Cottage Court Conditional Use Permit PB-2024-08, which received final approval on August 26, 2024, at the applicant and owner's request.

## Background:

RSA 676:4-a "Revocation of Recorded Approval" is a statutory mechanism that can be used by the Planning Board as part of its enforcement powers. It can also be used at the request of an applicant when an approval is no longer desired. While the statute refers to approvals from the Planning Board that have been recorded at the Registry of Deeds, it is also the appropriate process to revoke approvals that are kept on record with the City.

On May 16, 2024, City Council voted to establish the Cottage Court Overlay District. The establishment of the overlay district and its associated Conditional Use Permit (CUP) process allowed for greater density without the need for additional lot area in the Medium Density (MD) and High Density (HD) zoning districts. The subject parcel is zoned MD and is ~8,000 SF. At the time that development was proposed, the parcel only had enough lot area for one dwelling unit by right. By getting approval for the Cottage Court CUP, a second unit was allowed, and the project was able to move forward as a duplex. Final Planning Board approval was granted on August 26, 2024 and a building permit was issued on September 9, 2024.

On February 20, 2025, City Council voted to remove the minimum lot area required per dwelling unit in the MD and HD zoning districts. This change made it so any parcel in the MD District could have up to three units by right. In the case of the subject parcel, the need for the CUP was eliminated but the constraints associated with the Cottage Court regulations still apply.

Revoking the Cottage Court Conditional Use Permit PB-2024-08 would enable the property to be treated as a "by right," two-family dwelling, consistent with all other properties in the district. The proposed revocation will not remove the requirements set by the Planning Board when the parcel was subdivided and the project is still subject to all requirements of the Zoning Regulations and applicable sections of the Land Development Code.

October 10, 2025

City of Keene Planning Board



POMAH LLC
PO Box 861,
Keene, NH 03431

Re: Request to Revoke Planning Board Approval for **PB-2024-08 - Cottage Court Conditional Use Permit - Townhomes, 0 Ellis Ct (15 Colony Ct)**

The owner of 15 Colony Ct. POMAH LLC would like to request, in accordance with RSA 676:4-a, that **Conditional Use Permit PB-2024-08 - Cottage Court Conditional Use Permit - Townhomes, 0 Ellis Ct (15 Colony Ct) (TMP #535-012-000)**, which was approved by the Keene Planning Board on 07/22/2024, be revoked as no longer required due to recent Zoning Amendments approved by the Keene City Council allowing this type of density by right in the Medium Density zone.

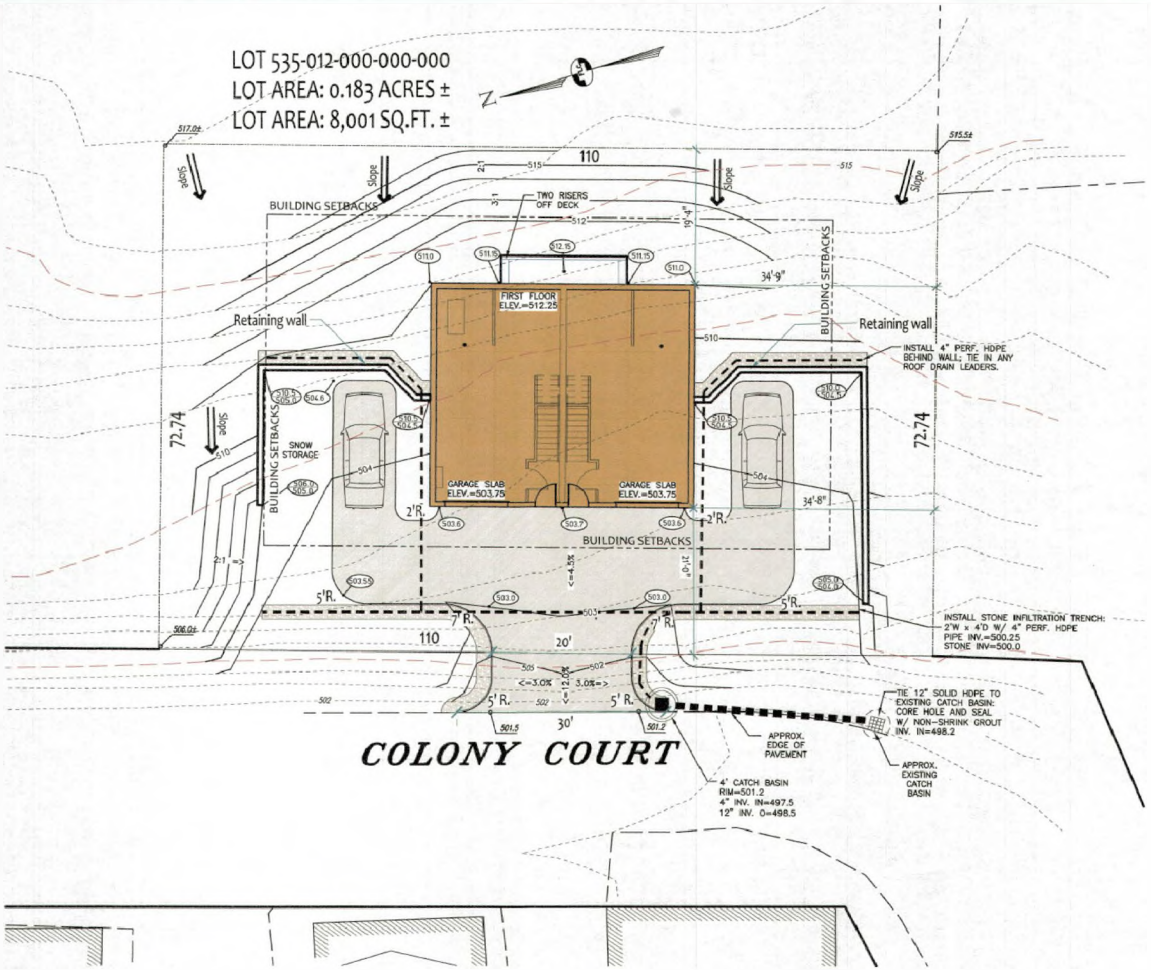
The approval of the revocation will be recorded at the Chesire County Registry of Deeds by the property owner.

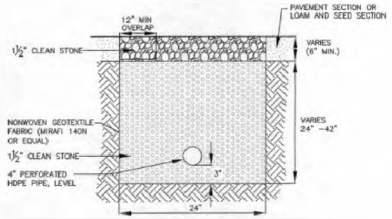
Thank you,

Andrey Snegach, Owner
POMAH LLC

Attached:
*Property Deed*
*CUP approval by Keene Planning Board*
*RSA 676:4-a*

LOT 535-012-000-000-000
LOT AREA: 0.183 ACRES ±
LOT AREA: 8,001 SQ.FT. ±

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LOCUS

## GRADING NOTES:

1. ALL WORK SHALL CONFORM TO THE APPLICABLE REGULATIONS AND STANDARDS OF THE CITY OF KEENE AND SHALL BE DONE IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS. THE KEENE DEPARTMENT OF PUBLIC WORKS' SPECIFICATIONS FOR ROAD CONSTRUCTION AND UTILITIES AND STORM AND FIRE WATER STANDARDS FOR ROAD AND BRIDGE CONSTRUCTION APPROVED AND ADOPTED 2018 ARE HEREBY INCORPORATED BY REFERENCE.
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 FOR DURING CONSTRUCTION. THE CONTRACTOR 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 BE RESPONSIBLE FOR CONTACTING "DIGSAFE" AT LEAST 72 HOURS PRIOR TO THE START OF CONSTRUCTION (811).
4. THE CONTRACTOR IS RESPONSIBLE FOR CONTACTING THE APPROPRIATE CITY DEPARTMENTS PRIOR TO CONSTRUCTION TO ARRANGE FOR NECESSARY INSPECTIONS.
5. BLASTING, IF REQUIRED, SHALL BE PERFORMED IN ACCORDANCE WITH THE CITY OF KEENE FIRE DEPARTMENT REGULATIONS.
6. ALL DISTURBED AREAS (RAW) MUST SHALL BE LOAMED AND SEEDED IMMEDIATELY UPON BEING CONSTRUCTED.
7. EXISTING PAVEMENT SHALL BE SAW-CUT AS NECESSARY. THE CONTRACTOR SHALL ENSURE A SMOOTH TRANSITION BETWEEN EXISTING AND NEW PAVEMENT.
8. ALL POWER WORK SHALL CONFORM TO EVERSOURCE STANDARDS.
9. ALL TELEPHONE WORK SHALL CONFORM TO CONSOLIDATED COMMUNICATIONS SPECIFICATIONS.
10. STREET RESTORATION, IF ANY, SHALL BE IN ACCORDANCE WITH CITY OF KEENE PUBLIC WORKS SPECIFICATIONS.
11. CONTRACTOR SHALL OBTAIN STRUCTURAL DESIGN PLANS, DETAILS AND SPECIFICATIONS FOR ALL RETAINING WALLS SHOWN ON THIS PLAN PRIOR TO CONSTRUCTION. THE RETAINING WALLS SHOWN SHALL BE DESIGNED BY OTHERS UNLESS OTHERWISE NOTED.
12. LAYOUT DETERMINED BY ARCHITECT. FIELDSTONE LAND CONSULTANTS, PLLC. IS NOT RESPONSIBLE FOR THE SITE LAYOUT.

GRAPHIC SCALES
IMPERIAL: 1"=10'

| REV. | DATE | DESCRIPTION | C/O | DR | CK |
|---|---|---|---|---|---|
| B | 7/18/24 | REVS PER KPW (KHC) COMMENTS | | SJB | JEN |
| A | 7/10/24 | REVS PER STAFF COMMENTS | | SJB | JEN |

FINAL

LAND OWNER SIGNATURE
OWNER: _____ DATE: 8-26-24

APPROVED BY THE KEENE PLANNING BOARD
ON: 8-26-24 CERTIFIED BY
CHAIRMAN: _____ AND
SECRETARY: _____

# SITE GRADING PLAN

## POMAH, LLC

**TAX MAP PARCEL 535-12-000-000-000**
**KEENE, NEW HAMPSHIRE**

PREPARED FOR:
**SAMPSON ARCHITECTS**
11 KING COURT, SUITE 1E, KEENE, NH 03431

LAND OF:
**POMAH, LLC**
P.O. BOX 861, KEENE, NH 03431

SCALE: 1" = 10' JUNE 21, 2024


Surveying ◆ Engineering ◆ Land Planning ◆ Permitting ◆ Septic Designs
FIELDSTONE LAND CONSULTANTS, PLLC
206 Elm Street, Milford, NH 03055
Phone: (603) 672-5456 Fax: (603) 413-5456
www.FieldstoneLandConsultants.com


FILE: 3887SP001.dwg | PROJ. NO. 3887.00 | SHEET: GR-1 | PAGE NO. 1 OF 1

PB-202408

**PB-2025-17 – 5-LOT SUBDIVISION – MARKEM IMAJE, 150 CONGRESS STREET**

**Request:**

Applicant Fieldstone Land Consultants PLLC, on behalf of owner Markem-Imaje Corporation, proposes to subdivide the existing ~31-ac parcel at 150 Congress St (TMP #598-002-000) into five lots that will be ~0.2-ac, ~3.5-ac, ~4.1-ac, ~6.4-ac, and ~17.7-ac in size. The parcel is located in the Industrial Park & Conservation Districts.

**Background:**

The subject parcel is ~31-ac in size and is located ~900' to the southwest of the Optical Ave/ Marlboro St. intersection and directly to the east of NH Rt. 101 (Figure 1). The property is the site of Markem-Imaje and is located predominately in the Industrial Park District (~29.61-) with a small corner in the Conservation District (~1.39-ac). The site is already developed with three primary structures ranging in size from 19,305-sf to 169,314-sf that are connected by a series of above-ground covered walkways or "tunnels." Site access is provided via existing curb cuts along Belmont Ave, Congress St., and Martin St.

In addition to the existing structures and travel aisles, the site also includes several small outbuildings, paved walkways, and multiple parking areas. The northeastern corner of the site is occupied by an ~798-sf building that is owned by the Amalgamated Squash, Chowder, & Development Corporation and is used as an indoor squash court. In 1976, an agreement was made to relocate the building from West St. to its current location on the Markem site.

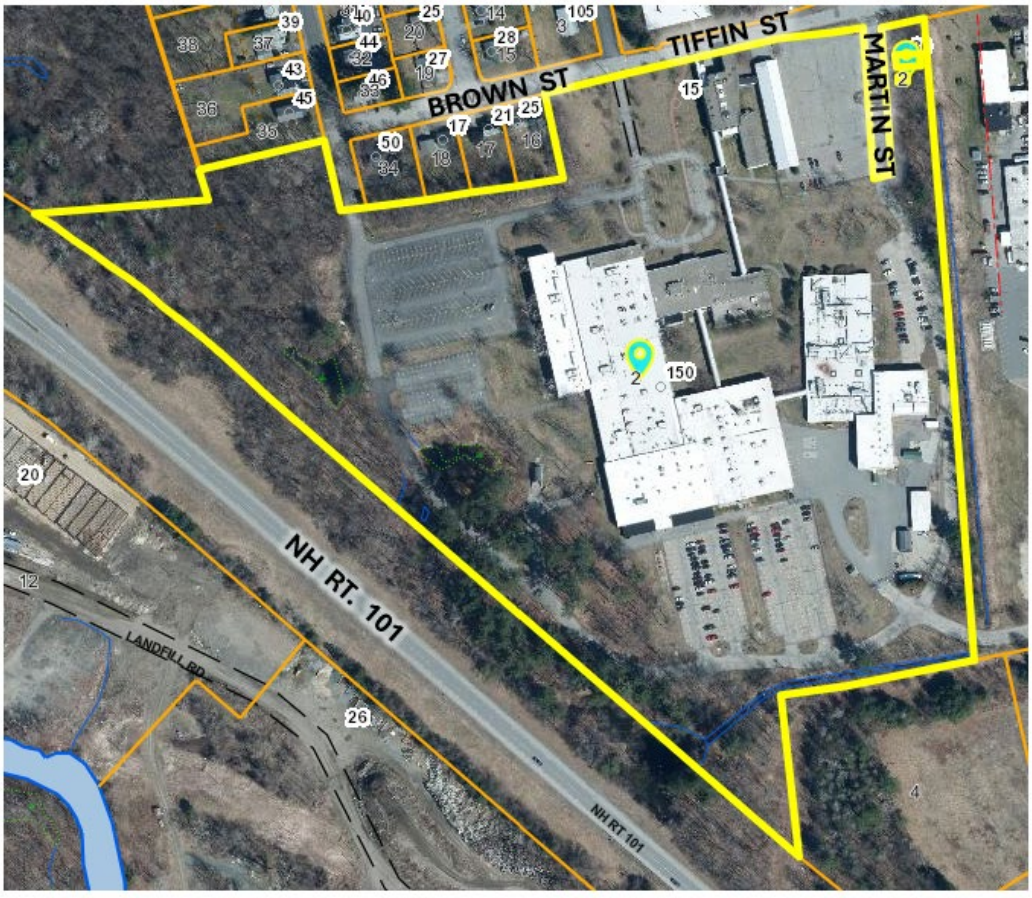


*Figure 1. Aerial imagery from 2020 showing the extent of the existing ~31-ac parcel at 150 Congress St.*

Adjacent uses include residential parcels to the north, industrial properties to the east and northeast, undeveloped land to the south, and the former City landfill site and commercial uses to the southwest.

The applicant proposes to subdivide the ~31-ac parcel into five lots that will vary in size from 0.17-ac to 17.69-ac. A total of six variances were granted by the Zoning Board of Adjustment (ZBA) at their meeting on October 6th related to reduced setbacks, sub-standard lot sizes, parking lot pavement setbacks, and permitted uses.

**Determination of Regional Impact:**

After reviewing the application, staff have made a preliminary evaluation that the proposed subdivision 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 submitted requests for exemptions from submitting separate existing and proposed subdivision plans and all technical reports. After reviewing these requests, Planning Staff recommend that the Board grant the requested waivers and accept the application as "complete."

**Departmental Comments:**

- **Engineering Staff Comments:** *(These comments have since been addressed to the satisfaction of the City Engineer.)*
    - The project narrative indicates that the existing water and sewer services are "sufficient" and will not change for the proposed development, but it is unclear how this determination was made. Please provide an analysis for City Staff to review.
    - Please be aware that all subdivided properties shall be serviced by dedicated separate water service(s), shut offs and sewer service(s) with dedicated connections to the City's water and sewer mains, respectively.

***APPLICATION ANALYSIS: The following is a review of the standards relevant to this application.***

***SECTION 20 – SUBDIVISION REGULATIONS:***

***SECTION 20.2.1 – LOTS:*** The project narrative states that due to the developed nature and current light industrial use of the site, it was not possible to subdivide the ~31-ac parent parcel in a way that would comply with zoning dimensional requirements of the underlying Conservation & Industrial Park Districts. Figure 2 shows the layout of the five proposed lots. Additionally, Table 1 shows the required and proposed dimensional requirements for each parcel as well as the underlying zoning districts and indicates where zoning approvals were required/granted by the ZBA.

***SECTION 20.2.2 – CHARACTER OF LAND FOR SUBDIVISION:*** The project narrative states that the proposed subdivision will not adversely impact the character of the site. It goes on to state that there will be no health or safety risks related to fire, flooding, poor drainage, steep slopes or hazardous conditions. The site has been developed since the early 1900's and there is no further site development/redevelopment proposed as part of this application. This standard is not applicable.

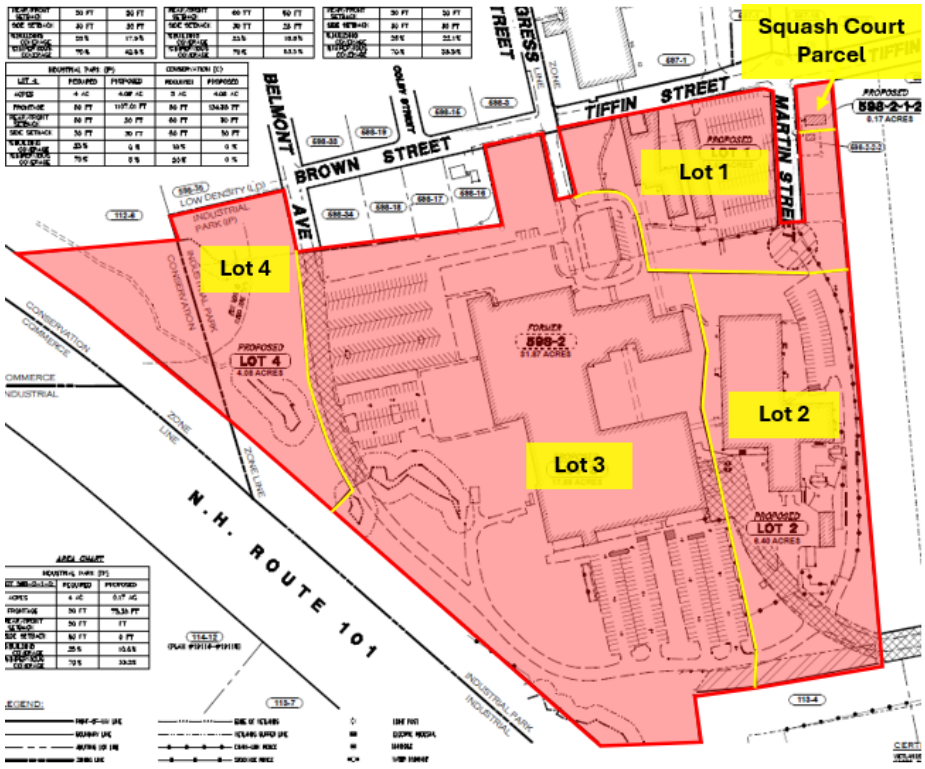


*Figure 2. A snippet from the subdivision plan showing the proposed layout of the 5 new lots.*

***SECTION 20.3.2 – SCATTERED OR PREMATURE DEVELOPMENT:*** The project narrative states that no development is proposed and further explains that the subdivision is intended to improve the utilization and ownership configuration of the existing buildings and associated parking areas. This standard is not applicable.

***SECTION 20.2.4 – PRESERVATION OF EXISTING FEATURES:*** The narrative states that all existing site features will be preserved without alteration. This standard appears to be met.

***SECTION 20.2.5 – MONUMENTATION:*** The narrative states that following the conditional approval of the application, the site will be monument in accordance with the standards outlined under Article 23 of the Land Development Code (LDC). Planning Staff recommend that the Planning Board include a condition of approval related to the completion of a lot monument inspection by the Public Works Director, or in lieu of this, the submittal of a security to cover the cost of such an inspection. This standard appears to be met.

***SECTION 20.2.6 – SPECIAL FLOOD HAZARD AREAS:*** The project narrative and plans show that a small portion of proposed Lot #4 at the northwestern corner of the site is located within a designated special flood hazard area. Planning Staff recommend that as a condition of approval Note #5 on the proposed subdivision plan be updated to state that any future development in this area will need to comply with all local, state, and federal floodplain regulations and may require the submittal of a Floodplain Development Permit to the Community Development Department.

***SECTION 20.2.7 – FIRE PROTECTION & WATER SUPPLY:*** The project narrative states that no changes are proposed to the existing fire protection measures and confirms that all existing infrastructure for fire protection, water, and sewer supply will remain in place. If any of the parcels being created as part of this subdivision are developed or redeveloped in the future, the existing

utilities will need to be reevaluated to ensure that adequate services will be available for the proposed use. This standard appears to be met.

***SECTION 20.2.8 – UTILITIES:*** As stated under the *"Fire Protection"* standard above, the site is currently served by municipal water and sewer systems, which are not proposed to be altered as part of this application. Any future use on the proposed lots will require a review of the municipal utilities to ensure sufficient capacity. This standard appears to be met.

**Table 9-1. Required and proposed dimensional requirements for the proposed 5-lot subdivision.**

| Parcel | Zoning Designation | | | | | |
|---|---|---|---|---|---|---|
| | Dimensional Requirement | Industrial Park | | Conservation | | Notes |
| | | Required | Proposed | Required | Proposed | |
| **Lot 1** | *Minimum Lot Size* | 4-ac | 3.52-ac | 5-ac | N/A | ZBA-2025-16 granted for substandard lot size. |
| | *Frontage* | 50' | 1107.01' | 50' | N/A | |
| | *Front Setback* | 50' | 50' | 50' | N/A | |
| | *Rear Setback* | 50' | 50' | 50' | N/A | |
| | *Side Setback* | 30' | 30' | 50' | N/A | |
| | *Max Building Coverage* | 25% | 17.9% | 10% | N/A | |
| | *Max Impervious Coverage* | 75% | 42.3% | 20% | N/A | |
| **Lot 2** | *Minimum Lot Size* | 4-ac | 6.4-ac | 5-ac | N/A | ZBA-2025-17 granted for reduced side setback. |
| | *Frontage* | 50' | 61.27' | 50' | N/A | |
| | *Front Setback* | 50' | 50' | 50' | N/A | |
| | *Rear Setback* | 50' | 50' | 50' | N/A | |
| | *Side Setback* | 30' | 26' | 50' | N/A | |
| | *Max Building Coverage* | 25% | 18.8% | 10% | N/A | |
| | *Max Impervious Coverage* | 75% | 53.5% | 20% | N/A | |
| **Lot 3** | *Minimum Lot Size* | 4-ac | 17.69-ac | 5-ac | N/A | |
| | *Frontage* | 50' | 75.38' | 50' | N/A | |
| | *Front Setback* | 50' | 50' | 50' | N/A | |
| | *Rear Setback* | 50' | 50' | 50' | N/A | |
| | *Side Setback* | 30' | 30' | 50' | N/A | |
| | *Max Building Coverage* | 25% | 22.1% | 10% | N/A | |
| | *Max Impervious Coverage* | 75% | 53.5% | 20% | N/A | |
| **Lot 4** | *Minimum Lot Size* | 4-ac | 2.69-ac | 5-ac | 1.39-ac | |
| | *Frontage* | 50' | 1,107.01' | 50' | 134.55' | |
| | *Front Setback* | 50' | 50' | 50' | 50' | |
| | *Rear Setback* | 50' | 50' | 50' | 50' | |
| | *Side Setback* | 30' | 30' | 50' | 50' | |
| | *Max Building Coverage* | 25% | 0% | 10% | 0% | |
| | *Max Impervious Coverage* | 75% | 0% | 20% | 0% | |
| **Amalgamated Squash Court (Existing TMP #598-002-000-001-002)** | *Minimum Lot Size* | 4-ac | 0.17-ac | 5-ac | N/A | ZBA-2025-18; ZBA-2025-15; ZBA-2025-14; & ZBA-2025-13 granted for use, reduced pavement setback, substandard lot size, and reduced rear setback. |
| | *Frontage* | 50' | ~82' | 50' | N/A | |
| | *Front Setback* | 50' | ~56' | 50' | N/A | |
| | *Rear Setback* | 50' | 37.8' | 50' | N/A | |
| | *Side Setback* | 30' | Existing: ~15' (east side setback); ~18' (west side setback) | 50' | N/A | |
| | *Max Building Coverage* | 25% | 10.8% | 10% | N/A | |
| | *Max Impervious Coverage* | 75% | 16.2% | 20% | N/A | |

## ***ARTICLE 21 – SITE DEVELOPMENT STANDARDS:***

***SECTION 21.8 - SEWER & WATER:*** Sewer and water utilities are addressed under the responses to Sections 20.2.7 & 20.2.7 of the LDC included above.

