



KEENE PLANNING BOARD
Council Chambers, Keene City Hall
July 27, 2026
6:30 PM

A. CALL TO ORDER & ROLL CALL

B. MINUTES FROM PRECEDING MEETING

1. June 22, 2026 Meeting Minutes

C. EXTENSION REQUESTS

D. FINAL VOTE ON CONDITIONAL APPROVALS

1. Applications Ready for Final Approval

E. BOUNDARY LINE ADJUSTMENT

1. **PB-26-18 – Boundary Line Adjustment** – Applicant Ashley Fetchero, on behalf of owners Ashley and John Fetchero and Charles Henry, proposes to transfer ~0.09-ac of land from the ~0.58-ac parcel at 35 Kendall Rd to the ~0.45-ac parcel at 39 Kendall Rd (TMP#s 540-013-000 & 540-012-000). Both properties are in the Low-Density District.

F. CONTINUED PUBLIC HEARINGS:

G. PUBLIC HEARINGS

1. **PB-26-16 – Cottage Court Conditional Use Permit** – Applicant Zack Leroy, on behalf of owner Michael Evan, proposes to convert a two-family home into a triplex by adding a dwelling unit to the second story of the attached barn. The ~.21-ac parcel at 128-130 School St (TMP# 555-001-000) is in the Low-Density District.
2. **Change of Governmental Land Use** – In accordance with NH RSA 674:54, the parcels at 0 Gilbo Ave & 0 School St (TMP#s 575-016-000 & 575-017-000) are proposed to be used for temporary construction storage

on behalf of the City of Keene during the Downtown Infrastructure Project.
The parcels are ~2.86-ac in size and are in the Downtown Growth District.

H. OTHER BUSINESS

I. STAFF UPDATES

1. Overview of Administrative and Minor Site Plan approvals issued from January-June 2026.

J. NEW BUSINESS

UPCOMING DATES OF INTEREST

- Planning Board Steering Committee: Tuesday, August 11, 12:00 PM
- Planning Board Site Visit: Wednesday, August 19, 8:00 AM - To Be Confirmed
- Planning Board Meeting: Monday, August 24, 6:30 PM

K. MORE TIME ITEMS

ADJOURNMENT

City of Keene
New Hampshire

PLANNING BOARD
MEETING MINUTES

Monday, June 22, 2026

6:30 PM

**Council Chambers,
City Hall**

Members Present:

Harold Farrington, Chair
David Bergeron
Michael Hoefer
Kenneth Kost
Mayor Jay V. Kahn
Councilor Molly Ellis
Stephon Mehu, Alternate (Voting)

Staff Present:

Mari Brunner, Senior Planner
Megan Fortson, Planner

Members Not Present:

Roberta Mastrogiovanni, Vice Chair
Tammy Adams, Alternate
Joseph Cocivera, Alternate
Andrew Madison

1. CALL TO ORDER & ROLL CALL

Chair Farrington called the meeting to order at 6:30 PM and a roll call was taken. Mr. Mehu was invited to join the session as a voting member.

2. MINUTES FROM PRECEDING MEETING
May 26, 2026

Chair Farrington offered the following corrections:
Page 518 – typographic error: “axes should be taxes”
Line 674 – correct word should be “added”

A motion was made by Mayor Kahn that the Planning Board approve the May 26, 2026 meeting minutes as amended. The motion was seconded by Kenneth Kost and was unanimously approved.

3. EXTENSION REQUESTS

None

29 **4. FINAL VOTE ON CONDITIONAL APPROVALS**

30 Applications Ready for Final Approval

31
32 Chair Farrington stated as a matter of practice, the Board will now issue a final vote on all
33 conditionally approved plans after all of the “conditions precedent” have been met. This final
34 vote will be the final approval and will start the 30-day appeal clock. The Chair asked whether
35 there were any items ready for final approval.

36
37 Ms. Brunner stated there are three applications that are ready for final approval this evening. The
38 first is for PB-26-9, which is a major site plan for Froling Energy for the properties at 20 and 37
39 Manchester Street. There were three conditions precedent to final approval:

- 40 1 - Owner’s signature appears on the plans
41 2 - Submittal of the paper and digital copies of the final plan set
42 3 - Submittal of security to cover the cost of landscaping, erosion, sedimentation control in a
43 form and amount acceptable.

44 All three conditions have been met.

45
46 A motion was made by Mayor Kahn that the Planning Board issue final site plan approval for
47 PB-26-9. The motion was seconded by David Bergeron and carried on a unanimous vote.

48
49 Ms. Brunner stated the next project that is ready for final approval is PB-26-11 for 30-42
50 Production Avenue, Major Site plan application as well as a Surface Water Protection
51 Conditional Use Permit. There were a number of conditions and they are as follows:

- 52 1 - Owner’s signature appears on the plans.
53 2 - Submittal of five full size paper copies in a PDF digital version of the final plans.
54 3 - Submittal of a security for erosion and sediment control measures.
55 4 - As built plans for landscaping and a conservation seed mix.
56 5 - Submittal of a revised site plan that shows the installation of 1/3 inch caliper American
57 Linden tree, 1/3 inch caliper swap White Oak in place of the two proposed Red Maple trees.
58 6 - Addition of a note to the plan stating that best management practices for invasive and noxious
59 plant species shall be utilized.
60 7 - Submittal of a new design for the rain garden that preserves the three mature trees.
61 8 - Submittal of a salt reduction plan.

62 All conditions have been met.

63
64 The Mayor asked for explanation of this application. Ms. Brunner explained this building is on
65 Production Avenue where they have one row of diagonal parking in front of the building which
66 is needed for customers. They are hoping to expand their parking lot in the rear to provide 24
67 parking spaces for employees. Because they are adjacent to a City tax ditch and their stormwater
68 management system was built within the surface water protection buffer, they are required to
69 come before the Planning Board.

70
71 A motion was made by David Bergeron that the Planning Board issue final site approval for PB-
72 26-9. The motion was seconded by Kenneth Kost and carried on a unanimous vote.

Ms. Brunner stated the next application ready for final approval is PB-2025-21. This is a two-lot subdivision at 315 Old Walpole Road, which is also a Surface Water Conditional Use Permit.

The conditions of approval include:

- 1 - Owners' signatures appear on the plan.
- 2 - Wetland scientist stamp appears on the plan.
- 3 - Submittal of four required paper copies, two mylar copies and a PDF version of the final plan set.
- 4 - Submittal of recording fees.
- 5 - Inspection of the lot monuments by the Public Works Director.
- 6 - Submittal of documentation demonstrating that subdivision approval has been granted by the
- 7 - New Hampshire Department of Environmental Services.
- 8 - Revised stormwater management report to be reviewed and approved by the City Engineer.

Ms. Brunner indicated all conditions except for the subdivision approval by the New Hampshire Department of Environmental Services have been met. Staff is recommending that the Board issue final approval tonight, but with the addition of a condition subsequent stating that prior to the issuance of a building permit, the subdivision approval from New Hampshire Department of Environmental Services will be obtained. She added, in talking with the applicants, the subdivision approval is being held up by the wetland permit, which they are expecting to hear back in early July.

A motion was made by Mayor Jay Kahn that the Planning Board issue final site approval for PB-2025-21 with the addition of a condition subsequent to final approval that prior to the issuance of a building permit approval shall be obtained from the New Hampshire Department of Environmental Services. The motion was seconded by Councilor Ellis and was unanimously approved.

5. BOUNDARY LINE ADJUSTMENT

None

6. CONTINUED PUBLIC HEARINGS:

1. PB-26-12 - - Major Site Plan & Cottage Court Conditional Use Permit –

Applicant Fieldstone Land Consultants, on behalf of owner Nuevo Transfers LLC, proposes to construct four townhouse buildings with a total of 14 units on the parcels at 0 Carroll St; 0 Elm St; and 225 Elm St (TMP#s 536-049-000; 536-050-000; 536-055-000 & 536-056-000). The parcels are ~.75-ac in total and are located in the Medium Density District.

A. Public Hearing

Mr. John Noonan of Fieldstone Land Consultants addressed the Board on behalf of Christopher Masiello and Nuevo Transfers LLC. Mr. Noonan stated this continued hearing is based on a few items that were requested: Orientation of the building – he explained currently they have the gable ends of the building facing the street frontage. He noted the architectural elements of that gable end was to try to mimic more of a residential style on the end of the building.

The architect has revised the ends of the buildings so each gable end facing the road frontage would have the windows aligned with each floor. A doorway has been added with a small roof overhead. This is similar to other properties in the neighborhood.

Mr. Noonan noted having the gable ends facing the street on both sides would maximize their room for stormwater management and minimize impervious areas and have less pavement. This would also allow for a central drive aisle connecting both ways of traffic. There will be plantings along the frontage.

Mr. Noonan went on to say one of the other items discussed was the cost of soils and geotech with deep foundations. He stated his client has priced out with the geotech, they were looking at about \$400,000 additional cost just for foundations. They are yet to decide exactly what type of deep foundation that is. He indicated they are likely to hit bedrock at 42 feet and will be looking at steel pikes at that depth or an aggregate foundation. He indicated this \$400,000 extra cost places them at the maximize density and hence would want to hold at 14 units to help spread that cost.

The last item was in reference to sewer capacity. Mr. Noonan stated an abutter at the last meeting raised the issue regarding sewer and water capacity as well as drainage. Mr. Noonan stated they have submitted their drainage report initially for stormwater management to the City Engineer who has reviewed the report and confirmed this proposal meets City standards.

With respect to the water line, which was revised prior to the previous meeting, the solution was having the water line run between the streets, which ultimately provides a loop and doesn't reduce any pressure.

For sewer, the applicant is working with Public Works to upgrade sewer lines if deemed necessary. The Engineer has confirmed they have not had any complaints regarding sewer in the neighborhood. If necessary, the applicant has agreed to upgrade to eight-inch pipes. This concluded Mr. Noonan's comments.

Ms. Brunner addressed the Board. She stated staff just had a question from the Mayor; the question was if Board members were not present at the last public hearing or at the last site visit – were those members able to participate in the vote. Ms. Brunner stated staff sends out the materials ahead of time, giving members a chance to review the materials, review the minutes and there is also the recordings online for anyone interested in listening to the meeting. As long as members have reviewed these materials they can participate in the vote.

The Mayor asked about the configuration of the units. Mr. Noonan explained it would be three unit and four-unit buildings on opposite sides with a five-foot gap between the buildings. He asked about the foundation and roofline. Mr. Noonan stated the roofline would be matching but the foundations would be separate. However, if they do piers for the deep foundation, they would likely share a row of piers with a grade beam on it. The Mayor asked whether storage and mechanical would be below grade. Mr. Noonan stated they are coming in at grade with a garage and mechanicals and living space would be located on the second and third floor. The Mayor asked for clarification that the application is requesting approval tonight conditioned on what

other items that need to be met. Mr. Noonan stated the foundation would be part of the building permit and the applicant is aware they have to install deep foundations to support the building. A Geo Tech report supports this issue which has been provided to the City and there will be a structural engineer who signs off on that. The Mayor stated his familiarity with piles is there will be a report that site conditions have been achieved. Mr. Noonan stated this would part of the building permit process and was not the purview of the Planning Board.

Ms. Brunner stressed this will be covered as part of the building permit process but added the Board could also include a condition that the Structural Engineer's report will be reviewed and inspected by City staff.

Mr. Bergeron referred the type of piers being proposed, "helical coil piers," and asked whether this was preferred to driving piles. Mr. Noonan stated the applicant is looking at multiple options and hasn't locked in on one option yet. The \$400,000 estimate was based on the helical coil with a grade beam.

The Chair asked whether there is an updated staff report. Ms. Forston stated there was an amended staff report that was included in the agenda packet, which went through the items that were brought up during the previous public hearing. Mr. Noonan has addressed all those items. She added the City Engineer expressed no concerns about the potential for drainage to run off onto adjacent properties. He is assured there is sufficient water capacity due to the closed loop described by Mr. Noonan. Staff has also included the updated elevations showing the extra windows and entryways being added to the street facing façade. Ms. Forston stated the only additional item she would add is related to the sewer capacity; not being able to fully confirm there is sufficient sewer capacity, the City Engineer is recommending a sewer flow study be completed. Staff feels this can be included as a precedent condition of approval. She added the Board could include a subsequent condition of approval which says if the sewer flow study shows that there is not sufficient capacity in the existing sewer infrastructure in that area the applicant could submit the funds to cover the cost of improving the infrastructure in a form and amount acceptable to the Community Development Director and Public Works Director.

The Chairman asked for public comment next.

Ms. Paige Taylor of 125 Carroll Street addressed the Board and stated adding more asphalt would heat up the City more and felt vegetation was necessary. She felt if there is a housing crisis that tells you that people want to live in Keene but if the area is changed with larger townhouses, etc. we are changing the quaint nature of Keene. She noted this is not the only housing development this applicant is proposing – she noted they are also proposing another development behind her house.

Ms. Taylor stated she did not hear anything mentioned regarding structural damage to homes in the neighborhood because of this development and added her home has already suffered damage and would like to see what monitoring will be done to address this issue. She raised concern that the applicant did not check the condition of the soils before purchasing the property and now that they are required to invest more money, additional units need to be added to offset that cost, which causes issues for abutters on Elm and Carroll Streets.

Mr. Brian Miller of 119 Carroll Street stated, as indicated last month, he is still concerned about the number of units being proposed for this development. He noted three years ago when this applicant came before the Board, the Board felt five dwelling units would be acceptable. Three years later, 14 units are being proposed, and he questioned the purpose of zoning. Mr. Miller stated he understands the concept of cottage court and this has worked well on Pearl Street and on Portland Street. He questioned how the City could approve 14 units on three quarters of an acre and expressed concern that the neighborhood has no say in this type of development. He also noted this development would be able to look down on all the existing homes because of the height of these homes. He felt the purpose of cottage court was to introduce a wider demographic and could not see how a senior citizen would want to live in these homes. He felt it was the Board's responsibility to make sure development fits into a neighborhood. Mr. Miller stated each cottage court development needs to be reviewed to make sure it fits into a neighborhood. He felt expanding the number from five units (three years ago) to 14 units is too many and felt the Board had the power to pause this development from happening.

