

**CITY OF KEENE
NEW HAMPSHIRE**

**PLANNING BOARD
MEETING MINUTES**

Monday, October 23, 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
Pamela Russell Slack
Chris Cusack
Nathaniel Stout

Members Not Present:

Tammy Adams, Alternate
David Webb, Alternate

Staff:

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

I. Call to order – Roll Call

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

II. Minutes of previous meeting – September 25, 2017

Planning Board Meeting

A motion was made by Mayor Kendall Lane to accept the September 25, 2017 meeting minutes. The motion was seconded by Councilor George Hansel and was unanimously approved.

III. Advice & Comment

- 1. Monadnock Food Co-Op, Phase 2** – To discuss plans for the expansion of the building owned by Cypress Street Development, LLC at 34 Cypress Street and leased to the Monadnock Food Co-Op.

Mr. Jack Dugan of Monadnock Economic Development (MEDC), Mr. Michael Faber, Manager of the Food Co-op and Katie Sutherland architect were the presenters.

Mr. Dugan stated the Food Co-op, since its inception, has been very successful. To that end, they are now in need of more retail space and office space. What the applicant is looking for is a 4,900 square foot building addition but this requires parking accommodations to be made to the Railroad land to accommodate this type of expansion.

Mr. Dugan referred to a plan and referred to the Clark Mortenson parking spaces, city spaces, Food Co-op and Cheshire Medical Center spaces, which are located to the south of the Food Co-op building. The expansion to the north cannot happen because of the bike path, and it can't happen to the west because they are right up against the property line. Expanding towards the south would cut into the driveway and parking area. Hence, the only rational way to expand would be to the east.

A larger building would also require more parking. Mr. Dugan explained that they are planning on relocating parking by moving the Cheshire Medical Spaces that run north and south along the east side of the parking lot (20 spaces) onto a new lot they would build on the east end of the

condominium lot. This would provide the Food Co-op with more contiguous parking area in front of their site. This option could be accomplished right now, as the medical center and food co-op are both open to this idea.

However, the preferable option would be not to relocate Cheshire Medical's parking but to rent spaces from the City at the Wells Street Parking Garage (2nd floor south end). This would provide for the Food Co-op to do something nice with their outdoor space. Mr. Dugan went on to say part of this development would also include constructing the fourth wall and the amphitheater.

Mr. Faber then addressed the Board and stated when the Food Co-op was initially looking to site its existing store, what inspired them to locate at this site was being close to the downtown. What excites the Co-op about this site is that it allows them to grow where it currently exists and could be a good solution for the long term. Mr. Dugan added the Co-op is also in need of office space so this addition would accommodate some office space.

Mayor Lane asked with option 2 what accommodations would be made for handicap access. Mr. Dugan stated outside 51 Railroad Street there are handicap accessible spaces.

Ms. Landry asked for explanation for the medical center parking. Mr. Dugan explained the spaces in front of the Co-op belong to the Food Co-op; spaces on both sides of the center isle and the west isle belong to the Co-op. The spaces on the southern end (approximately 12) are being leased out by the city, further down the spaces are owned by Clark Mortenson, the Medical Center has three spaces next to the covered parking as well as an entire row across from that area. Ms. Landry asked who would be displaced from the deck. Mr. Dugan stated no one would be displaced as these are unused spaces.

Mr. Bohannon asked whether the request for these spaces is before the Council anytime soon. Mr. Dugan stated he has not started the formal process for these spaces but the City Manager and parking staff are aware of it.

Vice-Chair Barrett asked whether Mr. Dugan has a rendering for option B which is the smaller parking area. Mr. Dugan stated the site engineer has a drawing but he is not present today. He explained there would be about nine or ten spaces.

