

City of Keene Minor Project Review Committee

AGENDA

Thursday, April 6, 2023

10:00 AM

City Hall, 2nd Floor Council Chambers

- I. <u>Call to Order</u> Roll Call
- II. Minutes of Previous Meeting March 16, 2023
- III. Final Vote on Conditional Approvals

IV. Continued Public Hearing

a. <u>SPR-06-19, Modification #1 – Site Plan – 20 Manchester St</u> - Applicant and owner 560 Main Street LLC, proposes to lease a portion of the Froling site at 20 Manchester St (TMP #114-012-000) to Phil's Tree Service for equipment and truck storage, create a second open yard rental space, construct an addition ~3,750 sf in size to an already approved 10,000 sf building, and make minor modifications to the landscaping and parking. The property is 9.88 ac and is located in the Industrial District.

V. <u>Staff Updates</u>

VI. <u>New Business</u>

VII. Upcoming Meeting Dates

- April 2nd Monthly MPRC Meeting April 20, 2023 at 10:00 am (*if needed*)
- May Pre-submission Meeting May 4, 2023 at 9:00 am
- May 1st Monthly MPRC Meeting May 4, 2023 at 10:00 am
- May 2nd Monthly MPRC Meeting May 18, 2023 at 10:00 am (*If needed*)

1 2 3	<u>City of Keene</u> New Hampshire						
4 5 6		ECT REVIEW COM ETING MINUTES	<u>MITTEE</u>				
7	Thursday, March 16, 2023	10:30 AM	Council Chambers, City Hall				
	Members Present: Don Lussier Jesse Rounds John Rogers Don Farquhar Mari Brunner, Alternate Mike Hagan, Alternate Members Not Present: Med Kopczynski	<u>Other Staff</u> Megan Fortso	•				
8 9 10	 Kürt Blomquist, Alternate Steve Dumont, Alternate 1) <u>Call to Order –</u> Roll Call 						
11 12 13 14	Chair Rounds called the meeting to orde stated that Mari Brunner is a voting mem		call was conducted. Chair Rounds				
15	2) <u>Minutes of Previous Meeting</u> – M	Iarch 2, 2023					
16 17 18 19	Mr. Lussier stated that he has one correction to the Minor Project Review Committee minutes: "Mr. Farquhar" should be changed to "Chief Farquhar."						
20 21 22 23	Mr. Lussier made a motion to approve the regular Minor Project Review Committee meeting minutes and the Pre-submission meeting minutes of March 2, 2023 as amended. Mr. Rogers seconded the motion, which passed by unanimous vote.						
24 25	3) <u>Final Vote on Conditional Appr</u>	rovals					
25 26 27 28 29	Ms. Fortson stated that there are no cond4) <u>Continued Public Hearing</u>	litional approvals for a	final vote today.				

- A. <u>SPR-06-19, Modification #1 Site Plan 20 Manchester St –</u> Applicant and owner 560 Main Street LLC, proposes to lease a portion of the Froling site at 20 Manchester St (TMP #114-012-000) to Phil's Tree Service for equipment and truck storage, create a second open yard rental space, construct an addition ~3,750 sf in size to an already approved 10,000 sf building, and make minor modifications to the landscaping and parking. The property is 9.88 ac and is located in the Industrial District.
- 30

Chair Rounds stated that the applicant for SPR-06-19, Modification #1 is not here today. He opened the public hearing. Ms. Brunner stated that her understanding, in talking with Ms. Fortson, is that the applicant contacted the Community Development Department and asked for the application to be continued to the April 6, 2023 meeting.

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Ms. Brunner made a motion to continue the public hearing for SPR-06-19, Modification #1 to the April 6, 2023 Minor Project Review Committee meeting at 10:00 in Council Chambers at City Hall. Mr. Lussier seconded the motion, which passed by unanimous vote.

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5) <u>Staff Updates</u>

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Chair Rounds stated that he wanted to update the Board about the Minor Project application, SPR-42 204 Modification #3, that had previously been submitted for 216 Marlboro St. He continued that 43 44 the applicant came before the MPRC [on January 26, 2023] and the Board had issued a conditional approval. However, upon further review, the MPRC realized that they should not have accepted 45 the application because the proposal did not comply with Zoning and the MPRC is not allowed to 46 consider applications that do not meet Zoning. There were also issues with the MPRC's motion, 47 which they will talk about with the attorneys, so the MPRC can better understand how they need 48 to word future motions. The applicant will return in the future with a revised proposal. He is not 49 sure if it will be a new site plan, but the applicant has some work to do before returning to the 50 MPRC, which City Staff has communicated to the applicant. For now, that process is done, 51 because the MPRC should not have started the process in the first place. He asked if anyone had 52 53 questions or if he missed anything.

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55 Ms. Brunner replied that she would add that the application is considered *void ab initio*.

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6) <u>New Business</u>

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59 Chair Rounds asked if anyone had new business to discuss. There was no response.

