



APPLICATION FOR OPERATION OF A LODGINGHOUSE

(Please print or type)

Date _____ Location of Lodginghouse _____

Identify local or national Fraternity or Sorority
that members are pledged to (if applicable) _____

Property Owner _____ Business Phone _____

Address _____ Home Phone _____

Operator/Resident Agent _____ Business Phone _____

Address _____ Home Phone _____

Number of Persons Authorized to reside on premises _____

I hereby certify that the information listed above is complete and accurate:

Signature of Property Owner

Name (Printed or Typed)

Signature of Operator/Resident Agent

Name (Printed or Typed)

I hereby certify that the above named Sorority or Fraternity is duly recognized by Keene State College, and is in good standing with the College:

Signature of College Representative

Name and Title (Printed or Typed)

(For Office Use Only)

Date Received _____ Action Taken _____

Recommendations/Requirements

Police _____

Fire _____

Code Enforcement _____

City Clerk



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(Please print or type)

What is a Lodginghouse?

Lodginghouse means any dwelling for more than four persons, which lets sleeping accommodations for a transient or permanent basis, without personal care services, with or without meals, but without separate cooking facilities for individual occupants. For purposes of this article the term lodging house shall not include a hotel or motel.

Obtaining a License

The Keene City Council is the licensing authority for Lodginghouse Licenses. To obtain a license, the applicant must complete an application that is submitted to the City Clerk's Office along with the annual fee and a cover letter addressed to the Honorable Mayor and City Council. The applicant will be invited to a meeting of the Planning, Licenses and Development Committee to discuss their request. There are inspection and safety requirements that will need to be addressed with the Police, Fire and Code Enforcement Departments. The City Clerk's Office assists applicants through the process and helps to facilitate communication with the City Council and the various City departments. Once the review and inspections process has concluded, the City Clerk will issue the license.

Licenses issued under this section of the City Code will expire one year from the date of issuance. The annual fee for this license is \$165.00.

Sec. 46-565. Penalties.

Any person who operates a lodginghouse without having first obtained a license in accordance with this article shall be fined \$275.00 for each day that such operation continues. Any person who operates and/or any owner who permits a lodginghouse, to operate without a license shall be fined \$275.00 for each day that such operation continues. Any person who violates the provisions of this article shall also be subject to the penalties provided in RSA 676:15 (injunctive relief); RSA 676:17 (fines and penalties); and RSA 676:17-a (cease and desist orders).

To review the regulations relative to this type of license, please go to the Keene City Code at the following web address:

https://www.municode.com/library/nh/keene/codes/code_of_ordinances

Chapter 46 is the Licensing Chapter.