



City of Keene
New Hampshire

**PLANNING, LICENSES AND
DEVELOPMENT COMMITTEE
AGENDA
Council Chambers A
January 24, 2018
7:00 PM**

David C. Richards
Philip M. Jones
George S. Hansel
Bartłomiej K. Sapeta
Margaret M. Rice

-
1. Janis Manwaring/Pathways for Keene - Request to Use City Property - 4 on the 4th
 2. Jim Narkiewicz/Monadnock Travel Council - Request to Use City Property - Keene Ice & Snow Festival
 3. Mindy Cambiar - Hundred Nights - Lodginghouse License Request
 4. The Reverend Cynthia E. Bagley & Kathy Blair/United Church of Christ in Keene - Overflow from the Hundred Nights Shelter - Lodginghouse License Request
 5. Legislative Update - City Attorney

Non Public Session
Adjournment



City of Keene, N.H.
Transmittal Form

January 8, 2018

TO: Mayor and Keene City Council

FROM: Jan Manwaring, Secretary for Pathways for Keene

THROUGH: Patricia A. Little, City Clerk

ITEM: 1.

SUBJECT: Janis Manwaring/Pathways for Keene - Request to Use City Property - 4 on the 4th

COUNCIL ACTION:

In City Council January 18, 2018.

Referred to the Planning, Licenses and Development Committee.

ATTACHMENTS:

Description

Communication - Pathways for Keene

BACKGROUND:

Pathways for Keene is requesting a license to hold the 17th Annual 4 on the 4th Road Race on July 4, 2018 from 6 AM to 11 AM.

In City Council January 18, 2018.
Referred to the Planning, Licenses and
Development Committee.

City of Keene
3 Washington Street
Keene, New Hampshire 03431


City Clerk

January 8, 2018

To the Mayor and City Council:

On behalf of the Board of Directors of Pathways for Keene I am requesting a license to hold the 17th Annual 4 on the 4th Road Race on July 4, 2018 from 6AM to 11AM. We will be following the same course as last year's race.

Thank you for your consideration.

Sincerely,



Janis O Manwaring
Secretary, Board of Directors
Pathways for Keene
50 Belmont Avenue
Keene, New Hampshire 03431



City of Keene, N.H.
Transmittal Form

January 9, 2018

TO: Mayor and Keene City Council

FROM: Jim Narkiewicz, Lifetime Board Member Monadnock Travel Council

THROUGH: Patricia A. Little, City Clerk

ITEM: 2.

SUBJECT: Jim Narkiewicz/Monadnock Travel Council - Request to Use City Property - Keene Ice & Snow Festival

COUNCIL ACTION:

In City Council January 18, 2018.

Referred to the Planning, Licenses and Development Committee.

ATTACHMENTS:

Description

Communication - 2018 Ice & Snow Festival

BACKGROUND:

The Monadnock Travel Council is requesting use of City property for the 16th annual Keene Ice and Snow Festival to be held February 3, 2018.



January 9, 2018

In City Council January 18, 2018.

Referred to the Planning, Licenses and Development Committee.

Mayor Kendall Lane
Keene City Council
3 Washington Street
Keene, NH 03431



City Clerk

Dear Mayor Kendall Lane and City Council,

Last year on Saturday, February 4, 2017 the Monadnock Travel Council produced the 15th Annual Keene Ice & Snow Festival in downtown Keene. The Monadnock Travel Council has submitted the paper work for Community Event Funding for this coming year's 2018 Keene Ice and Snow Festival. I would like to request the permission for the Monadnock Travel Council to produce and a license be issued to hold the 16th Annual Keene Ice & Snow Festival on Saturday, February 3, 2018 in downtown Keene, New Hampshire.

The Keene Ice & Snow Festival has been a community event in downtown Keene for many years and provides a free day of family packed fun. Thank you for your consideration in allowing this annual event to continue through the Monadnock Travel Council.

