



**Joint Committee of the Planning Board and
Planning, Licenses & Development Committee**

AGENDA - AMENDED

Monday, July 10, 2023

6:30 PM

City Hall, 2nd Floor Council Chambers

1. **Roll Call**
2. **Approval of Meeting Minutes** – April 10, 2023
3. **Public Workshop**
 - a. **Ordinance – O-2023-12** – Relating to Zone Change. Petitioner and owner Monadnock Habitat for Humanity, Inc. proposes to amend the Zoning Map of the City of Keene by changing the zoning designation of the property located at 0 Old Walpole Rd (TMP 503-005-000) from Rural to Low Density. The total area of land that would be impacted by this request is 7.1 ac.
4. **InvestNH - Housing Academy Lessons Learned Presentation** - As part of the InvestNH Housing Opportunity Grant Program, Councilor Raleigh Ormerod and Pamela Russel-Slack attended a statewide Housing Academy. They will present on lessons learned from the program.
5. **New Business**
6. **Next Meeting** – Monday, August 14, 2023
7. **Adjourn**

1 City of Keene
2 New Hampshire

3
4
5 JOINT PLANNING BOARD/
6 PLANNING, LICENSES AND DEVELOPMENT COMMITTEE
7 MEETING MINUTES
8

Monday, April 10, 2023

6:30 PM

Council Chambers,
City Hall

Planning Board

Members Present:

David Orgaz, Vice-Chair
Mayor George S. Hansel
Councilor Michael Remy
Emily Lavigne-Bernier
Ryan Clancy
Armando Rangel
Randyn Markelon, Alternate
(voting member)
Kenneth Kost, Alternate

Planning Board

Members Not Present:

Gail Somers, Alternate
Tammy Adams, Alternate
Harold Farrington
Roberta Mastrogiovanni

Planning, Licenses &
Development Committee

Members Present:

Kate M. Bosley, Chair
Michael Giacomo
Raleigh C. Ormerod
Gladys Johnsen
Philip M. Jones

Planning, Licenses &
Development Committee

Members Not Present:

Staff Present:

Jesse Rounds, Community
Development Director
Mari Brunner, Senior Planner
Evan J. Clements, Planner

9 **I) Roll Call**

10
11 Chair Bosley called the meeting to order at 6:30 PM and a roll call was taken.
12

13 **II) Approval of Meeting Minutes – March 13, 2023**

14
15 A motion was made by Mayor George Hansel that the Joint Committee approve the March 13,
16 2023 meeting minutes. The motion was seconded by Councilor Raleigh Ormerod and was
17 unanimously approved.
18

19 **III) Public Workshops**

20
21 **a. Ordinance O-2022-19-A** – Relating to amendments to the City of Keene Land Development
22 Code - Zoning Regulations & Application Procedures. Petitioner, City of Keene Community
23 Development Department, proposes to amend sections of Chapter 100 Land Development Code
24 (LDC) of the City Code of Ordinances to clarify language within the zoning regulations in

25 Articles 9, 11, and 13 of the LDC; Amend Article 15 “Congregate Living & Social Service
26 Conditional Use Permit” to add a new section entitled “Conditional Use Permit Waiver,” and;
27 Amend Section 25.4.3 of Article 25 “Application Procedures” to modify the process for
28 amending the sections of the LDC that are outside the zoning regulations.
29

30 Senior Planner Mari Brunner addressed the Committee and stated this ordinance has been before
31 the Committee before – it first came to the Joint Committee in January for the first public
32 workshop. At that time the Committee amended the ordinance and created an A version to
33 include an amendment to the major parking reduction section. There was some discussion at that
34 first public workshop, specifically about the proposal to include a waiver provision within
35 Article 15, the Congregate Living, and Social Services section of the Land Development Code.
36 The proposal was to provide the ability for the Planning Board on a case-by-case basis to grant a
37 waiver from specific standards in Article 15. Currently, an applicant would have to go before the
38 Zoning Board of Adjustment for a variance. The City Council did not support this. The Council
39 sent the ordinance back to this body with a suggestion to remove that piece from the ordinance.
40 If the Joint Committee was to act on that, this would create a B version and get sent back to
41 Council for a public hearing.
42

43 This concluded staff’s presentation.
44

45 Mayor Hansel stated if there are members of the Council that are not comfortable with the
46 ordinance changes as a whole, then the Committee should separate them out and go along with
47 that line of thinking.
48

49 Councilor Giacomo felt the housekeeping items need to be allowed to move forward and it is not
50 likely to move forward unless a B version is created that removes the Article 15 waiver
51 provision.
52

53 Councilor Remy noted a typo – it should say NH Office *of* Planning and Development (the “of”
54 was omitted in the document before them today). Ms. Brunner stated this can be treated as a
55 scrivener’s error.
56

57 The Chair asked for public comment. With no public comment the Chair closed the public
58 hearing
59

60 A motion was made by Mayor George Hansel that the Joint Committee amend Ordinance O-
61 2022-19-A to remove all of the proposed amendments to Article 15. The motion was seconded
62 by Councilor Michael Giacomo and was unanimously approved.
63

64 A motion was made by Mayor George Hansel that the Planning Board find the proposed
65 amended Ordinance is consistent with the City’s 2010 Master Plan. The motion was seconded by
66 Councilor Michael Remy and was unanimously approved.
67

68 A motion was made by Councilor Michael Giacomo that the Mayor be requested to set a public
69 hearing on Ordinance O-2022-19-B The motion was seconded by Councilor Gladys Johnsen and
70 was unanimously approved.

71
72 **b. Ordinance O-2023-06** – Relating to amendments to the Land Development Code, Accessory
73 Dwelling Units. Petitioner, City of Keene Community Development Department, proposes to
74 amend Sec. 1.3.3 of Article 1 and Section 8.4.2 of Article 8 of Chapter 100 “Land Development
75 Code” (LDC) of the City Code of Ordinances to amend the definition of detached accessory
76 dwelling units (ADUs); modify the dimensional standards for ADUs; and expand the areas of the
77 city where they are permitted.

78
79 Evan Clements, Planner addressed the Committee regarding this ordinance. Mr. Clements stated
80 he will be addressing topic of Accessory Dwelling Units (ADU) and will first begin with a List
81 of Terms, History of ADUs in the City, the Proposal, and how this relates to the Master Plan.

82
83 Mr. Clements stated Dwelling, Single Family and Nonconforming Use are two important terms
84 that need to be reviewed. He referred to Dwelling, Single Family as it is outlined in the Land
85 Development Code (LDC Article 28) – “*A free-standing building containing only 1 dwelling*
86 *unit on a single lot, which is designed, occupied, or intended for occupancy by 1 family.*”

87
88 “Nonconforming Use” (LDC Article 28) is defined as “*The use of any building, structure or land*
89 *existing at the time of the enactment of the LDC, or any amendments thereto, which does not*
90 *conform in whole or in part to this LDC or its amendments.*”

91
92 Mr. Clements referred to additional terms as follows:

93
94 ADU - *Accessory Dwelling Unit.*

95
96 Attached ADU – *An ADU that is physically connected to or incorporated into the principal*
97 *single-family dwelling.*

98
99 Detached ADU – *An ADU that is physically separate from the principal single-family dwelling,*
100 *either in an existing or new accessory structure.*

101
102 The ADU was incorporated into Law in RSA 674:41-43 in 2017. However, Keene adopted an
103 ADU Ordinance as early as 2003 and that ordinance was updated to reflect RSA 674:41-43 in
104 2017. Mr. Clements noted approximately 10 permitted ADUs have been constructed in Keene
105 since 2003.

106
107 The first proposal is to amend Section 1 of the LDC, which is outside the Zoning Ordinance but
108 does provide some guidance and exceptions. Item iv. is being added to the existing list as
109 provided below:

110
111 e. The following structures may encroach up to 10-ft from the rear lot line of lots in residential
112 zoning districts.

113 i. Pools, either above- or in-ground

114 ii. Decks, either detached or attached

115 iii. Garages, either detached or attached

116 iv. *Accessory Dwelling Units, either detached or attached*

117

118 The second proposal is also some housekeeping changes – deleting the word “unit” allows the
119 definition in the LDC for single-family dwelling to be clearly used in this definition for ADU.
120 Adding the phrase “or as” clarifies that a detached ADU can be its own structure and is not
121 confined to be located in an already existing detached structure.

122

123 *a. Defined. An independent living ~~unit~~ ancillary to a single-family dwelling unit and under the*
124 *same ownership as the principal dwelling unit. The unit may be an attached Accessory Dwelling*
125 *Unit (ADU), located within or attached to the principal dwelling unit, or a detached ADU,*
126 *located in or as a detached accessory building on the property.*

127

128 Mr. Clements stated the third proposal is the most significant. The language below is being
129 deleted:

130

131 *c. Attached ADUs i. Attached ADUs shall only be permitted in the Agriculture, Rural, Low*
132 *Density, Low Density-1, Medium Density, High Density, High Density-1, Neighborhood*
133 *Business, Office, Residential Preservation, and Downtown-Transition Districts.*

134

135 *ii. Attached ADUs shall have a minimum gross floor area of 400-sf. In no case shall the gross*
136 *floor area exceed 800-sf*

137

138 This language is being replace by the language listed below:

139

140 *ADUs shall be permitted in any district and on any lot that contains a single-family dwelling.*
141 *This shall include any legal non-conforming single-family dwelling.*

142

143 This proposal intends to de-couple ADU’s from zoning districts. It will be permitted anywhere in
144 the City where single family dwellings exist including those non-conforming single family
145 dwellings. Mr. Clements stated there are a few neighborhoods in the commerce district that have
146 a mix of two family, multi and single-family dwellings that are not permitted to have ADU’s.
147 Those would be captured in this change.

