



City of Keene Minor Project Review Committee

AGENDA

Thursday, August 20, 2026

10:00 AM

**City Hall, Second-Floor
Council Chambers**

I. Call to Order – Roll Call

II. Minutes of Previous Meetings

a. Pre-submission Meetings:

- i. December 31, 2025
- ii. March 2, 2026
- iii. June 4, 2026
- iv. July 2, 2026
- v. August 6, 2026

b. Regular MPRC Meetings: November 6, 2025

III. Public Hearings

1. **PB-26-24 - Minor Site Plan - 64 Main St.** – Applicant Brandon Yarmo, on behalf of owner Monadnock Community Service Center, proposes to convert ~17,042 sf of office space on the second and third floor of the existing building to 22 residential units. The property is ~.57 acres and is in the Downtown Core District.
2. **PB-26-25 - Minor Site Plan - 78 Railroad St., 11 & 17 Ninety-Third St.** – Applicant Brandon Yarmo, on behalf of owner Monadnock Community Service Center, proposes to convert the existing ~14,630 sf office building to 15 residential units. The properties are ~.65 ac and are in the Downtown Core District.

IV. New Business

V. Upcoming Meeting Dates

- Thursday, September 3, 9:00 am – Pre-Submission Meeting
- Thursday, September 3, 10:00 am – MPRC Meeting
- Thursday, September 17, 10:00 am – MPRC Meeting (if needed)

City of Keene
New Hampshire

MINOR PROJECT REVIEW COMMITTEE
PRE-SUBMISSION MEETING MINUTES

**Wednesday, December 31,
2025**

9:00 AM

**2nd Floor Conference Room,
City Hall**

Members Present:

Megan Fortson, Planner / Community
Development Director's Designee
Michael Hagan, Plans Examiner / City
Manager's Designee
Evan Clements, Planner / Deputy Zoning
Administrator
Richard Wood, Fire Marshal / Building
Official / Acting Health Official
Don Lussier, Public Works Director
(Arrived at 9:25am)

Staff Present:

Lt. Shane Maxfield, Police Dept.
Emily Duseau, Planning Technician

• **Call to Order – Roll Call**

Evan Clements, Vice Chair of the Minor Project Review Committee, called the meeting to order at 9:06 am. Roll call was conducted.

• **Scheduled Pre-submission Inquiries**

There were no scheduled Pre-submission inquiries.

• **Walk-In Pre-submission Inquiry**

- a. **Conceptual Planning Board Application** – The ~0.6-ac parcel located at 363 Pearl St (TMP# 593-004-000) is owned by Adam Wright and is located in the Low Density District.

Mr. Dylan Bear developer, and Mr. Tim Sampson, Sampson Architects, were present to discuss the potential Cottage Court Development located at 363 Pearl Street. City Staff discussed the proposal with Mr. Bear and Mr. Sampson, and Staff provided feedback.

• **Upcoming Meeting Dates**

- Pre-submission Meeting – Thursday, January 29, 2025 at 9:00 am
- 1st Monthly MPRC Meeting – Wednesday, December 31, 2025 at 10:00 am
- 2nd Monthly MPRC Meeting – Thursday, January 15, 2025 at 10:00 am (*If needed*)

32

33 • **Adjournment**

34

35 With no more walk-in pre-submission inquiries, Vice Chair Clements adjourned the meeting at
36 9:55am.

37

38 Respectfully submitted by,
39 Emily Duseau, Planning Technician

40

41 Reviewed and edited by,
42 Megan Fortson, Planner

City of Keene
New Hampshire

MINOR PROJECT REVIEW COMMITTEE
PRE-SUBMISSION MEETING MINUTES

Thursday, March 5, 2026

9:00 AM

**2nd Floor Conference Room,
City Hall**

Members Present:

Paul Andrus, Community Development
Director
Michael Hagan, Plans Examiner / City
Manager's Designee
Evan Clements, Planner / Zoning
Administrator
Richard Wood, Fire Marshal / Building
Official / Acting Health Official
Bryan Ruoff, City Engineer / Public Works
Director's Designee

Staff Present:

Mari Brunner, Senior Planner
Emily Duseau, Planning Technician

Members Not Present:

• **Call to Order – Roll Call**

Paul Andrus, Community Development Director, called the meeting to order at 9:03 am. Roll call was conducted.

• **Election of Chair and Vice Chair**

Evan Clements, Planner / Zoning Administrator, made a motion to nominate Paul Andrus as Chair of the Minor Project Review Committee. Rick Wood, Fire Marshal / Building Official / Acting Health Official, seconded the motion. The motion carried on a unanimous vote.

Chair Paul Andrus made a motion to nominate Evan Clements as Vice Chair of the Minor Project Review Committee. Rick Wood seconded the motion. The motion carried on a unanimous vote.

• **Scheduled Pre-submission Inquiries**

- a. **Conceptual Planning Board Application** – The ~0.11-ac parcel located at 0 Grove Street (TMP# 585-057-000) is owned by Monadnock Habitat for Humanity Inc. and is located in the Residential Preservation District.

Ms. Liza Sargent of SVE Associates, Mr. Bill Holtz of Bensonwood/Unity Homes, and Mr. Matt Keenan of Bensonwood were present to discuss the potential Cottage Court Development located at 0 Grove Street. City Staff discussed the proposal with the team and Staff provided feedback.

b. **Conceptual Planning Board Application** – The ~2-ac parcel located at 37 Manchester Street (TMP# 114-003-000) is owned by 560 Main Street LLC and is located in the Commerce District.

Mrs. Kristen Froling, Mr. Mark Froling, and Mr. Ben Froling of Froling Energy, and Ms. Liza Sargent of SVE Associates were present to discuss the potential site modifications at 37 Manchester Street. City Staff discussed the proposal with the team and Staff provided feedback.

- **Walk-In Pre-submission Inquiry**

There were no walk-in Pre-submission inquiries.

- **Upcoming Meeting Dates**

- Pre-submission Meeting – Thursday, April 2, 2026 at 9:00 am
- 1st Monthly MPRC Meeting – Thursday, April 2, 2026 at 10:00 am
- 2nd Monthly MPRC Meeting – Thursday, April 16, 2026 at 10:00 am *(If needed)*

- **Adjournment**

With no more walk-in pre-submission inquiries, Chair Andrus adjourned the meeting at 10:00am.

Respectfully submitted by,
Emily Duseau, Planning Technician

Reviewed and edited by,
Mari Brunner, Senior Planner

1 City of Keene
2 New Hampshire

3
4
5 MINOR PROJECT REVIEW COMMITTEE
6 PRE-SUBMISSION MEETING MINUTES
7

Thursday, June 4, 2026

9:00 AM

2nd Floor Conference Room,
City Hall

Members Present:

Megan Fortson, Planner (Community
Development Director's Designee)
Evan Clements, Planner/Zoning
Administrator & Vice Chair
Richard Wood, Fire Marshal/Building
Official (Fire Chief's Designee)
TJ O'Brien, Infrastructure Project Manager
(Public Works Director's Designee)

Staff Present:

Lt. Shane Maxfield, Police Department

8
9 • Call to Order – Roll Call

10
11 Vice Chair Clements called the meeting to order at 9:07 am. Roll call was conducted.
12

13 • Walk-In Pre-submission Inquiries

14
15 Ms. Liza Sargent of SVE Associates attended the meeting to discuss a potential expansion of the
16 Bensonwood Production Facility at 25 Production Ave (TMP #110-007-000). City Staff discussed
17 the proposal with Ms. Sargent, answered her questions, and provided her with feedback.
18

19 • Upcoming Meeting Dates

- 20 ▪ Pre-submission Meeting – Thursday, July 2, 2026 at 9:00 am
21 ▪ 1st Monthly MPRC Meeting – Thursday, July 2, 2026 at 10:00 am
22 ▪ 2nd Monthly MPRC Meeting – Thursday, July 16, 2026 at 10:00 am *(If needed)*
23

24 • Adjournment

25
26 With no more walk-in pre-submission inquiries, Vice Chair Clements adjourned the meeting at
27 9:35 AM.
28

29 Respectfully submitted by,
30 Megan A. Fortson, AICP - Planner
31

32 Reviewed and edited by,
33 Corinne Chaisson, Admin

1 City of Keene
2 New Hampshire

3
4
5 MINOR PROJECT REVIEW COMMITTEE
6 PRE-SUBMISSION MEETING MINUTES
7

Thursday, July 2, 2026

9:00 AM

2nd Floor Conference Room,
City Hall

Members Present:

Paul Andrus, Chair & Community
Development Director
Evan Clements, Vice Chair; Planner; &
Zoning Administrator
Michael Hagan, Plans Examiner (City
Manager's Designee)
Lt. Meghan Manke-Moody (Fire Chief's
Designee)

Staff Present:

Megan Fortson, Planner

8
9 • Call to Order – Roll Call

10
11 Chair Andrus called the meeting to order at 9:02 am. Roll call was conducted.
12

13 • Scheduled Pre-submission Inquiry

- 14
15 ▪ Conceptual Planning Board Application – The building at 348 Winchester St
16 (TMP #111-004-000-001) is owned by Riverside Improvements LLC and is located
17 in the Commerce District.
18

19 Mr. Joey Fonseca of Bohler Engineering attended the meeting to discuss the potential
20 redevelopment of the former Rite Aid building and site at 348 Winchester St (TMP #111-004-000-
21 001) into a new fast-food restaurant with a drive-thru lane. Mr. Zach Middlebrooks, Mr. Andy
22 Hotaling, and Mr. Jeffrey Nance attending the meeting remotely via a Teams meeting run by Mr.
23 Fonseca. City Staff discussed the proposal with Mr. Fonseca and his team, answered their
24 questions, and provided feedback.
25

26 • Walk-In Pre-submission Inquiries
27

28 There were no walk-in pre-submission inquiries.
29

30 • Upcoming Meeting Dates

- 31 ▪ Pre-submission Meeting – Thursday, August 6, 2026 at 9:00 am
32 ▪ 1st Monthly MPRC Meeting – Thursday, August 6, 2026 at 10:00 am
33 ▪ 2nd Monthly MPRC Meeting – Thursday, August 20, 2026 at 10:00 am *(If needed)*
34

35 • **Adjournment**

36

37 With no walk-in pre-submission inquiries, Chair Andrus adjourned the meeting at 10:00 AM.

38

39 Respectfully submitted by,

40 Megan A. Fortson, AICP - Planner

41

42 Reviewed and edited by,

43 Corinne Chaisson, Admin

1 City of Keene
2 New Hampshire

3
4
5 MINOR PROJECT REVIEW COMMITTEE
6 PRE-SUBMISSION MEETING MINUTES
7

Thursday, August 6, 2026

9:00 AM

2nd Floor Conference Room,
City Hall

Members Present:

Paul Andrus, Chair & Community
Development Director
Evan Clements, Vice Chair; Planner; &
Zoning Administrator
Michael Hagan, Plans Examiner (City
Manager's Designee)
Lt. Meghan Manke-Moody (Fire Chief's
Designee)

Staff Present:

Mari Brunner, Senior Planner
Lt. Shane Maxfield, Police Dept.

8
9 • Call to Order – Roll Call

10
11 Chair Andrus called the meeting to order at 9:00 am. Roll call was conducted.

12
13 • Walk-In Pre-submission Inquiries

14
15 There were no walk-in pre-submission inquiries.

16
17 • Upcoming Meeting Dates

- 18 ▪ Next MPRC Meeting – Thursday, August 20, 2026 at 10:00 am

19
20 • Adjournment

21
22 With no walk-in pre-submission inquiries, Chair Andrus adjourned the meeting at 9:15 AM.

23
24 Respectfully submitted by,
25 Megan A. Fortson, AICP - Planner

26
27 Reviewed and edited by,
28 Corinne Chaisson, Admin

City of Keene
New Hampshire

MINOR PROJECT REVIEW COMMITTEE
MEETING MINUTES

Thursday, November 6, 2025

10:00 AM

**Council Chambers,
City Hall**

Members Present:

Paul Andrus, Community Development
Director & Chair
Evan Clements, Zoning Administrator's
Designee & Vice Chair
Bryan Ruoff, Public Works Department
Michael Hagan, Plans Examiner & City
Manager's Designee

Other Staff Present:

Megan Fortson, Planner

Members Not Present:

Richard Wood, Fire Marshal, Building
Official, & Fire Chief's Designee

1) Call to Order - Roll Call

Chair Andrus called the meeting to order at 10:03 AM. Roll call was conducted.

2) Minutes of Previous Meetings

A. Pre-submission Meetings

i. February 6, 2025

ii. March 6, 2025

iii. April 3, 2025

iv. May 1, 2025

v. July 31, 2025

vi. September 4, 2025

vii. October 2, 2025

Vice Chair Clements made a motion to approve the pre-submission meeting minutes of February 6, March 6, April 3, May 1, July 31, September 4, and October 2, all in the year 2025, as presented. Mr. Hagan seconded the motion, which passed by unanimous vote.

B. Minor Project Review Committee Meeting: February 6, 2025

Vice Chair Clements made a motion to approve the Minor Project Review Committee meeting minutes of February 6, 2025. Mr. Hagan seconded the motion, which passed by unanimous vote.

3) Final Vote on Conditional Approvals

Ms. Fortson stated that there are no applications ready for final approval.

4) Adoption of 2026 Meeting Schedule

Vice Chair Clements made a motion to approve the 2026 meeting schedule for the MPRC, as presented. Mr. Ruoff seconded the motion, which passed by unanimous vote.

5) New Business

Chair Andrus asked if there was new business. He noted that there are no members of the public present.

Ms. Fortson stated that Planning staff are working with the Planning Board to potentially adjust the site plan review thresholds so there can be more projects going through the MPRC in the future. She continued that they will keep the MPRC in the loop; it is just something to keep on their radar. The proposed adjustments to the threshold have to go before the Joint Planning Board/Planning, Licenses, and Development Committee, the Planning Board, and so forth, so it will take a few months. They have had so few projects come through the MPRC, which has not met since February. They hope to take some of the pressure off the Planning Board.

6) Upcoming Meeting Dates

- **December** - Pre-submission Meeting – December 4, 2025 at 9:00 AM
- **December** – 1st Monthly MPRC Meeting – December 4, 2025 at 10:00 AM
- **December** – 2nd Monthly MPRC Meeting – December 18, 2025 at 10:00 AM (*if needed*)

7) Adjournment

There being no further business, Chair adjourned the meeting at 10:08 AM.

Respectfully submitted by,
Britta Reida, Minute Taker

Reviewed and edited by,
Megan Fortson, Planner



Planning Application

Project Number:	PB-26-24	Date Submitted:	July 31, 2026
Project Name:	64 MAIN ST	Zoning:	DT-C
Project Address:	64 MAIN ST.	Parcel Size:	24647
Parcel Number:	575056000000000		

Owner Information		
MONADNOCK COMMUNITY SERVICE CENTER INC	64 MAIN ST	KEENE NH 03431
<i>Name</i>	<i>Address</i>	<i>City/State/Zip</i>

Applicant Name	Applicant Phone #
Brandon Yarmo	6037591724

Authorized Agent Name	Authorized Agent Phone #
BRANDON YARMO	6037591724

Project Description
CURRENTLY OPERATING AS MONADNOCK FAMILY SERVICES, 2ND & 3RD FLOOR OFFICES ARE TO BE CONVERTED TO 22 RESIDENTIAL APARTMENTS

Attachments	Technical Reports
<i>Narrative & Plan Set</i>	
Narrative Submitted	Drainage Report Exemption Requested
Location Map	Traffic Report / Analysis Submitted
Existing Conditions Plan	Soil Analysis Exemption Requested
Proposed Conditions Plan	Historic Evaluation
Grading Plan	Screening Analysis
Landscaping Plan	Architectural Analysis
Lighting Plan	Other Reports / Analyses Submitted
Elevations / Renderings	

PROJECT NARRATIVE

Change of Use / Minor Site Plan Review

64 Main Street, Keene, New Hampshire

Project Overview

The proposed project involves the adaptive reuse of the existing three-story mixed-use building located at **64 Main Street, Keene, New Hampshire**, within the City's Downtown Business District. The existing first floor will remain commercial, while the existing office space located on the second and third floors will be converted into residential apartments.

The first floor currently consists of three commercial tenant spaces occupied by a Chinese restaurant, a hair salon, and one vacant retail unit. These commercial uses will remain in operation and no change in use is proposed for the first floor. The vacant commercial space will continue to be marketed and leased for future retail or commercial use.

The proposed change of use applies only to the second and third floors, which are currently utilized as office space by Monadnock Family Services. These floors will be redeveloped into a total of **22 residential dwelling units**, consisting of:

- 16 one-bedroom apartments
- 5 two-bedroom apartments
- 1 studio apartment

The residential units will consist of a mixture of market-rate and affordable housing, helping address the growing demand for housing within downtown Keene while supporting the City's housing initiatives and downtown revitalization efforts.

Existing Building

The existing structure is a three-story building with no basement.

- First Floor – Existing commercial uses (to remain)
- Second Floor – 8,385 square feet (existing office space)
- Third Floor – 8,657 square feet (existing office space)

The building is equipped with an existing elevator, which will remain in service to provide accessible access to all floors. The existing structural system is in good condition and no significant structural modifications are anticipated.

Proposed Improvements

Although the exterior appearance of the building will remain substantially unchanged, significant interior renovations and infrastructure improvements are proposed to support the residential conversion.

Major improvements include:

- Complete renovation of the second and third floors into 22 residential apartments.
- Installation of entirely new plumbing systems throughout the residential floors.
- Installation of new electrical systems serving all apartments.
- Individual electric utility metering for each residential unit.
- Individual electric PTAC heating and air conditioning systems for each apartment.
- Individual electric domestic hot water heaters for each apartment.
- New insulated wall assemblies to improve energy efficiency.
- Replacement of approximately ten deteriorated and fogged window units.
- Installation of modern LED lighting throughout the project.
- Installation of high-efficiency plumbing fixtures designed to reduce water consumption.
- Construction of the minimum number of ADA-accessible dwelling units required under applicable building codes (anticipated to be two units).

Utility Improvements

To accommodate the proposed residential use and improve long-term service reliability, several significant utility upgrades will be completed.

Electrical service to the building will be substantially upgraded. Coordination has already occurred between the project electrician and the local electric utility, and the required service improvements have been identified.

Water service will be upgraded to provide increased domestic water capacity for the residential units.

A separate dedicated water service will be installed specifically for the new automatic fire sprinkler system in accordance with current fire protection standards.

The existing sanitary sewer service will also be upgraded through installation of a larger sewer connection extending from Railroad Street, where the municipal sewer main is located adjacent to the property.

These improvements will modernize the building infrastructure while providing sufficient capacity for the proposed residential occupancy.

Life Safety Improvements

One of the primary benefits of this redevelopment is the significant enhancement of the building's life safety systems.

The project includes:

- Installation of a new NFPA-compliant automatic fire sprinkler system throughout the residential portions of the building.
- Installation of a new fire alarm system meeting all current building and fire code requirements.
- Installation of emergency lighting throughout required means of egress.
- Upgraded water service to support fire suppression requirements.

The existing means of egress have been evaluated and are sufficient for the proposed occupancy.

These improvements will significantly enhance occupant safety compared to the building's existing configuration.

Parking and Access

The property is located within Keene's Downtown Business District, where residential development is intended to take advantage of existing public infrastructure and transportation resources.

No on-site parking currently exists, nor is new parking proposed.

Residents will have access to nearby municipal parking facilities, including public parking lots and structured parking available through monthly parking permits. The project complies with downtown parking provisions, and no parking waiver is being requested.

A dedicated residential entrance will be maintained, separate from the existing commercial entrances serving the first-floor retail tenants.

Exterior Improvements

Exterior modifications are intentionally limited in order to preserve the existing downtown streetscape.

Proposed exterior improvements include:

- Removal of an existing deteriorated awning currently in poor condition.
- Installation of updated exterior wall-mounted LED lighting.
- New commercial tenant signage as future tenants occupy the first-floor retail spaces.
- Placement of a dumpster enclosure to the rear of the building.

No additions or expansions to the existing building footprint are proposed.

