

**PLANNING BOARD TOWN OF KEENE
MONTHLY MINUTES**

Date: October 8, 2025

Kind: Public Hearing /Regular Planning Board Meeting

Place: Keene Town Hall

Board Present: Brian Cowl, Linda LaBarge, Linda Deyo, & Larry House & Keith Wadsworth

Board Absent: Ron Hall

Others Present: Karlan Jessen, Shane Brunel, Kevin Hall, Charlie Jessen, Bob Marvin, Bill Ferebee, Stephen Hall, Bronson Lawrence, Kari Fraser, Karen Fraser, Andrew Outerbridge, David Nye, Matrin Dubois, Thomas Fine, Linda Fine & Tom Booth

PUBLIC HEARING – Mr. & Mrs. Charles Jessen – Little Red School House

Present/Signed-in for Public Hearing – Charlie Jessen, Bob Marvin, Bill Ferebee & Stephen Hall

CALL TO ORDER: 9:00

Pledge of Allegiance

Ann Whitney, Town Clerk read the Public Announcement that was posted in Town Hall, on Town Website and in Local Newspaper which is attached.

Ann Whitney stated that the planning board will not be answering questions at this time. You can ask question during the regular Planning Board Meeting

Ann asked all who were present for the public hearing to please sign in.

Brian Cowl asked If there was anyone here who would like to present information?

Larry House asked if anyone had any questions?

Bob Marvin asked if they wanted to hear from the applicants of this property. Ann Whitney stated that anyone can speak with comments or concerns that the board is here to listen.

NO PUBLIC COMMENT

Ann Whitney adjourned the public hearing.

ADJOURNED: 9:05

Call to Order: Brian Crawl made a motion to start monthly Planning Board Meeting 2nd by Linda LaBarge. **CARRIED 5- YES**

Call to Order: Larry House called this meeting to order at 9:06 am

Approval of Minutes:

A motion was made by Linda LaBarge with the correction of Ron Hall in attendance and Linda Deyo absent and seconded by Linda Deyo to approve the minutes of the Planning Board Meeting September 10, 2025 **5-YES**

Larry House made a motion to appoint Brian Crawl as Co-chair with recent passing of Co-chair Tom Hickey. Motion 2nd by Keith Wadsworth. **CARRIED – 4 YES**
Brian Crawl abstained from voting.

NEW BUSINESS

K-25-31 LAWRENCE, BRONSON & MOLLY
12 ADIROINDACK STREET, KEENE VALLEY, NY 12943
TAX# - 62.59-1-21.000

Bronson was here today to present for a tiny home that he and his sister Molly would like place on their property at 12 Adirondack Street. This is a home that will be purchased and funded through a grant process. They will be using this for a Rental Property. Bronson will need a letter of Intent for the grant, Brain Crawl stated that the board would issue a Local Government Form. Bronson did file already for NJ Letter with APA.

NEED:

1. Engineered Septic Plans
2. Site Visit
3. Amend the current Application to show this is commercial – done 10/8/25.
4. APA Letter

Bronson was also advised he may want to get a survey completed as it is currently 14' from the property line and needs to be 15'.

DISCUSSION – Motion to Table till November meeting – PENDING – 5 YES

K-25-32 OUTERBRIDGE, ANDREW - SFD
302 STYLES BROOK ROAD, KEENE, NY 12942
TAX# 36.2-1-000

Andrew presented today with his application and full set of plans. Andrew explained he has APA approval in 2012 and was told by APA that a 2nd unit cannot be put on the property in the future. Overall size of the residence with garage will be 4800 sq. ft. Home is currently staked out a site visit. Septic plans are in the process. - **PENDING**

NEED: 1. Updated APA NJ Letter
2. Site Visit – scheduled for 10/8/25
3. Septic Plans
4. Full Size Map

DISCUSSION – Board agreed to Table till November meeting – PENDING – 5 YES

K-25-33 NYE, DAVID – GARAGE
30 FAIRVIEW WAY, KEENE, NY 12942
TAX# 53.2-1-11.320

David is here today to build a Garage that will be 40' from property line. There will be no water installed. Property is already staked for a site visit.

NEED: 1. APA Letter
2. Site Visit

DISCUSSION - Board agreed to Table till November meeting – PENDING – 5 YES

K-25-34 DUBOIS, MARTIN – SFD
14 SPREAD EAGLE WAY, KEENE VALLEY, NY 12943
TAX# 63.2-60.200

Martin presented today with plans for a SFD a 30x40 footprint. Charlie Segard will be the builder. Property is all staked out awaiting site visit.

NEED – 1. Site Visit

DISCUSSION – Brian Crowl made a motion to accept the project pending a positive site visit 2nd by Keith Wadsworth – **CARRIED – 5 YES**

K-25-35 CUMMINGS, RAY – SFD
UPLAND MEADOWS ROAD, KEENE, NY 12942
Tax# 36.2.6.300

Ray presented with no utilities, electricity or cell. Ray needed a Local Government Form from Planning Board. They are applying for one dwelling at this time and all Solar.

NEED: 1. Site Visit
2. APA Letter

DISCUSSION: Board agreed to table till November meeting– **PENDING – 5 YES**

K-25-36 JEFFERS, GREGORY – ADDITION/2 STORY GARAGE
9 ADIRONDACK STREET, KEENE VALLEY, NY 12943
TAX# NONE GIVEN

Mr. Jeffers was here today to tear off a garage and add a 400 +/- 2 story addition he is adding. The addition will have a bedroom & bath upstairs. Due to the bathroom being added he needs planning board approval. He is also planning on tearing off a ramp and do kitchen renovations at the main house. Due to addition of bedroom board is requesting septic plans.

NEED: 1. Septic plans
2. Survey Map
3. Site Visit

DISCUSSION: Board agreed to Table till November meeting – **PENDING – 5 YES**

K-25-37 FINE, THOMAS – SFD
CORNER OF LACY/BARLETT ROAD, KEENE, NY 12942
TAX# 44.2-1-59.120

Mr. Fine presented for a single-family dwelling. He presented an APA NJ letter that was given to Mr. Wilson when the property was subdivided.