***SECTION 21.9 - TRAFFIC & ACCESS MANAGEMENT:*** Sheet SB-1 shows that two access easements are proposed: one on Lot 3 to allow Lot 4 access to Belmont Ave to the north and another across Lots 2 & 3 to allow both of these parcels access to Optical Ave by crossing the southern portion of the parcel at 7 Optical Ave. Planning Staff recommend that the Board include conditions of approval related to the submittal of draft and recorded easements for these access agreements in the motion for this application.

***SECTION 21.11 - SURFACE WATERS & WETLANDS:*** The proposed subdivision plan shows that there are two areas of wetlands on the western portion of the site on proposed Lots 3 & 4. The applicant has added a note to the plan stating that any future development within the 30' surface water buffer in these areas must comply with the City's Surface Water Protection Ordinance and may require the submittal of a CUP to the Planning Board. This standard appears to be met.

**Recommended Motion:**

If the Board is inclined to approve this request, the following motion is recommended:

***"Approve PB-2025-17 as shown on the plan set identified as, 'Subdivision Plan, Tax Map 598 Lot 2, (150 Congress St), Keene, New Hampshire' prepared by Fieldstone Land Consultants at varying scales on August 22, 2025 and last revised on September 15, 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. ***Owner's signature appears on all sheets of the final plan set.***
    b. ***Submittal of four (4) full sized paper copies, two (2) mylar copies, and a PDF version of the final plan set.***
    c. ***Submittal of a check in the amount of $255 made out to the City of Keene to cover the cost of recording fees.***
    d. ***Submittal of an updated proposed conditions plan (Sheet SB-1) showing the following:***
        i. ***All zoning applications submitted and the decisions rendered.***
        ii. ***The lot coverage calculations for Lot #4 shall be updated to reflect the acreage of land in each zoning district.***
        iii. ***A table shall be added showing the required and proposed zoning requirements for the amalgamated squash court.***
        iv. ***Note #5 shall be updated to state that any future development within the special flood hazard area will need to comply with all applicable local, federal, and state regulations and may require the submittal of a Floodplain Development Permit to the Community Development Department.***
    e. ***Submittal of draft easement language to the Community Development Department for review by the City Attorney.***
    f. ***Installation and inspection of lot monuments by the Public Works Director or their designee, or in lieu of this, the submittal of a security to cover the cost of the installation of these monuments.***
2. ***Subsequent to final approval and signature by the Planning Board Chair, the following condition shall be met:***
    a. ***Submittal of recorded easement agreements to the Community Development Department to be saved in the project file."***

City of Keene, NH

# Planning Board Subdivision 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:** Markem-Imaje Corporation | **NUMBER OF LOTS PROPOSED:** 5 |
| **PROJECT ADDRESS(ES):** 150 CONGRESS STREET | |

## SECTION 2: CONTACT INFORMATION

| PROPERTY OWNER | APPLICANT |
|---|---|
| **NAME/COMPANY:** MARKEM-IMAJE CORPORATION | **NAME/COMPANY:** MARKEM-IMAJE CORPORATION |
| **MAILING ADDRESS:** 150 CONGRESS STREET, KEENE, NH 03431 | **MAILING ADDRESS:** 150 CONGRESS STREET, KEENE, NH 03431 |
| **PHONE:** 603-209-3694 | **PHONE:** 603-209-3694 |
| **EMAIL:** mgokey@markem-imaje.com | **EMAIL:** mgokey@markem-imaje.com |
| **SIGNATURE:** | **SIGNATURE:** |
| **PRINTED NAME:** see letter of authorization | **PRINTED NAME:** see letter of authorization |

| AUTHORIZED AGENT (if different than Owner/Applicant) | FOR OFFICE USE ONLY: |
|---|---|
| **NAME/COMPANY:** FIELDSTONE LAND CONSULTANTS, PLLC | **TAX MAP PARCEL #(s):** 598-002-000-____-____ |
| **MAILING ADDRESS:** 206 ELM STREET, MILFORD, NH 03055 | ____-____-____-____-____ |
| **PHONE:** 603-672-5456 | ____-____-____-____-____ |
| **EMAIL:** JGLEFEBVRE@FIELDSTONELANDCONSULTANTS.COM | **PARCEL SIZE:** 31 ac |
| **SIGNATURE:** | **ZONING:** Industrial |
| **PRINTED NAME:** Jonathan Lefebvre | **PROJECT #:** PB-2025-17 |

**DATE STAMP:** RECEIVED AUG 22 2025 By

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

# Markem-Imaje Corporation Development
# Subdivision Narrative

Markem-Imaje Corporation
Tax Map Parcel 598, Lot 2
150 Congress Street, Keene, New Hampshire

September 15, 2025

**Project Narrative:**

Fieldstone Land Consultants, on behalf of Markem-Imaje Corporation, is submitting a five (5) lot subdivision plan for Planning Board review. The proposal involves the subdivision of Tax Map Lot 598-2, located at 150 Congress Street, into five (5) individual lots. The subject parcel lies predominantly within the Industrial Park (IP) zoning district, with a portion located within the Conservation (C) district.

The intent of this subdivision is to facilitate more efficient use of the existing and available building space while reducing associated operational costs. By subdividing the property, the applicant aims to eliminate the tax burden and maintenance responsibilities related to the surplus buildings and land, without impacting the industrial use of the site.

Tax Map Lot 598-2 is currently 37.87 acres and has 2,064.47 feet of frontage along Brown Street, Belmont Street, Congress Street, Tiffin Street, Optical Avenue, and Martin Street. The property is actively used for industrial purposes, and this use will continue post-subdivision. No new construction or physical changes are proposed as part of this application.

The proposed five (5) lots contain the following acreage:

- LOT 1 = 3.52 acres
- LOT 2 = 6.40 acres
- LOT 3 = 17.69 acres
- LOT 4 = 4.08 acres
- 598-2-1-2 = 0.17 acres

Access to the proposed lots will be provided via Optical Avenue, Martin Street, Tiffin Street, Congress Street, Brown Street, Belmont Street, as well as a proposed access easement.

**Site Development Standards (Article 21 of the LDC):**

**21.2. Drainage & Stormwater:** No modifications are proposed to the existing drainage and stormwater infrastructure. The current system is functioning as intended and will remain unchanged.



**21.3 Sediment & Erosion Control:** As no construction is proposed, sediment and erosion

control measures are not necessary.

**21.4 Snow Storage & Removal:** Snow will be stored on-site. The snow will be plowed to the sides of the roads and driveways. No changes are proposed to existing snow storage or removal areas.

**21.5 Landscaping:** The existing landscaping will remain unchanged. As no construction or site alterations are planned, no additional or revised landscaping is necessary.

**21.6 Screening:** The site is currently bordered by mature trees that provide natural screening from adjacent properties. This screening will be maintained with no alterations.

**21.7 Lighting:** All existing site lighting will remain unchanged. No additional lighting is proposed.

**21.8 Sewer & Water:** Sewer and water services will continue to be provided by municipal systems, including City water and sewer connections to each building.

**21.9 Traffic & Access Management:** Site access will remain unchanged, with the exception of an easement on lot LOT 3, which will allow lot LOT 4 access to Belmont Avenue.

**21.10 Filling & Excavation:** No filling or excavation activities are proposed for this site.

**21.11 Surface Waters & Wetlands:** There will be no impacts to the delineated wetlands located on the property.

**21.12 Hazardous & Toxic Materials:** No hazardous or toxic materials are associated with this project.

**21.13 Noise:** The proposed subdivision will not result in any increased noise levels.

**21.14 Architecture & Visual Appearance:** There will be no changes to the existing architecture or visual character of the site. This subdivision is being pursued to optimize the use of existing buildings and infrastructure in a cost-effective manner.

**Subdivision Regulations Standards (Article 20 of the LDC):**

**20.2.1 Lots:** Due to the unique physical characteristics of LOT 1, including its frontage along both Martin Street and Congress Street, and the presence of multiple industrial buildings and parking areas, the property cannot be reasonably subdivided in strict conformance with the ordinance. The logical division line needed to maintain appropriate setbacks and parking yields a 3.52-acre lot that falls below the minimum lot size.

Lot 598-2-1-2 encompasses 0.17 acres. There are special conditions that distinguish this property from others in the area. Since 1976, the current owner has leased a portion of the land to the Amalgamated Squash, Chowder, and Development Corporation (ASC&DC) for recreational use and now seeks to transfer ownership of that portion to ASC&DC in order to relieve themselves of liability. A key distinguishing factor is that the property is confined by Martin Street, which terminates at the Markem Corporation property, limiting access and development potential. Furthermore, due to the required setbacks within the Industrial Park Zone, this portion of land is not suitable for development. The presence of an existing easement to Northern NE Telephone Operations, LLC and a utility shed also create a logical

boundary for subdividing the lot. As a result of these constraints, the proposed lot cannot meet the minimum lot size or side and rear setbacks as outlined in Article 6, Section 3.2.

LOT 2 consists of 6.40 acres, the proposed lot line includes the division of two large industrial buildings in close proximity. The logical dividing line between them results in a four-foot side setback encroachment at the southwest corner of the building. As a result, the property cannot be reasonably subdivided in strict compliance with the Land Development Code (Article 6, Section 3.2), see variance application for more information.

LOT 3 covers 17.69 acres. The proposed property line does not satisfy the full side parking setback of 10-feet as required in Article 9 Section 4.2. The encroachment is minimal, encroaching 2-feet into the setback. As a result, the property cannot be reasonably subdivided in strict compliance with the Land Development Code (Article 9, Section 4.2), see variance application for more information.

Variance applications have been submitted for the above-mentioned lots and are pending.
With the exception of the variances mentioned above, the lots meet all frontage, setback, and minimum size.

**20.2.2 Character of Land for Subdivision:** The proposed subdivision will no adversely impact the character of the site. No health or safety risks related to fire, flooding, poor drainage, steep slopes or hazardous conditions are anticipated. The site has been developed since the early 1900's and the proposed subdivision will not alter the existing infrastructure or land use.
**20.3.2 Scattered or Premature Development:** No new development is proposed. The subdivision is intended solely to improve the utilization and ownership configuration of the existing buildings and associated parking areas.
**20.2.4 Preservation of Existing Features:** No development is proposed; all existing features will be preserved without alteration.
**20.2.5 Monumentation:** Following approval of the subdivision application, the site will be monumented in accordance with the standards set forth in Article 23 of the Land Development Code (LDC).
**20.2.6 Special Flood Hazard Areas:** A small portion of the site, located in the northwesterly corner, lies within ta designated Special Flood Hazard Area. No construction or development is proposed within this area, as reflected in the submitted subdivision plan.
**20.2.7 Fire Protection & Water Supply:** No changes are proposed to fire protection measures. All existing infrastructure for fire protection and water supply will remain in place.
**20.2.8** The site is currently served by municipal water and sewer systems. As no development is proposed, all existing utilities will remain in use with no modification.

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

**TO:** Megan Fortson, Planner

**FROM:** Jonathan Lefebvre, Fieldstone Land Consultants, PLLC

**DATE:** September 15, 2025

**SUBJECT:** FLC Responses to comments on the 5-lot Subdivision Application, PB-2025-17, for Markem-Imaje at 150 Congress St

Megan,

As Agent of Markem-Imaje for this application, see Fieldstone Land Consultants responses to the City of Keene staff comments below in red.

**Planning Staff Comments:**

1. **ZBA Applications.** *Please be aware that the submitted zoning applications related to minimum lot sizes, permitted use, and setbacks will need to be approved by the Zoning Board of Adjustment (ZBA) before the subdivision application can be noticed for the September 29th Planning Board Meeting.* Understood, we have passed this information on to our client.

2. **Notice List.** *Page 2 of the project narrative states that PSNH is an existing easement holder on the northeastern portion of the property next to the amalgamated squash court. Please update the submitted notice list to include PSNH, along with any other holders of easements on the subject property.* The project narrative incorrectly states that PSNH is the easement holder and it is actually Northern NE Telephone Operations, LLC (Lot 598-2-2-2). This owner was included in our notice list.

3. **Narrative.** *Please remove the proposed tax map parcel numbers (TMP#s) from the narrative and label the parcels as "Lot 1, Lot 2, etc." New TMP#s for these lots will be assigned by the City Assessor when/if the subdivision is approved and recorded*. Plan and narrative have been revised.

4. **Plan Set.** *Please make the following modifications to the submitted plan set.*
   a. *Label the proposed new parcels as described in comment #3 above*. Revised accordingly.
   b. *Submit a non-scanned PDF version of the plans*. See attached.
   c. *Use different symbology to more clearly differentiate between the existing and proposed property lines*. All outside property lines are existing, all other lines are proposed.
   d. *Add a table to Sheet 1 detailing the following:*

i. *Proposed lot sizes*. Table added to plan set
ii. *The land area of each parcel to be located in each district.* See table on plan
iii. *e required and proposed dimensional requirements for each new lot.* See table on plan

e. *add a note outlining all variances applied for and the decisions rendered by the ZBA. (This can be added to the final plan set, if need be).* We would like to add this to the final plan set.
f. *Make sure that all symbology is defined in the legend on each sheet of the plan set*. No comment necessary.
g. *Add a note to Sheet 1 stating that any future development within the 30-foot surface water buffer must comply with the City of Keene's Surface Water Protection Ordinance and may require the submittal of a Conditional Use Permit to the Planning Board.* See plan Note 12.
h. *The project narrative states that the northeastern portion of the site is within a special flood hazard area; however, it appears to be located on the northwestern corner of the site*. Please clarify. Narrative has been corrected.

5. **Recording Fees.** *Please clarify which sheet(s) of the plan set will be recorded. This will help Planning Staff calculate the recording fees that will be owed to the City*. All five sheets will be recorded.

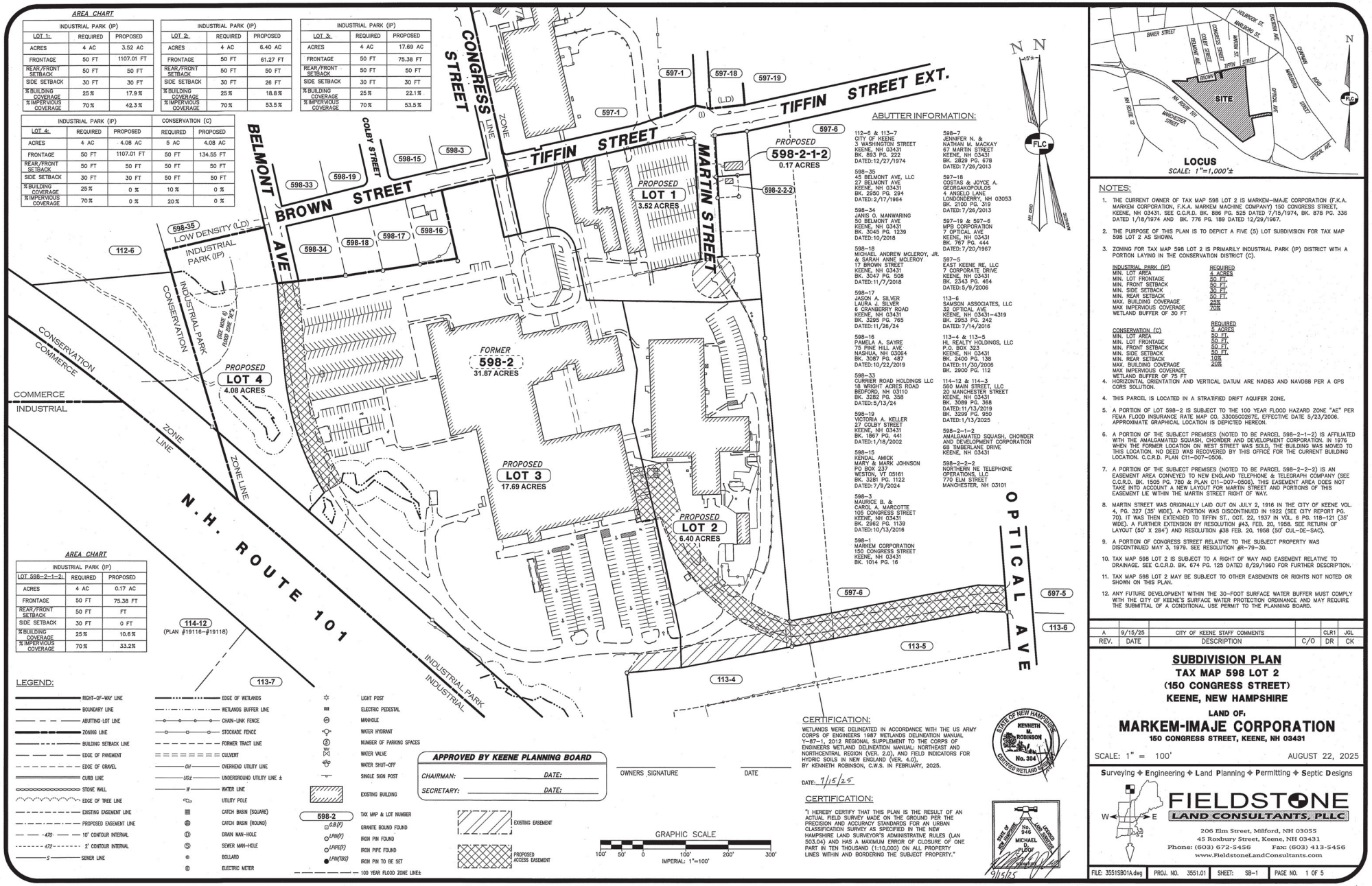
6. **Conditions of Approval.** Please be aware that the conditions of approval in the recommended motion in the staff report for this application may include thefollowing.
   a. *Owner's signature appears on the final plans.* Noted (understood)
   b. *Submittal of four (4) full sized paper copies, two (2) mylar copies, and a digital copy of the final plan set in PDF/A format.* Noted
   c. *Submittal of fees to the City of Keene to cover the cost of recording the subdivision plat(s) at the Registry ofDeeds.* Noted
   d. *Inspection of lot monuments by the Public Works Director, or their designee, after the lot monuments have been set, or the submittal of a security in a form and amount acceptable to the Public Works Director to cover this cost.* Noted
   e. *Prior to final approval, draft language for all easements and any other necessary legal documents shall be submitted to the Community Development Department for review and comment by the CityAttorney.* Noted
   f. *Subsequent to final approval, recorded copies of all easements and any other necessary documents shall be submitted to the Community Development Department.* Noted
   g. *All subdivided properties shall be serviced by separate water service(s), shut-offs and sewer service(s) with dedicated connections to the City water mains and sewer mains, respectively. This has been addressed with Bryan M. Ruoff, P.E.,(City Engineer).* See response to engineering comments below.

**Engineering Staff Comments:**

1. *The project narrative indicates that the existing water and sewer services are "sufficient" and will not change for the proposed development, but it is unclear how this determination was made. Please provide an analysis for City review.* There are two buildings (the Main building and Chemical building) being separated by the proposal, which historically had much greater water and sewer demand than the current demand for these utilities. Markem-Imaje is insured by FM Global, which requires annual inspections of the facility to meet the tight restrictions on the use of the facility and fire suppression systems. As such, FM Global tests the fire flow of

the privately owned fire hydrants around the facility and reviews all inspections of the fire risers, sprinklers, and valves. The Main Building has a 4-inch domestic water supply and seven (7) separate 6-inch fire supply lines. The Chemical Building has a 2-inch domestic water supply and four (4) separate 6-inch fire supply lines. These water supply lines are fed from an 8-inch water main that loops through the property from Congress Street to Martin Street. The sewer is 8-inch with sewer manholes in multiple areas and is connected to the municipal sewer in Congress Street and Martin Street, at the intersections with Tiffin Street. The water and sewer on site is similar to the City's infrastructure and more than adequate for the industrial uses of both buildings.

2. *Please be aware that all subdivided properties shall be serviced by dedicated separate water service(s), shut offs and sewer service(s) with dedicated connections to the City's water and sewer mains, respectively.* The two buildings are serviced by dedicated water and sewer services. The two buildings tie into the privately owned water main loop with dedicated shut-off valves (curb stop and gate valve). The privately owned water main loop also has dedicated shut-off valves at Congress Street and Martin Street where the loop connects to the City infrastructure. It should also be noted that each building has dedicated water meters that are remote-read type and billed separately from the Keene Public Works. If the City was to take ownership of the privately-owned water main loop, an easement would be required on both proposed lots.




NOTES:

1. THE CURRENT OWNER OF TAX MAP 598 LOT 2 IS MARKEM-IMAJE CORPORATION (F.K.A. MARKEM CORPORATION, F.K.A. MARKEM MACHINE COMPANY) 150 CONGRESS STREET, KEENE, NH 03431. SEE C.C.R.D. BK. 886 PG. 525 DATED 7/15/1974, BK. 876 PG. 336 DATED 1/18/1974 AND BK. 776 PG. 189 DATED 12/29/1967.
2. THE PURPOSE OF THIS PLAN IS TO DEPICT A FIVE (5) LOT SUBDIVISION FOR TAX MAP 598 LOT 2 AS SHOWN.
3. ZONING FOR TAX MAP 598 LOT 2 IS PRIMARILY INDUSTRIAL PARK (IP) DISTRICT WITH A PORTION LAYING IN THE CONSERVATION DISTRICT (C).

| INDUSTRIAL PARK (IP) | REQUIRED |
|---|---|
| MIN. LOT AREA | 4 ACRES |
| MIN. LOT FRONTAGE | 50 FT. |
| MIN. FRONT SETBACK | 50 FT. |
| MIN. SIDE SETBACK | 30 FT. |
| MIN. REAR SETBACK | 50 FT. |
| MAX. BUILDING COVERAGE | 25% |
| MAX IMPERVIOUS COVERAGE | 70% |
| WETLAND BUFFER OF 75 FT | |

| CONSERVATION (C) | REQUIRED |
|---|---|
| MIN. LOT AREA | 5 ACRES |
| MIN. LOT FRONTAGE | 50 FT. |
| MIN. FRONT SETBACK | 50 FT. |
| MIN. SIDE SETBACK | 50 FT. |
| MIN. REAR SETBACK | 10% |
| MAX. BUILDING COVERAGE | 20% |
| MAX IMPERVIOUS COVERAGE | |
| WETLAND BUFFER OF 75 FT | |

4. HORIZONTAL ORIENTATION AND VERTICAL DATUM ARE NAD83 AND NAVD88 PER A GPS CORS SOLUTION.
4. THIS PARCEL IS LOCATED IN A STRATIFIED DRIFT AQUIFER ZONE.
5. A PORTION OF LOT 598-2 IS SUBJECT TO THE 100 YEAR FLOOD HAZARD ZONE "AE" PER FEMA FLOOD INSURANCE RATE MAP CO. 33005C0267E, EFFECTIVE DATE 5/23/2006. APPROXIMATE GRAPHICAL LOCATION IS DEPICTED HEREON.
6. A PORTION OF THE SUBJECT PREMISES (NOTED TO BE PARCEL 598-2-1-2) IS AFFILIATED WITH THE AMALGAMATED SQUASH, CHOWDER AND DEVELOPMENT CORPORATION. IN 1976 WHEN THE FORMER LOCATION ON WEST STREET WAS SOLD, THE BUILDING WAS MOVED TO THIS LOCATION. NO DEED WAS RECORDED BY THIS OFFICE FOR THE CURRENT BUILDING LOCATION. C.C.R.D. PLAN C11-007-0506.
7. A PORTION OF THE SUBJECT PREMISES (NOTED TO BE PARCEL 598-2-2-2) IS AN EASEMENT AREA CONVEYED TO NEW ENGLAND TELEPHONE & TELEGRAPH COMPANY (SEE C.C.R.D. BK. 1505 PG. 780 & PLAN C11-007-0506). THIS EASEMENT AREA DOES NOT TAKE INTO ACCOUNT A NEW LAYOUT FOR MARTIN STREET AND PORTIONS OF THIS EASEMENT LIE WITHIN THE MARTIN STREET RIGHT OF WAY.
8. MARTIN STREET WAS ORIGINALLY LAID OUT ON JULY 2, 1916 IN THE CITY OF KEENE VOL. 4, PG. 327 (30' WIDE). A PORTION WAS DISCONTINUED IN 1922 (SEE CITY REPORT PG. 70). IT WAS THEN EXTENDED TO TIFFIN ST., OCT. 22, 1937 IN VOL. 6 PG. 118-121 (35' WIDE). A FURTHER EXTENSION BY RESOLUTION #43, FEB. 20, 1958. SEE RETURN OF LAYOUT (50' X 284') AND RESOLUTION #38 FEB. 20, 1958 (50' CUL-DE-SAC).
9. A PORTION OF CONGRESS STREET RELATIVE TO THE SUBJECT PROPERTY WAS DISCONTINUED MAY 3, 1979. SEE RESOLUTION #R-79-30.
10. TAX MAP 598 LOT 2 IS SUBJECT TO A RIGHT OF WAY AND EASEMENT RELATIVE TO DRAINAGE. SEE C.C.R.D. BK. 674 PG. 125 DATED 8/29/1960 FOR FURTHER DESCRIPTION.
11. TAX MAP 598 LOT 2 MAY BE SUBJECT TO OTHER EASEMENTS OR RIGHTS NOT NOTED OR SHOWN ON THIS PLAN.
12. ANY FUTURE DEVELOPMENT WITHIN THE 30-FOOT SURFACE WATER BUFFER MUST COMPLY WITH THE CITY OF KEENE'S SURFACE WATER PROTECTION ORDINANCE AND MAY REQUIRE THE SUBMITTAL OF A CONDITIONAL USE PERMIT TO THE PLANNING BOARD.

