



City of Keene  
*New Hampshire*

**PLANNING, LICENSES AND  
DEVELOPMENT COMMITTEE  
AGENDA  
Council Chambers A  
June 21, 2017  
7:00 PM**

David C. Richards  
Philip M. Jones  
George S. Hansel  
Robert B. Sutherland  
Bartlomiej K. Sapeta

- 
1. Marlboro St. Re-Zoning Project - Amending Proposed Ordinance 0-2016-01-A  
Ordinance O-2016-01-B
  2. Relating to Change of Zones - Marlboro Street Project Area and Parcels  
Ordinance O-2016-02-A
  3. In Support of the Paris Agreement  
Resolution R-2017-24
  4. CCP Committee Request for Support of the Paris Climate Agreement

**MORE TIME ITEMS:**

- A. Request to Use City Property for the Fall Festival - Mayor Lane
- B. Request for Lodging House License - 85 Winchester Street
- C. Land Use Code Update Phase I Report
- D. Tim Zinn - Let It Shine - Request to Use City Property - "Keene Pumpkin Festival Brought to You by the Children of SAU 29"

Non Public Session  
Adjournment



City of Keene, N.H.  
*Transmittal Form*

June 19, 2017

**TO:** Planning, Licenses and Development Committee

**FROM:** Michele Chalice, Planner

**THROUGH:** Rhett Lamb, ACM/Planning Director

**ITEM:** 1.

**SUBJECT:** Marlboro St. Re-Zoning Project - Amending Proposed Ordinance O-2016-01-A

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**RECOMMENDATION:**

Move that the Planning, Licenses and Development Committee recommend that Ordinance O-2016-01-A be amended as follows:

1. Delete paragraph 2 from Section 102-770.2.
2. Delete from Section 102-771.1 the reference to “Motor Vehicle Repair Garage, Paint Shop;” and the stated Condition.
3. Insert in Section 102-771.1 the following:  
“Repair Garage; Condition: All outside vehicles must be screened from view by a minimum six foot high, impervious fence or hedge.”

Move that the Planning, License and Development Committee recommend the adoption of O-2016-01-B.

**ATTACHMENTS:**

Description

O-2016-01-B Red Line

**BACKGROUND:**

On June 15<sup>th</sup>, 2017, Planner Michele Chalice presented an overview to the City Council and the public of the Marlboro Street Rezoning project, as well as the two ordinances recommended for the public hearing by the Joint Committee, O-2016-01-A and O-2016-02. The first Ordinance creates three new zoning districts, and the second Ordinance revises the City’s zoning map to reflect these zoning district changes. A review of the Ordinances by the City Attorney found two matters that required revision. The first, requiring “a completed affidavit of occupancy by the owner of one (of two) units” was determined to not be within the statutory authority of the City, and should be deleted. The second was the inadvertent inclusion of the undefined term “Motor Vehicle Repair Garage, Paint Shop” in the list of permitted uses, instead of the defined term “Repair Garage”. “Repair Garage” is defined as “a building or structure or part thereof or any premises used for making major changes and adjustments to motor vehicles including structural changes or repairs, and including work involving the use of machinery.” The minutes of the Joint Committee meeting clearly intended the use of the defined term, rather than the undefined term. Accordingly, staff recommends that Ordinance O-2016-01-A be amended to reflect these proposed changes, and that the Committee further recommends the adoption of O-2016-01-B.

## Marlboro Zoning Ordinance – O-2016-01-A

To Amend Chapter 2300, Districts within the Zoning Ordinance of the City of Keene

1. That the Ordinances of the City of Keene, Article IV. Division I. Section 102-241(a). Establishment and boundary lines, are amended by adding the following districts to *District Titles* as follows:
  - a) Residential Preservation - RP
  - b) Business Growth and Re-Use - BGR
  - c) Neighborhood Business – NB
  
2. That the Ordinances of the City of Keene, Article IV. is amended by adding the following Districts:

### Division 21. - Residential Preservation (RP)

#### Sec. 102-770. – Intent

The intent of this Residential Preservation District (RP) is to provide and/or re-create a neighborhood of residential properties that prioritizes family units. The district has a mix of small to large residential house types. There are shallow front setbacks and shallow to medium side setbacks; with variable, private landscaping, streets with curbs, sidewalks, and shade trees that define medium to large blocks.

- (1) Prioritize residential uses with proximity to small, urban green spaces connected to walk and bike locations along and into the connecting streets and districts;
- (2) Encourage an environment where buildings are arranged, sized and scaled according to the needs and comfort of pedestrians;
- (3) Encourage and/or maintain walk and bike-friendly connections throughout the district and along streets;

Sec. 102-770.1 - Permitted Principal Uses – Any mixture of these primary uses is permitted

Permitted Use	Subject to the Following:
Accessory Dwelling Unit (ADU)	<1,500 SF
Bed & Breakfast Inn/Tourist Home	
Bed & Breakfast w-Meeting/Dining Facilities	Special Exception
Single-family Dwelling	
Duplex/Two-Family Dwelling	Affidavit of owner-occupancy for new structures with Certificate of Occupancy
Noncommercial Raising of Farm Animals	
Nursery/Child Care Facility	< 2,500 SF

Sec. 102-770.2 - General

- 1) In the case of a “Duplex/Two-Family Dwelling”, the property owner must occupy one of the two dwelling units.
- ~~2) A completed affidavit of occupancy by the owner of one unit upon application for final “Occupancy” by the Building Code department is necessary.~~

Sec. 102-770.3 – Density, Height, Dimensional Regulations

Residential Preservation Zoning District Density, Height and Dimensional Regulations								
MAXIMUM BUILDING HEIGHT - STORIES	MINIMUM LOT SIZE	MINIMUM LOT SIZE PER DWELLING UNIT	ALLOWABLE DWELLING UNITS	MINIMUM LOT WIDTH AT BUILDING LINE	MINIMUM SETBACKS; BUILDINGS	MAXIMUM % OCCUPIED BY STRUCTURE/S	MAXIMUM % OF LOT IMPERMEABLE (Buildings & Pavement)	MINIMUM % GREEN/OPEN SPACE (not gravel)
2	8,000 SF	5,400 SF	2	60'	15' Front	35%	45%	55%
					10' Side			
					20' Rear			

Sec. 102-770.4 -5 - Reserved

Division 22 - Business Growth and Re-Use District (BGR)

Sec. 102-771.0 – Intent

The intent of this district is to enhance the economic vitality of the area by re-developing with new technology companies as well as clean manufacturing, processing, assembling and wholesaling businesses within a walkable, human-scaled place. The district provides height, density, and mixed-use incentives to attract redevelopment adjacent to Keene’s urban core.

Existing infrastructure and services as well as access to the Cheshire Rail Trail offers Smart Growth opportunities. Creative development is encouraged alongside the Beaver Brook corridor, utilizing Keene's environmentally-progressive planning policies and adaptive re-use tradition:

- 1) Create conditions suitable to co-exist adjacent to residential neighborhoods;
- 2) Create conditions which support that of a high quality, walkable community; a "Walkable Community" being an economically thriving, livable, aesthetically harmonious, ecologically-sustainable place that gives their residents a variety of safe transportation choices and improved quality of life.
- 3) Create a sense of place through enhancing public access, providing landscape amenities, ensuring proper lighting and promoting an aesthetically-pleasing streetscape;
- 4) Connect uses and buildings while prioritizing pedestrian and bicycle access separate from vehicular access;
- 5) Utilize the construction of new and adaptive re-use of existing buildings as opportunities to create "outdoors rooms", a critical element of "place-making"; aiming for ratios of building facades to roadway widths from 1:2 to 3:2;
- 6) Recognize the role of large street trees which plays an important role in creating a pedestrian scale. Pedestrian comfort being another critical element to the vitality of these new places being created;
- 7) Reduce the impacts of parking through its placement behind or alongside buildings;
- 8) Provide open space and landscaping to create small, public spaces for social interaction, enhancing the visual appearance and appeal of the individual properties along Marlboro Street and connecting streets;
- 9) Provide trails for pedestrians and bicyclists to ensure that Keene's walkable and bicycle-friendly environment is extended along Marlboro Street and into the connecting streets and neighborhoods;
- 10) Provide pedestrian amenities such as kiosks, stands, street furniture, drinking fountains, trash and recycling receptacles,
- 11) Enhance the visual appearance of the individual properties, Marlboro Street, and connecting streets;
- 12) Provide location-sensitive transitions between neighborhoods and uses along Marlboro Street; and
- 13) Provide shade and public spaces for social interaction.

