



**Planning Board – June 26, 2017, 6:30PM**  
**City Hall Council Chambers - 3 Washington Street, 2<sup>nd</sup> floor**

**AGENDA**

- I. **Call to order** – Roll Call
- II. **Minutes of previous meeting** – May 22, 2017
- III. **Driveway**
  1. **Archway Farms – 183 Arch Street – Driveway** – Property owner Mark Florenz, owner of Archway Farms seeks to add a second driveway to the property. The existing driveway serves the residence. An additional driveway is proposed to accommodate the truck deliveries needed for the family's farm business. The 56-acre property is in the Agricultural Zoning District (TMP# 917-11-028).
- IV. **Public Hearing**
  1. **S-02-17 – 533 Winchester Street – Subdivision** – Applicant Wendy Pelletier of Cardinal Surveying & Land Planning, on behalf of owner SNG, LLC, proposes to subdivide the existing 2.88 acre parcel at 533 Winchester Street into two lots. The site is located in the Low Density Zoning District (TMP# 911-26-040).
  2. **SPR-895, Mod. 1 – 30-42 Production Avenue – Site Plan** – Applicant Jim Phippard of Brickstone Land Use Consultants, LLC, on behalf of owner A. Ranger Curran Jr., proposes to build a 3,200 sf addition for warehouse space at the rear of the existing 30,000 sf building. The site is 3.08 acres in size and located in the Industrial Zoning District (TMP# 702-01-010).
  3. **SPR-07-17 – 143 West Street – Site Plan** – Applicant David Bergeron of Brickstone Land Use Consultants, LLC, on behalf 143 West Street, LLC proposes to build a 2-story addition with a 1,520 sf footprint to the rear of the building. The site is 0.40± acres in size and located in the Office Zoning District (TMP# 002-02-012).
- V. **New Business**
- VI. **Director Reports**
  - Board Survey
  - Transition to Electronic Devices
- VII. **Upcoming Dates of Interest – July 2017**
  - Planning Board Meeting – July 24, 6:30 PM
  - Planning Board Steering Committee – July 11, 12:00 PM
  - Joint PB/PLD Committee – July 10, 6:30 PM
  - Planning Board Site Visits – July 19, 8:00 AM – To Be Confirmed

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**CITY OF KEENE  
NEW HAMPSHIRE**

**PLANNING BOARD  
MEETING MINUTES**

Monday, May 22, 2017

6:30 PM

Council Chambers

Members Present

Gary Spykman, Chairman  
Douglas Barrett, Vice-Chair  
Nathaniel Stout  
Councilor George Hansel  
Mayor Kendall Lane  
Andrew Bohannon  
Chris Cusack  
Martha Landry

Staff:

Rhett Lamb, Asst. City Manager/Planning  
Director  
Tara Kessler, Planner  
Michele Chalice, Planner

Members Not Present:

Tammy Adams, Alternate  
David Webb, Alternate  
Pamela Russell Slack

**I. Call to order – Roll Call**

Chair Spykman called the meeting to order at 6:30 PM and a roll call was taken.

**II. Minutes of previous meeting – April 24, 2017**

Chris Cusack offered the following correction:

Page 2 – the name should correctly read as Brennan.

A motion was made by George Hansel to accept the April 24, 2017 minutes as amended. The motion was seconded by Mayor Kendall Lane and was unanimously approved.

**III. Public Hearing**

1. **SPR-02-17 – Liberty Utilities – 43 Production Avenue – Site Plan** – Liberty Utilities (Energy North Natural Gas Corp.) proposes to install a temporary compressed natural gas facility at 43 Production Avenue. The site is 16.2 acres in size and located in the Industrial Zoning District (TMP# 702-01-005). The Applicant is requesting a Surface Water Protection Ordinance Conditional Use Permit for the installation of paved vehicle turnaround in the Surface Water Protection Buffer.

A. **Board Determination of Completeness.**

Planner Tara Kessler stated the applicant has requested exemptions from providing a landscaping plan, grading plan and architectural details. However, staff feels granting these exemptions will not have any bearing on finding this application complete.

A motion was made by Mayor Kendall Lane that the Board find Application SPR-02-17 as complete. The motion was seconded by George Hansel and was unanimously approved.

B. **Public Hearing**

Mr. Sean Furey of Liberty Utilities addressed the Board first. Mr. Furey stated he was here to talk about their temporary CNG Facility being proposed on Production Avenue. Liberty Utilities purchased NH Gas in 2015. The first phase of this project would be the temporary CNG Facility and the second phase would be the construction of a permanent facility on this site. Mr. Furey stated they are currently using propane air and this site is serviced from Emerald Street. The benefit of natural gas is the cost, as customer equipment needs to be modified to be able to use propane air. There are less moving parts – hence natural gas is more reliable and they would also be able to provide a steadier BTU. Mr. Furey then showed the Board a rendering of their current system, which consists of 30 miles of underground lines.

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Mr. Peter Walker, Environmental Scientist was the next to address the Board. Mr. Walker stated this site is about 16.2 acres in size, accounting for the portion of Production Avenue that is proposed for discontinuance. He noted there is a petition filed by the applicant to discontinue that portion of the city right of way. He added even though there are 16.2 acres, 50% of this property has a conservation easement. In 2002, the city approved a permanent facility on this site and the easement was placed at that time. Because of this discontinuance, a portion of this site will be deeded from Liberty Utilities to the City for a motor vehicle turn around to replace the cul-de-sac.

Mr. Walker explained the skid unit would resemble a shipping container, which would have equipment to offload the gas. There will be no permanent fuel tanks located on site. Fuel will be brought in on a truck. The truck will be connected to the CNG skid, and in turn the skid will be connected to the gas main. Mr. Walker noted they are proposing a security fence around the skid, and there will be an emergency generator located on site as well as some security lighting.

He went on to refer to sheet C3 of the plan set, which outlines the turnaround area. This is a dead end street. To allow space for motor vehicles to turn around, they propose to install a hammer head paved area off Production Avenue (25 feet wide extending west). There is a conditional use permit requested for this work as it impacts a small portion of the Surface Water Protection Buffer. There is a grey area shown on the map, which Mr. Walker stated were delineated wetland areas. He explained the city regulations call for a 30-foot setback from wetland areas in the Industrial Zone. There is no other way to install the turn around without encroaching on the buffer. While there will not be a direct wetland impact, there will be a 262 square foot area that will be graded (side slope) in the buffer area. He referred to the erosion control measures that will also be taken. There is an existing water and sewer line. The city has asked the applicant to cut and cap the sewer line and place a gate valve on the water line to shut water off if needed.

Plan Sheet C4 shows how tractor trailers will enter the site. Mr. Walker noted that the important point is for these vehicles to access the skid they would have to access the adjoining site owned by Ranger Curran. The applicant has come into an agreement with Mr. Curran in the form of an easement. Mr. Walker showed detail as to what the security fence would look like and the erosion control fence would look like. The applicant referred to a ten foot high security fence in their application but what they call for is actually an eight foot tall fence.

Plan Sheet M1 shows the piping arrangement plan, which displays an eight-foot long gas main extending into the site and connecting to the CNG Skid.

Plan Sheet E4 is the lighting plan. Mr. Walker noted there will be new lighting on site, but there will be no spill of illumination over the property line.

This concluded Mr. Walker's presentation.

Staff comments were next. Planner Tara Kessler addressed the Board. Ms. Kessler began by going over the Board's 19 development standards. She referred to the portion of the right of way the applicant has petitioned the City Council to discontinue and noted there will be a hammer head turn around installed to replace turnaround provided by the existing cul de sac.

Drainage: She noted a small portion of pavement is being installed where the turnaround is being proposed; however, there are no significant issues with reference to drainage.

Sedimentation and Erosion Control: The applicant is proposing to install silt fencing along the perimeter of the work area. This fencing will remain in winter months to limit potential sedimentation from the snow storage on the adjacent wetlands. The applicant is also proposing to install silt-fencing around the edge of the proposed turnaround area during construction to prevent impact to the wetlands.

Hillside Protection: There are no precautionary or prohibitive slopes on the site.

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Snow Storage: The applicant proposes to store snow, which will be removed from the areas surrounding the temporary CNG facility, in an upland area between the existing roadway and the wetland boundary that surrounds the site. The silt fencing will be an added measure of protection.

Flooding: A portion of the site is located within the 100-year floodplain but no element of this project would impact the 100-year floodplain. The applicant is not proposing to place fill within this area.

Landscaping: The applicant does not propose to install any new landscaping as part of this project as this site is set far enough from Route 9 and is not highly visible from Production Avenue. Staff does not feel any landscaping is necessary.

Noise: The applicant has noted that the operation of the CNG skid equipment typically generates 50 to 60 dBA, which is consistent with the sound levels in an industrial area. This standard appears to be met.

Screening: The site is not visible from NH Route 9 or from a good portion of Production Avenue. For security purposes, the applicant is proposing to install an 8' high fence with an extension arm that will protrude approximately 1' from the top of the fence. This extension arm will be lined with 3-rows of barbed wire. There will be a gate entrance into the facility.

Air Quality: The applicant meets the state's air quality standard.

Lighting: The Applicant proposes to install four, 200 watt, pole-mounted lighting fixtures. This lighting meets the city's standard as they are full cut-off fixtures. For security purposes, the applicant is proposing to reduce light levels by 50% between the hours of 10 p.m. and 6 a.m. however, if there is a truck delivery that comes through during that time period the light level will go back up to 100%.

Sewer and Water: The site is currently served by an existing sewer and water line. As mentioned, a gate valve will be installed for the water and the sewer line and it will be cut and capped. It can be reconnected in the future if there is a need.

Traffic: The estimated weekly traffic volume to the site will be approximately two to three CNG tanker trucks and one service van during normal winter operations. During peak winter operations when the temperature is at or below 0°F, the daily traffic volume is anticipated to be one CNG tanker truck and one service van.

Comprehensive Access Management: The applicant notes that the vehicles entering and exiting the site will utilize Production Avenue as well as the existing paved driveway on the adjacent property at 30-42 Production Avenue, which is owned by Ranger Curran. Staff had concerns about securing this use with something more than a written agreement between the applicant and Mr. Curran and hence a temporary easement is going to be recorded for the duration of the work on this site.

Hazardous and Toxic Materials: The applicant has indicated there will be no hazardous material stored on site and felt the Board should be raising this issue with the applicant should they have any further concerns. There will be a spill kit on site to address any spill issues from vehicles.

Filling / Excavation: No changes to the existing grades will be made on the site. This standard appears to be met. An excavation permit from the City will be required for any excavation in the City Right-of-Way.

Wetlands: There are substantial wetland areas on this parcel (approximately 12.7 acres). The Applicant does not propose to impact any wetland areas but is proposing to impact the 30-foot Surface Water Protection buffer. The applicant is requesting a conditional use permit. The criteria for reviewing / approving this permit are outlined in the staff report. The City's process is that any applications for a Surface Water Protection conditional use permit would go before the Conservation Commission for review / comments. This applicant was presented to the Conservation Commission on May 15. The

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comments provided by the Commission include concern for the overall loss of bottom land in the city. It was also noted this is a valuable site for Yellow Warblers.

Surface Waters: Ms. Kessler noted Ash Swamp Brook is the closest surface water body and is located 550-feet away from the proposed temporary CNG facility and hence this standard appears to be met.

Stump Dumps: As this project does not involve any tree clearing, this standard appears to be met.

Architectural and Visual Appearance: The temporary CNG facility will include a modular metal decompression skid which is approximately 8' high by 40' long by 8' wide shipping container type unit, which would rest on top of the existing pavement. The skid will be largely out of view from the public Right-of-Way and will be located in a predominantly industrial area.

This concluded Ms. Kessler's comments.

Ms. Landry asked what the process is for this use to become a permanent use. Ms. Kessler stated the applicant would need to apply for the full site plan process. They would also need to obtain a wetland permit from NHDES for any impact to the wetland areas.

Mr. Stout wanted clarification from the applicant as to what happens after temporary use ends. Mr. Furey stated they would like two winters out of the temporary facility and during this time they would like to start the permit process for the permanent facility.

Mayor Lane asked whether this facility will only service Monadnock Marketplace and asked whether expansion will happen after the permanent facility comes in. Mr. Furey agreed this was the plan.

Councilor Hansel asked whether the expansion would mean additional truck access. Mr. Furey stated as they expand they would need more space and this would mean a larger facility.

The Chairman asked for public comment next.

Mr. Jeff Daly of Nashua was the first speaker. Mr. Daly felt the applicant's plan should indicate with a circle the area for possible future expansion. Mr. Daly referred to the toxic Marcellus shale and its impact on the environment and felt an environmental impact statement was important for this proposal, which will let everyone know what type of gas is being put into the environment and what type of a protocol needs to be followed in an emergency.

Mr. Daly stated the other issue that needs to be looked at is what the predicted gas loss in the whole system on the site is. He also asked whether there should be a berm around the site to prevent any leaks from getting into the site and what provisions have been made to make sure rainwater doesn't wash pollutants into the wetlands. He also asked, because of the wetlands in this area, whether there should not be a designated snow storage area especially at the turnaround area.

Stephanie Sharpe of Fitzwilliam began by noting that tomorrow, May 25, would be the one year anniversary of the net pipeline being withdrawn. She stated that she belongs to an organization, which is trying to settle down "pipeline pushers". She talked about Liberty Utilities trying to get into New Hampshire on a permanent location and felt they are attempting to set up a false need for this and asked the Board to look more into this.

She pointed out that Keene has a Climate Action Plan a Climate Adaptation Plan, and a great recycling facility and felt there are many residents trying to protect this community and asked the Committee to look at information available about the disadvantage of fracked gas. Ms. Sharpe stated there was discussion about spills but are not discussing about this getting into the air we breathe. She added that fracked gas has chemicals that no one is aware of. She asked whether there has been any alternative being suggested for this proposal. Ms. Sharpe indicated what Keene does affects the entire region and the State.

Jeff Scott of Chesterfield asked whether this proposal is fitting with the master plan as the city is trying to move more towards renewable energy. He stated an approval such as this has far reaching implications. Mr. Scott felt if Liberty Utilities is approved right behind them will be Kinder Morgan, which would bring about eminent domain and asked the Board to keep this in mind. Mr. Scott also talked about American Petroleum looking to export, which would drive the price up for local consumers.

John DiBernardo of Keene stated he operated the propane facility on Emerald Street for many years. He stated what is being proposed today is the alternative; it is the natural progression in this industry. Underground pipeline has existed since before the civil war and felt natural gas is the better choice for Keene.

Pam Clarke of Westmoreland was the next speaker. Ms. Clarke felt we have passed the breaking point environmentally and is not something that can be ignored anymore. She felt there are alternatives to natural gas such as wind, bio fuel and solar. She felt these companies are in this for a profit and felt the alternatives she mentioned are much safer.

Mr. Chris Welch of Wilton NH felt this is the time to turn our backs on the fossil fuel industry and to embrace the future. Methane is the most powerful greenhouse gas in the world; it is about 100 times more powerful than carbon dioxide. He stated in 2016 there were 236 pipelines and pumping station leaks, over one million gallons of crude oil and fracking fluid was released into the environment and over 200,000 gallons of gasoline leaked into the environment from safe pipelines. Mr. Welch stated what is being presented is another fossil fuel, which will not be safe and felt the alternatives should be embraced.

Stephanie Sharpe addressed the Board again and stated one of the things she did not mention is if this community wants to be a place that would like to retain young people it needs to be appealing to them and felt solar is something that seems to be booming. She felt Keene should be that city which makes the first choice to enhance what Keene means in this state.

The Planning Director felt it might be important for the Board remind the public of the nature of the Board's role here tonight. He noted in as much as it is appealing to talk about environmental issues, the Board's role here is much more localized and finding compliance with 19 specific standards. The Chair Spykman agreed and noted the 19 standards staff referred to are the only ones the Board can consider.

Mr. Daly asked whether the Board is permitted to give recommendation regarding specific issues such as water retention on site, snow storage, toxic material entering the site etc. Chair Spykman stated most of these items were addressed during the staff report. Mr. Daly stressed the importance of notations on the drawings regarding the location of future expansion. Mr. Lamb stated the Board does not have specific requirements for natural gas delivery systems. He added the applicant has been in contact with the Fire Department and all the systems designed have been designed in conjunction with fire codes and further permitting would have to be in compliance with the Fire Department. Mr. Daly stated the NFPA Standard is outlined in the Board's review. Mayor Lane stated NFPA Standards are not covered under this Board's review – this is part of the Fire Department review. Mr. Daly felt this should be part of the Board's standards. He questioned who would be responsible should there ever be an incident. It would then become the tax payer's responsibility. Mr. Daly talked about the Kinder Morgan pipeline and the impact it had on other communities. Mayor Lane asked that the Chairman restrict the discussion to what is relevant to the Board's consideration.

Ms. Pam Clarke asked the Mayor how these issues are not relevant to today's discussion. The Chairman stated the point of relevance is what the Board needs to judge applications on and if the comments are not related to the standards the Board needs to judge an application by then they are not relevant. Ms. Clarke expressed frustration with the standards of the Board.

Mr. Lamb stated this is not an environmental review and it is not enforcing state law or federal law. He went on to say the review that happens here is related to site development standards which relate to

residential development and commercial development. The environmental regulations pertaining to this review are those that have been written into these standards by the Board, which are appropriate for the City of Keene. There are no greenhouse gas emission standards written into these standards, the closest thing to air quality are those that relate to the creation of fumes, dust or smoke and most of that is limited by State Law RSA 674 which limits what a Board can consider, as the State regulates the release of pollutants into the air. He added there are strict limitations on what a Planning Board can do.

Ms. Clarke felt it was pointless to have the public present today. Chair Spykman stated the point of the hearing is for the public to give input according to the items the Board can consider under state law.

With no further comments, the Chair closed the public hearing.

Councilor Hansel stated he was comfortable that the petitioner has complied with the 19 development standards, which have been verified by staff. Mayor Lane noted the issues raised by the public today are important to the State and are regulated by the State; they are not regulated by the city. The Mayor asked whether there needs to a separate motion regarding the conditional use permit. Mr. Lamb stated both items are being granted under one motion.

Vice-Chair Barrett asked about inserting a time limit for the temporary nature of this use.

Mr. Bohannon clarified the applicant would come back before the Board for the permanent facility. The Chairman agreed they would.

Chair Spykman noted that what is being introduced is not something that does not already exist in this area. We are switching from one form of gas to another form of gas and felt natural gas is better than what we have now. We are not bringing in natural gas to an area that does not have gas.

Ms. Kessler with reference to the Vice-Chair's question stated the Board has leverage in some instances such as requesting a letter of credit and the completion of site plan improvements which need to be adhered to for the temporary site. She added all site plans are considered to be permanent even though a use may be temporary.

C. Board Discussion and Action

A motion was made by Mayor Kendall Lane that the Planning Board approve SPR-02-17, and the Surface Water Protection Conditional Use Permit, as shown on the plan set entitled "Site Plan Review / Conditional Use Permit Keene Temporary CNG liberty Utilities (Energynorth Natural Gas) Corp. Production Ave Keene, New Hampshire" prepared by Sanborn Head on May 9, 2017 with the following conditions:

1. Prior to signature by Planning Board Chair:

- A. Owner's signature on plan
- B. Approval by City Council of the discontinuation of a portion of Production Avenue and modification of the road layout to include a vehicle turnaround as shown on Sheet C1 "Proposed Conditions Plan" and Sheet C3 "Proposed Roadway Turnaround" included in the approved plan set.
- C. Submittal by the Applicant of documentation in a form acceptable to the City of an easement demonstrating the right of Liberty Utilities to access the adjacent property at 30-42 Production Ave (TMP# 602-01-010) owned by Ranger Curran, Jr.
- D. Submittal of a revised Sheet Sv-1 "Existing Conditions Plan of Land" that shows the City's drainage easement at the northeast portion of the parcel to be reviewed and approved by the City Engineer.



The motion was seconded by George Hansel and was unanimously approved.

2. **SPR-03-17 – 185 Winchester Street – Site Plan** – Jim Phippard of Brickstone Land Use Consultants, LLC, on behalf of Theroux Properties, LLC proposes to demolish and rebuild an existing barn and expansion of parking. The site is 0.59-acres in size and located in the Commerce Zoning District (TMP# 052-01-003).

A. **Board Determination of Completeness.**

Planner Michele recommended the Board accept this Application as complete. A motion was made by George Hansel that the Board find Application SPR-03-17 as complete. The motion was seconded by Mayor Kendall and was unanimously approved.

B. **Public Hearing**

Mr. Jim Phippard of Brickstone Masons addressed the Board on behalf of Theroux Properties LLC. Mr. Phippard stated this property is located at 185 Winchester Street, in the Commerce District and is a 0.59 acre lot. There is an existing building and barn on the property as shown on the plan. It is a mixed use property; the barn in the past was occupied by an antique shop. Mr. Phippard referred to where the curb cuts and parking spaces are located. There will be two more spaces added. There is also a parking area to the rear which the applicant is proposing to expand, for a total of 22 parking spaces which is what is required by zoning.

The footprint referred to on the plan is for a new barn and office space which will continue to be attached to the main house. The footprint will be slightly larger than the existing barn but it includes a shed. It will be a two-story building, similar in appearance to the existing barn. The second floor will be used for office space and the ground floor will be used for storage. The west side of the building will have no openings because of security reasons. The rear side which is the north side of the building would have an overhead door for loading and unloading material. There will be windows along that side. The building would be of white vinyl siding, with dark colored fiber glass shingles (appearance would be similar to what exists now). The existing building is 26 feet tall; this building will be 31 feet tall.

The dumpster would be located where it exists today on a concrete pad. The proposal is to widen the curb cut on Foundry Street as per request of the Fire Department to accommodate the Ladder Truck.

New landscaping is being proposed, but there are no changes to landscaping being proposed along Winchester Street. Along Foundry Street there will be three flowering pear trees added to complement the existing flowering trees, there is arbor vitae being proposed along the rear for screening. Staff asked for arbor vitae for the north side. The abutter to the north would like not to have any more arbor vitae added and the applicant agrees. This is the area for snow storage and adding arbor vitae would be an added expense for the owner who would then have to haul the snow away.

Drainage – this site would continue to be a zero discharge property. The drywell constructed in the 1990s to collect runoff at the rear has worked very well. This infiltration system is being proposed to be expanded with a second dry well system and they will be connected with each other and would double the infiltration system capacity. The soils in this area have never been an issue for infiltration.

Mayor Lane asked whether Mr. Phippard's office will be located in this building or if he is moving to another location. Mr. Phippard stated he was not moving. This concluded Mr. Phippard's presentation.

Staff comments were next. Planner Michelle Chalice talked about the soil in this area and how the applicant is utilizing the soils with the available LID measures. She indicated the screening staff suggested to the north is for the benefit of the adjacent property owner, however, if that property owner does not want this screening, staff is agreeable with that. Staff had raised concern about the small lighting fixtures but staff has just learned these fixtures will be used under awnings. The wall pack lighting will be reduced to 50% starting at 10 pm. Mr. Phippard stated the LED fixtures will be seven-watt full cutoff

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fixtures. The wall packs are dimmable fixtures, which would be on an activity sensor where the lights would go off if there is no activity for five minutes or longer and would be turned off to 50%.

The Chairman asked for public comment, with no public comment the Chairman closed the public hearing.

C. Board Discussion and Action

A motion was made by Mayor Kendall Lane that the Planning Board approve SPR-03-17 as shown on the plan entitled "New Storage Barn and Office" as well as Theroux Properties, Tax Map 05-2-01-003, 185 Winchester Street, Keene, Cheshire County, NH dated March 14, 2017 and January 5, 2017 respectively. Site Plan set is drawn by Brickstone Landuse Consultants LLC Masons at various scales and schematic architectural drawings are by DBR Architects at a scale of 1/4" = 1 foot with the following conditions:

Prior to signature of Planning Board Chair Spykman, submittal of a revised site plan to show

1. The elevation of existing contours.
2. The pipe inverts for proposed and existing catch basins
3. The seasonal high water table elevation.
4. Submittal of security for landscaping, site erosion control and as built plan in a form and amount acceptable to the Planning Director and City Engineer.

The motion was seconded by George Hansel and was unanimously approved.

3. Planning Board Fee Schedule – The City of Keene Planning Department is proposing to amend the Planning Board Fees, which were last revised in February of 2012. The proposed revisions are documented on the Planning Board Fee schedule dated May 10, 2017, which is available for review in the Planning Department on the 4th Floor of City Hall.

Mr. Lamb referred to language from the City Council fiscal policies regarding cost recovery. Cost recovery goals should be the total cost the city expends. For the Planning Department it would include all departments that support the Planning Department. The fiscal policy talks about fees and charges being set less than full recovery when high level of cost recovery will negatively impact low income groups, collecting fees and charges is not cost effective, when there is no relation between the amount paid and the benefit received (e.g. social service programs or access to parks and play grounds), or when collecting the fee would discourage compliance with regulatory requirements and adherence to requirements.

Fees and charges should be set at full recovery when service could be provided by the public sector, use of service is discouraged (e.g. false alarm response by fire or police), or regulatory requirements and voluntary compliance is not expected.

Mr. Lamb stated staff is not recommending a fee increase for site plan and subdivision applications and this is because the current economic development conditions in Keene do not warrant an increase to fees at the moment. Mr. Lamb then turned over the presentation to Ms. Kessler.

Ms. Kessler referred to a handout and indicated the current fee schedule is shown in black. The amendments are shown in red.

Site Plan – The fee for Design Review has been eliminated as not many have taken advantage of this category. Most applicants pursue Advice and Comment.

They propose changing the formula for how the Site Plan fee is displayed. Currently it is \$250 plus \$5 for every 100 square feet. The amendment is \$250 plus \$0.05 for every square foot.

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They propose eliminating the section referred to as “Request for Waiver of Full Site Plan Review” – currently \$50. In place of this option, applicants seeking a waiver from the process would need to pay the full site plan application fee, come before the Board and ask for a waiver from all standards.

The fee for printing legal ads is currently a \$9 flat fee. However, the average cost is about \$26. They proposing changing this fee to \$25.

They have proposed modifying the fee, Request to extend expiration of a conditionally approved site plan – \$25, to include, a \$50 fee after the first request.

**Subdivision Applications** – Similar to Site Plan Review, the fee for Design Review has been eliminated. The application fee would stay the same for subdivision review.

They propose removing the category “Request for modification to an approved subdivision” which is \$100. This is not something that is often seen.

They have proposed modifying the fee, Request to extend expiration of a conditionally approved plan – \$25, to include, a \$50 fee after the first request.

The fee for printing legal ads is currently a \$9 flat fee. However, the average cost is about \$26. They proposing changing this fee to \$25.

They have proposed removing a specified Recording fee and adding new language stating it would be the Registry of Deeds fee.

#### **Administrative Review**

They propose amending the Administrative Review fee of \$50 to \$125. This is in keeping with the fees employed by other communities in NH around the same size as Keene.

**Conditional Use Applications** – The title of this section of the Fee Schedule is to say Conditional Use Permit Applications.

They propose raising the Telecommunication Conditional Use Permit fee from \$200 to \$300 as there is a fair amount of review that goes into these applications.

The fee for a Conditional Use Permit for an Accessory Dwelling Unit would remain at \$100.

The fee for a Conservation Residential Development is currently \$150 plus \$100 per lot – the proposed change is \$200 plus \$100 per lot.

There is no fee currently for the Hillside or Surface Water Protection Conditional Use Permit Applications. They propose a fee of \$100 for each.

The fee for a Voluntary Merger Application would go from \$25 to \$50.

They have proposed removing a specified Recording fee and adding new language stating it would be the Registry of Deeds fee.

Mr. Stout asked what a Voluntary Merger Application was. Ms. Kessler explained this is when an owner of two adjacent lots merges the two lots into one lot.

Mayor Lane noted the current application fee for a commercial site, which is more than 10,000 square feet, is \$750 and asked whether this would remain the same. Ms. Kessler answered in the affirmative. Ms. Kessler stated 11 communities were looked at to determine these rates. Keene is low compared to cities like Manchester but staff feels this would not be the time to increase this fee.

Ms. Kessler stated at last month's meeting staff was asked to look at the time it takes to review applications. She noted that it would be very difficult to develop an accurate number for this calculation as the time to review applications varies, and there are multiple staff involved both within and outside of the Planning Department. Ms. Kessler was able to produce a broad estimate of the time spent by a Planner to review applications. She noted that it could be about 15 hours to 20 hours of time on average, which could be about \$900 - \$1,200. A site plan application fee for an project that does not involve new construction is \$250.

Ms. Kessler referred to the MoCo Arts site which consists of 17,000 square feet. The site plan application fee for this site was \$1,100 and in this instance the cost of Planner time spent reviewing the application is close to what the applicant was charged. On the other hand, the Planner time for reviewing the Savings Bank of Walpole site, which is 1,800 square feet in size and had an application fee of \$350, was approximately \$600 greater than the application fee. She indicated if the city was to go into full recovery model, a bill for services would need to be produced once the work is complete. It is not possible to estimate the costs for review in advance of submitting an application.

Chair Spykman noted the size of a facility seems to determine the cost of an application but that doesn't necessarily equate to staff time and asked whether setting a fee based on square footage would be the wisest way to move forward. Ms. Kessler stated Berlin has a set fee; Portsmouth and Hanover are basing it on construction costs versus size and felt this is pretty much the same as basing it on square footage. Staff feel estimating fees on square footage for this community was the best option. Mr. Lamb stated in Portsmouth they have a cap for fees because they saw a potential for fees to be astronomical. Mr. Lamb stated what was looked at was not causing an obstacle for entry.

Regarding the Subdivision Plan Application Fee Comparison, Ms. Kessler noted that most communities have a flat fee plus a fee for each lot created. Keene falls closer to the center. This concluded Ms. Kessler's presentation.

