



## **City of Keene Minor Project Review Committee**

### **AGENDA**

Thursday, June 6, 2024

10:00 AM

City Hall, 2<sup>nd</sup> Floor Council Chambers

- I. **Call to Order** – Roll Call
- II. **Minutes of Previous Meeting** – May 2, 2024
- III. **Final Vote on Conditional Approvals**
- IV. **Public Hearing**
  1. **SPR-644, Modification #2 – Site Plan – Parking Lot Expansion & Site Modifications, 426-428 Winchester St** - Applicant Brickstone Land Use Consultants, on behalf of owner TBK Realty Inc, proposes the expansion of the existing parking lot and associated site modifications on the property at 426-428 Winchester St (TMP #115-002-000). The parcel is 2.59 ac and is located in the Commerce Limited District.
- V. **Changes to Minor Project Review Committee Application Fee Schedule:** The City of Keene Community Development Department proposes to amend sections of Article 25, “Application Procedures” of the Land Development Code and Chapter 100 of Appendix B of the City Code of Ordinances to change the certified mailing requirement to a “Certificate of Mailing.”
- VI. **Staff Updates**
- VII. **New Business**
- VIII. **Upcoming Meeting Dates**
  - **May** - 2<sup>nd</sup> Monthly MPRC Meeting – June 20, 2024 at 10:00 am (*if needed*)
  - **June** - Pre-submission Meeting – July 3, 2024 at 9:00 am
  - **June** - 1<sup>st</sup> Monthly MPRC Meeting – July 3, 2024 at 10:00 am
  - **June** – 2<sup>nd</sup> Monthly MPRC Meeting – July 18, 2024 at 10:00 am (*if needed*)

1 **City of Keene**  
2 **New Hampshire**

3  
4  
5 **MINOR PROJECT REVIEW COMMITTEE**  
6 **PRE-SUBMISSION MEETING MINUTES**  
7

8  
9 **Thursday, May 2, 2024**

10 **9:00 AM**

11 **2<sup>nd</sup> Floor Conference Room,**  
12 **City Hall**

13 **Members Present:**

14 Mari Brunner, Chair Pro Tempore  
15 Evan Clements  
16 Acting Fire Chief Jason Martin  
17 Don Lussier

18 **Staff Present:**

19 Megan Fortson, Planning Technician  
20 Lt. Shane Maxfield, Police Dept.  
21 TJ O'Brien, Commercial Building Inspector

22 **1) Call to Order – Roll Call**

23 Ms. Mari Brunner called the meeting to order at 9:05 AM. Roll call was conducted. Mr. Don  
24 Lussier made a motion to elect Ms. Brunner as the Chair Pro Tempore for the meeting. Mr. Evan  
25 Clements seconded the motion, which was approved unanimously.

26 **2) Scheduled Pre-submission Inquiry**

- 27 **a. Conceptual Site Plan Application** – The ~0.68-ac parcel at 20 Central Square (TMP  
28 #568-063-000) is owned by 20 Central Keene LLC and is located in the Downtown Core  
29 District.

30 Matt Bombaci from Bohler Engineering was present at the meeting to discuss proposed lighting  
31 modifications on the Bank of America site at 20 Central Square (TMP #568-063-000). City Staff  
32 discussed the proposal with Mr. Bombaci and provided feedback.

33 **3) Walk-In Pre-submission Inquiries**

34 Mr. Lussier brought up a potential Governmental Land Use application that may be submitted for  
35 advice & comment to the Planning Board. This is related to the use of a parcel owned by  
36 Eversource on Island St near the bike path as a staging area for equipment and materials during  
37 the upcoming reconstruction project on Island St.

38 **4) Upcoming Meeting Dates**

- 39
  - Pre-submission Meeting – June 6, 2024 at 9:00 am
  - 1<sup>st</sup> Monthly MPRC Meeting – June 6, 2024 at 10:00 am
  - 2<sup>nd</sup> Monthly MPRC Meeting – June 20, 2024 at 10:00 am (*If needed*)

40 **5) Adjournment**

41 There being no further business, Ms. Brunner adjourned the meeting at 9:24 AM.

40  
41 Respectfully submitted by,  
42 Megan Fortson, Planning Technician  
43  
44 Reviewed and edited by,  
45 Mari Brunner, Senior Planner

1 City of Keene  
2 New Hampshire

3  
4  
5 MINOR PROJECT REVIEW COMMITTEE  
6 MEETING MINUTES  
7

Thursday, May 2, 2024

10:00 AM

Council Chambers,  
City Hall

Members Present:

Med Kopczynski, Vice Chair & City  
Manager's Designee  
Don Lussier, Public Works Director's  
Designee  
Mari Brunner, Community Development  
Director's Designee  
Evan Clements, Zoning Administrator's  
Designee  
Jason Martin, Acting Fire Chief

Other Staff Present:

Megan Fortson, Planning Technician

8  
9 **1) Call to Order – Roll Call**

10  
11 Vice Chair Kopczynski called the meeting to order at 10:00 AM. Roll call was conducted.

12  
13 **2) Minutes of Previous Meetings – January 4, 2024; February 1, 2024; March 7, 2024; and**  
14 **April 4, 2024**

15  
16 Mr. Clements made a motion to approve the meeting minutes of January 4, 2024. Ms. Brunner  
17 seconded the motion, which passed by unanimous vote.

18  
19 Mr. Clements made a motion to approve the meeting minutes of February 1, 2024. Ms. Brunner  
20 seconded the motion, which passed by unanimous vote.

21  
22 Mr. Clements made a motion to approve the meeting minutes of March 7, 2024 and April 4, 2024.  
23 Ms. Brunner seconded the motion, which passed by unanimous vote.

24  
25 **3) Final Vote on Conditional Approvals**

26  
27 Megan Fortson, Planning Technician, stated that there are no final votes on conditional approvals  
28 for today.

29  
30 **4) Public Hearing**

31 **A) SPR-204, Modification #4 – Site Plan – Bergeron Mechanical Exterior Changes,**  
32 **216 Marlboro St - Applicant Brickstone Land Use Consultants, on behalf of**

33 **owner 216 Marlboro St LLC, proposes to make exterior building modifications**  
34 **to the Bergeron Mechanical building at 216 Marlboro St (TMP #589-016-000).**  
35 **The parcel is 0.97 ac and is located in the Neighborhood Business District.**  
36

37 Mr. Kopczynski introduced SPR-204, Modification #4, and asked if staff had recommendations  
38 for the completeness of the application.

39  
40 Ms. Fortson stated that the applicant has requested exemptions from submitting a location map of  
41 the proposed improvements, a proposed conditions plan, a grading plan, landscaping plan, lighting  
42 plan, drainage report, traffic analysis, soil analysis, historic evaluation, screening analysis, and  
43 architectural and visual appearance analysis. She continued that staff determined that the  
44 requested exemptions would have no bearing on the merits of the application and recommend that  
45 the MPRC accept the application as complete.

46  
47 Ms. Brunner made a motion to accept the application as complete. Mr. Lussier seconded the  
48 motion, which passed by unanimous vote.

49  
50 Mr. Kopczynski asked to hear from the applicant.

51  
52 Jim Phippard of Brickstone Land Use Consultants stated that he is here on behalf of 216 Marlboro  
53 St., LLC. He continued that this is a repeat application to modify the approved elevations to change  
54 the siding and appearance of the building. No other physical changes to the site are proposed. The  
55 proposed changes were originally reviewed and conditionally approved in 2022; however, the  
56 conditional approval was subsequently rescinded when staff determined the site was out of  
57 compliance with the zoning requirements for the Neighborhood Business District. Corrections to  
58 the site were made. They removed the non-complying paved area at the rear of the property. The  
59 site now conforms to the lot coverage requirements and there is no encroachment of pavement into  
60 the wetlands setback. Earlier this year, a boundary line adjustment was approved with a  
61 neighboring property, 194 Marlboro St. The rear portion of that property, which is just over 4,000  
62 square feet in size, was added to the parcel at 216 Marlboro St. It now complies with the  
63 dimensional requirements and lot coverage requirements.

64  
65 Mr. Phippard continued that the physical changes to the building involved changing the siding,  
66 causing a dramatic change to the building's appearance, which required approval from the  
67 Planning Board or the MPRC. 216 Marlboro St. LLC requests that this be reapproved. The work  
68 has been completed, so this request is after the fact, but they would like to make it official.

69  
70 Mr. Clements asked Mr. Phippard about what the status is of the sign permit application for the  
71 mechanical units on the roof. Mr. Phippard replied that he does not know; he was not part of that.  
72 He continued that he has a copy of the application he thought had been submitted. Mr. Clements  
73 replied that the application's narrative says the signage will conform with the sign regulations, so  
74 he was looking for an update.

75

76 Mr. Lussier asked the MPRC members if that would be a condition they would want to add to the  
77 approval. Ms. Brunner replied that staff has provided a recommended motion that includes a  
78 condition related to the sign permit.

79  
80 Mr. Kopczynski opened the public hearing and asked for comment. Hearing none, he closed the  
81 public hearing and asked the MPRC to deliberate.

82  
83 Ms. Brunner stated that she does not see anything with the application that would not comply with  
84 the Planning Board's standards for architectural appearance. She continued that she thinks this  
85 application meets all of the standards for visual and architectural appearance, which is the only  
86 item the MPRC has to review. She appreciates the applicant addressing all of the Zoning issues,  
87 which she knows was a headache. This complies with Zoning. The only remaining issue she sees  
88 is the sign permit. She thinks the sign permit application that was submitted expired due to staff  
89 not receiving information they were waiting on. That will have to be resubmitted. She thinks the  
90 MPRC should include that recommended condition.

91  
92 Mr. Clements stated that he agrees with Ms. Brunner regarding the visual appearance. He  
93 continued that he does not believe it is intense, distracting, or anything of that nature. It meets the  
94 Planning Board's regulations.

95  
96 Mr. Kopczynski asked for a motion.

97  
98 Ms. Brunner made a motion to approve SPR-204, Modification #4, as shown on the elevations  
99 identified as "Existing Elevations, 216 Marlboro St., Keene, NH, 03431, Parcel ID #589-016-000,"  
100 prepared by Randall Walter on August 8, 2022, with the following conditions precedent prior to  
101 final approval and signature of the elevations by the Minor Project Review Committee chair:

- 102  
103 1) Owner's signature appears on the Site Layout Plan  
104 2) Submittal of five (5) paper copies and a digital copy of the final plan set and elevations  
105 3) Submittal and approval of a sign permit application to demonstrate that the rooftop  
106 condensers are either permitted under the Sign Code or that the units shall be screened in  
107 accordance with Section 20.6 of the Land Development Code.

108  
109 Mr. Lussier seconded the motion, which passed by unanimous vote.

110  
111 **5) Changes to Minor Project Review Committee Application Fee Schedule – The City of**  
112 **Keene Community Development Department proposes to amend sections of Article 25,**  
113 **"Application Procedures" of the Land Development Code and Chapter 100 of Appendix**  
114 **B of the City Code of Ordinances to change the certified mailing requirement to a**  
115 **"Certificate of Mailing."**

116  
117 Mr. Kopczynski asked staff to speak to this.

118

119 Ms. Fortson stated that historically, staff have noticed the proposed changes to fee schedules in a  
120 legal notice and then brought it to the board’s attention at a meeting for review. She continued  
121 that at the next meeting, the board would vote whether to adopt the fee schedule. Staff proposes a  
122 slew of changes to fees associated with various boards, including the Zoning Board of Adjustment  
123 (ZBA) and Planning Board. The only change applicable to the MPRC is a proposed change to  
124 how the City notices abutters. Currently, staff sends certified letters, which cost \$5.04 each. The  
125 NH RSA only requires the City to provide verified mailings. The USPS offers a product called a  
126 “Certificate of Mailing,” which would lower the cost of mailing each abutter letter while still  
127 verifying that the Post Office received the letters. The need to physically sign for a letter (certified  
128 mail) is a hindrance for some people, and this is not required for letters sent via Certificate of  
129 Mailing.

130  
131 Mr. Kopczynski stated that this will be a change to City Code, so there will ultimately be a  
132 discussion that goes before the Finance, Organization, and Personnel Committee and then the City  
133 Council. He continued that if the MPRC wants to be on record in favor, that is fine. This seems  
134 to be a reasonable change to the fee schedule, as it tracks with changes to the statute and it is  
135 compensation that makes sense from the applicants’ perspective.

136  
137 Mr. Clements stated that he is generally in favor of the change, as it reduces the overall cost to  
138 applicants to come before the board. He asked Ms. Fortson where they are in the process she just  
139 laid out.

140  
141 Ms. Fortson replied that the proposed list of changes has been distributed to a few boards. She  
142 continued that the proposed changes will affect the ZBA, the Historic District Commission, the  
143 Planning Board, and the MPRC. Staff is bringing this proposed change before the MPRC because  
144 it is a Planning Board subcommittee. After getting feedback on the proposed changes from these  
145 four boards, staff will submit an ordinance to go through the City Council’s review process.

146  
147 Mr. Kopczynski asked what staff’s recommended motion is. Ms. Fortson replied that the  
148 recommended motion is to approve the proposed changes. Mr. Kopczynski replied that it would  
149 be more accurate for the MPRC to recommend the City Council approve it. Ms. Brunner replied  
150 that under the statute, the different statutory boards have their own independent authority of City  
151 Council to adopt their own regulations and associated fees. She continued that in this instance,  
152 because the City also put the fees into the City Code, both have to adopt them, which is why the  
153 MPRC would need to adopt the fee and then send it to the Council to include it in the City Code.

154  
155 Mr. Lussier asked if the MPRC approves this, or if the Planning Board has that statutory authority.  
156 Ms. Brunner replied that the Planning Board has delegated its authority to the MPRC for review  
157 of Minor Site Plan applications, and her understanding is that the MPRC can adopt its own Rules  
158 of Procedure. She thinks the MPRC should at least make a motion to approve (the fee schedule  
159 changes). An argument could be made that this should be done through the Planning Board, but  
160 since the Planning Board is adopting it anyway, she thinks they will be covered.

