



Planning Board – Monday, January 28, 2019, 6:30PM
City Hall Council Chambers – 3 Washington Street, 2nd floor

AGENDA

- I. **Call to Order** – Roll Call
- II. **Elections**
- III. **Minutes of Previous Meeting** – December 18, 2018 Meeting
- IV. **Continued Public Hearing**
 1. **SPR-08-16 Mod. 1 – 31 Washington Street and 41 Spring St – Site Plan** – Owner/Applicant Washington Park of Keene, LLC proposes site-related modifications including alterations to the grading, landscaping, retaining wall, and sidewalk in the northeast area of the parcel as well as the installation of a concrete pad and generator to the east of the multi-unit apartment building. Other proposed modifications include the elimination of a concrete walkway to the south of the apartment building, relocation of a dumpster pad, and installation of an outdoor patio in front of the building adjacent to Washington St. The site is 4.94 acres in size and located in the Central Business District (TMP#s 569-056-000-000-000, 569-055-000-000-000).
- V. **Extension Request**
 1. **SPR-11-17 – Water / Grove Streets – Commercial Parking Lot – Extension** – Owner/Applicant Jeanette Wright requests a second extension to the deadline to meet the conditions of approval for SPR-11-17. The site is located at 0 Grove Street (TMP# 585-057-000-000-000) in the Residential Preservation District.
- VI. **Community Development Director Report**
- VII. **New Business**
- VII. **Upcoming Dates of Interest – February 2019**

Planning Board Meeting – February 25, 6:30 PM
Planning Board Steering Committee – February 12, 11:00 AM
Joint PB/PLD Committee – February 11, 6:30 PM
Planning Board Site Visits – February 20, 8:00 AM – To Be Confirmed

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**CITY OF KEENE
NEW HAMPSHIRE**

**PLANNING BOARD
MEETING MINUTES**

Tuesday, December 18, 2018

6:30 PM

Council Chambers

Members Present

Gary Spykman, Chairman
Douglas Barrett, Vice-Chair
Michael Burke
Nathaniel Stout
Pamela Russell Slack

Staff:

Rhett Lamb, ACM/Community Dev. Director
Mari Brunner, Planning Technician
Tara Kessler, Senior Planner

Members Not Present:

Martha Landry
Councilor George Hansel
Chris Cusack
Mayor Kendall Lane

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 – November 26, 2018 Planning Board Meeting Minutes
A motion was made by Nathaniel Stout to accept the November 26, 2018 minutes. The motion was seconded by Pamela Russell Slack and was unanimously approved.

III. Continued Public Hearing

1. SPR-08-16 Mod. 1 – 31 Washington Street and 41 Spring St – Site Plan –
Owner/Applicant Washington Park of Keene, LLC proposes site-related modifications including alterations to the grading, landscaping, retaining wall, and sidewalk in the northeast area of the parcel as well as the installation of a concrete pad and generator to the east of the multi-unit apartment building. Other proposed modifications include the elimination of a concrete walkway to the south of the apartment building, relocation of a dumpster pad, and installation of an outdoor patio in front of the building adjacent to Washington St. The site is 4.94 acres in size and located in the Central Business District (TMP#s 569-056-000-000-000, 569-055-000-000-000). The applicant requests a continuation of the Public Hearing to the January 28, 2019 Planning Board meeting.

A. Board Discussion and Action

A motion was made by Nathaniel Stout that the Planning Board grant the requested continuance. The motion was seconded by Pamela Russell Slack and was unanimously approved.

IV. Public Hearings

1. **SPR 01-18 Modification #1 – 809 Court Street – Summit Athletic Facility – Site Plan** – Owner and Applicant, Hillsborough Capital LLC, is requesting a modification to the conditionally approved site plan for 809 Court Street for the demolition of the existing 19,943 sf building and the construction of a 28,800 sf indoor athletic facility in its place. The applicant is requesting approval to pursue a phased approach to developing the site, which would include occupancy of the existing building on the site as an indoor athletic facility until the new building is constructed. The parcel is TMP# 219-005-000-000-000 and is located in the Commerce District.

Chair Spykman noted that this application was approved by the Planning Board in April and the request before the Board today relates to how the property is going to be developed.

A. Board Determination of Completeness.

Senior Planner Tara Kessler recommended to the Board that the Application SPR-01-18 was complete. A motion was made by Nathaniel Stout that the Board accept this application as complete. The motion was seconded by Pamela Russell Slack and was unanimously approved.

B. Public Hearing

Steven Holland of Hillsborough Capital addressed the Board. Mr. Holland stated they are looking to revise the conditionally approved site plan to move forward in a phased manner. The plan is to finish renovations to the interior of the existing structure and use the site as originally intended. Mr. Holland stated that since the site plan was approved in April, they finalized construction estimates and have been pursuing financing options but have not been able to obtain appropriate financing to move forward with an acceptable schedule. This is due to various reasons, such as rising steel costs, variability in cost estimates, uncertainty in tariffs for steel imports, labor capacity in the local market, and demonstrating the scalability of the current operation in Marlborough to the new operation at Court Street location, to name a few. Due to these unforeseen challenges, a more deliberative approach is required to establish a track record in a larger facility, manage cash flow, and demonstrate a return on investment.

Mr. Holland noted that a phased approach will allow the company to answer key questions, generate revenue, manage risk, and fully prepare for the transition to a larger facility including raising the required capital. They are looking to renovate and occupy the existing structure for use as an athletic facility and maintain the existing layout of the site for a period of time as part of the first phase of development. Once the implementation plans are refined and financing is available, they will move forward with erecting the new building and implementing the site improvements that were part of the approval in April.

He went on to say the phased approach would minimize throw away expenses, maximize the reuse of new components, and would include selective construction improvements to the new site. For example, during they plan to install new LED lighting at the existing facility; 100 percent of these lights will be saved and reused for the new facility. Training equipment will be moved from the Marlborough facility to this new facility or purchased. There will be some minor repairs to the outside, for example repairs to the sidewalk and a wheel chair ramp. Mr. Holland stated there are no adverse impacts to the Board's development standards as all the renovations being contemplated are to the interior of the facility. Because the existing facility is smaller than what was approved in April – it is less than 20,000 square feet whereas the new facility that was approved is almost 29,000 square feet – he anticipates that the traffic and parking will be less

than what was contemplated for the new facility. He acknowledged that this phased approach will increase the overall project cost in the long run, but the bottom line is that they need to move to Keene and get the business running. He noted they are pursuing the conditions outlined in the prior site plan approval in April 2018 such as obtaining a NHDES Shoreland Protection Permit and revising the Grading and Utility Plan to include a temporary construction entrance.

Mr. Stout asked about a deadline for completion of the original approved plan. Mr. Holland replied that they would like to occupy the existing structure as soon as renovations are completed, and they have requested an extension from last October to April and then they need to show substantial completeness of the approved site plan within 24 months as stated in the prior plan. Mr. Stout asked when the facility would be open for business; Mr. Holland stated that they plan to open in late winter or early spring.

Staff comments were next. Senior Planner, Tara Kessler reminded the Board that the applicant received approval for the site plan in April and they are seeking to preserve that approval and pursue a phased approach to implementing the site plan. She noted that this is not a unique approach; however, typically the Board would see a request for a phased approach when the site plan was initially brought before the Board for consideration. The reason that this request is coming before the Board today is because the request for a phased approach is coming after the fact. She noted that the original site plan was conditionally approved, and said that it has not been signed as the applicant has until April 2019 to meet the conditions outlined in the conditional approval. The conditions of approval are specific to the new development of the site, and include obtaining a Shoreland Protection Permit as well as confirming that new development would be outside the floodplain.

With respect to the Planning Board development standards, Ms. Kessler noted that there is more available parking onsite with the existing building than there would be with the future site plan. Currently, there are 79 spaces, however only 58 are required by zoning.

With respect to traffic, a traffic analysis was submitted for the new facility, and it was determined that the prior use of this site generated 117 peak hour trips, whereas the use as a recreational facility would generate fewer trips during the peak hours (78 in the morning and 69 in the evening). Since the existing facility is smaller than the new facility that was approved, it is expected that traffic impacts will be less than what was calculated for the traffic study that was submitted as part of the original application.

Ms. Kessler noted that staff had raised a question about lighting in the staff report. There is lighting that currently exists on the building, however the applicant has indicated at tonight's meeting that they plan on replacing the lights with LED fixtures. Staff has yet to review the lighting specifications for the proposed light fixtures and the Board might want to require this as a condition of approval. The other development standards don't apply to this application as nothing else on the site will be changing.

Mr. Stout noted that, as Ms. Kessler stated, the site plan for this project has already been approved and the applicant is seeking approval for a change in the approach to achieving the approved site plan. He asked whether the Board should consider this request as if it had been made initially when the application first came before the Board, or whether this should be considered as a new request. Ms. Kessler reiterated that the applicant is still seeking to pursue the site plan that was approved in April. If the applicant does not meet the conditions of the

approved site plan or achieve substantial completeness within 24 months, staff is recommending that the site plan would then be considered not valid and the applicant would have come back with a new application for a change of use to occupy the site. She noted that it is up to the Board to decide how to deliberate on this request; the Board could do as Mr. Stout suggests and review this as if the request had been made initially. The Board could also base their deliberations on whether the proposed use of the existing facility meets the Board's development standards, with the understanding that the applicant would be moving towards implementing the site plan as it was originally approved.

The Chairman asked for public comment next.

City Councilor Terry Clark addressed the Board and began by welcoming Hillsborough Capital to Keene. He stated he has been approached by neighbors who live across the street from this site with some questions. He asked whether it would be appropriate to discuss possible revisions to issues such as screening of the site. Chair Spykman stated that the site plan is already approved plan and what is being requested of the Board is to do a phased approach to the site plan. The Board cannot change the approved plan at this point in the process.

Ms. Christa Gilbert of 816C Court Street addressed the Board next. Ms. Gilbert stated she lives across from the site and is on the Monadnock Developmental Services family council and is also a member of Able New Hampshire. She is looking for information about the design of the site in terms of universal design and access, as well as the plan for creating an inclusive environment both in terms of the design and the provision of services within the site. She also noted that she did not know about this project when it came before the Board in April, and many of her neighbors did not know about it at that time either.

Chair Spykman stated the full approval for this site happened in April with notification being provided to abutters, including notice to the Condo Association where Ms. Gilbert resides. He added there is nothing on the table tonight that would allow the Board to make changes to the approved site plan. He encouraged Ms. Gilbert to bring these questions to the developer. Ms. Gilbert clarified that she is not asking for changes to the plan; she is here to represent herself, her neighbors, and her community, all of whom were unaware of these changes that will be happening directly across the street from them. The Chair noted that the approved plan is a public document and is available to view at City Hall. He also reiterated that all legal abutters were notified as part of the original approval process.

Ms. Kessler added that state statute requires abutter notices to the condo association; it is the obligation of the condo association to notify the owners within the condo association of the public hearing. The City sends abutter notices via certified mail. Ms. Gilbert expressed concern about today's application being readily available to her, as it is only available for viewing Monday through Friday from 8:00 a.m. to 4:30 p.m. Ms. Kessler stated the Planning Board packets, which include the application and any supporting information that would be included in the physical file, are posted on the City website 10 days in advance of the meeting. Ms. Gilbert stated this was not information that was provided to her in the letter from the City. Staff took note of this for future application notifications. Chair Spykman stated that the Planning Board and the City want the public hearing process to be as accessible as possible to the public. Legally they are required to make it a public process, but beyond that, they want the public to be involved. If there is anything they can do to make the process more transparent to the public or improve it, they are open to suggestions.

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

Mr. Stout stated he has no reason not to support this request but felt it is a unique situation. The Chairman recalled one other similar application coming before the Board, where the applicant initially wanted to build a new building, then revised the plan to occupy the existing building while building the new building around it. He is in support of this request. Ms. Russell Slack stated she had no issue with this request. Mr. Stout said that he is reassured by the fact that there is a timeline by which development on the approved site plan will need to start.