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7) <u>Upcoming Meeting Dates</u>

62 • Pre-submission Meeting – April 6, 2023 at 9:00 am
63 • 1st Monthly MPRC Meeting – April 6, 2023 at 10:00 am
64 • 2nd Monthly MPRC Meeting – April 20, 2023 at 10:00 am (*If needed*)
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MPRC Meeting Minutes March 16, 2023

- 66 There being no further business, Chair Rounds adjourned the meeting at 10:41 AM.
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- 68 Respectfully submitted by,
- 69 Britta Reida, Minute Taker

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- 71 Reviewed and edited by,
- 72 Megan Fortson, Planning Technician

City of Keene, NH **Site Plan Application**

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

SECTION 1: PROJE	CT INFORMATION			
PROJECT NAME: 560 Main Street LLC F	hase 2	TYPE OF APPLICATION BEING SUBMITTED:		
20 Manchester Street				
EXISTING OR PREVIOUS USE: Industrial, Manufacturing, Multi-use	PROPOSED USE: Offic	ce, Truck Shop, Production		
GROSS FLOOR AREA OF NEW CONSTRUCTION (in square feet) 12,750sf	GROSS FLOOR AREA C BUILDINGS/STRUCTU			
AREA OF PROPOSED NEW IMPERVIOUS SURFACES (in square feet) 30,000	total area of land 45000sf	DISTURBANCE (in square feet)		
SECTION 2: CONTA	CT INFORMATION			
PROPERTY OWNER		APPLICANT		
NAME/COMPANY: 560 Main Street LLC	name/company:	lark Froling		
MAILING ADDRESS: 20 Manchester Street, Keene NH 03431	MAILING ADDRESS: 2) Manchester Street, Keene NH 03431		
PHONE: (603) 520 6272	PHONE: (603)	520 6272		
mark@frolingenergy.com	mark	@frolingenergy.com		
SIGNATURE: Mark Froling Digitally signed by Mark Froling Date: 2023.01.20 08:47:18	SIGNATURE: Mar	K Froling Digitally signed by Mark Froling Date: 2023.01.20 08:47:32 -05'00'		
Mark Froling		ark Froling		
AUTHORIZED AGENT (if different than Owner/Applicant)	F	OR OFFICE USE ONLY:		
(in entret entret, entret, etc.)				
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Project Narrative: at 20 Manchester Street Keene NH

 Additional use of property for rental purposes:
 560 Main Street LLC is the current owner of the property and Froling Energy is the current Lessee of the property. Froling Energy sublets about 2 acres of the property To Phil's Tree Service for equipment storage and truck storage. Currently the property is not in compliance for this multi-use purpose and 560 Main Street is seeking the right to operate with some of its land being used for storage and business operations by others. Two areas are identified.
 Please see plans for delineation of convertible space for rental use.

2. Changes to "Phase Two" construction

560 Main Street LLC is seeking to begin construction of the approved "Phase Two" building known as the truck shop and office for Froling Energy. We are seeking to add a 3750sf addition on the east side of the already approved 100x100ft structure. This addition would house some cord wood processing machinery that we are planning to use in the future. The proposed addition is shown on the submitted site plan.

3. Changes to the parking striping

The original site plan application was approved with parallel parking spots, 560 Main Street LLC is seeking to rotate the parking as shown on the plan in red.