Mr. Lamb stated the reason this item is before the Board is because there is an application pending for temporary parking east of the Food Co-op. In the last few weeks, MEDC has pursued the final construction of curbing and pavement for the plan that was originally approved by this Board in 2012. The recent work that was completed to fulfill the requirements of the original plan includes a curb opening to the vacant lot east of the Food Co-op. However, the plan approved by the Board did not have a curb cut in this location. Hence, staff felt it would be prudent for the applicant to explain to the Board what their long term plan was for this lot. Mr. Dugan stated that with respect to the permanent use of this site, the first step is to apply for the block grant, which should be approved by next spring / summer. After this time, construction will begin on site. As far as the curb cut to the vacant lot is concerned, they could put in a curb and next month, if temporary access is approved, the curb can be put back. The plan also is for the Food Co-op to use the dirt lot until construction is complete.

Vice-Chair Barrett asked whether there have there been any other procedural issues from what was approved in August. Mr. Lamb stated when the additional spaces were constructed next to

the Head Start building; a good portion of the work was done before the site plan was signed. The applicant was made aware of that and was asked to stop work. With this issue the applicant was not issued a cease and desist order but was advised there would be some bearing on the next application.

Chair Spykman felt this puts the Planning Board in an uncomfortable position as the Board's purview is not enforcement. Mr. Lamb stated at this time what staff would suggest is for City staff to continue working with the applicant and try to fix the inconsistencies with the plan and bring it back before the Board. At that time, the Board can decide if temporary parking should exist in the interim period.

Chair Spykman felt relocating these 20 parking spaces (used by the medical center) to the upper deck and turning those spaces to the Co-op will eliminate the temporary parking needs of the co-op and the need to park on the temporary lot will be eliminated. Mr. Dugan stated without an addition, the Co-op would not be able to pay for the extra parking spaces.

Councilor Hansel stated he was uncomfortable indicating one way or the other a decision on the temporary parking without complete information. He stated he was not willing to give an indication either way without a complete application in front of him. Vice-Chair Barrett stated he was excited about the amphitheater being completed.

Ms. Russell Slack asked as a member of the Co-op, if this matter goes to a vote, whether members would have to be recused from the vote. Chair Spykman stated ultimately this would be a question for legal staff, but it has always been the Board's policy to ask that members use their judgment on issues such as this. Mayor Lane stated in the past when there were issues surrounding the Co-op, members of the Co-op who serve on the Board have always recused themselves. Mr. Lamb stated for minor modifications there was no conflict but for substantial changes and for the original approval, this is when potential for conflict would be considered. This is something staff will need to look into when there is a substantial change being considered.

IV. **Boundary Line Adjustment**

1. **S-09-17 – 74 & 86 Nims Road – Boundary Line Adjustment** – Applicant, Wendy Pelletier of Cardinal Surveying and Land Planning LLC, on behalf of owner, Gary and Susan Tochtermann Living Trust, proposes to adjust the boundary line between the property at 74 Nims Road (TMP# 903-19-027-0100) and the neighboring property at 86 Nims Road (TMP# 903-19-027-0200) owned by Jacob and Nancy Weststrate. The proposed adjustment will decrease the size of the existing 11.08 parcel at 74 Nims Road to 5.44 acres, and will increase the size of the parcel at 86 Nims Road from 28.6 acres to 34.2 acres. Both parcels are located in the Rural Zoning District.

A. **Board Determination of Completeness.**

Planner Tara Kessler stated the applicant requested exemptions for having to provide lighting, grading, landscaping and proposed conditions plan. As there is no new development being proposed, staff recommends to the Board that Application S-09-17 was complete. A motion was made by Mayor Kendall Lane that the Board accept this application as complete. The motion was seconded by Councilor George Hansel and was unanimously approved.

B. Public Hearing

Chair Spykman stated because this item is a boundary line adjustment it is not a public hearing but the policy of this Board is to take public comment.

Wendy Pelletier of Cardinal Surveying presented to the Board. She referred to an eleven acre lot which is going to be subdivided; the applicant's proposal is to leave five acres on their lot and give 5.6 acres to the back lot which would be put into conservation.