## Sec. 102-771.1 - Permitted Principal Uses – Any mixture of these primary uses is permitted:

Permitted Use	Subject to:
Assembly	Any one use may occupy no more than 30,000 gross square feet of floor space. Special exception subject to criteria for > 30,000 square feet.
Bed an Breakfast Inn/Tourist Home	
Bed and Breakfast with Meeting/Dining Facilities	
Bulk Storage & Distribution of goods, accessory to main manufacturing use	Any one use may occupy no more than 30,000 gross square feet of floor space. Special exception subject to criteria for > 30,000 square feet.
College: undergraduate, graduate and industrial training programs	Any one use may occupy no more than 30,000 gross square feet of floor space. Special exception subject to criteria for > 30,000 square feet.
Health & Fitness Center	Special Exception required for all outdoor activities. Accessory use only.
Historic Site	
Home Occupation/Live-Work	
Home Offices (Insurance/Publishing Companies, Manufacturing Firms)	
Manufacturing/Processing	Any one use may occupy no more than 30,000 gross square feet of floor space. Special exception subject to criteria for > 30,000 square feet.
<del>Motor Vehicle Repair Garage, Paint Shop</del>	<del>Condition: No outside storage of dismantled vehicles or vehicle parts in the front yard area; all outside storage except of registered vehicles with no more than minor damage must be screened from view by a minimum six-foot high impervious fence or hedge or similar buffer along internal lot lines.</del>
Multi-Dwelling Structure	Special condition: mixed use only when connected to a commercial or industrial use.

Neighborhood Grocery Store	< 3,500 SF
Nursery/Greenhouse	
Office, Small Scale Corporate, Business or Professional Purposes	Any one use may occupy no more than 20,000 gross square feet of floor space. Special exception subject to criteria for > 20,000 square feet.
Repair Garage	Condition: All outside vehicles must be screened from view by a minimum six-foot-high impervious fence or hedge
Research & Development Laboratory	Any one use may occupy no more than 30,000 gross square feet of floor space. Special exception subject to criteria for > 30,000 square feet.
Restaurant	As distinguished from a bar and less than 50 seats.
Warehousing	Any one use may occupy no more than 30,000 gross square feet of floor space. Special exception subject to criteria for > 30,000 square feet.
Wholesaling	Any one use may occupy no more than 30,000 gross square feet of floor space. Special exception subject to criteria for > 30,000 square feet.

#### Sec. 102-771.2 – General

- (1) Buildings may have more than one principal façade and/or entry.
- (2) New buildings which have a property line along Beaver Brook are encouraged to face Beaver Brook as an amenity.
- (3) For ecological and aesthetic reasons, the City encourages Beaver Brook’s Floodway, i.e. “No-Build Setback Strip” to be maintained as an open, strip of native grasses and wildflower meadow from NH Route 12 to Railroad Street. The City also encourages an easement be granted to the City for a walking and bicycling trail connection along this Floodway from NH Route 12 along Beaver Brook to the City’s Rail Trail connection at Water Street.
- (4) Service alleys shall be no more than 15 feet wide.
- (5) Lighting and windows onto a service alley shall be placed at regular, evenly-spaced intervals.

- (6) Ground-level HVAC units are not permitted unless completely screened from street, sidewalk, path and street views.

Sec. 102-771.3 – New Building Incentive Option

Application procedures and information required:

(a) Upon application, the zoning administrator shall begin the process for evaluating whether or not a project is eligible for the incentives contained within the BGR district. The applicant shall be responsible for submitting a letter of intent, application form and application fee (collectively identified as the "application") to the zoning administrator to initiate this process.

(b) The letter of intent, signed by the applicant and property owner, or his authorized agent, shall include a narrative that addresses the following:

- (1) A description of the complete project and what strategies will be employed to obtain a green building certification.

- (2) The green building system and level of attainment proposed for the project.

- a. LEED®, Green Globes, the National Green Building Standard (ICC 700), and the International Green Construction Code are the acceptable Green Building Rating systems for this article.

- b. Demonstrated compliance with these systems will permit pre-certification.

- (3) All necessary information to allow an informed decision regarding the applicant's ability to comply with the chosen rating system.

- (4) Statement that the applicant releases the City of Keene, its officers, employees, agents and servants from any liability if the applicant is unsuccessful in efforts to attain green building certification or equivalent, as identified in this article.

(c) With the letter of intent, the applicant will choose a third party reviewer from a listing of third party reviewers maintained by the code enforcement department. The applicant can provide a third-party nomination to the code enforcement department, but acceptance of the third party shall be at the sole discretion of the department. The costs and expenses of the third-party reviewer shall be paid by the applicant at the time of the filing of the application. Within 35 business days, the third-party reviewer will make a determination of the project's ability to achieve a minimum green building pre-certification status for one of the following rating systems:

LEED ®	LEED ® Silver
Green Globes	Two Green Globes
National Green Building	Silver - Green Building; and/or Two Stars - Site Design and



Standard (ICC 700)	Development
International Green Construction Code	Minimum compliance with the code and compliance with the adopted levels in Table 102.4.12.
Allowable Green Building Systems	

(d) Within ten business days after receipt of third-party review, results and commentary, the zoning administrator shall determine in writing if the project is:

- (1) Eligible for BGR district incentives.
- (2) Ineligible for BGR district incentives.

(e) Once the zoning administrator has issued a decision that the project is eligible, the applicant cannot change the proposed green building rating system without first obtaining the approval of the zoning administrator. In making this re-determination, the zoning administrator may require that the proposed change(s) be submitted to a third-party reviewer as provided by this article.

(f) Upon application, the applicant shall submit the review of the third-party and any acceptances or certifications from green rating agencies to demonstrate compliance with the proposed green building rating system or code.

(g) Prior to the issuance of a certificate of occupancy, the zoning administrator shall receive certification or documentation from the qualified third-party reviewer that the as-built project has achieved the proposed rating system. No certificate of occupancy or temporary certificate of occupancy shall be issued without demonstrated evidence supplied by the applicant and third-party reviewer that the project has achieved the proposed level of green building compliance.

Sec. 102-771.4 – Density, Height, Dimensional Regulations

Maximum Building Height		Maximum Building Height for Incentive Eligible Projects		Minimum Lot Size	Minimum Lot Size for Incentive Eligible Projects	Minimum Building Setbacks	Minimum Setback Between Structure Impervious /Paved Areas	Minimum Landscape Buffer at Structures	Minimum Open Space Setbacks; New Structure further from 100-year Floodway	Maximum % of Lot Impermeable (Includes Structures & Paving)	Minimum % Green /Open Space (Not gravel)
Permitted	Permitted w/ 1st Floor. Parking	Permitted	Permitted w/ 1st Floor. Parking								
2	4	3	5	10,000 SF	None	10'* Front 20' Side 20' Rear	20'	10' Front 10' Side 10' Rear	20' Front 20' Side 20' Rear	45	55

\* The front building setback shall be 5' maximum from a Marlboro Street frontage.