148

149 Fourth change would be that ADUs shall not exceed a maximum gross floor area of 1000-sf.

150

151 Fifth Change would be the reduction of parking for ADU’s - Only 1 parking space shall be
152 required for an ADU.

153

154 Mayor Hansel clarified for it to be an ADU it has to be an accessory to a single-family home not
155 to a multi-family home. Mr. Clements agreed the definition is clear – it has to be with a single-
156 family dwelling. The regulations also indicate only one ADU is permitted on a lot and only two
157 bedrooms are permitted in an ADU. Mr. Clements noted while the City is trying to provide
158 greater flexibility and opportunity for property owners within the City, it still should be
159 accessory to the principal use of the property which is a free-standing single-family dwelling.

160

161 Councilor Giacomo stated that it looks like the language used to indicate that an ADU should
162 have less floor space than the primary unit and asked whether this does not circumvent some of

163 the “it has to be accessory” issue. He added he is all in favor of having has many accessory
164 dwellings in the City as possible. From a tax perspective, questioned if ADU’s are taxed as sheds
165 or as primary buildings. Mr. Clements stated he could not answer tax related questions. He noted
166 this proposal leans heavily into site dimensions, parking, and height requirements to limit the
167 size of the ADU and let it remain accessory.
168

169 Chair Bosley noted the minimum floor area has been removed which allows the opportunity for
170 tiny homes and felt this is something the Committee should be aware of. Mr. Clements agreed
171 and added the building code will dictate the minimum building size.
172

173 Councilor Giacomo asked what dictates something to be an accessory dwelling unit. Mr.
174 Clements stated it has to be a complete dwelling unit, will have to meet all safety standards,
175 heated space. Anyone who wants to construct one will have to apply for a building permit and
176 the City inspect the plan and a new certificate of occupancy will be provided for that living space
177 as well.
178

179 Councilor Remy asked how legal non-conforming unit fit into this. Mr. Clements explained for
180 example the City has single-family dwellings that currently exist within the commerce district.
181 Single family residential is not allowed currently in the commerce district but was allowed
182 previously before the Zoning Ordinance was changed. The owner is still allowed to use their
183 property as a single-family dwelling, but this is known as legal, non-conforming. It is legally
184 allowed but does not conform to the current zoning regulations of that district. He added the
185 Community Development Department ran a GIS analysis and there are 32 properties within the
186 City that currently have single-family dwellings in the districts that are non-conforming; they are
187 not currently able to have an ADU but will be able to after this ordinance. Mr. Clements referred
188 to RSA674:72, which says that you cannot put on any additional dimensional requirements on an
189 ADU that you don’t already have for a regular single-family dwelling. For those districts that
190 don’t allow single family dwellings, those districts dimensions, height requirements etc shall
191 apply.
192

193 Councilor Remy referred to downtown core and noted an ADU could be built up to the street.
194 Ms. Brunner explained the overall building would have could be built to the street – but if it is an
195 attached ADU it could be attached elsewhere on the building.
196

197 Mr. Clements went on with his proposal and stated the sixth change is to codify that the rear yard
198 setback may encroach up to ten feet from the rear lot line. Staff feels encroachment onto the side
199 setback would be more invasive to a neighbor compared into the rear yard.
200

201 Councilor Giacomo asked what happens if an existing building such as a garage is re-purposed to
202 an ADU – which was grandfathered or received a variance in the past (less than ten feet from the
203 rear lot line) can that unit not be able to be turned into an ADU or would this new use also be
204 grandfathered. Mr. Clements felt this might be a question for the zoning administrator. Mr.
205 Clements went on to say the land development code does contemplate expansions of non-
206 conforming uses. Chair Bosley asked if there should be language that should be included that
207 would affect the interpretation for zoning. Ms. Brunner stated to be safe, staff does not want to
208 commit to an answer and be incorrect and indicated staff can get that information or have the

209 zoning administrator attend a future meeting. Ms. Brunner added the Committee could continue
210 this meeting to another public workshop or staff could bring that answer to the public hearing. If
211 the Committee then wanted to make some changes as a result of it, it would have to come back.
212

213 Mr. Clements went on with his presentation he stated he did want to tie this all back into the
214 master plan and referred to the housing section in the Master Plan and referred to the following
215 language he felt was appropriate for this discussion “*change in density not in intensity*” this
216 phrase is used right in the same paragraph that the master plan talks about encouraging this kind
217 of in-law suite, carriage house development as a way to increase the number of dwelling units
218 without changing the neighborhood feel. He then noted to a picture which is a stock footage not a
219 house in Keene but something like what is being contemplated - a detached cottage house, small,
220 maybe 500-600 square feet and in somebody’s backyard. It is not something that would be seen
221 off the street. The City is hoping this ordinance is going to generate this type of housing
222 proposal. Mr. Clements stated there was interest in this type of housing in the community.
223

224 Mr. Ryan Clancey asked whether ADU’s were subject to being single floor or could they be two
225 floors. Mr. Clements stated there is nothing that specifically says it has to be one floor but the
226 building code will dictate stair dimensions and if there is going to be a second floor as well as the
227 height requirements for a particular district. Mr. Clancey further questioned if he wanted to build
228 a garage 10 feet away from the primary dwelling whether there was a height limit for a garage.
229 Mr. Clements stated this again would depend on the district and height of an ADU would also be
230 subject to the height limit in a particular district.
231

232 Community Development Director Jesse Rounded stated he wanted to update the Committee on
233 the question about non-conformity for non-conforming structures. He indicated the code does
234 allow in Article 18 3:II, Alteration or Expansion of a Structure - as long as the change use is
235 permitted. In this case the change use to ADU is permitted.
236

237 Councilor Remy noted the City has a lot of rules in its system, around single family, two-family,
238 and then everything above that is in a different category where there is a need for different
239 licenses etc. He asked how many two families exist within the City of Keene and if the City was
240 to allow ADU’s on two family not just single family – he asked how many additional properties
241 that would open up. He clarified this would then create a three dwelling unit structure which
242 would then require other building codes. Staff agreed. Chair Bosley added moreover the other
243 requirement for ADU’s is that they are owner occupied so either the principal dwelling or the
244 ADU has to be occupied by the property owner which is not always the case when you have a
245 two-family house.
246

247 Councilor Remy referred to his own home which is two family and attached barn and noted there
248 are many similar properties in Keene which perhaps could be converted. Chair Bosley stated
249 staff does have some ideas brewing related to densification in certain districts but didn’t think
250 this ordinance could accommodate such a change.
251

252 Mr. Kost clarified parking must be on the property. Mr. Clements answered in the affirmative but
253 the limits to parking would be based on lot coverage. He added the single family that already
254 exists needs two spots, the ADU would need a third parking spot on the property. To go beyond

255 that, the property would need to meet impervious surface setback and the overall lot coverage is
256 going to control the amount of impervious surface one can put down.

257
258 The Chair asked for public comment, with no comment from the public the Chair closed the
259 public hearing.

260
261 Vice-Chair Orgaz stated he was in favor of this ordinance, while it might not be a solution right
262 now, it certainly will be a relief for some of the housing situations that we are seeing.

263
264 Councilor Ormerod commended staff for moving this item forward.

265
266 A motion was made by Mayor George Hansel that the Planning Board find Ordinance O-2023-
267 06 consistent with the City's 2010 Master Plan. The motion was seconded by Councilor Remy
268 and was unanimously approved.

269
270 A motion was made by Councilor Giacomo that the Mayor be requested to set a public hearing.
271 The motion was seconded by Councilor Johnsen and was unanimously approved.

272
273
274 **IV) Presentation & Workshop: City of Keene Housing Needs Assessment** – The City's
275 consultant, Camoin Associates, will present a draft final report and housing strategy. The
276 Committee will discuss in small groups and provide feedback on the proposed strategies. More
277 information about the Housing Needs Assessment project, including the draft report and draft
278 housing strategies, is available online at keeneh.gov/community-development/housing.

279
280 Dan Stevens, Director of Real Estate Development Services for Camoin Associates addressed the
281 Committee next and began by introducing Alexandra Tranmer, Director of Strategic Planning
282 with Camoin Associates.

283
284 Mr. Stevens stated they will be talking about goals and strategies which are still in draft form
285 and then break into small groups to discuss those items further.

286
287 Mr. Stevens began by discussing the four goals they have identified.

288
289 Goal 1: Expand the City's Capacity to Implement Housing Programs, Policies, Projects and
290 Initiatives.

291
292 Goal 2: Improve the Condition, Resiliency and Utilization of the City's Housing Stock.

293
294 Goal 3: Promote the Development of a Mix of Housing Types at a Variety of Price Points.

295
296 Goal 4: Support Residents and Special Population Groups in Meeting their Housing Needs.

297
298 Mr. Stevens stated strategies for building capacity is the foundational step for implementing a lot
299 of the issues that will be discussed tonight.

300 1a. Establishing a City Housing Trust Fund - This would be a dedicated fund the City would
301 manage. Mr. Stevens agreed this can be a complicated issue, but it is an important piece to have
302 that funding to be able to create new platforms, create new programs, to affect the housing
303 solutions the City needs.

