

Prepared for the City of Keene

# Neighborhood Parking Project Final Report

July 9, 2024



**WALKER**  
CONSULTANTS



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July 9, 2024

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City of Keene  
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Re: *Final Report for Neighborhood Parking Project  
Keene, NH  
Walker Consultants Project #16-003609.00*

Dear Mari:

Walker Consultants is pleased to submit this report for the Keene Neighborhood Parking Project for your review. This update incorporates previous feedback from City staff as well as recent meetings and events. Based on comments from you and your team, we will refine the report and issue a final copy.

We appreciate the opportunity to serve you on this project. If you have any questions or comments, please do not hesitate to call.

Sincerely,

WALKER CONSULTANTS

A handwritten signature in blue ink, appearing to read "Greg Strangeways".

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A handwritten signature in blue ink, appearing to read "Megan Gardo".

Megan Gardo  
Analyst

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## Executive Summary

Like many communities, the City of Keene faces a housing shortage, especially a lack of affordable housing. Providing off-street parking can be a significant barrier to housing development, particularly for multi-family housing, due to the land required for parking as well as the cost of construction. Keene has already taken steps to address the housing shortage, such as revising minimum parking requirements, reducing minimum lot sizes, and permitting more accessory dwelling units. The city is now looking to maximize the use of on-street space in residential neighborhoods to reduce the burden of providing off-street spaces.

As part of this ongoing effort and as a follow-up to Keene’s Housing Needs Assessment completed in 2023, the city was awarded an InvestNH Municipal Planning and Zoning Housing Opportunities Program Grant (Invest NH HOP grant”) to explore sustainable parking and transportation options that will enable continued residential development in the neighborhoods near downtown. The goal is to identify a sustainable approach that encourages alternatives to vehicle ownership while maintaining an adequate parking supply. With this goal in mind, Walker Consultants (Walker) identified strategies to address the challenges in each neighborhood and recommended changes to the city’s parking management policies and practices.

## Focus Area

The focus area is divided into four general regions: North Central, Summer Street, East Keene, and Blake/Marlboro, as shown on the following page. These neighborhoods were identified as areas most primed for redevelopment and are already zoned for greater residential density than exists today.



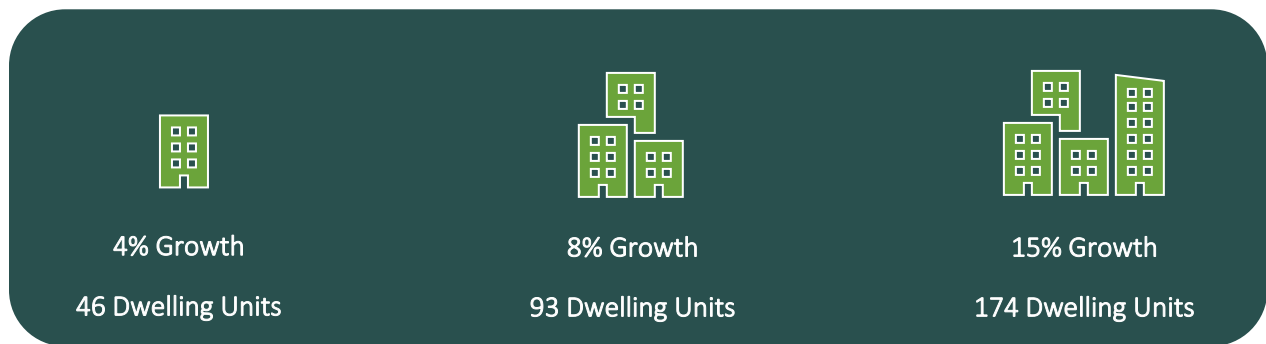
## Existing and Future Conditions

Before recommending any changes to existing zoning regulations, parking policies or operating practices, Walker first observed conditions within the focus areas. Much of the on-street parking in these neighborhoods is free and unstriped. Street widths vary significantly, with some roadways able to accommodate two-way traffic and a lane of on-street parking, while others are only wide enough for one-way traffic flow. When cars do park on-street, they often park partially in the landscaped strip between the travel lane and the sidewalk (see photo to the right). While most streets do not prohibit on-street parking, the degree to which on-street parking can comfortably and safely be accommodated varies significantly. The winter on-street overnight parking ban was already in effect during Walker’s visit to Keene, limiting our ability to observe on-street activity; however, we understand most residents in the focus area have access to and choose to park in their own driveways.



Walker completed limited observations, gathered feedback from public outreach, and held discussions with city staff to understand parking activity in the area. Based on this information, we understand on-street parking within the focus area rarely experiences significant occupancy. The next step was to understand how future development in the area could impact parking needs and how on-street parking could be leveraged to increase the available parking supply. Specific future residential developments in the focus area have not yet been proposed at the time of our analysis, so Walker applied growth assumptions to the existing mix of land uses in the focus areas and developed high, medium, and low growth projections over a 10-year planning horizon.

### Range of Growth Projections for Entire Focus Area over 10 Years



The high growth scenario was set at 15% to align with the projected housing need of 1,400 units over ten years that was identified in the Housing Needs Assessment. The low growth scenario was established at 4% using historic city-wide growth between 2011 and 2021. A middle, “incremental” growth rate scenario of 8% was also considered. Using this methodology allows Keene to understand how potential development may impact parking needs for planning purposes.

The potential increase to the parking supply was estimated by identifying all streets within the focus area that could be redesigned to formally create on-street parking. While there were more than two dozen potential candidates, Walker conservatively assumed about 1/3 would be redesigned. The projected parking demand for each growth scenario was compared to the on-street parking supply gained through restriping to quantify future parking surpluses and deficits across the entire area. The following table shows that surpluses are expected in low- and mid-growth scenarios, but a 73 to 100 space deficit could be realized in the high-growth scenario. While the addition of on-street parking may not always be appropriate for each future residential development location, this analysis indicates that overall much of the future parking supply for new residents in these neighborhoods could be provided on-street, reducing the need for off-street parking.

### Projected Weekday Parking Demand and Adequacy over Ten Years

Weekday	4% Growth Scenario 46 Dwelling Units		8% Growth Scenario 93 Dwelling Units		15% Growth Scenario 174 Dwelling Units	
	Low Range	High Range	Low Range	High Range	Low Range	High Range
New Total On-Street Supply	133	165	133	165	133	165
Effective Supply	113	140	113	140	113	140
New Demand	58	58	113	113	213	213
<b>Surplus/Deficit</b>	<b>55</b>	<b>82</b>	<b>0</b>	<b>27</b>	<b>(100)</b>	<b>(73)</b>

Note: Effective supply is set to 85% of total supply, reflecting the difficulty of finding available spaces when parking is close to full occupancy.

## Recommendations

As noted above, the InvestNH HOP grant was awarded to support Keene's goal to encourage new housing development. This report investigates how sustainable parking and transportation options will enable continued residential development in the neighborhoods near downtown. Walker's recommendations are meant to address the specific needs, issues, and opportunities identified through the evaluation phases of this project. Recommendations specifically addressing the grant's goals are discussed in more detail below.

### On-Street Parking Policy

#### Replace Parking Ban with Emergency Weather Parking Plan

Walker understands that the city is already exploring whether to transition from a winter overnight on-street parking ban to an Emergency Weather Parking plan, enabling more residents to use the on-street parking closest to their residence year-round. As more multi-family residential housing is developed, maintaining regular access to on-street parking will become critical. Draft ordinance language has been prepared as part of this study and is included in the appendices.

#### Update Residential Parking Permit (RPP) Program

Keene's ordinances already include information about a RPP program; however, Walker understands that the program has become dormant with the decline in enrollment at Keene State College. Walker recommends Keene update their ordinance, outlining the specific criteria needed to petition and form a district, how permits will be

managed, enforcement hours, etc. As transitional neighborhoods grow and more residential housing is created, on-street parking may become a more valuable commodity. Proactively reforming the guidelines today will ensure the city has a plan ready to address future issues. Draft ordinance language has been prepared as part of this study and is included in the appendices.

### Adopt a Guide for Creating Formal On-Street Parking

When residents park on-street, they often use the landscaped strip or sidewalk to avoid blocking traffic. While not all streets within the study area are wide enough, there are opportunities to redesign the roadways to create formal, on-street parking, calm traffic, and build a more walkable community. Walker recommends Keene adopt a guide for creating formal on-street parking. The guide should consider street width, traffic direction, new development, and upcoming roadway projects, as well as other value-adding factors such as potential bicycle lanes.

## Zoning Requirements

### Allow Reduced Minimum Parking Requirements for Senior and Affordable Housing

With 29% of Keene’s total population over 55 and 60% of those 65 and older living alone, the city will need smaller, more affordable housing. Parking can be a significant cost burden when developing housing. Adding separate requirements specifically for these housing categories could support growth in the types of housing most needed by Keene residents. Walker recommends Keene set the minimum parking requirement for senior and affordable housing as shown below. These recommended parking ratios reflect actual demand in communities across the country.

RESIDENTIAL TYPE	DOWNTOWN CORE, DOWNTOWN GROWTH, DT-LIMITED DISTRICTS	ALL OTHER DISTRICTS
Senior Housing	0.7 spaces per unit	0.85 spaces per unit
Affordable Housing (means-tested)	0.75 spaces per studio 0.9 spaces per one-bedroom 1 space per two-bedroom+	0.9 spaces per studio 1 space per one-bedroom 1.25 spaces per two-bedroom 1.75 spaces per three-bedroom+

### Modify Parking Minimums for Multifamily Residential Units

Walker recommends modifying the minimum requirement for multi-family dwellings based on the number of bedrooms in each residential unit rather than a flat requirement per unit. Modifying the minimum parking requirement for multi-family dwellings based on the number of bedrooms is one strategy to help support new housing development in the community. Similar approaches have been taken in many communities nationwide, including Portsmouth, NH and Lebanon, NH. The following table shows the recommended ratios.



EXISTING REQUIREMENT	PROPOSED REQUIREMENT
0 per unit in the DT-C zone	No Change
2 per unit in all other zones	1 space per studio and one-bedroom 1.5 spaces per two-bedroom 2 spaces per three-bedroom+
1 per unit in DT-G and DT-L zones	0.9 spaces per studio 1 space per one-bedroom+

## Technology

### Selectively Expand EV Charging Network

Walker recommends the city continue evaluating locations and search for funding to strategically add charging stations at city parking facilities. Keene should also consider adding EV charging stations on-street in transitional residential neighborhoods to support multi-family and affordable housing development.