Community Benefits

The proposed redevelopment represents the adaptive reuse of an underutilized downtown office building into much-needed residential housing while preserving active street-level commercial uses.

The project provides numerous public benefits, including:

- Creation of 22 new downtown housing units.
- Addition of both market-rate and affordable housing opportunities.
- Preservation of existing commercial businesses.
- Revitalization of underutilized upper-floor office space.
- Significant investment in aging infrastructure and public utilities.
- Modernization of life safety systems through installation of sprinkler and fire alarm protection.
- Increased residential population supporting downtown businesses and economic activity.
- Energy-efficient building systems, including LED lighting, insulated wall assemblies, and modern plumbing fixtures.
- Continued activation of the downtown core through a mixed-use development consistent with the City's planning goals.

Construction Schedule

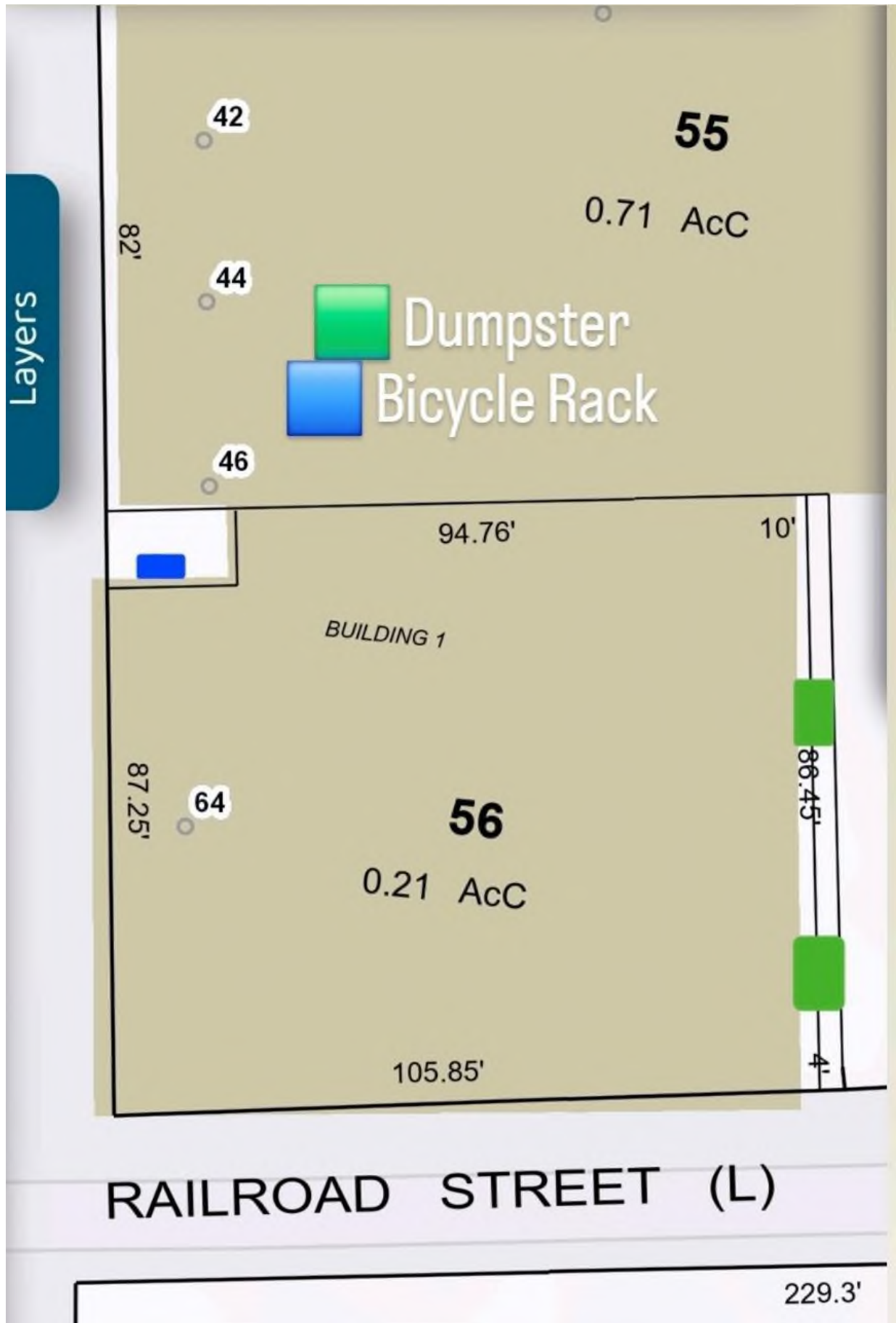
Construction is anticipated to begin immediately following acquisition of the property and receipt of all required approvals.

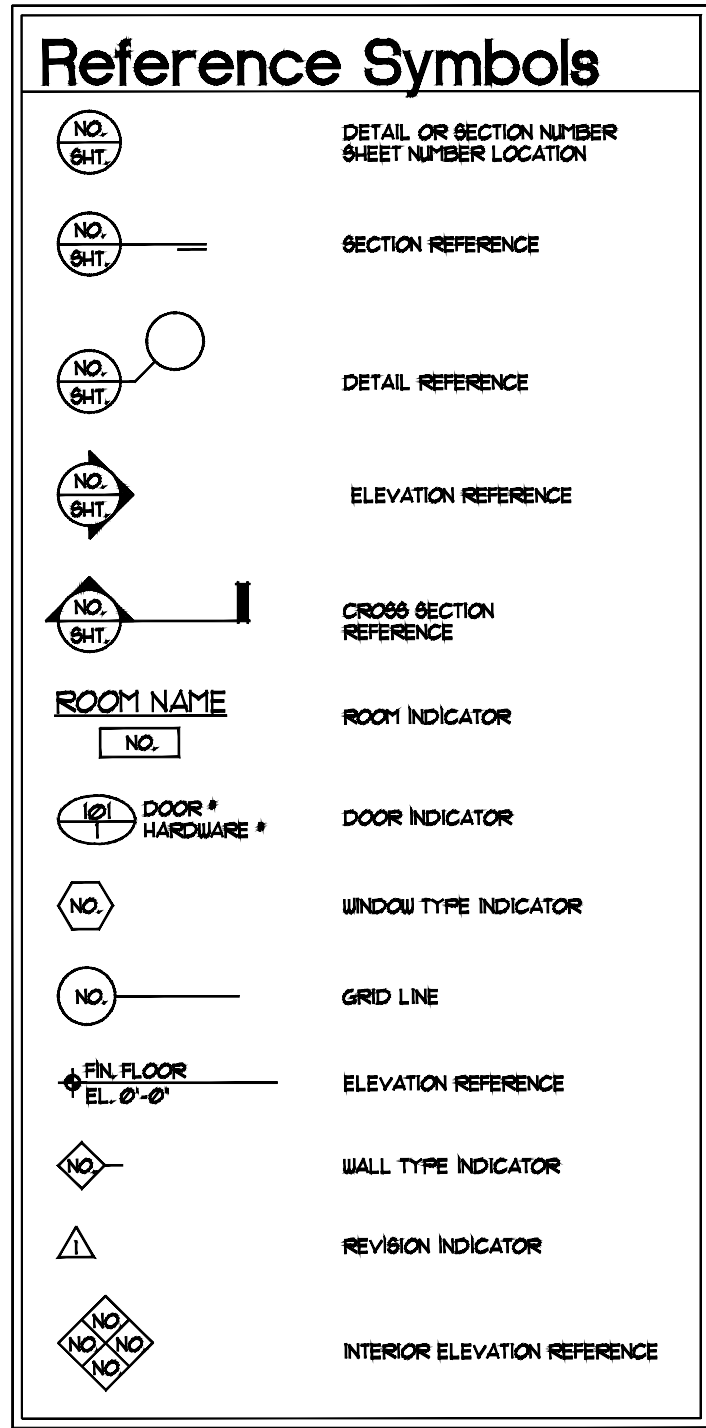
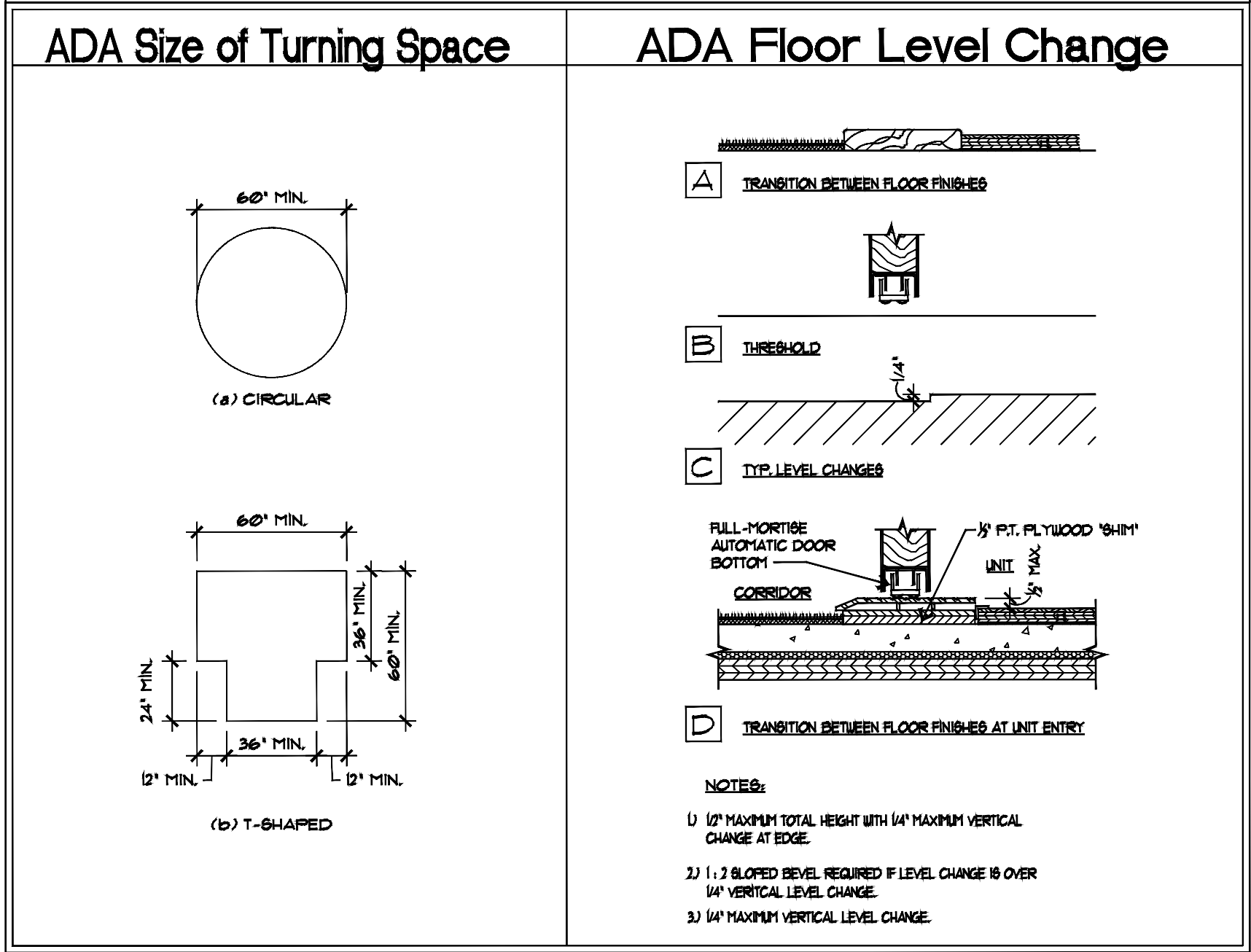
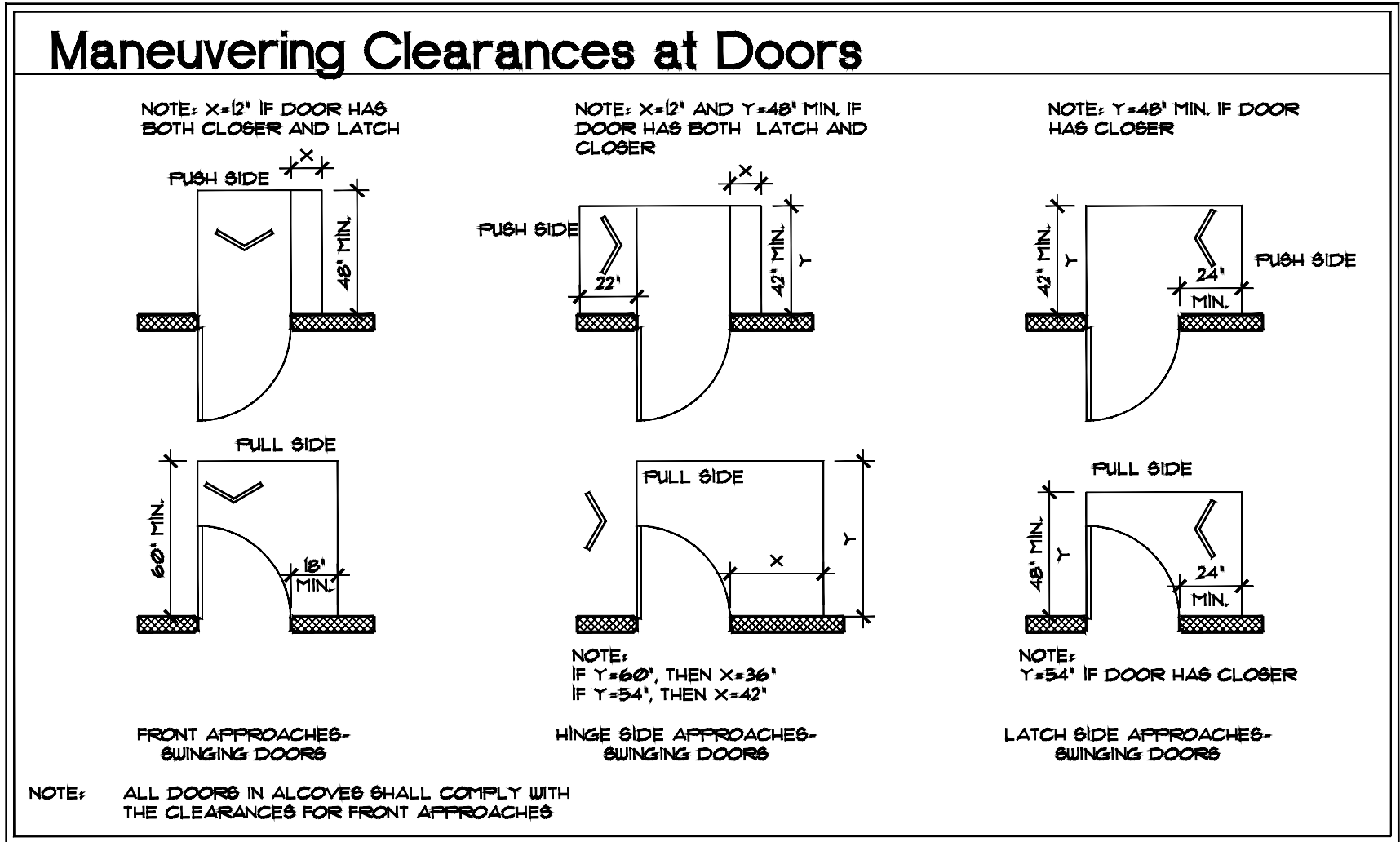
The anticipated construction duration is approximately twelve (12) months.

Conclusion

The proposed change of use represents an appropriate redevelopment of an existing downtown building that preserves established commercial uses while converting obsolete office space into high-quality residential housing. The project requires no expansion of the existing building footprint and includes substantial upgrades to utilities, life safety systems, accessibility, and energy efficiency.

This redevelopment will contribute positively to the continued revitalization of downtown Keene by increasing the supply of housing, supporting local businesses, improving public safety, and making productive use of an existing building in a manner consistent with the goals of the City of Keene Master Plan and downtown development objectives.





PYK INVESTMENT GROUP, LLC

218 Federal Hill Road
Hollis, New Hampshire 03049

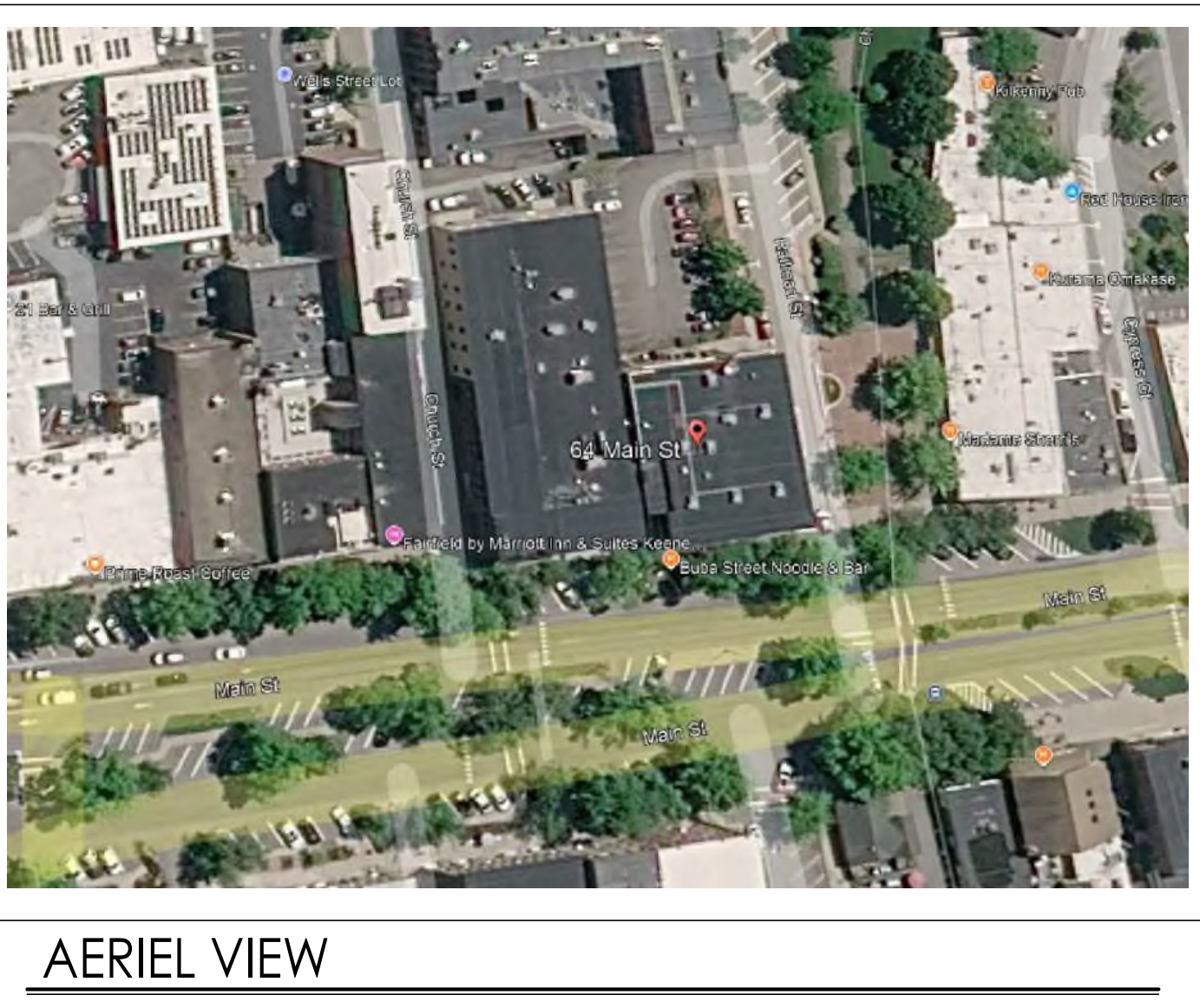
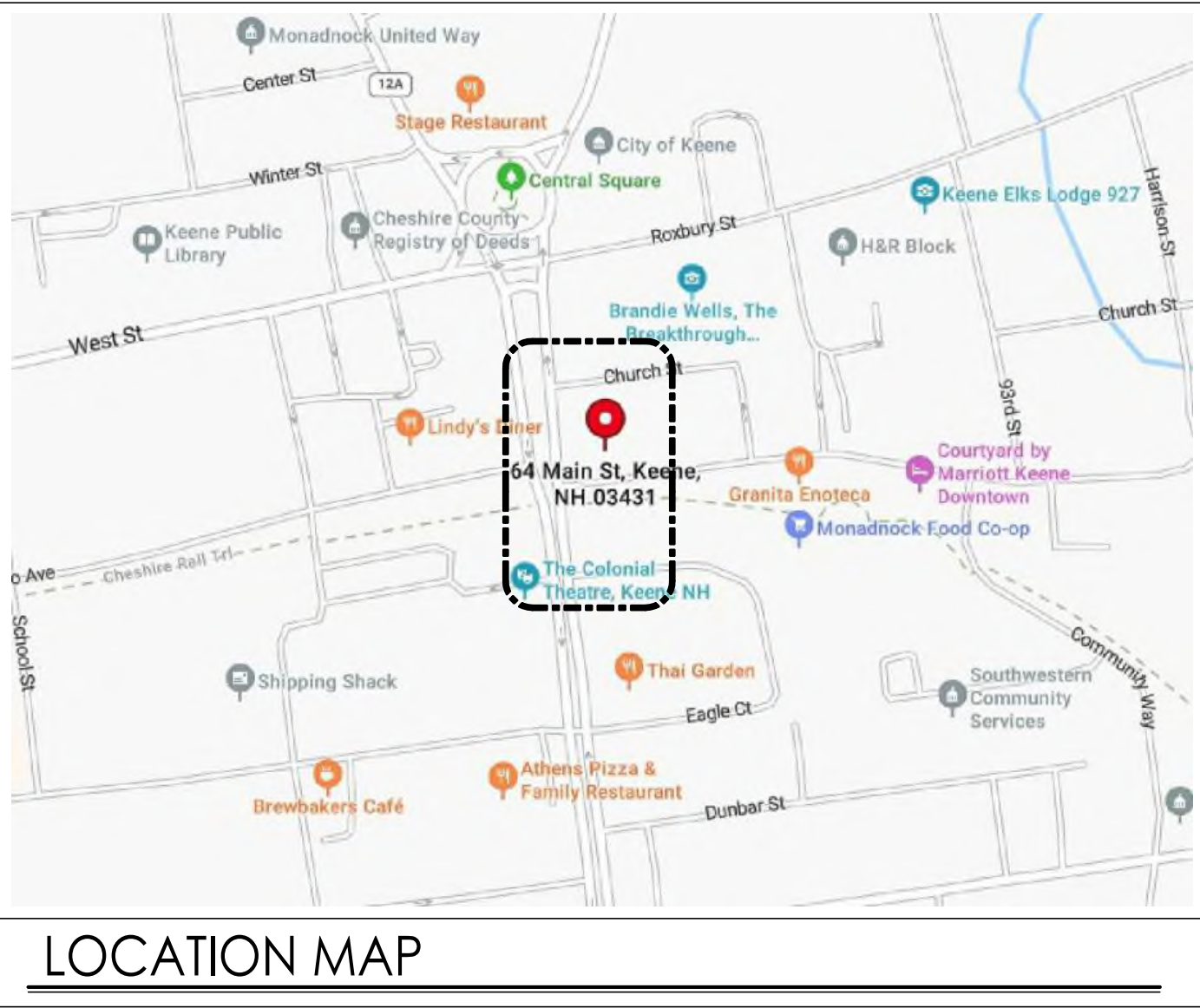
64 Main Street Apartments