304
305 1b. Collaborate Regionally to Address Critical Housing Needs - Maintaining those
306 communications with surrounding communities and identifying shared objectives.

307
308 1c. Engage employers in Implementing Housing Solutions - Major employers, but also smaller
309 employers; there are different roles the community's employers, businesses, nonprofits, public
310 sector employers can play in terms of housing solutions, including different resources, capacity,
311 that employers can bring to the table.

312
313 1d. Raise Awareness and Educate Residents on the Community's Housing Needs –
314 Understanding what the housing needs are.

315
316 1e. Help to Organize a Community Land Trust – Mr. Stevens explained the most common
317 method that is employed is a nonprofit 501(c)3 – typically this is an organization that will own
318 the land. They will build housing on that land, that home is then sold to somebody that is pre-
319 screened and income eligible. The Land Trust holds the land in perpetuity. Only the building is
320 bought and there are covenants that keep the homes affordable over the long term. It is an
321 alternative model to home ownership and helps to increase housing affordability. It is also an
322 entity that would be more flexible for acquiring properties. They are often involved with
323 rehabilitation and development and hence are a more flexible entity. Mr. Stevens paused his
324 presentation for questions from the Committee.

325
326 Councilor Ormerod, with reference to the Community Land Trust, asked whether this would
327 enable someone to just purchase the house and not have to buy the land. Hence, it is more
328 affordable and would not have the tax burden. Mr. Stevens stated that would be mostly correct,
329 but the homeowner would typically pay the property taxes on the building portion of the assessed
330 value but not on the land.

331
332 Chair Bosley referred to the City Housing Trust Fund and noted Keene currently has the Keene
333 Housing and Cheshire House Trust and asked if the consultants looked at their organization and
334 whether they would be a fit for this model. Mr. Stevens stated they have, but the Housing Trust
335 Fund would be a little bit different – it would be a formal City fund. There are ways to fund these,
336 for instance, Nashua has seeded it with ARPA funds or with a straight budget allocation
337 appropriation every year. It is not necessarily something that partners would operate.

338
339 For a City Housing Trust Fund the first step would be to establish a committee and start to
340 explore different options; exploring what type of model would be best suited for the City.

341
342 Mr. Kost stated he likes the idea of the Housing Trust Fund and likes the idea of collaborating
343 regionally, perhaps the idea of a Regional Trust Funds; whether housing is built in Keene or in
344 the region, it is going to solve the housing problem. Mr. Kost asked whether this is something
345 that should be looked at as a broader idea. Mr. Stevens stated this would be something to look at

346 but there is certainly a trade-off such as giving up some control. However, with a city specific or
347 community specific trust fund the City can dictate where the money goes.

348
349 Mr. Stevens went on with this presentation:

350
351 Goal 2: Improve the Condition, Resiliency and Utilization of the City's Housing Stock. He
352 indicated from research and analysis there are a lot of issues with the existing housing stock in
353 need of repair, maintenance etc. but also density. When you think about one individual living in a
354 4 or 5 bedroom home - is there an opportunity to better utilize that housing stock?

355
356 2a. Create a Citywide Housing, Rehabilitation, and Resiliency Program – This is something that
357 would be tied to the Housing Trust Fund. When you have a dedicated fund you have an
358 opportunity to build programs under that fund to utilize those funds for specific funding
359 priorities.

360
361 With the Housing, Rehabilitation, and Resiliency Program there would be an opportunity to
362 provide grants, forgivable loans, low interest loans to residential property owners in the City
363 which can be structured in different ways.

364
365 2b. Supporting the Creation of a Home Sharing Program – Mr. Stevens stated this is similar to a
366 roommate matching program, but it is more than that and something that would be nonprofit-run.
367 It would not be something the City would typically manage or operate. It is a formal system
368 operated by a certain entity. An example would be a senior citizen living in a home and has three
369 or four extra bedrooms and would like to be matched with a responsible tenant, maybe someone
370 who can help around the house with chores, maintenance etc. It is a program to better utilize the
371 housing stock the City has.

372
373 2c. Target Infrastructure and Other Interventions in Neighborhoods Vulnerable to
374 Flooding – Mr. Stevens stated as part of their work they have completed GIS mapping and
375 analysis to identify some of those most vulnerable areas within the City where residential
376 properties are vulnerable to flooding or other factors. This is an opportunity to think about
377 addressing housing, resiliency at the neighborhood level, whether it is infrastructure or green
378 infrastructure approaches such as rain gardens, bio swales, things that are going to better protect
379 the City's housing in event of flooding.

380
381 2d. Assess the Feasibility of a Locally Controlled Buyout Program – Mr. Stevens stated this is
382 something that is probably more of a long-term effort to examine. However, there are non-
383 FEMA models where the City would establish its own buyout program to look at long term
384 climate change and flooding issues in the City.

385
386 2e. Creating a Rental Registration Program - For both short term and long-term rental property.
387 These programs have several benefits; they give the City information on where rental properties
388 are located. It gives you a database that the City can potentially use for things like code
389 enforcement – monitoring the quality of rentals. It provides a database that can be used for
390 emergency management. For short term rentals, it allows the City to monitor if this is a growing
391 percentage of the housing stock. Typically, it is a nominal registration fee where the fees cover

392 the administrative staff cost to implement the program. If you are a landlord, you would be
393 required to register your property with the City.

394
395 2f. Focus on Neighborhood and Community Approaches to Address Disinvestment – This refers
396 to not taking a heavy-handed, top-down approach to code enforcement but to promote more grass
397 roots, neighborhood level and more community approaches towards problematic areas, and
398 disinvestment. Examples include neighborhood associations and neighborhood beautification
399 projects.

400
401 Mr. Stevens opened up the session for questions on what he had just covered.

402
403 Councilor Remy referred to 2e and asked whether this would discourage people from creating
404 rentals if there is an incremental process to that and whether there has been any research. Mr.
405 Stevens stated he has not seen any research, but the rental registration program is typically a very
406 easy form and some communities don't require a fee. However, he hasn't seen research one way
407 or the other.

408
409 Councilor Ormerod also referred to 2e and stated he has heard a lot of interest, skepticism, and
410 hope, about short term rentals and people who are not living in town having these rentals. He
411 indicated from the data he has seen, he did not feel short-term rentals were the problem and they
412 may even provide more income, which is an opportunity for some of our residents.

413
414 Mr. Kost referred to 2c and 2d; he felt it is a good idea to get people out of these floodplain areas
415 and maybe dangerous houses in the future, but this could reduce the number of dwelling units. He
416 felt the City should look at how to mitigate that and find a place to build proper houses that
417 replace the ones that are taken out. Mr. Stevens agreed the City would want to develop a buyout
418 program that accounts for that and not have a net loss of housing. Chair Bosley suggested also
419 perhaps investing in our infrastructure so that we don't have flooding issues.

420
421 Councilor Giacomo referred to the rental registration program and sees what both Councilors
422 Ormerod and Remy are saying but felt the short-term rental boom that has happened, especially
423 with the recent housing prices in Keene many of the single-family homes are being purchased by
424 out of state buyers and turned into Air BnBs. He added the issue he sees with that is this that
425 people in town are not getting that money. It is actually hurting our housing problems because the
426 hotels are not fully booked every night – these short-term rentals are a substitute for a hotel room.

427
428 The Councilor added there is certainly a use for these for vacations etc. but it is certainly not
429 helping housing in Keene.

430
431 Chair Bosley stated she understands the Councilor's perspective – she indicated she has a friend
432 who rents primarily to visiting nurses. Keene is not an area that is touristy unless there is a
433 festival or a graduation, unlike perhaps an area like Portsmouth and felt like some of these short-
434 term rentals in our community are housing visiting nurses right now which speaks to a whole
435 different problem in our community where we can't find healthcare workers maybe because they
436 can't find housing.

437

438 Councilor Ormerod stated registering short term rentals so the City could find out how many are
439 in the City. He added when he said he didn't feel these short-term rental were hurting the housing
440 problem or solving the housing problem he was looking at comparing the percentage of short
441 term rentals for Keene versus the entire State; Keene is very much under-represented in that type
442 of housing for bringing people in for events etc. Creating a rental registration program for short
443 terms would give the City the opportunity to collect the data and make better decisions.
444

445 Chair Bosley stated unfortunately the City doesn't have any regulations around short-term rentals
446 at this point. Mayor Hansel noted the data on short term rentals are already available; the resource
447 the consultants used to find out how many Air BnBs are available and similar sites reveals that.
448 He stated he was against the rental registration program idea because he just doesn't see it as
449 being necessary or the City's role in getting involved in that. He stated funds are going to be
450 extracted from landlords which in turn will be passed down to the tenants for the City to
451 micro-manage the rental market in Keene.
452

453 Councilor Jones referred to 2b. and noted the City's lodging house license says any more than
454 four unrelated people have to apply for a lodging house license to be able to meet this.
455

456 Councilor Bosley stated she recently watched a documentary series on Netflix referred to as Bad
457 Roommates and stated it can end up being a not very pretty issue if you end up with some sort of
458 a squatting situation. She questioned how the liability would be handled in that instance if you are
459 dealing with seniors or a vulnerable population and you are placing someone in their home; who
460 would be responsible if something went wrong? She stated there might be programs that are
461 functioning and working but would like to review that much closely.
462

463 Mayor Hansel stated having looked at housing in the City for a long time, the biggest problem is
464 the age and condition of our existing housing stock, and the fact that we don't have property
465 values that are high enough to really drive people to invest a lot of money into fixing up their
466 homes like what has happened in other parts of the State. Anything the City can do to help
467 facilitate and allow people to make it a worthwhile investment for them to fix up some of the
468 older housing stock makes it more desirable to open up more opportunities. However, the issue is
469 renovation is expensive. To really make any kind of meaningful impact on a housing
470 development or housing renovation project could cost tens of thousands of dollars per project.
471

472 The Mayor stated if he was to look at this, prioritizing the rehabilitation opportunities first
473 because that will have a huge impact for not only the people that are living in these houses who
474 are paying a lot in utilities and living in unsafe conditions which is not helping the City's
475 sustainability goals. Rehabilitating a home in a neighborhood incentivizes others to do the same.
476

477 Chair Bosley stated another aspect with the housing assessment was a conversation that no one is
478 having is the aging population in our community and the fact that they are staying in single
479 family homes. She felt this might be an opportunity for City staff to look at how we might
480 aggressively incentivize some development that is built specifically for active seniors (those who
481 are not ready for nursing homes).
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483 Mr. Stevens continued with his presentation:

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Goal 3: Promote the Development of a Mix of Housing Types at a Variety of Price Points.

