



PLANNING BOARD

October 27, 2025

6:30 PM

Below is a summary of the actions taken by the Keene Planning Board at their meeting on October 27, 2025. Additional information can be found in the meeting minutes (drafts available starting 5 business days after the meeting through the City Clerk's Office). Please contact the Community Development Department with any questions at communitydevelopment@keenenh.gov or 603-352-5440.

BOARD ACTIONS

I. Minutes of Previous Meetings

Board Action: *Voted unanimously to approve the meeting minutes from September 26, 2025, and September 29, 2025.*

II. Extension Requests:

- a. **PB-2025-06 – Cottage Court Development, Surface Water Protection Conditional Use Permit, & Major Site Plan** – Guitard Homes, 0 Court St – Applicant Fieldstone Land Consultants PLLC, on behalf of owner Guitard Homes LLC, requests a first extension to the deadline to satisfy the precedent conditions of approval for the proposed 29-unit single-family Cottage Court Development on the undeveloped lot at 0 Court St (TMP #228-016-000). The parcel is 9.7-ac in size and is located in the Low Density District.

Board Action: *Voted unanimously to grant a first 6-month extension to the timeframe to satisfy the precedent conditions of approval for PB-2025-06.*

- b. **PB-2024-14 – Cottage Court Conditional Use Permit, Hillside Protection Conditional Use Permit, & Major Site Plan** – Timberlane Woods Development, 0 Drummer Rd – Owner Christopher Farris requests a second extension to satisfy the precedent conditions of approval for the proposed Cottage Court Development consisting of 6 buildings and a total of 36 units on the parcel at 0 Drummer Rd (TMP #515-015-000). A Hillside Protection Conditional Use Permit was requested for impacts to steep slopes. The parcel is ~13.1-ac in size and is located in the Low Density District.

Board Action: *Voted unanimously to grant a second 6-month extension to the timeframe to satisfy the precedent conditions of approval for PB-2025-14.*

III. Boundary Line Adjustment:

- a. **PB-2025-19 – 35 & 39 Kendall Rd – Boundary Line Adjustment** – Applicant Mrs. Ashley Fetchero, on behalf of owner Mr. & Mrs. John Fetchero and Mr. Charles Henry, proposes to transfer ~0.09-ac of land from the ~0.58-ac parcel at 35 Kendall Rd to the ~0.45-ac parcel at 39 Kendall Rd (TMP#s 540-013-000 & 540-012-000). The parcels are both located in the Low Density District.

Board Action: *Voted unanimously to approve PB-2025-19 as shown on the plan identified as “Lot Line Adjustment Plan” prepared by Fieldstone Land Consultants, PLLC at a scale of 1 inch = 20 feet dated August 25, 2025 with the following conditions precedent prior to final approval and signature of the plans by the Planning Board Chair:*

1. *Owners’ signatures appear on the proposed BLA plan.*
2. *Submittal of two (2) mylar copies, four full size copies and a PDF version of the final plans.*
3. *Submittal of a check in the amount of \$51 made out to the City of Keene to cover recording fees.*
4. *Inspection of the lot monuments by the Public Works Director, or their designee, following their installation, or the submittal of a security in a form and amount acceptable to the Public Works Director to ensure that the monuments will be set.*

IV. Public Hearings:

- a. **Request to Revoke PB-2024-08 – Cottage Court Conditional Use Permit – Townhomes, 15 Colony Ct** – Per NH RSA 676:4-a, applicant and owner POMAH LLC, proposes to revoke the Planning Board approval of a Cottage Court CUP, PB-2024-08, to construct a two-unit building on the parcel at 15 Colony Ct (TMP# 535-012-000) as the two units are now allowed by right. The parcel is 0.18-ac in size and is located in the Medium Density District.

Board Action: *Voted unanimously to revoke conditional use permit PB-2024-08 for a Cottage Court development on the property located at 15 Colony Court.*

- b. **PB-2025-17 – 5-Lot Subdivision – Markem-Imaje, 150 Congress St** – Applicant Fieldstone Land Consultants PLLC, on behalf of owner Markem-Imaje Corporation, proposes to subdivide the existing ~31-ac parcel at 150 Congress St (TMP #598-002-000) into five lots that will be ~0.17-ac, ~3.52-ac, ~4.08-ac, ~6.40-ac, and ~17.69-ac in size. The parcel is located in both the Industrial Park & Conservation Districts.

Board Action: *Voted unanimously to approve PB-2025-17 as shown on the plan set identified as, ‘Subdivision Plan, Tax Map 598 Lot 2, (150 Congress St), Keene, New Hampshire’ prepared by Fieldstone Land Consultants at varying scales on August 22, 2025 and last revised on October 20, 2025 with the following conditions:*

1. *Prior to final approval and signature of the plans by the Planning Board Chair, the following conditions precedent shall be met:*

- A. Owner's signature appears on all sheets of the final plan set.
 - B. Submittal of four (4) full sized paper copies, two (2) mylar copies, and a PDF version of the final plan set.
 - C. Submittal of a check in the amount of \$255 made out to the City of Keene to cover the cost of recording fees.
 - D. Submittal of an updated proposed conditions plan (Sheet SB-1) showing the following:
 - i. All zoning applications submitted and the decisions rendered.
 - ii. Note #5 shall be updated to state that any future development within the special flood hazard area will need to comply with all applicable local, federal, and state regulations and may require the submittal of a Floodplain Development Permit to the Community Development Department.
 - E. Submittal of draft easement language to the Community Development Department for review by the City Attorney.
 - F. Installation and inspection of lot monuments by the Public Works Director or their designee, or in lieu of this, the submittal of a security to cover the cost of the installation of these monuments.
2. Subsequent to final approval and signature by the Planning Board Chair, the following condition shall be met:
- A. Submittal of recorded easement agreements to the Community Development Department to be saved in the project file.
- c. **PB-2025-20 – Major Site Plan – Solar Array – 0 Rose Lane** – Applicant Rose Lane Solar LLC, on behalf of owner the City of Keene, proposes to construct a medium-scale ground mounted solar array on the parcel at 0 Rose Lane (TMP# 113-002-000). A waiver has been requested from Section 21.6.2.C.3 of the Land Development Code related to the required screening for supplementary mechanical equipment. The parcel is ~13.2-ac in size and is located in the Industrial District.

Board Action: Voted unanimously to Approve PB-2025-20 as shown on the plan set identified as "Revision Energy, Rose Lane Solar Site Development, Keene, New Hampshire" prepared by Horizons Engineering at a scale of 1 inch = 60 feet in January 2025 and last revised on October 23, 2025 with the following conditions:

- 1. Prior to final approval and signature of the plans by the Planning Board Chair, the following conditions precedent shall be met:
 - A. Owner's signature appears on the title page and proposed conditions plans.
 - B. Submittal of five (5) paper copies and a PDF copy of the final plan set.
 - C. Submittal of an updated proposed conditions plan stamped by a Wetlands Scientist licensed in the State of NH.

- D. *Submittal of a security to cover the cost of sediment and erosion control measures, revegetation of the site following construction, and as-built plans in a form and amount acceptable to the Community Development Director.*
 - E. *Submittal of an approved Alteration of Terrain Permit number from the New Hampshire Department of Environmental Services.*
2. *Subsequent to final approval and signature of the plans by the Planning Board Chair, the following conditions shall be met:*
- A. *Prior to the commencement of site work, erosion control measures shall be installed and inspected by the Community Development Director, or their designee, for compliance with the approved plan and all City of Keene regulations.*
 - B. *Prior to the issuance of a building permit, review and determination by the City Fire Marshall as to whether a fire safety analysis is required.*