64 Main Street
Keene, New Hampshire 03431

JULY 7, 2026 BUILDING PERMIT DRAWINGS

SCOPE OF PROJECT:

- CONVERT SECOND AND THIRD FLOOR BUSINESS AND CLINICAL OFFICES INTO A TOTAL OF 21 RENTAL APARTMENTS
- THE THREE EXISTING COMMERCIAL TENANT SPACES ON THE FIRST FLOOR TO REMAIN



JMA ARCHITECTS + PLANNERS
Four New Street, Unit 101
Newburyport, Massachusetts 01950
[phone] 978. 465. 2263 [mobile] 978.621. 0811

PROJECT NAME
APARTMENT CONVERSION PROJECT
64 MAIN STREET
KEENE, NEW HAMPSHIRE 03431

COVER

SHEET TITLE

REVISIONS	NO.	DATE	REVISION

DRAWN BY: BDO

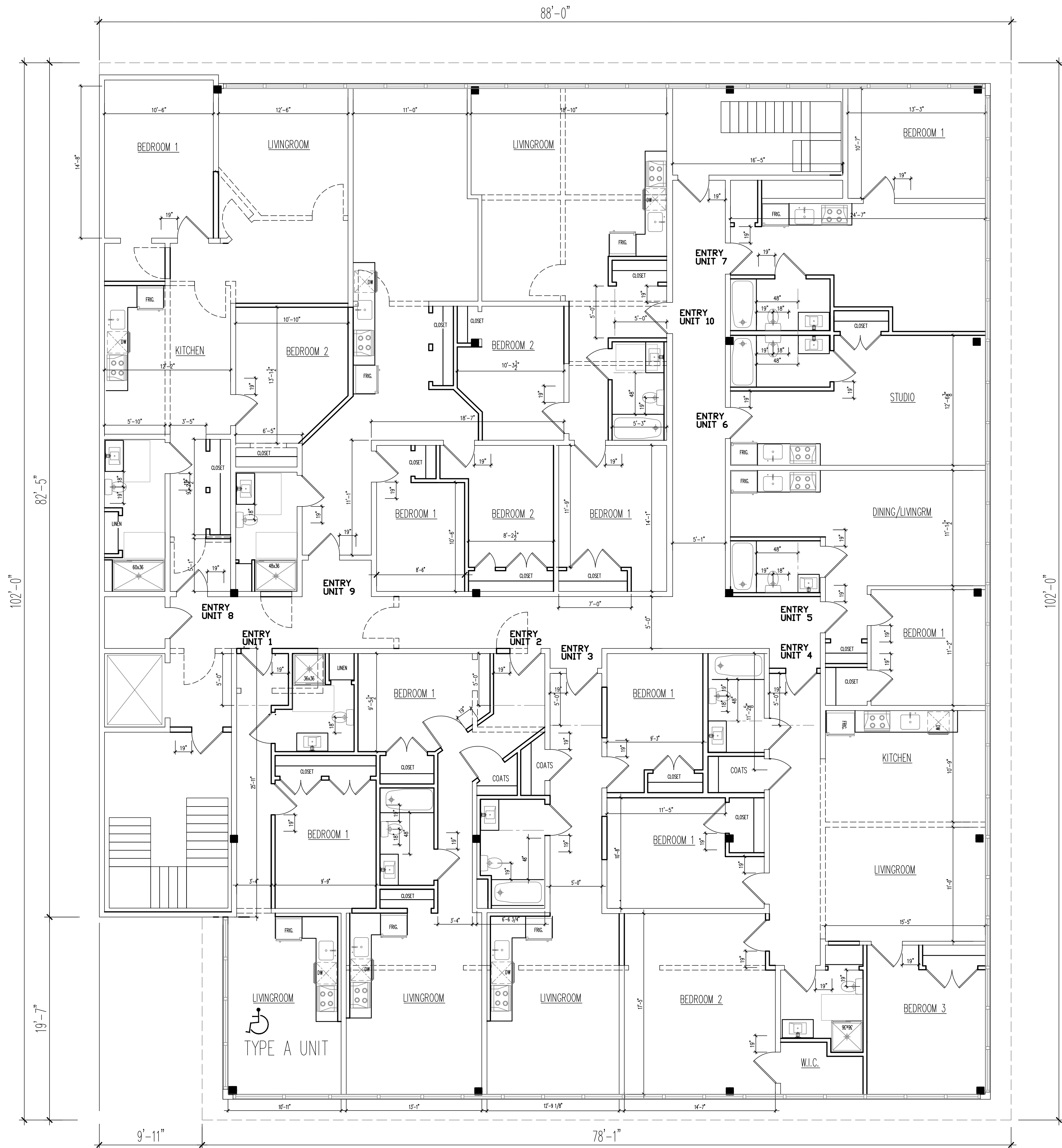
DATE: JULY 24, 2026

SCALE: 3/16" = 1'-0"

JOB NO.: J113 - 78K

SHEET

COVER

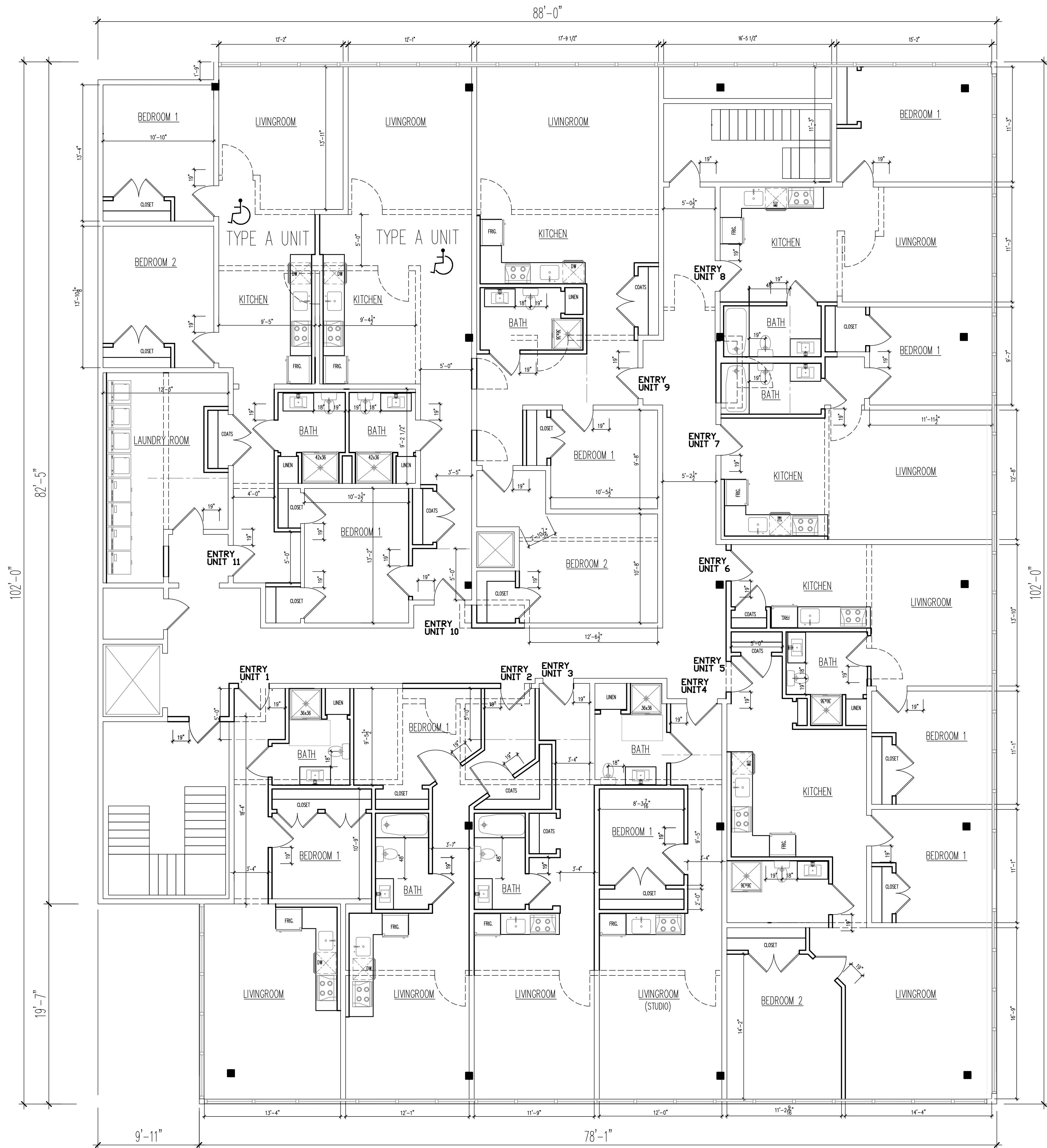


PROPOSED SECOND FLOOR PLAN

SCALE : 3/16" = 1'-0"

REVISIONS	
NO.	DATE

DRAWN BY:	BDO
DATE :	JULY 24, 2026
SCALE:	3/16" = 1'-0"
JOB NO.:	JU13 - 78K



PROPOSED THIRD FLOOR PLAN

SCALE : 3/16" = 1'-0"

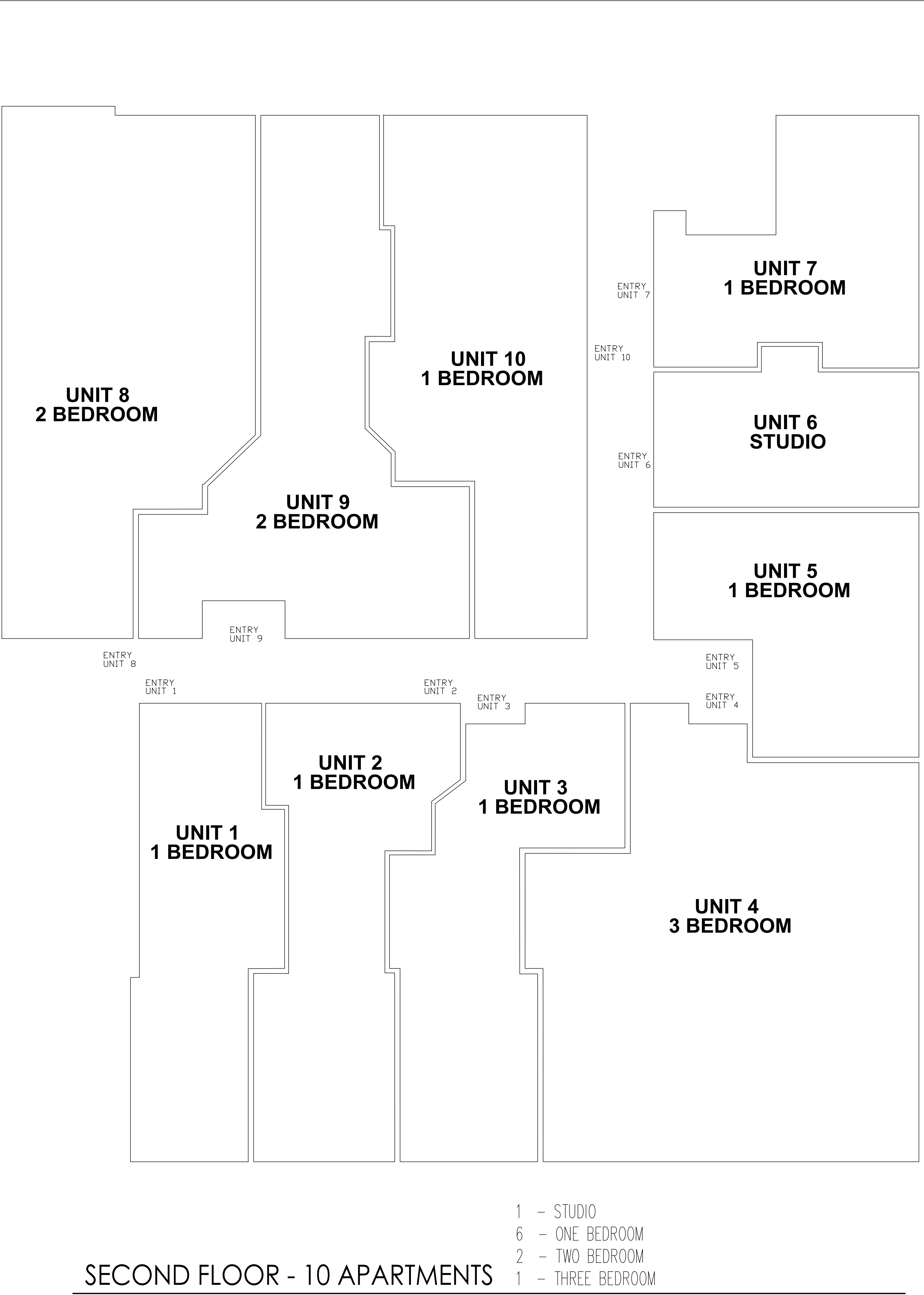
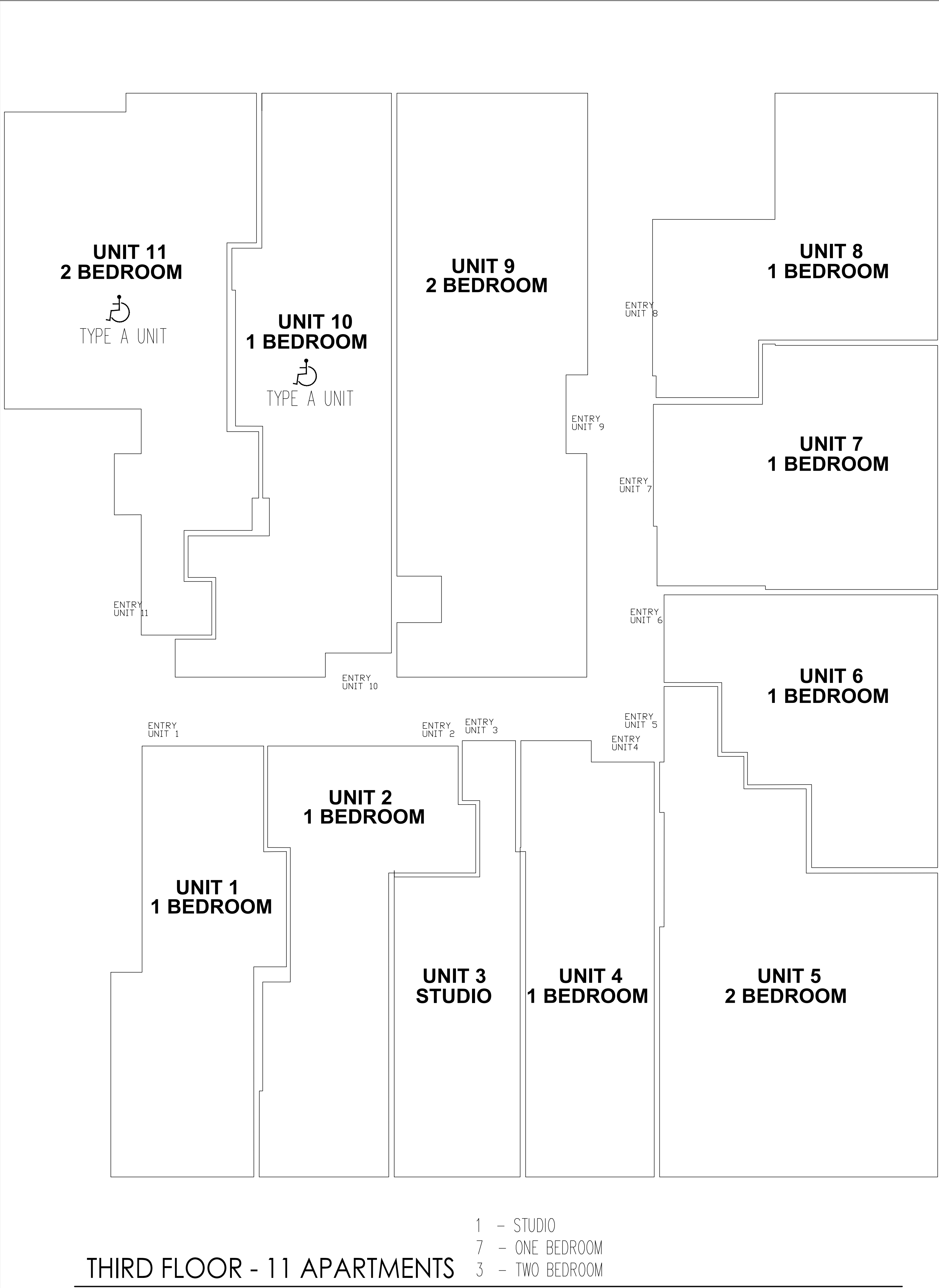
REVISIONS	
NO.	DATE