Mayor Lane asked why the applicant was doing this. Ms. Pelletier stated it was just an agreement between the neighbors.

Ms. Russell Slack stated the packet indicates 5.64 acres but the agenda says 5.44 acres. Ms. Pelletier stated 5.64 is what is going to the neighbor and 5.44 acres is what will remain.

Staff comments were next. Planner Tara Kessler stated the only development standard that pertains to this application would be flooding. Even though the lots are not within the 100-year flood plain, the Army Corp. of Engineers has an easement across the east portion of this lot. This easement gives the Army Corps the right to decide whether a structure can be constructed in the easement area. She indicated she was not aware of a conservation easement and asked that this be recorded as part of the plan if there is one present, as indicated by Ms. Pelletier. Ms. Kessler noted that there are no precautionary or prohibitive slopes identified on the property, which was a characteristic for the land area adjacent to this property to the north. The lot, which would be reduced to 5.44 acres, meets the minimum lot size in the Rural Zoning District, which is 5 acres. This lot size also accounts for the small surface water area on the site, which cannot be included in the calculation for minimum lot size. This concluded Ms. Kessler's presentation.

The Chairman asked for public comment next.

Mr. Jacob Westrate of 86 Nims Road stated that currently they do not have a conservation easement on 85 Nims Road. The Monadnock Conservancy has visited the site and this is something that will be pursued but has not been done yet. The property however, is in current use at the present time.

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 S-09-17 as shown on the plan identified as "Boundary Line Adjustment Plan 903-19-027-0100 & 903-19-027-0200 74&86 Nims Road Keene, NH 03431" prepared on 9/13/17 by Cardinal Surveying and Land Planning a scale of 1"=100' with the following condition:

1. Prior to signature by Chair both property owners' signatures must appear on the plan

The motion was seconded by Councilor George Hansel.

Mr. Stout stated staff had asked for the motion to include language about the conservation easement and asked for clarification. Ms. Kessler stated this was in the event there was an easement on the property but there is clarification from the property owner that there is no conservation easement on the property at the present time.

The motion made by the Mayor was unanimously approved.

V. **Public Hearings**

1. **SPR-11-17 – Water & Grove Streets – Site Plan** – Applicant Wendy Pelletier of Cardinal Surveying & Land Planning, on behalf owners, Jeanette Wright and Michael Lynch, proposes a commercial parking lot. The site is 4,635 SF in size and located in the High Density Zoning District (TMP# 028-03-011). The Applicant is requesting a Waiver from Development Standard #8 “Screening.”

A. **Board Determination of Completeness.**

Planner Tara Kessler recommended to the Board that the Application SPR-11-17 was complete. A motion was made by Mayor Kendall Lane that the Board accept this application as complete. The motion was seconded by Councilor George Hansel and was unanimously approved.

B. **Public Hearing**

Ms. Pelletier addressed the Board again with reference to a plan. The application is regarding a parking lot on the corner of Water Street and Grove Street for 11 parking spaces, which will be used by tenants from abutting properties in the area. Right now the lot is paved. Ms. Pelletier referred to the proposed planter boxes (pressure treated wood boxes, three-feet high) that will be used to block off the entrance to the lot from Water Street so that the only entrance and exit will be from Grove Street. The applicant has asked for a waiver from screening requirements for vehicle headlights. The adjacent building to the west has windows, which are about six to seven feet from the ground.

Ms. Pelletier went on to say that there will be a post and chain fence system around the lot to avoid cut through traffic. Snow storage will be on the southern side. There are four street lights in the area (1.25 and 1.2 foot candles). This concluded Ms. Pelletier’s comments.

