



Planning Board – September 25, 2017, 6:30PM
City Hall Council Chambers – 3 Washington Street, 2nd floor

AGENDA

- I. **Call to Order** – Roll Call
- II. **Minutes of Previous Meeting** – August 28, 2017 Meeting
- III. **Public Hearing**

S-08-17 – 21 Allen Court – 2-Lot Subdivision – Applicant Wendy Pelletier of Cardinal Surveying and Land Planning, LLC on behalf of owner George Trahan proposes to subdivide the property. The site is 0.46 acres in size and located in the Low Density Zoning District (TMP# 116-06-006).

- IV. **Continued Public Hearing**

SPR-578, Mod. 1 – 219 West Street – Mobil Gas Station – Site Plan – Applicant/Owner Summit Distributing, LLC proposes re-development of a gas station/convenience store/canopy/underground fuel storage and shifting of Ashuelot Street driveway. A waiver is requested from Development Standard #19.C.2 to allow parking in front of the building. The site is 18,240 sf in size and located in the Commerce Zoning District (TMP# 098-02-014).

- V. **New Business**

- VI. **Director Reports**

- VII. **Upcoming Dates of Interest – September 2017**

Planning Board Meeting – October 23, 6:30 PM
Planning Board Steering Committee – October 10, 12:00 PM
Electronic Device Training Part II – TUESDAY, October 10, 6:00 PM
Joint PB/PLD Committee – TUESDAY, October 10, 6:30 PM
Planning Board Site Visits – October 18, 8:00 AM – To Be Confirmed

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**CITY OF KEENE
NEW HAMPSHIRE**

**PLANNING BOARD
MEETING MINUTES**

Monday, August 28, 2017

6:30 PM

Council Chambers

Members Present

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

Staff:

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

Members Not Present:

Pamela Russell Slack

I. Call to order – Roll Call

Chair Spykman called the meeting to order at 6:30 PM. Mayor Lane referred to the length of the agenda and asked the audience be reminded to move expeditiously so that all items could be heard tonight. A roll call was then taken.

II. Minutes of previous meeting – July 24, 2017 and August 1, 2017 Special Planning Board Meeting

A motion was made by Mayor Lane to accept the July 24, 2017 meeting minutes and the August 1, 2017 meeting minutes. The motion was seconded by George Hansel and was unanimously approved.

III. Public Hearing

SPR-09-17 – MoCo Arts – 38 Roxbury Street – Site Plan – Applicant Jim Phippard of Brickstone Land Use Consultants, LLC on behalf of MoCo Arts proposes to construct a new 2-story, 16,533 SF performing arts center at the site of the former YMCA. The site is .79 acres in size and located in the Central Business Zoning District and the Historic District (TMP# 017-07-016).

Vice-Chair Barrett asked to be recused from this application as he has been hired by the architect of this project. Mayor Lane asked to be recused from this project as he had made a financial contribution towards this project. Councilor Hansel asked to be recused from this application as his firm made a financial contribution towards this project. Chair Spykman indicated Councilor Hansel being recused would be solely up to him as the contribution came from his firm not from the Councilor. The Councilor indicated he is responsible for the financial contributions and asked to be recused.

A. Board Determination of Completeness.

Planner Michele Chalice recommended to the Board that Application SPR-09-17 was complete. A motion was made by Andrew Bohannon that the Board accept this application as complete. The motion was seconded by Nathaniel Stout and was unanimously approved.

B. Public Hearing

Mr. Jim Phippard addressed the Board and began by introducing Katie Sutherland, architect for the project and Regan Messer Executive Director of Moco Arts. Mr. Phippard stated this site plan was approved by the Planning Board in 2016 and noted there have been no significant changes to the plan or to the zoning ordinance that affected this plan. He noted the changes being proposed are minor; at the rear of the site where the dumpster enclosure was proposed, a small storage area is being proposed adjacent to the dumpster. This would have the same screening material as the dumpster. There is also a change being made to the entryway - pavers were proposed earlier but due to budgetary reasons concrete is being proposed. There is also a change being made to the railing to match what is being proposed for the opposite side.

At the request of staff as a condition of approval, at the rear of the property parking lot lighting is being added. The handicap space has been relocated to the easterly side because of a grading issue as well as to comply with ADA requirements. The building itself has not changed; the architecture was approved by the Historic District Commission and received a Certificate of Appropriateness.

Staff comments were next. Planner Michele Chalice stated the Historic District Commission issued a Certificate of Appropriateness on May 18, 2016, a Site Plan approval was granted on July 25, 2016, a demolition permit was issued by the city on October 10, 2016. Ms. Chalice then referred to the outstanding issues that have been addressed such as lighting, traffic, security and as of today there is a Memorandum of Understanding. Staff had no other concerns.

Ms. Landry noted to the error in date for the demolition permit; October 10, 2017 should be corrected to read as 2016.

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

C. Board Discussion and Action

A motion was made by Andrew Bohannon that the Planning Board approve SPR-09-17, as shown on the plan set entitled "Proposed New Facility for MOCO ARTS, 38-42 Roxbury Street, Keene, NH 03431" prepared by Brickstone Land Use Consultants at a scale of 1" = 20' on June 17, 2016 and last revised on March 8, 2017 along with elevations identified as "MoCo Arts, Building Elevations" prepared by KCS Architects at a scale of 3/16" = 1' on February 10, 2017 with the following conditions prior to signature by Planning Board Chair.

- a. Owner's signature on plan.

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

The members who were recused for this public hearing rejoined the Board.

IV. Continued Public Hearings

1. **SPR-578, Mod. 1 219 West Street – Mobil Gas Station – Site Plan** – Applicant/Owner Summit Distributing, LLC proposes re-development of a gas station/convenience store/canopy/underground fuel storage and shifting of Ashuelot Street driveway. The site is 18,240 sf in size and located in the Commerce Zoning District (TMP# 098-02-014).

B. Public Hearing

Mr. Lamb stated on page 35 of the Board's packet there is an email from the applicant requesting a continuance of this application to the September 25 Planning Board meeting. This would be the

final meeting before the 65 days expires and a decision would need to be made at this meeting or a mutual continuance would need to be made.

C. Board Discussion and Action

A motion was made by Mayor Kendall Lane that the Planning Board continue SPR-578, Mod. #1 to the September 25, 2017 meeting. The motion was seconded by Councilor Hansel and was unanimously approved.

2. **S-04-17 – 62 Nims Road – Conservation Residential Development**

Subdivision – Applicant Wendy Pelletier of Cardinal Surveying & Land Planning, on behalf of owners John & Frances Bolles, requests a Conditional Use Permit to subdivide property located at 62 Nims Road into a 3-lot Conservation Residential Development with 11.74 acres placed into open space. A waiver is requested from Section VI.9.b of the Planning Board Site Plan and Subdivision Regulations to allow each lot to be accessed from Nims Road. The existing site is 19.48 acres in size and located in the Rural Zoning District (TMP# 903-19-015).

Ms. Kessler stated this application was re-noticed as there was a request for a change to a Conditional Use Permit and felt a motion on completeness would be in order.

A. Board Determination of Completeness.

Planner Tara Kessler recommended to the Board that the Application S-04-17 was complete. A motion was made by Councilor George Hansel that the Board accept this application as complete. The motion was seconded by Nathaniel Stout and was unanimously approved.

B. Public Hearing

Ms. Wendy Pelletier of Cardinal Surveying stated this is a 19.5 acre lot on Nims Road. Ms. Pelletier stated because of the steep slopes a traditional subdivision would not lend itself to this site. What is being proposed is a three-lot Conservation Residential Development (CRD). The size of the three lots are as follows: 3 acres, 2.75 acres and 1.92 acres. The lots would have individual driveways. The site will be reviewed by the State for suitability for onsite septic systems. The proposed middle lot has a house site, driveway and well. The lot to the south has an existing shed and a barn and there is room for a well and a septic system. The open area consists of 11.75 acres and has the large wetland on it. The existing stone wall makes for a nice boundary between the three lots and the open space land.

Mr. Stout asked who would be responsible for the maintenance of the individual driveways. Ms. Pelletier stated the individual landowners would manage their own lots and driveways but would share the use of the open space. The use and maintenance of the open space would be outlined in a Homeowners Association Agreement that would be approved by the Planning Board.

Dr. Cusack asked about access to the back lot. Ms. Pelletier stated the access to this lot will only be for the three lots but not for public access. There is an opening in the stonewall to access this lot.

Staff comments were next.

Ms. Kessler explained a CRD allows for reduced lot size and flexible dimensional requirements in exchange for permanently protecting open spaces and preserving environmentally sensitive features on the site. She indicated this is a good parcel for CRD because of the conservation values that are present on the site. The applicant has identified where the primary conservation values exist and designated open space, which is a requirement of a CRD; at least 50% has to be placed in open

space. The applicant has done so by placing these 11 acres in open which is close to 60% of the existing parcel. Most of the wetland, prohibitive slopes and precautionary slopes are located in this open space.

Because this is a CRD the applicant is requesting a conditional use permit (CUP) which is why this application was re-noticed. There is specific criteria the Board would look at before approving a CUP.

The first is *Identification of Open Space Value and Designation of Open Space* – the primary values the applicant has identified are the wetlands, prohibitive slopes and precautionary slopes.

The second is *Alignment of Streets and Trails* – applicant is not proposing any new roads or trails. Any new roads would need to be from an internal road and the applicant is seeking a waiver from this.

Ms. Kessler stated there is specific waiver criteria for CRD's they are as follows:

- a) *That granting the waiver will not be contrary to the spirit and intent of the CRD Ordinance;*
- b) *That granting the waiver will better protect the conservation values identified in the CRD Design Process.*
- c) *That granting the waiver will not diminish the property values of abutting properties.*
- d) *That granting the waiver will be to the benefit of the public interest.*

The applicant has submitted information showing how the applicant has met these waiver criteria.

The third item is *Location of Structures* – locating structures without impacting the conservation values on this site.

Prior to signature of this plan, there will be a requirement to create a Home Owner's Association to oversee the open space area and the restrictions created by the Home Owner's Association needs to come before the Planning Board and be approved by this Board. Mr. Stout asked whether the Home Owner's Association documents will be recorded with the Registry of Deeds. Mr. Stout asked whether there was any way to break this Agreement. Mr. Lamb felt the Board should look at the Agreement and determine this during the compliance hearing when the document comes before the Board. Chair Spykman asked how the Board can be assured this property will stay in open space permanently. Mr. Lamb stated there is a note indicated on the plan referring to the open space and only the Board can change that reference on the plan.

Councilor Hansel asked why there is requirement for all structures to be accessed by interior streets. Ms. Kessler stated according to subdivision regulations, if someone proposes a three lot subdivision with a road it is required they go through the CRD process and ask for a waiver if they want to go with a conventional subdivision. Mr. Lamb added in a CRD one of the goals is to preserve the characteristics of the road (typically rural roads) and minimize curb cuts on the new road. In the case of this subdivision, there is no interior road proposed.

Ms. Landry asked whether abutters would have an opportunity to comment at the compliance hearing. Ms. Kessler stated there is an abutter who has made this specific request to the city to be noticed of a compliance hearing. The recommended motion does indicate that a compliance hearing would require notice to abutters in advance. Mr. Lamb added the subject of that hearing would just be the compliance hearing on the instrument for protecting open space (e.g. homeowner's document) and would not be a re-evaluation of the plan. Ms. Kessler stated that the uses allowed on this open space per the zoning ordinance would be open space, forestry, passive recreation and agriculture. Ms. Landry asked, at a later time, if all members of the Homeowners Association agree, could the use of the open space be changed. Mr. Lamb stated it would have to remain as open space

but there could be other changes that are made by the Association. However, the Planning Board could also require that any changes come before the Board for approval.

The Chair asked for public comment.

Eileen Sorenson of 36 Nims Road stated her concern is being notified of the compliance hearing so she can be made aware how this land is going to be used.

