



PLANNING BOARD ACTIONS

October 26, 2026

Below is a summary of the actions taken by the Keene Planning Board at their meeting on October 26, 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@keenenh.gov.

I. Minutes of Previous Meeting – September 28, 2026

Board Action:

Voted unanimously to approve the meeting minutes of September 28, 2026.

II. Boundary Line Adjustment:

1. **PB-26-27 - Boundary Line Adjustment - Silent Way** - Applicant Paquin Land Surveying PLLC, on behalf of owner Elizabeth Walsh, proposes to transfer ~0.34-ac of land from the ~8.45-ac parcel at 0 Silent Way (TMP #119-012-000) to the ~4.3-ac parcel at 0 Off Silent Way (TMP #119-011- 000). Both parcels are located in the Rural District.

Board Action:

Voted unanimously to approve PB-26-27 as shown on the plan set prepared by Paquin Land Surveying, PLLC at a scale of 1"=30' on March 5, 2026 and last revised on October 10, 2026 with the following condition prior to approval and signature of the plans by the Planning Board Chair:

1. *The Owner's signature must appear on the plans.*
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III. Continued Public Hearing

1. **PB-26-29 - Major Site Plan - Fast Food Restaurant, 348 Winchester St** - Applicant Bohler Engineering, on behalf of owner Riverside Improvements LLC, proposes to demolish the former Rite Aid building and construct an ~4,576-sf fast food restaurant with a drive-thru on the parcel at 348 Winchester St (TMP #111-004-000). A waiver is requested from Section 21.6.2.B.2 to allow for the drive-through to be located along the western building facade adjacent to Winchester St. The building is located in Riverside Plaza, which is ~18.7-ac in size and is located in the Commerce District.

Board Action:

Waiver Request #1: Voted unanimously to grant a waiver from Section 21.6.2.B of the Land Development Code to allow the drive-through lanes to be located adjacent to Winchester Street;

Waiver Request #2: Voted unanimously to grant a waiver from Section 21.7.4.B.1 of the Land Development Code to allow for a maximum average lighting level of 13.42-fc at the drive through canopy where 12.5-fc is allowed; and

Site Plan: Voted unanimously to approve PB-26-29 as shown on the plan set identified as 'Proposed Quick Service Restaurant w/ Drive-Thru' prepared by Bohler Engineering at varying scales on August 20, 2026 and last revised on October 8, 2026 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) Owners' signatures appear on the plans.
 - b) Submittal of five (5) full sized paper copies and a flattened PDF version of the final plan set and elevations.
 - c) Submittal of a security to cover the cost of as-built plans, landscaping, and sediment and erosion control measures in a form and amount acceptable to the Community Development Director.
 - d) Submittal of an updated narrative and drainage report addressing the remaining staff comments provided by the City Engineer.
 - e) Submittal of an updated site plan showing two separate lanes for traffic entering the fast-food restaurant from the northeastern corner of the project area.
- 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, all sediment and erosion control measures shall be installed and inspected by the Community Development Director.
 - b) Prior to the issuance of a building permit, a Floodplain Development Permit shall be obtained from the Community Development Department.
 - c) Following the installation of landscaping, the Community Development Department shall be contacted to perform an initial inspection.
 - d) One year following the installation of all landscaping, the Community Development Department shall be contacted to perform a final landscaping inspection.

IV. Public Hearing

1. **PB-26-32 - Major Site Plan - Kia Parking Lot & Landscaping Modifications, 440 Winchester St** - Applicant Fieldstone Land Consultants, on behalf of owner 434-440 Winchester St, proposes to modify the approved parking lot landscaping and lighting for new Kia dealership located at 440 Winchester St (TMP #115-004-000). The parcel is ~2.23-ac in size and is located in the Commerce Limited District.

Board Action:

Waiver Request #1: Voted unanimously to grant a waiver from Section 21.7.3.C of the Land Development Code to allow for a maximum parking lot illumination level of 2.0-fc at the property line where a maximum of 0.1-fc is allowed;

Waiver Request #2: Voted unanimously to grant a waiver from Section 21.7.4.A.1 of the Land Development Code to allow for an average parking lot lighting level of 11.07-fc where an average of 3.5-fc is allowed;

Waiver Request #3: Voted 6-1 to grant a waiver from Section 21.7.1.B of the Land Development Code to allow for two existing lights to remain without being brought into compliance with Site Development Standard 21.7 – Lighting; and

Site Plan: Voted unanimously to issue final approval for PB-2026-32 as shown on the plan set identified as 'Fairfield Kia of Keene' prepared by Fieldstone Land Consultants at varying scales on October 18, 2024 and last revised on October 8, 2026 with the following conditions:

- 1) When the Lower Winchester Street project begins construction, the owner shall relocate the two light poles and the existing sign located in the City right-of-way onto the subject parcel at the owner's expense.
- 2) The conditions subsequent to final approval associated with the original site plan, PB-2024-16, shall remain in full force and effect.

V. Gilbo Avenue Planning Charrette Letter of Support

Board Action:

Voted unanimously to authorize the Planning Board Chair to submit a letter of support for the City of Keene Gilbo Avenue Charrette application.