Mr. Bohannon asked if credit card payments are being considered. Mr. Lamb stated they have not considered this yet. Councilor Hansel asked how much these fees generate in revenue. Mr. Lamb stated it was around \$8,000 - \$12,000. The Councilor stated the only item he would be turned off by, if he was a developer it would be the Surface Water Buffer conditional use permit as this requires going to an extra meeting plus \$100. Mr. Lamb there was discussion as to whether this fee should be folded into the site plan fee.

Dr. Cusack asked whether staff follows up with developers about fees. Mr. Lamb stated it has been many years since such an exercise has been put in place and agreed it was a good idea.

Ms. Landry asked whether staff hears any comments from developers about these fees. Ms. Kessler stated she has not experienced any discontent. Ms. Landry asked whether these changes would make a big difference in revenue. Mr. Lamb answered in the negative.

The Chairman asked for public comment. There were no comments from the public.

A motion was made by Mayor Lane that the Planning Board approved the proposed Fee Schedule. The motion was seconded by George Hansel and was unanimously approved.

## **VI. New Business**

Chair Spykman stated often when there is time for public comment, the public has questions rather than comments and asked how that should be handled. Mayor Lane stated this is the time for the Board to hear from the public and the Board should not be participating in this process. If the public has questions it should be treated as rhetorical questions and felt the Board should not be getting into a back and forth with the public. Otherwise, it turns into a debate. Mr. Lamb stated staff could always be used to deflect such an instance and the Board could say staff will follow-up with the individual who has the question.

Mr. Stout stated often times these questions are rhetorical and are intended to make the Board feel uncomfortable.

Vice-Chair Barrett asked whether the Board has a different responsibility to a Keene resident versus a non-resident Keene. Chair Spykman stated the Board has always left the venue was open regardless of where someone was from. The Mayor agreed and added the credibility of a speaker could also depend on where they are from, such as someone from Boston addressing issues in Keene. Mr. Lamb stated the risk of relevancy could change depending on where they are from. Dr. Cusack stated he was uncomfortable when one of today's speakers criticized one of the applicants. Mr. Lamb stated the Board can always call out someone when they are that critical. Councilor Hansel stressed the need for sticking to the 19 Standards and limiting the scope of discussion especially because this is a quasi-judicial Board where there could be legal consequences. The Chair stated he should perhaps give a more thorough introduction before the start of each application.

VII. **Upcoming Dates of Interest – June 2017**

Planning Board Meeting – June 26, 6:30 PM

Planning Board Steering Committee – June 13, 12:00 PM

Joint PB/PLD Committee – June 12, 6:30 PM

Planning Board Site Visits – June 21, 8:00 AM – To Be Confirmed

City Council Public Hearing, Marlboro Street project – June 15

The meeting adjourned at 9:03 pm.

Respectfully submitted,

Krishni Pahl  
Minute Taker

Reviewed by: Tara Kessler, Planner

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# STAFF REPORT

## STAFF REPORT FOR DRIVEWAY PERMIT – 183 Arch St., Archway Farm

### Request:

Property owner Mark Florenz, owner of Archway Farms at 183 Arch St., TMP 917-11-028 seeks to add a second driveway to the property. The existing driveway serves the residence. An additional driveway is proposed to accommodate the truck deliveries needed for the family's farm business. The 56-acre property is in the Agricultural zoning district.



Figure 1: Air photo of Archway Farm property at Arch St.

### Background:

Archway Farms has been a local provider of pork products for the Monadnock region since 2015. The company describes itself as “A small family farm raising happy, healthy pigs in a natural environment.” The subject is in the Ash Swamp/White watershed and alongside Hurricane Brook and within sight of the Cheshire Rail Trail. The property contains a single-family home that was built in 1760. The property also contains a Society of the Protection of New Hampshire Forest conservation easement. Surrounding outbuildings support the family's pig farm business. A current driveway serves the family home and has been used to date for all access to the property. The family is requesting a second driveway to separate business from family users.

Per Sec. 70-136 (a) “The planning board shall have the authority to review, and approve or disapprove all driveway applications for shared drives, *multiple curb cuts* ...and the planning board shall consult with the city engineer prior to rendering a decision on any driveway permit application.”

### Departmental Comments:

## STAFF REPORT

The following is a review of the relevant standards of the City of Keene Code of Ordinances in relation to the proposed application.

**Sec. 70-135. (c)(2) “Driveways must be placed so as to ensure that vehicles entering and exiting the driveway have an all season safe sight distance in all directions not only of the road, but also of bicycle and pedestrian traffic on the sidewalk. For purposes of this section, an all-season safe sight distance shall be at least 200 feet in all directions within which there are no visual obstructions.”**

The Applicant has noted that there are no visual obstructions to the sight distance of the road. The next, driveway to the east (a private driveway) is 1,200 LF and approximately 1,100 LF to the west (Stearns Road).

**Sec. 70-135. (c)(3) “For commercial and industrial activities, the use of service roads and/or common driveways is encouraged.”**

The Applicant notes that there are no service roads or common driveways available to meet his business access needs.

**Sec.70-135. (c)(4) “There shall be no more than one driveway access for each residential lot.”**

The applicant is requesting an exception from this standard due to the fact that this is not only a residence but also a farm business. According to Section 70-136 of the City Code, the Planning Board has the authority to review exceptions to the driveway standards using the following criteria:

- (1) Issuance of the exception will not reduce the safety of pedestrians, bicyclists and vehicles using adjacent streets and intersections.
- (2) Issuance of the exception does not adversely affect the efficiency and capacity of the street or intersection.
- (3) There are unique characteristics of the land or property which present a physical hardship to the requestor.
- (4) In no case shall financial hardship be used to justify the granting of the exception.

**Sec. 70-135 (c) (6) “Driveways must not block the flow of drainage in gutters or drainage ditches or pipes.”**

The proposed driveway location has existing culverts on either side and does not block the flow of drainage. **The City’s engineer has stated that the driveway will not cause an obstruction.**

**Sec. 70-135 (c) (9) “Industrial, commercial, and multifamily driveways shall not be more than 25 feet wide at the property line and 50 feet wide at the curblin, unless additional width or lanes are required as the result of a traffic study and/or geometric analysis by the planning board.”**

The Applicant has proposed a driveway that will be approximately 75’ in length and will not exceed a 25’ width.



## STAFF REPORT

**Sec. 70-135 (c) (10) “New driveways must be placed so as not to conflict with existing driveways.”**

The Applicant has proposed a driveway that will not conflict with the existing residential driveway. No other driveways are in the area.

**RECOMMENDATION FOR APPLICATION:**

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

*Approve an application and exception for a second residential driveway on the west side of Arch Street (TMP917-11-028) subject to the following conditions:*

- 1. The applicant will procure all necessary permits and approvals prior to commencing construction.*

\$50.00 fee required, check payable to the City of Keene

1/5/88

**City of Keene  
New Hampshire**

Date: 5/15/2017

Location of Proposed Driveway: 183 Arch St (attach map showing location)  
(Street Address)

Description of Proposed Action: add second driveway to allow access for larger farm and forestry related vehicles (attach diagram showing dimensions and drainage)

Name of Owner: Mark Florenz  
Address: 183 Arch St  
Daytime Phone: 603-352-3198

**For City Use Only:**

Reviewed by City Engineer: \_\_\_\_\_ Date: \_\_\_\_\_ Signed: \_\_\_\_\_

Denied \_\_\_\_\_ Approved \_\_\_\_\_ Approved w/conditions \_\_\_\_\_

- Culvert required under driveway.
- No drainage is to be allowed from the driveway onto the City of Keene right of way.
- Driveway not to block gutter flow in street.

Other: \_\_\_\_\_

\_\_\_\_\_  
Planning Board Approval Date

May 24<sup>th</sup>, 2017

W. Rhett Lamb, Director  
Planning Department  
3 Washington St.  
Keene, NH 03431

Re: Application for second driveway at 183 Arch Street (Archway Farm)

Dear Mr. Lamb:

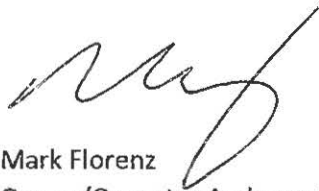
I am applying for a second driveway curb cut for my property, as the current driveway is not satisfactory for our farm business (Archway Farm).

I would like a second driveway dedicated to our farm business for the following reasons:

- Driveway width: the current historical driveway is too narrow as to allow access for the occasional large vehicles modern farming necessitates. This forces large vehicles to load and unload on Arch Street, which is a safety concern and an inconvenience for passing motorists. It also forces these large vehicles to back down Arch Street in order to turn around, as they cannot continue through the low underpass beneath the rail trail.
- Proximity to house: our residence is located on the same property as our farm business. The current driveway is approximately 30 feet from our residence, which is a safety concern as well as a noise and dust concern for the large vehicles.

I would like to retain our current driveway for residential use due to the historical nature of the driveway and the property, as well as our desire to segregate business and residential traffic.

Sincerely,



Mark Florenz  
Owner/Operator Archway Farm  
183 Arch Street  
Keene, NH 03431





A. Existing Driveway



B. Location of Proposed Driveway



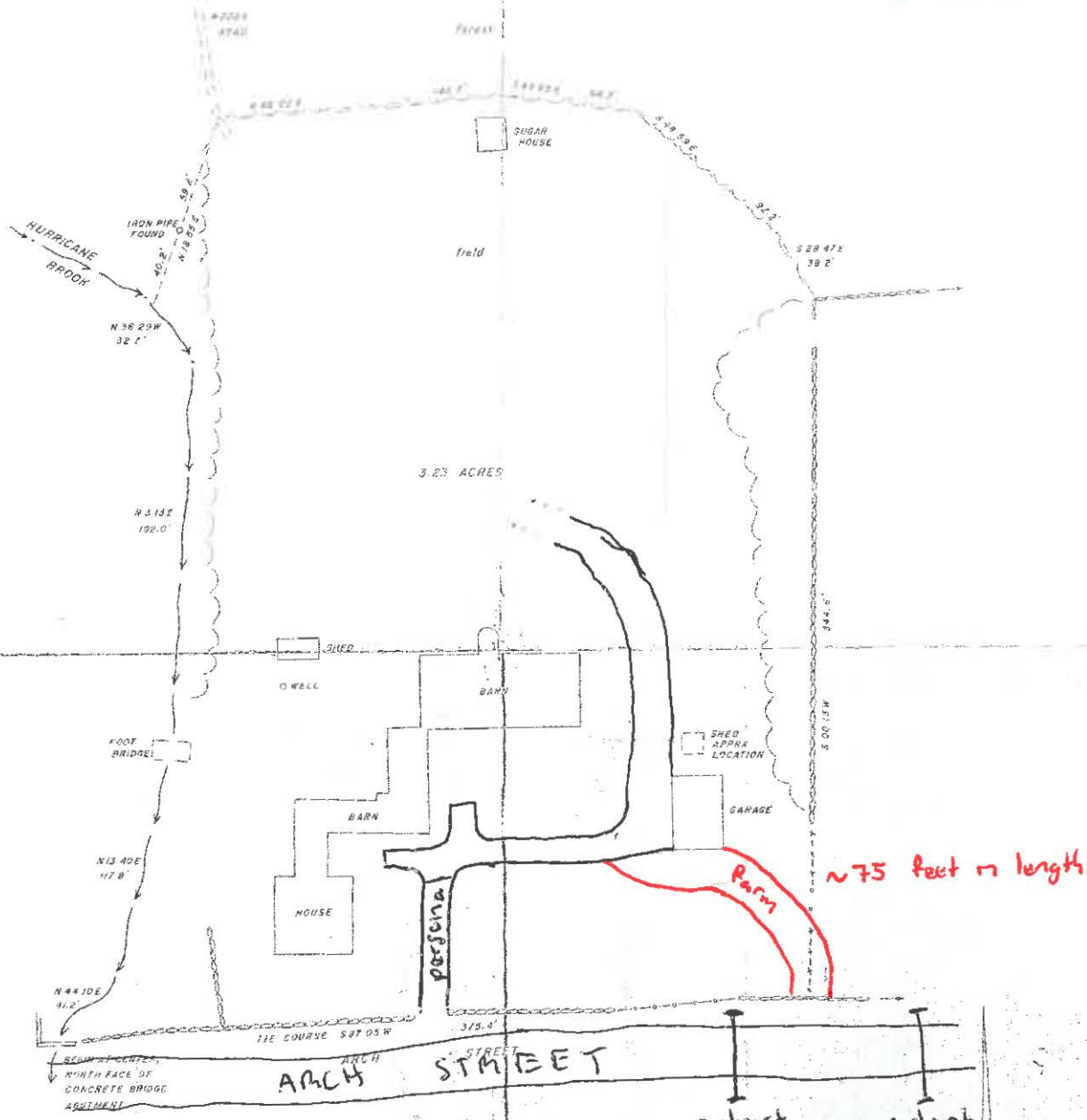
C. Location of Proposed Driveway



D. Proposed Driveway Sightline West



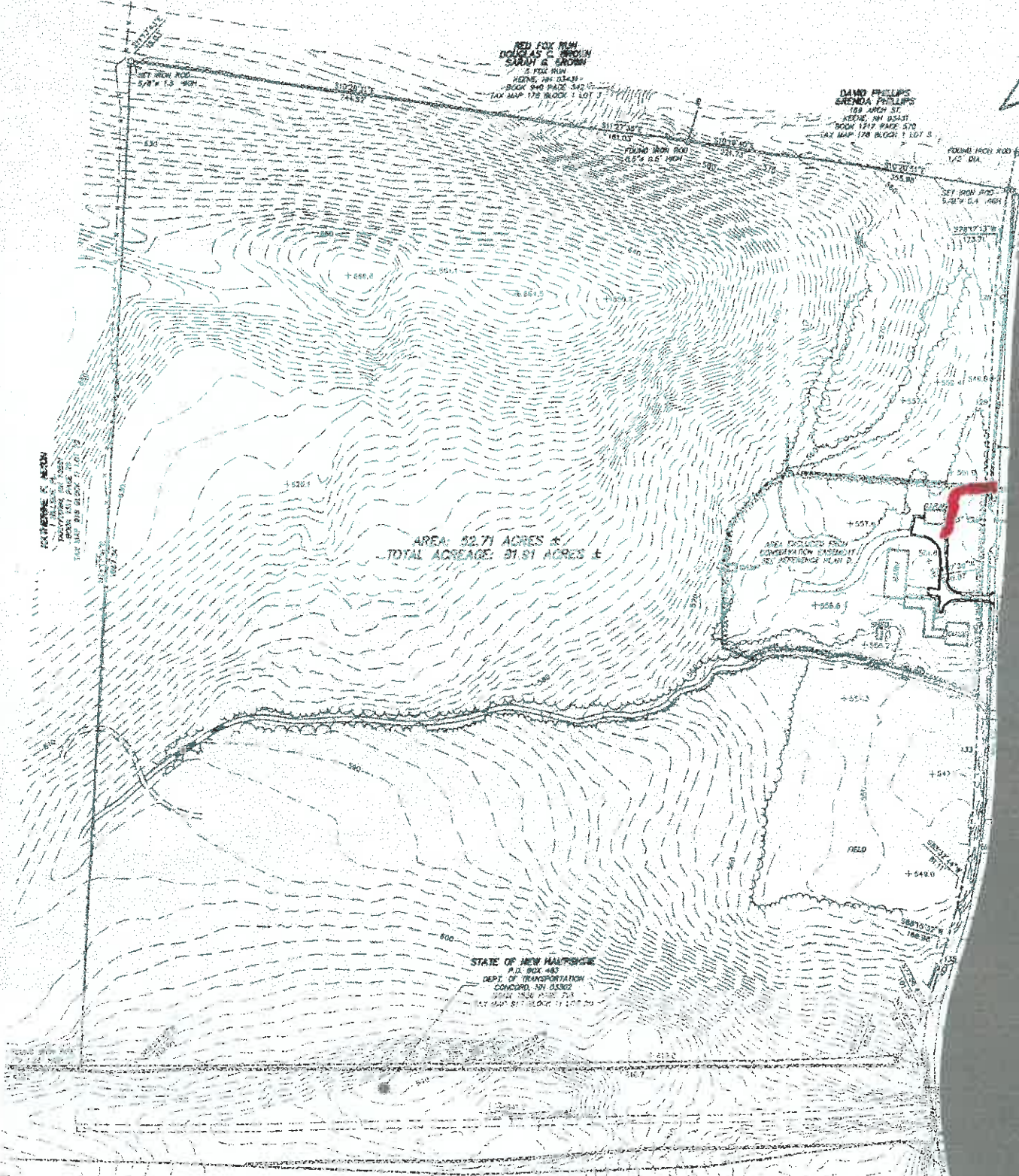
RECEIVED  
MAY 25 2017  
By \_\_\_\_\_



HATHORN FARM  
KEENE, NEW HAMPSHIRE  
AREA TO BE EXCEPTED FROM CONSERVATION  
EASEMENT. SURVEY by STEPHEN P. PERRON, LL'S  
JUNE 26, 2001



== proposed driveway (farm)  
== existing driveway (personal)



AREA: 52.71 ACRES ±  
 TOTAL ACREAGE: 91.91 ACRES ±

STATE OF NEW HAMPSHIRE  
 P.O. BOX 483  
 DEPT. OF TRANSPORTATION  
 CONCORD, NH 03301  
 PHONE 603-271-7131  
 FAX 603-271-1000

**NOTES**

1. PERCENT OF SURFACE GIVEN OUT IN TOTAL STRIP.
2. DIMENSIONS ARE CORRECTED TO ADJUSTING PLAN A.
3. DESIGNER ASSUMES HE IS NOT RESPONSIBLE FOR EXISTING UTILITIES UNLESS INDICATED OTHERWISE FOR COMMERCIAL OR INDUSTRIAL PURPOSES.
4. THIS PLAN HAS BEEN PREPARED FOR THE SOLE USE OF PHILLIPS OVERLAND DRIVE INC. THIS IS NOT INTENDED TO BE USED BY ANY OTHER INDIVIDUAL OR ENTITY WITHOUT THE CONSENT OF PHILLIPS OVERLAND DRIVE INC. AND SUBMITTED ARCHITECTS INC.
5. CONTOURS SHOWN BY THE CITY OF KEENE, CONTOUR INTERVAL IS 2' PER TO THE HAVO AS INDICAL BATHING.

CHAPTER 280:100 SECTION 10 OFFICIAL ACTION  
 I CERTIFY THAT THIS SURVEY WAS IN ACCORDANCE WITH THE REQUIREMENTS OF THE CONVEYANCE ACT AND THAT THE LINES OF SURVEY AND MONUMENTS ARE TRUE AND CORRECT AND THAT NO NEW MONUMENTS OR MARKS WERE PLACED AND THAT NO NEW MONUMENTS WERE REMOVED.

*David Phillips*  
 PHILLIPS OVERLAND DRIVE INC. 11-30-05  
 DATE

**—** proposed driveway  
**==** existing driveway 23 of 73  
 20' @ curb, 15' at property

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# STAFF REPORT

## S-02-17 – 533 WINCHESTER STREET SUBDIVISION

### **Request:**

Applicant Wendy Pelletier of Cardinal Surveying & Land Planning, on behalf of owner, SNG LLC, proposes to subdivide the existing 2.88-acre parcel at 533 Winchester Street into two lots. The site is located in the Low Density Zoning District (TMP# 911-26-040).

### **Background:**

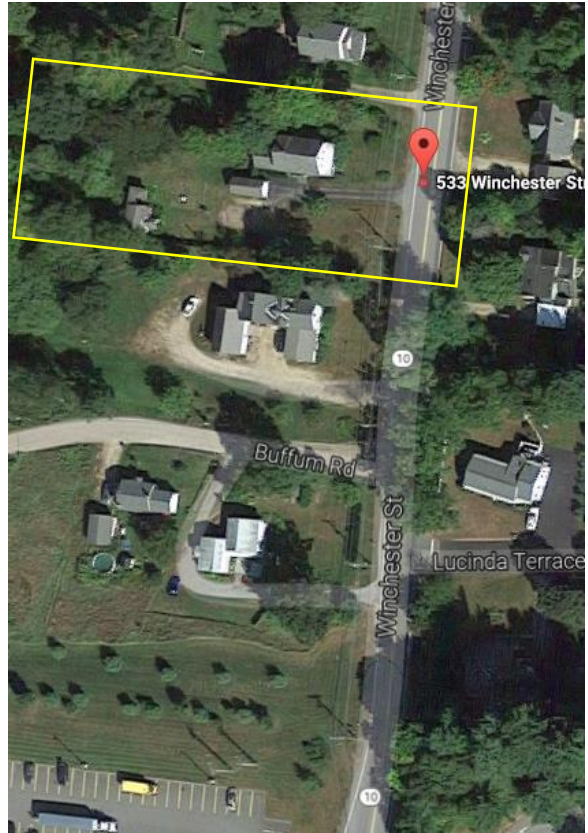
The Applicant proposes to subdivide the lot at 533 Winchester Street into two residential building lots. The existing 2.88-acre parcel is currently located on the west side of Winchester Street near its intersection with Buffum Road, close to the Swanzy Town line.

There are two residential structures located on the property. One is a 1,913 sf single-family home built in 1890. The other is a 444 sf cottage built in 1930. The proposed subdivision would place each building on its own lot.

The minimum lot area in the Low Density Zoning District is 10,000 square feet (0.23 acres) and the minimum frontage requirement is 60-feet.

The proposed subdivision would create a new 2.6-acre lot with 60-feet of road frontage, where the cottage is located. The existing single-family home will be located on a 0.28-acre lot with 71.35-feet of frontage.

The Applicant is proposing to discontinue the existing driveway and move it approximately 46-feet to the south. The new driveway will be shared between the two structures. No new development is proposed at this time.



### **Completeness:**

Since this application is not associated with any new development, the Applicant has requested exemptions from having to provide the following technical reports / plans: Grading, Landscaping, Lighting, Drainage, and Traffic. After reviewing this request, Staff has determined that exempting the Applicant from submitting this information would have no bearing on the merits of the application. Staff recommends that the Planning Board grant these exemptions and accept the application as “complete.”

### **Departmental Comments:**

Staff from the City’s Fire, Police, Public Works and Code Departments did not identify any issues with this proposal.

### **Application Analysis:**

The following is a review of the Board’s relevant development standards in relation to the proposed application:

1. **Drainage:** The Applicant has noted on the Subdivision Plan that the proposed driveway will be constructed according to City standards, which prevent driveways from directing stormwater onto a City street. Driveways also cannot block the flow of drainage in gutters or drainage ditches or pipes.

## STAFF REPORT

The Applicant will need to obtain a Driveway Permit and an Excavation Permit from the City Engineer/Engineering Division of Public Works prior to beginning this work.

2. Sedimentation & Erosion Control: No new development is proposed at this time.
3. Hillside Protection: The Applicant notes that there are no prohibitive or precautionary slopes on the site.
4. Snow Storage & Removal: The proposed lots would have ample space for snow storage on site.
5. Flooding: This property is not located within the 100-year floodplain.
6. Landscaping: No new landscaping is proposed at this time.
7. Noise: No noise impacts would be generated as a result of this proposal.
8. Screening: This standard is not applicable to this proposal.
9. Air Quality: No impacts to air quality would be generated as a result of this proposal.
10. Lighting: No new lighting is proposed at this time.
11. Sewer and Water: City sewer and water connections currently service the existing residential structures on the property.
12. Traffic: This standard is not applicable to this proposal.
13. Comprehensive Access Management: The Applicant proposes to relocate the existing driveway off Winchester Street approximately 46 feet to the south. This new driveway will be shared between the two lots, and the existing driveway will be discontinued. The new driveway will be approximately 180' long and provide direct access to the small cottage, which is to the rear of the single-family home, as well as to the existing parking area adjacent to the south side of the single-family home. The new driveway will be approximately 8-feet from the neighboring property line.
14. Hazardous & Toxic Materials: The Applicant notes that there are no known hazardous and toxic materials on the site.
15. Filling & Excavation: No filling and excavation is proposed.
16. Wetlands: There are no jurisdictional wetlands located on the property.
17. Surface Waters: There are no surface waters present on the property.
18. Stump Dumps: The Applicant has included a note on the Subdivision Plan that states: "*On-site burial of stumps from land clearing shall be in accordance with RSA 14-M:1. Stump burial shall not be within 75' of any public or private water system. The Bureau of Solid Waste shall be notified of any intent to bury stumps.*"
19. Architecture & Visual Appearance: This standard is not applicable to this proposal.

## STAFF REPORT

### RECOMMENDATION FOR APPLICATION:

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

*Approve S-02-17, as shown on the plan identified as “Subdivision Plan, 911-26-040-0000 533 Winchester Street Keene, NH 03431” prepared by Wendy S. Pelletier, dated May 17, 2017 at varying scales with the following conditions:*

- 1. Owner’s signature appears on plan prior to signing by Planning Board Chair.*

# CITY OF KEENE | PLANNING BOARD

## SUBDIVISION APPLICATION



*This form must be filled out in its entirety. If a box is not checked, staff will assume that the information is not provided and the application is, therefore, not complete. Incomplete applications will not be accepted for review.*



<b>A</b> Project Name SUBDIVISION 911-26-040-0000	Date Received/Date of Submission:	
	Date of pre-application meeting:	
Tax Map Parcel number(s) 911-26-040-0000	Date Application is Complete:	
Project Address: 533 WINCHESTER ST.		Planning Department File #: S-02-17
Acreage/S.F. of Parcel: 2.88 / 125,353	Owner	Name: SNG LLC
		Address: 98 FOREST AVE SWANZEY 03440
Zoning District: LD	Applicant	Telephone/E-mail: RJSMTHE@NE.RR.COM 209-5867
		Signature: <i>Kenneth M. Mearns</i>
		Name: WENDY PELLETIER
		Address: 403 WASHINGTON ST. KEENE 03401
		Telephone/E-mail: 499-6151 WENDY@CARDINALSURVEYING.NET
		Signature: <i>Wendy A. Pelletier</i>

### B Descriptive Narrative Including

- |   |  |  |
|---|--|--|
| <input checked="" type="checkbox"/> Type of development               | <input checked="" type="checkbox"/> Sedimentation Control                            | <input checked="" type="checkbox"/> Scope/scale of development                   |
| <input checked="" type="checkbox"/> Proposed uses                     | <input checked="" type="checkbox"/> Vegetation                                       | <input checked="" type="checkbox"/> Parcel size                                  |
| <input checked="" type="checkbox"/> Location of access points         | <input checked="" type="checkbox"/> Debris management                                | <input checked="" type="checkbox"/> Proposed stormwater, drainage & erosion plan |
| <input checked="" type="checkbox"/> Any other descriptive information | <input checked="" type="checkbox"/> Disposal proposals for boulders, stumps & debris |  |

### C A complete application must include the following

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Two (2) copies of completed application forms signed & dated | <input checked="" type="checkbox"/> Plans stamped/signed by reg. professional   |
| <input checked="" type="checkbox"/> Two (2) copies of descriptive narrative                      | <input checked="" type="checkbox"/> Two (2) copies on 8.5" x 11" or 11" x 17"   |
| <input checked="" type="checkbox"/> Certified list of all owners of property within 200'         | <input checked="" type="checkbox"/> Three (3) copies of all technical reports   |
| <input checked="" type="checkbox"/> Two (2) sets of mailing labels, per abutter                  | <input checked="" type="checkbox"/> A check to cover the costs of legal notice to advertise the public hearing, mailing notices out to abutters |
| <input checked="" type="checkbox"/> Seven (7) copies on "D" size paper of plans (22" x 36")      |   |

## Project Narrative

Map 911-26-040-0000  
SNG LLC  
533 Winchester Street  
Keene, NH 03431

Prepared by: Wendy Pelletier  
Cardinal Surveying and Land Planning

### Proposed 2 Lot Subdivision

Map 911-26-040-0000 a 2.88 Acre lot on the west side of Winchester Street near the Swanzey Town Line.

The proposed project is to subdivide this lot into 2 residential lots.

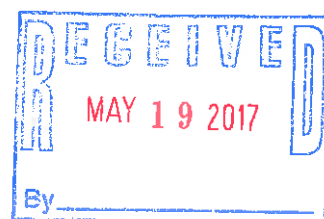
The existing home will be on a lot of .28 acres with 71.35' of frontage. The existing cottage will be on a lot of 2.60 acres with 60' of frontage. The driveway will be moved from its current location approximately 61' south. This will be a shared drive. By moving the driveway access to the rear dwelling is more direct.

The lot sizes and configuration are consistent with the current neighborhood.