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

C. Board Discussion and Action

A motion was made by Mayor Kendall Lane that the Planning Board Approve the Conservation Residential Development Conditional Use Permit and request for a waiver from Section IV.9.b for S-4-17 as shown on the plan identified as “Proposed Conditions, 3 Lot Conservation Residential Development, Map 903-19-015-0000, 62 Nims Road, Keene, NH 03431” prepared by Cardinal Surveying and Land Planning on June 16, 2017 and last revised on August 14, 2017 at a scale of 1” = 100’ with the following conditions:

1. Prior to signature by the Planning Board Chair:

- A. Owner’s signature shall appear on the Plan.
- B. The Applicant shall provide evidence of recordation of an easement or other appropriate legal instrument restricting in perpetuity the conservation use of the open space as required in Section 102-289 of the Keene Zoning Ordinance. Such easement or instrument shall be subject to City Attorney approval and subject to Planning Board approval at a noticed compliance hearing, prior to recording.
- C. The Applicant shall show evidence of recordation of the articles of formation of a Home Owner’s Association that will hold the title to the designated open space. Such articles shall be subject to City Attorney approval and subject to Planning Board approval at a noticed compliance hearing, prior to recording. Alternatively, the Applicant may demonstrate that the title to the open space will be transferred to a third party conservation organization or to the City of Keene, as specified in Section VI of the Board’s Regulations.
- D. The Applicant shall demonstrate state approval of septic system design for each building lot.
- E. The following notes shall be added to the Proposed Conditions Plan:
 - i. “Open Space uses and development shall conform to City of Keene Conservation Residential Development Zoning and Regulations. Open Space shall not be further subdivided.”
 - ii. “Open Space is subject to conservation easement as recorded in the Cheshire County Registry.”
 - iii. “This property may be subject to the requirements of NFPA 1142 as determined by the Keene Fire Department.”

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

Chair Spykman commended the staff report on this item.

V. **Public Hearings**

1. **S-05-17 – 618 Court Street – Subdivision** – Applicant Wendy Pelletier of Cardinal Surveying & Land Planning, on behalf of owner Mark Harper proposes to subdivide property located 618 Court Street. The site is .75 acres in size and located in the Low Density Zoning District (TMP# 118-02-010).

A. **Board Determination of Completeness.**

Planner Michele Chalice recommended to the Board that the Application S-05-17 was complete. A motion was made by Mayor Kendall Lane that the Board accept this application as complete. The motion was seconded by George Hansel and was unanimously approved.

B. **Public Hearing**

Ms. Pelletier with reference to a plan showed the Board where this property is located at the corner of Court Street and River Street. The plan is to subdivide this property in half where the tree line exists. This is an open flat area, there will be a driveway coming off Court Street to the rear of the site. The site will have access to city water and sewer. Ms. Landry asked about the curb cuts on this site. Ms. Pelletier stated currently there are two curb cuts and this subdivision will add a third one to service the rear portion of the property.

Staff comments were next Ms. Chalice stated this is a narrow lot but the applicant has created a compliant sample layout that meets the Board's development standards for parking.

Ms. Landry referred to the Engineering Survey Plan - August 4 Memo, there were three items listed under the survey plan and asked for clarification. Ms. Chalice stated these three items are listed as conditions of approval. Ms. Landry asked about item 3 – Ms. Chalice stated this is a suggestion from the engineering department but it is not a requirement as to whether the applicant wants to submit a driveway application at the same time or not. Chair Spykman clarified what is drawn is the possibility of a curb cut and driveway but there is no request. Ms. Chalice stated because this is such a narrow lot staff wanted to make sure parking was going to be able to be placed within the regulations which states it shall be within the building line or behind the building line. In this case, behind the building line would not be reasonable and hence the applicant was asked to draw it out to make sure how it will look like. Mr. Lamb asked whether the proposed driveway is shown on the plan that is going to be recorded. Ms. Chalice answered in the negative. Mr. Lamb added the only reason applicants don't add this to their subdivision plan is because if it is going to be changed, they have to come before the Planning Board. Under other circumstances an approval could be done administratively.

The Chair then asked for public comment. With no comment from the public, the Chair closed the public hearing.

Mayor Lane noted this is an infill subdivision but has no wetlands.

C. **Board Discussion and Action**

A motion was made by Mayor Kendall Lane approve S-05-17, as shown on the plan identified as "2-Lot Subdivision, 118-02-010-000, 618 Court Street, Keene, NH 03431", dated July 21, 2017, received July 20, 2017 prepared by Wendy S. Pelletier. LLS, at a scale of 1" = 20', with the following conditions:

1. Submit a revised subdivision plan with the following necessary changes:
 - a. The correct side setback for the existing, corner lot.
 - b. Differentiation between existing and proposed lot lines.
 - c. A revised legend that contains all lines and symbology used in the drawing.
2. Owner's signature on plan prior to approval.

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

2 **S-06-17 – 490 Washington Street – Subdivision** – Applicant/Owner Toby Tousley proposes to subdivide property located 490 Washington Street. The site is 2.61 acres in size and located in the Low Density Zoning District (TMP# 012-02-005).

A. Board Determination of Completeness.

Planner Michele Chalice recommended to the Board that the Application S-06-17 was complete. A motion was made by Nathaniel Stout that the Board accept this application as complete. The motion was seconded by Martha Landry and was unanimously approved.

B. Public Hearing

Applicant Toby Tousley of 499 Washington Street addressed the Board and stated this is a two-lot subdivision of an approximately three-acre parcel. There are already two curb-cuts and no new curb cuts are being proposed. The line of sight from the northerly curb cut is much better compared to the line of sight down the street. There is an existing driveway that accesses the rear of the property. There is room for a building, south of the existing building. Mr. Tousley referred to the delineated wetlands on the site.

Councilor Hansel asked the reasoning for the shared driveway. Mr. Tousley stated this is what exists right now and did not feel there was any necessity to change it now.

Mr. Stout felt the way this property is being subdivided there are five areas that are disconnected because of the wetland and the buffer zone. He asked whether any of the smaller areas could be developed. Mr. Tousley referred to the areas on the plan which he felt could be developed. Mr. Stout asked how one would get to the rear of the site. Mr. Tousley referred to the existing gravel drive and stated this would be the access to the rear of the site.

Chair Spykman asked how Mr. Tousley plans on addressing the concerns raised by the City Engineer regarding sight line issues. Mr. Tousley stated the Engineer had suggested cutting back on the vegetation (overgrown brush) along the northerly line, which is easy to do and he proposes to do so.

Staff comments were next. Ms. Chalice stated this is a rather diverse site; there is about .77 acres of wetland right in the middle of the newly proposed site surrounded by the buffer. The wetland cannot be part of the new lot; however, removing the .77 acres still leaves 1.7 acres for the new lot which exceeds the 10,000 square foot minimum for the low density zoning district. There was concern about access from Washington Street – Ms. Chalice referred to the conditions for approval. It has been determined the only access driveway that should be used is the northern driveway which is the only location that has the required line of sight for safe access to the new parcel.

There was also concern about the drainage; the engineering staff was under the impression a drainage easement was granted in 1885. There is research happening to make sure this easement is indeed meant for this parcel. In the future, should development take place, and there is disturbance to the buffer area, a conditional use permit would be required.

Ms. Chalice stated there is an additional note being included on this subdivision plan due to the topography of the road for public safety and limited sight line. The new 2.4 acre lot would not have access on Washington Street via the southern entrance.

The other note would be about the required creation of an easement for the .325 acre lot for use of the northern driveway, which shall become a common driveway for both parcels.

Mayor Lane noted the northern driveway appears to go through the wetlands and substantially through the 50-foot buffer. He asked if any modifications to this driveway would require approval. Ms. Chalice stated if the modifications were within the city right of way it would require a new driveway permit. Mayor Lane stated he was more concerned about the wetlands and the buffer. Ms. Chalice stated if the modifications have an impact on the wetlands and the buffer, this would require a permit as well. For the wetland it would be through the State and for the buffer it would be through the Planning Board. What exists right now is an existing, non-conforming circumstance.

Mr. Stout asked what exactly this drainage easement does. Ms. Chalice stated staff has been doing research on this issue and because it is such an ancient easement there are questions as to which parcel this easement is meant for. The research is ongoing. Ms. Chalice added a drainage easement would give the city access to a certain area for drainage needs.

Ms. Landry asked for clarification on the southern access - *No future driveway at this location should be permitted without significant excavation and/or grading of the embankment to the North. In addition, vegetation to the South obstructs sight distance in that direction.*

She asked what changed specifically.

Ms. Chalice explained this type of excavation was determined to be not reasonable given the sight line and topography. Mr. Lamb added there is no sight line at this location and you cannot see traffic coming down Washington Street if you are standing on the frontage of the new lot, south of the existing building. The applicant could make the grade changes but as it exists now it is not a safe condition for a curb cut.

Ms. Landry referred to item 5 under Engineering where it is indicated there is a depressed area on Washington Street which purpose is not clear and asked whether clarity has been found on this. Ms. Chalice answered in the negative and stated this was not part of the construction plans and the city engineer who was part of those plans is not with the city anymore and staff is unaware why this depression happened but this has not been deemed a curb cut. Chair Spykman stated there was a previous proposal from the applicant for this parcel for a proposed driveway, but that proposal never went forward.

Vice-Chair Brackett asked what level of changes would be required for the existing driving to require permitting. Ms. Chalice stated driveway permitting refers to width, grade or length but this is within the city right of way. Mr. Lamb referred to language from the Driveway Permit, Chapter 75. If the applicant is changing the grade a permit would be required, if the driveway is over 300 feet, Planning Board approval would be required, if extra width is added a permit would be required.

Chair Spykman asked if a driveway change triggers a permit but if it crosses a wetland would that have any bearing. Mr. Lamb stated it would require a CUP and a permit from NHDES.

The Chair asked for public comment. Mr. Tousley addressed the Board and addressed the issue with the depression on Washington Street; he stated this depression has always existed and even after the curb was reconstructed the depression was left in. He added this location has been used as an ingress and egress for years.

With reference to the drainage easement, it was an easement given by Mr. Warren in 1885 and describes a town brook located on the westerly side of Washington Street. It indicates the city was going to physically move this brook and Mr. Warren was going to fill in what was left. However, where it was moved is hard to know. Mr. Tousley further stated under the Surface Water Ordinance, a driveway is a permitted use in the buffer for a single family circumstance.

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

Vice-Chair Barrett stated during the site visit the southwest corner was an acceptable building site. It was setback from the road but it would have a long driveway, however, felt it was an acceptable building location.

Mr. Stout asked under what circumstance a site plan would be necessary. Mr. Lamb stated for a single or two-family home in the low density zone a site plan would not be required.

Mr. Stout stated he would support this application, even though the wetlands could cause some issues, he did not see a compelling reason to deny this request. Chair Spykman agreed there was no reason to deny this request.

C. Board Discussion and Action

A motion was made by Mayor Kendall Lane approve S-06-17, as shown on the plan identified as “Two-Lot Subdivision, Land of Toby Tousley, Tax Map Parcel No. 012-02-005-0000, 490 Washington Street, Keene, Cheshire County, New Hampshire”, 1” = 30’, dated July 10, 2017, received July 24, 2017, prepared by Russ Huntley, LLS, at a scale of 1” = 30’, with the following conditions:

- 1) Revise the subdivision survey plan to:
 - a. Graphically differentiate between existing and proposed lot lines.
 - b. Include in the legend all lines and symbology shown on the drawings.
 - c. Contain the additional following notes:
 - i. “For reasons of roadway topography, public safety and limited sightline access, the proposed 2.47-acre lot at 490 Washington St. shall not have vehicular access or a curb cut along its southern Washington St. frontage.
 - ii. An easement shall be created to the 0.32 acre lot for use of the existing north driveway which shall become a common driveway for the two resulting parcels.
 - iii. Owner’s signature on plan prior to approval.

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

3. **SPR-967, Mod. 8G – 0 Cypress Street – Site Plan** – Applicant Rob Hitchcock of SVE Associates, on behalf owner Railroad Street Condominium Association proposes 4 additional parking spaces on Cypress Street. The site is 9.28 acres in size and located in the Central Business Zoning District (TMP# 023-04-027).

A. **Board Determination of Completeness.**

Planner Tara Kessler stated the applicant has asked for exemptions from providing a lighting plan, landscape plan, architectural elevations and soils and traffic reports. Staff feels granting these exemptions would have no merit in finding this application complete and recommended to the Board that Application SPR-967 is complete. A motion was made by Andrew Bohannon that the Board accept this application as complete. The motion was seconded by Nathaniel Stout and was unanimously approved.

B. **Public Hearing**

Mr. Jack Dugan of MEDC addressed the Board and thanked them for their patience with this application. He indicated that last fall he was before the Board to talk about locating some overflow parking on the dirt lot next to the Food Coop. He noted that the approval for this application has expired. He stated they have the funding to start this project and a contractor ready to take on the work. MEDC has also contacted the City parking division about locating spaces that would be displaced on this lot to the Wells Street lot during construction.

