



City of Keene Minor Project Review Committee

AGENDA - AMENDED

Thursday, April 4, 2024

10:00 AM

City Hall, 2nd Floor Council Chambers

- I. **Call to Order** – Roll Call
- II. **Minutes of Previous Meetings** – January 4, 2024; February 1, 2024; & March 7, 2024
- III. **Final Vote on Conditional Approvals**
- IV. **Public Hearing**
 1. **SPR-204, Modification #4 – Site Plan – Bergeron Mechanical Exterior Changes, 216 Marlboro St** - Applicant Brickstone Land Use Consultants, on behalf of owner 216 Marlboro St LLC, proposes to make exterior building modifications to the Bergeron Mechanical building at 216 Marlboro St (TMP #589-016-000). The parcel is 0.97 ac and is located in the Neighborhood Business District.
- V. **Changes to Minor Project Review Committee Application Fee Schedule:** The City of Keene Community Development Department proposes to amend sections of Article 25, “Application Procedures” of the Land Development Code and Chapter 100 of Appendix B of the City Code of Ordinances to change the certified mailing requirement to a “Certificate of Mailing.”
- VI. **Staff Updates**
- VII. **New Business**
- VIII. **Upcoming Meeting Dates**
 - **April** - 2nd Monthly MPRC Meeting – April 18, 2024 at 10:00 am
 - **May** - Pre-submission Meeting – May 2, 2024 at 9:00 am
 - **May** - 1st Monthly MPRC Meeting – May 2, 2024 at 10:00 am
 - **May** – 2nd Monthly MPRC Meeting – May 16, 2024 at 10:00 am (*if needed*)

1 City of Keene
2 New Hampshire

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

Thursday, January 4, 2024

9:00 AM

2nd Floor Conference Room,
City Hall

Members Present:

Jesse Rounds
Don Farquhar
Don Lussier
Med Kopczynski
Mike Hagan

Staff Present:

Megan Fortson, Planning Technician
Evan Clements, Planner
Lt. Shane Maxfield, Police Dept.

8
9 **1) Call to Order – Roll Call**

10
11 Chair Rounds called the meeting to order at 9:05 AM. Roll call was conducted.

12
13 **2) Scheduled Pre-submission Inquiries**

- 14
15 a. **Conceptual Conservation Residential Development Subdivision** – The 48-ac parcel
16 at 435 Chapman Rd (TMP #239-041-000) is owned by the Cornelius W. & Ruth R.
17 Schenck Irrevocable Trust and is located in the Rural District.

18
19 Wendy Pelletier and her Surveyor Assistant, Jon, from Cardinal Surveying & Land Planning were
20 present at the meeting to discuss a potential Conservation Residential Development Subdivision
21 of the property at 435 Chapman Rd (TMP #239-041-000). City Staff answered Ms. Pelletier's
22 questions and gave her feedback about the proposal.

23
24 **3) Walk-In Pre-submission Inquiries**

25
26 There were no walk-in pre-submission inquiries.

27
28 **4) Upcoming Meeting Dates**

- 29 • Pre-submission Meeting – February 1, 2024 at 9:00 am
30 • 1st Monthly MPRC Meeting – February 1, 2024 at 10:00 am
31 • 2nd Monthly MPRC Meeting – February 15, 2024 at 10:00 am (*If needed*)

32
33 **5) Adjournment**

34
35 There being no further business, Chair Rounds adjourned the meeting at 9:18 AM.

36
37 Respectfully submitted by,
38 Megan Fortson, Planning Technician

39
40 Reviewed and edited by,
41 Jesse Rounds, Community Development Director

1 City of Keene
2 New Hampshire

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5 MINOR PROJECT REVIEW COMMITTEE
6 MEETING MINUTES
7

Thursday, January 4, 2024

10:00 AM

Council Chambers,
City Hall

Members Present:

Jesse Rounds, Chair
Med Kopczynski, Vice Chair
Chief Don Farquhar
Don Lussier
Mike Hagan

Other Staff Present:

Megan Fortson, Planning Technician

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

10
11 Chair Rounds called the meeting to order at 10:00 AM.
12

13 **2) Election of Chair and Vice Chair**

14
15 Mr. Lussier nominated Jesse Rounds for Chair. Mr. Hagan seconded the motion, which passed
16 by unanimous vote.
17