- (1) A new structure constructed within the BGR District shall have no fewer than two stories.
- (2) Projects that meet eligibility requirements may take advantage of additional building height opportunities.
- (3) With regard to the front building setback of five feet from any Marlboro Street property line, minor deviations equal to a maximum of 25 percent of street frontage are permitted for parks, open space, plazas or such architectural features as recesses, niches, ornamental projections, entrance bays, or other articulations of the façade, unless otherwise prohibited by City Code.
- (4) With regard to the front building setback of ten feet from any other street frontage property line in the BGR District, minor deviations equal to a maximum of 33 percent of building frontage are permitted for parks, open space, patio space or such architectural features as recesses, niches, ornamental projections, entrance bays, or other articulations of the façade, unless otherwise prohibited by City Code.
- (5) First floors are encouraged to be designated for vehicular or bicycle parking only. An additional story of building height is offered as an incentive.

Sec. 102-771.5 - Parking Regulations and Incentives

- 1) Parking Regulations - Shared parking to reduce the total number of parking spaces required for properties within this zone will be allowed as permitted under *Chapter 102 Zoning: Article XIV. Shared Paring with the Sustainable Energy Efficient Development (SEED) Overlay.*
- 2) Parking lots shall not be permitted at transition points into and out of the BGR district unless screened with landscaping and/or, fencing, existing buildings, new buildings.
- 3) Parking lots shall be located at the rear or side of a building(s).
- 4) The following parking requirements shall apply for an eligible project:
  - a) This article shall supersede parking requirements established in section 18-253.
  - b) Shared parking shall be permitted, pursuant to section 102-1450 - section 102-1456;
  - c) The maximum allowable distance between any property and the location of any off-site parking shall be 750 feet, pursuant to section 102-978;
- 5) The number of parking spaces required for eligible projects within the BGR zoning

Table II: Parking Calculations for Incentive Eligible Projects within the Business Growth & Re-Use District	
USE CATEGORY	MINIMUM
Dwellings, Multi-Family*	1-25 Dwelling Units: 2.0 spaces per unit
	26-50 Dwelling Units: 1.75 spaces per unit
	51-100 Dwelling Units: 1.5 spaces per unit
	>100 Dwelling Units: 1.25 spaces per unit
* per Sec. 102-794 "...except per unit for elderly or special population housing which can demonstrate a reduced demand for parking"	

district shall comply with the parking requirements established in Table II: Parking Calculations for Eligible Projects within the BGR zoning district.

Sec. 102-771.6-.9 – Reserved

### Division 23 - Neighborhood Business District (NB)

Sec. 102-772.0 – Intent

The intent is to create mixed-use districts with small businesses to support the adjacent neighborhoods and workplaces. The district is intended to enhance the visual character of the existing commercial corridors as well as to encourage site designs that promote pedestrian circulation, small urban parks and transportation alternatives along Marlboro Street. Some uses which are not retail or service in nature are also allowed so that a variety of uses may locate in existing buildings. Uses are restricted in size to promote a local scale and to limit adverse impacts on nearby residences. Development is intended to be pedestrian-oriented and compatible with surrounding residential areas. A mixture of uses side by side and in the same structure is to be encouraged. Location of parking is limited, since its appearance is generally out of character with the surrounding residential development.

- (1) Reduce the multiple impacts of automobile parking by limiting the number of spaces per parcel, avoiding large expanses of automobile parking lots facing the streets while providing safe, secure and convenient bicycle parking opportunities.
- (2) Utilize the construction of new and adaptive re-use of existing buildings as opportunities to create “outdoors rooms”, a critical element of “place making”; aiming for ratios of building facades to roadway widths from 1:2 to 3:2;
- (3) Utilize large street trees which also play an important role in creating a pedestrian scale. Pedestrian comfort being another critical element to the vitality of new places being created;
- (4) Create walk and bike-friendly connections throughout the district and along streets.
- (5) Create an outdoor experience adjacent to buildings, different from the downtown.
- (6) Connect uses and buildings within the Neighborhood Business Districts through pedestrian and vehicular access, prioritizing pedestrian and bicycle access above vehicular access.

Sec. 102-772.1 – Permitted Principal Uses – Any mixture of these primary uses is permitted:

Permitted Use	Subject To:
Bed and Breakfast Inn/Tourist Home	
Bed and Breakfast with Meeting/Dining Facilities	Special Exception
Multi-Dwelling Structure	
Funeral Parlor	< 3,750SF
Nursery/Greenhouse	< 5,000 SF
Health & Fitness Center	< 2,500 SF
Home Occupation/Live-Work	
Neighborhood Grocery Store	< 3,500 SF
Nursery/Child Care Facility	< 3,000SF
Office, Professional	<5,000 SF
Historic Site	
Restaurant	<3,500 SF
Retail Sales/Service	<3,500 SF

Sec. 102-772.2 – Density, Height, Dimensional Regulations

MAXIMUM BUILDING HEIGHT - STORIES	MAXIMUM BLDG. HEIGHT-STORIES (w/ 1st Floor Parking)	MINIMUM LOT SIZE	MINIMUM BUILDING SETBACKS	MINIMUM SETBACK between STRUCTURE & IMPERVIOUS /PAVED AREAS	MAXIMUM BUILDING SETBACK from FRONT PROPERTY LINE	MAXIMUM % OCCUPIED BY STRUCTURE	MAXIMUM % OF LOT IMPERMEABLE (Includes Structures & Paving)	MINIMUM LANDSCAPE BUFFER from STRUCTURES	MINIMUM % GREEN/OPEN SPACE (not gravel)
2	4	8,000 SF	5' Front*	10'	10'*	55	65	10' Front	35
			10' Side					10' Side	
			20' Rear					10' Rear	

\*Minor deviations equal to a maximum of 33 percent of building frontage are permitted for parks, open space, patio space or such architectural features as recesses, niches, ornamental projections, entrance bays, or other articulations of the façade, unless otherwise prohibited by City Code.

Sec. 102-772.3 Parking Regulations

- (1) Shared parking to reduce the total number of parking spaces required for properties within this zone will be allowed as permitted under *Zoning: Article XIV. Shared Paring with the Sustainable Energy Efficient Development (SEED) Overlay, Chapter 102-1450.*

- (2) Parking shall be otherwise in conformance with Section 102-793, Minimum Parking Requirements of these regulations.
- (3) Parking lots shall be located at the rear of the building.

**Sec. 102-772.4-9 – Reserved**

3. That the Ordinances of the City of Keene, Article I, Section 102-2. Definitions, are amended by revising the following definitions to read as follows:

Alteration - means any construction or renovation to an existing structure other than repair or addition. Applied to a building this means a change or rearrangement in the structural parts, and can include flood proofing or other modifications.

Bed and Breakfast with Meeting/Dining Facilities – means a residential structure consisting of nine (9) or fewer bedrooms rented on a temporary, short term basis for overnight sleeping purposes. Said facility shall have common eating and living areas and provide on-site management on a twenty-four (24) hour basis. Meals shall be served to registered guests only.

Building – means any structure used or intended for sheltering any use or occupancy.

Dwelling, Unit – means a single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation. Structure types:

Single Family Dwelling - means a detached dwelling unit located on its own lot, designed for, or intended to be occupied by one family.

Duplex/Two-Family Dwelling - means one building designed, occupied or intended for occupancy by two separate families; each a complete, independent living facility with separate, permanent, full provisions for sleeping, eating, cooking and sanitation. Each of the two dwelling units shall provide complete internal access to all rooms in the unit

Multi-Dwelling Structure – means a structure that contains three or more dwelling units that share common walls or floor/ceilings with one or more units. The land underneath the structure is not divided into separate zoning lots. Buildings with more than one set of cooking facilities are considered to contain multiple dwelling units unless the additional cooking facilities are clearly incidental and accessory.