Sincerely,


Jim Narkiewicz, Committee Chair Keene Ice & Snow Festival
Lifetime Board Member Monadnock Travel Council
P.O. Box 358
Keene, NH 03431
(603) 313-8585



Transmittal Form

January 8, 2018

TO: Mayor and Keene City Council

FROM: Mindy Cambiar, Executive Director of Hundred Nights, Inc.

THROUGH: Patricia A. Little, City Clerk

ITEM: 3.

SUBJECT: Mindy Cambiar - Hundred Nights - Lodginghouse License Request

COUNCIL ACTION:

In City Council January 18, 2018.

Referred to the Planning, Licenses and Development Committee.

ATTACHMENTS:

Description

Communication - Hundred Nights

BACKGROUND:

Hundred Nights is submitting their application to renew their Lodging House License at Hundred Nights Inc., located at 15 Lamson Street. Their current license expires Feb. 3, 2018



HUNDRED NIGHTS INC.
Cold Weather Shelter Open Doors Resource Center

P.O. Box 833
17 Lamson Street
Keene, NH 03431
(603) 352-5197
www.hundrednightsinc.org
Tax ID: 45-2798171

In City Council January 18, 2018.

Referred to the Planning, Licenses and Development Committee.


City Clerk

Keene City Council
3 Washington St
Keene, NH 03431

January 8, 2018

Re: Renewal Application for Operation of a Lodging House
Hundred Nights Inc. Cold Weather Shelter

Dear City Council Members,

Enclosed is our application and a check in the amount of \$165.00 to renew our Lodging House License at Hundred Nights Inc., 15 Lamson Street in Keene.

The Cold Weather Shelter opened for the season on November 15, 2017, although we had several families staying with us between April and July and again in October. Between January 1 and December 31, 2017 there were 203 unique guests who received 5,620 bed-nights of shelter.

Please let me know if you need any other information. Thank you for your time and consideration in the renewal of our license.

Sincerely,



Mindy Cambiar
Executive Director
Hundred Nights, Inc



RECEIVED
CITY OF KEENE

JAN 08 2018

APPLICATION FOR OPERATION OF A LODGINGHOUSE

(Please print or type)

OFFICE OF
CITY CLERK

Date 1/8/18 Location of Lodginghouse 15 Lamson St Keene

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

Property Owner Timoleon + Kiriaky Chakalos Business Phone 357-4230

Address 49 Blackberry Lane Keene Home Phone 352-1843

Operator/Resident Agent Mindy Cambiar Business Phone 352-5197

Address 574 N Shore Rd Munsonville NH 03457 Home Phone 667-1481

Number of Persons Authorized to reside on premises 26

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

Timoleon Chakalos
Signature of Property Owner

Timoleon Chakalos
Name (Printed or Typed)

Mindy Cambiar
Signature of Operator/Resident Agent

Mindy Cambiar
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



Transmittal Form

January 10, 2018

TO: Mayor and Keene City Council

FROM: The Reverend Cynthia E. Bagley and Kathy Blair

THROUGH: Patricia A. Little, City Clerk

ITEM: 4.

SUBJECT: The Reverend Cynthia E. Bagley & Kathy Blair/United Church of Christ in Keene - Overflow from the Hundred Nights Shelter - Lodginghouse License Request

COUNCIL ACTION:

In City Council January 18, 2018.

Referred to the Planning, Licenses and Development Committee.

ATTACHMENTS:

Description

Communication - United Church of Christ

BACKGROUND:

The United Church of Christ is requesting the renewal of their lodging house license. Their current license expires February 17, 2018.

UNITED CHURCH OF CHRIST IN KEENE

The Heart of the City, at the Head of the Square

www.ucckeene.org

603-352-4136



Rev. Cindy E. Bagley
Senior Minister

Rick Durance
Youth Pastor

Julie White
Church Administrator

Beverly Caldon
Director of Music

Diantha Dorman
Handbell Director

Kim Anderson
Church Bookkeeper



January 10, 2018

To: The Keene City Council
3 Washington Street
Keene, NH 03431

In City Council January 18, 2018.