3a. Identify Housing Development and Redevelopment Opportunity Sites – Mr. Stevens noted the City is mostly built out and by doing this kind of assessment and looking for sites is a first step towards moving forward strategically. This again depends on private public ownership.

3b. Review and Align City Land Use Regulations to Support Housing Development – Mr. Stevens stated the City has made great strides and added it was great to listen to the accessory dwelling unit conversation and felt reviewing the City’s current regulations at this point would be in order.

3c. Exploring the Adoption of Incentive Zoning potentially with an In-Lieu Option - Most common example would be providing a density bonus to a developer who is doing a project if they are either providing affordable or workforce housing as part of their project or as an alternative, contribute a fee potentially to the housing trust fund in lieu of providing the actual affordable housing onsite.

3d. Establish a Developer Assistance Program to Provide Gap Funding for Affordable and Workforce Housing Projects – Mr. Stevens stated this would be a potential second program under that housing trust fund in addition to the resiliency and rehabilitation program. This is something that would incentivize developers and would cover that gap seen with workforce housing as it is not financially feasible to build. This is an opportunity to provide developers with grant loan funds, low interest loan funds to be able to build housing in an economical manner.

3e. Explore Opportunities and Mechanisms to Support the Acquisition and Development or Rehabilitation of Vacant Underutilized, and Tax Foreclosed Properties for Housing - Looking at moving properties that have suffered from disinvestment, abandoned, or condemned. How to bring those back into productive use while meeting housing needs.

3f. Support the Implementation of the Housing Cooperative Model in the City - This is not something the City would lead it is another nonprofit led effort. Typically the housing cooperative model is an alternative form of home ownership. They can come in all shapes and sizes; it can be a tiny home village, it could resemble an apartment building, it could be a mix of housing types. The idea is, it is shared ownership of the entire project; you don't necessarily own your unit, you own a share of the overall property.

Goal 4: Support Residents and Special Population Groups in Meeting their Housing Needs

4a. Support Transitional Housing in Keene to Reduce Homelessness – This is a need in the City.

4b. Identify Opportunities to Create Assisted-Living Senior Housing Facilities

4c. Encourage Creation of Options for Downsizing Empty Nesters and Active Seniors
Mr. Stevens stated 4b and 4c get to the question of where seniors should go who are currently living in single family homes – are there places for them to down-size.

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4d. Educate Residents and Property Owners on Available Local and State Housing Resources

Accessing those programs and understanding what is out there can be difficult. Help connect residents with resources that exist and potential new resources that may be created in the future.

Mr. Stevens opened up for questions.

Counselor Johnsen referred to Special Population Groups and asked for added clarification.

Mr. Stevens stated it is what the City’s role versus roles of partners and supporting those groups. Trying to locate places where transitional housing should go. The Councilor asked Mr. Stevens to explain what he would categorize as special population groups. Mr. Stevens stated they looked at the homeless population and seniors as special population groups and added if there are other groups the City feels they need to pay closer attention to that could also be looked at.

Councilor Johnsen stated the City has neighborhoods that don’t want special needs people in their area – Mr. Stevens wasn’t sure what the Councilor was asking about. Chair Bosley explained the Councilor is referring to some nimbyism that Keene has experienced when it created ordinances that allowed for different types of uses to go in different neighborhoods, and how we might address some of these concerns.

The Councilor agreed and went on to say there have been concerns for instance about where students should live. She indicated the college is downsizing and trying to make arrangements for that group. She stated she was concerned about people with special needs; physically or emotionally challenged and where they might fit in.

Councilor Ormerod stated the reference to Special Groups is for Keene to keep it open – the consultants are not defining it for us - it should be part of the plan.

The session paused at 8 pm so that the Committee could break into small groups for discussion. Members of the public were encouraged to participate.

The session started back at 8:25 pm.

The first group reported out:

Mayor Hansel spoke on behalf of the first group. For the first goal they talked about the regional approach and discussed finding funding opportunities. He stated it was the consensus among the group to explore different ways to bring funding to bear and helping developers or people looking to rehabilitate homes.

For the second goal the group discussed the housing rehab program 2a. they felt was important. They also talked about the need for the City to continue to look at zoning and take a “let’s not obstruct new housing development” sort of approach.

For the third goal the group identified development and opportunity sites. For the City to maybe understand where these opportunities are. As a group they felt there is a perception out there that Keene doesn't have a lot of land that is developable and maybe like to see that proven or

576 disproven. Taking a look at land regulations was mentioned during that part of the discussion,
577 and some sort of developer assistance.

578
579 For Goal 4 the group felt transitional housing was important. 4c. encouraging downsizing
580 options for people; this holds a lot of promise potentially. There are a lot of older folks that are
581 living in more space than they need and if they had opportunities to downsize some of them
582 would take advantage of that.

583
584 Randyn Markelon presented on behalf of the second group:
585 Goal 1 - Engaging Employers and Collaborating Regionally - employers building incentives and
586 then getting employees to be able to live closer.

587
588 Goal 2 - They discussed 2f - Just because a home or a building is older does not necessarily
589 mean that it is not in good condition. Look at any blight issues, enforce absentee landlords that
590 are not taking care of their properties.

591
592 Goal 3 – They discussed 3d. Incentivizing zoning – Councilor Remy mentioned 79 E for single
593 lot or single-family homes to incentivize them. They also discussed developer assistance or gap
594 funding but perhaps not through the City but through a collaborative or nonprofit.

595
596 Goal 4 – 4b and 4c – The group liked the idea of creating a transitional or assisted living for
597 seniors. Single floor living cluster communities.

598
599 Councilor Giacomo presented on behalf of the next group:
600 Goal 1 – The group picked the one central goal of collaboration, specifically relating to impact
601 versus effort, with effort in this case meaning time and City money that would be involved in
602 accomplishing these things. Different towns have different developability options and
603 needs. However, the entire region is impacted by this. There is also a lot of traffic from the
604 outside towns in and out of Keene. Hence, anything that benefits the region benefits Keene. Also
605 between businesses and the City, especially places like the hospital where there has been well
606 documented need for housing with doctors, nurses, and especially with the new programs they are
607 trying to create with the old Peerless Building. Between the colleges and the City – what other
608 ways can we work together on this? If the college has downsized, what housing is there
609 available?

610
611 Goal 2 – The group talked a lot about programming what is already out there and how do we not
612 reinvent the wheel on this. Specifically, what home repair programs are available – specific to
613 seniors, lead mitigation, etc.

614
615 With reference to home sharing, the group talked about the reluctance on the part of seniors to
616 share their homes. How do we engage seniors? How do we overcome that kind of reluctance?
617 How does that engagement occur? Can this be done through one of the regional churches?
618 Arranging for specific workshops regarding homes.

619
620 Goal 3 – The group felt most of these are in the works already.

621 Goal 4 – This is mostly about resource sharing. How do we get the word out about the programs
622 that are available? How do we get the resources that are available in front of the people that need
623 them?

624
625 Councilor Giacomo stated something specific they brought up was seniors, but also those seniors’
626 kids. The State of New Hampshire used the term “Boomerang kids”. This is a growing population
627 and we are unaware to what extent some of these individuals are moving back in with their
628 parents. Some of them moved back into the region and want their own house. How do we identify
629 who that population is? Because we know it is a growing population.

630 Multi-generational housing options - whether this is actual shared house or constructing extra
631 stories on an existing house to create housing for multi generations.

632

633 Armando Rangel reported out on behalf of the last group.

634 Goal 1 – 1a and 1c - Establishing a City Housing Trust fund – the group liked this suggestion,
635 but how is this administered? Where would the funds come from?

636

637 Goal 2 – 2a was identified as a priority - There was a comment that this is something that was
638 started previously. Again, where do funds come from and who will administer.

639 2c identified as another priority - target infrastructure and other interventions in neighborhoods
640 vulnerable to flooding since flooding is a big topic of conversation in this area but there was a
641 comment that this should be addressed by Public Works.

642

643 Goal 3 – 3b. Review and align City land use regulations to support housing development.

644 3d. There was a comment that this program for developer assistance should be self-sustainable.