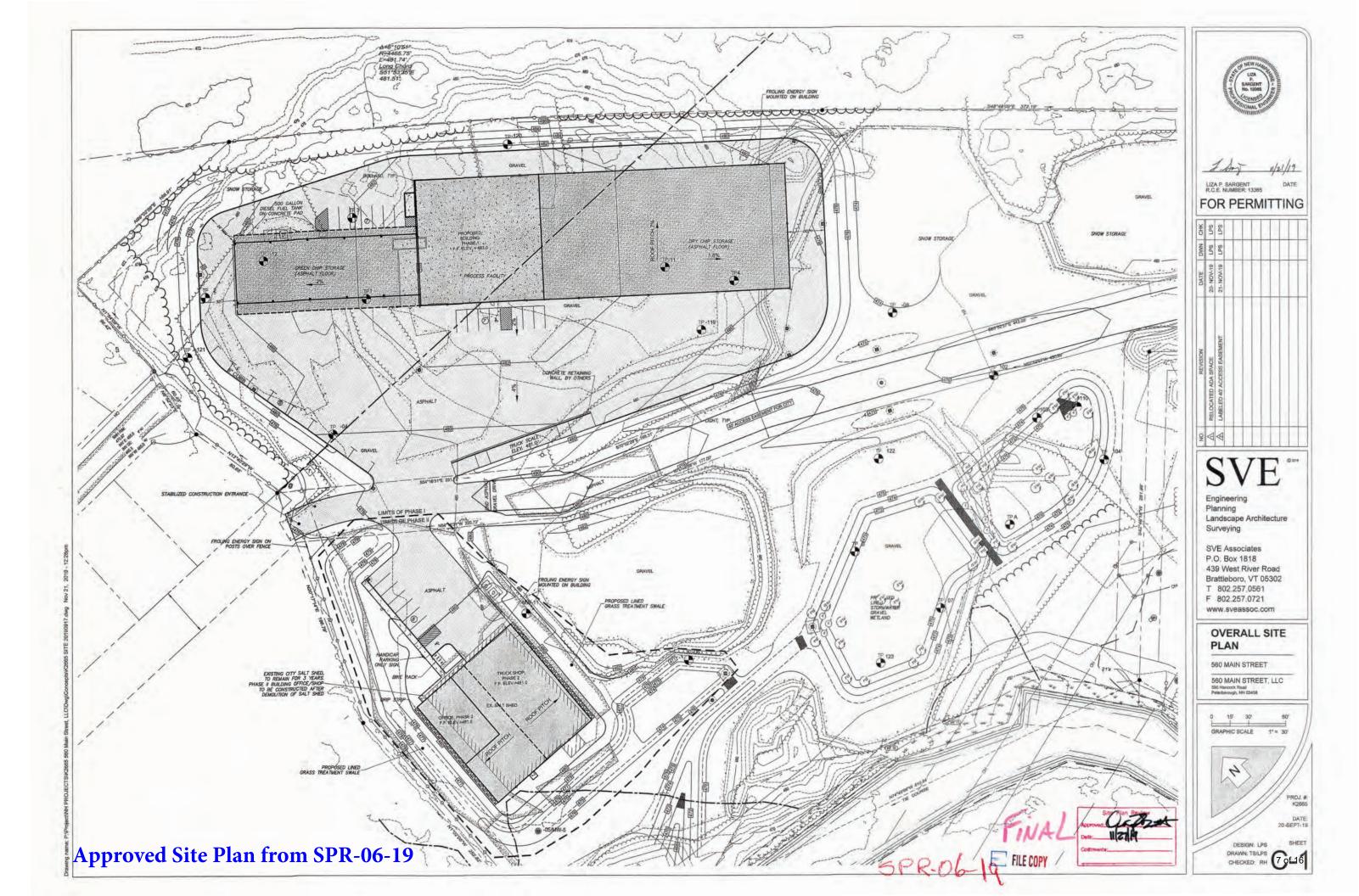
4. Tree Plantings

560 Main Street LLC is seeking to plant Emerald Green Arborvitae to replace the original proposed Balsam Fir. A slight location change is also proposed.

These changes are minor in request and we hope that the original site plan can just be amended with the proposed changes.

Mark Froling 1/20/23





560 MAIN STREET, KEENE, NEW HAMPSHIRE

APPLICANT:

560 MAIN STREET, LLC

590 HANCOCK ROAD PETERBOROUGH, NEW HAMPSHIRE 03458 (603) 520-6272

PROPERTY OWNER:

CITY OF KEENE 3 WASHINGTON STREET KEENE, NEW HAMPSHIRE 03431 (603) 352 - 0133

SVE PROJECT #: K2665

PREPARED BY

Civil Engineer:

SVE Associates 439 West River Road P.O. Box 1818 Brattleboro, VT 05302 PHONE (802) 257-0561 FAX (802) 257-0721

September 20, 2019 Revised thru March 17, 2023

Land Use Consultant:



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

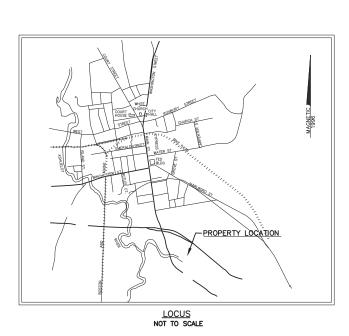
Huntley Survey & Design, PLLC

659 West Road Temple, NH 03084 PHONE (603) 924-1669 Archite

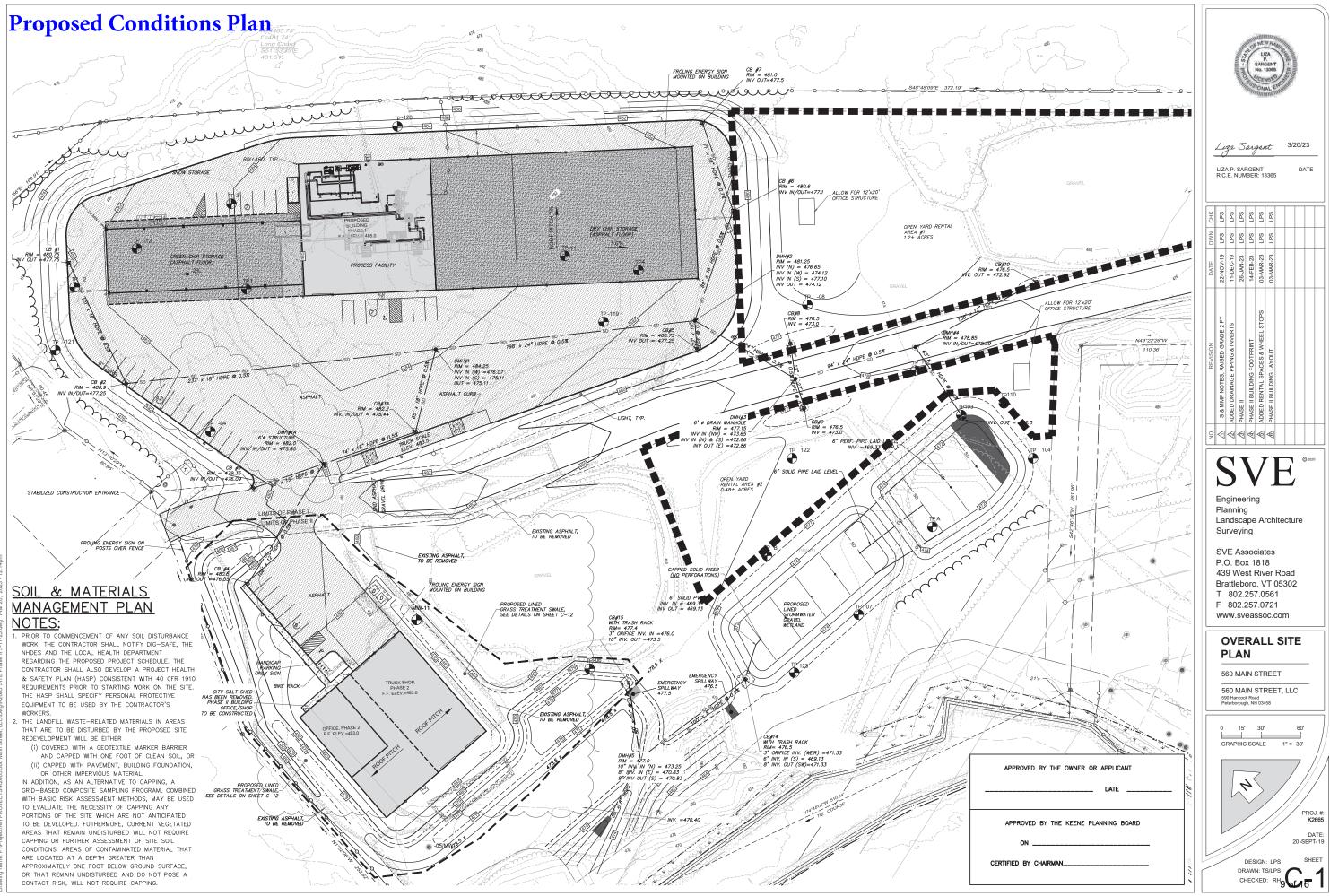
