

Town of Winchester  
Planning Board  
Notice of Public Hearing  
1-3-22

The Winchester Planning Board will be meeting on 1-3-22 at 7pm on the Main Floor of the Town Hall, 1 Richmond Road for the following hearing:

The board will review an amendment to an approved Site Plan application; to add the parking of storage pods in the existing vehicle storage parking area. The business is Winchester Self Storage located at 760 Keene Road map 12, lot 40-1. If the application is accepted as complete, the board will move into a hearing on the matter. Should a decision not be reached at the hearing, this application will stay on the agenda until it is either approved or disapproved without further notice. This application is on file in the Land Use Office for review during regular business hours and on the town website [winchester-nh.gov](http://winchester-nh.gov).

Respectfully,  
Margaret Sharra, Land Use

recd  
12/16/21  
MS

Town of Winchester  
Site Plan Review Application & Checklist

\*\*\*\*\*

Date: 21/6/21 Map# 12 Lot# 40-1

Major Fee \$350.00\* \_\_\_\_\_ Minor Fee \$175.00\* x \*\$10.00 for ea. Add'l abutter over 8

Property location 760 Keene Rd.

Zoning District(s) Highway Commercial New Street Name(s)? \_\_\_\_\_

What will be intended use of the lots? Parking/Outdoor storage containers

What structures are on the property now and what are their use?  
Office - vape shop, self storage

What if any, was the previous use of the property: n/a

Is public water and sewer to be applied for? no Driveway permit? n/a

Has application to NH Department of Environmental Services been applied for? n/a

If the owner of record or applicant has any interest in a partnership or in a corporation of an abutting property, please explain: none

Is an Alteration of Terrain Permit or Stormwater runoff permit required? no  
Explain: \_\_\_\_\_

Is modification of the Site Plan Review Regulations requested fro this project? no  
If yes, is the written request attached? \_\_\_\_\_

Is the attached abutters completed? yes

Has the applicant read the Site Plan Review Regulations? yes  
(Regulations are available online at www.winchester-nh.gov Landuse Department, or at the Town Hall during regular business hours)

Applicant signature: D.J., property manager Date: 12/5/21

Owners Signature: D.J., registered agent Date: 12/5/21

Town of Winchester Planning Board  
Site Plan Review Checklist

**I. GENERAL INFORMATION/CONTACT INFORMATION**

Primary Contact: Diane Cyr

Project Name: Winchester/Route 10 storage parking/portable units

Project Location: 760 Keene Rd. 12/40-1  
(address) (map/lot #)

Applicant Name: Diane Cyr – Cyr Management

Address: 12 Bradco St.

City: Keene State: NH Zip code: 03431

Applicant's Email: diane@patrioholdings.com Phone #: 603-338-8470

Owner's Name Winchester Self Storage LLC

Owner's Address: 12 Bradco St

City: Keene State: NH Zip code: 03431

Owner's Email: keene@storeallpurpose.com Phone#: 603-357-7760

NH Licensed Engineer Name: n/a

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Engineer's Email: \_\_\_\_\_ @ \_\_\_\_\_ Phone#: \_\_\_\_\_

NH Certified Soil Scientist Name: n/a

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Scientist's Email \_\_\_\_\_ @ \_\_\_\_\_ Phone#: \_\_\_\_\_

NH Licensed Surveyor Name: n/a

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Surveyor's Email \_\_\_\_\_ @ \_\_\_\_\_ Phone#: \_\_\_\_\_

**II. GENERAL REQUIREMENTS (Applicant check Y, N or N/A)(LUA check same)**

(Applicant)	(LUA)	
<u>  x  </u>	<u>      </u>	Completed application form submitted
<u>  x  </u>	<u>      </u>	Owners signature or Authorization Letter
<u>  x  </u>	<u>      </u>	Complete Abutters List
<u>  x  </u>	<u>      </u>	All required fees
<u>  n/a  </u>	<u>      </u>	Four sets of plans
<u>  n/a  </u>	<u>      </u>	Draft copies of any proposed easements or other legal docs
<u>  n/a  </u>	<u>      </u>	Copy of any deed restrictions/easements
<u>  n/a  </u>	<u>      </u>	Any waivers requests submitted in writing
<u>  x  </u>	<u>      </u>	Copy of any ZBA/Historic/CC approvals
<u>  x  </u>	<u>      </u>	Written summary of project