Mr. Miller noted Keene is at its maximum growth and noted that both colleges, Keene State and Antioch have a reduced enrollment. He felt other towns need to be contributing to addressing the housing crisis in New Hampshire, not just Keene.

Mr. Greg Taylor of 125 Carroll Street stated he agrees with what has been stated by the prior two speakers. He raised the issue of how the tax assessment was going to be addressed and noted he had learned that there was to be a tax abatement on this project because this was considered to be a condominium project. Mr. Taylor stated he does not object to housing being located on this site but felt 14 units was excessive for this neighborhood. He referred to the traffic issues that already exist in this neighborhood and the issue of emergency vehicles accessing the site.

He questioned the resale value of homes that exist in this neighborhood after this development is introduced.

Mr. Duncan Hilshe of 45 School Street asked whether there was a requirement that a certain proportion of the space in the cottage court development be green space or shared open space. Ms. Forston stated with cottage court ordinance you are permitted additional density and could also get more density if you proposed workforce housing. As long as you meet the maximum impervious surface requirements for the underlying zoning district, you are not required to have a certain percentage of green space. Ms. Brunner added for the medium density district, the minimum amount of green space or open space is 40%, this is one of the things that the applicant had to demonstrate with this plan.

Mr. Noonan stated they have to meet zoning regulations and the requirements for Cottage Court Overlay; the 40% is the minimum requirement and the applicant has 49.6% proposed green space. For impervious coverage, the maximum is 60% the applicant is proposing 50.4% which is for both buildings and paved areas. Building coverage can be a 45% maximum - the applicant is proposing 26.5%.

Councilor Tobin addressed Board and stated when looking at the City website to see how the Cottage Court Ordinance is described, it states as follows: *Cottage Courts are groupings of small*

houses around a shared public space considered a type of missing middle housing.... oriented around shared green space and have parking screened from the street. She stated she could not speak very clearly on this project as she has not been following it as much. She added what is being proposed was not her understanding when this Ordinance was discussed.

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

Ms. Fortson stated one item staff failed to mention is to add an item as a potential condition subsequent related to vibration monitoring during the driving of the pilings, if the Board felt it was something that was appropriate to add.

B. Board Discussion and Action

A motion was made by Kenneth Kost that the Planning Board approve PB-26-12 as shown on the plan set identified as “Multi-Family Residential Development; Tax Map 536 Lots 49, 50, 55 & 56; Elm City Commons” prepared by Fieldstone Land Consultants, PLLC at varying scales on April 17, 2026 and last revised on May 19, 2026, and in the elevations identified as “Elm City Commons; Elm and Carroll Streets; Keene, NH 03431” prepared by Sampson Architects at varying scales on April 14, 2026 and last revised on June 12, 2026 with the following conditions:

1. Prior to the final approval and signature of the plans by the Planning Board Chair, the following conditions precedent shall be met:

- a. Owner’s signature appears on the title page and proposed conditions plan.
- b. Submittal of five (5) full size paper copies and a flattened PDF version of the final plan set and elevations.
- c. Submittal of a recorded Voluntary Merger for the four (4) subject parcels.
- d. Submittal of security to cover the cost of sediment and erosion control measures, landscaping, and as-built plans in a form and amount acceptable to the Community Development Director.
- e. Submittal of draft written documentation of any easements or/or other necessary legal instruments required for this application, which shall be subject to review by the City Attorney.
- f. Submittal of an updated plan set showing a native replacement for the pear trees. Callery.
- g. Completion of a sewer flow study to demonstrate there is adequate capacity in the City sewer line, subject to review and approval by the City Engineer.

2. Subsequent to final approval and signature of the plans by the Planning Board Chair, the following conditions shall be met:

- a. Prior to the commencement of site work, a preconstruction meeting will be scheduled with Community Development Staff.
- b. Prior to the commencement of site work, the erosion and sediment control measures shall be inspected by the Community Development Department to ensure compliance with this application and all City of Keene regulations.

- c. Prior to the installation of building foundations, the building corners shall be pinned by a surveyor and inspected by Community Development Staff to ensure compliance with the required setbacks.
- d. Submittal of recorded easements and/or any other legal instruments necessary for this application to the Community Development Department.
- e. Following the installation of landscaping, the Community Development Department shall be contacted to perform an initial inspection.
- f. One year following the installation of all landscaping, the Community Development Department shall be contacted to perform a final landscaping inspection.
- g. Foundation construction will be approved by the Building Permitting Department.
- h. If it turns out that the sewer line is not adequate, the applicant will pay for an upgrade as necessary.
- i. Vibration monitoring will be conducted for houses in the neighborhood that might be affected during driving of pilings and the applicant will provide a plan for driving of pilings.

Ms. Brunner stated she had failed to mention that staff had noticed that the Callery Pear trees, while not invasive, are on the State of New Hampshire Invasive Species watch list. Staff reached out to the applicant to see if they would be in agreement with switching it out for a native tree and they have agreed to this change.

The motion was seconded by David Bergeron

Mr. Kost agreed we need housing in Keene, which is something that has been discussed for many years and felt this development will provide that. He referred to the description of cottage court as outlined by the City, which is an issue that was just raised by one of the speakers and stated this is a concern he has as well. He stated he looks at this more as motor court than cottage court because it is front doors of housing facing almost 70 feet wide of paving with some grass. He noted this is a nice walkable community and did not feel this development fits in with the neighborhood. He stated street facing is an important aspect of a house, which encourages walkability. Mr. Kost did not feel this development is trying to encourage what the City is trying to do.

Councilor Ellis stated she understands what Mr. Kost says about street facing and indicated she lives on Carroll Street and they use their side door to exit their home and rarely use their front door and felt this was a rather common practice for most people. With reference to vibration, she noted as was explained at the site visit, because the ground is so soft there is not likely to be issues with vibration. She felt the Board might not like this project but felt if the applicant was meeting the standards the Board probably could not prevent it from being constructed. She felt the applicant has met the required conditions.

Mayor Kahn stated his concern is the density on the site; 14 units on 3/4 acres. He referred to prior cottage court developments – 18 units on 2.3 acres and 29 units on 9 acres. He stressed this was a lot of density on that site.

Mr. Hoefer stated he appreciated the discussion around orientation to the street. He referred to language from Standard 21:14, 3a – which states “... *principal building shall be oriented toward the public right away... if due to site constraints, the primary facade of new buildings cannot face the street that the secondary elevation facing the street shall be designed with form, composition details consistent appropriate to the primary façade*”. He felt based on this language this project meets that standard.

In terms of the purpose of a cottage court overlay district, Mr. Hoefer referred the following “...*promote infill development and redevelopment within established neighborhoods that is built at scale and character* (which will be a judgment call amongst Board members) *within existing development patterns. Encourage efficient use of land and cost-effective way to deliver community services. Expand the range of housing choices available to meet the needs of the City’s changing demographic trends, including smaller households, young professionals, older adults and empty nesters. Provide developers and property owners with flexibility to choose to achieve high quality design and develop projects that strengthen existing neighborhoods and encourage compact development that is pedestrian scaled, healthy, safe and affordable.* Mr. Hoefer felt this project meets the spirit of those purposes. He stated he might feel different if this was a landlord, but these are going to be owner occupied units and hence will be a credit to the City and the neighborhood to have more homeowners in that area. Based on what he stated and the proposed conditions, Mr. Hoefer stated he was in favor of approving this project tonight.

Mr. Bergeron stated he too echoed those sentiments – when looking at the streetscape as opposed to all the units facing onto the street, he felt this was a better use of the property and a better view of the property. He noted this option provides for more green space around the buildings as well as having less of a mass of buildings facing the street to keep with the neighborhood. He agreed this is an intense use of the property, but it seems to fit the regulations.

Mr. Mehu stated while this project, in his opinion, meets the minimum requirements of the standards, it is distastefully designed and does not match the character of the neighborhood. He indicated it provides the missing middle housing Keene needs and serves the purpose but couldn’t see families living in this development.

The motion carried on a 6-1 vote, with the Mayor voting in opposition.

7. PUBLIC HEARINGS

1. PB-26-15 - Major Site Plan & Surface Water CUP - Eversource L163

Transmission Line - Applicant Normandeau Associates Inc., on behalf of owner Public Service Company of New Hampshire (d/b/a Eversource Energy), proposes to replace five existing utility structures along the L163 Transmission Line. The proposed work area is located ~1 mile north of the entrance to Old Gilsum Rd from Timberlane Dr. A Surface Water Protection CUP is requested for ~1,930-sf of impact within the 75-ft surface water buffer to allow for the installation of timber matting and a temporary gravel access road.

A. Board Determination of Completeness

Planner Megan Fortson stated the applicant has requested exemptions from submitting a grading plan, landscaping plan, lighting plan, elevations/renderings, a drainage report, traffic report, soil analysis, historic evaluation, screening analysis, and architectural analysis. Planning Staff have made the preliminary determination that granting the requested exemptions would have no bearing on the merits of the application and recommend that the Board accept the application as complete.

A motion was made by Mayor Kahn to accept this Application as complete. The motion was seconded by David Bergeron and was unanimously approved. Mr. Mehu was not present for this vote.

C. Public Hearing

Mr. Jeremy Finnell of Eversource Energy and Elizabeth Oliver of Normandeau Associates addressed the Board. Ms. Oliver stated this item is in reference to the replacement of five existing utility structures in the City of Keene. She stated the work would require access along Old Gilsum Road which is not proposed to be improved by the project and it will involve impact to the 75-foot buffer of wetland as part of building a temporary gravel access road. She noted the gravel access road would be restored to vegetative cover following completion of the project.

Mr. Finnell stated this is an existing Class VI Road. He stated the road would be restored to pre-existing conditions, which is what has been discussed with the Conservation Commission. He indicated Andy Bohannon was at this meeting. This concluded the applicant's comments.

Staff comments were next. Ms. Fortson stated this is a typical request the City receives from Eversource. This year's work is to replace five poles in Keene and will be covering a few different municipalities. Access for the project area in Keene will be from Old Gilsum Road (about a mile) before coming to the Eversource right of way, and at that point will cross through a wetlands buffer. Ms. Fortson noted the crossing of the wetland buffer is the reason the applicant needs the Surface Water Conditional Use Permit for the creation of that temporary gravel road within the 75-foot wetlands buffer.

Ms. Fortson next reviewed the Surface Water CUP Standards as well as the Site Development Standards. In terms of regional impact, staff did not feel that there was the potential for regional impact.

Ms. Fortson stated staff did get some comments from the City Engineer: there is one section of the gravel road which is proposed to cross over a stonewall. If this stonewall is to be removed, the request from staff is that it be reset by a surveyor and verified by the Engineer's office. The other comments from the City Engineer is to let the applicant know that they are going to need to obtain an encumbrance and or excavation permit if necessary.

The applicant will also be coordinating access on Old Gilsum Road with the Parks and Recreation Department as this is a trail.

Next, Ms. Fortson reviewed Article 11.6.2- Surface Water CUP Standards.

The first standard is related to the potential for relocation of the proposed use or activity. Ms. Fortson noted because this is an existing 150-foot-wide right of way, it is not something that could be easily relocated on the site versus maintain it in its existing condition. This standard is met.

The next standard is related to minimizing buffer encroachment. The proposed temporary access road is going to impact about 2,000 square feet within the buffer. To minimize impacts to the buffer and the wetland, the applicant notes that the access road is the shortest feasible route and will utilize an existing wetland crossing rather than creating a new crossing. That standard appears to be met.

The next standard is related to avoiding or minimizing adverse impacts – this is a proposed replacement of one structure on the eastern side which would impact the wetland buffer. Hence, the applicant is proposing to maintain and stabilize the access road as necessary during construction, utilizing timber matting for the wetland crossings and then appropriate perimeter controls, such as straw waddles or silt fencing to be used during construction to protect adjacent surface water resources. The applicant is also going to have an environmental monitor on site to make sure erosion control measures are maintained properly throughout the course of construction, and restoration is completed properly. That standard appears to be met.

For the preservation of the buffer, the applicant is proposing to restore impacted areas of the site to their pre-construction conditions through site stabilization, seeding and mulching at the end of construction. All other areas within the buffer used during the project, such as old Gilsum Road, are already disturbed. That standard appears to be met.

Under Section 11.6.2.E – Ms. Fortson stated there are a long list of items the Board could consider during deliberations, such as the quality of the wetlands, etc. However, the surface water resources in the project area consist of a scrub-shrub wetland and one vernal pool. The State Wildlife Action plan characterizes this area as a tier 3 habitat, which is considered supporting landscapes with a hemlock hardwood pine habitat. The applicant notes that the existing vegetation will be restored following construction and that the project will result in no permanent changes that are going to alter or eliminate any of the functions and values currently provided by the surface water resources.

Ms. Fortson went on to say, as part of the City's CUP process, the Conservation Commission did weigh in with some recommendations, which Ms. Fortson stated Ms. Brunner will share.

Ms. Brunner stated the Conservation Commission met on Monday, June 15 and proposed the following recommendations:

1. Documentation of the existing conditions on Old Gilsum Road in the project area and addition of a note on the plan as well as a condition of approval stating that Old Gilsum Road shall be returned to pre-construction conditions.
2. The Commission has also requested invasive species management throughout the course of the project to ensure that no invasive plants are introduced into the project area.
3. The Commission requested the use of a pollinator friendly seed mix.