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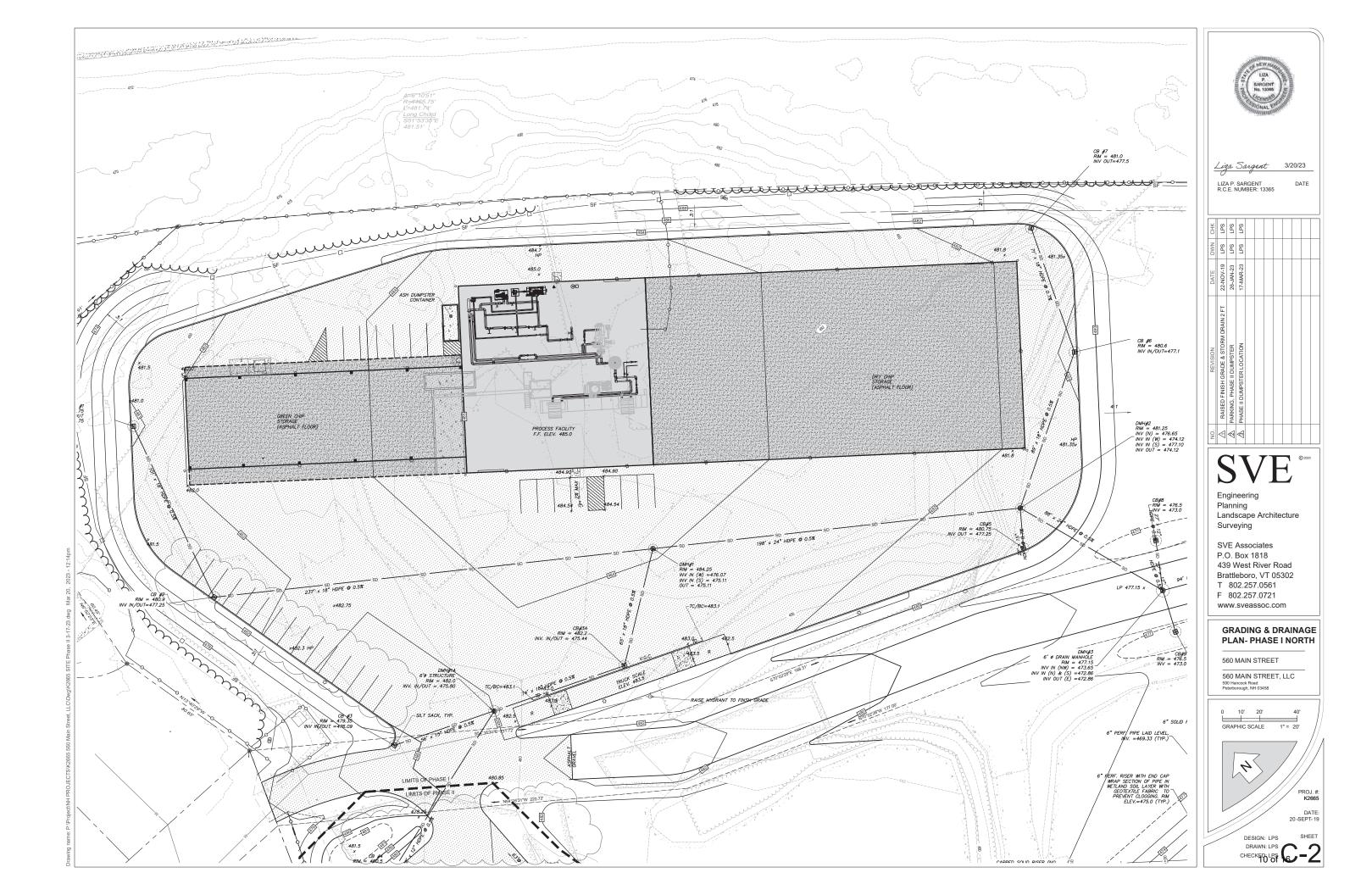
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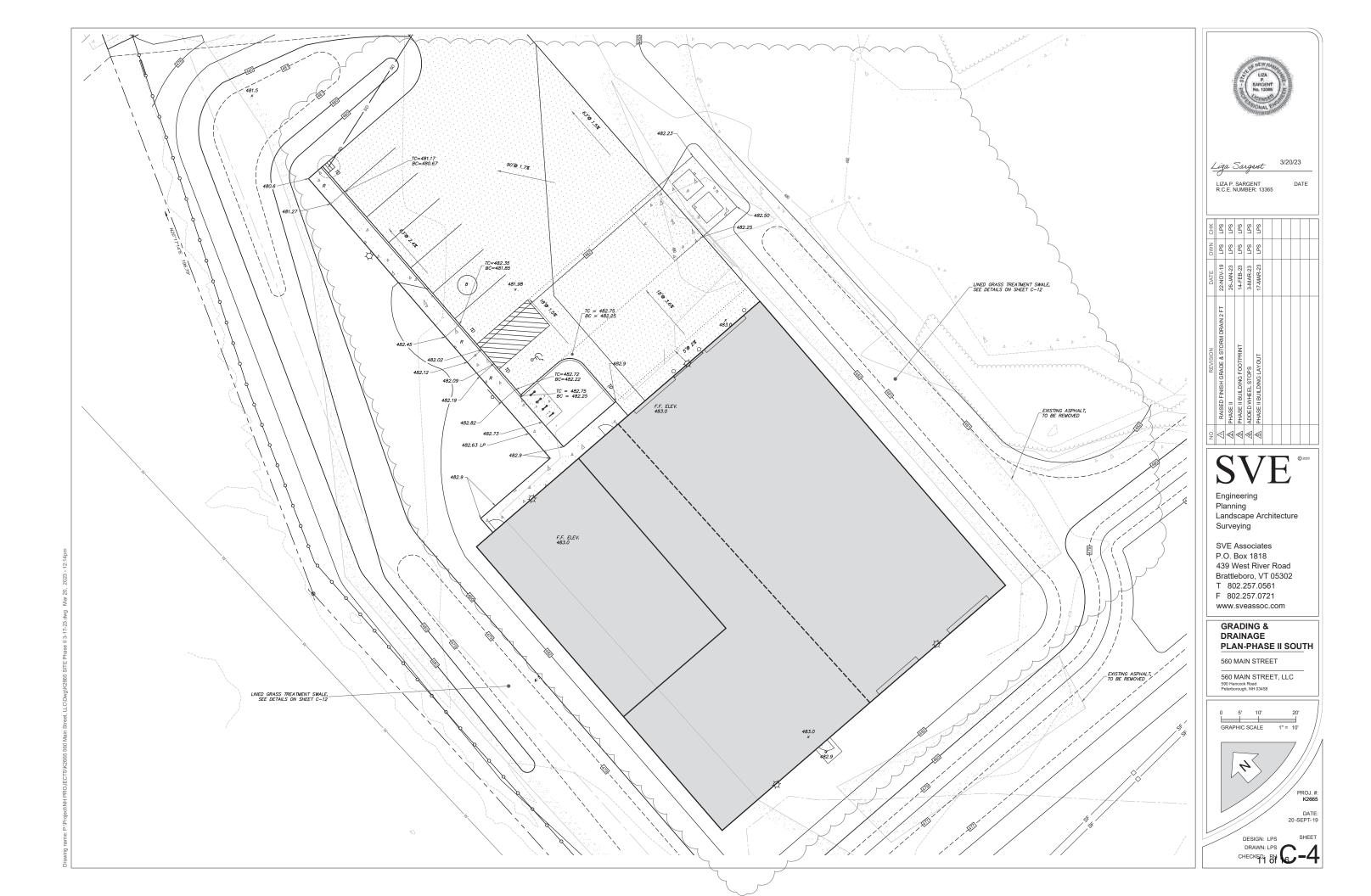
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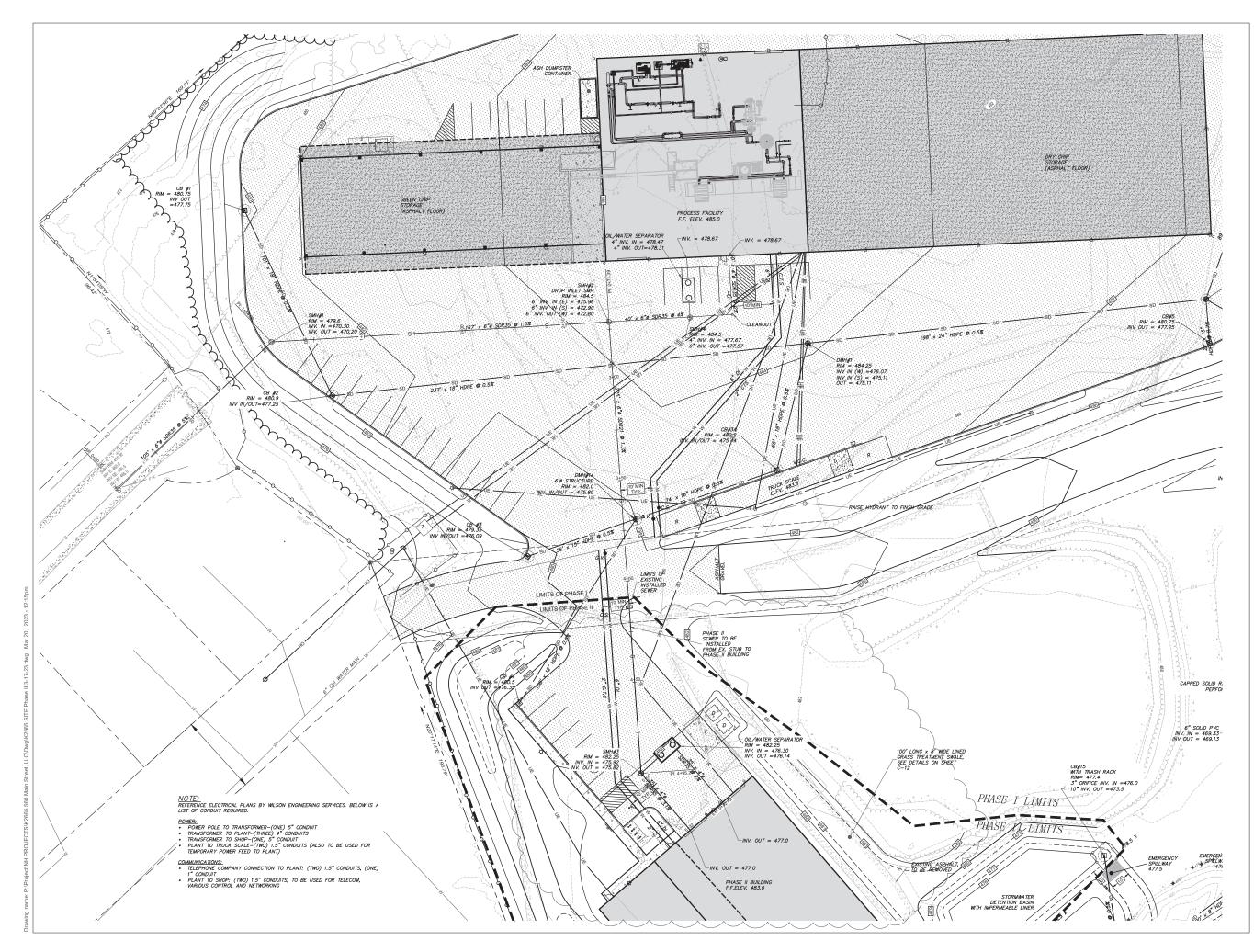


