



## **ENERGY & CLIMATE COMMITTEE MEETING AGENDA**

Wednesday, August 5, 2020, 8:00 AM

**Virtual Zoom Meeting**

### **TO JOIN THE MEETING:**

The public may join the meeting online by visiting [www.zoom.us/join](http://www.zoom.us/join) or by calling the toll-free # (888) 475-4499 and entering the Meeting ID: **860 6322 7039**. If you encounter any issues accessing this meeting, please call 603-757-0622 during the meeting. More info on how to access this meeting is available on the Energy and Climate Committee webpage at [ci.keene.nh.us/energy-and-climate-committee](http://ci.keene.nh.us/energy-and-climate-committee).

### **Members:**

Dr. Ann Shedd, Chair  
Peter Hansel, Vice Chair  
Terry Clark, Councilor  
Jake Pipp  
Ken Dooley  
Cary Gaunt

Anna Schierioth  
Rod Bouchard  
Andrew Dey  
Zach Luse  
Meaghan Rafferty  
Paul Roth, alternate

### **Staff:**

Rhett Lamb, ACM/Community Development Director  
Mari Brunner, Planner

1. Call to Order and Roll Call
2. Approval of July 1, 2020 Meeting Minutes
3. Invitation: 2040 Virtual Community Screening – Jen Risley, Monadnock Food Co-op
4. Community Power Update
5. Energy Plan\*
  - a. Project Website & Feedback
  - b. Audio Guides for Specific Energy Plan Strategies
  - c. Fall 2020 Outreach
6. Building Better Together: Draft Land Development Code – [www.keenebuildingbetter.com](http://www.keenebuildingbetter.com)
7. SolSmart Bronze Designation for City of Keene
8. Committee Membership
9. New Business
10. Next Meeting: Wednesday, September 2, 2020
11. Adjourn

*\*To view draft energy plan documents, please visit the Energy and Climate Committee Google Drive folder:*  
<https://drive.google.com/drive/folders/1O1WIR0fADTNijRt13v3DU7k2F.xwXDcGs?usp=sharing>



## ENERGY & CLIMATE COMMITTEE MEETING MINUTES

Wednesday, July 1, 2020

8:00 AM

Virtual Zoom Meeting

### Members Present:

Dr. Ann Shedd, Chair  
Peter Hansel, Vice Chair  
Terry Clark, Councilor  
Jake Pipp  
Rod Bouchard  
Cary Gaunt

Ken Dooley  
Anna Schierioth  
Andrew Dey  
Zach Luse  
Meaghan Rafferty  
Paul Roth, alternate

### Staff:

Rhett Lamb, ACM/Community Development Director  
Mari Brunner, Planner  
Carly Peruccio, UNH Sustainability Fellow

### 1. Call to Order and Roll Call

Dr. Shedd called the meeting to order at 8:00 am. She read a prepared statement explaining how Emergency Order #12, issued by the Governor of the State of New Hampshire, pursuant to Executive Order #2020-04, gives authority for public meetings to be held remotely and shared information about how members of the public can listen and share comments. Roll call was conducted.

### 2. Approval of June 3, 2020 Meeting Minutes

*Vice Chair Hansel moved to accept the June 3, 2020 meeting minutes, Councilor Clark seconded, and the motion was passed unanimously by a roll call vote.*

### 3. Energy Plan- Ms. Mari Brunner and Ms. Carly Peruccio

a. *Project Website*- Ms. Brunner stated that Ms. Peruccio has been working on creating a website for the energy plan project. She said the website is not yet live, but Ms. Peruccio will be showing it to the committee today in preview mode. She stated that the domain name will be

“KeeneEnergyPlan.com” and when it goes live, they will connect this site to the existing Energy Plan webpage on the City’s website.

Ms. Peruccio introduced herself again and stated that she has a background in audio storytelling, which may present an innovative way to reach out to the community and inform them about the City’s energy goals. She said that they will be adding pages and content and as she progresses, she is committed to accessibility, so as they continue to make edits, she would like to incorporate the best accessibility guidelines, so they are open to all. She said she would give a virtual tour for members through the website and then solicit feedback after.

Ms. Peruccio stated that she included the draft vision statement on the homepage with a link for people to add feedback. She said there is a description about the energy resolution and visitors for the website will see a way to add their feedback on what “renewable” means to them. She said there are links to the Community Development Department social media feeds as well.

Ms. Peruccio stated that the “About” page includes a description of the Energy Plan. She adapted content from the ECC’s Vision and Values statement and added it to this page under the section entitled “Why is Keene committed to a sustainable energy future?” She said the “Get Involved” and “Updates” sections on the About page may look different as she continues to edit as she received feedback that it looks too cluttered. There is a link to direct people back to the feedback section and other ways to get involved. She said the Updates section will continue to be updated and people can click on audio guides about different topics, for example, community power. She is currently editing an episode of a conversation she had with Carole Collins of Greenfield, MA about their community power initiative, so as she makes more audio guides, she will continue to consolidate the information.

b. *Audio Guides for Specific Energy Plan Strategies* - Ms. Peruccio stated that the Strategies page will provide a space for the audio guides she has made. She has included an episode that explains what community power programs are and how they work through interviews with energy experts in the area. The current draft is ten minutes in length, however, she aims to shorten it, as well as adapt the transcripts into written articles for people to read should they choose. She will also add a “Frequently Asked Questions” section that will include common questions and answers. As of now, community power programs are the only strategy listed on the Strategies page. However, she will be talking to the Mayor of Montpelier, VT who is leading that city’s implementation of a home energy labeling program and discuss how it interacts with the question of the split incentive which will provide the topic for the next audio guide.

Ms. Peruccio stated that the last tab is “Local Stories” which will be updated throughout the summer and currently includes an interview with Mayor Hansel that features the energy upgrades he has made to his rental properties. She said she is pleased with the Wix website editor as it allows embedment of videos directly into the webpage. She stated that there is another tab for “Resources” that is not included on the toolbar yet, but will include a definitions page and have all sorts of information easily accessible for website visitors. Ms. Peruccio added that in addition to this work, she is thinking about how to make the website more visible to the community. She said the Community Development department has a number of social media accounts which she will upload her audiograms to in an effort to increase their visibility in the

community. She played an audiogram aloud for members to hear. She stated it will also include the draft presentation of the website.