Ms. Brunner stated the Deputy City Manager was present at this Conservation Commission meeting and asked a number of questions about the road, communication with the public and added that the Parks and Recreation Director Carrah Fiske Hennessey has been in contact with the applicant and has asked for coordination and messaging to the public and users of the road.

Ms. Forston stated the applicant is going to need some federal and state permits: Alteration of Terrain Permit from NH Department of Environmental Services, US Army Corps of Engineers Permit and EPA 2022 General Construction Permit. Staff is recommending that the submittal of these permits be included as a condition of approval.

In terms of snow storage and removal - snow will be removed on an as-needed basis. If no work is happening, snow removal will not be an issue.

No landscaping is being proposed other than the seed mix.

Screening, lighting, sewer and water are not applicable.

Traffic and Access Management would be from the Eversource right of way or from Old Gilsum Road.

Filling and Excavation - Ms. Fortson stated there is going to be a total of about 43,565 square feet of land disturbance outside of the surface water buffer. The proposed work area is not located within the 100-year floodplain and there is no proposed placement of fill within the wetlands. That standard appears to be met.

Hazardous and Toxic Material – Ms. Fortson stated the applicant has a plan to handle any potential sources of hazardous or toxic materials. Staff recommends that the submittal of that plan be included as a condition of approval.

Noise - Will be limited to typical noise generated by construction activities and won't change after the completion of construction.

This concluded staff comments.

The Chair noted he does not see the Conservation Commission's recommendations that were read included in the conditions of approval.

Ms. Brunner apologized but added staff is supportive of those conditions. She went on to say coordination with the Parks and Recreation Department is not a recommendation from the Conservation Commission although it is something that staff has asked for. The other recommendation from the Conservation Commission was the addition of a note on the plan as well as a condition of approval, stating that Old Gilsum Road shall be returned to pre-construction condition.

Mr. Hoefer asked what if the pre-construction condition is poor. Ms. Brunner explained this being a Class VI Road, what this means is that at one point it was a public right of way but was

discontinued. The City no longer maintains the road but wants to be careful that it doesn't become a road that now needs to be maintained.

Mr. Bergeron clarified based on the condition of the road and the age of the road, should a metal culvert collapse under the weight of trucks, it would be the responsibility of the applicant to replace that culvert. Ms. Brunner answered in the affirmative and added Old Gilsum Road was improved about four or five years ago by Eversource during a previous project. Hence, it is suitable for heavy trucks.

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

C. Board Discussion and Action

A motion was made by Kenneth Kost that the Planning Board approve PB-26-15 as shown on the plan set identified as "L163 Line ACR Project; Keene, Nelson, Stoddard and Antrim; New Hampshire" prepared by Normandeau Associates at varying scales on April 22, 2026 and last revised on June 3, 2026 with the following conditions:

1. Prior to final approval and signature of the plans by the Planning Board Chair, the following conditions shall be met:

- a. Owner's signature appears on the plans.
- b. Submittal of five (5) color copies of the final plan set.
- c. Submittal of documentation of all necessary permits and approvals, including but not limited to the following:
 - i. An NHDES Statutory Permit by Notification for Utility Maintenance Activities
 - ii. An NHDES Alteration of Terrain Permit
 - iii. A US Army Corps of Engineers Permit (self-verification)
 - iv. An EPA 2022 General Construction Permit
- d. To require the addition of a note on the plan stating that Old Gilsum Road shall be returned to pre-construction conditions.

2. Subsequent to final approval and signature of the plans by the Planning Board Chair, the following conditions shall be met:

- a. Prior to the commencement of site work, submittal of the Stormwater Pollution Prevention Plan to the Community Development Department.
- b. Following the completion of construction, any portions of stone walls that were impacted shall be reset in the same location, verified by a surveyor licensed in the State of NH, and confirmed by the City Engineer.
- c. Documentation of existing conditions will be provided for Old Gilsum Road in the project area
- d. Monitor for invasive species throughout the course of construction.

3. Use of a pollinator friendly seed mix for any restoration of replanting or ground cover.

4. Roadway restriction during construction be communicated by the contractor to Parks and Recreation and the public.

The motion was seconded by Mayor Kahn.

The Mayor stated there is regional impact but the applicant is working with neighboring communities and hence are covering regional impact adequately. He added he is also pleased to see that the replacement poles are with steel.

The Chair asked because there is regional impact whether the Board should be notifying the other towns. Ms. Brunner stated if the entire Board voted to find this to be a development of regional impact, the item will be placed on hold and a notification would be sent to the other communities. She added when staff was looking at this application, staff was only considering the portion of the project in Keene. Looking at those five structures - it is a limited project area and does not come anywhere near the boundaries with other towns. The Chair reminded the Board of the project approved last year, which went along Keene State and went into Swanzey and Troy and the Board did not determine that development to have regional impact for the same reason that they were contained to the poles in Keene. He stated his recommendation would be the same for this application as well.

Mr. Kost clarified each town will hold their own meeting about the sections going through other their towns. The Chair agreed but stated this would be a question for the applicant.

Mr. Finnell stated their Alteration of Terrain Permit notifies town clerks and Conservation Commissions for each town. Ms. Oliver added copies of the Standard Dredge and Fill Wetland Permit are forwarded to every municipality that have impacts related to those permits. Mr. Finnell added they also conduct community outreach and reach out to Town Administrators.

The motion made by Mr. Kost carried on a unanimous vote.

The Mayor suggested reaching out to other towns to let them know that this project was approved by Keene.

8. OTHER BUSINESS

None

9. STAFF UPDATES

Ms. Brunner stated there is a training opportunity on June 26, which would usually come at a cost, but because Keene is a housing champion, the Board is welcome to attend the training at no cost. She stated she has attended a different version of this training and found it to be very helpful in terms of the factors that go into making a development project work. Mr. Mehu stated he has attended this course and found it be very helpful.

10. NEW BUSINESS

Mr. Kost stated this last cottage court project was of concern to him. He felt some of the cottage court CUP and some of the architectural standards allow for things to happen which the City might otherwise not want to see. For a good urban design and in keeping with Keene, the standards don't have a mechanism for the Board to say No. He asked whether there was a way to tighten up some of these standards. He stated Keene needs housing and they are likely going to be constructed in ways that don't keep with Keene's character.

The Chair felt the Joint Committee could be a good venue to discuss this issue. Mr. Kost asked whether this is brought up as a new item; the Chair stated that Mr. Kost could draft a new proposal for staff review.

11. UPCOMING DATES OF INTEREST

- Joint Planning Board and PLD Committee - July 13, 2026, 6:30 pm
- Planning Board Steering Committee — July 14, 2026, 12:00 pm
- Planning Board Site Visit — July 22, 2026, 8:00 am - To be confirmed
- Planning Board Meeting — July 27, 2026, 6:30 pm

There being no further business, Chair Farrington adjourned the meeting at 8 PM.

A motion was made by Kenneth Kost that the Board adjourn for a non-public session to discuss pending litigation pursuant to RSA91-A:3,2E. The motion was seconded by Mayor Kahn and was unanimously approved on a roll call vote.

Respectfully submitted by,
Krishni Pahl, Minute Taker

Reviewed and edited by,
Mari Brunner, Senior Planner



CITY OF KEENE NEW HAMPSHIRE

ITEM #D.1.

Meeting Date: July 27, 2026
To: Planning Board
From: Mari Brunner, Senior Planner
Through: Paul Andrus, Community Development Director
Subject: **Applications Ready for Final Approval**

Recommendation:

To grant final approval for any projects that have met all their “conditions precedent to final approval.”

Attachments:

None

Background:

This is a standing agenda item. As a matter of practice, the Planning Board issues a final vote on all conditionally approved projects after the “conditions precedent to final approval” have been met. This final vote will be the final approval and will start the 30-day appeal clock.

As of the date of this packet, no applications were ready for final approval.

If any projects meet their conditions precedent between the date of this packet and the meeting, they will be identified and discussed during this agenda item.

All Planning Board actions, including final approvals, are posted on the City of Keene website the day after the meeting at [KeeneNH.gov/planning-board](https://www.KeeneNH.gov/planning-board).



CITY OF KEENE NEW HAMPSHIRE

ITEM #E.1.

Meeting Date: July 27, 2026

To: Planning Board

From: Megan Fortson, Planner

Through: Mari Brunner, Senior Planner

Subject: **PB-26-18 – Boundary Line Adjustment** – Applicant Ashley Fetchero, on behalf of owners Ashley and John Fetchero and Charles Henry, proposes to transfer ~0.09-ac of land from the ~0.58-ac parcel at 35 Kendall Rd to the ~0.45-ac parcel at 39 Kendall Rd (TMP#s 540-013-000 & 540-012-000). Both properties are in the Low-Density District.

Recommendation:

To review the attached staff report and application materials in preparation for the public hearing.

Attachments:

1. Staff Report
2. Application
3. Narrative
4. BLA Plan
5. Soil Map

Background:

The subject parcels are located on the south side of Kendall Rd, approximately 100 ft from the intersection with Leahy Rd with Black Brook to the west and south of the properties. The property at 35 Kendall Rd is 0.58-ac in size with ~100 ft of frontage and the property at 29 Kendall Rd is 0.45-ac in size with ~88 ft of frontage. Both parcels contain existing single-family residences and associated site improvements.

The purpose of the application is to adjust the common property boundary between the two subject parcels to accommodate the transfer of two pieces of land identified on the proposed plat as parcel-A and parcel-B. There is no new development proposed with this application. This lot line adjustment was previously reviewed and conditionally approved by the Planning Board on October 27, 2025 as part of PB-2025-19. The precedent conditions of approval were not satisfied prior to the project's expiration on April 26, 2026, so the applicant has submitted a new request for the same scope of work previously approved.

STAFF REPORT

PB-26-18 – BOUNDARY LINE ADJUSTMENT – 35 & 39 KENDALL ROAD

Request:

Applicant Ashley Fetchero, on behalf of owners Ashley and John Fetchero and Charles Henry, proposes to transfer ~0.09-ac of land from the ~0.58-ac parcel at 35 Kendall Rd to the ~0.45-ac parcel at 39 Kendall Rd (TMP#s 540-013-000 & 540-012-000). Both properties are in the Low-Density District.

Background:

The subject parcels are located on the south side of Kendall Rd, approximately 100 ft from the intersection with Leahy Rd with Black Brook to the west and south of the properties. The property at 35 Kendall Rd is 0.58-ac in size with ~100 ft of frontage and the property at 29 Kendall Rd is 0.45-ac in size with ~88 ft of frontage. Both parcels contain existing single-family residences and associated site improvements.

The purpose of the application is to adjust the common property boundary between the two subject parcels to accommodate the transfer of two pieces of land identified on the proposed plat as parcel-A and parcel-B. There is no new development proposed with this application. This lot line adjustment was previously reviewed and conditionally approved by the Planning Board on October 27, 2025 as part of PB-2025-19. The precedent conditions of approval were not satisfied prior to the project's expiration on April 26, 2026, so the applicant has submitted a new request for the same scope of work previously approved.



Fig 1: The subject properties at 35 & 39 Kendall Rd outlined in yellow with the boundary line to be adjusted in red.

Determination of Regional Impact:

Staff have made a preliminary evaluation that the proposal does not appear to have the potential for “regional impact” as defined in RSA 36:55. The Board should make a final determination as to whether the proposal could have the potential for regional impact.

Completeness:

The applicant has requested exemptions from submitting separate existing and proposed conditions plans and all technical reports. After reviewing each request, Planning Staff have made the preliminary determination that granting the requested exemptions would have no bearing on the merits of the application and recommend that the Board accept the application as “complete.”

STAFF REPORT

APPLICATION ANALYSIS:

SECTION 20.2.1 – LOTS: The applicant proposes to transfer ~0.09 ac of land from the eastern side of 35 Kendall Rd. to 39 Kendall Rd. The applicant also proposes to transfer ~0.004 ac of land from northwestern corner of 39 Kendall Rd to 35 Kendall Rd, along with ~ 10 ft of frontage. Following this transfer of land, both parcels will still comply with the zoning dimensional requirements for the Low Density District, as shown in Table 1 and 2. Additionally, the land transfer will adjust the required side yard setback line in a way that cures an existing non-conformity with a structure located on the parcel 39 Kendall Rd. This standard appears to be met.

Table 1. Area of Land Affected by Proposed Boundary Line Adjustment		
Lot Sizes	35 Kendall Rd	39 Kendall Rd
	Low Density	Low Density
Required in District	10k SF (~0.23 ac)	10k SF (~0.23 ac)
Before BLA	0.58 ac	0.45 ac
Amount of Land Transferred	-0.09 ac +0.004 ac	-0.004 ac +0.09 ac
After BLA Parcel Size	0.49 ac	0.54 ac

Table 2. Length of Frontage Affected by Proposed Boundary Line Adjustment		
Road Frontage	35 Kendall Rd	39 Kendall Rd
	Low Density	Low Density
Required in District	60 ft	60 ft
Before BLA	100.12 ft	88.45 ft
After BLA Frontage	110.19 ft	78.38 ft

SECTION 20.2.2 – CHARACTER OF LAND FOR SUBDIVISION: The applicant states in their narrative that the proposed boundary line adjustment will not create any adverse impacts as both parcels are developed and no additional development is proposed with this application. This standard appears to be met.

SECTION 20.2.3 – SCATTERED OR PREMATURE DEVELOPMENT: Both properties are developed with residential uses and associated site improvements. No new development is proposed with this application. It appears that this standard has been met.

SECTION 20.2.4 – PRESERVATION OF EXISTING FEATURES: There will be no impacts to existing site features as no additional development is proposed with the application. It appears that this standard has been met.

SECTION 20.2.5 – MONUMENTATION: The submitted plan shows that boundaries will be marked using iron pins that will be set at all corners. A lot monument inspection was completed by the City Engineer's Office on February 10, 2026 and confirmed that all property boundaries were set in the appropriate locations. This standard appears to be met.