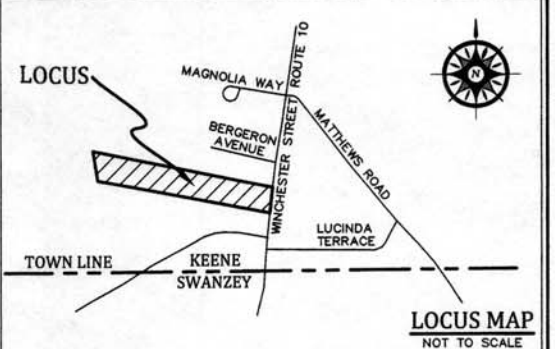
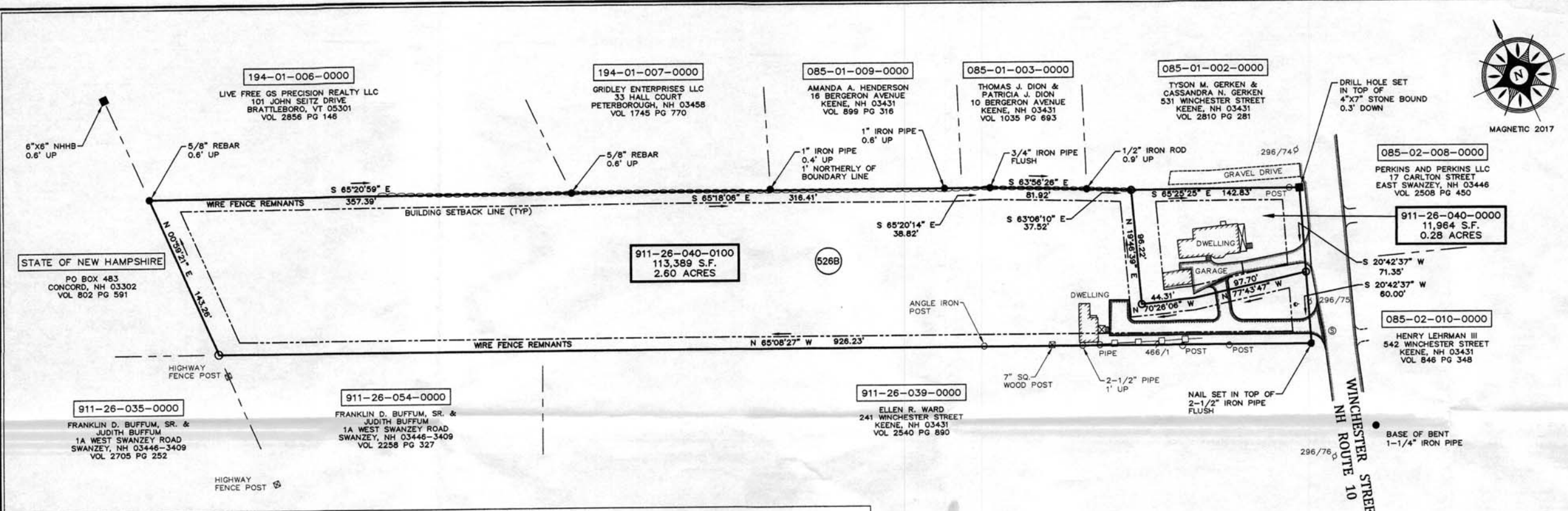
There are no prohibitive, precautionary slopes or wet lands on the site.

This is a subdivision of land only and no houses are proposed at this time. Therefore there is no proposed grading, drainage or landscaping plans.

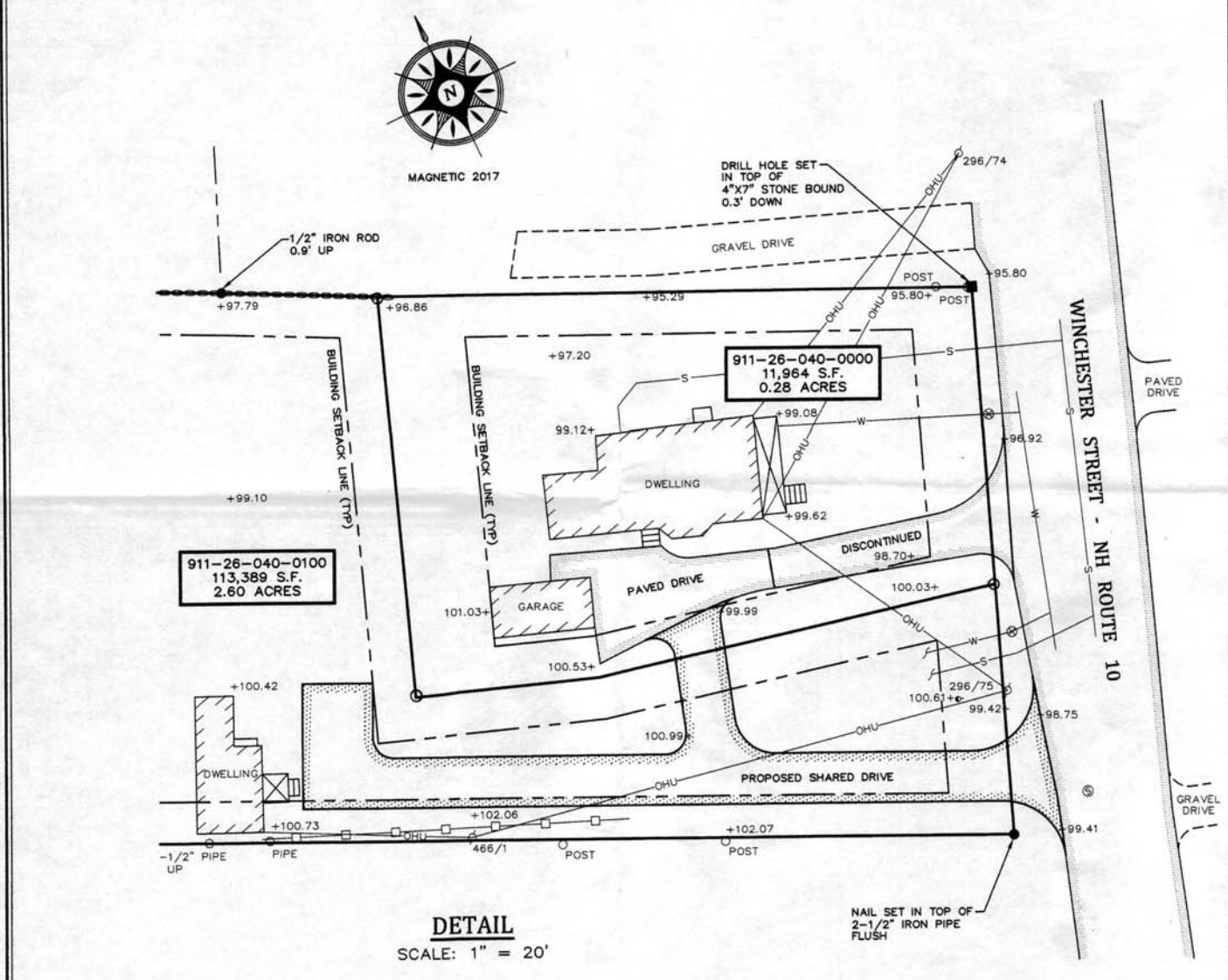
Spot grades have been shown in the place of contour lines because the site is relatively flat.



S02-17



- NOTES**
- THE PURPOSE OF THIS PLAN IS TO SUBDIVIDE 911-26-040-0000 INTO TWO RESIDENTIAL LOTS.
  - OWNERS OF RECORD:  
911-26-040-0000  
SNG LLC  
98 FOREST AVENUE  
SWANZEY, NH 03446  
VOLUME 2981 PAGE 472
  - EXISTING AREA OF 911-26-040-0000: 125,353 S.F. OR 2.88 ACRES  
PROPOSED AREA OF 911-26-040-0100: 113,389 S.F. OR 2.60 ACRES
  - MAP AND LOT NUMBERS REFER TO THE CITY OF KEENE PROPERTY MAPS.
  - CURRENT ZONING: LOW DENSITY DISTRICT (LD)  
MIN. LOT AREA - 10,000 S.F.  
MIN. FRONTAGE - 60 FEET  
MIN. LOT WIDTH AT BUILDING LINE - 70 FEET  
SETBACKS:  
FRONT - 15 FEET  
SIDE - 10 FEET  
REAR - 20 FEET
  - THE RIGHT OF WAY OF WINCHESTER STREET, NH ROUTE 10, WAS DETERMINED BY THE LOCATION OF MONUMENTATION AND IS SHOWN TO BE 3 RODS WIDE (49.5') BASED ON THE LAYOUT OF 5/17/1947 RECORDED IN VOLUME 1 PAGE 101 ON FILE AT THE CITY OF KEENE CLERK'S OFFICE.
  - NO JURISDICTIONAL WETLANDS WERE OBSERVED.
  - SPOT ELEVATIONS ARE BASED ON AN ASSUMED DATUM.
  - LOT 911-26-040-0000 IS NOT WITHIN THE 100 YEAR FLOOD PLAIN.
  - SOIL INFORMATION IS BASED ON THE SOIL SURVEY OF CHESHIRE COUNTY, NEW HAMPSHIRE PREPARED BY THE UNITED STATES DEPARTMENT OF AGRICULTURE, SOIL CONSERVATION SERVICE.
  - THE PARCEL MAY BE SUBJECT TO OTHER EASEMENTS AS THEY EXIST OF RECORD OR IN FACT. CARDINAL SURVEYING AND LAND PLANNING DOES NOT INTEND OR REPRESENT THAT ALL RIGHTS AND EASEMENTS AFFECTING THE SUBJECT PROPERTIES ARE SHOWN. A SPECIFIC TITLE EXAMINATION IS SUGGESTED TO DETERMINE THE NATURE AND EXTENT OF RIGHTS AND EASEMENTS AFFECTING THE SUBJECT PROPERTIES.
  - THE LOCATION OF ANY UTILITY INFORMATION SHOWN ON THIS PLAN IS APPROXIMATE. CARDINAL SURVEYING & LAND PLANNING MAKES NO CLAIMS TO THE ACCURACY OR COMPLETENESS OF THE UTILITIES SHOWN. FIELD VERIFICATION IS REQUIRED PRIOR TO ANY EXCAVATION ON THE SITE.
  - THE PROPOSED DRIVEWAY WILL BE CONSTRUCTED IN ACCORDANCE WITH CITY DRIVEWAY STANDARDS. A PERMIT SHALL BE OBTAINED FROM THE CODE ENFORCEMENT OFFICE BEFORE CONSTRUCTION OF THE DRIVEWAY BEGINS. A PERMIT SHALL BE OBTAINED FROM THE PUBLIC WORKS DEPARTMENT PRIOR TO ANY EXCAVATION WITHIN THE CITY RIGHT OF WAY. THE CITY ENGINEERING DIVISION SHALL BE CONTACTED 48 HOURS MINIMUM IN ADVANCE TO INSPECT THE DRIVEWAY.
  - ALL NECESSARY PERMITS WILL BE OBTAINED FROM CITY OF KEENE PUBLICS WORKS DEPARTMENT FOR SEWER AND WATER CONNECTIONS. PRIVATE ON-SITE SEWER EJECTOR PUMPS MAY BE NEEDED TO ACCESS CITY SEWER LINES.
  - ON-SITE BURIAL OF STUMPS FROM LAND CLEARING SHALL BE IN ACCORDANCE WITH RSA 14-M:1. STUMP BURIAL SHALL NOT BE WITHIN 75' OF ANY PUBLIC OR PRIVATE WATER SYSTEM. THE BUREAU OF SOLID WASTE SHALL BE NOTIFIED OF ANY INTENT TO BURY STUMPS.



- REFERENCE PLANS**
- "IN THE CITY OF KEENE, NH, PLAN OF SUBDIVISION FOR WALLACE G. & MARY C. HENDERSON"; PREPARED BY FRANK A. GLINE, JR.; DATED MAY 27, 1975; RECORDED AT CORD PLAN BOOK 33 PAGE 11.
  - "BRADDO INDUSTRIAL PARK, KEENE, NEW HAMPSHIRE"; PREPARED BY ROY K. PIPER; DATED MARCH 28, 1980' SCALE 1"=100'; RECORDED AT CORD CABINET 2 NUMBER 195.

**SOILS LEGEND**

526B - CAESAR LOAMY SAND, 3 TO 8 PERCENT SLOPES

- LEGEND**
- PIN FOUND
  - MONUMENT FOUND
  - REBAR SET
  - UTILITY POLE
  - GUY ANCHOR
  - SEWER MANHOLE
  - EXISTING SPOT ELEVATION
  - TREE LINE
  - STONE WALL
  - APPROXIMATE ABUTTER LINE
  - BUILDING SETBACK LINE
  - WOOD FENCE
  - APPROXIMATE SEWER LINE
  - APPROXIMATE WATER LINE
  - APPROXIMATE OVERHEAD UTILITY LINE

**OWNER CERTIFICATIONS**

WE, SNG LLC, CERTIFY THAT WE ARE THE OWNERS OF 911-26-040-0000, AND APPROVE OF THIS SUBDIVISION.

*[Signature]*  
AGENT DATE 5/17/17

**SURVEYOR'S CERTIFICATION**

THIS SURVEY IS THE RESULT OF A RANDOM TRAVERSE USING AN ELECTRONIC TOTAL STATION AND MEETS THE MINIMUM REQUIREMENTS OF AN URBAN SURVEY AS SPECIFIED IN NH LAN 500.1.

I HEREBY CERTIFY THAT THIS PLAT CONFORMS TO ALL APPLICABLE LOCAL ZONING ORDINANCES AND RULES.

*[Signature]*  
DATE MAY 19, 2017

APPROVED AS A SUBDIVISION, 2017  
IN ACCORDANCE WITH THE PROVISIONS OF RSA 674.  
THE CITY OF KEENE PLANNING BOARD  
BY \_\_\_\_\_, CHAIRMAN

NO. DATE REVISION BY

SUBDIVISION PLAN  
911-26-040-0000  
533 WINCHESTER STREET  
KEENE, NH 03431

DATE: MAY 17, 2017 SCALE: 1"=50'

PREPARED FOR:  
SNG LLC  
98 FOREST AVENUE  
SWANZEY, NH 03446

CARDINAL SURVEYING & LAND PLANNING  
Keene, New Hampshire 03431  
Tel. (603) 499-6151

RECEIVED  
MAY 19 2017

JOB NO. 350 SURVEY DATE: 4-25-17 FB: 5/65

# STAFF REPORT

## SPR-895 MODIFICIATION 1 - SITE PLAN REVIEW - 30-42 PRODUCTION AVE, AUTOPARTS INTERNATIONAL

### **Request:**

Applicant Jim Phippard of Brickstone Land Use Consultants, LLC, on behalf of owner A. Ranger Curran Jr., proposes to build a 3,200 sf addition for warehouse space at the rear of the existing 30,000 sf building. The site is 3.08 acres in size and located in the Industrial Zoning District (TMP# 702-01-010).

### **Background:**

The Applicant is proposing to install a 3,200 sf addition to the existing 30,000 sf CMU (Concrete Masonry Unit) building at 30-42 Production Ave. This addition would be warehouse space for Auto Parts International, a wholesale auto parts supplier currently occupying 5,000 sf in the existing building. Its location would be to the rear (east) of the building, which is currently occupied by a hard-pack parking and delivery area. The image below shows the approximate location of the proposed addition.



### **Completeness:**

The Applicant has requested site-specific exemptions from providing the following technical plan requirement: landscaping plan. Staff has determined that exempting the applicant from submitting this information would have no bearing on the merits of the application and recommends that the Planning Board grant these exemptions and accept the application as “complete.”

### **Departmental Comments:**

*Code: No Issues*

*Police: No Issues*

*Fire: Addition will require sprinkler system*

*Engineering: Provide sedimentation and erosion control measures on the rear side of the building; Provide a summary table showing for an increase or decrease in impervious area for pre- and post-development conditions; A licensed engineer in the State of NH must stamp final plans.*

## STAFF REPORT

### Application Analysis:

The following is a review of the Board's relevant standards in relation to the proposed application:

1. Drainage: The proposed addition will be constructed in an area that is currently a mix of paving, concrete and gravel and has a high runoff coefficient. The Applicant has submitted a Drainage Report that indicates there will be no increase in stormwater runoff from the property as a result of this proposal. The Drainage Report notes that stormwater runoff from the existing building and site is directed to the rear (east) of the lot and travels through an undeveloped portion of the lot that contains wetlands and a tax ditch. Between the existing wetlands and the edge of the existing parking area there is a vegetated (grassy) strip of undeveloped land. This standard appears to be met.
2. Sedimentation and Erosion Control: The Applicant proposes to install silt fence in an area to the east of the proposed addition between the edge of the existing gravel/hard-pack parking area and the nearby wetlands. The Applicant notes that silt fencing will be maintained until all disturbed areas have been stabilized. This standard appears to be met.
4. Snow Storage: The Applicant has noted that snow will be stored in the grassy area at the edge of the existing hard-pack parking area to the east of the proposed addition. Any excess snow will be picked up and removed from the site after each snowstorm. This standard appears to be met.
5. Flooding: This property is partially located in the 100-year floodplain; however, no fill or site work is proposed to take place in the floodplain. The eastern portion of the lot is subject to flooding to elevation 471.0 as shown on the FEMA FIRM 33005C0266E dated May 23, 2006. The developed portion of the lot is above the 100-year floodplain. This standard appears to be met.
6. Landscaping: No new landscaping is proposed for the site as part of this application. As the building addition is located entirely to the rear of the building and no additional parking is proposed for the site, this standard appears to be met.
7. Noise: No excess noise is expected to be generated from this proposal. The site is primarily industrial, and is not located in close proximity to any residential areas. This standard appears to be met.
8. Screening: The Applicant is proposing to locate a dumpster at the rear of the building addition, adjacent to a loading dock. Bollards would surround the dumpster to prevent any damage from or conflicts with vehicles. As this dumpster will be entirely screened from view by the front of the building, no screening is necessary. The Applicant proposes to install a new rooftop HVAC for the addition, which will be screened from view by the building's parapet walls. This standard appears to be met.
9. Air Quality: No significant impacts to air quality will occur as a result of this proposal. This standard appears to be met.
10. Lighting: The Applicant proposes to install five wall mounted lights to provide lighting at the building addition and the new loading dock. Each wall-pak will be a full cut-off, dimmable LED fixture mounted at a height of either 12 or 15-feet. The average light levels around the addition will be approximately 1.5 footcandles. These lights will be dimmed to 50% levels after 9:00 p.m. No new parking lot lighting will be installed. This standard appears to be met.



## STAFF REPORT

11. Sewer and Water: This property is currently serviced by City water and sewer connections. The Applicant notes that the proposed addition will not require water or sewer service as it is a warehouse space.
12. Traffic: The Applicant notes that the existing workforce of Autoparts International is 9 employees, 7 of whom are drivers. With this addition, Autoparts International plans to add up to three more employees. The increase in traffic to the site as a result of this proposal is minimal. This standard appears to be met.
13. Comprehensive Access Management: This site is located at the end of Production Avenue, which does not have sidewalks and is not served by public transit. Primary access to the proposed addition will be from the existing northern entrance, which leads to the rear of the building.

Liberty Utilities, the property owner of the adjacent parcel at 43 Production Avenue, has a temporary easement to use the southern entrance of this property (30-42 Production Avenue) to back tractor trailers into and out of for access into their temporary CNG facility. As the proposed addition is at the northern end of the building, there should not be any conflict with Liberty Utilities' vehicles.

The Applicant proposes to install a bicycle rack near the front door of the tenant space occupied by Autoparts International. This standard appears to be met.

14. Hazardous and Toxic Materials: The Applicant notes that the property owner has no knowledge of environmental contamination at this property. This standard appears to be met.
15. Filling / Excavation: The Applicant notes that approximately 400 cubic yards of new gravel will be hauled to the site, and that excavation and fill normal for the construction of a new building addition will occur. The primary truck routes to the site will be NH Route 9 and NH Route 12 to Production Avenue.
16. Wetlands: Wetlands are present on the eastern side of the property. No direct impacts are proposed to wetlands or to the 30' Surface Water Protection Buffer as a result of this project. However, a portion of the proposed addition will be close (approximately 40-feet) to the edge of the wetland area. The Applicant has provided a drainage report that states there will not be an increase in surface water runoff as a result of this proposal (see Standard 1 above). This standard appears to be met.
17. Surface Waters: An existing tax ditch is located on the east side of the property; however, no impacts are proposed to this tax ditch or its easement area. This standard appears to be met.
18. Stump Dumps: This standard is not applicable to this proposal.
19. Architectural and Visual Appearance: The proposed addition will be constructed of CMU with a flat roof. The CMU will be a beige color that will match the existing building. As a warehouse space, this addition will not have any windows. There will be one overhead door at the loading dock and one egress door at the southeast corner of the addition. This addition will be consistent with the visual appearance of existing surrounding buildings in this industrial area. Due to its position behind the existing building and its location at the end of Production Avenue, this addition will not be highly visible. This standard appears to be met.

## STAFF REPORT

### **RECOMMENDATION FOR APPLICATION:**

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

**Approve SPR-895, Modification #1 as shown on the plan set entitled “Building Addition for Autoparts International 32 Production Avenue Keene New Hampshire 03502” prepared by Brickstone Land Use Consultants LLC, on May 19, 2017 and last revised on June 9, 2017 at a scale of 1” = 20’; with the following conditions:**

- 1. Prior to signature by Planning Board Chair, Owner’s signature on plan.**

# CITY OF KEENE | PLANNING BOARD

## SITE PLAN REVIEW / MODIFICATION APPLICATION



*This form must be filled out in its entirety. If a box is not checked, staff will assume that the information is not provided and the application is, therefore, not complete. Incomplete applications will not be accepted for review.*

<b>A</b> Project Name <i>Auto Parts International Warehouse Addition</i>		Date Received/Date of Submission:	
Tax Map Parcel number(s) <i>702-01-0100000</i>		Date of pre-application meeting:	
		Date Application is Complete:	
		Planning Department File #: <i>SPR-895, MOD 1</i>	
Project Address: <i>30-42 Production Ave</i>	O w n e r	Name: <i>A Ranger Curran Jr</i>	
		Address: <i>117 West Street Keene NH</i>	
Acreage/S.F. of Parcel: <i>3.08 / 134,165 +/-</i>		Telephone\ Email:	
		Signature: <i>[Signature]</i>	
Zoning District: <i>Industrial</i>	A p p l i c a n t	Name: <i>Bridestone Land Use Consultants LLC</i>	
		Address: <i>185 Winchester St Keene NH 03431</i>	
		Telephone\ Email: <i>jphippard@ne.rr.com</i>	
		Signature:	

**Modifications:** Is this a modification to a previously-approved site plan:  No  Yes: SPR#: \_\_\_\_\_ Date: \_\_\_\_\_

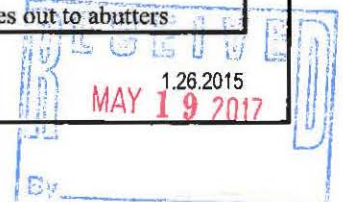
For those sections of the application that are not affected by the proposed modification to the previously approved site plan, you are encouraged to request exemptions in lieu of submitting required documents.

### B Descriptive Narrative Including

- |   |  |  |
|---|--|--|
| <input checked="" type="checkbox"/> Type of development               | <input checked="" type="checkbox"/> Sedimentation Control                            | <input checked="" type="checkbox"/> Scope/scale of development                   |
| <input checked="" type="checkbox"/> Proposed uses                     | <input checked="" type="checkbox"/> Vegetation                                       | <input checked="" type="checkbox"/> Parcel size                                  |
| <input checked="" type="checkbox"/> Location of access points         | <i>N/A</i> <input type="checkbox"/> Debris management                                | <input checked="" type="checkbox"/> Proposed stormwater, drainage & erosion plan |
| <input checked="" type="checkbox"/> Any other descriptive information | <i>N/A</i> <input type="checkbox"/> Disposal proposals for boulders, stumps & debris |  |

### C A complete application must include the following

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Two (2) copies of completed application forms signed & dated      | <input checked="" type="checkbox"/> Plans stamped/signed by reg. professional               |
| <input checked="" type="checkbox"/> Two (2) copies of descriptive narrative                           | <input checked="" type="checkbox"/> Two (2) copies on 8.5" x 11" or 11" x 17"               |
| <input checked="" type="checkbox"/> Certified list of all owners of property within 200'              | <input checked="" type="checkbox"/> Three (3) copies of all technical reports               |
| <input checked="" type="checkbox"/> Two (2) sets of mailing labels, per abutter                       | <input checked="" type="checkbox"/> Two (2) color architectural elevations on 11" x 17"     |
| <input checked="" type="checkbox"/> Seven (7) copies on "D" size paper of plans (22" x 36")           | <input checked="" type="checkbox"/> A check to cover the costs of legal notice to advertise |
| <input checked="" type="checkbox"/> Three (3) copies of "D" size architectural elevations (22" x 36") | the public hearing, mailing notices out to abutters   |



## Site Plan Review Application Narrative

### Auto Parts International Proposed Warehouse Addition 32 Production Avenue Keene, NH

May 18, 2017

#### Project Narrative

A. Ranger Curran is the owner of TMP 007-01-010-0000, a 3.08 acre lot in the Industrial District, located at 30-42 Production Avenue. The property consists of a 30,000 sf CMU industrial building with four industrial tenants including Green Mountain Electric Supply, Auto Parts International, Pathway Book Service, and Fastenal. Customer and employee parking is provided along the west and east sides of the building. Several delivery doors and docks are located along the east side of the building.

Auto Parts International is a wholesale auto parts supplier currently occupying 5000 sf in the existing building. This proposal will add 3200 sf of warehouse space at the rear of the building. The addition will be constructed of CMU colored to match the existing building. The existing workforce is 9 employees, 7 of whom are drivers. They plan to add up to three more employees with this addition.

The addition will occupy what is now a hard-pak parking and delivery area on the east side of the building. No changes to the north, west and south building elevations are proposed. There will be no change in lot coverage and no increase in stormwater runoff resulting from this proposal.

Five wall-paks will provide lighting at the building addition and new loading dock. Each wall-pak will be a full cutoff, dimmable LED fixture and mounted at 12 foot and 15 foot heights. The average light levels around the addition and at the loading dock will be 1.5 footcandles which is appropriate for a low – medium activity area. The lights will be dimmed to 50% levels after 9:00 PM. A waiver is requested from providing photometrics and a uniformity ratio for the rest of the site since none of the existing lights on the rest of the building are being changed and photometrics are not available.

#### Waiver Request:

A waiver is requested from Standard 10. Lighting, Section D.1.b to provide a light level uniformity ratio of 4:1. Since none of the existing lighting is being changed, photometrics are not available.

#### Waiver criteria:

- a) ***That granting the waiver will not be contrary to the spirit and intent of these regulations;*** The spirit and intent of the lighting standard is to provide adequate lighting necessary for safety, without creating excessive lighting onto adjacent properties or into the night sky. This proposal will

reduce light levels using dimmable, full cutoff LED fixtures. It provides the minimum light needed for the safe operation of the loading dock and rear egress area. The existing lights on the existing building which are not being changed, and under section C.7 of the standard, they are allowed to remain.

- b) *That granting the waiver will not increase the potential for creating adverse impacts to abutters, the community or the environment;***  
There will be no adverse impacts to the abutters, the community or environment because the addition is located at the rear of the building adjacent to the wooded area east of the building. It is not visible from production Avenue. The full cutoff, dimmable LED fixtures will automatically reduce light levels to 50% around the new addition when there is no activity. No light is cast onto adjacent properties or onto the public rights of way.
- c) *That granting the waiver has not been shown to diminish the property values of abutting properties.*** This proposal will not cast light onto adjacent properties. It will provide the minimum amount of light for the safe use of the property. It will have no impact on adjacent properties and therefore will not diminish property values.
- d) *Consideration will also be given to whether strict conformity with the regulations or Development Standards would pose an unnecessary hardship to the applicant.*** Denial of the waiver will result in an unnecessary hardship to the owner. It would require hiring a lighting engineer to go to the site and measure existing light levels in a 25 foot grid around the existing building; plot the readings; and incorporate them into the lighting software to determine the average footcandles and the resulting uniformity ratio. Since section C.7 allows the existing lights to remain in place, it would serve no purpose to do this. This would cost approximately \$3,000, and is completely unnecessary. There is no public benefit to require this additional expense.

**Site Plan Review Application Narrative**  
**Auto Parts International**  
**Proposed Warehouse Addition**  
**32 Production Ave.**  
**Keene, NH**

**May 18, 2017**

**Development Standards**

1. **Drainage** - The location of the proposed building addition is at the rear of the existing building. The area is now part of the hard-pak parking lot and delivery area. There will be no new lot coverage resulting from this proposal. A portion of the hard-pak area will be paved to provide loading dock access at the new addition. Runoff from this area will continue to sheet drain toward the rear of the site into an existing grassy area. A drainage analysis has been provided which shows no increase in runoff resulting from this proposal. See attached drainage report prepared by Thayer Fellows, PE.
2. **Sediment/Erosion Control** - Temporary sediment and erosion control measures will be implemented to prevent sediment from leaving the site. These measures will include silt fence in appropriate areas along the east side of the areas to be disturbed. Sediment and erosion control measures will be maintained until all disturbed areas have been stabilized.
3. **Hillside Protection** - N/A
4. **Snow Storage and Removal** – Snow from the parking areas will be stored within grassy areas adjacent to the parking lots. Excess snow will be picked up and removed from the site after each snowstorm.
5. **Flooding** - The property is partially located in the 100-year floodplain. The eastern portion of the lot is a vegetated wetland area adjacent to an existing Tax Ditch and is subject to flooding to elevation 471.0 as shown on FEMA FIRM 33005C0266E dated May 23, 2006. The developed portion of the lot is above the 100-year flood elevation. No fill will be placed and no sitework will occur in the floodplain.
6. **Landscaping** – No new landscaping is proposed. The building addition is located entirely within an existing hard-pak parking and delivery area at the rear of the building. No additional parking is needed. No existing landscaping is being disturbed.
7. **Noise** - No excess noise is expected to be generated from this proposal.
8. **Screening** – The existing dumpster at the site will be relocated to be at the rear of the building addition adjacent to the loading dock. It is not visible from a

public right of way and no screening is necessary. A new rooftop HVAC will be mounted near the center of the addition and will be screened from view by building parapets.

**9. Air Quality – N/A**

**10. Lighting** – Five full cutoff, dimmable LED wall paks will be installed on the addition. Two fixtures will be on the north side of the new building addition, one at the loading dock, and two will be on the south side. Mounting heights will be 12 to 15 feet above grade. They will result in an average light level of 1.5 footcandles. The LED fixture heads come equipped with activity sensors. After 5 minutes of no activity the light level is automatically reduced by 50%. Any activity will automatically activate the lights to full light levels. This is consistent with the light levels recommended for a “low – medium” activity area. A fixture cut sheet is provided. A waiver is requested from providing photometrics for the entire site since none of the existing lighting is being changed.