DRAWN BY: BDO

DATE : JULY 24, 2024
SCALE: 3/16" = 1'-0"
JOB NO.: J13 - 78K

SHEET

A2.04



JMA ARCHITECTS + PLANNERS
Four New Street, Unit 101
Newburyport, Massachusetts 01950
[phone] 978. 465. 2263 [mobile] 978.621. 0811



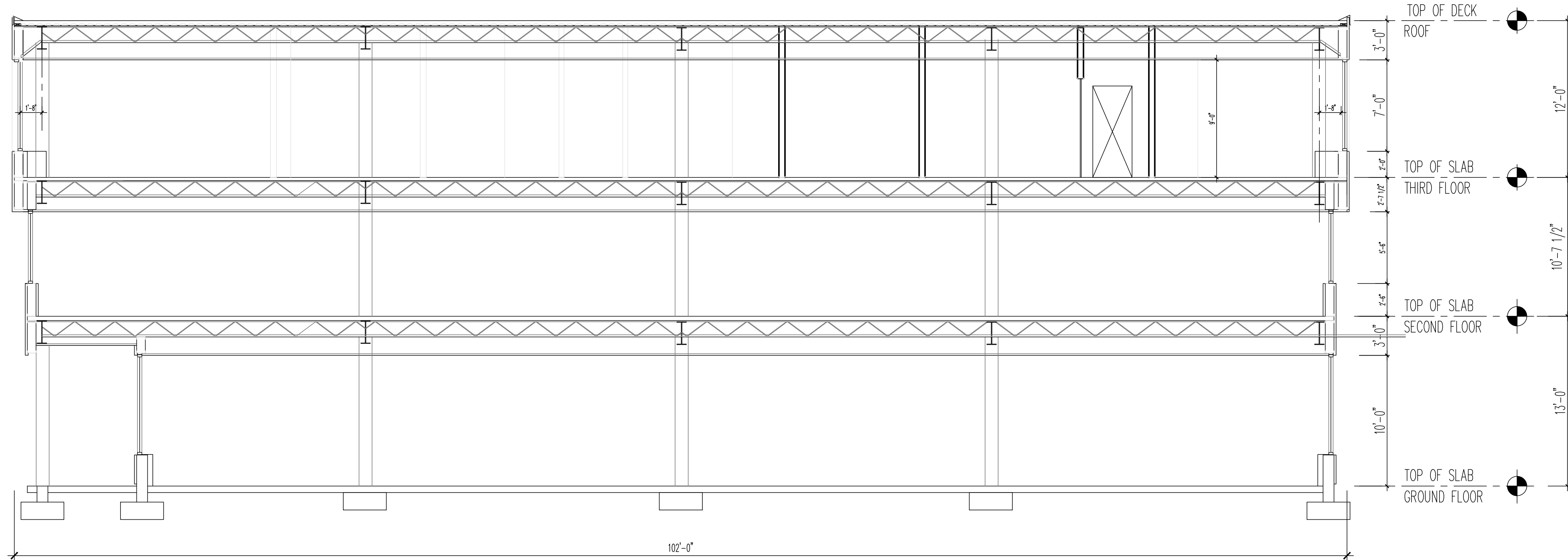
PROJECT NAME
APARTMENT CONVERSION PROJECT
64 MAIN STREET
KEENE, NEW HAMPSHIRE 03431

SHEET TITLE
UNIT DIAGRAM

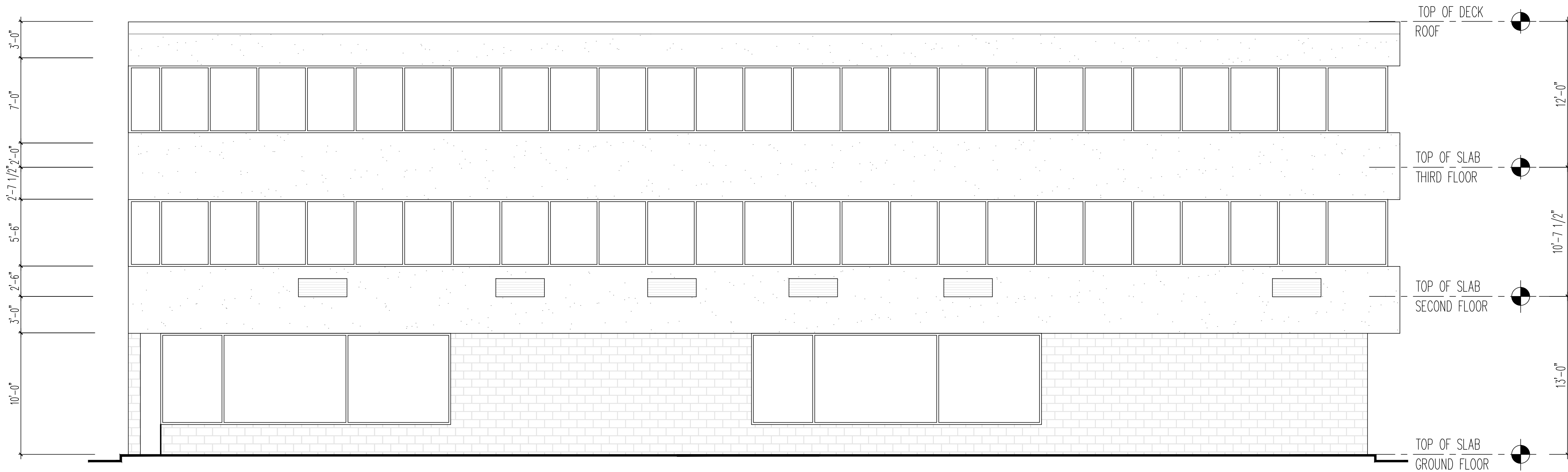
REVISIONS		REVISION	
NO.	DATE		

DRAWN BY:	BDO
DATE:	JULY 24, 2025
SCALE:	3/16" = 1'-0"
JOB NO.:	JU13 - 75K

SHEET
A2.05



A BUILDING SECTION
SCALE : 3/16" = 1'-0"



B RAILROAD ROAD STREET EXTERIOR ELEVATION (SOUTH)
SCALE : 3/16" = 1'-0"

JMA ARCHITECTS + PLANNERS
Four New Street, Unit 101
Newburyport, Massachusetts 01950
[phone] 978. 465. 2263 [mobile] 978.621. 0811

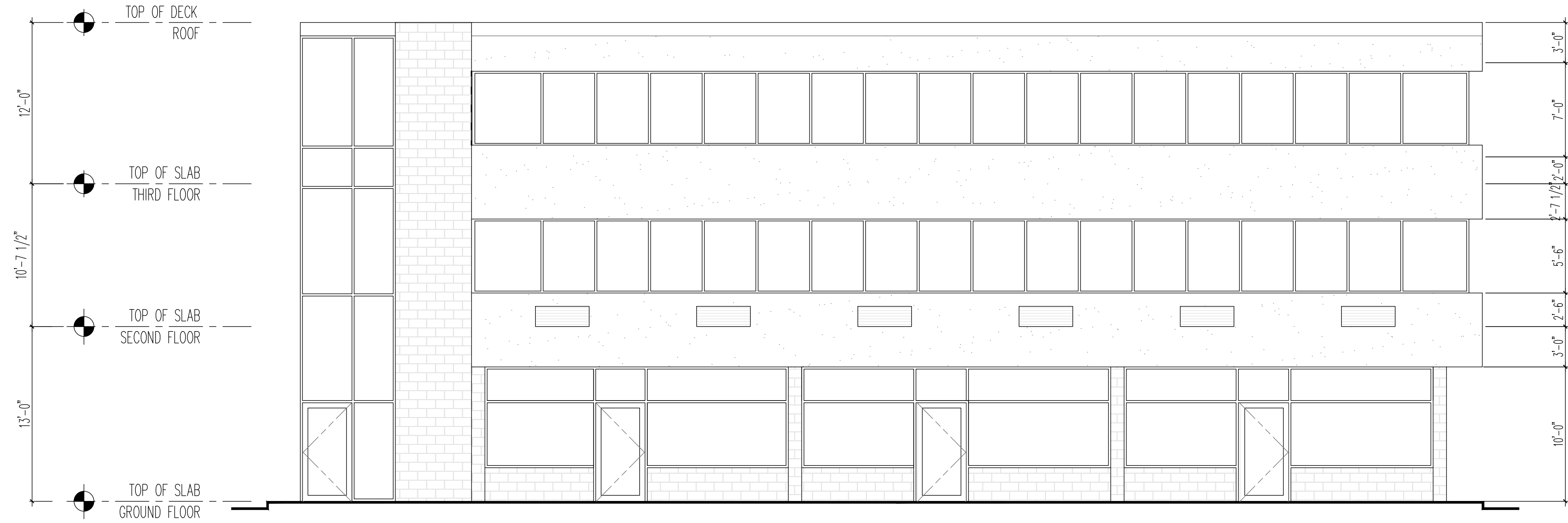
PROJECT NAME
APARTMENT CONVERSION PROJECT
64 MAIN STREET
KEENE, NEW HAMPSHIRE 03431

SHEET TITLE
BUILDING SECTION
EXTERIOR ELEVATION

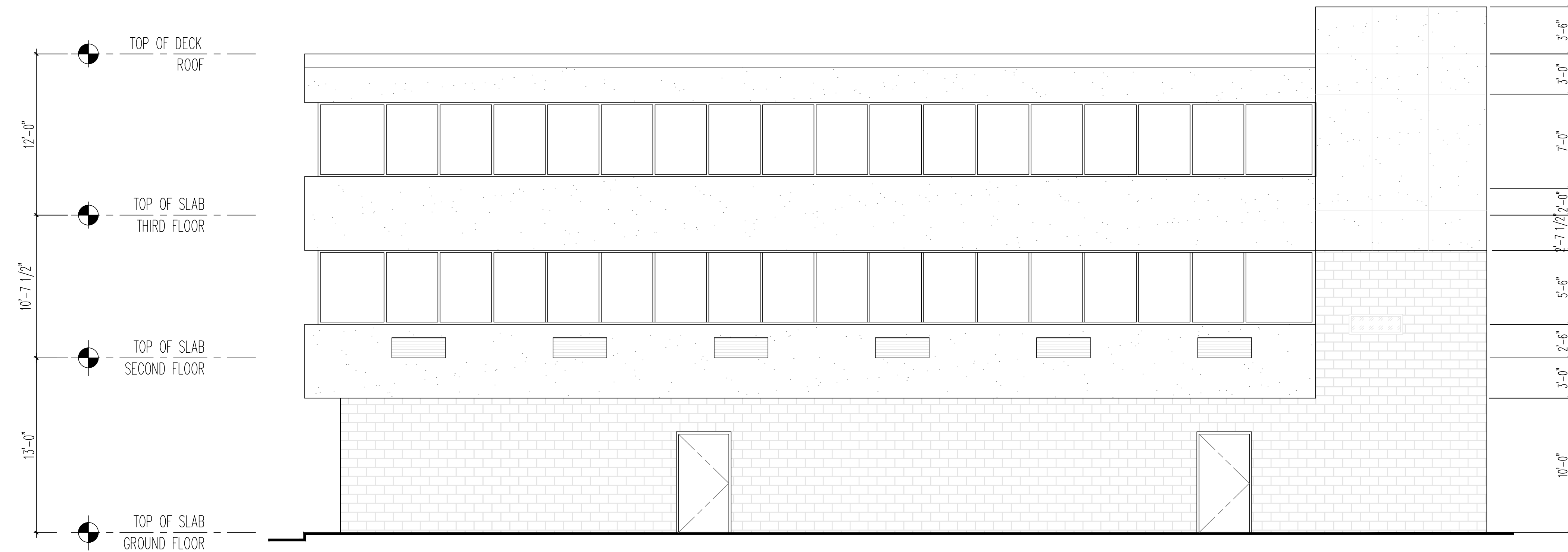
REVISIONS		NO.	DATE	REVISION

DRAWN BY: BDO	
DATE:	JULY 24, 2028
SCALE:	3/16" = 1'-0"
JOB NO.:	JU13 - 75K

SHEET
A3.00



A MAIN STREET ELEVATION (WEST)
SCALE : 3/16" = 1'-0"



B REAR ELEVATION (EAST)
SCALE : 3/16" = 1'-0"

JMA ARCHITECTS + PLANNERS
Four New Street, Unit 101
Newburyport, Massachusetts 01950
[phone] 978. 465. 2263 [mobile] 978.621. 0811

PROJECT NAME
APARTMENT CONVERSION PROJECT
64 MAIN STREET
KEENE, NEW HAMPSHIRE 03431

SHEET TITLE
EXTERIOR ELEVATIONS

REVISIONS		REVISION	DATE
NO.	DATE		

DRAWN BY: BDO	
DATE:	JULY 24, 2025
SCALE:	3/16" = 1'-0"
JOB NO.:	JU13 - 75K

SHEET
A3.01

TRAFFIC GENERATION EXECUTIVE SUMMARY

64 Main Street, Keene, New Hampshire
Existing Office Use vs. Proposed Residential Conversion — Second and Third Floors

Project Overview

This summary consolidates the office, residential, and traffic-delta analyses for approximately 17,000 square feet on the second and third floors of 64 Main Street. The existing condition is General Office Building (ITE Land Use Code 710). The proposed condition is 22 multifamily dwelling units under Multifamily Housing (Low-Rise), Not Close to Rail Transit (ITE Land Use Code 220). The purpose is to present the anticipated change in vehicle traffic resulting from the proposed conversion.

Traffic Comparison

Traffic Period	Existing Office	Proposed Residential	Net Change	% Change
Weekday Daily	184	148	-36	-19.6%
Weekday AM Peak Hour	26	9	-17	-65%
Weekday PM Peak Hour	24	11	-13	-54%
Saturday Daily	38	100	+62	—
Sunday Daily	12	85	+73	—

Weekday Traffic Impact

The proposed residential conversion is estimated to reduce total weekday traffic from approximately **184 to 148 vehicle trips per day**, a net reduction of **36 trips (19.6%)**. The reduction is more pronounced during commuter peak periods: AM peak-hour traffic decreases from approximately **26 to 9 trips** (about **65%**), while PM peak-hour traffic decreases from approximately **24 to 11 trips** (about **54%**).

Directional Pattern

The conversion also reverses the dominant weekday commuting pattern. Existing office traffic is predominantly inbound in the morning (approximately 23 entering and 3 exiting trips) and outbound in the evening (approximately 4 entering and 20 exiting trips). Residential traffic is predominantly outbound in the morning (approximately 2 entering and 7 exiting trips) and inbound in the evening (approximately 7 entering and 4 exiting trips). Despite this reversal, total traffic during both peak periods is substantially lower under the residential use.

Weekend Traffic

Weekend traffic is estimated to increase because residential uses remain active throughout the week while office uses typically generate limited weekend activity. Saturday traffic is estimated to rise from approximately 38 to 100 trips, and Sunday traffic from approximately 12 to 85 trips. The residential weekend ITE datasets cited in the source analysis are based on only one study and should therefore be interpreted with greater caution than the weekday estimates.

Conclusion

Based on the ITE Trip Generation Manual, 11th Edition, the proposed conversion of the upper floors from general office use to 22 multifamily residential units is expected to produce **lower weekday traffic generation and substantially lower weekday peak-hour traffic generation**. From a weekday traffic perspective—particularly during the morning and evening commuter periods—the residential conversion represents a reduction in traffic-generating intensity compared with the existing office use.

Basis: Institute of Transportation Engineers (ITE), *Trip Generation Manual*, 11th Edition; Land Use Code 710 – General Office Building and Land Use Code 220 – Multifamily Housing (Low-Rise), Not Close to Rail Transit. Figures above consolidate the three supplied traffic reports.

TRAFFIC GENERATION COMPARISON AND DELTA REPORT

64 Main Street, Keene, New Hampshire

Existing Use: General Office – Second and Third Floors

Proposed Use: Multifamily Residential – Second and Third Floors

Area Evaluated: Approximately 17,000 square feet

Proposed Residential Units: 22 dwelling units

Existing Office ITE Land Use Code: 710 – General Office Building

Proposed Residential ITE Land Use Code: 220 – Multifamily Housing (Low-Rise), Not Close to Rail Transit

PURPOSE AND BASIS OF ANALYSIS

This report compares the estimated traffic generation associated with the existing office use of the second and third floors of 64 Main Street, Keene, New Hampshire, with the estimated traffic generation associated with the proposed conversion of those floors to 22 multifamily residential dwelling units.

The purpose of this analysis is to identify the net change, or delta, in vehicle traffic resulting from the proposed change in use.

The analysis is based on trip-generation rates contained in the Institute of Transportation Engineers (ITE), Trip Generation Manual, 11th Edition.

The existing approximately 17,000 square feet of office space is evaluated under ITE Land Use Code 710 – General Office Building.

The proposed 22-unit residential development is evaluated under ITE Land Use Code 220 – Multifamily Housing (Low-Rise), Not Close to Rail Transit.

A negative delta represents a reduction in vehicle trips compared with the existing office use. A positive delta represents an increase.

WEEKDAY DAILY TRAFFIC

Existing Office Use

ITE Rate: 10.84 vehicle trips per 1,000 square feet GFA

$$17 \times 10.84 = 184.28 \text{ trips}$$

Estimated existing office traffic:

184 vehicle trips per weekday

Approximately:

92 entering

92 exiting

Proposed Residential Use

ITE Rate: 6.74 vehicle trips per dwelling unit

$$22 \times 6.74 = 148.28 \text{ trips}$$

Estimated residential traffic:

148 vehicle trips per weekday

Approximately:

74 entering

74 exiting

DELTA – WEEKDAY DAILY TRAFFIC

Existing Office: 184 trips

Proposed Residential: 148 trips

Net Change: -36 vehicle trips per weekday

This represents an approximate:

19.6% reduction in weekday vehicle traffic

The proposed residential conversion is therefore estimated to generate approximately 36 fewer vehicle trips during a typical weekday than the existing office use.

WEEKDAY AM PEAK-HOUR TRAFFIC

Existing Office Use

Estimated AM peak-hour traffic:

26 total vehicle trips

Approximately:

23 entering

3 exiting

The existing office use therefore creates a predominantly inbound traffic pattern during the morning commuting period.

Proposed Residential Use

$22 \times 0.40 = 8.8$ vehicle trips

Rounded:

9 total vehicle trips

Based on the ITE directional distribution of 24% entering and 76% exiting, this represents approximately:

2 entering

7 exiting

The proposed residential use creates the opposite commuting pattern, with most morning trips leaving the property.

DELTA – AM PEAK HOUR

Existing Office: 26 trips

Proposed Residential: 9 trips

Net Change: -17 vehicle trips

This represents an approximate:

65% reduction in total AM peak-hour traffic

The directional change is particularly notable.

Entering traffic decreases from approximately:

23 trips → 2 trips

A reduction of approximately:

21 entering vehicle trips

or approximately:

91%

Although outbound traffic increases from approximately 3 trips to approximately 7 trips, this increase is substantially outweighed by the reduction in inbound traffic.

Overall, the proposed residential conversion is expected to produce significantly less AM peak-hour traffic than the existing office use.

WEEKDAY PM PEAK-HOUR TRAFFIC

Existing Office Use

Estimated PM peak-hour traffic:

24 total vehicle trips

Approximately:

4 entering

20 exiting

The existing office use produces a predominantly outbound traffic pattern during the evening commuting period.

Proposed Residential Use

$22 \times 0.51 = 11.22$ vehicle trips

Estimated residential PM peak-hour traffic:

Approximately 11 vehicle trips

Based on the ITE directional distribution of 63% entering and 37% exiting:

Approximately 7 entering

Approximately 4 exiting

DELTA – PM PEAK HOUR

Existing Office: 24 trips

Proposed Residential: Approximately 11 trips

Net Change: approximately –13 vehicle trips

This represents an approximate:

54% reduction in total PM peak-hour traffic

The most significant directional reduction occurs in exiting traffic:

Existing Office:

20 exiting trips

Proposed Residential:

Approximately 4 exiting trips

Net reduction:

Approximately 16 exiting vehicle trips

or approximately:

80%

Entering traffic is expected to increase modestly, from approximately 4 trips under the office use to approximately 7 trips under the residential use.

However, the overall PM peak-hour traffic generated by the property is still estimated to decline substantially.