645 The gap funding should be a loan rather than a gift and then that money can be recycled back into
646 the program.

647

648 Goal 4. 4b and 4c were grouped together - There was a comment on the language rather than
649 talking about assisted living senior facilities – felt it should be referred to as 55 Plus Active
650 Communities, which sounds more positive.

651 4a. Partnering more with community stakeholders to accomplish this, such as Southwestern
652 Community Services or Keene Housing.

653 4d. Was another priority the group talked about again working with community partners,
654 possibly service link as some type of trusted organization that could really recommend vendors
655 and products for customers.

656

657 Ms. Tranmer addressed the Committee and thanked the Committee for their feedback. She
658 indicated the consultants are open to additional feedback before Wednesday of next before the
659 Housing Open House on April 20 at 3:30 pm at Hannah Grimes Center. The consultant will make
660 their final presentation to City Council on the same at 7 pm.

661

662 Ms. Brunner asked the Committee to promote the Open House.

663

664 **V) New Business**

665 None

666

667 VI) **Next Meeting – Monday, May 8, 2023**

668

669 VII) **Adjournment**

670

671 There being no further business, Chair Bosley adjourned the meeting at 8:54 pm

672

673 Respectfully submitted by,

674 Krishni Pahl, Minute Taker

675

676 Reviewed and edited by,

677 Evan J. Clements, AICP – Planner and Mari Brunner, Senior Planner

Staff Report – Ordinance O-2023-12

The Ordinance

This Ordinance proposes to amend the official Zoning Map of the City of Keene by changing the zoning of one specific parcel of land from the Rural District to the Low Density District. The total land area that would be impacted by this request is 7.1 acres.

The parcel that is the subject of this request is located at 0 Old Walpole Road (TMP# 503-005-000) and is owned by Monadnock Habitat for Humanity, Inc. The Applicant for this proposed zoning amendment is Monadnock Habitat for Humanity with Michael F. Conway acting as their agent.

In rezoning decisions, the Petitioner's intended use of the property should not be considered. Rather, the permitted uses allowed in the proposed district should be evaluated for their suitability on the site. Additionally, the Board should consider and review:

- Surrounding land use and zoning patterns;
- The consistency of the proposed rezoning request with the Master Plan;
- Existing and proposed zoning requirements; and,
- Possible resulting impacts.

Background / Surrounding Land Use and Zoning Patterns

The parcel that is the subject of this proposal is located on the southwest side of Old Walpole Rd, about 0.7 miles northwest from the roundabout intersection of Court St, Maple Ave, Old Walpole Rd, and West Surry Rd. The property is undeveloped and located in the Rural District. Adjacent uses include single family residences and one undeveloped parcel.

The proposed Ordinance would create an area of LD that would be bordered by the Rural District to the north, east, and south and the Low Density District to the west. The map on the next page shows the location of the subject parcel in relation to the boundaries of nearby zoning districts.

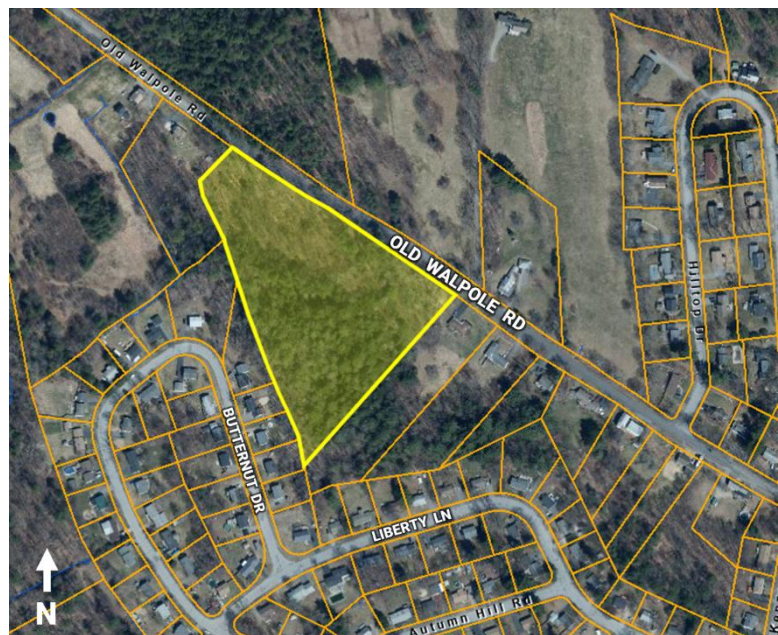


Figure 1. Aerial image showing the 0 Old Walpole Road property that is the subject of this proposal, highlighted in yellow.

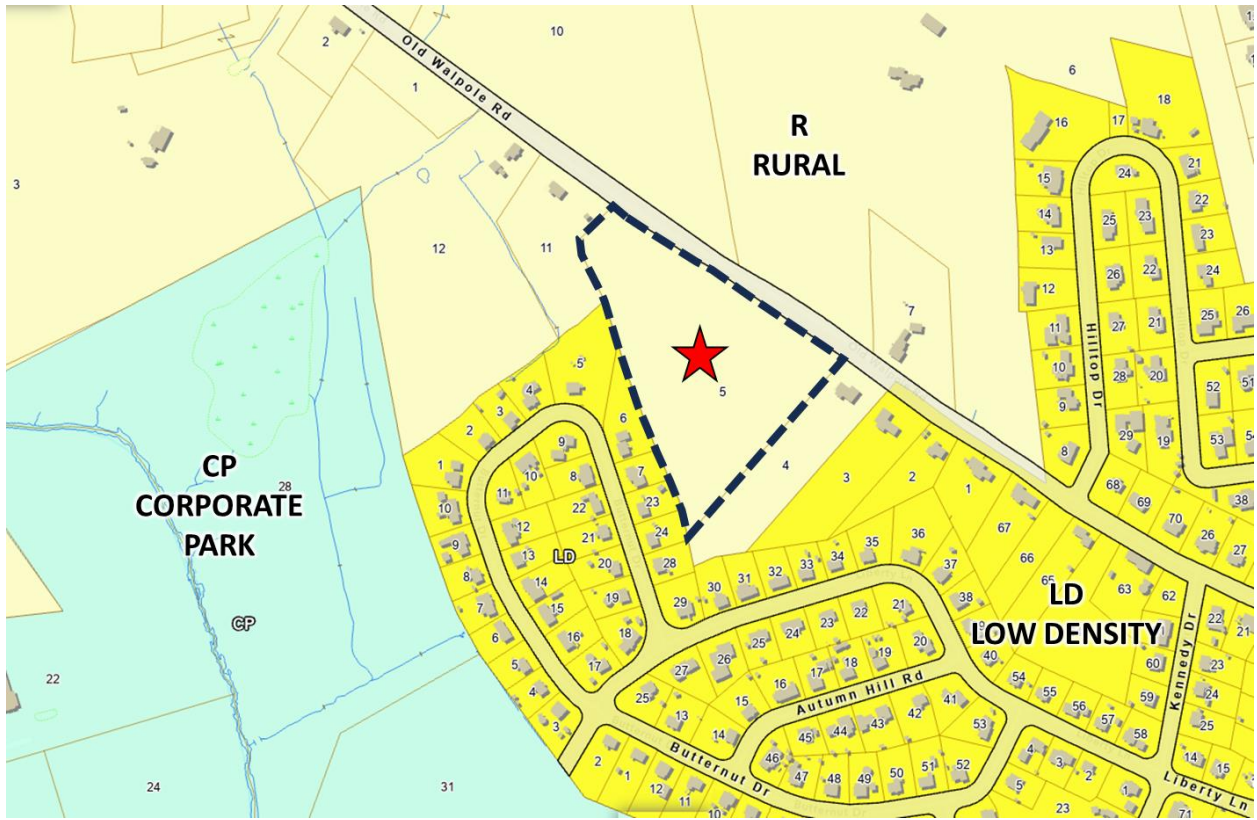


Figure 2. Map that shows the location of the property at 0 Old Walpole Road in relation to the boundaries of nearby zoning districts.

Master Plan Consistency

Community Vision

The Vision Focus Area that is most relevant to the proposed rezoning is Focus Area 1: A Quality Built Environment. Achieving a quality-built environment includes providing quality housing and balancing growth and the provision of infrastructure (among other items). This area of the City could have access to both City water and sewer if the lines are extended on Old Walpole Road or an easement is obtained to connect to existing water and/or sewer service on Butternut Drive. The proposed zoning change would provide the opportunity for more housing in that it would increase the maximum number of dwelling units that would be allowed on this lot from three units under the existing zoning (Rural) to ~30 units under the proposed zoning (Low Density).

Future Land Use Plan

The parcel of land that is the subject of this proposal is located in an area that is identified within the Future Land Use Map as being on the edge between a "Conservation Residential Development/Rural/Low Density Residential/Agriculture" (CRD) Area, and a "Secondary Growth Area/Low-Medium Density Residential" Area. The Future Land Use & Policy section of the Comprehensive Master Plan notes that the CRD category includes areas for continued preservation of open space, agriculture, and rural-residential uses, and also states "There are many areas that are appropriate for Conservation Residential Development (CRD) designed to be compatible with conservation purposes coupled with the provision of important community identified amenities." The Plan identifies the secondary growth area as consisting of single-

family, low- to medium-density development. The proposed zoning change would allow for single-family development, or if the land is developed as a Conservation Residential Development (CRD) subdivision, it could be developed as single-family, two-family, or small multifamily residential development (max. 6 dwelling units per building/lot).