NEED: 1. Updated NJ Letter
2. Septic Plans
3. Site Map
4. Site Visit

DISCUSSION: Board agreed to Table till November meeting – **PENDING – 5 YES**

K-25-26 EUY MYOUNG JEONG – CASCADE CABINS
3259 NYS RT. 73, KEENE, NY 12943
TAX# - NONE GIVEN

The property from a Kitchen/Restaurant to STR. Also new Sign and Fence. Need to add Short Term Rental to application already given to Planning Board. Owner was unable to be here today was available by phone. This is change of use so application needs to be updated.

NEED: Change of Use added to Application

DISCUSSION – Motions to table by Keith Wadsworth 2nd Brian Crawl - TABLED 5 YES

UPDATED: 10/8/25 - Motion by Brian Crawl to approve file is complete 2nd by Larry House. **CARRIED – 5 YES**

K-25-27 BURNELL, SHANE - CABIN
38-42 NORDIC RUN WAY, KEENE, NY 12942
TAX# 10.51.1.10.000

Shane is here today to present they were here in 2022 and all they needed was APA approval to complete their application packet for the Planning Board. They got the APA approval, they were looking for 2 Cabins and APA stated they would allow up to 6 primary buildings. They showed Plans, Colors discussed setbacks with Planning Board and were told they needed APA approval which they got. They then proceeded to come see Derrick Martineau the Codes Enforcement Officer and got a building permit from him and built the two cabins without approval from the Planning

Board. 3rd cabin has been approved by the APA however he now realizes he needs planning board approval. Each Cabin with own septic it is located on the engineered plans he has with him today.

Brain Crowl feel due to moving ahead with the project without the Planning Board approval he would like to discuss with the Town Board and Town Attorney before moving forward an approval. Site visit will be done today with Brain Crowl & Larry Hall

MOTION by Brian Crowl and 2nd Ron Hall to table this application until site visit is perform and board Confer with Town Board and Town Council.

NEED: Site Visit

UPDATED: 10/8/25 – Site Visit was completed and a Motion was made by Linda LaBarge to approve project as presented 2nd by Keith Wadsworth – **CARRIED 5 - YES**

K-25-30 FRASIER, KARI- SFD
70 LESLIE GAY LANE, KEENE, NY 12942
TAX# 45.3-1-39.100

Kevin Hall emailed over all the enclosed information. Motion was made by Ron Hall and 2nd by Keith Wadsworth on the receipt that information was received. – **5 YES**

UPADTED 10/8/25 Kari Frasier & Kevin Hall are here today. 2 lot Subdivision on Leslie Gay Road approved in 2003. APA issues a permit for a Yurk in 2006. At this time Kari is looking to build a 2-round houses connected by a deck about 450' APA signed off on it on 10/2/25. At this time, they are looking for site plan approval. Stakes are marked and ready for site plan visit.

NEED: 1. Site Visit

Motion was made by Brian Crowl and 2nd by Linda LaBarge to approve with a favorable site visit. CARRIED – 5 YES

DISCUSSION: Motion to table by Brian Crowl 2nd by Keith Wadsworth – PENDING - 5 YES

K-25-17 SEGARD, CHARLES – GARAGE WITH APARTMENT, SOLAR PINES, INC
NYS ROUTE 73 & AIRPORT ROAD, KEENEVALLEY, NY 12943
TAX MAP # 62.2-1-34.100

Charles presented application with sketch drawing and map for a Garage with apartment above. Perk test has been completed by APA and copy was provided with the application.

NEED: 1. APA LETTER

DECISION- 8/13/25 DECISION BY THE BOARD TO TABLE - PENDING APA LETTER

UPDATED 10/8/25 – Waiting for Parks & Recreations to sign off – Kevin Hall will be at the November 2025 meeting with APA Letter

OLD BUSINESS

**K-25-22 AYLWARD, PHILIP & KATHLEEN – SUBDIVISION
NYS 73 73, KEENE, NY 12942
TAX# 53-1.3.111**

7 Lot Subdivision with 20' wide access road, onsite wastewater treatment system with individual water supplies to each lot. There will be not visual change from Rt. 73 aside from the drive entrance.

NEED:

- 1. FULL SURVEY MAP**
- 2. APA PERMIT**
- 3. SITE VISIT**
- 4. LOTS LAYED OUT**

BOARD DECISION: Board agreed to Table– PENDING – 5 YES

Joe Garso, Mr. & Mrs. Aylward an sons were present today and provided, Items 1-4 from above. Six lots will be sold and Owners will keep one lot for themselves. Septic is 100' from wetlands. LGF was submitted. Subdivision stakes out will not take place till approval is done per Joe Garso. There is a log road if Planning Board wants to go up prior to being staked out. Each individual lot will need individual approval from the planning prior to building including the owners.

NEED: APA PERMIT, DOT PERMIT & DOH

DECUSSION: Motion to table by Brian Crowl 2nd by Keith Wadsworth – 5YES

K-25-19 ROSE, PAUL – GARAGE WITH APARTMENT
182 HURRICAN ROAD, KEENE, NY 12942
TAX#54.3-1-20.000

Mr. Rose presented today with application for an 800 sq. ft. garage with an apartment over the top. Application, septic plans, plans & APA letter were presented at the time of the meeting.

NEED: 1. Site Visit 2. Stamped Plans

DESCISON BY THE BOARD – Motion to approve by Tom Hickey 2nd by Ron Hall when final plans are received.

UPDATED: Final Plans submitted to the board on 10/8/25 – **CARRIED – 5 YES**

K-25-02 STRIPP, JERRY – SUBDIVISION/LOT RECONFIGURATION
3345 NYS RT. 73, KEENE, NY 12942
TAX# 53-1-11.110 & 53.1-11.210

Kevin Hall presented today with application, plans for three lot subdivision at this time.

NEED: 1. APA

DECISSION – Board agreed to Table till November meeting – PENDING – 5 YES - PENDING APA LETTER

RED SCHOOL HOUSE/MR. & MRS. JESSEN – Derrick Martineau left a Stop Work Order on door June 10th requesting owners come in front of Planning Board.