Dr. Shedd asked if the presentation will be available to community members for their feedback. Ms. Brunner replied that they would like to get some feedback during today's meeting; however, the meeting is being live streamed on Facebook as they speak, and they can replay the recording from the Community Development's Facebook page. Ms. Brunner said she will send out a link to that page as well. Vice Chair Hansel stated that he would like to look at the presentation in more detail to digest the information more. Mr. Dey said that an outline of the website would be helpful for him to evaluate the content after the meeting. Ms. Peruccio suggested that there may be a way to preview the website without making it live and she will look into that more. Ms. Brunner noted that the website will be editable so higher level feedback would be helpful right now and later on members can send her an email with additional feedback and changes.

Mr. Luse stated that the feedback form is only one line and suggested that it should be bigger. He asked if the intention is to post the Energy Plan in the Strategies section, or to house it in some other location so visitors can review it front and center on the website. Ms. Gaunt applauded the website as clear with excellent content, she agreed with Mr. Luse's suggestion about making the Energy Plan more central, as well as the idea of a "Resources" page. She also suggested adding renters to the "Resources" page to empower that demographic in having a voice. She asked if the text could be made available to read. Mr. Pipp agreed with Mr. Luse and Ms. Gaunt's comments. Ms. Brunner asked Ms. Peruccio if it is possible to get the text for members to read. Ms. Peruccio stated that she can create a Google doc. Mr. Dey noted that there is a function on Wix to share the content.

*c. Visual Implementation Roadmap-* Ms. Brunner shared a draft of the Visual Implementation Roadmap on the shared screen, intended to elicit a clear and distinct approach to achieving the overall approach for achieving Energy Plan goals. Ms. Peruccio provided a quick overview. She said she created a page for each sector (electricity, thermal and transportation). She stated this a great place for linking the strategies outlined in the roadmap to the resources that are posted on the webpage. Ms. Peruccio shared that there are links to interviews she has had with individuals; the format is the same and informed by the Cadmus report. She said the home energy labeling will be about Montpelier, VT and not Portland, OR. Her hope is that the pages are clear and can link to more information if and when people want to learn about each particular strategy. She said she can make edits based on members' comments and she can share the draft as a pdf for the committee to review.

Dr. Shedd asked Ms. Peruccio where this information will be located when it is ready. Ms. Brunner replied it could be an infographic and put out there in a variety of ways and she encouraged members to share their ideas. She said they were thinking of printing the roadmap and accessing it from scanning on smartphones as well. Dr. Shedd asked for member questions and comments. Vice Chair Hansel stated that the roadmap is clear and easy to understand. Ms. Rafferty suggested that the roadmap could be placed in a public place so the community at large could see it in areas where people congregate. Ms. Brunner agreed with that idea and Dr. Shedd suggested placing them in empty storefronts downtown. Mr. Bouchard also agreed with that idea and strongly suggested that there is a way to link to the new website or a contact person for

follow up. Vice Chair Hansel said this can have life to it even after City Council adopts the plan so it could be available over the years. Mr. Luse suggested that they should also include the Vision statement for a higher-level understanding of the Energy Plan. Mr. Lamb stated that he loves the roadmap and suggested that in the long-run they must try to explain how close they get to their goals, which is open-ended, but there may be those out there that want to know. He said they will not have that information until further down the road, however, they should also think about refining the information for the next five years to demonstrate achievement towards goals. Dr. Shedd stated that Ms. Brunner provided a grid for when strategies will be achieved, which could be helpful for providing a timeframe for the strategies.

Dr. Shedd thanked Ms. Brunner and Ms. Peruccio for their hard work and added that the committee looks forward to seeing how it rolls out.

d. *Draft Vision Statement* - Ms. Peruccio stated that the “Share your Feedback” section also provides a space for visitors to engage with the information. She said the City of Keene has access to a Survey Monkey account, so the current poll will be embedded with a Survey Monkey poll that will provide a venue for citizens to share their feedback. For example, the question of how Keene should define “renewable.”

Dr. Shedd said members seem to want to read more before submitting comments so having a deadline for member feedback would be helpful. She said the sections for defining the vision statement and “renewable energy” should be time bounded as well; for example, feedback should be collected by the end of the summer, so it can be incorporated into the version of the plan that they present to City Council. Ms. Brunner agreed with Dr. Shedd’s suggestion. Ms. Gaunt asked how the feedback idea evolved, as she tried to solicit feedback similarly at KSC and it was very difficult. Dr. Shedd noted that when ECC kicked off this process, they heard different opinions from City staff on how to define “renewable”, as well as differing perspectives in the community conversations. She said if they want to achieve energy goals, they will need a definition of what “renewable” means.

Dr. Shedd stated that the graphic on the website is from the EPA’s Green Power program, which is an aggregation of companies in some municipalities that are doing power purchasing, and to be accredited they have to fall into the green power box shown on the graphic. Dr. Shedd agreed that asking for a definition opens a can of worms, however, there is a precedent for why they would want consensus on the definition. Ms. Gaunt asked if it would be more effective to ask a less open-ended question, and based on the feedback, ECC can recommend that “renewable energy” be defined in a certain way. She said based on her experience at KSC the responses were so diverse that they were difficult to come to a consensus about. Ms. Brunner stated that they have arrived at this question before, and they leaned towards the phrasing “energy sources that do the least harm, and the most good.” Dr. Shedd stated that only a few current members were on the committee when that phrasing was discussed. Vice Chair Hansel said they need to put the phrasing into words that are easily understood by the public and the committee. Dr. Shedd suggested reframing the question a bit more, for example, providing what ECC has defined and soliciting feedback from the community. Ms. Gaunt recommended they provide citations for the graphics sourced so that people know where to find more information. She suggested that the ECC is recommending using the definition of “green power” as the definition of “renewable

energy” and asking if you agree or disagree. For example, asking questions about including large hydropower and municipal solid waste or not. Dr. Shedd stated that the graphic relates only to electricity and since the Resolution also addresses thermal and transportation, this suggests they should phrase it as “green energy” instead of “green power.”