**11. Sewer and Water** – This property is serviced by city water and city sewer. The building addition is warehouse space which does not require water or sewer service.

**12. Traffic** – The existing business operates M-F 7:30 AM – 5:50 PM and Saturday 8:30 AM – 3:30 PM. They currently have 9 employees, 7 of whom are drivers. They plan to add 3 new employees (all drivers). They receive truck deliveries during normal business hours which include 1 tractor trailer per week, FedEx/UPS deliveries daily, and 2-3 box truck deliveries per week. No increase in truck deliveries is expected. The addition of three new delivery drivers will not result in a significant increase in traffic on Production Avenue or on Rt. 9. No impacts to the safety or capacity at Production Avenue and Rt. 9 is expected.

**13. Comprehensive Access Management** – There are no sidewalks on Production Avenue or on Rt. 9. Production Avenue is not on the City Express bus route. A bicycle rack will be added near the front door of the building.

**14. Hazardous and Toxic Materials** – The property owner has no knowledge of environmental contamination at this property.

**15. Filling/Excavation** – Filling and excavation normal for the construction of the new building addition will be performed. Approximately 400 CY of new gravels will be hauled to the site. The truck route for this project will be Rt. 9/12 to Production Avenue.

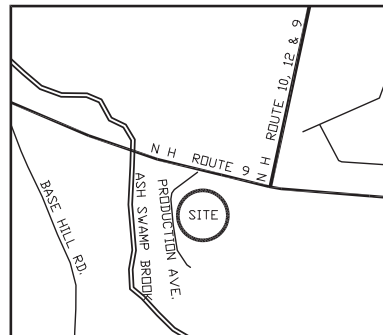
**16. Wetlands** – Wetlands exist on the east side of the site. No impacts to existing wetlands are proposed.

**17. Surface Waters** – An existing tax ditch is located at the east property line. No impacts to the tax ditch are proposed.

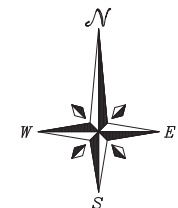
**18. Stump Dumps** – None

**19. Architecture and Visual Appearance** – The new building addition will be a CMU structure with a nearly flat roof. The CMU will be a beige color to match the existing CMU building. The addition is all warehouse space. There are no windows. There will be one overhead door at the loading dock and one egress door at the southeast corner of the addition. The addition is not visible from Production Avenue. It will be visible from Rt. 9, but the distance is over 1000 feet away.





LOCUS



REVISIONS: DATE:  
 JUNE 9, 2017  
 ADD WETLAND BUFFER LINE  
 ADD SILT FENCE  
 ADD SNOW STORAGE NOTE

702-01-005-0000  
 NH GAS CORP  
 PO BOX 438  
 KEENE, NH 03431  
 INDUSTRIAL

702-01-005-0000  
 NH GAS CORP  
 PO BOX 438  
 KEENE, NH 03431  
 INDUSTRIAL

ENGINEER:  
**THAYER FELLOWS, PE**  
 COUNTY ROAD  
 P. O. BOX 428  
 WALPOLE, NH  
 03606-0428

OWNER  
**A. RANGER CURRAN, JR.**  
 117 WEST ST  
 KEENE, NH

**Brickstone**  
 Land Use Consultants, LLC  
 Site Planning, Permitting and Development Consulting  
 155 Winchester Street, Keene, NH 03431  
 Phone: (603) 357-0116

PROPOSED  
 ADDITION FOR  
**AUTOPARTS INTERNATIONAL**  
 32 PRODUCTION AVE  
 KEENE, NH

EXISTING  
 PLAN

SCALE: 1"=20'

DATE: 5/19/17

SHEET 1

- LEGEND**
- CATCH BASIN
  - WATER LINE
  - SEWER LINE
  - ELECTRIC, TV, TELEPHONE
  - GAS LINE
  - EXISTING GRADE
  - PROPOSED GRADE
  - PROPANE TANK
  - SILT FENCE, HAYBALES
  - VERTICAL GRANITE CURB
  - SLOPED GRANITE CURB
  - TIP DOWN CURB
  - CORRUGATED PLASTIC PIPE
  - PERFORATED CORRUGATED PLASTIC PIPE
  - SINGLE SOLID WHITE LINE
  - PIN FOUND
  - UTILITY POLE
  - GUY ANCHOR
  - BOLLARD
  - HYDRANT
  - WATER SHUT OFF
  - WATER GATE
  - SEWER MANHOLE
  - TREE LINE

702-01-009-0000  
 AR-GE PROPERTIES  
 117 WEST STREET  
 KEENE, NH 03431  
 INDUSTRIAL

**AUTOPARTS INTERNATIONAL**

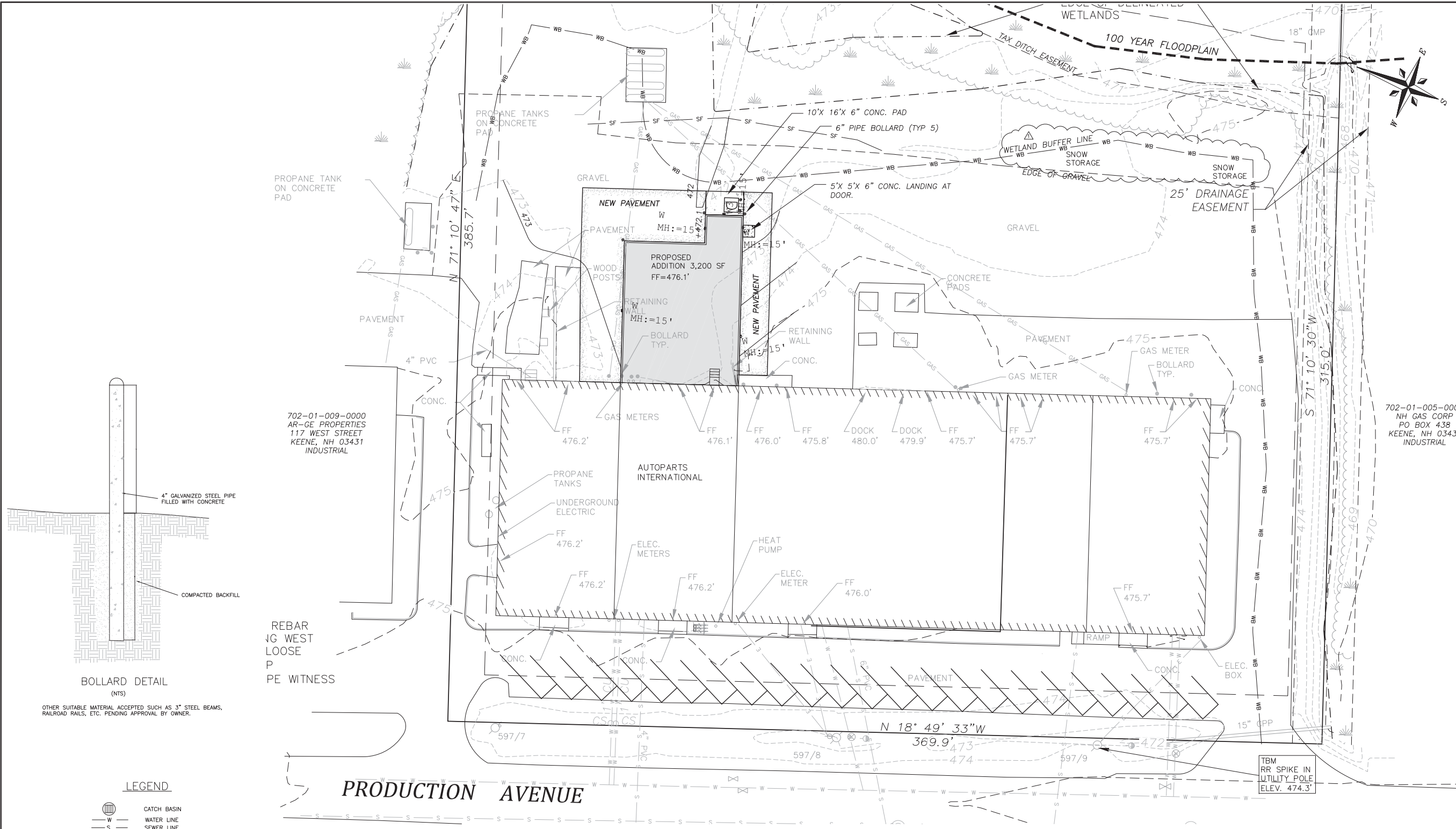
5/8"Ø REBAR  
 LEANING WEST  
 VERY LOOSE  
 0.5' UP  
 3"Ø PIPE WITNESS

**PRODUCTION AVENUE**

702-01-002-0000  
 PSNH D/B/A EVERSOURCE  
 ENERGY  
 780 NORTH COMMERCIAL ST  
 MANCHESTER, NH 03101  
 INDUSTRIAL

702-01-004-0000  
 MEDC PRODUCTION AVE, LLC  
 51 RAILROAD STREET  
 KEENE, NH 03431  
 INDUSTRIAL

REVISIONS:  
 JUNE 9, 2017  
 ADD WETLAND BUFFER LINE  
 ADD SILT FENCE  
 ADD SNOW STORAGE NOTE



702-01-005-0000  
 NH GAS CORP  
 PO BOX 438  
 KEENE, NH 03431  
 INDUSTRIAL

ENGINEER:  
**THAYER FELLOWS, PE**  
 COUNTY ROAD  
 P. O. BOX 428  
 WALPOLE, NH  
 03606-0428

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 117 WEST ST  
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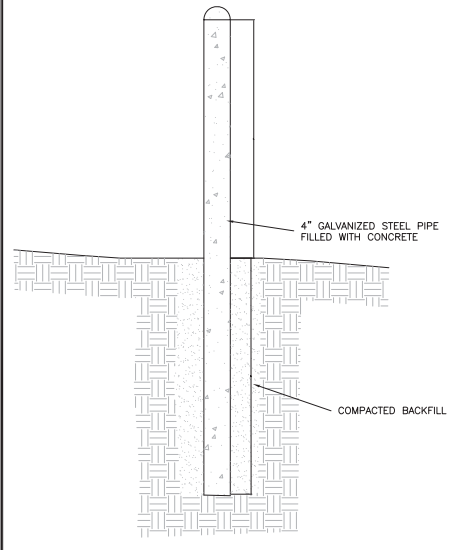
**Brickstone**  
 Land Use Consultants LLC  
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 155 Winchester Street, Keene, NH 03431  
 Phone: (603) 357-0116

PROPOSED  
 ADDITION FOR  
 AUTOPARTS  
 INTERNATIONAL  
 32 PRODUCTION AVE  
 KEENE, NH

PROPOSED  
 PLAN

SCALE: 1"=20'  
 DATE: MAY 19, 2017

SHEET 2

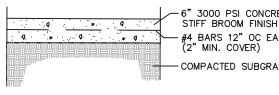


OTHER SUITABLE MATERIAL ACCEPTED SUCH AS 3\"/>

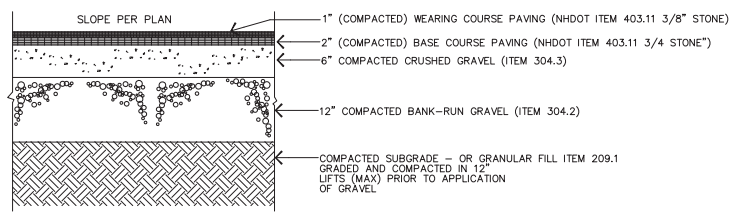
REBAR  
 JG WEST  
 LOOSE  
 P  
 PE WITNESS

LEGEND

- CATCH BASIN
- WATER LINE
- SEWER LINE
- ELECTRIC, TV, TELEPHONE
- GAS LINE
- EXISTING GRADE
- PROPOSED GRADE
- PROPANE TANK
- SILT FENCE, HAYBALES
- VERTICAL GRANITE CURB
- SLOPED GRANITE CURB
- TIP DOWN CURB
- CORRUGATED PLASTIC PIPE
- PERFORATED CORRUGATED PLASTIC PIPE
- SINGLE SOLID WHITE LINE
- PIN FOUND
- UTILITY POLE
- GUY ANCHOR
- BOLLARD
- HYDRANT
- WATER SHUT OFF
- WATER GATE
- SEWER MANHOLE
- TREE LINE



CONCRETE PAD DETAIL  
 SCALE: NOT TO SCALE



PARKING LOT DETAIL  
 NOT TO SCALE

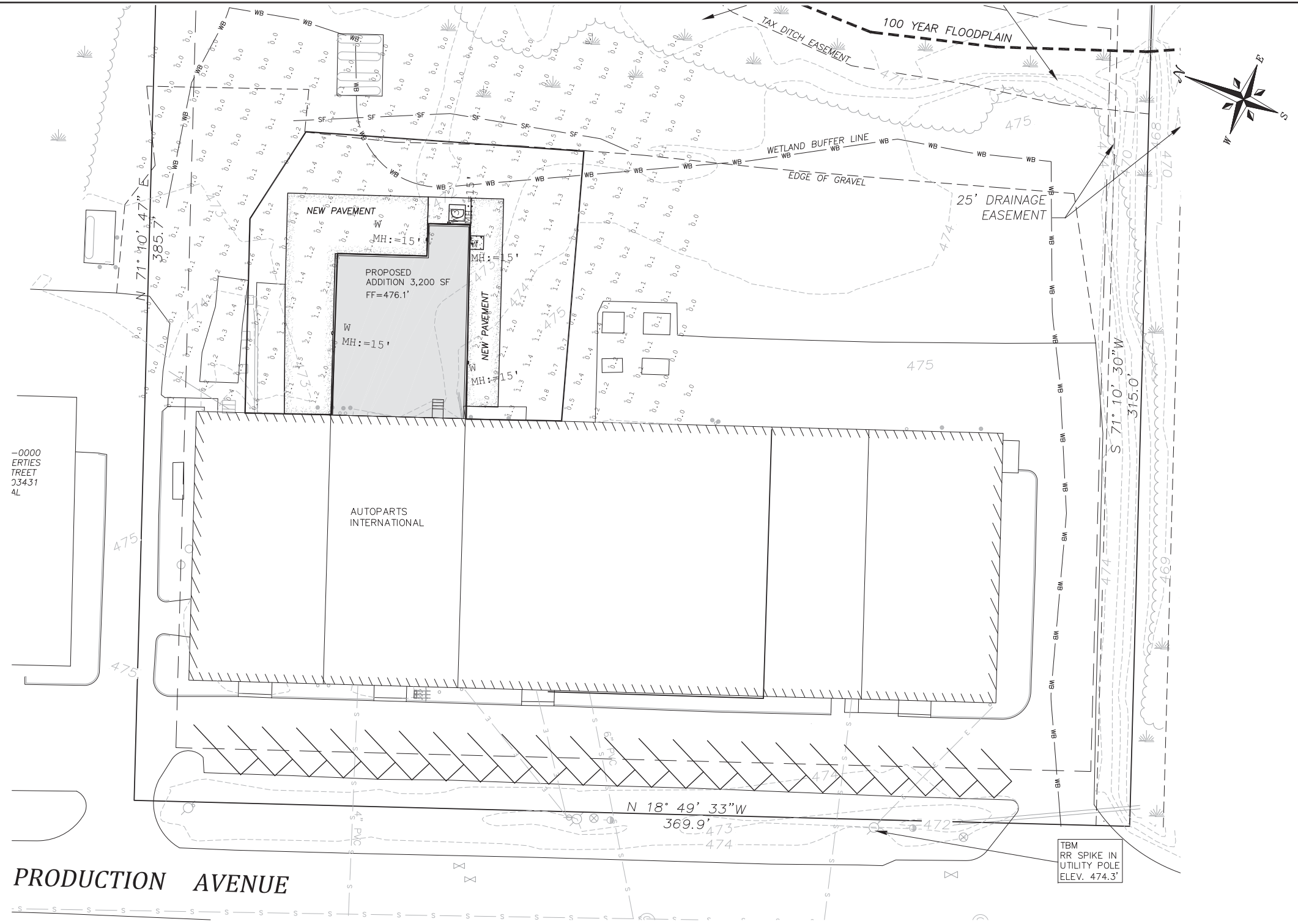
ALL FILL MATERIAL AND DISTURBED AREAS UNDER PAVING TO BE COMPACTED TO A MIN 95% DENSITY.

GENERAL NOTES

- THIS PLAN IS BASED ON SURVEY BY CARDINAL SURVEY SUPPLIED TO THIS OFFICE IN DIGITAL FORM. TOPOGRAPHIC INFORMATION BASED ON USGS 1988 DATUM.
- LOCATION OF UTILITIES IS FROM THE CITY OF KEENE ENGINEERING DEPARTMENT RECORDS. LOCATIONS ARE APPROXIMATE. CONTRACTOR TO VERIFY LOCATIONS OF ALL UTILITIES PRIOR TO EXCAVATION.
- CONTRACTOR TO NOTIFY "DIG SAFE" AT 1-888-344-7233 A MIN. OF 72 HOURS PRIOR TO THE START OF EXCAVATION.
- A PORTION OF THIS PROPERTY IS LOCATED WITHIN THE 100 YEAR FLOODPLAIN FOR THE CITY OF KEENE AS SHOWN ON FEMA FIRM #33005C0266E DATED MAY 23, 2006. THE 100 YEAR FLOODPLAIN ELEVATION FOR THIS PROPERTY IS ELEVATION 471.0' NO WORK IS PROPOSED IN THE 100 YEAR FLOODPLAIN.

LOT DATA

ZONING	INDUSTRIAL
TAX MAP #	702-01-010.0000
LOT SIZE	134,165 SF - 3.08 AC±
LOT COVERAGE	
EXISTING BUILDING	30,000 SF - 22%
EXISTING PAVING/GRAVEL	50,480 SF - 38%
TOTAL	80,480 SF - 60%
PROPOSED BUILDING	33,200 SF - 25%
PROPOSED PAVING/GRAVEL	47,280 SF - 35%
TOTAL	80,480 SF - 60%
PARKING TOTAL	
WAREHOUSE - 21,868/3000	= 11 SPACES
OFFICE - 1,330/200	= 7 SPACES
TOTAL REQUIRED	= 18 SPACES
TOTAL PROVIDED	= 23 SPACES



**PRODUCTION AVENUE**

**LEGEND**

- CATCH BASIN
- WATER LINE
- SEWER LINE
- ELECTRIC, TV, TELEPHONE
- GAS LINE
- EXISTING GRADE
- PROPOSED GRADE
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- SILT FENCE, HAYBALES
- VERTICAL GRANITE CURB
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- GUY ANCHOR
- BOLLARD
- HYDRANT
- WATER SHUT OFF
- WATER GATE
- SEWER MANHOLE
- TREE LINE

StatArea\_1  
 Illuminance (Fc)  
 Average = 1.52  
 Maximum = 3.8  
 Minimum = 0.2  
 Avg/Min Ratio = N/A  
 Max/Min Ratio = N/A

Symbol	Qty	Label	Arrangement	Description
	4	W	SINGLE	GLEON-AF-01-LED-E1-SL4-600
	1	W3	SINGLE	GWC-AF-01-LED-E1-SL3-600

REVISIONS: DATE:

**ENGINEER:**  
**THAYER FELLOWS, PE**

COUNTY ROAD  
 P. O. BOX 428  
 WALPOLE, NH  
 03606-0428

**OWNER:**  
**A. RANGER CURRAN, JR.**  
 117 WEST ST  
 KEENE, NH

**Brickstone**  
 Land Use Consultants, LLC  
 Site Planning, Permitting and Development Consulting  
 155 Winchester Street, Keene, NH 03431  
 Phone: (603) 357-0116

**PROPOSED ADDITION FOR AUTOPARTS INTERNATIONAL**  
 32 PRODUCTION AVE  
 KEENE, NH

**LIGHTING PLAN**

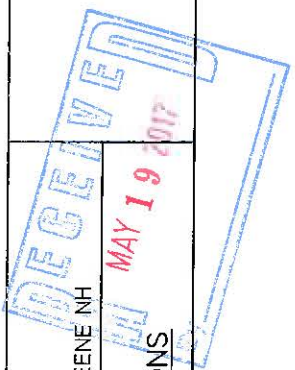
SCALE: 1"=20'  
 DATE: MAY 19, 2017

SHEET 3

ISSUE LOG	
DATE	FOR
5-19-17	SPR

THESE DRAWINGS ARE LIMITED SCOPE, AND ARE INTENDED ONLY TO DESCRIBE GENERAL DESIGN INTENT, SCALE, OVERALL SPATIAL RELATIONSHIPS AND MATERIALS WHERE INDICATED. THESE DRAWINGS SHALL BE CONSIDERED PRELIMINARY FOR PURPOSES OF DESIGN REVIEW, COMMENTS OR PERMITS ONLY. UNLESS EXPRESSLY RELEASED FOR OTHER PURPOSES AS INDICATED IN THE ISSUE LOG, THE ARCHITECT ASSUMES RESPONSIBILITY FOR ERRORS IN THE INFORMATION PROVIDED, AND NOT FOR OMISSIONS.

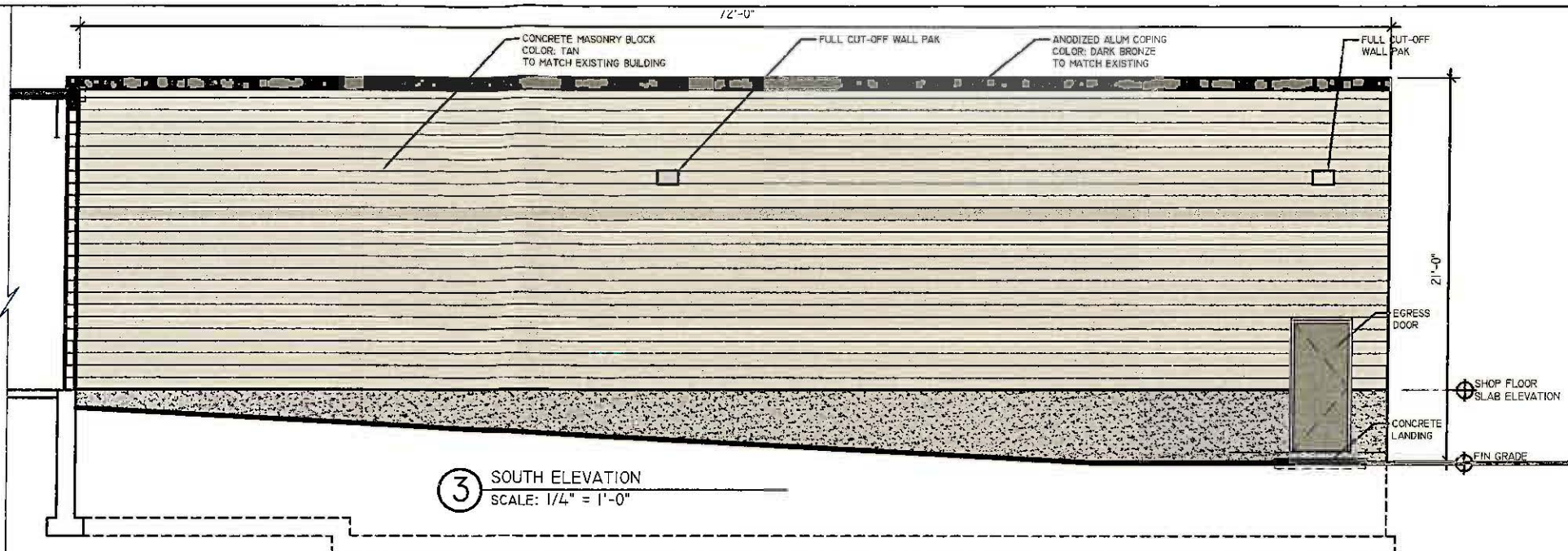
**db architects llc**  
 Dan Borillo III  
 185 Winchester Street  
 Keene, NH 03401  
 603.952.8612  
 ddb@dbarchitects.com



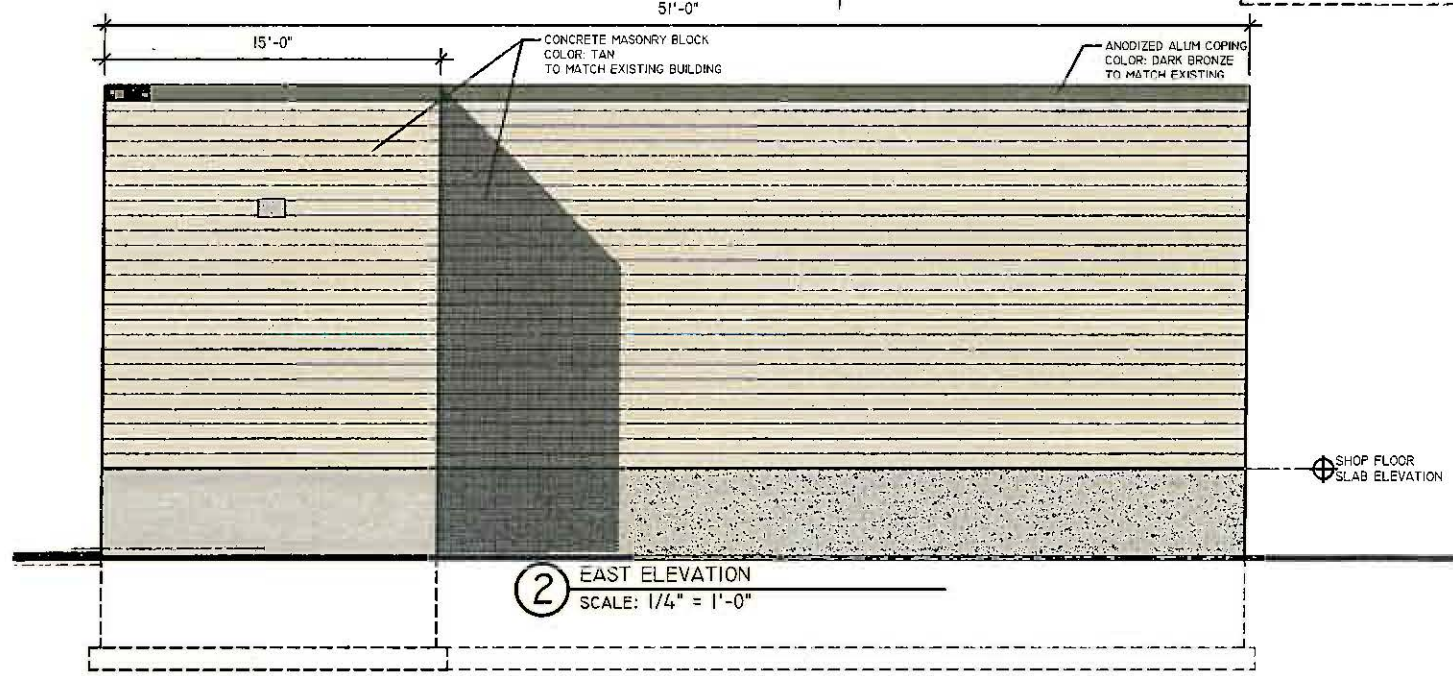
PROJECT NAME:  
**PROPOSED ADDITION  
 34 PRODUCTION AVE KEENE NH**  
 DRAWING NAME:  
**BUILDING ELEVATIONS**

SCALE:  
**AS NOTED**

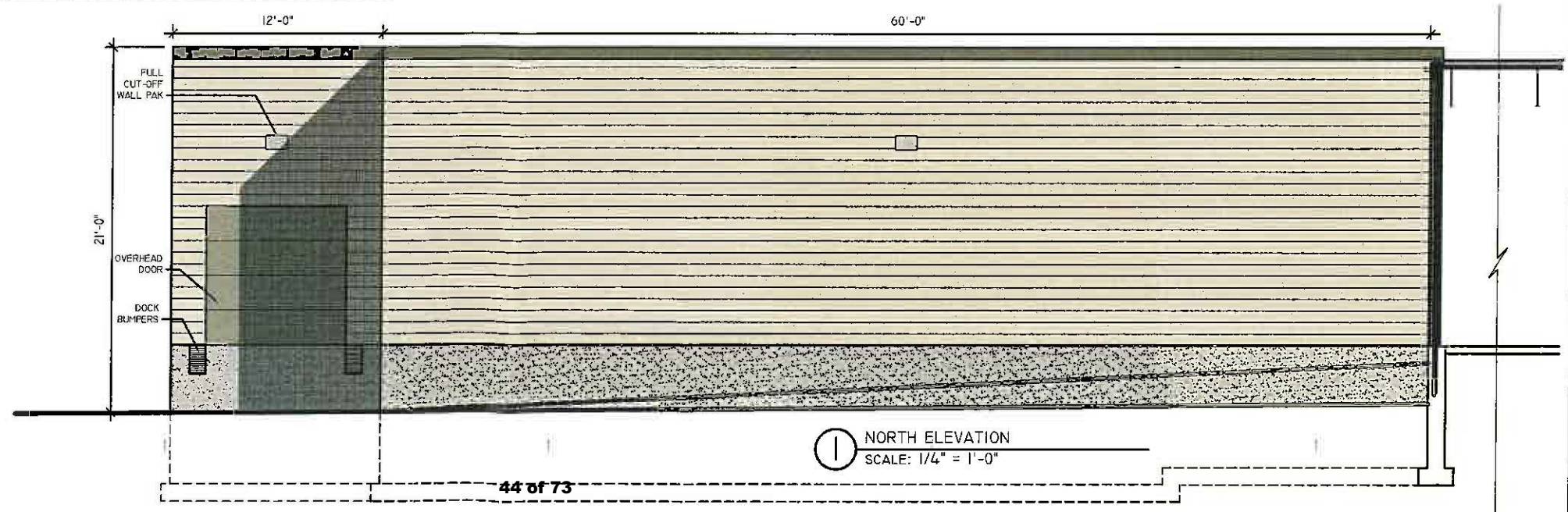
SHEET NUMBER  
**AI**



③ SOUTH ELEVATION  
 SCALE: 1/4" = 1'-0"



② EAST ELEVATION  
 SCALE: 1/4" = 1'-0"



① NORTH ELEVATION  
 SCALE: 1/4" = 1'-0"

PO Box 428, County Road  
Walpole, NH 03608

**THAYER R. FELLOWS**  
REGISTERED PROFESSIONAL ENGINEER  
Civil - Structural

(603) 756-4811  
trifel@myfairpoint.net

May 18, 2017

David Bergeron  
Brickstone Masons, Inc  
185 Winchester Street  
Keene, NH 03431

Re: Stormwater Management, Production Ave Industrial Building, Keene, NH

As you requested, I have reviewed the site plan for the proposed 3200 SF building addition to the existing building at 32 Production Avenue in Keene, NH. I have reviewed the existing conditions on site as well as the proposed addition area. The addition is to be constructed on the rear of the existing building in an area that is currently a mix of paving, concrete and gravel. The existing building is 30,000 SF and is on the north side of production avenue. The building is divided up into separate tenant spaces. The proposed expansion is to accommodate one of the tenants that needs to expand.