WEEKEND TRAFFIC

The comparison differs during weekends because general office uses typically generate relatively little Saturday and Sunday traffic.

Saturday

Existing Office:

Approximately 38 vehicle trips per day

Proposed Residential:

$22 \times 4.55 =$ Approximately 100 vehicle trips per day

Delta:

+62 vehicle trips

The residential use is therefore estimated to generate approximately 62 additional Saturday vehicle trips compared with the office use.

Sunday

Existing Office:

Approximately 12 vehicle trips per day

Proposed Residential:

$22 \times 3.86 =$ Approximately 85 vehicle trips per day

Delta:

+73 vehicle trips

The residential use is therefore estimated to generate approximately 73 additional Sunday vehicle trips compared with the office use.

However, the ITE residential Saturday and Sunday datasets cited for this analysis are based on only one study and therefore should be interpreted with greater caution than the weekday estimates.

SUMMARY OF TRAFFIC DELTA

Time Period	Existing Office	Proposed Residential	Net Change
Weekday Daily	184	148	-36
Weekday AM Peak Hour	26	9	-17
Weekday PM Peak Hour	24	11	-13
Saturday Daily	38	100	+62
Sunday Daily	12	85	+73

PERCENTAGE CHANGE

The proposed conversion results in the following approximate changes compared with the existing office use:

Weekday Daily Traffic: -19.6%

Weekday AM Peak-Hour Traffic: -65%

Weekday PM Peak-Hour Traffic: -54%

The proposed residential conversion therefore produces its most significant traffic reductions during the weekday morning and evening commuter periods.

TRAFFIC PATTERN CHANGE

The proposed conversion would not only reduce weekday traffic generation but would also change the directional pattern of traffic.

Under the existing office use, the property experiences predominantly inbound traffic during the morning as employees arrive and predominantly outbound traffic during the evening as employees depart.

Under the proposed residential use, the pattern reverses.

Residential traffic is predominantly outbound during the morning as residents leave for work and other destinations and predominantly inbound during the evening as residents return.

This distinction is important because the proposed residential use would generate substantially fewer total vehicle movements during both weekday peak periods while also reversing the dominant direction of travel associated with the existing office use.

CONCLUSION

Based on the ITE Trip Generation Manual, 11th Edition, the proposed conversion of approximately 17,000 square feet on the second and third floors of 64 Main Street from general office use to 22 multifamily residential dwelling units is estimated to result in a net reduction in weekday vehicle traffic.

The existing office use is estimated to generate approximately 184 vehicle trips during a typical weekday, compared with approximately 148 vehicle trips for the proposed residential use.

This represents approximately:

36 fewer vehicle trips per weekday, or a 19.6% reduction.

More significantly, traffic during the weekday commuter peak periods is estimated to decrease substantially.

During the AM peak hour, traffic is estimated to decrease from approximately 26 trips to 9 trips, a reduction of approximately 17 trips, or 65%.

During the PM peak hour, traffic is estimated to decrease from approximately 24 trips to 11 trips, a reduction of approximately 13 trips, or 54%.

Accordingly, the proposed residential conversion is expected to result in lower weekday traffic generation and substantially lower weekday peak-hour traffic generation than the existing office use.

Weekend traffic is estimated to increase because residential properties remain active throughout the week while general office buildings typically experience limited weekend activity. However, the cited residential weekend ITE data is based on a substantially smaller dataset than the weekday data and should therefore be interpreted accordingly.

From a weekday traffic-generation perspective, and particularly during the morning and evening commuter peak periods when roadway demand is generally most consequential, the proposed

residential conversion represents a reduction in traffic-generating intensity compared with the existing office use.

Source: Institute of Transportation Engineers, Trip Generation Manual, 11th Edition; Land Use Code 710 – General Office Building and Land Use Code 220 – Multifamily Housing (Low-Rise), Not Close to Rail Transit.



Planning Application

Project Number:

Project Name:

Project Address:

Parcel Number:

PB-26-25

17 93RD / 78 RAILROAD

78 RAILROAD ST.

574011000000000

Date Submitted:

Zoning:

Parcel Size:

July 31, 2026

DT-C

13490

Owner Information

MONADNOCK COMMUNITY SERVICE CENTER INC

Name

78 RAILROAD ST

Address

KEENE NH 03431

City/State/Zip

Applicant Name

Brandon Yarmo

Applicant Phone #

6037591724

Authorized Agent Name

BRANDON YARMO

Authorized Agent Phone #

6037591724

Project Description

PROPERTY IS TO BE CONVERTED FROM RESIDENTIAL OFFICES CURRENTLY OPERATING AS MONADNOCK FAMILY SERVICES TO APARTMENTS (15 RESIDENTIAL UNITS)

Attachments		Technical Reports	
Narrative & Plan Set			
Narrative	Submitted	Drainage Report	Exemption Requested
Location Map		Traffic Report / Analysis	Submitted
Existing Conditions Plan		Soil Analysis	Exemption Requested
Proposed Conditions Plan		Historic Evaluation	
Grading Plan		Screening Analysis	
Landscaping Plan		Architectural Analysis	
Lighting Plan		Other Reports / Analyses	Submitted
Elevations / Renderings			

PROJECT NARRATIVE

Change of Use / Minor Site Plan Review

78 Railroad Street / 17 Ninety-Third Street, Keene, New Hampshire

Project Overview

The proposed project involves the adaptive reuse of the existing three-story office building located at **78 Railroad Street / 17 Ninety-Third Street, Keene, New Hampshire**, within the City's Downtown Business District. The building is currently occupied as office space by Monadnock Family Services and will be converted into a 15-unit residential apartment building.

The redevelopment will create a mixture of one-, two-, and three-bedroom apartments consisting primarily of affordable housing, with a portion of the units offered at market-rate rents. The proposed residential conversion will place an underutilized office building back into productive use while helping address the growing demand for quality housing in downtown Keene.

Existing Building

The existing structure is a three-story wood-framed building containing approximately **14,630 square feet**.

The building is structurally sound, with the existing roof in good condition. No additions or expansions to the existing building footprint are proposed.

The building currently contains an ADA-accessible entrance with an existing accessibility ramp, which will remain in service. The project will also include the required number of ADA-accessible dwelling units in accordance with applicable building codes.

Proposed Residential Development

The existing office space will be converted into a total of **15 residential dwelling units**, consisting of:

- 5 one-bedroom apartments
- 5 two-bedroom apartments
- 4 three-bedroom apartments
- 1 [unit type to be confirmed]

The residential community will consist primarily of affordable housing, supplemented by a limited number of market-rate units to create a mixed-income development.

Interior Improvements

The project involves substantial interior renovations necessary to accommodate the residential conversion while preserving the overall integrity of the existing building.

Improvements include:

- Construction of 15 residential apartments.
- Installation of new plumbing systems throughout the residential units.
- Modification and upgrade of the existing electrical system to accommodate the new residential layout and comply with current electrical codes.
- Installation of new energy-efficient lighting throughout the building.
- Installation of modern water-conserving plumbing fixtures.
- Addition of insulation within new wall assemblies where applicable to improve overall energy efficiency.
- Selective interior demolition limited to areas necessary to create the proposed residential floor plan.

The project is not a complete interior gut renovation. Existing building components that remain functional and compatible with the new residential use will be retained whenever practical.

Mechanical Systems

Heating and cooling for the residential units will be provided through a combination of high-efficiency mini-split heat pump systems and the existing hydronic heating system, which serves portions of the building through a boiler and forced hot water distribution.

Utilities, including electric service, heating, and domestic hot water, will be provided by the property owner as part of the rental units. Individual electric metering is not proposed.

Utility Services

Existing municipal water and sanitary sewer services have sufficient capacity to accommodate the proposed residential occupancy. No upgrades to the domestic water or sanitary sewer services are anticipated.

Electrical service will be modified and upgraded where necessary to support the residential conversion while utilizing portions of the existing electrical infrastructure that remain suitable for continued use.

Life Safety Improvements

The building currently contains an automatic fire sprinkler system and fire alarm system.

As part of the redevelopment, both systems will be upgraded to fully comply with current residential occupancy requirements and applicable building and fire codes.

Additional life safety improvements include emergency lighting and other code-required safety features associated with the residential conversion.

These improvements will provide an enhanced level of occupant safety while modernizing the existing building systems.

Parking and Site Access

The property includes an existing off-street parking lot containing approximately **42 parking spaces**, providing ample parking for residents and visitors.

In addition to serving this development, a portion of the parking supply may also be utilized to accommodate residents of the nearby 64 Main Street redevelopment, further supporting efficient use of existing downtown parking resources.

The building's existing ADA-accessible entrance and accessible parking accommodations will remain.

Exterior Improvements

Exterior changes are intentionally minimal.

The existing building façade will remain substantially unchanged.

Site improvements include:

- Construction of a dumpster enclosure.
- Continued maintenance of existing landscaping, shrubs, and green spaces.
- Ongoing maintenance of the parking lot and site improvements.

No additions or significant alterations to the exterior architecture are proposed.

Community Benefits

The proposed redevelopment represents the adaptive reuse of an existing office building into much-needed residential housing within downtown Keene.

The project provides numerous community benefits, including:

- Creation of 15 new residential housing units.
- Expansion of affordable housing opportunities while maintaining a mix of market-rate units.
- Productive reuse of an existing office building.
- Continued investment in the downtown neighborhood.
- Significant upgrades to life safety systems through modernization of the sprinkler and fire alarm systems.
- Energy-efficient lighting, plumbing fixtures, insulation improvements, and high-efficiency heating and cooling equipment.

- Preservation of existing building stock while minimizing environmental impacts associated with new construction.
- Increased residential population supporting local businesses and downtown economic vitality.

Together with the proposed redevelopment of 64 Main Street, these projects will create **37 new residential units** within downtown Keene through the adaptive reuse of existing commercial buildings, providing a meaningful contribution toward addressing the City's housing shortage while strengthening the vitality of the downtown district.

Construction Schedule

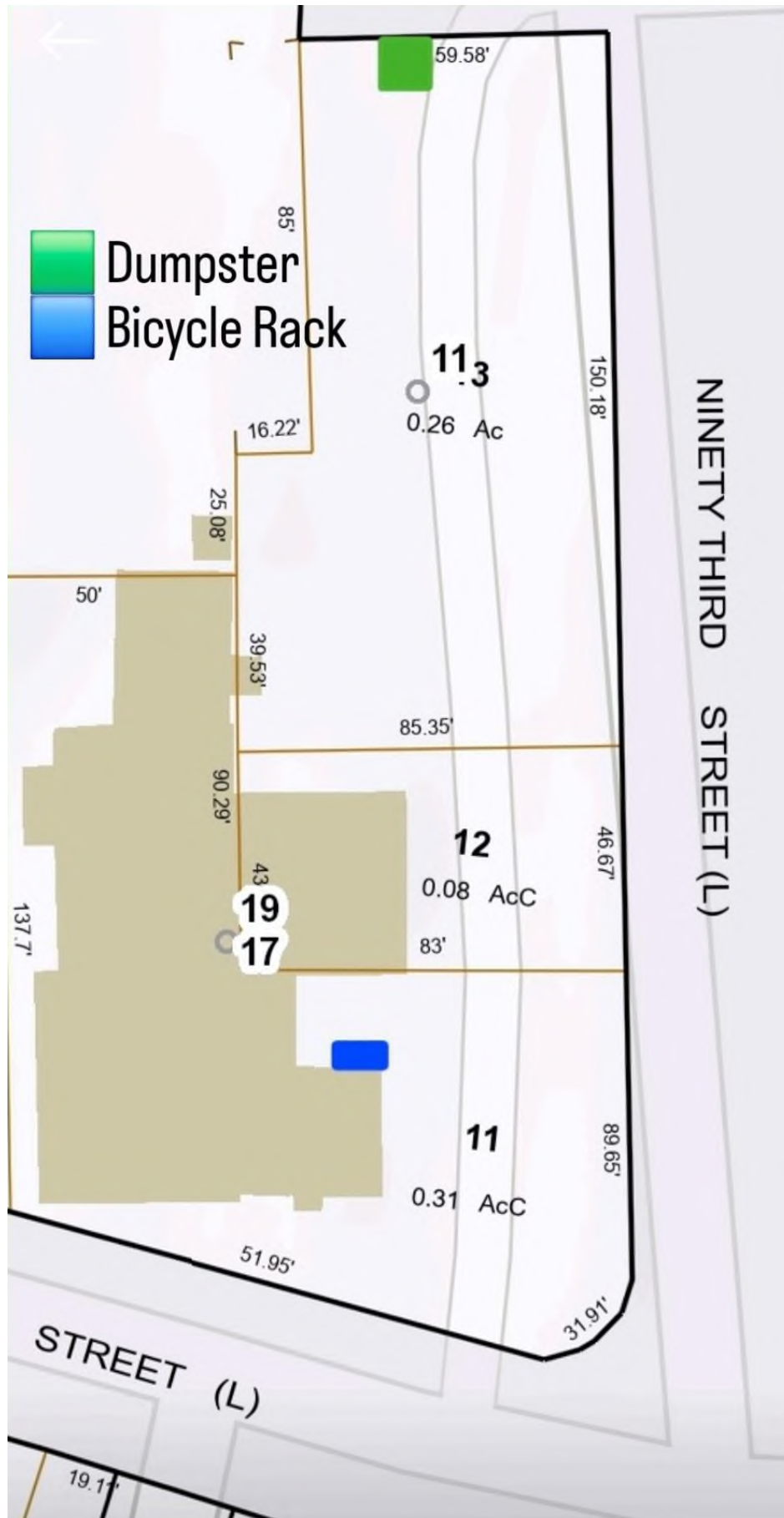
Construction is anticipated to begin immediately following acquisition of the property and receipt of all required approvals.