Ms. Brunner thanked members for the feedback, and she agrees that they should rephrase the whole question. She added that it is helpful to use the EPA graphic to show the difference between “renewable energy” and “green energy” sources, and the audiogram Ms. Peruccio is currently recording will go into more depth on the subject. She asked for some more feedback on the Vision statement as well. Dr. Shedd commented that the timeframes in the Vision statements are confusing and may need to be tidied up. Ms. Brunner suggested coming back to that but asked members about their thoughts on how it is framed on the website instead. She said with the Survey monkey, they can use a survey bar with strongly disagree on one end and strongly agree on the other. Vice Chair Hansel stated that the Vision statement the way it stands right now is asking the community whether or not they agree with the Resolution that was vote don by City Council and that has already been done. Instead, they should focus on elements of the Vision statement. Mr. Dey asked if the purpose of the community feedback is to inform the Vision statement. Ms. Brunner agreed and said the main objective is to take the community input into consideration. Councilor Clark asked how they will ensure they enough representation in the feedback. Ms. Brunner replied that they will do heavy promotion of the website, virtual public meetings and other ideas that might come up. Vice Chair Hansel agreed that as a committee their responsibility is to demonstrate that they have made a full attempt to receive feedback from the community, however, whether or not the community responds is not up to them. Ms. Brunner agreed and stated that they are also planning to piggyback off of other organizations who have newsletters so as not to limit the scope of the outreach to stakeholders. Ms. Peruccio stated that she will be spearheading the community outreach effort this summer as well.

Ms. Brunner stated that she was hoping to create a statement that was concise and projecting about twenty years out as that is a typical timeframe for a Vision statement. She read aloud the draft Vision statement: *“In twenty years, the City of Keene will be a thriving community, powered by affordable, clean and renewable energy. All electricity will come from renewable energy sources, and the community will be on track to source all energy use for heating, cooling and transportation from renewables by 2050.”* Ms. Brunner stated that the Resolution talks about the energy being clean and affordable, and she brought that into the Vision statement instead of just stating “renewable.” She noted that members can take more time to follow up with her after he meeting as well. Dr. Shedd stated that she would like to see the phrasing stated as “thriving and resilient community” and be explicit as many of the measures the ECC and the City aim to implement will contribute to the resilience of the community, for example, both to resilience to extreme weather events, as well as the economic disruption due to the current pandemic. She said the social equity may have been mentioned, however, she wonders if the committee would like to include that piece into the concise statement. Mr. Dey replied that he would like social equity to be incorporated into the Vision statement. Ms. Gaunt stated that the Vision statement is okay as is, but it needs to be stated somewhere that they are aiming to be inclusive and equitable in their decision-making and approach and defined explicitly later. She also agreed that resilience is good to add, however, she cautioned against the twenty-year statement, and be clear about dates. Instead of having the broader statements, for example, state a

specific date, such as 2050. She also stated that a lot of organizations and entities in the City follow specific guidelines for sustainability, and they may also follow a very specific definition of renewable energy. She said that other businesses may be pursuing certifications that guide the key players in the community and the City may want to explore how those certification approaches define “renewable” to ensure that the City is not coming up with a definition that is incompatible with what other organizations and communities are stating. Dr. Shedd agreed with Ms. Gaunt’s suggestion about aligning with other organizations statements as well. She said that she would like other members to be in touch with Ms. Brunner about their comments on the Vision statement.

#### **4. Community Power Update**

Dr. Shedd stated that since their last meeting the City has named an ad hoc committee to begin exploration for a community power program. She stated that on the grid you can see what some of the committee’s charge will be, including the City’s process of putting out a request to a request for proposals for a community power consultant, or an energy broker. She asked Mr. Bouchard to fill the committee in on the work of Community Power New Hampshire (CPNH). Mr. Bouchard replied that the work for a community power NH program is continuing and Clean Energy NH is the organizing and facilitating group to help drive education programs and coordinate the effort through various towns throughout the state. He said they are working on creating a highly inclusive and equitable framework of bylaws so that large and small communities will be equally represented. They are working with attorneys and local communities. Specifically, Hanover and Nashua, and outside legal counsel to conform to NH laws as well as other states who have already formed these programs such as CA and VT, through the VT public service authority. He said they have received positive feedback through those folks and will have a draft for public dissemination in the coming weeks and the new website for CPNH will also be available in that timeframe. Dr. Shedd thanked Mr. Bouchard and said that Community Power is receiving attention not only in Keene but in other parts of the state, and the ability to share resources on useful phrasing and graphics will serve both Keene and the CPNH program as well. Dr. Shedd asked if there were any questions from the committee about community power and the City.

#### **5. Legislative Updates**

Dr. Shedd stated that bill HB1218, related to individual project net metering which has been a compromise to allow municipalities and school districts to do larger projects, is basically dead for this year. There was a communication in the packet that referred to the status of this bill. She stated that the other bill that is in process is SB166, which would allow community power programs or other entities to set net metering rates and other boundaries for their participants. She asked if Ms. Brunner would comment on that. Ms. Brunner stated that she reached out to Clean Energy NH to ask if there is anything that the City could weigh in on for Community Power programs. She stated that SB 166 would allow communities that are running Community Power programs to determine their own net metering programs for their customers and is a clarification for what the existing law states they should be able to do. She said she has an email from Cliff Below, who said that this past Monday, June 29, was the last Senate session where the

Senate could concur with this bill. It is too late to weigh in, however it would not hurt to send a letter of support to the Governor about Community Power. She said that is all she has to add.

Dr. Shedd stated that perhaps the ECC can make a motion as they are already into overtime to revisit this next month to give members more time to read and digest the meaning of the bill. Ms. Brunner said that it would be a few weeks until the Governor has to decide about the bill. Dr. Shedd stated that she does not know where they are in the crossover process and Ms. Brunner replied that she is not sure what is happening, however, she heard that the NH House has not met in person, and it is possible that they are not following the same process as before in the State Legislature. Dr. Shedd noted that if ECC wants to make a motion, if it is headed to the Governor's desk, they would ask to submit a letter in support for the bill. Vice Chair Hansel asked if the Governor does not sign the bill, would the power to create a net metering program already exist in the current bill? He also asked if there is opposition from Eversource. Ms. Brunner replied that there is the PUC rule making process which is one opportunity to clarify what the law means, and where the utility is making rules around Community Power, and then there is the legislative process. She said this was an attempt make it clear that Community Power programs have this ability, however, there is still the rule making process where the City can be engaged and she will be able to give better information to the committee next month. Dr. Shedd said there might not be enough information for the committee to weigh in and make a recommendation to Council. Vice Chair Hansel agreed and stated that perhaps the Community Power Committee might be able to add this to their agenda. Ms. Brunner replied that is possible, although the agenda is very full it may be something they can add. She said it might be too late to comment on the bill as a City, but perhaps individuals can reach out. Mr. Lamb stated that everyone should reach out as individuals to voice support for the bill.