STAFF REPORT

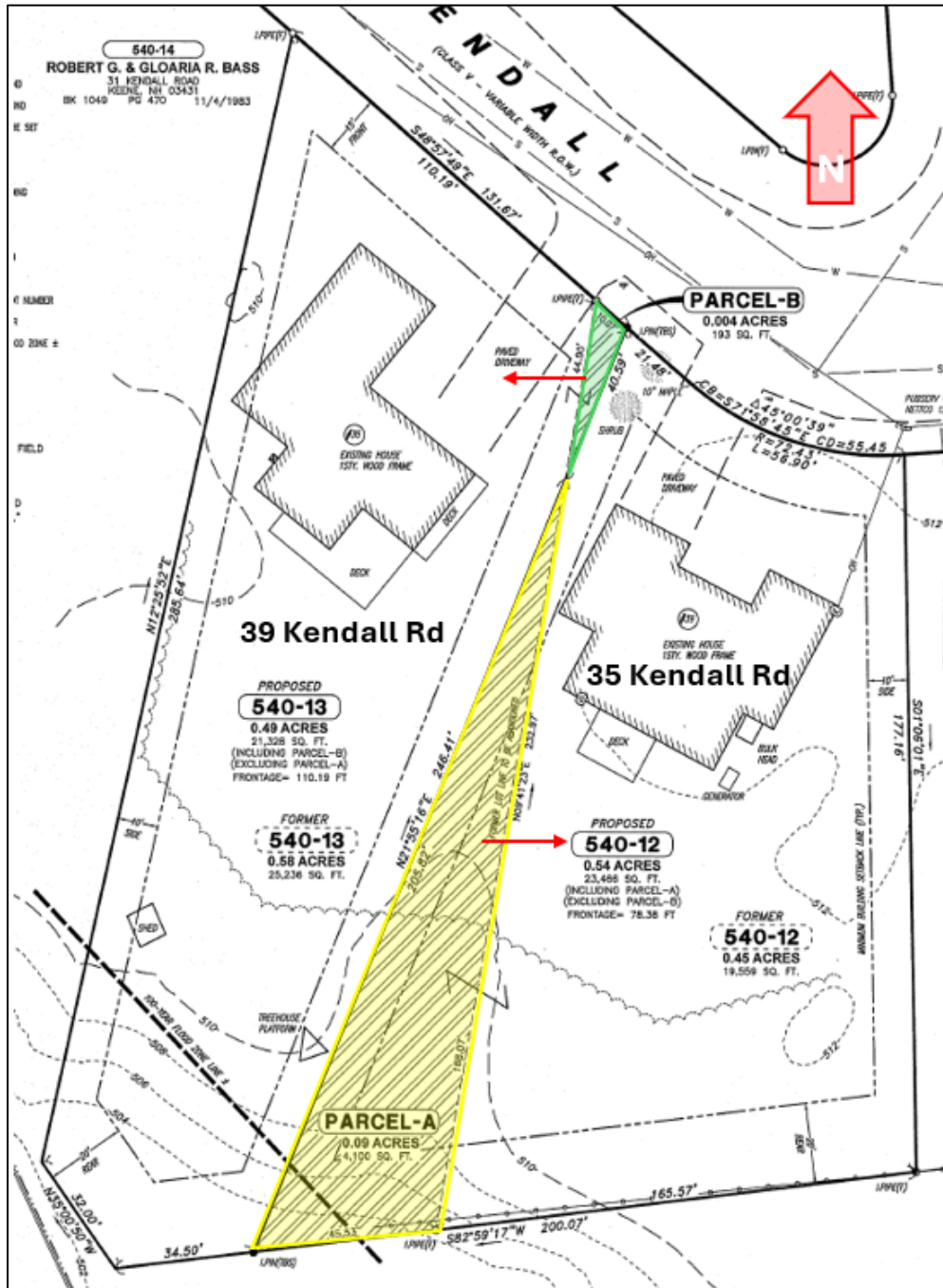


Fig 2: Proposed land to be transferred

SECTION 20.2.6 – SPECIAL FLOOD HAZARD AREAS: A portion of the southwestern corner of both parcels are located within the 100-year floodplain. No development is proposed with this application. It appears that this standard has been met.

SECTION 20.2.7 – FIRE PROTECTION & WATER SUPPLY: There is no development proposed that would require the installation of fire protection or additional water supply services. This standard is not applicable.

STAFF REPORT

SECTION 20.2.8 – UTILITIES: Both subject parcels are served by municipal water and sewer service with no change proposed to those services. This standard is not applicable.

Recommended Motion:

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

“Approve PB-26-18 as shown on the plan identified as “Lot Line Adjustment Plan” prepared by Fieldstone Land Consultants, PLLC at a scale of 1 inch = 20 feet on August 25, 2025 and last revised on February 2, 2026 with the following conditions precedent to final approval and signature of the plans by the Planning Board Chair:

- 1. Owners’ signatures appear on the proposed BLA plan.***
- 2. Submittal of two (2) mylar copies of the plans.***
- 3. Submittal of a check in the amount of \$51 made out to the City of Keene to cover recording fees.”***



Planning Application

Project Number:

Project Name:

Project Address:

Parcel Number:

PB-26-18

Lot Line Adjustment

39 KENDALL RD.

540012000000000

Date Submitted:

Zoning:

Parcel Size:

June 23, 2026

LD

3722

Owner Information

FETCHERO JOHN ANTHONY III

Name

39 KENDALL RD

Address

KEENE NH 03431

City/State/Zip

Applicant Name

Jonathan Lefebvre

Applicant Phone #

603-672-5456

Authorized Agent Name

Jonathan G. Lefebvre

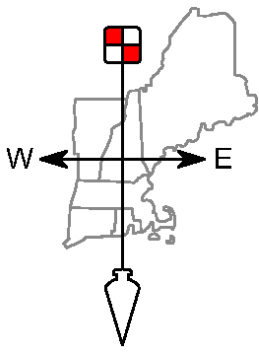
Authorized Agent Phone #

603-672-5456

Project Description

Lot Line Adjustment

Attachments		Technical Reports	
Narrative & Plan Set			
Narrative	Submitted	Drainage Report	Exemption Requested
Location Map		Traffic Report / Analysis	Exemption Requested
Existing Conditions Plan	Submitted	Soil Analysis	Submitted
Proposed Conditions Plan	Submitted	Historic Evaluation	
Grading Plan		Screening Analysis	
Landscaping Plan		Architectural Analysis	
Lighting Plan		Other Reports / Analyses	N/A
Elevations / Renderings			



FIELDSTONE

LAND CONSULTANTS, PLLC

Surveying ♦ Engineering
Land Planning ♦ Septic Designs

206 Elm Street, Milford, NH 03055 - Phone: 603-672-5456 - Fax: 603-413-5456
www.FieldstoneLandConsultants.com

Ashley Fetchero Boundary Line Adjustment Narrative

Ashley Fetchero
Tax Map 540 Lot 12 & Tax Map 540 Lot 13
39 & 35 Kendall Road, Keene, New Hampshire

October 6, 2025

Project Narrative:

Fieldstone Land Consultants, on behalf of property owner Ashley Fetchero, respectfully submits this application for a Boundary Line Adjustment (BLA) for Planning Board review and approval. The proposal pertains to Tax Map Lots 540-12 and 540-13, located at 39 and 35 Kendall Road, respectively. Both parcels are situated within the Low Density (LD) zoning district.

The intent of this BLA is to allow for a more efficient and compliant use of the subject properties by adjusting the shared boundary line. The adjustment will bring Lot 540-12 into conformance with the required building setbacks outlined in the LD zoning regulations. Currently, an existing structure on Lot 540-12 encroaches into the setback by approximately 6 feet; the proposed BLA will eliminate this non-conformity.

Existing Lot Information:

- **Lot 540-12:** 0.45 acres | 88.45 ft frontage on Kendall Road
- **Lot 540-13:** 0.58 acres | 100.12 ft frontage on Kendall Road

Both parcels are developed with single-family homes, and no change in land use is proposed. Following the adjustment, the lot areas will be:

Proposed Lot Information:

- **Lot 540-12:** 0.54 acres (23,466 SF) | 78.38 ft frontage on Kendall Road
- **Lot 540-13:** 0.49 acres (21,328 SF) | 110.19 ft frontage on Kendall Road

Access to both lots will continue to be provided via Kendall Road. No new construction, physical alterations, or development activities are proposed as part of this application.

Site Development Standards (Article 21 of the LDC):

21.2. Drainage & Stormwater: No modifications are proposed to the existing drainage and stormwater infrastructure. The current system is functioning as intended and will remain unchanged.

Ashley Fetchero
Tax Map Parcel 540-12 & 540-13
39 & 35 Kendall Road
Keene, NH 03431

Page 2

21.3 Sediment & Erosion Control: As no construction is proposed, sediment and erosion control measures are not necessary.

21.4 Snow Storage & Removal: Snow will be stored on-site, plowed to the sides of existing driveways.

21.5 Landscaping: Existing landscaping will remain. No changes are proposed.

21.6 Screening: Mature vegetation along property boundaries provides natural screening.

21.7 Lighting: No additional lighting is proposed.

21.8 Sewer & Water: Both lots are services by municipal water and sewer. Existing connections will remain in place.

21.9 Traffic & Access Management: No changes to existing access.

21.10 Filling & Excavation: No filling or excavation activities are proposed.

21.11 Surface Waters & Wetlands: No wetlands were found to be present on either parcel.

21.12 Hazardous & Toxic Materials: No hazardous or toxic materials are associated with this project.

21.13 Noise: The proposed adjustment will not result in any increase in noise levels.

21.14 Architecture & Visual Appearance: There will be no changes to the existing architecture or visual character of the site. This boundary line adjustment is being pursued to optimize the use of existing space.

Subdivision Regulations Standards (Article 20 of the LDC):

20.2.1 Lots: The proposed adjustment brings Lot 540-12 into full compliance with zoning setback requirements and improves spatial configuration for both lots.

20.2.2 Character of Land for Subdivision: The adjustment will not adversely impact site character. There are no anticipated safety concerns related to fire, drainage, steep slopes, or other hazard.

20.2.3 Scattered or Premature Development: No new development is proposed. The boundary line adjustment is intended solely to improve ownership configuration of the existing land.

20.2.4 Preservation of Existing Features: No development is proposed; all existing features will be preserved without alteration.

20.2.5 Monumentation: Following approval of the boundary line adjustment application, the site will be monumented in accordance with the standards set forth in Article 23 of the Land Development Code (LDC).

20.2.6 Special Flood Hazard Areas: A minor portion of the site (southwesterly corner) falls within a Special Flood Hazard Area. No development is proposed within this zone.

20.2.7 Fire Protection & Water Supply: No changes are proposed to fire protection measures. All existing infrastructure for fire protection and water supply will remain in place.

20.2.8 Utilities: The site is currently served by municipal water and sewer systems. As no development is proposed, all existing utilities will remain in use with no modification.

Ashley Fetchero

Page 3

Tax Map Parcel 540-12 & 540-13

39 & 35 Kendall Road

Keene, NH 03431

Conclusion

This Boundary Line Adjustment is a straightforward proposal intended to correct a minor setback encroachment and optimize the use of space between two existing residential lots. No new development, construction, or physical changes are proposed. The application fully complies with the zoning, subdivision, and site development standards outlined in the Land Development Code.

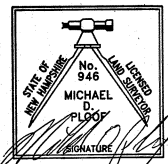
LEGEND:

- RIGHT-OF-WAY LINE
- BOUNDARY LINE
- ABUTTING LOT LINE
- BUILDING SETBACK LINE
- EDGE OF PAVEMENT
- 510' — 10' CONTOUR INTERVAL
- 508' — 2' CONTOUR INTERVAL
- CHAIN-LINK FENCE
- FORMER TRACT LINE
- OH — OVERHEAD UTILITY LINE
- W — WATER LINE PER GIS
- S — SEWER LINE PER GIS
- EDGE OF WATER
- LPIW(F) IRON PIN FOUND
- LPIPE(F) IRON PIPE FOUND
- LPIW/C(S) IRON PIN & CAP SET
- UTILITY POLE
- EXISTING BUILDING
- ▨ PARCEL A & B
- 540-13 TAX MAP & LOT NUMBER
- 35 HOUSE NUMBER
- 100-YEAR FLOOD ZONE ±

CERTIFICATION:

"I HEREBY CERTIFY THAT PARCEL-A & PARCEL-B ARE THE RESULT OF AN ACTUAL FIELD SURVEY MADE ON THE GROUND DURING THE MONTH OF AUGUST, 2025 PER THE PRECISION AND ACCURACY STANDARDS FOR AN URBAN CLASSIFICATION SURVEY AS SPECIFIED IN THE NEW HAMPSHIRE LAND SURVEYOR'S ADMINISTRATIVE RULES (LAN 503.04) AND HAS A MAXIMUM ERROR OF CLOSURE OF ONE PART IN TEN THOUSAND (1:10,000) ON ALL PROPERTY LINES WITHIN AND BORDERING THE SUBJECT PARCEL."

DATE: 2/2/26



540-14
ROBERT G. & GLORIA R. BASS
31 KENDALL ROAD
KEENE, NH 03431
BK 1049 PG 470 11/4/1983

540-27
MARGARET L. ST. JOHN REV. TRUST
34 KENDALL ROAD
KEENE, NH 03431
BK 2920 PG 186 9/10/2015

540-34
JACOB E. &
THERESA E. COLL
3 LEAHY ROAD
KEENE, NH 03431
BK 3203 PG 623 2/22/2022

540-11
RAY HOWARD &
ERICA ZINTER REV. TRUST
43 KENDALL ROAD
KEENE, NH 03431
BK 3145 PG 67 12/16/2020

PROPOSED 540-13
0.49 ACRES
21,328 SQ. FT.
(INCLUDING PARCEL-B)
(EXCLUDING PARCEL-A)
FRONTAGE = 110.19 FT

FORMER 540-13
0.58 ACRES
25,236 SQ. FT.