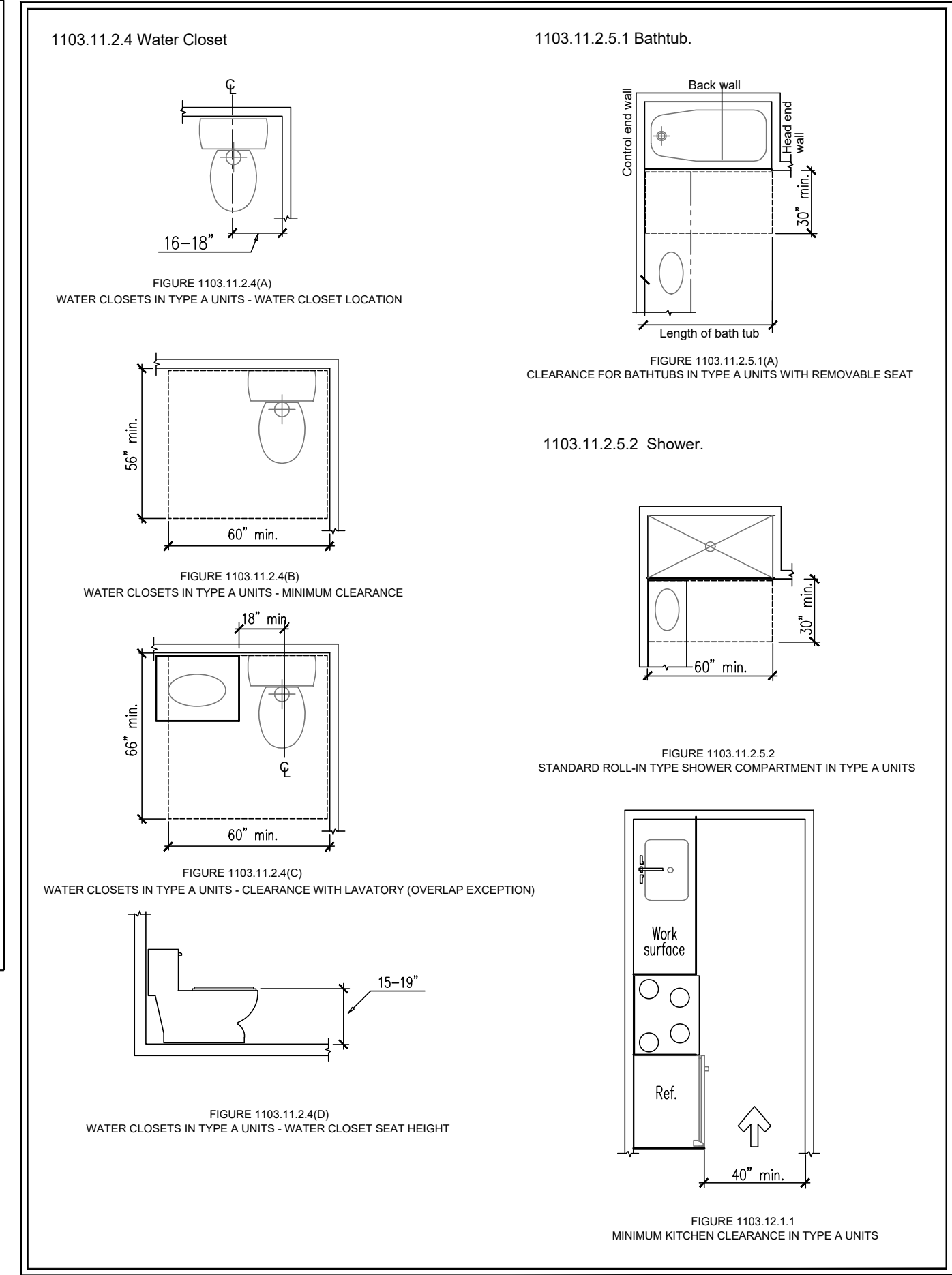
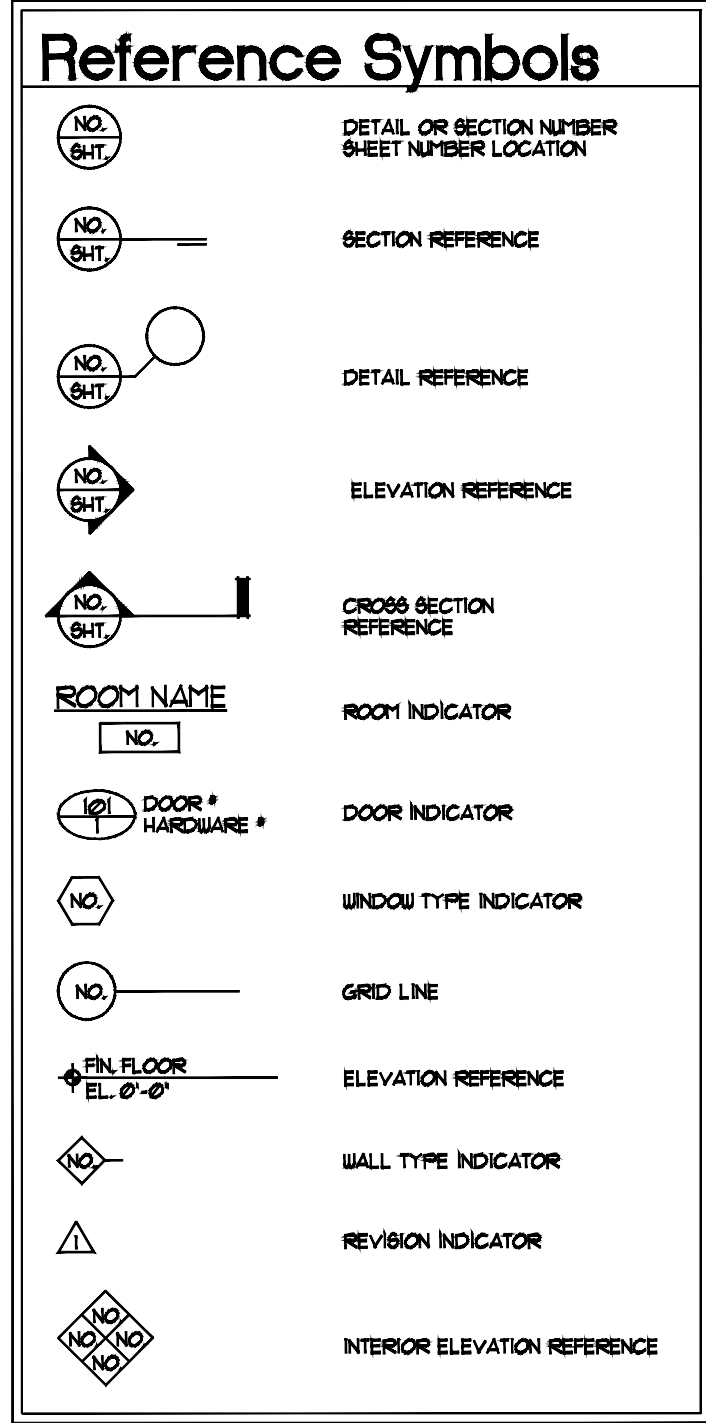
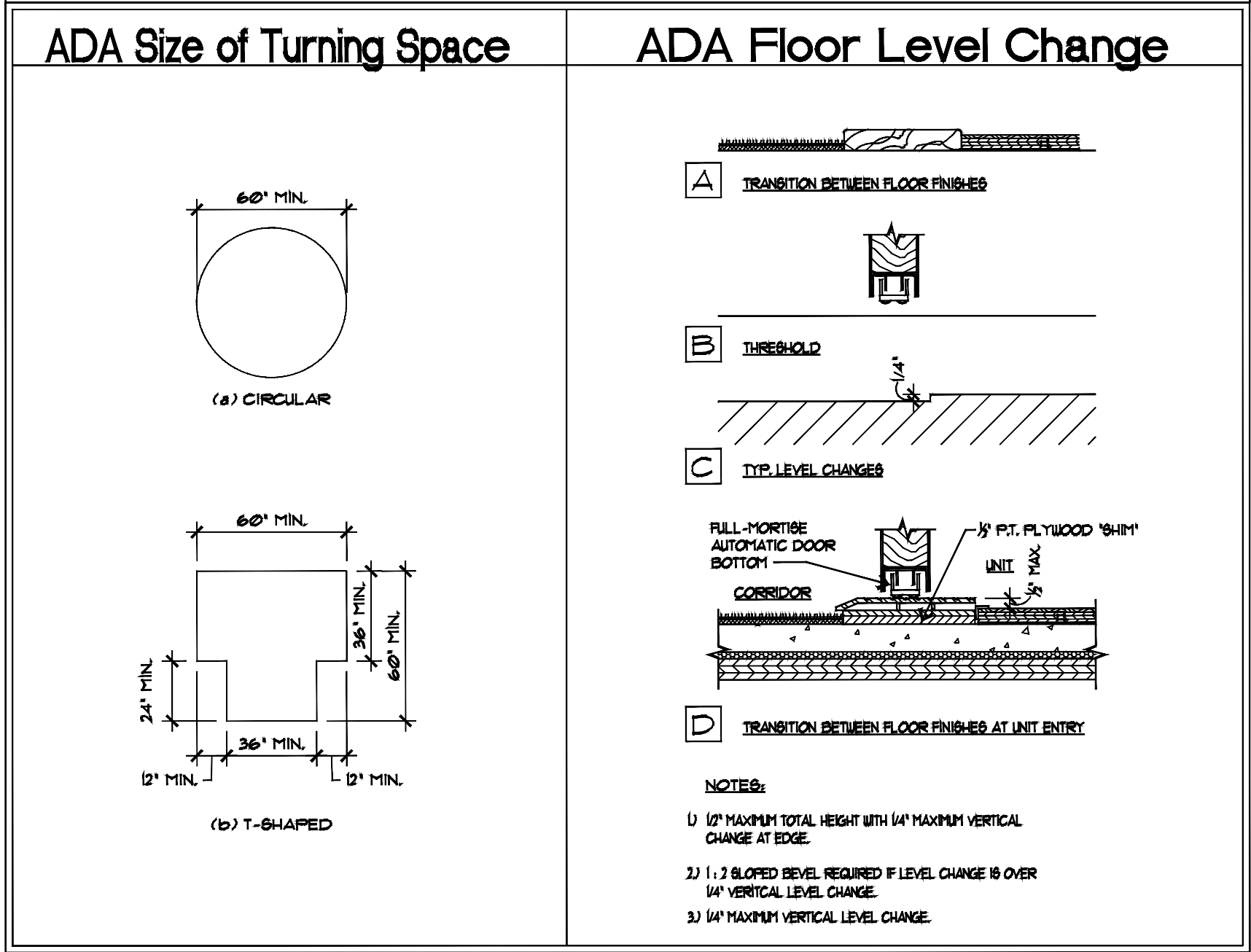
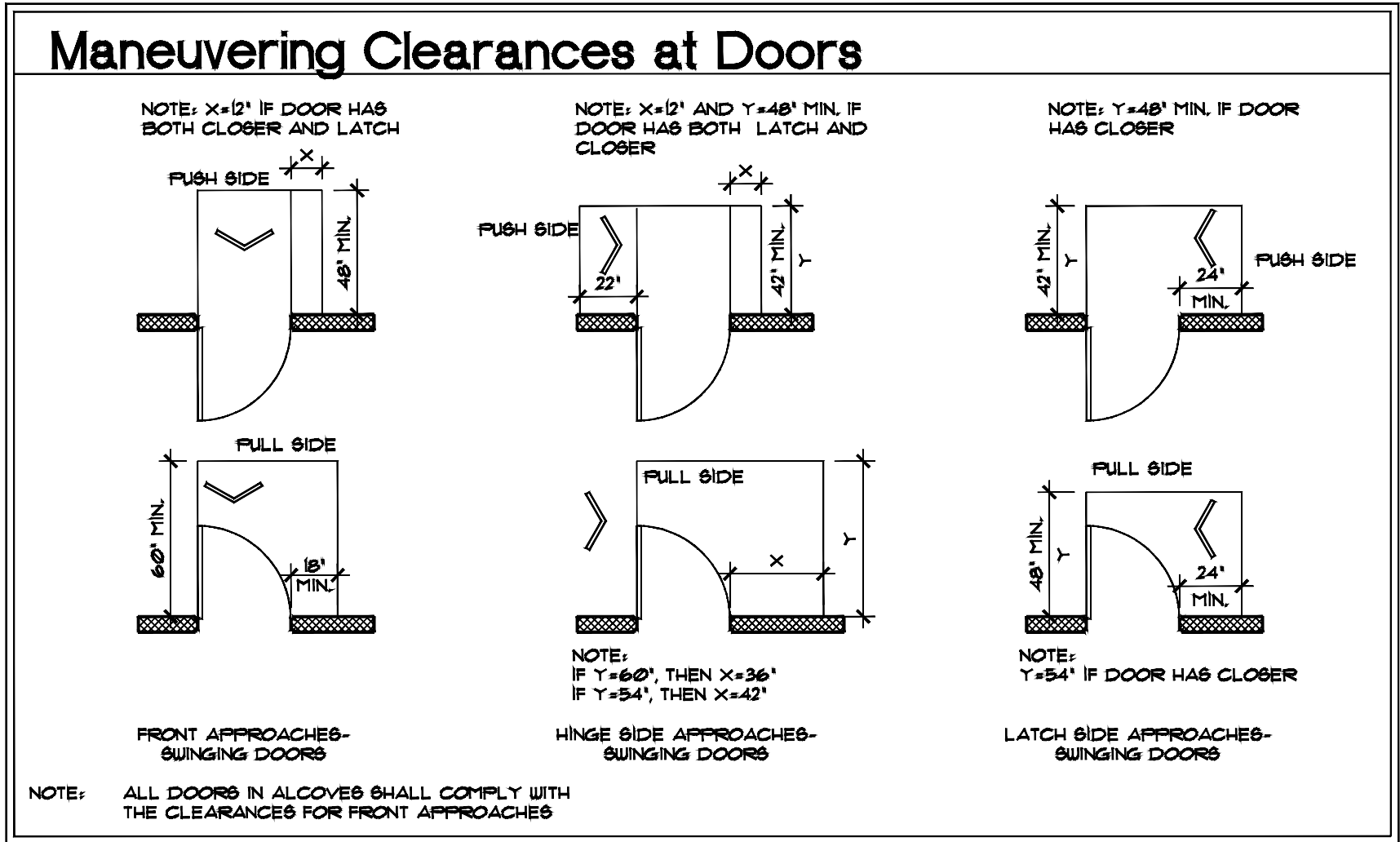
Construction is expected to be completed within approximately twelve (12) months.

Conclusion

The proposed change of use transforms an existing office building into a vibrant residential community while preserving the character of the surrounding downtown neighborhood. The project makes efficient use of existing infrastructure, modernizes life safety systems, improves building energy efficiency, and creates much-needed housing without expanding the existing building footprint.

The redevelopment is consistent with the goals of the City of Keene to encourage adaptive reuse, expand housing opportunities, strengthen the downtown core, and promote sustainable reinvestment in existing properties.





PYK INVESTMENT GROUP, LLC

218 Federal Hill Road
Hollis, New Hampshire 03049

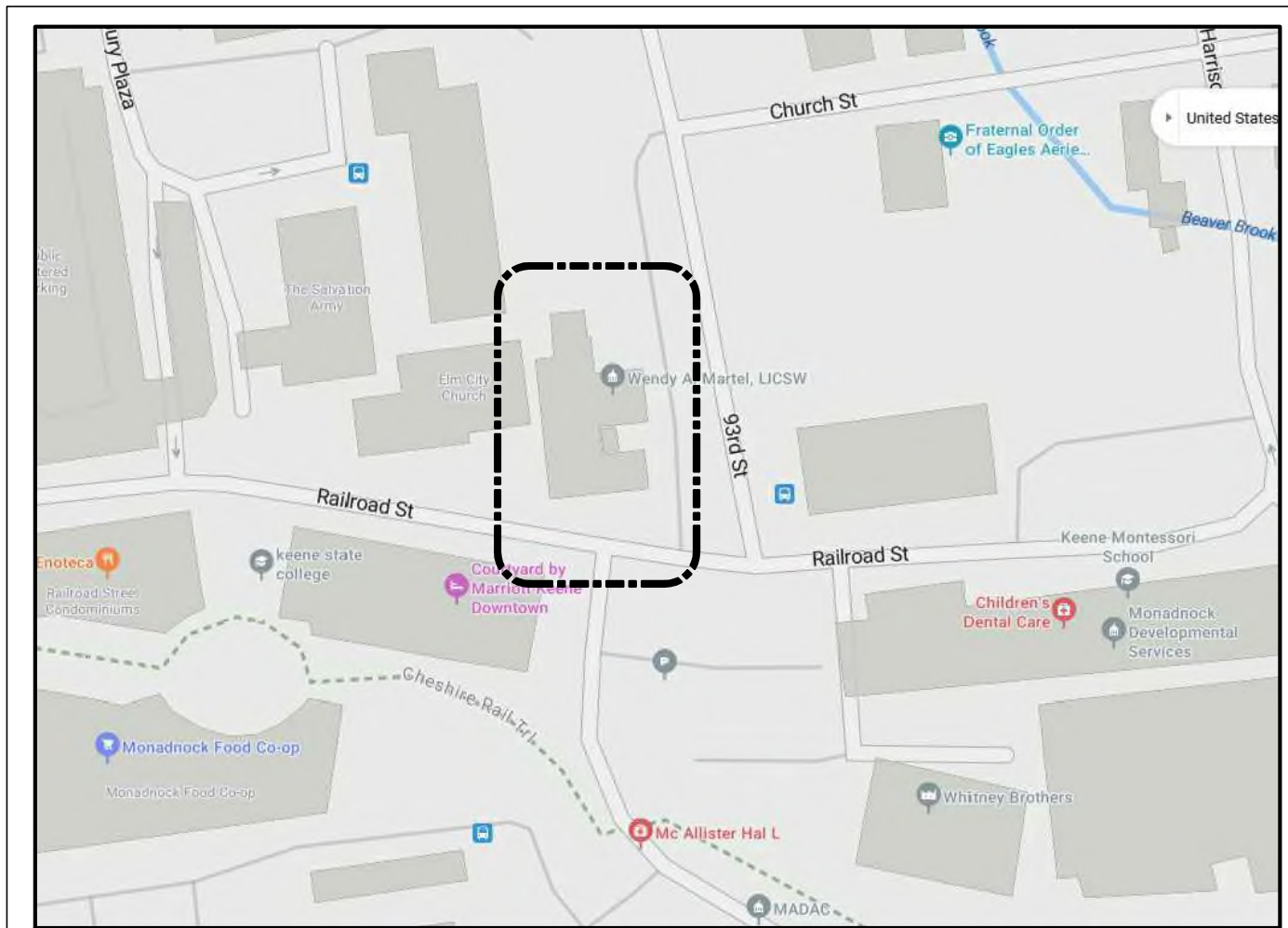
Apartment Conversion Project

78 Railroad/17 Ninety-Third Street
Keene, New Hampshire 03431

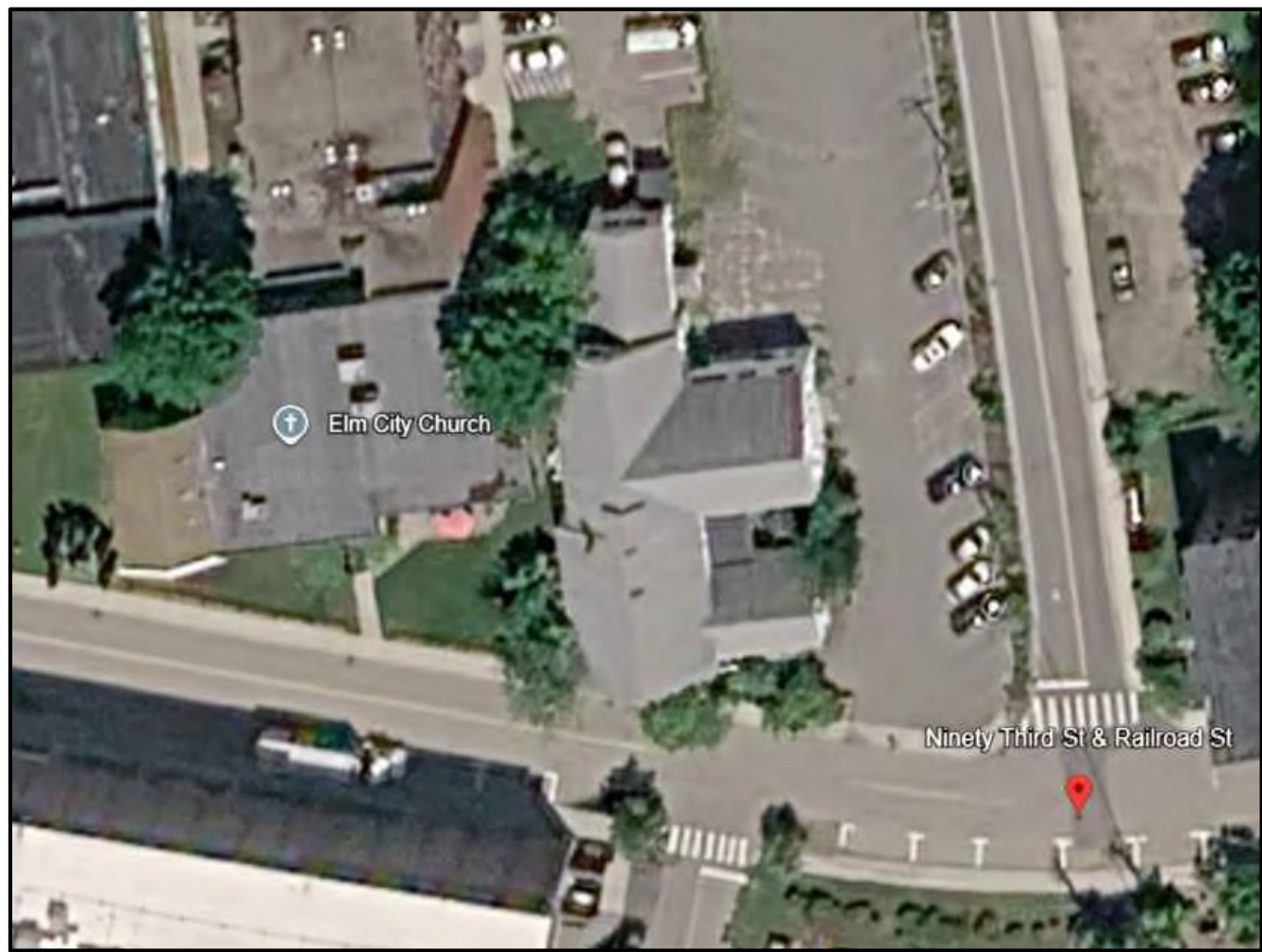
JULY 24, 2026 PROGRESS DRAWINGS

SCOPE OF PROJECT:

- CONVERT BUSINESS OFFICES AND CLINICAL OFFICES INTO 15 UNIT RENTAL APARTMENTS

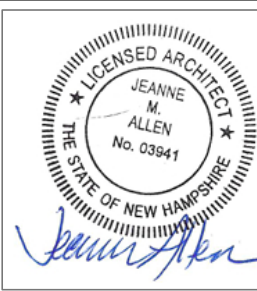


LOCATION MAP



AERIAL VIEW

JMA ARCHITECTS + PLANNERS
Four New Street, Unit 101
Newburyport, Massachusetts 01950
[phone] 978. 465. 2263 [mobile] 978.621. 0811



PROJECT NAME
APARTMENT CONVERSION PROJECT
17 Railroad/17 Ninety-Third Street
KEENE, NEW HAMPSHIRE 03431

COVER

SHEET TITLE

REVISIONS	REVISION	
	NO.	DATE

DRAWN BY: BDO

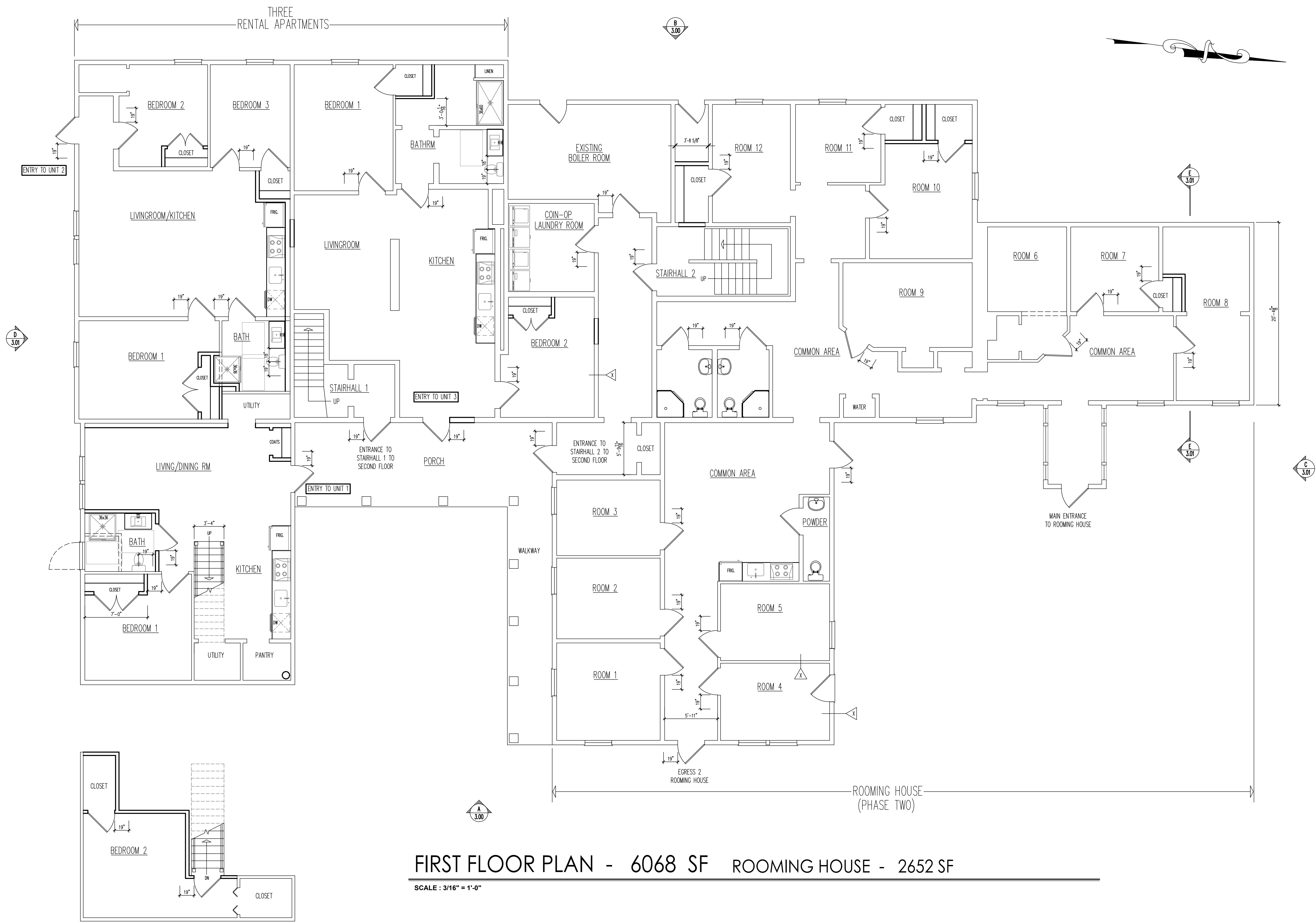
DATE: JULY 24, 2026

SCALE: 3/16" = 1'-0"