161

162 Mr. Lussier stated that he understands the appeal of reducing staff burden and costs to applicants,  
163 but he thought the purpose of certified mail was to have written documentation not just that the  
164 letter went to the Post Office, but that the applicant received the notification. This (change) would  
165 not allow that. Ms. Brunner replied that the benefit of certified mail is that you get both a  
166 confirmation that the letter was sent and that the letter was received. With Certificate of Mailing,  
167 you get proof that the letter was sent, which is all State law requires. She continued that staff  
168 received feedback from members of the public saying they do not like the certified mail, such as a  
169 person expressing dismay that they did not know about a public hearing because they did not get  
170 a chance to go to the Post Office to get their letter. Staff have received feedback from the public  
171 about the difficulty of either having to be home when the letter arrives to sign for it or to make a  
172 special trip to the Post Office. To address that, some communities require sending both, which  
173 they could consider. However, certified mail costs have continually increased. Certificate of  
174 Mailing is a lower staff burden, less expensive for the applicant, and meets the intent of State law.  
175

176 Mr. Lussier replied that he does not think certified mail was ever intended to be cheap or  
177 convenient for anyone. He continued that it is a legal threshold they are trying to achieve.  
178 Essentially, the City does certified mailings to satisfy the lawyers. He asked whether this matter  
179 has to be resolved today, or if it can be postponed so they could seek the City Attorney's Office's  
180 opinion as to whether certificate of mail has the same benefits to the City as certified mail. Ms.  
181 Brunner replied that (these proposed changes) has been in the works for quite a while, and  
182 Community Development Department staff have talked with the City Attorney and the Assistant  
183 City Attorney, who are both in support. It meets the State law requirements, so legally speaking,  
184 there is no risk. Whether to use certified mailings or a Certificate of Mailing is up to the MPRC's  
185 preference. Her opinion is that Certificate of Mailing would serve the public better.  
186

187 Mr. Clements stated that the Planning Board has already adopted the change to a Certificate of  
188 Mailing. He asked if the MPRC should vote on this today, or if this is the public introduction of  
189 the proposed change. Ms. Fortson replied that this is the public introduction. She continued that  
190 the adoption will be at the MPRC's next meeting.  
191

192 Mr. Kopczynski stated that the intent is to notify people that there is action that will be taking  
193 place. He continued that the problem is they are using an 1890s approach, putting a notice in the  
194 newspaper and sending people letters. The majority of Keene property owners do not live at the  
195 address where the notifications are sent, and the people who are there have no idea what is going  
196 on. There are complete neighborhoods that have no idea what is going on. If there is an activity  
197 taking place on a piece of property, people on the record in a certain distance will get notified, or  
198 entities, companies, and LLCs. The City has to meet the statutory requirements. Many  
199 communities around the country have begun to post the properties in addition. Thus, anyone  
200 walking or driving by it knows that something is being proposed for that property and could weigh  
201 in. He would like to see the City's processes ultimately evolve that way, so they are getting as  
202 much input out to the public as possible, not just the people who own property within 200 feet and  
203 might actually be living far away.  
204

205 Mr. Lussier stated that his hesitation here is largely due to (what has happened with) some  
206 transportation projects. He continued that staff had multiple communications with tenants on a  
207 property, for example, and then when the time came for final decisions and actions, the property  
208 owner claimed they were never informed, because the City had been sending notifications to and  
209 talking with tenants instead of the property owner. And the City did not have a documentation  
210 that they had sent certified letters to the property owner.

211  
212 Mr. Kopczynski stated that he thinks he and Mr. Lussier both have a point, and sometime, this  
213 needs to be worked out.

214  
215 Ms. Brunner stated that she thinks they are covered there, because with the Certificate of Mailing,  
216 for every letter that goes out, they will have the sticker on the letter to show that the City sent  
217 those. They go to the Post Office and then the Post Office gives them back to the City. Thus, they  
218 have proof, in the project folder, that the City has sent all of the letters. If someone from a condo  
219 association, for example, were to come back and claim they were never notified, staff has the  
220 ability to demonstrate that they met all of the requirements of State law.

221  
222 Ms. Brunner stated that the Chair raises a good question about the fact that there may be people  
223 within the 200-foot radius or just in the general community who may not know about it. She  
224 continued that she thinks this (topic of on-site postings) might be a conversation for the Planning  
225 Board to have in the future, but she also thinks staff is doing a better job now of publicizing online  
226 and through social media, which she hopes people are paying attention to.

227  
228 Mr. Kopczynski replied that he does not disagree with any of those points. He continued that the  
229 objective is to inform, and they should do everything they can to do so. His point is that many  
230 people are affected by these decisions and are not necessarily being taken into consideration by  
231 the processes.

232  
233 Mr. Lussier stated that he thinks there are two different objectives. He continued that one is to  
234 inform the public, which he thinks the City does a great job with, communicating through multiple  
235 channels. The other objective is for the City to protect itself legally, and his concern is that this  
236 proposed change might not do that as well as the current practice does.

237

238 **6) Staff Updates**

239  
240 Mr. Kopczynski asked if there were any updates from staff. Ms. Fortson replied no.

241

242 **7) New Business**

243

244 Ms. Brunner stated that the Master Plan Update project is underway. A community survey is out,  
245 and a think tank workshop is coming up, as well as a visioning workshop. The community survey  
246 is for anyone connected to Keene, whether they live, work, or visit here. She will ask staff to send  
247 the survey link to the MPRC members, and it would be great if MPRC members could encourage

248 everyone in their departments to fill out the survey. Responses from people who work in Keene  
249 would be really helpful.

250

251 **8) Upcoming Meeting Dates**

252

253 **May** - 2nd Monthly MPRC Meeting – May 16, 2024 at 10:00 am *(if needed)*

254 **June** - Pre-submission Meeting – June 6, 2024 at 9:00 am

255 **June** - 1st Monthly MPRC Meeting – June 6, 2024 at 10:00 am

256 **June** – 2nd Monthly MPRC Meeting – June 20, 2024 at 10:00 am *(if needed)*

257

258 Mr. Lussier asked if the only reason to meet on May 16 would be to vote on plans in need of final  
259 approval. Ms. Fortson replied yes, if Mr. Phippard is able to address the conditions of approval  
260 for the Bergeron Mechanical application. Mr. Lussier asked if the May 16<sup>th</sup> meeting would be  
261 canceled if Mr. Phippard is not ready by then, and then the MPRC could address the fee schedule  
262 changes in June. Ms. Fortson replied that she thinks that is okay. Ms. Brunner replied that her  
263 only question is the schedule for the other boards. She continued that if the MPRC has no need to  
264 meet again in May other than to vote on the fee schedule change and if there is no rush for that,  
265 she does not see why they could not just wait until June. Mr. Clements replied that the only rush  
266 would be to get the Cottage Court fee on the books for the Planning Board. He continued that  
267 being said, HDC is not meeting until June, so the HDC's part of this equation would not be done  
268 in May.

269

270 Mr. Kopczynski stated that it seems unusual to him to have a condition that you have to get a  
271 permit when you are approving something related to the site. Ms. Brunner replied that it goes back  
272 to when the project was originally approved and then voided because it did not meet Zoning,  
273 because the sign regulations are in the Zoning Code. She continued that the MPRC only has  
274 jurisdiction over applications that fully comply with Zoning. They think this probably complies  
275 with Zoning but will not know for sure until the sign permit is submitted and staff can do the  
276 calculations. Mr. Kopczynski replied that he is okay with it, but it just seemed unusual. He is not  
277 second-guessing anything.

278

279 **9) Adjournment**

280

281 There being no further business, Mr. Kopczynski adjourned the meeting at 10:30 AM.

282

283 Respectfully submitted by,

284 Britta Reida, Minute Taker

285

286 Reviewed and edited by,

287 Megan Fortson, Planning Technician



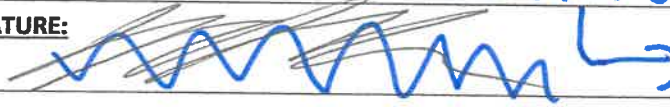
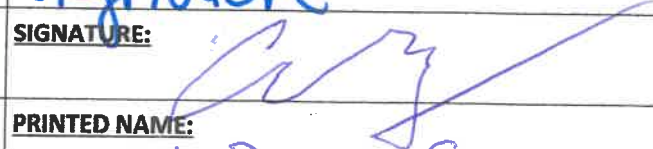
# City of Keene, NH Site Plan Application



If you have questions about how to complete this form, please call: (603) 352-5440 or email: [communitydevelopment@keeneh.gov](mailto:communitydevelopment@keeneh.gov)

## SECTION 1: PROJECT INFORMATION

<b>PROJECT NAME:</b> Parking Expansion		<b>TYPE OF APPLICATION BEING SUBMITTED:</b> <input type="checkbox"/> MAJOR PROJECT APPLICATION <input type="checkbox"/> MINOR PROJECT APPLICATION	
<b>PROJECT ADDRESS(ES):</b> 428 Winchester St			
<b>EXISTING OR PREVIOUS USE:</b> Mixed Use / office + Gym	<b>PROPOSED USE:</b> Same		
<b>GROSS FLOOR AREA OF NEW CONSTRUCTION</b> (in square feet) 0	<b>GROSS FLOOR AREA OF EXISTING BUILDINGS/STRUCTURES</b> (in square feet) 13,370 SF		
<b>AREA OF PROPOSED NEW IMPERVIOUS SURFACES</b> (in square feet) 7,623 SF	<b>TOTAL AREA OF LAND DISTURBANCE</b> (in square feet) 7,623 SF		

## SECTION 2: CONTACT INFORMATION

PROPERTY OWNER	APPLICANT
<b>NAME/COMPANY:</b> TBK Realty Inc	<b>NAME/COMPANY:</b> Same AS OWNER
<b>MAILING ADDRESS:</b> 117 West St Keene NH 03431	<b>MAILING ADDRESS:</b>
<b>PHONE:</b>	<b>PHONE:</b>
<b>EMAIL:</b>	<b>EMAIL:</b>
<b>SIGNATURE:</b> 	<b>SIGNATURE:</b> 
<b>PRINTED NAME:</b> A. RANGER CURRAN	<b>PRINTED NAME:</b> A. RANGER CURRAN

AUTHORIZED AGENT (if different than Owner/Applicant)	FOR OFFICE USE ONLY:	
<b>NAME/COMPANY:</b> James Phippard / Brickstone Land Use Cons.	<b>TAX MAP PARCEL #(s):</b> 115-002-0000-0000	
<b>MAILING ADDRESS:</b> 185 Winchester St Keene NH 03431		
<b>PHONE:</b> 603-357-0116	<b>PARCEL SIZE:</b> 2.59 ac	<b>DATE STAMP:</b>
<b>EMAIL:</b> jhippard@ne.rr.com	<b>ZONING DISTRICT:</b> commercial limited	
<b>SIGNATURE:</b> 		
<b>PRINTED NAME:</b> James P. Phippard	<b>PROJECT #:</b> SPR 644, Mod. 2	

## MINOR SITE PLAN REVIEW

### Proposed Parking Lot Expansion 428 Winchester Street Keene, NH

Property Owner:  
TBK Realty  
117 West Street  
Keene, NH 03431

April 12, 2024

#### **Narrative**

This application is for a proposed parking lot expansion for a mixed-use development located at 426-428 Winchester Street. There are two existing buildings at the site. The front building (426) is an existing multi-tenant office building. The rear building (428) is an exercise gym. This proposal will add 24 parking spaces in the area between the two buildings.

The property is a 2.59 acre lot in the Commerce Limited District and conforms to the lot dimensional requirements. The only non-conforming aspects are an area of existing parking along the north side of the lot next to 426; and parking where 93 spaces are required by zoning while only 72 spaces exist. This proposal will bring the parking into compliance by providing 96 parking spaces. No new nonconformities are proposed.

#### **DEVELOPMENT STANDARDS:**

##### **20.2 Drainage.**

The existing onsite drainage system of catch basins will be maintained. A new catch basin and 24" drainpipe will be installed under the new parking area. The 24" drainpipe will have an end cap with a 4" orifice to allow stormwater to discharge to the existing catch basin on the south side of the property. With the parking lot constructed, stormwater runoff will sheet flow from the east side of the property to the west side to the new catch basin, be detained in the new storm drain until the 4" orifice discharges the stormwater to the existing catch basin.

The new drainpipe is sized to accommodate up to a 25-year design storm with no increase in runoff leaving the site. Please see the attached plans and drainage report for additional information.

##### **20.3 Sediment and Erosion Control.**

Sediment and erosion control measures as shown on the attached plans, sheet C-2 are designed to meet the State of New Hampshire RSA 485-A:17 for control of runoff and sedimentation. Please see attached plans for more details.

##### **20.4 Snow Storage & Removal**

Snow will be stored on site adjacent to the paved parking spaces. Excess snow will be removed from the site.

**20.5 Landscaping**

New landscaping on the site is proposed. Three new deciduous trees will be added along the west side of the new parking spaces. One large parking lot island with vertical granite curbing will be added to protect an existing transformer and sector cabinet at the east side of the parking lot.

This property is located within the 100 year floodplain and is subject to flooding to elevation 471.2. The area for the proposed parking will be lowered from 469 to 467.5 to offset the fill necessary to construct the parking. No net loss of flood storage is proposed.

**20.6 Screening**

No new screening is proposed. The existing dumpsters are in a walled enclosure and are not visible from the public way.

**20.7 Lighting.**

On-site lighting will be accomplished using high efficiency, full cutoff LED fixtures by NLS. A CRI of 80 and a color index of 3500K will be provided. Four pole mounted lights on 20' poles will provide an average 2.06 footcandles throughout the parking area. Parking lot light fixtures will be placed on timers and photocells with lights reduced to 50% levels (1.0 fc) after 10:00 PM. Uniformity levels will be 2.58. Existing wall mounted fixtures will remain on after hours for security lighting around the building. Please see attached plans and specifications for more detail. Fixture cut sheets have also been provided.

**20.8 Sewer and Water**

The proposed new parking does not require city sewer or city water services.

**20.9 Traffic and Access Management**

The uses on site are already existing. No new traffic is expected as a result of adding parking spaces. The additional parking should result in safer traffic flow on the site and better access for customers using the facilities.

**20.10 Filling and Excavation**

Excess material will be hauled from the site using Winchester Street to Rt. 10. Approximately 600 CY of soils are expected to be removed and replaced with 450 CY of new gravels to create the base for the parking lot.

**20.11 Surface Waters and Wetlands**

No surface waters exist on or near the site.

**20.12 Hazardous and Toxic Materials**

**20.13 Noise**

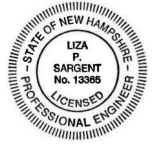
The new parking area will not generate excessive noise.

#### **20.14 Architecture and Visual Appearance**

The new parking spaces are located to the rear of 426 Winchester and to the side of 428 Winchester. The new parking lot is screened by the existing building (426) which fronts on Winchester Street. It is also partially screened by the three new deciduous trees to be planted along the west side of the parking lot.

# NEW PARKING LOT

426-428 WINCHESTER ST. KEENE NEW HAMPSHIRE

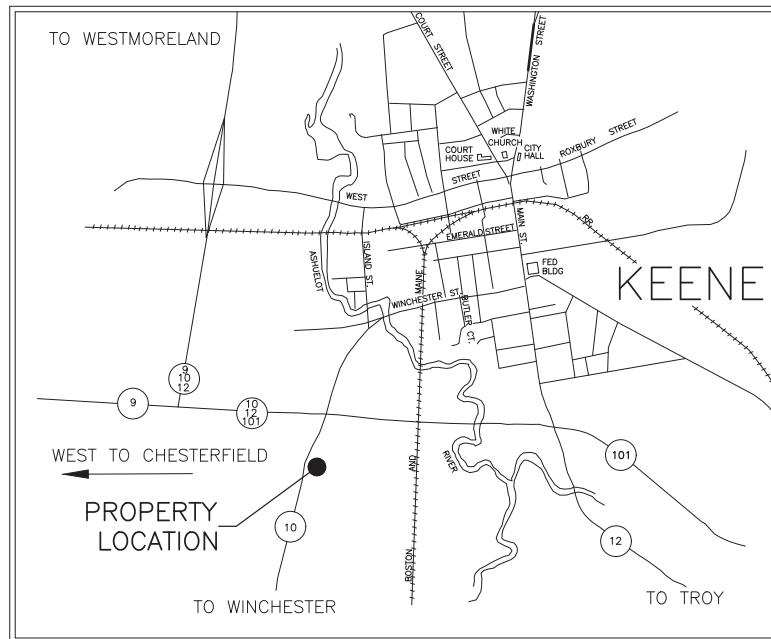


*Liza Sargent* 5/17/24  
 LIZA P. SARGENT DATE  
 R.C.E. NUMBER: 13365

OWNER:

## TBK REALTY

117 WEST STREET  
 KEENE, NEW HAMPSHIRE 03431



LOCUS  
 NOT TO SCALE

### INDEX OF PLANS

- N-1 NOTES & LEGEND
- PLAN OF LAND (BY HUNTLEY SURVEY & DESIGN, PLLC)
- C-1 OVERALL SITE PLAN (1" = 30')
- C-2 SITE PLAN (1" = 10')
- C-3 CONSTRUCTION DETAILS
- LT-1 LIGHTING PLAN

SVE Project #: K2770

PREPARED BY

Land Survey

### Huntley Survey & Design, PLLC

659 West Road  
 Temple, NH 03084  
 PHONE (603) 381-3227  
 www.Huntleysurvey.com

Civil Engineer:

### SVE Associates

439 West River Road  
 P.O. Box 1818  
 Brattleboro, Vermont 05302  
 PHONE (802) 257-0561

Development Consultant

### Brickstone Land Use Consultants

185 Winchester St.  
 Keene, New Hampshire  
 PHONE (603) 357-016

OCTOBER 25, 2023  
 revised MAY 17, 2024

APPROVED BY THE APPLICANT:

TBK REALTY INC. C/O RANGER CURRAN

ON \_\_\_\_\_

INSPECTION PERMISSION: UPON APPROVAL OF THIS SITE PLAN, THE OWNER GRANTS PERMISSION FOR THE MEMBERS OR AGENTS OF THE KEENE PLANNING BOARD TO INSPECT THIS SITE AS NECESSARY.