Housing Chapter

In the application narrative, the Applicant states that the purpose of this proposal is to “create an opportunity for the development of affordable workforce housing.” The Comprehensive Master Plan identifies housing as a “*fundamental challenge for the community as costs of community services continue to increase and Keene’s reliance on property taxes places a growing financial burden on its residents and businesses.*” The Housing Chapter discusses the importance of providing a “balanced and diverse housing stock,” and notes that the greatest opportunity for new housing development is in developed areas. This proposal would provide for a higher density of housing development in an area that is on the edge of existing, low to medium density residential development.

Characteristics of Existing and Proposed Zoning Districts

Intent of the Zoning Districts:

The proposal is to convert the subject parcel at 0 Old Walpole Road from the Rural to the Low Density District. A description of these districts from the Zoning Ordinance is included below.

- *Current Zoning – Rural:* The Rural (R) District is intended to provide for areas of very low density development, predominantly of a residential or agricultural nature. These areas are generally outside of the valley floor, beyond where city water, sewer and other city services can be readily supplied. (Section 3.1 of the Land Development Code)
- *Proposed Zoning – Low Density:* The Low Density (LD) District is intended to provide for low-intensity single-family residential development. All uses in this district shall have city water and sewer service. (Section 3.3 of the Land Development Code)

Based on the intent statements, the proposed zoning for the subject parcel could be appropriate in that City water and sewer service is available via Old Walpole Rd (would require extending the existing service) or via Butternut Drive (if an easement across private property is obtained). The owner or developer would be responsible for paying to extend water and sewer service to the site.

District Uses:

Table 1 on the following page highlights the differences between the permitted uses of the Rural District (existing) and the Low Density District (proposed). Both the Rural and Low Density Districts are residential zoning districts; however, the Rural District allows for a wider variety of uses including some commercial, open space, and infrastructure uses which are not permitted in the Low Density District. There are no uses that are allowed in the Low Density District that are not permitted in the Rural District.

Table 1. Permitted Principal Uses by Zoning District (P=Permitted, P ¹ = Permitted with limitations, SE= Special Exception, CUP = Conditional Use Permit, CRD = Permitted by Conservation Residential Development - = Not Permitted)		
Permitted Use	Rural	Low Density
Dwelling, Manufactured Housing	P ¹	-
Dwelling, Single-Family	P	P
Dwelling, Two-Family/ Duplex	CRD	CRD
Dwelling, Multifamily	CRD	CRD
Manufactured Housing Park	P	-
Agricultural-Related Educational & Recreational Activity as a Business	-	-
Animal Care Facility	P	-
Bed and Breakfast	SE	-
Event Venue	-	-
Greenhouse / Nursery	P	-
Kennel	P	-
Recreation/Entertainment Facility - Outdoor	-	-
Group Home, Small	CUP	CUP
Cemetery	P	-
Community Garden	P	P
Conservation Area	P	P
Farming	P	-
Golf Course	P ¹	-
Gravel Pit	SE	-
Solar Energy System (Small-Scale)	P ¹	-
Solar Energy System (Medium-Scale)	CUP	-
Solar Energy System (Large-Scale)	CUP	-
Telecommunications Facilities	P ¹	P ¹

Dimensional Requirements:

Table 2 highlights the dimensional requirements for the Rural, Agriculture, and Low Density 1 Districts. While there are some dimensional requirements that are the same across these three districts, such as Maximum Stories above Grade and Maximum Building Height, there is a substantial difference in the density of development that would be allowed in the Rural District as compared to the Low Density District. The Rural District has a larger minimum lot size requirement, larger setback requirements, and are more restrictive in terms of the maximum building coverage and maximum impervious coverage permitted on a lot. However, the required road frontage in the Low Density district is slightly higher than in the Rural District.

Under the current zoning, the subject parcel could theoretically be developed into 3 dwelling units with a conventional subdivision and would not be eligible for the “Conservation Residential Development” (CRD) subdivision option. Under the proposed LD zoning, the subject parcel could be developed into ~30 units with either a conventional subdivision or CRD subdivision. Site constraints such as steep slopes and the land area that would be required to construct a new

road are not considered in this calculation, so it is important to note that the actual number of dwelling units that could be developed is less than 30. If the parcel were subdivided without constructing a new road, the maximum number of new residential lots that could be created would be 13 due to the 60-foot frontage requirement.

Table 2. Dimensional Regulations for Rural and Low Density Districts		
Dimensional Standard	Rural	Low Density
Minimum Lot Area	2 acres	10,000 sf
Minimum Lot Width at Building Line	200 ft	70 ft
Minimum Road Frontage	50 ft	60 ft
Minimum Front Setback	50 ft	15 ft
Minimum Rear Setback	50 ft	20 ft
Minimum Side Setback	50 ft	10 ft
Maximum Building Coverage	10%	35%
Maximum Impervious Coverage	20%	45%
Minimum Green / Open Space	-	55%
Maximum Stories Above Grade	2	2
Maximum Building Height	35 ft	35 ft

Implications of the proposed Change

Density of Development

The proposed amendment would create an area of Low Density that would be surrounded by the Rural District on three sides and the Low Density District on one side. While this change would reduce the number of uses that could occur on this site, it would allow for a relatively large increase in the density of development that could occur from 1 dwelling unit per 2 acres to 1 dwelling unit per 10,000 sf. There are areas directly adjacent to this site or within a short distance with similar densities, including the residential neighborhoods in the area of Butternut Drive (average lot size of 14,577 sf) and Hilltop Drive (average lot size of 18,090 sf).

Provision of city water and sewer service

The zoning regulations state *“All uses in the Low Density District shall have city water and sewer service.”* Therefore, if the parcel is rezoned to Low Density, the property owner would be required to extend city water and sewer to the site at their own expense prior to any development. According to City Engineering staff, there is sufficient volume and pressure available to connect to city water; however, the public main would need to be extended and, depending on the nature of any proposed development, the developer may be required to provide one or more hydrants. In addition, while there is sufficient capacity available in the existing sewer main on Old Walpole Rd, it is located further away at the intersection of Hilltop Drive and the developer would need to install a pump station to reach it. The Applicant notes that they plan on connecting to sewer service on Butternut Drive if they are able to secure an easement across private property.

Recommendation:

If the Committee is inclined to approve this request, the following language is recommended for the motion for each board.

Planning Board motion:

To find proposed Ordinance 0-2023-12 consistent with the 2010 Comprehensive Master Plan.

Planning, License and Development Committee motion:

To recommend that the Mayor set a public hearing date.



CITY OF KEENE

In the Year of Our Lord Two Thousand and Twenty Three

AN ORDINANCE To Amend the Zoning Map – Old Walpole Road - Rural to Low Density.

Be it ordained by the City Council of the City of Keene, as follows: that the Ordinances of the City of Keene, as amended, are hereby further amended by changing the zoning designation of a certain tract of land on the southwest side of Old Walpole Road (Map 503 Lot 005) in the City of Keene, County of Cheshire, State of New Hampshire from Rural to Low Density.

George S. Hansel, Mayor



APPLICATION TO AMEND THE ZONING MAP

Petitioner: Michael F. Conway, Agent-Monadnock Habitat for Humanity **Date:** May 23, 2023

Address: Monadnock Habitat for Humanity P.O. Box 21, Keene NH 03431


Telephone: (781) 760-3636 **Email:** mfconway911@gmail.com

Property Owner: Monadnock Habitat for Humanity, Matt Keenan, President

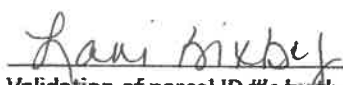
Location of Property to be Rezoned: 0 Old Walpole Road

Approximate Acreage: 7.1 **Present Zoning District:** R **Proposed Zoning District:** LD

Parcel ID #s of Property to be Rezoned: MAP 503 Lot 005



Petitioner's Signature



Validation of parcel ID #'s by the Assessing Department

SUBMITTAL REQUIREMENTS WHICH MUST BE COMPLETE AT TIME OF SUBMISSION TO THE CITY CLERK:

- A properly drafted Ordinance containing the full description of the property to be rezoned (by Parcel ID number(s) or metes and bounds description, as appropriate) and the proposed amendment.
- A typed or neatly printed narrative explaining the purpose of, effect of, and justification for the proposed change(s).
- \$100.00 application fee.
- As provided for in RSA 675:7, if the proposed amendment changes the boundary of a zoning district, the Petitioner shall submit a notarized list of all property owners within the zoning district directly affected by the proposed boundary line change, and of all property owners outside of the zoning district that abut the proposed boundary line change. This list shall include the tax map number and address of each abutter and owner, and must be current with the Assessing Department's records within ten days of submittal. The list shall also include the name of any agent who should receive notice. Two sets of mailing labels shall be provided.
- Three maps showing the boundary of the area or areas to be changed, one at 8 1/2" x 11" and two at City tax map scale (24" x 36").