Mr. Rob Hitchcock of SVE Associates addressed the Board next. Mr. Hitchcock referred to what exists there right now and noted the proposal is to push the edge of pavement another 20 feet to the south accommodate 4 additional parking spaces. There will be an increase of impermeable surface as a result of this proposal. There is no new lighting being proposed. There will be a net increase of four spaces.

Chair Spykman clarified there will be no other internal spaces which will be gained, the line next to the playground will be pushed out and a tree is going to be taken down. Mr. Hitchcock agreed.

Staff comments were next. Ms. Kessler stated this same plan was before the Board in 2013. Over a year-long period of continuing the public hearing on the plan, it was denied by the Board in 2014. Some of the concerns expressed at that time were the applicant had not demonstrated a need for the requested spaces, an increase to the impervious surface, loss of a large tree and proximity of the parking to the playground area. The applicant is proposing to relocate the parking so it will be a few feet away from the existing playground fence. They are proposing to install 25 lilac shrubs, which will reach five feet at maturity between the fence and the parking. Ms. Kessler stated the Board might consider asking the applicant to locate a shade street elsewhere on the property but noted to the limited space on site.

Ms. Kessler went on to say the four new spaces will be screened from the adjacent property to the west.

Ms. Kessler then referred to concerns that the two spaces located at the southwest corner, while they meet the zoning requirements (8-9 feet x 18 feet), are located too close together and there could be some vehicular conflict when they pull in and out of these spaces.

The Board was presented with a plan for the temporary parking area in January 2014 for the Coop for a two year-year period but the applicant was not able to meet the conditions of approval within

the 180 days, so this approval has since expired and staff is recommending this hard pack gravel dirt lot be returned to loam and seed.

Councilor Hansel asked if the applicant was going to come forward with a building plan for this temporary parking area soon, why would it be necessary to loam and seed this lot. Ms. Kessler stated this lot has a history where it has been used as a construction lot or used as a temporary lot; however, it has always been a requirement that this lot be returned to loam and seed, which has yet to happen. Councilor Hansel asked whether there is a time limit set for this requirement. Ms. Kessler stated there was no a time limit but staff is asking for a form a security to guarantee the work will take place.

Mayor Lane asked whether the shade tree that is being removed provide shade for the playground. Ms. Kessler stated it does. The Mayor asked whether any other alternative for shade is proposed for the playground. Ms. Kessler answered in the negative. The Mayor asked whether the Board could require a tree be planted. Ms. Kessler stated this is something the Board could require as a condition; however, the Board may consider asking the Applicant if this would be feasible.

Dr. Cusack asked whether Southwest Community Services (SCS) was notified about the parking being moved closer to the playground. Mr. Dugan answered in the affirmative. Ms. Landry asked whether SCS expressed any concern. Mr. Dugan answered in the negative. Chair Spykman noted this is the same proposal that came before the Board in 2013, which the Board denied. Ms. Kessler agreed but added the only change is that planters and a shed have been installed adjacent to the playground area. Ms. Kessler stated in 2013 and 2014 there were no studies done to demonstrate the need for increased parking; since this time, Southwest Regional Planning Commission conducted a study, which demonstrated there is a peak hour demand for parking. The other issue is the increase in impervious surface. The City Engineer has indicated he has no concern with storm water as the system in place has adequate capacity to handle any increase caused by this expansion.

Ms. Landry asked about the loss of greenspace and the increase of impermeable surface. Mr. Hitchcock stated the impermeable surface allowed on this site is 80% and what exists now is 60%, with this additional pavement the number would increase to 62%. The Mayor asked whether the location of the pavement being added is currently greenspace. Mr. Hitchcock agreed. The Mayor asked whether there was any space to locate a tree to provide shade for the playground. Mr. Hitchcock did not feel there was room for a tree anywhere in this area. The Mayor felt a tree could be located where there is five fee of grass. Mr. Hitchcock added SCS does not want any trees in the playground. Ms. Landry asked what responsibility one property owner has to provide shade for another property owner. Mayor Lane stated it happens all the time. Ms. Landry stated SCS has not expressed any such interest. Mr. Bohannon stated alternatively they could provide shade structures. Councilor Hansel stated he agrees with Ms. Landry in that the Board is assuming the abutters are looking for this shade. Mayor Lane stated that for those who were on the Board when this application first came forward, they were made aware shade was important to the abutters.

Chair Spykman stated his biggest concern is the proximity of the parking lot to the playground.

The Chair asked for public comment. Mr. Dugan stated the biggest thing that has changed is the success of the Food Coop. As far as need, there are many competing interest that need to be juggled for these spaces. He stated there is definite need for these spaces. Relative to the shade tree, the tree is on the applicant's property and did not have to come down during the site work, but it does now. He added the children who use the playground are around during a regular school year and do not

use the playground during July and August, during the hottest months of the year. He stated things have changed and they would very much like to complete this project.

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

Vice-Chair Barrett extended his appreciation to MEDC for all the development that has been brought into the city. However, he is not convinced by the need for the added parking. He noted that according to the manager of the Coop, who was before the Board a while ago, these four spaces will not be all the Coop needs and eventually will need more. He stated he will be disappointed to see the loss of the green space and a tree and hoped for a better solution in the future.

Councilor Hansel stated he sees this as a small modification for this a project and the Board has never asked an applicant to come up with a final solution which will solve all the issues on a site for the foreseeable future. He felt this is a pretty dense area with a lot of retail demand and the City should assist them in any way they.

C. Board Discussion and Action

A motion was made by Mayor Kendall Lane that the Planning Board Approve SPR-967 Modification #8G as shown on the plan entitled as "Railroad Land Development LLC 51 Railroad Street Keene, New Hampshire Site, Grading, & Drainage Plan" Prepared by SVE Associates, Inc., dated July 24, 2017 and last revised on August 14, 2017, at a scale of 1" = 20'; with the following findings and conditions:

FINDINGS

1. The Applicant has agreed to follow through on their financial/performance obligations for the site as part of the Planning Board approval for SPR-967 Mod.8A from March of 2012. These obligations include laying the final course of pavement on the existing parking area and installing curbed/landscaped islands in the parking lot interior, and replacing the temporary asphalt sidewalks with concrete and granite curbing. This work will occur at the same time as the installation of four additional parking spaces to the southern parking lot and the expansion of this lot to the south.
2. The Planning Board approval for SPR-967 Mod.8A found that the temporary parking lot to the east of the Monadnock Food Coop would be closed and returned to its original condition (loam and seed) when the parking lot to the south of the Coop was constructed. While the parking area to the south of the Coop was constructed in 2013, the temporary parking lot has yet to be returned to loam and seed.

CONDITIONS

1. Prior to signature, Applicant shall submit:
 - a) Owner's signature on plan.
 - b) Security, in an amount and form deemed acceptable by the City Engineer and Planning Director, for returning the temporary parking lot to loam and seed and the installation of a shade tree.
 - c) Revised "Site, Grading and Drainage Plan" to show the location of a shade tree, if feasible, in proximity to the existing playground to be reviewed and approved by the Planning Director.
2. The Applicant shall remove and return the site of the Temporary Parking Lot, which was approved as part of SPR-967 Mod.8A, to loam and seed.

3. Upon Closure of the Temporary Parking Lot, the Applicant will install concrete sidewalks and walkways in locations approved to be asphalt as part of SPR-967 Mod 8A.

The motion was seconded by Councilor George Hansel.

Martha Landry made an amendment to the motion to remove the requirement of replacing the tree. The amendment was seconded by Councilor George Hansel.

Ms. Landry stated it has not been shown SCS is requiring a tree. Councilor Hansel stated he could not see a reasonable place for a tree and could not see how this tree would provide the shade the Board is looking for. Mayor Lane stated if you looked at the site plan there is a greenspace area adjacent to the playground where a tree could be located and this would not require a modification of the parking spaces. Councilor Hansel felt the Board does not have a viable option for the applicant to work out with staff on the location of this tree. Mr. Bohannon stated the drawing before the Board refers to trees and asked if this was accurate. Staff answered in the negative. Ms. Landry asked if those trees were on the original plan, whether the owners of the playground made a conscious choice not to plant those trees. Mr. Lamb stated the playground was moved from another location when a driveway was installed.

The amendment failed on a 4-4 with Chris Cusack, Chair Spykman, Nathaniel Stout and Vice-Chair Barrett voting in opposition.

Vice-Chair Barrett noted failure to approve this application would still mean the applicant would have to complete those conditions outlined in the 2012 motion for approval.

Councilor Hansel made an amended motion to read as follows for item c:
“Revised “Site, Grading and Drainage Plan” to show the location of a shade tree, if feasible, in proximity to the existing playground to be reviewed and approved by the Planning Director.

The motion was seconded by Martha Landry.

This amended motion carried on a unanimous vote.
Discussion was opened regarding the original motion:

Chair Spykman stated he would not be voting in favor of paving of the greenspace just to obtain four spaces. However, did not want to imply the applicant was off the hook for their current obligations to finish the paving and curbing.

Mayor Lane stated he originally voted against this proposal because of its cost, such as the loss of greenspace, and the proximity of the parking lot to the playground. The parking garage that had once been discussed for this location has not come to fruition, which changes the dynamic of how these four spaces are now looked at. He felt these are four very expensive spaces and as long as the impact can be minimized with trying to relocate a tree, he can support this application.

Vice-Chair Barrett stated trees in parking lots add beauty to a site. He felt with the growth of the Coop a long term parking solution will be necessary.

The original motion carried on a 6-2 vote with Gary Spykman and Douglas Barrett voting in opposition.

VI. New Business

None

VII. Director Reports

Transition to Electronic Devices

Mr. Lamb stated the goal is to have the first paperless meeting in October. There will be two trainings in preparation of this transition; ½ hour before the September meeting and ½ hour before the October Joint Committee meeting. There will be someone from the IT Department present at these trainings. The first training would be to get oriented with the city's network and the chrome book and the second training would be about the applications that will be utilized. Ms. Kessler encouraged members to attend these two trainings as one-on-one trainings will not be conducted. Members would need to make alternate arrangements if these trainings are missed.

Ms. Kessler stated the system the Board would be using enables members to make comments on pdf files digitally and transfer them to the chrome books.

Ms. Kessler stated each member would be assigned a city email address so they do not have to use their personal emails for Board work. Members would access their emails through a city email platform.

The Board will be getting paper and digital for the next couple of months. The large plan sets will still be available as paper at meetings.

VIII. Upcoming Dates of Interest – September 2017

Planning Board Meeting – September 25, 6:30 PM

Planning Board Steering Committee – September 12, 12:00 PM

Joint PB/PLD Committee – September 11, 6:30 PM

Planning Board Site Visits – September 20, 8:00 AM – To Be Confirmed

The meeting adjourned at 9:55 pm.

Respectfully submitted,

Krishni Pahl
Minute Taker

Reviewed by: Rhett Lamb, Planning Director
Edits, Lee Langella

S-08-17 2-Lot Subdivision –21 Allen Court

Request:

Wendy S. Pelletier, LLS, on behalf of owner George Trahan proposes a 2-lot subdivision. This proposal would subdivide the existing 0.46 acre lot (TMP# 116-06-006) into one 10,058 SF lot and one 10,049 SF lot. The site is located in the Low Density Zone.

Background:

The existing parcel is just north of the Cheshire Medical Center Dartmouth-Hitchcock roundabout. An existing dwelling is present on the west end of the parcel with frontage on Allen Court. The new parcel would have frontage on Steven Street. Several sheds are present in the proposed new parcel however they are to be removed. An existing garage is also present and allowed as non-conforming due to its proximity to the property line.



Figure 1: 21 Allen Court w/ Driveway and Outbuildings

Completeness:

The Applicant has supplied one drawing: “2-LOT SUBDIVISION 116-06-006-0000, 21 Allen Court, Keene NH, 03431”, dated August 18, 2017 at a scale of 1” = 20’

In addition, the Applicant has requested site-specific exemptions from the Existing and Proposed Conditions Plan requirements for site features that are not present on the site (i.e. stonewalls, cellar holes, etc.). These exemptions are:

1. Existing Conditions Plan – cemeteries, lakes, ponds, rivers, 100-year floodplain, rock outcroppings, and seasonal pools.
2. Proposed Conditions Plan – proposed contours at minimum intervals of five feet, lakes, ponds, rivers, rock outcroppings, 100-year floodplain, location of proposed light fixtures, location & footprint of proposed fences, location of stormwater systems, location & footprint of proposed dumpsters, and existing cemeteries.
3. The entire Grading Plan
4. The entire Landscaping Plan
5. The entire Lighting Plan
6. Technical Reports – drainage report, traffic report, and documentation of all test pits.