18 Mr. Lussier nominated Mr. Kopczynski for Vice Chair. Mr. Hagan seconded the motion, which
19 passed by unanimous vote.
20

21 **3) Minutes of the Previous Meeting – November 16, 2023**

22
23 Mr. Kopczynski made a motion to approve the meeting minutes of November 16, 2023. Mr.
24 Lussier seconded the motion, which passed by unanimous vote.
25

26 **4) Final Vote on Conditional Approvals**

27
28 Chair Rounds asked if there was a need for final vote on conditional approvals. Ms. Fortson
29 replied no.
30

31 **5) Staff Updates**

32
33 Ms. Fortson stated that there were no staff updates.
34

35 **6) New Business**
36

37 None.

38

39 **7) Upcoming Meeting Dates**

40 - January – 2nd Monthly MPRC Meeting – January 18, 2024 at 10:00 AM (CANCELED)

41 - February – Pre-submission Meeting – February 1, 2024 at 9:00 AM

42 - February – 1st Monthly MPRC Meeting – February 1, 2024 at 10:00 AM

43 - February – 2nd Monthly MPRC Meeting – February 15, 2024 at 10:00 AM (if needed)

44

45 **8) Adjournment**

46

47 There being no further business, Chair Rounds adjourned the meeting at 10:05 AM.

48

49 Respectfully submitted by,

50 Britta Reida, Minute Taker

51

52 Reviewed and edited by,

53 Megan Fortson, Planning Technician

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

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

Thursday, February 1, 2024

9:00 AM

2nd Floor Conference Room,
City Hall

Members Present:

Jesse Rounds
Mike Hagan
Med Kopczynski
Meghan Manke
Don Lussier

Staff Present:

Megan Fortson, Planning Technician

8
9 **1) Call to Order – Roll Call**

10
11 Chair Rounds called the meeting to order at 9:02 AM. Roll call was conducted.

12
13 **2) Scheduled Pre-submission Inquiry**

- 14
15 a. **Conceptual Boundary Line Adjustment** – The 0.19-ac parcel at 12 Gilbo Ave (TMP
16 #575-014-000) is owned by the City of Keene and is located in the Downtown Core
17 District.

18
19 Don Lussier, the City Engineer, was present at the meeting to discuss a proposed boundary line
20 adjustment between the City-owned parcel at 12 Gilbo Ave (TMP #575-014-000) and the adjacent
21 parcel at 2 Gilbo Ave (TMP #575-013-000) owned by Roberta Mastrogiovanni. City Staff
22 discussed the proposal and gave Mr. Lussier feedback.

23
24 **3) Walk-In Pre-submission Inquiries**

25
26 There were no walk-in pre-submission inquiries.

27
28 **4) Upcoming Meeting Dates**

- 29 • Pre-submission Meeting – March 7, 2024 at 9:00 am
30 • 1st Monthly MPRC Meeting – March 7, 2024 at 10:00 am
31 • 2nd Monthly MPRC Meeting – March 21, 2024 at 10:00 am (*If needed*)
32

33 **5) Adjournment**

34
35 There being no further business, Chair Rounds adjourned the meeting at 9:23 AM.

36
37 Respectfully submitted by,
38 Megan Fortson, Planning Technician

39
40 Reviewed and edited by,
41 Jesse Rounds, Community Development Director

1 City of Keene
2 New Hampshire

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

Thursday, March 7, 2024

9:00 AM

2nd Floor Conference Room,
City Hall

Members Present:

Jesse Rounds, Chair
Med Kopczynski, Vice Chair
Don Lussier
Don Farquhar
Mike Hagan

Staff Present:

Megan Fortson, Planning Technician
Evan Clements, Planner

8
9 **1) Call to Order – Roll Call**

10
11 Chair Rounds called the meeting to order at 9:05 AM. Roll call was conducted.

12
13 **2) Scheduled Pre-submission Inquiry**

- 14
15 a. **Conceptual Site Plan Application** – The 53-ac parcel at 183 Arch St (TMP #107-001-
16 000) is owned by the Florenz Family Revocable Trust and is located in the Agricultural
17 District.

18
19 Don Scott from Don Scott LA Design and Mark Florenz, the owner of Archway Farms, were
20 present at the meeting to discuss a proposed addition and associated site modifications on the 53-
21 ac parcel at 183 Arch St (TMP #107-001-000), owned by the Florenz Family Revocable Trust.
22 City Staff discussed the proposal and provided feedback.

