



MINOR PROJECT REVIEW COMMITTEE
Council Chambers, Keene City Hall
November 2, 2023
10:00 AM

BOARD ACTIONS

- I. **Minutes of Previous Meetings** – June 1, 2023; July 6, 2023; August 3, 2023; & October 5, 2023

Board Action: *Voted unanimously to approve the minutes as presented.*

- II. **Final Vote on Conditional Approvals**

- a. **SPR-881, Modification #2 – Site Plan – 342 Winchester St** - Applicant Sampson Architects, on behalf of owner Riverside Improvements LLC, proposes to renovate the eastern tenant space and build an addition approximately 321 sf in size on the building located at 342 Winchester St (TMP #111-004-000-004-000) for use as a Ramunto's restaurant. The site is 0.68 ac in size and is part of the larger Riverside Plaza located in the Commerce District.

Board Action: *Voted unanimously to issue final approval for SPR-881, Modification #2.*

- III. **Public Hearing**

- a. **SPR-10-23 – Site Plan – Duplexes, 661 Main St** - Applicant and owner the Wayne E. Brown Jr. Rev. Trust proposes to construct two duplexes that are each ~2,070 sf in size on the property at 661 Main St (TMP #120-056-000). The parcel is 0.70 ac and is located in the Low Density District.

Board Action on Site Plan Application: *Voted unanimously to approve SPR-10-23 as shown on the plan identified as "Layout & Planting Plan" prepared by Stevens & Associates, PC at a scale of 1 inch = 20 feet on October 13, 2023 and last revised on October 17, 2023 with the following conditions precedent prior to final approval and signature of the plan by the Minor Project Review Committee Chair:*

1. *Owner's signature appears on the site layout plan.*
2. *Submittal of five (5) paper copies and a digital copy of the final plan set and elevations.*

- IV. **Adoption of 2024 Meeting Schedule**

Board Action: *Voted unanimously to approve the 2024 Minor Project Review Committee meeting schedule as presented.*