After reviewing the requested exemptions, staff recommends that the Board grant all exemptions and open the public hearing for **S-08-17**. As a reminder, the Board has 65 days to make a decision on an application once the Public Hearing has been opened.

Departmental Comments:

Engineering: No concerns

Code: Per Sec. 102-826 – Front, side and rear yards, the applicant will need to remove all but one of the existing non-compliant sheds currently within the rear setback.

Sec. 102-826. - Front, side and rear yards.

Exclusions. The following are excluded from the setback requirements as defined in [section 102-2](#):

- (1) Steps and stairs necessary to provide access.*
- (2) Access landings up to 25 square feet.*
- (3) Structures necessary to afford access to the handicapped.*
- (4) Canopies and awnings.*
- (5) One detached utility accessory building, including but not limited to tool shed, garden shed, etc., of less than 125 square feet of gross floor area.*

This issue was resolved with a note on a revised subdivision plan that all of the sheds are to be removed. The revised subdivision plan was submitted on September 5, 2017.

Police: No issues

Fire: No issues

Application Analysis:

Development Standards: No new development is proposed and no issues of concerns are present. The proposed, new parcel meets the standard of a developable lot.

RECOMMENDATION FOR APPLICATION:

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

Approve S-08-17, as shown on the plan identified as “2-LOT SUBDIVISION 116-06-006-0000, 21 Allen Court, Keene NH, 03431”, dated August 18, 2017, received August 18, 2017 and revised September 5, 2017 at a scale of 1” = 20’ prepared by Wendy S. Pelletier. LLS, with the following condition:

- 1. Two additional notes be added to the subdivision plan as follows:
 - a. “The Owner and the Owner’s heirs, successors, and assigns agree that any future development of the new 10,049 SF lot be in a manner consistent with the applicable Planning Board Development Standards.”*
 - b. “The existing sheds on the 10,049 SF lot shall be removed prior to the issuance of a building permit.”**
- 2. Note 12 be corrected to state that a driveway permit and subsequent inspection happen through the City Engineering Department.*
- 3. Owner’s signature on plan prior to approval.*

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.



A Project Name 2 LOT SUBDIVISION		Date Received/Date of Submission: Date of pre-application meeting: Date Application is Complete: Planning Department File #: <u>S-08-17</u>	
Tax Map Parcel number(s) 116 - 06 - 006 - 0000			
Project Address: 21 ALLEN COURT	Owner	Name: GEORGE TRAHAN	
		Address: 135 OLD HOMESTEAD HIGHWAY, SWANZEY	
		Telephone/E-mail: 603 209-1257	
Acreage/S.F. of Parcel: <u>46 AC / 20,107 S.F.</u>		Signature: <i>George Trahan</i>	
Zoning District: LOW DENSITY	Applicant	Name: WENDY PELLETIER CARDINAL SURVEYING & LAND PLANNING	
		Address: <u>463 WASHINGTON STREET KEENE</u>	
		Telephone/E-mail: 499-6151	
		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 11" x 17" |
| <input checked="" type="checkbox"/> Notarized 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 (24" x 36") | |

Required Items for Submittal	N/A	Applicant Verifies Presence	Applicant Requests Exemption	Staff Recommends Exemption
Soils report prepared by a licensed NH engineer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Documentation of all test pits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bedrock within 48" of ground level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poorly drained soils	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Highly erosive soils	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ADDITIONAL TECHNICAL REPORTS (Section IV.D.2.g)

The Planning Board may request additional technical studies from the Applicant; including, but not limited to, Natural Heritage Documentation, Historic Evaluation, Screening Analysis, detailed Architectural Study.

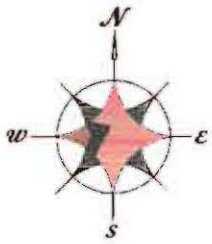
Waivers from the Planning Board's 19 Development Standards? Y N
(If yes, please provide a detailed list in the space below.)

- LIGHTING PLAN
- GRADING PLAN
- LANDSCAPING PLAN

The Planning Board Development Standards are to be met for all applications. Please review the development standards and provide a brief narrative description for how your application addresses each and/or indicate where on the plan or in the application proof of compliance can be found. Applicants can either supply the information in the space provided, or attach a brief narrative (use of a separate sheet is recommended).

- 1) Drainage: MINOR 2 LOT SUBDIVISION, NO BUILDING PROPOSED AT THIS TIME
- 2) Sedimentation & Erosion Control: NO BUILDING PROPOSED AT THIS TIME
- 3) Hillside Protection:
- 4) Snow Storage & Removal:
- 5) Flooding:
- 6) Landscaping: NO IMPROVEMENTS PLANNED AT THIS TIME
- 7) Noise:
- 8) Screening:

9)	Air Quality:	N/A
10)	Lighting	NO BUILDING PROPOSED AT THIS TIME
11)	Sewer & Water:	NOTE 13 ON PLAN
12)	Traffic:	N/A
13)	Driveways	NOT PROPOSED AT THIS TIME
14)	Hazardous & Toxic Materials:	N/A
15)	Filling & Excavation:	N/A
16)	Wetlands:	NOTE 8 ON PLAN
17)	Surface Waters:	NOTE 8 ON PLAN
18)	Stump Dumps:	NOTE 14 ON PLAN
19)	Architecture & Visual Appearance:	N/A



CARDINAL SURVEYING AND LAND PLANNING, LLC

463 Washington Street
Keene, NH 03431
(603) 209-1989
www.cardinalsurveying.net
"Know Your Boundaries"



August 18, 2017

21 Allen Court
2 Lot Subdivision

Project Narrative

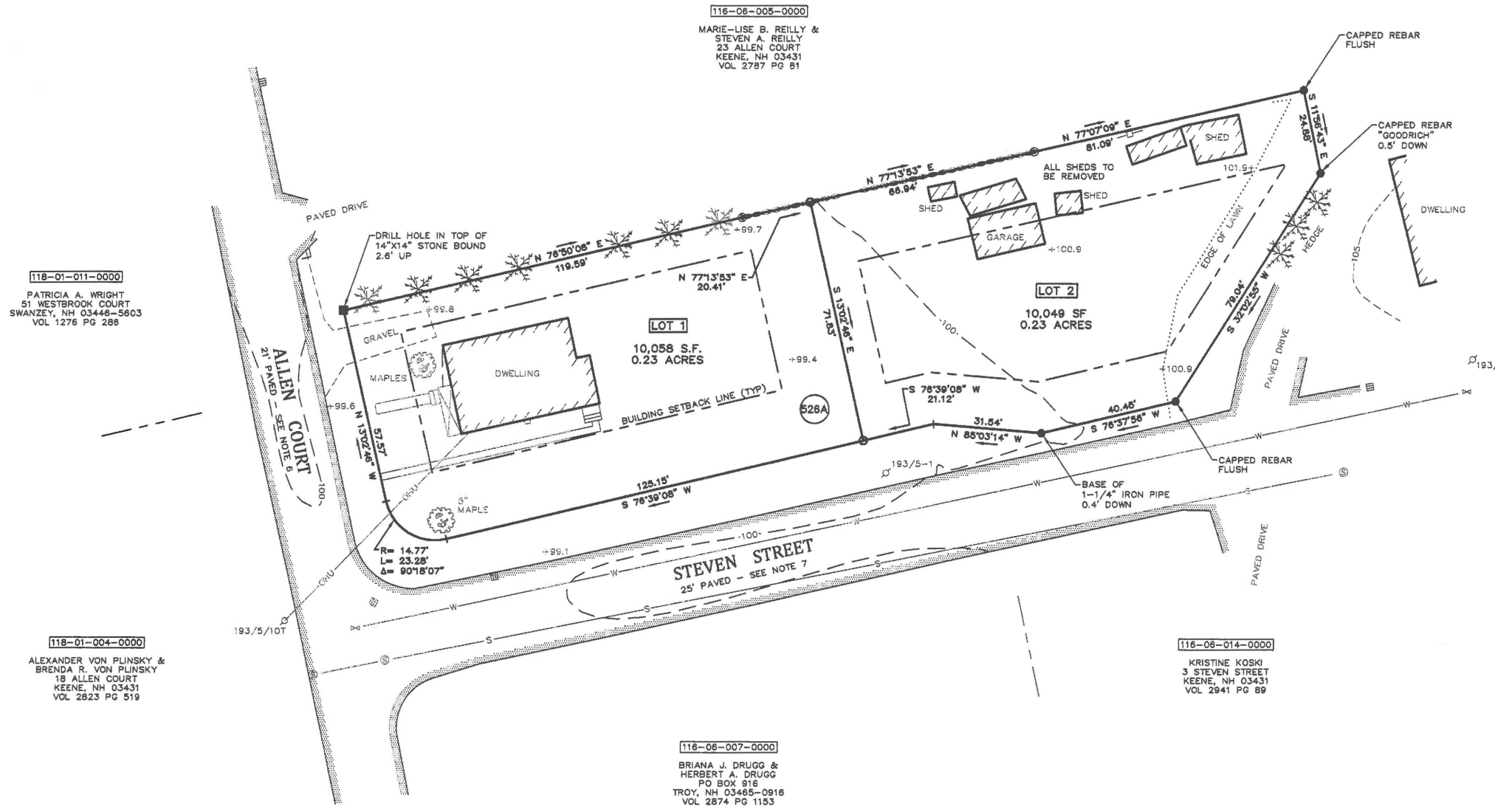
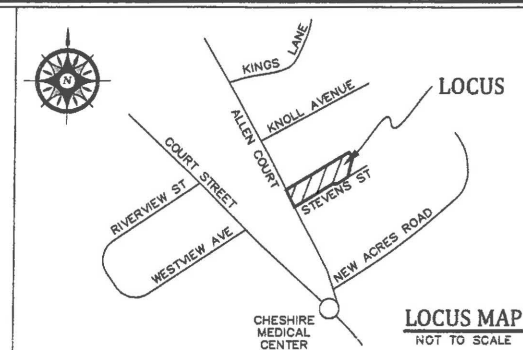
Map 116-06-006-0000 is a 0.46 acre lot on the east side of Allen Court on the corner of Steven Street just north of the round about on Court Street. There is a single family dwelling on the lot accessed from a driveway onto Allen Court .

The lot is in the low-density district. The neighborhood is comprised of modest single-family homes on 10,000+- s.f. lots.

This is a proposed residential 2 lot subdivision. The existing dwelling will be on a 10,058 s.f. lot with frontage on Allen Court . The second lot will be lot of 10,049 s.f. with frontage on Steven Street.
There are not wetlands, surface water or steep slopes on the lot.

The existing dwelling is connected to City sewer and water. A new dwelling will be connected to City utilities as well. The elevation of the house is such that it should not need a sewer pump.

There is no building proposed at this time. The requirements for drainage, erosion control, stump and debris management is noted in the general notes and will be addressed at the time building permits are applied for.



118-01-011-0000
PATRICIA A. WRIGHT
51 WESTBROOK COURT
SWANZEY, NH 03448-5603
VOL 1276 PG 288

118-01-004-0000
ALEXANDER VON PLINSKY &
BRENDA R. VON PLINSKY
18 ALLEN COURT
KEENE, NH 03431
VOL 2823 PG 519

116-06-005-0000
MARIE-LISE B. REILLY &
STEVEN A. REILLY
23 ALLEN COURT
KEENE, NH 03431
VOL 2787 PG 81

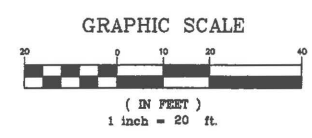
116-06-006-0100
J. GERALD HERBERT &
MARGARET S. HERBERT
8 STEVEN STREET
KEENE, NH 03431
VOL 1839 PG 609

116-06-014-0000
KRISTINE KOSKI
3 STEVEN STREET
KEENE, NH 03431
VOL 2941 PG 89

116-06-007-0000
BRIANA J. DRUGG &
HERBERT A. DRUGG
PO BOX 916
TROY, NH 03485-0916
VOL 2874 PG 1153

SOILS LEGEND
528A - CAESAR LOAMY SAND, 0 TO 3 PERCENT SLOPES

LEGEND
● - PIN FOUND
○ - MONUMENT FOUND
○ - REBAR SET
○ - DRILL HOLE SET
○ - UTILITY POLE
x - WATER VALVE
□ - CATCH BASIN
⊙ - SEWER MANHOLE
--- - TREE LINE
--- - STONE WALL
--- - WOOD FENCE
--- - EXISTING CONTOUR LINE
--- - APPROXIMATE ABUTTER LINE
--- - BUILDING SETBACK LINE
--- - OVERHEAD UTILITIES
--- - APPROX. WATER LINE
--- - APPROX. SEWER LINE



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

OWNER CERTIFICATION

I, GEORGE A. TRAHAN, CERTIFY THAT I AM THE OWNER OF 116-06-006-0000, AND APPROVE OF THIS SUBDIVISION.