C. Board Discussion and Action

A motion was made by Douglas Barrett that the Planning Board approve SPR-01-18 Modification #1 allowing owner, Hillsborough Capital LLC, to temporarily occupy and operate the existing building and site at 809 Court Street (YMP #219-005-000-000-000) as an indoor athletic facility until the completion of the improvements proposed in SPR-01-18,, which was conditionally approved by the Planning Board on April 23, 2018 with the following conditions:

1. The owner will meet the conditions that are required prior to signature of the site plan for SPR-01-18 by April 23, 2019. Failure to meet these conditions by this timeframe will result in a revocation of the conditional site plan approval for SPR-01-18 and the requirement for the owner to terminate operation of the change of use at the site.
2. The owner will achieve substantial completion of SPR-01-18 within 24 months of the Site Plan being signed by the Planning Board Chair.
3. The owner will adhere to all relevant building or fire code regulations with respect to temporary occupancy and use of the property as an indoor athletic facility.

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

2. **SPR-902 Modification #4 – 350-354 Winchester Street – Home Goods – Site Plan –** Applicant Taylor Associates Architects, on behalf of owner Riverside Improvements LLC, proposes interior renovations and site work to the site of the former Shaw’s Department store on the property located at 350-354 Winchester St. (TMP# 111-004-000-000-000). Proposed modifications include renovations to the interior of the existing building to create three tenant spaces, modifications to the front façade of the building, and the addition of three new loading docks and one receiving ramp to the rear of the building. The site is 21 acres in size and is located in the Commercial District.

A. Board Determination of Completeness.

Planning Technician Mari Brunner stated the applicant has requested exemptions from submitting a grading plan, landscaping plan, traffic report, lighting plan and the drainage and soils reports. Staff has recommends granting these exemptions as they would have no bearing on the application and recommended to the Board that the Application SPR-902 is complete. A motion was made by Nathaniel Stout that the Board accept this application as complete. The motion was seconded by Pamela Russell-Slack and was unanimously approved.

B. Public Hearing

Jeff Taylor introduced himself as the architect for this project and the applicant representing the owner, Riverside Improvements, as well as DLC Management. He noted that a representative

from DLC Management, Glen Wilson, is also present at the meeting. He stated he was before the Board to discuss the redevelopment of the former Shaw's supermarket, which is approximately 65,000 square feet in size. Mr. Taylor noted that this site has been vacant for about two years, and the intention with this request is to improve this vacant tenant space and turn the space into three tenant retail uses. HomeGoods is a confirmed tenant, and the plan is to apply for two permits if they receive approval at tonight's meeting: one to improve the shell of the building, and one to renovate the interior of the space for HomeGoods. The intention is to stay within the shell of the existing building.

Mr. Taylor referred to a floor plan for the building, noting that the previous occupant had a receiving area in the back of the building as well as a mechanical mezzanine for electrical equipment. This mechanical area will be brought down to the main floor so it can be accessed from the outside for safety.

A truck turning analysis was done to make sure trucks would be able to maneuver in and out for each of the three tenants. There will be three separate receiving docks for each of the tenants. The intention is not to change any of the existing pavement. This site is located close to a floodplain, however according to the site plan the applicant has from 2006, the floodplain does not go up to the building. They will not be affecting the amount of pervious or impervious area on the site.

Originally, there was a concrete ramp proposed for one of the prospective tenants. Staff raised concerns about this due to its location in a floodplain. If that tenant decides to come to the premises, the applicant proposes to use a movable ramp with grates to allow water to flow through if there is a need for a ramp at this location.

The existing utility pad and equipment will remain where it is behind the building. The electrical service comes from a utility transformer located to the back of the building. Mr. Taylor reiterated that the mechanical equipment currently located inside the building will be located on the ground floor and will be accessible from the exterior of the building. As he mentioned previously, they do not plan to remove or add to the existing pavement however they will be repairing cracked asphalt and concrete where necessary.

Mr. Taylor referred to the proposed architectural elevations for Home Goods, which is directly adjacent to Walmart. The other two tenants have not yet been confirmed, however they will be retail uses similar to the use that existing here before. There will be three separate canopies to identify the three tenants. Mr. Taylor referred to a materials board and noted that the design palette will include brick at the base with a white clad aluminum and glass storefront system. The existing mansard roof with asphalt shingles will be maintained, however new vertical sign canopies will be added for the three tenant spaces. The asphalt shingle roof will be replaced to match the existing asphalt, the three sign canopies will be added, and columns will be introduced to support the sign canopies. There will be access to each of the new tenant spaces from the parking lot; there will be new curb cuts created for handicap access when they re-do the concrete sidewalk.

There is an existing sprinkler system. Each tenant would have separate water and sewer service. Currently, the site is serviced by propane tanks, however they are hoping to switch to natural gas. Mr. Taylor felt what the applicant was proposing would tie in very well with what exists there now and the proposed changes will make it look like a new facility.

Mr. Stout asked for clarification on the rooftop utilities. Mr. Taylor stated the large refrigeration units that exist at the present time are going to be taken down. Currently, there are seven smaller HVAC units and one large unit (approximately 60 tons) located on the rooftop to the rear. These will be replaced with three units that are about 7 feet by 5 feet wide and 4.5 feet tall. They will not be visible from the parking lot or the street.

Mr. Barrett asked whether bike racks are included in the plan. Mr. Taylor stated this is something that can be included. Chair Spykman agreed that bike racks should be shown on the plan.

Staff comments were next. Ms. Brunner stated the proposal is to divide the former Shaw's Supermarket space into three retail spaces. Each tenant space would have a separate raised store front façade.

With regards to flooding, the Plans Examiner reviewed the plans submitted by the applicant and determined that the proposed receiving ramp is in the 100 year floodplain. If the applicant moves forward with installing a ramp in the area, staff recommends that the applicant obtain an elevation certificate to make sure the ramp is outside the flood plain, and if needed, that the applicant obtain a floodplain development permit.

Ms. Brunner noted that the proposed loading docks are located to the rear of the building and would be screened from view by either the existing building or by a natural wooded buffer. A truck turning movement study has been completed which demonstrates that delivery trucks would be able access the proposed receiving ramps without requiring any new pavement.

With regards to traffic, the proposed use is similar to the pre-existing use; hence the traffic impact will not be changing. The applicant is proposing to use the same access driveway off Winchester Street and plans to install three pedestrian access curb cuts to each tenant space. The parking lot will be restriped to create a path of travel for pedestrians to access the tenant spaces from the parking lot. No other changes are being proposed that would impact comprehensive access management, however, the request for bike racks could be a condition of approval.

Ms. Brunner noted that there are wetlands present on the southeast corner of the site but the edge of the wetlands are 30 feet from the boundary of the site; hence, this standard does not apply.

With respect to the Planning Board Development Standard #19, the applicant proposing to change the shape of the west facing façade, which is the front of the building that faces the parking lot. Each store front area would have an aluminum and glass storefront system on the ground level. The storefront façade for Home Good would be clad in EIFS materials in earth tones with two columns framing the sign. The facades for Tenants B and C would be very similar; the only variation would be in the cladding materials for the columns. The columns for Tenant B would be brick and for Tenant C they would be clad in brick on the bottom EIFS on the top. Ms. Brunner stated that the applicant has noted that the variation in appearance is to allow for separate identities for each of the tenants while keeping a consistent overall look for the shopping center.

The Chairman asked for public comment.

Mr. Glen Wilson of DLC Management, which manages Riverside Management LLC addressed the Board and stated there is also a commitment for the middle tenant; this site is going to be occupied by Harbor Freight and asked that Mr. Taylor present the ramp as this tenant's occupancy is going to be contingent on the inclusion of the ramp. He is in discussion with a potential third tenant, which is also a national company, however he is not at liberty to disclose the name at this time.

Chair Spykman invited the applicant to present the ramp proposal. Mr. Taylor stated they could introduce a grated pervious ramp structure which can be bolted to the building and would have no effect on the water flow and would not displace water. He circulated pictures of the ramp for the Board's information.

Mr. Lamb stated the concern is the volume of space taken up which would otherwise be occupied by flood waters in a flood situation; this is the reason for the floodplain development permit. He noted it is difficult to say if this ramp takes up any significant amount of volume but wanted to raise the issue for the Board's information. Chair Spykman felt the ramp would not take up any more volume than a flatbed trailer would, however, was open to this item being a condition of approval. Mr. Taylor suggested turning the pad which the propane tanks sit on into a pervious landscaped area. Mr. Wilson stated he couldn't commit to removing the propane tanks until the third tenant is confirmed as this unit needs to be heated with the old system. He said that once a new tenant is signed on and the unit is set up with new HVAC and sprinklers, they intend to remove the propane tanks.

Mr. Lamb said that, after reviewing the information submitted for the ramp, it appears as though the movable ramp would not be a structure that would be subject to the compensatory flood storage requirements. He can confirm with code enforcement staff.

Chair Spykman stated the south side of the building seems to have a graffiti problem.

This concluded the discussion.

C. Board Discussion and Action

A motion was made by Pamela Russell Slack that the Planning Board approve SPR-902 Modification #1, as shown on the plan sheet entitled "Lease Outline Drawing Overall Floor Plan" prepared by Taylor Associates Architects at a scale of 3/32" = 1' on June 6, 2018 and revised November 15, 2018 and the architectural elevations entitled "Elevation and Partial Plan" prepared by Taylor Associates Architects at varying scales on June 6, 2018 and last revised on December 3, 2018 with the following conditions prior to signature by Planning Board Chair:

- A. Attainment of a floodplain development permit, if necessary.
- B. Submittal of a revised site plan displaying the addition of a bike rack at the front of the building
- C. Owner's signature on plan.

The motion was seconded by Nathaniel Stout and was unanimously approved.

V. Community Development Director Report

2018 Administrative Approvals

Mr. Lamb explained administrative approvals are those minor items that are approved by staff. Mr. Lamb brought attention to two large solar installations – one on Emerald Street and the other at the city facility at 350 Marlboro Street – which were both administrative approvals.

The Chairman felt the administrative approval process seems to be working well. He noted that Mr. Lamb or other planning staff will often consult with him to determine whether a project can be approved administratively.

Mr. Lamb noted that Nat Stout's second term on the Planning Board is coming to a close. He and the Board extended their appreciation to Nat Stout for his dedicated service to the Board and to the community. Pamela Russell Slack thanked Chair Spykman for his service in his role as chair.

Adoption of 2019 Meeting Schedule

Mr. Lamb went over the 2019 meeting schedule.

A motion was made by Pamela Russell Slack that the Planning Board adopt the 2019 meeting schedule. The motion was seconded by Douglas Barrett and was unanimously approved.

VI. New Business

VII. Upcoming Dates of Interest – January 2019

Planning Board Meeting – January 28, 6:30 PM

Planning Board Steering Committee – January 15, 12:00 PM

Joint PB/PLD Committee – January 14, 6:30 PM

Planning Board Site Visits – January 23, 8:00 AM – To Be Confirmed

The meeting adjourned at 7:41 pm.

Respectfully submitted,

Krishni Pahl
Minute Taker

Reviewed and edited by Mari Brunner, Planning Technician

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STAFF REPORT - ADDENDUM

SPR-08-16 MODIFICATION #1 – 31 WASHINGTON STREET AND 41 SPRING STREET – SITE PLAN – WASHINGTON PARK APARTMENTS

Request:

Owner/Applicant Washington Park of Keene, LLC proposes site-related modifications including alterations to the grading, landscaping, retaining wall, and sidewalk in the northeast area of the parcel as well as the installation of a concrete pad and generator to the east of the multi-unit apartment building. Other proposed modifications include the elimination of a concrete walkway to the south of the apartment building, relocation of a dumpster pad, and installation of an outdoor patio in front of the building adjacent to Washington St. The site is 4.94 acres in size and located in the Central Business District (TMP#s 569-056-000-000-000, 569-055-000-000-000).

Background:

On November 26, 2018, the Planning Board opened the public hearing for and initiated review of this site plan application. At this meeting, the Board voted to continue the public hearing to the December 2018 meeting. At the applicant's request, the Board voted at the December 18, 2018 meeting to continue the public hearing to the January 28, 2019 meeting. This addendum addresses additional information that has been provided by the Applicant in response to questions from staff, and to questions and concerns raised at the meeting by Board members and abutters. It is supplemental to the staff report developed for the November 26, 2018 meeting on this application.

