



Date of Decision: July 31, 2026

Stevens & Associates, P.C.
c/o: Mr. Devin Speno
95 Main St
Brattleboro, VT 05301
dspeno@stevens-assoc.com

RE: PB-26-21 – Keene Housing Site Modifications – 218-228 Winchester St

Dear Mr. Speno,

We are in receipt of your request for administrative review for the property located at 218-228 Winchester St (TMP #592-016-000), owned by the Monadnock Affordable Housing Corp. The request is as follows:

1. Demolish the existing garage and relocate the dumpster enclosure further to the south.
2. Make minor modifications to the existing site grading adjacent to the dumpster enclosure and along Winchester St.
3. Install new entry stairs in two locations along the 228 Winchester St building's east façade.
4. Regrade and reconstruct a portion of the parking area and reduce the overall number of spaces from 8 to 7.

All as presented in the plan set identified as "218-228 Winchester St" prepared by Stevens & Associates, P.C. at a scale of 1 inch = 20 feet on July 30, 2026, and in the application and supporting materials submitted to the Community Development Department on July 8, 2026.

Application for Formal Site Plan review is not necessary. Your request is hereby administratively approved under Article 26.13 of the Land Development Code, "Administrative Planning Review." This approval is limited to the request as described above and does not authorize the applicant to make alterations that are not hereby granted. Please be aware that any future change may require additional review under the Planning Board's Site Plan Regulations and that you may still need to apply for and receive any applicable building permits, if necessary.

In accordance with Section 27.5 of the City of Keene Land Development Code, any aggrieved party has the right to appeal this decision to the Keene Planning Board within 20 days of the date of decision.

We appreciate your cooperation in the consistent application of zoning codes and development regulations throughout our community. If you have any questions or require any further assistance, please contact Mari Brunner, Senior Planner or myself at (603) 352-5440.

Sincerely,



Megan A. Fortson, AICP
Planner & Deputy Zoning Administrator

cc: Brud Sanderson, Stevens & Associates P.C.
Josh Meehan, Monadnock Affordable Housing Corp.
Mari Brunner, Senior Planner
Arelis Quinones, Assessing Department
Bryan Ruoff, City Engineer
Bob Burns, Permit Technician
Project File

***IMPORTANT:** Beware of wire fraud scams, where scammers impersonate City officials to trick applicants into wiring money for fake fees. These scammers often use official names and logos to request immediate payment for approved applications. In some cases, scammers send fake invoices and request that funds be wired. **The City of Keene never requests wire transfers.** Always verify, in person at City Hall or by phone at (603) 352-5440, if you receive a request for payment.