Date Received by City Clerk: _____ **Ordinance Number:** _____

On City Council agenda: _____ **Workshop to be held:** _____

Public Hearing to be held: _____

K://Council/Forms/Application_Amend_Zoning_Map.doc



APPLICATION TO AMEND THE ZONING MAP

APPLICABLE FEES:

Application Fee @ \$100.00	\$ <u>100 -</u>
Publication of Notice in <u>The Keene Sentinel</u> @ \$90.00	\$ <u>90 -</u>
Postage Fees for property owners/agents and abutters at current USPS 1 st Class Mailing rate	\$ <u>12⁶⁰</u>
Total Fees submitted to City Clerk	\$ <u>202⁶⁰</u>

The petitioner is also responsible for the publication costs for the public workshop before the joint Planning Board and Planning, Licenses and Development Committee. Additional fees will be collected by the Community Development Department for the mailing costs associated with the public workshop as well as the publication of the public workshop notice.

Application to Amend the Keene Zoning Map

To Rezone Map 503 Lot 005

From Rural to Low Density

May 23, 2023

This Application, when approved, will amend the Keene Zoning Map to change the zoning designation of MAP 503 Lot 005 from Rural to Low Density.

Lot 005 is owned by Monadnock Habitat for Humanity, Inc. P.O. Box 21, Keene, NH and is a 7.1-acre undeveloped lot. It has 780 feet of frontage on Old Walpole Road and has access to city water and sewer, both of which will require our extending the mains either along Old Walpole Road or, if an access easement can be secured, by connecting to the existing mains on Butternut Drive. Lot 005 abuts Lot 004 along its eastern border, and it abuts the current LD zone along its southwest border.

Purpose: The purpose of the zoning change requested by this application is to create an opportunity for the development of affordable work-force housing. This is in accordance with the mission of Habitat for Humanity and in compliance with the Keene Comprehensive Master Plan.

Effect: The requested change in the zoning designation would result in several changes to the permitted uses of the property. Table 1 below presents the permitted uses for Rural and LD zoning districts. Many uses that are permitted in a Rural Zone are not permitted in LD. Two-family and multi-family dwellings are permitted in the LD zone only if the tract is developed as a Conservation Residential Development (CRD).

The requested change to LD Zoning would change the permitted density from 1 dwelling unit per 2 acres with city water and sewer to one dwelling unit per 10,000 square feet. However, presently unconfirmed and unquantified physical factors such as potential wetlands, steep slopes, bedrock outcrops, etc. are anticipated to significantly reduce the total percentage of developable land on the 7.1-acre Lot 005.

Justification: The 2010 Keene Comprehensive Master Plan identifies housing as a critical component of the economic vitality of the community. The dire need for additional home construction is indisputable. Keene.nh.gov reports statistics showing a 47

percent average single family price increase from 2019 to 2022. All the other metrics, including volume of inventory, time on the market, and rental vacancy rates all point to a significant supply/demand imbalance that constricts economic growth as middle and low-income working families are priced out of the market.

The requested zoning designation change is consistent with the Master Plan. It will enable Habitat for Humanity to build affordable work-force housing connected to city water and sewer, which, based on our discussions with the City Engineer, have adequate capacity and pressure in this area. The location on Old Walpole Road is convenient to downtown, the medical center, and the surrounding major transportation roads and routes.

TABLE 1

COMPARISON OF PERMITTED USES

<u>RURAL DISTRICT</u>		<u>LOW DENSITY DISTRICT</u>	
<u>Dwelling, Manufactured Housing</u>	<u>P</u>		
<u>Dwelling, Single Family</u>	<u>P</u>	<u>Dwelling, Single Family</u>	<u>P</u>
		<u>Dwelling, Two Family</u>	<u>PCRD</u>
		<u>Dwelling, Multi-Family</u>	<u>PCRD</u>
<u>Manufactured Housing Park</u>	<u>P</u>		
<u>Animal Care Facility</u>	<u>P</u>		
<u>Bed and Breakfast</u>	<u>SE</u>	<u>Bed and Breakfast</u>	<u>SE</u>
<u>Greenhouse / Nursery</u>	<u>P</u>		
<u>Kennel</u>	<u>P</u>		
<u>Group Home, Small</u>	<u>CUP</u>	<u>Group Home, Small</u>	<u>CUP</u>
<u>Cemetery</u>	<u>P</u>		
<u>Community Garden</u>	<u>P</u>	<u>Community Garden</u>	<u>P</u>
<u>Conservation Area</u>	<u>P</u>	<u>Conservation Area</u>	<u>P</u>
<u>Farming</u>	<u>P</u>		
<u>Golf Course</u>	<u>P1</u>		
<u>Gravel Pit</u>	<u>SE</u>		
<u>Solar Energy System (Small Scale)</u>	<u>P1</u>		
<u>Solar Energy System (Medium Scale)</u>	<u>CUP</u>		
<u>Solar Energy System (Large Scale)</u>	<u>CUP</u>		
<u>Telecommunications Facilities</u>	<u>P1</u>	<u>Telecommunications Facilities</u>	<u>P1</u>

P = Permitted

P1 = Permitted with Limitations per Article 8

SE = Permitted by Special Exception

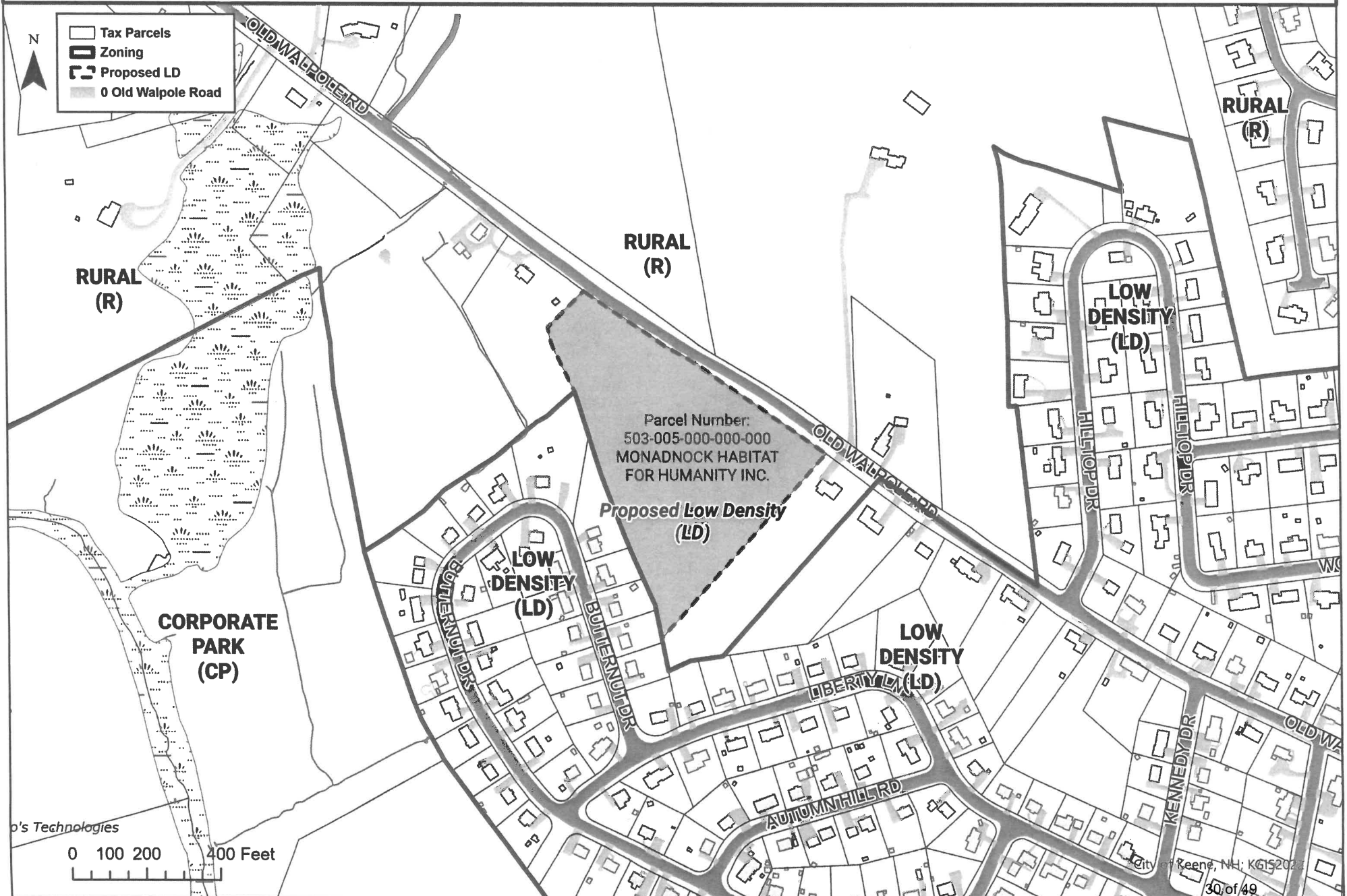
CUP = Conditional Use Permit Required

PCRD = Permitted only as part of a Conservation Residential Development

**Proposed Zoning Change:
0 OLD WALPOLE RD
Keene, NH**

Prepared by KGIS
5/22/23
City of Keene Parcels:
CAI Inc
Basemapping:
KGIS2023

DISCLAIMER:
The City of Keene makes no
warranty or representation as
to the accuracy, timeliness or
completeness of any of the data.
The City of Keene shall
have no liability for the data
or lack thereof, or any decision
made or action taken or not taken
in reliance upon any of the data.