APPROVED BY THE KEENE PLANNING BOARD

ON \_\_\_\_\_

CERTIFIED BY CHAIRMAN \_\_\_\_\_



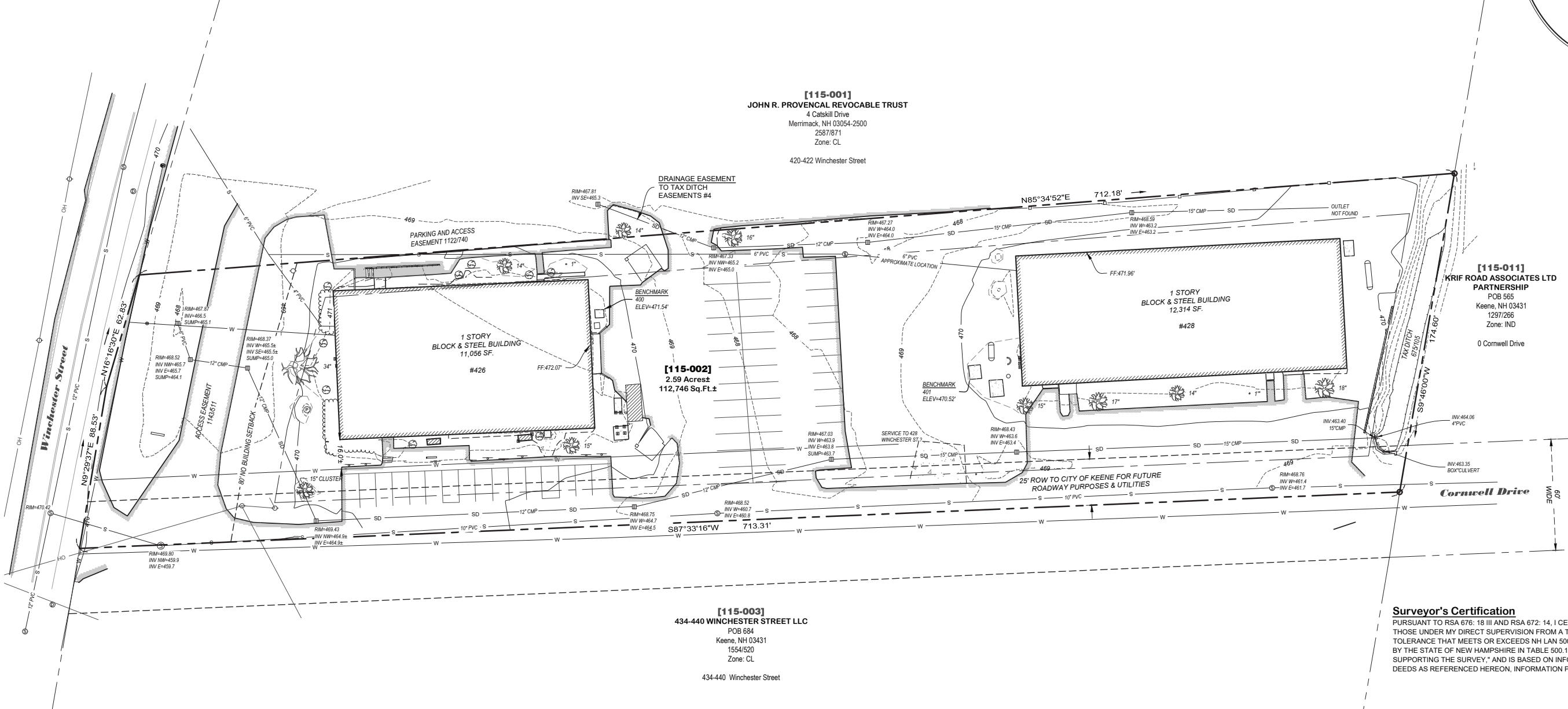
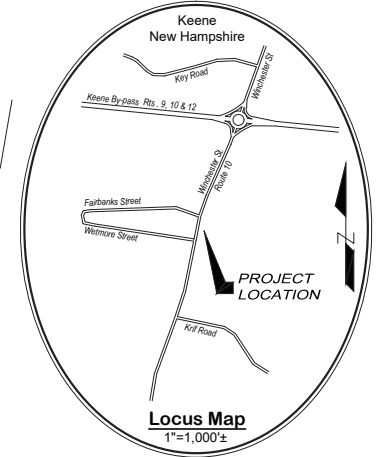
**Notes**

1. THE BEARINGS SHOWN ON THIS PLAN IS/ARE REFERENCED TO NAD83 NH STATE PLANE GRID, BASED ON A STATIC GPS SURVEY PERFORMED IN CONJUNCTION WITH PLAN REFERENCE No.1 USING AN IGSS GNSS RECEIVER AND SERVE ONLY TO DEFINE ANGULAR RELATIONSHIPS.
2. THE BOUNDARY LINES SHOWN ON THIS PLAN WERE CALCULATED FROM DEEDS, RECORD PLANS & PHYSICAL EVIDENCE FOUND DURING THE FIELD SURVEY.
3. TOPOGRAPHY SHOWN ON THIS PLAN IS FROM AN ACTUAL FIELD SURVEY BY HUNTLEY SURVEY & DESIGN, PLLC PERFORMED DURING THE MONTH OF AUGUST, 2023. THE VERTICAL DATUM IS NAVD 88. CONTOUR INTERVAL IS TWO (2) FEET.
4. UNDERGROUND UTILITIES, STRUCTURES AND FACILITIES HAVE BEEN PLOTTED FROM DATA OBTAINED FROM FIELD SURVEY OF SURFACE LOCATIONS, PREVIOUS MAPS AND RECORDS. THEIR LOCATION MUST BE CONSIDERED APPROXIMATE. THERE MAY BE OTHER UNDERGROUND UTILITIES THE EXISTENCE OF WHICH ARE NOT KNOWN. THE SIZE AND LOCATION OF ALL UTILITIES AND STRUCTURES MUST BE VERIFIED PRIOR TO ANY AND ALL CONSTRUCTION. CALL DIG-SAFE PRIOR TO ANY CONSTRUCTION.
5. JURISDICTIONAL WETLANDS WERE NOT INVESTIGATED FOR THIS PROJECT.
6. THIS SITE LIES WITHIN THE 100 YEAR FLOOD HAZARD AREA PER FEMA FIRM, CHESHIRE COUNTY, NH, PANEL 266 OF 610, MAP NUMBER 33005C0266E, EFFECTIVELY DATED MAY 23, 2006. BASE FLOOD ELEVATION IS 471.2 BASED CROSS SECTIONS C & D ASH SWAMP BROOK OF THE FEMA FLOOD INSURANCE STUDY, CHESHIRE COUNTY, NH DATED MAY 23, 2006.

**Zoning Districts**  
**CL (COMMERCIAL LIMITED)**  
**REQUIREMENTS**

MAX HEIGHT	2 STORIES/35'
LOT SIZE	20,000 sf
FRONTAGE	100'
<b>BUILDING SETBACKS</b>	
FRONT	100'
SIDE	20'
REAR	20/50'
<b>MAX BUILDING COVERAGE</b>	
MAX IMPERMEABLE COVERAGE	40%
	70%

SEE CITY OF KEENE LAND DEVELOPMENT CODE CONCERNING ADDITIONAL REQUIREMENTS PERTAINING TO PARCEL

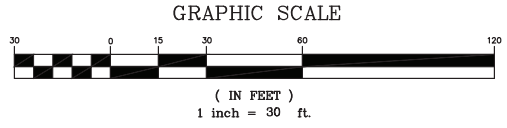


**[115-011]**  
**KRIF ROAD ASSOCIATES LTD PARTNERSHIP**  
POB 565  
Keene, NH 03431  
1297/266  
Zone: IND  
0 Cornwell Drive

**Surveyor's Certification**  
PURSUANT TO RSA 676: 18 III AND RSA 672: 14, I CERTIFY THAT THIS SURVEY AND PLAT WERE PRODUCED BY ME OR THOSE UNDER MY DIRECT SUPERVISION FROM A TOTAL STATION AND DATA COLLECTOR TRAVERSE WITH A POSITION TOLERANCE THAT MEETS OR EXCEEDS NH LAN 500 AND THE ALLOWABLE RELATIVE POSITIONAL ACCURACY REQUIRED BY THE STATE OF NEW HAMPSHIRE IN TABLE 500.1, "ACCURACY MEASUREMENTS, LOCAL ACCURACY OF CONTROL SUPPORTING THE SURVEY," AND IS BASED ON INFORMATION RECORDED AT THE CHESHIRE COUNTY REGISTRY OF DEEDS AS REFERENCED HEREON. INFORMATION PROVIDED BY THE CLIENT AND PHYSICAL EVIDENCE FOUND.

- Plan References**
- REFERENCES INCLUDE ALL INFORMATION REFERRED TO ON ANY OF THE FOLLOWING PLANS
1. ROUTE CORRIDOR SURVEY, WINCHESTER STREET/ROUTE 10, PREPARED FOR CHA, DATED FEBRUARY 11, 2016; BY RUSSELL HUNTLEY, SVE ASSOCIATES (File No.2146G 01.dwg on file at SVE Associates)
  2. EXISTING CONDITIONS SURVEY PREPARED FOR FAIRFIELD'S CADILLAC BUICK GMC & KIA, DATED JUNE 21, 2013; BY RUSSELL J. HUNTLEY, SVE ASSOCIATES (File No.2287 01.dwg on file at SVE Associates)
  3. PLAT OF EMILE J. LEGERE SUBDIVISION, WINCHESTER STREET, KEENE, NH, DATED NOVEMBER 8, 1982, BY THOMAS W. FLAVIN, Jr. (Cab.4 Dr.00 No.145 CCRD)
  4. APPENDIX 'A', AGREEMENT TO LOCATE CURB CUTS AND RIGHT OF WAY AT THE FORMER CORNWELL PROPERTY, DATED OCTOBER 15, 1985 BY JIM PHIPPARD (Cab.07 Dr.00 No.0020 CCRD)
  5. MAP 911 SECTION 24 LOT 13 BOUNDARY SURVEY LAND OF KEPSI REALTY, DATED MAY 13, 1997; BY ERIC MORSE, T.F. MORAN (Cab.12 Dr.02 No.0111 CCRD)
  6. KENNETH CORNWELL PROPERTY, SUBDIVISION PLAN, DATED JULY 21, 1977; BY BOB DION, EDWARD C. JORDON Co (Cab.01 Dr.00 No.0029 CCRD)
  7. PROPOSED WHOLESALE/SERVICE COMPLEX, SOUTH KEPSI REALTY, DATED APRIL 7, 1986 (Cab.07 Dr.00 No.0101 CCRD)

- Easements**
1. SURVEYED PARCEL BENEFITS FROM ACCESS AND PARKING EASEMENT OVER PARCEL 115-001. SEE 1122/740.
  2. RECIPROCAL EASEMENT AGREEMENT FOR CURB CUTS AND ACCESS. SEE 1143/511
  3. ALL EASEMENTS AND CONDITIONS SHOWN ON PLANS REFERENCED.
  4. DRAINAGE EASEMENT FROM PARCEL 115-001 ACROSS SURVEYD PARCEL.
  5. 25' FUTURE ROADWAY AND UTILITY EASEMENT ALONG SOUTHERLY SIDE OF PROPERTY.



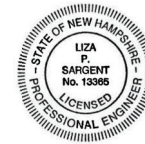
NO.	DATE	REVISION	BY

**Plan of Land**

LAND OF  
**TBK REALTY INC**  
located at  
Tax Map 115 Lot 2  
426-428 Winchester Street, Keene, Cheshire County, New Hampshire  
Book 1650, Page 693

Surveyed 8/2023    Plan prepared 10/06/2023  
Project No. H23-000    Cad File No. H23-046 Excon.dwg

**Huntley Survey & Design, PLLC**  
NH & VT Land Surveying, Wetlands & NH Septic System Design  
659 West Road, Temple, NH 03084    (603) 924-1669    www.huntleysurvey.com



*Liza Sargent* 5-17-24  
 LIZA P. SARGENT DATE  
 R.C.E. NUMBER: 13365

NO.	REVISION	DATE	CHK
1	REVISED PER PB STAFF COMMENTS	24-APR-24	LPS
2	ADA PARKING	17-MAY-24	AJG

**SVE** <sup>© 2023</sup>  
 Engineering  
 Planning  
 Landscape Architecture  
 Surveying

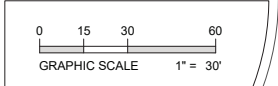
SVE Associates  
 P.O. Box 1818  
 439 West River Road  
 Brattleboro, VT 05302  
 T 802.257.0561  
 F 802.257.0721  
 www.sveassoc.com