The applicant has noted that further revisions will be submitted to the Community Development Department prior to the Planning Board meeting; however, these revisions were not available for review at the time this staff report was written. The departmental comments and application analysis included below is based on the revised site plan that was submitted to the Community Development Department on January 3, 2019.

Departmental Comments:

Fire: Keene Gas does not typically provide service to emergency generators. How will the generator be powered?

Engineering:

1. The proposed revisions include an additional Redi-Rock® retaining wall to the east of the previously installed wall. The original site plan included details for that system. However, the manufacturer's detail calls out an underdrain "as specified by Engineer". Please specify the type, size and layout of the proposed underdrain for this wall segment on the revised sheets. Also, please clearly identify the outlet for said underdrain.
2. The Redi-Rock® typical detail shows 12" of drainage stone behind the wall and a stone leveling pad "as specified by Engineer". Please specify the requirement for this layer.
3. Typical segmental block retaining wall systems require a layer of free draining fill behind the wall and an underdrain below the bottom course of block. Please clarify how this drainage system will be installed and day-lighted.
4. It appears that the bottom of the leveling coarse (elev. 482) will be approximately 8' below the bottom of the Versa-Loc® wall (elev. 490), assuming 12" bury depth and 6" leveling pad. Please specify requirements for temporarily supporting the upper wall while the lower wall is excavated and constructed.

STAFF REPORT - ADDENDUM

5. The manufacturer's typical detail for the Redi-Rock® system requires the surface above the wall to "grade surface water away from wall". Please clarify how this requirement will be met or why it is not applicable.
6. Keene Engineering Division must be notified one business day prior to backfilling the first course of the new retaining wall so that we may schedule an inspection of the prepared base and underdrain system. Engineering Inspection Fees, per Sec. 70-26, shall apply.
7. Keene Engineering Division will perform compaction testing to confirm compliance with the approved design. Contractor shall submit a modified proctor test result for proposed sub-base and backfill material.
8. The previously approved plan set included a construction detail for a "Redi-Rock®" retaining wall. However, the previously constructed wall in this area reportedly used the Versa-Loc® segmental block wall system. Please include the manufacturer's standard details for the specific product line and installation method used in the stamped drawing revisions.
9. The designer's letter certifies that the Versa-Lok® wall was installed according to the manufacturer's guidelines. Please submit field notes, construction photos or similar documentation that forms the basis of that Certification.
10. The designer's letter should be stamped by a New Hampshire licensed professional engineer.
11. The proposed grading around the Versa-Loc® wall is unclear. The top of the wall is at elevation 490.5. The 490 contour line connects to the wall, implying that the ground surface is 6" lower behind the wall. Please clarify how this area will drain.
12. The proposed grading in vicinity of the dumpster pad is unclear. It appears that all runoff from the area of the entrance and dumpster pad will be channelized and discharged in the northwest corner of the adjacent property. This is not permissible. Please clarify.
13. The proposed grading in vicinity of the generator pad is unclear. It appears that some area around the generator pad will direct flows to a concentrated area around the end of the original cast-in-place concrete wall. This will very likely create erosion problems. Additional spot grades are needed to indicate the designer's intent.
14. The intent of the depression near the generator pad is unclear. If this area is intended to infiltrate Stormwater, please clarify how overflow will be handled.
15. A note on Sheet 5 indicates that the paved area south of the historic Middle School is to be overlaid with 1" wearing coarse. In actuality, original pavement in this area was removed and replaced entirely. Please provide original and final spot elevations in this area.
16. Along the southern property line, a new section of bituminous curbing has been installed. Stormwater flowing along this curblin is concentrated and discharging onto the adjacent parcel. This is not permissible. It appears that this problem could be addressed by extending the installed section of curb further west towards the City's parking structure. Additional survey data may need to be collected in order to confirm this observation.

Code: No issues.

Police: No issues.

STAFF REPORT - ADDENDUM

Application Analysis:

The following is a review of the application with respect to the concerns that were raised by the Board, abutters, and staff at the November 26, 2018 meeting.

Northeast corner of site:

At the November meeting, concerns were raised by the Board, an abutter, and staff regarding runoff, landscaping, and screening in the northeast corner of the site which is adjacent to the abutter at 47 Spring Street. Following the November meeting, staff received a letter from Mr. Beauregard at 47 Spring Street which expresses his concern regarding water runoff from the site onto his property, along with photographs which depict water that entered his property from the applicant's site during a moderate rain event that occurred on December 28, 2018. This letter and attached photos are included at the end of this staff report, along with a response from the applicant.

The applicant proposes to address these issues by re-grading the slope along the eastern boundary of the parcel in this area to allow for landscaping and a more gradual (approximately 4:1) slope. The slope would be loamed and seeded with grass. Regarding landscaping in this area, the applicant proposes to install two Kwanzan cherry trees to replace some of the trees that were removed, 23 upright boxwood plants to screen the retaining wall, and 69 Boston Ivy to screen the black chain link fence. A 1.5 foot tall Redi-Rock® wall is proposed along a portion of the bottom of the slope to allow for the construction of a more gradual, 4:1 slope.

As noted in the departmental comments, the City engineer has raised questions about the structural integrity of the existing Versa-Lok® wall, which was buried, and has requested more information about the proposed Redi-Rock® wall. At the time of this staff report, the applicant had not yet responded to these questions.

Southern parcel boundary adjacent to MoCo Arts:

At the November meeting, concerns were raised by the Board and staff regarding runoff from the applicant's site onto the MoCo Arts property located directly to the south of the site. Following the November meeting, staff received a letter from MoCo Arts expressing concern regarding runoff as well as snow storage and removal in this area of the site. This letter and attached photos which depict damage to the MoCo Arts landscaping caused by runoff are included at the end of this staff report, along with a response from the applicant.

The City engineer has requested original and final spot elevations in this area, noting that the original pavement was removed and replaced entirely. In addition, the City engineer raised concerns regarding runoff from the site onto the adjacent property, which is not permissible.

At the time of this staff report, the applicant had not yet submitted revised plans which address these issues; however, the applicant indicated in a conversation with staff that further revisions are forthcoming which will include curbing along the southern boundary of the parcel to direct water away from the MoCo Arts site to a catch basin located in front of the old Middle School building.

Proposed emergency generator:

At the November meeting, concerns were raised by a couple of abutters regarding the potential for noise and fumes from the proposed emergency generator that would be located to the east of the apartment building. In addition, the Fire Department has asked about how this generator would be powered, and the City engineer has raised questions about the grading in the vicinity of the proposed generator. At the time of this staff report, the applicant had not yet responded to these questions or provided more information regarding the potential for noise or fumes from the generator.

STAFF REPORT - ADDENDUM

Parking lot landscaping:

At the November meeting, the Board raised concerns about the removal of the two Kwanzan cherry trees from the parking lot island where the propane tanks were relocated. The applicant has indicated in a conversation with staff that two trees will be added back into the parking lot area; however, at the time of this staff report the applicant had not yet submitted these revisions.

RECOMMENDATION FOR APPLICATION:

A recommended motion for this application will be provided by staff at the January 28, 2019 meeting.

**Washington Park of Keene, LLC
9 Old Derry Road
Hudson, NH 03051**

January 3, 2019

Mari Brunner
Planning Department
3 Washington Street
Keene NH 03431-3191

RE: 17 Washington Street site plan modifications

Dear Mari,

Please find attached 7 full size copies and two 11x17 copies of the revised site plan modifications for Washington Park of Keene. Please note that the proposed grading of the slope along the Easterly property line with 47 Spring Street has been modified to a 4 to 1 slope to allow for plantings. The two trees previously located in the island that now has propane tanks below it have been moved to this area. The approved row of Boxwood shrubs have been added back and Boston Ivy will be planted to grow into the 6' high chain link fence. A 1.5' redi rock wall will be placed at a portion of the bottom of the slope to allow the 4 to 1 slope to be constructed. A letter from Bedford Design Consultants regarding the stability of the existing retaining wall has been included with this submittal.

We still have not heard back from MOCO Arts regarding a mitigating runoff along their Northerly property Line. We have reviewed the grading and confirmed that there is no increase in runoff but we are willing to work with them on a solution. Several emails have not been responded to.

Please contact me at 603-234-5891 or via email tony@mdpdevelopment.com if you have any questions.

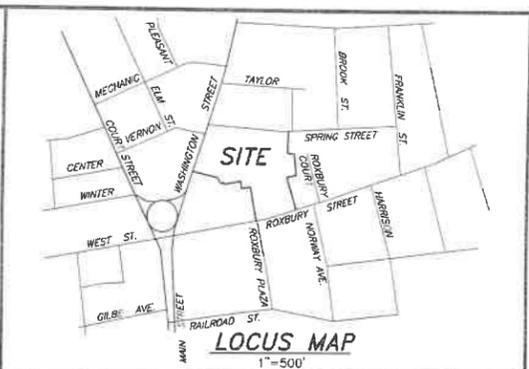
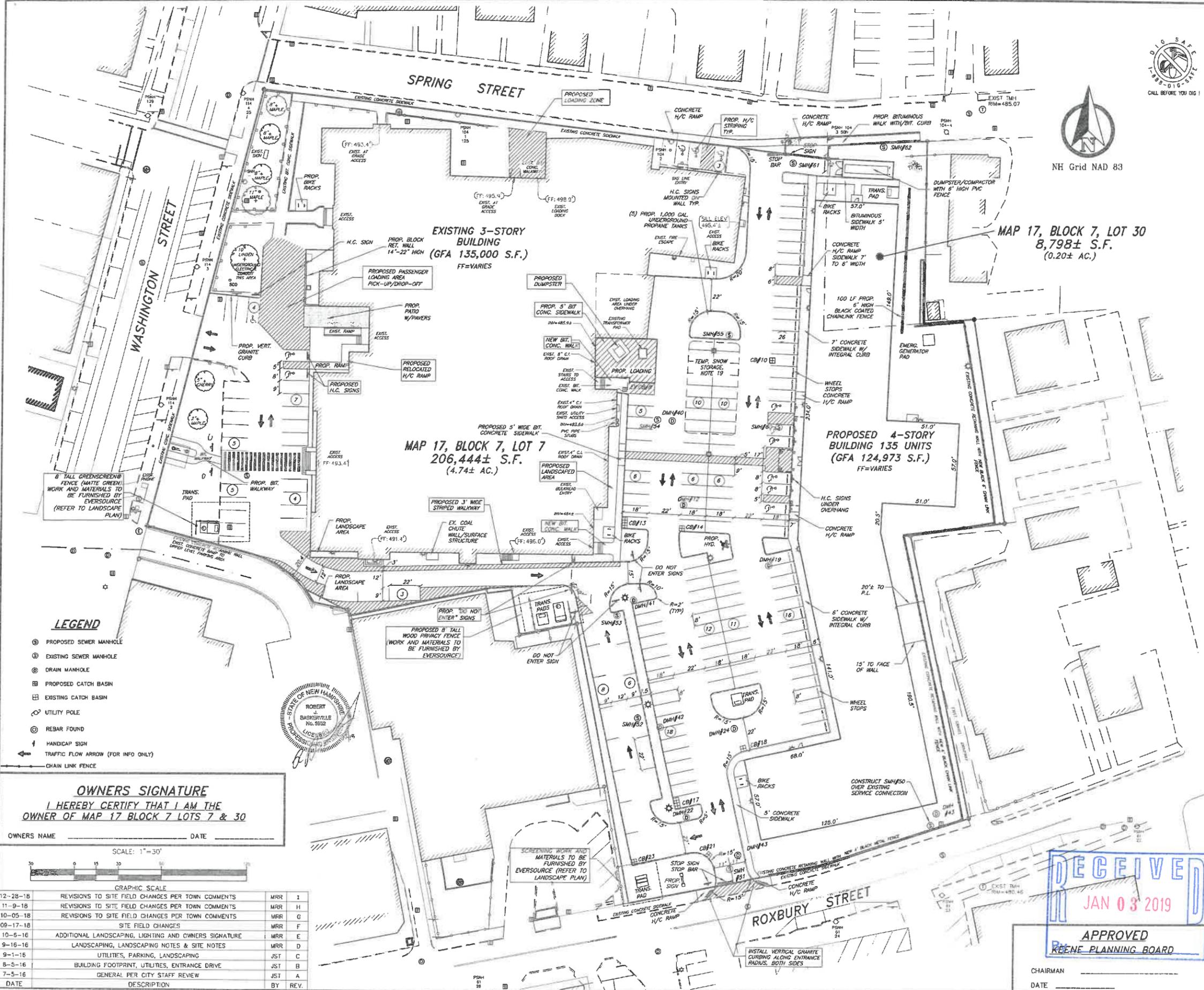
Sincerely,