## Recommendations Summary

Walker also expanded our recommendations to include industry best practices for improving the overall parking system. The implementation section includes details on the recommended time frame for executing these recommendations, the ease of implementation, general discussion about the costs/staffing needs and technology, as well as revenue impacts and the likely responsible department.

<b>On-Street Parking Policy</b>	1. Transition to New Winter Snow Plan; Replace Parking Ban with Emergency Weather Parking Plan
	2. Update Residential Parking Permit Program
	3. Amend Ordinance to Move Street Specific Parking Details to Separate Schedule
	4. Adopt a Guide for Creating Formal On-Street Parking
	5. Gradually Increase Hours and Areas of Enforcement As Needed
<b>Zoning Requirements</b>	1. Assess Impacts of Recent Zoning Changes over Time
	2. Allow Reduced Minimum Parking Requirements for Senior Housing and Affordable Housing
	3. Modify Parking Minimums for Multifamily Residential Units
<b>Transportation Demand Management</b>	1. Review and Upgrade On-Street Lighting
	2. Continue Complete Streets Implementation
	3. Improve Transit Service - Either Fixed-Route or On-Demand
	4. Continue to Require New Developments to Fund Pedestrian/Bicycle/Transit Infrastructure Improvements
<b>Communications, Marketing, and Wayfinding</b>	1. Conduct Inventory of Existing Signs and Take Appropriate Action
	2. Apply Unified City Brand to all Parking System Signage
	3. Continue to Update City Website Related to Parking and Transportation
	4. Continue Ongoing Parking- and Mobility-Related Communications and Marketing Campaign
	5. Continue Regularly Publishing Strategic Parking Plan

**Technology**

1. Integrate Permit Management System with On- and Off-Street Enforcement
2. Explore Options for an Online Permitting System
3. Selectively Expand EV Charging Network

**Finance**

1. Expand Parking Enterprise Fund Over Time to Include Transportation Initiatives While Keeping Fund Self-Sustaining
2. Expand TIF Boundaries as Parking Enforcement Areas Expand
3. Pursue Grants for Lighting, EV Chargers



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Observations, Input and  
Analysis

## Introduction

Like many communities, the City of Keene faces a housing shortage, especially a lack of affordable housing. Providing off-street parking can be a significant barrier to housing development, particularly for multi-family housing, due to the land required for parking as well as the cost of construction. Keene has already taken steps to address the housing shortage, such as revising minimum parking requirements, reducing minimum lot sizes, and permitting more accessory dwelling units. The city is now looking to maximize the use of on-street space in residential neighborhoods to reduce the burden of providing off-street spaces.

As part of this ongoing effort and as a follow-up to Keene's Housing Needs Assessment completed in 2023, the city was awarded an InvestNH HOP grant to explore sustainable parking and transportation options that will enable continued residential development in the neighborhoods near downtown. The goal is to identify a sustainable approach that encourages alternatives to vehicle ownership while maintaining an adequate parking supply. With this goal in mind, Walker Consultants (Walker) identified strategies to address the challenges in each neighborhood and recommended changes to the city's parking management policies and practices.

## Project Approach

There is no such thing as a one-size-fits-all solution for a community. Each neighborhood faces its own unique set of challenges and opportunities, advocates and detractors. In recognition of this, Walker's approach begins with listening and gathering qualitative background about the community. This starts during the kick-off meeting with city staff and the Technical Advisory Committee (TAC)<sup>1</sup>, where the needs, goals, and resources are discussed and continues throughout the project with progress meetings to ensure the project stays on track. Public engagement is also a critical element of the learning process. Walker participated in public open houses to solicit input from residents, business owners, employees, students, etc., issued an electronic survey, and provided a public comment forum on the project website. Individual interviews with key stakeholders were conducted to obtain feedback from community members. This qualitative information was combined with our quantitative analysis of the parking needs.

Walker visited the focus area to observe the existing parking supply and demand during the evening hours. This information, together with land use data, was used to create a model of existing conditions and project potential future parking needs based on different growth assumptions provided by the city. After quantifying current and future conditions in the focus area, Walker identified strategies to address the challenges and goals in each neighborhood. These strategies range from changes to parking management practices and policies to improvements to neighborhood streetscape. Finally, the recommendations were vetted by city staff, the TAC, and the community before creating a feasible action plan.

## Focus Area

A recent housing needs assessment laid the groundwork for the boundaries of the focus area, which targets neighborhoods outside of Keene's downtown core that are already zoned for greater residential density than

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<sup>1</sup> Community Development, Parking Services, Police Department, Fire Department, Public Works, Communications



exists today. The focus area is divided into four general regions: North Central, Summer Street, East Keene, and Blake/Marlboro. The map below identifies the boundaries of each of the four neighborhoods.

Figure 1: Focus Area



Source: Walker Consultants, 2024

## Public Outreach

In addition to our quantitative analysis of parking in Keene, Walker also sought qualitative feedback from community stakeholders to better inform our future parking management and transportation recommendations. A public meeting was held on January 24<sup>th</sup>, 2024 to solicit feedback from the community; a second meeting was held on June 18<sup>th</sup>, 2024 as part of a larger community event to receive feedback on the draft recommendations. As part of these forums, Walker displayed and distributed materials outlining the project’s goals and objectives and listened to community members speak about their concerns and hopes concerning parking. The initial discussion was focused on the following statements to gain meaningful feedback about current and future parking needs in the community:



WHAT I REALLY LIKE ABOUT THE NEIGHBORHOOD  
PARKING OPTIONS IN KEENE IS...



SOMETHING THAT NEEDS TO CHANGE ABOUT  
NEIGHBORHOOD PARKING IN KEENE IS...



IF MORE PARKING IS NEEDED, WHERE DO YOU  
THINK THEY SHOULD PARK?



WHAT WOULD YOU DO TO IMPROVE ACCESS TO  
PARKING AND MOBILITY OPTIONS IN KEENE?

From the meetings and conversations, some major themes that emerged include:

- Most residents in the study area do not need on-street parking for themselves or for visitors since they have access to off-street parking in driveways
- For the small percentage of residents who do use on-street parking due to a lack of off-street parking at their residence, the existing winter on-street overnight parking ban is a significant inconvenience
- Redeveloping existing parcels as residential is challenged by parking constraints.

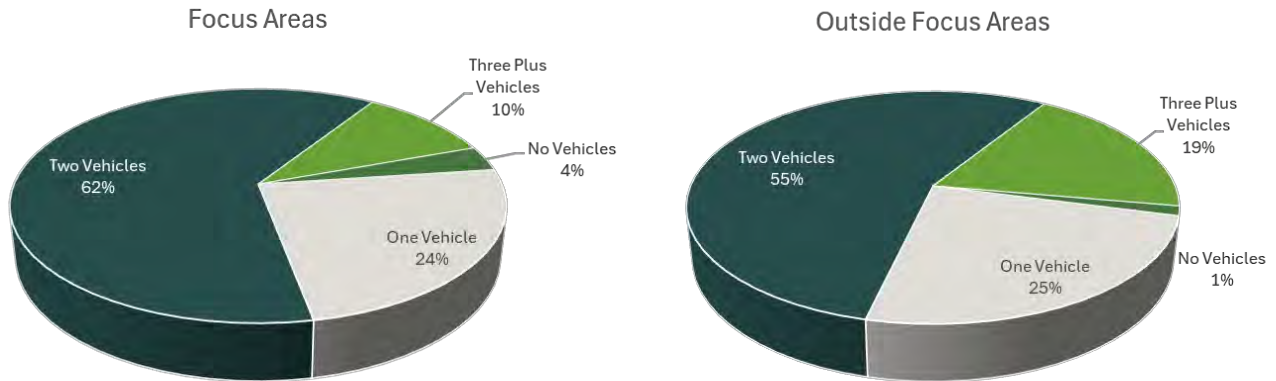
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*I am contemplating converting an office space into a residential unit, but my lot wouldn't accommodate the need for 2 additional spaces. Currently there are no nearby spots that would be conducive to overnight/long-term parking.*

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In addition to the community meetings, Walker developed a short electronic survey to garner participation and input from the community. The survey was made public via FlashVote which leverages a set of respondents who have pre-registered with the city and agreed to participate in such surveys. The parking survey was active from 1/11/24 to 1/13/24, soliciting over 300 responses. It is important to note that the survey distinguished whether the respondent lived within the Focus Area or not.

Based on the FlashVote survey results, both within and outside the Focus Areas, about 25% of households own one vehicle. However, outside the Focus Areas, more households have three or more vehicles. Overall, the average number of cars per household within the Focus Areas is about 1.79, while the ratio is 1.92 vehicles per household outside the Focus Areas.

**Figure 2: Vehicles per Household**


Source: Walker Consultants, 2024

Walker also asked respondents where they parked overnight and if the Winter Overnight Parking Ban impacted where they parked. Overwhelmingly, most people within and outside the Focus Areas have access to private residential parking (i.e., driveway, lot, garage) and therefore aren't impacted by the Winter Ban. Most people affected by the ban lived outside the Focus Areas, and either move their car to a private driveway or park in a city lot to avoid being ticketed.