Referred to the Planning, Licenses and
Development Committee.

Patricia Castle
City Clerk

Dear Honorable Mayor Lane and City Council Members:

We are applying to the City Council for a Lodging House License in order to provide space for an overflow for homeless people from the Hundred Nights Shelter. This letter will serve as our request for this license. We have had an inspection by the Keene Fire Department to ensure that we comply with the safety regulations, and are happy to welcome anyone to visit our Church.

We are providing this shelter on an overflow basis only, so it is not in operation every night nor throughout the year. We do not "let" rooms. We use a process by which people asking for shelter must check in at Hundred Nights, and comply with their procedures before being escorted to our church. Church volunteers are contacted by the Shelter in order to admit people to the overflow shelter in our downstairs meeting space. When it is in operation, we have an average of 6 to 9 guests, not including the two supervisors, one from Hundred Nights, and one a Church volunteer. There is always at least one person awake overnight.

We would like the license to allow for 10 people seeking shelter overnight plus the two supervisors in the church at any one time. The United Church of Christ in Keene asks for no money from the people using the shelter, from Hundred Nights, from the City, nor from any other person or organization. This Mission Outreach program is completely paid for by the Church and its members.

It is our understanding that there is a cost of \$165 associated with the Lodginghouse license.

Thank you for your consideration.

We wish you the Peace of Christ,

Rev. Cynthia E. Bagley

Rev. Cynthia E. Bagley
Senior Minister

Kathy Blair

Kathy Blair
Church Council Chair





APPLICATION FOR OPERATION OF A LODGINGHOUSE

(Please print or type)

Date _____ Location of Lodginghouse The United Church of Christ in Keene

Identify local or national Fraternity or Sorority that members are pledged to (if applicable) n/a
23 Central Square
Keene NH 03431

Property Owner Kathryn Blair, Chair, Church Council Business Phone 603-352-4136

Address Julie White - church administrator Home Phone 603-357-2084

Operator/Resident Agent J White @ UCC Keene, org Business Phone _____

Address Church - 352-4136 Home Phone _____
Julie & Ceel - 603-320-1820

Number of Persons Authorized to reside on premises 12

winter overflow shelter

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

Kathryn Blair
Signature of Property Owner

Kathryn Blair, Church Council Chairperson
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:

n/a

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



City of Keene, N.H.
Transmittal Form

January 22, 2018

TO: Planning, Licenses and Development Committee

FROM: Thomas Mullins, City Attorney

ITEM: 5.

SUBJECT: Legislative Update - City Attorney

RECOMMENDATION:

That the Planning, Licenses and Development Committee accept the legislative update as informational.

BACKGROUND:

SB 339: A Bill relative to voting by zoning boards of adjustment.

This Bill clarifies the number of votes required for the ZBA to take any action on any matter before it. Current law states that the concurring vote of 3 members of the ZBA is required to reverse the action of an administrative official, or to decide in favor of the applicant. The law does not specifically state how many votes are required to deny the request of an applicant. The proposed amendment would specifically require that a motion to deny an application also requires three concurring votes. The City staff is in support of this statutory change.

The text of the proposed legislation can be found here:

http://www.gencourt.state.nh.us/bill_status/billText.aspx?sy=2018&id=1731&txtFormat=html

SB 430: A Bill relative to priority of liens for liability for support of assisted persons.

This Bill would provide a priority over pre-existing liens for real estate liens issued by the City for financial support to assisted persons. Under current law, the foreclosure of a lien predating the City's lien would remove the City's lien resulting in a potential loss of repayment of the assistance to the City. For example, if there is a pre-existing mortgage lien, the foreclosure of the mortgage would remove the City's lien. The proposed amendment would give assistance liens the same priority as tax liens. The City staff supports the proposed statutory change.

The text of the proposed legislation can be found here:

http://www.gencourt.state.nh.us/bill_status/billText.aspx?sy=2018&id=1986&txtFormat=html