Tony Marcotte, PE
Senior Project Manager
Washington Park at Keene, LLC



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- NOTES:**
- THE PURPOSE OF THIS PLAN IS TO SHOW THE PROPOSED CONSTRUCTION OF A 124,973 S.F. 4-STORY RESIDENTIAL BUILDING (135 UNITS) ON A LOT WHICH CONTAINS AN EXISTING 135,000 S.F. 3 STORY BUILDING WITH ASSOCIATED PARKING AND FACILITIES. THE EXISTING BUILDING REQUIRES A CHANGE OF USE FROM A FORMER MIDDLE SCHOOL TO A MULTI-TENANT SPACE WITH OFFICES, RETAIL, FOOD SERVICES, AUDITORIUM AND APARTMENTS. THIS PROJECT WILL REQUIRE A LOT CONSOLIDATION BETWEEN MAP 17 BLOCK 7 LOT 7 AND MAP 17 BLOCK 7 LOT 30.
 - TAX MAP 17, BLOCK 7, LOTS 7 & 30
 OWNERS OF RECORD:
 LOT 7 - WASHINGTON PARK OF KEENE, LLC
 9 OLD DERRY ROAD
 HUDSON, N.H. 03051
 BK: 2715 PG: 745
 LOT 30 - CITY OF KEENE
 3 WASHINGTON STREET
 KEENE, N.H. 03501
 BK: 877 PG: 229
 - TOTAL AREA OF NEW PARCELS IS 215,242 S.F. (4.94 ACRES)
 - PROPERTY ADDRESS FOR NEW BUILDING PER CITY OF KEENE: XXXXXXXXXXXXX
 - THE PARCEL IS ZONED CENTRAL BUSINESS (CB) AND HISTORIC DISTRICT (HD).
- | DIMENSIONAL REQUIREMENTS | (CB) | (HD) | PROPOSED |
|---------------------------|-----------|-------|------------------------------------------------------------|
| MINIMUM LOT AREA | NONE | NONE | 4.94 AC. |
| MINIMUM FRONTAGE | NONE | 50' | 371' WASHINGTON ST.
381' SPRING ST.
244' ROXBURY ST. |
| FRONT BUILDING SETBACK | NONE | NONE | NONE |
| REAR SETBACK | NONE | NONE | NONE |
| BUILDING HEIGHT | 4 STORIES | (85') | (85') |
| MAX. LOT COVERAGE | 100% | 100% | 100% |
| MAX. IMPERMEABLE COVERAGE | 100% | 100% | 100% |
- EXISTING LOT 30 IS MUNICIPAL PARKING, AND LOT 7 IS THE FORMER KEENE MIDDLE SCHOOL.
 - PROPOSED BUILDINGS - 135 UNITS TOTAL: 73 1-BEDROOM, 62 2-BEDROOM
 - PARKING REQUIREMENTS:
 NO ON-SITE SPACES REQUIRED
 8'x18' SPACES WITH 22' AISLES
 PARKING PROVIDED ON-SITE:
 172 SPACES (INCLUDING 12 1/4" SPACES)
 - NO TRASH PICKUP OR DELIVERIES SHALL BE MADE BETWEEN THE HOURS OF 11PM OR 6AM PER THE CITY OF KEENE NOISE ORDINANCE
 - THIS LOT IS SERVED BY CITY WATER AND SEWER
 - THE SUBJECT PARCEL IS NOT LOCATED IN THE 100-YEAR FLOOD ZONE AS SHOWN ON FLOOD INSURANCE RATE MAP, CHESHIRE COUNTY, COMMUNITY PANEL NUMBER 287 OF 610, MAP 13050002E DATED MAY 23, 2005.
 - FOR THIS SITE PLAN THE FOLLOWING STATE AND LOCAL PERMITS ARE REQUIRED (COPIES ARE FILED WITH THE PLANNING DEPARTMENT):
 NHDES SEWER CONNECTION PERMIT - (PENDING)
 NHDES ALTERATION OF TERRAIN PERMIT - #07-1131 (EXPIRES JULY 15, 2021)
 - ALL WORK PERFORMED ON BEHALF OF THIS PROJECT SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF KEENE'S CONSTRUCTION STANDARDS AND DETAILS, LATEST EDITION.
 - THE CONTRACTOR SHALL APPLY FOR AN EXCAVATION PERMIT (AVAILABLE AT THE PUBLIC WORKS DEPARTMENT) FOR WORK WITHIN THE CITY RIGHT-OF-WAY OR ON CITY OWNED PROPERTY. CONTACT THE CITY OF KEENE PUBLIC WORKS DEPARTMENT PRIOR TO CONSTRUCTION TO APPLY FOR A PERMIT.
 - THE CONTRACTOR SHALL APPLY FOR A DRIVEWAY PERMIT (AVAILABLE FROM THE PLANNING DEPARTMENT) TO REPAIR, WIDEN, RECONSTRUCT OR CONSTRUCT A DRIVEWAY.
 - THE CONTRACTOR SHALL REQUEST A PRECONSTRUCTION MEETING WITH ENGINEERING SERVICES TO DISCUSS SITE INSPECTIONS, SCHEDULES, SPECIAL CONDITIONS, ETC.
 - LANDSCAPE REQUIREMENTS:
 TOTAL NEW PARKING AREA = 50,711 S.F.
 REQUIRED INTERIOR LANDSCAPE COVERAGE = 108 x (50,711 S.F.) = 5,071 S.F.
 PROVIDED INTERIOR LANDSCAPE COVERAGE = 13.2% (6,670 S.F.)
 TREES REQUIRED, ONE TREE PER 10 SPACES x 172 SPACES = 17.2 TREES PROVIDED
 TREES PROVIDED: 12 EXISTING + 26 NEW = 38 TREES PROVIDED
 - A PRE-CONSTRUCTION MEETING SHALL BE REQUIRED PRIOR TO THE START OF ANY CONSTRUCTION ACTIVITIES ON-SITE. PRIOR TO THE PRE-CONSTRUCTION MEETING, SEVEN COPIES OF THE FINAL APPROVED SITE PLAN SHALL BE PROVIDED TO THE PLANNING DIVISION FOR ENDORSEMENT BY THE CITY ENGINEER AS APPROVED FOR CONSTRUCTION.
 - A FIRE HYDRANT PER THE KEENE FIRE DEPARTMENT'S REQUEST.
 - DURING LARGE SNOW STORM EVENTS, SNOW SHALL BE MOVED TO THE TEMPORARY SNOW STORAGE AREA PRIOR TO BEING TRUCKED OFF-SITE.
 - THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING AND DETERMINING THE LOCATION, SIZE AND ELEVATION OF ALL EXISTING UTILITIES SHOWN OR NOT SHOWN ON THESE PLANS. PRIOR TO THE START OF ANY CONSTRUCTION, THE ENGINEER SHALL BE NOTIFIED IN WRITING OF ANY UTILITIES FOUNDING WITH THE PROPOSED CONSTRUCTION AND APPROPRIATE REMEDIAL ACTION TAKEN BEFORE PROCEEDING WITH THE WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING "DIG SAFE" AT 1-888-344-7233 AT LEAST 72 HOURS BEFORE DIGGING.
 - NO SITE CONSTRUCTION WITH HEAVY MACHINERY/EQUIPMENT SHALL TAKE PLACE BETWEEN THE HOURS OF 11PM OR 7AM PER THE CITY OF KEENE NOISE ORDINANCE.

- LEGEND**
- ⊙ PROPOSED SEWER MANHOLE
 - ⊙ EXISTING SEWER MANHOLE
 - ⊙ DRAIN MANHOLE
 - ⊙ PROPOSED CATCH BASIN
 - ⊙ EXISTING CATCH BASIN
 - ⊙ UTILITY POLE
 - ⊙ REBAR FOUND
 - ⊙ HANDICAP SIGN
 - ➔ TRAFFIC FLOW ARROW (FOR INFO ONLY)
 - CHAIN LINK FENCE

OWNERS SIGNATURE
 I HEREBY CERTIFY THAT I AM THE OWNER OF MAP 17 BLOCK 7 LOTS 7 & 30

OWNERS NAME _____ DATE _____

SCALE: 1"=30'

GRAPHIC SCALE

DATE	DESCRIPTION	BY	REV.
12-28-18	REVISIONS TO SITE FIELD CHANGES PER TOWN COMMENTS	MRR	I
11-9-18	REVISIONS TO SITE FIELD CHANGES PER TOWN COMMENTS	MRR	H
10-05-18	REVISIONS TO SITE FIELD CHANGES PER TOWN COMMENTS	MRR	F
09-17-18	SITE FIELD CHANGES	MRR	G
10-5-16	ADDITIONAL LANDSCAPING, LIGHTING AND OWNERS SIGNATURE	MRR	E
9-16-16	LANDSCAPING, LANDSCAPING NOTES & SITE NOTES	MRR	D
9-1-16	UTILITIES, PARKING, LANDSCAPING	JST	C
8-5-16	BUILDING FOOTPRINT, UTILITIES, ENTRANCE DRIVE	JST	B
7-5-16	GENERAL PER CITY STAFF REVIEW	JST	A