Mixed-use Development – means a combination of different permitted uses within a single building lot.

Nursery/Child Care Facility – means an establishment, licensed under the provisions of NH state law, for the care and supervision of a child away from the child’s home and apart from the child’s family.

Nursery/Greenhouse – means an enterprise that conducts the retail and/or wholesale business of plants grown on the premises, as well as accessory items directly related to their care and maintenance.

Research and Development Laboratory – means a structure or complex of structures designed or used primarily for research development functions.

6. That the Ordinances of the City of Keene, Section 102-2. Definitions, are amended by adding the following definitions:

Bed and Breakfast Inn/Tourist Home – An owner or operator-occupied single-family detached dwelling unit which contains no more than one kitchen and five (5) or fewer guest rooms intended or designed to be used, or which are used, rented or hired out to be occupied or which are occupied for sleeping purposes by guests, other than temporary personal guests of the family in the dwelling unit, for compensation with or without meals.

Exterior Display – Is an outdoor showroom for customers to examine and compare products and includes the outdoor display of products, vehicles, equipment and machinery for sale or lease. The display area does not have to be visible to the street. Examples of uses that often have exterior display are motor vehicles, boat sales, and plant nurseries. Outdoor display of vehicles is separate from required parking spaces under the zoning ordinance. This does not include goods that are being stored or parked outside. It does not include damaged motor vehicles, vehicles or equipment being serviced, and other similar products.

Impervious Surfaces – Those surfaces and development features on a lot which are non-porous and which substantially prevent rain or storm water from absorbing or percolating into the ground beneath them. Impervious surfaces include, but are not limited to: roof areas, structures, patios, sidewalks, driveways, parking areas, swimming pools and other development features surfaced with non-porous materials.

Neighborhood Grocery Store – Establishments primarily engaged in the provision of frequently or recurrently needed food for household consumption, such as prepared food, beverages, limited household supplies and hardware; in a space that is less than or equal to 3,500 square feet.

Porous Surface – A surface that presents an opportunity for precipitation to infiltrate (soak) into the ground.



City of Keene, N.H.  
*Transmittal Form*

June 15, 2017

**TO:** Planning, Licenses and Development Committee

**FROM:** Mayor and Keene City Council

**ITEM:** 2.

**SUBJECT:** Relating to Change of Zones - Marlboro Street Project Area and Parcels

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**ATTACHMENTS:**

Description

Ordinance O-2016-02-A

**BACKGROUND:**

Ordinances O-2016-01-A and O-2016-02-A Relating to the Rezoning of Marlboro Street were the subject of a Public Hearing before the City Council on June 15, 2017. They are now back before the Planning, Licenses and Development Committee for consideration for adoption.



# CITY OF KEENE

In the Year of Our Lord Two Thousand and .....Sixteen.....

AN ORDINANCE Relating to Change of Zone – Marlboro Street Project Area and its Parcels

*Be it ordained by the City Council of the City of Keene, as follows:*

That Chapter 102, the Zoning Ordinance of the City of Keene, New Hampshire, as amended, be and hereby further amended by changing the zoning designation on the Zoning Map of the City of Keene, as adopted by the Keene City Council on December 15, 1977, as part of Chapter 102 entitled, "ZONING", of the said Ordinances, from:

**High Density (HD), Low Density (LD), Commerce (C) and Industrial (I)**

to

**Residential Preservation (RP), Business Growth and Re-Use (BGR), Neighborhood Business (NB), and Medium Density (MD)**

for the following parcels:

That the following tax parcels will change from zoning district INDUSTRIAL to RESIDENTIAL PRESERVATION:

027010150000	027010150100	027010140000
027010130000	027010150200	027020010000
027010110000	027010100000	027020160000
027010220000	027010120000	

That the following tax parcels will change from zoning district HIGH DENSITY to RESIDENTIAL PRESERVATION:

024010020000	027020120000	028010080000
027020040000	027020130000	028010090000
027020050000	027020140000	028010100000
027020060000	027020150000	028010110000
027020070000	028010030000	028010120000
027020080000	028010040000	028010130000
027020090000	028010050000	028010140000
027020100000	028010060000	028010300000
027020110000	028010070000	028010310000



028020060000	029020110000	029050050000
028020070000	029020120000	029050060000
028020160000	029020130000	029050070000
028020170000	029020140000	030020050000
028020180000	029020150000	030020070000
028020190000	029020160000	030020090000
028020200000	029020170000	030020110000
028020210000	029020220000	030020240000
028020220000	029030010000	030020250000
028020250000	029030020000	030020270000
028020260000	029030030000	030020280000
028020270000	029030040000	030020290000
028020280000	029030050000	030020290100
028020290000	029030060000	030020300000
028020300000	029030070000	030020310000
028020310000	029030080000	030020350000
028020320000	029030090000	033010010000
028030050000	029030110000	033010020000
028030060000	029030140000	033010030000
028030070000	029030150000	033010050000
028030080000	029030160000	033010060000
028030090000	029030170000	033010070000
028030100000	029040010000	033010090000
028030110000	029040020000	033010100000
028030120000	029040030000	033010110000
028030130000	029040040000	033010120000
028030140000	029040050000	033010130000
028030150000	029040060000	033010160000
028030160000	029040120000	033010200000
028030170000	029040130000	033010280000
028030180000	029040140000	033010290000
028030190000	029040150000	033010310000
028030200000	029040160000	033020010000
028030210000	029040170000	033020030000
028030220000	029040180000	033020050000
028030230000	029040190000	033020070000
028030240000	029040200000	033020080000
028030250000	029050020000	033020090000
028030260000	029050030000	033020100000
029020100000	029050040000	033020100100

033020110000	033020170000	034040020000
033020130000	033020310000	034040030000
033020140000	033020320000	034040040000
033020150000	033020340000	034040050000
033020160000	034040010000	

That the following tax parcels will change from zoning district INDUSTRIAL to **BUSINESS GROWTH AND RE-USE:**

030020200100	031010180000	030020200000
027010160000	030020200000	030020180000
026010210000	026010150000	030020180100
030020380000	031010170000	027010060000
027010040000	027010010200	024010010000
027010010000	027010010100	024010020000
026010260000	026010190000	026010170000
031010120000	027010250000	023020180000
026010280000	026010250000	
031010120200	026010160000	

That the following tax parcels will change from the HIGH DENSITY zoning district to **NEIGHBORHOOD BUSINESS:**

029030200000	030020190000	037060420000
029050010000	030020260000	037060430000
029050080000	030020320000	037070010000
029050090000	030020340000	037070020000
029050100000	030020390000	037070030000
029050110000	031030010000	037070040000
029050120000	037010020000	037070050000
029050130000	037010110000	037070060000
029050140000	037050050000	033020070000
030020130000	037060010000	
030020170000	037060020000	

That the following tax parcels will change from zoning district COMMERCE to **NEIGHBORHOOD BUSINESS:**

029040090000	029030120000	033010040000
033010080000	029040080000	030020210000
029040100000	029040070000	029030130000
029030190000	029030180000	029040110000





City of Keene, N.H.  
*Transmittal Form*

June 14, 2017

**TO:** Mayor and Keene City Council

**FROM:**

**THROUGH:** Patricia A. Little, City Clerk

**ITEM:** 3.

**SUBJECT:** In Support of the Paris Agreement

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**COUNCIL ACTION:**

In City Council June 15, 2017.

Referred to the Planning, Licenses and Development Committee.

**ATTACHMENTS:**

Description

Resolution R-2017-24

**BACKGROUND:**

At the request of Councilor Clark, Resolution R-2017-24 was prepared for the City Council's consideration



# CITY OF KEENE

R-2017-24

Seventeen

In the Year of Our Lord Two Thousand and .....