JOB NO.: J13 - 75

SHEET

COVER



LOFT FLOOR PLAN

FIRST FLOOR PLAN - 6068 SF ROOMING HOUSE - 2652 SF
SCALE : 3/16" = 1'-0"

JMA ARCHITECTS + PLANNERS
Four New Street, Unit 101
Newburyport, Massachusetts 01950
[phone] 978. 465. 2263 [mobile] 978.621. 0811

PROJECT NAME
APARTMENT CONVERSION PROJECT
17 Railroad/17 Ninety-Third Street
KEENE, NEW HAMPSHIRE 03431

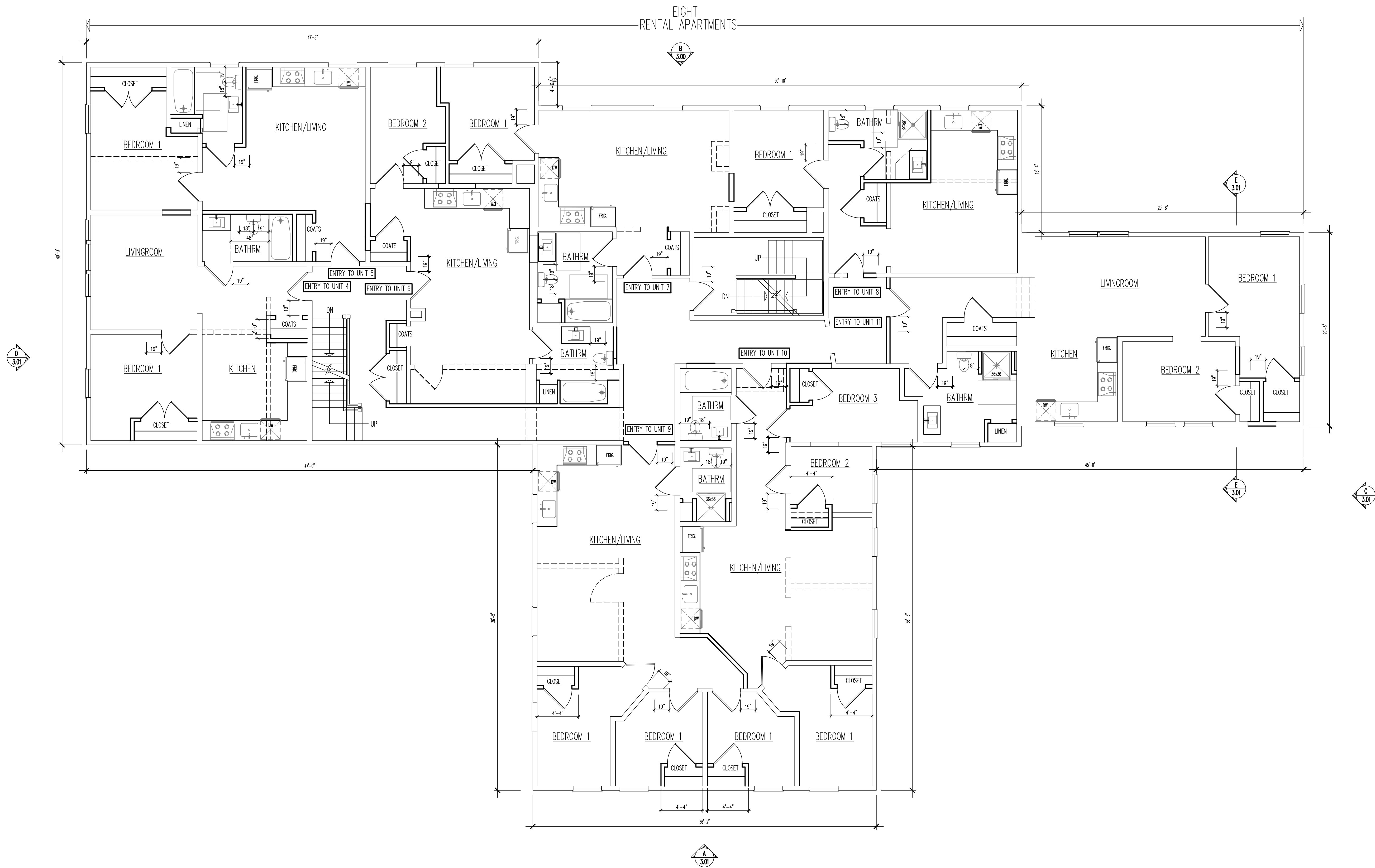
SHEET TITLE
FIRST FLOOR PLAN

REVISIONS	
NO.	DATE

DRAWN BY:	BDO
DATE:	JULY 24, 2028
SCALE:	3/16" = 1'-0"
JOB NO.:	JU13 - 75

SHEET
A2.00

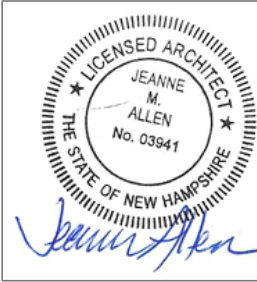
Page 41



SECOND FLOOR PLAN - 5474 SF

SCALE : 3/16" = 1'-0"

JMA ARCHITECTS + PLANNERS
Four New Street, Unit 101
Newburyport, Massachusetts 01950
[phone] 978. 465. 2263 [mobile] 978.621. 0811



PROJECT NAME
APARTMENT CONVERSION PROJECT
17 Railroad/17 Ninety-Third Street
KEENE, NEW HAMPSHIRE 03431

SHEET TITLE
SECOND FLOOR PLAN

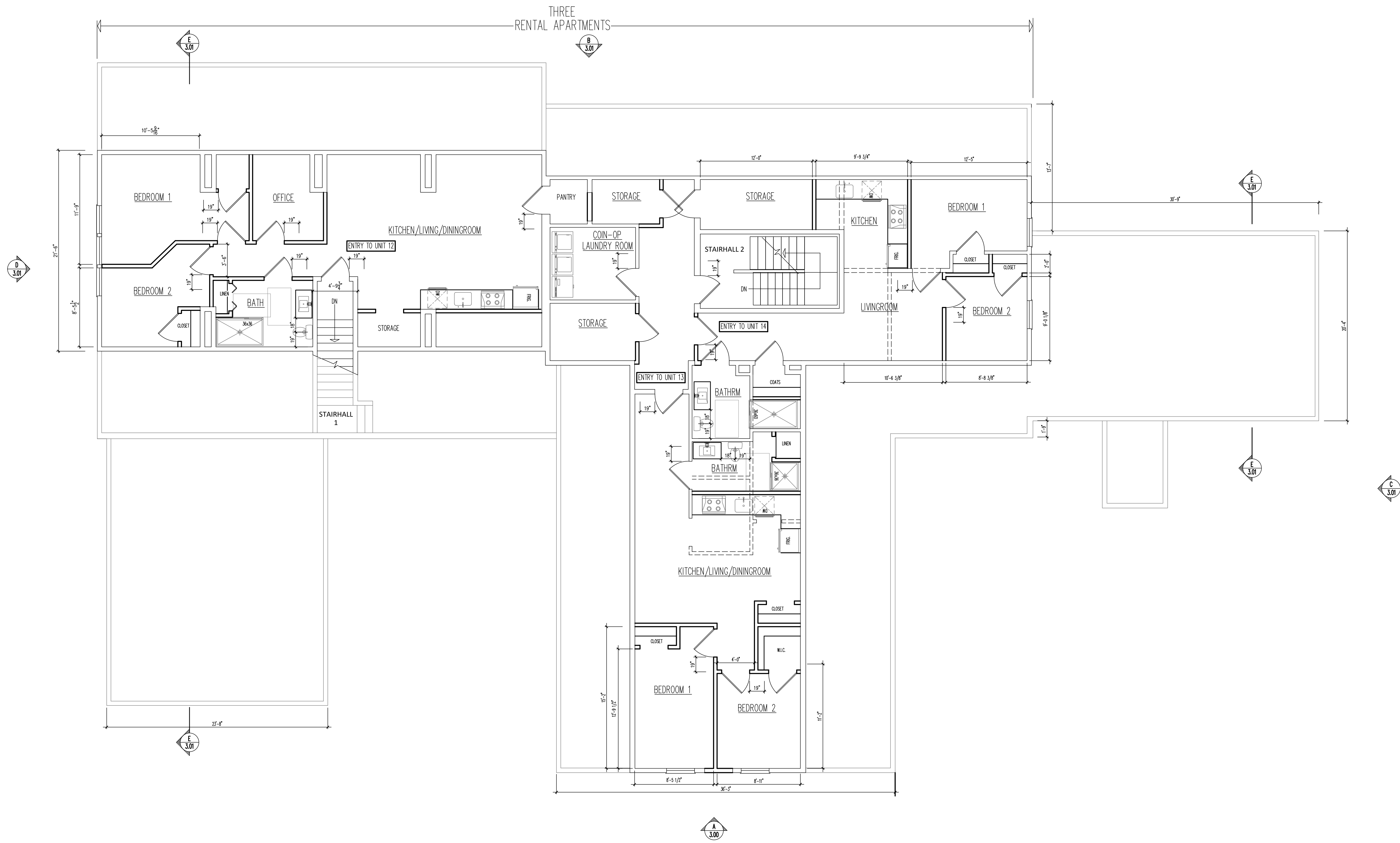
SHEET NO.

REVISIONS	NO.	DATE	REVISION

DRAWN BY: BDO
DATE: JULY 24, 2028
SCALE: 3/16" = 1'-0"
JOB NO.: J113 - 75

SHEET

A2.01



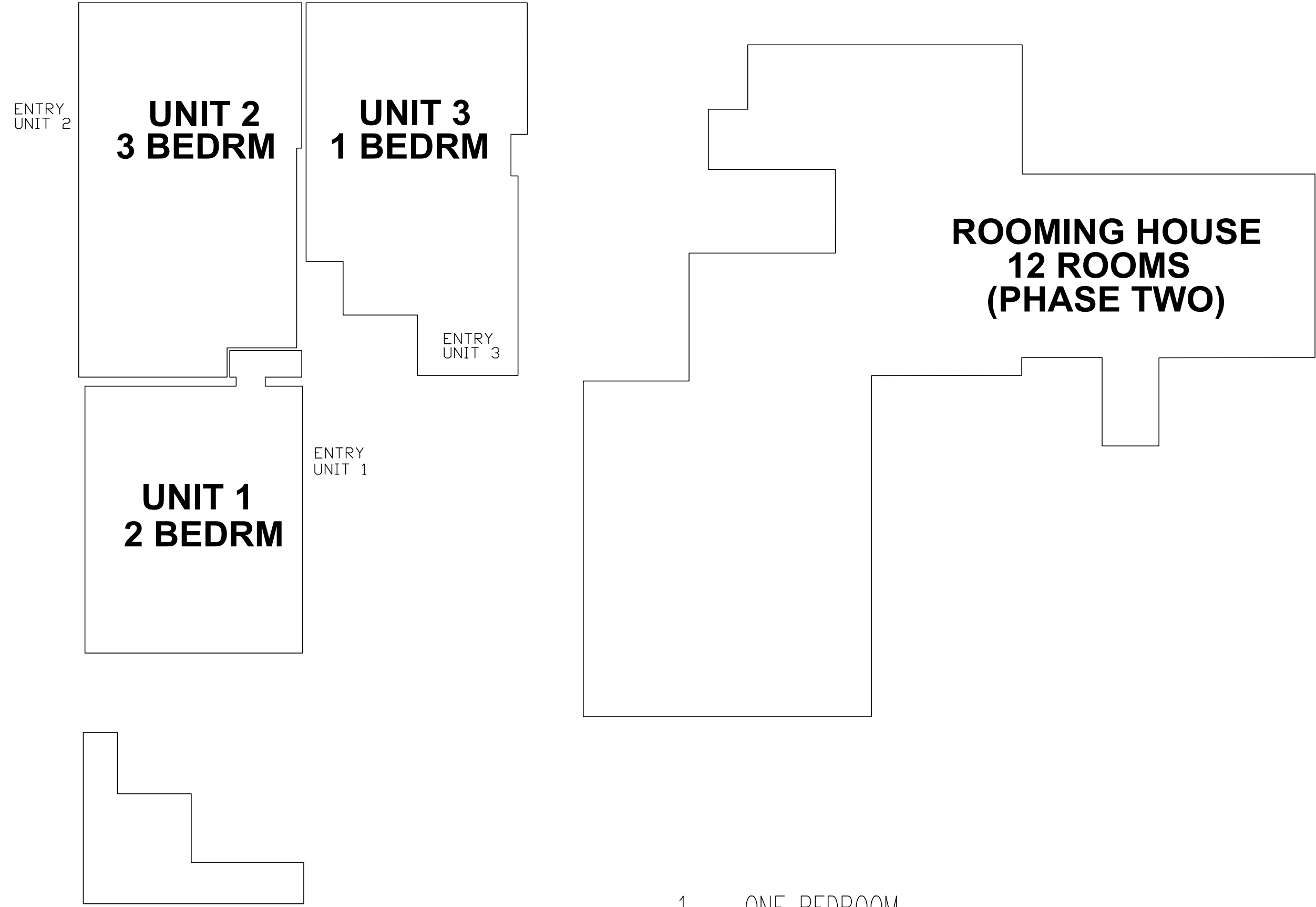
ATTIC FLOOR PLAN - 2729 SF

SCALE : 3/16" = 1'-0"



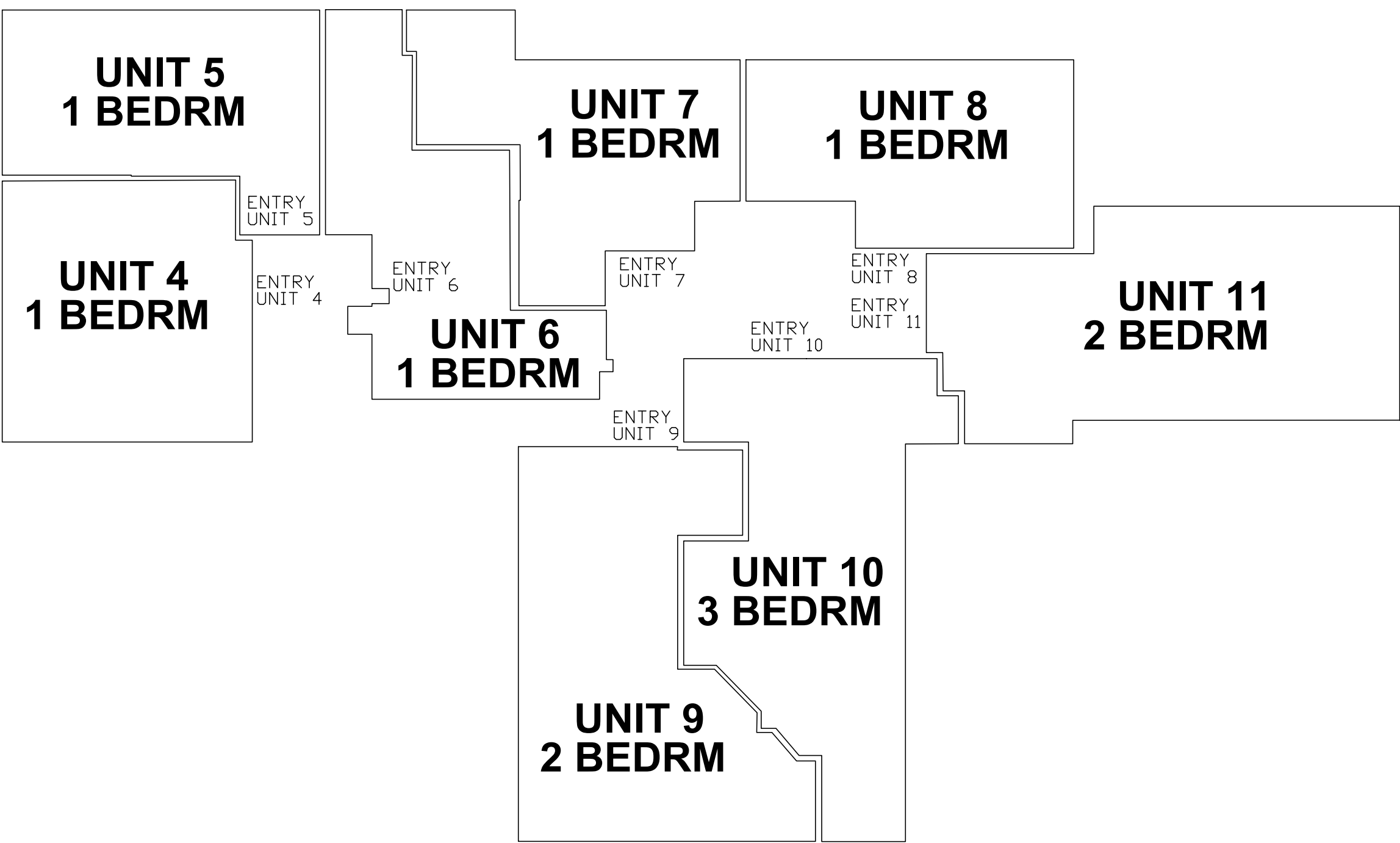
REVISIONS		REVISION	
NO.	DATE		

DRAWN BY:	BDO
DATE:	JULY 24, 2028
SCALE:	3/16" = 1'-0"
JOB NO.:	JU13 - 75



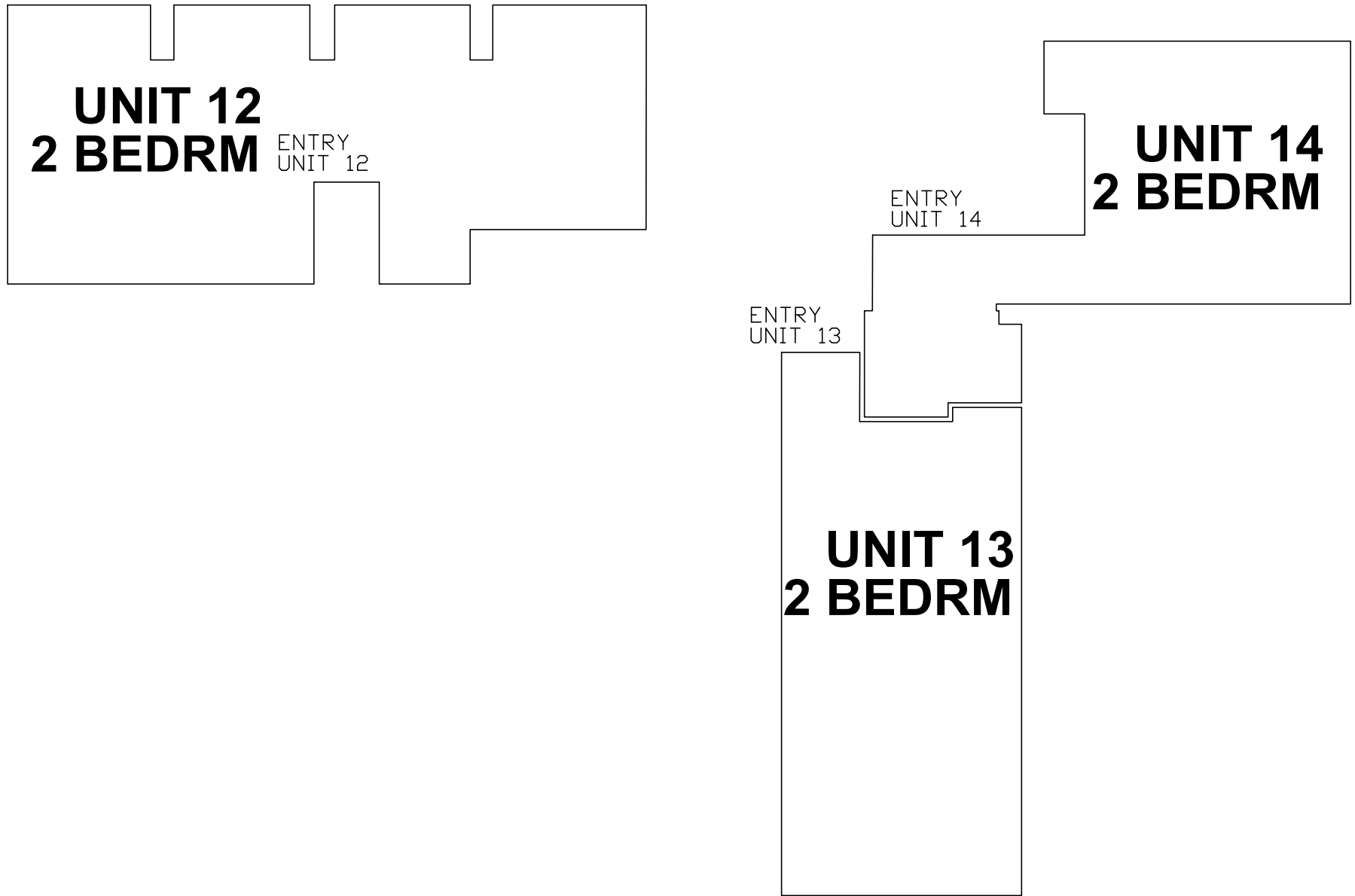
FIRST FLOOR - 3 APARTMENTS

- 1 - ONE BEDROOM
- 1 - TWO BEDROOM
- 1 - THREE BEDROOM



SECOND FLOOR - 8 APARTMENTS

- 5 - ONE BEDROOM
- 2 - TWO BEDROOM
- 1 - THREE BEDROOM



ATTIC FLOOR - 3 APARTMENTS

- 3 - TWO BEDROOM

JMA ARCHITECTS + PLANNERS
Four New Street, Unit 101
Newburyport, Massachusetts 01950
[phone] 978. 465. 2263 [mobile] 978.621. 0811