Dr. Cusack asked for the applicant’s reasoning for seeking a waiver from screening. Ms. Pelletier stated the applicant had proposed a vinyl fence along the western boundary line of property, but the Police Department felt this would be a graffiti hazard, hence the post and chain fence. Chair Spykman asked how substantial this fence would be. Ms. Pelletier stated it would be similar to what exists at the Athens Pizza site. They would be metal posts secured to the ground. Mayor Lane asked about the landscaping being proposed and why the applicant was not suggesting plantings in the ground. Ms. Pelletier stated because the area is paved and the planter boxes is what the client is requesting.

Mr. Bohannon asked whether the applicant has looked for alternatives to the planter boxes to avoid being damaged by plowing. Ms. Pelletier stated this is an issue and agreed it is a difficult spot and asked for suggestions. The Chair suggested fewer spaces to add more plantings.

Staff comments were next. Ms. Kessler stated the applicant received approval from the ZBA to use this lot as a parking lot. As of last week, this lot has been zoned Residential Preservation where parking lots are not permitted. The applicant also received a variance for pavement setback and lot coverage as this is a paved lot. This is a change of use and hence the reason it is coming before the Board today.

Ms. Kessler then went over some of the Board’s development standards:

Drainage – the applicant is not proposing to add drainage as this is currently a paved lot.

Snow storage – there is space in the southeast corner of the site for snow storage. There was an abutter to the south, who had expressed concern about snow spilling over onto their site. The applicant has proposed to construct a post and chain fence as a barrier.

Landscaping – Ms. Kessler stated the Board’s packet includes the sections of the Zoning Ordinance that refer to landscaping parking lots that abut public rights of way (page 19 of 67). The applicant is proposing to install a planter box on the east to screen the four parking spaces facing east and these planters would be about two feet off the ground, the same planters would be installed on the northern side of the parcel. Most headlights are about 2 feet to about 4.5 feet so these planters might provide some screening. Public Works has asked the applicant to make sure the plantings don’t cause visual barriers, specifically at the corner of Grove Street and Water Street. The applicant has requested a waiver from screening, specifically to address parking along the western side of the lot where headlights would shine on the adjacent property, where there is a residential structure. The applicant is correct in that there are no windows at ground level but there is an image included in the packet which shows there are windows on that side of the property and the Board’s standard does indicate vehicular glare needs to be screened.

Lighting – Staff just today received the lighting levels provided by the applicant (copy has been provided to the Board). The information provided by the applicant shows there would be moderate levels of light 0.2 foot candles on the northern end of the property. There is however, no information for the interior of the lot and there are 0 foot candles of light available at the southwest corner of the lot. The Board’s standard for low activity lots, which this would be, call for an average of 0.5 foot candles and a minimum of 0.13 foot candles. Ms. Kessler stated the applicant might not be meeting the required light levels for parking lots.

Comprehensive Access Management Plan – Currently, the lot has two driveways; one that goes to Water Street and the other onto Grove Street. Staff raised concern about maintain both of these driveways and suggested that the Applicant close one of these driveways. The driveway at Grove Street requires vehicles to cross three lanes of traffic when making left hand turns. Turning right onto Water Street from the lot is difficult without having to turn into the opposing travel lane. The applicant has proposed closing off the Water Street access, which staff view as an improvement to safe access to the site. Ms. Kessler added because there are only 11 spaces, there will only be a minimum increase to traffic volume.

Councilor Hansel stated the applicant’s paperwork refers to 30” plastic planters and asked if the Board was to approve this plan, whether it would be an issue that the Board approved something different. Ms. Keller stated there were a number of iterations to this application; one of the first plans displayed plastic planters. It has now been modified to be wooden planters. She went on to say, staff is concerned these planter boxes will be resting on top of the surface and won’t have a connection to the soil underneath. She noted concerns about the viability of the landscaping and the assurance the city has that this landscaping is maintained. Ms. Landry asked whether the landscaping has to be permanent. Ms. Kessler stated that to meet the Board’s standard it has to be permanent. Ms. Landry stated when she visited Montreal this summer she had seen planter boxes with a combination of vegetables and annuals (off the ground) and they looked beautiful. She felt this was an interesting way to bring green to an urban environment.

