



PLANNING BOARD

April 27, 2026

6:30 PM

Below is a summary of the actions taken by the Keene Planning Board at their meeting on April 27, 2026. 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 by calling 603-352-5440 or emailing communitydevelopment@keeneh.gov.

BOARD ACTIONS

I. Minutes of Previous Meetings – March 23, 2026

Board Action: *Voted unanimously to approve the meeting minutes of March 23, 2026 as presented.*

II. Extension Request:

- a. **PB-2025-06 – Guitard Homes Cottage Court, 0 Court Street – Cottage Court Conditional Use Permit, Major Site Plan, & Surface Water Protection Conditional Use Permit** – 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. The parcel is 9.7-ac in size and is located in the Low Density District."

Board Action: *Voted unanimously to issue a second 6-month (180-day) extension to the timeframe to satisfy the precedent conditions of approval.*

III. Final Approvals:

- a. **PB-2025-06 – Guitard Homes Cottage Court, 0 Court Street – Cottage Court Conditional Use Permit, Major Site Plan, & Surface Water Protection Conditional Use Permit** – 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. The parcel is 9.7-ac in size and is located in the Low Density District.

Board Action: *Voted unanimously to issue final approval for PB-2025-06.*

- b. **PB-2025-29 – 454 Elm St – Cottage Court CUP, Surface Water Protection CUP, & Major Site Plan** – Applicant Fieldstone Land Consultants PLLC, on behalf of owners Paul Chester

& Gail Marie Dubriske, proposes to redevelop the property at 454 Elm St (TMP# 521-004-000) into a Cottage Court Development with 18 single-family dwellings. A surface water protection CUP is requested for ~1,435-sf of impact within the 30-foot wetland buffer. The parcel is ~2.3 ac in size and is in the Low-Density District.

Board Action: *Voted unanimously to issue final approval for PB-2025-29 with the following condition subsequent: Vii. Prior to the issuance of a building permit for new dwelling unit construction, the utility easement shall be reviewed to the satisfaction of the City Attorney and City Engineer and executed and recorded by the applicant. Proof of recording shall be delivered to the Community Development Department.*

IV. Public Hearings:

- a. **PB-2025-21 – Subdivision & Surface Water Protection Conditional Use Permit – 315 Old Walpole Rd** – Applicant Cardinal Surveying & Land Planning and applicants/owners Fernando & Marguerite Cyr propose to subdivide the ~10.6-ac lot at 315 Old Walpole Rd (TMP# 210-027-000) into a ~7.9-ac lot and a ~2.7-ac lot. About 7,815 sf of impact to the surface water buffer is requested for a proposed driveway and grading for a leach field. The parcel is in the Rural district.

Board Action: *Voted unanimously to approve PB-2025-21 as shown on the plan set prepared by Cardinal Surveying & Land Planning at a scale of 1"=50' on September 17, 2025 and last revised on April 14, 2026 and on the plan set prepared by Graz Engineering with a variable scale on March 22, 2026 with the following conditions:*

1. *Prior to the final approval and signature of the plans by the Planning Board Chair, the following conditions precedent shall be met:*
 - a. *Owners' signatures appear on the plans.*
 - b. *The wetland scientist stamp shall be put on the subdivision plans.*
 - c. *Submittal of four (4) full sized paper copies, 2 mylar copies, and a flattened PDF version of the final plan set.*
 - d. *Submittal of a check in the amount of \$51.00 made out to the City of Keene to cover the cost of recording fees.*
 - e. *Inspection of lot monuments by the Public Works Director, or in lieu of this, the submittal of a security in a form and amount acceptable to the Public Works Director to cover the cost of monumentation.*
 - f. *Submittal of documentation demonstrating that subdivision approval has been granted by the New Hampshire Department of Environmental Services.*
 - g. *A revised stormwater management report to be reviewed and approved by the City Engineer.*
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 issuance of a building permit for new residential construction, a plan showing the proposed building envelope, driveway, grading, and erosion control measures shall be submitted to the Community Development Department for review by the City Engineer.*

- b. *Prior to the commencement of site work, the Community Development Department shall be notified when all erosion control measures have been installed and the 75-ft surface water buffer is flagged by a surveyor licensed in the state of NH. Community Development Staff shall inspect the erosion control measures and wetland flagging to ensure compliance with the approved plans and all City of Keene regulations.*
- c. *Submittal of a wetland permit from the New Hampshire Department of Environmental Services to the community Development Department.*