- 23
24 b. **Conceptual Projects** – Chad Branon from Fieldstone Land Consultants will be present
25 to discuss a few different conceptual projects with City Staff.

26
27 Chad Branon from Fieldstone Land Consultants did not attend the meeting.

28
29 **3) Walk-In Pre-submission Inquiries**

30
31 There were no walk-in pre-submission inquiries.

32
33 **4) Upcoming Meeting Dates**

- 34 • Pre-submission Meeting – April 4, 2024 at 9:00 am
35 • 1st Monthly MPRC Meeting – April 4, 2024 at 10:00 am
36 • 2nd Monthly MPRC Meeting – April 18, 2024 at 10:00 am (*If needed*)

37
38 **5) Adjournment**

39

40 There being no further business, Chair Rounds adjourned the meeting at 9:53 AM.

41

42 Respectfully submitted by,
43 Megan Fortson, Planning Technician

44

45 Reviewed and edited by,
46 Jesse Rounds, Community Development Director



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: PROJECT INFORMATION

PROJECT NAME:		TYPE OF APPLICATION BEING SUBMITTED:	
PROJECT ADDRESS(ES): 216 Marlboro Street		<input type="checkbox"/> MAJOR PROJECT APPLICATION <input checked="" type="checkbox"/> MINOR PROJECT APPLICATION	
EXISTING OR PREVIOUS USE: Same	PROPOSED USE: Same		
GROSS FLOOR AREA OF NEW CONSTRUCTION (in square feet) 0	GROSS FLOOR AREA OF EXISTING BUILDINGS/STRUCTURES (in square feet)		
AREA OF PROPOSED NEW IMPERVIOUS SURFACES (in square feet) 0	TOTAL AREA OF LAND DISTURBANCE (in square feet)		

SECTION 2: CONTACT INFORMATION

PROPERTY OWNER	APPLICANT
NAME/COMPANY: 216 Marlboro St LLC	NAME/COMPANY:
MAILING ADDRESS: 216 Marlboro St Keene NH 03431	MAILING ADDRESS:
PHONE:	PHONE:
EMAIL: kim@kebms.com	EMAIL:
SIGNATURE: 	SIGNATURE:
PRINTED NAME: Kim E Bergeron	PRINTED NAME:

AUTHORIZED AGENT (if different than Owner/Applicant)	FOR OFFICE USE ONLY:	
NAME/COMPANY: James Phippard/Brickstone Land Use Cons	TAX MAP PARCEL #(s): 289-016-000-000-000	
MAILING ADDRESS: 185 Winchester St Keene NH 03431	-----	
PHONE: 603-357-0116	PARCEL SIZE: 0.97 ac	DATE STAMP:
EMAIL: jphippard@ne.rr.com	ZONING DISTRICT: Neighborhood Business	
SIGNATURE: 	PROJECT #: SPR-204, Mod. 4	
PRINTED NAME: James P Phippard		

SECTION 3: APPLICATION SUBMISSION REQUIREMENTS

A COMPLETE APPLICATION MUST INCLUDE THE FOLLOWING ITEMS. APPLICATION MATERIALS MUST BE SUBMITTED BOTH PHYSICALLY & DIGITALLY AS OUTLINED IN THE ATTACHED DOCUMENTS.

- **Email:** communitydevelopment@keeneh.gov, with "Planning Board Application" in the subject line
- **Mail / Hand Deliver:** Community Development (4th Floor), Keene City Hall, 3 Washington St, Keene, NH 03431

The submittal requirements for Planning Board applications are outlined further in **Article 20** and **Article 25.12** of the Land Development Code (LDC). You may request an exemption from providing any of the items below, except the application fee, notice list, narrative, and mailing labels. The Community Development Director may grant an exemption, if it is determined that the scope of the project does not warrant the submittal.

Note: Additional information may be requested by the respective decision-making authority during the review process.

GENERAL SUBMITTAL REQUIREMENTS

CERTIFIED NOTICE LIST (See **Attachment A** for more information.)

2 SETS OF MAILING LABELS (See **Attachment A** for more information.)

PROJECT NARRATIVE (See **Section 1 of Attachment B** for more information.)

FEES: Fill in the information below to calculate the total fee.