Dr. Cusack asked about screening for the southern side. Ms. Kessler stated there are two standards with respect to screening; the first is landscaping along the public right of way, and this portion will not have any parking along the public right of way. The other is vehicular headlights and preventing that glare, the way the parking is oriented, there won’t be any lights

shining onto the southern portion of the site. Dr. Cusack felt the picture provided by staff makes the windows look lower and closer on the south side. Ms. Kessler stated even though the cars are not facing that side, this might be something the Board should consider as vehicles will be driving into and out of the site. Ms. Kessler stated the applicant is looking to seek a waiver from screening and if the Board grants the applicant this waiver, the Board is granting the applicant a waiver from screening vehicular headlights.

Chair Spykman referred to the southwest corner where there are 0 light foot candles, which would not meet the Board's standard for minimum foot candles. Ms. Kessler stated because the applicant is not proposing new lighting for this application they did not provide a photometric plan. They did provide some measure of ambient light levels by providing light level readings in different corners at the site. She agreed zero would not meet the minimum standard which is 0.134 foot candles. Another component of the development standard with lighting is a 4:1 uniformity ratio.

Mr. Stout felt the foot candle need for this type of use would be different to that of a commercial lot. Ms. Kessler referred to foot candle standards under the Board's development standards: there are two types of parking areas listed here – pedestrian and vehicle only. Vehicle only the average is 0.5 and the lowest is 0.134 foot candles.

Chair Spykman asked whether the applicant was proposing to eliminate the curb cut on Water Street or just adding a planter. Ms. Kessler stated her understanding is that the curb cut will stay but a planter will act as a physical barrier.

Ms. Russell Slack asked why Grove Street was changed to three lanes. Mayor Lane stated the change was made by the Engineering Department of the City to improve the intersection, but felt the design was not working well. The City did talk to the abutters before the change was made but the conversation happened with the renters not the property owners. Ms. Russell Slack stated her concern is the intersection, which she felt is not safe at the present time. She indicated she is concerned about adding a parking lot in a very busy intersection. She noted there are two crosswalks right in front of this intersection and a housing development right across the street and more traffic coming out of Community Way.

Ms. Landry asked staff whether this proposal is an improvement over the existing conditions. Ms. Kessler stated she has provided the information as it pertains to the Board's standards and it is up to the Board to decide whether this is an acceptable site plan or not.

The Chairman closed the public hearing.

Mayor Lane suggested continuing this item to the next meeting giving the applicant time to deal with the lighting issue as well as address the issue with this lot being located right next to a busy intersection. Councilor Hansel agreed with everything the Mayor said but also expressed concern about the planter boxes, which won't do well in the winter and will be used as trash receptacles and are likely to fall apart. Dr. Cusack noted this area is now part of the Residential Preservation District, for which too much has been invested and we need to get it right. Mr. Stout referred to light exposure to the south side and did not feel it was resolved. Ms. Landry felt the planters can be used in interesting ways as long as someone can be responsible for them. She noted this has been a parking lot for many years and felt this proposal is an improvement to what exists but was ok to continuing it.

Chair Spykman asked whether this lot and the lot next to it could be combined into one lot so it won't be that crowded, which would allow for more landscaping.

C. Board Discussion and Action

A motion was made by Mayor Kendall Lane that the Planning Board continue SPR-11-17 to the November Planning Board meeting. The motion was seconded by Councilor Hansel and was unanimously approved.

2. SPR-12-17 – 183 Arch Street – Archway Farm – Site Plan –

Applicant/owner Mark Florenz proposes to construct a new 54' x 60' three-sided single-story fabric structure for the purpose of winter housing for hogs, and storage of related agricultural equipment. This building will replace multiple small portable structures that we currently use for winter housing. The site is 56 acres in size and located in the Agriculture Zoning District (TMP #917-11-028). The Applicant is requesting a waiver from Development Standard #19 "Architecture and Visual Appearance.