## **6. New Business**

Dr. Shedd stated that the next meeting should focus on committee membership and she will look into the list to see who is reaching the end of their terms, as she has reached the end of her term at the end of the year. She suggested they reach out to individuals and other stakeholders who can bring useful skillsets to the committee.

## **7. Next Meeting: Wednesday, August 5, 2020**

## **8. Adjourn**

Dr. Shedd adjourned the meeting at 9:30 am.

Minutes respectfully submitted by,  
Ayshah Kassamali-Fox, Minute-Taker

Reviewed and edited by Mari Brunner, Planner

**From:** [Ann Shedd](#)  
**To:** [Jen Risley, Monadnock Food Co-op](#)  
**Cc:** [Mari Brunner](#); [Mary Ewell](#)  
**Subject:** Re: Partner Invitation: 2040 Virtual Community Screening  
**Date:** Thursday, July 16, 2020 2:30:32 PM

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Thanks Jen. Looks like a good opportunity!

I am cc'ing Mari Brunner, as well as Mary Ewell with the Monadnock Sustainability Hub, to get this on committees' agendas for partnering on the event.

ECC meets on Aug 5. Will that be time enough for publicity? MSH Program Comm meets weekly, and the Hub has a pretty good email list, as well as FB and website presence. Hope you're having a good summer, Ann

On Thu, Jul 16, 2020, 2:00 PM Jen Risley, Monadnock Food Co-op wrote:

Hi Ann,

Monadnock International Film Festival and Monadnock Food Co-op invite the Keene Energy and Climate Committee to partner with us on a virtual screening of the [film 2040](#) on August 18.

Partners will help us spread the word about this event (we'll provide you with sample social media posts and an eblast). We'll be sure to promote partners on MONIFF's event page and via social media. We're also asking if partners would like to help moderate one of our breakout areas.

### **Breakout Sessions**

Event attendees will select one of three virtual breakout areas to attend. Panelists will discuss their vision for the year 2040, related to the breakout topics below, and then a moderator will facilitate the discussion.

- Equity and Social Justice/Cooperatives
- Food and Farming/Regenerative Ag/Compost
- Energy/Transportation/Housing

We'd love for you to partner with us and help spread the word.

### **More Event Details**

On August 18, 2020, Monadnock Food Co-op and Monadnock International Film Festival (MONIFF) will co-host a virtual screening of the documentary film **2040**. This film explores what 2040 could look like if nations embraced solutions like regenerative agriculture, renewable energy, and climate justice. The film asks viewers to explore "What's Your 2040?"

The film starts at 6:30 p.m. and a live post-film discussion will follow, with Monadnock Region community leaders in the areas of regenerative agriculture, food and farming, energy, transportation and housing, equity, and social justice, and cooperatives. This event is free, but registration is required: [moniff.org](http://moniff.org).

This community screening coincides with NH Eats Local Month, a month-long celebration of local food and New Hampshire farmers and food producers. Increased consumption of local food boosts the health of the economy, communities, and environment: [nheatslocal.com](http://nheatslocal.com).

Thank you for considering it -- and please let me know if you have any follow-up questions.

Best,

Jen

Jen Risley  
Monadnock Food Co-op  
Marketing & Membership Manager

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# KEENE LAND DEVELOPMENT CODE

## VIRTUAL PUBLIC INFO & COMMENT SESSIONS

Ask questions, share comments, or learn more about the **first draft** of the Land Development Code (including downtown zoning updates) at one of these upcoming virtual sessions.

No access to a computer or smart device? Call: 877 853 5257 (Toll Free) & Enter the meeting ID #

### Session 1:

Wed., Aug 12

12:00-1:00 pm

Visit: [zoom.com/join](https://zoom.com/join)

Enter ID: **898 5275 4454**

### Session 2:

Thu., Aug 13

6:30-7:30 pm

Visit: [zoom.com/join](https://zoom.com/join)

Enter ID: **817 7743 7927**

For more info & to review the draft Code visit:

**[keenebuildingbetter.com](https://keenebuildingbetter.com)**

Phone: 603-352-5440



# CITY OF KEENE, NH LAND DEVELOPMENT CODE *PRELIMINARY DRAFT*

## CHANGE SUMMARY

Overview of major changes proposed to Keene's land use regulations in the preliminary draft Land Development Code.



JULY 2020

# BACKGROUND

## Purpose

This draft Land Development Code (LDC) is a major component of the Building Better Together project (keenebuildingbetter.com), which aims to provide a simpler and more intuitive roadmap for development to occur in the City of Keene. Guided by the principles below, the draft LDC is a reorganization and consolidation of the City's regulations related to the use and development of land.



### SIMPLE.

Updated regulations will be easy to navigate and will include graphics to outline a clear process, from start to finish.



### EFFICIENT.

The updated structure will be more streamlined, making the review and approval process clearer and easier to administer.



### THOUGHTFUL.

This update will help guide us into the future, while protecting the crucial elements that make Keene a great place to live, work and play.