## In Support For The Paris Agreement

A RESOLUTION .....

### *Resolved by the City Council of the City of Keene, as follows:*

WHEREAS: Consensus exists among the world’s leading climate scientists that global warming caused by emissions of greenhouse gases from human activities is among the most significant problems facing the world today; and

WHEREAS: Documented impacts of global warming include but are not limited to increased occurrences of extreme weather events (e.g. droughts and floods), adverse impacts on ecosystems, demographic patterns and economic value chains; and

WHEREAS: The State of New Hampshire has mandated statewide reduction of GMG emissions to 80% below the 1990 levels by 2050; and

WHEREAS: The City of Keene has addressed the issue of climate change in several ways in its 2010 Comprehensive Master Plan calling specifically for the following climate change strategies:

1. Continued and consistent greenhouse gas emissions inventoring and reporting
2. Increased energy efficiency for new and existing residential and commercial buildings
3. Integrated renewable energy sources
4. The implementation strategies called for in Keene’s 2007 Climate Change Adaption Plan

WHEREAS: Responding to climate change provides communities an opportunity to access first mover advantage in the range of products, services and know how that transitioning to a climate-compatible future brings; and

WHEREAS; the Paris Agreement resulted in a commitment from almost every nation to take action and enact programs to limit global temperature increase to less than 2 degrees Celsius, with an expectation that this goal would be reduced to 1.5 degrees in the future;

NOW, THEREFORE BE IT RESOLVED THAT THE CITY OF KEENE:

1. Indicates its commitment to reducing GMG emissions through an implementation of a Climate Action Plan;
2. Joins other US cities in the Climate Mayors network in adopting and supporting the goals of the Paris Agreement; and
3. Commits to exploring the potential benefits and costs of adopting policies and programs that promote the long-term goal of GHG emissions reductions while maximizing economic and social co-benefits of such action.

PASSED

\_\_\_\_\_  
Kendall W. Lane, Mayor



City of Keene, N.H.  
Transmittal Form

June 21, 2017

**TO:** Planning, Licenses and Development Committee

**FROM:** Cities for Climate Protection Committee

**THROUGH:** Michele Chalice, Planner

**ITEM:** 4.

**SUBJECT:** CCP Committee Request for Support of the Paris Climate Agreement

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**RECOMMENDATION:**

At its meeting of June 7, 2014, the Cities for Climate Protection committee passed two motions:

1. "Vice Chair Hansel motioned that CCP recommend that the City Council authorize the Mayor to sign onto the 'We are Still In' initiative on behalf of the City of Keene. Mr. Clark seconded the motion and it passed unanimously."
2. "Ms. Straughen motioned that the City Council authorize the Mayor to sign onto the Climate Mayors resolution. Mr. Brehme seconded the motion. ... Ms. Shedd asked if all were in favor and motion was passed."

**ATTACHMENTS:**

Description

06-07-2107 Draft CCP Minutes

"WeAreStillIn" Climate Accord Support Letter

Paris Climate Accord Withdrawal FAQ

**BACKGROUND:**

**Draft Minutes:**

The following are the draft meeting minutes on this topic:

*"Chair Shedd stated that the next addition to the agenda was requested by Vice Chair Hansel and Mr. Clark to discuss whether or not to ask the City/Mayor to join other mayors, governors and business leaders in endorsing the goals of the Paris Climate Agreement. She stated that as everybody knows, on June 1, the Trump Administration pulled the U.S. out of the Paris Climate Agreement. The next day, the Keene Sentinel ran an article about states and firms that are vowing to press ahead with climate policies and the Washington Post and NY Time ran stories as well. She mentioned an organization called Climate Mayors composed of 246 mayors from an array of municipalities around the country that established the Mayors National Climate Action Agenda. In March, they sent a letter to the President encouraging him to continue climate action, and last week they issued a statement committing to adopt, honor and uphold the Paris Climate Agreement goals. Chair Shedd then stated that the question before the committee is whether they want to recommend to Council and the Mayor that the City of Keene issues a similar statement. Ms. Chalice then asked if she wanted the City Mayor to issue a statement or the City of Keene itself. Chair Shedd replied that because the Climate Mayors organization already has issued their statements, and membership has no commitment and only requires an email from City Council stating that the City of Keene wants to be a*

member; that joining their organization in solidarity with the Paris Climate Agreement could be a good idea. Mr. Clark suggested that they could also just write their own letter stating the City of Keene's commitment to climate action instead of joining an organization. Chair Shedd suggested it may be more powerful to join a consortium of other cities delivering the same message. Vice Chair Hansel said that they could do both and get the message out through different avenues. He suggested finding the appropriate wording, perhaps finding something that is already written and endorsing it and having City Council sign off on it which unfortunately can take months. He asked whether or not they could speed up the process. Ms. Straughen stated that membership with Climate Mayor is non-binding and that the City of Keene is already pursuing climate-centered actions that are encouraged as a guideline for membership. Chair Shedd asked if the committee potentially wanted to make two recommendations: (1) that the City or Mayor join the Climate Mayors collaborative and, (2) issue a statement regarding the Paris Agreement.

Vice Chair Hansel stated he is not aware of the City Mayors and that it is probably best to research more about the organization and what it represents and that he is specifically interested in the City of Keene issuing a response directly about the Paris Agreement. Mr. Clark agreed with Vice Chair Hansel. Mr. Clark stated Councilor Filiault (who would arrive shortly) and himself are planning to put together a document, maybe in the form of a resolution, and that he was reaching out to committee for support on conceptualizing the format and what direction to take with it. He said that he wanted to have it introduced before next Tuesday so it could be referred to committee by next week. Ms. Straughen showed the committee a template Council Resolution on the Climate Mayors website that she said could be helpful. Mr. Clark suggested they could use language from the Master Plan and insert it into the template. Chair Shedd stated that it would be very easy to adapt the template to City's climate action plan and that he could access it through the link she sent out yesterday afternoon. Mr. Clark again suggested adding the statement from Master Plan to the template to personalize it. Ms. Chalice asked him if he wanted her to find that statement in the Master Plan and Mr. Clark replied yes. Vice Chair Hansel asked if a motion was needed and Ms. Chalice responded "yes". Chair Shedd asked if Mr. Clark and Councilor Filiault are bringing this forward as Council members they would need a motion. Vice Chair Hansel suggested that they do it as a recommendation from the committee and Chair Shedd asked if perhaps the Conservation commission is interested in signing on to the request since their committee goals overlap. Vice Chair Hansel agreed as long as it does not delay the process. Mr. Clark also agreed and stated that he would draft it and pass it through the committee and then ask any other councilors or organizations if they would like to sign onto it.

Ms. Chalice introduced Councilor Filiault as a Guest who walked into the meeting late.

Ms. Chalice asked if the resolution would preclude the committee requesting that the Mayor sign onto the Climate Mayors collaborative. Chair Shedd replied no, that they could constitute two separate actions. She also stated that the City of Keene should strongly consider joining the Climate Mayors group as Keene is already engaged in most of the activities the organization advocates for and that membership would increase exposure and support for the City.