When asked if there were any other comments or suggestions about parking in Keene, respondents provided the following feedback (Note, while not the focus of this study, many comments were related to downtown parking):

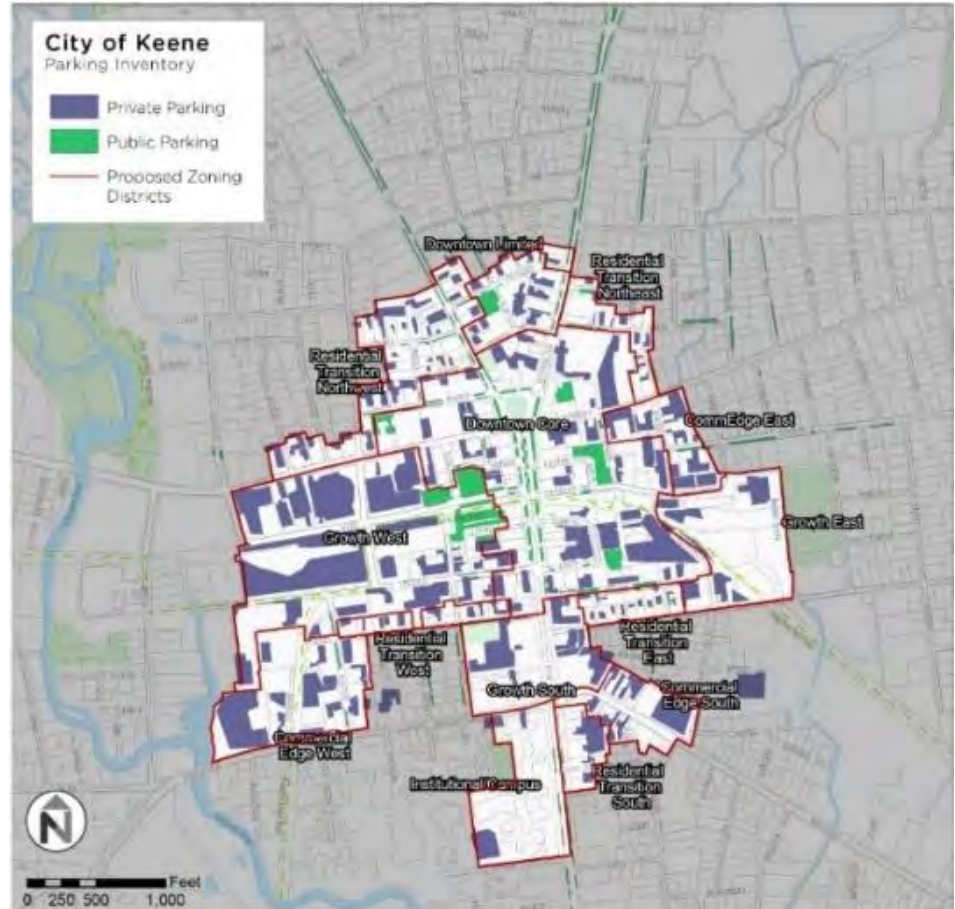
- Equal comments that there is both enough parking downtown and there needs to be more public parking downtown.
- Requests for free parking or reasonable meter rates and complaints about the credit card surcharge. Suggestions to price parking by convenience or proximity.
- Implement parking permits for residents to park downtown for free to avoid the surcharge on the meters.
- Suggestions to eliminate the winter parking ban and convert to an as-needed system.
- Enforce the ban on parking on sidewalks.
- Encourage multi-modal transportation, such as park-and-rides and walking.



## Existing Conditions

Before the commencement of the Neighborhood Parking Project, the city completed a more extensive study in April 2020 called the Parking and Zoning Analysis Report. That study focused on a larger area, including the downtown core, shown to the right. It recommended changes to zoning requirements and identified opportunities to increase the available parking through shared parking.

As part of this effort, a comprehensive survey of on- and off-street parking supply and demand was performed. Rather than repeat the efforts, Walker completed a more high-level review of on-street parking activity in our study's focus areas to confirm conditions.



## Neighborhood On-Street Parking

Walker visited the city on December 5, 2023, to confirm the parking inventory and collect parking occupancy counts in the late afternoon and evening hours when residential parkers would likely be present. Very few streets had any vehicles parked. Where there was on-street parking activity, the utilization was less than 50%. However, it is important to note that Walker's survey day occurred while the Winter Parking Ban was in effect. During the ban from November 1 to April 30, overnight on-street parking is prohibited to allow plows to clear the snow. Many residents and businesses have access to private off-street parking or choose to purchase a permit or pay to park in public parking facilities. As a result, Walker's observations may not reflect the full year-round utilization of on-street parking in the residential neighborhoods in Keene.



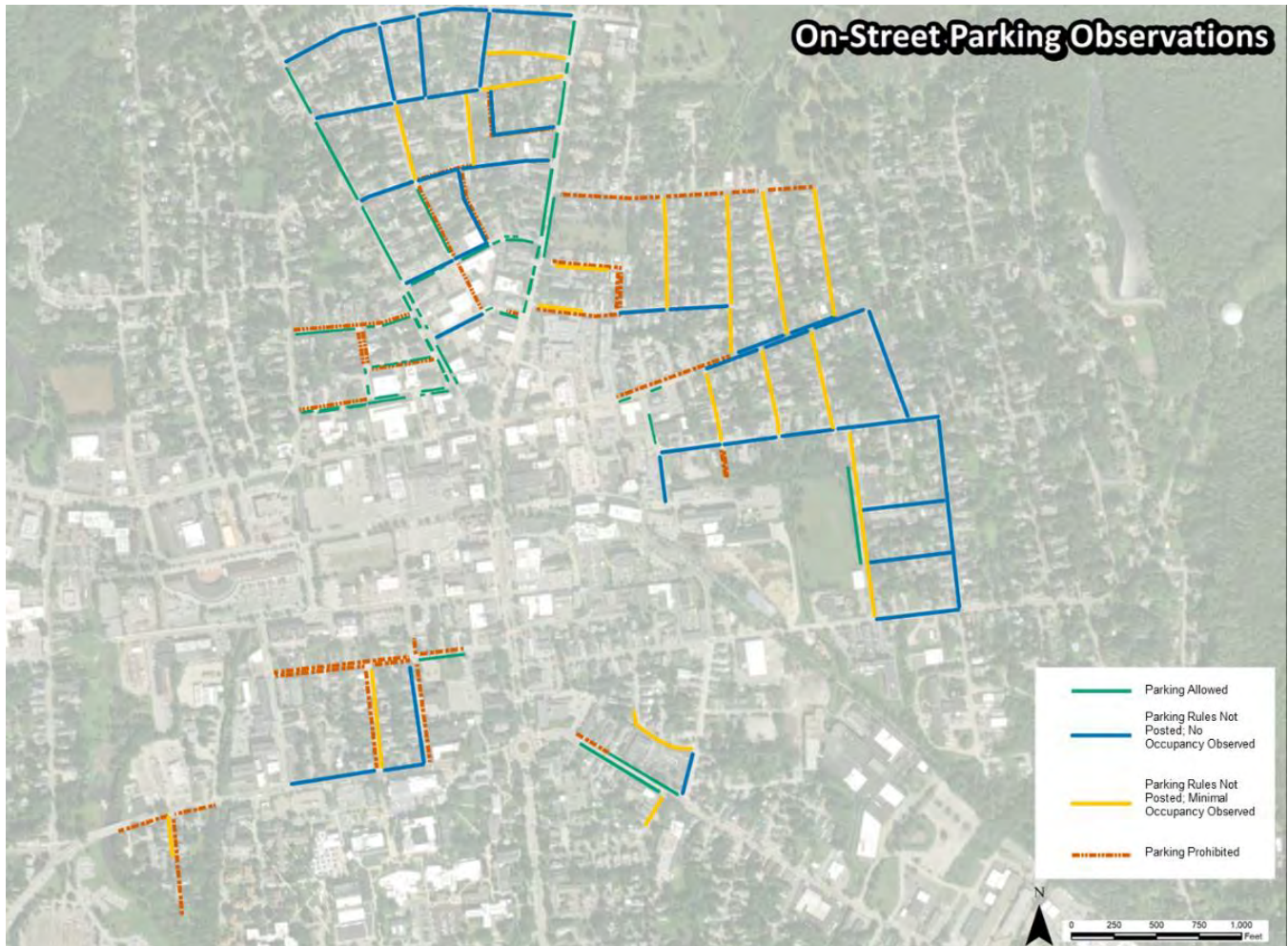
In addition, Walker used the GIS data provided by the city and our observation of on-street parking activity to identify:

- Streets where striped, metered, or permitted parking exists;
- Streets where parking is prohibited, regardless of the Winter Parking Ban;
- Streets where there are no posted parking rules and no parked vehicles were observed, and
- Streets where there are no posted parking rules, but Walker did note the presence of vehicles parked on-street.

The map in Figure 3 shows the classification of on-street parking within the focus areas. On-street parking along Washington and Court Streets, as well as in the Summer Street neighborhood, was striped, with most spaces either metered or reserved for permit holders. Several streets in the shoulder areas between the downtown core and residential areas are also striped (indicated by green on the map). Streets with parking bans are shown in red.

Unlike the main corridors, the streets in the residential neighborhoods offer less official on-street parking. Many streets are not wide enough to accommodate two-way traffic and a parking lane, forcing parked vehicles onto the landscaped strips between the street and the sidewalk to avoid blocking or restricting traffic flow. The blue and yellow lines on the map indicate these streets.

Figure 3: On-Street Parking Observations, Weekday Afternoon and Evening in December



Source: Walker Consultants, 2024

Considering the city’s goal of maximizing access to on-street parking to reduce the burden of providing off-street parking when developing new residential projects, it was critical to observe the availability of on-street parking in these residential areas.

## Street Widths and Direction of Travel

In addition to noting where on-street parking exists, Walker also reviewed the road widths and direction of traffic flow in the study area. Streets within the study area were grouped into five categories based on their width, as shown in the following figure (Figure 5). The categories were based on minimum road widths needed to support on-street parking with either one- or two-way traffic. For example, a typical travel lane is between 10 and 12 feet; on-street parking requires a minimum of 8 feet. Thus, to accommodate two-way traffic with parking on both sides of the street, the minimum width of the road is between 36 and 40 feet. Streets highlighted in yellow or blue are capable of two-way traffic flow with parking on both sides. Conversely, a minimum of 20 feet (12 feet of travel



lane and an eight-foot parking space) is needed to support one-way travel with parking on one side of the street. These streets are highlighted in red. Grey streets are under 20 feet and should not be used for parking.

Included below are examples of different street conditions in Keene. In some cases, there is either no curb, no landscaped strip, and/or no sidewalk. Vehicles may park on the landscaped strip if the street is not wide enough. Pedestrians on sidewalks are not always protected from vehicular traffic by a curb or landscaping. Only major roadways like Court, Washington, and Main Street have striped parking spaces with two-way traffic and sidewalks on both sides of the street.

**Figure 4: Existing Streetscape Examples**



Source: Walker, 2024

Many of the residential streets within the study area, while not prohibiting on-street parking, are not wide enough to accommodate two-way traffic and on-street parking simultaneously. However, only a few streets, typically those under 20 feet wide, are signed for one-way traffic or expressly prohibit on-street parking on one or both sides of the street. This is evident when comparing the street widths in Figure 5 to Figure 6, which shows the streets designated for one-way traffic flow. Most one-way streets are located in the North Central and Summer Street Focus Areas or outside the study area. Additionally, Main Street and Winchester Street are separated roadways rather than actual one-way streets.