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

**OVERALL SITE PLAN**

NEW PARKING LOT

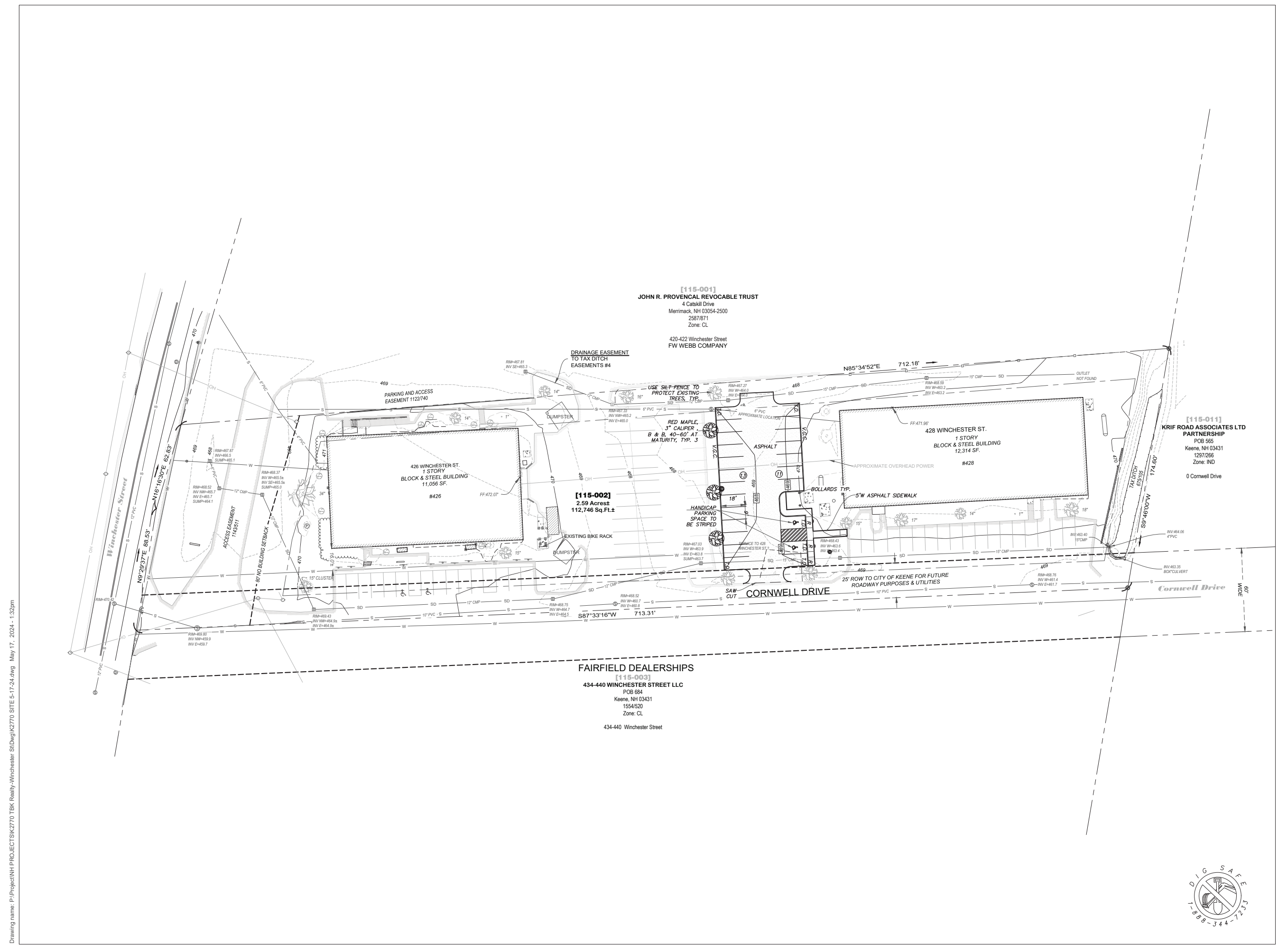
TBK REALTY  
 117 WEST STREET  
 KEENE, NEW HAMPSHIRE



PROJ. #  
K2770

DATE:  
25-OCT-23

DESIGN: RH SHEET  
 DRAWN: AJG  
 CHECKED: LPS  
 17 of 50



**[115-001]**  
**JOHN R. PROVENCAL REVOCABLE TRUST**  
 4 Catskill Drive  
 Merrimack, NH 03054-2500  
 2387/871  
 Zone: CL

420-422 Winchester Street  
 FW WEBB COMPANY

**[115-002]**  
**2.59 Acres**  
**112,746 Sq. Ft. ±**

**FAIRFIELD DEALERSHIPS**  
**[115-003]**  
**434-440 WINCHESTER STREET LLC**  
 POB 684  
 Keene, NH 03431  
 1554/520  
 Zone: CL

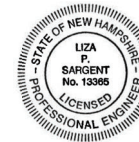
434-440 Winchester Street

**[115-011]**  
**KRIF ROAD ASSOCIATES LTD PARTNERSHIP**  
 POB 565  
 Keene, NH 03431  
 1297/266  
 Zone: IND

0 Cornwell Drive

Drawing name: P:\Project\NH\PROJECTS\K2770\TBK Realty-Winchester-SID\ngl\k2770 SITE 5-17-24.dwg May 17, 2024 - 1:32pm

FW WEBB COMPANY



Liza Sargent 5/17/24  
LIZA P. SARGENT DATE  
R.C.E. NUMBER: 13365

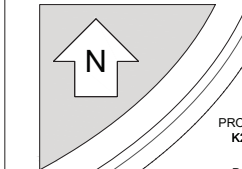
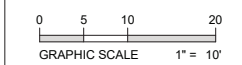
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1	REVISED PER PB STAFF COMMENTS	30-APR-24	LPS	LPS
2	ADA PARKING	17-MAY-24	AJG	LPS

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P.O. Box 1818  
439 West River Road  
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T 802.257.0561  
F 802.257.0721  
www.sveassoc.com

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

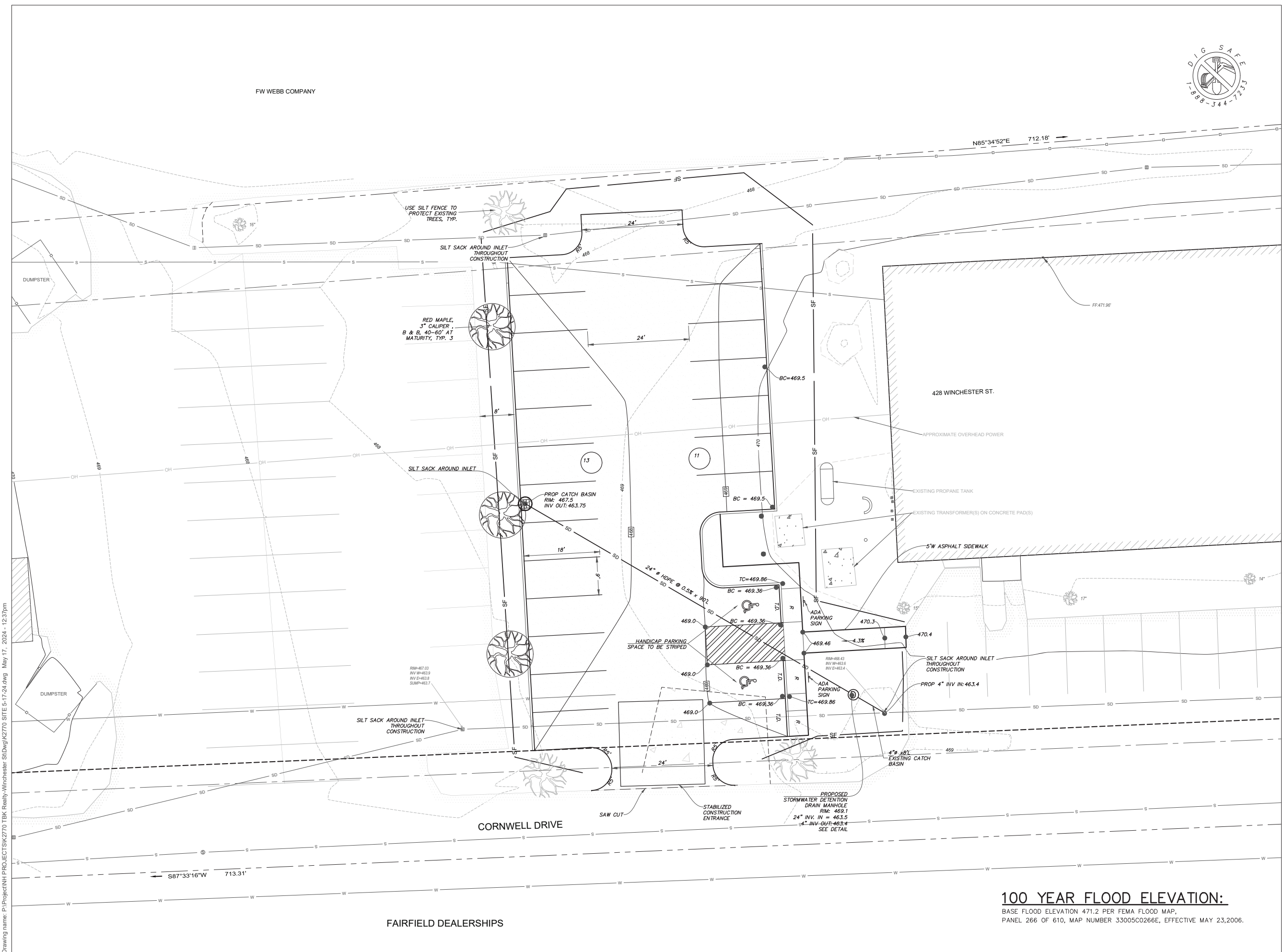
**SITE PLAN**  
NEW PARKING LOT  
TBK REALTY  
117 WEST STREET  
KEENE, NEW HAMPSHIRE