UPDATED 8/13/24 - Code Enforcement Officer will proceed with Court Paperwork

UPDATED 10/8/24 - First week November Essex County Sherriff serve paperwork

UPDATED 11/12/24 – Court Date 11/25/24

UPDATED 12/10/24 – Court never received paperwork. Derrick emailed stated today and will send me a copy today to forward to the board

UPDATE 01/4/25 – Discussion was had to have Town Attorney move ahead with this matter. Brain Crowl will go to the Town Board meeting tonight and present this matter to them. All in Favor – **5 YES**

UPDATED 2/11/25 – Presented the board with the packet from Derrick Martineau that was sent to the lawyer. Keith Wadsworth got a text from the Little Red School House owners to plow and he has the owners phone number. Owner has a renter coming this month. Tina offered to call and get ahold of the owner and explain and see if they can get the owner to come in front of the Planning Board.

UPDATED 2/11/25 – Tina t/w owner he stated he was out of town for a month and never received any paperwork or a stop work order. He also stated that I could send anything I wanted to his Lake Placid address and he would look at it when he got back. However, all he would keep saying is the owner before me rented it so I can. I kept explaining that he needed to come in front of the Planning Board and his answer was the owner before me rented it. All this information was sent to the town Attorney Bryan "Liam" Kennelly.

UPDATED 3/11/25 – Liam Kennelly has been working on paperwork to stop advertisement on this rental on all Air bnb sites due to no application has been submitted to the Planning Board for approval.

UPDATED 4/8/25 – Mr. & Mrs. Jessen presented today with Building Application. They stated a new well was installed, addition off the back 12x20 was added. Town of Keene Code Enforcement Officer made a site visit NO violations. Planning Board agreed to make Pending information needed - **PENDING**

NEED: 1. Application 2. Site Map 3. Site Visit anytime call 253-691-1638

UPDATED 5/13/25 – Site visited was done after meeting on 4/8/25 by Planning Board Members. Owner stated they owned lot on side of the house and Tom Hickey is questioning the driveway and would like to see a map.

NEED 1. APPLICATION

UPDATED 6/10/25 – The Jessen did not attend the meeting or send a representative; we are still waiting for an application. It was discussed with the Planning Board, Code Enforcement Officer and Town Supervisor to have the Town Attorney take action.

UPDATED 7/8/25 – Per Brian Kennelly as presented by Joe Pete we should appoint the Town Attorney as Administrative Officer this way gives him authority to take it to court. It was discussed they were removed from Air B&B for 60 days. Tom Hickey made the motion to move forward with Brian Kennelly as Administrative Officer and Linda Deyo 2nd – **CARRIED 5 -YES**

UPDATED 8/13/25 – Mr. & Mrs. Jessen along with Mr. Bob Marvin (Surveyor) were in attendance today. They were here to discuss a variance. Town Attorney was called on phone to discuss the process going forward it was determined after discussing with the Owners, Planning Board & Attorney that the Owners contact the adjacent home

owners and get a letter from them. Our Site Plan Review does not have this in writing it was discussed if they take issue with this process, they should take it up with the Town Board & The Town Attorney due to this is the way this is how the town has run for many years and a president has been set.

Bob Marvin reviewed the letter that was sent to Mr. & Mrs. Jessen listing items to be completed and stated nowhere did it list that they needed to contact the adjacent land owners. Mr. Kennelly explained that these items were to keep it from further court proceeding. Mr. Kennelly also reminded them once again that they did not at any time during this whole process ever get a building permit for all of the construction that took place at this property. If that had of happen when drilling a well, installing a bathroom this would have automatically brought you in front of the Planning Board where you would have been notified of the 15' setbacks.

During the process the Mr. Joe Pete Wilson, Supervisor did intervein asking Mr. & Mrs. Jessen if they understood that the planning board was trying to follow proper guide lines of the Site Plan Review Law.

Per Bob Marvin there is a Utility Easement as well and Larry House does not think that this will not be an issue.

DECISION BY THE BOARD & TOWN ATTORNEY – NOTIFY THE ADJACENT OWNERS AND GET A LETTER OR PUT THEM ON NOTICE OF NEXT MEETING. – PENDING

UPDATED 9/10/25 – Mrs. Jessen is here today for the Variance she applied for. Mrs. Kathleen Purdy had submitted a letter to the Planning Board and Larry House explained that Mrs. Purdy is not granting approval due to the addition on the back is within 1'ft from her property line.

Larry House stated that his understanding is without the adjacent property owner approval of this variance the board cannot grant a variance. Brian Crowl stated that in the law book it does not state that the Planning Board needs approval from adjacent property owners to grant variances. Brian states the Planning Board has the power to grant or deny and feels they should make a motion to do that.

Brian Kennelly Town Attorney requested that the Planning Board go into Executive Session for legal advice.

9:18AM Brian Crowl made a motion to go into Executive Session 2nd by Ron Hall

9:26AM Brian Crowl made a motion to come out of Executive Session 2nd by Keith Wadsworth.

Brian made a Motion to approve the Variance 2nd by Linda LaBarge – **CARRIED – 5 YES**

Discussion - None

ROLL CALL

Bryan Crowl – NO

Ron Hall – NO

Larry House – NO

Linda LaBarge – NO

Keith Wadsworth – NO

5 NO – on granting the variance

Brian Crowl proceeded to state that a motion is being made at this time to allow Mr. & Mrs. Jessen 10 day to appeal the planning board's decision.

Brain Crowl made motion to allow Applicants 10 days to appeal 2nd by Keith Wadsworth. **CARRIED – 5 YES**

With Variance being denied a Public Hearing will be held to give public a chance to comment.

Motion for PUBLIC HEARING will be set 30 days at the next Planning Board meeting on October 8th Motion made by Brian Crowl 2nd by Ron Hall – **CARRIED – 5 YES**

Mrs. Jessen asked for a copy of Mrs. Purdy letter and that was granted and given.

Mrs. Jessen asked if Building Permit is required to tear down a building and Brian Crowl explained that a Demo Permit is needed and that is through the Codes Enforcement Officer. Brian did explain NYS Rule 56 regarding asbestos.