RECEIVED
 JAN 03 2019
 APPROVED
 KEENE PLANNING BOARD

**MAP 17, BLOCK 7, LOT 7
 MAP 17, BLOCK 7, LOT 30**

**SITE PLAN
 WASHINGTON PARK
 MULTIFAMILY HOUSING**

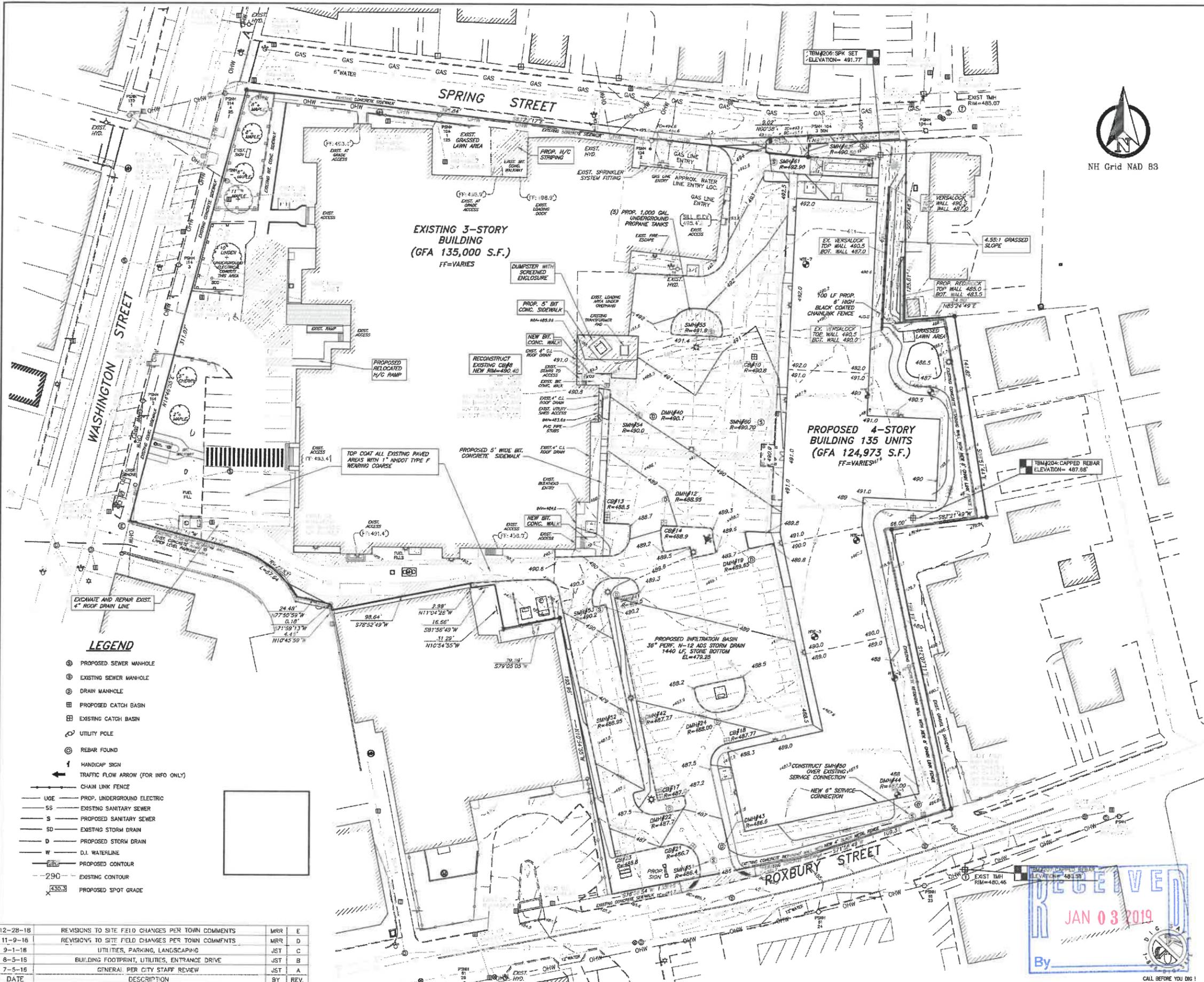
LOCATED AT:
 17 WASHINGTON STREET
 KEENE, NEW HAMPSHIRE

OWNER:
 WASHINGTON PARK OF KEENE, LLC
 9 OLD DERRY ROAD
 HUDSON, N.H. 03051

SCALE: 1"=30' APRIL 6, 2016 SHEET 3 OF 18

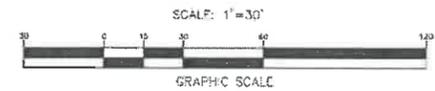
DESIGN: JUST DRAWN: JUST CHECKED: FB PG. 503-17

Bedford Design Consultants Inc.
 ENGINEERS AND SURVEYORS
 177 East Industrial Park Drive, Manchester, NH 03109
 Telephone: (603) 622-5933 Fax: (603) 622-4740
 www.bedforddesign.com



- NOTES:**
1. THE PURPOSE OF THIS PLAN IS TO SHOW THE GRADING AND DRAINAGE IMPROVEMENTS ASSOCIATED WITH THE PROPOSED SITE PLAN.
 2. VERTICAL DATUM = NAD 83
 3. ALL WORK SHALL CONFORM TO THE APPLICABLE REGULATIONS AND STANDARDS OF THE CITY OF KEENE AND SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS. THE STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION, STATE OF NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION APPROVED AND ADOPTED 2006 ARE HEREBY INCORPORATED BY REFERENCE.
 4. ALL DRAINAGE PIPE SHALL BE INSTALLED FOLLOWING MANUFACTURERS INSTALLATION INSTRUCTIONS.
 5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING AND DETERMINING THE LOCATION, SIZE AND ELEVATION OF ALL EXISTING UTILITIES SHOWN OR NOT SHOWN ON THESE PLANS. PRIOR TO THE START OF ANY CONSTRUCTION, THE ENGINEER SHALL BE NOTIFIED IN WRITING OF ANY UTILITIES FOUND INTERFERING WITH THE PROPOSED CONSTRUCTION AND APPROPRIATE REMEDIAL ACTION TAKEN BEFORE PROCEEDING WITH THE WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING "DIG SAFE" AT 1-888-344-7233 AT LEAST 72 HOURS BEFORE DIGGING.
 6. REFER TO UTILITY SHEETS FOR DRAINAGE FIRMS, INVERTS & PIPE SLOPES.
 7. ALL UTILITY WORK SHALL BE IN ACCORDANCE WITH THE CITY OF KEENE STREET AND UTILITY STANDARDS AND SHALL BE INSPECTED BY THE DEPARTMENT OF PUBLIC WORKS ENGINEERING OR WATER/SEWER DEPARTMENT PRIOR TO BURIAL OR BEING PLACED IN SERVICE.
 8. THE CONTRACTOR SHALL APPLY FOR AN EXCAVATION PERMIT FOR WORK WITHIN THE CITY RIGHT-OF-WAY OR ON CITY OWNED PROPERTY, CONTACT THE CITY OF KEENE DEPARTMENT OF PUBLIC WORKS PRIOR TO CONSTRUCTION TO APPLY FOR A PERMIT.
 9. A PRE-CONSTRUCTION MEETING WITH THE PLANNING DEPARTMENT AND THE DEPARTMENT OF PUBLIC WORKS SHALL BE REQUIRED PRIOR TO THE START OF ANY CONSTRUCTION ACTIVITIES ONSITE.

- CONSTRUCTION MONITORING NOTES**
1. THE PERMITTEE SHALL EMPLOY THE SERVICES OF AN ENVIRONMENTAL MONITOR ("MONITOR"). THE MONITOR SHALL BE A CERTIFIED PROFESSIONAL IN EROSION AND SEDIMENT CONTROL OR A PROFESSIONAL ENGINEER LICENSED IN THE STATE OF NEW HAMPSHIRE AND SHALL BE EMPLOYED TO INSPECT THE SITE FROM THE START OF ALL EXCAVATION OF TERRAIN ACTIVITIES UNTIL THE ALLEVATION OF TERRAIN ACTIVITIES ARE COMPLETED AND THE SITE IS CONSIDERED STABLE.
 2. DURING THIS PERIOD, THE MONITOR SHALL INSPECT THE SUBJECT SITE AT LEAST ONCE A WEEK, AND IF POSSIBLE, DURING ANY 1/2 INCH OR GREATER RAIN EVENT (1/2 INCH OF PRECIPITATION OR MORE WITHIN A 24-HOUR PERIOD), IF UNABLE TO BE PRESENT DURING SUCH A STORM, THE MONITOR SHALL INSPECT THE SITE WITHIN 24 HOURS OF THIS EVENT.
 3. THE INSPECTIONS SHALL BE FOR THE PURPOSES OF DETERMINING COMPLIANCE WITH THIS PERMIT. THE MONITOR SHALL SUBMIT A WRITTEN REPORT TO THE DEPARTMENT WITHIN 24 HOURS OF THE INSPECTIONS. THE REPORTS SHALL DESCRIBE, AT A MINIMUM, WHETHER THE PROJECT IS BEING CONSTRUCTED IN ACCORDANCE WITH THE PERMIT AND THE APPROVED PLANS, AND IDENTIFY ANY OTHER NOTED DEFICIENCIES.
 4. THE MONITOR SHALL PROVIDE TECHNICAL ASSISTANCE AND RECOMMENDATIONS TO THE CONTRACTOR ON THE APPROPRIATE BEST MANAGEMENT PRACTICES FOR EROSION AND SEDIMENT CONTROLS REQUIRED TO MEET THE REQUIREMENTS OF RSA 485-A:17 AND ALL APPLICABLE DES PERMIT CONDITIONS.
 5. WITHIN 24 HOURS OF EACH INSPECTION, THE MONITOR SHALL SUBMIT A REPORT TO DES VIA EMAIL TO BETHANN.MCCARTHY@DES.NH.GOV AND TO JENNIFER.DROZDAK@DES.NH.GOV.



MAP 17, BLOCK 7, LOT 7
 MAP 17, BLOCK 7, LOT 30

**GRADING PLAN
 WASHINGTON PARK
 MULTIFAMILY HOUSING**
 LOCATED AT:
**17 WASHINGTON STREET
 KEENE, NEW HAMPSHIRE**

OWNER:
 WASHINGTON PARK OF KEENE, LLC
 9 OLD DERRY ROAD
 HUDSON, N.H. 03051

SCALE: 1"=30'	DATE: APRIL 6, 2016	SHEET 5 OF 18
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DESIGN: JST	DRAWN: RJB	CHECKED: RJB	FB: ###	PG: ###	503-17
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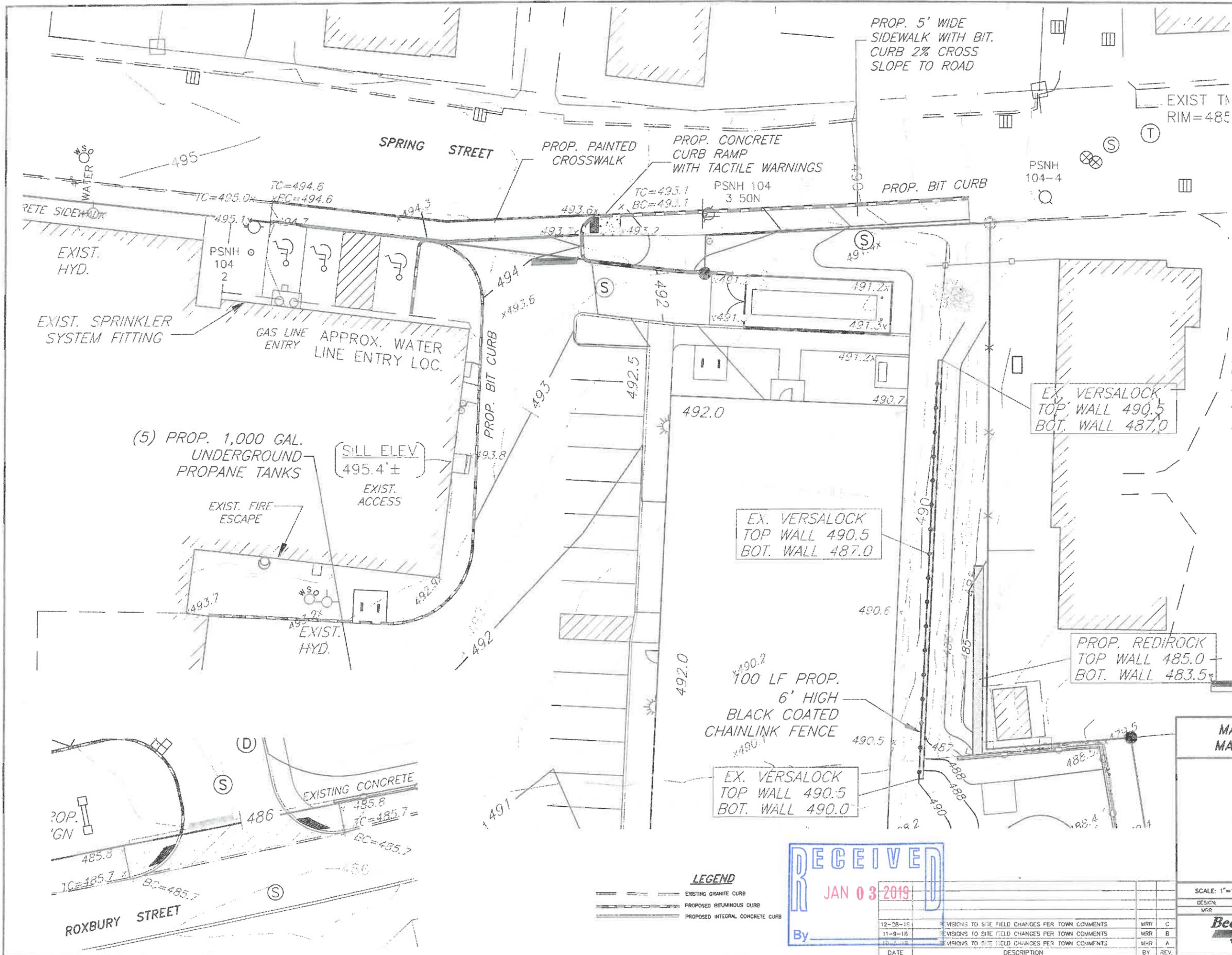
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 Telephone: (603) 622-5533 Fax: (603) 622-4740
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DATE	REVISIONS TO SITE FIELD CHANGES PER TOWN COMMENTS	BY	REV.
12-28-18	REVISIONS TO SITE FIELD CHANGES PER TOWN COMMENTS	MRR	E
11-9-16	REVISIONS TO SITE FIELD CHANGES PER TOWN COMMENTS	MRR	D
9-1-16	UTILITIES, PARKING, LANDSCAPING	JST	C
8-5-16	BUILDING FOOTPRINT, UTILITIES, ENTRANCE DRIVE	JST	B
7-5-16	GENERAL PER CITY STAFF REVIEW	JST	A

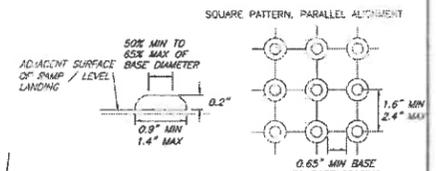
CALL BEFORE YOU DIG!