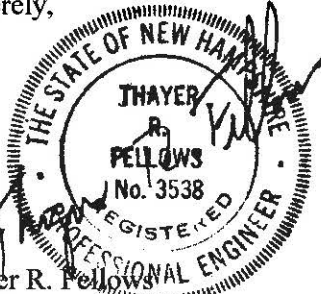
The existing building is located close to the front of the lot. Behind the building is a large improved surface for parking and truck deliveries. To the rear of that there is an undeveloped portion of the lot that contains wetlands and floodplain. Runoff from the existing building and site is directed to the rear of the lot and travels through the existing wetland and into the drainage ditch to the rear.

The proposed addition will all be built an area that is hard pack gravel and has a high runoff coefficient. The existing soils in this area are Raynham-Wareham Complex which has a very limited ability to absorb water and therefore has a high runoff coefficient.

Due to the presence of the existing gravel in the development area and the high runoff coefficient of the existing soils, the post development runoff is the same as the pre-development runoff. The current predevelopment runoff from the property is 4.79 CFS for the 50 year storm and the post development runoff will be 4.79. Therefore, no additional storm water controls are recommended.

If you or others have comments or questions, please feel free to contact me.

Sincerely,

  
Thayer R. Fellows



## DESCRIPTION

The Galleon™ wall LED luminaire's appearance is complementary with the Galleon area and site luminaire bringing a modern architectural style to lighting applications. Flexible mounting options accommodate wall surfaces in both an upward and downward configuration. The Galleon family of LED products deliver exceptional performance with patented, high-efficiency AccuLED Optics™, providing uniform and energy conscious lighting for parking lots, building and security lighting applications.

Catalog #		Type
Project		
Comments		Date
Prepared by		

## SPECIFICATION FEATURES

### Construction

Driver enclosure thermally isolated from optics for optimal thermal performance. Heavy wall aluminum housing die-cast with integral external heat sinks to provide superior structural rigidity and an IP66 rated housing. Overall construction passes a 1.5G vibration test to ensure mechanical integrity. UPLIGHTING: Specify with the UPL option for inverted mount upright housing with additional protections to maintain IP rating.

### Optics

Choice of thirteen patented, high-efficiency AccuLED Optics. The optics are precisely designed to shape the distribution maximizing efficiency and application spacing. AccuLED Optics create consistent distributions with the scalability to meet customized application requirements. Offered standard in 4000K (+/- 275K) CCT and minimum 70 CRI. Optional 3000K, 5000K and 6000K CCT. Greater than 90%

lumen maintenance expected at 60,000 hours. Available in standard 1A drive current and optional 1200mA, 800mA, and 600mA drive currents.

### Electrical

LED drivers are mounted for ease of maintenance. 120-277V 50/60Hz. 347V or 480V 60Hz operation. 480V is compatible for use with 480V Wye systems only. Drivers are provided standard with 0-10V dimming. An optional Eaton proprietary surge protection module is available and designed to withstand 10kV of transient line surge. The Galleon Wall LED luminaire is suitable for operation in -30°C to 40°C ambient environments. For applications with ambient temperatures exceeding 40°C, specify the HA (High Ambient) option. Emergency egress options for -20°C ambient environments and occupancy sensor available.

### Mounting

Gasketed and zinc plated rigid steel mounting attachment fits directly to 4" j-box or wall with the Galleon Wall "Hook-N-Lock" mechanism for quick installation. Secured with two captive corrosion resistant black oxide coated allen head set screws which are concealed but accessible from bottom of fixture.

### Finish

Housing finished in super durable TGIC polyester powder coat paint, 2.5 mil nominal thickness for superior protection against fade and wear. Standard colors include black, bronze, grey, white, dark platinum and graphite metallic. RAL and custom color matches available. Consult the McGraw-Edison Architectural Colors brochure for the complete selection.

### Warranty

Five-year warranty.

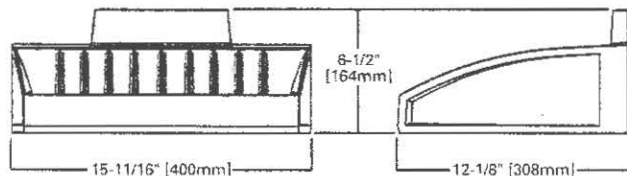


## GWC GALLEON WALL LUMINAIRE

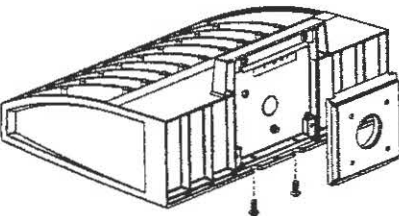
1-2 Light Squares  
Solid State LED

WALL MOUNT LUMINAIRE

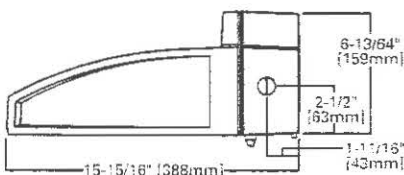
## DIMENSIONS



## HOOK-N-LOCK MOUNTING



## BATTERY BACKUP AND THRU-BRANCH BACK BOX



### CERTIFICATION DATA

UL/cUL Listed  
LM79 / LM80 Compliant  
IP66 Housing  
ISO 9001  
DesignLights Consortium™ Qualified\*

### ENERGY DATA

Electronic LED Driver  
>0.9 Power Factor  
<20% Total Harmonic Distortion  
120-277V/50 & 60Hz. 347V/60Hz.  
480V/60Hz  
-30°C Minimum Temperature  
40°C Ambient Temperature Rating

### SHIPPING DATA

Approximate Net Weight:  
27 lbs. (12.2 kgs.)

MAY 19 2017



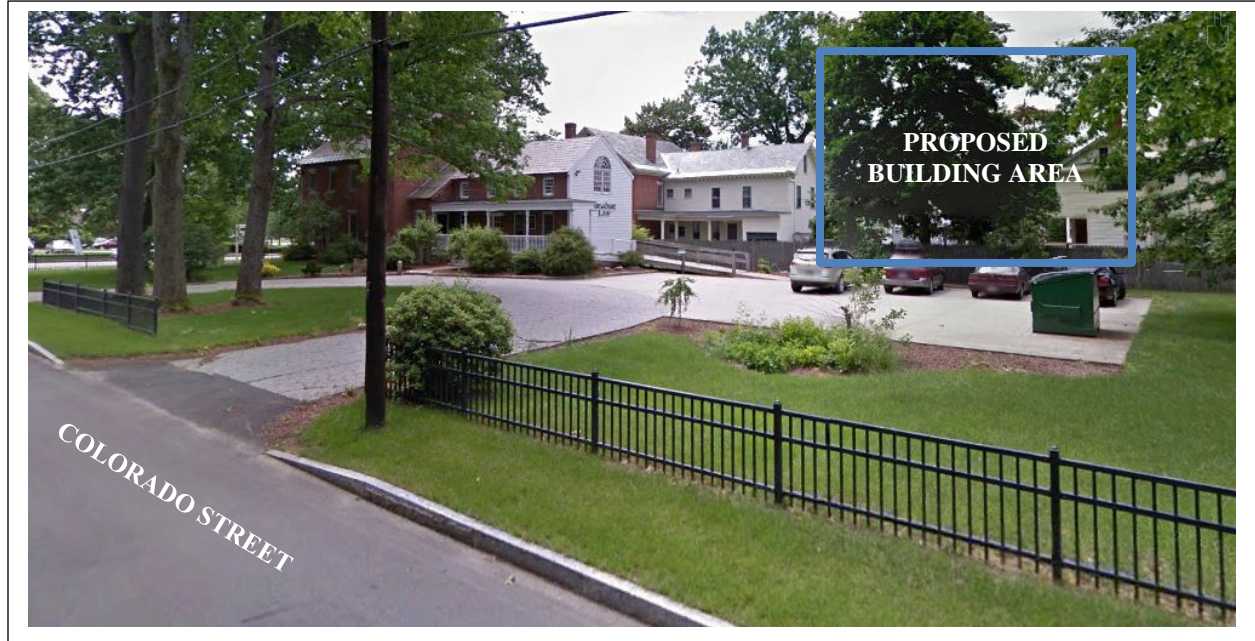
TD514017EN  
2016-09-15 14:49:49

# STAFF REPORT

## SPR-07-17 - SITE PLAN REVIEW – 143 West Street, Carriage House Addition

### **Request:**

Property owner 143 West Street, LLC is proposing to construct a two-story addition “carriage house” that will be constructed alongside the existing, two-story residence/office structure on their 0.40-acre lot, TMP 002-02-012, 143 West Street.



### **Background:**

The existing structure on this parcel was built in 1837. It was built as a home but has been used as commercial office space for approximately 20 years. The parcel is a corner lot at Colorado Street and currently has two curb cuts. An arced drive provides access between the building and six parking spaces, one being an accessible space with an access aisle.

Two variances were granted by Keene’s Zoning Board of Adjustment in spring of 2017. ZBA 17-02 allowed mixed use with office and a single family dwelling unit while ZBA 17-03 allowed for 12 parking spaces to keep two large shade trees.

The owner wishes to construct a residence to enable “walking” to work. The resulting building is a two-story carriage house with the living space upstairs. The downstairs will contain two parking spots and storage space. The building is designed with a small cupola, a balcony and design details that relate to the original structure’s historic character.

The new structure will be a two-story, wood-framed, with a pitched roof topped with a small cupola.

### **Completeness:**

The applicant has exemptions from items not present on the site or not applicable. Staff recommends that the Planning Board grant these applications and accept the application as “complete.”

# STAFF REPORT

## **Departmental Comments:**

Code: No issues

Police Dept.: No issues

Fire Dept.: OK as submitted.

Engineering Dept.:

- 1) Show the location of a temporary construction entrance into the site.
- 2) Confirm that all lines and symbology used in the drawings are defined in the legend for proposed and existing conditions (e.g. water, sewer, trees, silt fence, etc.)
- 3) Provide seasonal high ground water table elevations for proposed infiltration trenches.

## **Application Analysis:**

The following is a review of the Board's relevant standards in relation to the proposed application:

### 1. Drainage:

- a. Impervious Area Increase - The additional 1,500 SF of new building is proposed to replace the current parking lot. While the new site plan removes one of the curb cuts along with that portion of driveway pavement that is no longer needed. The result is that the project increases the impervious area by approximately 600 SF.
- b. Per PB Standard 1.b.a. The proposed site's proposed new drainage will include a stone infiltration strip to catch roof runoff from the new structure and a dry basin will be installed in the new parking lot at the end of an infiltration trench.

The net result is that the post development runoff will decrease by 0.60 CFS for a 50-year storm. This standard has been met.

- ### 2. Sedimentation and Erosion Control:
- The site is fairly level with a slight slope towards Colorado Street however the proposed project will reduce the site runoff from the property. Per PB Standard 2.a. The proposed stormwater management onsite utilizes both an infiltration trench to filter stormwater and contaminants as well as a stone infiltration strip to infiltrate roof runoff. This standard appears to be met.

- ### 4. Snow Storage:
- Per PB Regulation 4.a. Snow storage is not currently shown on the site plan. The application states that snow will be stored "within grassy areas adjacent to the parking lot". This standard appears to be met.

### 6. Landscaping:

- a. No additional landscaping is required as part of this project; the required parking lot landscaping being 146 SF and the provided landscaped area being 303 SF. However, several flowering shrubs and ten arborvitae will be planted to provide seasonal interest and screen the new parking spaces from Colorado St.
- b. Per PB Standard 6. Staff has requested that a tree protection detail be added to the drawing set to provide protection for the three, existing large shade trees present on the site adjacent to the construction and deconstruction areas.

This standard appears to be met.

- ### 10. Lighting:
- The applicant is proposing both wall-pak units as well as three, LED pole lights. All of these fixtures are full cut-off and proposed to be mounted at the heights specified within our planning Board standards. The lighting levels achieve a uniformity ratios that, as well, meets the PB standard.



## STAFF REPORT

The application states “After 9:00 PM, light levels will be reduced by 50% to an average of 1.15 footcandles...” The Board may want to discuss with the applicant lighting after 10 PM given the PB standard 10.C.6. which states “outdoor lighting shall not be illuminated between the hours of 10:00 PM and 6 AM.

12. Traffic: Per PB Regulation 12.b. the proposed additional of a single-family residence will not substantially increase trips to and from the site. In fact the owner will be living in the created unit. This standard has been met.

13. Comprehensive Access Management:

- a. Per PB Standard 13.c.1. The proposed project improves that site by removing a curb cut.
- b. Per PB Standard 13.a. Sidewalks exist on either side of West Street as well as on the east side of Colorado St. West Street has City Express stops.  
This standard has been met.

19. Architectural and Visual Appearance:

- a. Per PB Standard 19.C.2. The site currently has two curb cuts that create an arch-shaped driveway. The proposed project however, will remove the southern curb cut and enlarge the remaining curb cut to accommodate two-way traffic. All of the proposed parking is to the rear and side of the proposed building.
- b. Per PB Standard 19.3. As mentioned earlier, the proposed new structure is a two-story, wood-framed structure with a cupola and a front porch. The structure’s architectural aspects harken back to traditional elements with gable ends, large windows, a traditional barn doors as well as a cupola.

This standard appears to be met.

### **RECOMMENDATION FOR APPLICATION:**

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

*Approve SPR-07-17 as shown on the plan set entitled “Proposed Addition for Single Family Residency” prepared by Brickstone Land Use Consultants, LLC, dated May 19, 2017. at a scale of 1” = 20’; with the following conditions:*

1. *Prior to signature by Planning Board Chair, Owner’s signature on plan.*
2. *Prior to signature, submittal security for landscaping, site stabilization and an “as-built” plan in a form and amount acceptable to the Planning Director and City Engineer.*

# CITY OF KEENE | PLANNING BOARD

## SITE PLAN REVIEW / MODIFICATION APPLICATION



*This form must be filled out in its entirety. If a box is not checked, staff will assume that the information is not provided and the application is, therefore, not complete. Incomplete applications will not be accepted for review.*



<b>A</b> Project Name <i>Proposed Carriage House Addition                  143 West St</i>	Date Received/Date of Submission:
	Date of pre-application meeting:
Tax Map Parcel number(s) <i>002-02-0120000</i>	Date Application is Complete: <i>SPR-07-17</i>
	Planning Department File #:

Project Address: <i>143 West St</i>	Owner	Name: <i>143 West Street LLC</i>
		Address: <i>143 West Street Keene NH 03431</i>
Acreage/S.F. of Parcel: <i>.40 +/- 17,538</i>	Applicant	Telephone\ Email:
		Signature: <i>[Signature]</i>
Zoning District: <i>OFFICE</i>	Applicant	Name: <i>Brickstone Land Use Consultants LLC</i>
		Address: <i>185 Winchester St Keene NH 03431</i>
		Telephone\ Email: <i>357-0116 \ dberg@ne.rr.com</i>
		Signature:

**Modifications:** Is this a modification to a previously-approved site plan:  No  Yes: SPR#: \_\_\_\_\_ Date: \_\_\_\_\_

For those sections of the application that are not affected by the proposed modification to the previously approved site plan, you are encouraged to request exemptions in lieu of submitting required documents.

### **B** Descriptive Narrative Including

- |   |  |  |
|---|--|--|
| <input checked="" type="checkbox"/> Type of development               | <input checked="" type="checkbox"/> Sedimentation Control                            | <input checked="" type="checkbox"/> Scope/scale of development                   |
| <input checked="" type="checkbox"/> Proposed uses                     | <input checked="" type="checkbox"/> Vegetation                                       | <input checked="" type="checkbox"/> Parcel size                                  |
| <input checked="" type="checkbox"/> Location of access points         | <i>N/A</i> <input type="checkbox"/> Debris management                                | <input checked="" type="checkbox"/> Proposed stormwater, drainage & erosion plan |
| <input checked="" type="checkbox"/> Any other descriptive information | <i>N/A</i> <input type="checkbox"/> Disposal proposals for boulders, stumps & debris |  |

### **C** A complete application must include the following

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Two (2) copies of completed application forms signed & dated      | <input checked="" type="checkbox"/> Plans stamped/signed by reg. professional   |
| <input checked="" type="checkbox"/> Two (2) copies of descriptive narrative                           | <input checked="" type="checkbox"/> Two (2) copies on 8.5" x 11" or 11" x 17"   |
| <input checked="" type="checkbox"/> Certified list of all owners of property within 200'              | <input checked="" type="checkbox"/> Three (3) copies of all technical reports   |
| <input checked="" type="checkbox"/> Two (2) sets of mailing labels, per abutter                       | <input checked="" type="checkbox"/> Two (2) color architectural elevations on 11" x 17"   |
| <input checked="" type="checkbox"/> Seven (7) copies on "D" size paper of plans (22" x 36")           | <input checked="" type="checkbox"/> A check to cover the costs of legal notice to advertise the public hearing, mailing notices out to abutters |
| <input checked="" type="checkbox"/> Three (3) copies of "D" size architectural elevations (22" x 36") |   |

**Site Plan Review Application Narrative  
143 West Street, LLC  
Proposed Residential Addition  
143 West Street  
Keene, NH**

**May 18, 2017**

**Project Narrative**

143 West Street, LLC is the owner of TMP 002-02-012-0000, a 0.40 acre lot in the Office District, located at 143 West Street. This is a corner lot at the northwest corner of West Street and Colorado Street. The lot contains an existing two story brick building which is occupied by Donahue Law. There are six existing parking spaces accessed via a circular driveway with two curbcuts on Colorado Street.

The owner wishes to construct a two story addition at the rear of the existing building. The addition will have a 1520 sf footprint and will consist of a two car garage and a storage area on the ground floor, and a single family residence on the second floor. The residence will be occupied by the owner who will use this property as a live-work residence. Twelve on-site parking spaces will be provided.

Two variances were granted by the Keene Zoning Board of Adjustment in March 2017. ZBA 17-02 is a variance allowing mixed use with office and single family dwelling on the lot. ZBA 17-03 is a variance allowing 12 parking spaces where 16 spaces are required by zoning. By reducing the number of parking spaces, it allows a 24" Ash tree and a 28" Cherry tree on the Colorado Street frontage to be preserved. The mature trees are an important feature helping to maintain the historic appearance of the property. Copies of the variance approvals are attached.

The existing circular driveway will be removed and the southernmost curbcut on Colorado Street will be closed. The northernmost curbcut will remain and will be widened to provide two-way travel. The curbcut will also be shifted slightly to the south to accommodate added parking spaces at the rear of the lot.

All parking spaces are located to the side and rear of the building. A handicap parking space is located adjacent to the office entrance with a covered accessible ramp leading to the entry porch.

The building addition is designed as a carriage house. It will be two-story, wood framed, with a pitched roof topped with a small cupola. A small second floor balcony provides visual interest on the east building elevation. The carriage house design is appropriate and in-keeping with the historic appearance of the existing brick building, and complements the entrance to the residential neighborhood on Colorado Street.



**Site Plan Review Application Narrative**  
**143 West Street, LLC**  
**Proposed Residential Addition**  
**143 West Street**  
**Keene, NH**

**May 18, 2017**

**Development Standards**

1. **Drainage** - All of the existing concrete pavement is being removed and the southernmost leg of the existing circular driveway is being removed. The new main parking area will be paved and will be reconfigured and sloped to drain to a new drywell located within the parking area. This drywell will provide stormwater infiltration for up to a 50-year design storm. The remaining driveway and handicap parking area will be sloped to drain into the existing grassy areas. A new infiltration strip will be provided along the west side of the new building addition. This will collect and infiltrate roof runoff and prevent any increase in runoff from leaving the site. See attached drainage report prepared by Thayer Fellows, PE.
2. **Sediment/Erosion Control** - Temporary sediment and erosion control measures will be implemented to prevent sediment from leaving the site. These measures will include silt fence in appropriate areas along the west, north and east sides of the areas to be disturbed. Sediment and erosion control measures will be maintained until all disturbed areas have been stabilized.
3. **Hillside Protection** - N/A
4. **Snow Storage and Removal** – Snow from the parking areas will be stored within grassy areas adjacent to the parking lot. Excess snow will be picked up and removed from the site after each snowstorm.
5. **Flooding** - The property is not located in the 100-year floodplain.
6. **Landscaping** – New screen plantings will be added along the Colorado Street frontage to screen the rear parking area. 10 Arbor Vitae will be planted @ 4 feet on center to provide a year-round visual screen. On the west side of the parking area, 4 Purple Lilacs will be planted. Three existing Ash trees (24” – 28” caliper) will be preserved as well as an existing Cherry tree (28” caliper). An existing Weeping Cherry tree will be relocated to an expanded planting area at the building entrance. New plantings along the east side of the building will include a Little Kim Hibiscus and a Casino Gold Juniper. The existing foundation plantings along the east and south sides of the existing building will remain. Where the existing driveway is being removed, the area will be loamed



and seeded. 146 sf of landscaping is required for compliance with section 102-1230 of the zoning ordinance and 330 sf of landscaping is provided.

7. **Noise** - No excess noise is expected to be generated from this proposal.
8. **Screening** – There will be no dumpster on the site. A small ground-mounted HVAC unit will be located to the rear of the building addition and be screened by an existing 6' high solid wood fence. The new parking spaces will be screened from Colorado Street by an Arbor Vitae hedge to be planted along the east side of the property, north of the driveway.
9. **Air Quality** – N/A
10. **Lighting** – One LED, full cutoff wall pak will be installed on the north side of the new building addition at a 10-foot mounting height. Three, full cutoff LED pole lights will be installed at mounting heights of 8 feet, 12 feet and 15 feet. The colonial style fixtures will be placed adjacent to the HC parking space, adjacent to the curbcut and at the north end of the parking spaces. They will result in an average light level of 2 footcandles with a uniformity ratio of 3.33. The LED fixture heads are programmable and allow for an automatic reduction in light levels at specified times. After 9:00 PM, light levels will be reduced by 50% to an average of 1.15 footcandles with a uniformity ratio of 3.83. This is consistent with the light levels recommended for a “low – medium activity” area. A fixture cut sheet is provided.
11. **Sewer and Water** – This property is serviced by city water and city sewer. The building addition will use new service lines from Colorado Street. Adequate capacity exists for this proposal.
12. **Traffic** – The existing office use is a small law firm with three employees and generates very little traffic. The office hours are Monday through Friday, 9AM – 5PM. The addition of a single-family residence, to be occupied by the owner of the law firm, will not add significant traffic. In fact, as a live-work property, it may reduce traffic at the site. The location on West Street provides the opportunity for the residents to walk to restaurants, banks and other businesses. No impacts to the safety or capacity at West Street and Colorado Street is expected.
13. **Comprehensive Access Management** – Sidewalks exist on both sides of West Street and on the east side of Colorado Street at this location. This location is also on the City Express bus route. Bicycles can be accommodated on the porch to the left of the main entry.
14. **Hazardous and Toxic Materials** – The property owner has no knowledge of environmental contamination at this property.

**15. Filling/Excavation** – Filling and excavation normal for the construction of the new building addition will be performed. Approximately 125 CY of new gravels will be hauled to the site. The truck route for this project will be Rt. 9/12 to West Street.

**16. Wetlands** – None.

**17. Surface Waters** – None.

**18. Stump Dumps** – None

**19. Architecture and Visual Appearance** – The new building addition will be a carriage house design to complement the existing historic building. It will be a two-story wood framed structure with a steep pitched roof. The new building addition will be sided with light gray, vertical Azek siding with dark gray Azek trim. The roofing will be dark gray metal roofing. Windows at the second-floor level will have six over six grillwork, matching the window treatment on the existing house. The entry doors and overhead doors will be painted red. A small cupola will be installed on the roof of the addition and will have a copper roof and weathervane. Overall, the proposed carriage house architecture maintains the historic appearance of the property.



- CUSTOM CUPOLA W/ COPPER ROOF
- METAL RIDGE VENT CAP
- METAL ROOFING
- CUSTOM BARN DOOR
- 1X8/1X3 AZEK FACIAS
- 1X10 VERTICAL SIDING
- 5/4 X 4 AZEK TRIM
- 5/4 X 4 AZEK TRIM
- 6X6 PT POST WRAPPED W/ 1X AZEK
- 2 X 6 COMPOSITE RAILING
- AZEK HISTORIC WINDOW SILL
- S.S. STEEL CABLE RAILING
- 5/4 X 6 AZEK TRIM
- 5/4 X 6 AZEK CORNER BOARDS
- 5/4 X 4 AZEK TRIM
- COPLAY COACHMAN COLLECTION DESIGN #21 GARAGE DOOR INSULATED

FRONT ELEVATION  
SCALE: 1/16" = 1'-0"

NO.	DESCRIPTION	BY	DATE

SHEET TITLE:  
**FRONT ELEVATION**

PROJECT DESCRIPTION:  
**DONAHUE CARRIAGE HOUSE ADDITION**

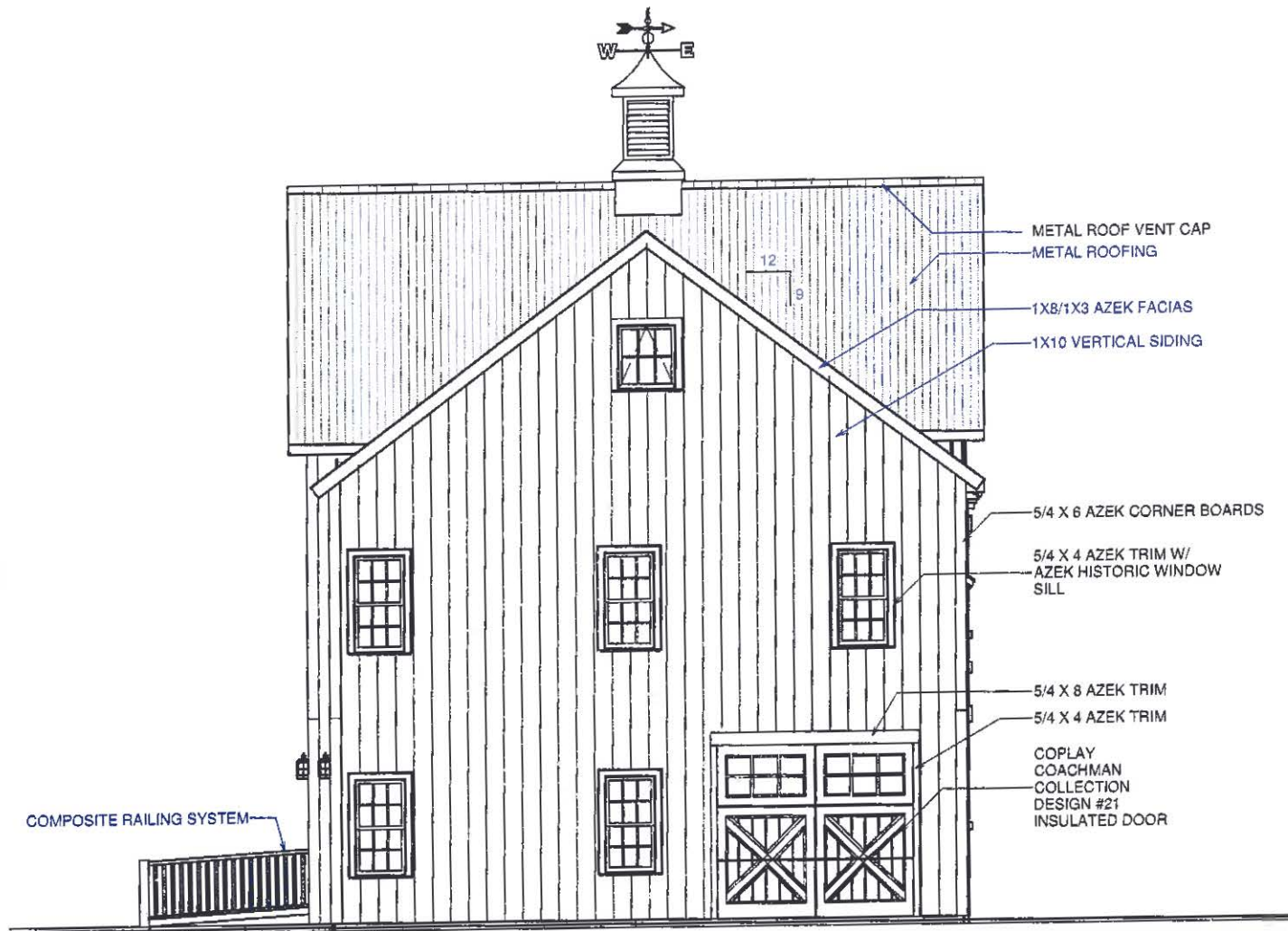
DRAWINGS PROVIDED BY:  
**ROCKWOOD DESIGN**  
303 LEYDEN ROAD  
GREENFIELD, MA 01301  
413-772-2336