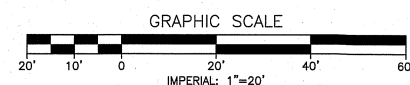
PROPOSED 540-12
0.54 ACRES
23,466 SQ. FT.
(INCLUDING PARCEL-A)
(EXCLUDING PARCEL-B)
FRONTAGE = 78.38 FT

FORMER 540-12
0.45 ACRES
19,559 SQ. FT.

PARCEL-A
0.09 ACRES
4,100 SQ. FT.

PARCEL-B
0.004 ACRES
193 SQ. FT.

543-1
KEENE HIGH SCHOOL ATHLETIC ASSN.
C/O UNION SCHOOL DIST. & LARRY KANE TTEE
PO BOX 472
KEENE, NH 03431
BK 1042 PG 209 2/11/1982



LOT NO.	EXISTING	PARCEL-/+	RESULTING
540-12	0.45 ACRES 19,559 S.F.	PLUS PARCEL A MINUS PARCEL B	0.54 ACRES 23,466 S.F.
540-13	0.58 ACRES 25,236 S.F.	PLUS PARCEL B MINUS PARCEL A	0.49 ACRES 21,328 S.F.
PARCEL-A	0.09 ACRES 4,100 S.F.	-----	-----
PARCEL-B	0.004 ACRES 193 S.F.	-----	-----

NRCS SOILS LEGEND:
SOURCE: USDA NRCS WEB SOIL SURVEY
SOIL DATA FOR THE SUBJECT PARCELS
526A CAESAR LOAMY SAND, 0-3% SLOPES

APPROVED BY KEENE PLANNING BOARD

ON: _____ CERTIFIED BY _____
CHAIR: _____ AND _____
VICE-CHAIR: _____

REFERENCE PLANS:

- "KENDALL GREEN WOODED SECTION - IN WEST KEENE, N.H. - ORIGINAL SURVEY BY - O. TUBIO GIOVANNANGELI C.E." SCALE: ILLEGIBLE, DATE: 7/30/1953 LAST REVISED ON: 9/22 (YEAR ILLEGIBLE), DRAWN BY: ILLEGIBLE. RECORDED AT THE C.C.R.D. AS BK. 12 PG. 42A.
- "KENDALL GREEN - WOODED SECTION - IN WEST KEENE, N.H." SCALE: 1"=50', DATED: JULY 30, 1953, DRAWN BY: O. TUBIO GIOVANNANGELI, C.E. RECORDED AT THE C.C.R.D. AS PLAN 1284.
- "NEW PROPERTY LINES - ALONG SHADOW LAKE" SCALE: 1"=30', DATED: AUGUST 26, 1971 LAST REVISED ON 12/30 (YEAR ILLEGIBLE), DRAWN BY: CITY OF KEENE - ENGINEERING DEPARTMENT. RECORDED AT THE C.C.R.D. AS PLAN 1543.

NOTES:

- THE OWNER OF RECORD FOR TAX MAP 540 LOT 13 IS CHARLES H. HENRY, 35 KENDALL ROAD, KEENE, NH 03431. SEE C.C.R.D. BK. 2256, PG. 103, DATED: 12/9/2016. THE OWNER OF TAX MAP 540 LOT 12 IS JOHN ANTHONY FETCHERO III AND ASHLEY T. FETCHERO, 39 KENDALL ROAD, KEENE, NH 03431. SEE C.C.R.D. BK. 3295 PG. 18 DATED: 11/15/2024.
- THE PURPOSE OF THIS PLAN IS TO DEPICT A LOT LINE ADJUSTMENT BETWEEN TAX MAP 540 LOT 13 AND TAX MAP 540 LOT 12. PARCEL A & PARCEL B ARE NOT TO BE CONSIDERED SEPARATE BUILDING LOTS AND WILL BECOME CONTIGUOUS PARTS OF LOTS 540-12 AND 540-13, RESPECTIVELY.
- SEE AREA CHART FOR EXISTING AND RESULTING AREAS.
- ZONING FOR THE SUBJECT PARCELS IS LOW DENSITY (LD):
MIN. LOT SIZE = 10,000 SQ. FT.
MIN. LOT WIDTH = 70 FT
MIN. LOT FRONTAGE = 60 FT
SETBACKS INCLUDE: 15 FT FRONT, 10 FT SIDE & 20 FT REAR
- THE BOUNDARY INFORMATION SHOWN WAS DEVELOPED FROM THE REFERENCE PLANS NOTED HEREON TOGETHER WITH A FIELD SURVEY BY PERFORMED BY THIS OFFICE DURING THE MONTH OF AUGUST, 2025.
- HORIZONTAL ORIENTATION AND VERTICAL DATUM ARE NAD83 & NAVD88 PER A GPS CORRS SOLUTION.
- CONTOUR DATA SHOWN HEREON IS THE RESULT OF LIDAR POINT CLOUD DATA FOR THE CONNECTICUT RIVER WATERSHED (2015) SOURCED FROM NH GRANIT.
- A PORTION OF TAX MAP 540-13 & 540-12 ARE SUBJECT TO THE 100 YEAR FLOOD HAZARD AREA AS DETERMINED FROM THE FLOOD INSURANCE STUDY (FIRM), CHESHIRE COUNTY, CITY OF KEENE, NEW HAMPSHIRE, COMMUNITY NO.330023, PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, MAP NUMBER: 3300500254E DATED: MAY 23, 2006. APPROXIMATE GRAPHICAL LOCATION IS SHOWN HEREON.
- PARCELS ARE SUBJECT TO CONDITIONS AND RESTRICTIONS MADE A PART OF THE ORIGINAL DEEDS TO LOTS IN THIS SUBDIVISION SEE C.C.R.D. BK.3295 PG.18 AND BK.2256 PG.103.
- THE LOCATION OF UTILITIES SHOWN HAVE BEEN COMPILED FROM THE CITY OF KEENE GIS. THE LOCATION OF UNDERGROUND UTILITIES SHOULD BE CONSIDERED APPROXIMATE AND SHOULD BE FIELD VERIFIED PRIOR TO ANY EXCAVATION OR CONSTRUCTION ACTIVITIES.
- PER SITE INSPECTION ON SEPTEMBER 18, 2025, BY CHRISTOPHER GUIDA C.W.S. NO WETLANDS WERE FOUND ON SITE.

A	2/02/26	MONUMENTS SET		XXX	XXX
REV.	DATE	DESCRIPTION	C/O	DR	CK

LOT LINE ADJUSTMENT PLAN
TAX MAP 540 LOT 12 & TAX MAP 540 LOT 13
(35 & 39 KENDALL ROAD)
KEENE, NEW HAMPSHIRE

PREPARED FOR:
ASHLEY FETCHERO
39 KENDALL ROAD, KEENE, NH 03431

LAND OF:
JOHN ANTHONY FETCHERO III
ASHLEY T. FETCHERO
39 KENDALL ROAD, KEENE, NH 03431

LAND OF:
CHARLES H. HENRY
35 KENDALL ROAD, KEENE, NH 03431

SCALE: 1" = 20' AUGUST 25, 2025

Surveying ♦ Engineering ♦ Land Planning ♦ Permitting ♦ Septic Designs

FIELDSTONE
LAND CONSULTANTS, PLLC
206 Elm Street, Milford, NH 03055
45 Roxbury Street, Keene, NH 03431
Phone: (603) 672-5456 Fax: (603) 413-5456
www.FieldstoneLandConsultants.com

Soil Map—Cheshire County, New Hampshire



**Natural Resources
Conservation Service**

Web Soil Survey
National Cooperative Soil Survey

MAP LEGEND

Area of Interest (AOI)

 Area of Interest (AOI)

Soils

 Soil Map Unit Polygons

 Soil Map Unit Lines

 Soil Map Unit Points

Special Point Features



Blowout



Borrow Pit



Clay Spot



Closed Depression



Gravel Pit



Gravelly Spot



Landfill



Lava Flow



Marsh or swamp



Mine or Quarry



Miscellaneous Water



Perennial Water



Rock Outcrop



Saline Spot



Sandy Spot



Severely Eroded Spot



Sinkhole



Slide or Slip



Sodic Spot



Spoil Area



Stony Spot



Very Stony Spot



Wet Spot



Other



Special Line Features

Water Features



Streams and Canals

Transportation



Rails



Interstate Highways



US Routes



Major Roads



Local Roads

Background



Aerial Photography

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 28, Sep 3, 2024

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
107	Rippowam-Saco complex	1.5	16.6%
526A	Caesar loamy sand, 0 to 3 percent slopes	7.2	81.6%
W	Water	0.2	1.9%
Totals for Area of Interest		8.8	100.0%



CITY OF KEENE NEW HAMPSHIRE

ITEM #G.1.

Meeting Date: July 27, 2026

To: Planning Board

From: Evan Clements, Planner

Through: Mari Brunner, Senior Planner

Subject: **PB-26-16 – Cottage Court Conditional Use Permit** – Applicant Zack Leroy, on behalf of owner Michael Evan, proposes to convert a two-family home into a triplex by adding a dwelling unit to the second story of the attached barn. The ~.21-ac parcel at 128-130 School St (TMP# 555-001-000) is in the Low-Density District.

Recommendation:

To review the attached staff report and application materials in preparation for the public hearing.

Attachments:

1. PB-26-16_Staff Report
2. Application
3. Notice List
4. Project Narrative
5. Plan Set
6. Picture of Barn - South Facade

Background:

The property at 128-130 School St is an existing .21 ac residential lot located on the western side of School St. approximately 130 ft south of the intersection with Leverett St. The property contains an existing duplex built in 1880 with approximately 2,800 sq ft of living area. Attached to the rear of the duplex is an approximately 600 sq ft barn.

The purpose of this application is to seek a Cottage Court Conditional Use Permit to convert the second floor of the existing barn into an approximately 600 sq ft, one-bedroom dwelling unit.

STAFF REPORT

PB-26-16 – COTTAGE COURT CONDITIONAL USE PERMIT – BARN CONVERSION, 128-130 SCHOOL ST

Request:

Applicant Zack Leroy, on behalf of owner Michael Evan, proposes to convert a two-family home into a triplex by adding a dwelling unit to the second story of the attached barn. The ~.21-ac parcel at 128-130 School St (TMP# 555-001-000) is in the Low-Density District.

Background:

The subject property is an existing .21 ac residential lot located on the western side of School St. approximately 130 ft south of the intersection with Leverett St. The property contains an existing duplex built in 1880 with approximately 2,800 sq ft of living area. Attached to the rear of the duplex is an approximately 600 sq ft barn. The barn is connected to the duplex by an above ground breezeway. The property also contains a driveway with four car parking area.

The purpose of this application is to seek a Cottage Court Conditional Use Permit to convert the second floor of the existing barn into an approximately 600 sq ft, one bedroom dwelling unit. The only exterior change to the barn proposed is the installation of a doorway to provide access to the loft from the exterior of the barn. No other changes to the site are proposed.

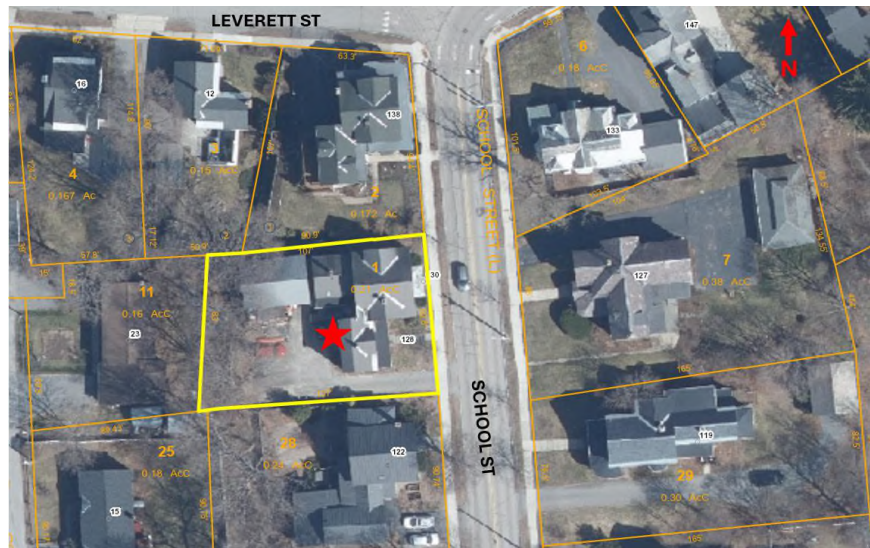


Fig 1: Aerial of 128-130 School St outlined in yellow with red star

Determination of Regional Impact:

Staff have made a preliminary evaluation that the proposal does not appear to have the potential for “regional impact” as defined in RSA 36:55. The Board should make a final determination as to whether the proposal could have the potential for regional impact.

Completeness:

The applicant requests exemptions from submitting separate existing and proposed conditions plans, a grading plan, a lighting plan, a landscaping plan, and all technical reports. Staff recommend that the Board grant these exemptions and accept the application as “complete.”

Departmental Comments:

Engineering: If required by IBC, City and State code, a meter pit and backflow preventor shall be installed at the property line.

STAFF REPORT

Application Analysis: Article 17 – Cottage Court Conditional Use Permit Criteria

17.4 Permitted Uses: The application proposes to convert an existing duplex into a triplex by converting the loft of the attached barn to the rear. This new unit is attached horizontally to the existing duplex thereby meeting the triplex definition. This standard has been met.

17.5.1 Development Types Allowed: The project will be developed on a single parcel of land with a property management entity to manage the rental units. This standard has been met.

Table 1: Proposed unit type, number of units, and gross floor area.