PROJ. #  
K2770  
DATE:  
25-OCT-23

DESIGN: RH  
DRAWN: AJG  
CHECKED: LPS  
SHEET  
18 of 50

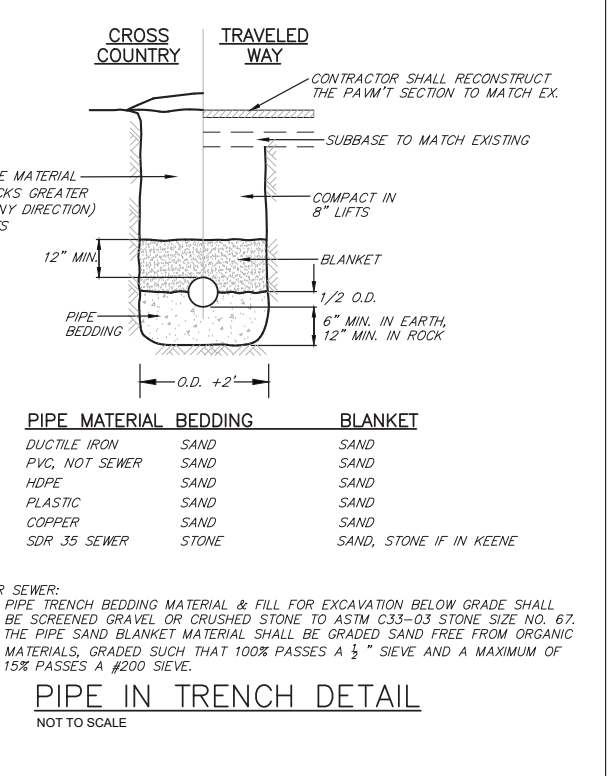
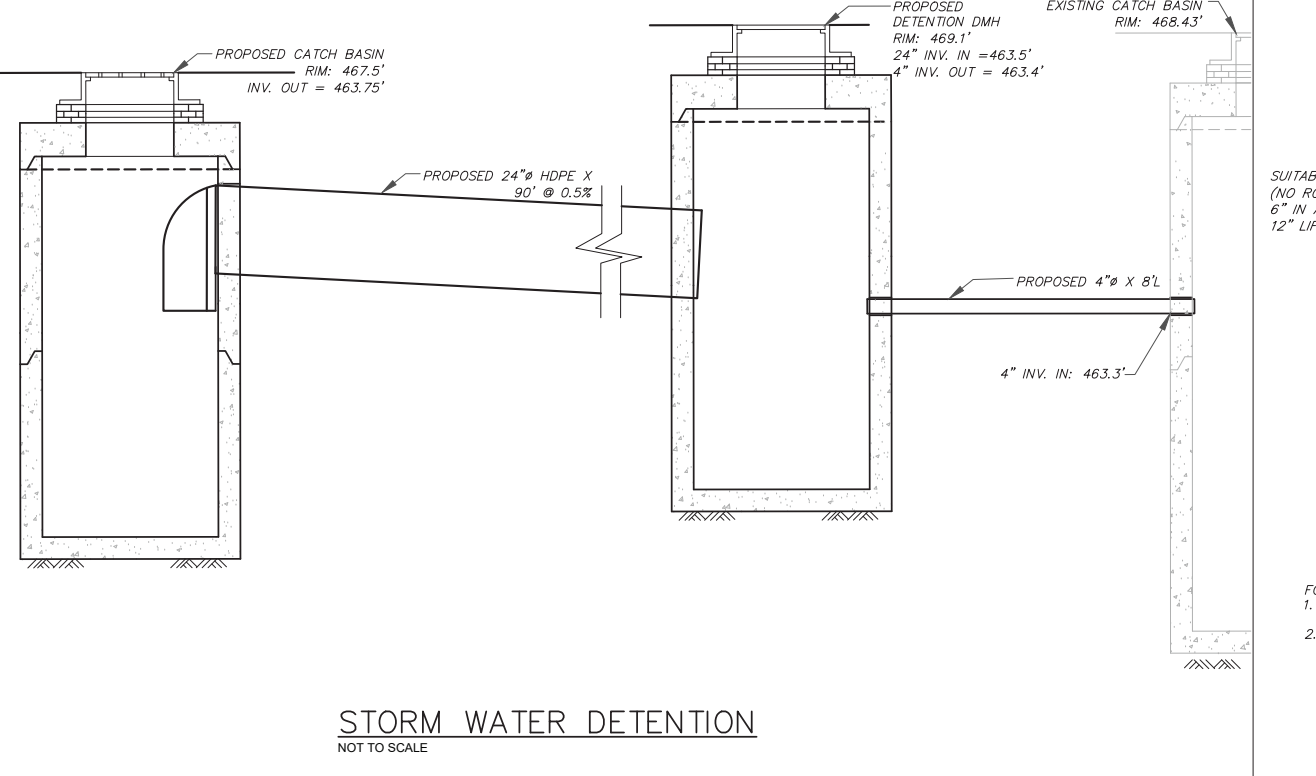
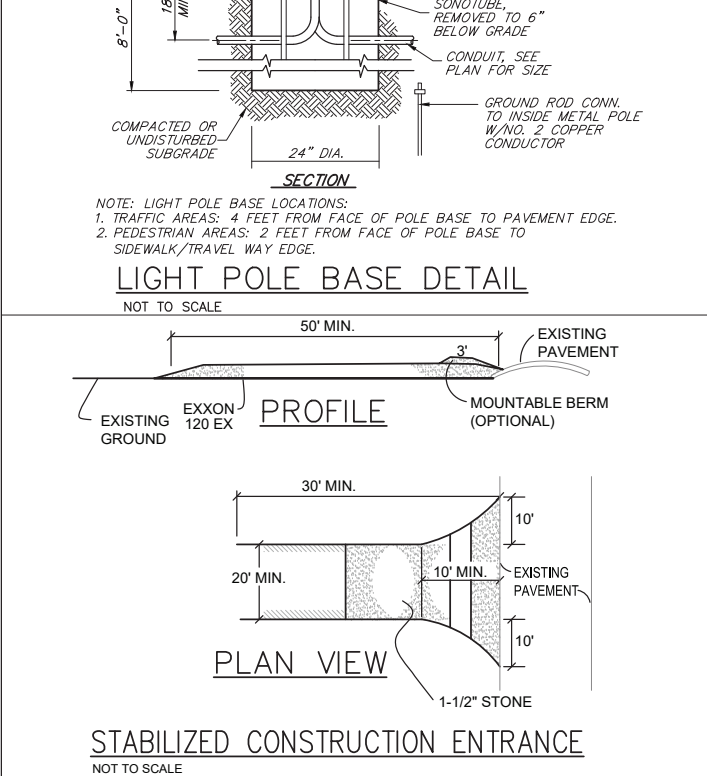
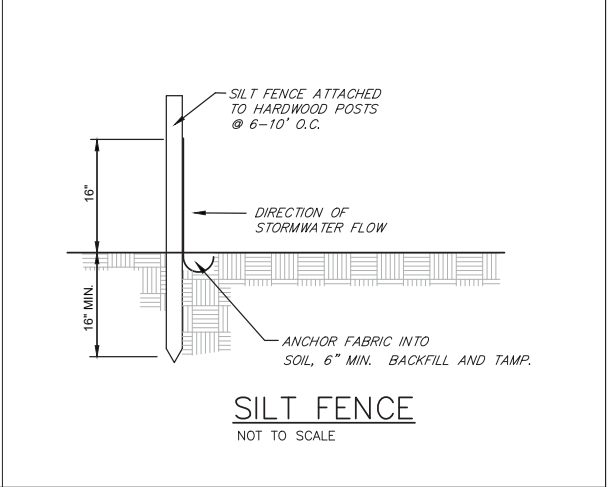
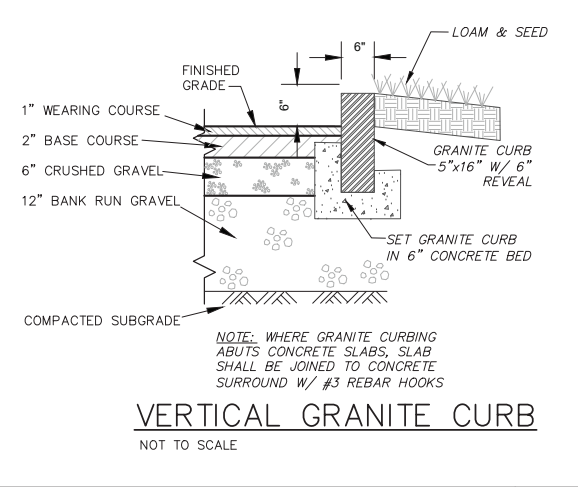
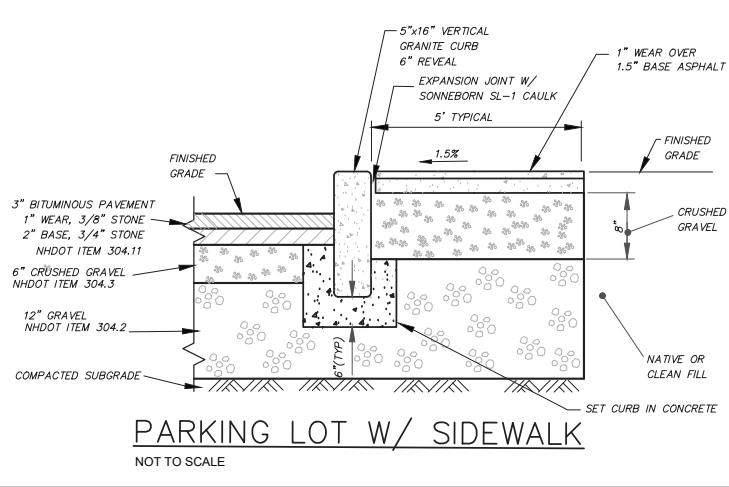
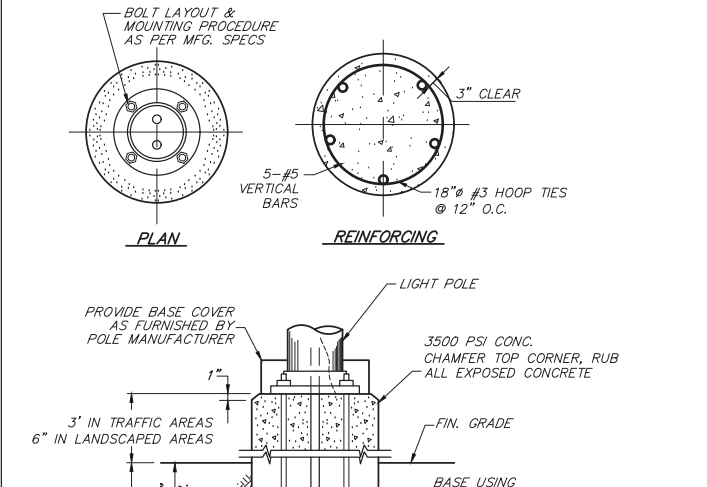
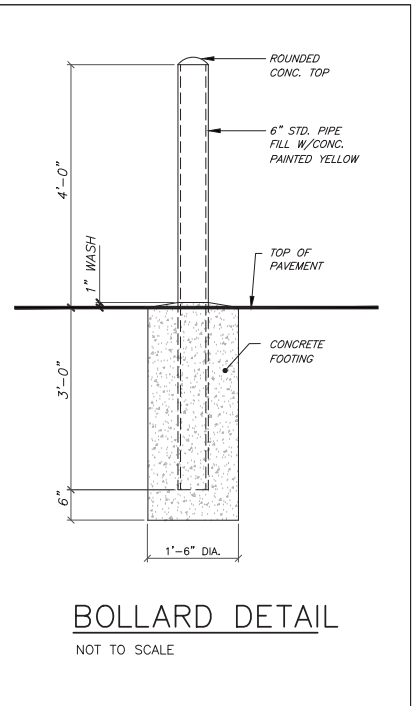
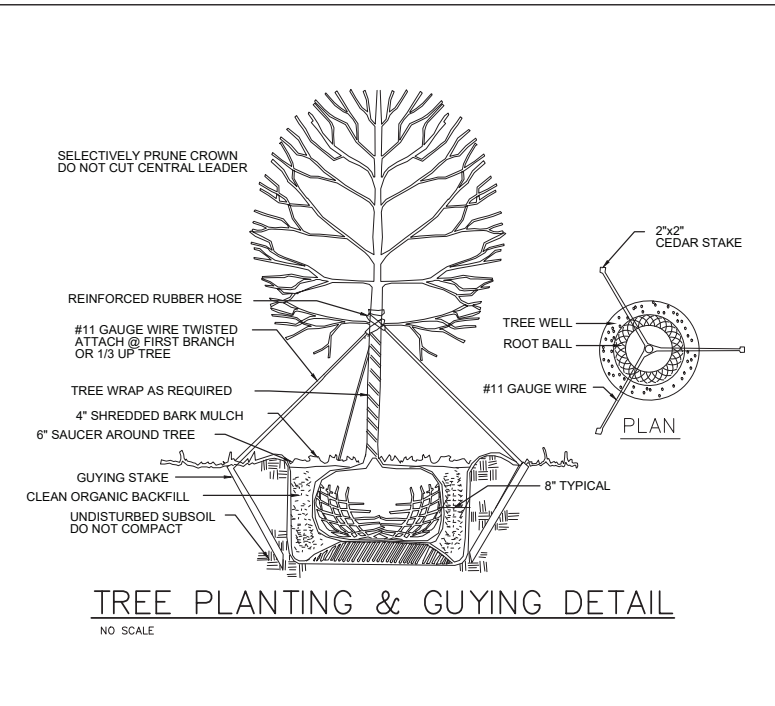
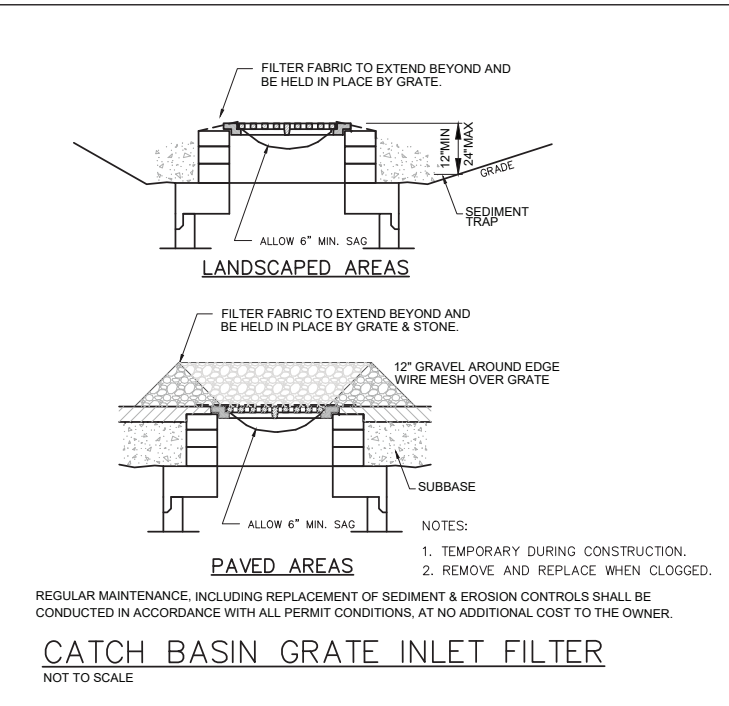
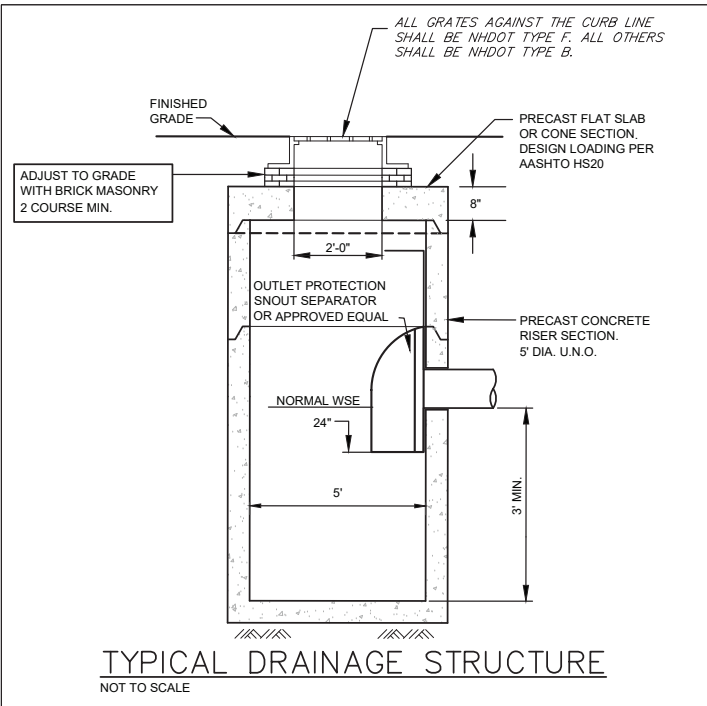
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**100 YEAR FLOOD ELEVATION:**  
BASE FLOOD ELEVATION 471.2 PER FEMA FLOOD MAP,  
PANEL 266 OF 610, MAP NUMBER 33005C0266E, EFFECTIVE MAY 23,2006.

FAIRFIELD DEALERSHIPS

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STATE OF NEW HAMPSHIRE  
 LIZA P. SARGENT  
 No. 13365  
 LICENSED PROFESSIONAL ENGINEER

Liza Sargent 4/30/24  
 DATE

LIZA P. SARGENT  
 R.C.E. NUMBER: 13365

CHK	DWN	DATE	REVISION
		24-APR-24	ASPHALT SIDEWALK

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 Engineering  
 Planning  
 Landscape Architecture  
 Surveying

SVE Associates  
 P.O. Box 1818  
 439 West River Road  
 Brattleboro, VT 05302  
 T 802.257.0561  
 F 802.257.0721  
 www.sveassoc.com

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

**CONSTRUCTION DETAILS**  
 NEW PARKING LOT  
 TBK REALTY  
 117 WEST STREET  
 KEENE, NEW HAMPSHIRE

DESIGN: RH  
 DRAWN: AJG  
 CHECKED: LPS

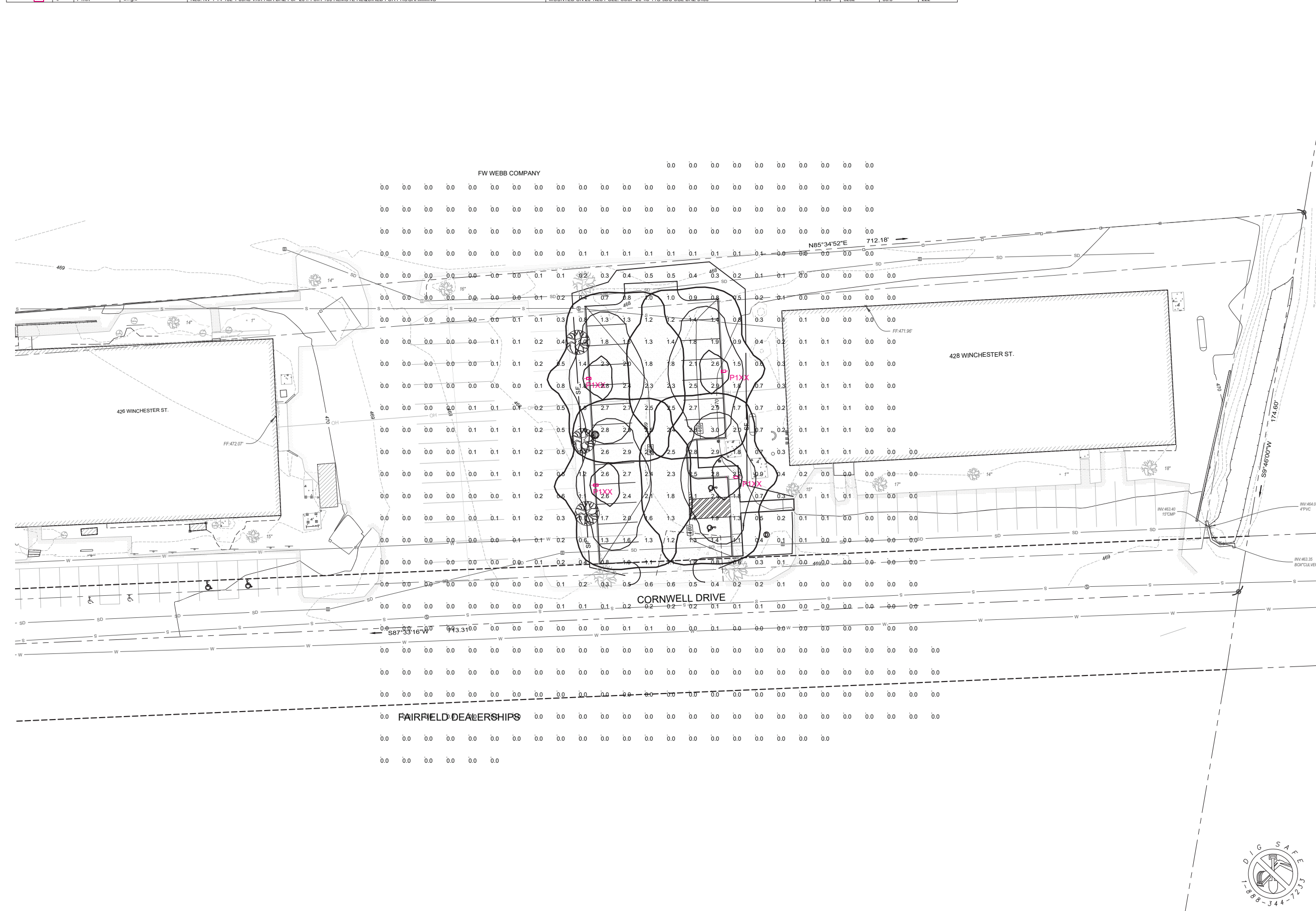
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 K2770  
 DATE:  
 25-OCT-23

SHEET  
**C-3**  
 19 of 50

Drawing name: P:\Project\NH\PROJECTS\K2770 TBK Realty-Winchester-SID\ngl\k2770 SITE.dwg Apr-30, 2024 - 11:31am

Calculation Summary						
Label	Units	Avg	Max	Min	Avg/Min	Max/Min
Entire Area	Fc	0.33	3.0	0.0	N.A.	N.A.
Parking Lot	Fc	2.06	3.0	0.8	2.58	3.75

Luminaire Schedule						LLF	Luminaire Lumens	Luminaire Watts	Total Watts
Symbol	Qty	Label	Arrangement	Description	Tag				
□	4	P1XX	Single	NLS-NV-1-T4-16L-1-30K8-VXX-ASA-BRZ-FSP-20 // FSIR-100 REMOTE REQUIRED FOR PROGRAMMING	MOUNTED ON 20' NLS POLE: SSSP-20-4S-11G-9BC-SGL-BRZ-3430	0.900	6232	55.5	222



NO.	REVISION	DATE	DWN	CHK	LPS	
					A/JG	LPS
1	LIGHT POLE LOCATION RELOCATION	21-MAR-24	A/JG			
2	ADA PARKING	17-MAY-24	A/JG			

**SVE** INC.

Engineering  
Planning  
Landscape Architecture  
Surveying

SVE Associates  
P.O. Box 1818  
439 West River Road  
Brattleboro, VT 05302  
T 802.257.0561  
F 802.257.0721  
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PLANNER:

**Brickstone**  
Land Use Consultants, LLC

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

**LIGHTING PLAN**

NEW PARKING LOT

TBK REALTY  
117 WEST STREET  
KEENE, NEW HAMPSHIRE

0 5 10 20  
GRAPHIC SCALE 1" = 10'

**N**

PROJ. #  
K2770

DATE:  
25-OCT-23

DESIGN: RH SHEET  
DRAWN: A/JG  
CHECKED: LPS

**LT-1**

Drawing name: P:\Project\NH\PROJECTS\K2770\TBK Realty-Winchester-SID\glt\k2770 SITE 5-17-24.dwg May 17, 2024 - 12:55pm

## **Drainage Summary**

for

**TBK Realty  
New Parking Lot  
428 Winchester Street, Keene, NH**

**Prepared by SVE Associates  
October 24, 2023**

A comparison of peak stormwater runoff for the 25-year rainfall events in the post-development conditions was completed by SVE Associates using HydroCad 10.0 software. The storm event used in the model was Type III, 24-hour storm with the following rainfall depths for Keene, NH:

25 Year Event: 4.92 inches

### **OVERVIEW:**

This project will consist of constructing a new 24 space parking lot at the 428 Winchester Street property, where there is currently lawn. No other changes are proposed to the developed property.