GEORGE A. TRAHAN DATE _____

NOTES

- 1) THE PURPOSE OF THIS PLAN IS TO SUBDIVIDE 116-06-006-0000 INTO TWO RESIDENTIAL LOTS.
- 2) OWNERS OF RECORD:
GEORGE A. TRAHAN
135 OLD HOMESTEAD HIGHWAY
NORTH SWANZEY, NH 03431-4439
VOLUME 2970 PAGE 754
- 3) EXISTING AREA OF 116-06-006-0000: 20,107 SF OR 0.46 ACRES
PROPOSED AREA OF LOT 1: 10,058 SF OR 0.23 ACRES
PROPOSED AREA OF LOT 2: 10,049 SF OR 0.23 ACRES
- 4) MAP AND LOT NUMBERS REFER TO THE CITY OF KEENE PROPERTY MAPS.
- 5) CURRENT ZONING: LOW DENSITY
MIN. LOT AREA - 10,000 S.F.
MIN. FRONTAGE - 80 FEET
MIN. WIDTH AT BUILDING LINE - 70 FEET
SETBACKS:
FRONT - 15 FEET
SIDE - 10 FEET
REAR - 20 FEET
SIDE (CORNER LOT) - SIDE SETBACK + ADDITIONAL 10 FEET
- 6) THE RIGHT OF WAY OF ALLEN COURT IS BASED ON MONUMENTATION AND THE CENTERLINE OF EXISTING TRAVELED WAY.
- 7) THE RIGHT OF WAY OF STEVEN STREET WAS DETERMINED BY THE LOCATION OF MONUMENTATION AND IS BASED ON THE LAYOUT OF 1982 RECORDED IN VOLUME 700 PAGE 92 AT THE CORD.
- 8) NO JURISDICTIONAL WETLANDS WERE OBSERVED.
- 9) ELEVATIONS ARE BASED ON AN ASSUMED DATUM.
- 10) 116-06-006-0000 IS NOT WITHIN THE 100 YEAR FLOOD PLAIN.
- 11) SOIL TYPE: 528A - CAESAR LOAMY SAND, 0 TO 3 PERCENT SLOPES
SOIL INFORMATION IS BASED ON THE SOIL SURVEY OF CHESHIRE COUNTY, NEW HAMPSHIRE PREPARED BY THE UNITED STATES DEPARTMENT OF AGRICULTURE, SOIL CONSERVATION SERVICE.
- 12) THE PROPOSED DRIVEWAY WILL BE CONSTRUCTED IN ACCORDANCE WITH CITY DRIVEWAY STANDARDS. 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.
- 13) ALL NECESSARY PERMITS WILL BE OBTAINED FROM CITY OF KEENE PUBLIC WORKS DEPARTMENT FOR SEWER AND WATER CONNECTIONS.
- 14) 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.
- 15) GRADING OF THE PROPOSED HOUSE SITES SHALL BE DONE IN ACCORDANCE WITH THE CITY OF KEENE DEVELOPMENT STANDARDS.
- 16) THE PARCEL MAY BE SUBJECT TO 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.
- 17) THE LOCATION OF ANY UTILITY INFORMATION SHOWN ON THIS PLAN IS APPROXIMATE. CARDINAL SURVEYING AND 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.

REFERENCE PLANS

- 1) "PROPOSED SUBDIVISION PLAN OF LAND FOR DORIS P. NEAVES, EXECUTRIX, KEENE, N.H."; PREPARED BY EDWARD C. GOODRICH, JR.; DATED DECEMBER 21, 1999; REVISED JAN. 24, 2000; SCALE 1"=50'; RECORDED AT CORD CABINET 12 DRAWER 4 NUMBER 117.

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 PLAN CONFORMS TO ALL APPLICABLE LOCAL ZONING ORDINANCES AND RULES.

NO.	DATE	REVISION	BY
2 LOT SUBDIVISION			
116-06-006-0000 21 ALLEN COURT KEENE, NH 03431			
DATE: AUGUST 18, 2017		SCALE: 1"=20'	
PREPARED FOR:			
GEORGE A. TRAHAN 135 OLD HOMESTEAD HIGHWAY NORTH SWANZEY, NH 03431-4439			
CARDINAL SURVEYING & LAND PLANNING Keene, New Hampshire 03431 Tel. (603) 499-6151 SHT 1/1			

**SPR-578, Modification 1 SITE PLAN REVIEW – 219 West Street – Summit Distribution, LLC,
Gas Station Renovation**

Request:

MHF Design consultants, on behalf of property owner Summit Distributing LLC of Lebanon NH, is proposing the expansion of an existing retail fuel business and convenience store at 219 West Street. The parcel is 0.419 acres in the Commerce zoning district. A waiver is requested from Development Standard #19: Architecture and Visual Appearance for the location of parking spaces at the front of the building.

Background:

In Figure 1, the orange oval surrounds the larger structure which is proposed to be renovated. The yellow oval surrounds the smaller, existing convenience store which is proposed to be demolished and removed.

This staff report addresses questions that were raised at the July 24, 2017 Planning Board meeting on the proposed site plan for the gas station expansion. This report also reviews the recent changes to the project plan



Figure 1: Existing Site Layout at 219 West Street

set as well as the results of a Traffic Assessment by GPI of Wilmington MA, dated September 2017 and received by the City on September 11, 2017. A previous staff report on this application is available in the July, 2017 Planning Board meeting packet. This is available from Planning staff and will also be available later this month on the City’s public website at following web link: <https://ci.keene.nh.us/planning-board>

Completeness:

The Planning Board accepted the application as complete at the August 28, 2017 Planning Board meeting.

Departmental Comments:

Code: There were concerns regarding the location of a required parking space located on top of an underground fuel storage tank. However a solution was suggested by the City’s Fire Prevention staff. A solution has been agreed upon and a condition proposed that could resolve the concern. See “Conditions”.

Police Dept.: No issues.

Engineering Dept.: Abandoned storm drain and sewer service pipes shall be bulkheaded at each end and filled with flowable fill within the Right-of-Way.

Application Analysis:

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

6. Landscaping: Changes to the Landscape Plan have resulted from modifications to the existing landscape island along West Street and with the creation of two additional landscape islands on the southwest side of the site. These proposed islands meet the Planning Board’s dimensional requirement of a minimum 8’ width. More information on the specific reasons and purposes for these landscape island-structural changes can be found in Section 13, Comprehensive Access Management.

The only landscape planting changes in the applicant’s revised plan are in the aforementioned landscape islands. A variety of appropriate plant materials are specified. The Board may wish to discuss the particular choice however, of the *Cornus florida*, a Flowering Dogwood shown in the northeast lawn area. This lovely intermediate ornamental does not survive our NE winters well, particularly in an unprotected location such as shown on the planting plan. The Board may wish to suggest that this ornamental be substituted in the same location with the originally proposed shade tree.

12. Traffic: At the July 24, 2107 Planning Board meeting staff stated their concerns regarding the proposed doubling of the fueling stations on this site. There is general agreement on West Street’s existing poor LOS (Level of Service). The specific concern for this project was the potential of additional vehicles’ turning movements causing stacking delays on West Street both eastbound and potentially westbound into the intersection of Ashuelot and West Street.

After the initial Planning Board meeting, several discussions took place between the applicant and the City Engineer, after which the applicant contracted a traffic study. A Traffic Assessment Plan was created by Greenman-Pederson, Inc. of Wilmington MA, dated September 11, 2017 by Heather Monticup, P.E. Senior Project Manager and Susannah Theriault, P.E. Project Engineer and submitted September 11, 2017. The City Engineer has reviewed the study and recommended its results as sufficient and appropriate for consideration, discussion and deliberation by the Planning Board. The “Conclusions” from this report are attached.

While it is acknowledged by all parties that the current LOS on West Street is not optimal, this Traffic Assessment Plan asserts that the proposed redevelopment will exacerbate current delays by minimal amounts. Two conclusions are particularly relevant:

1. “...as a result of the redevelopment, increases in delay are expected to be less than 2 seconds at the signalized intersection, with no drops in (the) level of service and increases in queue lengths of 1 vehicle or less.
2. “Under existing and future traffic volume conditions, all unsignalized driveways are expected to operate with all movements on the main line at optimal levels and all driveways to operate at LOS C or better with or without the redevelopment. All queue lengths are expected to be 1 vehicle or less with delays on the driveways of less than 21 seconds.

The Board may wish to discuss the results of the study with regard to the project’s potential impacts to traffic flow on West Street.

13. Comprehensive Access Management: At the July 24, 2017 Planning Board meeting, concerns were expressed by the Planning Board members regarding the existing, open, curb cuts along West Street. Particularly of concern were the unsafe and conflicting interactions between entering and exiting vehicles within this area. Since that time, the applicant submitted two, revised site plan layouts which were reviewed by both Planning and Engineering staff. Per Dev. Standard 13. c. Driveways “Entrances and

exits onto public streets shall be designed so as to provide safe and convenient vehicular passage into and out of the site. It is a policy of the City to limit the number of cuts or driveways on public streets.”

Subsequent discussions and further revisions in the intervening period have resulted in a revised site plan configuration that contains several changes, two of primary interest:

- a) East and west extensions to the existing landscape island along West Street, as well as
- b) Two, new landscape islands on the west side of the site. These islands are on the adjacent Elm Street Plaza property.

In both cases the landscape islands are being utilized to direct and constrict traffic flow into safer on-site configurations. These changes have improved the safety of traffic flow. An associated condition is specified requiring an approved easement between the applicant and Elm Street Plaza property owner for the financial responsibility and maintenance of the additional landscape islands.

The Board may wish to discuss these and other particulars of the proposed site’s vehicular circulation.

19. Architecture and Visual Appearance:

At the July 24, 2017 Planning Board meeting the Board questioned the location of the proposed parking spaces at the front of the larger building. The proposed site plan extends three, existing parking spaces further westward along this side of the remaining, larger building to a total of nine parking spaces. The proposed site plan also places a single space at the far southeast corner of the site alongside a grassy area.

The last approved site plan was from 1998. It shows parking alongside the existing, smaller structure. The current site configuration has parking spaces in this same area but oriented facing the existing larger structure at the back of the parcel. The three, existing parking spaces that were alongside the existing smaller convenience store, were in compliance with the Planning Board regulations. Now with that smaller structure’s demolition and the re-orientation of the entrance of the remaining, 4,000 SF structure, the extended parking spaces are in front of the building. The new parking space in the southeast corner is also in front of the building.

Therefore, the applicant has submitted a waiver request from Development Standard 19.c.2. regarding off-street parking: “All off-street parking shall be to the side and/or rear of buildings on the proposed site...” The applicant will be prepared to answer the four criteria needed to complete this waiver request at the Planning Board Meeting. The Board may wish to discuss the specifics of these parking spaces further.

RECOMMENDATION FOR APPLICATION:

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

Approve SPR-578, Modification 1, with a Waiver Request from Planning Board Standard 19; Architectural and Visual Appearance, as shown on the plan identified as “Proposed Retail Motor Fuel Outlet Site Re-Development Plans for Assessors Map 98 Block 2 Lot 14” 219 West Street, Keene NH, 03431, dated June 16, 2017, received June 16, 2017 and revised September 7, 2017 at a scale of 1” = 20’ prepared by MHF Design Consultants, Inc. with the following conditions:

1. *A completed easement between the applicant and the adjacent property owner, Elm Street Plaza, to the satisfaction of the Planning Director and the City Attorney.*
2. *Revised plans showing:*
 - a. *The relocation of the fuel tank/s to allow for the safe siting of a single parking space along the site's southeast grass area. These changes will need to meet with the approval of the City's Fire Department Prevention Officer.*
 - b. *The replacement of the proposed Flowering Dogwood with a tree selected by the Applicant and approved by the Planning Director.*
 - c. *Abandoned storm drain and sewer service pipes shall be bulkheaded at each end and filled with flowable fill within the Right-of-Way.*
3. *Prior to signature, submittal security for landscaping and an electronic format "as-built" plan (.dwg or .dxf preferred) in a form and amount acceptable to the Planning Director and City Engineer.*
4. *Owner's signature on plan prior to approval.*



Summit Distributing LLC
219 West Street
Keene, NH
Project Narrative
June 16, 2017

The Applicant, Summit Distributing LLC, intends to redevelop the existing retail motor fuel outlet located at 219 West Street. The proposed redevelopment involves one parcel that is identified by the City as Tax Map 98 Block 2 Lot 14, totaling approximately 18,240 square feet (sf). The parcel is currently occupied by an existing Mobil gas station with an 860 sf convenience store, retail fuel canopy with two fuel dispenser islands (four fueling locations), and three underground fuel storage tanks, and a 4,000 sf retail store.