Figure 5: Existing Street Widths

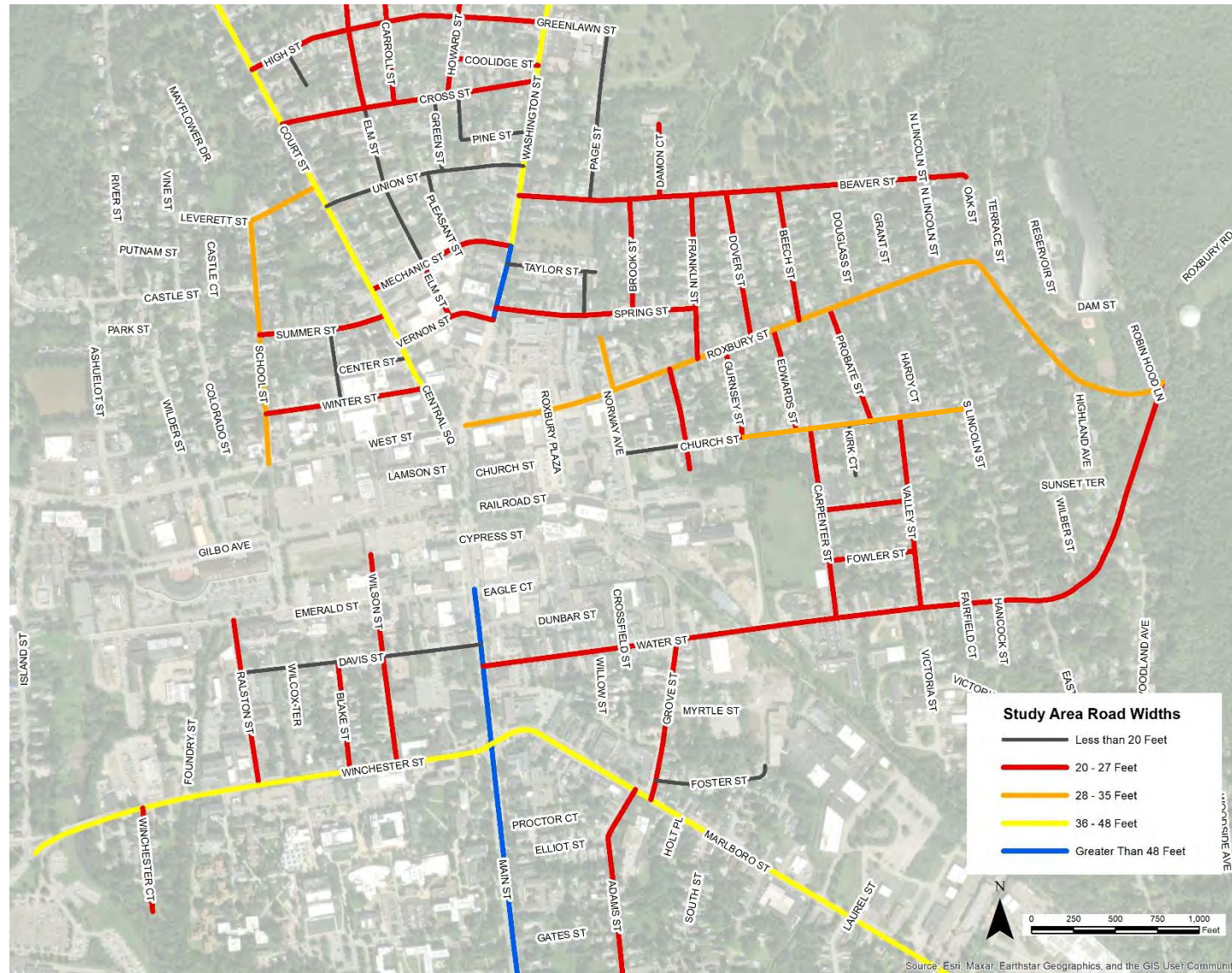
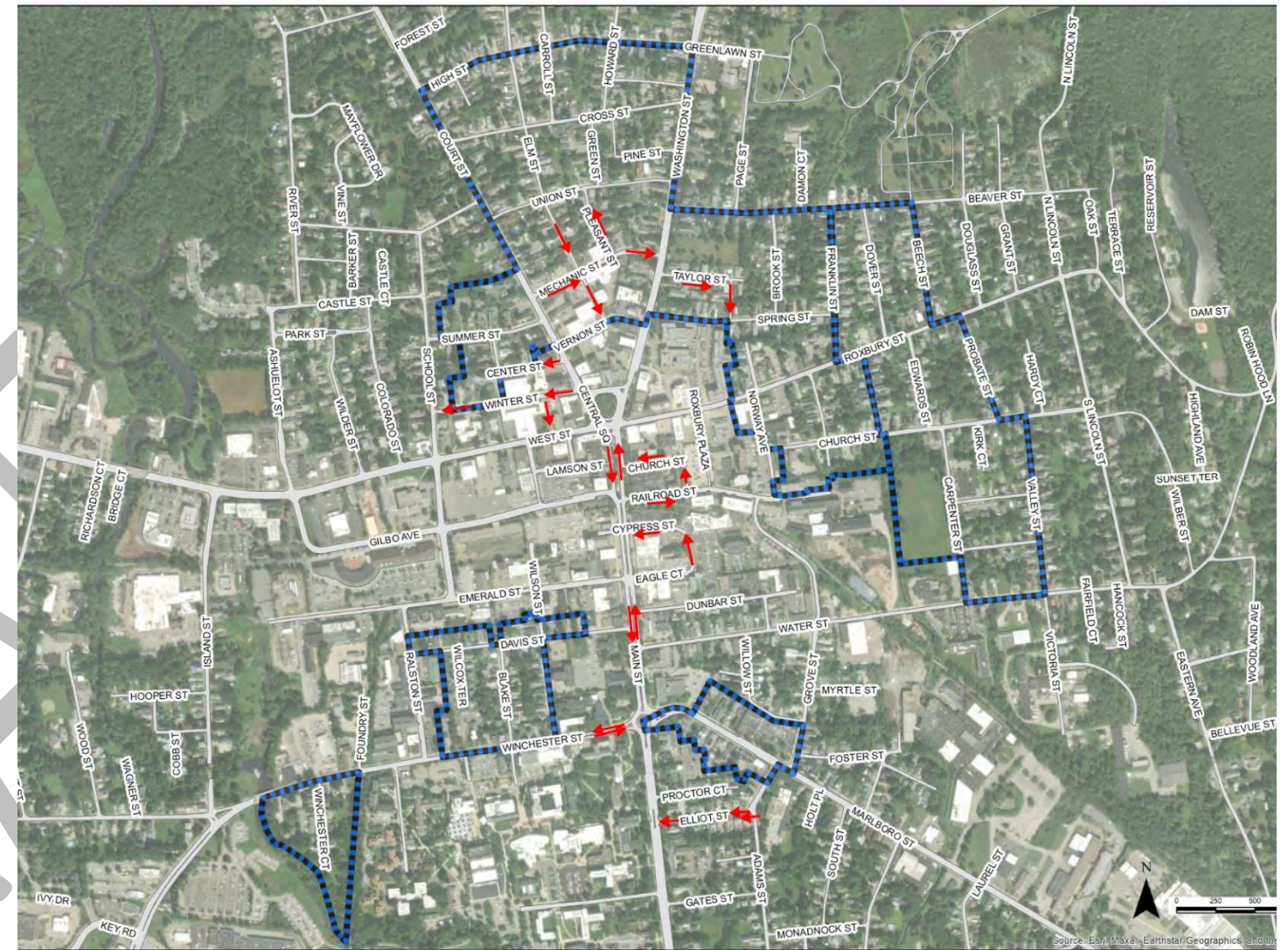


Figure 6: One-Way Traffic Flow





## Parking Regulations

Parking regulations are codified in Article III, Chapter 94 (Traffic, Parking, and Public Ways) of the City of Keene’s Code of Ordinances. In addition to identifying where parking is prohibited, the code details regulations for specific streets, such as designating loading zones, outlining the boundaries of two-hour and three-hour parking areas, and defining on- and off-street restrictions. A list of the street names or public facilities is provided for each new regulation. As a result, any change to the status of an individual street requires the ordinance to be updated and approved by the City Council, which can lead to out-of-date information in the code. Listing each street impacted by each regulation also results in an unnecessarily long and complex ordinance.

The code also includes information about snow and street maintenance plans, the now-dormant residential parking permit district, and the management of leased spaces in public facilities. It also codifies information about parking rates, penalties, and towing procedures. Codifying specific parking rates for both on- and off-street facilities requires regular updates to the ordinance language. The fee and fine schedules are also disjointed, with portions of the schedules spread across multiple sections and the appendix.

## Winter On-Street Parking Ban

The City of Keene currently enforces a winter on-street parking ban from November 1 through April 30 between the hours of 1:00 a.m. and 6:00 a.m. on all paved portions of the roadway and the entire city-owned right-of-way. The snow ban is codified in Article 3, Section 94-95 of the city’s ordinances. The ban allows a plow unrestricted access to clear the roadways.

While most homes in residential neighborhoods have access to off-street parking in private driveways, the city does offer an option for residents without access to private off-street parking. Residents can park in a publicly owned off-street lot.

Access to the lots rotates daily to allow for plowing. No permits are needed. A sample of the schedule is shown above.

Figure 7: Winter On-Street Parking Lot Schedule



## Parking Enterprise Fund

Keene uses the parking enterprise fund approach to parking management. It is a direct unit of municipal government, an accounting construct that follows a business-like model and is intended to generate adequate income to be self-sustaining. Enterprise funds offer the best mix of operational advantages, including:

- Municipality maintains direct control of parking operations and long-term parking planning goals.
- Financial structure (self-supporting) permits department to sometimes work outside of financial restraints placed on other “general fund” municipal departments.
- Parking operations and development do not place a tax burden on the citizens of its municipality.

In fiscal year 2024, the parking enterprise fund expanded pay station operations in areas formerly operated only with meters. Along with the expansion, a trial of 15-minute complimentary sessions, which allowed every space covered by the pay station to be a loading zone or quick-run parking space, was completed. Introducing paystations allowed for the removal of meters, posts, and unnecessary signage, improving the overall streetscape. Some meters were even redeployed in other areas to improve function and aesthetics.