A. Board Determination of Completeness.

Planner Michele Chalice stated the applicant has a new stamped survey for the Board and has requested exemptions from a separate existing conditions plan (landscaping, lighting, traffic, drainage plans and technical and soils reports). She indicated the Board might want to decide if this application is complete based on the agricultural zoning district of the parcel, the agricultural intent of the site and agricultural exemptions. Chair Spykman asked for further guidance. He added he does understand for the applicant to comply with all the required reports would be a financial hardship and staff is asking the Board to decide whether this application could be called complete without those items. Ms. Chalice added what she failed to say was that staff was only provided with a draft survey but as of tonight they have been provided with a complete stamped survey in relation to the surface water elements which were of concern. Since being provided with this document, staff is much more comfortable with the completeness aspect.

A motion was made by Mayor Kendall Lane that the Planning Board accept this application as complete. He stated the Board is aware this is an agricultural use, the Board is aware of the distance from Hurricane Brook to the area of construction and these are the aspects the Board needs to be aware of. The motion was seconded by Councilor George Hansel and was unanimously approved.

B. Public Hearing

Mr. Mark Florenz of Archway Farms addressed the Board. Mr. Florenz stated they raise pigs and nine months out of the year they are raised on the pasture on the north and southside of Arch Street. The structure being proposed is a winter shelter for the pigs; it is an agricultural structure, opened on one side, there is no heat in the building. It will be used for the pigs in the winter and during the rest of the year for equipment storage. He noted they will be 123 feet from Hurricane Brook, which is within the required 75-foot buffer. This new barn will replace the old one on site, which is much more suitable for modern agricultural uses. Mr. Florenz stated they have worked with code enforcement – they will not be pouring any concrete.

Mayor Lane asked whether there will be any plan for manure disposal during the winter. Mr. Florenz stated with their operation they will not be getting rid of any manure; he explained during the start of the winter they start with about 12 inches of hay (deep bedding system) and when the pigs are taken out for the spring, the hay will be removed off the farm. The Mayor asked whether there was no danger of hoof disease. Mr. Florenz stated this is a large enough area

(3600 square feet in size) and pigs unlike cattle and horses don't sleep in the same area where there is manure. Manure will build up but there won't be any runoff issues.

Staff comments were next. Ms. Chalice stated the engineering department did have concerns about the bedding but the City Engineer is familiar with this type of deep bedding system, hence was comfortable with what is being proposed. Staff had also asked to applicant to move the structure to be at least 100 feet from the brook which the applicant has done. She noted the site survey will be serving as the site plan which the Board will be approving and signing tonight.

Councilor Hansel asked whether staff is comfortable this structure will be safe for animals and people. Ms. Chalice stated the architectural design was submitted to Code Enforcement and it was an engineer's stamped plan. She added the Board's standards do not have an exemption for a service structure such as what is being proposed so as a technicality the applicant is applying for a waiver from standard 19.

The Chairman asked for public comment. With no comments from the public, the Chairman closed the public hearing.

Mayor Lane felt this is an activity the Board should encourage and support. Chair Spykman and Ms. Russell Slack agreed with the Mayor.

C. Board Discussion and Action

A motion was made by Mayor Kendall Lane that the Planning Board approve SPR-12-17 with a waiver request from Standard 19 as shown on the plan entitled "Site Plan Survey" with Proposed Hoop Structure, Tax Map 917-11-028, 183 Arch Street, Keene, Cheshire County, NH, dated October 09, 2017, drawn by "David A. Mann Survey at a scale of 1" = 20'; with the following conditions:

Prior to signature by Planning Board Chair with Owner's signature on plan.

The motion was seconded by Pamela Russell Slack and was unanimously approved.

Ms. Russell Slack thanked city staff for their work with this plan.