\$250 base fee
 \$0.05 per-sf of new construction x _____ sf of new construction
 \$62 legal ad fee
 5.04 current USPS certified mailing rate x 26 abutters
 = 443.04 (TOTAL FEE)

NOTE: Please call the Community Development Department for the current certified mailing rate. Checks should be made payable to the *City of Keene*. Credit card payments are accepted in-person or by calling 603-352-5440.

WAIVERS (See **Section 2 of Attachment B** for additional information.)

WAIVER(S) REQUESTED

NO WAIVER(S) REQUESTED

PLAN SETS (See Attachment C for additional information.)	SUBMITTED	EXEMPTION REQUESTED
LOCATION MAP OF PROPOSED IMPROVEMENTS		X
EXISTING CONDITIONS PLAN	X	
PROPOSED CONDITIONS PLAN		X
GRADING PLAN		X
LANDSCAPING PLAN		X
LIGHTING PLAN		X
ELEVATIONS	X	
TECHNICAL REPORTS (See Attachment C for additional information.)	SUBMITTED	EXEMPTION REQUESTED
DRAINAGE REPORT		X
TRAFFIC ANALYSIS		X
SOIL ANALYSIS		X
HISTORIC EVALUATION		X
SCREENING ANALYSIS		X
ARCHITECTURAL & VISUAL APPEARANCE ANALYSIS		X
OTHER REPORTS / ANALYSES		X

Site Plan Modification Project Narrative

**Land of
216 Marlboro Street, LLC
216 Marlboro Street
Keene, NH**

Revised March 20, 2024

The owner at 216 Marlboro Street wished to create a tasteful art inspired expression inspired by natural landscapes to add visual interest and appeal in the downtown paved environment. This replaced damaged low quality vinyl siding.

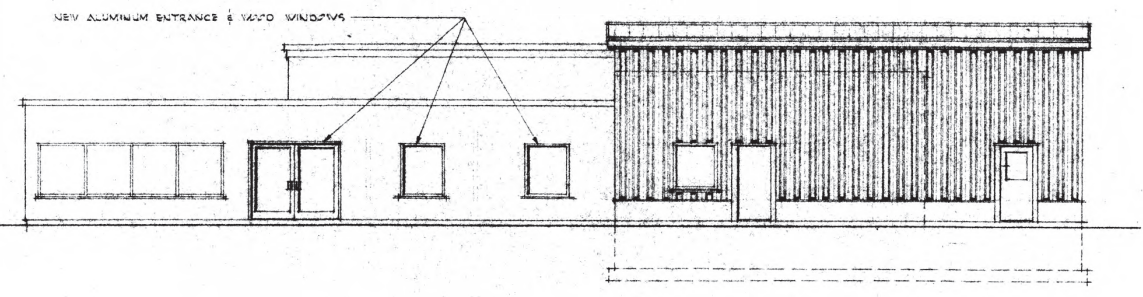
The new siding is consistent with previous vertical siding (Subaru Dealership) on this building and the general neighborhood of adjacent properties – Uhaul, Kingsbury and Kick Boxing studio, etc. The siding product installed is factory painted metal that has remarkable longevity without need for maintenance or site painting. The product is from IdealRoofing – Universal 6” repeating rib that has appropriate scale and crisp appearance in 4 standard colors.

Numerous compliments have been offered from neighbors and customers alike.

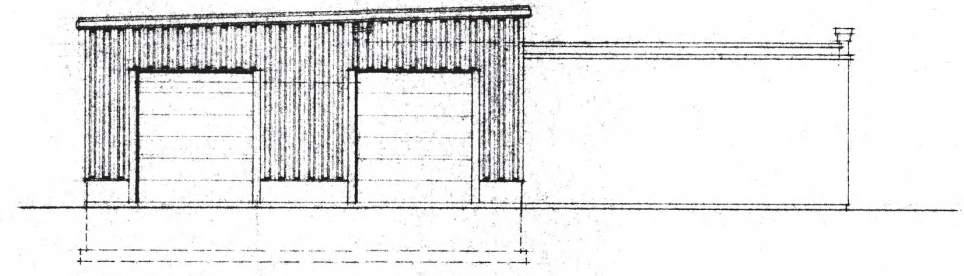
There are and will remain 24 parking spots with 1 ADA spot adjacent to the ADA ramp to the showroom.

The owner’s business is related to sustainability and clean energy. The rooftop heat units (5) are state of the art demonstration of this and will be counted 100% in the allowable sign area calculation. This is consistent with Uhaul for instance and all their product/signage across the street.