The proposal involves the demolition of the existing convenience store, retail fuel canopy and the removal of the underground fuel storage tanks. The redevelopment will include converting the existing 4,000 square foot (sf) retail building into a convenience store. Additionally, four motor fuel dispensers (eight fueling locations), an overhead canopy, and two new double wall fiberglass underground fuel storage tanks will be constructed.

The new underground fuel storage tanks will consist of double wall fiberglass construction. Fuel lines will also be replaced with new double wall product lines compliant with current NHDES regulations. The leak detection system will also be upgraded to a state-of-the-art monitoring system.

The property is located in the Commerce (C) zoning district, whereby the gas station and convenience store are allowed uses. The new canopy will be 14' wider than the existing canopy along the street frontage. The Site Plan provides calculations for the canopy encroachment as well as existing and proposed impervious cover calculations.

As part of the redevelopment of this property, improved off-street parking including fully compliant accessible parking space with an access aisle and accessible route to the building entrance will be provided. The existing site provides 16 parking spaces and the proposed redevelopment will provide 16 parking spaces.

The site currently has two existing driveways along West Street and one driveway along Ashuelot Street. As part of the redevelopment the two existing West Street driveways will remain and the existing Ashuelot Street driveway will be shifted further away from the intersection.

Pedestrians have access to the site via the existing sidewalk network that is provided on West Street and Ashuelot Street. A new concrete sidewalk will also be constructed along the front of the building which will provide pedestrian access to the Ashuelot Street sidewalk system. There are no changes to the existing sidewalk system that would diminish this access. These sidewalks are also safely illuminated via existing lighting provided on-site.

Bicycle parking will be added to the site via a new bicycle rack that will be provided at the rear of the site. This location will be easily accessible from either street system.

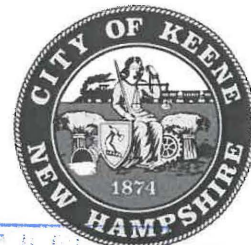
New lighting for the canopy will consist of energy efficient LED fixtures which will be flush with the canopy deck and dark sky compliant. New site light poles will also be provided on-site.

The proposed building will be serviced by Municipal water and sewer, natural gas and underground electricity. A 1,500 gallon exterior grease trap will be provided for the food program prior to discharging into the municipal sanitary sewer system. An upgraded on-site storm water system will provide additional treatment of runoff generated from the project site. The roof drain for the canopy will be connected underground, whereas the existing canopy currently discharges overland to the adjacent pavement area. Additionally, the proposed site improvements include a drip edge infiltration trench which receives all roof runoff from the convenience store building. Erosion control is outlined on the site plans.

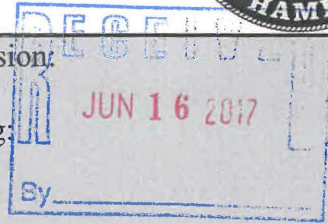
All demolition and disposal of materials will be in accordance with local and state requirements. All required NHDES permits will be obtained prior to construction.

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.



A Project Name Mobil Redevelopment		Date Received/Date of Submission:
Tax Map Parcel number(s) 0 9 8 - 0 2 - 1 4 0 0 0		Date of pre-application meeting:
		Date Application is Complete:
		Planning Department File #: SPR-578, M.1
Project Address: 219 WEST STREET	Owner	Name: TOM FRAWLEY SUMMIT DISTRIBUTING, LLC
		Address: 240 MECHANIC STREET LEBANON, NH 03766
Acreage/S.F. of Parcel: 0.419 / 18,240 S.F.	Applicant	Telephone\ Email: 603-448-4000/tomf@sumd.com
Zoning District: COMMERCE		Signature: <i>[Signature]</i>
		Name: SAME AS OWNER
		Address:
		Telephone\ Email:
		Signature: <i>[Signature]</i>

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 | <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 | |

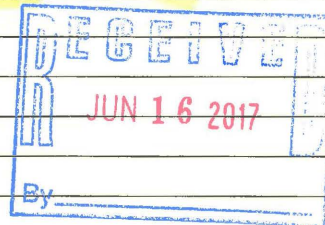
C A complete application must include the following

- | | |
|---|---|
| <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 11" x 17" |
| <input checked="" type="checkbox"/> Notarized 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 (24" 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 (24" x 36") | the public hearing, mailing notices out to abutters |

Waivers from the Planning Board's 19 Development Standards? Y N

(If yes, please provide a detailed list in the space below.)

A WAIVER WILL BE REQUIRED FOR "STANDARD 6 LANDSCAPING" FOR NOT PROVIDING THE REQUIRED STREET TREES AND LANDSCAPE AREAS.



The Planning Board Development Standards are to be met for all applications. Please review the development standards and provide a brief narrative description for how your application addresses each and/or indicate where on the plan or in the application proof of compliance can be found. Applicants can either supply the information in the space provided, or attach a brief narrative (use of a separate sheet is recommended).

- 1) Drainage: SEE STORMWATER MANAGEMENT AND BEST MANAGEMENT PRACTICES REPORT
- 2) Sedimentation & Erosion Control: SILT SOXX/SILT FENCE TO BE PLACED AT DRIVEWAYS AND ALONG PROPERTY LINES (SEE EROSION CONTROL PLAN)
- 3) Hillside Protection: N/A
- 4) Snow Storage & Removal: NOTE IS SHOWN ON PLAN
- 5) Flooding: N/A
- 6) Landscaping: LANDSCAPING HAS BEEN ADDED TO THE LIMITED AREAS ON-SITE. A WAIVER IS REQUIRED FROM THE TREE REQUIREMENT.
- 7) Noise: NO CHANGES TO EXISTING USE OF SITE.
- 8) Screening: THE SITE ABUTS COMMERCIAL DEVELOPMENT AND NO CHANGES ARE PROPOSED.
- 9) Air Quality: NO CHANGE TO THE USES ARE PROPOSED.
- 10) Lighting: NEW SITE AND CANOPY LIGHTING IS PROPOSED. ALL CANOPY FIXTURES WILL BE FLUSH WITH THE CANOPY DECK AND ALL FIXTURES WILL BE DARK SKY COMPLIANT.
- 11) Sewer & Water: THE EXISTING SITE IS CURRENTLY SERVICED BY WATER AND SEWER. A NEW EXTERIOR GREASE TRAP WILL BE PROVIDED ALONG WITH UPGRADED SERVICE CONNECTIONS.
- 12) Traffic: NO NEW TRAFFIC IS ANTICIPATED SINCE THE TOTAL RETAIL SPACE ON SITE WILL BE REDUCED.

13)	Driveways THE TWO EXISTING DRIVEWAYS ALONG WEST STREET WILL REMAIN UNCHANGED. THE ASHUELOT STREET DRIVEWAY WILL BE SHIFTED AWAY FROM THE SIGNALIZED INTERSECTION.
14)	Hazardous & Toxic Materials: THE ENTIRE UNDERGROUND FUEL STORAGE SYSTEM IS TO BE UPGRADED WITH STATE OF THE ART EQUIPMENT/XTURES WILL BE DARK SKY COMPLIANT.
15)	Filling & Excavation: N/A
16)	Wetlands: N/A
17)	Surface Waters: N/A
18)	Stump Dumps: N/A
19)	Architecture & Visual Appearance: THE PROPOSED BUILDING AND CANOPY ARCHITECTURE IS CONSISTENT WITH THE ABUTTING USES.



CITY OF KEENE
NEW HAMPSHIRE

Public Works Department

Date: September 13, 2017
To: Michele Chalice, Planner
Through: Donald R. Lussier, P.E., City Engineer
From: Yelma Desseta, Civil Engineer
Subject: 219 West Street (SPR-578, MOD.1)

Background:

The Department of Public Works, Engineering Division received the following documents in our office on September 9, 2017 for review and comments.

- Site plan entitled “Proposed Retail Motor Fuel Outlet Site Re-development Plans” MHF Design Consultants, Inc., Revised Plan dated September 7, 2017.
- Drainage Report prepared by MHF Design Consultants, Inc., Revised on September 7, 2017.

The Engineering Division reviewed the above documents and made comments in conformance with standard engineering practice and compliance with City of Keene Subdivision Rules and Regulations (Sec. 70-121. Lot monuments, Sec.70-122 Utility right-of-way, Sec.70-123 Street right-of-way, Sec. 70-124 Streets, Sec. 54-98 Drainage, Sec. 70-125 Grading, Sec. 70-126 Curbs, Sec.70-127 Sidewalks and Sec.70-129 Traffic control signals).

Site Plans:

1. Abandoned storm drain and sewer service pipes shall be bulkheaded at each end and filled with flowable fill within the Right-of-Way.

Traffic Impact Study:

2. N/A

Stormwater Management:

3. No comments

CONCLUSIONS

Existing and future conditions in the study area have been described, analyzed, and evaluated with respect to traffic operations and the impact of the proposed redevelopment. Conclusions of this effort and recommendations are presented below.

- The site currently contains an 860 square foot convenience store with 2 Multi-Product Dispensers (MPDs) having 4 vehicle fueling positions (vfps) and a 4,000 square foot retail store (Cass's Closet). As part of the redevelopment, the existing convenience store will be razed and the 4,000 square foot retail store will be converted to a convenience store. In addition, two more MPDs will be added to the site for a total of 8 vfps.
- Access and egress to the existing site is provided via two curb-cuts on West Street and one curb-cut on Ashuelot Street. As part of the redevelopment, the eastern driveway on West Street will be modified to an entrance-only driveway. In addition, raised medians are proposed between the site and the rest of the plaza to try and calm traffic cutting across the existing driveways.
- The proposed redevelopment is expected to generate 15 *new* vehicle trips (1 entering and 14 exiting) during the weekday AM peak hour and 23 *new* vehicle trips (0 entering and 23 exiting) during the weekday PM peak hour. Traffic-volume increases beyond the study area during the peak hours are expected to be in the range of 2 to 10 vehicle trips. These increases represent, on average, one additional vehicle trip approximately every 6 to 30 minutes during the peak hours.
- Under existing and future traffic volume conditions the signalized intersection of West Street at Ashuelot Street and Gilbo Avenue is expected to operate at an overall LOS D or better with and without the redevelopment. All movements operate at LOS E or better. As a result of the redevelopment, increases in delay are expected to be less than 2 seconds at the signalized intersection, with no drops in LOS, and increases in queue lengths of 1 vehicle or less.
- Under existing and future traffic volume conditions, all unsignalized driveways are expected to operate with all movements on the main line at optimal levels (LOS A) and all driveways to operate at LOS C or better with or without the redevelopment. All queue lengths are expected to be 1 vehicle or less with delays on the driveways of less than 21 seconds. All v/c ratios are anticipated to be well below 1.00, indicating there will be adequate capacity to accommodate the anticipated traffic volumes.

- The results of the Gap Study reveal that the number of critical gaps available far exceeds the number of vehicles entering/exiting the driveways on West Street. Therefore, there will be more than adequate capacity to accommodate the number of vehicles anticipated entering and exiting the site driveways on West Street.

From: [Donald Lussier](#)
To: [Michele Chalice](#)
Cc: [Kurt Blomquist](#); [Rhett Lamb](#)
Subject: RE: Conclusions for Summit/Mobil Traffic Study @ 219 West St.
Date: Tuesday, September 12, 2017 1:24:09 PM
Attachments: [image001.jpg](#)

I'm satisfied that they have looked at what we were concerned about and their conclusions are defensible. Happy to chat if you want.

Don

Donald R. Lussier, PE
City Engineer
City of Keene, NH
Office: 603.352.6550
Direct: 603.757.0682
www.ci.keene.nh.us

From: Michele Chalice
Sent: Tuesday, September 12, 2017 10:19 AM
To: Donald Lussier
Cc: Kurt Blomquist; Rhett Lamb
Subject: Conclusions for Summit/Mobil Traffic Study @ 219 West St.
Importance: High

Do we need to chat?