3. **SPR-13-17 – Emerald Street Substation – Site Plan** – Applicant Vanasse Hangen Brustlin, Inc. (VHB) on behalf owner Eversource proposes to rebuild the existing substation at the west end of Emerald Street. Surface Water Protection Application is included in this submission (SWP-CUP-2017-01). The site is 2.52 acres in size and located in the Commerce & SEED Zoning District (TMP# 047-03-009). The Applicant is requesting a waiver from Development Standard #19 "Architecture and Visual Appearance."

A. Board Determination of Completeness.

Planner Michele Chalice recommended to the Board that Application SPR-13-7 was complete. A motion was made by Mayor Kendall Lane that the Board accept this application as complete. The motion was seconded by Councilor George Hansel and was unanimously approved.

B. Public Hearing

Laurel Boivin, Eversource Community Relations, Alan Roe, Project Manager, Sherry Trefry of BHP, Kurt Nelson, Licensing Group, Mark Fraser, Engineer and Ashley Ruprecht, Siting and Construction Services were present today. Ms. Boivin stated in the last few years Eversource has made an effort to improving infrastructure and making investment to improve reliability in the

City of Keene (25 million in the last five years). In 2012, a study was done to look at substations and how to manage distribution and out of that study came the North Keene Sub-Station, which went into service last year. This sub-station together with the Emerald Street sub-station, serve about 16,000 customers in 12 towns. Emerald Street has been in operation for about 60 years but does not have "state of the art" equipment. After the rebuild it would have enhanced capacity and meet the region's needs. Ms. Boivin talked about some of the cleanup being planned for this site.

The schedule to start this project will be in spring 2018 and would be a year-long project but during the construction there are no outages being planned. The question is how to protect public safety during construction; this would necessitate the closing down the end of Emerald Street, City Council approval is required for this, as well re-routing the Cheshire Rail Trail along Emerald Street. Ms. Boivin stated they have contact information for customers to contact Eversource during this construction period. With that, Ms. Boivin turned the presentation over to Mr. Roe.

Mr. Roe stated he was also the project manager for the North Keene project. Mr. Roe stated the main reason for this project is the age and condition of the equipment – new transformers are going to be brought in (they would be same as the ones located in North Keene). The fence at the site is going to be expanded and the reason for this is so that equipment could be brought in piece by piece by still being able to maintain power to customers. Once construction is complete, most of the equipment located across the street in the brick building will be moved across the street to this building; some equipment will still remain in the building.

Sherry Trefry was the next presenter. She referred to a plan and noted where the sub-station is located (yellow), Mill Creek located on the left side and bike path on the north side. This site is located in the Commerce zoning district so the surface water buffer is reduced to 30 feet. The pink line shown is the 100-year flood plain at an elevation of 471.3 feet. The white area is the substation footprint and referred to where the fence-line would be expanded. There are two existing driveways; one will be maintained and one will be re-vegetated and restored. There is no storm water retention area currently on the site so there is a drywell being proposed to capture the increased runoff from the site.

There is a gravel pad expansion also being proposed. Ten arborvitae shrubs are being proposed next to the expanded fence area for screening. Ms. Trefry referred to the new fence being replaced and the sedimentation control measures being proposed during the fence replacement at the front of the site. She referred to the wetland area where there is dense landscaping (invasive species) which is going to be removed. This concluded Ms. Trefry's presentation.

Mr. Stout asked about the screening along the east side. Mr. Roe stated they did get a request from the owner of the building on that side, and the applicant would like to accommodate this request but there a couple of reasons for not being able to do so; the police don't like the idea and the second is because of wind loading which could compromise the foundation of the fence.

Councilor Hansel asked about alternatives for re-routing the pedestrian path. Ms. Boivin explained the closure would happen between Ashuelot Trail and Emerald Street and Ashuelot Trail and Island Street with a detour that will go from Emerald Street to School Street and then to West Street back to Island Street. Ms. Boivin stated they have had a recent conversation with Brady Sullivan who at the present time do not permit unauthorized pedestrian access on their property; they won't be doing anything to change that because of their own construction schedule. She added they had thought about going from Ashuelot Trail to Winchester Street and

then to Island Street, but the bridge on Island Street is also going to be rebuilt. Ms. Boivin noted their communication and outreach will focus on about a dozen stakeholders and working with city departments to let people know about the closure. There will be communication done via email before the closure happens and communication a few months prior to construction being complete and once construction is complete as well.