**Vice Chair Hansel motioned that CCP recommend that the City Council authorize the Mayor to sign onto the "We are Still In" initiative on behalf of the City of Keene. Mr. Clark seconded the motion and it passed unanimously.**

Mr. Clark asked if a motion is needed for the Climate Mayors resolution if CCP members signed onto the letter. Chair Shedd said yes it would require a motion. **Ms. Straughen motioned that the City Council authorize the Mayor to sign onto the Climate Mayors resolution. Mr. Brehme seconded the motion.** Chair Shedd asked if there are any questions. Vice Chair Hansel stated he was confused. Chair Shedd asked if Mr. Clark could read the language of the "We are Still In" initiative or if it was too long to capture in minutes. Ms. Chalice attempted to clarify that there are two motions being made, the first made by Vice Chair Hansel recommending that the Mayor sign onto the "We are Still in" initiative on behalf of the City of Keene, and the second made by Ms. Straughen requesting City Council to authorize the Mayor to sign onto City Mayors resolution using the template format discussed earlier by members via the City Mayors website. Mr. Hansel stated he was still confused but that it did not matter. **Ms. Shedd asked if all were in favor and motion was passed.**

Ms. Chalice told Mr. Clark that she would send him the Master Plan statement regarding climate change that would be inserted into the resolution document. She said they would then need some type of

*documentation for requesting the Mayor to be part of the “We are Still In” initiative and then that would need to go to CCP to be approved. Vice Chair and Mr. Clark both stated simultaneously that it would take too long to get approval. Mr. Clark reiterated that he wanted the resolution completed by next Tuesday. Ms. Chalice stated that the CCP would only be providing the language from the Master Plan and that he has already gotten approval from the committee and she will send it to him. She said that Vice Chair Hansel’s motion for the “We are Still In” initiative is an existing document, an open letter to the international community, and if he approves that she make it a paragraph long memo then she does not have to send it back to the committee. Mr. Clark agreed that was fine. Chair Chalice stated that in the long-term, having the resolution on record will be a 2017 endorsement of CCP’s continuing role which would be helpful since the committee was founded in 2000. She then thanked Mr. Clark, Councilor Filiault and Vice Chair Hansel for bringing the resolution to the committee’s attention.”*

**Background:**

The issue of increasing carbon emissions threatens the health of our communities and citizens, both in the Monadnock region and globally. On June 1<sup>st</sup>, the president of the United States announced a decision to withdraw from the Paris Climate Agreement. The City of Keene however, has made substantial efforts and plans over the last seventeen years to address climate change. These actions include the following:

- 2000 the City of Keene signed onto the Cities for Climate Protection Campaign administered by the Local Governments for Sustainability
- 2000 the City of Keene completed baseline Greenhouse Gas Emissions Baseline Inventory Report with 1995 data.
- 2004 Climate Change Action Plan
- 2004 Hazard Mitigation Plan
- 2007 Climate Change Adaptation Plan
- Recommendations within the 2010 Comprehensive Master Plan of :
  - o Continued and Consistent (Greenhouse Gas) Emissions Inventorying and Reporting
  - o Increased Energy Efficiency for new and existing Residential and Commercial Buildings
  - o Integrated Renewable Energy Sources
  - o Emphasis on implementation of action items within Keene’s Climate Change Adaptation Plan towards a Climate Resilient Community
- 2015 Conducted a Greenhouse Gas Inventory Report
- 2017 Writing and Release of a Greenhouse Gas Report explaining the results of Keene’s GHG reduction goals 1995 – 2015; to be released this fall.



**City of Keene**  
**New Hampshire**

**CITIES FOR CLIMATE PROTECTION COMMITTEE**  
**MEETING MINUTES**

**Wednesday, June 7, 2017, 8:00 AM**

**2nd Floor Conference Room, City Hall**

**Members Present:**

Dr. Ann Shedd, Chair  
Peter Hansel, Vice Chair  
Megan Straughen  
Terry Clark  
Chris Brehme  
Larry Dachowski, Alternate

**Staff Present:**

Michele Chalice, Planner

**Guests Present:**

Charles Daloz, Member of Agriculture  
Commission  
Scott Maslansky, Resilient Buildings  
Group  
Randy Filiault, Keene City Councilor

**Members Not Present:**

Gary Lamoureux, Councilor  
Mari Brunner  
Dick Cornelius, Alternate

1. **Call To Order and Roll Call**

Chair Shedd called meeting to order at 8:08am.

2. **Approval of May 3, 2017 minutes**

Chair Shedd deferred approval of May 3, 2017 minutes until the next meeting because minutes were not in the packet.

3. **Tentative City Committee discussion/survey**

Ms. Chalice explained to committee that in an effort to ensure that resources are being utilized optimally, the City will be sending a letter out to all committee Chairs to gather their opinions about committees, and next month each committee agenda will include a survey to gather feedback from committee members. Survey questionnaire will ask committee members for their opinions of the committee, its efficacy, what role it plays in the community and member opinions on staff support and whether staff is needed in order for the committee to function adequately. Chair Shedd stated that she had not yet received her letter and Ms. Chalice suggested that after she receives it, at next month's meeting, the committee should provide time for members to complete the survey and also allow time for a brief discussion of survey among members. She said that after that step is completed, each committee Chair will be interviewed by the City Manager and possibly also the City Mayor, to discuss the results

of the surveys and to make a determination on how the committee or commission will move forward. Ms. Chalice stated that the City anticipates this exercise will be repeated every five years from now on. She stated that the objective of the exercise is to ensure the City budget is being utilized effectively and to be accountable to taxpayers. Mr. Clark added that the City had previously performed an exercise about 7 years ago or longer which reduced the number of committees and commissions that were active by eliminating the Cable commission and Economic Development commission and also considered merging the Heritage and Historical District commissions to cut down on costs of minute takers and staff. Chair Shedd asked if the amount of work is expected to be less or if the work is instead going to be concentrated among fewer individuals working harder. Mr. Clark replied that he thinks that the Cable commission's duties were shifted over to the Planning, Licenses and Development Committee and that they have since reinstated the Economic Development committee after determining that it was needed after all. He said the process is sort of an exercise in justifying the need for these committees. Chair Shedd asked if it was possible that committee members have opportunity to complete the survey in advance of the July 5 committee meeting in order to make more effective use of the monthly committee meeting which only lasts an hour. Ms. Chalice responded that she has already put the questionnaire into the packet but that it is possible to provide it to members before then. Vice Chair Hansel said that providing questionnaires in the packet is fine. Chair Shedd said she would not be present at July 5 meeting and asked if anyone else would not be in attendance as it would be helpful to know if there would be quorum on July 5 or not. Ms. Chalice stated that it is not permitted to ask members who will be present and who will not, however, she will keep everyone posted on what she hears about member attendance.

### **Additional Agenda Items**

Chair Shedd said there would be 2-3 additions to the agenda today, first, an update on the Greenhouse Gas Emissions item. Ms. Chalice stated that Ms. Brunner is not present, but that the good news is that after intense scrambling for the funds she was able to send Ms. Brunner a signed, funded contract a week ago. Ms. Brunner has revised the schedule and she will determine what the delivery schedule will be, probably not by August, but she will report back on her progress with a presentation. Chair Shedd said that this will model how to approach the next emissions update to avoid two year delays in updating the public.