UPDATE – 10/8/25

Mrs. Jessen

– stated that they do their best to make sure no one approaches the other property line when in their residence.

-15' set backs on the other 3 sides

-Culture Heritage – The State placed the house their when they widen the road

- Building is positive to the area with the work they have completed on it.

-Mrs. Jessen also asked the board if they read through her appeal documents.

Brian Crowl stated that they will not make an official decision on this hearing today.

Bob Marvin

- Does the Planning Board have anything to offer at this time for appeal he was not at the last meeting.
- No Zoning
- No Subdivision
- Only a Site Plan Review book which he feels the board is asking out of line requirements/overreaching.
- How do you apply for a variance – nothing in the book for this or to offer an appeal
- It was stated that when denied, if approved it would set a presidency and open the town up for a lawsuit.
- Problem is that this has been over months for the process

Brian Crowl stated that they will not make an official decision on this hearing today. Brian explained that the variance was denied and a public hearing was set to hear from the public and consider their comments. He continued to explain that Town Law Book states if someone wishes to overturn the ruling of the board, they can take it to Supreme Court.

Brain stated that the board has received advice from Legal Counsel and that is what the decision of denial was based on.

Larry House – Variances have always been written that you need adjacent property owner written approval.

Mr. Jessen – Further discussion as do they need to reappear next month? They had 10 days to appeal and they did.

Joe Pete Wilson - If no action then it can be reviewed the same.

DECISION – At this time board will review with Town Council.

DISCUSSION;

VACANCY OF THE BOARD

Due to the passing of Thomas Hickey (Tom) a long-time member of the Planning Board who dedicated so many hours to this board.

Stephen “Rusty” Hall was here today at the meeting to observe and is interested in

sending a letter of interest to the board

Joe Pete Wilson will announce the board vacancy on the Town web-site and Text alert.

MEETING TIME

The Planning Board Meeting will remain the 2nd Wednesday of the month through December 2025. January 1st the Meeting date will be moved back to the 2nd Tuesday of the month. - 5 YES

CORRESPONDENCE: NONE

Adjournment: Linda Deyo made motion to adjourn 2nd by Brian Crawl all in favor -
CARRIED – 5 – YES

The meeting was adjourned at 11:24am. Respectfully submitted by,
Tina L. Terry Preston

Next meeting – Wednesday November 12, 2025 @ Keene Town Hall

TOWN OF KEENE

**NOTICE OF PUBLIC HEARING
VARIANCE**

PLEASE TAKE NOTICE that the Planning Board of the Town of Keene, Essex County, New York, will meet at the Town Hall located at 10892 NYS Route 9N, Keene, New York 12942, on the 8th day of October, 2025 at 9:00 a.m. in regards to a variance for 10131 NYS Rt 9N Keene, NY.

PLEASE TAKE FURTHER NOTICE that at said Public Hearing to be held at the time and place set forth above, the Planning Board will consider this and hear all parties interested therein concerning the same.

Dated: September 24, 2025

Town of Keene
10892 US Route 9N
Keene, NY 12943

**PLANNING BOARD TOWN OF KEENE
MONTHLY MINUTES**

Date: November 12, 2025

Kind: Regular Planning Board Meeting

Place: Keene Town Hall

Board Present: Brian Crawl, Linda LaBarge, Linda Deyo, Larry House, Keith Wadsworth & Ron Hall

Board Absent:

Others Present: Bob Marvin, Thomas Fine, Charles Segard, Gregory Jeffers & Joe Pete Wilson

Pledge of Allegiance

Call to Order: Brian Crawl called the meeting to order at 9:00 am

Approval of Minutes:

A motion was made by Ron Hall and 2nd by Keith Wadsworth to approve the minutes of the Planning Board Meeting October 8, 2025 **6-YES**

Brian Crawl addressed the minutes from the September 2025 meeting it was brought to their attention that there was wording that needed to be deleted after the vote for the Jessen project. It was written CARRIED 5 YES which was incorrect the Town Attorney has suggested that they clean that up. That it was not carried by 5 yes, that it was the language of the motion that was agreed upon and Brain is making a motion that they amend the motion as such 2nd by Linda Deyo – **CARRIED - 6 YES**

NEW BUSINESS

**MAPLE RIDGE SUBDIVISION – BRIAN KNAPP
KEENE, NY 12942
TAX MAP # 44.3-1-67-110**

Kevin Hall provided paperwork showing Lot # 2 change from 6.23 to 6.09 acres highlighted in green on the map and Lot #7 from 28.4 to 28.5 acres. Also provided lot 2 proposed easement access and use of Maple Ridge Way has been removed.

that was previously recorded in the APA Permit P2024-0233 issued July 31, 2025. Brian Crowl advised the Board of all emails that were sent over by Kevin Hall all of which each board member received via email. Brian Crowl stated new APA letter that was issued on the right away granted was rescinded and new APA letter granted. Brian stated just put in minutes we updated Maple Ridge file and Kevin Hall was advised concerning change of right away.

OLD BUSINESS

K-25-32 OUTERBRIDGE, ANDREW - SFD
302 STYLES BROOK ROAD, KEENE, NY 12942
TAX# 36.2-1-000

Andrew presented today with his application and full set of plans. Andrew explained he has APA approval in 2012 and was told by APA that a 2nd unit cannot be put on the property in the future. Overall size of the residence with garage will be 4800 sq. ft. Home is currently staked out a site visit. Septic plans are in the process. - **PENDING**

NEED: 1. Updated APA NJ Letter
2. Site Visit – scheduled for 10/8/25
3. Septic Plans
4. Full Size Map

DISCUSSION – Board agreed to Table till November meeting – PENDING – 5 YES
DISCUSSION – Awaiting APA Letter Board agreed to Table – PENDING – 6 YES

K-25-33 NYE, DAVID – GARAGE
30 FAIRVIEW WAY, KEENE, NY 12942
TAX# 53.2-1-11.320

David is here today to apply for a Garage that will be 40' from property line. There will be no water installed. Property is already staked for a site visit.