## What's Included?

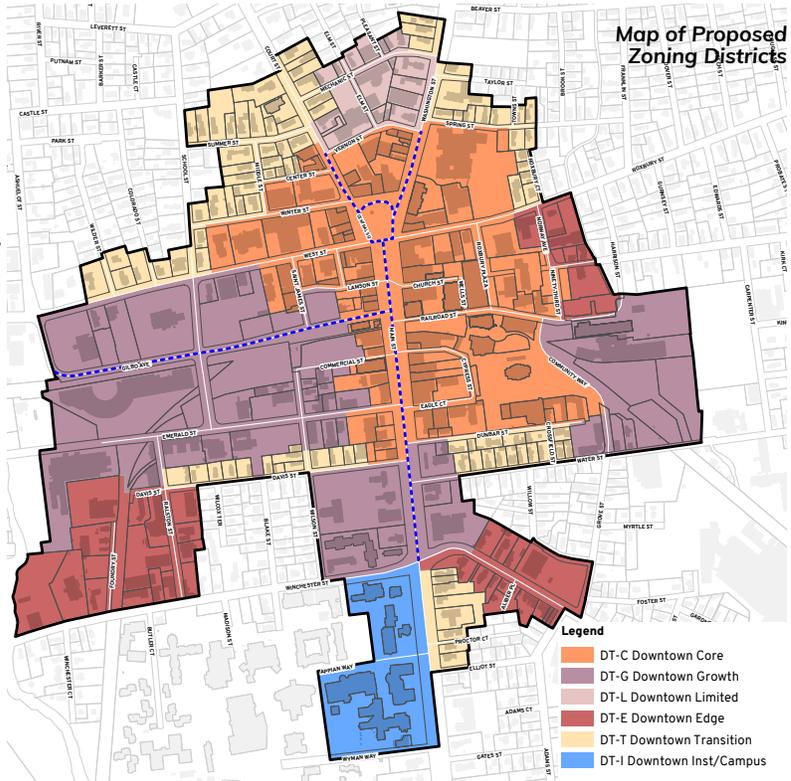
The regulations that are incorporated into this draft LDC include:

- Planning Board Site Plan & Subdivision Regulations
- Planning Board Development Standards
- Downtown Historic District Regulations
- Chapter 102 (Zoning), Chapter 54 (Natural Resources) & Chapter 70 (Public Improvement Standards) of the City Code of Ordinances

## Downtown Zoning Update

In addition to a reorganization of regulations, this draft LDC proposes to update/modernize Keene's downtown zoning by replacing the Central Business and Central Business Limited Zoning Districts with 6 new downtown zoning districts (See Map to Right).

These districts were established to encourage new development that is either compatible with the existing form and pattern of the built environment, or is guiding development in a manner consistent with the objectives of the Comprehensive Master Plan and other established community goals.



# REVIEW OF MAJOR CHANGES

This Summary Document provides a high-level overview of the changes proposed in each Article of this preliminary draft LDC. More information is available at: [www.keenebuildingbetter.com](http://www.keenebuildingbetter.com).

For specific questions regarding your property or proposed changes, please reach out to Tara Kessler, Senior Planner, at [tkessler@ci.keene.nh.us](mailto:tkessler@ci.keene.nh.us).

## Article 1. Introductory Provisions

- This Article establishes the title, purpose, applicability, rules of interpretation and measurement for the entire LDC.
- Unlike the current zoning regulations, this section provides guidance for how to measure or interpret dimensional standards and terms (e.g. setbacks, area, lot coverage, height, etc.). The final draft of the LDC will include graphics to illustrate these measurements in a visual format.
- There are new terms included in the measurements section related to the proposed Downtown Zoning Districts (e.g. *Built-to Zone*, *Built-to Percentage*, *Transparency*, *Stepback*, *Optional Corner Tower Element*).

## Article 2. Establishment of Zoning Regulations & Map

- This Article identifies the City's 24 zoning districts, that serve as the City's "underlying" or "base" zoning districts, as well as the City's official zoning map. Eighteen of these districts are existing, and six are newly proposed for areas of the downtown.
- This Article also lists the City's Overlay Zoning Districts, which are listed in Table 2-2.
- Table 2-1 of this Article groups these zoning districts into 5 categories (*Residential*, *Downtown*, *Commercial*, *Industrial*, *Special Purpose*) for simplicity. The current zoning regulations make reference to some of these categories; however, they are never defined. This table, is an effort to provide greater clarity as to which districts are "residential zoning districts," and so on.

- The current zoning regulations reference 2 zoning districts that do not exist on the official zoning map (*Conservation Residential Development and Industrial Park Limited*). These districts are not included in this draft LDC.
- There are 6 proposed downtown zoning districts (*Downtown Core*, *Downtown Growth*, *Downtown Limited*, *Downtown Edge*, *Downtown Transition*, *Downtown Institutional Campus*), which are described in Article 4. The Central Business and Central Business Limited Districts, are proposed to be replaced by some of these downtown districts, and are not included in this draft LDC.
- The 5 Overlay Districts that are included in Table 2-2 are existing; however, this draft LDC proposes to remove the existing Gilbo Ave Design Overlay District and the Downtown Railroad Property Redevelopment District, and to modify the SEED Overlay District. These two overlay districts are outdated and have not been recently applied. The proposed changes to the downtown zoning districts incorporate many of the previously established goals of these overlay districts.

## Article 3. Residential Zoning Districts

- This Article provides the purpose, dimensional standards, and permitted uses for each of the residential zoning districts (*Rural*, *Residential Preservation*, *Low Density-1*, *Low Density*, *Medium Density*, *High Density*, *High Density-1*).
- Unlike the current Zoning Regulations, all of the zoning district specific information for each district is included in one place in this draft LDC. This statement applies to Articles 4 – 7 as well.

## Article 4. Downtown Zoning Districts

- This Article describes the 6 proposed zoning districts that are specific to the downtown area. The proposed purpose, permitted uses, and dimensional standards of each district are included.

- These districts were developed following an analysis of the existing site conditions and development pattern of the downtown.

### **Article 5. Commercial Zoning Districts**

- This Article provides the purpose, dimensional standards, and permitted uses for each of the commercial zoning districts (*Commerce, Commerce Limited, Business Growth & Reuse, Neighborhood Business, Office*).

### **Article 6. Industrial Zoning Districts**

- This Article provides the purpose, dimensional standards, and permitted uses for each of the industrial zoning districts (*Corporate Park, Industrial, Industrial Limited*).

### **Article 7. Special Purpose Zoning Districts**

- This Article provides the purpose, dimensional standards, and permitted uses for each of the special purpose zoning districts (*Regional Health Care, Conservation, Agriculture*).