**III. MINIMUM PLAN REQUIREMENTS (Applicant check Y, N, N/A)(LUA same)**

(Applicant)	(LUA)	
<u>  n/a  </u>	<u>      </u>	Name of project, name & address of owner
<u>  n/a  </u>	<u>      </u>	Location including town, state, streets, map & lot #'s
<u>  n/a  </u>	<u>      </u>	Date of plan, and revision block
<u>  n/a  </u>	<u>      </u>	Scale, zoning designations, property lines and lot size(s)
<u>  n/a  </u>	<u>      </u>	Names of abutting properties including map & lot #'s
<u>  n/a  </u>	<u>      </u>	Location of project on lot including setbacks & north arrow
<u>  n/a  </u>	<u>      </u>	Existing buildings, watercourses, stonewalls & similar
<u>  n/a  </u>	<u>      </u>	Location of water, septic, electric, tests pits & like
<u>  n/a  </u>	<u>      </u>	Minimum plan size is 11"x14"
<u>  n/a  </u>	<u>      </u>	Minimum lot area requirements noted

**III(A). REQUIREMENTS FOR MAJOR SITE PLANS**

<u>  n/a  </u>	<u>      </u>	Scale per regulations, noted POB, and locus map
<u>  /  </u>	<u>      </u>	Planning Board Chairman Signature Block
<u>  /  </u>	<u>      </u>	Sheet numbers on all pages and numbered sequentially
<u>  /  </u>	<u>      </u>	Plan size required is 24"x36"
<u>  /  </u>	<u>      </u>	Match Lines shown on all sheets
<u>  /  </u>	<u>      </u>	Sheets stamped by all licensed professionals
<u>  /  </u>	<u>      </u>	Existing conditions including buildings, natural features, Electric lines, easements, driveways, tree lines on project lot and structures on abutting properties.
<u>  /  </u>	<u>      </u>	Plan for sedimentation and erosion control
<u>  /  </u>	<u>      </u>	Existing & Proposed streets names, widths of and right Of ways noted
<u>  /  </u>	<u>      </u>	Final road profiles, and cross sections
<u>  n/a  </u>	<u>      </u>	Location and profiles of existing and proposed water lines, Fire hydrants, sewer lines, culverts, drains and connections.



Winchester/Route 10 Storage Parking Written Summary of Project

760 Keene Rd.

Map 12, Lot 40-1

Winchester Self Storage is requesting to include portable storage units to be allowed to be parked in the designated parking spaces on the property.

Portable storages are parked in the existing parking lots only. They do not extend beyond the borders of the parking lot or beyond their individual space.

Winchester Self Storage treats portable storage units the same as a vehicle that would be parked in the space. The traffic in and out of the location remains the same or less. The number of parking spaces remains the same. There will just be a box in the parking space instead of a vehicle.

Portable storage containers is an approved use of this parking lot per ZBA case #21-002. I have attached the ZBA application and approval as well.

# TOWN OF WINCHESTER

INCORPORATED JULY 2<sup>ND</sup> 1753



1 Richmond Road • Winchester, New Hampshire 03470  
 Voice: (603) 239-4951 • Fax: (603) 239-4710 • TDD Access: Relay NH 1-800-735-2964  
 selectmen@winchester.nh.gov • www.winchester-nh.gov

## ZONING BOARD OF ADJUSTMENT NOTICE OF DECISION

2-16-21

Diane Cyr  
 Winchester Self Storage  
 111 S. Village Road  
 Westmoreland, NH 03467

Re: ZBA case #21-002 Special Exception

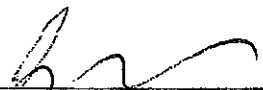
You are hereby notified that the Winchester Zoning Board of Adjustment has granted the Special Exception you requested to construct an outdoor storage/parking area adjacent to a storage business for property located at 760 Keene Road map 12, lot 40-1.