NEED: 1. APA Letter
2. Site Visit

DISCUSSION - Board agreed to Table till November meeting – PENDING – 5 YES

UPDATED 11/12/25- Site visit was completed, Still waiting APA Letter. Kevin Hall sent a letter original permit restricted the size of the project. Project is larger than the original parameters. Mr. Nye will need an amended permit.

NEED:

1. APA
2. DEED

DEISCUSSION – Board agreed to Table - PENDING – 6 YES

K-25-35 CUMMINGS, RAY – SFD
UPLAND MEADOWS ROAD, KEENE, NY 12942
Tax# 36.2.6.300

Ray presented with no utilities, electricity or cell. Ray needed a Local Government Form from Planning Board. They are applying for one dwelling at this time and all Solar.

NEED: 1. Site Visit
2. APA Letter

DISCUSSION: Board agreed to table till November meeting– PENDING – 5 YES
UPDATED 11/12/25 – Site Visit has been completed

K-25-36 JEFFERS, GREGORY – ADDITION/2 STORY GARAGE
9 ADIRONDACK STREET, KEENE VALLEY, NY 12943
TAX# NONE GIVEN

Mr. Jeffers was here today to tear off a garage and add a 400 +/- 2 story addition he is adding. The addition will have a bedroom & bath upstairs. Due to the bathroom being added he needs planning board approval. He is also planning on tearing off a ramp and do kitchen renovations at the main house. Due to addition of bedroom board is requesting septic plans.

NEED: 1. Septic plans
2. Survey Map
3. Site Visit

DISCUSSION: Board agreed to Table till November meeting – PENDING – 5 YES

UPDATED 11/12/25 – Mr. Jeffers is here today with full set of sketch plans of proposed project, proposing adding another bathroom, relocating the kitchen, possibly another bedroom. However, giving up one bedroom on first floor and removing ramp. Existing septic will be ok due to not adding bedroom. Mr. Jeffers gave a few different options one with a flat roof option. Ron Hall made motion to approve the project 2nd by Keith Wadsworth once proof of ownership is provided. – **CARRIED – 6 YES**

K-25-37 FINE, THOMAS – SFD
CORNER OF LACY/BARLETT ROAD, KEENE, NY 12942
TAX# 44.2-1-59.120

Mr. Fine presented for a single-family dwelling. He presented an APA NJ letter that was given to Mr. Wilson when the property was subdivided.

NEED: 1. Updated NJ Letter
2. Septic Plans
3. Site Map
4. Site Visit

DISCUSSION: Board agreed to Table till November meeting – **PENDING – 5 YES**

UPDATED 11/12/25 - Presented for approval for Lacy Road – Site visit was done; Septic plans were provided and site map. Ron Hall Made a motion to approve project as presented and Linda LaBarge 2nd - **CARRIED – 6 YES**

K-25-30 FRASIER, KARI- SFD
70 LESLIE GAY LANE, KEENE, NY 12942
TAX# 45.3-1-39.100

Kevin Hall emailed over all the enclosed information. Motion was made by Ron Hall and 2nd by Keith Wadsworth on the receipt that information was received. – **5 YES**

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**NEED: 1. Engineered Septic Plans
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Bronson was also advised he may want to get a survey completed as it is currently 14' from the property line and needs to be 15'.

DISCUSSION – Motion to Table till November meeting – PENDING – 5 YES

**K-25-17 SEGARD, CHARLES – GARAGE WITH APARTMENT, SOLAR PINES, INC
NYS ROUTE 73 & AIRPORT ROAD, KEENE VALLEY, NY 12943
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Charles presented application with sketch drawing and map for a Garage with apartment above. Perk test has been completed by APA and copy was provided with the application.

NEED: 1. APA LETTER

DECISION- 8/13/25 DECISION BY THE BOARD TO TABLE - PENDING APA LETTER

UPDATED 10/8/25 – Waiting for Parks & Recreations to sign off – Kevin Hall will be at the November 2025 meeting with APA Letter

UPDATED 11/12/25 – Charles Segard presented today with the APA Letter – Ron Hall made motion to approve the project as presented 2nd by Brian Crowl – CARRIED – 6 YES

**K-25-22 AYLWARD, PHILIP & KATHLEEN – SUBDIVISION
NYS 73 73, KEENE, NY 12942
TAX# 53-1.3.111**

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NEED: APA PERMIT, DOT PERMIT & DOH

DECUSSION: Motion to table by Brian Crowl 2nd by Keith Wadsworth – 5YES

K-25-02 STRIPP, JERRY – SUBDIVISION/LOT RECONFIGURATION
3345 NYS RT. 73, KEENE, NY 12942
TAX# 53-1-11.110 & 53.1-11.210

Kevin Hall presented today with application, plans for three lot subdivision at this time.

NEED: 1. APA

**DECISION – Board agreed to Table till November meeting – PENDING – 5 YES -
PENDING APA LETTER**

RED SCHOOL HOUSE/MR. & MRS. JESSEN – Derrick Martineau left a Stop Work Order on door June 10th requesting owners come in front of Planning Board.

UPDATED 8/13/24 - Code Enforcement Officer will proceed with Court Paperwork

UPDATED 10/8/24 - First week November Essex County Sherriff serve paperwork

UPDATED 11/12/24 – Court Date 11/25/24

UPDATED 12/10/24 – Court never received paperwork. Derrick emailed stated today and will send me a copy today to forward to the board

UPDATE 01/4/25 – Discussion was had to have Town Attorney move ahead with this matter. Brain Crowl will go to the Town Board meeting tonight and present this matter to them. All in Favor – **5 YES**

UPDATED 2/11/25 – Presented the board with the packet from Derrick Martineau that was sent to the lawyer. Keith Wadsworth got a text from the Little Red School House owners to plow and he has the owners phone number. Owner has a renter coming this month. Tina offered to call and get ahold of the owner and explain and see if they can get the owner to come in front of the Planning Board.

UPDATED 2/11/25 – Tina t/w owner he stated he was out of town for a month and never received any paperwork or a stop work order. He also stated that I could send anything I wanted to his Lake Placid address and he would look at it when he got back. However, all he would keep saying is the owner before me rented it so I can. I kept explaining that he needed to come in front of the Planning Board and his answer was the owner before me rented it. All this information was sent to the town Attorney Bryan "Liam" Kennelly.