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N-1	NOTES &			
		CONDITIONS PLAN	Liza Sargent 3/20/23	
2 of 2 C-1		CONDITIONS PLAN	LIZA P. SARGENT DATE	
C-1A	OVERALL	GRADING PLAN	R.C.E. NUMBER: 13365	
C-2		& DRAINAGE PLAN-PHASE I NORTH		
C-2A	2A CLEARING/GRUBBING & EXCAVATION LIMITS (AOT APPROVAL IN PART AOT-1709)			
C-3	-3 GRADING & DRAINAGE PLAN-PHASE I EAST			
C-4	GRADING & DRAINAGE PLAN-PHASE II SOUTH			
C-5	UTILITY PL	TILITY PLAN		
C-6	SEWER PR	R PROFILE		
C-7	CONSTRUC	UCTION DETAILS		
C-8	CONSTRUC	ICTION DETAILS		
C-9	CONSTRUC	CTION DETAILS		
C-10	CONSTRUC	CTION DETAILS		
C-11	STORMWA	TER GRAVEL WETLAND PLAN-PHASE I		
C-11A	STORMWA	ATER GRAVEL WETLAND DETAILS		
C-12	STORMWA	RMWATER TREATMENT SWALES PLAN-PHASE I		
C-13	EXCESS C	UT MATERIAL RELOCA	TION PLAN	
LA-1	LANDSCAF	ING PLAN		
LT-1	LIGHTING PLAN			
LT-2	REDUCED LIGHTING PLAN			
D-1	PRE DEVELOPMENT DRAINAGE PLAN			
D-2	-2 POST DEVELOPMENT DRAINAGE PLAN			
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827-3	840			
		APPROVED BY THE O	WNER OR APPLICANT	
			DATE	
			EENE PLANNING BOARD	
		ON		
		CERTIFIED BY CHAIRMAN		