In addition to these new services and functions, the parking enterprise fund is used to support the Downtown maintenance area and fund several large CIP and maintenance projects. The fund is also used to support snow and ice control, general maintenance, beautification, and repair and maintenance of surface parking lots and downtown areas. These funds offset the cost to the general fund, which is funded by taxpayers. The FY2025<sup>2</sup> budget, shown above, continues these same activities at the same levels as the FY2024 budget. Goals include expanding pay stations, pay-by-app areas, and increasing permitted parking in strategic areas.

Operating Revenue and Expenditures						
	2022-2023	2023-2024	2024-2025	2024-2025	2025-2026	2026-2027
Revenues	Actual	Adopted Budget	Dept Request	City Manager	Projected	Projected
Taxes	195,489	203,470	238,511	238,511	169,591	314,967
Parking Meter Fees / Space Rentals	810,432	861,814	880,103	880,103	902,106	924,658
Fines & Forfeits	266,882	296,550	298,550	298,550	304,521	310,611
Miscellaneous	21,472	1,000	1,000	1,000	1,000	1,000
County Courthouse Payment	16,734	16,530	16,326	16,326	16,122	16,326
Capital Reserve / Project Balances		57,400	32,700	32,700	328,000	
Use of (Addition to) Surplus		(117,277)	(75,251)	(78,958)	(110,825)	(248)
Sale of Bond					1,127,000	
<b>Total Revenues</b>	<b>1,311,009</b>	<b>1,319,487</b>	<b>1,391,939</b>	<b>1,388,232</b>	<b>2,737,515</b>	<b>1,567,314</b>
<b>Expenditures</b>						
Lots & Meters	617,807	666,425	710,486	706,779	720,915	735,332
Outside Services	254,742	233,531	228,782	228,782	233,358	238,024
City Hall Parking Facility	13,802	19,686	22,925	22,925	23,384	23,851
Wells Street Parking Facility	20,855	29,425	34,577	34,577	35,269	35,974
Debt Service-TIFD	115,968	123,020	179,469	179,469	139,591	284,967
Subtotal	1,023,174	1,072,087	1,176,239	1,172,532	1,152,515	1,318,148
Capital Reserve / Project Balances	276,000	247,400	215,700	215,700	1,585,000	249,166
<b>Total Expenditures</b>	<b>1,299,174</b>	<b>1,319,487</b>	<b>1,391,939</b>	<b>1,388,232</b>	<b>2,737,515</b>	<b>1,567,314</b>
<b>Net Revenues (Expenditures)</b>	<b>11,835</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

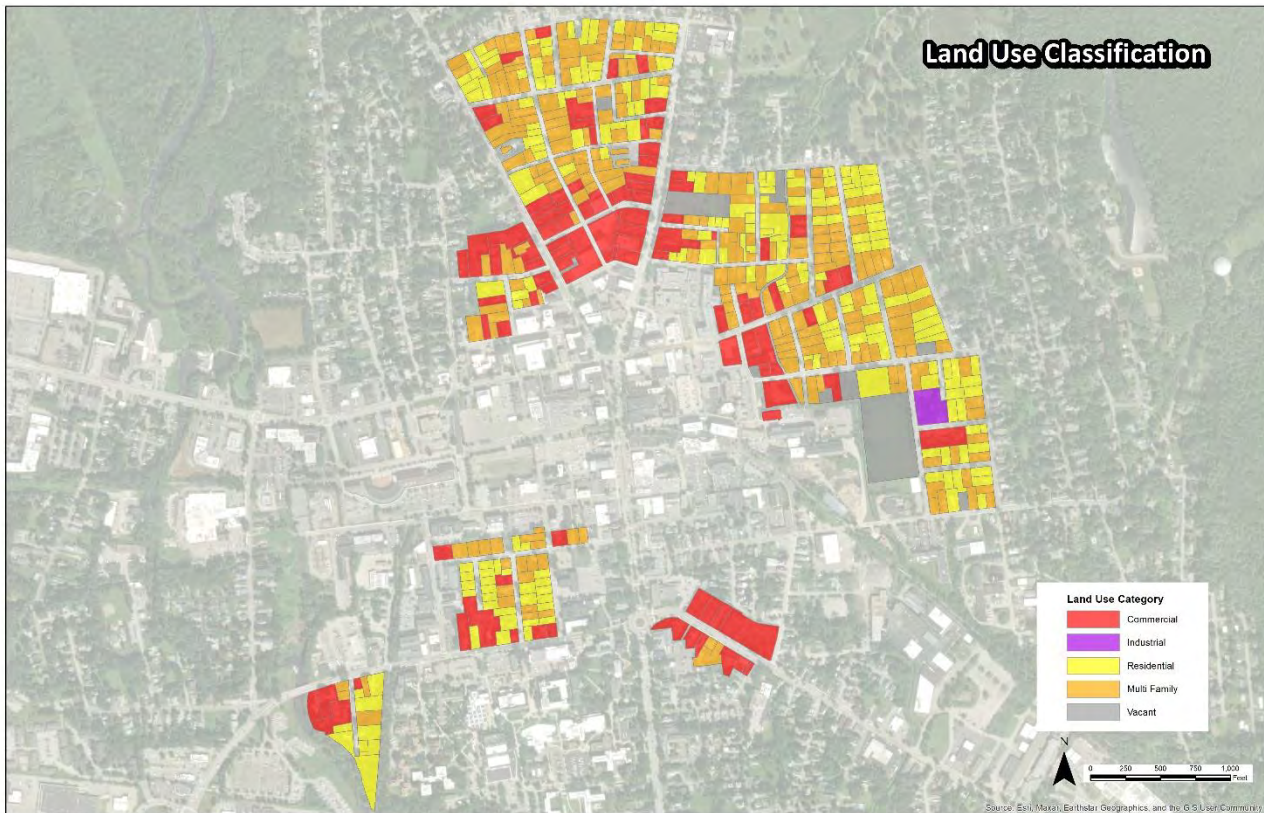
## Land Use Data

In 2020, the City completed a comprehensive parking study encompassing the downtown core and all the neighborhoods in Walker’s analysis. In total, land use data for over 300 parcels was included in the 2020 study of existing and future parking needs. For this exercise, Walker focused on the smaller focus area for the Neighborhood Parking Project, specifically transitional residential neighborhoods outside the downtown core. The City of Keene provided Walker with square footage by land use and/or the number of residential units for every

<sup>2</sup> <https://keeenh.gov/sites/default/files/Finance/CoK%20Operating%2024-25/City%20of%20Keene%20Operating%202025%20Budget%20041924%20Final%20For%20Printers.pdf>

parcel within the study area. This data was categorized into one of six major land use categories and mapped in the figure below. Commercial spaces such as office, retail, and restaurant space are highlighted in red, while the different kinds of residential housing are yellow, orange, and brown.

**Figure 8: Land Use Classification**



Source: City of Keene, 2024

The table on the following page numerically summarizes the total quantity of each land use within the four study areas. The table includes the high-level classification and the more specific land use category.

Figure 9: Existing Land Use Data for Study Area

Land Use	Land Use Category	Quantity	Units
Residential Units	Residential, Multi-Family, and Condominium	1,158	Units
Police/Fire	Commercial	24,671	SF
Restaurant	Commercial	1,826	SF
Retail	Commercial	11,556	SF
Office	Commercial	174,989	SF
Bank	Commercial	18,600	SF
Funeral Home	Commercial	12,073	SF
Inn	Commercial	9	Keys (Rooms)
Telephone Building	Commercial	24,094	SF
Religious	Commercial	18,175	SF
Light Industrial	Industrial	23,247	SF
Fraternal (Elks Lodge/Fraternal Order of Eagles Aerie)	Commercial	24,334	SF
Warehouse (Community Kitchen)	Commercial	16,000	SF

Source: City of Keene, NH 2024

Parking occupancy counts were not part of this project’s scope, so Walker used the land use data and parking demand ratios published by the Urban Land Institute in *Shared Parking, 3<sup>rd</sup> Edition*, to model existing parking needs.

## Future Conditions

### Growth Scenarios

The recently completed Housing Needs Assessment and Strategy identified a need for new, improved, or alternative housing arrangements for over 4,200 households within the City of Keene in the next ten years. Compared to the existing housing stock, approximately 1,400 new housing units will be needed over the next decade, including 608 rental and 791 homeowner units. These needs span various housing types, price points, and geographies within city limits.

Specific new developments in the study area have not been proposed at the time of our analysis. Therefore, Walker applied growth assumptions to the existing mix of land uses in the focus areas and developed high, medium, and low growth projections.





The high growth scenario was set at 15% to align with the projected housing need of 1,400 units over ten years (14% total). The low growth scenario was established at 4% using historic city-wide growth between 2011 and 2021. A middle, “incremental” growth rate scenario of 8% was also considered. Using this methodology allows Keene to understand how potential development may impact parking needs for planning purposes.

As noted earlier, Walker recorded the number of existing residential units and/or the square footage by land use. This information was used to establish existing conditions, the first step in modeling the parking impact of future growth. The table below summarizes the existing mix of land uses in the focus areas and the potential increase in housing units or square footage. Not all land uses in the focus areas are expected to grow over the 10-year planning horizon. Walker primarily assumed housing, retail, restaurant, and office spaces would grow.

**Figure 10: Existing Land Use Program and Incremental Growth Assumptions**

Land Use	Existing		4% Growth Scenario		8% Growth Scenario		15% Growth Scenario	
	Quantity	Units	Quantity	Units	Quantity	Units	Quantity	Units
Residential Units	1,158	Units	46	Units	93	Units	174	Units
Police/Fire	24,671	SF	0	SF	0	SF	0	SF
Restaurant	1,826	SF	73	SF	146	SF	274	SF
Retail	11,556	SF	462	SF	924	SF	1,733	SF
Office	174,989	SF	7,000	SF	13,999	SF	26,248	SF
Bank	18,600	SF	744	SF	1,488	SF	2,790	SF
Funeral Home	12,073	SF	0	SF	0	SF	0	SF
Inn	9	Keys	0	Keys	0	Keys	0	Keys
Telephone Building	24,094	SF	0	SF	0	SF	0	SF
Religious	18,175	SF	0	SF	0	SF	0	SF
Light Industrial	23,247	SF	0	SF	0	SF	0	SF
Fraternal Organizations	24,334	SF	0	SF	0	SF	0	SF
Warehouse (Community Kitchen)	16,000	SF	0	SF	0	SF	0	SF

Source: City of Keene, 2024

## Future Parking Demand

Walker used the shared parking methodology to model the three future growth scenarios. Shared parking methodology was developed in the 1980s and has been a widely accepted industry standard for rightsizing parking facilities over the past 30+ years. Adopted by cities throughout the US and codified in zoning ordinances as an acceptable practice, shared parking is endorsed by the Urban Land Institute (ULI), the American Planning Association (APA), the National Parking Association (NPA), and the International Council of Shopping Centers (ICSC), as an acceptable method of parking planning and management.