| REV. | DATE | DESCRIPTION | C/O | DR | CK |
|---|---|---|---|---|---|
| A | 9/15/25 | CITY OF KEENE STAFF COMMENTS | | CLR1 | JGL |

# SUBDIVISION PLAN
## TAX MAP 598 LOT 2
## (150 CONGRESS STREET)
## KEENE, NEW HAMPSHIRE

LAND OF:

## MARKEM-IMAJE CORPORATION
150 CONGRESS STREET, KEENE, NH 03431

SCALE: 1" = 100' AUGUST 22, 2025


Surveying ◆ Engineering ◆ Land Planning ◆ Permitting ◆ Septic Designs

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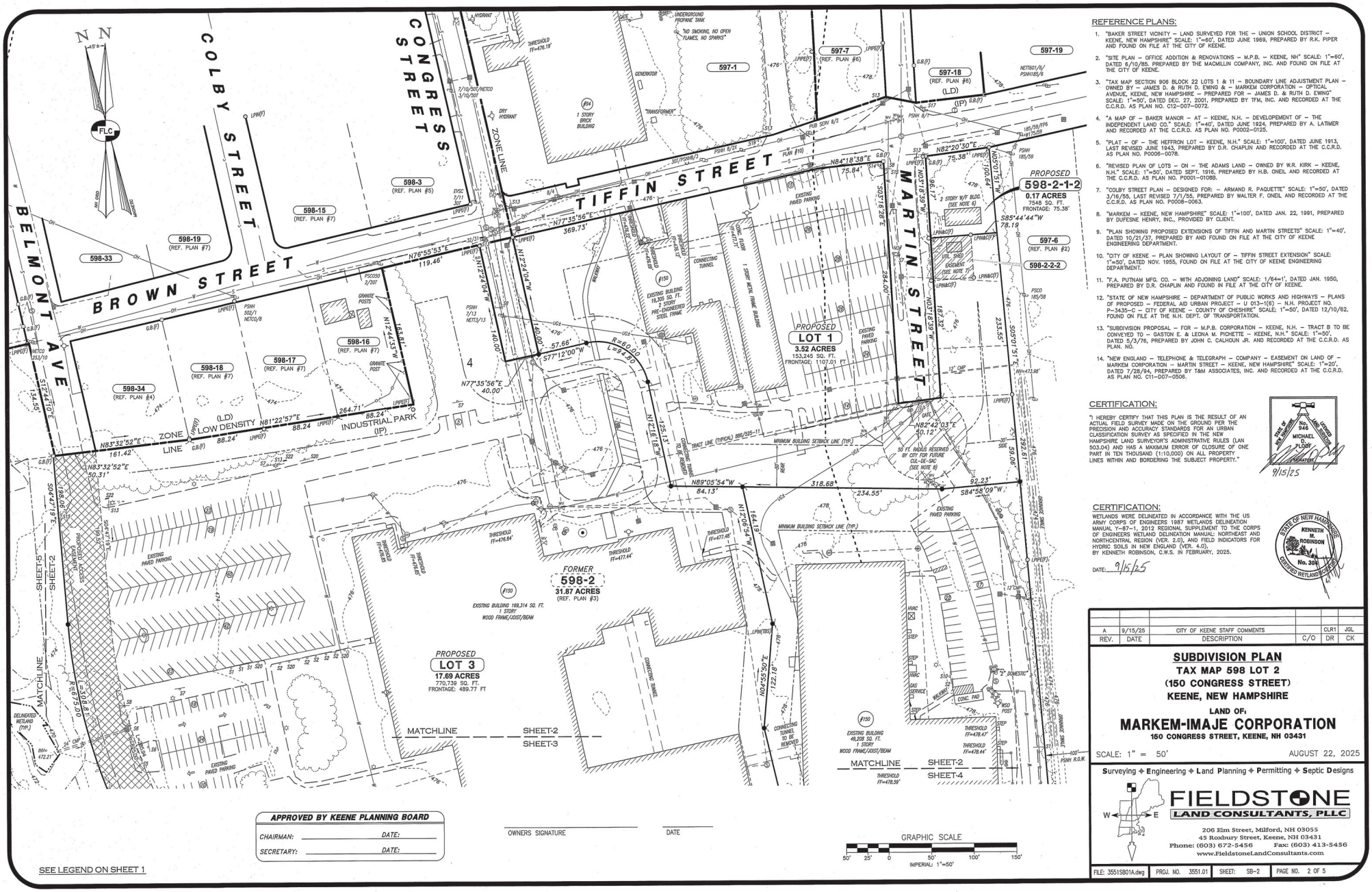


## REFERENCE PLANS:

1. "BAKER STREET VICINITY – LAND SURVEYED FOR THE – UNION SCHOOL DISTRICT – KEENE, NEW HAMPSHIRE" SCALE: 1"=60', DATED JUNE 1969, PREPARED BY R.K. PIPER AND FOUND ON FILE AT THE CITY OF KEENE.
2. "SITE PLAN – OFFICE ADDITION & RENOVATIONS – M.P.B. – KEENE, NH" SCALE: 1"=60', DATED 6/10/85, PREPARED BY THE MACMILLIN COMPANY, INC. AND FOUND ON FILE AT THE CITY OF KEENE.
3. "TAX MAP SECTION 906 BLOCK 22 LOTS 1 & 11 – BOUNDARY LINE ADJUSTMENT PLAN – OWNED BY – JAMES D. & RUTH D. EWING & – MARKEM CORPORATION – OPTICAL AVENUE, KEENE, NEW HAMPSHIRE – PREPARED FOR – JAMES D. & RUTH D. EWING" SCALE: 1"=50', DATED DEC. 27, 2001, PREPARED BY TFM, INC. AND RECORDED AT THE C.C.R.D. AS PLAN NO. C12–D07–0072.
4. "A MAP OF – BAKER MANOR – AT – KEENE, N.H. – DEVELOPEMENT OF – THE INDEPENDENT LAND CO." SCALE: 1"=40', DATED JUNE 1924, PREPARED BY A. LATIMER AND RECORDED AT THE C.C.R.D. AS PLAN NO. P0002–0125.
5. "PLAT – OF – THE HEFFRON LOT – KEENE, N.H." SCALE: 1"=100', DATED JUNE 1913, LAST REVISED JUNE 1943, PREPARED BY D.R. CHAPLIN AND RECORDED AT THE C.C.R.D. AS PLAN NO. P0006–0078.
6. "REVISED PLAN OF LOTS – ON – THE ADAMS LAND – OWNED BY W.R. KIRK – KEENE, N.H." SCALE: 1"=50', DATED SEPT. 1916, PREPARED BY H.B. ONEIL AND RECORDED AT THE C.C.R.D. AS PLAN NO. P0001–0108B.
7. "COLBY STREET PLAN – DESIGNED FOR: – ARMAND R. PAQUETTE" SCALE: 1"=50', DATED 3/16/55, LAST REVISED 7/1/55, PREPARED BY WALTER F. ONEIL AND RECORDED AT THE C.C.R.D. AS PLAN NO. P0008–0063.
8. "MARKEM – KEENE, NEW HAMPSHIRE" SCALE: 1"=100', DATED JAN. 22, 1991, PREPARED BY DUFESNE HENRY, INC., PROVIDED BY CLIENT.
9. "PLAN SHOWING PROPOSED EXTENSIONS OF TIFFIN AND MARTIN STREETS" SCALE: 1"=40', DATED 10/21/37, PREPARED BY AND FOUND ON FILE AT THE CITY OF KEENE ENGINEERING DEPARTMENT.
10. "CITY OF KEENE – PLAN SHOWING LAYOUT OF – TIFFIN STREET EXTENSION" SCALE: 1"=50', DATED NOV. 1955, FOUND ON FILE AT THE CITY OF KEENE ENGINEERING DEPARTMENT.
11. "F.A. PUTNAM MFG. CO. – WITH ADJOINING LAND" SCALE: 1/64=1', DATED JAN. 1950, PREPARED BY D.R. CHAPLIN AND FOUND IN FILE AT THE CITY OF KEENE.
12. "STATE OF NEW HAMPSHIRE – DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS – PLANS OF PROPOSED – FEDERAL AID URBAN PROJECT – U 013–1(6) – N.H. PROJECT NO. P–3435–C – CITY OF KEENE – COUNTY OF CHESHIRE" SCALE: 1"=50', DATED 12/10/62, FOUND ON FILE AT THE N.H. DEPT. OF TRANSPORTATION.
13. "SUBDIVISION PROPOSAL – FOR – M.P.B. CORPORATION – KEENE, N.H. – TRACT B TO BE CONVEYED TO – GASTON E. & LEONA M. PICHETTE – KEENE, N.H." SCALE: 1"=50', DATED 5/3/76, PREPARED BY JOHN C. CALHOUN JR. AND RECORDED AT THE C.C.R.D. AS PLAN. NO.
14. "NEW ENGLAND – TELEPHONE & TELEGRAPH – COMPANY – EASEMENT ON LAND OF – MARKEM CORPORATION – MARTIN STREET – KEENE, NEW HAMPSHIRE" SCALE: 1"=20', DATED 7/28/94, PREPARED BY T&M ASSOCIATES, INC. AND RECORDED AT THE C.C.R.D. AS PLAN NO. C11–D07–0506.

## CERTIFICATION:

"I HEREBY CERTIFY THAT THIS PLAN IS THE RESULT OF AN ACTUAL FIELD SURVEY MADE ON THE GROUND PER THE PRECISION AND ACCURACY STANDARDS FOR AN URBAN CLASSIFICATION SURVEY AS SPECIFIED IN THE NEW HAMPSHIRE LAND SURVEYOR'S ADMINISTRATIVE RULES (LAN 503.04) AND HAS A MAXIMUM ERROR OF CLOSURE OF ONE PART IN TEN THOUSAND (1:10,000) ON ALL PROPERTY LINES WITHIN AND BORDERING THE SUBJECT PROPERTY."

STATE OF NEW HAMPSHIRE — LICENSED LAND SURVEYOR — No. 946 — MICHAEL D. FLORY — SURVEYOR

9/15/25

## CERTIFICATION:

WETLANDS WERE DELINEATED IN ACCORDANCE WITH THE US ARMY CORPS OF ENGINEERS 1987 WETLANDS DELINEATION MANUAL, Y–87–1, 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 KENNETH ROBINSON, C.W.S. IN FEBRUARY, 2025.

DATE: 9/15/25

STATE OF NEW HAMPSHIRE — KENNETH M. ROBINSON — No. 304 — CERTIFIED WETLAND SCIENTIST

| REV. | DATE | DESCRIPTION | C/O | DR | CK |
|---|---|---|---|---|---|
| A | 9/15/25 | CITY OF KEENE STAFF COMMENTS | | CLR1 | JGL |

# SUBDIVISION PLAN

**TAX MAP 598 LOT 2**
**(150 CONGRESS STREET)**
**KEENE, NEW HAMPSHIRE**

**LAND OF:**

## MARKEM-IMAJE CORPORATION

**150 CONGRESS STREET, KEENE, NH 03431**

SCALE: 1" = 50' AUGUST 22, 2025

**APPROVED BY KEENE PLANNING BOARD**

CHAIRMAN: _____ DATE: _____

SECRETARY: _____ DATE: _____

OWNERS SIGNATURE _____ DATE _____

GRAPHIC SCALE
50' 25' 0 50' 100' 150'
IMPERIAL: 1"=50'


Surveying ✦ Engineering ✦ Land Planning ✦ Permitting ✦ Septic Designs

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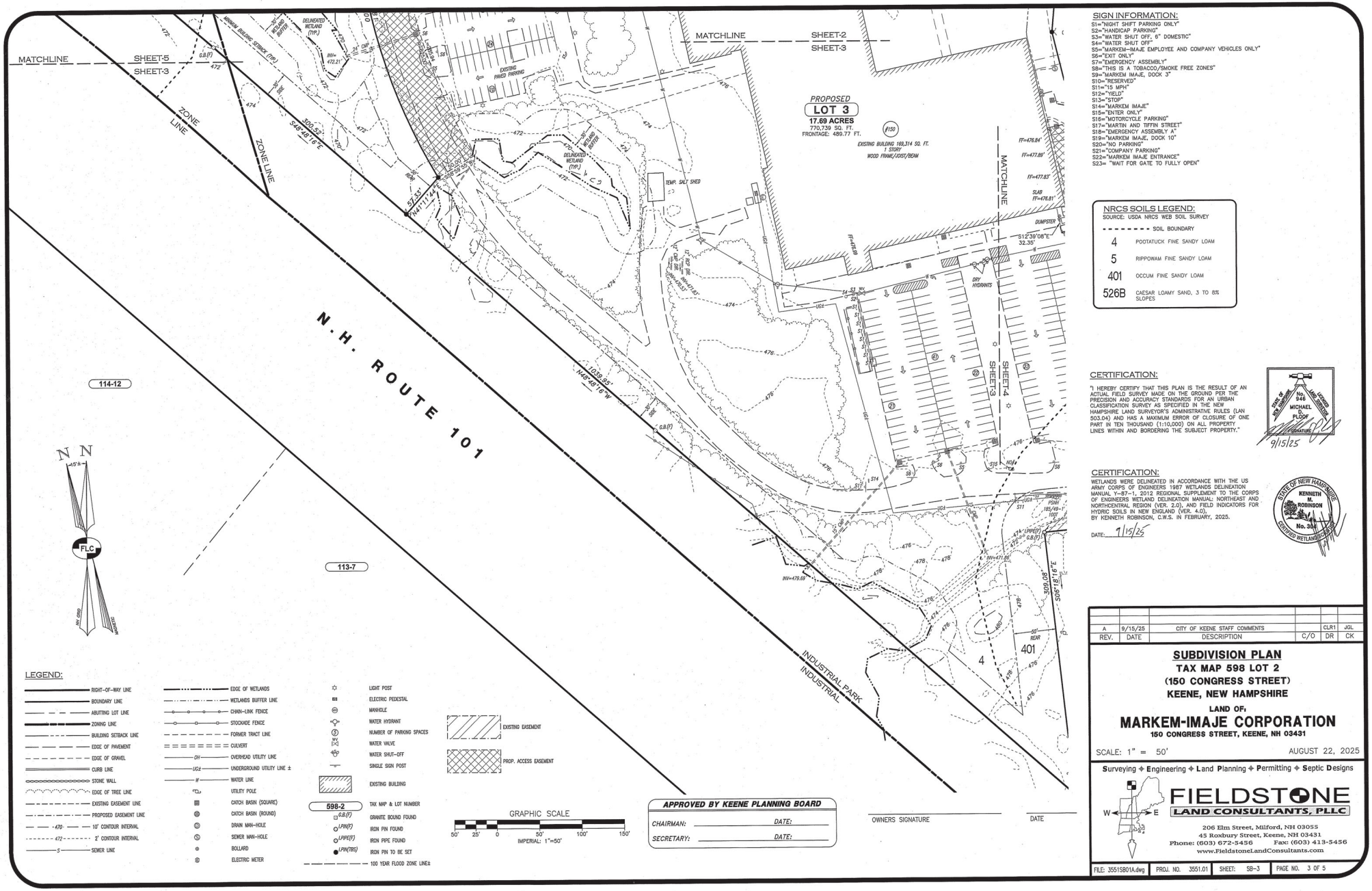


SIGN INFORMATION:

S1="NIGHT SHIFT PARKING ONLY"
S2="HANDICAP PARKING"
S3="WATER SHUT OFF, 6" DOMESTIC"
S4="WATER SHUT OFF"
S5="MARKEM-IMAJE EMPLOYEE AND COMPANY VEHICLES ONLY"
S6="EXIT ONLY"
S7="EMERGENCY ASSEMBLY"
S8="THIS IS A TOBACCO/SMOKE FREE ZONES"
S9="MARKEM IMAJE, DOCK 3"
S10="RESERVED"
S11="15 MPH"
S12="YIELD"
S13="STOP"
S14="MARKEM IMAJE"
S15="ENTER ONLY"
S16="MOTORCYCLE PARKING"
S17="MARTIN AND TIFFIN STREET"
S18="EMERGENCY ASSEMBLY A"
S19="MARKEM IMAJE, DOCK 10"
S20="NO PARKING"
S21="COMPANY PARKING"
S22="MARKEM IMAJE ENTRANCE"
S23= "WAIT FOR GATE TO FULLY OPEN"

NRCS SOILS LEGEND:
SOURCE: USDA NRCS WEB SOIL SURVEY

| | |
|---|---|
| ---------- | SOIL BOUNDARY |
| 4 | PODTATUCK FINE SANDY LOAM |
| 5 | RIPPOWAM FINE SANDY LOAM |
| 401 | OCCUM FINE SANDY LOAM |
| 526B | CAESAR LOAMY SAND, 3 TO 8% SLOPES |

CERTIFICATION:

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STATE OF NEW HAMPSHIRE — No. 946 — MICHAEL D. PLOOF — LICENSED LAND SURVEYOR — SIGNATURE

9/15/25

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DATE: 9/15/25

STATE OF NEW HAMPSHIRE — KENNETH M. ROBINSON — No. 304 — CERTIFIED WETLAND SCIENTIST

LEGEND:

- RIGHT-OF-WAY LINE
- BOUNDARY LINE
- ABUTTING LOT LINE
- ZONING LINE
- BUILDING SETBACK LINE
- EDGE OF PAVEMENT
- EDGE OF GRAVEL
- CURB LINE
- STONE WALL
- EDGE OF TREE LINE
- EXISTING EASEMENT LINE
- PROPOSED EASEMENT LINE
- 470 10' CONTOUR INTERVAL
- 472 2' CONTOUR INTERVAL
- S SEWER LINE
- EDGE OF WETLANDS
- WETLANDS BUFFER LINE
- CHAIN-LINK FENCE
- STOCKADE FENCE
- FORMER TRACT LINE
- CULVERT
- OH OVERHEAD UTILITY LINE
- UG± UNDERGROUND UTILITY LINE ±
- W WATER LINE
- UTILITY POLE
- CATCH BASIN (SQUARE)
- CATCH BASIN (ROUND)
- DRAIN MAN-HOLE
- SEWER MAN-HOLE
- BOLLARD
- ELECTRIC METER
- LIGHT POST
- ELECTRIC PEDESTAL
- MANHOLE
- WATER HYDRANT
- NUMBER OF PARKING SPACES
- WV WATER VALVE
- WATER SHUT-OFF
- SINGLE SIGN POST
- EXISTING BUILDING
- 598-2 TAX MAP & LOT NUMBER
- C.B.(F) GRANITE BOUND FOUND
- I.PIN(F) IRON PIN FOUND
- I.PIPE(F) IRON PIPE FOUND
- I.PIN(TBS) IRON PIN TO BE SET
- 100 YEAR FLOOD ZONE LINE±
- EXISTING EASEMENT
- PROP. ACCESS EASEMENT

GRAPHIC SCALE
50' 25' 0 50' 100' 150'
IMPERIAL: 1"=50'

APPROVED BY KEENE PLANNING BOARD

CHAIRMAN: _____ DATE: _____

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OWNERS SIGNATURE _____ DATE _____

| REV. | DATE | DESCRIPTION | C/O | DR | CK |
|---|---|---|---|---|---|
| A | 9/15/25 | CITY OF KEENE STAFF COMMENTS | | CLR1 | JGL |

# SUBDIVISION PLAN

**TAX MAP 598 LOT 2**
**(150 CONGRESS STREET)**
**KEENE, NEW HAMPSHIRE**

LAND OF;

## MARKEM-IMAJE CORPORATION

**150 CONGRESS STREET, KEENE, NH 03431**

SCALE: 1" = 50' AUGUST 22, 2025


Surveying ✦ Engineering ✦ Land Planning ✦ Permitting ✦ Septic Designs

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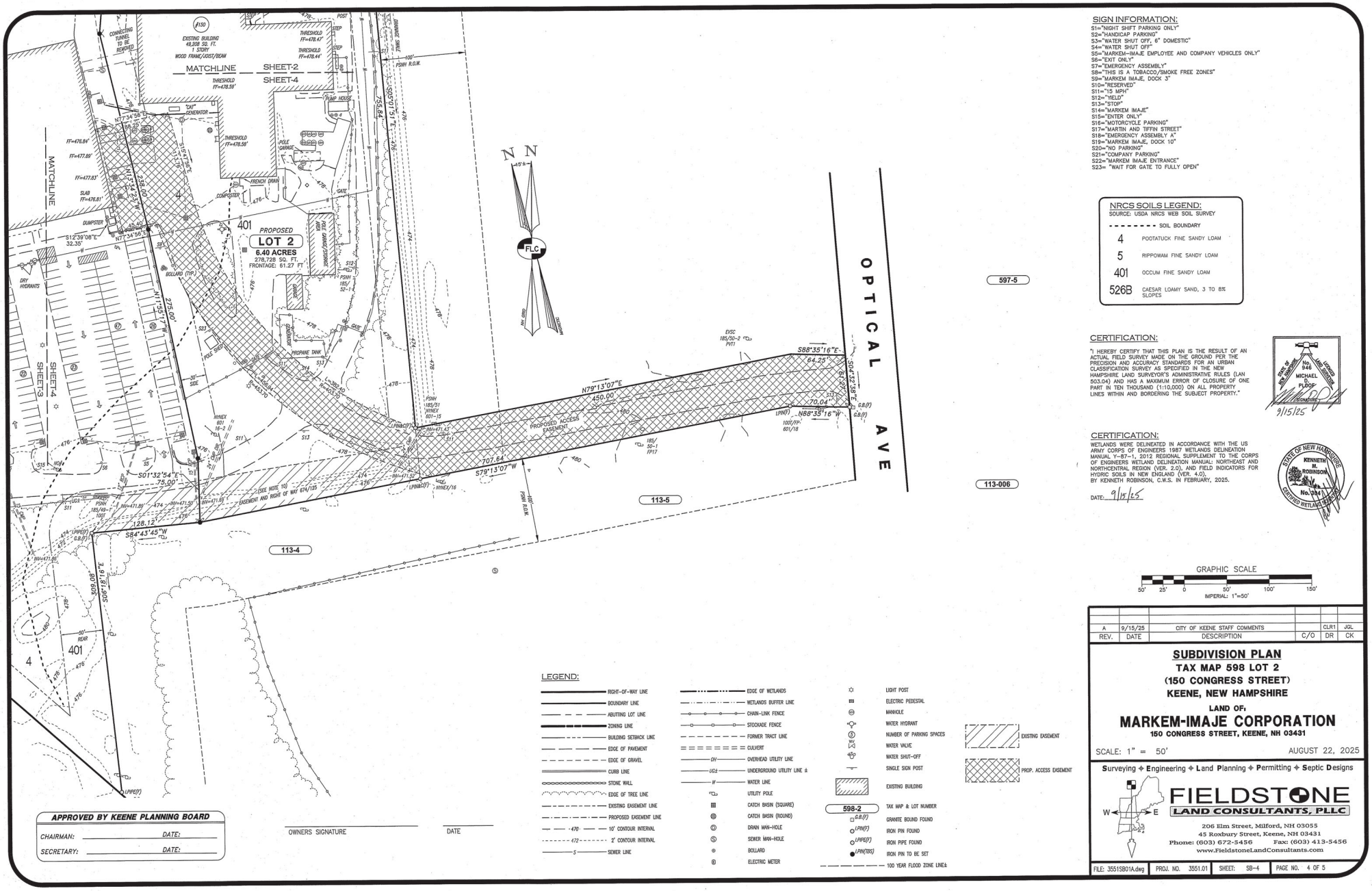


## SIGN INFORMATION:

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S23= "WAIT FOR GATE TO FULLY OPEN"

## NRCS SOILS LEGEND:

SOURCE: USDA NRCS WEB SOIL SURVEY

| | |
|---|---|
| ---------- | SOIL BOUNDARY |
| 4 | POOTATUCK FINE SANDY LOAM |
| 5 | RIPPOWAM FINE SANDY LOAM |
| 401 | OCCUM FINE SANDY LOAM |
| 526B | CAESAR LOAMY SAND, 3 TO 8% SLOPES |

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"I HEREBY CERTIFY THAT THIS PLAN IS THE RESULT OF AN ACTUAL FIELD SURVEY MADE ON THE GROUND PER THE PRECISION AND ACCURACY STANDARDS FOR AN URBAN CLASSIFICATION SURVEY AS SPECIFIED IN THE NEW HAMPSHIRE LAND SURVEYOR'S ADMINISTRATIVE RULES (LAN 503.04) AND HAS A MAXIMUM ERROR OF CLOSURE OF ONE PART IN TEN THOUSAND (1:10,000) ON ALL PROPERTY LINES WITHIN AND BORDERING THE SUBJECT PROPERTY."