Mr. Stout referred to the propane tank site on the abutting property and asked whether there would be any implications as to how they would continue with their operations. Mr. Roe stated the closure of the street would happen beyond this site's entrance and they would not be parking anywhere on Emerald Street except on their own property. Hence, the propane facility should not have any disruptions.

Ms. Russell Slack asked communication also happen with Keene State College. Ms. Boivin stated they are on her list of stakeholders.

Chair Spykman asked about the two-story building across the street. Mr. Roe stated this is the Control Building which houses telecommunication equipment. Chair Spykman asked whether there is any plan to upgrade this building; windows for instance that now have plywood over it. Mr. Roe stated they could look into this.

Staff comments were next. Ms. Chalice noted that nearly half of this parcel is in the 100-year flood plain; about a third is within a delineated wetland, the western boundary is next to the Mill Creek (15 feet within the creek's buffer in two locations). However, the expansion is minimum (0.55 acres). The other positive aspect is the driveway is being moved away from the brook and the noise level is being proposed to be reduced because of new technology. Ms. Chalice stated even though the Comprehensive Access Management Standard talks about trails, closing of the trails is not within the Board's purview. The applicant will meet with Council and Public Works on this issue.

Ms. Chalice pointed out however; the Board is missing some data, such as the soil percolation test to make sure this drywell will take the water in. The Board is also missing the seasonal groundwater data. Both of these items will either confirm or dispute the way to handle the impacts which are going to happen with the project. Another item not mentioned today is that oil is required to operate this equipment. The engineering department has also noted that the project is violating one of the Board's standards; slight runoff into Mill Creek and the applicant has referred to this as deminimus impact but the Board's standard does not have deminimus exclusion.

Chair Spykman asked how the change from hard pack dirt to gravel would affect runoff. Ms. Chalice referred this question to the applicant.

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

Mayor Lane felt this public hearing should be continued until the hydrology issue has been properly addressed. He noted construction does not start until spring so a month delay wouldn't be too burdensome to the applicant. He felt it was important for the Board to review this item.

The Chairman reopened the public hearing to hear from the applicant. Ms. Trefry stated they are in the process of collecting this data and was agreeable to a continuance.

C. Board Discussion and Action

A motion was made by Mayor Kendall Lane that the Planning Board continue this application to the November 27 Planning Board meeting. The motion was seconded by Councilor George Hansel and was unanimously approved.

VI. New Business

Mayor Lane asked for a discussion on the Board's standards as it relates to agricultural uses.

VII. Director Reports

Mr. Lamb stated the City has a new ADU Ordinance as well as adopted Marlboro Street Ordinance for three new zoning districts which was a culmination of lot of work from a lot of people.

Mr. Lamb stated this is also the time for CIP review and the Board should be hearing about this sometime next year. He added the Planning Department has submitted for FY21 and 22 funding to update the 2010 Comprehensive Master Plan.

VIII. Upcoming Dates of Interest – November 2017

Planning Board Meeting – November 27, 6:30 PM

Planning Board Steering Committee – November 14, 12:00 PM

Joint PB/PLD Committee – Monday, November 13, 6:30 PM

Planning Board Site Visits – November 22, 8:00 AM – To Be Confirmed

Mayor Lane noted November 13 is when the City celebrates Veterans Day. Mr. Lamb stated the meeting will then happen on November 14.

The meeting adjourned at 8:55 pm.

Respectfully submitted,

Krishni Pahl
Minute Taker

Reviewed by: Rhett Lamb, Planning Director
Edits by T. Kessler, M. Chalice & L. Langella