NH Grid NAD 83



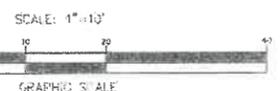
DETECTABLE WARNING PANEL PLACEMENT



DETECTABLE WARNING PANEL DETAILS

- NOTES:
1. DETECTABLE WARNING SURFACES SHALL BE CAST IRON OR APPROVED EQUAL.
 2. CONCRETE ADJACENT TO ALL DETECTABLE WARNINGS SHALL HAVE A BROOM FINISH.
 3. THE COLOR OF THE DETECTABLE WARNING SHALL PROVIDE A VISUAL CONTRAST TO THE SURROUNDING SURFACE AND SHALL BE AS SPECIFIED ON THE PLANS.
 4. WHERE A RAMP OR LEVEL LANDING MEETS A CURB RADIUS, ALIGN THE EDGE OF THE DETECTABLE WARNING AREA PARALLEL TO THE CURB TO THE MAXIMUM EXTENT FEASIBLE.

DETECTABLE WARNING PANEL NOT TO SCALE



MAP 17, BLOCK 7, LOT 7
MAP 17, BLOCK 7, LOT 30

**BLOW-UP GRADING
WASHINGTON PARK
MULTIFAMILY HOUSING**

LOCATED AT:
**17 WASHINGTON STREET
KEENE, NEW HAMPSHIRE**

OWNER:
WASHINGTON PARK OF KEENE, LLC
9 OLD DERRY ROAD
HUDSON, N.H. 03051

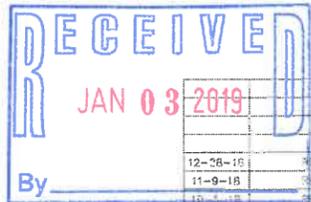
SCALE: 1"=10'	SEPTEMBER 17, 2018	SKC-1
DESIGN: MRR	DRAWN: RJD	CHECKED: RJD
		PG: 503-17

Bedford Design Consultants, Inc.
ENGINEERS AND SURVEYORS

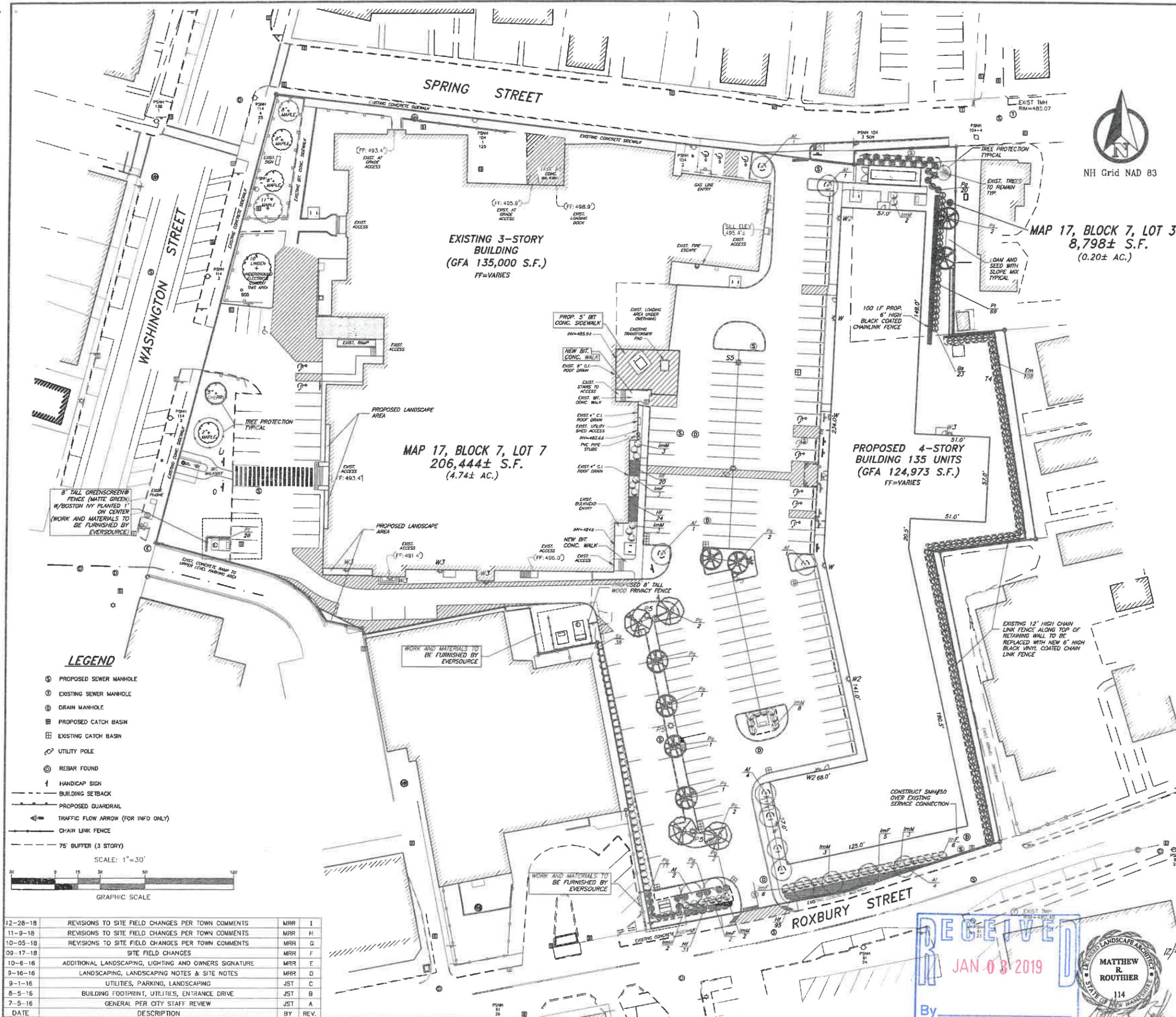
177 East Industrial Park Drive, Manchester, NH 03108
Telephone: (603) 622-6533 Fax: (603) 622-4748
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LEGEND

	EXISTING GRANITE CURB
	PROPOSED BITUMINOUS CURB
	PROPOSED INTEGRAL CONCRETE CURB



DATE	DESCRIPTION	BY	REV.
12-28-16	REVISIONS TO SITE FIELD CHANGES PER TOWN COMMENTS	MRR	C
11-9-16	REVISIONS TO SITE FIELD CHANGES PER TOWN COMMENTS	MRR	B
10-1-16	REVISIONS TO SITE FIELD CHANGES PER TOWN COMMENTS	MRR	A



PLANT SCHEDULE

MARK	QTY.	LATIN NAME	COMMON NAME	MATURE HEIGHT	PLANT SELECTION SIZE
DECIDUOUS TREES					
At	14	ACER FREEMANNII 'ARBOCRAT'	ARMSTRONG MAPLE	40'-60' H & 15'-20' W	3" CAL. MIN.
Pc	4	PIRUS CALLERYANNA 'ARBOCRAT'	'ARBOCRAT' PEAR	30'-40' H & 20'-30' W	3" CAL. MIN.
Pa	8	PRUNUS SERRULATA 'KIMZAN'	KIMZAN CHERRY	20'-30' H & 15'-20' W	3" CAL. MIN.
EVERGREEN TREES					
Pq	35	PIGEA GLAUCA 'CONICA'	DWARF ALBERTA SPRUCE	8'-10' H & 5'-6' W	5'-6" MIN. B&B
SHRUBS					
ImM	26	ILEX MESSERVAE 'BLUE PRINCE'	BLUE PRINCE HOLLY	8'-10' H & 6'-8' W	3.5'-4' B&B
ImF	22	ILEX MESSERVAE 'BLUE PRINCESS'	BLUE PRINCESS HOLLY	8'-10' H & 6'-8' W	3.5'-4' B&B
Sc	36	SCHIZACHYRIUM SCOPARIUM	LITTLE BLUESTEM	3' H & 2' W	#1 CONTAINER
Em	108	EUNYMIUS KLAUTSCHOWICUS 'MANHATTAN'	MANHATTAN WINTERCREEPER	8'-8' H & 4'-5' W	#3 CONTAINER
Ba	23	BUXUS SEMPERVIRENS FASTIGIATA	UPRIGHT BOXWOOD	10'-15' H & 4'-5' W	4.5'-5' B&B
PERENNIALS, GROUNDCOVERS, & GRASSES					
Hf	170	HEMEROCALLIS FULVA	ORANGE DAYLIES	16" H&W	#1 CONTAINER
PERENNIALS, GROUNDCOVERS, & GRASSES					
Pl	88	PARTHENOCISSUS TRICUSPIDATA	BOSTON IVY	30'-40' H & 15'-20' W	#1 CONTAINER

CITY OF KEENE ZONING REQUIREMENTS

SEC. 102-791. - BASIC ZONE DIMENSIONAL REQUIREMENTS

TABLE 1
MINIMUM GREEN/OPEN SPACE REQUIREMENTS = NONE
SETBACKS TO PAVEMENT AND AND PARKING = NONE

SEC. 102-1229. - PARKING LOTS THAT ABUT PUBLIC RIGHTS-OF-WAY.

o) FOR LOTS IN COMMERCE (COM), COMMERCE LIMITED (CL), CENTRAL BUSINESS LIMITED (CBL) ZONES AND COMMERCIAL LOTS IN ALL ZONES, PARKING LOTS THAT ABUT PUBLIC RIGHTS-OF-WAY MUST BE LANDSCAPED ALONG THE BORDER OF THE PUBLIC RIGHT-OF-WAY USING ONE OR MORE OF THE FOLLOWING OPTIONS OR BY ANY OTHER LANDSCAPING TREATMENT APPROVED BY THE PLANNING BOARD:

SEC. 102-1230. - LANDSCAPING WITHIN PARKING LOT.