Unit Type	Total Gross Floor Area	Number of Units Proposed
1-Bedroom	600 sq. ft.	1

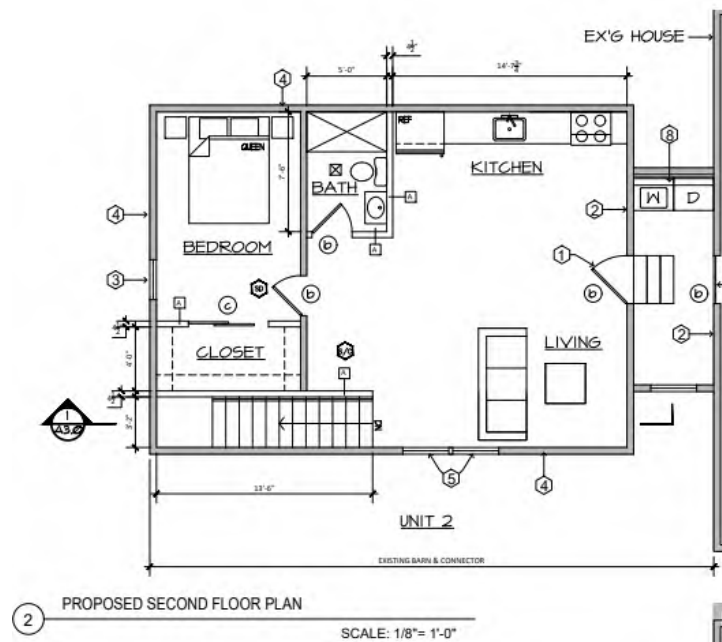


Fig 2: Proposed floor plan of loft unit

17.5.3 Conditional Use Permit Standards:

- Dwelling Unit Size: The proposed dwelling will be 600 sq. ft. in size, well below the 1,250 sq. ft. allowed. This standard has been met.
- Parking: An existing parking area with four parking spaces will be utilized for the new unit. Only one parking space per unit on the property is required. This standard is met.
- Building Separation: This standard is not applicable as the barn and principal duplex are connected.
- Driveways: The existing driveway will be utilized to provide access to the site and rear parking area. This standard is met.
- Screening: The application proposes to create a third dwelling unit on the property by utilizing the existing attached barn. The intensity of the built form on the property will not be changed as there are no additional structures or exterior building additions that will

STAFF REPORT

alter the existing building form. The Board will need to determine if additional screening may be needed.

- F. Architectural Guidelines: The loft will undergo an interior retrofit to convert it into a habitable dwelling unit. No new construction is proposed. This standard is not applicable.



Fig 3: Photo of connected barn taken from parking area

Recommended Motion:

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

"Approve PB-26-16 as shown on the plan set at a variable scale prepared on April 24, 2026 and last revised on July 13, 2026 with the following conditions precedent:

- 1. Precedent to final approval and signature of the plans by the Planning Board Chair, the following conditions shall be met:**
 - a. Submittal of five (5) full sized copies of the final plan set signed by the property owner.**
 - b. Revised plans that correctly indicate the number of proposed dwelling units and floor plans.**



Planning Application

Project Number: PB-26-16 **Date Submitted:** May 14, 2026
Project Name: School St Barn Conversion **Zoning:** LD
Project Address: 128 SCHOOL ST. **Parcel Size:** 5751
Parcel Number: 555001000000000

Owner Information
RAY EVAN MICHAEL 130 SCHOOL ST KEENE NH 03431
Name Address City/State/Zip

Applicant Name **Applicant Phone #**
Zack LeRoy 6033216952

Authorized Agent Name **Authorized Agent Phone #**
Zack LeRoy 603-321-6952

Project Description
The goal is to convert the existing barn on the subject property into 1 one bedroom apartments.

Attachments		Technical Reports	
Narrative & Plan Set			
Narrative	Submitted	Drainage Report	Exemption Requested
Location Map	Submitted	Traffic Report / Analysis	Exemption Requested
Existing Conditions Plan		Soil Analysis	Exemption Requested
Proposed Conditions Plan		Historic Evaluation	
Grading Plan		Screening Analysis	
Landscaping Plan		Architectural Analysis	
Lighting Plan		Other Reports / Analyses	N/A
Elevations / Renderings	Submitted		



100 feet Abutters List Report

Keene, NH
May 14, 2026

Subject Property:

Parcel Number: 555-001-000
CAMA Number: 555-001-000-000-000
Property Address: 128-130 SCHOOL ST.

Mailing Address: RAY EVAN MICHAEL
130 SCHOOL ST
KEENE, NH 03431

Abutters:

Parcel Number: 554-006-000
CAMA Number: 554-006-000-000-000
Property Address: 133 SCHOOL ST.

Mailing Address: DRUMM ROBERT A.
133 SCHOOL ST.
KEENE, NH 03431-3312

Parcel Number: 554-007-000
CAMA Number: 554-007-000-000-000
Property Address: 127 SCHOOL ST.

Mailing Address: THRESHOLD TRUST
MARY IDA KENDALL TTEE 127 SCHOOL
ST
KEENE, NH 03431

Parcel Number: 555-002-000
CAMA Number: 555-002-000-000-000
Property Address: 138 SCHOOL ST.

Mailing Address: VENEZIA PAUL J. VENEZIA RUTH R.
138 SCHOOL ST.
KEENE, NH 03431

Parcel Number: 555-003-000
CAMA Number: 555-003-000-000-000
Property Address: 12 LEVERETT ST.

Mailing Address: BLAIR WILLIAM JR BLAIR ANGELA
9624 AVENIDA DE LA LUNA NE
ALBUQUERQUE, NM 87111

Parcel Number: 555-004-000
CAMA Number: 555-004-000-000-000
Property Address: 16 LEVERETT ST.

Mailing Address: WEININGER RACHAEL E.
16 LEVERETT ST.
KEENE, NH 03431

Parcel Number: 555-010-000
CAMA Number: 555-010-000-000-000
Property Address: 26 CASTLE CT.

Mailing Address: HATT, TASHA A.
26 CASTLE CT.
KEENE, NH 03431

Parcel Number: 555-011-000
CAMA Number: 555-011-000-000-000
Property Address: 23 CASTLE CT.

Mailing Address: BOISVERT LINDA J. REV. TRUST
23 CASTLE CT.
KEENE, NH 03431

Parcel Number: 567-025-000
CAMA Number: 567-025-000-000-000
Property Address: 15 CASTLE CT.

Mailing Address: DIPIETRO MARK DIPIETRO MELINDA
15 CASTLE CT.
KEENE, NH 03431

Parcel Number: 567-026-000
CAMA Number: 567-026-000-000-000
Property Address: 17-19 CASTLE ST.

Mailing Address: GALLEN MATTHEW LEE
PO BOX 309
MARLBOROUGH, NH 03455-0309

Parcel Number: 567-027-000
CAMA Number: 567-027-000-000-000
Property Address: 108 SCHOOL ST.

Mailing Address: SLADE AVRIL HARVEY ALDWIN
108 SCHOOL ST.
KEENE, NH 03431



www.cai-tech.com

Data shown on this report is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this report.

5/14/2026

Page 1 of 2



100 feet Abutters List Report

Keene, NH
May 14, 2026

Parcel Number:	567-028-000	Mailing Address:	TROINA LINNAEA TROINA MICHAEL
CAMA Number:	567-028-000-000-000		122 SCHOOL ST
Property Address:	122 SCHOOL ST.		KEENE, NH 03431
Parcel Number:	568-029-000	Mailing Address:	ALGENI RONALD S. EGLI MELANIE A.
CAMA Number:	568-029-000-000-000		119 SCHOOL ST.
Property Address:	119 SCHOOL ST.		KEENE, NH 03431-3312
Parcel Number:	568-030-000	Mailing Address:	SCHOELZEL, TYSON CHURCHILL
CAMA Number:	568-030-000-000-000		SCHOELZEL JULIE ANN
Property Address:	109 SCHOOL ST.		109 SCHOOL ST.
			KEENE, NH 03431-3312



www.cai-tech.com

The proposed project at 128-130 School Street in Keene involves the adaptive reuse and conversion of an existing barn structure into one additional residential dwelling unit as part of a cottage court style development. The proposal is consistent with the intent, purpose, and applicable standards of the City of Keene Land Development Code (“LDC”), including the recently adopted Cottage Court Overlay provisions, and advances the City’s stated goals related to infill housing, neighborhood-compatible redevelopment, and expansion of housing choice. ([City of Keene](#))

The property is located within an established residential neighborhood served by municipal water and sewer infrastructure, thereby satisfying a primary eligibility requirement for cottage court development under the LDC. The project constitutes an appropriate form of residential infill and redevelopment by repurposing an existing underutilized accessory structure rather than introducing large-scale new construction. The proposal preserves the traditional residential character of the neighborhood while creating additional small-scale housing opportunities consistent with the City’s housing objectives. ([City of Keene](#))

The proposed barn conversion complies with the overarching purposes of the Cottage Court Overlay District by promoting compact, pedestrian-oriented housing at a scale compatible with surrounding development patterns. The existing barn structure is architecturally consistent with the historic and residential character of the School Street neighborhood, and its reuse minimizes visual impacts while maintaining the established streetscape. Reuse of the existing structure also reduces the extent of site disturbance, impervious surface expansion, and infrastructure demands compared to conventional multifamily development alternatives.

The development satisfies the intent of the Cottage Court ordinance to encourage innovative site design and efficient land utilization through clustering of smaller dwelling units in a manner that supports walkability, neighborhood cohesion, and shared open space. The proposal maintains the existing residential scale of the property and avoids the appearance or intensity typically associated with larger apartment-style developments. ([City of Keene](#))

The project also advances several planning objectives identified by the City in support of the Cottage Court ordinance, including:

- Expanding the diversity of housing types available within existing neighborhoods;
- Encouraging redevelopment of underutilized residential properties;
- Supporting smaller household sizes and workforce housing opportunities;
- Providing additional housing without substantially altering neighborhood character; and
- Encouraging cost-effective use of existing municipal infrastructure. ([City of Keene](#))

The proposal is compatible with surrounding land uses and is designed to maintain appropriate relationships between buildings, parking areas, access drives, and open space. Parking areas are subordinate to the residential character of the site and are screened and arranged to minimize visual impact from the public street, consistent with cottage court design principles.

Pedestrian circulation and shared outdoor areas further reinforce the small-scale residential character envisioned by the ordinance.

In addition, the adaptive reuse of the existing barn supports the LDC's broader goals of sustainable development and preservation of neighborhood character by retaining an existing structure that contributes to the visual and historical context of the property. The project represents a lower-impact redevelopment strategy that efficiently utilizes an existing building envelope while providing additional housing opportunities within walking distance of downtown services, employment centers, and transportation corridors.

The proposal therefore satisfies both the specific intent of the Cottage Court Overlay provisions and the general purposes of the City of Keene Land Development Code by providing context-sensitive residential infill development that is compact, compatible, and supportive of the City's long-term housing and land use objectives. ([City of Keene](#))

EXISTING 1,292 SF BARN
TO BE RENOVATED INTO 2
APARTMENT UNITS

Correction 1 unit

EXISTING 3,170 SF 2 UNIT HOUSE
TO REMAIN

EX'G 4 PARKING SPOTS

EXISTING PARKING
TO REMAIN

EXISTING DRIVEWAY
TO REMAIN

1

APPROXIMATE SITE PLAN

NOT SURVEYED

SCALE: 3/32"= 1'-0"



DRAWING LIST

- A0 COVER & SITE PLAN
- AD1 DEMO PLANS
- A1 PLANS
- A3 SECTIONS & DETAILS

SQUARE FOOTAGE:

BUILDING FOOTPRINT: 646 SF

APPLICABLE BUILDING CODES:

- IRC 2021
- IEBC 2021
- IECC 2018

ALL CONSTRUCTION SHALL COMPLY WITH
LOCAL AND STATE CODES THAT PERTAIN.

GENERAL NOTES:

1. ALL MATERIALS AND PRODUCTS AS HEREIN
DRAWN AND SPECIFIED SHALL BE
TRANSPORTED, STORED, INSTALLED,
FINISHED AND MAINTAINED ACCORDING TO
THE MANUFACTURER'S SPECIFICATIONS.
2. DRAWINGS ARE NOT TO BE SCALED. USE
ONLY WRITTEN DIMENSIONS.
3. ALL WRITTEN DIMENSIONS ARE TO FINISH,
UNLESS OTHERWISE NOTED.
4. PLUMBING, HVAC & ELECTRICAL ARE TO BE
DESIGN-BUILD BY THE SUB CONTRACTOR
PERFORMING THE WORK.