Chair Shedd stated that the next addition to the agenda was requested by Vice Chair Hansel and Mr. Clark to discuss whether or not to ask the City/Mayor to join other mayors, governors and business leaders in endorsing the goals of the Paris Climate Agreement. She stated that as everybody knows, on June 1, the Trump Administration pulled the U.S. out of the Paris Climate Agreement. The next day, the Keene Sentinel ran an article about states and firms that are vowing to press ahead with climate policies and the Washington Post and NY Time ran stories as well. She mentioned an organization called Climate Mayors composed of 246 mayors from an array of municipalities around the country that established the Mayors National Climate Action Agenda. In March, they sent a letter to the President encouraging him to continue climate action, and last week they issued a statement committing to adopt, honor and uphold the Paris Climate Agreement goals. Chair Shedd then stated that the question before the committee is whether they want to recommend to Council and the Mayor that the City of Keene issues a similar statement. Ms. Chalice then asked if she wanted the City Mayor to issue a statement or the City of Keene itself. Chair Shedd replied that because the Climate Mayors organization already has issued their statements, and membership has no

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#### **4. WEATHERIZATION SUMMIT: Tasks-Schedule**

Chair Shedd stated that committee had hoped to spend the bulk of the meeting discussing the priority item identified at the retreat of pursuing further community-wide energy efficiency and weatherization roles. She said they had come up with a list of stakeholders and were hoping today to come up with a timeline and some specific tasks with the target of convening a workshop or summit of relative stakeholders so that they could work toward some deadlines. Ms. Straughen asked if they had received confirmation yet of Button Up. Chair Shedd replied that they did in fact receive a confirmation email a few days ago that the utilities will be funding the Button Up program this year, which is a public presentation geared towards homeowners and that they are on the list to be a presenting site. She said they need to come up with some potential dates and venues and the availability of presenters would then be determined. She said early to mid-fall is a good time to do the Button Up workshops. Mr. Brehme stated that he had commercial information that could be useful if the committee is interested in commercial sites and not just residential. Chair Shedd said ideally they are interested in both but they have limited resources. He offered two quick tidbits of information for commercial sites: firstly, he stated that the core utility educational presentations deliver Button Up and also commercial workshops. He stated that his company did a workshop on weatherization and that this year they are organizing other workshops in the state and that he would like to do one or two workshops in Keene. He said it might not be just his company doing the workshops and there would be a range of topics aimed at small to medium sized businesses. He asked for support and guidance from CCP on reaching out on topics, for example, which workshops to deliver in Keene, what types of venues, caterers, etc.

He then pointed out the Community Development Finance Authority received a grant from USDA to conduct low-cost commercial energy audits (offering 75% off the cost of an ashtroy level 2 audit), and he is helping CDFFA with that program. He plans to use the presentations to let businesses know that the discount is available to them and as another opportunity to reach out to small businesses in New Hampshire for energy audits in rural areas, including Keene. He offered to send out information to the committee as he develops the language about these two opportunities. Ms. Chalice asked committee if they wanted those topics to go on August's agenda and Chair Shedd agreed.

Vice Chair Hansel said they developed a list of stakeholders and the next task could be to get in touch with individuals on the list to see if they are interested in sending representatives to a CCP meeting. Ms. Chalice asked Chair Shedd if she was interested in setting up a late August venue for the Button Up workshop in a potential city location. Chair Shedd agreed that would be great and stated that she and Mr. Brehme had thought about targeting particular neighborhoods within Keene for the initial roll out of the more widespread weatherization, and two that came to mind is the Maple Acres neighborhood which has had documented air quality issues and Keene Middle School would be a good choice as a venue in that neighborhood. She stated that if they wanted to target the southeast Keene neighborhood, the meeting room in the Senior Housing building managed by Southwest Community Services could be an option. Chair Shedd pointed out that they are only funded for one Button Up workshop as part of the funding approval for this year. Vice Chair Hansel asked if there was an active neighborhood organization in the Maple Acres area. Committee members replied that they did not think so. Mr. Clark said there was a group that came together about the zoning issue and he had contact information for them. Ms. Straughen asked a clarifying question about the difference between the Summit idea and the Button-Up Workshop. Chair Shedd replied that all they need to do for Button Up is come up with a time and place and do some publicity but program will be run by facilitators. She said that the Summit involves a list of stakeholders including contractors and organizations that are delivering energy efficiency and weatherization services, so it presents an opportunity to bring stakeholders together such as people from Code department and Ecovation Hub. Ms. Straughen asked if the Summit is targeted at homeowners and Chair Shedd replied no, that this fall it would target providers and then maybe next spring target property owners.

Ms. Chalice asked if they can create sub-lists that committee members can contact instead of one member contacting all stakeholders. She also stated that they need a date and time before contacting stakeholders, perhaps before the holidays. Chair Shedd suggested late-October, early November but Mr. Maslansky said providers are very busy at that time of year from September forward. Ms. Chalice suggested spring of next year and Mr. Maslansky said that is a slower time for weatherization contractors. Vice Chair Hansel read the list of stakeholders aloud for members: City of Keene Code Department, Eversource Energy, Keene Landlords Association, Keene Builders, Remodelers Association, Insulating Roofing, HVAC, and Renewable Energy Contractors, Southwest Community Services, Keene Housing, Cheshire Housing Trust, NH Department of Energy, Keen State Technology, Design and Safety Center, Keene High School Cheshire Career Center, River Valley Community College, Ecovation Hub, Southwest Regional Planning Commission, Monadnock Progressive Alliance Climate group, Neighborhood Associations, Monadnock Sustainability Network, Code Condo Associations. Ms. Chalice asked if it would be possible to go back and decide on date and time and Vice Chair Hansel said he was trying to think of how any of the stakeholders would be affected by timing. Mr. Maslansky also suggested adding the Residential Energy

Professional Association which usually meets in Concord but is comprised of a number of auditors and contractors focused on residential auditing education. He said he will put them in contact and find out if anyone is Keene-based. Chair Shedd said that local to Keene is their priority.

Chair Shedd stated that she envisioned a second workshop for Keene Housing, Chesire Housing Trust and Southwest Community Services and wants to “plant the seed” in their minds for developing a workshop in conjunction with housing authorities of local towns focusing on achievements, opportunities and challenges. She said she will maybe consider those entities a separate event. She stated that in terms of the other stakeholders she is curious if the Keene Builders and Remodelers Association includes some of the groups and contractors that CCP wants to include and suggested making one contact that could then fan out to the other associated stakeholders. Ms. Chalice asked if she would call them and Chair Shedd agreed. Mr. Maslansky suggested contacting them in March or April of next year to avoid them being too busy. Ms. Chalice asked if everyone agreed to late spring.

Vice Chair added that their overall goals was to get homeowners involved in weatherizing their houses and that he envisioned the first meeting to be a stakeholder forum aimed toward coming up with an approach to outreach to homeowners. Chair Shedd agreed that the goal is to roll out the comprehensive weatherization program to the public in two years as stated in the Master Plan. Ms. Straughn added that conducting the Summit in April could set them up for doing the residential program in late Fall. Chair Shedd stated that lunch event might improve the attendance as she does not want to wait another year to begin the process. Mr. Maslansky added that they could also consider the end of summer-very early fall as a time for a networking event to facilitate some topics and allow exchange between homeowners, contractors and auditors. Chair Shedd agreed that the opportunity to network in Keene and engage stakeholders in creative thinking about how a comprehensive plan be developed was the primary objective. She discussed perhaps handing out a simple handout that covers why to increase energy efficiency, how is it done, what type of financing is available, code issues and allowing stakeholders to discuss between themselves the details of how to approach these issues. Vice Chair added that he sees the committee’s role as facilitation and not as experts.

Mr. Maslansky added that the Homebuilder’s Association focusing on a new construction is very different than retrofit in terms of code and measures completed in the building and the differences should be kept in mind when thinking about the goals of the workshop. Chair Shedd and Ms. Chalice agreed that Keene is focused more on retrofit given its historical status. Chair Shedd offered a handout title she came up with, “Residential Retrofits for Energy Efficiency: How is Keene doing: Can we do More?” She said it would provide context for the meeting. Ms. Chalice asked what date they all had agreed upon to hold Summit event. Mr. Maslansky suggested contacting stakeholders and asking them if a September date would be reasonable for an event with lunch included. Members agreed. Ms. Chalice asked if someone would be interested in making lunch arrangements. Ms. Straughn volunteered speaking with the Mondanock Co-Op but she would need more details about number of people. Chair Shedd said she doubts there will probably be more than 25 people. She suggested that maybe Eversource would fund that sort of event and to ask Kate Peters for underwriting of the food. Chair Shedd agreed to call Kate Peters and ask what is possible.