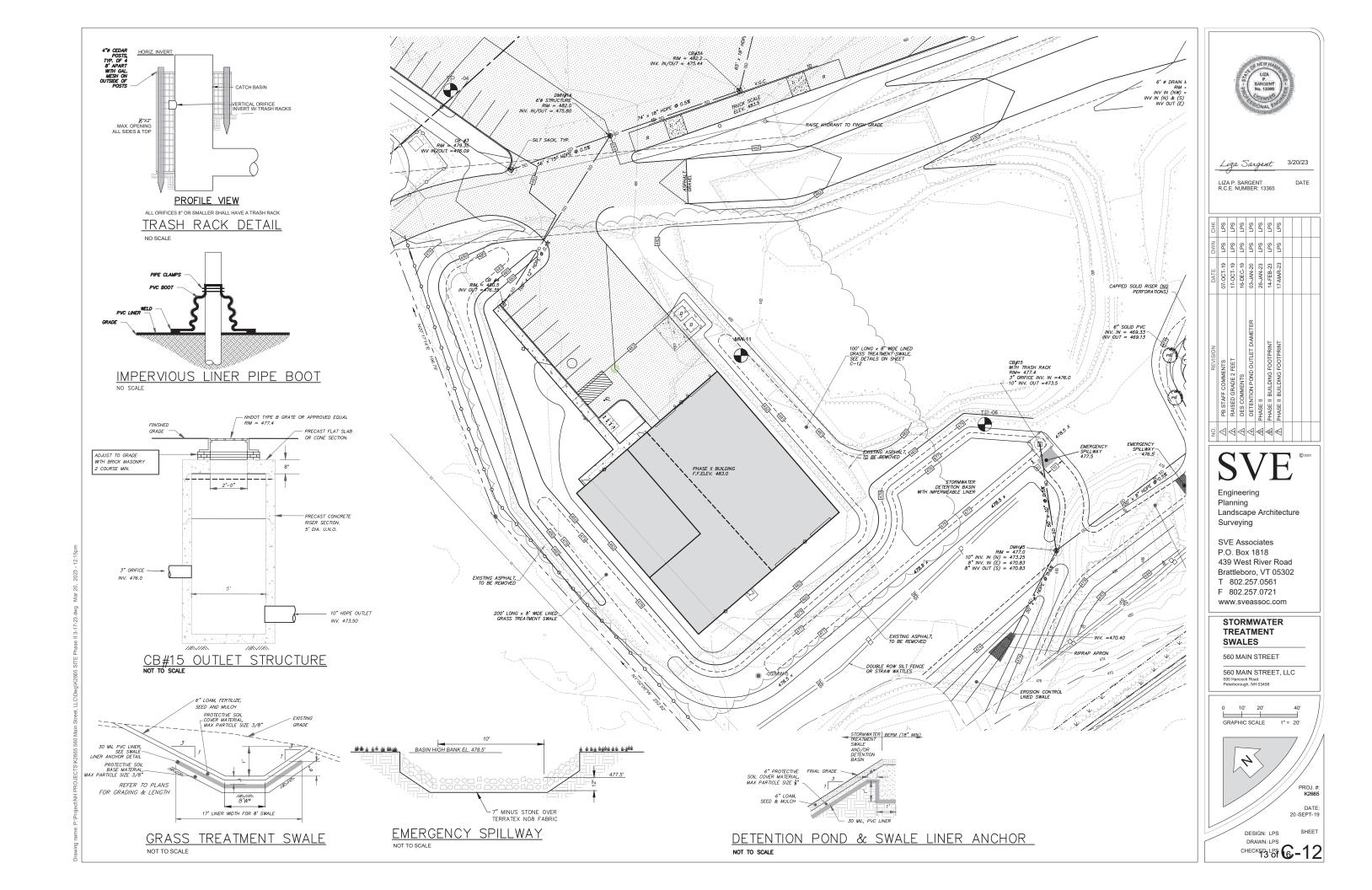


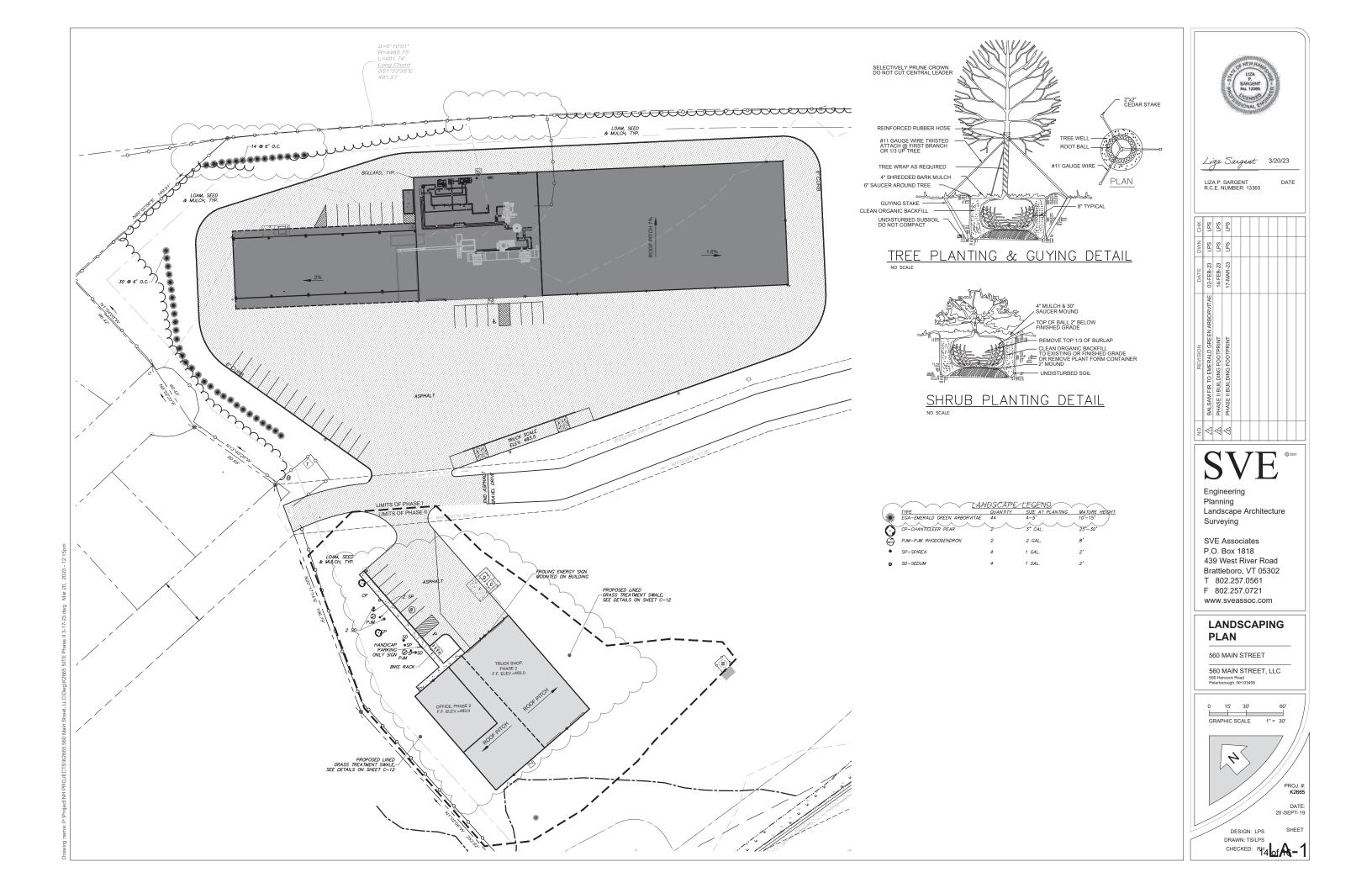


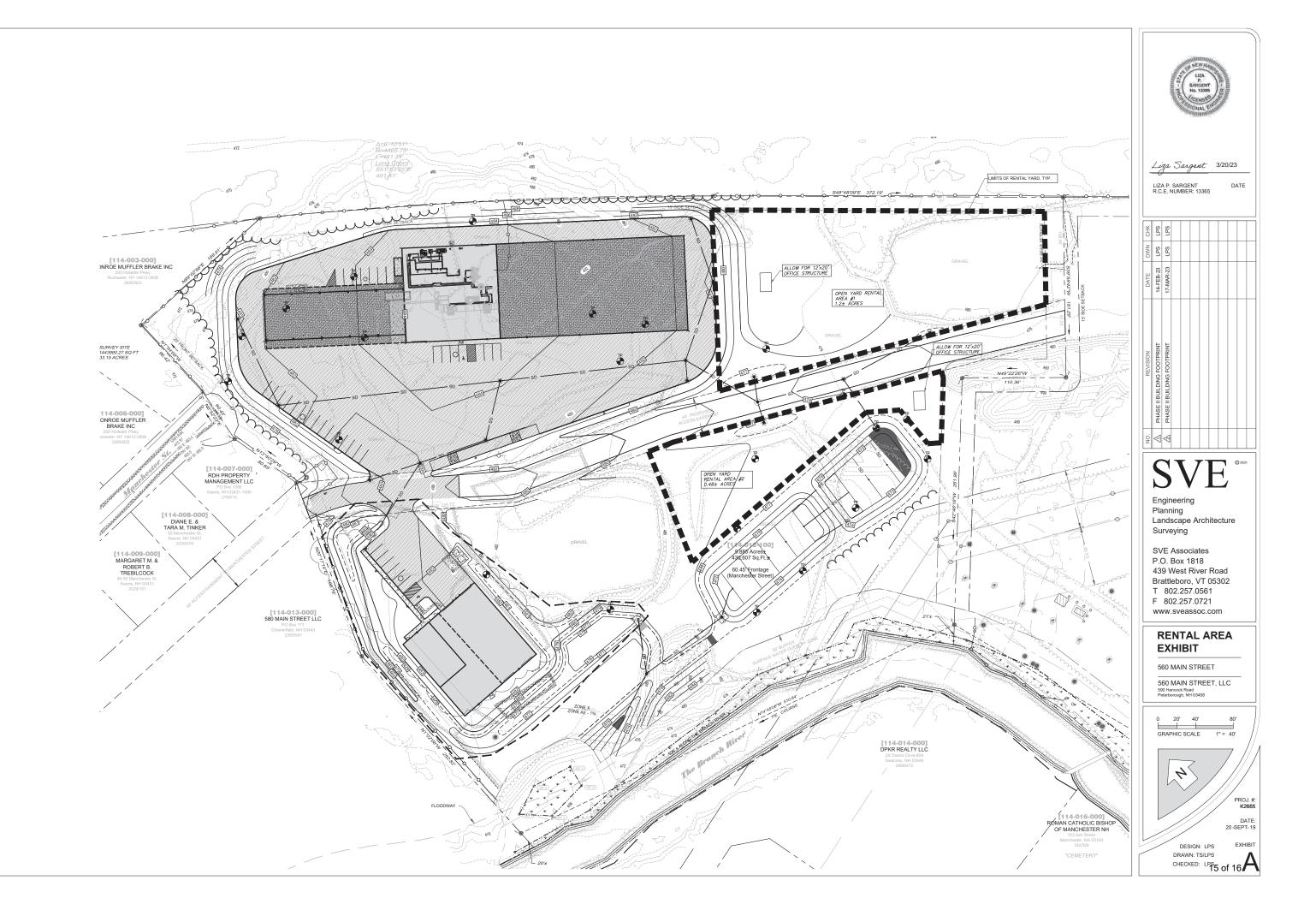












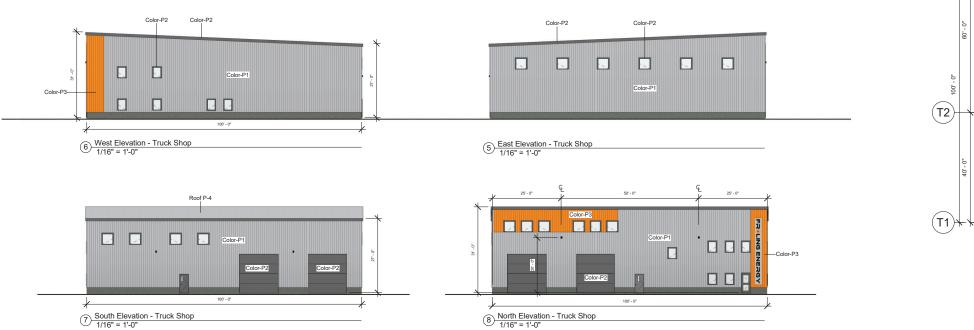
Approved Elevations for Truck Shop / Office from SPR-06-19





(4) Southeast View - Truck Shop / Office

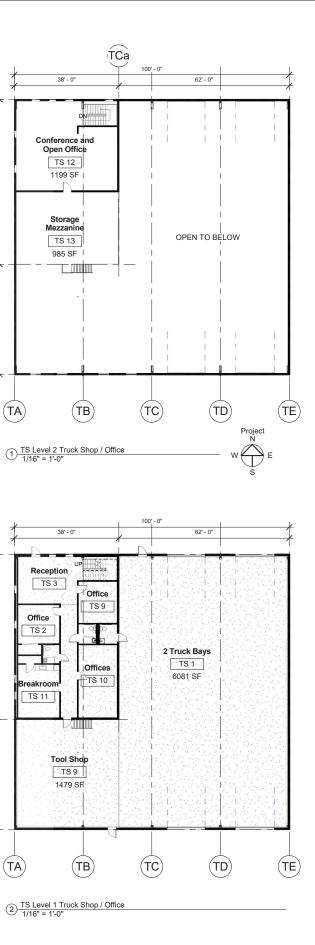




Froling Energy HQ 560 Main Street Keene, New Hampshire 03431

Truck Shop / Office - Elevations and Plans

September 20, 2019



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(T2)

(T1)-

(T3)\

(TA)

Reception

Office

TS 2

eakroo

TS 11

(TA)

WELLER & MICHAL ARCHITECTS INC

PARTNER: Tom Weller AIA PROJECT #: J1454 71 Main Street Harrisville, New Hampshire 03450 Phone (603) 827-3840



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