



PLANNING BOARD
Council Chambers, Keene City Hall
April 28, 2025
6:30 PM

Below is a summary of the actions taken by the Keene Planning Board at their meeting on April 28, 2025. Additional information can be found in the meeting minutes.

Please contact the Community Development Department with any questions at communitydevelopment@keenenh.gov or 603-352-5440.

BOARD ACTIONS

I. Minutes of Previous Meeting – March 24, 2025

Board Action: *Voted unanimously to adopt the minutes of the March 24, 2025 Planning Board meeting as presented.*

II. Final Approvals:

- a. **PB-2025-05 – Cedarcrest and Monadnock View Cemetery - BLA – 521 Park Ave & 91 Maple Ave** – Applicant ReVision Energy, on behalf of owners Cedarcrest and the City of Keene, proposes a lot line adjustment that would transfer ~1.7-ac of land from the ~46-ac parcel located at 521 Park Ave (TMP #227-027-000) to the ~5-ac parcel located at 91 Maple Ave (TMP #227-018-000). The Cedarcrest site is located in the Low Density District and the cemetery is located in the Conservation District.

Board Action: *Voted unanimously to issue final approval for PB-2025-05.*

- b. **PB-2025-04 – Cedarcrest & Monadnock View Cemetery – Major Site Plan & Solar Energy System Conditional Use Permit – 521 Park Ave & 91 Maple Ave** – Applicant ReVision Energy, Inc. on behalf of owners Cedarcrest, Inc. and the City of Keene, proposes to install a medium-scale solar energy system on ~1.7-ac of undeveloped land located at 521 Park Ave (TMP #227-027-000) to provide power to the Cedarcrest facility located at 91 Maple Ave (TMP #227-018-000). The City property is ~46-ac in size and is located in the Conservation District, and the Cedarcrest property is ~5-ac in size and is located in the Low Density District.

Board Action: *Voted unanimously to issue final approval for PB-2025-04.*

- c. **SPR-593, Mod. 2 – Bank of America, Exterior Lighting Program, 20 Central Square – Major Site Plan** – Applicant Bank of America, on behalf of owner 20 Central Keene LLC, proposes to modify exterior lighting at the property located at 20 Central Square (TMP #568-063-000). Waivers are requested from Sections 21.7.3.C, 21.7.3.F.1.a, 21.7.3.F.1.c,

and 21.7.4.A.2 of the LDC. The site is 0.68-ac in size and is located in the Downtown Core District.

Board Action: *Voted unanimously to issue final approval for SPR-593, Mod. 2.*

III. Extension Request:

- a. **PB-2024-14 – Cottage Court Conditional Use Permit, Hillside Protection Conditional Use Permit, & Major Site Plan – Timberlane Woods Development, 0 Drummer Rd** – Applicant Fieldstone Land Consultants, on behalf of owner Christopher Ferris, requests a first extension to the deadline to satisfy the precedent conditions of approval for the proposed Cottage Court Development consisting of 6 buildings and 36 units on the parcel at 0 Drummer Rd (TMP #515-015-000). The property is 13.1-ac in size and is located in the Low Density District.

Board Action: *Voted unanimously grant a 180-extension to the timeframe to satisfy the precedent conditions of approval for PB-2024-14.*

IV. Public Hearings:

- a. **PB-2025-06 – Guitard Homes Cottage Court Development – Cottage Court Conditional Use Permit, Major Site Plan, & Surface Water Protection Conditional Use Permit – 0 Court St** – Applicant Fieldstone Land Consultants PLLC, on behalf of owner Guitard Homes LLC, proposes a Cottage Court Development consisting of 29 single-family units accessed by a private driveway on the undeveloped lot at 0 Court St (TMP #228-016-000). A Surface Water Protection CUP is requested for impacts to the 30' surface water buffer. Additionally, a waiver has been requested from Section 21.7.3.C of the LDC related to light trespass. The parcel is 9.7-ac in size and is located in the Low Density District.

Board Action: *Voted unanimously to approve PB-2025-06 as shown on the plan set identified as "Guitard Homes Cottage Court" prepared by Fieldstone Land Consultants, PLLC at varying scales on March 21, 2025 and last revised on April 14, 2025 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 title page, condo site plan, and master site plan.*
 - B. *Submittal of five (5) full sized paper copies and a digital copy of the final plan set, including renderings.*
 - C. *Submittal of an updated plan set that addresses all outstanding comments from the City Engineer and shows the proposed name for the private driveway, which shall be subject to review and approval by the City Engineer.*
 - D. *Submittal of a security in a form and amount acceptable to the Community Development Director to cover the cost of landscaping, sediment and erosion control measures, and "as built" plans.*
 - E. *Submittal of draft written documentation of the required utility easements and any other necessary legal instruments required for this application, which shall be subject to review by the City Attorney.*

- F. The approved permit numbers for the Shoreland Protection, Alteration of Terrain & Wetlands Permits as well as any other required State permits shall be added to the proposed conditions plan on Sheet MP-1 of the plan set.*
- 2. Subsequent to final approval and signature of the final plans by the Planning Board Chair, the following conditions shall be met:*
 - A. The applicant shall have two years to achieve "Active and Substantial Development" for each project phase, as follows:*
 - a. Phase I – May 1, 2027.*
 - b. ii. Phase II – May 1, 2029.*
 - c. iii. Phase III – May 1, 2031.*
 - B. Prior to the commencement of site work, the following conditions shall be met:*
 - a. The Community Development Department shall be notified when all erosion control measures have been installed and Community Development staff shall inspect the erosion control measures to ensure compliance with the approved plans and all City of Keene regulations.*
 - b. The 30' surface water buffer shall be flagged by a surveyor licensed in the state of NH and inspected by Community Development staff.*
 - C. Submittal of recorded utility easements and any other legal instruments necessary for this application to the Community Development Department.*
 - D. The applicant shall obtain final acceptance of the new utilities from the Keene City Council following the completion of all infrastructure construction.*
 - E. Following the initial installation of plantings, the Community Development Department should be contacted to perform an initial landscaping inspection to ensure compliance with the approved landscaping plan and all City of Keene regulations.*
 - F. One year after the installation of landscaping, the Community Development Department should be contacted to perform a final landscaping inspection to ensure that all plantings are in good health.*