



City of Keene
New Hampshire

**PLANNING, LICENSES AND
DEVELOPMENT COMMITTEE
AGENDA
Council Chambers A
November 8, 2017
7:00 PM**

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

-
1. NH RSA 79-E Community Revitalization Tax Relief Incentive - Planning Department

 2. Relating to Building Permits
Ordinance O-2017-19

MORE TIME ITEMS:

- A. Tools for Keene's Economic Toolbox: The Community Revitalization Tax Relief Incentive (RSA 79-E) & Economic Revitalization Zones – Planning and Assessing Departments

Non Public Session
Adjournment



City of Keene, N.H.
Transmittal Form

November 2, 2017

TO: Planning, Licenses and Development Committee

FROM: Tara Kessler, Planner

THROUGH: Elizabeth A. Dragon, City Manager

ITEM: 1.

SUBJECT: NH RSA 79-E Community Revitalization Tax Relief Incentive - Planning Department

RECOMMENDATION:

The Planning, Licenses, and Development Committee recommends that City Council authorize City staff to draft a Resolution for the local adoption of NH RSA 79-E.

ATTACHMENTS:

Description

79-E Handout

BACKGROUND:

The Committee received an informational presentation on NH RSA 79-E, the Community Revitalization Tax Relief Incentive Program, at the July 26, 2017 meeting. Since this meeting, City staff have been further studying the elements of this incentive program and exploring how it might apply to Keene.

At the meeting on November 8, City staff will review the process for adopting and administering this program, and will address how this program might be structured to help advance Keene's community goals.

Attached is a handout providing an overview of NH RSA 79-E.

RSA 79E

Community Revitalization Tax Relief Incentive FAQs

79-E is a temporary tax relief program that can be adopted at the local level to encourage the rehabilitation & use of under-utilized buildings in downtown areas.

Where can 79-E be applied?

Areas designated by the City's Zoning Ordinance or Master Plan as a downtown, village center, or central business district.

What structures qualify?

- Existing buildings in downtown areas
- Historic structures eligible for the National Register of Historic Places
- The City may limit the types of structures that qualify by adding other criteria (e.g. age, size, condition, etc.).

What are the eligibility criteria?

Substantial Rehabilitation

- The costs for rehabilitation are \geq \$75,000 or 15% of the structure's assessed value, whichever is less.

OR

Replacement of Existing Building

- The demolition or removal of an existing structure and the construction of a new structure on the same lot.
- The existing structure must not have significant historical, cultural or architectural value.
- The public benefit of replacement must exceed that of rehabilitation.



Demonstration of Public Benefit*

- Enhances downtown economic vitality
- Improves a culturally or historically important structure
- Promotes the preservation & reuse of the existing building stock
- Promotes the development of City centers
- Increases residential housing in the downtown

**The City may choose to add to the list of public benefits above.*

How long is the tax relief period?

- Up to 5 years for rehab or replacement
- It is possible to add the following relief periods:
 - 2 years for creating new residential units
 - 4 years for adding affordable housing
 - 4 years for rehabilitating historic structure(s)

What is the process for seeking relief?

- Once the program is adopted by the City Council, an owner of a Qualifying Structure would apply to the City Council for the tax relief.
- The City Council would hold a public hearing within 60 days of the application.
- Within 45 days of the hearing, the Council must decide on whether to grant the relief.
- If approved, a covenant must be recorded to ensure the public benefit is preserved.





City of Keene, N.H.
Transmittal Form

October 27, 2017

TO: Mayor and Keene City Council
FROM: John Rogers, Acting Health Director
THROUGH: Elizabeth A. Dragon, City Manager
ITEM: 2.
SUBJECT: Relating to Building Permits

COUNCIL ACTION:

In City Council November 2, 2017.
Filed memorandum into the record.
Referred to the Planning, Licenses and Development Committee.

RECOMMENDATION:

That the Mayor and City Council refer the attached ordinance change relating to Building Permits to the Planning, Licenses and Development Committee.

ATTACHMENTS:

Description

Ordinance O-2017-19

BACKGROUND:

This ordinance change is to clarify the procedure on how to handle building permit applications that are received after there is a legally noticed change in either the Building Code or Zoning Code that if so adopted would be justification for refusal of the permit.



CITY OF KEENE

Seventeen

In the Year of Our Lord Two Thousand and
Relating to Building Regulations

AN ORDINANCE

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 inserting the bolded text in Section 18-27 PERMITS in Chapter 18 - BUILDING REGULATIONS

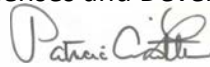
Sec. 18-27. - Permits.

- (a) Permits required. Any person, who intends to erect a building, structure, or sign; alter an existing building, structure, or sign; or construct or demolish any building, structure, or sign; or change the occupancy of a building or structure, shall obtain permits from the code enforcement department and if applicable, the fire department, before the work has begun. This requirement includes any type of work, which is regulated by the building and fire codes enforced by the city. The code enforcement and fire departments may approve minor repair work without the requirement of a permit provided such approval is not in violation of the codes and all permit applications for the code enforcement department and the fire department shall be distributed by the code enforcement department. Incomplete applications shall be rejected. **Building permits shall not be issued for applications made after the first legal notice of proposed changes in the building code or zoning ordinance has been posted pursuant to the provisions of RSA 675:7; and the proposed changes in the building code or the zoning ordinance would, if adopted, justify refusal of such permit.**

Kendall W. Lane, Mayor

In City Council November 3, 2017.

Referred to the Planning, Licenses and Development Committee.


City Clerk