(A) FOR LOTS IN COMMERCE (COM), COMMERCE LIMITED (CL), CENTRAL BUSINESS LIMITED (CBL) ZONES AND COMMERCIAL LOTS IN ALL ZONES, LANDSCAPING EQUAL TO A MINIMUM OF TEN PERCENT (10% PERCENT FOR SMALL LOTS) OF THE AREA OF PARKING SPACES WITHIN A PARKING LOT SHALL BE PROVIDED IN OR ADJACENT TO THE PARKING LOT AS FOLLOWS:

5) A PARKING LOT LANDSCAPING PLAN APPROVED BY THE PLANNING BOARD

CITY OF KEENE DESIGN STANDARDS

MANERS ARE REQUESTED FROM SUBSECTIONS OF SECTION 6 OF THE DEVELOPMENT STANDARDS

6. FOR PARKING LOTS OF 50 SPACES OR MORE THE FOLLOWING ADDITIONAL LANDSCAPING STANDARDS APPLY:

- LANDSCAPE COVERAGE: THE INTERIOR OF THE PARKING LOT SHALL INCLUDE LANDSCAPING COVERING NOT LESS THAN TEN (10) PERCENT OF THE TOTAL AREA OF PARKING SPACES. SUCH LANDSCAPING SHALL BE IN ADDITION TO ANY REQUIRED BUFFER ZONE LANDSCAPING.
- VISUAL RELIEF: MORE THAN HALF OF THE REQUIRED PARKING LOT LANDSCAPING SHALL BE EITHER IN CONTINUOUS LANDSCAPE STRIPS OR IN LARGE PLANTING ISLANDS LOCATED ENTIRELY WITHIN THE PAVED AREA OF THE PARKING LOT, IN ORDER TO BREAK UP THE VISUAL EXPANSIVENESS OF THE LOT.
- LANDSCAPE BUFFER: ALL PARKING LOTS OF 50 SPACES OR MORE WHICH ABUT A PUBLIC ROAD, SIDEWALK OR A RESIDENTIAL ZONE SHALL PROVIDE A LANDSCAPE BUFFER ALONG AT LEAST 75% OF THE LENGTH OF THE RIGHT-OF-WAY OR BORDER ADJUTING THE RESIDENTIAL ZONE(S) AT LEAST SIX (6) FEET WIDE. BERINGING IS ENCOURAGED TO PROVIDE SCREENING OF CARS FROM SIDEWALKS, ROADS, AND ADJACENT RESIDENTIAL AREAS.

LANDSCAPE NOTES:

- THE PURPOSE OF THIS PLAN IS TO SHOW THE LANDSCAPE AND LIGHTING ASSOCIATED WITH THE PROPOSED SITE PLAN
- CONTRACTOR TO MARK ALL UNDERGROUND UTILITIES ON THE GROUND PRIOR TO CONSTRUCTION.
- CONTRACTOR IS TO REVIEW TREE LOCATIONS WITH LANDSCAPE ARCHITECT AND OWNERS REPRESENTATIVES PRIOR TO ORDERING AND INSTALLING TREES.
- ALL PLANT MATERIALS USED SHALL BE NURSERY STOCK AND SHALL BE GUARANTEED FOR A PERIOD OF ONE (1) YEAR FROM DATE OF INSTALLATION. ANY MATERIAL WHICH DIES OR DOES NOT SHOW HEALTHY APPEARANCE WITHIN THIS TIME SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE, WITH SAME WARRANTY REQUIREMENTS AS THE ORIGINAL. WARRANTIES TYPICALLY DO NOT COVER LOSS DUE TO INSECT INFESTATION OR MECHANICAL DAMAGE (I.E. SNOW STORAGE).
- A TOPSOIL MIXTURE SHALL BE USED TO BACKFILL THE HOLE AS FOLLOWS: ORGANIC TOPSOIL, AMENDED WITH 10% WOOD ASH, 10% MANURE, 10% PEATMOSS AND 4% GRANULAR HYDROGEL TO ABSORB AND RETAIN WATER.
- ALL TREE PLANTING IN NON-NATIVE OR COMPACTED SOIL AREAS SHALL BE EXCAVATED TO ENABLE THE PLACEMENT OF 300 CF OF NATIVE, PERMEABLE SOIL IN AN AREA NO LESS THAN SIX (6) FEET WIDE AND THREE (3) FEET DEEP. ENABLING EACH PLANT TO THRIVE. UNSUITABLE MATERIAL ENCOUNTERED IN PLANTING AREAS SHALL BE REMOVED AND REPLACED WITH TOPSOIL MIXTURE NOTED ABOVE. THE AREA OF REMOVAL FOR SHRUBS AND PERENNIALS SHALL BE THE DIAMETER OF THE ROOT MASS FOR THE SPECIFIED PLANT MATERIAL.
- ALL TREES CALIPERS SHALL BE MEASURED FROM A HEIGHT OF 6" ABOVE THE GROUND.
- ANY PROPOSED PLANT SUBSTITUTIONS SHALL BE REVIEWED BY THE LANDSCAPE ARCHITECT AND APPROVED BY THE LOCAL JURISDICTION PRIOR TO PLANTING.
- ALL EXISTING PLANTINGS TO REMAIN ARE TO BE PROTECTED FROM PHYSICAL DAMAGE AND SOIL COMPACTION BY UTILIZING ORANGE CONSTRUCTION FENCING PLACED AS SPECIFIED ON THE DETAIL INCLUDED ON SHEET #8. THE FENCING MUST BE PLACED PRIOR TO CONSTRUCTION AND IN ALL AREAS WHERE RECONSTRUCTION/ALTERATION OF THE SITE IS TO TAKE PLACE AND SHALL REMAIN UNTIL A SITE DISTURBANCES AND CONSTRUCTION HAS CEASED.
- ALL LANDSCAPING REQUIRED BY THESE PROVISIONS SHALL BE INITIALLY DISEASE RESISTANT, CURRENTLY DISEASE FREE, KEPT IN GOOD CONDITION AND REPLACED AS NECESSARY TO COMPLY WITH THESE STANDARDS. THE CITY SHALL NORMALLY REQUIRE A SECURITY FOR UP TO 12 MONTHS AFTER THE COMPLETION OF CONSTRUCTION TO ASSURE THE SURVIVAL OR REPLACEMENT OF LANDSCAPING.

MAP 17, BLOCK 7, LOT 7
MAP 17, BLOCK 7, LOT 30

**DEVELOPED PLANTING PLAN
WASHINGTON PARK
MULTIFAMILY HOUSING**

LOCATED AT:
**17 WASHINGTON STREET
KEENE, NEW HAMPSHIRE**

OWNER:
WASHINGTON PARK OF KEENE, LLC
9 OLD DERRY ROAD
HUDSON, N.H. 03051

SCALE: 1"=30' APRIL 6, 2016 SHEET 9 OF 18

DESIGN: JST DRAWN: JST CHECKED: RJS PG: ### 503-17

Bedford Design Consultants Inc.
177 East Industrial Park Drive, Manchester, NH 03109
Telephone: (603) 622-5543 Fax: (603) 622-4741
www.bedforddesign.com

LEGEND

- ⊕ PROPOSED SEWER MANHOLE
 - ⊙ EXISTING SEWER MANHOLE
 - ⊕ DRAIN MANHOLE
 - ⊕ PROPOSED CATCH BASIN
 - ⊕ EXISTING CATCH BASIN
 - ⊕ UTILITY POLE
 - ⊕ REBAR FOUND
 - ⊕ HANDICAP SIGN
 - BUILDING SETBACK
 - PROPOSED GUARDRAIL
 - ← TRAFFIC FLOW ARROW (FOR INFO ONLY)
 - CHAIN LINK FENCE
 - 75' BUFFER (3 STORY)
- SCALE: 1"=30'
- GRAPHIC SCALE

DATE	DESCRIPTION	BY	REV.
12-28-18	REVISIONS TO SITE FIELD CHANGES PER TOWN COMMENTS	MRR	I
11-9-18	REVISIONS TO SITE FIELD CHANGES PER TOWN COMMENTS	MRR	H
10-05-18	REVISIONS TO SITE FIELD CHANGES PER TOWN COMMENTS	MRR	G
09-17-18	SITE FIELD CHANGES	MRR	F
10-6-16	ADDITIONAL LANDSCAPING, LIGHTING AND OWNERS SIGNATURE	MRR	E
9-16-16	LANDSCAPING, LANDSCAPING NOTES & SITE NOTES	MRR	D
9-1-16	UTILITIES, PARKING, LANDSCAPING	JST	C
8-5-16	BUILDING FOOTPRINT, UTILITIES, ENTRANCE DRIVE	JST	B
7-5-16	GENERAL PER CITY STAFF REVIEW	JST	A

RECEIVED

JAN 08 2019

By _____

MATTHEW B. ROUTHIER
LANDSCAPE ARCHITECT
STATE OF NEW HAMPSHIRE
114

12/28/18

CALL BEFORE YOU DIG!

Bedford Design Consultants Inc.
ENGINEERS AND SURVEYORS

177 East Industrial Park Drive Manchester, NH 03109
Telephone: (603) 622-5533 Fax: (603) 622-4740
www.bedforddesign.com

December 31, 2018

Town of Keene-NH
Tara Kessler, Senior Planner
3 Washington Street
Keene, NH 03431

**Re: Washington Park- Existing Versa-Lok Segmental Retaining Wall
Keene, NH
BDC # 503-17**

Dear Tara:

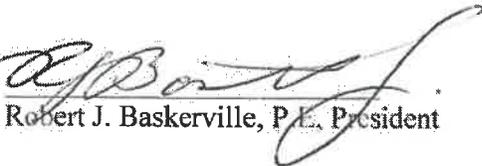
The purpose of this letter is to certify that the existing Versa-Lok segmental retaining wall installed along the northeast side of the building is adequately engineered and installed according to the manufacturers recommended guidelines. The wall as proposed will maintain no more than 3.5-feet of exposure due to revised grading and backfill on the lower face (downgradient). Gravity walls are generally effective as gravity structures for most non-critical wall applications that are under 4-feet in height.

The segmental retaining wall should function as intended. This conclusion is based on the following facts:

- The area between the building and the wall will not be exposed to vehicular traffic loads;
- Hydrostatic pressure and/or soil saturation is not an issue due to the installation of roof gutters;
- The slope above the wall is minimal at approximately 2-percent, therefore not contributing to any additional lateral loading.

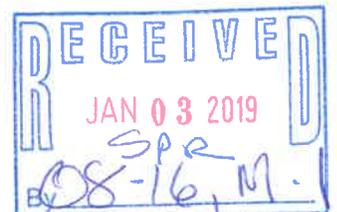
If you have any further questions or concerns, please do not hesitate to contact me at (603) 622-5533 or via email at bobb@bedforddesign.com

Sincerely,
Bedford Design Consultants, Inc.


Robert J. Baskerville, P.E. President

Enc. (X)

Cc:



From: [ROBERT BEAUREGARD](#)
To: [Mari Brunner](#)
Subject: Re: Planning Board Dec. 18th Rescheduled to Jan 28, 2019
Date: Friday, December 28, 2018 5:55:30 PM
Attachments: [PC210168.JPG](#)
[PC210169.JPG](#)
[PC210170.JPG](#)
[PC280171.JPG](#)
[PC280172.JPG](#)
[PC280173.JPG](#)
[PC280174.JPG](#)
[PC280175.JPG](#)
[PC280176.JPG](#)
[PC280177.JPG](#)

Hi Mari

Thanks for letting me know about the continuation to January 28, 2019. The photos were taken in Maine at a resort that has a similar slope down to the abutting property line. The mature trees along the property line were left intact and cedar trees were planted between them to complete a very pleasant screening between the two properties. Once the grade along the property line with 47 Spring is corrected to be in compliance there will be an area between the retaining wall and the toe of the slope for planting the seed mix and some mature shrubs to replace the ones that were removed when that area was filled in. (Refer to page 6 of the staff report for a picture of that vegetated area)

12-28-18

I am attaching some pictures I took from the second floor of my building during a moderate rainfall and would ask that they be passed on to the planning board for their consideration at the January 28 public hearing. I have major concerns for water runoff from the 41 Spring street property that the applicant purchased. I thank all city staff that came over to view the runoff from the last storm. With that said, the original plans that were approved by the city for the northeast end of that project are not adequate. No water run off should enter the adjacent property from anywhere on the applicants site. This is not the case, storm after storm I have run off coming on my property. My major concern is, if they correct the Spring street runoff the water will come over the embankment into my side yard. I have dealt with silt coming around the end of the buried retaining wall in the past and running down by my apple tree. I would ask that a qualified erosion engineer redesign that northeast area to correct any runoff that could possibility enter my property. I have enough water coming from my building in that area and cannot have any more.

Bob Beauregard
47 Spring Street

From: Mari Brunner <mbrunner@ci.keene.nh.us>
Sent: Monday, December 17, 2018 2:37 PM

To: beauregard_r@msn.com
Subject: Planning Board Dec. 18th

Hi Bob,

Thank you for stopping by City Hall today and dropping off photos to share with the Planning Board at their meeting tomorrow evening. I wanted to reach out to you and let you know that the applicant for 31 Washington Street has requested a continuation of the public hearing to the January 28, 2019 Planning Board meeting. I will include your photos in the planning board packet for the January 2019 meeting.