UPDATED 3/11/25 – Liam Kennelly has been working on paperwork to stop advertisement on this rental on all Air bnb sites due to no application has been submitted to the Planning Board for approval.

UPDATED 4/8/25 – Mr. & Mrs. Jessen presented today with Building Application. They stated a new well was installed, addition off the back 12x20 was added. Town of Keene

Code Enforcement Officer made a site visit NO violations. Planning Board agreed to make Pending information needed - **PENDING**

NEED: 1. Application 2. Site Map 3. Site Visit anytime call 253-691-1638

UPDATED 5/13/25 – Site visited was done after meeting on 4/8/25 by Planning Board Members. Owner stated they owned lot on side of the house and Tom Hickey is questioning the driveway and would like to see a map.

NEED 1. APPLICATION

UPDATED 6/10/25 – The Jessen did not attend the meeting or send a representative; we are still waiting for an application. It was discussed with the Planning Board, Code Enforcement Officer and Town Supervisor to have the Town Attorney take action.

UPDATED 7/8/25 – Per Brian Kennelly as presented by Joe Pete we should appoint the Town Attorney as Administrative Officer this way gives him authority to take it to court. It was discussed they were removed from Air B&B for 60 days. Tom Hickey made the motion to move forward with Brian Kennelly as Administrative Officer and Linda Deyo 2nd – **CARRIED 5 -YES**

UPDATED 8/13/25 – Mr. & Mrs. Jessen along with Mr. Bob Marvin (Surveyor) were in attendance today. They were here to discuss a variance. Town Attorney was called on phone to discuss the process going forward it was determined after discussing with the Owners, Planning Board & Attorney that the Owners contact the adjacent home owners and get a letter from them. Our Site Plan Review does not have this in writing it was discussed if they take issue with this process, they should take it up with the Town Board & The Town Attorney due to this is the way this is how the town has run for many years and a president has been set.

Bob Marvin reviewed the letter that was sent to Mr. & Mrs. Jessen listing items to be completed and stated nowhere did it list that they needed to contact the adjacent land owners. Mr. Kennelly explained that these items were to keep it from further court proceeding. Mr. Kennelly also reminded them once again that they did not at any time during this whole process ever get a building permit for all of the construction that took place at this property. If that had of happen when drilling a well, installing a bathroom this would have automatically brought you in front of the Planning Board where you would have been notified of the 15' setbacks.

During the process Mr. Joe Pete Wilson, Supervisor did intervein asking Mr. & Mrs. Jessen if they understood that the planning board was trying to follow proper guide lines of the Site Plan Review Law.

Per Bob Marvin there is a Utility Easement as well and Larry House does not think that this will not be an issue.

DECISION BY THE BOARD & TOWN ATTORNEY – NOTIFY THE ADJACENT OWNERS AND GET A LETTER OR PUT THEM ON NOTICE OF NEXT MEETING. – PENDING

UPDATED 9/10/25 – Mrs. Jessen is here today for the Variance she applied for. Mrs. Kathleen Purdy had submitted a letter to the Planning Board and Larry House explained that Mrs. Purdy is not granting approval due to the addition on the back is within 1'ft from her property line.

Larry House stated that his understanding is without the adjacent property owner approval of this variance the board cannot grant a variance. Brian Crawl stated that in the law book it does not state that the Planning Board needs approval from adjacent property owners to grant variances. Brian states the Planning Board has the power to grant or deny and feels they should make a motion to do that.

Brian Kennelly Town Attorney requested that the Planning Board go into Executive Session for legal advice.

9:18AM Brian Crawl made a motion to go into Executive Session 2nd by Ron Hall

9:26AM Brian Crawl made a motion to come out of Executive Session 2nd by Keith Wadsworth.

Brian made a Motion to approve the Variance 2nd by Linda LaBarge

Discussion - None

ROLL CALL

Bryan Crawl – NO

Ron Hall – NO

Larry House – NO

Linda LaBarge – NO

Keith Wadsworth – NO

5 NO – on granting the variance

Brian Crawl proceeded to state that a motion is being made at this time to allow Mr. & Mrs. Jessen 10 day to appeal the planning board's decision.

Brain Crowl made motion to allow Applicants 10 days to appeal 2nd by Keith Wadsworth. **CARRIED – 5 YES**

With Variance being denied a Public Hearing will be held to give public a chance to comment.

Motion for PUBLIC HEARING will be set within 30 days at the next Planning Board meeting on October 8th Motion made by Brian Crowl 2nd by Ron Hall – **CARRIED – 5 YES**

Mrs. Jessen asked for a copy of Mrs. Purdy's letter and that was granted and given.

Mrs. Jessen asked if Building Permit is required to tear down a building and Brian Crowl explained that a Demo Permit is needed and that is through the Codes Enforcement Officer. Brian did explain NYS Rule 56 regarding asbestos.

UPDATE – 10/8/25

Mrs. Jessen

- stated that they do their best to make sure no one approaches the other property line when in their residence.
- 15' set backs on the other 3 sides
- Culture Heritage – The State placed the house there when they widen the road
- Building is positive to the area with the work they have completed on it.
- Mrs. Jessen also asked the board if they read through her appeal documents.

Brian Crowl stated that they will not make an official decision on this hearing today.

Bob Marvin

- Does the Planning Board have anything to offer at this time for appeal he was not at the last meeting.
- No Zoning
- No Subdivision
- Only a Site Plan Review book which he feels the board is asking out of line requirements/overreaching.
- How do you apply for a variance – nothing in the book for this or to offer an appeal
- It was stated that when denied, if approved it would set a precedent and open the town up for a lawsuit.
- Problem is that this has been over several months for the process

Brian Crowl stated that they will not make an official decision on this hearing today. Brian explained that the variance was denied and a public hearing was set to hear from the public and consider their comments. He continued to explain that Town Law Book

stated if someone wishes to overturn the ruling of the board, they can take it to NY State Supreme Court.

Brian stated that the board has received advice from Legal Counsel and that is what the decision of denial was based on.

Larry House – Variances have always been written that you need adjacent property owner written approval.