Michele Chalice, Planner
mchalice@ci.keene.nh.us
603-352-5474
City of Keene, New Hampshire
Planning Department
3 Washington Street, 4th Floor
Keene, NH 03431



Check to see how many of your daily destinations you'll be able to reach by walking and biking before you decide where to move! <https://www.walkscore.com/>

From: code-healthcopier@ci.keene.nh.us [mailto:code-healthcopier@ci.keene.nh.us]
Sent: Tuesday, September 12, 2017 11:27 AM
To: Michele Chalice
Subject: Message from KMBT_C454e

PROPOSED RETAIL MOTOR FUEL OUTLET SITE RE-DEVELOPMENT PLANS

for

Assessors Map 98 Block 2 Lot 14

219 West Street

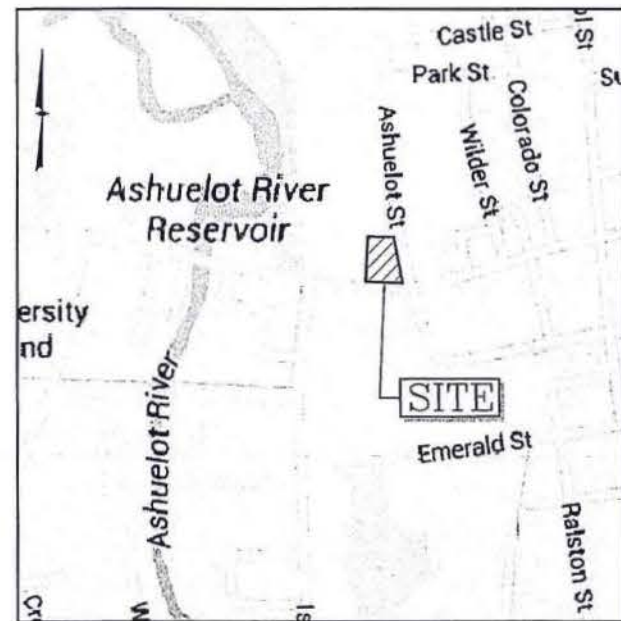
Keene, New Hampshire

Prepared for:

Summit Distributing, LLC

240 Mechanic Street

Lebanon, New Hampshire 03766



LOCATION MAP
(NOT TO SCALE)

INDEX TO DRAWINGS

1. TITLE SHEET
2. EXISTING CONDITIONS PLAN
3. DEMOLITION PLAN
4. SITE PLAN
5. GRADING & DRAINAGE PLAN
6. UTILITIES PLAN
7. EROSION & SEDIMENT CONTROL PLAN
8. LANDSCAPE PLAN
9. SITE DETAILS
10. SITE DETAILS
- 1 OF 1. TRUCK TURN PLAN
- 1 OF 1. LIGHTING PLAN (RL-4706-S1)
- 1 OF 1. CANOPY ELEVATIONS

NO.	DESCRIPTION	BY	DATE
3	REVISE ALL SHEETS (EXCEPT 2 & 10)	GMP	9/7/17
2	REVISE SHEETS 3 & 10	GMP	7/14/17
1	REVISE SHEETS 3-10	GMP	7/7/17

TITLE SHEET

ASSESSORS MAP 98 BLOCK 2 LOT 14
219 WEST STREET
KEENE, NEW HAMPSHIRE
PREPARED FOR:
SUMMIT DISTRIBUTING, LLC
240 MECHANIC STREET
LEBANON, NEW HAMPSHIRE 03766



MHF Design Consultants, Inc.
44 Siles Road, Suite One
Salem, New Hampshire 03079
(603) 893-0720
ENGINEERS • PLANNERS • SURVEYORS
www.mhfdesign.com

SCALE: N.T.S.	DATE: JUNE 16, 2017	DRAWING NO. 2017061005
DRAWN BY: NIG	CHECKED BY: HS	PROJECT NO. 403116
		SHEET NO. 1 OF 10



LOCATION MAP
(NOT TO SCALE)

NOTES:

- 1) ZONE: COMMERCE (COM)
MIN. LOT SIZE: 15,000 Sq.Ft.
MIN. LOT FRONTAGE: 50 Ft.
SETBACKS:
FRONT: 20 Ft.
SIDE: 20 Ft.
REAR: 20 Ft.
REFER TO THE CITY OF KEENE ZONING ORDINANCE FOR VERIFICATION, ADDITIONAL RESTRICTIONS AND PERMITTED USES.
- 2) ELEVATIONS SHOWN HEREON ARE ON NAVD 1988 DATUM AND IS BASED. CURB ELEVATIONS SHOWN ARE AT THE "TOE" OF CURB. CURBS ARE 0.50'± HIGH.
- 3) LOCATION OF UNDERGROUND UTILITIES IS APPROXIMATE ONLY. ADDITIONAL UNDERGROUND UTILITIES OTHER THAN THOSE SHOWN MAY BE ENCOUNTERED.
- 4) INVERTS AND PIPE SIZE/TYPE SHOWN HEREON ARE BASED ON A COMBINATION OF A FIELD SURVEY BY THIS OFFICE AND INFORMATION PROVIDED BY THE CITY OF KEENE. INVERTS ARE LISTED IN A CLOCKWISE DIRECTION ENDING WITH THE INVERT OUT UNLESS OTHERWISE NOTED.

PLAN REFERENCES:

- 1) PLAN SET ENTITLED "PLANS OF PROPOSED FEDERAL AID URBAN PROJECT U 013-1(17), N.H. PROJECT NO. C-7206-A, N.H. ROUTE NO. 12", DATED 4-28-66 BY STATE OF NEW HAMPSHIRE DEPARTMENT OF PUBLIC WORKS.
- 2) PLANS ENTITLED "PLANS OF PROPOSED ECONOMIC GROWTH CENTER FUND PROJECT, DP-U-013-1(22), N.H. PROJECT NO. C-2464-A CONTRACT #1, DATED 7-23-85 BY STATE OF NEW HAMPSHIRE DEPARTMENT OF PUBLIC WORKS.
- 3) CHESHIRE COUNTY REGISTRY OF DEEDS (C.C.R.D.)
PLAN CAB 12 DR 5 #225
- 4) C.C.R.D. PLAN CAB 12 DR 5 #024

CERTIFICATIONS:

I CERTIFY THAT THIS SURVEY AND PLAN WAS PREPARED BY ME OR THOSE UNDER MY DIRECT SUPERVISION AND THAT THIS PLAN IS THE RESULT OF AN ACTUAL SURVEY PERFORMED ON THE GROUND ON JULY 7, 2016 AND HAS AN ERROR OF CLOSURE OF NOT MORE THAN ONE PART IN TEN THOUSAND.

I CERTIFY THAT THIS SURVEY PLAN IS NOT A SUBDIVISION PURSUANT TO THIS TITLE AND THAT THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND THAT NO NEW WAYS ARE SHOWN.

[Signature] 6/16/17
DATE

LICENSED LAND SURVEYOR DATE

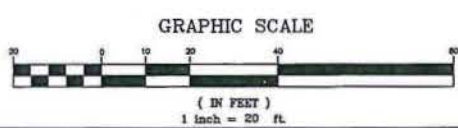
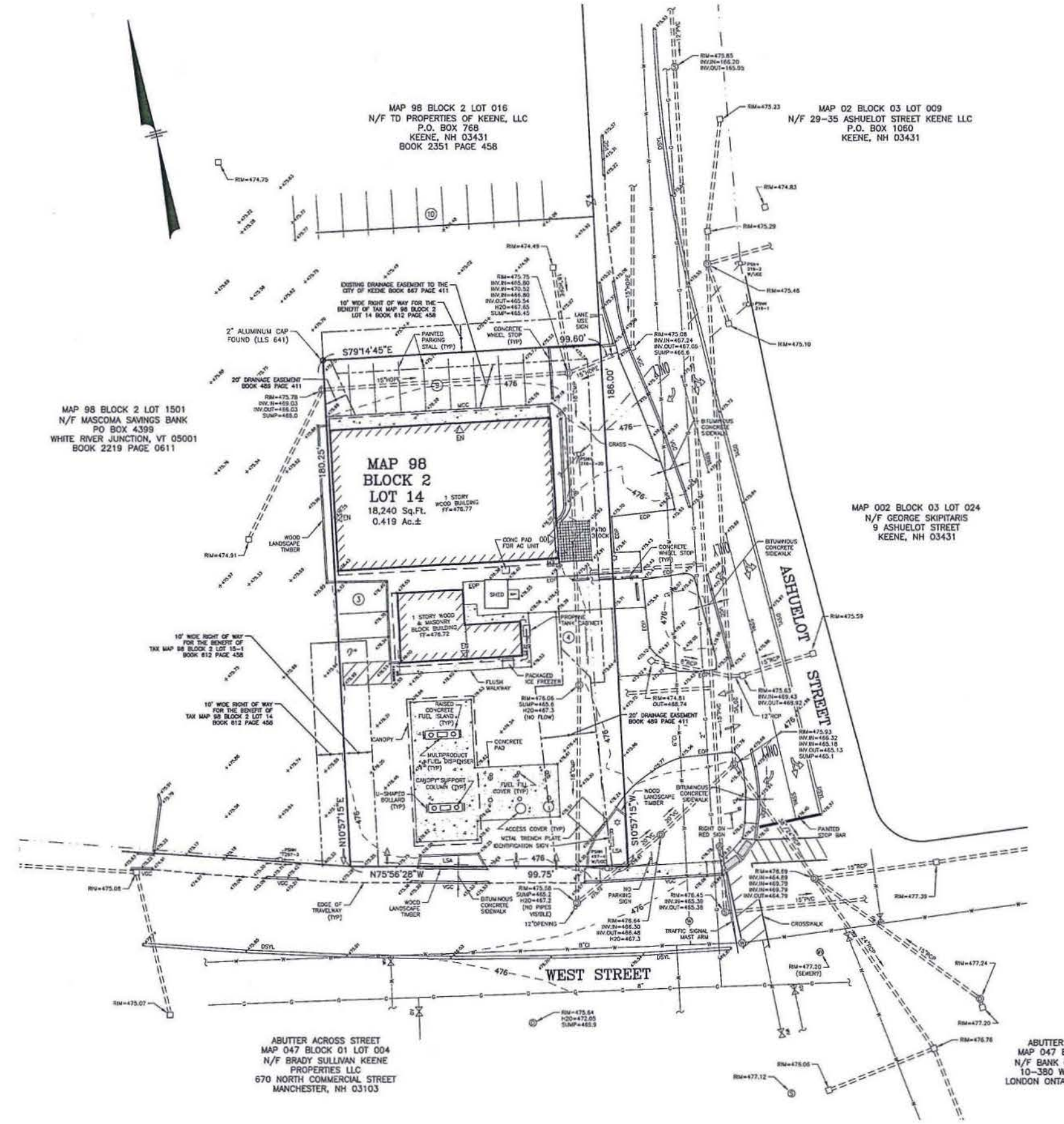
NO.	DESCRIPTION	BY	DATE
REVISIONS			

EXISTING CONDITIONS PLAN

ASSESSORS MAP 098 BLOCK 02 LOT 014
219 WEST STREET
KEENE, NEW HAMPSHIRE
PREPARED FOR:
SUMMIT DISTRIBUTING, LLC
240 MECHANIC STREET
LEBANON, NEW HAMPSHIRE 03766

MHF Design Consultants, Inc.
44 Sillies Road, Suite One
Salem, New Hampshire 03079
(603) 893-0720
ENGINEERS • PLANNERS • SURVEYORS
www.mhfdesign.com

SCALE: 1"=20'	DATE: JUNE 16, 2017	DRAWING NO. 403116
DRAWN BY: JAC	CHECKED BY: CMF	PROJECT NO. 403116
		SHEET NO. 2 OF 11