SPR-07-17

**RECEIVED**  
MAY 19 2017  
By \_\_\_\_\_

**BID DOCUMENTS  
NOT FOR CONSTRUCTION**

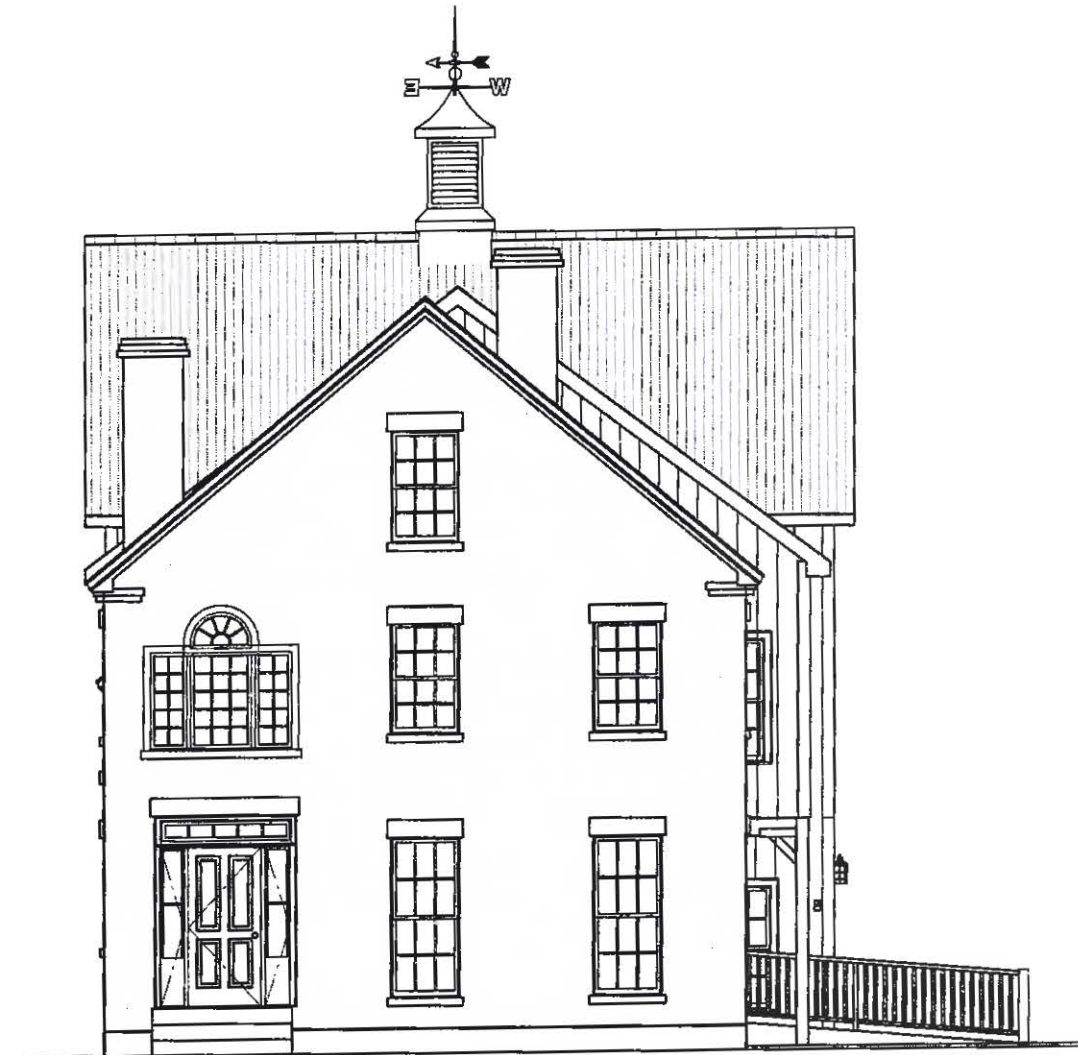
DATE:	4/22/2017
SCALE:	AS SHOWN
SHEET:	<b>A-3</b>



**RIGHT SIDE ELEVATION**

SCALE: 1/8" = 1'-0"

- METAL ROOF VENT CAP
- METAL ROOFING
- 1X8/1X3 AZEK FACIAS
- 1X10 VERTICAL SIDING
- 5/4 X 6 AZEK CORNER BOARDS
- 5/4 X 4 AZEK TRIM W/  
AZEK HISTORIC WINDOW  
SILL
- 5/4 X 8 AZEK TRIM
- 5/4 X 4 AZEK TRIM
- COPLAY  
COACHMAN  
COLLECTION  
DESIGN #21  
INSULATED DOOR



**LEFT SIDE ELEVATION**

SCALE: 1/8" = 1'-0"

NO.	DESCRIPTION	BY	DATE

SHEET TITLE:  
**RIGHT AND LEFT SIDE  
ELEVATIONS**

PROJECT DESCRIPTION:  
**DONAHUE CARRIAGE  
HOUSE ADDITION**

DRAWINGS PROVIDED BY:  
**ROCK DESIGN**  
303 LEYDEN ROAD  
GREENFIELD, MA 01301  
413-772-2336

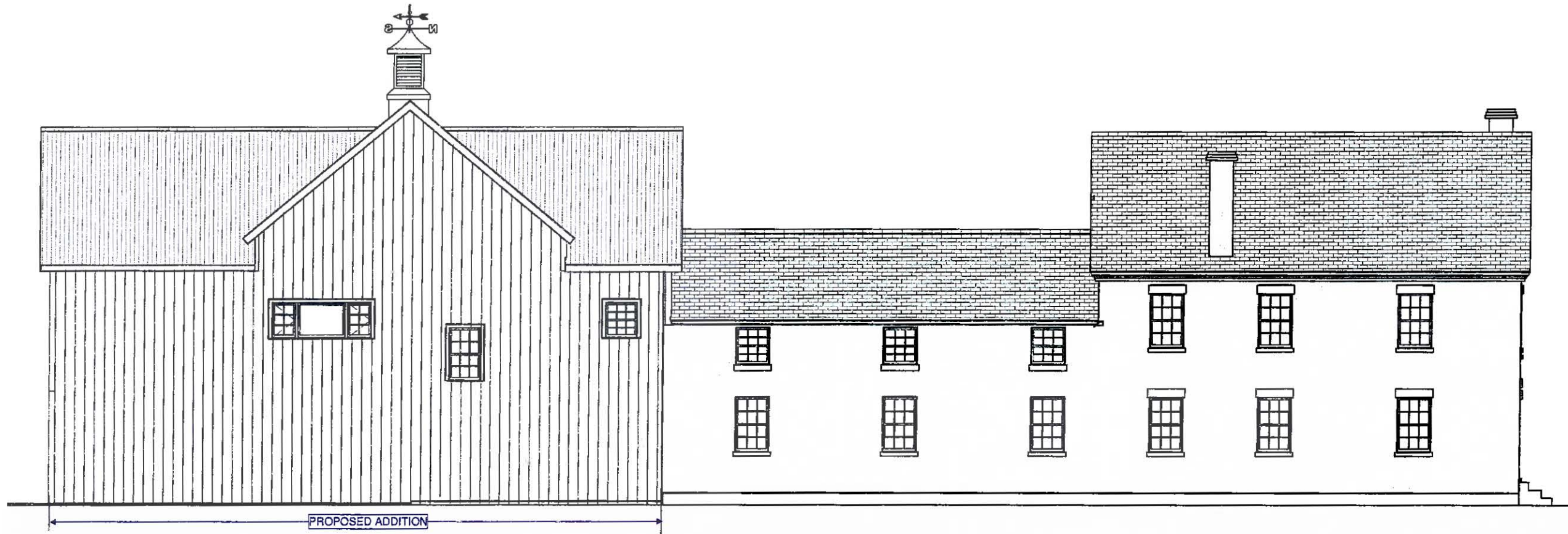
SPR-07-17

**RECEIVED**  
MAY 19 2017  
By \_\_\_\_\_

**BID DOCUMENTS  
NOT FOR CONSTRUCTION**

DATE:	4/22/2017
SCALE:	AS SHOWN
SHEET:	<b>A-4</b>





REAR ELEVATION  
SCALE: 1/8" = 1'-0"

PROPOSED ADDITION


SPR-07-17  
RECEIVED  
MAY 19 2017  
By \_\_\_\_\_

**BID DOCUMENTS  
NOT FOR CONSTRUCTION**

NO.	DESCRIPTION	BY	DATE

SHEET TITLE:  
**REAR ELEVATION**

PROJECT DESCRIPTION:  
**DONAHUE CARRIAGE  
HOUSE ADDITION**

DRAWINGS PROVIDED BY:  
  
 303 LEYDEN ROAD  
 GREENFIELD, MA 01301  
 413-772-2336

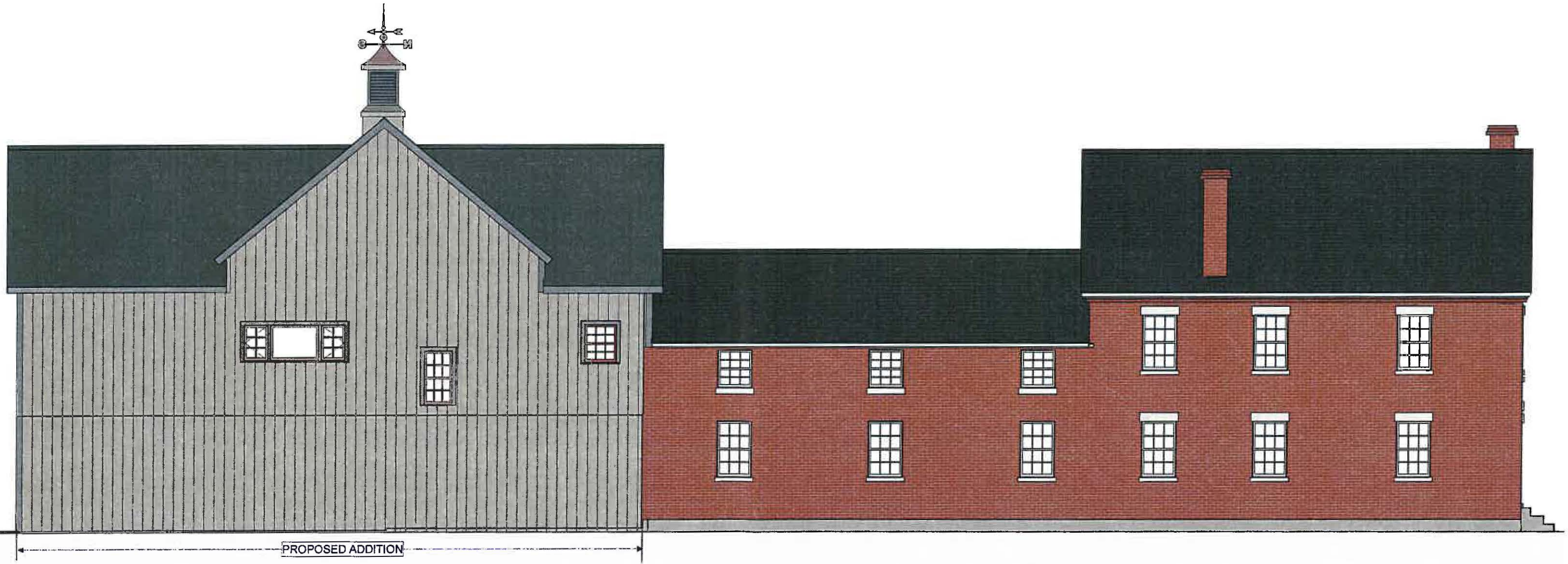
DATE:  
4/22/2017  
SCALE:  
AS SHOWN  
SHEET:  
**A-5**



FRONT ELEVATION  
SCALE: 1/10" = 1'-0"

SPR-07-17

RECEIVED  
MAY 19 2017  
By \_\_\_\_\_



REAR ELEVATION

SCALE: 1/10" = 1'-0"

SPR-07-17

RECEIVED  
MAY 19 2017  
By \_\_\_\_\_

RECEIVED  
MAY 19 2017  
BY \_\_\_\_\_

S R-07-17



RIGHT SIDE ELEVATION

SCALE: 1/8"=1'-0"

# PROPOSED RESIDENTIAL ADDITION

143 WEST STREET  
KEENE, NEW HAMPSHIRE

OWNER:

143 WEST STREET, LLC

143 WEST STREET.  
KEENE, NH  
TAX MAP #002-02-012

MAY 19, 2017  
REV. - JUNE 9, 2017

DEVELOPMENT CONSULTANT:



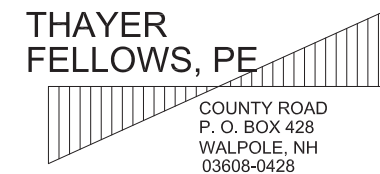
Brickstone  
Land Use Consultants, LLC

Site Planning, Permitting and Development Consulting  
185 Winchester Street, Keene, NH 03431  
Phone: (603) 357-0116

SURVEYOR:

DAVID A. MANN, LAND SURVEYOR  
3 GREENBRIAR ROAD  
KEENE, N.H. 03431  
603 357 5904

ENGINEER:



THAYER  
FELLOWS, PE

COUNTY ROAD  
P. O. BOX 428  
WALPOLE, NH  
03608-0428

BUILDING DESIGNER



Roux Designs

303 LEYDEN ROAD  
GREENFIELD, MA 01301  
413-325-6172  
hhmass@comcast.net

LIGHTING



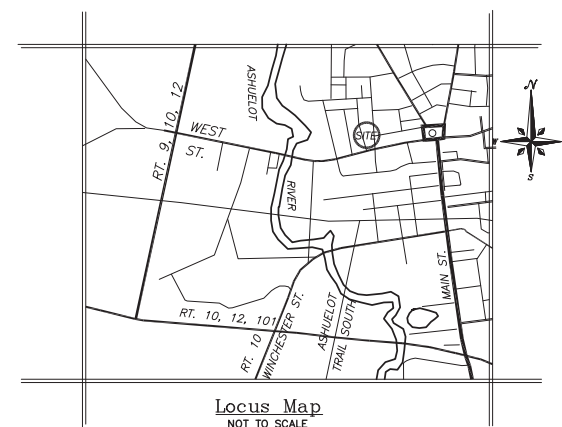
CHARRON  
BRIGHTEN

OWNERS CERTIFICATION:

I CERTIFY THAT I AM THE OWNER OF THIS PROPERTY  
AND THAT I APPROVE OF THIS SITE PLAN.

OWNER: \_\_\_\_\_

DATED \_\_\_\_\_



## SHEET INDEX

1. EXISTING CONDITION PLAN
2. PROPOSED CONDITION PLAN
3. GRADING & UTILITY PLAN
4. LANDSCAPING PLAN
5. LIGHTING PLAN

## PERMITS REQUIRED:

KEENE PLANNING BOARD  
BUILDING PERMIT

CURRENT ZONING: OFFICE

MIN. LOT AREA - 8,000 S.F.  
MIN. FRONTAGE - 50 FEET  
MAX. BUILDING COVERAGE 50%  
MAX. IMPERM. COVERAGE 70%

SETBACKS:  
BUILDING:  
FRONT - 15 FEET  
SIDE - 10 FEET  
REAR - 15 FEET  
PAVING:  
FRONT - 15 FEET  
SIDE & REAR - 5 FEET  
MINIMUM LOT WIDTH AT BLDG. LINE - 60 FEET

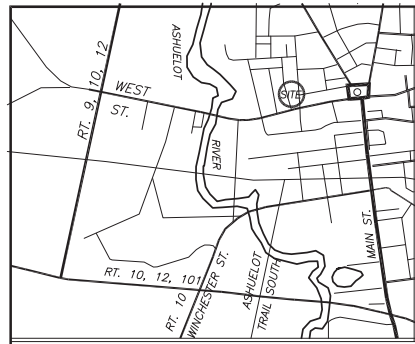
APPROVED BY THE KEENE  
PLANNING BOARD

CHAIRMAN

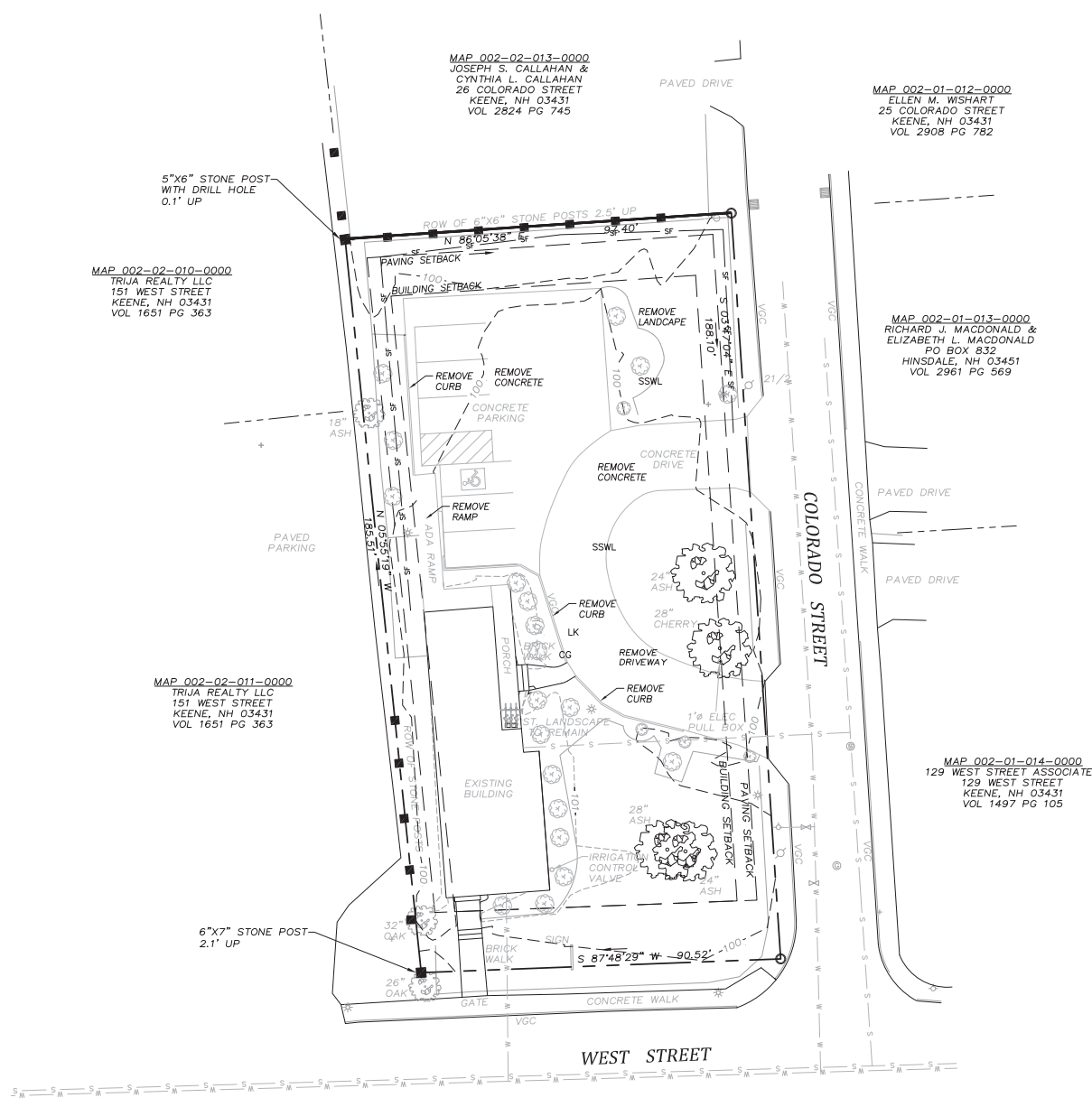
DATE

## LEGEND

- - PIN FOUND
- - MONUMENT FOUND
- - REBAR SET
- ⊕ - UTILITY POLE
- \* - LIGHT POLE
- ⊕ - HYDRANT
- ⊕ - WATER VALVE
- ⊕ - CATCH BASIN
- ⊕ - SEWER MANHOLE
- ⊕ - CATCH BASIN
- W — WATER LINE
- S — SEWER LINE
- E — ELECTRIC, TV, TELEPHONE
- G — GAS LINE
- — — EXISTING GRADE
- — — PROPOSED GRADE
- SF — SILT FENCE, HAYBALES
- VGC VERTICAL GRANITE CURB
- SGC SLOPED GRANITE CURB
- TD TIP DOWN CURB
- CPP CORRUGATED PLASTIC PIPE
- PCPP PERFORATED CORRUGATED PLASTIC PIPE
- SSWL SINGLE SOLID WHITE LINE
- ⊕ EXISTING TREE



Locus Map  
NOT TO SCALE



MAP 002-02-010-0000  
TRIJA REALTY LLC  
151 WEST STREET  
KEENE, NH 03431  
VOL 1651 PG 363

MAP 002-02-011-0000  
TRIJA REALTY LLC  
151 WEST STREET  
KEENE, NH 03431  
VOL 1651 PG 363

MAP 002-02-013-0000  
JOSEPH S. CALLAHAN &  
CYNTHIA L. CALLAHAN  
26 COLORADO STREET  
KEENE, NH 03431  
VOL 2824 PG 745

MAP 002-01-012-0000  
ELLEN M. WISHART  
25 COLORADO STREET  
KEENE, NH 03431  
VOL 2908 PG 782

MAP 002-01-013-0000  
RICHARD J. MACDONALD &  
ELIZABETH L. MACDONALD  
PO BOX 832  
HINSDALE, NH 03451  
VOL 2961 PG 569

MAP 002-01-014-0000  
129 WEST STREET ASSOCIATES  
129 WEST STREET  
KEENE, NH 03431  
VOL 1497 PG 105

MAP 046-06-008-0000  
PEOPLE'S UNITED BANK  
C/O PEOPLE'S UNITED BANK RE SERVICES  
PO BOX 820  
BURLINGTON, VT 05402-0820  
VOL 2896 PG 321

**NOTES**

OWNER OF RECORD:  
MAP 002-02-012-0000  
143 WEST STREET LLC  
143 WEST STREET  
KEENE, NH 03431  
VOLUME 2959 PAGE 147

TOTAL AREA OF MAP: 17,538 S.F. OR 0.40 ACRES.

MAP AND LOT NUMBERS REFER TO THE CITY OF KEENE PROPERTY MAPS.

CURRENT ZONING: OFFICE

MIN. LOT AREA - 8,000 S.F.  
MIN. FRONTAGE - 50 FEET  
MAX. BUILDING COVERAGE 50%  
MAX. IMPERM. COVERAGE 70%

SETBACKS:  
BUILDING:  
FRONT - 15 FEET  
SIDE - 10 FEET  
REAR - 15 FEET  
PAVING:  
FRONT - 15 FEET  
SIDE & REAR - 5 FEET  
MINIMUM LOT WIDTH AT BLDG. LINE - 60 FEET

MAP 002-02-012-0000  
17,538 S.F.  
0.40 ACRES

**LEGEND**

- - PIN FOUND
- - MONUMENT FOUND
- - REBAR SET
- - UTILITY POLE
- - LIGHT POLE
- \* - HYDRANT
- ⊕ - WATER VALVE
- ⊕ - CATCH BASIN
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- SF — SILT FENCE, HAYBALES
- VGC — VERTICAL GRANITE CURB
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- TD — TIP DOWN CURB
- CPP — CORRUGATED PLASTIC PIPE
- PCPP — PERFORATED CORRUGATED PLASTIC PIPE
- SSWL — SINGLE SOLID WHITE LINE
- ⊕ - EXISTING TREE

**LOT DATA**

ZONING	OFFICE
TAX MAP #	002-02-012-0000
LOT SIZE	17,538 SF - 0.40 AC.
LOT COVERAGE	
EXISTING BUILDING	1,750 SF - 10%
PAVING	5,450 SF - 31%
TOTAL	7,200 SF - 41%

REVISIONS: DATE:

ENGINEER:  
**THAYER FELLOWS, PE**  
COUNTY ROAD  
P. O. BOX 428  
WALPOLE, NH  
03606-0428

OWNER  
**143 WEST STREET LLC**  
143 WEST STREET  
KEENE, NH 03431

**Brickstone**  
Land Use Consultants LLC  
Site Planning, Permitting and Development Consulting  
155 Winchester Street, Keene, NH 03431  
Phone: (603) 357-0116

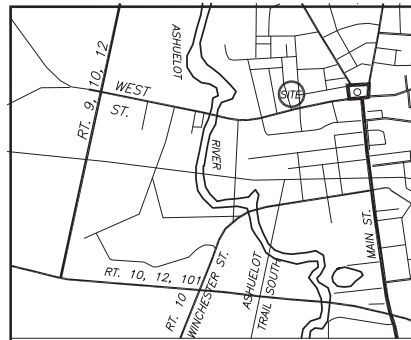
PROPOSED ADDITION  
FOR  
SINGLE FAMILY  
RESIDENCE  
143 WEST STREET  
KEENE, NH 03431

**EXISTING PLAN**

SCALE: 1"=20'

DATE: 5/19/17

SHEET 1



**Locus Map**  
NOT TO SCALE

**NOTES**

OWNER OF RECORD:  
MAP 002-02-012-0000  
143 WEST STREET LLC  
143 WEST STREET  
KEENE, NH 03431  
VOLUME 2959 PAGE 147

TOTAL AREA OF MAP: 17,538 S.F. OR 0.40 ACRES.

MAP AND LOT NUMBERS REFER TO THE CITY OF KEENE PROPERTY MAPS.

CURRENT ZONING: OFFICE

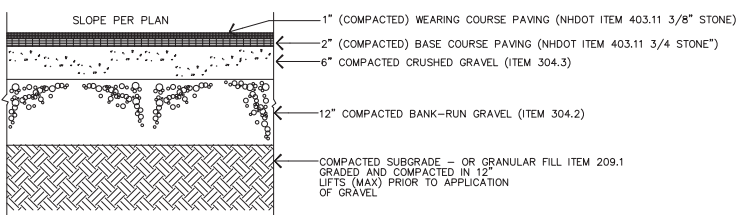
MIN. LOT AREA - 8,000 S.F.  
MIN. FRONTAGE - 50 FEET  
MAX. BUILDING COVERAGE 50%  
MAX. IMPERM. COVERAGE 70%

SETBACKS:  
BUILDING:  
FRONT - 15 FEET  
SIDE - 10 FEET  
REAR - 15 FEET  
PAVING:  
FRONT - 15 FEET  
SIDE & REAR - 5 FEET  
MINIMUM LOT WIDTH AT BLDG. LINE - 60 FEET

MAP 002-02-012-0000  
17,538 S.F.  
0.40 ACRES

**LEGEND**

- - PIN FOUND
- - MONUMENT FOUND
- - REBAR SET
- - UTILITY POLE
- - LIGHT POLE
- - HYDRANT
- - WATER VALVE
- - CATCH BASIN
- - SEWER MANHOLE
- - CATCH BASIN
- W - WATER LINE
- S - SEWER LINE
- E - ELECTRIC, TV, TELEPHONE
- G - GAS LINE
- - EXISTING GRADE
- - - - PROPOSED GRADE
- SF - SILT FENCE, HAYBALES
- VGC - VERTICAL GRANITE CURB
- SGC - SLOPED GRANITE CURB
- TD - TIP DOWN CURB
- CPFP - CORRUGATED PLASTIC PIPE
- PCPP - PERFORATED CORRUGATED PLASTIC PIPE
- SSWL - SINGLE SOLID WHITE LINE
- - EXISTING TREE



**PARKING LOT DETAIL**

NOT TO SCALE

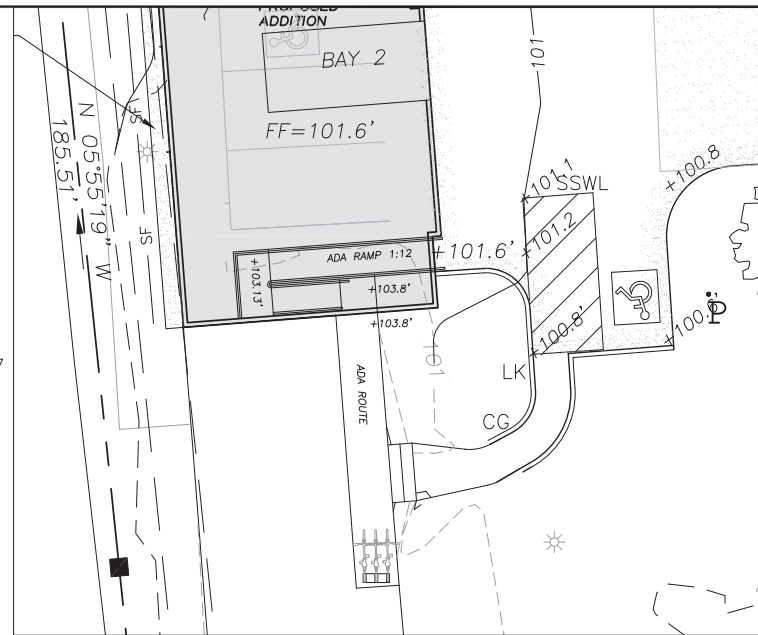
ALL FILL MATERIAL AND DISTURBED AREAS UNDER PAVING TO BE COMPACTED TO A MIN 95% DENSITY.