### **EXISTING CONDITIONS:**

For this drainage analysis, the existing conditions consist of existing lawn and catch basins that discharge to the tax ditch east of the 428 Winchester Street building. Stormwater runoff sheet flows to the catch basins, then flows through the existing 15" CMP storm drains to the tax ditch.

### **PROPOSED CONDITIONS:**

The proposed conditions, modeled in the "Post-Development" drainage model, consist of the proposed parking lot, proposed catch basin, 24" HDPE storm drain pipe with end cap and 4" orifice to the existing catch basin on the south side of the property. With the parking lot constructed, stormwater runoff will sheet flow from the east side of the parking lot to the west side to the new catch basin, be detained in the new storm drain until the 4" orifice discharges the stormwater to the existing storm drain.

### **SVE Associates**

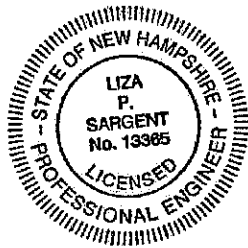
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Engineering \* Surveying \* Landscape Architecture \* Planning  
P.O. Box 1818, Brattleboro, VT 05302 Phone: (802) 257-0561 Fax (802) 257-0721 E-mail [svek@sveassoc.com](mailto:svek@sveassoc.com)  
P:\Project\NH PROJECTS\K2770 TBK Realty-Winchester St\Docs\Hydrocad\K2770 Drainage Summary PB.doc

25 year	
<i>Existing Runoff (cfs)</i>	<i>Proposed Runoff (cfs)</i>
0.49	0.56

**CONCLUSION:**

There will be no adverse impact to downstream abutters due to stormwater runoff from the facility. There will be less than 0.1 cfs increase in stormwater runoff in the 25-year storm. Overall, there is no significant change in stormwater runoff post development.

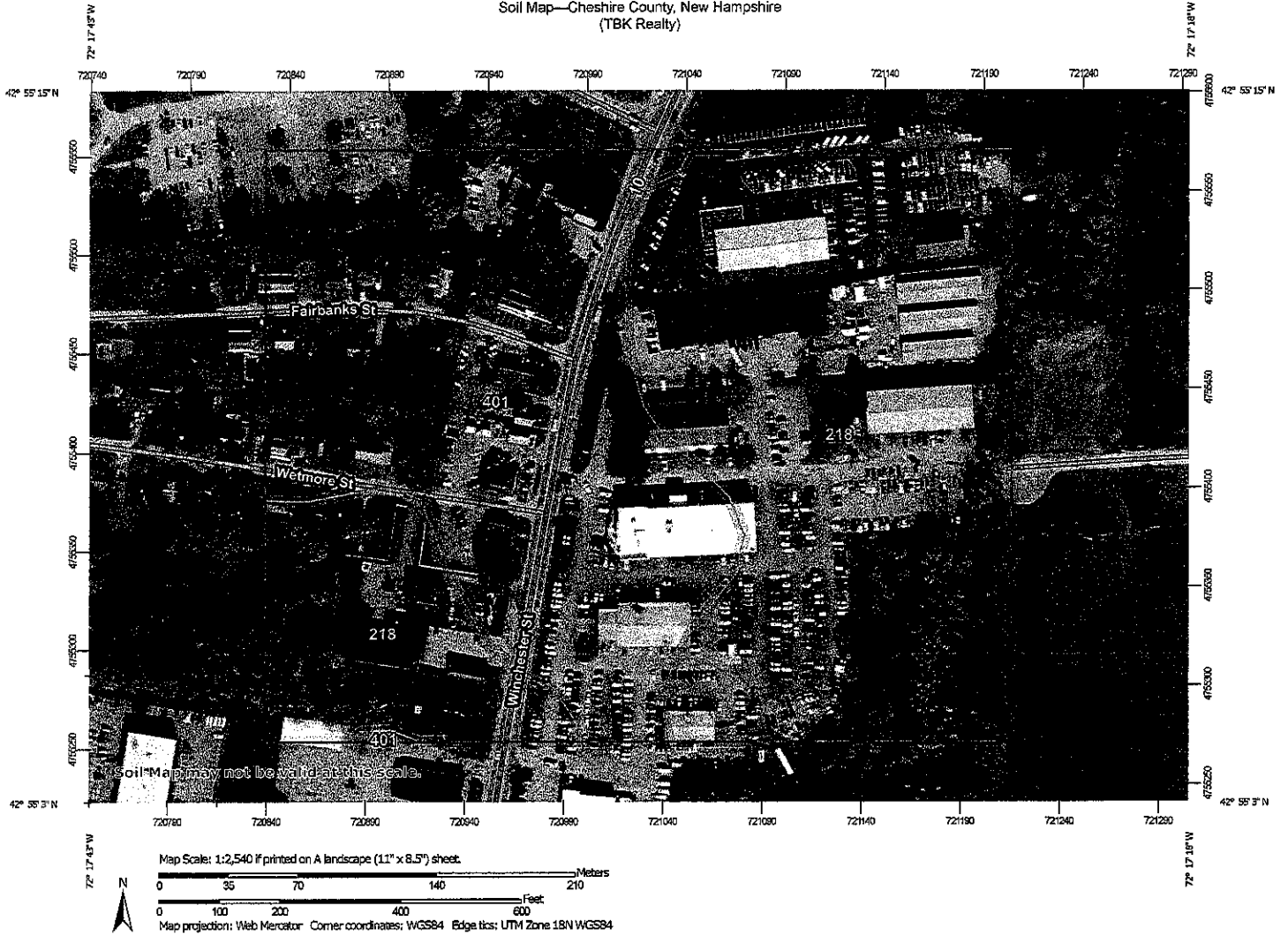


**SVE Associates**

---

Engineering \* Surveying \* Landscape Architecture \* Planning  
P.O. Box 1818, Brattleboro, VT 05302 Phone: (802) 257-0561 Fax (802) 257-0721 E-mail [svek@sveassoc.com](mailto:svek@sveassoc.com)  
P:\Project\NH PROJECTS\K2770 TBK Realty-Winchester St\Docs\Hydrocad\K2770 Drainage Summary PB.doc

Soil Map—Cheshire County, New Hampshire  
(TBK Realty)







































USDA Natural Resources Conservation Service

Web Soil Survey National Cooperative Soil Survey

10/3/2023 Page 1 of 3

Soil Map—Cheshire County, New Hampshire  
(TBK Realty)

**MAP LEGEND**

<b>Area of Interest (AOI)</b>		 Spoil Area
	Area of Interest (AOI)	 Stony Spot
<b>Soils</b>		 Very Stony Spot
	Soil Map Unit Polygons	 Wet Spot
	Soil Map Unit Lines	 Other
	Soil Map Unit Points	 Special Line Features
<b>Special Point Features</b>		<b>Water Features</b>
	Blowout	 Streams and Canals
	Borrow Pit	<b>Transportation</b>
	Clay Spot	 Rails
	Closed Depression	 Interstate Highways
	Gravel Pit	 US Routes
	Gravelly Spot	 Major Roads
	Landfill	 Local Roads
	Lava Flow	<b>Background</b>
	Marsh or swamp	 Aerial Photography
	Mine or Quarry	
	Miscellaneous Water	
	Perennial Water	
	Rock Outcrop	
	Saline Spot	
	Sandy Spot	
	Severely Eroded Spot	
	Sinkhole	
	Slide or Slip	
	Sodic Spot	

**MAP INFORMATION**

The soil surveys that comprise your AOI were mapped at 1:20,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service  
Web Soil Survey URL:  
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Cheshire County, New Hampshire  
Survey Area Data: Version 27, Aug 22, 2023

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Oct 15, 2020—Oct 31, 2020

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

## Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
218	Raynham-Wareham complex, occasionally flooded	16.2	57.9%
401	Occum fine sandy loam	11.8	42.1%
<b>Totals for Area of Interest</b>		<b>28.0</b>	<b>100.0%</b>

## Cheshire County, New Hampshire

### 218—Raynham-Wareham complex, occasionally flooded

#### Map Unit Setting

*National map unit symbol:* 9cyy  
*Elevation:* 90 to 1,000 feet  
*Mean annual precipitation:* 30 to 50 inches  
*Mean annual air temperature:* 45 to 52 degrees F  
*Frost-free period:* 105 to 180 days  
*Farmland classification:* Farmland of local importance

#### Map Unit Composition

*Raynham and similar soils:* 45 percent  
*Wareham and similar soils:* 35 percent  
*Minor components:* 20 percent  
*Estimates are based on observations, descriptions, and transects of the mapunit.*

#### Description of Raynham

##### Setting

*Landform:* Lake terraces  
*Parent material:* Lacustrine

##### Typical profile

*H1 - 0 to 11 inches:* silt loam  
*H2 - 11 to 25 inches:* silt loam  
*H3 - 25 to 60 inches:* silt loam

##### Properties and qualities

*Slope:* 0 to 3 percent  
*Depth to restrictive feature:* More than 80 inches  
*Drainage class:* Poorly drained  
*Runoff class:* High  
*Capacity of the most limiting layer to transmit water (Ksat):* Moderately low to moderately high (0.06 to 0.20 in/hr)  
*Depth to water table:* About 6 to 24 inches  
*Frequency of flooding:* NoneOccasional  
*Frequency of ponding:* None  
*Available water supply, 0 to 60 inches:* High (about 11.7 inches)

##### Interpretive groups

*Land capability classification (irrigated):* None specified  
*Land capability classification (nonirrigated):* 4w  
*Hydrologic Soil Group:* C/D  
*Ecological site:* F144BY110ME - Broad Floodplain Riparian Complex, F144BY120ME - Small Floodplain Riparian Complex (reserved)  
*Hydric soil rating:* Yes

## Description of Wareham

### Setting

*Landform:* Lake terraces

### Typical profile

*H1 - 0 to 9 inches:* loamy fine sand

*H2 - 9 to 18 inches:* loamy coarse sand

*H3 - 18 to 60 inches:* loamy coarse sand

### Properties and qualities

*Slope:* 0 to 3 percent

*Depth to restrictive feature:* More than 80 inches

*Drainage class:* Poorly drained

*Runoff class:* Negligible

*Capacity of the most limiting layer to transmit water (Ksat):* High to very high (6.00 to 20.00 in/hr)

*Depth to water table:* About 0 to 18 inches

*Frequency of flooding:* NoneOccasional

*Frequency of ponding:* None

*Available water supply, 0 to 60 inches:* Low (about 4.6 inches)

### Interpretive groups

*Land capability classification (irrigated):* None specified

*Land capability classification (nonirrigated):* 4w

*Hydrologic Soil Group:* A/D

*Ecological site:* F144BY110ME - Broad Floodplain Riparian Complex, F144BY120ME - Small Floodplain Riparian Complex (reserved)

*Hydric soil rating:* Yes

### Minor Components

#### Not named wet

*Percent of map unit:* 10 percent

*Landform:* Outwash terraces

*Hydric soil rating:* Yes

#### Not named wet

*Percent of map unit:* 10 percent

*Landform:* Outwash terraces

*Hydric soil rating:* Yes

## Data Source Information

Soil Survey Area: Cheshire County, New Hampshire

Survey Area Data: Version 27, Aug 22, 2023

# Extreme Precipitation Tables

## Northeast Regional Climate Center

Data represents point estimates calculated from partial duration series. All precipitation amounts are displayed in inches.

Metadata for Point	
Smoothing	Yes
State	
Location	
Latitude	42.919 degrees North
Longitude	72.291 degrees West
Elevation	140 feet
Date/Time	Tue Oct 10 2023 11:49:23 GMT-0400 (Eastern Daylight Time)

### Extreme Precipitation Estimates

	5min	10min	15min	30min	60min	120min		1hr	2hr	3hr	6hr	12hr	24hr	48hr		1day	2day	4day	7day	10day	
1yr	0.28	0.43	0.53	0.70	0.88	1.09	1yr	0.76	1.01	1.25	1.55	1.91	2.34	2.61	1yr	2.08	2.51	2.89	3.52	4.09	1yr
2yr	0.34	0.52	0.65	0.86	1.08	1.34	2yr	0.93	1.20	1.54	1.88	2.28	2.76	3.12	2yr	2.44	3.00	3.50	4.17	4.78	2yr
5yr	0.40	0.63	0.79	1.06	1.35	1.69	5yr	1.16	1.51	1.94	2.36	2.84	3.40	3.89	5yr	3.01	3.74	4.34	5.12	5.84	5yr
10yr	0.46	0.72	0.91	1.23	1.60	2.01	10yr	1.38	1.80	2.31	2.81	3.36	3.99	4.60	10yr	3.53	4.42	5.11	5.98	6.81	10yr
25yr	0.54	0.86	1.10	1.51	2.00	2.54	25yr	1.73	2.26	2.91	3.52	4.19	4.92	5.75	25yr	4.36	5.53	6.34	7.35	8.33	25yr
50yr	0.61	0.98	1.26	1.77	2.38	3.03	50yr	2.05	2.69	3.49	4.20	4.96	5.77	6.81	50yr	5.11	6.55	7.47	8.59	9.72	50yr
100yr	0.70	1.14	1.47	2.08	2.83	3.61	100yr	2.44	3.19	4.15	4.99	5.86	6.78	8.07	100yr	6.00	7.76	8.81	10.05	11.33	100yr
200yr	0.80	1.31	1.70	2.43	3.36	4.31	200yr	2.90	3.80	4.95	5.93	6.93	7.96	9.57	200yr	7.04	9.20	10.39	11.76	13.22	200yr
500yr	0.97	1.59	2.07	3.01	4.22	5.42	500yr	3.64	4.78	6.23	7.44	8.64	9.85	12.01	500yr	8.72	11.55	12.93	14.49	16.22	500yr