OWNER OF RECORD:
SUMMIT DISTRIBUTING LLC
240 MECHANIC STREET
LEBANON, NH 03766
BOOK 2518 PAGE 0616



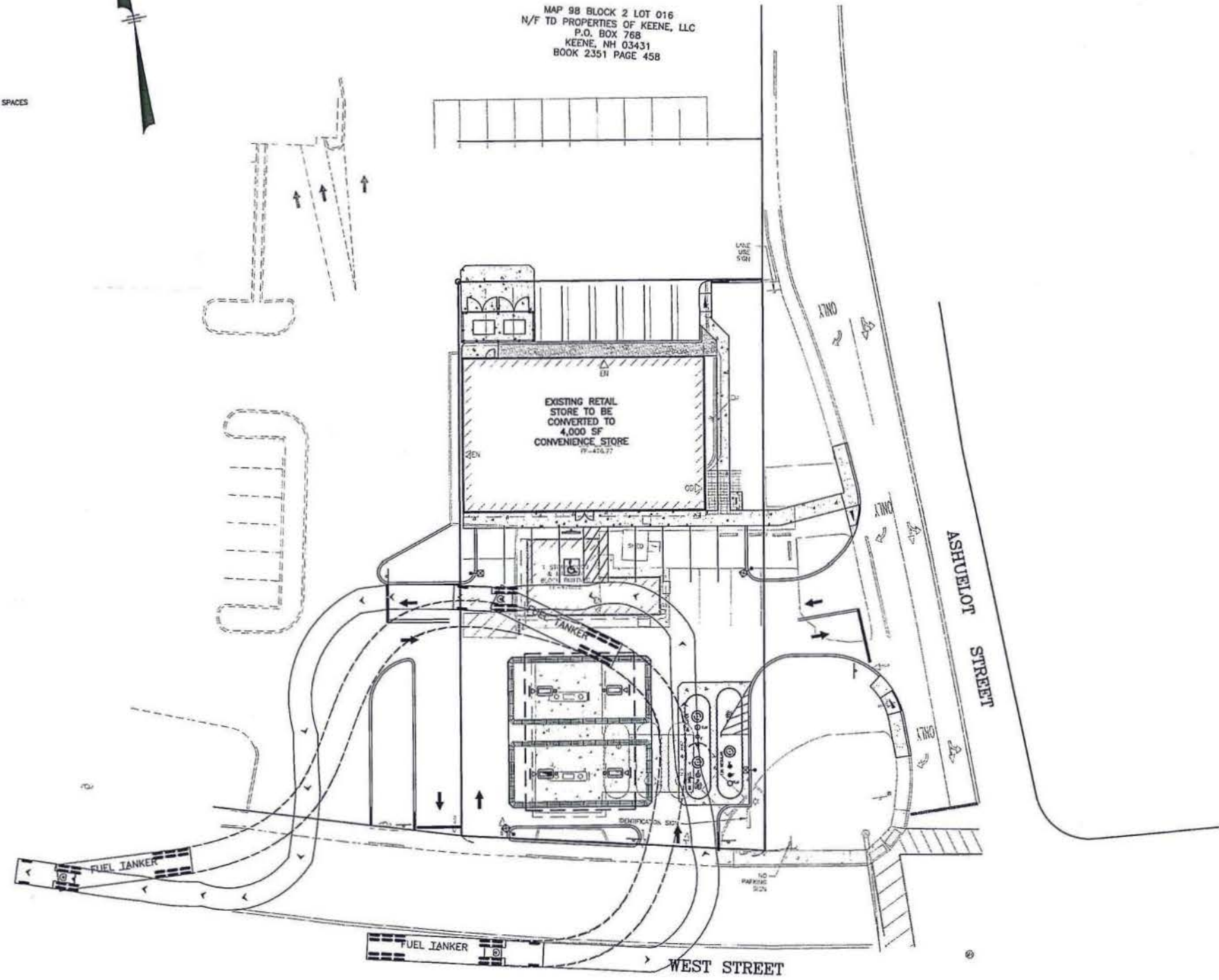
- LEGEND**
- UTILITY POLE
 - DRAIN MANHOLE
 - SEWER MANHOLE
 - TELEPHONE MANHOLE
 - CATCH BASIN
 - WATER LINE
 - WATER VALVE
 - FIRE HYDRANT
 - GAS VALVE
 - GAS LINE
 - UNDERGROUND TELEPHONE LINE
 - UNDERGROUND ELECTRIC AND TELEPHONE
 - SPOT ELEVATION
 - 450' CONTOUR ELEVATION
 - VERTICAL GRANITE CURB
 - BITUMINOUS CONCRETE CURB
 - OVERHEAD SERVICE WIRES
 - DOUBLE SOLID YELLOW LINE
 - SINGLE SOLID WHITE LINE
 - BROKEN WHITE LINE
 - SIGN
 - OBSERVATION WELL
 - ENTRY
 - CURB
 - CURB DOOR

LEGEND

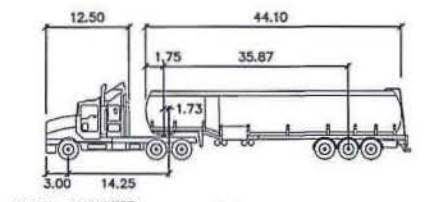
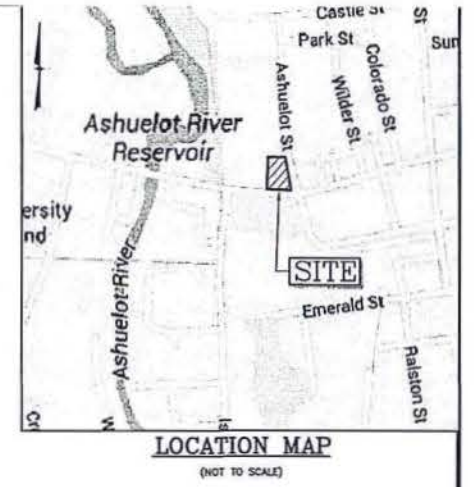
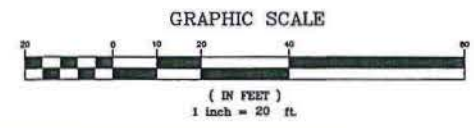
○ IRON PIN FOUND	○ UTILITY POLE
□ CONCRETE FOUND	○ DRAIN MANHOLE
△ RAILROAD SPIKE FOUND	○ SEWER MANHOLE
○ DRILL HOLE FOUND	○ TELEPHONE MANHOLE
— VERTICAL GRANITE CURB	□ CATCH BASIN
— OVERHEAD SERVICE WIRES	— W WATER LINE
— DOUBLE SOLID YELLOW LINE	⊕ WATER VALVE
— SINGLE SOLID WHITE LINE	⊕ ENTRY
— BROKEN WHITE LINE	⊕ FIRE HYDRANT
— SIGN	⊕ GAS VALVE
⊕ OBSERVATION WELL	— GAS LINE
⊕ TEST PIT	— WETLAND LINE
⊕ TEST BORING	— SPOT ELEVATION
⊕ PERCOLATION TEST	— 100' CONTOUR ELEVATION
— TREELINE	⊕ NUMBER OF PARKING SPACES
⊕ LIGHT POLE	



MAP 98 BLOCK 2 LOT 016
N/F TD PROPERTIES OF KEENE, LLC
P.O. BOX 768
KEENE, NH 03431
BOOK 2351 PAGE 458



ABUTTER ACROSS STREET
MAP 047 BLOCK 01 LOT 004
N/F BRADY SULLIVAN KEENE
PROPERTIES LLC
670 NORTH COMMERCIAL STREET
MANCHESTER, NH 03103



FUEL TANKER

Tractor Width	: 8.00	Lock to Lock Time	: 6.0
Trailer Width	: 8.50	Steering Angle	: 40.0
Tractor Track	: 8.00	Articulating Angle	: 70.0
Trailer Track	: 8.50		

NO.	DESCRIPTION	BY	DATE
REVISIONS			
TRUCK TURN PLAN			
ASSESSORS MAP 98 BLOCK 2 LOT 14 219 WEST STREET KEENE, NEW HAMPSHIRE PREPARED FOR: SUMMIT DISTRIBUTING, LLC 240 MECHANIC STREET LEBANON, NEW HAMPSHIRE 03766			
 MHF Design Consultants, Inc. 44 Siles Road, Suite One Salem, New Hampshire 03079 (603) 893-0720 ENGINEERS • PLANNERS • SURVEYORS www.mhfdesign.com			
SCALE: 1"=20'	DATE: SEPTEMBER 7, 2017	DRAWING NO. 403116.DWG	
DRAWN BY: GMP	CHECKED BY: FCM	PROJECT NO. 403116	SHEET NO. 1 OF 1

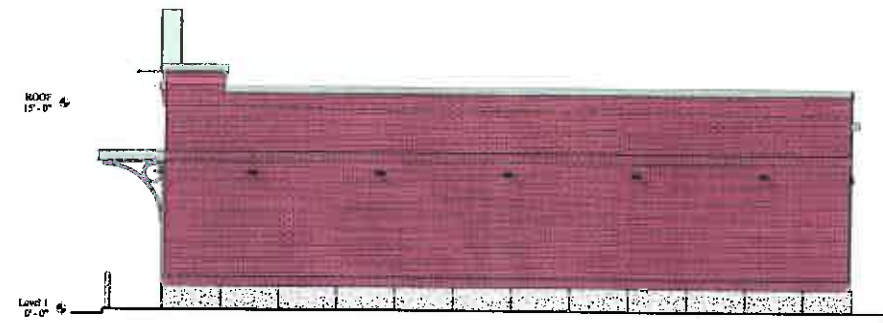
OWNER OF RECORD:
SUMMIT DISTRIBUTING LLC
240 MECHANIC STREET
LEBANON, NH 03766
BOOK 2518 PAGE 0616



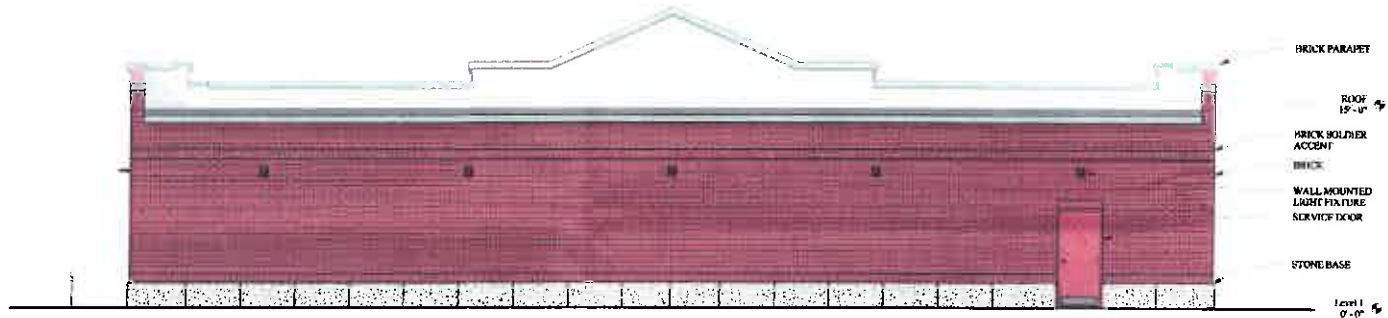
C:\Project\5\Co0\403116\103116P.dwg TT: 9/07/17 1:31:00 am gmp



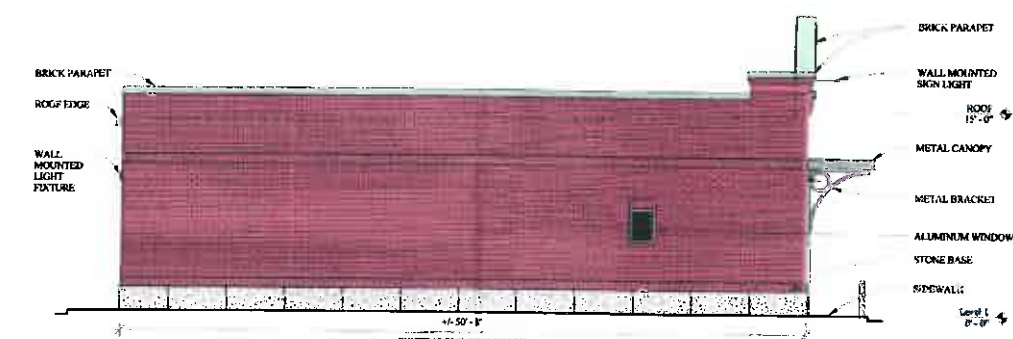
1 South Elevation
3/16" = 1'-0"



2 East Elevation
3/16" = 1'-0"



3 North Elevation
3/16" = 1'-0"



4 West Elevation
3/16" = 1'-0"



5 View of South Elevation
N.T.S.



6 View from Corner
N.T.S.

Summit Distributors
Keene Convenience Store Renovation

219 West St, Keene, NH

Randall T Mudge & Associates



Architects
45 DCH
Route 10
Lyons, New Hampshire

Elevations

1703
Job No
16 JUN 2017
Date

As indicated
Scale
Date
16 JUN 2017
SPR1

SPR1