STATE OF NEW HAMPSHIRE — No. 946 — MICHAEL D. PLOOF — LICENSED LAND SURVEYOR
Signature
9/15/25

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DATE: 9/15/25

STATE OF NEW HAMPSHIRE — KENNETH M. ROBINSON — No. 314 — CERTIFIED WETLAND SCIENTIST

GRAPHIC SCALE
50' 25' 0 50' 100' 150'
IMPERIAL: 1"=50'

## LEGEND:

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- PROP. ACCESS EASEMENT

**APPROVED BY KEENE PLANNING BOARD**

CHAIRMAN: _____ DATE: _____

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# SUBDIVISION PLAN
## TAX MAP 598 LOT 2
## (150 CONGRESS STREET)
## KEENE, NEW HAMPSHIRE

LAND OF:

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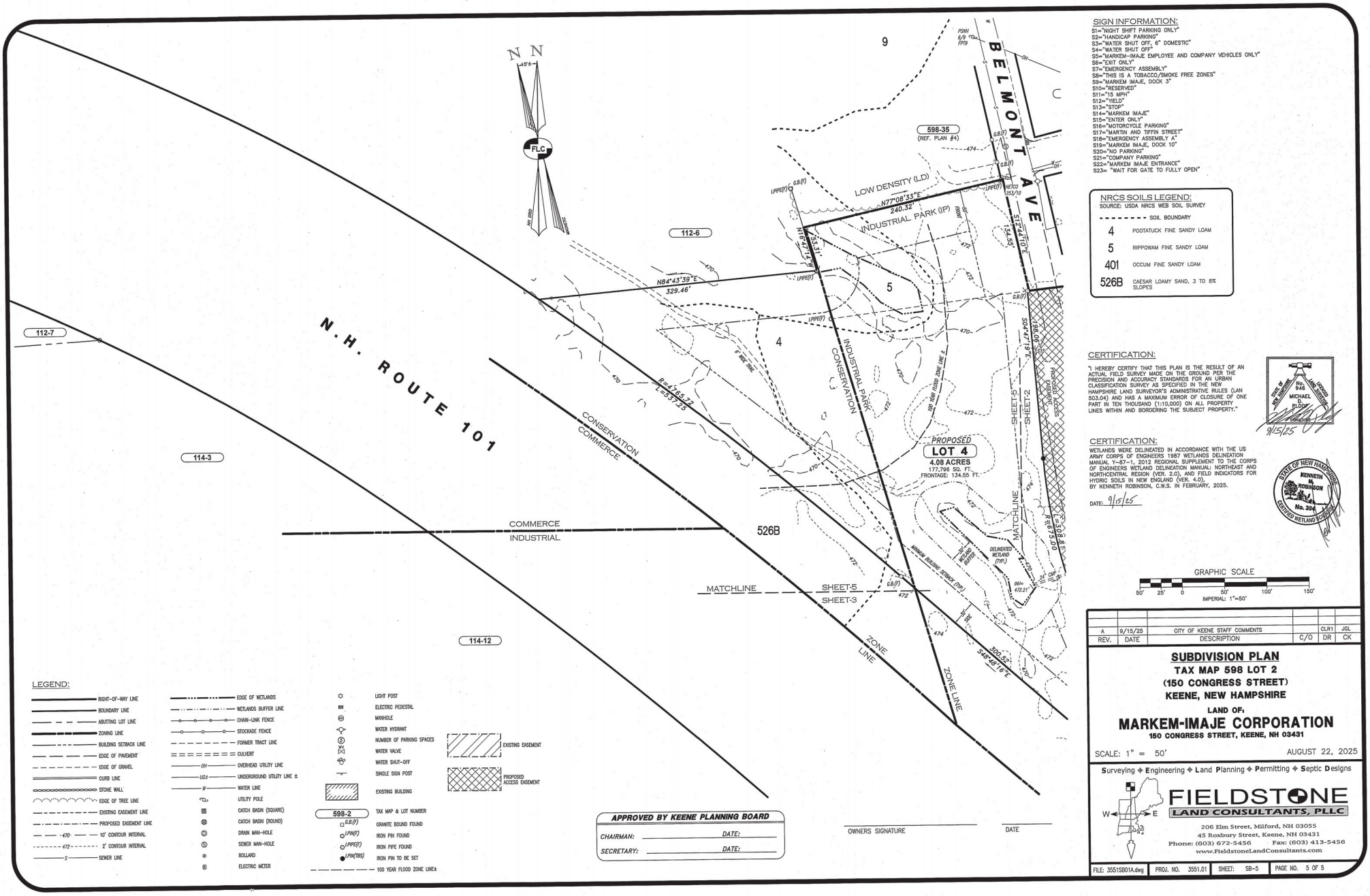


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SOURCE: USDA NRCS WEB SOIL SURVEY

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9/15/25

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BY KENNETH ROBINSON, C.W.S. IN FEBRUARY, 2025.
DATE: 9/15/25

STATE OF NEW HAMPSHIRE — KENNETH M. ROBINSON — No. 304 — CERTIFIED WETLAND SCIENTIST

GRAPHIC SCALE
50' 25' 0 50' 100' 150'
IMPERIAL: 1"=50'

LEGEND:

| | |
|---|---|
| RIGHT-OF-WAY LINE | EDGE OF WETLANDS |
| BOUNDARY LINE | WETLANDS BUFFER LINE |
| ABUTTING LOT LINE | CHAIN-LINK FENCE |
| ZONING LINE | STOCKADE FENCE |
| BUILDING SETBACK LINE | FORMER TRACT LINE |
| EDGE OF PAVEMENT | CULVERT |
| EDGE OF GRAVEL | OVERHEAD UTILITY LINE |
| CURB LINE | UNDERGROUND UTILITY LINE ± |
| STONE WALL | WATER LINE |
| EDGE OF TREE LINE | UTILITY POLE |
| EXISTING EASEMENT LINE | CATCH BASIN (SQUARE) |
| PROPOSED EASEMENT LINE | CATCH BASIN (ROUND) |
| 470 10' CONTOUR INTERVAL | DRAIN MAN-HOLE |
| 472 2' CONTOUR INTERVAL | SEWER MAN-HOLE |
| S SEWER LINE | BOLLARD |
| | ELECTRIC METER |

| | |
|---|---|
| LIGHT POST | EXISTING EASEMENT |
| ELECTRIC PEDESTAL | PROPOSED ACCESS EASEMENT |
| MANHOLE | |
| WATER HYDRANT | |
| NUMBER OF PARKING SPACES | |
| WATER VALVE | |
| WATER SHUT-OFF | |
| SINGLE SIGN POST | |
| EXISTING BUILDING | |
| 598-2 TAX MAP & LOT NUMBER | |
| G.B.(F) GRANITE BOUND FOUND | |
| I.P.(F) IRON PIN FOUND | |
| I.P.P.(F) IRON PIPE FOUND | |
| I.P.(TBS) IRON PIN TO BE SET | |
| 100 YEAR FLOOD ZONE LINE± | |

APPROVED BY KEENE PLANNING BOARD
CHAIRMAN: _____ DATE: _____
SECRETARY: _____ DATE: _____

OWNERS SIGNATURE _____ DATE _____

| REV. | DATE | DESCRIPTION | C/O | DR | CK |
|---|---|---|---|---|---|
| A | 9/15/25 | CITY OF KEENE STAFF COMMENTS | | CLR1 | JGL |

# SUBDIVISION PLAN
## TAX MAP 598 LOT 2
## (150 CONGRESS STREET)
## KEENE, NEW HAMPSHIRE

LAND OF:
**MARKEM-IMAJE CORPORATION**
150 CONGRESS STREET, KEENE, NH 03431

SCALE: 1" = 50' AUGUST 22, 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: 3551SB01A.dwg | PROJ. NO. 3551.01 | SHEET: SB-5 | PAGE NO. 5 OF 5

# STAFF REPORT

**PB-2025-20 – MAJOR SITE PLAN REVIEW – GROUND-MOUNTED SOLAR ARRAY, ROSE LANE**

**Request:**

Applicant Rose Lane Solar LLC, on behalf of owner the City of Keene, proposes to construct a medium-scale ground mounted solar energy system at 0 Rose Lane (TMP# 113-002-000). A waiver is requested from Section 21.6.2.C.3 of the Land Development Code related to screening. The parcel is ~13.2-ac in size and is located in the Industrial District.

**Background:**

The subject parcel is 13.2-ac in size and is located on the northeast side of Main St., ~700 feet north of the Swanzey town line. The land is mostly undeveloped and includes a portion of the Branch River to the north, a forested area in the middle section, a driveway off Main St. ("Rose Lane") that provides deeded access to several adjacent properties, and a fenced-in field that is the former site of Keene's Wastewater Treatment Plant.

The parcel is split between two zoning districts with the southwestern leg of the parcel located in Low Density and the remaining acreage located in the Industrial District. Adjacent uses include the former City of Keene landfill to the north, single-family homes and low-intensity commercial and office uses to the west and southwest, the Army Reserve Center to the south, and the Branch River and NH Rte. 101 to the east as shown in Figure 1.

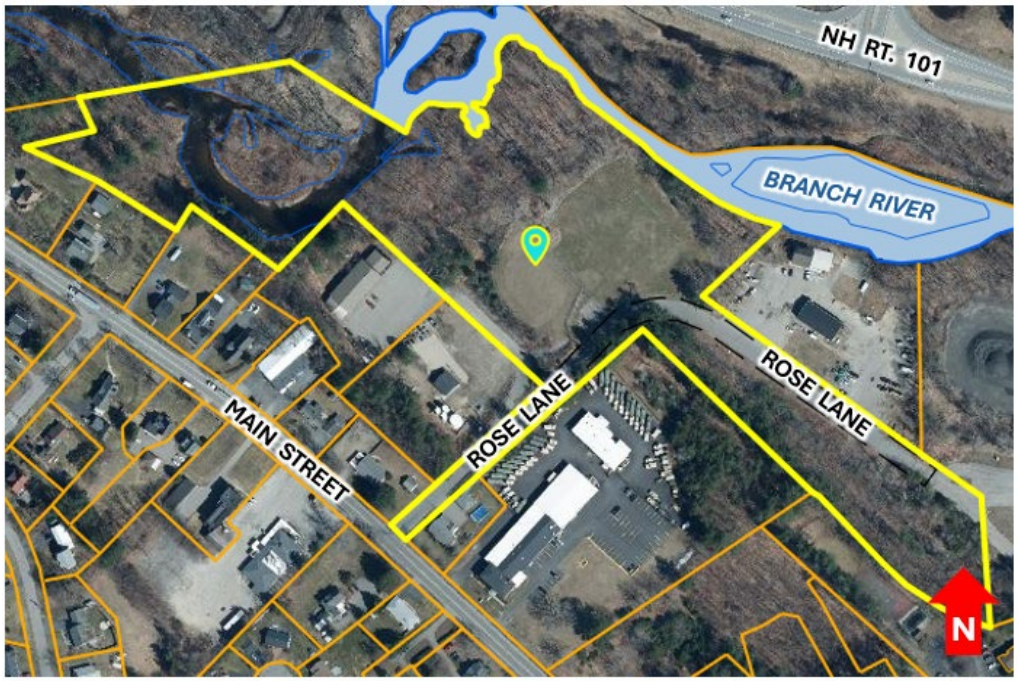



*Figure 1. Aerial imagery from 2020 showing the full extent of the City's parcel at 0 Rose Ln (TMP #113-002-000).*

The applicant proposes to construct a 242 kW DC, 180 kW AC fixed-tilt ground mounted solar energy system that will be owned by a project investor, Rose Lane Solar LLC. Energy generated by the system will provide discounted electric bills to Keene Housing through a net metering agreement. The installation meets the definition of a medium-scale solar energy system as outlined under Section 8.3.7.B of the Land Development Code (LDC) and will be constructed on the south central portion of the site as shown in Figure 2.

Major Site Plan Review is required for this proposal; however, a Solar Energy System Conditional Use Permit (CUP) is not necessary because the construction of a medium-scale solar array is allowed by right in the Industrial District. A waiver has been requested from Section 21.6.2.C.3 of the LDC related to screening for supplementary ground-mounted mechanical equipment from adjacent properties and the public right-of-way.

**Determination of Regional Impact:**

After reviewing the application, staff have made a preliminary evaluation that the proposed site plan 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 grading plan, landscaping plan, lighting plan, and all technical reports. After reviewing each request, Planning Staff recommend that the Planning Board grant the requested exemptions and accept the application as "complete."

**Departmental Comments:**

1. **Building Safety.** Please note that a building permit application will be required for the proposed scope of work. A Floodplain Development Permit has already been issued for this project.
2. **Engineering.** *(At the time of this staff report, the applicant was still working on addressing the below comments provided by the City Engineer.)*
    a. Based on the horizontal geometry of Rose Lane and the proposed driveway location, there appears to be limited sight distance in both directions from the proposed access location. Temporary construction street signs must be installed on either side of the entrance stating, *"TRUCKS ENTERING" and "EXISTING ROADWAY,"* for the duration of construction activities on the site, in conformance with MUTCD (Manual on Uniform Traffic Control Devices) standards.
    b. Turning movements into and out of the site for the largest vehicle are recommended to be provided to confirm the necessary road access radii.

***APPLICATION ANALYSIS:* The following is a review of the Planning Board Site Development Standards from Article 21 of the LDC that are relevant to this application.**

***SECTION 21.2 - DRAINAGE:*** The project narrative states that the proposed solar array will be constructed on a portion of the site that is flat and well-vegetated with grass and slopes less than 5% in grade. Due to the low slopes and well-established vegetation, stormwater is expected to sheet flow and will not result in an increased volume or velocity of stormwater runoff.

The narrative further states that the project meets the threshold for obtaining an Alternation of Terrain (AoT) Permit from NHDES. Planning Staff recommend that the Board include a condition of approval related to the submittal of an approved AOT Permit application. This standard appears to be met.

***SECTION 21.3 - SEDIMENT & EROSION CONTROL:*** The applicant proposes to construct a medium-scale ground-mounted solar energy system consisting of 406 individual solar modules. The modules will be grouped into six rows of panels installed in a north-south orientation with a separation between rows of 17.5 feet. Due to the previous use of the site as part of the former wastewater treatment plant and the subsequent remediation, NHDES requires ground disturbance to be kept to a minimum. The applicant proposes to use small vehicles for site access during construction and is not proposing to create any new impervious accessways. Any areas disturbed during site work will be remediated following the completion of construction.

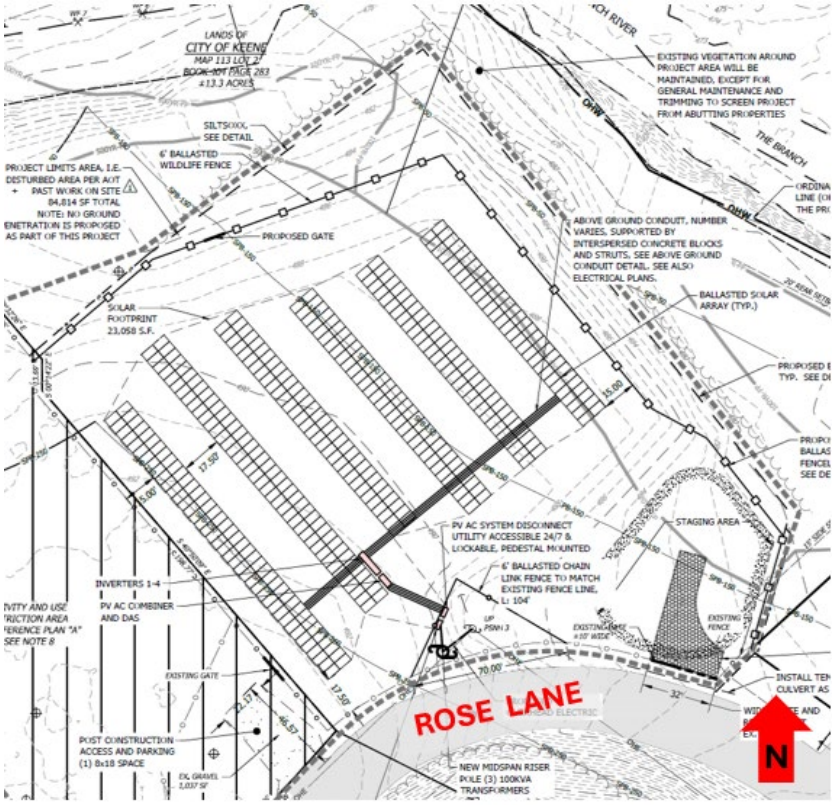



*Figure 2. A snippet of the proposed conditions plan showing the layout of the proposed solar array on the central portion of the Rose Lane parcel.*

The project narrative states that Silt Soxx will be used for erosion control around the perimeter of the existing and proposed fence line and limits of the project area. Planning Staff recommend that the Board request the submittal of a security to cover the cost of these erosion control measures as well as site revegetation as a condition of approval for this application. This standard appears to be met.

***SECTION 21.4 - SNOW STORAGE & REMOVAL:*** The narrative states that the City currently clears and maintains site access and has adequate space for snow removal. Snow will not be removed from the array area. This standard appears to be met.

***SECTION 21.5 - LANDSCAPING:*** The project narrative states that the only landscaping proposed is a conservation grass mix, which will be used to revegetate the site following the completion of construction. Again, Planning Staff recommend that a security including the cost of this conservation seed mix be included as a condition of approval for this application. This standard appears to be met.

***SECTION 21.6 - SCREENING:*** The project narrative states that the project has been sited in a manner to reasonably and substantially minimize the view of the array from surrounding properties and public rights-of-way. It goes on to state that the array will be screened on the north, east, and west sides by the existing wooded vegetation, which is proposed to be maintained. The Armed Forces property to the south will be screened by an existing berm and a series of pine trees located to the south of the Rose Lane driveway. Due to the presence of the existing wooded

vegetation on all sides of the property, the applicant is requesting a waiver from Section 21.6.2.C.3 of the LDC to refrain from having to screen the array or associated supplementary equipment any further. Photos showing the existing site conditions and the waiver request are included as attachments to this staff report.

In deciding whether to grant this request, the Board should find that the waiver criteria listed in Section 26.12.14 of the LDC, included below, have been met.

***"Section 26.12.14.A – Waivers:***

1. *Strict conformity would pose an unnecessary hardship to the applicant and the waiver would not be contrary to the spirit and intent of the regulations; or,*
2. *Specific circumstances relative to the site plan, or conditions of the land in such site plan, indicate that the waiver will properly carry out the spirit and intent of the regulations.*
3. *In granting a waiver, the Planning Board may require any mitigation that is reasonable and necessary to ensure that the spirit and intent of the standard being waived will be preserved, and to ensure that no increase in adverse impacts associated with granting the waiver will occur."*

***SECTION 21.7 - LIGHTING:*** The project narrative states that there is no lighting proposed to be installed as part of this project. This standard is not applicable.

***SECTION 21.8 - SEWER & WATER:*** The narrative states that the solar development will not impact and/or make use of municipal sewer and water resources This standard is not applicable.

***SECTION 21.9 - TRAFFIC & ACCESS MANAGEMENT:*** The proposed conditions plan on Sheet C2.0 shows that the existing gates on the western and southern fence lines will be remaining and an additional access gate will be added along the northern fence line. The project narrative states that the array will only need to be accessed ~2-4 times per year for preventative and reactive maintenance. Vehicles traveling to the site to perform this maintenance will park in the existing gravel parking area at the southwestern corner of the array, which will provide the 1 parking space required for this use.

The project narrative and proposed conditions plan indicate that during construction, a temporary staging area will be created to the south of the array, which will be remediated once work is completed. At the time of this staff report, the applicant was working to provide the City Engineer with an updated truck turning exhibit to demonstrate that a truck with an interstate semi-trailer attached could navigate into and out of this portion of the site without issue. Planning Staff will provide an update on the status of this item at the Planning Board meeting on October 27th.

***SECTION 21.10 - FILLING & EXCAVATION:*** The narrative states that there will be no major filling or excavation other than that which is incidental to the construction of the array. It goes on to state that there will be a short length of buried conduit connecting the electrical disconnects and the new utility pole, which is outside of the engineered area. Additionally, there will be fewer than 50 trucks of earth entering and leaving the site. This standard appears to be met.

***SECTION 21.11 - SURFACE WATERS & WETLANDS:*** The proposed conditions plan shows that the site is bordered by the Branch River along its eastern property boundary and an area of wetlands

to the north of the project area. The proposed array will not impact either of these sensitive areas and will be located over 30' away from the edge of the surface waters and wetlands. Due to its proximity to the Branch River, the project has obtained a Shoreland Permit from NHDES, which is included as an attachment to this staff report. This standard appears to be met.

***SECTION 21.12 - HAZARDOUS & TOXIC MATERIALS:*** The project narrative states that the proposed development does not involve the receiving, handling, storing, or processing of any hazardous or toxic substances. This standard is not applicable.

***SECTION 21.13 - NOISE:*** The project narrative states that the only components of the array producing sound will be the solar inverter and the transformer, which will only operate during the day and will meet the 70 dB(A) sound limit required per Table 18-1 of the LDC. This standard appears to be met.

***SECTION 21.14 - ARCHITECTURE & VISUAL APPEARANCE:*** Given the nature of the proposed development, the architecture and visual appearance standards are not applicable to the review of this application.

**Recommended Motion:**

If the Board is inclined to approve this request, the following motion is recommended:

*"Approve PB-2025-20 as shown on the plan set identified as "Revision Energy, Rose Lane Solar Site Development, Keene, New Hampshire" prepared by Horizons Engineering at a scale of 1 inch = 60 feet in January 2025 and last revised on October 10, 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. *Owner's signature appears on the title page and proposed conditions plans.*
    b. *Submittal of five (5) paper copies and a PDF copy of the final plan set.*
    c. *Submittal of an updated proposed conditions plan stamped by a Wetlands Scientist licensed in the State of NH. Lot coverage calculations shall be updated to include the square footage of impervious surface occupied by the Rose Lane driveway.*
    d. *Submittal of a security to cover the cost of sediment and erosion control measures, revegetation of the site following construction, and as-built plans in a form and amount acceptable to the Community Development Director.*
    e. *Submittal of an updated truck turning exhibit addressing any remaining comments from the City Engineer.*
    f. *Submittal of an approved Alteration of Terrain Permit number from the New Hampshire Department of Environmental Services.*
2. *Subsequent to final approval and signature of the plans by the Planning Board Chair, the following condition shall be met:*
    a. *Prior to the commencement of site work, erosion control measures shall be installed and inspected by the Community Development Director, or their designee for compliance with the approved plan and all City of Keene regulations."*

City of Keene, NH

# 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:** Rose Lane Solar

**PROJECT ADDRESS(ES):** 0 Rose Lane

**TYPE OF APPLICATION BEING SUBMITTED:**
- ■ MAJOR PROJECT APPLICATION
- □ MINOR PROJECT APPLICATION

| | |
|---|---|
| **EXISTING OR PREVIOUS USE:** Municipal Land | **PROPOSED USE:** Medium Scale Solar Energy System |
| **GROSS FLOOR AREA OF NEW CONSTRUCTION** (in square feet): 23,100 | **GROSS FLOOR AREA OF EXISTING BUILDINGS/STRUCTURES** (in square feet): 0 |
| **AREA OF PROPOSED NEW IMPERVIOUS SURFACES** (in square feet): 63 | **TOTAL AREA OF LAND DISTURBANCE** (in square feet): 23,100 |

## SECTION 2: CONTACT INFORMATION

| PROPERTY OWNER | APPLICANT |
|---|---|
| **NAME/COMPANY:** City of Keene | **NAME/COMPANY:** Rose Lane Solar LLC |
| **MAILING ADDRESS:** 3 Washington St. Keene, NH 03431 | **MAILING ADDRESS:** 61 Bradford Rd. Keene, NH 03431 |
| **PHONE:** (603) 357-9804 | **PHONE:** 603-357-3656 |
| **EMAIL:** eferland@keenenh.gov | **EMAIL:** peterhansel61@twc.com |
| **SIGNATURE:** Elizabeth Ferland | **SIGNATURE:** See attached agent authorization |
| **PRINTED NAME:** Elizabeth Ferland | **PRINTED NAME:** Peter Hansel |

| AUTHORIZED AGENT (if different than Owner/Applicant) | FOR OFFICE USE ONLY: |
|---|---|
| **NAME/COMPANY:** ReVision Energy Inc. | **TAX MAP PARCEL #(s):** 113-002-000-____-____ |
| **MAILING ADDRESS:** 7A Commercial Dr. Brentwood, NH 03833 | ____-____-____-____-____ |
| **PHONE:** 603-583-4361 | **PARCEL SIZE:** 13.2ac |
| **EMAIL:** mulin@revisionenergy.com | **ZONING DISTRICT:** Industrial |
| **SIGNATURE:** Megan Ulin | **PROJECT #:** PB-2025-20 |
| **PRINTED NAME:** Megan Ulin | **DATE STAMP:** RECEIVED SEP 17 2025 By |

# I. Project Description

October 10, 2025

City of Keene
Planning Board
3 Washington St.
Keene, NH 03431

**Major Site Plan Review**
**Medium Scale Solar Energy System**
**0 Rose Lane, Keene, NH**

On behalf of Rose Lane Solar LLC, ReVision Energy is pleased to provide the City of Keene Planning Board with the below narrative description of its medium-scale solar energy system. This development plan is being submitted for review under the standards of the City of Keene Land Development Code for a major development in the Industrial Zoning District.

The proposed project meets the definition of a Medium-Scale Solar Energy System as provided by Section 8.3.7.B.1 of the LDC. The solar energy system and associated mounting hardware occupies greater than 2,000 sq ft and less than 1-acre of solar footprint. The solar footprint for this project is 23,058 sq ft as outlined on our site plan, and calculated by drawing a perimeter around the outermost panels of the system and any equipment necessary for the functioning of the solar energy system, including the inverters, disconnects, utility meter, CT cabinet and above ground conduits.

The proposed location for the solar energy system is an undeveloped portion of City-owned land located at 0 Rose Lane, the site of the City's former wastewater treatment plant (Parcel ID 113-002-000-000).

For several years ReVision Energy has been working in partnership with the City of Keene to install solar developments on City-owned land to help achieve the City's goal of transitioning to 100% clean renewable electricity, and to provide opportunities for local non-profit organizations to participate in local community solar farms as system owners and energy offtakers, though they may lack sufficient land on which to develop and install the necessary systems. In 2023, the City identified this portion of the former wastewater treatment plant as an ideal solar site, as this land remains underutilized and has limited opportunities for development.