Mr. Jessen – Further discussion as do they need to reappear next month? They had 10 days to appeal and they did.

Joe Pete Wilson - If no action then it can be reviewed the same.

DECISION – At this time board will review with Town Council.

UPDATED 11/12//25 - Brian Crowl stated based upon the information presented at the public hearing held at the Town of Keene Town Hall on October 8, 2025, Brian Crowl made motion to reconsider what was originally decided on the Jessen Property Ron Hall 2nd the motion for discussion. At this time Brian Crowl make a motion to go into executive session 2nd by Ron Hall all in favor - **6 YES** 9:29 am

9:39 am Brian Crowl made a motion to return to regular session 2nd by Ron Hall, all in favor. On the original motion to reconsider based on the public hearing we will take a roll call vote; Linda LaBarge asked if this was to reconsider the original motion and Brian Crowl stated yes to deny the variance. Roll call vote taken;

Brian Crowl – No

Ron Hall - No

Keith Wadsworth – Recuse

Larry House – No

Linda Deyo – NO

Linda LaBarge – No

5 – No 1- Recuse

Brian Crowl stated based on the information presented in the appeal submitted by the Jessen, submitted to the Town of Keene, Town Hall, September 22, 2025, Brian Crowl makes a motion that the board reconsiders its original decision based on the information presented by the Jessen's 2nd by Ron Hall. Brian Crowl makes a motion to enter into executive session to discuss 2nd by Ron Hall all in favor -**6 YES** 9:43 am

9:43 am Brian Crowl made a motion to return to regular session 2nd by Linda LaBarge – all in favor – 6 YES

Based on the motion at hand to reconsider the appeal that the Jessen's submitted it was voted on by roll call vote;

Brian Crowl – No

Ron Hall – No

Linda LaBarge – No

Keith Wadsworth – Recuse

Linda Deyo – No

Larry House – No

5 – No 1- Recuse

DISCUSSION;

Local Government Form for the Aylward Project - Brian Crowl and Larry House will sign even though they have not done a site visit, they can send it in and check that they have not made a decision yet.

Bob Marvin -

- What is the status at the moment? Project Denied? Brian Crowl stated yes, the original variance was denied. Bob Marvin based on the one neighbor? No comment from the public? So, the only recourse is Article 78 and Brian Crowl stated that is his understanding.
- Larry House asked what Article 78 meaning was and Brian Crowl stated appeal to NYS Supreme Court.
- Bob Marvin stated that the only appeal from this board's decision is a civil law suit. against the Town Planning Board.
- Bob Marvin stated where do you leave them at this moment there is no CO, no recommendations to do anything, appeal and variance denied. It up in the air what's next? Brian Crowl stated he does not have an answer to that question because he is not the Building Code Enforcement and not part of the Town Board and they made their decisions based on the Planning Board and Bob Marvin stated with Legal guidance and Brian said with legal guidance from the Town Council and they are in a tough spot with a lot of it was their own doing. But the board is also in a tough spot.
- Bob Marvin stated yes but he was not involved in the part of the process in the beginning and not sure how it all got started, he was hired for a survey. Bob tried to helped the through the Planning Board process. Brian Crowl explained that the

Planning Board process is if you have a piece of property and you want to put an addition on it you obtain a permit. Bob & Brian discussed the process and then Bob stated when they were notified, they came to the Planning Board in good faith to move forward and he feels they did that.

- Brian Crowl stated he feels they can agree to disagree on that.
- Bob Marvin then stated Town has a Site Plan Review Law, however no zoning. Larry House agreed and stated they total ignored it. Bob stated once the Jessen's found out they were in violation they came to the Planning Board to rectify. However, with Planning Board process denying the variance the way he reads the Site Plan Review Law there are no setbacks there is 15' recommend for fire protection for access around the building that is not a setback.
- Larry House stated that was for the Lawyers to handle and Bob Marvin said no that is not for the Lawyers to handle that is for the board to handle.
- Brian Crowl stated at this time the Town is taking steps to visit the site plan law to clarify several things including setbacks clearer and several other things, things can only get better with time if they are looked at and mortify with time.
- Larry House stated the fact remains if they had come to the Planning Board before they started the project, we would have denied it as presented. So just because they didn't come to use doesn't mean it will be approved because they were in violation of the site plan review law from the beginning and Bob Marvin agreed.
- Bob Marvin – The variance process – You don't have a variance process; you have a zoning version of it. If you have Zoning you would have 5 things you would have to answer and Bob stated you have not answered them. He appreciates what you have done but things get out of hand.
- Bob Marvin asked if they could get copies of minutes from this meeting and past meetings, yes you can, they are posted on the bulletin board, the Jessen have already gotten copies. Bob Marvin stated they have a time clock of 30 days from the filing of Planning Board decision to start the appeal decision.
- Bob Marvin stated that when the minutes of this meeting are filed, we now have 30 days of filing from the time you file with your Town Clerk.
- Bob Marvin wants the Minutes when they are approved after they are approved from the December 2025 Planning Board Meeting. He is aware he can get them off the bulletin board at the Town Hall.

Linda LaBarge asked about the Cumming Project – Last month they completed the site visit.

Brian Crowl has a couple things to add;

1. SCHLENKER PROJECT - GARAGE

Hurricane Road, Keene, NY 12942

They were doing a compost, have decided to add a regular bathroom hired Joe Garso and just wanted to add to file.

2. BEDWELL, CLAYTON/FOSNOCHT EMILIE

Incomplete application – Brian would like a site visit done after the meeting; it is a 2400 square foot home under development.

NEED:

1. SIGN APPLICATION
2. SITE VISIT
3. APA
4. FINAL SITE MAP

DISCUSSION - Board decided to table PENDING – 6 YES

JOE PETE WILSON

CODE OFFICER – Derrick Martineau is no longer with the Town of Keene, Gordon Costin from Elizabethtown/Lewis will be filling in as an inter.

TRAINING - Local Gov't Day in Saranac Lake, advised all Planning Board Members they need 8 hours Training a year.

Revision for Site Plan Review are at Saratoga Associates – Joe Pete sent a link for anyone who wants to join in on the Link with Jackson on November 19th.