Ms. Chalice said she could secure a location once she has a date so it might have to wait until August. Chair Shedd asked if there were any thoughts on the location for introductory

stakeholder Summit and Button Up and Ms. Chalice said she would check events schedule for the Town to avoid any conflicting dates and times. She asked committee if they were thinking of a weekday for Summit and Mr. Maslansky said that during the mornings on weekdays could be a good option. Members agreed on September on a weekday morning for breakfast. Chair Shedd suggested calling the event a Roundtable instead of a Summit and Vice Chair Hansel agreed. He also offered to help Chair Shedd contact the stakeholders for the Roundtable. Mr. Maslansky also volunteered to contact stakeholders.

Ms. Chalice suggested that those who volunteered to contact stakeholders send out an email to committee to avoid double-contacting stakeholders and to perhaps offer ideas for new contacts. Ms. Chalice recruited Ms. Straughn to make breakfast arrangements for 25-30 individuals and Ms. Straughn said she would wait to hear from Chair Shedd before making any arrangements with the Co-Op. Ms. Chalice offered to look up locations as well as any conflict dates with the Chamber but there should not be a problem in the early mornings. She asked who could contact individuals for facilitators. Chair Shedd recommended Ms. Christa Daniels from Antioch University New England who also helped with the retreat. She said there is a City and Antioch meeting tomorrow that Christa may be attending but if not, then perhaps there is someone else at Antioch. Mr. Brehme suggested a colleague, Mr. Tom Webler, in the Environmental Studies department at Keene State College who is a skilled, facilitator, might be a good candidate. Ms. Chalice said she could provide a press release and asked Larry if he could work on a template. Ms. Straughn said she has press releases for the Co-Op and offered to complete that task. Mr. Maslansky suggested using Event Brite as a way for people to register for the event and said it is a user friendly software. Ms. Chalice suggested waiting for the date and time to tackle the registration for Roundtable event.

Ms. Straughn asked how they will know if the City Council resolution passes. Mr. Clark said that it will be submitted to Council meeting next Thursday and Mayor will read it and refer it to the MSFI committee on Wednesday and whatever action they take will be referred back the following week around July 1. Mr. Clark suggested suspending the rules to make the turnaround quicker. Ms. Straughn asked if it passes to please let the committee know as soon as possible.

##### 5. **Adjournment**

Next Meeting, Wednesday, July 7, 2017. Meeting was adjourned at 9:08 am.

Respectfully submitted by,  
Ayshah Kassamali-Fox, Minute Taker

# **Open letter to the international community and parties to the Paris Agreement from U.S. state, local, and business leaders**

“We, the undersigned mayors, governors, college and university leaders, investors and businesses, are joining forces for the first time to declare that we will continue to support climate action to meet the Paris Agreement.

In December 2015 in Paris, world leaders signed the first global commitment to fight climate change. The landmark agreement succeeded where past attempts failed because it allowed each country to set its own emission reduction targets and adopt its own strategies for reaching them. In addition, nations – inspired by the actions of local and regional governments, along with businesses – came to recognize that fighting climate change brings significant economic and public health benefits.

The Trump administration’s announcement undermines a key pillar in the fight against climate change and damages the world’s ability to avoid the most dangerous and costly effects of climate change. Importantly, it is also out of step with what is happening in the United States.

In the U.S., it is local and state governments, along with businesses, that are primarily responsible for the dramatic decrease in greenhouse gas emissions in recent years. Actions by each group will multiply and accelerate in the years ahead, no matter what policies Washington may adopt.

In the absence of leadership from Washington, states, cities, colleges and universities and businesses representing a sizeable percentage of the U.S. economy will pursue ambitious climate goals, working together to take forceful action and to ensure that the U.S. remains a global leader in reducing emissions.

It is imperative that the world know that in the U.S., the actors that will provide the leadership necessary to meet our Paris commitment are found in city halls, state capitals, colleges and universities, investors and businesses. Together, we will remain actively engaged with the international community as part of the global effort to hold warming to well below 2°C and to accelerate the transition to a clean energy economy that will benefit our security, prosperity, and health.”



## **What does President Trump's announcement mean for U.S. participation in the Paris Agreement?**

*This announcement indicates that the United States will formally rescind its commitments made to reduce GHG emissions 26-28% by 2025, and will begin the process of withdrawing from the agreement in 2019. The United States cannot officially withdraw from the Paris until the day after the Presidential election in 2020. President Trump has also said he will begin the process of negotiating a better deal - it is unclear what he means by that.*

## **What do you plan to do with the letter?**

*This statement is structured as an open letter, intended to clearly communicate to the administration and the international community that major subnational leaders in the United States are still committed to ambitious action on climate change, and intend to move forward with efforts to reduce carbon pollution and support the transition to a low carbon economy regardless of what the Trump Administration does regarding the Paris Agreement.*

*It will be hosted online and will remain open for signatures indefinitely. This statement will be a living document that represents the beginning of a new cross-sectoral effort of non-state actors to take even more ambitious action on climate change.*

## **What is new and different about this letter/statement and the signers?**

*This statement reflects the broadest cross section of subnational and non-state actors yet assembled, speaking in a unified voice, and responding to the news of the first withdrawal of a country from the Paris Agreement with a commitment to continuing to pursue the transition to a low-carbon economy*

*Invited signatories include businesses of all sizes, investors, state governments, cities, and institutions of higher education.*

## **What is the message?**

*The message is that "We Are Still In." Despite the Trump administration's decision to withdraw the U.S. from the Paris agreement, a huge swath of subnational and non-state actors in the U.S. are forging ahead, and are committed to doing their part in helping to drive down carbon pollution and fight climate change*

## **Who can sign this letter?**

*Businesses of all sizes, investors, governors, mayors, higher education institutions*

## **Is there a cost to join this letter?**

*No. There is no cost associated with signing the letter.*

## **Is this a CEO-specific sign-on letter?**

*No. We are company names only - no individual CEO names, will be listed on the letter.*

**How can my organization sign this letter?**

*Any representative with authority to sign on behalf of their institution can fill out the information [at this link](#)*

**Does signing this letter commit my organization to anything else?**

*No, although the organizers may be in touch in the future with additional opportunities for engagement.*

**What is the deadline for signing on to this letter?**

*We will accept signatories on an ongoing basis. In order to ensure that your organization can be a part of the initial releases, please sign on as soon as possible, even as early as Friday.*

**When will this letter be released?**

*The letter may be released as early as Friday June 2nd*

**Can we offer edits to this letter?**

*The letter has been refined to date using feedback from a number of non-state actors. At this point, we are unable to accept further edits to the letter.*

**Why an open letter to the international community and parties to the Paris Agreement?**

*Some have raised concerns that a U.S. withdrawal could undermine the entire agreement.*

*It is critical to show the international community that despite the Trump Administration's decision, a sufficient number of entities within the U.S. are still committed to ambitious emissions reductions.*

*This is intended to give the other participants in the Paris agreement reassurance, and to communicate clearly that major parts of the country will do their part to honor our global commitments.*

**Why are the signatories dissatisfied with the decision by the Trump Administration?**

*Signatories correctly view the Trump Administration's decision to withdraw from the Paris Agreement as bad for business, bad for trade and competitiveness, bad for our international standing in the world, bad for public health.*

*They believe that withdrawal sets a dangerous global precedent and puts at great risk the already ambitious goal of keeping global temperature increases well below 2 degrees Celsius.*

**Are businesses and subnational entities planning to join forces in the future?**

*Yes, stay tuned for more opportunities to engage and show leadership.*

**What is your plan for media and press? How can I ensure my CEO can participate in press opportunities?**

*We will be developing a full media kit for your communications to use, and are happy to work one on one with any organization to pursue direct media interactions.*