The proposed solar development is a 241.6 kW DC, 180kW AC fixed-tilt, ground mounted solar array that will produce approximately 253,600 kilowatt-hours of clean, renewable energy each year. The solar energy system will be owned by the project investor Rose Lane Solar LLC, and the energy generated by the system will provide discounted electric bills to local non-profit Keene Housing through a group net metering agreement. A lease agreement for the operation of the solar energy system at the project site is under negotiation with ReVision Energy, as agent for the project investor, and the City of Keene.

Due to the unique nature of the site, which is adjacent to the activity and use restricted area of the former WWTP, and due to the engineered surface of the proposed solar area, which is built up with processed glass aggregate, construction considerations were made to avoid ground disturbances on the engineered portion of the site. The primary components of the ground

mounted solar array are ballasted foundations (engineered steel baskets filled with local quarry rock) which provide a secure foundation for the array without ground penetrations. Aluminum racking is fastened to these baskets, and solar panels affixed to the racking. The rows of panels will be oriented at 229 degrees southwest to optimize site location and minimize shading, and will have a tilt angle of 30 or 35 degrees. At their peak, the panels stand approximately 14 ft above grade. The rows of panels will be electrically connected via ballasted conduit and wire (again, avoiding all ground penetrations over the engineered PGA surface). The inverters are secured to the back of the array racking and will have an aboveground ballasted conduit leading to a pedestal which houses the disconnect, meter and AC electrical equipment outside of the modified fence-line bordering Rose Lane. The project transformers are pole mounted via a new utility pole to be installed at the project site.

For construction, we aim to have all approvals in place to commence work at the site in spring 2026. We expect construction will take 2-3 months. During construction, we anticipate 2-15 workers on site during regular work hours depending on project stage. Construction waste is minimal and will be collected and removed from site as it is generated. Once completed, the system will require an anticipated 2-4 service visits annually for preventative and reactive maintenance. The bulk of the system's oversight will be performed remotely via internet-based production monitoring software to ensure the system is producing power as-designed and constructed.

Solar photovoltaic equipment is durable, built to withstand New England's harsh wind, rain, and snow. From a visual standpoint, the bulk of the glare produced is directed upwards and is minimal, and the equipment generates virtually no noise while generating electricity The aluminum racking specifications take into consideration the region's snow and wind loading requirements. When installed properly, solar arrays are expected to last 40+ years and provide low-cost energy with minimal ongoing operational and maintenance support. We hope this project will be a welcome addition to the City of Keene's landscape.

# III. Site Development Standards for Major Site Plan Review (Article 21)

## 1. 21.2 Drainage & Stormwater Management

The proposed development is located on a flat, well-vegetated, grassed area with slopes of less than 5%. The rows of panels are spaced at 17.5' apart, and the array will consist of ballast mounted panels, inverters and fencing. Due to the nature of the site, soil disturbance for the solar installation is not allowed. There are no new impervious access-ways proposed on site, and construction materials will be brought onto the site by smaller vehicles. Any minor construction disturbances to ground cover will be re-vegetated post construction. Due to the low slope and well-established vegetation, stormwater is expected to sheet flow and not to result in the increased volume or velocity of stormwater runoff.

The project area is the prior site of the City's wastewater lagoon facilities, which have been remediated within the last 10 years. Due to the remediation on site within this time frame, the current project requires an Alteration of Terrain application which has been filed for.

The design meets the four requirements of New Hampshire's Env-Wq 1511.06, which avoids hydrologic analysis and stormwater management for this project.

(1) Land slopes are 5% or less;
(2) Conditions for sheet flow, as described by Env-Wq 1511.05, will exist for the full solar array;
(3) The existing ground cover is open space, pasture, grassland, or range, as described by NRCS; and
(4) Gravel or paved access roads and other impervious areas, other than solar panels, account for less than 2% of the area of disturbance.

## 2. 21.3 Sedimentation & Erosion Control

Soil erosion and sediment control measures have been designed to meet the New Hampshire Department of Environmental Services, Alteration of Terrain Bureau Env-Wq 1511 and the "Stormwater Design Guidance – Large Scale Solar Arrays", v.2, February 2020. and with guidance from the NH Stormwater Manual, Volume 3: Erosion and Sediment Controls During Construction. The proposed development is located on a flat site and will minimize disturbance of natural soil cover. Silt Soxx will be installed for erosion control as shown on the site plan around the fence line and limits of work. Any site disturbance will be revegetated with a conservation grass mix.

## 3. 21.4 Snow Storage & Removal

The City currently clears and maintains the site access, which is shared with the adjacent AUR area, and has adequate existing space for snow storage and removal. Snow will not be removed within the array area.

## 4. 21.5 Landscaping

Landscaping proposed includes the revegetation of the disturbed project area with a conservation grass mix. The grass is well established on the site and minimal if any disturbance due to construction is expected. Because no significant landscaping is proposed as part of the solar development, and the existing vegetation and revegetation details are shown on the site plan, an exemption is requested from the requirement for a landscape plan.

## 5. 21.6 Screening

In accordance with 21.6.D Solar Energy Systems, the project has been sited in a manner that reasonably and substantially minimizes the view from surrounding properties and public rights-of-way. Rose Lane is part of the City owned parcel and is not considered a public right of way. The proposed system location is located north of the bend in Rose Lane and is screened from abutting properties by existing vegetation that will remain to the North, East and West. To the South, City land extends across Rose Lane including a significant berm, and tall pines that screen abutting properties from the system location (see photos). There are no abutting residential properties with visibility of the system location. Due to the existing landscape which meets the requirements of 21.6.D, the Industrial Zoning District, and the nature of the site which has very limited space and soil disturbance limitations, no additional screening is proposed. A waiver request from this screening requirement is included in Section IV of this narrative.

## 6. 21.7 Lighting

N/A – no onsite lighting is proposed as part of the solar development.

## 7. 21.8 Sewer & Water

N/A - the proposed solar development does not impact or make use of sewer or water services.

## 8. 21.9 Traffic & Access Management

The proposed development will not generate an increase in traffic during its operational life and does not propose any new permanent driveways from public roads. Once installed the solar array will require only 2-4 visits per year for preventative and reactive maintenance. The project lease agreement will provide for a non-exclusive accesseasement over the existing gravel drive and parking for the Rose Lane mono-fill site. The existing access is suitably sized (22’x46’) to meet LDC requirements for both uses without alteration, including a single parking space requirement for the solar array. During construction smaller vehicles will be used to access the site and will park at the site via the lower eastern gate access, and staging area.

## 9. 21.10 Filling & Excavation

The project proposes no major filling and excavation. The only proposed excavation is that which is incidental to the lawful construction of a solar array. There will be a short run of buried conduit between the electrical disconnects and the new utility pole (outside of the engineered

area) and the construction of a temporary access drive. This excavation will not impact any floodplains or wetlands, does not result in 50 more trucks of earth entering or leaving the site, and does not reach the threshold of requiring permitting under Article 25.

## 10. 21.11 Surface Waters & Wetlands

The proposed development is constructed without ground penetrations and excavation, excepting an 8ft section of buried conduit between the electrical disconnect pedestal and new utility pole. Proper erosion control will be practiced. The project will not impact surface waters and wetlands and is outside of the Surface Water Protection District (30' from surface waters and wetlands in the Industrial District). The project does fall within the State of NH 250' Protected Shoreland Zone and has obtained a Shoreland Permit from NHDES (Appendix A).

## 11. 21.12 Hazardous & Toxic Materials

N/A – The proposed development does not involve the receiving, handling, storing, or processing of any hazardous or toxic substances.

## 12. 21.13 Noise

Fixed tilt solar arrays contain no moving parts, and only two components that produce sound: the solar inverter used to convert DC solar electricity to AC electricity compatible with the facility, and a transformer used to convert the voltage used by the solar inverter to the voltage used by the facility and electric utility. Because the array operates only during daylight hours when the sun is shining, the equipment does not produce noise during nighttime hours. The inverters are rated to produce less than 60dBA at 1 meter of distance, and the National Electrical Manufacturers Association issues guidelines for dry-type transformers allowing sound levels from 40-64 dBA for transformers from 0-1000 kVa. The inverters are interior to the site and typically do not produce noise impacts past the property line. The transformers are pole mounted and no different than utility transformers serving any other industrial site. Both meet the sound level limit of 70 dB(A) as specified in Table 18-1 of the land development code for a non-residential zoning district.

## 12. 21.14 Architecture & Visual Appearance

The project is located in the industrial district and largely makes use of the existing chain-link fencing that surrounds the site. The fence will be extended on the east and north sides of the site with a ballasted wildlife fence that is unobtrusive in appearance. Example photos are attached of the ballasted array and fence construction.

# IV. Waiver Requests

A waiver is requested from the screening standards outlined in Section 21.6.2.C.3 of the LDC. Supplementary mechanical and electrical equipment including above-ground conduit, system disconnect, and CT cabinet are proposed without additional screening because:

1. Strict conformity would pose an unnecessary hardship to the applicant, and the waiver would not be contrary to the spirit and intent of the regulations;

   Due to the unique circumstances of the site, which include 1) the processed glass aggregate (PGA) and geotextile surface that is unable accommodate ground penetrations; 2) the adjacent Activity and Use Restricted area for the mono-fill that is unable to accommodate ground penetrations; 3) limited space due to the proximity to Rose Lane and to the required and existing utility poles; and 4) the requirement to have the utility meter accessible 24/7 to the utility; this is the only reasonable location onsite for the utility meter and CT cabinet. However, for reasons noted above the location does not provide adequate space to implement vegetative, or other means of screening, and therefore strict conformity would pose an unnecessary hardship to the applicant.

   Granting the waiver would not be contrary to the spirit and intent of the regulations because 1) Rose Lane is not a public way; 2) it is located in the Industrial District and has no abutting residences; 3) because the equipment is set back from the road and cannot reasonably be seen from abutting properties; and 4) because these utility cabinets are locked and secure and cannot be opened or access by the public.

2. Specific circumstances relative to the site plan, or conditions of the land in such site plan, indicate that the waiver will properly carry out the spirit and intent of the regulations.

   Relative to the site plan, the existing use of the property at this location is a contaminated capped mono-fill surrounded by chain link fence. The equipment that will be located outside of the fence line is standard issue electrical equipment in utility gray and is unobtrusive in color and material. Specific conditions of the land that indicate the waiver property carries out the spirit and intent of the ordinance include 1) Rose Lane has no outlet and is used only for industrial traffic; 2) the solar site and supplementary equipment is setback from the bend in the road and is screened from abutting properties by existing vegetation on three sides, and a significant berm on the south side of the property (across the road). These factors indicate the waiver will properly carry out the spirit and intent of the regulations which is to screen supplementary solar equipment from abutting properties and ensure visual harmony with the existing site conditions.

3. In granting a waiver, the Planning Board may require any mitigation that is reasonable and necessary to ensure that the spirit and intent of the standard being waived will be preserved, and to ensure that no increase in adverse impacts associated with granting the waiver will occur.

   No adverse impacts are anticipated as a result of granting the waiver. As described above, the visual impact for abutters is virtually non-existent. The utility cabinets that are located outside of the fence line are secure. They require locks and cannot be opened or accessed by the public.


Trees and vegetation on the northern side of the berm that provide screening are part of City property (see property bounds on site map).

# Site Photos

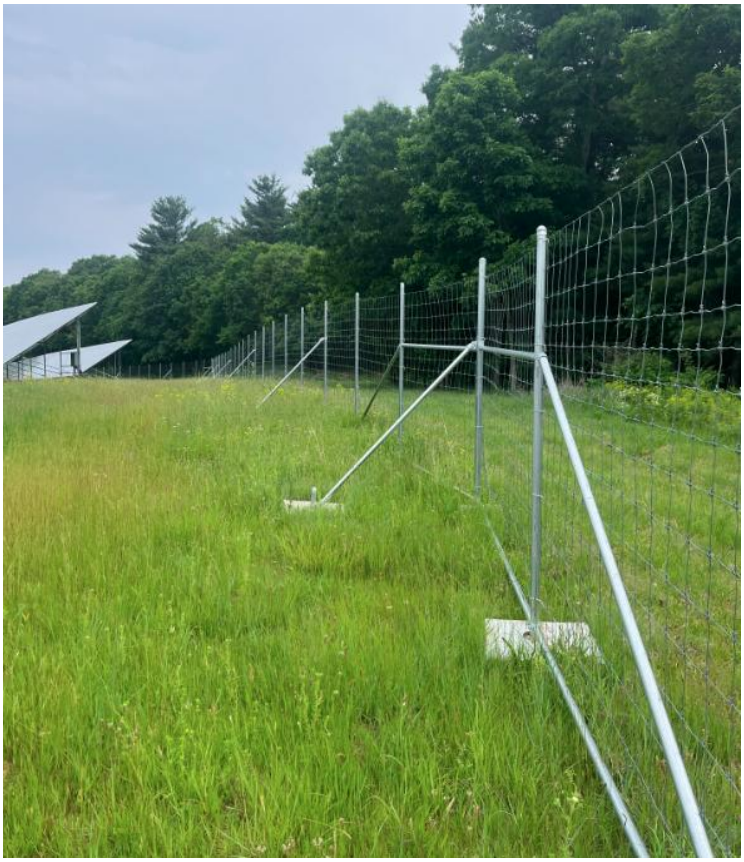
*Solar site looking east from site entrance*

*Solar site looking northeast from site entrance*

*Solar site looking west towards AUR area*

*Looking south from solar site across Rose Lane*

# Example Photos




*Ballasted wildlife fence*


*Ballasted array and racking system*

REVISION ENERGY

October 10, 2025

City of Keene
Planning Board
3 Washington Street
Keene, NH 03431

Attn: Megan Fortson, Planner

RE: Response to Comments on Major Site Plan Application PB-2025-20 for a Medium Scale Solar Array at 0 Rose Lane

Thank you for the review and comments of our site plan application for a ground mounted solar array at 0 Rose Lane (TMP #113-002-000). The Application Package has been updated to include new materials and response to comments as noted below.

**Planning Staff Comments:**

1. Product Specification Sheets. Please submit product specification sheets for the racking and supports to be used to construct the array.
    a. The application packet has been updated with the geoballast racking specification sheet.
2. Proximity to Airport. Please submit information about whether or not the Federal Aviation Administration (FAA) and/or the Director of the Dillant-Hopkins Airport have been contacted to provide comments on this proposal. Review from these parties may be necessary due to the close proximity of the project area to the local airport.
    a. The project has been screened for impacts through the FAA Obstruction Evaluation/Airport Airspace Analysis Web Portal. The solar array itself does not exceed the Notice Criteria. Due to height, filing an FAA 7460 evaluation was necessary for the installation of the new utility pole. This has been reviewed and the Determination of No Hazard to Air Navigation is now included as Appendix C with the application materials.
3. Access Gate. A proposed access gate is shown to the northwest of the solar array. Please submit information about the purpose of this gate. Will it be used as a regular maintenance access point or is this gate required to comply with life-safety standards?
    a. This access gate is provided for general maintenance access, to allow mowing throughout the site, and to provide continued access to the monitoring well

located at the rear of the site. The City's Emergency Response and Public Works Department will have access via a Knox Padlock.

4. Narrative. Please make the following modifications to the submitted narrative.
    - **a.** Submit information about how the supplementary mechanical equipment, including the above ground conduit and system disconnect, will be screened. If no screening is proposed, please update the narrative to include a request for a waiver from the screening standards outlined under Section 21.6.2.C.3 of LDC. This request will need to address each of the waiver criteria outlined under Section 26.12.14.A of the LDC.
        - **i.** The narrative has been updated to include a request for a waiver.
    - **b.** Include information about how the proposed solar array meets the definition of a "medium scale solar energy system" as defined under Section 8.3.7.B.1 of the LDC.
        - **i.** The project description has been updated to include information about how the proposed solar array meets the definition of a medium scale solar energy system.
    - **c.**
5. Plan Set. Please make the following modifications to the submitted plan set.
    - **a.** Items a-d have been addressed on the plan set.

**Engineering Staff Comments:**

a. The plans specify that a wood chip temporary construction entrance is proposed; however, the detail sheet specifies that crushed stone will be used. Please be aware that crushed stone should be used and correct this discrepancy on the plans.
    - i. The Proposed Conditions Plan and Detail Sheets have been updated to show the proposed temporary crushed stone construction entrance.

b. Please provide a note on the plans specifying that the developer may be required to obtain a street access permit with the Public Works Department prior to proceeding with construction. Additionally, the location of the driveway access will impede existing stormwater flow, so a culvert is required to be sized and provided at this driveway crossing location.
    - i. This note has been added, however, Section 23.5.1 (A) of the Land Development Code, relative to Street Access Permits, reads that temporary driveways should not require a street access permit when the alteration is approved as part of a site plan by the Planning Board.

c. The plans specify the removal of the temporary construction access after the completion of work; however, it is unclear what the street access will remain for future site access, maintenance, and replacement of the installed system.

    i. The project lease agreement will provide for a non-exclusive access easement over the existing gravel drive and parking for the Rose Lane mono-fill site. The existing access is suitably sized (22'x46') to meet LDC requirements for both uses without alteration. Rose Lane is a vacant lot, per the tax card, which does not have a parking space requirement, and, each use is a passive use that does not require more than a few annual maintenance visits. When the time comes to remove the array, the temporary construction entrance will be re-established for the purposes of that activity. The plans have been updated to reflect the proposed temporary and permanent access locations.

d. Based on the horizontal geometry of Rose Lane and the proposed driveway location, there appears to be limited sight distance in both directions from the proposed access location. Temporary construction street signs must be installed on either side of the entrance stating, "TRUCKS ENTERING" and "EXISTING ROADWAY," for the duration of construction activities on the site, in conformance with MUTCD standards.

    i. A note has been added to the site plan to reflect the signage requirement.

e. An erosion control mix berm is shown on the detail sheets, but is not included on the plans. Please update the proposed conditions plan to show the location of this erosion control measure.

    i. Silt Soxx will be used as the primary erosion control measure and the location of such around the outer limits of the site is reflected on the plan.

f. NHDES AOT permit comments are provided with the application, but the actual application materials and associated drainage calculations were not submitted. Please submit this information to the City for review and confirmation.

    i. The AoT application materials are now included in the application package as Appendix B.

g. Turning movements into and out of the site for the largest vehicle are recommended to be provided to confirm the necessary road access radii.

    i. A turning template has been provided as Appendix D.

h. The plans specify that the existing fence will be reused; however, it appears that the existing fence may be insufficient to provide site security and protection of the proposed infrastructure.

    i. The existing and proposed fence line is 6ft tall and accomplishes guarding of the DC condutors as required under the NEC. The height

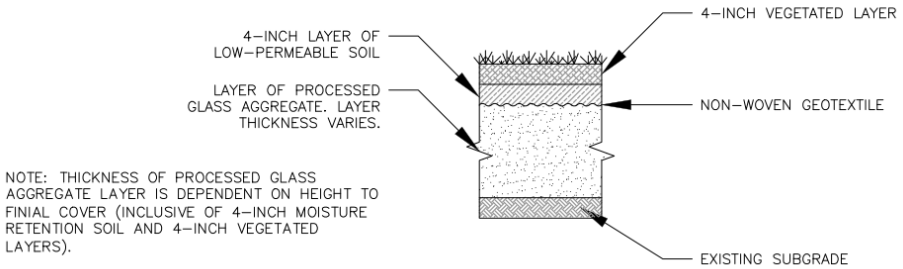
and extent of the fencing reflects what we would typically install for a system of this size. The breadth of our solar experience has not proven any issues with this approach and we would consider it adequate to protect the solar array and associated equipment. The small amount of equipment located outside of the fence due to utility requirements for 24/7 utility accessibility (utility meter, CT cabinet) is locked and not accessible to the public.

i. Please add the necessary dimensions and material specifications to the detail sheets asthe intent is unclear for most of these details.

   i. The detail sheets in the plan set have been updated. Please refer to the submitted solar elevation drawings for the dimensions of the array and supplementary equipment.

j. The plans specify that construction materials/equipment will be set at the existing grade, so the bearing capacity of the existing soil should be confirmed to ensure this specified method is sufficient.

   i. The soil profile for this site is shown below. Settlement risk over time is minimal and limited to the topsoil layer. The project will add 360 lbs per square foot to the existing surface. If any settlement were to occur, it is expected to be minimal and uniform.




EXPANDED AREA PROFILE
NOT TO SCALE

k. Typically, a stone channel is provided along the drip edge of the solar arrays to minimize and/or eliminate erosion. Please confirm what measures will be installed to minimize site erosion.

   i. A stone channel is typically only provided where required by steep slopes to mitigate channeling from runoff. The subject site is less than 5% slopes, with healthy vegetation. Runoff is expected to sheet flow and infiltrate and is not expected to result in erosion of the site. Tracked vehicles will be used on the site to minimize erosion, and any areas of disturbance will be loamed and re-seeded as necessary post construction.

l. Please provide confirmation of Eversource's review and approval of this project. Please be aware that the submittal of draft and final copies of the agreement for the associated system may be requested as conditions of approval for this application

    i. The Eversource interconnection agreement is now included in the application materials as Appendix D.

Thank you for your consideration of our application. We are happy to answer any additional questions that may arise.

Sincerely,

Megan Ulin
ReVision Energy
603-583-4361
mulin@revisionenergy.com

# REVISION ENERGY

## ROSE LANE SOLAR SITE DEVELOPMENT

KEENE, NEW HAMPSHIRE

JANUARY 2025 (REV OCT. 2025) 2

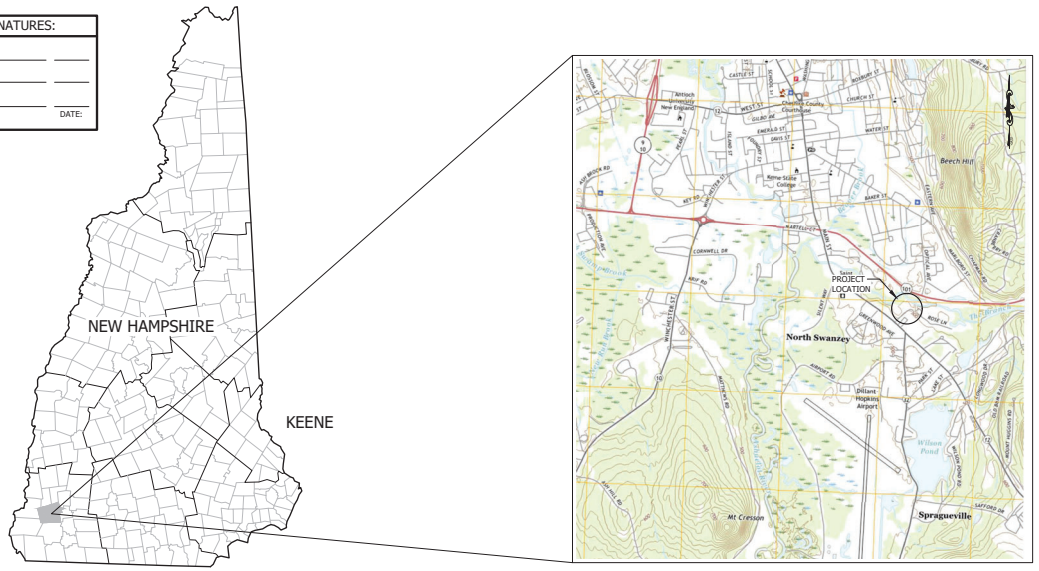
WE CERTIFY THAT THE KEENE PLANNING BOARD GAVE THIS SITE PLAN FINAL APPROVAL ON AND THAT THE BOARD FOUND THAT ALL CONDITIONS PRECEDENT TO FINAL APPROVAL HAD BEEN SATISFIED.

FINAL SITE PLAN
APPROVED
PLANNING BOARD
Keene, New Hampshire

DATE CHAIRMAN

OWNER SIGNATURES:

DATE:




LOCATION PLAN

SCALE: 1" = 2000'


OWNER:

REVISION ENERGY
7 COMMERCIAL DRIVE
BRENTWOOD, NH 03833
(603) 583-4361

ENGINEER & SURVEYOR:

horizons Engineering

34 SCHOOL STREET
LITTLETON, NH 03561
(603) 444-4111


SHEET INDEX



NOTES:

1. 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: NHB24-3000, PROJECT NAME, WILDLIFE SPECIES OBSERVATION.
2. 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;
3. 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 NHF&G AND IMPLEMENTATION OF CORRECTIVE ACTIONS RECOMMENDED BY NHF&G, IF ANY, TO ASSURE THE PROJECT DOES NOT APPRECIABLY JEOPARDIZE THE CONTINUED EXISTENCE OF THREATENED AND ENDANGERED SPECIES AS DEFINED IN FIS 1002.04
4. THE NHF&G, INCLUDING ITS EMPLOYEES AND AUTHORIZED AGENTS, SHALL HAVE ACCESS TO THE PROPERTY DURING THE TERM OF THE PERMIT.

