

PLANNING BOARD TOWN OF KEENE

MONTHLY MINUTES

Date: July 8, 2025

Kind: Regular Planning Board Meeting

Place: Keene Town Hall

Board Present: Tom Hickey, Ron Hall, Linda LaBarge, Linda Deyo, & Larry House

Board Absent: Brian Crowl & Keith Wadsworth

Others Present: Charles Segard, Francis Reed, Jon Zorella, Paul Rose & Calisa Tucker

Call to Order: Tom Hickey called this meeting to order at 9:02 am

Pledge of Allegiance

Approval of Minutes:

A motion was made by Ron Hall and seconded by Larry House to approve the minutes of the Planning Board Meeting held on June 10, 2025 **5-YES**

NEW BUSINESS

K-25-16 ZORELLA, JON – SINGLE FAMILY DWELLING
GILMORE HILL, LOT #1, KEENE, NY 12942
TAX# NOT GIVEN

Mr. Zorella presented today with an application and a set of plans. According to Mr. Zorella the set of plans he presented has a few errors in them. APA did wet land assessment. He has a 2022 NJ Letter and will get it to us.

07-08-25 Septic Plans and APA letter was provided at todays meeting.

NEED: 1. Site Map 2. Final Engineer Plans 3. Site Visit

DECISION BY THE BOARD – Joe Zorella asked for approval, Tom Hickey made a motion to approve when plans are received in the office 2nd by Larry House.

K-25-17 **SEGARD, CHARLES – GARAGE WITH APARTMENT, SOLAR PINES, INC**
NYS ROUTE 73 & AIRPORT ROAD, KEENE VALLEY, 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 2. SITE VISIT

DECISION BY THE BOARD TO TABLE - PENDING

K-25-18 **REED, FRANCIS – FENCE**
15 ADIRONDACK STREET, KEENE VALLEY, NY 12943

Francis would like to install a 4.5' wire fence with post every 10', Francis was advised about the Highway right away from the center of the line to the sidewalk that she may need to make sure with the Town of Keene Highway Superintendent. Motion to approve by Ron Hall 2nd by Linda LaBarge. **CARRIED – 5 YES**

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.

K-25-20 **TUCKER, CALISA – OFF GRID CABIN**
ADRIAN'S ACRES EAST, 69 ROARING BROOK TRACT
KEENE VALLEY, NY 12943
TAX#63-2-60.113

Mrs. Tucker presented the board today with an application, maps, building permit application, site plan, detailed letter of project plans, complete survey from Surveyor & preexisting subdivision determination from APA.

NEED: 1. Site Visit 2. APA LETTER

DECISION BY THE BOARD - Pending awaiting todays site visit and APA Letter.

PENDING - APA Letter

OLD BUSINESS

**K-25-14 WHITMORE, PETER – SINGLE FAMILY DWELLING
NIMROD TRAIL, KEENE VALLEY, NY 12943
TAX# 62.2-3-41.1**

Jonathan Glover presented today with Application, Survey Maps, Plans, Septic Plans, Check. Jonathan has not been to the site yet. Jonathan stated that they will be drilling a well.

NEED:

1. Site Visit - completed by Tom Hickey & Larry House
2. Septic Plans - Submitted
3. APA –
4. Survey Map - Submitted

DECISION BY BOARD TO TABLE - PENDING

UPDATE June 10th - Jonathan was here today, there is a site visit due to there is a rare flower called a Prim Rose that surrounds the town 1.5 miles radius that is to be checked out on this piece of property. APA biologist will check this flower out today if ok they will issue the APA Permit.

Tom Hickey made a motion to approve pending APA letter, upon receipt of the letter the Planning Board will issue resolution 2nd by Ron Hall – **CARRIED – 4 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 Decision by Board – **PENDING**

K-24-15 PETERSON, KRISTEN – SFD
171 O'TOOLE LANE, KEENE, NY 12942
TAX#45.3-1-14.220

Kristen Peterson presented today with a Local Government Form to be filled out for work at 171 O'Toole Lane in Keene, NY. This will be a Single-Family Dwelling 1500 sq. ft. max. no garage, wood frame with shingled roof. Need blue prints. Property staked out and site visit prior to Local Government Form being signed. Tom Hickey and Linda LaBarge will do site visit today. We have 911 address and septic plans. Pending APA Approval at this time. We will need building plans once driveway and other adjustments made for APA approval.

UPDATED 8/15/24 – Tom, Larry & Linda completed a site visit on 8/13/24

UPDATED 10/8/24 – APA Letter

NEED 1. BUILDING PLANS

PENDING

RED SCHOOL HOUSE – 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 YESES**

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 an 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**

K-24-21 PAGE, LUKE & DISHA – SFD
LACY ROAD, KEENE, NY 12942
TAX#44.2-1-61.122

Single Family Dwelling – Current APA letter is from 2006 board would require an updated one. Need to be staked out. Linda LaBarge and Brian Crawl discussed that nothing had been done on this project.