PROJECT NAME
APARTMENT CONVERSION PROJECT
17 Railroad/17 Ninety-Third Street
KEENE, NEW HAMPSHIRE 03431

SHEET TITLE
UNIT DIAGRAM

REVISIONS		NO.	DATE	REVISION

DRAWN BY:	BDO
DATE:	JULY 24, 2028
SCALE:	3/16" = 1'-0"
JOB NO.:	JU13 - 78K

SHEET
A2.03



EAST ELEVATION

A
SCALE : 3/16" = 1'-0"



WEST ELEVATION

B
SCALE : 3/16" = 1'-0"

JMA ARCHITECTS + PLANNERS
Four New Street, Unit 101
Newburyport, Massachusetts 01950
[phone] 978. 465. 2263 [mobile] 978.621. 0811



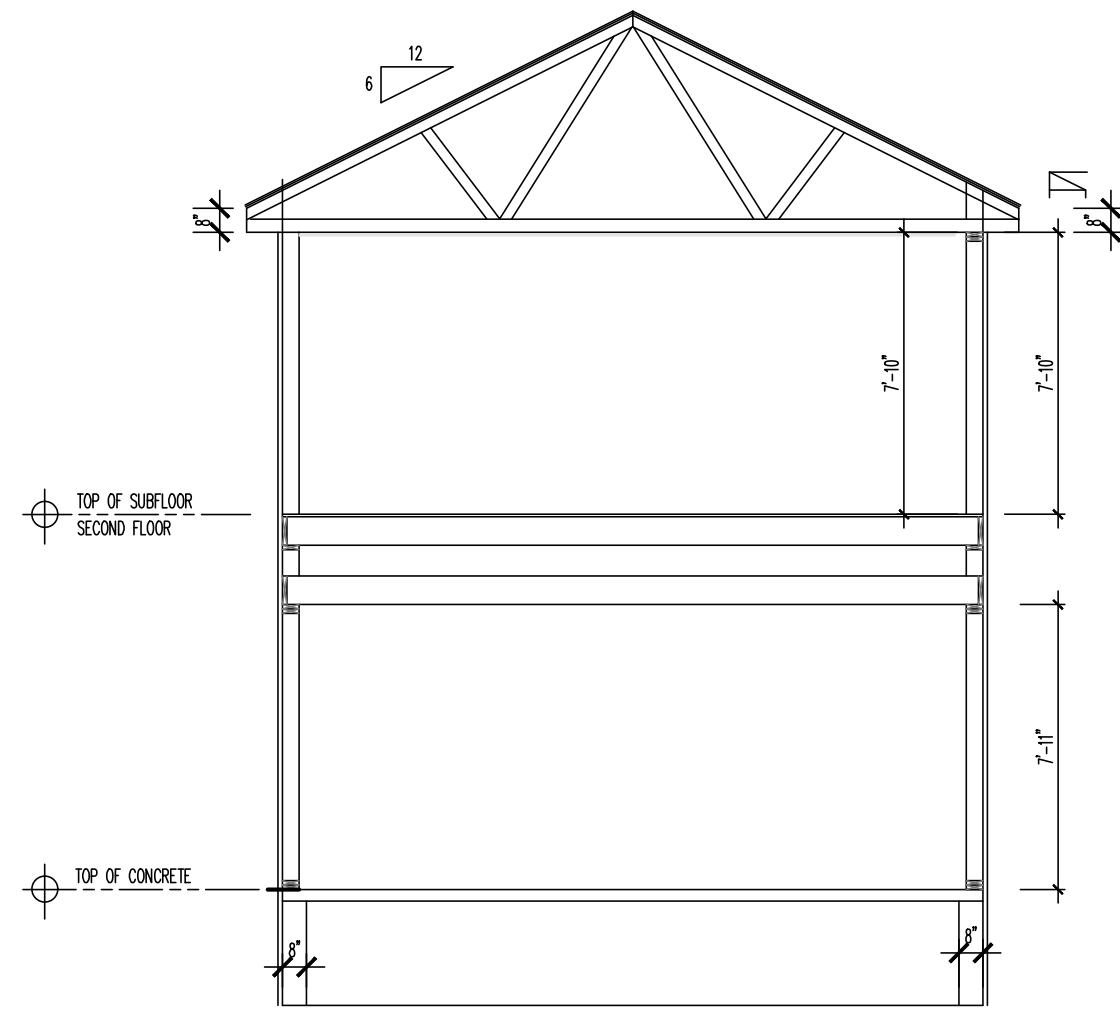
PROJECT NAME
APARTMENT CONVERSION PROJECT
17 Railroad/17 Ninety-Third Street
KEENE, NEW HAMPSHIRE 03431

SHEET TITLE
EXTERIOR ELEVATIONS

REVISIONS		REVISION	DATE
NO.	DATE		

DRAWN BY: BDO
DATE: JULY 24, 2028
SCALE: 3/16" = 1'-0"
JOB NO.: JUL13 - 78

SHEET
A3.00



E BUILDING SECTION
SCALE : 3/16" = 1'-0"



C NORTH ELEVATION
SCALE : 3/16" = 1'-0"

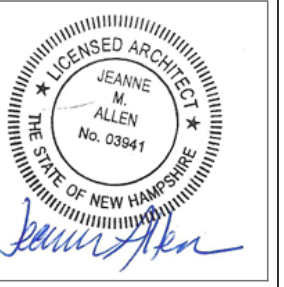


F BUILDING SECTION
SCALE : 3/16" = 1'-0"



D SOUTH ELEVATION
SCALE : 3/16" = 1'-0"

JMA ARCHITECTS + PLANNERS
Four New Street, Unit 101
Newburyport, Massachusetts 01950
[phone] 978. 465. 2263 [mobile] 978.621. 0811



PROJECT NAME
APARTMENT CONVERSION PROJECT
17 Railroad/17 Ninety-Third Street
KEENE, NEW HAMPSHIRE 03431

SHEET TITLE
EXTERIOR ELEVATIONS
BUILDING SECTIONS

REVISIONS	NO.	DATE	REVISION	

DRAWN BY: BDO
DATE: JULY 24, 2026
SCALE: 3/16" = 1'-0"
JOB NO.: J13 - 75

SHEET
A3.01

TRAFFIC GENERATION COMPARATIVE REPORT

17 93rd Street — Existing/General Office Use vs. Proposed Multifamily Residential Conversion

PROJECT OVERVIEW

This report consolidates the traffic-generation analyses for a 15,000-square-foot General Office Building and the proposed conversion of the same 15,000 square feet to a 15-unit multifamily residential building. Estimates are based on the Institute of Transportation Engineers (ITE) Trip Generation Manual, 11th Edition. The office analysis uses Land Use Code 710 — General Office Building; the residential analysis uses Land Use Code 220 — Multifamily Housing (Low-Rise), Not Close to Rail Transit.

TRAFFIC GENERATION COMPARISON

Measure	Office	Residential	Net Change
Weekday Daily	163 trips	101 trips	-62 (-38%)
Weekday AM Peak Hour	23 trips	6 trips	-17 (-74%)
Weekday PM Peak Hour	22 trips	8 trips	-14 (-64%)
Combined AM + PM Peak	45 trips	14 trips	-31 (-69%)
Saturday Daily	33 trips	68 trips	+35 trips
Saturday Peak Hour	8 trips	6 trips	-2 trips
Sunday Daily	11 trips	58 trips	+47 trips
Sunday Peak Hour	3 trips	5 trips	+2 trips

WEEKDAY TRAFFIC IMPACT

The proposed residential conversion is projected to materially reduce traffic during the weekday periods when the surrounding roadway network typically experiences its greatest demand. Typical weekday traffic decreases from approximately 163 vehicle trips under office use to 101 trips under residential use, a reduction of 62 trips per weekday, or approximately 38%.

The reduction is more pronounced during commuting peaks. AM peak-hour traffic decreases from 23 trips (approximately 20 entering and 3 exiting) to 6 trips (approximately 1 entering and 5 exiting), a reduction of approximately 74%. PM peak-hour traffic decreases from 22 trips (approximately 4 entering and 18 exiting) to 8 trips (approximately 5 entering and 3 exiting), a reduction of approximately 64%. Combined AM and PM peak-hour traffic falls from approximately 45 trips to 14 trips, a reduction of 31 trips, or approximately 69%.

WEEKEND TRAFFIC

Residential use is projected to generate more daily weekend traffic than office use: approximately 68 versus 33 trips on Saturday and 58 versus 11 trips on Sunday. Peak-hour weekend volumes remain low, however, at approximately 6 trips on Saturday and 5 trips on Sunday for the residential use.

CONCLUSION

Based on the ITE estimates, conversion from the 15,000-square-foot General Office use to 15 multifamily dwelling units would substantially reduce weekday and commuter peak-hour traffic. The principal transportation benefit is the projected 69% reduction in combined weekday AM and PM peak-hour vehicle trips. Although daily weekend traffic increases under residential use, the conversion results in substantially lower traffic during the weekday periods most relevant to roadway congestion and commuting demand.

Basis: ITE Trip Generation Manual, 11th Edition; Land Use Code 710 (General Office Building) and Land Use Code 220 (Multifamily Housing, Low-Rise). Trip totals are planning-level estimates and rounded to whole vehicle trips.

TRAFFIC GENERATION ESTIMATES REPORT 17 93RD STREET (RESIDENTIAL)

Proposed Multifamily Residential Building

Gross Floor Area: 15,000 Square Feet

Number of Dwelling Units: 15 Units

PROJECT DESCRIPTION

The proposed project consists of a 15,000-square-foot multifamily residential building containing 15 dwelling units.

The residential unit mix will consist primarily of one-bedroom and two-bedroom apartments, with a limited number of three-bedroom apartments.

The 15,000-square-foot gross floor area includes the dwelling units as well as common and building-support areas, including corridors, stairways, entry and lobby areas, mechanical and utility areas, and other shared spaces.

Traffic generation estimates have been prepared using the Institute of Transportation Engineers (ITE) Trip Generation Manual, 11th Edition, Land Use Code 220 – Multifamily Housing (Low-Rise).

ITE traffic generation for this land use is calculated primarily on the basis of the number of dwelling units rather than the total square footage of the building. Therefore, the 15 dwelling units are used as the basis for the traffic calculations, while the 15,000-square-foot gross building area establishes the overall scale and density of the proposed development.

PROJECT INFORMATION

Land Use: Multifamily Housing (Low-Rise)

ITE Land Use Code: 220

Gross Floor Area: 15,000 square feet

Number of Dwelling Units: 15 units

Residential Unit Mix: Primarily one-bedroom and two-bedroom units, with a limited number of three-bedroom units

Common Areas: Included within the 15,000-square-foot gross floor area

Average Gross Building Area per Dwelling Unit: 1,000 square feet

Setting/Location: General Urban/Suburban
Rail Transit Category: Not Close to Rail Transit

BUILDING AREA AND RESIDENTIAL DENSITY

The proposed development contains 15 dwelling units within approximately 15,000 square feet of gross building area.

This equates to approximately 1,000 square feet of gross building area per dwelling unit.

The 1,000-square-foot figure is not intended to represent the average apartment size. It includes each unit's proportional share of common and building-support areas.

Accordingly, the actual residential units may be smaller than 1,000 square feet, allowing the building to accommodate a mixture of one-bedroom, two-bedroom, and several three-bedroom units while maintaining approximately 15,000 square feet of total gross floor area.

Because the ITE methodology for this land use is based on dwelling units, the mix of bedroom counts and the allocation of floor area to common space do not change the base trip-generation calculation used in this report.

WEEKDAY DAILY TRAFFIC

The ITE average weekday trip generation rate for Multifamily Housing (Low-Rise), Not Close to Rail Transit, is 6.74 vehicle trips per dwelling unit.

$15 \text{ units} \times 6.74 \text{ trips per unit} = 101.1 \text{ vehicle trips}$

Estimated Weekday Daily Traffic:

Approximately 101 vehicle trips

Directional Distribution:

50% Entering

50% Exiting

Estimated Entering Trips: Approximately 51 trips

Estimated Exiting Trips: Approximately 50 trips

The ITE weekday data report an average rate of 6.74 vehicle trips per dwelling unit with an approximately equal daily distribution between entering and exiting traffic.

WEEKDAY AM PEAK HOUR

The weekday AM peak hour represents the peak hour of adjacent street traffic occurring during the one-hour period between 7:00 AM and 9:00 AM.

ITE Average Rate: 0.40 vehicle trips per dwelling unit

$15 \text{ units} \times 0.40 \text{ trips per unit} = 6.0 \text{ vehicle trips}$

Estimated AM Peak Hour Traffic: 6 vehicle trips

Directional Distribution:

24% Entering

76% Exiting

Estimated Entering Trips: Approximately 1 vehicle

Estimated Exiting Trips: Approximately 5 vehicles

The AM peak-hour distribution reflects typical residential commuting patterns, with the majority of traffic leaving the property during the morning period.

WEEKDAY PM PEAK HOUR

The weekday PM peak hour represents the peak hour of adjacent street traffic occurring during the one-hour period between 4:00 PM and 6:00 PM.

ITE Average Rate: 0.51 vehicle trips per dwelling unit

$15 \text{ units} \times 0.51 \text{ trips per unit} = 7.65 \text{ vehicle trips}$

Estimated PM Peak Hour Traffic:

Approximately 8 vehicle trips

Directional Distribution:

63% Entering

37% Exiting

Estimated Entering Trips: Approximately 5 vehicles

Estimated Exiting Trips: Approximately 3 vehicles

The PM peak-hour distribution reflects typical residential commuting patterns, with the majority of traffic entering the property during the evening period.

SATURDAY DAILY TRAFFIC

The ITE average Saturday trip generation rate is 4.55 vehicle trips per dwelling unit.
 $15 \text{ units} \times 4.55 \text{ trips per unit} = 68.25 \text{ vehicle trips}$

Estimated Saturday Daily Traffic:

Approximately 68 vehicle trips

Directional Distribution:

50% Entering
50% Exiting

Estimated Entering Trips: Approximately 34 trips

Estimated Exiting Trips: Approximately 34 trips

The Saturday daily rate contained in the ITE data is based on a limited sample and should therefore be considered a planning-level estimate.

SATURDAY PEAK HOUR

ITE Average Rate: 0.41 vehicle trips per dwelling unit

$15 \text{ units} \times 0.41 \text{ trips per unit} = 6.15 \text{ vehicle trips}$

Estimated Saturday Peak Hour Traffic:

Approximately 6 vehicle trips

A directional distribution is not provided for the Saturday peak-hour data in the ITE source material.

SUNDAY DAILY TRAFFIC

The ITE average Sunday trip generation rate is 3.86 vehicle trips per dwelling unit.

$15 \text{ units} \times 3.86 \text{ trips per unit} = 57.9 \text{ vehicle trips}$

Estimated Sunday Daily Traffic: Approximately 58 vehicle trips

Directional Distribution:

50% Entering

50% Exiting

Estimated Entering Trips: Approximately 29 trips

Estimated Exiting Trips: Approximately 29 trips

The Sunday daily rate contained in the ITE data is based on a limited sample and should therefore be considered a planning-level estimate.

SUNDAY PEAK HOUR

ITE Average Rate: 0.36 vehicle trips per dwelling unit

15 units × 0.36 trips per unit = 5.4 vehicle trips

Estimated Sunday Peak Hour Traffic:

Approximately 5 vehicle trips

A directional distribution is not provided for the Sunday peak-hour data in the ITE source material.

TRAFFIC GENERATION SUMMARY

Weekday Daily Traffic: Approximately 101 vehicle trips

Approximately 51 entering / 50 exiting

Weekday AM Peak Hour: Approximately 6 vehicle trips

Approximately 1 entering / 5 exiting

Weekday PM Peak Hour: Approximately 8 vehicle trips

Approximately 5 entering / 3 exiting

Saturday Daily Traffic: Approximately 68 vehicle trips

Approximately 34 entering / 34 exiting

Saturday Peak Hour: Approximately 6 vehicle trips

Sunday Daily Traffic: Approximately 58 vehicle trips

Approximately 29 entering / 29 exiting
Sunday Peak Hour: Approximately 5 vehicle trips

CONCLUSION

Based on the ITE Trip Generation Manual, 11th Edition, Land Use Code 220, the proposed 15,000-square-foot multifamily residential building containing 15 dwelling units is estimated to generate approximately 101 vehicle trips during a typical weekday.

The building will contain a mixture of primarily one-bedroom and two-bedroom apartments, together with a limited number of three-bedroom apartments. The 15,000-square-foot gross floor area includes both the residential units and common and building-support areas.

During the weekday AM peak hour, the proposed development is estimated to generate approximately 6 vehicle trips, consisting of approximately 1 entering vehicle and 5 exiting vehicles.

During the weekday PM peak hour, the proposed development is estimated to generate approximately 8 vehicle trips, consisting of approximately 5 entering vehicles and 3 exiting vehicles.

Weekend traffic is estimated at approximately 68 vehicle trips on Saturday and 58 vehicle trips on Sunday.

Overall, the proposed 15-unit multifamily residential development is expected to generate relatively modest traffic volumes. The highest weekday peak-hour traffic is estimated at approximately 8 vehicle movements during a single hour, or approximately one vehicle movement every 7 to 8 minutes during that peak period.

The traffic estimates are based on the number of dwelling units, consistent with the ITE methodology for Multifamily Housing (Low-Rise). The inclusion of common areas within the 15,000-square-foot gross floor area and the proposed mixture of one-, two-, and three-bedroom units do not independently increase the ITE trip-generation calculation beyond the 15-unit basis used in this analysis.