Shared parking allows for the sharing of parking spaces among uses in a mixed-use environment — in lieu of providing a minimum number of parking spaces for each individual use. Shared parking commonly results in a reduction of required parking spaces. This reduction, sometimes significant, depends on the quantities and mix of uses and local code requirements.

A shared parking analysis begins first by taking the land use quantities of the project, e.g., the number of residential units, and multiplying by a base parking demand ratio and monthly and hourly adjustment factors. All base ratios and hourly and monthly adjustments are industry standards based on thousands of parking occupancy studies, vetted by leading parking consultants and real estate professionals and documented within the Third Edition of ULI/ICSC/NPA's Shared Parking. In the case of the City of Keene's Neighborhood Parking Project, Walker used the land use quantities identified by applying the three growth factors to the existing mix of uses in the focus areas.

When adjusting the model, Walker assumed the following:

- 50% of the residential units would be one-bedroom, and 50% would be two-bedrooms
  - The Housing Needs Assessment indicated that household size in Keene was decreasing, driving demand for smaller units. Additionally, Keene has a high share of single-person households.
- Approximately 90% of professional employees drive or ride to work in a personal vehicle, while the remaining 10% arrive by an alternative means of transportation such as public transit, walking, biking, etc. About 85% of service employees drive or ride to work in a personal vehicle.
- 95% of retail and restaurant customers would drive or carpool.
- Each residential unit would generate demand for about 1.15 spaces.

The table below summarizes the peak hour parking need on a weekday and a Saturday under each growth scenario. Under the status quo, 4% growth scenario, Walker anticipates needing an additional 58 spaces in the Focus Areas. In comparison, under the high-growth, 15% scenario, Walker projects demand for a further 215 spaces during peak conditions.

**Figure 11: Future Incremental Parking Demand**

4% Growth Scenario		8% Growth Scenario		15% Growth Scenario	
Weekday	Weekend	Weekday	Weekend	Weekday	Weekend
January 10 a.m.	January 12 a.m.	December 10 a.m.	March 12 a.m.	December 10 p.m.	January 12 a.m.
58 spaces	56 spaces	113 spaces	114 spaces	213 spaces	215 spaces

Source: Walker, 2024

While some future projects may provide off-street parking, there is a cost associated with this decision. Regarding physical space on a parcel, parking may limit a developer's ability to maximize development on a site; surface parking also breaks up street frontages and negatively affects the aesthetic effect of a residential street. There is also the actual cost of building and maintaining surface parking to consider. One of the strategies being considered as part of this study is the use of on-street parking to supplement or replace off-street parking requirements.

## Future Parking Supply

Many of the residential streets in the study area are between 20 and 26 feet wide. While no signage is posted prohibiting on-street parking, and it is occasionally used, the streetscape and width of these streets aren't conducive to on-street parking. Vehicles park in the landscape strips or impede the flow of traffic.

By redesigning the on-street parking in the residential areas, Keene could gain additional parking supply while also improving pedestrian safety and the general walkability in these areas.

To quantify the potential impact of formalizing the on-street parking on some residential streets, Walker compiled the curb lengths of about two dozen streets within the study area. The roads identified were between 20 and 26 feet wide and did not already have striped/metered parking. The number of driveway curb cuts, fire hydrants, intersecting streets, etc., varies on each street, which impacts the number of spaces that can be striped on each block. For planning purposes, Walker selected sample streets to measure the total curb length and the amount of usable curb space. Blake Street was one of these sample streets, as shown in the figure below.

**Figure 12: Blake Street On-Street Parking Concept Design**


Source: Walker, 2024

Blake Street, from Davis Street to Winchester Street, is about 660 feet long. After accounting for setbacks from driveways and the end of the block and assuming a 22-foot-long parking stall, Walker estimated approximately 13 on-street spaces could be striped, the equivalent of about 290 linear feet. The ratio of useable linear feet to total linear feet for Blake, Wilson, and Church streets averaged about 45%. This adjustment factor was applied to each potential residential street to calculate the available linear footage and divided by 22 feet to determine the number of parking stalls possible.

Using this methodology, Walker estimated that between 400 and 500 additional on-street parking spaces could be formally striped within the study areas. However, the likelihood of every street being redesigned to create on-street parking formally is low. Walker conservatively assumed only about 33% of blocks would be transitioned over time. The table below summarizes the potential gain in formal on-street parking within the study area.

**Figure 13: Potential On-Street Parking Supply Increase**

	Expected # of Striped Spaces	Low Range	High Range
Maximum Spaces	451	403	499
33% Adoption	149	133	165

Source: Walker, 2024

Assuming approximately a third of the residential streets in the study areas are redesigned, Walker estimates the parking supply could be increased by 133 to 165 spaces.

## Future Parking Adequacy

Parking Adequacy is the ability of the parking supply to accommodate the parking demand and is usually calculated using the effective parking supply or operational capacity. The inventory of parking within the Study Area is adjusted to allow for a cushion necessary for vehicles moving in and out of spaces and to reduce the time needed to find the last few remaining spaces when the parking supply is nearly full. We derive the effective supply by deducting this cushion from the total parking capacity. The cushion allows for vacancies created by restricting parking spaces to certain users (reserved spaces), mis-parked vehicles, minor construction, and debris removal. A parking supply operates at peak efficiency when parking occupancy, including both transient and monthly parking patrons, is 85 percent to 95 percent of the supply. For on-street parking, which is less efficient



than off-street parking due to the time it takes patrons to find the last few vacant spaces while navigating traffic, we typically apply an 85 percent adjustment factor.

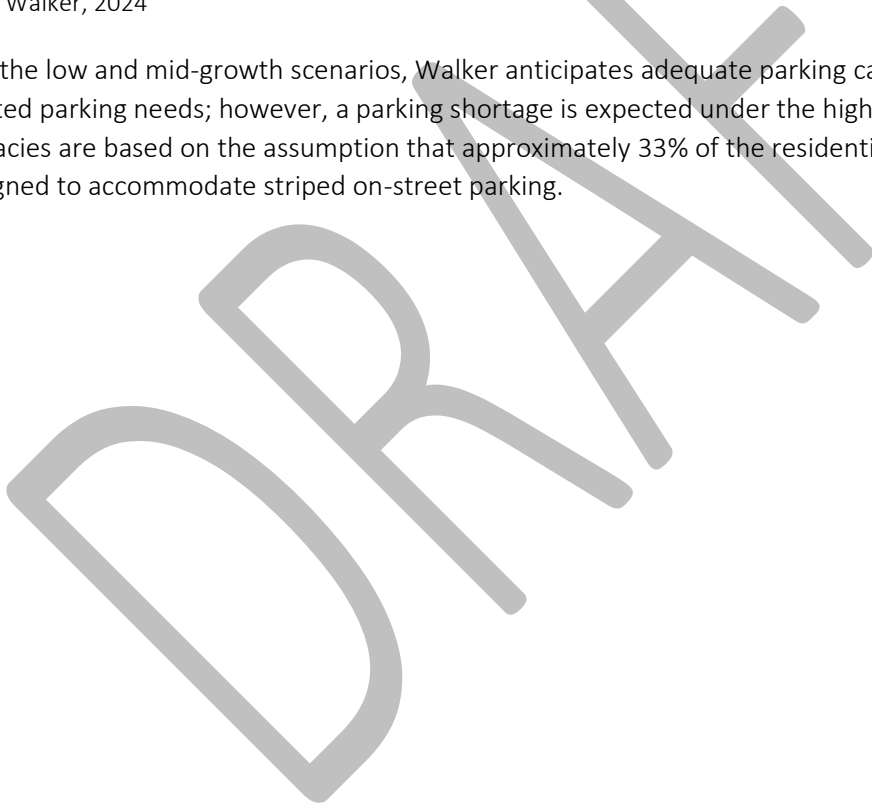
To determine the future parking adequacy, Walker subtracted the projected weekday parking demand for the new development from the high and low range of the effective parking supply. Calculations were completed for each of the three growth scenarios.

**Figure 14: Projected Weekday Parking Demand and Adequacy**

Weekday	4% Growth Scenario		8% Growth Scenario		15% Growth Scenario	
	Low Range	High Range	Low Range	High Range	Low Range	High Range
Total Supply	133	165	133	165	133	165
Effective Supply	113	140	113	140	113	140
Demand	58	58	113	113	213	213
<b>Surplus/Deficit</b>	<b>55</b>	<b>82</b>	<b>0</b>	<b>27</b>	<b>(100)</b>	<b>(73)</b>

Source: Walker, 2024

Under the low and mid-growth scenarios, Walker anticipates adequate parking capacity to meet the study's projected parking needs; however, a parking shortage is expected under the high-growth scenario. Again, these adequacies are based on the assumption that approximately 33% of the residential streets in the study area are redesigned to accommodate striped on-street parking.



02

Recommendations

# Recommendations

## Goals

The goals of any parking system are centered on providing the most efficient and friendly parking experience to residents, patrons, and visitors. This outcome is accomplished through various parking policies promoting a positive customer experience while ensuring supply is available for commercial, residential, and civic activity. Management of the parking supply plays a key role in ensuring that residents, visitors, and patrons find parking quickly and efficiently while assisting in the mitigation of unwanted on-street parking by long-term users, including employees. Walker’s recommendations for Keene incorporate the following strategies that promote effective management of the entire parking system:

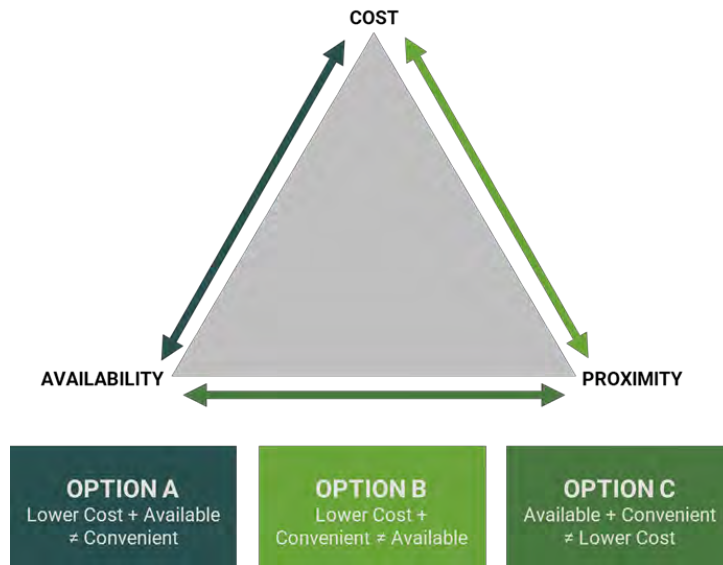
- Prudent use of available parking technologies;
- Consistent but fair enforcement;
- Promotion of a range of parking and mobility choices;
- Clear and understandable options, policies, signage, and wayfinding;
- Balancing the needs of residents, employees, visitors, students, business owners; and
- Maintaining a sustainable financial structure.