### Lower Confidence Limits

	5min	10min	15min	30min	60min	120min		1hr	2hr	3hr	6hr	12hr	24hr	48hr		1day	2day	4day	7day	10day	
1yr	0.23	0.36	0.44	0.59	0.72	0.83	1yr	0.62	0.82	0.94	1.19	1.55	2.12	2.43	1yr	1.88	2.34	2.64	3.29	3.71	1yr
2yr	0.32	0.50	0.62	0.83	1.03	1.18	2yr	0.89	1.15	1.34	1.71	2.16	2.70	3.06	2yr	2.39	2.94	3.43	4.08	4.68	2yr
5yr	0.37	0.57	0.70	0.97	1.23	1.40	5yr	1.06	1.37	1.57	2.01	2.51	3.22	3.68	5yr	2.85	3.54	4.08	4.86	5.52	5yr
10yr	0.41	0.62	0.77	1.08	1.39	1.59	10yr	1.20	1.55	1.77	2.26	2.80	3.67	4.24	10yr	3.25	4.08	4.71	5.55	6.27	10yr
25yr	0.46	0.70	0.87	1.24	1.63	1.88	25yr	1.41	1.83	2.08	2.64	3.22	4.38	5.10	25yr	3.88	4.91	5.64	6.59	7.41	25yr
50yr	0.50	0.77	0.96	1.37	1.85	2.12	50yr	1.60	2.07	2.34	2.97	3.59	5.02	5.88	50yr	4.44	5.65	6.49	7.54	8.43	50yr
100yr	0.56	0.84	1.05	1.52	2.08	2.39	100yr	1.80	2.34	2.65	3.35	3.98	5.76	6.78	100yr	5.10	6.52	7.48	8.64	9.60	100yr
200yr	0.61	0.92	1.16	1.68	2.35	2.70	200yr	2.02	2.64	3.00	3.78	4.43	6.61	7.84	200yr	5.85	7.54	8.62	9.90	10.94	200yr
500yr	0.70	1.04	1.33	1.94	2.75	3.17	500yr	2.38	3.10	3.54	4.44	5.08	7.96	9.52	500yr	7.05	9.15	10.42	11.88	13.01	500yr

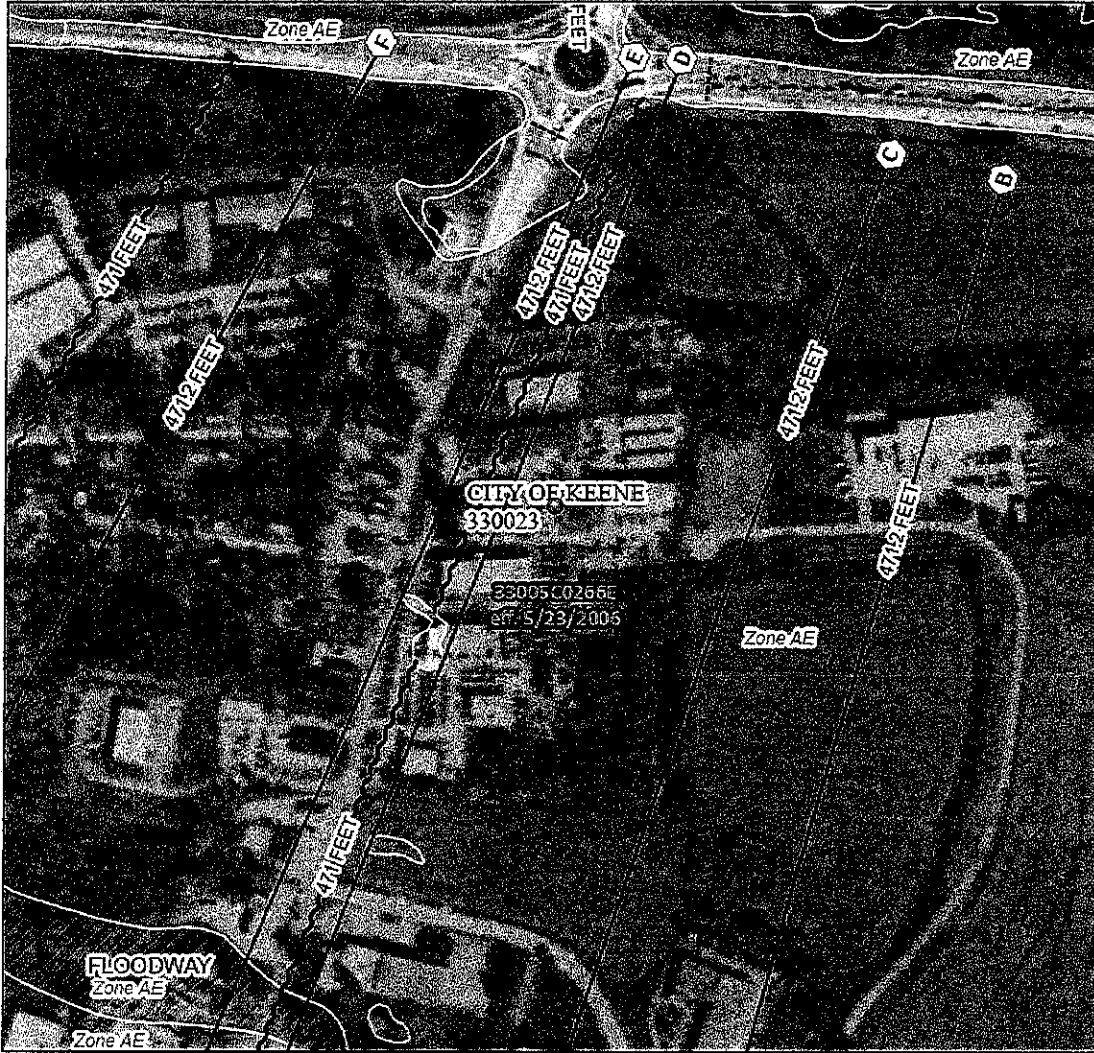
### Upper Confidence Limits

	5min	10min	15min	30min	60min	120min		1hr	2hr	3hr	6hr	12hr	24hr	48hr		1day	2day	4day	7day	10day	
1yr	0.31	0.48	0.59	0.79	0.97	1.14	1yr	0.84	1.12	1.25	1.58	2.02	2.49	2.77	1yr	2.20	2.66	3.07	3.73	4.35	1yr
2yr	0.36	0.55	0.68	0.91	1.13	1.29	2yr	0.97	1.26	1.44	1.82	2.30	2.82	3.21	2yr	2.50	3.08	3.60	4.28	4.90	2yr
5yr	0.44	0.68	0.85	1.16	1.48	1.69	5yr	1.27	1.65	1.87	2.31	2.85	3.60	4.12	5yr	3.18	3.97	4.61	5.43	6.18	5yr
10yr	0.53	0.82	1.02	1.42	1.83	2.10	10yr	1.58	2.06	2.28	2.78	3.39	4.32	5.00	10yr	3.82	4.81	5.54	6.50	7.39	10yr
25yr	0.68	1.04	1.29	1.85	2.43	2.80	25yr	2.10	2.74	2.97	3.55	4.24	5.51	6.46	25yr	4.87	6.21	7.10	8.23	9.36	25yr
50yr	0.82	1.25	1.56	2.24	3.02	3.48	50yr	2.60	3.40	3.63	4.27	5.04	6.62	7.84	50yr	5.85	7.54	8.56	9.86	11.18	50yr
100yr	1.00	1.51	1.89	2.74	3.75	4.34	100yr	3.24	4.24	4.43	5.14	5.98	7.95	9.52	100yr	7.03	9.15	10.32	11.80	13.37	100yr
200yr	1.21	1.83	2.32	3.35	4.68	5.41	200yr	4.03	5.29	5.41	6.19	7.12	9.53	11.56	200yr	8.44	11.11	12.44	14.11	15.98	200yr
500yr	1.57	2.34	3.01	4.38	6.23	7.26	500yr	5.37	7.09	7.05	7.93	8.94	12.13	14.91	500yr	10.73	14.34	15.92	17.88	20.25	500yr

# National Flood Hazard Layer FIRMette



72°17'46"W 42°53'23"N



## Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS	Without Base Flood Elevation (BFE) Zone A, V, A99
	With BFE or Depth Zone AE, AO, AH, VE, AR
OTHER AREAS OF FLOOD HAZARD	Regulatory Floodway
	0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
	Future Conditions 1% Annual Chance Flood Hazard Zone X
	Area with Reduced Flood Risk due to Levees, See Notes, Zone X
OTHER AREAS	Area with Flood Risk due to Levee Zone D
	NO SCREEN Area of Minimal Flood Hazard Zone X
	Effective LOMRs
GENERAL STRUCTURES	Area of Undetermined Flood Hazard Zone D
	Channel, Culvert, or Storm Sewer
OTHER FEATURES	Levee, Dike, or Floodwall
	20.2
	17.8
	Water Surface Elevation
	Coastal Transect
	Base Flood Elevation Line (BFE)
	Limit of Study
Jurisdiction Boundary	
MAP PANELS	Coastal Transect Baseline
	Profile Baseline
	Hydrographic Feature
MAP PANELS	Digital Data Available
	No Digital Data Available
	Unmapped
The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.	

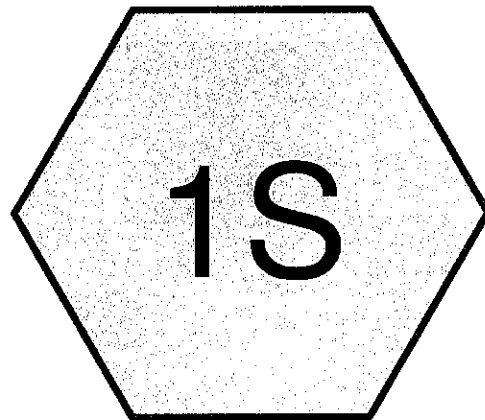
This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards.

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 10/27/2023 at 1:02 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

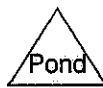
This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

Basemap Imagery Source: USGS National Map 2023





lawn



Routing Diagram for K2770 Hydrocad Pre  
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**K2770 Hydrocad Pre**

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Page 2

**Area Listing (all nodes)**

Area (acres)	CN	Description (subcatchment-numbers)
0.164	74	>75% Grass cover, Good, HSG C (1S)
0.011	96	Gravel surface, HSG C (1S)
<b>0.175</b>	<b>75</b>	<b>TOTAL AREA</b>

**K2770 Hydrocad Pre**

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**Soil Listing (all nodes)**

Area (acres)	Soil Group	Subcatchment Numbers
0.000	HSG A	
0.000	HSG B	
0.175	HSG C	1S
0.000	HSG D	
0.000	Other	
<b>0.175</b>		<b>TOTAL AREA</b>

**K2770 Hydrocad Pre**

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**Ground Covers (all nodes)**

HSG-A (acres)	HSG-B (acres)	HSG-C (acres)	HSG-D (acres)	Other (acres)	Total (acres)	Ground Cover	Subcatchment Numbers
0.000	0.000	0.164	0.000	0.000	0.164	>75% Grass cover, Good	1S
0.000	0.000	0.011	0.000	0.000	0.011	Gravel surface	1S
<b>0.000</b>	<b>0.000</b>	<b>0.175</b>	<b>0.000</b>	<b>0.000</b>	<b>0.175</b>	<b>TOTAL AREA</b>	

**K2770 Hydrocad Pre**

Type III 24-hr 25 YR Rainfall=4.92"

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Time span=0.00-20.00 hrs, dt=0.05 hrs, 401 points  
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN  
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

**Subcatchment 1S: lawn**

Runoff Area=7,625 sf 0.00% Impervious Runoff Depth>2.21"  
Flow Length=60' Slope=0.0500 '/' Tc=4.9 min CN=75 Runoff=0.49 cfs 0.032 af

**Total Runoff Area = 0.175 ac Runoff Volume = 0.032 af Average Runoff Depth = 2.21"**  
**100.00% Pervious = 0.175 ac 0.00% Impervious = 0.000 ac**

**K2770 Hydrocad Pre**

Prepared by SVE Associates

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Type III 24-hr 25 YR Rainfall=4.92"

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**Summary for Subcatchment 1S: lawn**

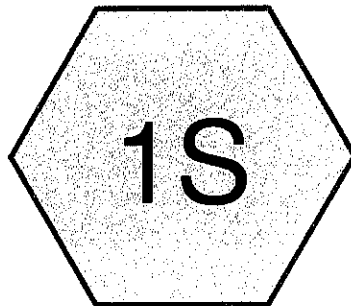
Runoff = 0.49 cfs @ 12.08 hrs, Volume= 0.032 af, Depth> 2.21"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-20.00 hrs, dt= 0.05 hrs  
Type III 24-hr 25 YR Rainfall=4.92"

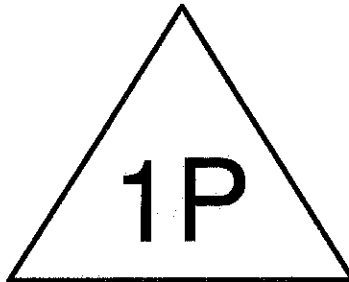
Area (sf)	CN	Description
7,125	74	>75% Grass cover, Good, HSG C
500	96	Gravel surface, HSG C
7,625	75	Weighted Average
7,625		100.00% Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
4.9	60	0.0500	0.21		<b>Sheet Flow,</b> Grass: Short n= 0.150 P2= 2.76"

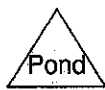




new parking lot



24" pipe to 4" orifice



Routing Diagram for K2770 Hydrocad Post 24 inch  
Prepared by SVE Associates, Printed 10/25/2023  
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**K2770 Hydrocad Post 24 inch**

Prepared by SVE Associates

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Page 2

**Area Listing (all nodes)**

Area (acres)	CN	Description (subcatchment-numbers)
0.175	98	Paved parking, HSG C (1S)
<b>0.175</b>	<b>98</b>	<b>TOTAL AREA</b>

**K2770 Hydrocad Post 24 inch**

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**Soil Listing (all nodes)**

Area (acres)	Soil Group	Subcatchment Numbers
0.000	HSG A	
0.000	HSG B	
0.175	HSG C	1S
0.000	HSG D	
0.000	Other	
<b>0.175</b>		<b>TOTAL AREA</b>

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**Ground Covers (all nodes)**

HSG-A (acres)	HSG-B (acres)	HSG-C (acres)	HSG-D (acres)	Other (acres)	Total (acres)	Ground Cover	Subcatchment Numbers
0.000	0.000	0.175	0.000	0.000	0.175	Paved parking	1S
<b>0.000</b>	<b>0.000</b>	<b>0.175</b>	<b>0.000</b>	<b>0.000</b>	<b>0.175</b>	<b>TOTAL AREA</b>	

**K2770 Hydrocad Post 24 inch**

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**Pipe Listing (all nodes)**

Line#	Node Number	In-Invert (feet)	Out-Invert (feet)	Length (feet)	Slope (ft/ft)	n	Width (inches)	Diam/Height (inches)	Inside-Fill (inches)
1	1P	463.40	463.40	5.0	0.0000	0.013	0.0	4.0	0.0

**K2770 Hydrocad Post 24 inch**

Type III 24-hr 25 YR Rainfall=4.92"

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Time span=0.00-48.00 hrs, dt=0.01 hrs, 4801 points  
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN  
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

**Subcatchment 1S: new parking lot** Runoff Area=7,625 sf 100.00% Impervious Runoff Depth=4.68"  
Flow Length=85' Slope=0.0290 '/' Tc=1.0 min CN=98 Runoff=1.00 cfs 0.068 af

**Pond 1P: 24" pipe to 4" orifice** Peak Elev=465.37' Storage=210 cf Inflow=1.00 cfs 0.068 af  
4.0" Round Culvert n=0.013 L=5.0' S=0.0000 '/' Outflow=0.56 cfs 0.068 af

**Total Runoff Area = 0.175 ac Runoff Volume = 0.068 af Average Runoff Depth = 4.68"**  
**0.00% Pervious = 0.000 ac 100.00% Impervious = 0.175 ac**