### **Article 8. Permitted Uses**

- This Article includes Table 8-1, which lists all of the permitted principal uses by zoning district. It is a quick reference guide for anyone seeking to identify where certain uses are allowed in the City. Currently, permitted uses are included in the district sections of the Zoning Regulations. There is inconsistency among the terms for uses in these sections, and this draft LDC attempts to correct this problem.
- This draft LDC proposes to allow for multiple principal uses on any lot in the City (*i.e. mixed uses*), with the exception of lots in residential zoning districts, as long as each use is permitted in the zoning district per Table 8-1.
- This draft LDC provides criteria for the Zoning Administrator to use in making a determination of whether a use, which is not listed in Table 8-1, would be permitted in a zoning district. Although the Zoning Administrator makes similar determinations today, there are no criteria in the current Zoning Regulations for making such decisions.

- Section 8.3 lists the definitions of all permitted uses in Table 8-1, and includes any use limitations associated with a permitted use. An example of a use limitation is the requirement that any multifamily dwelling in the Medium Density District be limited to 3 units.
- This draft LDC proposes the introduction of new uses (*e.g. art gallery, cultural facility, event venue, bar, solar energy system, etc.*), and the replacement of certain uses (*e.g. assembling, historic site, institutional use*) with broader terms (*e.g. "industrial, heavy" instead of "rendering plant", "asphalt plant", "tannery", etc.*) or, in some instances, with more specific terms (*e.g. replacing "institutional use" with "community center", "cultural facility", "place of worship", etc.*).
- This draft LDC proposes minor modifications to the permitted uses in districts.
- Significant changes to uses proposed in this draft LDC are the introduction of congregate living and social service uses (*listed in Table 8-1 and defined in Section 8.3.4*) and the introduction of small, medium, and large scale solar energy systems as permitted uses. Many of the proposed congregate living and social service uses and solar energy system uses would be permitted in certain districts by a Conditional Use Permit (CUP) issued by the Planning Board. Articles 16 and 17 address the CUP criteria for these proposed uses.
- Section 8.4 includes guidance for the allowance of accessory uses on lots in the City. Currently, the Zoning Regulations state that accessory uses are permitted in all zoning districts but may not exceed 25% of the total ground floor area of the main structure. This draft LDC removes this limit, and replaces it with criteria that address the nature of the accessory use or structure and its relationship with the primary use or building.

## Article 9. Parking & Driveways

- This Article consolidates the requirements related to on-site parking spaces, lots, and areas, including driveways, into one section. Today, parking requirements span numerous regulations and sections of City Code.
- Table 9-1 in this draft LDC provides a ratio of the minimum number of parking spaces on a site (off-street) required for each permitted use included in the draft. The current Zoning Regulations include minimum parking requirements that are outdated and do not align consistently with the permitted uses.
- The minimum requirements proposed in Table 9-1 were developed with consideration for local land uses and parking demand; however, national standards such as the ITE Parking Generation Manual were also consulted.
- Currently, no on-site parking is required in the Central Business District. As this draft LDC proposes to replace the Central Business District with new downtown districts, staff worked with a traffic planning consultant to evaluate the potential land use impacts for either expanding or reducing the geographic areas where this exemption from having to provide on-site parking is allowed. Based on the consultant's recommendations, this draft proposes to allow for the exemption from requiring on-site parking in the Downtown Core, Downtown Growth, and Downtown Limited Districts. This proposal would be an expansion of the area served by public parking from the present Central Business District. However, residential uses would be required to provide 1 parking space on-site for every dwelling unit.
- As the lots and uses of land in the City can vary significantly, and goals of the Comprehensive Master Plan are to promote alternative modes of transport and infill development, this draft LDC proposes the option for a reduction in the minimum on-site parking requirements. Following the criteria established in Section 9.2.7, a reduction of up to 10% of these

minimum parking requirements may be requested from the Zoning Administrator, and a reduction of up to 50% may be requested from the Zoning Board of Adjustment.

- This draft LDC proposes to increase the distance allowed for remote/off-site parking from 300-ft to 1,000-ft.
- This Article proposes general design standards for parking lots in the City, as well as specific location and screening requirements for parking located on lots in the downtown zoning districts in Section 9.4.1.D. The proposed parking lot screening requirements in Section 9.4.3 is a revision of the existing standards, which are included in both the Zoning Regulations and in the Planning Board Regulations.

## Article 10. Sign Regulations

- This Article reorganizes and reformats the sign regulations, which are in the Zoning Regulations, to be easier to understand and to be compliant with federal law. Graphics will be included in a future draft to display sign measurements and the various sign types.
- Prior to this draft LDC, minor changes were made recently to these regulations to address compliance with *Reed v. Gilbert*, a US Supreme Court case which required sign regulations be "content neutral."
- This draft addresses sign regulations for the proposed downtown zoning districts.

## Article 11. Surface Water Protection Overlay District

- This existing overlay zoning district establishes a surface water protection buffer that places limitations on the types of activities that would be permitted within either 30-ft or 75-ft of a surface water (including wetlands, rivers, lakes, vernal pools, etc) depending on the zoning district. Certain activities would require approval in the form of a Conditional Use Permit from the Planning Board.

- This draft LDC allows the Planning Board to grant a reduction of the surface water buffer width from either 75-ft to 30-ft or 30-ft to 10-ft.
- This draft LDC includes recommendations made by the Conservation Commission in 2016 regarding the inclusion of tax ditches in the list of water bodies to which this Overlay District applies. Tax Ditches were constructed in the 1950s as a system of drainage channels designed to increase the amount of agricultural land and to protect it. They have continued to be maintained by the City to protect property from the potential impacts of flooding. Another recommendation of the Conservation Commission was to allow for “vegetative maintenance of the buffer,” which would permit activities such as mowing in the surface water protection buffer without permission from the Planning Board.
- This draft LDC proposes to remove the requirement that surface waters be deducted from the calculation of minimum lot size.

#### **Article 12. Hillside Protection Overlay District**

- Sections of the existing Hillside Protection Overlay District were reorganized in this draft LDC, and graphics will be included in this Article.
- This draft LDC proposes to remove the requirement that all prohibitive slopes and 50% of precautionary slopes be deducted from calculating minimum lot size.

#### **Article 13. Earth Excavation Overlay District**

- Sections of the existing Earth Excavation Overlay District were reorganized in this draft LDC, and minor updates were made to ensure consistency with NH RSA 155-E.
- Article 25 of this draft LDC establishes criteria that the Planning Board would apply in reviewing and deciding on applications for an earth excavation permit. Currently, these regulations are not included in City Code.