SYSTEM DESCRIPTION

| | |
|---|---|
| MODULE: | Q CELLS Q.PEAK DUO XL-G11S.3/BFG 595W |
| TOTAL MODULES: | 406 |
| RACKING: | APA READYRACK GEOBALLAST |
| ROW SPACING: | 17.5' |

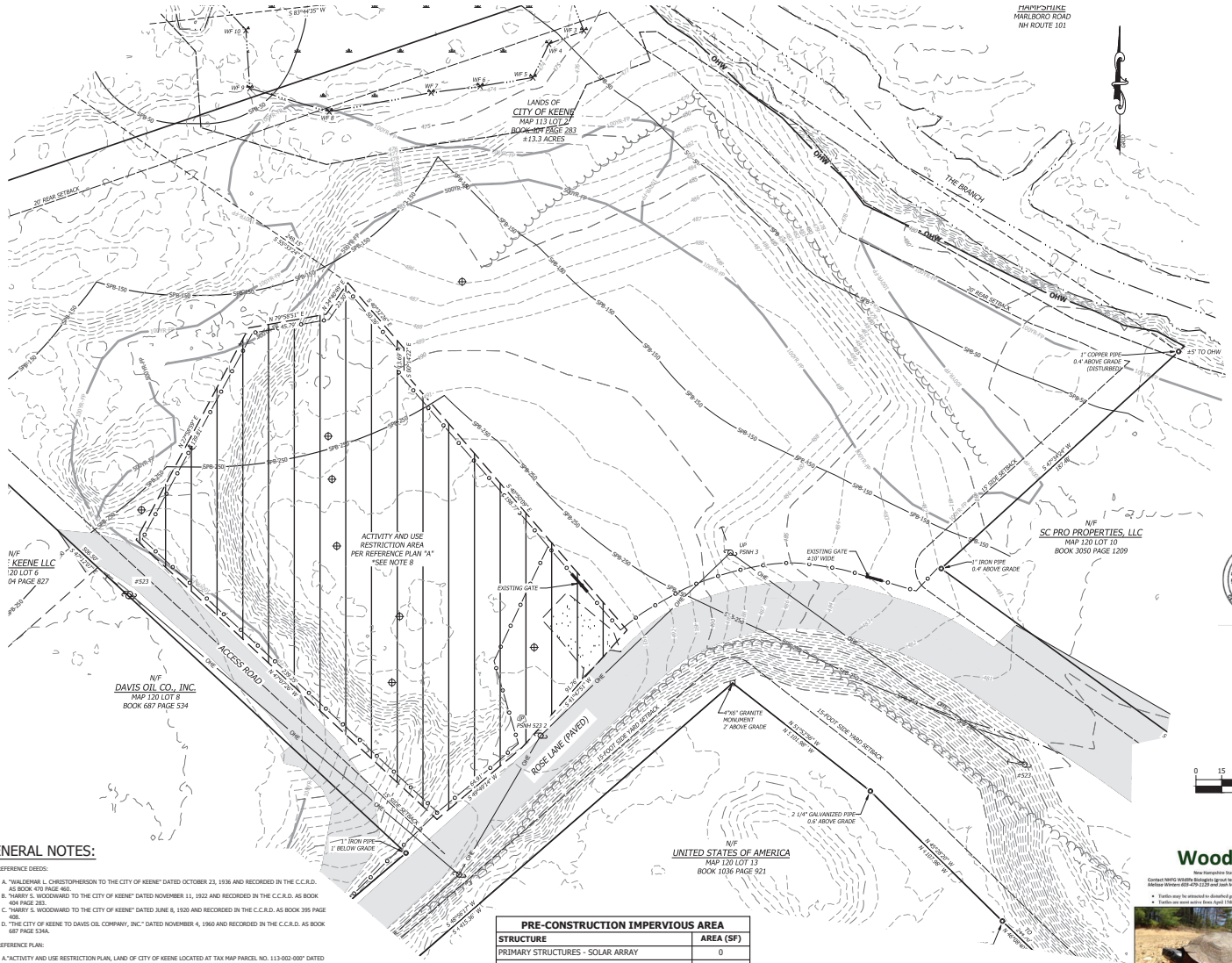
PERMIT NOTES

**IT IS THE OWNERS RESPONSIBILITY TO INSURE ALL PERMITS ARE IN PLACE PRIOR TO CONSTRUCTION.**

THIS PROJECT SHALL COMPLY WITH ALL CONDITIONS OF ALL PERMITS FOR THE PROJECT. COPIES OF THESE PERMITS MAY BE REQUESTED FROM THE HORIZONS ENGINEERING OFFICE IN NEW LONDON, NH. PERMITS LISTED BELOW ARE REPRESENTATIVE OF PROJECT PERMITTING COLLECTED BY HORIZONS ENGINEERING. ALL REQUIRED PERMITS SHALL BE COLLECTED AND VERIFIED BY THE GENERAL CONTRACTOR.

NH DES

| | |
|---|---|
| ALTERATION OF TERRAIN PERMIT | PENDING- AoT 250218-027 |
| SHORELAND PERMIT | RECEIVED - 2025-00270 |




## LEGEND

- CALCULATED CORNER
- IRON PIPE OR ROD FOUND
- STONE BOUND FOUND
- PROPERTY BOUNDARY LINE
- APPROXIMATE PROPERTY LINE
- APPROXIMATE ABUTTER PROPERTY LINE
- TIE LINE
- OHW — FLAGGED ORDINARY HIGH WATER LINE
- OHW — APPROXIMATE ORDINARY HIGH WATER LINE
- SPB-50 — 50 FOOT NHDES BUFFER
- SPB-150 — 150 FOOT NHDES BUFFER
- SPB-250 — 250 FOOT NHDES BUFFER
- SPB-50 — APPROXIMATE 50 FOOT NHDES BUFFER
- SPB-150 — APPROXIMATE 150 FOOT NHDES BUFFER
- SPB-250 — APPROXIMATE 250 FOOT NHDES BUFFER
- WATER
- ZONING DISTRICT BOUNDARY (PER TOWN ZONING MAP)
- CONTOUR - MAJOR INTERVAL
- CONTOUR - MINOR INTERVAL
- TRAIL
- EDGE OF WETLAND
- BASE FLOOD ELEVATION LINE AND VALUE PER FEMA MAP
- 100YR-FP — LIMIT OF FEMA ZONE AE 1% CHANCE FLOOD (PER GIS)
- 500YR-FP — LIMIT OF FEMA ZONE X 0.2% CHANCE FLOOD (PER GIS)
- OHE — OVERHEAD ELECTRIC LINE
- CHAIN LINK FENCE
- PROPOSED SECURITY FENCE
- LIMIT OF FIELD TOPOGRAPHY
- TREELINE
- MONITORING WELL
- TEMPORARY BENCHMARK
- SIGN
- UTILITY POLE
- GUY WIRE
- DELINEATED WETLAND
- EASEMENT OR RESTRICTION AREA
- GRAVEL
- PAVEMENT

## GENERAL NOTES:

1. REFERENCE DEEDS:
   - A. "WALDEMAR L. CHRISTOPHERSON TO THE CITY OF KEENE" DATED OCTOBER 23, 1936 AND RECORDED IN THE C.C.R.D. AS BOOK 470 PAGE 460.
   - B. "HARRY S. WOODWARD TO THE CITY OF KEENE" DATED NOVEMBER 11, 1922 AND RECORDED IN THE C.C.R.D. AS BOOK 404 PAGE 283.
   - C. "HARRY S. WOODWARD TO THE CITY OF KEENE" DATED JUNE 8, 1920 AND RECORDED IN THE C.C.R.D. AS BOOK 395 PAGE 408.
   - D. "THE CITY OF KEENE TO DAVIS OIL COMPANY, INC." DATED NOVEMBER 4, 1960 AND RECORDED IN THE C.C.R.D. AS BOOK 687 PAGE 534A.
2. REFERENCE PLAN:
   - A. "ACTIVITY AND USE RESTRICTION PLAN, LAND OF CITY OF KEENE LOCATED AT TAX MAP PARCEL NO. 113-002-000" DATED AUGUST 2020, SURVEYED BY HUNTLEY SURVEY AND DESIGN. PLLC, SCALE: 1"=40', AND RECORDED IN THE C.C.R.D IN PLAN BOOK #20104.
3. THE BEARINGS SHOWN HEREON REFER TO THE NEW HAMPSHIRE COORDINATE SYSTEM, GRID NORTH. THE VERTICAL DATUM IS THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88) AND IS BASED UPON STATIC GPS OBSERVATIONS CORRECTED BY OPUS.
4. THIS IS BASED UPON FIELD SURVEY COMPLETED BY HORIZONS ENGINEERING DURING APRIL, MAY AND SEPTEMBER 2024 USING BRX7 GPS GRADE RECEIVERS. ELEVATIONS ARE BASED UPON STATIC GPS OBSERVATIONS CORRECTED BY OPUS.
5. THE INTENT OF THIS PLAN WAS TO COMPLETE A EXISTING CONDITIONS SURVEY AND PARTIAL BOUNDARY SURVEY OF THE LOT AS SHOWN HEREON. A SURVEY OF THE ENTIRE SUBJECT PARCEL WAS NOT COMPLETED. ONLY A PORTION OF THE PROPERTY LINES AS SHOWN AS SHOWN HEREON WERE SURVEYED. ABUTTING PROPERTY LINES AND APPROXIMATE PROPERTY LINES AS SHOWN HEREON ARE APPROXIMATE PER THE TOWN OF KEENE, NH TAX MAPS.
6. TOPOGRAPHY AS SHOWN HEREON OUTSIDE OF THE LIMIT OF FIELD SURVEY IS BASED UPON BARE EARTH DEM FILES PROVIDED BY THE STATE OF NEW HAMPSHIRE DATED 2015.
7. THE WETLANDS INCLUDING THE VERNAL POOL AREA AND THE ORDINARY HIGH WATER MARK AS SHOWN HEREON WERE DELINEATED ON APRIL 17, 2024 BY CAITLIN BANASZAK CERTIFIED WETLAND SCIENTIST.
8. PER FEMA FIRM MAP #33005C0267E DATED MAY 23, 2006, THE SURVEYED PREMISES IS MAPPED AS LYING PARTIALLY INSIDE OF THE ZONE "X" FLOOD ZONE OR 0.2% CHANCE ANNUAL FLOOD ZONE (NO B.F.E. DETERMINED) AND THE ZONE "AE" FLOOD ZONE OR 1% CHANCE ANNUAL FLOOD ZONE (BASE FLOOD ELEVATION DETERMINED) (NAVD88).
9. THE ACTIVITY AND USE RESTRICTION AREA AS SHOWN HEREON WAS IN ACCESSIBLE AT THE TIME OF FIELD SURVEY. THE MONITORING WELLS AS SHOWN HEREON WITHIN THIS AREA ARE BASED UPON SCALED LOCATIONS OF REFERENCE PLAN "A".
10. NO UNDERGROUND UTILITY LOCATION WAS COMPLETED AT THE TIME OF FIELD SURVEY. IT IS PRESUMED THAT A WATER LINE RUNS ON THE EASTERLY AND SOUTHERLY EDGE OF ROSE LANE BASED UPON WATER GATE VALVES FOUND DURING FIELD SURVEY. FURTHER INVESTIGATION IS NECESSARY TO LOCATE THIS WATERLINE AND DETERMINE IF IT EXISTS.
11. THE WORD "CERTIFY" OR "CERTIFICATION" AS SHOWN AND USED HEREON MEANS COMPLIANCE WITH APPLICABLE LAND SURVEY LAWS AND RULES AND AN EXPRESSION OF PROFESSIONAL OPINION BASED ON THE FACTS OF THE SURVEY, PRINCIPLES OF BOUNDARY RETRACEMENT AND LOCAL STANDARD OF CARE, AND DOES NOT CONSTITUTE A WARRANTY OR GUARANTEE, EXPRESSED OR IMPLIED.

## WETLAND NOTES:

1. STATE AND FEDERAL JURISDICTIONAL WETLANDS WERE DELINEATED BY N.H. CERTIFIED WETLAND SCIENTIST, CAITLIN BANASZAK CWS NO. 311 ON APRIL 17, 2024. WETLANDS MAPPING WAS DONE BY N.H. LICENSED LAND SURVEYORS, HORIZONS ENGINEERING, INC. IN ACCORDANCE WITH THE FOLLOWING GUIDANCE DOCUMENTS:
   - 1.1 N.H. CODE OF ADMINISTRATIVE RULES (ENV-WT 301.01) WITH THE TECHNIQUES OUTLINED IN THE 1987 "U.S. ARMY CORPS OF ENGINEERS WETLAND DELINEATION MANUAL, TECHNICAL REPORT Y-87-1."
   - 1.2 U.S. ARMY CORPS OF ENGINEERS. 2012. "REGIONAL SUPPLEMENT TO THE CORPS OF ENGINEERS WETLAND DELINEATION MANUAL: NORTHCENTRAL AND NORTHEAST REGION. U.S. ARMY CORPS OF ENGINEERS RESEARCH AND DEVELOPMENT CENTER, ENVIRONMENTAL LABORATORY ERDC/EL TR-09-19."
   - 1.3 U.S. ARMY CORPS OF ENGINEERS. 2018 "NATIONAL LIST OF PLANT SPECIES THAT OCCUR IN WETLANDS: NORTHEAST REGION, U.S. ARMY CORPS OF ENGINEERS RESEARCH AND DEVELOPMENT CENTER, ENVIRONMENTAL LABORATORY.
   - 1.4 N.H. CODE OF ADMINISTRATIVE RULES (ENV-WT 301.02) WITH THE U.S. FISH AND WILDLIFE SERVICE MANUAL FWS/OBS-79/31 ENTITLED "CLASSIFICATION OF WETLANDS AND DEEPWATER HABITATS OF THE UNITED STATES, COWARDIN ET AL, 1979."
   - 1.5 NEW ENGLAND HYDRIC SOILS TECHNICAL COMMITTEE. 2020. VERSION 4., "FIELD INDICATORS FOR IDENTIFYING HYDRIC SOILS IN NEW ENGLAND." NEW ENGLAND INTERSTATE WATER POLLUTION CONTROL COMMISSION, LOWELL, MA.
   - 1.6 U.S. DEPARTMENT OF AGRICULTURE, NATURAL RESOURCE CONSERVATION SERVICE. 2018. "FIELD INDICATORS OF HYDRIC SOILS IN THE UNITED STATES, VERSION 8.2." L.M. VASILAS, G.W. HURT, AND C.V. NOBLE (EDS.). USDA, NRCS, IN COOPERATION WITH THE NATIONAL TECHNICAL COMMITTEE FOR HYDRIC SOILS.

| PRE-CONSTRUCTION IMPERVIOUS AREA | |
|---|---|
| **STRUCTURE** | **AREA (SF)** |
| PRIMARY STRUCTURES - SOLAR ARRAY | 0 |
| DRIVEWAYS | 5,284 |
| OTHER | 0 |
| **TOTAL IMPERVIOUS W/IN 250' BUFFER** | **0** |
| TOTAL LOT AREA W/IN 250' BUFFER | 214,824 |
| **PRE-CONSTRUCTION % COVERAGE** | **0.02%** |
| **TOTAL IMPERVIOUS W/IN 50' BUFFER** | 0 |

| UNALTERED STATE CALCULATION | |
|---|---|
| **CALCULATION** | **AREA (SF)** |
| TOTAL UNALTERED AREA 50' TO 150' BUFFER | 90,130 |
| TOTAL LOT AREA 50' TO 150' BUFFER | 90130 |
| 25% OF TOTAL LOT AREA 50' TO 150' BUFFER | 22,532 |
| **MINIMUM AREA TO REMAIN UNALTERED** | 22,532 |

## ZONING INFORMATION

THE SURVEYED PORTION OF THE SUBJECT PARCEL LIES WITHIN THE INDUSTRIAL (I) ZONING DISTRICT, LOW DENSITY RESIDENTIAL ZONING DISTRICT (LD), AND SURFACE WATER PROTECTION OVERLAY DISTRICT PER THE CITY OF KEENE ZONING MAP (LAST AMENDED SEPTEMBER 1, 2021) AND KEENE GIS. THE FOLLOWING IS ZONING INFORMATION TAKEN FROM THE CITY OF KEENE LAND DEVELOPMENT CODE (LAST AMENDED MAY, 2024):
-MINIMUM LOT AREA: NONE (I); 10,000 FT² (LD)
-FRONT YARD SETBACK: 20 FEET (I); 15 FEET (LD)
-REAR YARD SETBACK: 20 FEET (I/LD), 50 FEET IF ABUTTING RESIDENTIAL DISTRICT (I)
-SIDE YARD SETBACK: 15 FEET (I/LD)
-MINIMUM ROAD FRONTAGE: 50 FEET (I); 60 FEET (LD)
-MAXIMUM HEIGHT: 35 FEET (I/LD)
-MAXIMUM BUILDING COVERAGE: 80% (I), 35% (LD)
-SURFACE WATER PROTECTION BUFFER: 30 FEET (FROM ITEMS LISTED IN SECTION 11.3.1.B. ON PAGE 113; INCLUDING BUT NOT LIMITED TO WETLANDS AND SURFACE WATERS)
*SEE THE CITY OF KEENE LAND DEVELOPMENT CODE FOR FURTHER REGULATIONS AND APPLICATION. ALSO, SEE SECTION 8.3.7.A-C FOR SOLAR ENERGY SYSTEM INFRASTRUCTURE USES.

## Wood Turtle

New Hampshire State Species of Special Concern

Contact NHFG Wildlife Biologists (prot text preferred) if observed within your project site: *Melissa Winters 603-479-1123 and Josh Meggyesy 975-578-0802*

- Turtles may be attracted to disturbed ground during nesting season (May 15th – June 30th)
- Turtles are most active from April 15th – October 7th

**Identifying traits**

- Neck and forelimbs are orange.
- Characterized by its highly sculpted shell with each large scute taking on an irregular pyramidal shape.
- Adults can be 5-8 inches long.

**Habitat Use**

- wooded areas near streams
- uplands surrounding streams



NOTE: It is illegal to remove a wood turtle from the wild.

Immediately report nesting turtles, suspected nesting turtles or suspected nest sites to NHFG Wildlife Biologists.

All other observations of this species shall be reported to NH Fish & Game via email at NHFGReview@wildlife.nh.gov. Include in the email subject line: NHBxx-xxxx, Project name, Wildlife Observation". *Photo documentation, location and date/time of observation is helpful.*

State laws pertaining to this species RSA 207:1, 212-B:3, 214-A:1, 215-A:1, 216:1, 216-A:1, 217:1, 218:1, 219:1, 221:1, 221-A:1, 222:1, 222-A:1, 223:1, 223-A:1, 224:1, 224-A:1, 225:1, 225-A:1, 226:1, 227:1, 228:1, 229:1, 230:1, 231:1, 232:1, 233:1, 234:1, 235:1, 236:1, 237:1, 238:1, 239:1, 240:1, 241:1, 242:1, 243:1, 244:1, 245:1, 246:1, 247:1, 248:1, 249:1, 250:1, 251:1, 252:1, 253:1, 254:1, 255:1, 256:1, 257:1, 258:1, 259:1, 260:1, 261:1, 262:1, 263:1, 264:1, 265:1, 266:1, 267:1, 268:1, 269:1, 270:1, 271:1, 272:1, 273:1, 274:1, 275:1, 276:1, 277:1, 278:1, 279:1, 280:1, 281:1, 282:1, 283:1, 284:1, 285:1, 286:1, 287:1, 288:1, 289:1, 290:1, 291:1, 292:1, 293:1, 294:1, 295:1, 296:1, 297:1, 298:1, 299:1, 300:1, 301:1, 302:1, 303:1, 304:1, 305:1, 306:1, 307:1, 308:1, 309:1, 310:1, 311:1, 312:1, 313:1, 314:1, 315:1, 316:1, 317:1, 318:1, 319:1, 320:1, 321:1, 322:1, 323:1, 324:1, 325:1, 326:1, 327:1, 328:1, 329:1, 330:1, 331:1, 332:1, 333:1, 334:1, 335:1, 336:1, 337:1, 338:1, 339:1, 340:1, 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## REPORT OBSERVATIONS
### Smooth Green Snake
### (Species of Special Concern)

**Report sightings to NHFG Wildlife Division at NHFGReview@wildlife.nh.gov**

*Reference NHB# and project name if applicable.*
*Please report promptly, noting specific location and date.*
*Photographs strongly encouraged.*



- Thin, bright green snake
- 10-20 inches long
- White or pale yellow underside
- Found in open or lightly forested habitats such as grassy fields, meadows, blueberry barrens, and forest openings
- Dead individuals turn blue

DATE OF PRINT
OCTOBER 10, 2025
HORIZONS ENGINEERING



| NO. | DATE | REVISION DESCRIPTION | ENG | DWG |
|---|---|---|---|---|
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| SURVEYED BY: | HEI |
| ENGINEERED BY: | RJH |
| DRAWN BY: | DMW |
| CHECKED BY: | RJH/WAM |

STATE OF NEW HAMPSHIRE — RYAN HUDOCK — No.17777 — LICENSED PROFESSIONAL ENGINEER

horizons Engineering

REVISION ENERGY
ROSE LANE SOLAR SITE DEVELOPMENT
KEENE, NEW HAMPSHIRE

OVERALL EXISTING CONDITIONS PLAN

ISSUED FOR:
PERMITTING

PROJECT #: 240121
DATE: OCT. 2025

SHEET C1.0


DATE OF PRINT
OCTOBER 07 2025
HORIZONS ENGINEERING



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| SURVEYED BY: | HEI |
| ENGINEERED BY: | RJH |
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| CHECKED BY: | RJH/WTD |

STATE OF NEW HAMPSHIRE
RYAN HUDOCK
No.17777
LICENSED PROFESSIONAL ENGINEER

horizons Engineering

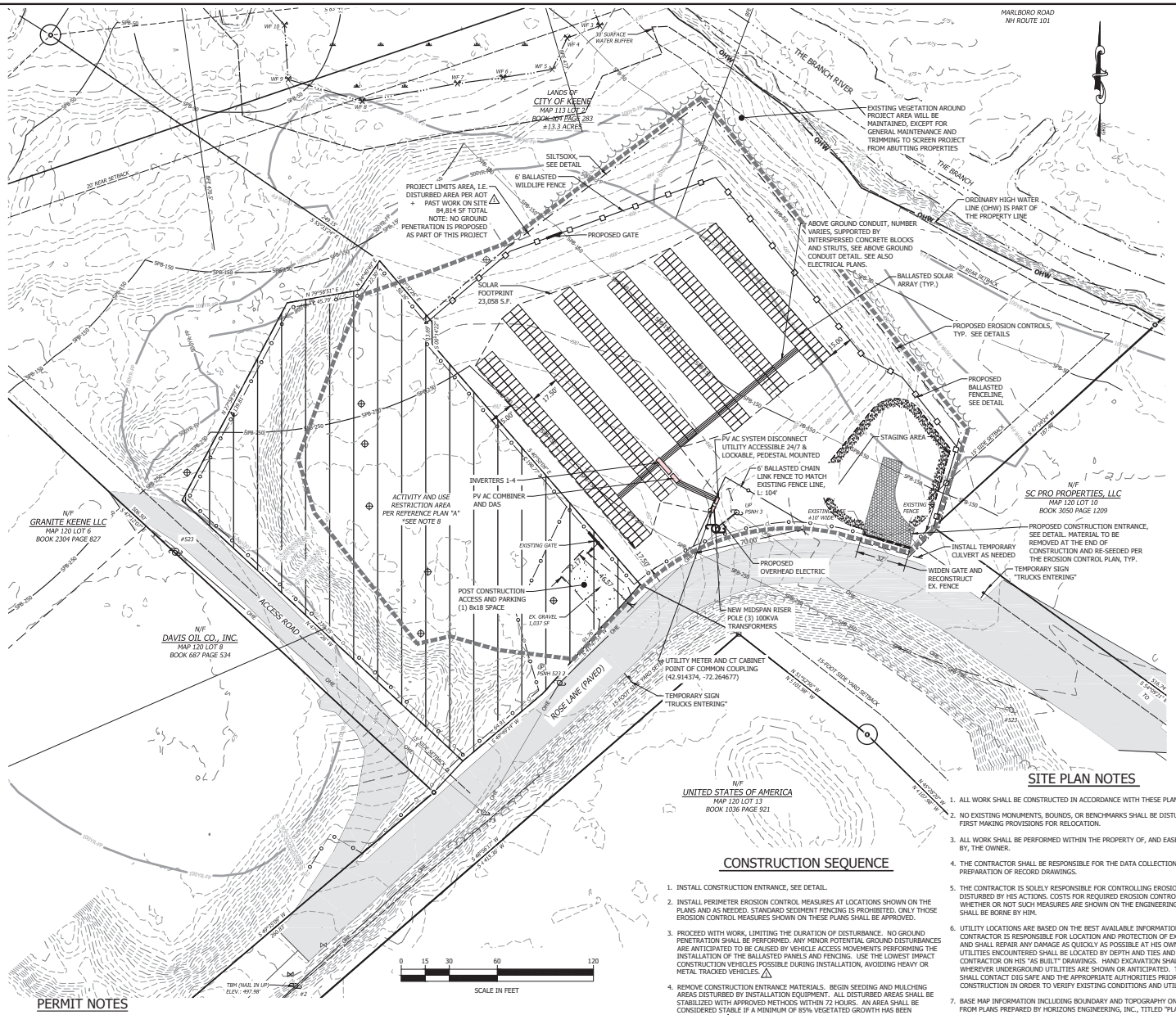
REVISION ENERGY
ROSE LANE SOLAR SITE DEVELOPMENT
KEENE, NEW HAMPSHIRE

FLOOD MAP

ISSUED FOR:
REVIEW

| | |
|---|---|
| PROJECT #: | 240121 |
| DATE: | OCT. 2025 |

SHEET C1.1




## LEGEND

- CALCULATED CORNER
- IRON PIPE OR ROD FOUND
- STONE BOUND FOUND
- DISTURBED AREA
- PROPERTY BOUNDARY LINE
- APPROXIMATE PROPERTY LINE
- APPROXIMATE ABUTTER PROPERTY LINE
- TIE LINE
- OHW — FLAGGED ORDINARY HIGH WATER LINE (PROPERTY LINE)
- OHW — APPROXIMATE ORDINARY HIGH WATER LINE
- SPB-50 — 50 FOOT NHDES BUFFER
- SPB-150 — 150 FOOT NHDES BUFFER
- SPB-250 — 250 FOOT NHDES BUFFER
- SPB-50 — APPROXIMATE 50 FOOT NHDES BUFFER
- SPB-150 — APPROXIMATE 150 FOOT NHDES BUFFER
- SPB-250 — APPROXIMATE 250 FOOT NHDES BUFFER
- WATER
- ZONING DISTRICT BOUNDARY (PER TOWN ZONING MAP)
- CONTOUR - MAJOR INTERVAL
- CONTOUR - MINOR INTERVAL
- TRAIL
- EDGE OF WETLAND
- BASE FLOOD ELEVATION LINE AND VALUE PER FEMA MAP
- 100YR-FP — LIMIT OF FEMA ZONE AE 1% CHANCE FLOOD (PER GIS)
- 500YR-FP — LIMIT OF FEMA ZONE X 0.2% CHANCE FLOOD (PER GIS)
- OHE — OVERHEAD ELECTRIC LINE
- CHAIN LINK FENCE
- PROPOSED WILDLIFE FENCE
- LIMIT OF FIELD TOPOGRAPHY
- SILT SOXX
- TREELINE
- MONITORING WELL
- TEMPORARY BENCHMARK
- SIGN
- UTILITY POLE
- GUY WIRE
- DELINEATED WETLAND
- GRAVEL
- EASEMENT OR RESTRICTION AREA
- PAVEMENT
- CONSTRUCTION ENTRANCE

### POST-CONSTRUCTION IMPERVIOUS AREA

| STRUCTURE | AREA (SF) |
|---|---|
| PRIMARY STRUCTURES - SOLAR ARRAY | 9,874 |
| ELECTRICAL EQUIPMENT | 63 |
| OTHER | 0 |
| **TOTAL IMPERVIOUS W/IN 250' BUFFER** | **9,937** |
| TOTAL LOT AREA W/IN 250' BUFFER | 214,824 |
| **POST-CONSTRUCTION % COVERAGE** | **4.6%** |
| **TOTAL IMPERVIOUS W/IN 50' BUFFER** | 0 |

### UNALTERED STATE CALCULATION

| CALCULATION | AREA (SF) |
|---|---|
| TOTAL UNALTERED AREA 50' TO 150' BUFFER | 90,130 |
| TOTAL LOT AREA 50' TO 150' BUFFER | 90,130 |
| 25% OF TOTAL LOT AREA 50' TO 150' BUFFER | 22,532 |
| **MINIMUM AREA TO REMAIN UNALTERED** | 22,532 |
| **POST-CONSTRUCTION UNALTERED AREA** | **87,130** |

### AOT PROJECT DATA

⚠ DISTURBED AREA = 84,814 SF
IMPERVIOUS AREA = 63 SF (UTILITY PADS)

SOLAR ARRAY AREA LOCATED OVER GROUND SLOPES 5% OR LESS AND MEETING REQUIREMENTS FOR SHEET FLOW ARE NOT REQUIRED TO BE HYDROLOGICALLY MODELLED, PER ENV-WQ 1511.06.