Are these photos images of the type of landscaping you would like to see on the slope? They do not appear to be photos of the site; were they taken from another site/area of town?

Thank you,
Mari

Mari Brunner
Planning Technician
Community Development Dept.
City of Keene

3 Washington Street
Keene, NH 03431
(603) 352-5440
mbrunner@ci.keene.nh.us

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RECEIVED
DEC 17 2018
By _____

Bob Bearegard











From: [Tony Marcotte](#)
To: [Mari Brunner](#)
Cc: [Rhett Lamb](#); [Bob Baskerville](#); [Mario Plante](#)
Subject: RE: 31 Washington Street - letters from abutters
Date: Tuesday, January 8, 2019 2:22:50 PM

Hi Mari,

I wanted to address the 47 Spring Street concerns in a separate email.

SUR began reconstruction of the side walk on Spring Street in the Fall of 2018. Because of the earlier than expected cold weather we were required to temporarily pave the sidewalk (email from Don Lussier requiring temporary paving). Since the curbing was placed and the grade was not raised for the sidewalk, the existing condition remains and some water flowed onto the abutter's property during a rain event on December 21, a day that I was with my children for Christmas break and could not be on site. The pictures that the abutter sent were at a time that for the diversion at the driveway was not completely in place. Once the Spring thaw occurs and the final sidewalk grade is paved, the water will be diverted to the gutter line is poured. The abutter has spoken to me in the past and indicated the sidewalk paving was placed along Spring Street as an attempt to keep the water off of his property but was not successful. The DPW placed sand bags across the sidewalk which I can not remove. I would have placed them along the back of the sidewalk to carry the water further down the sidewalk and slope until the water could flow to the gutter line.

We have submitted a landscape and grading plan along the 47 Spring Street property that creates a flatter slope than what existed before and also adds two trees that were removed from the site. The shrubs have been added back and we additionally are planting ivy that will grow in the fence which will aid in buffering the building from the abutter.

Thank you,

-Tony

Tony Marcotte, PE, Realtor

Senior Project Manager

MDP Development, LLC

ECC Realty Group, LLC

9 Old Derry Road

Hudson, NH 03051

[603-886-5021](tel:603-886-5021) office

[603-234-5891](tel:603-234-5891) cell

From: Mari Brunner [mailto:mbrunner@ci.keene.nh.us]
Sent: Monday, January 07, 2019 6:30 PM
To: Tony Marcotte
Cc: Rhett Lamb
Subject: 31 Washington Street - letters from abutters



January 2, 2019

Mr. Rhett Lamb
Community Development Director/Assistant City Manager
Community Development Department
3 Washington Street
Keene, NH 03431

RE: SPR-08-16 – 17 Washington Street, Washington Park – Storm water/Run-off Issues

Dear Mr. Lamb,

MoCo shares property boundaries with 17 Washington Street, Washington Park Development, along the north and east sides of our property. MoCo is extremely concerned with run-off that is coming from 17 Washington Street onto the MoCo property. During rain events along the northern border of our property with 17 Washington Street storm water is running off their property down onto ours. Photographs of this damage are attached. Currently the owner of 17 Washington Street has paved right up to the property line and there is no space that run-off from the pavement and the property can be managed. This run-off is damaging landscaping that was required by the City and that has been installed. MoCo believes that the owner of 17 Washington Street is in violation of City Code Division 6. – Site Use Impacts, Section 102-951 – Conditions, (4) *“No increased ground surface drainage runoff shall be permitted to occur as a result of any development, in a manner which permits such increased runoff to pass beyond the property lines of the parcel upon which such development occurs, unless such runoff is within an approved public storm drainage system or extension thereof.”* By the run-off flowing from their property, MoCo also believes that the owners of 17 Washington Street have not met the Planning Board Site Plan Standard for Drainage.

MoCo is also concerned with snow and ice removal and snow storage along the northern boundary where the property owner of 17 Washington Street has paved right up to the property line. MoCo is concerned that when the pavement is plowed snow will be placed upon MoCo property causing damage. Any accumulation of snow left in pile along the edge of the pavement will melt allowing run-off to trespass onto MoCo’s property causing damage. MoCo believes that the property owner has not met the Planning Board Site Plan Snow Storage and Removal Standard particularly item b. *“Snow shall be stored so as to prevent accumulation on adjacent properties (unless specific approval for such storage has been obtained) and so as to prevent flooding of adjacent properties, including City streets.”*

Thank you for your time and effort in reviewing these issues.

Sincerely,

Reagan Messer
Executive Director, MoCo

Attachment

Photos



“Transforming lives through movement and creative expression.”



RECEIVED
JAN 02 2019
By _____

From: [Tony Marcotte](#)
To: [Mari Brunner](#)
Cc: [Rhett Lamb](#); [Bob Baskerville](#); "[Reagan Messer](#)"; [Mario Plante](#)
Subject: RE: 31 Washington Street - letters from abutters
Date: Tuesday, January 8, 2019 12:50:37 PM
Attachments: [12-28-18 spot grade drawing.pdf](#)

Hi Mari,

I reviewed MOCO Arts letter, but they left out the fact that we walked the site with them in June of 2018 to review their construction plans. During the site walk we were concerned with their slope extending to the edge of our pavement without any buffer. The way the plan was drawn, their grading would have effected the stability of our pavement. We agreed with them that we would move the edge of our pavement 1' (one foot) back towards our building and provide a gravel shoulder. **They agreed that the slope of the pavement on the South side of our building could remain as it was in the existing condition, sloping towards their property.** It was agreed that they lowered the existing grade several feet from what existed, so any erosion of the slope that is occurring is caused by their change, not ours. Moving the edge of the pavement was a compromise on our part to allow for their work and not questioning the slope of pavement as it was originally agreed upon was their compromise.

Their letter quotes Section 102-951 of the code which states no increase in drainage is allowed. We are not increasing the drainage, we are keeping the existing condition the same as it was before.

At the planning Board meeting I mentioned the possibility of a rain garden to infiltrate some of the water. While that would work in smaller storms, larger storms would have a concentration of water at one spot instead of sheet flow as it is for most of the property line. I can not design that without MOCO Arts involvement.

The best solution is to change the slope on their property to a grass slope so that the water is infiltrated along the entire length of slope. We offered to maintain the slope and was told we have to keep the water on our site, which was not what the existing condition was. We are being asked to fix a condition caused by their design.

We worked in good faith with the abutter, changed our pavement and now the abutter does not like what is occurring. The current condition is created by their site modifications and the failure to accommodate the existing water flow prior to construction.

Thank you,

-Tony

Tony Marcotte, PE, Realtor
Senior Project Manager
MDP Development, LLC
ECC Realty Group, LLC

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STAFF REPORT

SPR-11-17 EXTENSION REQUEST #2 – WATER & GROVE ST COMMERCIAL PARKING LOT

Request:

Owner/Applicant Jeanette Wright requests a second extension to the deadline to meet the conditions of approval for SPR-11-17. The site is located at 0 Grove Street (TMP# 585-057-000-000-000) in the Residential Preservation District.

Background:

At its meeting on December 18, 2017 the Planning Board voted to approve SPR-11-17 with a set of conditions, which are listed in the attached approval letter. Following this conditional approval, the applicant requested an extension to meet these conditions of approval. This request was granted by the Planning Board at its meeting on June 25, 2018. The deadline to meet the conditions of approval was December 25, 2018. On December 26, 2018, the Community Development Department received a second extension request to meet the conditions of approval. According to the letter submitted by Ms. Jeanette Wright, the reason for the extension request is to allow for more time to secure funding for the security deposit and upgrades to the site. At the time of this staff report, none of the conditions of approval have been met for this site plan.

Per Section IV.D.11.d of the Planning Board Site Plan and Subdivision Regulations, “*an applicant may be granted a second extension if said applicant demonstrates that the second extension is necessary and summarizes what changes, if any, have occurred to state law, City Codes, Ordinances or Regulations applicable to the project. In evaluating the request, the Board shall consider whether any changes identified by the applicant would have influenced the Board’s decision with respect to the project, resulting in either modification of the project, the imposition of additional or different conditions in the approval, or disapproval of the project. If the Board finds that substantive changes to applicable state law, City Codes, Ordinances, or Regulations have been adopted which would have resulted in either modification of the project, the imposition of additional or different conditions in the approval, or disapproval of the project, then the extension request shall not be granted.*”

RECOMMENDATION FOR APPLICATION:

If the Board is inclined to grant this request, the following motion is recommended:

Extend the deadline by six (6) months to meet conditions of approval for SPR-11-17.

150 Meetinghouse Rd.
Hinsdale, NH 03451
December 23, 2018

Mr. Rhett Lamb, Asst. City Mgr/Planning Dir.
City of Keene
Planning Department
3 Washington St.
Keene, NH 03431

Dear Mr. Lamb,

On behalf of myself and Michael Lynch, Ms. Wendy Pelletier of Cardinal Surveying has acted as our representative and applicant in seeking approval to use the parking lot at the corner of Water and Grove Streets as a commercial parking lot. This has been approved and we were granted the "first extension" of six months, to meet conditional compliance.

When we provided an estimate of cost of making required changes, we certainly were amazed and unprepared to provide a security deposit on our property in the amount of \$4070, nearly the cost of the upgrades.

At this time, I would like to request a "second extension" to give us more time to secure funds necessary to do both, upgrades and the security deposit. This would also give us more time to find parking tenants. Since the approval was given, we have lost one of our customers.

I appreciate your time in reviewing this request and look forward to hearing in the affirmative.

Sincerely,



Jeanette Wright

Cc: Ms. Wendy Pelletier, Cardinal Surveying
Gary Schneider, City Plans Examiner
Tim Ballantine, City Appraiser
Donald Lussier, City Engineer





City of Keene

New Hampshire

December 20, 2017

Ms. Wendy Pelletier
Cardinal Surveying and Land Planning LLC
463 Washington Street
Keene, NH 03431

RE: 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 at the corner of Grove and Water Street. 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.”

Dear Ms. Pelletier,

At its meeting on December 18, 2017 the Planning Board voted to approve SPR-11-17 as shown on the plan “Parking Lot Landscape Plan Lot 028-03-011-0000 Grove and Water Streets Keene, NH 03431” prepared by Cardinal Surveying and Land Planning and Arago Land Consultants, LLC at a scale of 1”=10’ dated May 30, 2017 and last revised on December 13, 2017, and the plan “Lighting Study Lot 028-03-011-0000 Grove and Water Streets Keene, NH 03431” prepared by Charron and received by the Planning Department on December 15, 2017, with the following conditions:

1. Prior to Planning Board Chair 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 landscaping.
 - c) A revised Site Plan that documents the installation of wheel stops in compliance with Section 102-794 (a)(4) of the Keene Zoning Ordinance and the installation of a bollard at the corner of Water and Grove Streets.
 - d) A revised Landscaping Plan that indicates the pavement underneath the wooden planters will be sawcut and removed from the site to establish a direct connection between the planter base and the earth underneath the pavement.
 - e) A revised Lighting Plan that includes the note “At its meeting on December 18, 2017, the Planning Board determined that the combination of ambient light from nearby street lamps and the light emitting from the proposed pole-mounted light fixture on the site satisfy the Board’s Lighting Development Standard.”

When the above conditions have been addressed, please submit five plan sets reflecting compliance with the Planning Board’s conditions of approval. The final submitted plans will be subject to a review period. Once the plans are deemed complete, the Planning Board Chair will be so notified to sign the plans.

In accordance with the Planning Board Regulations, the applicant is allowed 180 days from the date of approval to meet the conditions established by the Planning Board or the plan shall automatically expire. The expiration date of this conditionally approved plan is June 18, 2018.

Sincerely,



Rhett Lamb,
Assistant City Manager/
Planning Director

cc: Gary Schneider, City Plans Examiner
Tim Ballantine, City Appraiser
Donald Lussier, City Engineer
Project File