EVAN MICHAEL
BARN RENOVATION
128 SCHOOL STREET
KEENE, NH

COVER & SITE PLAN

SCALE: AS NOTED
04-24-26
REVIEW

A0

NOT FOR CONSTRUCTION

PHASE KEY

- EXISTING
- DEMO
- NEW

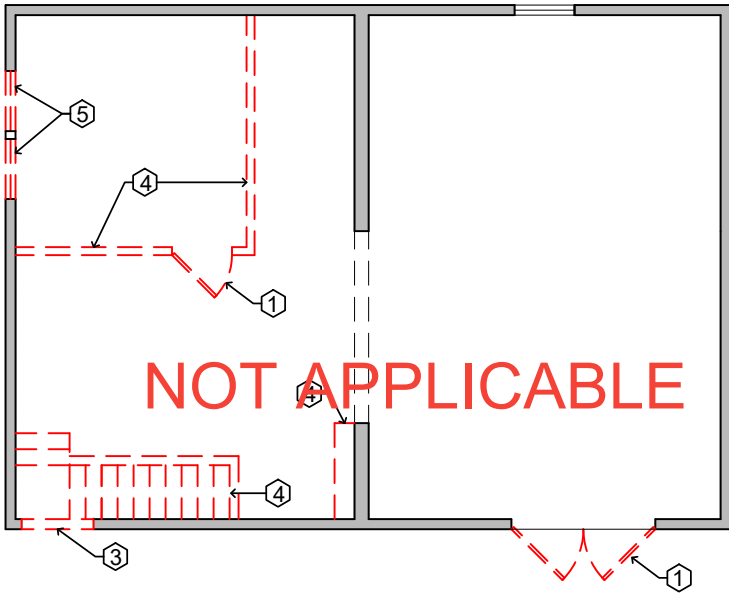
DEMO KEY NOTES

- 1 REMOVE DOOR
- 2 ENLARGE FLOOR FOR NEW STAIR OPENING
- 3 DEMO FOR NEW WINDOW/ DOOR OPENING
- 4 DEMO WALLS
- 5 REMOVE EX'G WINDOWS, ENLARGE FOR NEW EGRESS WINDOWS

DEMO NOTES

- 1. THE G.C. SHALL BE RESPONSIBLE FOR MAINTAINING THE STRUCTURAL INTEGRITY OF THE BUILDING THROUGHOUT THE ENTIRE CONSTRUCTION PROCESS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE INSTALLATION OF PROPER AND ADEQUATE TEMPORARY SHORING DURING THE PROGRESS OF THE WORK.
- 2. IT IS THE RESPONSIBILITY OF THE G.C. TO LEGALLY DISPOSE OF ALL WASTE OFF SITE.
- 3. IT IS THE RESPONSIBILITY OF THE G.C.. TO PROTECT LANDSCAPING DURING DEMOLITION & CONSTRUCTION.
- 4. IT IS THE RESPONSIBILITY OF THE G.C. TO CONTACT 'DIG SAFE' PRIOR TO ANY EXCAVATION/ UTILITY WORK.
- 5. DEMOLITION OF EXISTING CONSTRUCTION SHALL BE AS SHOWN AND LIMITED TO THAT WHICH IS REQUIRED TO BE REMOVED IN ORDER TO ACCOMMODATE THE NEW PLAN.
- 6. EXCAVATE ORGANIC MATERIAL PRIOR TO THE INSTALLATION OF ANY CONCRETE FOUNDATIONS, SLABS OR PADS.
- 7. ALL DAMAGED MATERIALS, OPENINGS AND VOIDS CREATED BY THE REMOVAL OF EXISTING CONSTRUCTION EQUIPMENT, PIPING, DUCTS, ETC, SHALL BE PROPERLY PATCHED AND CLOSED OFF. ALL DAMAGED WALLS SHALL BE PATCHED TO RECEIVE NEW FINISH AS REQUIRED.
- 8. WHERE THE PATCHING OF EXISTING FLOOR IS REQUIRED, ANY SLOPING OR RAMPING TO A LEVEL FLOOR SHALL NOT EXCEED 1/8" PER 10 FEET UNLESS OTHERWISE NOTED.
- 9. IN DEMOLITION, TO ALLOW FOR NEW DOOR, & WINDOW OPENINGS, PROVIDE TEMPORARY SUPPORT UNTIL NEW HEADERS ARE INSTALLED.
- 10. REMOVAL OF PLUMBING ITEMS SHALL INCLUDE ALL FIXTURES AND ASSOCIATED PIPING. ALL PLUMBING SHALL BE REMOVED TO A POINT AS NOT TO CREATE "DEAD END LINES".
- 11. PROVIDE TEMPORARY PROTECTION AS REQUIRED AT UNPROTECTED EXTERIOR ROOF AND WALL OPENINGS.

2 SECOND FLOOR DEMO PLAN
SCALE: 1/8"= 1'-0"



1 FIRST FLOOR DEMO PLAN
SCALE: 1/8"= 1'-0"

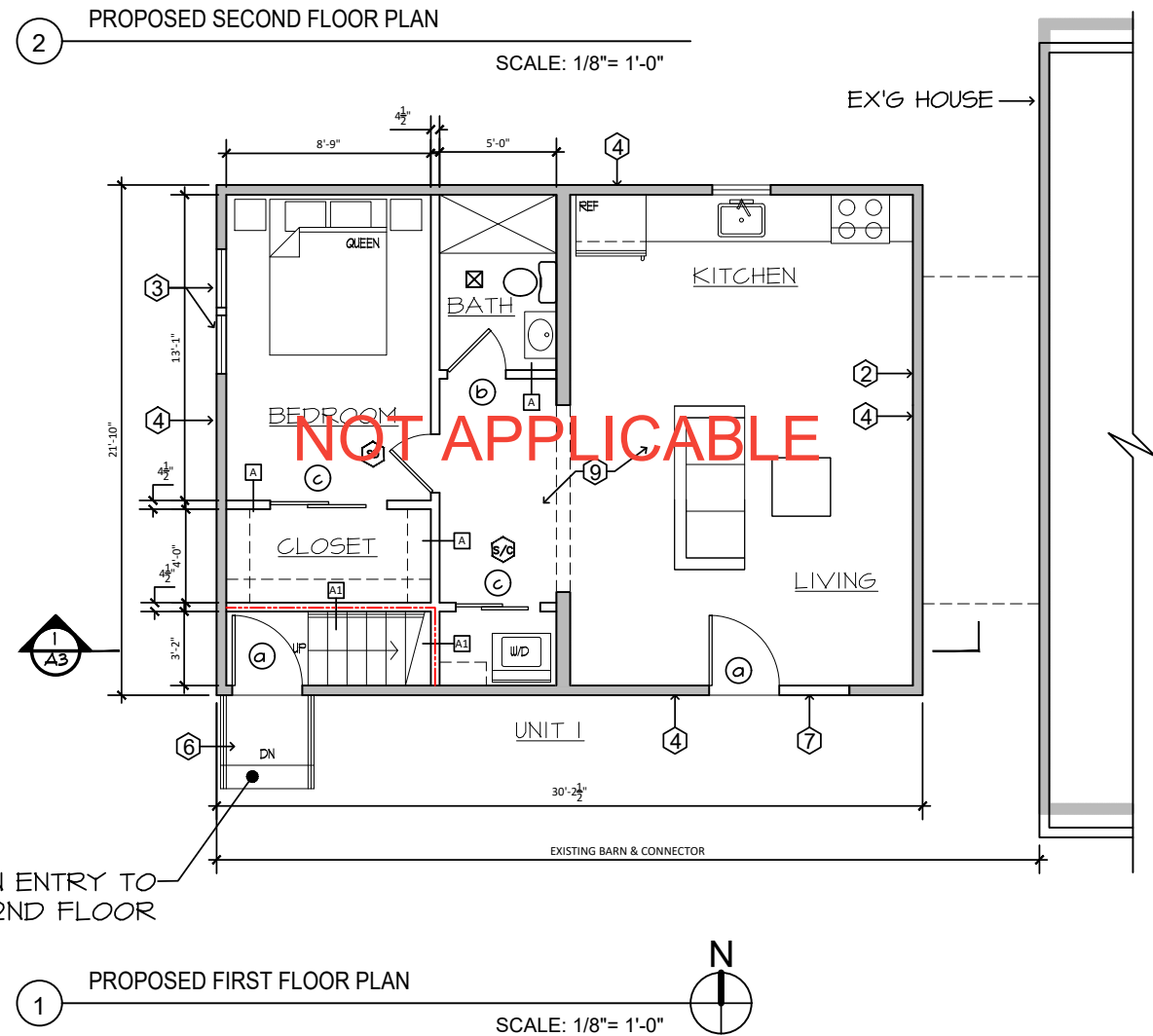
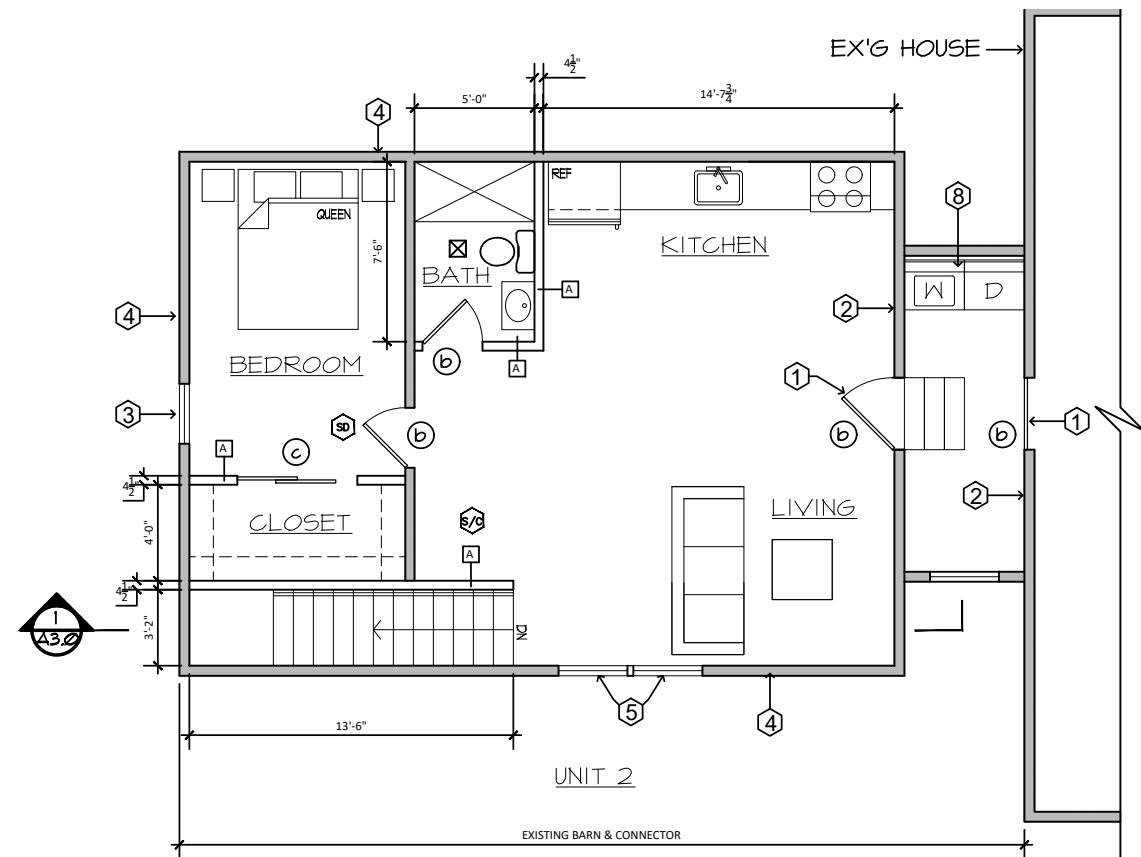
EVAN MICHAEL
BARN RENOVATION
128 SCHOOL STREET
KEENE, NH

DEMO PLANS

SCALE: AS NOTED
04-24-26
REVIEW

AD1

NOT FOR CONSTRUCTION



PHASE KEY

- EXISTING
- DEMO
- NEW

PARTITION TYPE

- A — 2x4 stud @ 16" o.c.
1/2" gwb ea. side
- A1 — 1 HOUR RATED
2x4 stud @ 16" o.c.
fiberglass batt
5/8" gwb ea. side

- 1 - HOUR
RATED WALL

KEY NOTES

- 1 NEW 20 MIN. RATED DOOR
- 2 NEW FIRE RATED WALL-2 LAYERS OF 5/8" GWB
- 3 NEW EGRESS WINDOW MIN. 5.7 SF
- 4 NEW WALL INSULATION, MIN. R-20 OR FILL EX'G CAVITY
- 5 PROVIDE TEMPERED FILM TO EX'G WINDOWS
- 6 NEW PT STAIR, LANDING & HANDRAIL
- 7 NEW WALL INFILL @ DOOR OPENING
- 8 NEW WASHER & DRYER IN CONNECTOR
- 9 NEW FIRE RATED CEILING-2 LAYERS OF 5/8" GWB. BETWEEN FIRST AND SECOND FLOORS