Conditions of this approval: None

Site plan approval is also required from the Planning Board.

This action took place at the 2-15-21 meeting of the board.

This approval does not relieve you of obtaining all other necessary town, state or federal approvals. It is your responsibility to proceed accordingly. If you have any questions you may reach this office at 603-239-4951 ext.6. All decisions are subject to appeal within 30 days.

  
 \_\_\_\_\_  
 Jason Cardinale, V. Chairman ZBA

Application for: Special Exception

Date: 1/28/21

Map# 12 Lot# 40-1

Name & address of applicant: DIANE CYR

111 S. Village Rd Westmoreland, NH 03467

Email: diane@patriot holdings.com Phone: 603-338-8470

Name & address of owner: Winchester Self Storage LLC

760 Keene Rd Winchester NH

Email: keene self storage@gmail.com Phone: 603 357 7760

Location of property: 760 Keene Rd Zoning District: Highway Commercial

Description of property (include a plot plan, frontage, side & rear lines, water, structures, etc.)

Small retail building and self storage facility.

Proposed use/existing use: extension of self storage to include

outdoor parking and some portable storage units.

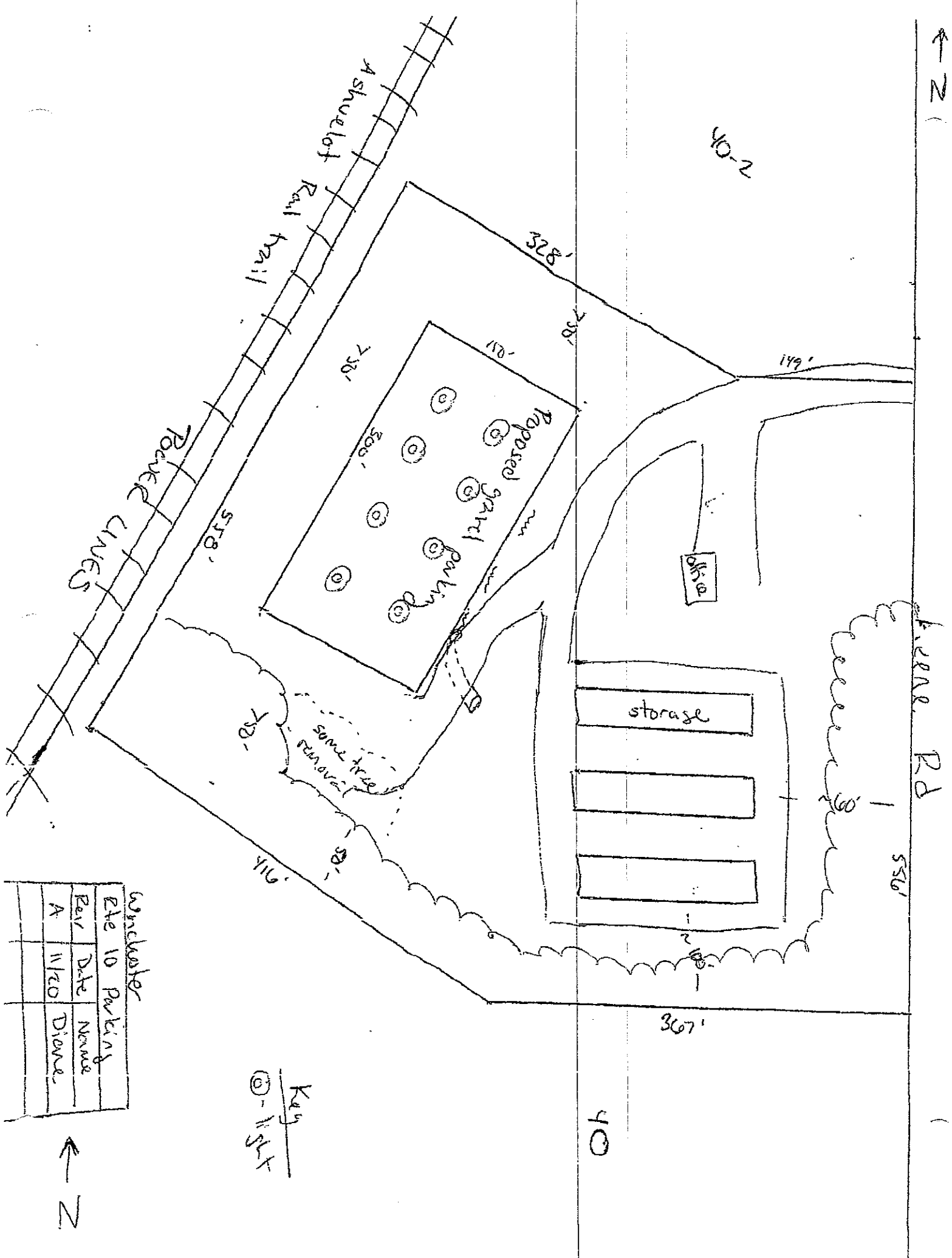
Fill out the attached abutters list and submit the non refundable fee of \$150 with the completed application and other necessary forms at least 21 days prior to the review by the ZBA. The ZBA generally meets on the second Thursday of each month if there is business. A complete application will be reviewed for acceptance before a public hearing is held within 30 days. You or your representative must be present at the hearing. All owners NOT representing themselves must submit a letter of representation for the applicant with the application.