#### **Article 14. Telecommunications Overlay**

#### **District**

- This Article includes updated language and standards for the Telecommunications Overlay District. The edits made to this section were intended to make these standards consistent with NH RSA 12-K and current federal regulations.

#### **Article 15. SEED Overlay District**

- This Article is a placeholder for the potential inclusion of the existing Sustainable Energy Efficient Design (SEED) Overlay District, which will need to be modified to address the proposed downtown zoning districts.

#### **Article 16. Congregate Living & Social Service Conditional Use Permit**

- This Article proposes standards for the Planning Board in its review of conditional use permits for certain congregate living and social service uses, including domestic violence shelter, residential care facility, drug treatment clinic, lodginghouse, group home, fraternity/sorority, residential drug/alcohol treatment facility, homeless shelter, and group resource center.

#### **Article 17. Solar Energy System Conditional Use Permit**

- This Article proposes standards for the Planning Board in its review of conditional use permits for large- and medium-scale, ground-mounted solar energy systems.
- Small-scale solar energy systems, which occupy 2,000 sf of land area or less, would be allowed as a primary or accessory use in all zoning districts, and would not require a conditional use permit.
- Roof-mounted solar energy systems would be allowed as an accessory use in all zoning districts, without a conditional use permit, subject to certain conditions, which are listed in Section 8.4.2.F.

### **Article 18. Anti-Nuisance Standards**

- Currently, this section is referred to as Site Impact Standards in the Zoning Regulations. This draft LDC renames these standards “Anti-Nuisance Standards.”
- This draft LDC proposes to change the noise limits from 70 dBA at the property line to the limits listed in Table 18-1 of this Article. This table proposes daytime and nighttime limits, as well as varying limits for residential zoning districts and all other zoning districts.

### **Article 19. Non-Conformities**

- This Article addresses the rules for expanding or enlarging a legally nonconforming use or structure, or changing a nonconforming use to another use. This draft LDC proposes minor modifications to the existing language in the Zoning Regulations for nonconformities, and includes standards for addressing nonconforming lots.

### **Article 20. Subdivision Regulations**

- Currently, all subdivisions need to comply with the Planning Board’s Development Standards and there are not specific standards for subdivision review. This draft LDC includes standards for subdivisions specifically.
- The regulations related to Conservation Residential Development subdivisions are consolidated in this Article, and were updated to include a more streamlined application/ review process, to provide more flexible dimensional requirements, and to increase the density allowed in these types of subdivisions. Currently, regulations for this type of subdivision are in the Zoning Ordinance and in the Planning Board Site Plan and Subdivision Regulations.
- Staff are working on further edits to this chapter to ensure this section is aligned with NH RSA 674:21,VI(a) "Village Plan Alternative."

### **Article 21. Site Development Standards**

- This draft LDC removes development standards that are addressed by other regulations (e.g. *Floodplains*) or are typically enforced by state agencies (e.g. *air quality*).
- Some development standards are consolidated in this draft as they address similar site impacts (e.g. *surface water and wetlands, and traffic and comprehensive access management*).
- This draft LDC proposes to edit the noise standard to reflect the sound limits addressed in Article 18.
- More specific screening and architectural / visual appearance standards are included in this draft LDC.
- This draft LDC proposes changes to the light level limits in the lighting standards, including a propose to increase the Uniformity Ratio to 5:1 from 4:1.

### **Article 22. Historic District Regulations**

- This draft LDC proposes to exempt buildings (*new development or redevelopment of existing buildings*) younger than 50-years from being subject to this Article. All new development, which is not single- or two-family dwellings, would be subject to the Site Development Standards and site plan review procedures in this draft LDC. Currently, all structures and buildings in the Downtown Historic District are subject to the regulations in this Article.

### **Article 23. Street & Access Standards**

- This Article is currently in the City Code of Ordinances as Chapter 70 – Public Improvement Standards.

### **Article 24. Floodplain Regulations**

- This Article is currently in the City Code of Ordinances as Chapter 54 – Natural Resources.
- This draft LDC proposes to remove outdated references to the Ash Swamp Brook flood area, which was removed from the FEMA map in 2006.

- This draft LDC proposes to remove the 3-ft lower elevation limitation on compensatory storage, which allows for greater options in where compensatory storage may be located.
- A 5-year time period is included in the definition of Substantial Improvement in this draft LDC, where the current regulations do not specify a period of time.

### **Article 25. Application Procedures**

- This Article includes an overview of the roles and responsibilities of the review and decision making authorities included in this draft LDC; outlines common application submittal and review procedures; and provides a description of the specific application, review, and filing procedures for the various types of zoning, planning, historic district, and permit decision processes.
- This draft LDC proposes the creation of a Site Review Committee, as allowed by NH RSA 674:43,III, to review minor site plan review applications. With this proposal is a revision to the thresholds for the types of development that would require either Planning Board (Major Proejcts), Site Review Committee (Minor Projects) or Administrative Review.

### **Article 26. Appeals**

- This Article addresses the appeal process for the various decisions of board, committees, and/or administrators with respect to the standards, regulations and processes in the LDC.

### **Article 27. Enforcement**

- This Article includes language related to the authority of the Building and Health Official to enforce the standards in the LDC.

### **Article 28. Definitions**

- This section is still under development; however, all of the permitted uses are currently defined in Article 8 and terms that correspond to a measurement or dimensional standards are included in Section 1.3.

**From:** [ICMA Admin](#)  
**To:** [Mari Brunner](#)  
**Cc:** [Rhett Lamb](#); [Chuck Weed County](#); [Anthony Albano](#); [Megan Lynch](#)  
**Subject:** SolSmart Bronze Designation for Keene, NH - Congratulations!  
**Date:** Wednesday, July 8, 2020 8:57:40 AM

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Hello Mari Brunner,

On behalf of the entire SolSmart team, I want to thank you for Keene's engagement in the SolSmart program and your commitment to making it faster, cheaper and easier to go solar. Based on our review, we are pleased to share Keene has received 130 points, which qualifies for Bronze designation. Congratulations! This designation is in recognition of all the hard work and leadership your community has shown to reduce soft costs and barriers to going solar.