The community can address the parking challenges by creating more supply, better managing the existing resources, or a measured combination of both. The recommendations in this report discuss the merits of each.

## Parking Supply Management

The success of any parking program depends on the effective enforcement of regulations for its respective on-street and off-street parking systems. In setting parking rates, fees, and associated time limits, the logic is to control parking demand by pricing the most convenient and desirable parking locations higher than less convenient parking locations. This practice is best represented by the “parking triangle” of cost, availability, and proximity (convenience).






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*In a thriving environment, it is possible for customers to have two of these three criteria met, but it is not possible to have all three met at the same time.*

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Following the laws of market economics, conveniently located facilities with available spaces typically come at a premium price. Parking facilities that are low-cost or free and consistently have available spaces are likely not conveniently located. The facilities providing the highest degree of overall service should be priced the highest. Users are willing to pay for a high degree of service (i.e., conveniently located parking and assurance that parking will be available) when they are confident the service will be delivered accordingly. Less convenient and longer-term parking should be priced lower to promote longer-term parking in these areas. Even with off-street parking, the locations closest to key destinations should be priced higher than facilities on the periphery. This is a practice already implemented in downtown Keene.

The same approach is taken by airlines, hotels, theaters, stadiums, and similar venues where premium seating is priced higher than less desirable seating locations. Like tickets to a baseball game or concert, where the value of a front-row seat is far greater than one in the last row, a municipality could price its on-street and off-street parking assets similarly. Using this practice with parking encourages users to make a choice that best meets their needs, distributes demand accordingly (not to have all users demanding the same parking spaces) and thereby reduces circling in search of parking and customer frustration, encourages the turnover of the most convenient spaces, and promotes better overall availability of parking throughout the system. Specific to on-street parking, hourly rates should be set so that one or two spaces on each block are available at any given time. The hourly rate is likely too low if parking is consistently 100% occupied (under typical non-event conditions).

## Parking Management Recommendations

This section provides detailed parking operations and management recommendations and considerations. There are a wide variety of policy, program, and infrastructure strategies that municipalities and parking operators can employ. Care was taken to present customized strategies that are most relevant to the City of Keene.

Recommendations provided herein are meant to address the specific needs, issues, and opportunities identified through the evaluation phases of this project. Recommendations are provided below according to the following categories:

- On-Street Parking Policy
- Zoning Requirements
- Transportation Demand Management
- Communication, Marketing and Wayfinding
- Technology
- Finance

## On-Street Parking Policy

### Transition to New Winter Snow/Ice Plan; Replace Parking Ban with Emergency Weather Parking Plan

A winter storm plan and parking policy are necessary tools for most northern communities to effectively and efficiently clear roadways. Depending on the frequency and severity of the weather and the municipality's resources and capabilities, different variations of a winter storm parking ban may be implemented. Winter storm plans generally fall into one of three categories: Ad Hoc, Regularly Scheduled, or a full Snow Ban. A brief description of each category is included below.

Plow Plan Type	Description
<b>Ad Hoc</b>	Snow removal is conducted only when needed, with no set schedule or set of rules or restrictions for on-street parking always in effect. Parking is typically restricted “when weather conditions severely impede vehicular traffic or snow and ice removal.” A staff member, typically a director of public works or a similar position, can declare a snow event, which is then communicated to the public via the Internet and/or via SMS or push notification. A specific set of rules then takes temporary effect, such as a requirement to move cars to one side of the street or another.
<b>Regularly Scheduled</b>	It follows a regular and established schedule or set of rules that does not depend on weather conditions and/or an active declaration of a snow event. Nearly all such programs rely on alternating the side of the street that parkers can park on. Such programs are usually only in effect during winter months.
<b>Snow Ban</b>	<p>Parking on specifically designated snow routes or all public streets is prohibited. Alternatively, overnight parking is prohibited on all streets during the winter months or on certain sides of the roads on certain days of the week.</p> <p>Usually paired with an off-street public parking solution (free or permit)</p>

The City of Keene currently employs the third option, a full snow ban. From November 1 through April 30, between 1:00 a.m. and 6:00 a.m., a parking ban is enforced on all paved portions of the roadway and the entire city-owned right-of-way. The snow ban is codified in Article 3, Section 94-95 of the city’s ordinances. The ban allows a plow unrestricted access to clear the roadways.

While most homes in residential neighborhoods have access to off-street parking through private driveways, the city does offer an option for residents without access to private off-street parking. Vehicles are permitted to park in specific off-street lots on a rotating basis to accommodate plowing free of charge. A sample of the schedule is shown to the right.

Walker recommends the City of Keene transition from a total Snow Ban to an Ad Hoc Plan, eliminating the need for residents to find alternative parking for half the year. A benchmark study of peer communities, as shown below, suggests that most communities have adopted an Ad Hoc snow policy over a total Snow Ban. For comparison purposes, Walker also included the population, average snowfall, and average number of snow days per year. A more detailed description of each city’s plan is included in the appendix.



Figure 15: Snowplow Plan Benchmark

City	Population	Average Snowfall per Year	Average Snowdays per Year	Snow Policy
Keene, NH	23,106	59.8	28.6	<b>Snow Ban</b>
Portland, ME	68,313	75.4	16.7	<b>Ad Hoc Plan</b> Citywide Snow Ban Peninsula Zone Ban Yellow Zone Snow Ban
Portsmouth, NH	22,277	65	24.6	<b>Ad Hoc Plan</b> The entire City except the downtown business area Downtown Business Area Only
Nassau, NY	4,545	59.2	34.5	<b>Ad Hoc</b>
Concord, NH	44,006	67.7	30.3	<b>Ad Hoc</b>
Lebanon, NH	15,005	68	68.9	<b>Snow Ban</b>
Durham, NH	15,490	38.9	13.4	<b>Snow Ban</b>
Nashua, NH	91,124	52.9	18.9	<b>Ad Hoc</b>
Park City, UT	8,457	95	34.8	<b>Ad Hoc</b>
Estes Park, CO	5,580	82	33.7	<b>Ad Hoc</b>

Source: Walker Consultants, 2024

On average, Keene experiences about 29 plowable snow days annually. An Ad Hoc solution to snow removal and elimination of the winter parking ban would ease the pressure on residents to find alternative parking for half the year. Additionally, an Ad Hoc solution supports the city's goal of encouraging new affordable housing by maximizing the use of on-street space in residential neighborhoods and reducing the burden of providing more off-street parking.

While an Ad Hoc solution does provide more access to on-street parking, it also requires more communication with the community. In communities that have adopted an Ad Hoc approach to parking and snow management, the following are some key elements of their programs:

- Definition of a plowable snow event and determination of what city department will issue the “snow emergency/ inclement weather event” parking ban, as well as how far in advance to issue the warning and for how long the ban is in effect.
- Identification of alternative off-street parking options for residents without access to private off-street parking.
  - This also includes establishing a procedure for permitting access to municipal lots during the “emergency.”
  - Some cities require residents to show their license to a cashier before exiting; others allow free parking between midnight and 7 a.m. Keene could continue the practice of rotating access to specific municipal lots.
- Establishment of means of communicating the snow emergency/ inclement weather event parking ban. Typically, cities use a mass notification system to send emails and/or text messages to residents, employees, business owners, etc., who have opted into the program. However, information can also be relayed via social media, posted on the city's website, announced via radio, or even displayed on temporary variable message signs around town. The city could also use an automated inclement weather hotline phone number.

It is Walker's understanding that the city is already moving forward with plans to transition to this type of solution and Walker has supplied draft ordinance language to support the change. A copy of the draft language is included in the appendix.

### **Update Residential Parking Permit Program**

Residential parking permit (RPP) programs are typically established to mitigate spillover in residential neighborhoods from commercial or institutional uses or when historic land development has limited the amount of parking available in residential areas. For example, areas around a university, where commuters park on-street in residential neighborhoods rather than pay for a parking pass to park on campus, or in transitional neighborhoods between the downtown core and residential areas when employees or visitors compete with residents for (typically free) on-street space rather than pay.

RPP programs are typically codified in the city ordinances, with specific criteria defined for creating a zone as well as enforcement hours, restrictions, zone boundaries, and other operating requirements. Walker has prepared draft ordinance language updating the existing program, which can be found in the appendix. After establishing the policy for a residential parking permit zone or district, the plan's details should be provided online. Walker recommends the city create a separate webpage for the RPP program, with links from the Parking Services



landing page. All information about the RPP program should be shared on the webpage, including any forms to create a new RPP zone or apply for or renew a permit for an existing zone.

### Establishment

Most cities require a petition signed by the majority of residents to initiate the process of the establishment of a new RPP district. An applicant must submit a letter to the parking manager indicating their interest; then, neighborhood residents work with the parking or city manager to define the zone's boundaries. From there, the city manager, parking department, or other designee studies the proposed district to ensure compliance with city criteria defined in the ordinance. These criteria can include:

- Parking spaces in the area are at least 75% occupied on X number of days per week during a typical eight-hour period during two different weeks.
- At least 25% of the spaces are likely occupied by commuter or non-resident parking.
- Implementing a RPP zone would increase access to area residents or businesses, reduce traffic congestion and improve vehicular/pedestrian safety.

### Parking Restrictions

Parking restrictions typically vary based on the needs of the district established but are in effect during the busiest parking times. In districts or zones with daytime overflow, typical hours may span from 7:00 am to 7:00 pm. Many districts also allow for time-limited parking for non-permit holders. Some municipalities may also restrict non-permit holders to one parking period per day in the residential zone.