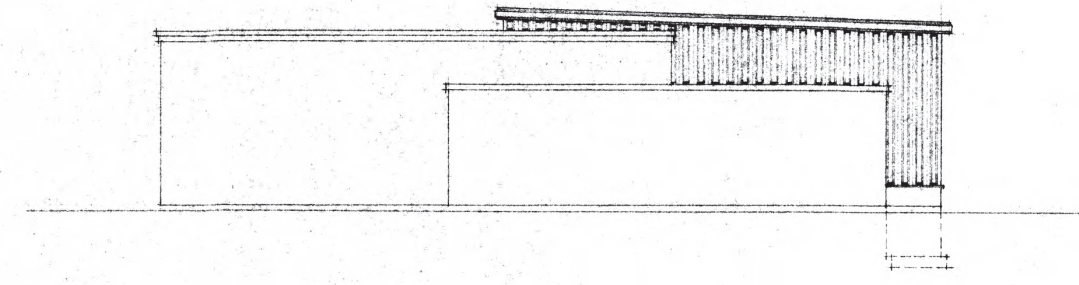
RECEIVED
 PLANNING DEPARTMENT
 Date March 14, 1978




EAST ELEVATION



NORTH ELEVATION

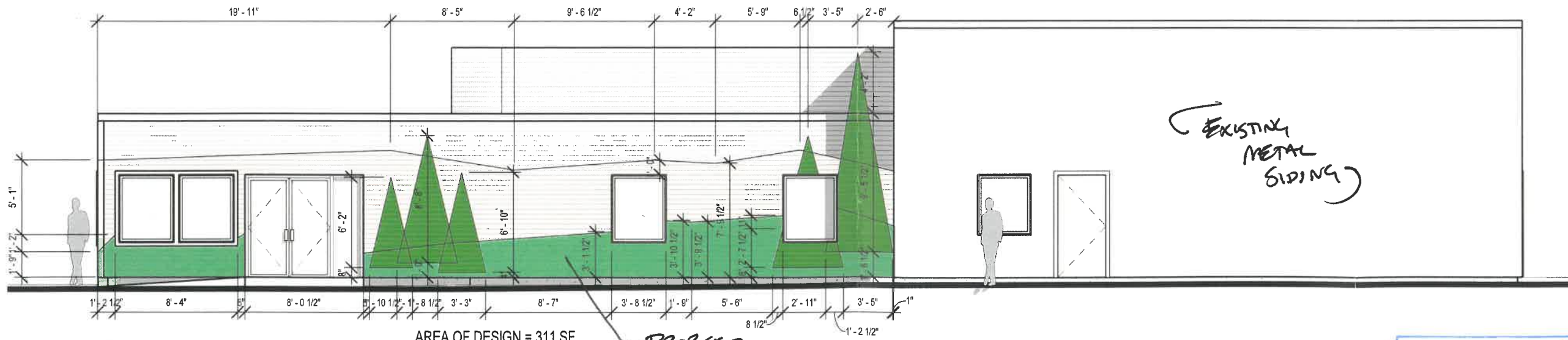


SOUTH ELEVATION

EXTERIOR ELEVATIONS SCALE: 1/8" = 1'-0"		
ADDITION & ALTERATIONS		
SUBJECT OF KEENE		
216 MARLBOROUGH ST. KEENE, N.H.		
	PREPARED BY BAYBUTT CONSTRUCTION CORP. ARMCO DIVISION	DATE
	KEENE REVISIONS	DRAWN BY R.W. GRUBBS DRAWING NO.
		13 of 21



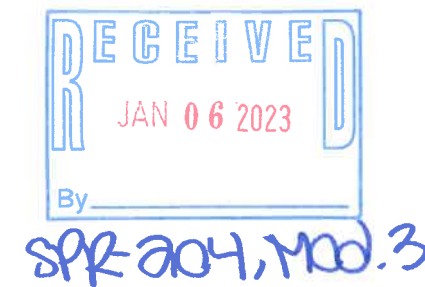
1 NORTH ELEVATION (REAR)
1/8" = 1'-0"