**LOT DATA**

ZONING	OFFICE
TAX MAP #	002-02-012-0000
LOT SIZE	17,538 SF - 0.40 AC±
LOT COVERAGE	
EXISTING	1,750 SF - 10%
BUILDING	5,450 SF - 31%
PAVING	7,200 SF - 41%
TOTAL	
PROPOSED	3,270 SF - 18%
BUILDING	4,675 SF - 26%
PAVING	7,796 SF - 44%
TOTAL	
PARKING	
OFFICE - 2866/200	= 14 SPACES
RESIDENTIAL - 2/UNIT	= 2 SPACES
TOTAL REQUIRED	= 16 SPACES
TOTAL PROVIDED	= 12 SPACES
ZBA 17-02 VARIANCE FOR MIXED USE MARCH 6, 2017	
ZBA 17-03 VARIANCE FOR PARKING MARCH 6, 2017	

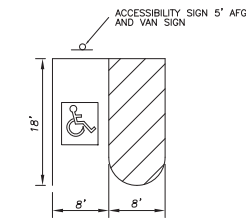
**GENERAL NOTES**

- THIS PLAN IS BASED ON A SURVEY BY CARDINAL SURVEY SUPPLIED TO THIS OFFICE IN DIGITAL FORM. LOCATION OF UTILITIES IS FROM THE CITY OF KEENE ENGINEERING DEPARTMENT RECORDS. LOCATIONS ARE APPROXIMATE. CONTRACTOR TO VERIFY LOCATIONS OF ALL UTILITIES PRIOR TO EXCAVATION.
- CONTRACTOR TO NOTIFY "DIG SAFE" AT 1-888-344-7233 A MIN. OF 72 HOURS PRIOR TO THE START OF EXCAVATION.
- THIS PROPERTY IS NOT LOCATED WITHIN THE 100 YEAR FLOODPLAIN FOR THE CITY OF KEENE.



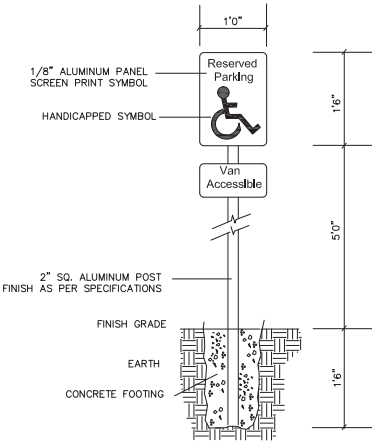
**ADA ACCESS PLAN**

SCALE: 1"=10'



**VAN ACCESSIBLE SPACE**

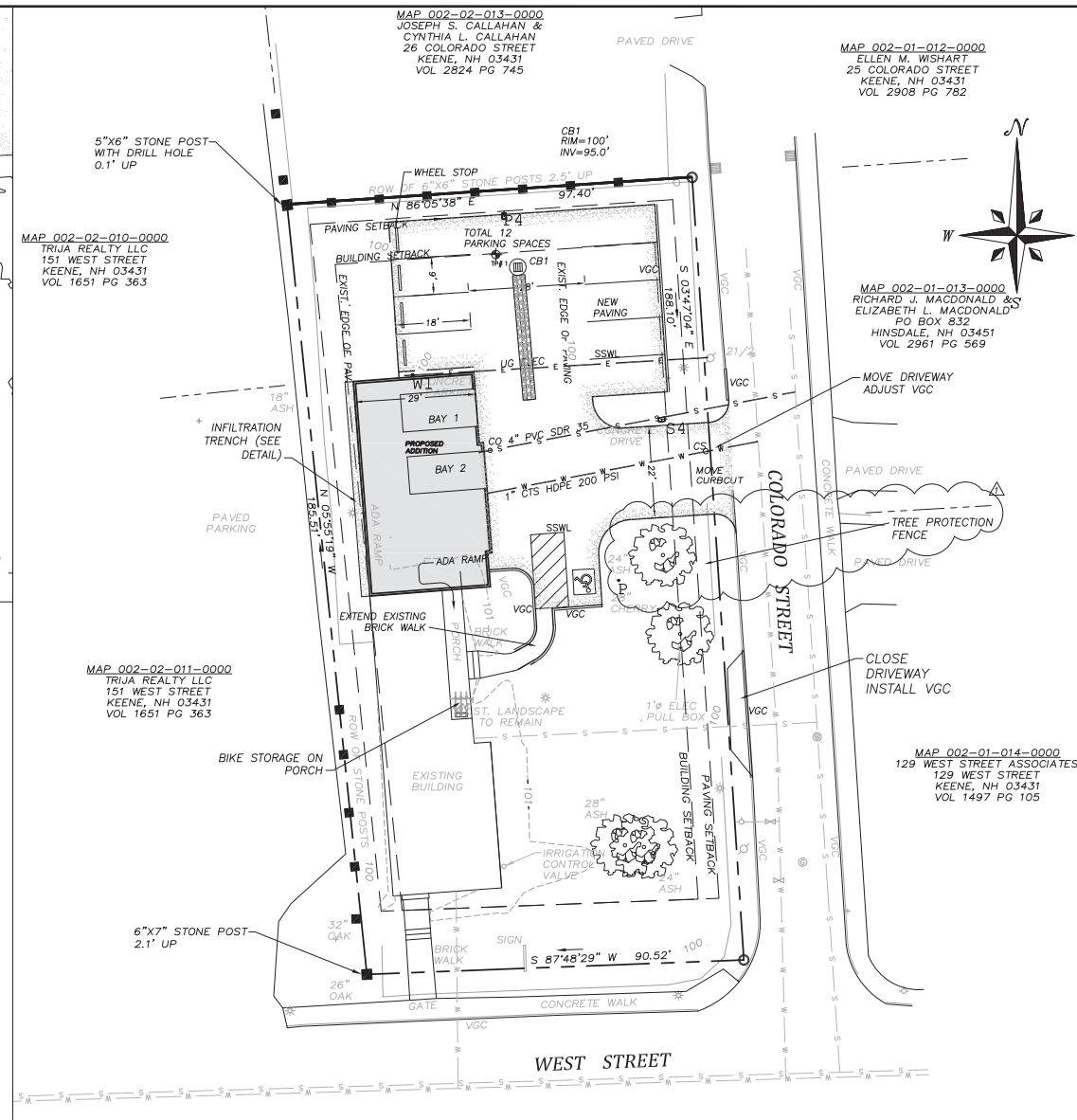
- ACCESS ISLE SHALL HAVE A FIRM NON SLIP SURFACE.
- ACCESS ISLE AND PARKING SPACE MAX SLOPE OF 2%.
- IF ACCESSIBLE ROUTE IS LOCATED IN FRONT OF THE PARKING SPACE, WHEELSTOPS MAY BE REQUIRED TO KEEP VEHICLE OVERHANG FROM REDUCING WIDTH BELOW 36 INCHES.



**TREE PROTECTION DETAIL**

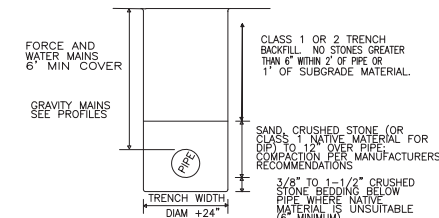
SCALE: NOT TO SCALE

- TREE PROTECTION FENCE SHALL BE ORANGE CONSTRUCTION FENCING STAKED 8" TO 10" O.C. WITH 1"X1" STAKES.
- AREAS WHERE SILT FENCE AND TREE PROTECTION FENCE ARE PARALLEL, SILT FENCE MAY SERVE AS PROTECTION FENCE.
- TREE SHALL BE PROTECTED AT THE CRITICAL ROOT ZONE OR BEYOND PRIOR TO THE START OF CLEARING AND GRADING OR OTHER CONSTRUCTION ACTIVITY. TREE PROTECTION AREA SHALL NOT BE REMOVED UNTIL COMPLETION OF CONSTRUCTION ACTIVITY.



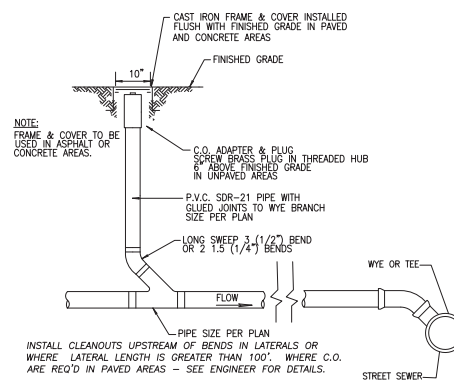
**SITE PLAN**

SCALE: 1"=20'



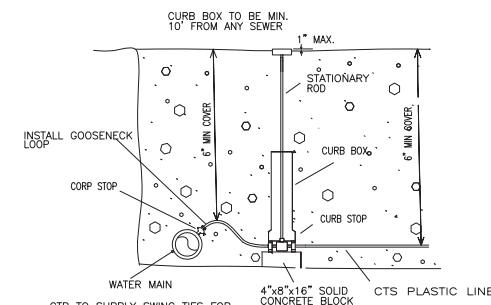
**TYPICAL TRENCH DETAIL**

NTS



**TYPICAL SEWER DETAILS**

NOT TO SCALE



**DOMESTIC WATER SERVICE DETAIL**

NTS

REVISIONS: DATE:  
JUNE 9, 2017  
REVISE LEGEND  
ADD STABILIZED CONST. ENTRANCE  
ADD NOTES FOR SEASONAL HIGH WATER TABLE  
ADD TREE PROTECTION

**ENGINEER:**

**THAYER FELLOWS, PE**  
COUNTY ROAD  
P. O. BOX 428  
WALPOLE, NH  
03608-0428

**OWNER:**

**143 WEST STREET LLC**  
143 WEST STREET  
KEENE, NH 03431

**Brickstone Land Use Consultants LLC**  
Site Planning, Permitting and Development Consulting  
155 Winchester Street, Keene, NH 03431  
Phone: (603) 357-0116

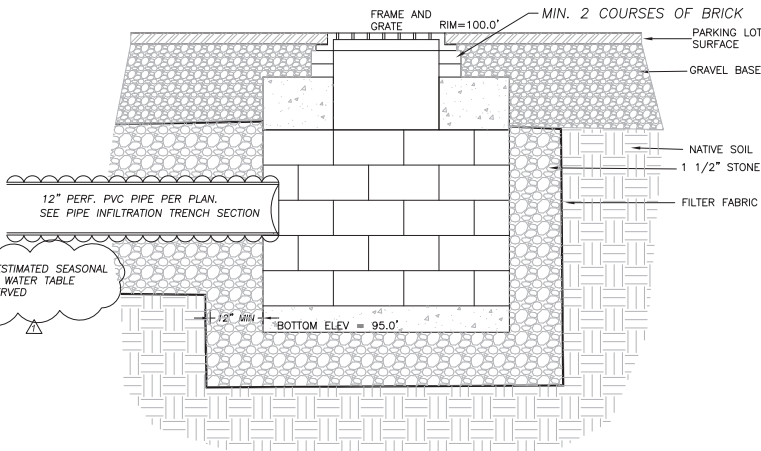
**PROPOSED ADDITION FOR SINGLE FAMILY RESIDENCE**  
143 WEST STREET  
KEENE, NH 03431

**PROPOSED PLAN**

SCALE: AS NOTED

DATE: 5/19/17

SHEET 2



DRYWELL TO BE CONSTRUCTED WITH SEGMENTED BASE AND BARREL BLOCK OR PREFAB DRYWELL UNIT. BASIN TO BE BACKFILLED WITH A MIN OF 12 INCHES OF 1 1/2" STONE

**DRYWELL DETAIL**

SCALE: NTS

**GENERAL NOTES**

1. ALL CATCHBASINS TO HAVE A MIN. 2' SUMP.
2. GRATES SHALL BE TYPE "B" OR AS APPROVED BY CITY OF KEENE IF WITHIN THE CITY ROW.
3. PAVING SHALL CONSIST OF 2" BASE COURSE AND 1" TOP PAVING. BASE SHALL BE OF 12" BANK RUN GRAVEL AND 6" CRUSHED GRAVEL. ALL FILL MATERIAL AND DISTURBED AREAS UNDER PAVING TO BE COMPACTED TO A MIN 95% DENSITY.
4. DRAINAGE PIPE TO BE CORRUGATED PLASTIC PIPE (CPP) OR PERFORATED CORRUGATED PLASTIC PIPE (PCPP) SUITABLE FOR H-20 LOADING.
5. CONSTRUCTION WITHIN THE CITY ROW REQUIRES AN EXCAVATION PERMIT FROM THE PUBLIC WORKS DEPT., CONTRACTOR IS RESPONSIBLE FOR ALL EXCAVATION PERMITS REQUIRED.
6. EXCAVATION WITHIN THE CITY STREET SHALL BE SAW CUT. WORK TO BE DONE TO DPW STANDARDS AND INSPECTED BY DPW.
7. SEWER LINES WITH LESS THAN 4 FEET OF COVER SHALL BE INSULATED WITH 2" EPS.
8. DOMESTIC WATER SERVICE SHALL REQUIRE A KEENE DPW APPROVED TESTABLE BACKFLOW DEVICE TO BE INSTALLED IN BUILDING.
9. INSTALL CORPORATIONS OR GATE VALVES AT ALL WATER LINE CONNECTIONS TO THE CITY MAIN LINE.

**EROSION CONTROL SEQUENCE**

THIS IS A SUGGESTED SEQUENCE FOR THE IMPLEMENTATION OF EROSION CONTROLS. IT SHALL NOT LIMIT THE CONTRACTOR IN MEANS, METHODS AND TECHNIQUES FOR THE CONTROLLING OF EROSION AND SEDIMENTATION NECESSARY TO FULFILL THE REQUIREMENTS OF NEW HAMPSHIRE STORM WATER MANAGEMENT AND EROSION CONTROL 485-A:17.

1. INSTALL SILT FENCE WHERE SHOWN AND WHERE REQUIRED TO CONTROL EROSION.
2. REMOVE EXISTING STRUCTURES, CONCRETE AND PAVING WHERE REQUIRED OR WHERE SHOWN ON THE PLANS.
3. CLEAR AND GRUB CONSTRUCTION AREAS.
4. CONSTRUCT DRAINAGE CONTROL STRUCTURES AND PROTECT.
5. CONSTRUCT FOUNDATION AND BRING TO SUBGRADE AND STABILIZE.
6. INSTALL UNDERGROUND UTILITIES AND STABILIZE.
7. FINE GRADE AND STABILIZE ALL AREAS WITHIN 72 HOURS OF ACHIEVING FINISH GRADE.
8. ALL CUT/FILL SLOPES TO BE LOAMED AND MULCHED OR PLANTED WITH GROUND COVER WITHIN 72 HOURS OF ACHIEVING FINISHED GRADE.
9. THE SMALLEST AREA PRACTICABLE SHALL BE DISTURBED DURING CONSTRUCTION. STABILIZATION SHALL BE DEFINED AS EITHER BASE COURSE PAVING, CONCRETE, RIP RAP, 3 INCHES OF BARK MULCH, OR A MIN. OF 85% OF VEGETATED GROWTH HAS BEEN ESTABLISHED.
10. ALL DISTURBED AREAS SHALL BE STABILIZED WITHIN 45 DAYS.
11. WHEN ALL WORK IS COMPLETED, SLOPES AND DITCHES ARE STABILIZED, REMOVE TEMPORARY EROSION CONTROL MEASURES AND ANY SEDIMENT THAT HAS COLLECTED IN DITCHES, CULVERTS OR DETENTION PONDS.
12. SHOULD THE CONTRACTOR WISH TO ALTER THIS SEQUENCE, HE SHALL SUBMIT THE PROPOSED CHANGES IN WRITING TO THE ENGINEER. THE ENGINEER WILL REVIEW THE PROPOSED CHANGES AND ADVISE THE CONTRACTOR.
13. CONTRACTOR IS RESPONSIBLE FOR IMPLEMENTING ANY AND ALL PROCEDURES TO CONTROL EROSION ON AND OFF THE CONSTRUCTION SITE.
14. CONTRACTOR SHALL MAINTAIN AN INSPECTION LOG FOR VIEWING BY THE CITY ENGINEER.

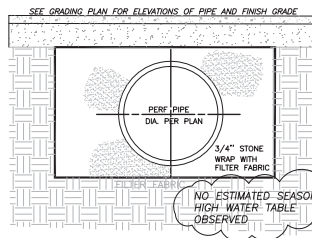
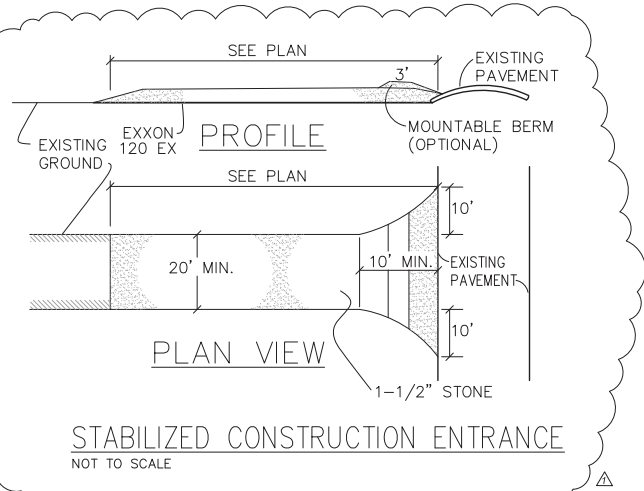
**EROSION CONTROL INSPECTION:**

INSPECTIONS OF THE CONSTRUCTION SITE SHALL BE MADE BY PERSONNEL FAMILIAR WITH THE CONSTRUCTION ACTIVITY. EROSION AND SEDIMENT CONTROL MEASURES IDENTIFIED IN THE PLAN SHALL BE OBSERVED TO ENSURE THAT THEY ARE OPERATING CORRECTLY.

INSPECTIONS SHALL BE CONDUCTED AT LEAST ONCE EVERY EACH WEEK AND WITHIN 48 HOURS OF THE END OF A STORM EVENT THAT IS 0.5 INCH OR GREATER. THESE INSPECTIONS SHALL COVER DISTURBED AREAS THAT HAVE NOT BEEN FINALLY STABILIZED, AREAS USED FOR STORAGE OF MATERIALS THAT ARE EXPOSED TO PRECIPITATION, STRUCTURAL CONTROL MEASURES, AND LOCATIONS WHERE VEHICLES ENTER OR EXIT THE SITE. WHERE AREAS HAVE BEEN FINALLY OR TEMPORARILY STABILIZED OR RUNOFF IS UNLIKELY DUE TO WINTER CONDITIONS (E.G., SITE IS COVERED WITH SNOW, ICE, OR FROZEN GROUND EXISTS) SUCH INSPECTIONS SHALL BE CONDUCTED AT LEAST ONCE EVERY MONTH. THE CONTRACTOR SHALL KEEP WRITTEN REPORTS SUMMARIZING EACH INSPECTION ONSITE.

**WINTER CONSTRUCTION NOTES:**

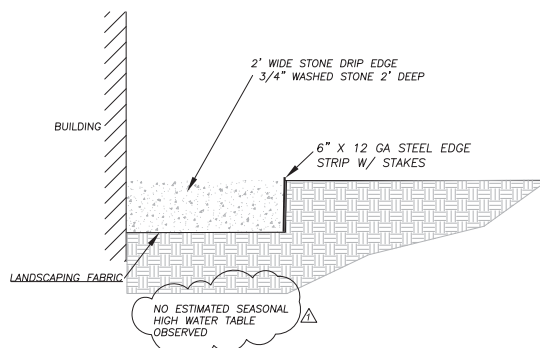
1. ALL PROPOSED VEGETATED AREAS WHICH DO NOT EXHIBIT A MINIMUM OF 85% VEGETATIVE GROWTH BY OCTOBER 15TH, OR WHICH ARE DISTURBED AFTER OCTOBER 15TH, SHALL BE STABILIZED BY SEEDING AND INSTALLING EROSION CONTROL BLANKETS ON SLOPES GREATER THAN 3:1, AND SEEDING AND PLACING 3 TO 4 TONS OF MULCH PER ACRE, SECURED WITH ANCHORED NETTING, ELSEWHERE. THE INSTALLATION OF EROSION CONTROL BLANKETS OR MULCH AND NETTING SHALL NOT OCCUR OVER ACCUMULATED SNOW OR ON FROZEN GROUND AND SHALL BE COMPLETED IN ADVANCE OF THAW OR SPRING MELT EVENTS.
2. ALL DITCHES OR SWALES WHICH DO NOT EXHIBIT A MINIMUM OF 85% VEGETATIVE GROWTH BY OCTOBER 15TH OR WHICH ARE DISTURBED AFTER OCTOBER 15TH, SHALL BE STABILIZED TEMPORARILY WITH STONE OR EROSION CONTROL BLANKETS APPROPRIATE FOR THE DESIGN FLOW CONDITIONS.
3. AFTER NOVEMBER 15TH, INCOMPLETE ROAD OR PARKING SURFACES, WHERE WORK HAS STOPPED FOR THE WINTER SEASON, SHALL BE PROTECTED WITH A MINIMUM OF 3 INCHES OF CRUSHED GRAVEL PER NHDOT ITEM 304.3.



**INFILTRATION TRENCH SECTION**

SCALE: NOT TO SCALE

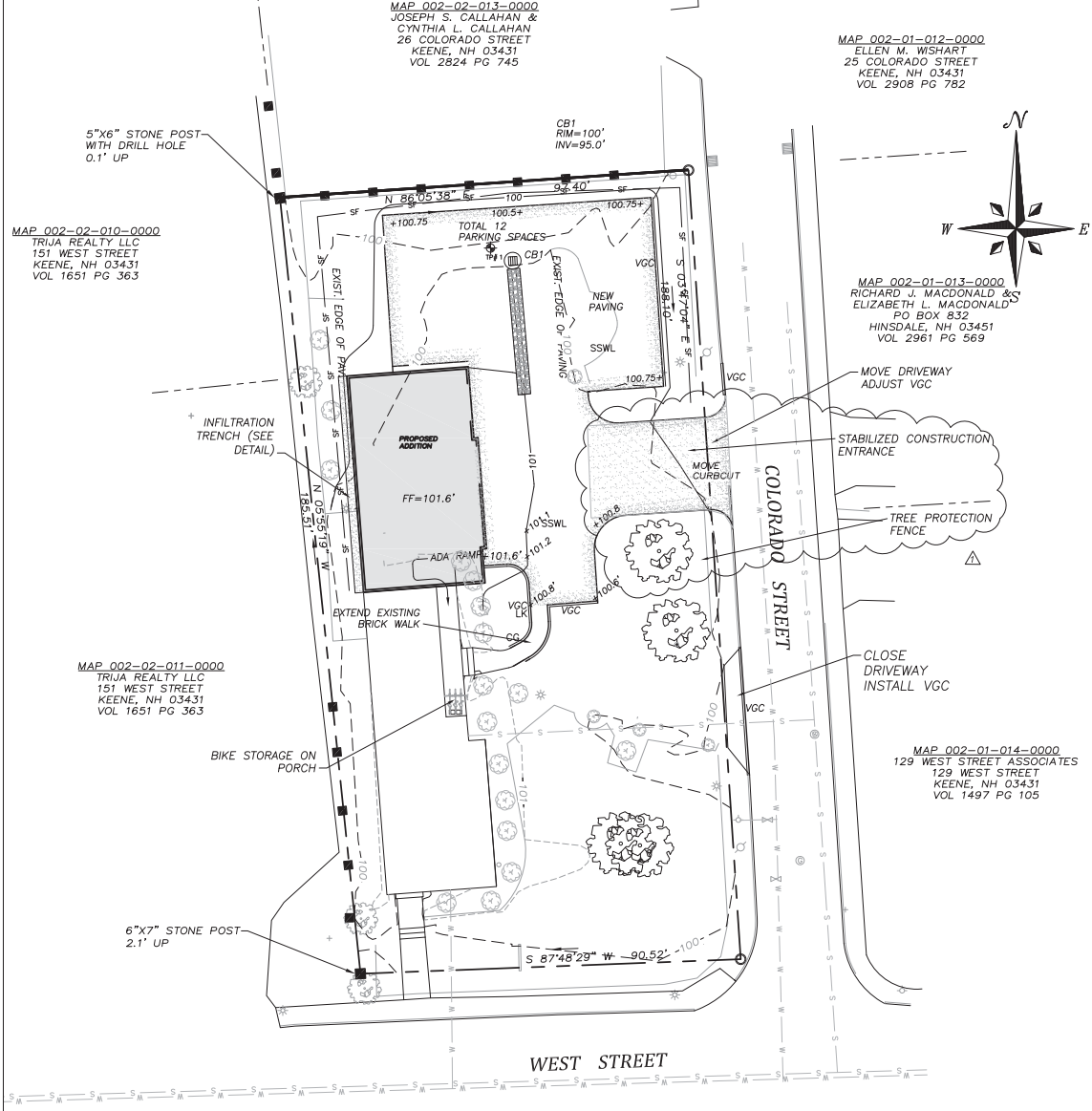
- STONE TO BE 12" BELOW PIPE, MIN. OF 12" ON EACH SIDE AND A MIN OF 6" ABOVE PIPE.
- WRAP STONE IN FILTER FABRIC PRIOR TO BACKFILL.
- PIPE SHALL BE SOIL TIGHT N-12 DRAINAGE PIPE OR EQUAL. FOLLOW MANUFACTURER'S RECOMMENDATIONS FOR INSTALLATION OF PIPE.