NEED: 1. Septic Plans 2. Site Visit
PENDING

CORRESPONDENCE: NONE

DISCUSSION;

Linda Deyo has a conflict with meeting on Tuesday morning and wants to change the meeting day to Wednesday mornings at 9:00am. Tom Hickey made a motion to make the change 2nd my Larry House - **CARRIED – 5 YES**

Adjournment: Linda Deyo made motion to adjourn 2nd by Ron Hall all in favor - **CARRIED – 5- YES**

The meeting was adjourned at 9:55 am. Respectfully submitted by,
Tina L. Terry Preston

Next meeting – Wednesday August 13, 2025 @ Keene Town Hall

PLANNING BOARD TOWN OF KEENE

MONTHLY MINUTES

Date: August 13, 2025

Kind: Regular Planning Board Meeting

Place: Keene Town Hall

Board Present: Tom Hickey, Brian Crowl , Linda LaBarge, Linda Deyo, & Larry House & Keith Wadsworth

Board Absent: Ron Hall

Others Present: Jon Zorella, Karla & Charlie Jessen, Josh Whitney, Bob Marvin & Kevin Hall

Call to Order: Tom Hickey called this meeting to order at 9:05 am

Pledge of Allegiance

Approval of Minutes:

A motion was made by Linda Deyo and seconded by Larry House to approve the minutes of the Planning Board Meeting July 8, 2025 5-YES

NEW BUSINESS

K-25-21 MCKEIGE, DOUGLAS - FENCE
1756 NYS RT. 73, KEENE VALLEY, NY 12943
TAX# 62.16-5-35.000

Josh Whitney of Keene Valley Management, Inc. was here today to discuss the approval of a 6' fence constructed of PT wood. PERM 33 was sent to DOT to move existing apron and install new apron.

DECISION WAS MADE BY THE BOARD – Motion to approve pending site visit which will be done after the meeting by Tom Hickey 2nd by Keith Wadsworth. Issue Permit after OK given for positive site visit. – CARRIED – 6 YES

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 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: PENDING

K-25-16 ZORELLA, JON – SINGLE FAMILY DWELLING
GILMORE HILL, LOT #1, KEENE, NY 12942
TAX# NOT GIVEN

Mr. Zorella presented today with an application and a set of plans. According to Mr. Zorella the set of plans he presented has a few errors in them. APA did wet land assessment. He has a 2022 NJ Letter and will get it to us.

07-08-25 Septic Plans and APA letter was provided at today's meeting.

NEED: 1. Site Map 2. Final Engineer Plans 3. Site Visit

DECISION BY THE BOARD – Joe Zorella asked for approval, Tom Hickey made a motion to approve when plans are received in the office 2nd by Larry House.

08/13/25 Motion to approve project by Linda Deyo 2nd Brian Crowl – CARRIED – 6 YES

K-24-25 MAPLE RIDGE – SUBDIVISION
330 ALSTEAD HILL LANE, KEENE, NY
44.3-1-66.110

2/11/25 Brian Knapp needs a resolution from the Town Board for a 911

address sign for Maple Ridge Way – Tina Preston gave the information to Joe Pete Wilson, Supervisor to put on Town Board Agenda Kevin Hall presented today a 4 Lot Subdivision for lots 2,5,6 & new one to keep. 8 lot Subdivision was discussed to do in phases. At this time the Planning Board is looking at Lots 2,5,6 and new lots to be subdivided and lots 1,3,4 & 7. Of lots 2,5& 6 and one – 2 will be sold, 5 & 6 will be for the family and one will keep. Site Visit has already been Completed.

Kevin Hall will require that all contractors of 2,5 & 6 will need to come in front of the Planning Board prior to any building. Motion to approve 4 lot subdivision made by Ron Hall and by Tom Hickey

CARRIED – 6 YES

K-25-23

8/13/25 Kevin Hall presented today for lots 2, 5 & 6. Lot 2 was sold to Ron Konowitz and he will need to come to planning and will need a new merger into his lot and does not have access to Maple Ridge Way.

Lots 5 & 6 we have an APA letter, family is keeping these lots and site visit has already been completed. Kevin Hall will mark on the final maps Phase #1 partially approved on the lots and send us a final copy – Blue Phase 1, Phase #2 Orange – lots 3, 4 & 8. Motion to approve project as stated in the minutes by Tom Hickey 2nd by Keith Wadsworth **– CARRIED – 6 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**

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NEED: 1. APA LETTER

DECISION BY THE BOARD TO TABLE - PENDING

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

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DECISION BY THE BOARD TO TABLE - Pending awaiting todays site visit and APA Letter.

PENDING - APA Letter

8/13/25 – MOTION TO APPROVE LINDA LABARGE 2ND LARRY HOUSE – CARRIED – 6 YES

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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 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 no where 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 anytime during this whole process every 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 with 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 AN GET A LETTER OR PUT THEM ON NOTICE OF NEXT MEETING. - PENDING

KEENE WATER DISTRICT 2 – WELL FOR NEXT YEAR

Well, is on Keene Central School Property - Easement approved by school to be approved by Town Board and Planning Board. Approval needs public hearing which will be set for September 10th @ 9:00am

CORRESPONDENCE: NONE

DISCUSSION;

It was discussed to look through the Site Plan Review book to discuss on if a Public Hearing is needed due to being over 6 lots. Brain Crawl stated that is does not state that at this time a major subdivision requires a public hearing.

CASCADE CABIN @ 3259 NYS Rt. 73, KEENE, NY 12942 –

SIGN, FENCE & CHANGE OF USE – Linda LaBarge brought this to the board's attention and it was discussed that they never came in front of the board and they are

advertising on VRBO. It was requested that Derrick Martineau Codes Officers contact them. Tina Preston, Secretary sent Codes Officer an email in regards to this matter.

Keith Wadsworth was asking about the new road on Rt. 73, where new Subdivision is going in. Put in mouth of driveway with no culvert with no DOT permit per Brian Crowl. Joe Pete will check with George Laundry at the DOT.

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

The meeting was adjourned at 10:44 am. Respectfully submitted by,
Tina L. Terry Preston

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