

**PLANNING BOARD TOWN OF KEENE
MONTHLY MINUTES**

Date: March 10, 2026

Kind: Regular Planning Board Meeting

Place: Keene Town Hall

Board Present: Brian Crowl, Linda LaBarge, Larry House, Keith Wadsworth, Linda Deyo, Ron Hall & Robert Hickey

Board Absent: None

Others Present: Natalie Stephenson, Mimi McGivney Woltner and Joe Pete Wilson

Pledge of Allegiance

Call to Order: Brian Crowl called the meeting to order at 9:03 am

Approval of Minutes:

A motion was made by Brian Crowl and 2nd by Keith Wadsworth to approve the minutes of the Planning Board Meeting February 2026 - **CARRIED**

NEW BUSINESS

**K-26-06 STEPHENSON, NATALIE & GORTON, ELIJAH
28 MARKET STREET, KEENE VALLEY, NY 12943
TAX# 62.59-2-32**

Natalie presented today in regards to putting up a privacy fence. Larry House stated he spoke with the neighbors and they did not see any issues with having a fence installed. Larry House wants a letter in writing in regards who is responsible for maintenance prior to being built. **-PENDING**

NEED:

1. LETTER FROM NEIGHBOR

9:16am Brian Crowl made motion to go into Executive Session 2nd by Ron Hall –
CARRIED

9:30 am Brian Crowl made a motion to come out of Executive Session 2nd by Linda LaBarge - **CARRIED**

The board would like the minutes to reflect that at the last meeting a request to do a generic letter for an approval of a buildable lot. The board decided that they will only issue decisions on whether a lot is buildable if the landowner submits an application for a project. Per Larry House a specific project. – ALL AGREED

K-26-07 WOLTNER, EMMA – ADDING RENTAL TO HOME
991 HURRICANE ROAD, KEENE, NY 12942
TAX# 45.3-1-62.000

Mrs. Woltner has applied for an Essex County Grant for low-income house were you add an extra dwelling into you home and rent for a 10-year period as a lower income housing. This would be a 15 x 15 room in the basement of her home with sliding glass door to the outside. It will have either a murphy or futon for the bed, small kitchen roughly 10' long. She will add a bathroom and laundry room. Brian Crowl stated that she will need to apply for a change of use to start. Mrs. Woltner reviewed some hand drawn plans with the board which she denied leaving for the file with the application. Brian Crowl stated he does not feel they need septic information due to the house is a 3-bedroom home and is currently only a two bedroom. Brian Crowl explains she needed two sperate applications 1. Change of Use which they could approve today if she submitted payment today. 2. Application for conversion from basement to apartment due to adding a bathroom. She does not want to pay for change of use until she finds out from Essex County that she is awarded the grant. Brian Crowl also stated if the septic is evaluated get update to the board when done. - **PENDING**

Joe Pete reviewed the invite Tina sent out regarding the Zoom with Saratoga Associates regarding the Site Plan Review.

Tina made reminder on the Conference in SL in May. Also made sure everyone got an invite to the National Planning Federation that covers a wide variety of courses. These are classes you take at your convience and receive a certificate for each one you take.

OLD BUSINESS

K-26-05 POIRIER, NIC – SINGLE FAMILY DWELLING
3233 NYS ROUTE 73, KEENE, NY 12942
TAX # 44.3-1-54.400

Stephen Jung, the Architect sent in the application & drawings for this project. After board review and discussion, they still need to see a site map for the boundary line for the distant from the well. - **TABLED**

NEED:

1. SITE MAP
2. SITE VISIT – WILL NEED TO WAIT TILL SPRING

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

01/12/26 - Discussion to have Gordon reach out due to no response from letter sent in December 2025.

1/12/26 – Tina Preston called Colter Bergh he did not receive letter it was sent to Keene, NY address. Mr. Bergh stated as for staking out it is already built. He will send me the plans and I emailed him the APA form.

2/10/26 - Mr. Bergh filed the LGF with APA 2 weeks ago just awaiting response.

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 for 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-25-22 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

UPDATE 2/10/26

Talked with Joseph Garso of North Woods engineering, PLLC over the phone in regards to updated information needed on the project.

1. FULL SITE MAP RECEIVED
2. APA PERMIT RECEIVED

NEED:

1. SITE VISIT
2. LOTS LAYED OUT
3. DOT COMMERCIAL DRIVEWAY PERMIT
4. SEQR FORM COMPLETE - NY 10NY CRR PART 97

DISCUSSION – TABLED

UPDATED 3/10/26

APA Full Environmental Assessment Form was filled out by Brian Crowl and emailed to Joe Garso. – This is Part 2 & 3 making the Planning Board Lead Agency.

**K-26-02 BIESEMEYER, ROBERT – 2 CAR GARAGE WITH OFFICE
908 HURRICANE ROAD, KEENE, NY 12942
TAX# 43.3-1-30.032**

Mr. Biesemeyer presented today for 2 car garage with office. Mr. Mark Buckley the Engineer was contacted by the Codes Enforcement Officer and septic is sufficient for this project also covers if Mr. Biesemeyer adds a bedroom in the future. Motion was made by Linda LaBarge to approve this project pending approval of JIF from APA 2nd by Keith Wadsworth. – **CARRIED**

UPDATE 3/10/26 - Received letter from APA

Motion to adjourn Ron Hall 2nd Keith Wadsworth

The meeting was adjourned at 10:15 am. Respectfully submitted by,
Tina L. Terry Preston

Next meeting – Tuesday April 14, 2026 @ Keene Town Hall