## ZONING INFORMATION

THE SURVEYED PORTION OF THE SUBJECT PARCEL LIES WITHIN THE INDUSTRIAL (I) ZONING DISTRICT, LOW DENSITY RESIDENTIAL ZONING DISTRICT (LD), AND SURFACE WATER PROTECTION OVERLAY DISTRICT PER THE CITY OF KEENE ZONING MAP (LAST AMENDED SEPTEMBER 1, 2021) AND KEENE GIS. THE FOLLOWING IS ZONING INFORMATION TAKEN FROM THE CITY OF KEENE LAND DEVELOPMENT CODE (LAST AMENDED MAY, 2024):

-MINIMUM LOT AREA: NONE (I); 10,000 FT² (LD)
-FRONT YARD SETBACK: 20 FEET (I); 15 FEET (LD)
-REAR YARD SETBACK: 20 FEET (I/LD), 50 FEET IF ABUTTING RESIDENTIAL DISTRICT (I)
-SIDE YARD SETBACK: 15 FEET (I/LD)
-MINIMUM ROAD FRONTAGE: 50 FEET (I); 60 FEET (LD)
-MAXIMUM HEIGHT: 35 FEET (I/LD)
-MAXIMUM BUILDING COVERAGE: 80% (I), 35% (LD)
-SURFACE WATER PROTECTION BUFFER: 30 FEET (FROM ITEMS LISTED IN SECTION 11.3.1.B. ON PAGE 113; INCLUDING BUT NOT LIMITED TO TIDAL LANDS AND SURFACE WATERS)
*SEE THE CITY OF KEENE LAND DEVELOPMENT CODE FOR FURTHER REGULATIONS AND APPLICATION. ALSO, SEE SECTION 8.3.7.A.C FOR SOLAR ENERGY SYSTEM INFRASTRUCTURE USES.

WE CERTIFY THAT THE KEENE PLANNING BOARD GAVE THIS SITE PLAN FINAL APPROVAL ON AND THAT THE BOARD FOUND THAT ALL CONDITIONS PRECEDENT TO FINAL APPROVAL HAD BEEN SATISFIED.

FINAL SITE PLAN
APPROVED
PLANNING BOARD
Keene, New Hampshire

DATE CHAIRMAN

## SITE PLAN NOTES

1. ALL WORK SHALL BE CONSTRUCTED IN ACCORDANCE WITH THESE PLANS.
2. NO EXISTING MONUMENTS, BOUNDS, OR BENCHMARKS SHALL BE DISTURBED WITHOUT FIRST MAKING PROVISIONS FOR RELOCATION.
3. ALL WORK SHALL BE PERFORMED WITHIN THE PROPERTY OF, AND EASEMENTS SECURED BY, THE OWNER.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE DATA COLLECTION AND PREPARATION OF RECORD DRAWINGS.
5. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR CONTROLLING EROSION IN ALL AREAS DISTURBED BY HIS ACTIONS. COSTS FOR REQUIRED EROSION CONTROL, REGARDLESS OF WHETHER OR NOT SUCH MEASURES ARE SHOWN ON THE ENGINEERING DRAWINGS, SHALL BE BORNE BY HIM.
6. UTILITY LOCATIONS ARE BASED ON THE BEST AVAILABLE INFORMATION. THE CONTRACTOR IS RESPONSIBLE FOR LOCATION AND PROTECTION OF EXISTING UTILITIES AND SHALL REPAIR ANY DAMAGE AS QUICKLY AS POSSIBLE AT HIS OWN EXPENSE. ALL UTILITIES ENCOUNTERED SHALL BE LOCATED BY DEPTH AND TIES AND SHOWN BY THE CONTRACTOR ON HIS "AS BUILT" DRAWINGS. HAND EXCAVATION SHALL BE DONE WHEREVER UNDERGROUND UTILITIES ARE SHOWN OR ANTICIPATED. THE CONTRACTOR SHALL CONTACT DIG SAFE AND THE APPROPRIATE AUTHORITIES PRIOR TO ANY CONSTRUCTION IN ORDER TO VERIFY EXISTING CONDITIONS AND UTILITY LOCATIONS.
7. BASE MAP INFORMATION INCLUDING BOUNDARY AND TOPOGRAPHY ON THESE PLANS IS FROM PLANS PREPARED BY HORIZONS ENGINEERING, INC., TITLED "PLAN SHOWING A PARTIAL BOUNDARY & EXISTING CONDITIONS SURVEY PREPARED FOR REVISIONS ENERGY OF PROPERTY LOCATED ON ROSE LANE KEENE, CHESHIRE COUNTY, NEW HAMPSHIRE", AND DATED SEPTEMBER 17, 2024.
8. DEVELOPER MAY BE REQUIRED TO OBTAIN A STREET ACCESS PERMIT WITH THE PUBLIC WORKS DEPARTMENT PRIOR TO PROCEEDING WITH CONSTRUCTION.
9. WAIVER REQUESTED FOR SECTION 21.6.2.C.3 OF LDC.

## CONSTRUCTION SEQUENCE

1. INSTALL CONSTRUCTION ENTRANCE, SEE DETAIL.
2. INSTALL PERIMETER EROSION CONTROL MEASURES AT LOCATIONS SHOWN ON THE PLANS AND AS NEEDED. STANDARD SEDIMENT FENCING IS PROHIBITED. ONLY THOSE EROSION CONTROL MEASURES SHOWN ON THESE PLANS SHALL BE APPROVED.
3. PROCEED WITH WORK, LIMITING THE DURATION OF DISTURBANCE. NO GROUND PENETRATION SHALL BE PERFORMED. ANY MINOR POTENTIAL GROUND DISTURBANCES ARE ANTICIPATED TO BE CAUSED BY VEHICLE ACCESS MOVEMENTS PERFORMING THE INSTALLATION OF THE BALLASTED PANELS AND FENCING. USE THE LOWEST IMPACT CONSTRUCTION VEHICLES POSSIBLE DURING INSTALLATION, AVOIDING HEAVY OR METAL TRACKED VEHICLES. ⚠
4. REMOVE CONSTRUCTION ENTRANCE MATERIALS. BEGIN SEEDING AND MULCHING AREAS DISTURBED BY INSTALLATION EQUIPMENT. ALL DISTURBED AREAS SHALL BE STABILIZED WITH APPROVED METHODS WITHIN 72 HOURS. AN AREA SHALL BE CONSIDERED STABLE IF A MINIMUM OF 85% VEGETATED GROWTH HAS BEEN ESTABLISHED. ⚠
5. INSPECT ALL EROSION CONTROL MEASURES ON A DAILY BASIS AND AFTER EVERY 0.5 INCHES OF PRECIPITATION. MAINTAIN AND REPAIR ALL MEASURES NO LONGER INSTALLED CORRECTLY.
6. PLACE TOPSOIL, SEED AND MULCH.
7. MONITOR THE SITE AND MAINTAIN STRUCTURES AS NEEDED UNTIL FULL VEGETATION IS ESTABLISHED.

## PERMIT NOTES

**IT IS THE OWNERS RESPONSIBILITY TO INSURE ALL PERMITS ARE IN PLACE PRIOR TO CONSTRUCTION.**

THIS PROJECT SHALL COMPLY WITH ALL CONDITIONS OF ALL PERMITS FOR THE PROJECT. COPIES OF THESE PERMITS MAY BE REQUESTED FROM THE HORIZONS ENGINEERING OFFICE IN NEW LONDON, NH. PERMITS LISTED BELOW ARE REPRESENTATIVE OF PROJECT PERMITTING COLLECTED BY HORIZONS ENGINEERING. ALL REQUIRED PERMITS SHALL BE COLLECTED AND VERIFIED BY THE GENERAL CONTRACTOR.

NH DES
ALTERATION OF TERRAIN PERMIT — PENDING - AoT 250218-027
SHORELAND PERMIT — RECEIVED - 2025-00270

### OWNER SIGNATURES:

DATE:

DATE OF PRINT
OCTOBER 10, 2025
HORIZONS ENGINEERING



| NO. | DATE | REVISION DESCRIPTION | ENG | DWG |
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| 1 | 4/1/25 | AOT RPMI #1 | RJH | AWG |

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| SURVEYED BY: | HEI |
| ENGINEERED BY: | RJH |
| DRAWN BY: | DMW |
| CHECKED BY: | RJH/WAM |

STATE OF NEW HAMPSHIRE — RYAN HUDOCK — No.17777 — LICENSED PROFESSIONAL ENGINEER

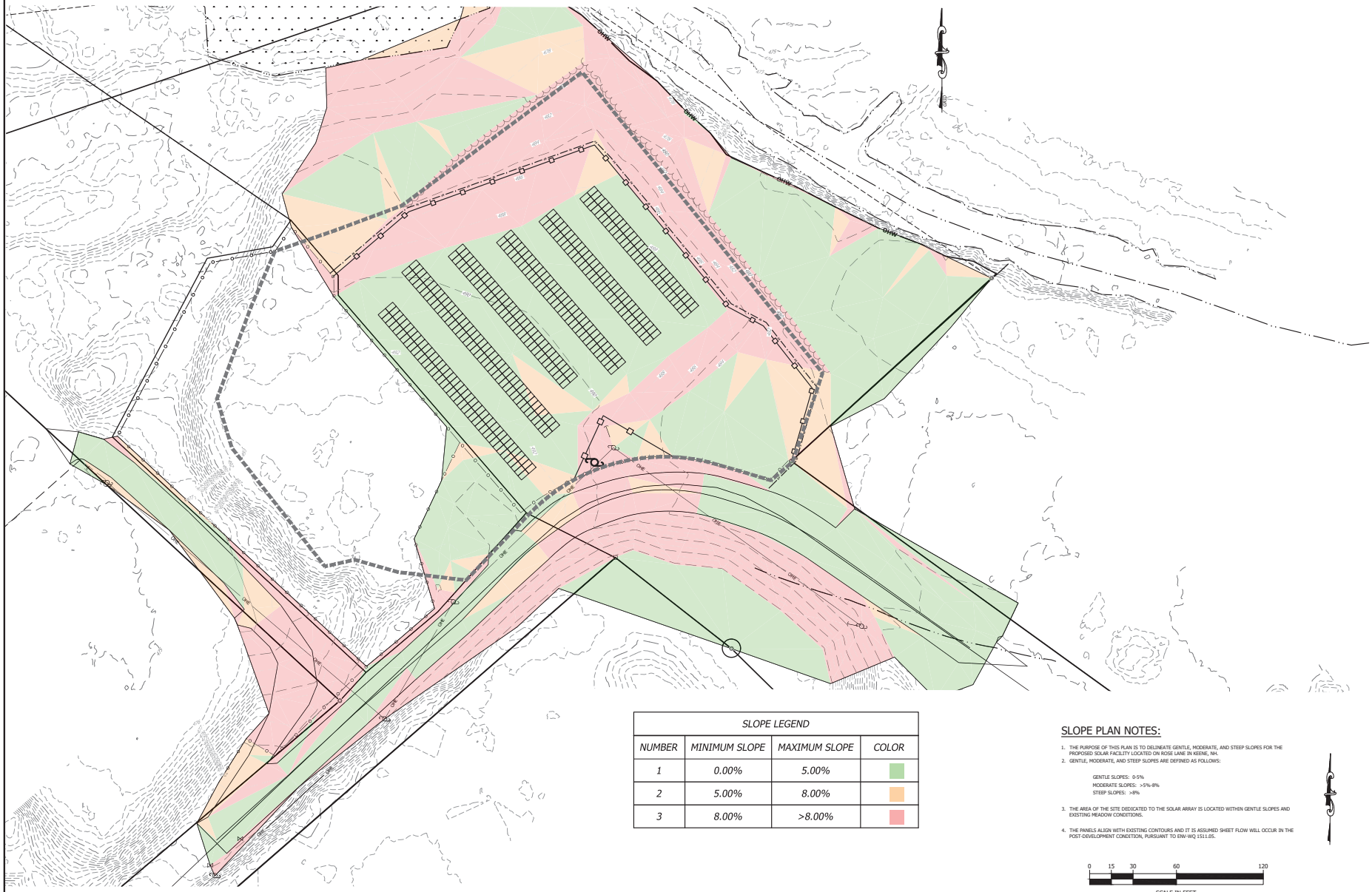
horizons Engineering

REVISION ENERGY
ROSE LANE SOLAR SITE DEVELOPMENT
KEENE, NEW HAMPSHIRE
SITE PLAN

ISSUED FOR:
PERMITTING

PROJECT #: 240121
DATE: OCT. 2025

SHEET C2.0



| SLOPE LEGEND | | | |
|---|---|---|---|
| NUMBER | MINIMUM SLOPE | MAXIMUM SLOPE | COLOR |
| 1 | 0.00% | 5.00% | |
| 2 | 5.00% | 8.00% | |
| 3 | 8.00% | >8.00% | |

## SLOPE PLAN NOTES:

1. THE PURPOSE OF THIS PLAN IS TO DELINEATE GENTLE, MODERATE, AND STEEP SLOPES FOR THE PROPOSED SOLAR FACILITY LOCATED ON ROSE LANE IN KEENE, NH.
2. GENTLE, MODERATE, AND STEEP SLOPES ARE DEFINED AS FOLLOWS:

   GENTLE SLOPES: 0-5%
   MODERATE SLOPES: >5%-8%
   STEEP SLOPES: >8%

3. THE AREA OF THE SITE DEDICATED TO THE SOLAR ARRAY IS LOCATED WITHIN GENTLE SLOPES AND EXISTING MEADOW CONDITIONS.
4. THE PANELS ALIGN WITH EXISTING CONTOURS AND IT IS ASSUMED SHEET FLOW WILL OCCUR IN THE POST-DEVELOPMENT CONDITION, PURSUANT TO ENV-WQ 1511.05.

0 15 30 60 120

SCALE IN FEET

DATE OF PRINT
OCTOBER 07, 2025
HORIZONS ENGINEERING



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| SURVEYED BY: | HEI |
| ENGINEERED BY: | RJH |
| DRAWN BY: | DMW |
| CHECKED BY: | RJH/WAM |

STATE OF NEW HAMPSHIRE
RYAN HUDOCK
No.17777
LICENSED PROFESSIONAL ENGINEER

horizons Engineering

REVISION ENERGY
ROSE LANE SOLAR SITE DEVELOPMENT
KEENE, NEW HAMPSHIRE

SLOPE PLAN

ISSUED FOR:
PERMITTING

PROJECT #: 240121
DATE: OCT. 2025

SHEET C2.1

## SEEDING RECOMMENDATIONS

**1. SEEDBED PREPARATION**

A. SURFACE AND SEEPAGE WATER SHOULD BE DRAINED OR DIVERTED FROM THE SITE TO PREVENT DROWNING OR WINTER KILLING OF THE PLANTS.

B. STONES LARGER THAN 4 INCHES AND TRASH SHOULD BE REMOVED BECAUSE THEY INTERFERE WITH SEEDING AND FUTURE MAINTENANCE OF THE AREA. WHERE FEASIBLE, THE SOIL SHOULD BE AMENDED WITH ORGANIC MATTER AND TILLED TO A DEPTH OF ABOUT 4 INCHES TO PREPARE A SEEDBED AND MIX FERTILIZER AND LIME THOROUGHLY INTO THE SOIL. THE SEEDBED SHOULD BE LEFT IN A REASONABLY FIRM AND SMOOTH CONDITION. THE LAST TILLAGE OPERATION SHOULD BE PERFORMED ACROSS THE SLOPE WHEREVER PRACTICAL.

**2. ESTABLISHING VEGETATION**

A. LIME AND FERTILIZER SHOULD BE APPLIED PRIOR TO OR AT THE TIME OF SEEDING AND INCORPORATED INTO THE SOIL. KINDS AND AMOUNTS OF LIME AND FERTILIZER SHOULD BE BASED ON AN EVALUATION OF SOIL TESTS. WHEN A SOIL TEST IS NOT AVAILABLE, THE FOLLOWING MINIMUM AMOUNTS SHOULD BE APPLIED:

-AGRICULTURAL LIMESTONE, 2 TONS PER ACRE OR 100 LBS. PER 1,000 SQ. FT.
-NITROGEN (N), 50 LBS., PER ACRE OR 1.1 LBS. PER 1,000 SQ. FT.
-PHOSPHATE ($P_2O_5$), 100 LBS. PER ACRE OR 2.2 LBS. PER 1,000 SQ. FT.
-POTASH ($K_2O$), 100 LBS. PER ACRE OR 2.2 LBS. PER 1,000 SQ. FT.

(NOTE: THIS IS THE EQUIVALENT OF 500 LBS. PER ACRE OF 10-20-20 FERTILIZER OR 1,000 LBS. PER ACRE OF 5-10-10).

B. SEED SHOULD BE SPREAD UNIFORMLY BY THE METHOD MOST APPROPRIATE FOR THE SITE. METHODS INCLUDE BROADCASTING, DRILLING, AND HYDROSEEDING. WHERE BROADCASTING IS USED, COVER SEED WITH .25 INCH OF SOIL OR LESS, BY CULTIPACKING OR RAKING.

A. SEEDING GUIDE:

| USE | SEEDING MIXTURE (SEE 3D) | SOIL TYPE: DROUGHTY | WELL DRAINED | MOD. WELL DRAINED | POORLY DRAINED |
|---|---|---|---|---|---|
| STEEP CUTS AND FILLS, BORROW AND DISPOSAL AREAS | A | FAIR | GOOD | GOOD | FAIR |
| | B | POOR | GOOD | FAIR | FAIR |
| | C | FAIR | EXCELLENT | EXCELLENT | POOR |
| WATERWAYS, EMERGENCY SPILL-WAYS, AND OTHER CHANNELS WITH FLOWING WATER | A | GOOD | GOOD | GOOD | FAIR |
| LIGHTLY USED PARKING LOTS, ODD AREAS, UNUSED LANDS, AND LOW INTENSITY USE RECREATION SITES | A | GOOD | GOOD | GOOD | FAIR |
| | B | GOOD | GOOD | FAIR | POOR |

B. SEEDING RATES:

| | MIXTURE | POUNDS PER ACRE | POUNDS PER 1,000 SQ. FT. |
|---|---|---|---|
| A | TALL FESCUE | 20 | 0.45 |
| | CREEPING RED FESCUE | 20 | 0.45 |
| | REDTOP | 2 | 0.05 |
| | TOTAL: | 42 | 0.95 |
| B | TALL FESCUE | 15 | 0.35 |
| | CREEPING RED FESCUE | 10 | 0.25 |
| | CROWN VETCH **OR** | 15 **OR** | 0.35 **OR** |
| | FLATPEA | 30 | 0.75 |
| | TOTAL: | 40 **OR** 55 | 0.95 **OR** 1.35 |
| C | TALL FESCUE | 20 | 0.45 |
| | FLATPEA | 30 | 0.75 |
| | TOTAL: | 50 | 1.20 |

C. WHEN SEEDED AREAS ARE MULCHED, PLANTINGS MAY BE MADE FROM EARLY SPRING TO SEPTEMBER 15. WHEN SEEDED AREAS ARE NOT MULCHED, PLANTINGS SHOULD BE MADE FROM EARLY SPRING TO MAY 20 OR FROM AUGUST 10 TO SEPTEMBER 1.

D. TEMPORARY SEEDING RATES:

| SPECIES | POUNDS PER ACRE | POUNDS PER 1,000 SQ. FT. | REMARKS |
|---|---|---|---|
| WINTER RYE | 112 | 2.5 | BEST FOR FALL SEEDING. SEED FROM AUGUST TO SEPTEMBER 5TH FOR BEST COVER. SEED TO A DEPTH OF 1 INCH. |
| OATS | 80 | 2.0 | BEST FOR SPRING SEEDING. SEED NO LATER THAN MAY 15TH FOR SUMMER PROTECTION. SEED TO A DEPTH OF 1 INCH. |
| ANNUAL RYEGRASS | 40 | 1.0 | GROWS QUICKLY, BUT IS OF SHORT DURATION. USE WHERE APPEARANCES ARE NOT IMPORTANT. SEED EARLY SPRING AND/OR BETWEEN AUGUST 15TH AND SEPTEMBER 15TH. COVER SEED WITH NO MORE THAN 0.25 INCH OF SOIL. |
| PERENNIAL RYEGRASS | 30 | 0.7 | GOOD COVER WHICH IS LONGER LASTING THAN ANNUAL RYEGRASS. SEED BETWEEN APRIL 1ST AND JUNE 1ST AND/OR BETWEEN AUGUST 15TH AND SEPTEMBER 15TH. MULCHING WILL ALLOW SEEDING THROUGHOUT THE GROWING SEASON. SEED TO A DEPTH OF APPROXIMATELY 0.5 INCH. |

**4. MULCH**

A. HAY, STRAW, OR OTHER MULCH, WHEN NEEDED, SHOULD BE APPLIED IMMEDIATELY AFTER SEEDING.

B. MULCH WILL BE HELD IN PLACE USING APPROPRIATE TECHNIQUES FROM THE BEST MANAGEMENT PRACTICE FOR MULCHING.

**5. MAINTENANCE TO ESTABLISH A STAND**

A. PLANTED AREAS SHOULD BE PROTECTED FROM DAMAGE BY FIRE, GRAZING, TRAFFIC, AND DENSE WEED GROWTH.

B. FERTILIZATION NEEDS SHOULD BE DETERMINED BY ON SITE INSPECTIONS. SUPPLEMENTAL FERTILIZER IS USUALLY THE KEY TO FULLY COMPLETE THE ESTABLISHMENT OF THE STAND BECAUSE MOST PERENNIALS TAKE 2 TO 3 YEARS TO BECOME ESTABLISHED.

C. IN WATERWAYS, CHANNELS, OR SWALES WHERE UNIFORM FLOW CONDITIONS ARE ANTICIPATED, OCCASIONAL MOWING MAY BE NECESSARY TO CONTROL GROWTH OF WOODY VEGETATION.

