



PLANNING BOARD  
Council Chambers, Keene City Hall  
March 25, 2024  
6:30 PM

*Below is a summary of the actions taken by the Keene Planning Board at their meeting on March 25, 2024. Additional information can be found in the meeting minutes.*

*Please contact the Community Development Department with any questions at [communitydevelopment@keenenh.gov](mailto:communitydevelopment@keenenh.gov) or 603-352-5440.*

### **BOARD ACTIONS**

#### **I. Minutes of Previous Meeting – February 26, 2024**

**Board Action:** *Voted unanimously to adopt the minutes with the following changes: indicate that Karen Grey gave the CIP presentation on line 675; add the word “he” after the word “that” on line 760; replace the word “out” with the word “put” on line 766; and replace the word “flushing” with “fleshing” on line 812.*

#### **II. Extension Request**

- a. **SPR-06-23 – Site Plan – Roosevelt School Housing, 438 Washington St** – Applicant Monadnock Affordable Housing, on behalf of owner the Community College System of NH, requests a second extension to the deadline to satisfy the precedent conditions of approval for the Site Plan Application, SPR-06-23, for the proposed renovations to the former Roosevelt School building and the construction of a new ~12,646-sf 2-story building with associated site improvements to create a 60-unit multi-family housing development on the property at 438 Washington St (TMP #531-054-000). The site is 2.4 ac and is located in the Low Density District.

**Board Action:** *Voted unanimously to grant a 180-day extension to the timeframe to satisfy the precedent conditions of approval for SPR-06-23.*

#### **III. Continued Public Hearings**

- a. **PB-2024-01 – Surface Water Protection Conditional Use Permit – 186 Gunn Rd** - Applicants and owners Ashley & Peter Greene request a reduction in the Surface Water Protection buffer from 75’ to 30’ to allow for the future subdivision and development of the parcel at 186 Gunn Rd (TMP #205-013-000). The parcel is 11 ac and is located in the Rural District.

**Board Action on Surface Water CUP Application:** Voted 4-4 in opposition of approving the Surface Water CUP application, PB-2024-01, for a reduction in the Surface Water Protection buffer from 75' to 30' to allow for the future subdivision and development of the parcel at 186 Gunn Rd. Section 5.2 of the Planning Board's Rules of Procedure states that in a case of a tie vote on any motion or recommendation, said motion or recommendation shall be deemed defeated.

- b. **SPR-01-13, Modification #3 – Site Plan – Cheshire County Shooting Sports Education Foundation, 19 Ferry Brook Rd** - Applicant SVE Associates, on behalf of owner the Cheshire County Shooting Sports Education Foundation, proposes several site modifications, including the relocation of the previously approved stormwater management system, on the property at 19 Ferry Brook Rd (TMP #214-021-000). The parcel is 55 ac and is located in the Rural District.

**Board Action on Site Plan Application:** Voted unanimously to approve SPR-01-13, Mod. 3, as shown on the plan set identified as "Cheshire County Shooting Sports Education Foundation, 19 Ferry Brook Rd, Keene, New Hampshire" prepared by SVE Associates at a scale of 1 inch = 20 feet on January 15, 2024 and last revised on February 9, 2024, with the following conditions:

1. Prior to final approval and signature by the Planning Board Chair, the following conditions precedent shall be met:
  - a. Owner's signature appears on the title page and Sheet C-1 of the plan set.
  - b. Submittal of a security for sediment and erosion control in a form and amount acceptable to the Community Development Director and City Engineer.
  - c. Submittal of five full-size paper copies and a digital PDF copy of the final plan set.
2. Subsequent to final approval and signature by the Planning Board Chair, the following conditions subsequent shall be met:
  - a. Prior to the commencement of site work, the Community Development Department shall be notified when all erosion control measures are installed and the Community Development Director, or their designee, shall inspect the erosion control measures to ensure compliance with this site plan and all City of Keene regulations.
  - b. Within three months of the date of final approval for this application, the bike rack will be placed in the approved location and a photo will be sent to Community Development save in the project folder to document the installation.
  - c. Within six months of the date of final approval for this application, the topsoil, boulder piles, and portion of the berm within the 75' surface water will be removed. The buffer will then be flagged by a soil scientist licensed in the State of NH and subject to an inspection by the Community Development Director, or their designee, to confirm that the materials have been sufficiently removed to ensure compliance with the Surface Water Protection Ordinance.
  - d. Within three months of the installation of the level spreader and other stormwater management mechanisms, a letter stamped by a Professional Engineer licensed in the State of NH shall be submitted to the Community Development Department stating that the stormwater management systems were installed and function appropriately.

#### **IV. Boundary Line Adjustments**

- a. **PB-2024-02 – Boundary Line Adjustment – 194 & 216 Marlboro St** - Applicant Brickstone Land Use Consultants, on behalf of owners Noah & Michael Crawford Bange & 216 Marlboro Street LLC, proposes a boundary line adjustment that would transfer ~4,131-sf of land from the ~0.28-ac lot at 194 Marlboro St (TMP #589-015-000) to the ~0.94-ac lot at 216 Marlboro St (TMP #589-016-000). Both parcels are located in the Neighborhood Business District.

**Board Action on BLA Application:** *Voted unanimously to issue final approval for a boundary line adjustment between the properties at 194 & 216 Marlboro St, as shown on the plan identified as, "Plan Showing Boundary Line Adjustment Between Properties of 216 Marlboro St, LLC; 216 Marlboro Street; Keene, NH 03431; Parcel Number 589-016; And; Noah Crawford Bange; 194 Marlboro Street; Keene, NH 03431; Parcel Number 589-015" prepared by DiBernardo Associates, LLC at a scale of 1 inch = 20 feet on January 17, 2024 and last revised on March 11, 2024 with no conditions.*

- b. **PB-2024-03 – Boundary Line Adjustment – 2 & 12 Gilbo Ave** - Applicant Huntley Survey & Design PLLC, on behalf of owner the City of Keene, proposes a boundary line adjustment that would result in the transfer of ~216-sf of land from the City-owned right-of-way known as 12 Gilbo Ave (TMP #575-014-000) to the ~1,204-sf parcel at 2 Gilbo Ave (TMP#575-013-000) and transfer ~434-sf of land to the Main St & Gilbo Ave public right-of-way. All land is located in the Downtown Core District.

**Board Action on BLA Application:** *Voted unanimously voted to approve PB-2024-03 for a boundary line adjustment between the properties at 2 & 12 Gilbo Ave and the public right-of-way, as shown on the plan identified as, "Proposed Conditions, Boundary Line Adjustment" prepared by Huntley Survey & Design PLLC at a scale of 1 inch = 5 feet on February 15, 2024 with the following conditions:*

1. *Prior to final approval and signature by the Planning Board Chair, the following conditions precedent shall be met:*
  - a. *Owners' signatures appear on the plan.*
  - b. *Inspection of the lot monuments by the Public Works Director or their designee following their installation or the submittal of a security in an amount deemed satisfactory to the Public Works Director to ensure that the monuments will be set.*
  - c. *Submittal of four (4) full sized paper copies, two (2) mylar copies, and a digital copy of the final plan set.*
  - d. *Submittal of a check in the amount of \$51.00 made out to the City of Keene to cover recording fees.*
  - e. *Submittal of draft easement documents shall be submitted for review by the City Attorney's Office.*
2. *Subsequent to final approval and signature by the Planning Board Chair, the following condition shall be met:*
  - a. *Copies of the recorded easement documents shall be submitted to the Community Development Department.*