**STONE INFILTRATION AT BUILDING**

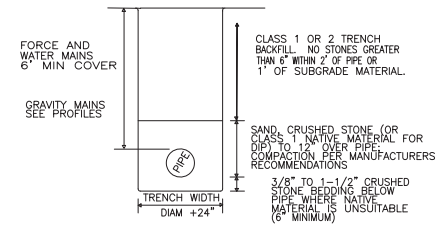
SCALE: NOT TO SCALE

TEST PIT DATA	
TEST PIT #	1
0	LOAMY TOPSOIL
12	
24	LIGHT TAN LOAMY FINE SAND
60	NO ESHWT BOTTOM OF HOLE
LEDGE @ NONE	
GROUND WATER @ NONE	
DATE OF TEST PIT	4/24/17
DATE OF PERC TEST	4/24/17
PERC RATE	3 IN/MIN @ 36"



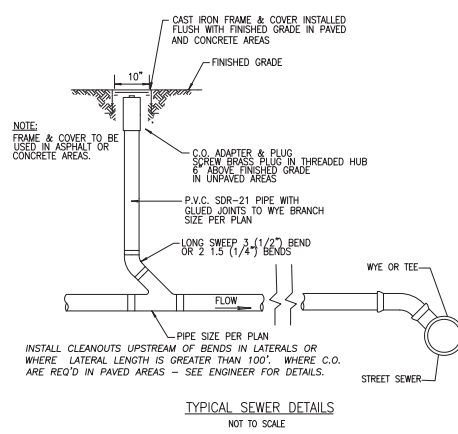
**SITE PLAN**

SCALE: 1"=20'



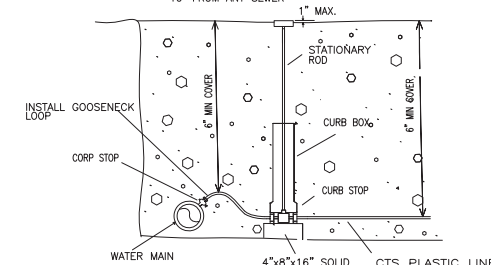
**TYPICAL TRENCH DETAIL**

NTS



**TYPICAL SEWER DETAILS**

NOT TO SCALE



**DOMESTIC WATER SERVICE DETAIL**

NTS

REVISIONS: DATE:  
 ▲ JUNE 9, 2017  
 REVISE LEGEND  
 ADD STABILIZED CONST. ENTRANCE  
 ADD NOTES FOR SEASONAL HIGH WATER TABLE  
 ADD TREE PROTECTION

**ENGINEER:**  
**THAYER FELLOWS, PE**  
 COUNTY ROAD P. O. BOX 428 WALPOLE, NH 03608-0428

**OWNER:**  
**143 WEST STREET LLC**  
 143 WEST STREET  
 KEENE, NH 03431

**Brickstone Land Use Consultants LLC**  
 Site Planning, Permitting and Development Consulting  
 155 Winchester Street, Keene, NH 03431  
 Phone: (603) 357-0116

**PROPOSED ADDITION FOR SINGLE FAMILY RESIDENCE**  
 143 WEST STREET  
 KEENE, NH 03431

**GRADING & UTILITY PLAN**

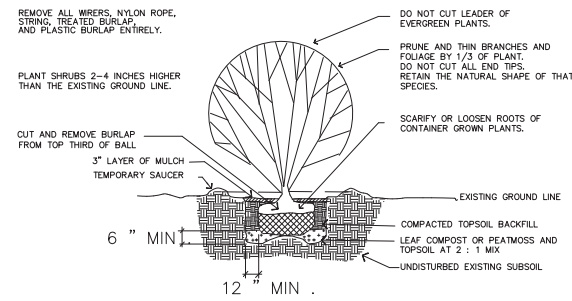
SCALE: AS NOTED  
 DATE: 5/19/17  
 SHEET 3



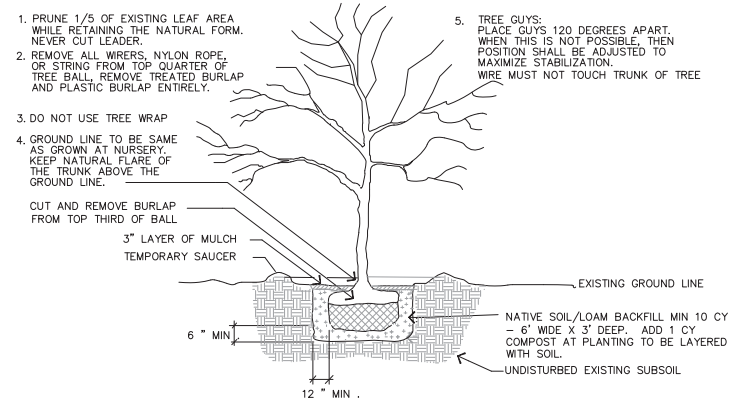
**LANDSCAPE LEGEND**

TYPE	QUANTITY	PLANTING SIZE	MATURE HEIGHT
LK	1	3 GAL	4 FEET
CG	1	3 GAL	3 FEET
PL	4	3 GAL	12 FEET
AR	10	4 - 5'	12 FEET

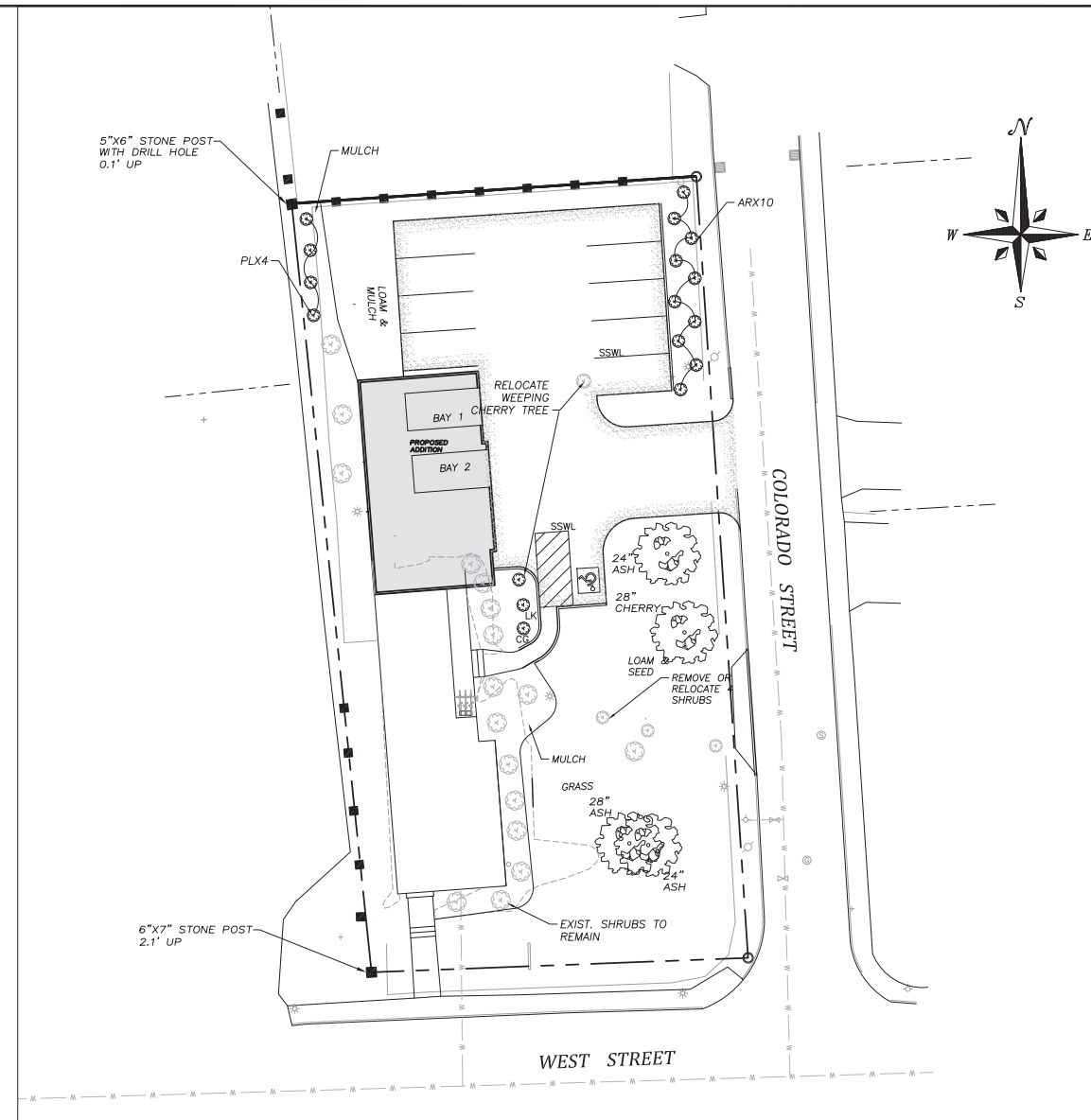
PARKING LOT LANDSCAPING:  
 REQUIRED - 9X9X18X0.10 = 146 SF  
 PROVIDED - 330 SF



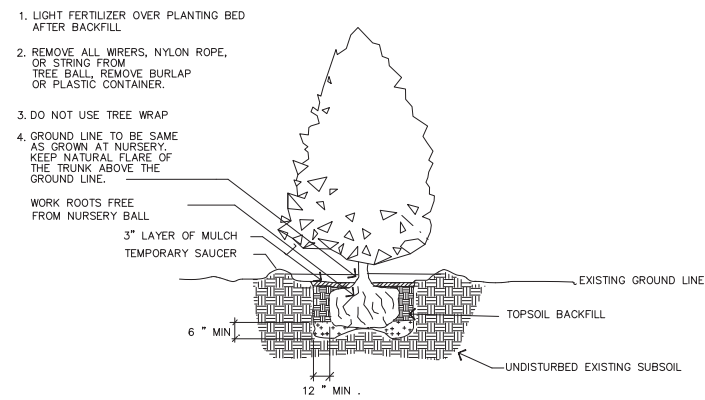
**DETAIL OF SHRUB PLANTING**  
 NOT TO SCALE



**DETAIL OF TREE PLANTING**  
 NOT TO SCALE



**SITE PLAN**  
 SCALE: 1"=20'



**DETAIL OF TREE PLANTING AND GUYING**  
 NOT TO SCALE

REVISIONS: DATE:

**ENGINEER:**  
**THAYER FELLOWS, PE**  
 COUNTY ROAD  
 P. O. BOX 428  
 WALPOLE, NH  
 03608-0428

**OWNER:**  
**143 WEST STREET LLC**  
 143 WEST STREET  
 KEENE, NH 03431

**Brickstone**  
 Land Use Consultants, LLC  
 Site Planning, Permitting and Development Consulting  
 185 Winchester Street, Keene, NH 03431  
 Phone: (603) 357-0116

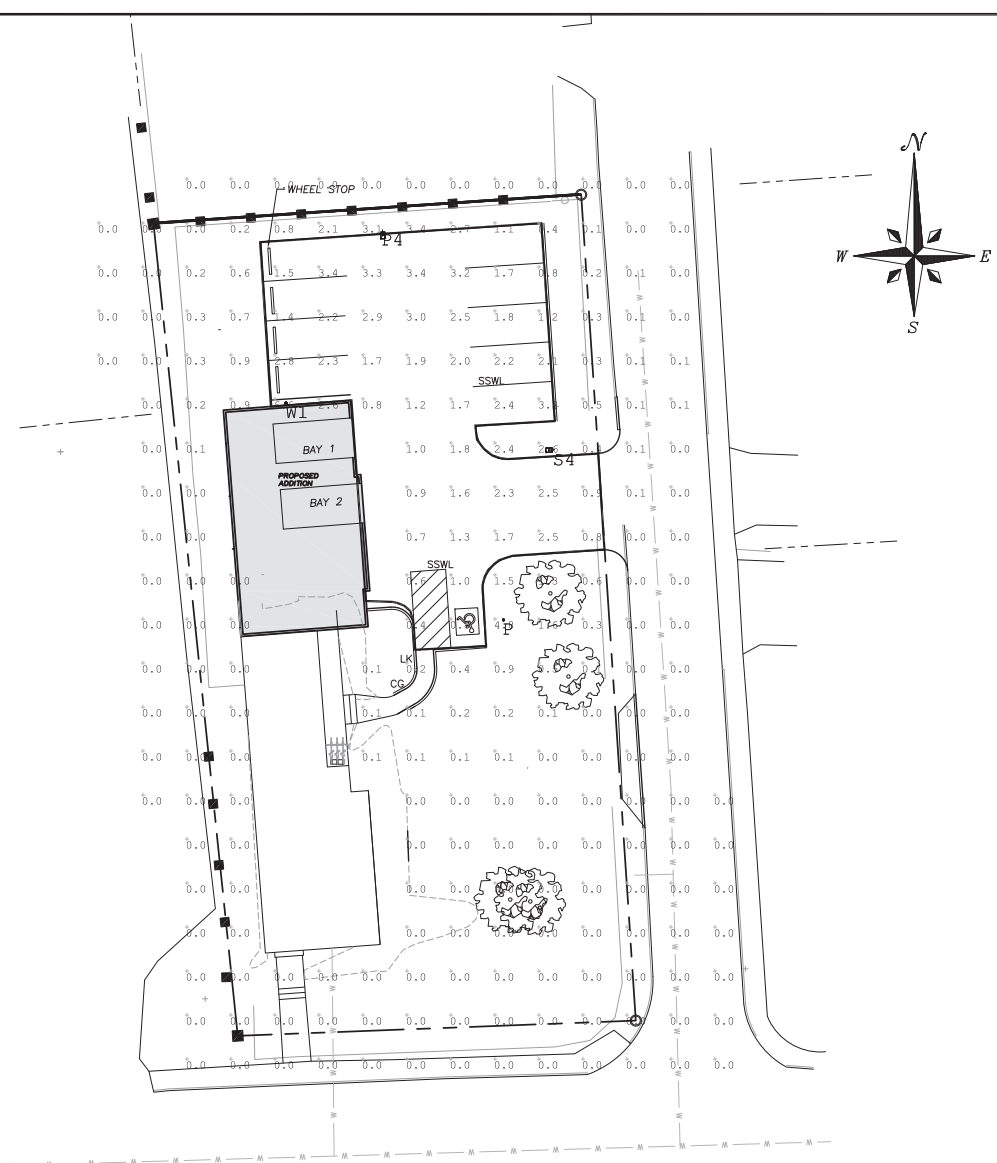
**PROPOSED ADDITION**  
**FOR**  
**SINGLE FAMILY**  
**RESIDENCE**  
 143 WEST STREET  
 KEENE, NH 03431

**LANDSCAPE PLAN**

SCALE: AS NOTED

DATE: 5/19/17

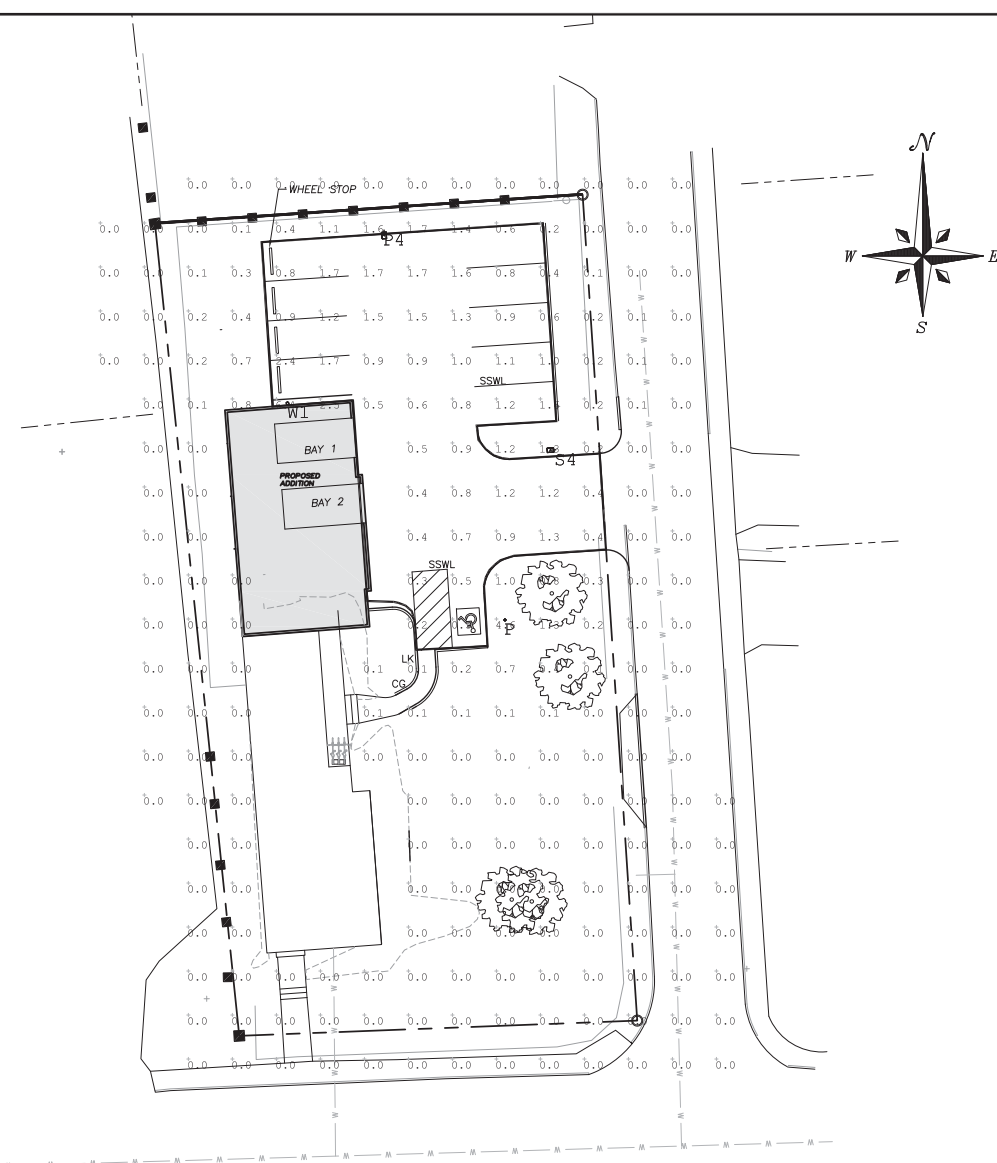
SHEET 4



**FULL LIGHT PLAN**  
SCALE: 1"=20'

Symbol	Qty	Label	Arrangement	Description
☉	1	P	SINGLE	8300K-99090ZLED/95060Z
→	1	P4	SINGLE	PRV-A15-D-UNV-T4-BZ-HSS-MSP-L30/ SSS4A12SFN1 (12' AFG)
→	1	S4	SINGLE	PRV-A15-D-UNV-T4-BZ-HSS-MSP-L30/ SSS4A15SFN1 (15' AFG)
⊞	1	W1	SINGLE	XTOR1B/ WALL MTD 10' AFG

StatArea\_1  
ENTRANCE AND PARKING LOT AREAS  
Illuminance (Fc)  
Average = 2.00  
Maximum = 6.6  
Minimum = 0.6  
Avg/Min Ratio = 3.33  
Max/Min Ratio = 11.00



**REDUCED LIGHT PLAN**  
SCALE: 1"=20'

Symbol	Qty	Label	Arrangement	Description
☉	1	P	SINGLE	8300K-99090ZLED/95060Z
→	1	P4	SINGLE	PRV-A15-D-UNV-T4-BZ-HSS-MSP-L30/ SSS4A12SFN1 (12' AFG)
→	1	S4	SINGLE	PRV-A15-D-UNV-T4-BZ-HSS-MSP-L30/ SSS4A15SFN1 (15' AFG)
⊞	1	W1	SINGLE	XTOR1B/ WALL MTD 10' AFG

StatArea\_1  
ENTRANCE AND PARKING LOT AREAS  
Illuminance (Fc)  
Average = 1.15  
Maximum = 6.4  
Minimum = 0.3  
Avg/Min Ratio = 3.83

OWNER  
143 WEST STREET LLC  
143 WEST STREET  
KEENE, NH 03431

**Brickstone**  
Land Use Consultants, LLC  
Site Planning, Permitting and Development Consulting  
185 Winchester Street, Keene, NH 03431  
Phone: (603) 357-0116

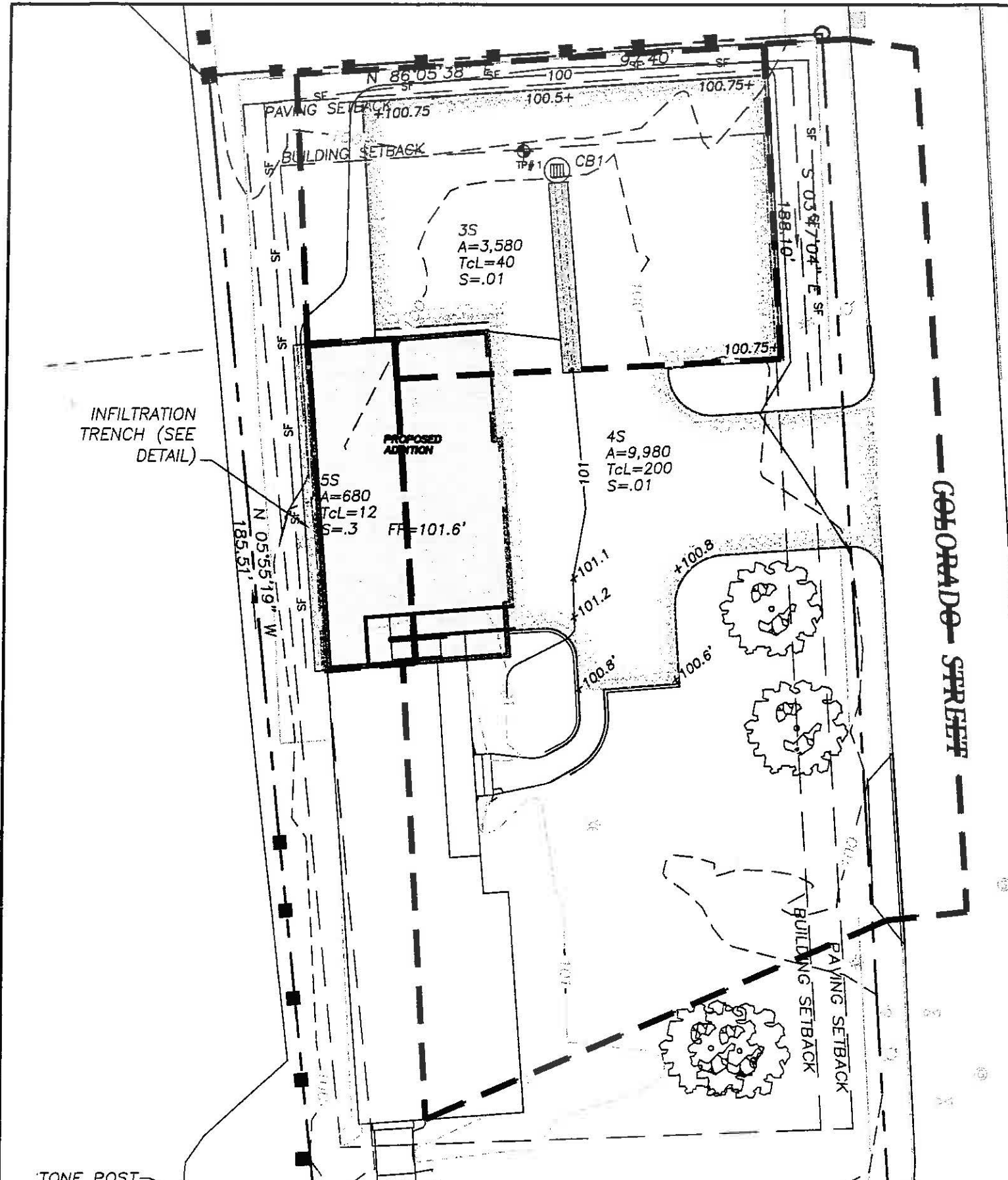
PROPOSED ADDITION  
FOR  
SINGLE FAMILY  
RESIDENCE  
143 WEST STREET  
KEENE, NH 03431

**LIGHTING PLAN**

SCALE: AS NOTED

DATE: 5/19/17

SHEET 5



INFILTRATION  
TRENCH (SEE  
DETAIL)

CORPORATE STREET

TO NE POST

143 WEST STREET LLC  
143 WEST STREET  
KEENE, NH 03431

**Brickstone**  
Land Use Consultants, LLC  
185 Winchester Street, Keene, NH 03431  
Phone: (603) 357-0116

PROPOSED ADDITION  
143 WEST STREET  
KEENE, NH 03431

## DESCRIPTION

The patented Lumark Crosstour™ LED Wall Pack Series of luminaires provides an architectural style with super bright, energy efficient LEDs. The low-profile, rugged die-cast aluminum construction, universal back box, stainless steel hardware along with a sealed and gasketed optical compartment make the Crosstour impervious to contaminants. The Crosstour wall luminaire is ideal for wall/surface, inverted mount for façade/canopy illumination, post/bollard, site lighting, floodlight and low level pathway illumination including stairs. Typical applications include building entrances, multi-use facilities, apartment buildings, institutions, schools, stairways and loading docks test.

## SPECIFICATION FEATURES

### Construction

Slim, low-profile LED design with rugged one-piece, die-cast aluminum hinged removable door and back box. Matching housing styles incorporate both a small and medium design. The small housing is available in 12W, 18W and 26W. The medium housing is available in the 38W model. Patented secure lock hinge feature allows for safe and easy tool-less electrical connections with the supplied push-in connectors. Back box includes three half-inch, NPT threaded conduit entry points. The universal back box supports both the small and medium forms and mounts to standard 3-1/2" to 4" round and octagonal, 4" square, single gang and masonry junction boxes. Key hole gasket allows for adaptation to junction box or wall. External fin design extracts heat from the fixture surface. One-piece silicone gasket seals door and back box. Minimum 5" wide pole for site lighting application. Not recommended for car wash applications.

### Optical

Silicone sealed optical LED chamber incorporates a custom engineered mirrored anodized reflector providing high-efficiency illumination. Optical assembly includes impact-resistant tempered glass and meets IESNA requirements for full cutoff compliance. Available in seven lumen packages; 5000K and 4000K CCT.

### Electrical

LED driver is mounted to the die-cast housing for optimal heat sinking. LED thermal management system incorporates both conduction and natural convection to transfer heat rapidly away from the LED source. 12W, 18W, 26W and 38W series operate in -40°C to 40°C (-40°F to 104°F). High ambient 50°C models available. Crosstour luminaires maintain greater than 89% of initial light output after 72,000 hours of operation. Three half-inch NPT threaded conduit entry points allow for thru-branch wiring. Back box is an authorized

electrical wiring compartment. Integral LED electronic driver incorporates surge protection. 120-277V 50/60Hz or 347V 60Hz models.

### Finish

Crosstour is protected with a Super durable TGIC carbon bronze or summit white polyester powder coat paint. Super durable TGIC powder coat paint finishes withstand extreme climate conditions while providing optimal color and gloss retention of the installed life.

### Warranty

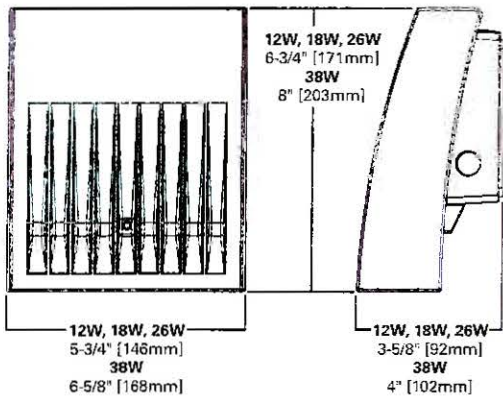
Five-year warranty.



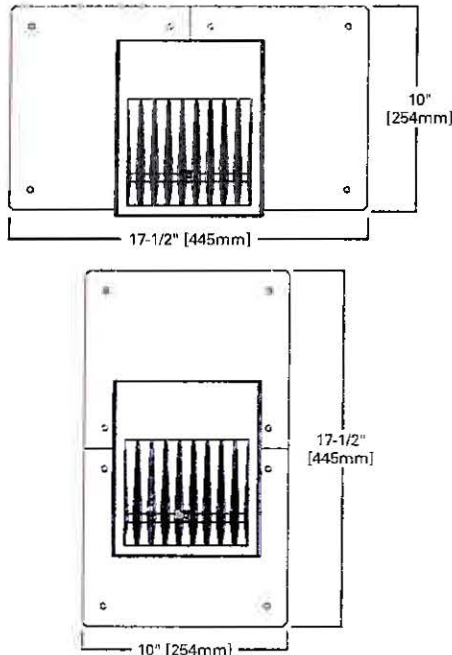
## XTOR CROSSTOUR LED

**APPLICATIONS:**  
WALL / SURFACE  
POST / BOLLARD  
LOW LEVEL  
FLOODLIGHT  
INVERTED  
SITE LIGHTING

## DIMENSIONS



## ESCUTCHEON PLATES



## CERTIFICATION DATA

UL/cUL Wet Location Listed  
LM79 / LM80 Compliant  
ROHS Compliant  
ADA Compliant  
NOM Compliant Models  
IP66 Ingressed Protection Rated  
Title 24 Compliant

## TECHNICAL DATA

40°C Maximum Ambient Temperature  
External Supply Wiring 90°C Minimum

## EPA

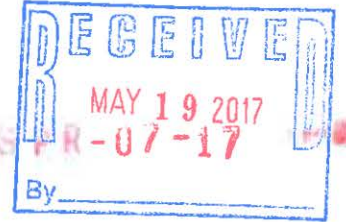
Effective Projected Area (Sq. Ft.):  
XTOR1B, XTOR2B, XTOR3B=0.34  
XTOR4B=0.45

## SHIPPING DATA:

Approximate Net Weight:  
3.7 - 5.25 lbs. [1.7 - 2.4 kgs.]



City of Keene  
New Hampshire



**NOTICE OF DECISION**

***ZONING BOARD OF ADJUSTMENT***

**CASE NUMBER:** ZBA 17-02  
**Property Address:** 143 West St.  
**Zone:** Office District  
**Owner:** 143 West St., LLC  
**Petitioner:** Brickstone Land Use Consultants, LLC  
**Date of Decision:** March 6, 2017

**Notification of Decision:**

Petitioner, 143 West St., LLC, represented by Brickstone Land Use Consultants, LLC, requests a Variance for property located at 143 West St. which is in the Office District. This request is to permit a mix of uses on a single lot in the Office District per Section 102-602, Permitted Uses in the Zoning Ordinances. Based upon the record, which is incorporated herein by reference, this request was approved with a vote of 5-0.

**Conditions:**

Post Script: The section of the Zoning Ordinance was incorrectly noted on the application as Section 102-573. The correct section is Section 102-602 as noted.

  
Corinne Marcou, Clerk

**Any person directly affected has a right to appeal this Decision. The necessary first step, before any appeal may be taken to the courts, is to apply to the Board of Adjustment for a rehearing. The Motion for Rehearing must be filed not later than 30 days after the first date following the referenced Date of Decision. The Motion must fully set forth every ground upon which it is claimed that the decision is unlawful or unreasonable. See New Hampshire RSA Chapter 677, et seq.**



City of Keene  
New Hampshire



**NOTICE OF DECISION**

***ZONING BOARD OF ADJUSTMENT***

**CASE NUMBER:** ZBA 17-03  
**Property Address:** 143 West St.  
**Zone:** Office District  
**Owner:** 143 West St., LLC  
**Petitioner:** Brickstone Land Use Consultants, LLC  
**Date of Decision:** March 6, 2017

**Notification of Decision:**

Petitioner, 143 West St., LLC, represented by Brickstone Land Use Consultants, LLC, requests a Variance for property located at 143 West St. which is in the Office District. This request is to permit twelve parking spaces where sixteen spaces are required per Section 102-793, Minimum Parking Requirements of the Zoning Ordinances. Based upon the record, which is incorporated herein by reference, this request was approved with a vote of 5-0.

**Conditions:**

  
Corinne Marcou, Clerk

**Any person directly affected has a right to appeal this Decision. The necessary first step, before any appeal may be taken to the courts, is to apply to the Board of Adjustment for a rehearing. The Motion for Rehearing must be filed not later than 30 days after the first date following the referenced Date of Decision. The Motion must fully set forth every ground upon which it is claimed that the decision is unlawful or unreasonable. See New Hampshire RSA Chapter 677, et seq.**

**CITY OF KEENE**  
**NEW HAMPSHIRE**

DATE: June 15, 2017  
TO: Planning Board  
FROM: Tara Kessler, Planner  
SUBJECT: City of Keene Commission / Board Survey

Included in this packet is a Survey for you to review and complete in advance of the June 26, 2017 Planning Board meeting. This same Survey was sent to you via email in the week of June 12<sup>th</sup>. Please, return your completed survey at the June meeting or to the Planning Department on the 4<sup>th</sup> Floor of City Hall.

This Survey has been provided to members of all Boards and Commissions in the City to help identify the level of staff support necessary for continued success and to ensure City staff and resources are being used as efficiently as possible.

Boards and Commissions have been an integral component of our City government, as they help to pursue the Community Goals and the Comprehensive Master Plan and provide citizens an opportunity to be engaged in their community's initiatives over several decades. The answers provided on the surveys will be used to assist in determining the resources currently required to support these efforts and identify if changes are needed, where efficiencies can be obtained or where alternative strategies recommended.

Thank you for your assistance as we look to provide the best possible services, input opportunities and amenities to our residents.

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5. Could committee members take on more of a role in the process? Such as: agenda preparation, minutes review, speaker coordination, research, preparing formal recommendations and reports? Please comment.

6. Do you believe that a staff liaison's attendance is important to the committee's continued success, or do you believe the committee could organize your own efforts and have a staff liaison appear on a periodic basis?

7. What resources do you feel the committee would need to become more autonomous in your work?