2 EAST ELEVATION
1/8" = 1'-0"

AREA OF DESIGN = 311 SF

PROPOSED METAL SIDING

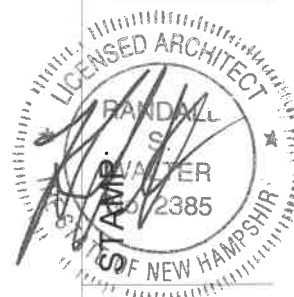


A2.0

08/08/2022
RANDALL
HQ DAVIS
20220017

ISSUED:
FOR:
DRAWN BY:
PROJECT NO.:

EXISTING CONDITIONS
216 MARLBORO STREET
KEENE, NEW HAMPSHIRE 03431
PARCEL ID: 589-016-000-000



Randall S. Walter, AIA
DESIGN|BUILD
603.721.1227
www.randallwalter.com
randallwalter@gmail.com

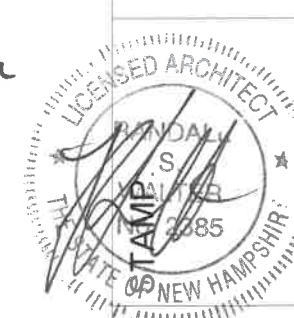
06/08/2022
RANDALL
HQDAVIS
20220017

ISSUED FOR:
DRAWN BY:
PROJECT NO.:

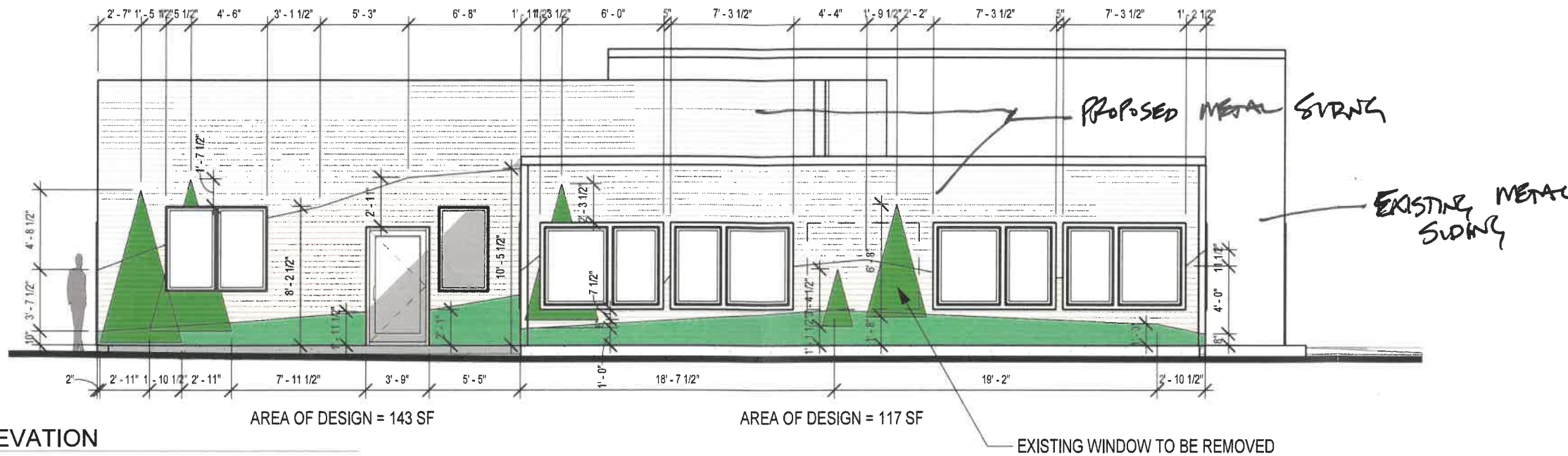
EXISTING CONDITIONS

216 MARLBORO STREET
KEENE, NEW HAMPSHIRE 03431

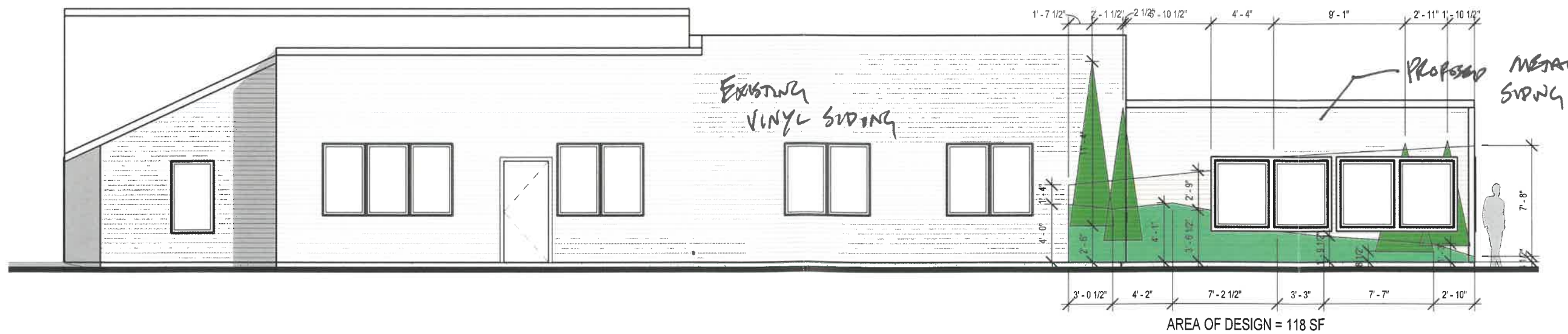
PARCELI ID: 589-016-000-000



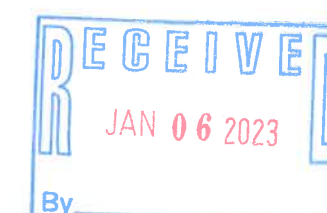
Randall S. Walter, AIA
DESIGN|BUILD
603.721.1227
www.randallwalter.com
randallwalter@gmail.com



3 SOUTH ELEVATION
1/8" = 1'-0"



1 WEST ELEVATION
1/8" = 1'-0"



SPR-204, Mod.3



Aerial Imagery - 216 Marlboro St

City of Keene, NH

1 inch = 50 Feet



www.cai-tech.com

March 25, 2024



Data shown on this map 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 map.

KEBMS SIGN PERMIT

1-Feb-23
 216 Marlboro Street
 Zone - NB

Allowable area

	Build 1	Build 2	(see site plan)	
Primary frontage	40.5	25	65.5	1SF/LN FT 65.5
Seconadry frontage	40	21.75	61.75	0.5 SF/LN FT 30.875
			Allowed	96.375 SF

Arrow sign

South	Triangle	31	48	744	5.2
	Rectangle	65	29	1885	13.1
					18.3 SF

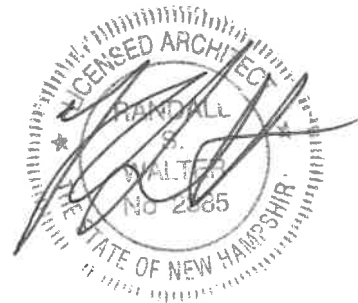
Circle sign

East	Circle	48	1809.562	12.6 SF
------	--------	----	----------	----------------

Rooftop Units

East	W	H	Sq In	SF
1	33.625	34.675	1165.947	8.1
2	41.344	52.675	2177.795	15.1
3	41.344	52.675	2177.795	15.1
4	41.344	52.675	2177.795	15.1
5	33.625	34.675	1165.947	8.1
				61.6 SF

Proposed **92.4**



Randall S. Walter



CITY OF KEENE
NEW HAMPSHIRE

MEMORANDUM

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

Overview:

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

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

Background:

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

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



CITY OF KEENE
NEW HAMPSHIRE

Chapter 100. Land Development Code (LDC) Fee Schedule

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

ZONING APPLICATIONS

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

SUBDIVISION APPLICATIONS

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

SITE PLAN / ADMINISTRATIVE PLANNING REVIEW APPLICATIONS

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

PLANNING BOARD ADVICE & COMMENT

- Application Fee.....\$25.00

CONDITIONAL USE PERMIT (CUP) APPLICATIONS

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

HISTORIC DISTRICT CERTIFICATE OF APPROPRIATENESS (COA) APPLICATIONS

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

STREET ACCESS PERMIT APPLICATION

- Application Fee.....\$50.00

FLOODPLAIN DEVELOPMENT APPLICATION

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

SIGN PERMIT APPLICATION

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

EARTH EXCAVATION PERMIT APPLICATION

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

SERVICE CONNECTION PERMIT

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

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

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

ZONING TEXT OR ZONING MAP AMENDMENT

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

LAND DEVELOPMENT CODE AMENDMENT

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

SUSTAINABLE ENERGY EFFICIENT DEVELOPMENT OVERLAY DISTRICT INCENTIVE

- Application Fee.....\$100.00

NOTICE & RECORDING FEES

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