## EROSION CONTROL GENERAL NOTES

**A. KEEP SITE MODIFICATION TO A MINIMUM**

1. CONSIDER FITTING THE BUILDINGS AND STREETS TO THE NATURAL TOPOGRAPHY. THIS REDUCES THE NEED FOR CUTS AND FILLS. AVOID EXTENSIVE GRADING THAT WOULD ALTER DRAINAGE PATTERNS OR CREATE VERY STEEP SLOPES.
2. EXPOSE AREAS OF BARE SOIL TO EROSIVE ELEMENTS FOR THE SHORTEST TIME POSSIBLE.
3. SAVE AND PROTECT DESIRABLE EXISTING VEGETATION WHERE POSSIBLE. ERECT BARRIERS TO PREVENT DAMAGE FROM CONSTRUCTION EQUIPMENT.
4. LIMIT THE GRADES OF SLOPES SO VEGETATION CAN BE EASILY ESTABLISHED AND MAINTAINED.
5. AVOID SUBSTANTIAL INCREASE IN RUNOFF LEAVING THE SITE.

**B. MINIMIZE POLLUTION OF WATER DURING CONSTRUCTION ACTIVITIES**

1. STOCKPILE TOPSOIL REMOVED FROM CONSTRUCTION AREA AND SPREAD OVER ANY DISTURBED AREAS PRIOR TO REVEGETATION. TOPSOIL STOCKPILES MUST BE PROTECTED FROM EROSION.
2. PROTECT BARE SOIL AREAS EXPOSED BY GRADING ACTIVITIES WITH TEMPORARY VEGETATION OR MULCHES.
3. USE SEDIMENT BASINS TO TRAP DEBRIS AND SEDIMENT WHICH WILL PREVENT THESE MATERIALS FROM MOVING OFF SITE.
4. USE DIVERSIONS TO DIRECT WATER AROUND THE CONSTRUCTION AREA AND AWAY FROM EROSION PRONE AREAS TO POINTS OF SAFE DISPOSAL.
5. USE TEMPORARY CULVERTS OR BRIDGES WHEN CROSSING STREAMS WITH EQUIPMENT.
6. PLACE CONSTRUCTION FACILITIES, MATERIALS, AND EQUIPMENT STORAGE AND MAINTENANCE AREAS AWAY FROM DRAINAGE WAYS.

**C. PROTECT AREA AFTER CONSTRUCTION.**

1. ESTABLISH GRASS OR OTHER SUITABLE VEGETATION ON ALL DISTURBED AREAS. SELECT SPECIES ADAPTED TO THE SITE CONDITIONS AND THE FUTURE USE OF THE AREA. FINAL GRADES SHALL BE SEEDED WITHIN 72 HOURS. STABILIZATION SHALL BE DEFINED AS 85% VEGETATIVE COVER.
2. MAINTAIN VEGETATED AREAS USING PROPER VEGETATIVE 'BEST MANAGEMENT PRACTICES' DURING THE CONSTRUCTION PERIOD.
3. MAINTAIN NEEDED STRUCTURAL 'BEST MANAGEMENT PRACTICES' AND REMOVE SEDIMENT FROM DETENTION PONDS AND SEDIMENT BASINS AS NEEDED.
4. DETERMINE RESPONSIBILITY FOR LONG TERM MAINTENANCE OF PERMANENT 'BEST MANAGEMENT PRACTICES'.
5. IF CONSTRUCTION IS ANTICIPATED DURING WINTER MONTHS, REFER TO 'COLD WEATHER SITE STABILIZATION REQUIREMENTS'.

**D. INVASIVE SPECIES AND FUGITIVE DUST**

1. THE PROJECT SHALL NOT CONTRIBUTE TO THE SPREAD OF INVASIVE SPECIES. PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL EVALUATE WORK AREAS FOR THE PRESENCE OF INVASIVE SPECIES, AND IF FOUND SHALL TAKE NECESSARY MEASURES TO PREVENT THEIR SPREAD IN ACCORDANCE WITH RSA 430:51-57 AND AGR 3800. THE CONTRACTOR SHALL TAKE ALL NECESSARY MEASURES TO PREVENT THE INTRODUCTION OF INVASIVE SPECIES BY INSPECTING AND CLEANING ALL EQUIPMENT ARRIVING ON SITE.
2. FUGITIVE DUST SHALL BE CONTROLLED IN ACCORDANCE WITH ENV-A 1000.

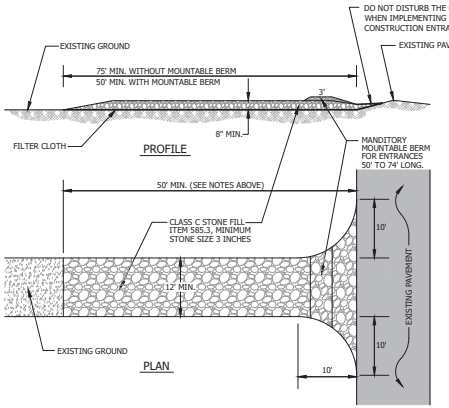
## COLD WEATHER SITE STABILIZATION REQUIREMENTS

TO ADEQUATELY PROTECT WATER QUALITY DURING COLD WEATHER AND DURING SPRING RUNOFF, THE FOLLOWING ADDITIONAL STABILIZATION TECHNIQUES SHALL BE EMPLOYED DURING THE PERIOD FROM OCTOBER 15 THROUGH MAY 1:

1. THE AREA OF EXPOSED, UNSTABILIZED SOIL SHALL BE LIMITED TO 1 ACRE AND SHALL BE PROTECTED AGAINST EROSION BY THE METHODS DESCRIBED IN THIS SECTION PRIOR TO ANY THAW OR SPRING MELT EVENT. THE ALLOWABLE AREA OF EXPOSED SOIL MAY BE INCREASED IF A WINTER CONSTRUCTION PLAN, DEVELOPED BY A QUALIFIED ENGINEER OR A CPESC SPECIALIST, IS REVIEWED AND APPROVED BY NHDES.
2. ALL PROPOSED VEGETATED AREAS HAVING A SLOPE OF LESS THAN 15% WHICH DO NOT EXHIBIT A MINIMUM OF 85% VEGETATIVE GROWTH BY OCTOBER 15, OR WHICH ARE DISTURBED AFTER OCTOBER 15, SHALL BE SEEDED AND COVERED WITH 3 TO 4 TONS OF HAY OR STRAW MULCH PER ACRE, SECURED WITH ANCHORED NETTING OR TACKIFIER, OR 2 INCHES OF EROSION CONTROL MIX MEETING THE CRITERIA OF ENV-WQ 1506.05(D) THROUGH (H).
3. ALL PROPOSED VEGETATED AREAS HAVING A SLOPE OF GREATER THAN 15% WHICH DO NOT EXHIBIT A MINIMUM OF 85% VEGETATIVE GROWTH BY OCTOBER 15, OR WHICH ARE DISTURBED AFTER OCTOBER 15, SHALL BE SEEDED AND COVERED WITH PROPERLY INSTALLED AND ANCHORED EROSION CONTROL MATTING OR WITH A MINIMUM 4 INCH THICKNESS OF EROSION CONTROL MIX MEETING THE CRITERIA OF ENV-WQ 1506.05(D) THROUGH (H).
4. INSTALLATION OF ANCHORED HAY MULCH OR EROSION CONTROL MIX, MEETING THE CRITERIA OF ENV-WQ 1506.05(D) THROUGH (H), SHALL NOT OCCUR OVER SNOW OF GREATER THAN 1 INCH IN DEPTH.
5. INSTALLATION OF EROSION CONTROL MATTING SHALL NOT OCCUR OVER SNOW OF GREATER THAN ONE INCH IN DEPTH OR ON FROZEN GROUND.
6. ALL PROPOSED STABILIZATION IN ACCORDANCE WITH NOTES 2 OR 3 ABOVE, SHALL BE COMPLETED WITHIN 1 DAY OF ESTABLISHING THE GRADE THAT IS FINAL OR THAT OTHERWISE WILL EXIST FOR MORE THAN 5 DAYS.
7. ALL DITCHES OR SWALES WHICH DO NOT EXHIBIT A MINIMUM OF 85% VEGETATIVE GROWTH BY OCTOBER 15, OR WHICH ARE DISTURBED AFTER OCTOBER 15, SHALL BE STABILIZED TEMPORARILY WITH STONE OR EROSION CONTROL BLANKETS APPROPRIATE FOR THE DESIGN FLOW CONDITIONS, AS DETERMINED BY THE OWNER'S ENGINEERING CONSULTANT.
8. AFTER OCTOBER 15, INCOMPLETE ROAD OR PARKING AREAS WHERE ACTIVE CONSTRUCTION OF THE ROAD OR PARKING AREA HAS STOPPED FOR THE WINTER SEASON SHALL BE PROTECTED WITH A MINIMUM 3 INCH LAYER OF BASE COURSE GRAVELS MEETING THE GRADATION REQUIREMENTS OF NHDOT STANDARD SPECIFICATION FOR ROAD AND BRIDGE CONSTRUCTION, 2016, ITEM NO. 304.1 OR 304.2.

## CONSTRUCTION SEQUENCE

1. INSTALL CONSTRUCTION ENTRANCE, SEE DETAIL.
2. INSTALL PERIMETER EROSION CONTROL MEASURES AT LOCATIONS SHOWN ON THE PLANS AND AS NEEDED. STANDARD SEDIMENT FENCING IS PROHIBITED. ONLY THOSE EROSION CONTROL MEASURES SHOWN ON THESE PLANS SHALL BE APPROVED.
3. PROCEED WITH WORK, LIMITING THE DURATION OF DISTURBANCE. NO GROUND PENETRATION SHALL BE PERFORMED. ANY MINOR POTENTIAL GROUND DISTURBANCES ARE ANTICIPATED TO BE CAUSED BY VEHICLE ACCESS MOVEMENTS PERFORMING THE INSTALLATION OF THE BALLASTED PANELS AND FENCING. THE MAXIMUM LENGTH OF TIME THAT DISTURBED EARTH MAY BE LEFT UNSTABILIZED IS 45 DAYS.
4. REMOVE CONSTRUCTION ENTRANCE MATERIALS. BEGIN SEEDING AND MULCHING AREAS DISTURBED BY INSTALLATION EQUIPMENT. ALL DISTURBED AREAS SHALL BE STABILIZED WITH APPROVED METHODS WITHIN 72 HOURS. AN AREA SHALL BE CONSIDERED STABLE IF A MINIMUM OF 85% VEGETATED GROWTH HAS BEEN ESTABLISHED.
5. INSPECT ALL EROSION CONTROL MEASURES ON A DAILY BASIS AND AFTER EVERY 0.5 INCHES OF PRECIPITATION. MAINTAIN AND REPAIR ALL MEASURES NO LONGER INSTALLED CORRECTLY.
6. PLACE TOPSOIL, SEED AND MULCH.
7. MONITOR THE SITE AND MAINTAIN STRUCTURES AS NEEDED UNTIL FULL VEGETATION IS ESTABLISHED.




STABILIZED CONSTRUCTION ENTRANCE

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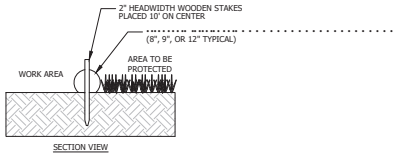
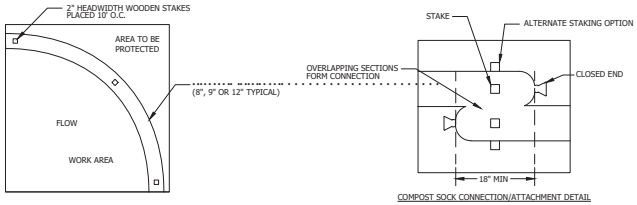



SECTION VIEW




TOP VIEW

COMPOST SOCK CONNECTION/ATTACHMENT DETAIL

NOTES:
1. .....
2. .....
3. COMPOST MATERIAL TO BE DISPERSED ON SITE, AS DETERMINED BY ENGINEER.

filtrexx INTERNATIONAL
35481 GRAFTON EASTERN RD.
GRAFTON, OH 44044
420-926-2607
WWW.FILTREXX.COM

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SOURCE: https://www.filtrexx.com/en/resources/design-specs-cads/filtrexx-cad-files

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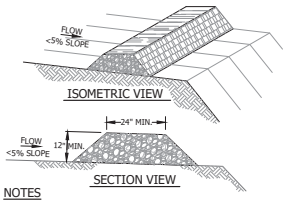



SECTION VIEW

NOTES

1. PERVIOUS BERMS SHALL NOT BE USED IN AREAS ON CONCENTRATED STORMWATER FLOW.
2. THE BERM SHALL BE INSTALLED TO FOLLOW THE CONTOUR OF THE LAND AS CLOSELY AS POSSIBLE.
3. THE MATERIAL MIX FOR THE BERM SHALL HAVE AN ORGANIC PORTION BETWEEN 25% AND 65%, DRY WEIGHT BASIS, AND BE FIBROUS AND ELONGATED SUCH AS FROM SHREDDED BARK, STUMP GRINDINGS, COMPOSTED BARK, OR EQUIVALENT.
4. WOOD CHIPS, BARK CHIPS, GROUND CONSTRUCTION DEBRIS, OR REPROCESSED WOOD PRODUCTS SHALL NOT BE USED AS THE ORGANIC MATERIAL.
5. THE MIX SHALL NOT CONTAIN SILTS, CLAYS OR FINE SANDS.
6. THE MIX SHALL HAVE A PARTICLE SIZE BY WEIGHT OF 100% PASSING A 3" SCREEN, 90%-100% PASSING A 1" SCREEN, 70% TO 100% PASSING A 0.75" SCREEN, AND 30% TO 75% PASSING A 0.25" SCREEN.
7. THE MIX SHALL HAVE A pH BETWEEN 5.0 AND 8.0.

EROSION CONTROL MIX (ECM) BERM

NOT TO SCALE

DATE OF PRINT
OCTOBER 10, 2025
HORIZONS ENGINEERING



| NO. | DATE | REVISION DESCRIPTION | ENG | DWG |
|---|---|---|---|---|
| | | | | |

| | |
|---|---|
| SURVEYED BY: | HEI |
| ENGINEERED BY: | RJH |
| DRAWN BY: | DMW |
| CHECKED BY: | RJH/WAM |

STATE OF NEW HAMPSHIRE
RYAN HUDOCK
No.17777
LICENSED PROFESSIONAL ENGINEER

horizons Engineering

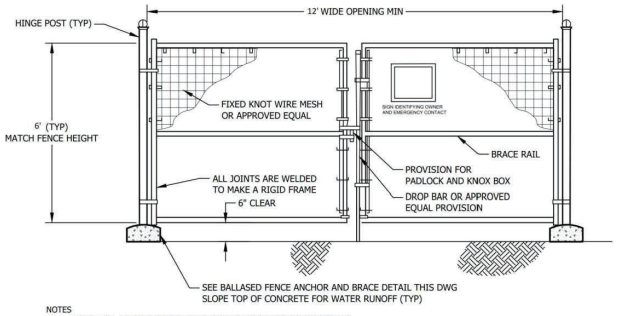
REVISION ENERGY
ROSE LANE SOLAR SITE DEVELOPMENT
KEENE, NEW HAMPSHIRE

EROSION CONTROL NOTES AND DETAILS

ISSUED FOR:
PERMITTING

| | |
|---|---|
| PROJECT #: | 240121 |
| DATE: | OCT. 2025 |

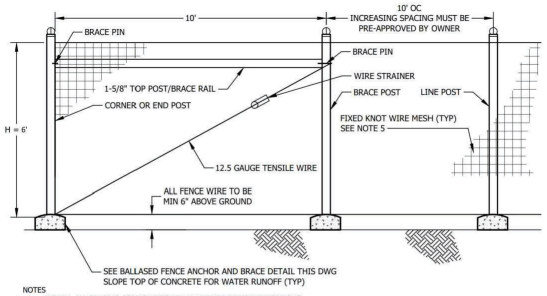
SHEET C3.0




NOTES
1. INSTALL ALL FENCING COMPONENTS PER MANUFACTURES SPECIFICATIONS.
2. ALL FENCING AND HARDWARE SHALL BE GALVANIZED, UNLESS OTHERWISE NOTED.
3. 2-3/8" DIA GALVANIZED STEEL POSTS SHALL BE SET IN CONCRETE AS SHOWN ON DETAIL.
4. BRACING REQUIRED AT FOR ALL GATES. SEE FIXED KNOT FARM FENCE DETAIL.
5. FIXED KNOT WIRE MESH TO BE BEKAERT SOLIDLOCK® PRO, 12.5 GAUGE, CLASS 3 GALVANIZED, 6" VERTICAL SPACING OR APPROVED EQUAL
6. BRACE RAIL SHOWN FOR REFERENCE ADDITIONAL BRACE RAILS MAY BE REQUIRED (NOT SHOWN) OR TRUSS RODS MAY BE REQUIRED PER MANUFACTURES RECOMMENDATIONS.

## BALLASTED GATE

NOT TO SCALE
DETAIL PER REVISION ENERGY




NOTES
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4. FIXED KNOT WIRE MESH TO BE BEKAERT SOLIDLOCK® PRO, 12.5 GAUGE, CLASS 3 GALVANIZED, 6" VERTICAL SPACING OR APPROVED EQUAL.
5. BRACING IS REQUIRED AT ALL CORNER, END, AND GATE POSTS. DOUBLE BRACING (TWO BRACE ASSEMBLIES IN A ROW) SHOULD BE USED FOR STRAIGHT RUNS OF FENCE THAT EXCEED 1,000 LF. AN ADDITIONAL BRACE ASSEMBLY SHOULD BE INSTALLED MID SPAN FOR STRAIGHT RUNS OF FENCE THAT EXCEED 1,320 LF. ADDITIONAL BRACING MAY BE STILL BE REQUIRED OVER UNEVEN TERRAIN, CONTRACTOR SHALL INSTALL ADDITIONAL BRACING AS NEEDED IF DEFLECTION IS NOTICED DURING TENSIONING.
6. FENCE CONTRACTOR TO COORDINATE WITH ELECTRICAL DRAWINGS FOR SPECIFICATIONS FOR INSTALLATION OF GROUNDING EQUIPMENT IF REQUIRED. GROUNDING RODS SHALL NOT BE INSTALLED WITHIN THE LIMITS OF WASTE.

## BALLASTED WILDLIFE FENCE - 6'

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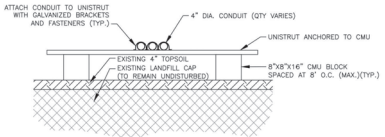
DETAIL PER REVISION ENERGY




NOTE:
BALLASTED ELECTRICAL CONDUIT SUPPORTS TO BE INSTALLED TO MATCH EXISTING GRADES. FOR STEEP SLOPES GRAVEL LEVELING PADS MAY BE INSTALLED TO IMPROVE SUPPORT STABILITY. GRAVEL LEVELING PADS SHALL BE STABILIZED WITH LOAM, SEED, AND MULCH TO MATCH EXISTING VEGETATIVE COVER ON THE LANDFILL CAP.

## BALLASTED CONDUIT DIMENSIONS

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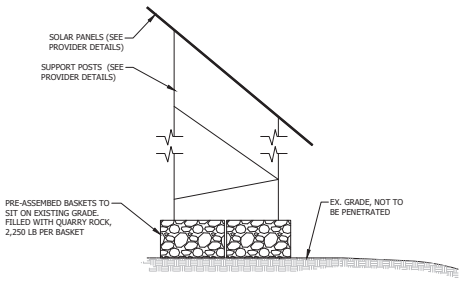
DETAIL PER REVISION ENERGY




## GEOBALLAST FOUNDATION SOLAR PANEL RACKING DETAIL

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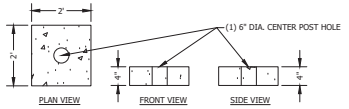
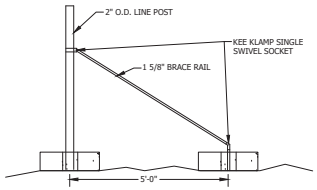



CONCRETE ANCHOR PADS

NOTE:
CONCRETE: 4,000 PSI MINIMUM AFTER 28 DAYS.

| DIMS | ITEM NO. | WEIGHT |
|---|---|---|
| 2'x2'x4" | CONCRETE PADS | 240# |

NOTE:
SEE WILDLIFE FENCE DETAIL THIS DWG FOR LEAF GATE AND STRAIGHT SECTION DETAILS.




BACK BRACING METHOD

NOTE:
BACK BRACING TO BE INSTALLED @ EVERY 50'.

## BALLASTED WILDLIFE FENCE ANCHOR AND BRACE

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DATE OF PRINT
OCTOBER 10 2025
HORIZONS ENGINEERING



| NO. | DATE | REVISION DESCRIPTION | ENG | DWG |
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| | |
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| SURVEYED BY: | HEI |
| ENGINEERED BY: | RJH |
| DRAWN BY: | DMW |
| CHECKED BY: | RJH/WAM |

STATE OF NEW HAMPSHIRE
RYAN HUDOCK
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ROSE LANE SOLAR SITE DEVELOPMENT
KEENE, NEW HAMPSHIRE

CONSTRUCTION DETAILS

ISSUED FOR:
PERMITTING

| | |
|---|---|
| PROJECT #: | 240121 |
| DATE: | OCT. 2025 |

SHEET C3.1

CITY OF KEENE
NEW HAMPSHIRE

**MEMORANDUM**

**TO:** Planning Board

**FROM:** Mari Brunner, Senior Planner

**DATE:** October 17, 2025

**SUBJECT:** Proposed Changes to the Site Plan Review Thresholds

**Recommendation:**

To hold a public hearing on the proposed changes to the Planning Board Site Plan Review Thresholds in Section 26.12.3.A of the Land Development Code.

**Background:**

The following are proposed changes to the Site Plan Review Thresholds in Article 26, Section 26.12.3.A "Applicability" of the Land Development Code. New language is identified with **bold face underline** and is highlighted. The intent of these proposed changes is to adjust the thresholds to increase the number of projects that qualify for Minor Site Plan Review, encourage driveway designs that comply with City standards, and establish clear thresholds for projects that involve the creation of new residential units.

**26.12.3 Applicability**

**A. Site Plan Review Thresholds.** Site plan review is required for the following types of improvements described in Sections 26.12.3.A.1 (Major Site Plan) and 26.12.3.A.2 (Minor Site Plan). It shall not be required for single-family and two-family dwellings or their associated accessory uses, provided such dwellings are not attached to a mixed-use building or located on a mixed-use lot containing non-residential **or multifamily residential** uses.

1. **Major Site Plan.** Major site plan review is required for any proposal that meets or exceeds **any of** the below thresholds.
    a. New principal buildings or structures greater than 5,000 sf in gfa.
    b. Additions to existing buildings or structures that are greater than 15% of the gfa of the existing principal building **in any downtown zoning district, or additions to existing commercial buildings or structures that are greater than 25% of the gfa of the existing principal building in all other zoning districts**.

c. **Projects that involve the creation of 25 or more new residential dwelling units in one year.**

d. Change or increase of vehicle trips per day of 100, or per peak hour of 50.

e. Installation of impervious surfaces (e.g. pavement or gravel) that exceeds 10,000 sf in contiguous area.

f. Land disturbance that impacts 1-acre or greater of land area.

g. **New or modified commercial or multifamily street access where an exception is requested from the street access permit criteria in Article 23.**

h. Modifications to the site or building (e.g. lighting, landscaping, façade alteration, etc.), which, at the discretion of the Community Development Director, or their designee, warrants major site plan review.

i. Change of use, which at the discretion of the Community Development Director, or their designee, warrants major site plan review. Such determination shall be based on an evaluation of the impacts of the proposed use on both the subject parcel and the surrounding neighborhood.

2. **Minor Site Plan.** Minor site plan review is required for any proposal that meets **any of** the below thresholds.

a. New principal buildings or structures that are between 1,000 and 5,000 sf in gfa.

b. Additions to existing buildings or structures that are between 10% and 15% of the gfa of the existing principal building **in any downtown zoning district, or additions to existing commercial buildings or structures that are between 15% and 25% of the gfa of the existing principal building in all other zoning districts**.

c. **Projects that involve the creation of 10 to 24 new dwelling units**.

d. Installation of impervious surfaces (e.g. pavement or gravel) that are 10,000 sf or less in contiguous area, which, at the discretion of the Community Development Director, or their designee, and based on the nature of the proposal, warrants minor site plan review.

e. Land disturbance that impacts less than 1-acre of land area, which, at the discretion of the Community Development Director, or their designee, and based on the nature of the proposal, warrants minor site plan review.

f. Modifications to the site or building (e.g. lighting, landscaping, façade alteration, etc.), which, at the discretion of the Community Development Director, or their designee, warrants minor site plan review.

g. **New street access or requests to widen existing commercial or multifamily street access**.

h. Change of use, which at the discretion of the Community Development Director, or their designee, warrants minor site plan review. Such determination shall be based on an evaluation of the impacts of the proposed use on both the subject parcel and the surrounding neighborhood.

**B. Administrative Planning Review.** Proposed development or redevelopment, including change of use, associated with uses other than single-family and two-family dwellings that does not meet the thresholds for major or minor site plan review shall be reviewed by the Community Development Director, or their designee, to verify compliance with the Site Development Standards in Article 21 of this LDC prior to the issuance of a building permit. **Proposed modifications to commercial or multifamily street access that do not meet the threshold for minor or major site plan review shall be referred to the City Engineer for review prior to issuing a decision**. The application and review procedures associated with Administrative Planning Review are described in Section 26.13.

**C.** Unless otherwise noted in this Section, the Community Development Director, or their designee, has the authority to determine, on a case-by-case basis, based on the nature of the proposal, whether the proposed work requires review by the Planning Board, Minor Project Review Committee, or City staff, or whether any review is necessary.