Please find a list of credits that you applied for and the review team's decision on each one at the link below. For credits not awarded, the team has included an explanation for the reasoning. Should you have any questions about your assessment or wish for further clarification, please let us know.

Credit Summary Link:

<https://drive.google.com/file/d/1TTCecUMDEUXkJvZvN-L5S50hnFq9zEh/view?usp=sharing>

Prerequisite Summary Link:

<https://drive.google.com/file/d/1jXd82pDOEEo3TFm5xgyRBhQ1y7b71wUe/view?usp=sharing>

**If your community is interested in reaching the next tier of SolSmart designation, technical assistance is available at no cost to participants in the SolSmart program.** Your primary technical assistance contacts will continue to be Megan Lynch and Anthony Albano at Cadmus Group.

If your community does not plan to reach the next tier of designation, the SolSmart program is honored to award Keene your SolSmart Bronze designation plaque to commemorate your achievement. This plaque is provided free of cost. **While at the moment our plaque delivery is on hold due to COVID-19, if you could please provide me the name, phone number, and address of the contact to whom we should ship the plaque to, we will do so as soon as possible.**

We welcome working with you to discuss opportunities to highlight and promote your designation. **If you prefer to not publicize your designation, please let us know**

**as soon as possible.** We plan to include your achievement in our next [SolSmart Designee Map](#) update. At the link below, you will find your Bronze communications toolkit that contains a variety of outreach templates, and we encourage you to proceed with issuing your own press release and begin designation promotions at a time that works best for you. The toolkit also includes your Bronze designation logo, which we ask that you proudly display on your community's solar landing page. Please let me know if you have trouble accessing the toolkit.

Toolkit Link: <https://drive.google.com/open?id=0Bz7odsZT96OJZGo1SDFUQUtiWIU>

Again, congratulations!

Sincerely,

The SolSmart Team

**SolSmart Credit Validation Report**

**Results for Keene, NH**

	Credit #	Credit Description	Already awarded	Points Newly Claimed	Points Newly Validated
<b>Commitment Letter</b>	PR-1	PR-1: Post a public statement of solar goals in the form of a SolSmart commitment letter.		Yes	y
<b>Permitting</b>	<b>Permitting</b>		0	35	35
	P-1	P-1: Post an online checklist detailing the required permit(s), submittals, and steps of your community's permitting process for small rooftop solar PV. <b>(0 points)</b>		Yes	y
	P-4	P-4: Require no more than one permit application form for a small rooftop solar PV. <b>(5 points)</b>		5	5
	P-6	P-6: Process small rooftop solar PV permits in 10 business days or fewer. <b>(10 points)</b>		10	10
	P-11	P-11: Provide an online process for solar PV permit submission and approval. <b>(20 points)</b>		20	20
<b>Planning /Zoning</b>	<b>Planning, Zoning, and Development Review</b>		0	30	30
	PZD-1a	PZD-1a: Review zoning requirements and identify restrictions that intentionally or unintentionally prohibit solar PV development. Compile findings in a memo. <b>(0 points)</b>		Yes	y
	PZD-4	PZD-4: Provide clear guidance for the installation of solar PV on historic properties and in special overlay districts. <b>(10 points)</b>		10	10
	PZD-5a	PZD-5a: Include quantifiable metrics and/or specific actions for solar PV development in the most current version of relevant local plans. <b>(10 points)</b>		10	10
	PZD-9	PZD-9: Train planning staff on best practices in planning and zoning for solar PV. (must have occurred within the past five years). <b>(10 points)</b>		10	10
<b>Community Engagement</b>	<b>Community Engagement</b>		0	15	15
	CE-1	CE-1: Active energy task force or working group which meets on at least three times per year. <b>(10 points)</b>		10	10
	CE-5e	CE-5e: Engage the community through recurring public meetings, focus groups, or other similar events around climate, energy, or sustainability plans and/or goals. <b>(5 points)</b>		5	5
<b>Market Development &amp; Finance</b>	<b>Market Development &amp; Finance</b>		0	50	50
	MDF-4	MDF-4: Conduct feasibility analysis for solar PV installations on/at local government facilities. <b>(10 points)</b>		10	10
	MDF-5	MDF-5: Install solar PV on/at local government facilities. <b>(20 points)</b>		20	20
	MDF-7a	MDF-7a: Provide local incentives (e.g. permit fee waivers or rebates) or locally-enabled finance (e.g., a revolving loan fund) for solar PV. <b>(20 points)</b>		20	20
<b>Early Adopter Points</b>					
			<b>Already awarded</b>	<b>Newly Claimed</b>	<b>Newly Validated</b>
<b>Total Points</b>			-	130	130
			<b>TOTAL AWARDED</b>		<b>130</b>

# SOLSMART APPLICATION PREREQUISITE SUMMARY



## Results for Keene, NH

Bronze Requirements	Validation Status
PR-1: Solar Statement	Done
P-1: Solar Permitting Checklist	Done
PZD-1a: Zoning Review Memo	Done
20 points in Permitting	Done (35 points achieved)
20 points in Planning Zoning and Development Review	Done (30 points achieved)
20 points in Special Focus Categories	Done (65 points achieved)

Silver Requirements	Validation Status
Bronze Designation requirements	Done
PZD-2a or PZD-2b: Credits related to solar by right	Incomplete
I-1: Provide cross-training of inspection and permitting staff on solar PV	Incomplete
100 points	Done (130 points achieved)

Gold Requirements	Validation Status
Silver Designation requirements	Incomplete
PZD-2b: Codify in the zoning ordinance that accessory use solar PV is explicitly allowed by-right in all major zones	Incomplete
P-2: Provide a streamlined permitting pathway for small PV systems (no more than 3 days)	Incomplete
200 points	Incomplete (130 points achieved)

% of total points available achieved in each category	Regular points	Innovation points	Total points	% of total available
Permitting	35	-	35	26%
Planning /Zoning	30	-	30	19%
Inspection	-	-	-	0%
Construction	-	-	-	0%
Solar Rights	-	-	-	0%
Utility Engagement	-	-	-	0%
Community Engagement	15	-	15	7%
Market Development & Finance	50	-	50	26%