- EXHAUST FAN & HEATER
- S/C SMOKE/ CO DETECTOR
- SD SMOKE DETECTOR

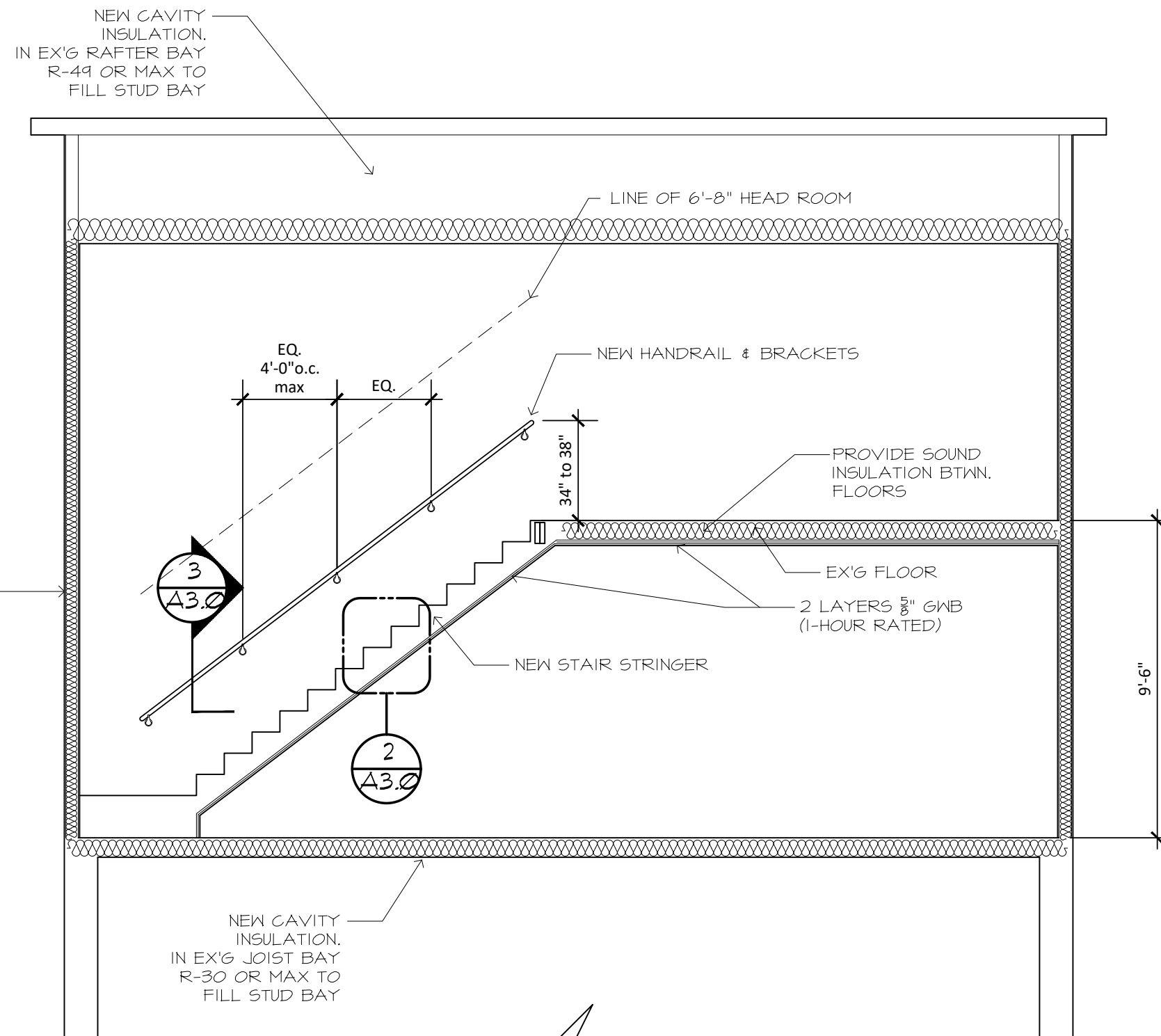
EVAN MICHAEL
BARN RENOVATION
128 SCHOOL STREET
KEENE, NH

PROPOSED PLANS

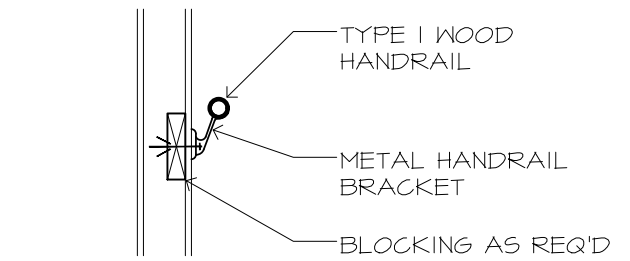
SCALE: AS NOTED
04-24-26
REVIEW

NOT FOR CONSTRUCTION

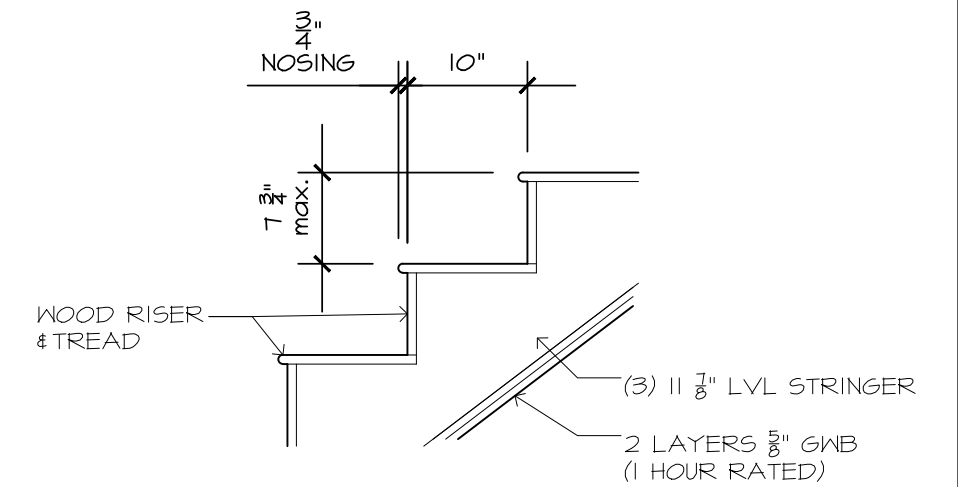
A1



1 STAIR SECTION
SCALE: 1/4" = 1'-0"



3 HANDRAIL DETAIL
SCALE: 3/4" = 1'-0"



2 STAIR DETAIL
SCALE: 3/4" = 1'-0"

EVAN MICHAEL
BARN RENOVATION
128 SCHOOL STREET
KEENE, NH

STAIR SECTION & DETAILS

SCALE: AS NOTED
04-24-26
REVIEW

A3

NOT FOR CONSTRUCTION



Picture of Barn at the rear of 128-130 School St – South Facade



CITY OF KEENE NEW HAMPSHIRE

ITEM #G.2.

Meeting Date: July 27, 2026

To: Planning Board

From: Megan Fortson, Planner

Through: Mari Brunner, Senior Planner

Subject: **Change of Governmental Land Use** – In accordance with NH RSA 674:54, the parcels at 0 Gilbo Ave & 0 School St (TMP#s 575-016-000 & 575-017-000) are proposed to be used for temporary construction storage on behalf of the City of Keene during the Downtown Infrastructure Project. The parcels are ~2.86-ac in size and are in the Downtown Growth District.

Recommendation:

To review the attached materials in preparation for the public hearing.

Attachments:

1. Narrative
2. Site Layout Plan

Background:

The City of Keene Public Works Department has submitted a notice of governmental land use to create a temporary construction storage area for the Downtown Infrastructure Project on the parcels at 0 Gilbo Ave & 0 School St (TMP#s 575-016-000 & 575-017-000). In accordance with NH RSA 674:54, the Planning Board may provide nonbinding recommendations relative to the conformity or nonconformity of the proposal with the applicable standards outlined in the City of Keene Land Development Code.



May 6, 2024

Harold Farrington, Chair
Keene Planning Board
3 Washington Street
Keene, NH 03431

RE: **Notification of Governmental Land Use**
Parcel No. 575/016 & 575/017

Dear Mr. Farrington,

On behalf of the City of Keene, I'm writing to provide written notification to the Keene Planning Board pursuant to New Hampshire RSA 674:54.

Specifically, Keene Public Works will be using the referenced parcels as a temporary construction material storage yard for the upcoming Downtown Infrastructure Project. The parcels will be occupied for the storage of bulky materials (sand, gravel, etc.), piping, utility structures and the like. A jobsite trailer and portable toilet will be located on the property. The area will also be used to park construction worker's personal vehicles during the work day and construction equipment when not in use.

In accordance with New Hampshire RSA 674:54, this notification is accompanied by a plan showing the portion of the parcel to be occupied. We have negotiated for the temporary occupancy of the site by the City's agents (i.e., Casella Construction, Inc.) with the current parcel owner, National Grange Mutual Insurance Company, Inc. At the end of the construction project, the site will be restored to existing conditions. A photo of the site is enclosed for your reference. We expect construction to begin in late July, 2026 and continue through November 2028.

The RSA provides the Planning Board with the opportunity to hold a public hearing relative to the proposed governmental use, though it is not required. I have included the appropriate list of abutters with the supporting materials. We welcome the opportunity to discuss the project and answer your questions at your regularly scheduled meeting on July 27TH, 2026. You also have the option, but not the obligation, to issue non-binding written comments relative to the project. We welcome your input.

If you have any questions, please contact me at 603-352-6550.

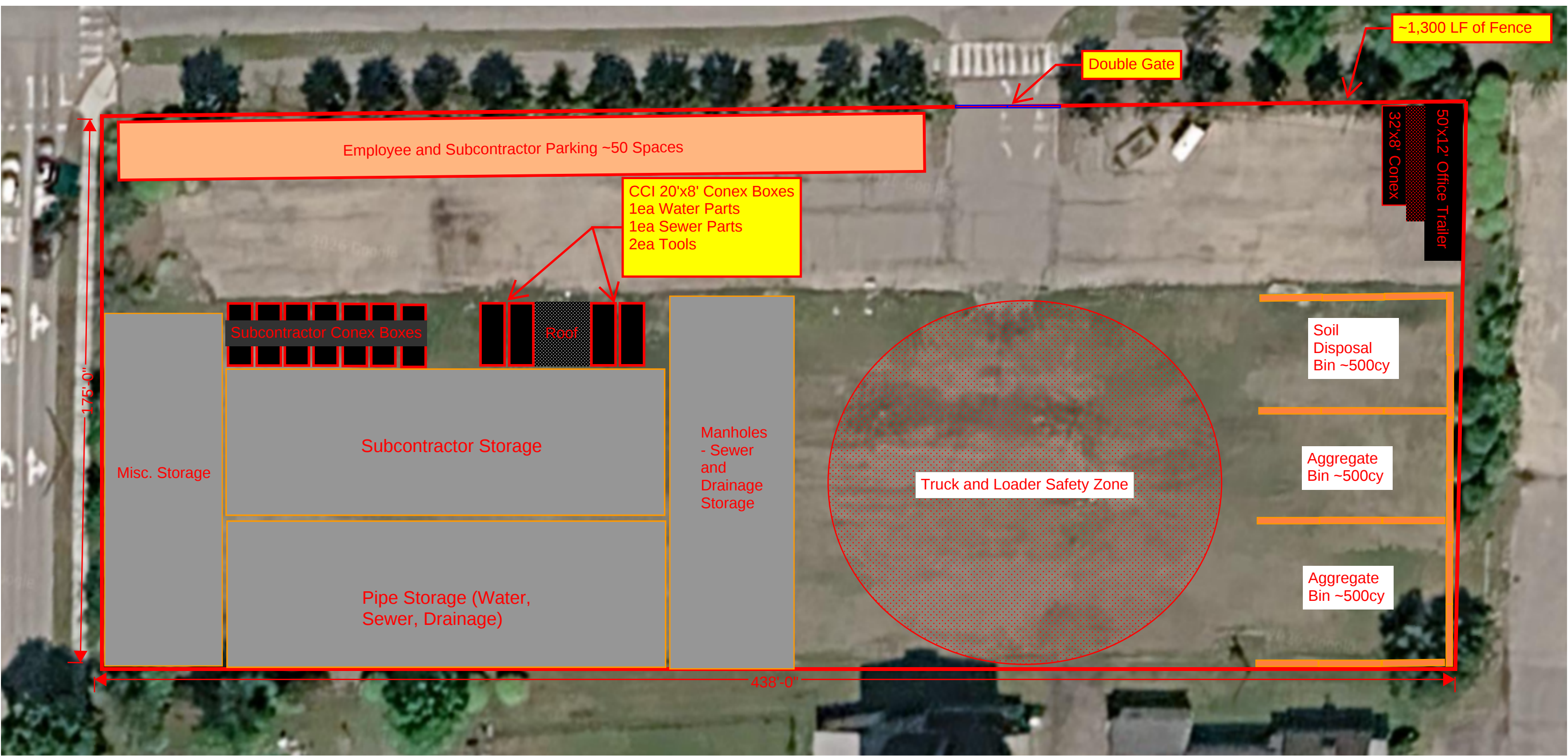
Sincerely,

A handwritten signature in blue ink, appearing to read 'DL', is positioned above the printed name.

Donald R. Lussier, P.E.
Public Works Director

CC: Paul Andrus, Community Development Director
Amanda Palmeira, City Attorney

Encl.





CITY OF KEENE NEW HAMPSHIRE

ITEM #1.1.

Meeting Date: July 27, 2026
To: Planning Board
From: Mari Brunner, Senior Planner
Through: Paul Andrus, Community Development Director
Subject: Overview of Administrative and Minor Site Plan approvals issued from January-June 2026.

Recommendation:

For your information.

Attachments:

None

Background:

The following projects were reviewed and approved by planning staff from January through June 2026. No Minor Site Plan applications were reviewed during this timeframe.

1. **SPR-927, Modification #2B – Target Drive-Up Expansion, 46 Ash Brook Rd** – Applicant Kimley-Horn Associates, on behalf of owner Target Corporation, proposes to increase the number of drive-up parking stalls from 8 to 12; restripe the parking lot in this area; and install a new parking lot light fixture on the Target site at 46 Ash Brook Rd #5 (TMP #109-027-000). The Monadnock Marketplace site is ~25.7-ac in size and is located in the Commerce District.
2. **PB-2024-15, Modification #3 – Monadnock Conservancy Landscaping Modifications, 82 Ashuelot St** – Applicant & owner, the Monadnock Conservancy, proposes to modify the landscaping originally approved as part of the Major Site Plan application, PB-2024-15, for the ~1.1-ac parcel at 82 Ashuelot St (TMP #567-001-000). Proposed changes include the substitution of 7 rhododendron, 46 inkberry holly, and 20 switch grass bushes with 73 similar shrub species along the northern property boundary. The total quantity, average height, and general location of plantings in this area will remain the same.
3. **PB-2026-02 – Keene Eye Care Ramp, 338 Main St** - Applicant Schaal Given Contracting, on behalf of owner Keene Eye Care, proposes to remove two existing decks with porch roofs and an existing handicap ramp and replace them with a new, covered handicap ramp on the property at 338 Main St (TMP #594-048-000). The parcel is ~0.48-ac in size and is located in the Low Density District.
4. **PB-2026-05 – Humdinger’s Rooftop Solar Array, 850 Marlboro Rd** – Applicant New England Clean Energy, on behalf of owner Rocky Brook Realty LLC, proposes to install a 24.640 kW DC rooftop solar array consisting of 56 panels at the easternmost building on the

property at 850 Marlboro Rd (TMP #240-025-000). The parcel is ~4.8-ac in size and is located in the Rural District.