**Summary for Subcatchment 1S: new parking lot**

Runoff = 1.00 cfs @ 12.01 hrs, Volume= 0.068 af, Depth= 4.68"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-48.00 hrs, dt= 0.01 hrs  
Type III 24-hr 25 YR Rainfall=4.92"

Area (sf)	CN	Description
7,625	98	Paved parking, HSG C
7,625		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
1.0	85	0.0290	1.43		<b>Sheet Flow,</b> Smooth surfaces n= 0.011 P2= 2.76"

**Summary for Pond 1P: 24" pipe to 4" orifice**

Inflow Area = 0.175 ac, 100.00% Impervious, Inflow Depth = 4.68" for 25 YR event  
 Inflow = 1.00 cfs @ 12.01 hrs, Volume= 0.068 af  
 Outflow = 0.56 cfs @ 12.09 hrs, Volume= 0.068 af, Atten= 44%, Lag= 4.6 min  
 Primary = 0.56 cfs @ 12.09 hrs, Volume= 0.068 af

Routing by Stor-Ind method, Time Span= 0.00-48.00 hrs, dt= 0.01 hrs / 3  
 Peak Elev= 465.37' @ 12.09 hrs Surf.Area= 163 sf Storage= 210 cf  
 Flood Elev= 467.00' Storage= 283 cf

Plug-Flow detention time= 1.3 min calculated for 0.068 af (100% of inflow)  
 Center-of-Mass det. time= 1.3 min ( 744.9 - 743.6 )

Volume	Invert	Avail.Storage	Storage Description
#1	463.75'	283 cf	<b>24.0" Round 24" Pipe</b> L= 90.0' S= 0.0050 ' /'

Device	Routing	Invert	Outlet Devices
#1	Primary	463.40'	<b>4.0" Round orifice</b> L= 5.0' CPP, square edge headwall, Ke= 0.500 Inlet / Outlet Invert= 463.40' / 463.40' S= 0.0000 ' /' Cc= 0.900 n= 0.013, Flow Area= 0.09 sf

**Primary OutFlow** Max=0.56 cfs @ 12.09 hrs HW=465.37' (Free Discharge)  
 ←1=orifice (Inlet Controls 0.56 cfs @ 6.46 fps)



**LED WATTAGE CHART**

	16L	32L	48L	64L
400 milliamps	21w	-	-	-
530 milliamps	28w	-	-	-
700 milliamps	36w	71w	104w	136w
1050 milliamps	56w	106w	156w	205w

**FORM AND FUNCTION**

- Sleek, low profile housing
- Spec grade performance
- Engineered for optimum thermal management
- Low depreciation rate
- Reduces energy consumption and costs up to 65%
- Exceeds IES foot candle levels utilizing the least number of poles and fixtures per project
- Optical system designed for:
  - Parking Lots
  - Auto Dealerships
  - General Area Lighting

**CONSTRUCTION**

- Die Cast Aluminum
- External cooling fins
- Corrosion resistant external hardware
- One-piece silicone gasket ensures IP65 seal for electronics compartment
- One-piece Optics Plate™ mounting silicone Micro Optics
- Two-piece silicone Micro Optic system ensures IP67 level seal around each PCB
- Grade 2 Clear Anodized Optics Plate™ standard

**FINISH**

- 3-5 mils electrostatic powder coat.
- NLS' standard high-quality finishes prevent corrosion, protects against extreme environmental conditions

**WARRANTY**

Five-year limited warranty for drivers and LEDs.

**BUY AMERICAN**

To ensure the latest BAA/TAA/BABA Standards are being met, please select BAA, TAA, or BABA in the options section. Please contact the factory before placing an order for any NLS products requesting BAA (Buy American Act), TAA (Trade American Act), or BABA (Build America, Buy America).



Project Name:

Type:

# NV-1 ORDERING GUIDE

Cat#	Light Dist.	# of LEDs	Milliamps	Kelvin	Volts
NV-1 (NV-1)	Type 2 (T2)	16 (16L)	400 (40)	Amber 586-600nm (AMBER) ① ② ③	120-277 (UNV)
	Type 3 (T3)	32 (32L)	530 (53)	2700K, 70 CRI (27K7) ④	347-480 (HV)
	Type 4 (T4)	48 (48L)	700 (7)	2700K, 80 CRI (27K8) ④ ⑤	
	Type 5 (T5)	64 (64L)	1050 (1)	3000K, 70 CRI (30K7) ④	
	Nema 3 30° Narrow Beam (N3)			3000K, 80 CRI (30K8) ④ ⑤	
				3500K, 80 CRI (35K8)	
				4000K, 70 CRI (40K7)	
				4000K, 80 CRI (40K8) ④	
				5000K, 70 CRI (50K7)	
				5000K, 80 CRI (50K8) ④	

Mounting	Color	Controls Options	Options	Lens Options
Architectural Sweep Arm (ASA)	Bronze Textured (BRZ)	Nema 7-Pin Receptacle (PE7)	Bird Spikes (BS)	Glass Lens (GL) ⑦ ⑧
Direct Pole 3" Arm Single D180 (DPS3) ②	White Textured (WHT)	Photocell + Receptacle (PCR)	Marine Grade Finish (MGF)	HAL Lens (HAL) ⑧ ⑨
Direct Pole 7" Arm D180, D90, T90, T120, Quad (DPS7) ②	Smooth White Gloss (SWT)	Receptacle + Shorting Cap (PER)	Optic Plate Painted to Match Fixture (OPP)	
Knuckle Mount (KM)	Silver Metallic (SVR)	FSP-211 with Motion Sensor 9'-20' Heights (FSP-20) ④	Quick Mount Bracket (QMB)	
Wall Mount (WM)	Black Textured (BLK)	21'-40' Heights (FSP-40) ④	Retrofit Mount Bracket (RQMB)	
Trunnion Mount (TM) ③	Smooth Black Gloss (SBK)	Custom Controls Integration (CCI) ④	Round Pole Adaptor 3"-4" Pole (RPA4)	
Tennis Arm Mount (TA)	Graphite Textured (GPH)	Button Type Photocell (PC) ④	Round Pole Adaptor 5"-6" Pole (RPA5)	
Mast Arm Mount (MA)	Grey Textured (GRY)		Rotated Optic Left (ROL)	
	Green Textured (GRN)		Rotated Optic Right (ROR)	
	Hunter Green Textured (HGN)		Automotive House Side Shield (AHS)	
	Custom (CS)		House Side Shield (HSS)	
			Black Hardware (BH)	
			Black Optic Frame (BOF)	
			Buy American Act (BAA) ⑩	
			Trade Agreement Act (TAA) ⑩	
			Build America Buy American (BABA) ⑩	

- Notes:
- ① Consult Factory for Lead Time. Consult Factory for 90 CRI Requests.
  - ② For Round Pole Specify RPA4 or RPA5
  - ③ Standard finish is stainless steel. Can be painted to match fixture.
  - ④ Universal Voltage 120-277
  - ⑤ HSS not applicable with Nema 2.
  - ⑥ 3000K or lower, with fixed mounting options only, must be selected to meet International Dark-Sky Association certification.
  - ⑦ Glass Lens: Low iron glass, fully tempered per ANSI C1047 (QCH-2201-37)
  - ⑧ HAL Lens: Clear Soda-Lime-Silica Float Glass, Yellow (Spectrum Yellow Smooth 161S), Annealed, 1/8"
  - ⑨ Please contact Factory for Custom Control Integration requests (nLight, NX, WaveLinx, Crestron, DMX/RDM, Synapse, Casambi, Dali II, Avi-On, or other control systems)
  - ⑩ Turtle Safe
  - ⑪ Consult factory for all BAA/TAA/BABA requests
  - ⑫ Consult Factory for Lead Time
  - ⑬ Not Available above 1000mA
  - ⑭ Contact Factory



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**CITY OF KEENE**  
NEW HAMPSHIRE

**MEMORANDUM**

**TO:** Minor Project Review Committee  
**FROM:** Megan Fortson, Planning Technician  
**DATE:** March 25, 2024  
**SUBJECT:** Proposed Amendment to the Minor Project Review Committee Fee Schedule

**Overview:**

At the Minor Project Review Committee meeting on Thursday, April 4, 2024, there will be a public hearing on a proposed amendment to the Planning Board's fee schedule, which was last revised in 2021 when the Land Development Code (LDC) went into effect. This fee update is related to the method of mailed notice for Minor Project applications.

If approved by the Board, these fee changes would be included as part of an ordinance application alongside fee updates for other City Boards. This ordinance application would be submitted to the City Clerk's Office for review by the Joint Planning Board & PLD Committee and City Council with the ultimate goal that these amendments be incorporated into the LDC & Chapter 100 of Appendix B of City Code.

**Background:**

In order to reduce the cost of mailing notice letters to abutters and other required parties as part of the Planning Board and Minor Project Review Committee application processes, Community Development Staff are recommending that the Minor Project Review Committee adopt amendments to the following existing sections of LDC: Article 25.10.5.B.7, Article 25.12.5.I, Article 25.16.9.A.c, and Article 25.19.4. The recommendation is to change the mailed notice requirement in these sections from "Certified Mail" to a "Certificate of Mailing".

Changing this requirement will reduce the notice costs for Applicants and reduce the amount of staff time spent mailing letters while still meeting the intent of the notice requirements outlined in NH RSA 676:4. All of the recommended fee changes are outlined in the attached red-lined version of the existing fee schedule.



**CITY OF KEENE**  
NEW HAMPSHIRE

**Chapter 100. Land Development Code (LDC) Fee Schedule**

*The proposed changes to the fee schedule are shown in **red** below. Existing fees to be removed or changed are crossed out.*

**ZONING APPLICATIONS**

- Zoning Variance Application Fee.....~~\$100.00~~ **\$250.00**
- Zoning Special Exception Application Fee.....~~\$100.00~~ **\$250.00**
- Expansion or Enlargement of a Nonconforming Use Application Fee.....~~\$100.00~~ **\$250.00**
- Equitable Waiver of Zoning Dimensional Requirements Application Fee.....~~\$100.00~~ **\$250.00**
- Zoning Administrator Written Interpretation Application Fee.....\$125.00

**SUBDIVISION APPLICATIONS**

- Subdivision Application Fee.....\$200.00 + \$100.00 per lot
- Conservation Residential Development Sub. Application Fee.....\$200.00 + \$100.00 per lot
- Boundary Line Adjustment Application Fee.....\$100.00 + \$20.00 per lot
- Voluntary Merger Application Fee.....\$100.00 + \$20.00 per lot
- Request to extend expiration of conditionally approved subdivision.....\$25.00 for 1st request, \$50 for each request thereafter

**SITE PLAN / ADMINISTRATIVE PLANNING REVIEW APPLICATIONS**

- Major Site Plan Application Fee.....\$250.00 + \$0.05 per sf gross floor area of new construction
- Minor Site Plan Application Fee.....\$250.00 + \$0.05 per sf gross floor area of new construction
- Request to modify an approved site plan.....\$250.00 + \$0.05 per sf gross floor area of new construction
- Request to extend expiration of conditionally approved site plan.....\$25.00 for 1st request, \$50 for each request thereafter
- Administrative Planning Review Fee.....\$125.00

**PLANNING BOARD ADVICE & COMMENT**

- Application Fee.....\$25.00

**CONDITIONAL USE PERMIT (CUP) APPLICATIONS**

- **Cottage Court Overlay CUP Application Fee.....\$100.00**
- Telecommunications CUP Application Fee .....\$300.00
- Hillside Protection CUP Application Fee.....\$100.00
- Surface Water Protection CUP Application Fee.....\$100.00
- Congregate Living and Social Services CUP Application Fee.....\$100.00
- Solar Energy System CUP Application Fee.....\$100.00

**HISTORIC DISTRICT CERTIFICATE OF APPROPRIATENESS (COA) APPLICATIONS**

- Major Project Application Fee.....\$50.00
- Minor Project Application Fee.....\$25.00
- Request to modify an approved Major Project COA.....\$50.00

**STREET ACCESS PERMIT APPLICATION**

- Application Fee.....\$50.00

**FLOODPLAIN DEVELOPMENT APPLICATION**

- Application Fee.....\$50.00+\$100 per acre (or portion thereof) of special flood hazard area proposed to be altered

**SIGN PERMIT APPLICATION**

- Applications with total project cost of \$5,000+.....\$100.00 +\$10.00 per \$1,000 of total project value
- Applications with a total project value less than \$5,000.....\$100.00

**EARTH EXCAVATION PERMIT APPLICATION**

- **Earth Excavation Permit Application Fee.....\$50.00**
- **Earth Excavation Permit Application Fee.....\$250.00**
- **Earth Excavation Permit Major Amendment Application Fee.....\$250.00**
- **Earth Excavation Permit Minor Amendment Application Fee.....\$125.00**
- **Earth Excavation Permit Renewal Application Fee.....\$250.00**

**SERVICE CONNECTION PERMIT**

- Engineering Inspection Fees.....\$55.00 per hour

Connection Type	Fee	Basis
Water, ≤ 2"	\$100	<ul style="list-style-type: none"> <li>• 15 minutes of review/approval by the City Engineer</li> <li>• 2 one-hour visits by an engineering technician to inspect the tap and service line/curb stop prior to backfill</li> </ul>
Water, > 2"	\$200	<ul style="list-style-type: none"> <li>• 30 minutes of review / approval by the City Engineer</li> <li>• 2 one-hour visits by an engineering technician to inspect the tap and service line/curb stop or gate valve prior to backfill</li> <li>• 2 visits to observe disinfection testing procedure and review lab results</li> </ul>
Sewer, design flow ≤ 5000 GPD	\$100	<ul style="list-style-type: none"> <li>• 15 minutes of review/approval by the City Engineer</li> <li>• 2 one-hour visits by an engineering technician to inspect the connection to the main and the service pipe prior to backfill</li> </ul>

Sewer, design flow > 5000 GPD	\$200	<ul style="list-style-type: none"> <li>1 hour of review/approval by the City Engineer</li> <li>2 one-hour visits by an engineering technician to inspect the connection to the main and the service pipe prior to backfill</li> </ul>
Storm Drain, ≤6"	\$100	<ul style="list-style-type: none"> <li>15 minutes of review/approval by the City Engineer</li> <li>2 one-hour visits by an engineering technician to inspect the tap and service line/curb stop prior to backfill</li> </ul>
Storm Drain >6"	As determined by the Public Works Director	<ul style="list-style-type: none"> <li>Storm drain connections to the City's system over 6" in diameter will require hydraulic analysis and a review of the available system capacity. Fees for connection will be determined based on the specific circumstances.</li> </ul>

**ZONING TEXT OR ZONING MAP AMENDMENT**

- Application Fee.....\$100.00
- Published Public Notice Fee.....~~\$90.00~~ **Cost Reimbursed to City Clerk's Office After Ad is Run**

**LAND DEVELOPMENT CODE AMENDMENT**

- Application Fee.....\$100.00
- Published Public Notice Fee.....~~\$90.00~~ **Cost Reimbursed to City Clerk's Office After Ad is Run**

**SUSTAINABLE ENERGY EFFICIENT DEVELOPMENT OVERLAY DISTRICT INCENTIVE**

- Application Fee.....\$100.00

**NOTICE & RECORDING FEES**

- **Mailed Public Notice:**
  - Postage for ~~Certified mail~~ **Certificate of Mailing**.....Current USPS **Certificate of Mailing** certified mail rate
  - Postage for First Class mail.....Current USPS First Class mail rate
- **Published Notice:**
  - Printing fee for legal advertisement in newspaper.....\$62.00
- Recording Fee.....Current Cheshire County Registry of Deeds Fee, Including LCHIP fee