Please complete and submit the following appropriate page(s) for the request of a variance, a special exception, an equitable waiver of dimensional requirements, an appeal from an administrative decision or a rehearing. Attach all other supporting documentation to the application.

\*\*\*\*\*

After the public hearing, the board will typically render a decision within 30 days. You will be sent notice of this decision. If you believe the board's decision is wrong, you have the right to appeal. The Selectboard or any party with standing has similar rights of appeal. With an appeal, you must first ask the board for a rehearing. All requests shall be submitted on the appropriate ZBA forms and include the required fee. The motion must be made within 30 days of the decision and must set forth the grounds on which the claimed the decision is unlawful or unreasonable. The board may grant a rehearing if it is determined there were errors of law or new information is stated in the motion. Notice to the public and abutters are required for a rehearing. Refer to RSA 677:2 and RSA 676:7 for details.





Wrenches

Plate 10 Parking	Date	Name
Ray	11/20	Diane
A		

← N

**Special Exception:**

The undersigned hereby requests a special exception as provided in Article IX,  
Section B, subparagraph 1, of the Winchester Zoning Ordinance.

D. J. 1/28/21  
Signature of applicant and date

D. J. registered agent 1/28/21  
Signature of owner and date

Please respond to the following:

A) The proposed use shall be permitted in the district per Article XXII by  
special exception.

B) The specific site is in an appropriate location for such use as this is  
an extension of current use.

C) The use as developed will not adversely affect the adjacent area because  
all water will remain on the property & parking/storage  
is on a lower level that will not affect highway scenery.

D) There will be no nuisance or serious hazard to vehicles or pedestrians as  
traffic is expected to remain very light. Vehicles are stored  
long term as well as the storage containers.

E) Adequate and appropriate facilities will be provided for the proper operation  
and use the road will be improved for safe travel to lower lot  
and adequate lighting provided.

F) The proposed use shall comply with all frontage, setbacks, minimum land area,  
sanitary protection, sign, parking requirements for itself or its most similar use, except  
where specifically named by the board, the reasons for such waiver to be set forth in  
writing by the board. Yes

G) See Article XVI, 2.(i) (g) in the Town of Winchester Zoning Ordinance for the  
validity of a special exception.

Improvements to begin in Spring 2021