MEETING TIME REMINDER

The Planning Board Meeting will remain the 2nd Wednesday of the month through December 2025. January 1st the Meeting date will be moved back to the 2nd Tuesday of the month. - 5 YES

Brain Crowl- Discussed the letter that the Planning board decided to send out to property-owners of concern;

1. **Garage** – Derrick claimed he issued a permit for and they built a whole 2nd story And he never followed up on it and they ever came to explain to us how big the the building was what they were doing.
2. **Rooster Comb Inn** they put a privacy fence up and Brian Crowl wants them to come in and get approval after the fact.

3. Top of Irish Hill Road a town resident asked Brain Crowl if anyone had come in for Planning Board Approval. Brain said they said there was a substantial project up there so Brian feels were need to send out a letter.

Linda LaBarge asked about the Welcome to Keene Building Permits Required. Joe Pete stated that is a winter project he is working on.

CORRESPONDENCE:

PLANNING BOARD - It was discussed about the open board seat – we will be accepting letters of interest. We have two (2) applications at this time.

Linda Deyo asked about letters of interest how that all works if the Planning Board or Town Board makes the decision. Ultimate decision is the Town Board.

Adjournment: Ron Hall made motion to adjourn 2nd by Linda Deyo all in favor -
CARRIED – 6 – YES

The meeting was adjourned at 10:36 am. Respectfully submitted by,
Tina L. Terry Preston

Next meeting – Wednesday December 10, 2025 @ Keene Town Hall

MEETING TIME REMINDER

The Planning Board Meeting will change January 1st the Meeting date will be moved back to the 2nd Tuesday

**PLANNING BOARD TOWN OF KEENE
MONTHLY MINUTES**

Date: December 10, 2025

Kind: Regular Planning Board Meeting

Place: Keene Town Hall

Board Present: Brian Crawl, Linda LaBarge, Linda Deyo, Larry House, Keith Wadsworth & Ron Hall

Board Absent:

Others Present: Gordon Costin (Code Enforcement Office), Richard Sheasby, Jesse Stomwich, Michael & Ellen Estes & Joe Pete Wilson

Pledge of Allegiance

Call to Order: Brian Crawl called the meeting to order at 9:05 am

Approval of Minutes:

A motion was made by Keith Wadsworth and 2nd by Ron Hall to approve the minutes of the Planning Board Meeting November 12, 2025 - **CARRIED**

NEW BUSINESS

**K-25-38 SHEASBY, RICHARD – 2 LOT SUBDIVISION
23 BELL MEADOW WAY, KEENE, NY 12942
53.2-2-3.000**

Mr. Sheasby submitted application for 2 lot subdivision. Brian Crawl stated the only thing needed was APA NJ Letter. Mr. Sheasby stated he was in the Hamlet an shouldn't need one. Brian explains that the board wants to be consistent and requires everyone to get one. Mr. Sheasby explained he planning on closing on January 8th. Linda Deyo made a motion to approve upon receipt of NJ Letter 2nd by Ron Hall. – **CARRIED**

Brian Crowl proposed to the Planning Board to appoint Gordon Costin, Code Enforcement Officer as Administrator Officer for the Town of Keene. Motion was made by Brian Crowl and 2nd Ron Hall – **CARRIED**

Ellen Estes stopped in to give update on Ryan Estes's re-build project which is non-Jurisdictional. Board agreed to just put in minutes they were here.

Jesse Stomwich – 62 Trails End Way, Keene Valley, NY - Talked with Planning Board in regards to renovations from a recent fire – This is non-Jurisdictional and needs to go to Code Enforcement Officer. Board advised to make notation in minutes.

K-25-39 BERGH, COLTER – 2 STORY GARAGE W/APT
1039 HURRICANE ROAD, KEENE, NY 12942
44.4-2-12.000

Application and check received; file was reviewed by the Planning Board.

NEED:

- 1. Site Map**
- 2. Stake Out site**
- 3. APA Letter**

DISCUSSION – Board made decision to table

OLD BUSINESS

K-25-32 OUTERBRIDGE, ANDREW - SFD
302 STYLES BROOK ROAD, KEENE, NY 12942
TAX# 36.2-1-000

Andrew presented today with his application and full set of plans. Andrew explained he has APA approval in 2012 and was told by APA that a 2nd unit cannot be put on the property in the future. Overall size of the residence with garage will be 4800 sq. ft. Home is currently staked out a site visit. Septic plans are in the process. – **PENDING**

12/10/25 – Reviewed file still need

NEED

- 1. Septic Plans**

2. Full Size Map

K-25-33 NYE, DAVID – GARAGE
30 FAIRVIEW WAY, KEENE, NY 12942
TAX# 53.2-1-11.320

David is here today to apply for a Garage that will be 40' from property line. There will be no water installed. Property is already staked for a site visit.

NEED: 1. APA Letter
2. Site Visit

DISCUSSION - Board agreed to Table till November meeting – PENDING – 5 YES

12/10/25 – Brian made motion to approve 2nd by Linda LaBarge – Carried

OLD BUSINESS

BEDWELL, CLAYTON/FOSNOCHT EMILIE

Incomplete application – Brian would like a site visit done after the meeting; it is a 2400 square foot home under development.

NEED:
1. SIGN APPLICATION
2. SITE VISIT
3. APA
4. FINAL SITE MAP

DISCUSSION - Board decided to table PENDING – 6 YES

12-/10 /25 DISCUSSION- Brian Crawl asked to update that a favorable site visit completed

CORRESPONDENCE:

Open Seat on the Planning Board – We received two (2) letters of interest for the position. Both were read and discussed. It was decided by the board to send Bob Hickey's name to the Town Board for approval.

Brian Crawl asked Gordon about Rooster Comb Fence – Gordon is working on this; we are waiting to receive a cancelled check. Brain stated they still need to come Infront of Planning Board with an application.

Adjournment: Brian Crawl made motion to adjourn 2nd by Ron Hall all in favor -
CARRIED –

The meeting was adjourned at 10:36 am. Respectfully submitted by,
Tina L. Terry Preston

Next meeting – Tuesday January 13, 2026 @ Keene Town Hall