NEW HAMPSHIRE HOUSING ACADEMY

INSIGHTS FOR KEENE'S HOUSING CRISIS

Pamela Russell Slack and Raleigh Ormerod

July 10, 2023

NH HOUSING ACADEMY

- Invest New Hampshire Housing Opportunity Planning Grant
- NH Finance Authority
- Joint program of New Hampshire Housing and UNH Extension
- January – May 2023, with supplemental community visits ~ October

PRESENTED TOOLS, METHODS, AND RESOURCES

❖ Session 1: Community Engagement

- Do they have the right information?
- How they can participate?
- How can they know they have been heard?

THE RIGHT INFORMATION: TYPES OF HOUSING

- Session I: Mixed-Use
- Single-Family Housing
- Multi-Family Housing
- Manufactured Housing
- Co-Housing
- Senior/Age Restricted Housing
- Accessory Dwelling Unit (ADU)

KEYS TO GOOD COMMUNITY ENGAGEMENT



- Education of the public
- Participation of the public using the 'new' tools
- Influencing (listening and action)

PRESENTED TOOLS, METHODS, AND RESOURCES

❖ **Session 2: Storytelling as a method of engagement**

Josh Meehan, Executive Director of Keene Housing

- LOG JAM: Workforce/market rate housing not available for people coming off low income vouchers, so they are retained in low income housing
- Housing vouchers waiting list up to 7 year (low income); 3,000 households on the waiting list. Median \$80K family of 4 qualify
- Current parking requirements force impermeable parking lots

PRESENTED TOOLS, METHODS, AND RESOURCES

❖ **Session 2: Storytelling as a method of engagement**

Beth Daniels, CEO of Southwest Community Services

- Rent increases and low apartment stock impacts all
- People say, “I have a home, so why is this my problem”
 - Need coffee shops, nursing home, diverse service workers
 - Home ownership at all income/ownership levels impacted
 - Owners Heat system replacement, ongoing operations expenses

PRESENTED TOOLS, METHODS, AND RESOURCES

- ❖ Session 3: Key Informant Interviews (One on One)
 - Responding to opposing views by New Hampshire Listens (communications consulting firm)
 - Ways to use housing data in engagement
 - Key engagement interviews as a first (not final) step

KEY INFORMANT INTERVIEWS – WKBK RADIO

JUNE 17, 2023

Raleigh Ormerod with cohost Jesse Rounds interviewed:

- Josh Meehan, Executive Director of Keene Housing
- Beth Daniels, CEO Southwest Community Services
- Tom Julius and Angela Pape, Leaders of the Monadnock Interfaith Project
- Jack Franks, CEO Avanru Development Group

<https://wgbkradio.com/podcasts/whats-happening-with-raleigh-ormerod-hour-1-wgbk-6-17-23/>

<https://wgbkradio.com/podcasts/whats-happening-with-raleigh-ormerod-hour-2-wgbk-6-17-23/>

RESPONDING TO OPPOSING VIEWS

Anaisie, T., Cary, V., Clifford, D., M. Liberatory Design. <http://www.libe>

Work with Fear and Discomfort

Fear and discomfort are anticipated parts of equity design work. Identifying the sources of such feelings offers us a context to work through them and continue to design.

Anaisie, T., Cary, V., Clifford, D., M. Liberatory Design. <http://www.libe>

Work with Fear and Discomfort

Fear and discomfort are anticipated parts of equity design work. Identifying the sources of such feelings offers us a context to work through them and continue to design.

Attend to Healing

The effects of oppression are complex and often hinder our ability to take action. Integrate ongoing healing processes when designing for equity.

Work to Transform Power

Explore structures and opportunities for interactions in which power is shared, not exercised.

Exercise Creative Courage

Every human is creative. Creative courage allows us to push through self-doubt and creative fragility so we can design bravely against oppression.

Take Action to Learn

The complexity of oppression must be addressed with courageous ongoing action. Experiment as a way to think and learn – without attachment to outcome.

Share, Don't Sell

Practice transparency and non-attachment in sharing ideas with collaborators.

REFERENCE UPDATED DATA

- ✓ U.S. Census Bureau
 - Decennial Census
 - American Community Survey
- ✓ New England Real Estate Network (NEREN®)
 - MLS
- ✓ The Warren Group
 - Provides property, deed, and mortgage data
- ✓ New Hampshire Housing's Annual Residential Rental Cost Survey
 - Median gross rent and vacancy rates

REFERENCE UPDATED DATA

UNDERSTANDING THE DATA

Annual Residential Rental Cost Survey

- Focus on Trends
- Median Gross Rents
 - Various unit sizes and all units combined
- Vacancy Rates
- Geographic Areas
 - Statewide
 - Counties
 - Regional Planning Commission Areas (RPC)
 - HUD Metro Fair Market Rent Areas (HMFA)
 - New England City and Town Area (NECTA)
 - Labor Market Areas (LMA)
 - Towns and Cities

REFERENCE APPROPRIATE GEOGRAPHICS

- Regional Planning Commission Areas (RPC)
- New England Town Areas (NECTAs)
- Labor Market Areas (LMA)
- HUD Metro Fair Market Rent Areas (HMFMA)

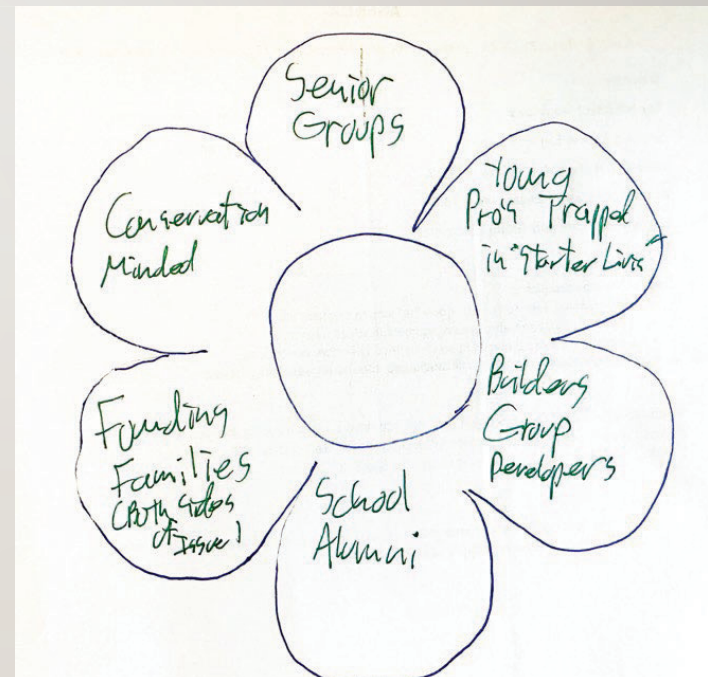
PRESENTED TOOLS, METHODS, AND RESOURCES

❖ Session 4: Engaging the Whole Community

- Key informant interviews – ‘hypothesis building’
- Need a broader audience
- Need input from different stakeholder groups because housing solutions look different to everyone
- Focus groups with identified stakeholder groups are key

PLAN FOCUS GROUPS WITH FLOWER DIAGRAMS

Group Brainstorm: Who does workforce housing development impact?



INSIGHTS FOR KEENE HOUSING CRISIS



USING HOUSING ACADEMY TOOL BOX

Keene's Greatest Housing Issues

Housing Needs and Availability

Update Land Use and Zoning

Cost of Housing and Utilities Increasing faster than Cost of Living

Where to Build ,What Type (Cluster Communities)

B&B, others, limiting supply and upward pricing

Housing Academy Method

Keep Current on Data (I-br, seniors)

Publicize with Contractors Developers

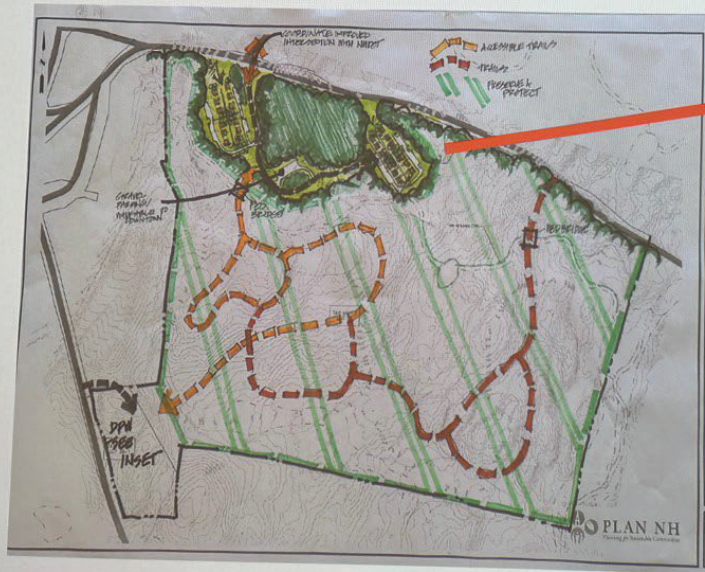
Key Informant: Housing Trust Funds: Private Sector, Employer

Flower Diagrams with Key Stakeholders – Selecting and Facilitating Focus Groups

Explore City and County Fees & Controls

EXAMPLE SOLUTION – CLUSTER COMMUNITY

CLUSTER HOUSING



RECOMMEND UPDATE MASTER PLAN



Housing Section Only

- ☞ Update data (from 2007)
- ☞ Track annual data updates
- ☞ Meet current needs (Camoin)
 - Expand Housing Capacity
 - Improve Conditions & Utility Cost
 - Promote Housing Development
 - Support “Stage of Life’ Transitions