### Permit Procedures

Residents within a RPP zone must apply annually for a residential permit. Applications should include, at a minimum, valid vehicle registration and proof of residence within the district. Typically, there is a nominal fee associated with purchasing a permit. Walker recommends restricting the number of permits per household to two; however, if a municipality wishes to allow for more than two permits per household, we recommend an escalating fee schedule for each additional permit. Other municipalities have opted to restrict the number of permits based on a household's access to private off-street parking. Additionally, boat trailers, camping trailers, motor homes, and work-type commercial vehicles should not be eligible for parking permits.

Residents may receive limited visitor passes for visitors staying longer than the posted time limit in a zone or district. Some municipalities provide these passes free of charge, while others charge the resident.

### Enforcement

Best practice in enforcement of an RPP zone or district recommends using the resident's license plate as the parking credential paired with mobile license plate recognition cameras. In New Hampshire, current legislation limits the ability to use license plate recognition technology to enforce parking restrictions. However, the legislation is set to expire in January 2027. A physical permit will be needed if Keene implements the RPP program before the law expires.

### Amend Ordinance to Move Street Specific Parking Details to Separate Schedule

Walker reviewed the ordinance language of several of Keene's peer cities in New Hampshire, including Portsmouth, Concord, Lebanon, Dover, Nashua, and Manchester, to understand how other communities in the state address street-specific regulations in the ordinance. Typically, Keene's peers either reference a separate

schedule for street-specific regulations or list them in the body of the ordinance. In their parking ordinance, Keene lists every street with restrictions (i.e., no parking, time limits, RPP), like Portsmouth, Lebanon, and Nashua. This practice makes the document unwieldy and requires every change to be approved by the City Council. Additionally, because the Council must adopt every change, the published document can be out of sync with actual policy and practice.

While Walker recommends replacing the list with broader language, allowing Parking Services to modify restrictions more easily, we recognize this to be a shift in policy and not in line with your peers. As an alternative, we do recommend removing the specific street regulations from the body of the ordinance and listing them in a separate schedule or appendix. For example, the ordinance could be modified to “when signs are erected giving notice thereof, no person shall park a vehicle between the hours designated thereon, on any day, upon any street described in Schedule II, attached to and made a part of these regulations.”

### **Adopt a Guide for Creating Formal On-Street Parking**

As noted in an earlier section, about two dozen streets just within the boundaries of our study area could be redesigned, based solely on width, to accommodate on-street parking in an official capacity; however, Walker recognizes additional study is needed to understand the impact to traffic. On many of those streets today, vehicles may park in the landscaped strip between the sidewalk and street or even the sidewalk itself, endangering pedestrians and potentially leading to increased deterioration of the edge of the road. Parking fully in the street likely means that the parked vehicle would impact two-way traffic flow and/or risk getting damaged by passing vehicles.



Formally redesigning the street to create on-street parking, curbs, crosswalks, and landscaping strips improves the pedestrian experience, minimizes pedestrian-vehicle interactions, and increases walkability in a neighborhood. Additionally, creating narrower two-way configurations can contribute to traffic calming, ultimately creating a safer environment for pedestrians and cyclists. Redesigning streets and creating formal on-street parking supports the City’s goal of developing sustainable parking and transportation options that will enable continued residential development in the neighborhoods near downtown.

The cost associated with redesigning a street to create formal on-street parking is substantial, and the process is lengthy, likely involving multiple departments within the city as well as outside agencies. Based on cost alone, converting every street in the study area would be challenging. Instead, Keene should adopt a guide for creating

formal on-street parking and strategically identify and redesign streets that meet their minimum criteria. Walker recommends that the guide include at least the following:



### Street Width

Is the street wide enough to accommodate a parking lane?  
Will redesigning the street create a sidewalk and a landscape strip?  
Is there a need for a bike lane?



### Traffic Direction

Is the street currently a one-way or two-way road?  
Does formalizing parking change the number of vehicular lanes on the street?  
How does converting to a one-way street impact traffic in the area?



### New Development

Is there a new development project in the area?  
Will the new development need/use the on-street parking?  
Can the developer financially contribute to the street redesign project?



### Roadway Projects

Is there another construction project scheduled?  
Will the roadway already be undergoing full reconstruction?  
Does redesigning the roadway support the construction project?

For planning purposes, Walker developed concept drawings of different street layouts with on-street parking. The examples illustrate how on-street parking could be incorporated if the road was only wide enough to support one-way traffic flow, how a bike lane could be incorporated, and how two-way traffic with one parking lane would work.

There may also be other criteria Keene values in the decision-making process. For example, in order to support a sustainable and walkable community, there may be value in choosing streets that will safely connect pedestrians or cyclists to community trails or bus stops. Another factor to consider in the guide/decision-making process is EV charging. Is there a need or demand for an on-street EV charging station on the street? As more multi-family and affordable housing options are built, particularly with less off-street parking, access to EV charging stations in the residential district will become a factor.

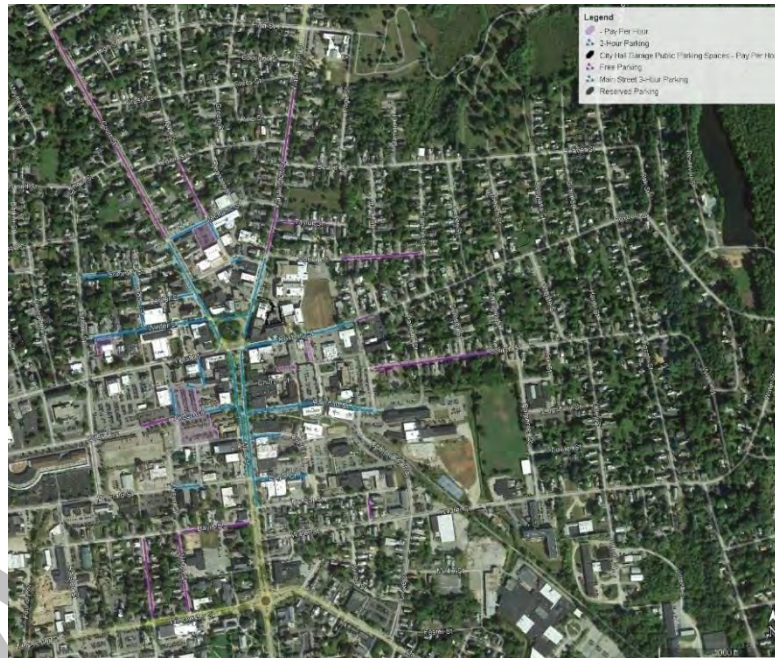


## Gradually Increase Hours and Areas of Enforcement as Needed

Under the city manager's authority, Parking Services monitors meters, enforces time limitations, manages reserved parking, and issues violations. Outside the Downtown District, Parking Services also patrols areas near Keene State College and on streets adjacent to the college. Parking Services also coordinates with Public Works to maintain and repair the parking facilities and the Planning Department to plan for future growth in parking needs. As a secondary role to the safety and security of the community, police may also perform enforcement duties on nights and weekends.

Parking meters and time limits in the downtown core, Parking Services' primary responsibility, are enforced Monday through Saturday between 8 a.m. and 5 p.m. The map above shows the general area for which Parking Services is responsible today. As the programs offered grow, such as a residential parking permit program, Parking Services may need to expand their operating hours and/or territory to accommodate the community's changing needs. This may include engaging additional Parking Enforcement Officers (PEOs) and investing in new technologies.

Figure 16: Keene On-Street Parking Restrictions



## Zoning Requirements

### Assess the Impacts of Recent Zoning Changes over Time

Keene has recently updated their Land Development Code (Amended June 2023) “to be easier to navigate and to more closely align with their Master Plan Goals of prioritizing smart redevelopment while protecting the distinctive character of the community.”<sup>3</sup> The Land Development Code is Chapter 100 of the City Code of Ordinances. Some of these changes include:

- reducing the minimum residential parking requirement to one space per unit in the Downtown Growth and Downtown Limited Districts;
- permitting Accessory Dwelling Units (ADUs) in any district and on any lot that contains a single-family dwelling and reducing its minimum parking requirement; and
- allowing multi-family dwellings above the ground floor in the Commerce District (with limitation).

<sup>3</sup> <https://www.keenebuildingbetter.com/faqs>



Walker commends Keene on taking the first steps toward adopting a modern zoning ordinance that supports smarter, more equitable development. We recommend that Keene monitor the impact of these changes on development and parking activity and adjust them as needed.

### Allow Reduced Minimum Parking Requirements for Senior and Affordable Housing

While Keene’s minimum parking requirements for residential uses include single-family, multi-family, above-ground floor, manufactured, and duplex-style dwelling units, the code is silent on senior and affordable housing requirements. According to the 2023 Housing Needs and Assessment Strategy Report, 29% of Keene's total population is over the age of 55. Additionally, 60% of those 65 and older in Keene live alone. As the city’s residents age, smaller and more affordable housing options will be needed. The report also found that a notable portion of households in the city (27% of owners and 42% of renters) are cost-burdened, meaning they pay more than 30% of their income towards housing costs. As parking can be a significant cost burden when developing housing, adding separate requirements specifically for these at-risk housing categories could support growth in the types of housing most needed by Keene residents.

Walker recommends that the city add a senior and affordable housing category to Table 9-1: Minimum On-Site Parking Requirements in the Land Development Code as follows.

RESIDENTIAL TYPE	DOWNTOWN CORE, DOWNTOWN GROWTH, DT-LIMITED DISTRICTS	ALL OTHER DISTRICTS
Senior Housing	0.7 spaces per unit	0.85 spaces per unit
Affordable Housing (means-tested)	0.75 spaces per studio 0.9 spaces per one-bedroom 1 space per two-bedroom+	0.9 spaces per studio 1 space per one-bedroom 1.25 spaces per two-bedroom 1.75 spaces per three-bedroom+

### Modify Parking Minimums for Multifamily Residential Uses

In September 2021, Keene adopted a new land development code and zoning map with revised minimum parking requirements for all residential uses, including multi-family.<sup>4</sup> Per the new code, all residential types must provide a minimum of two (2) spaces per unit unless in the DT-G or DT-L zones. In these zones, the minimum requirement for multifamily is one (1) space per unit. The code implies no minimum residential parking requirement in the downtown core.

Walker recommends modifying the requirement based on the number of bedrooms in each residential unit rather than a flat requirement per unit, as shown below.

EXISTING REQUIREMENT	PROPOSED REQUIREMENT
0 per unit in the DT-C zone	No Change
2 per unit in all other zones	1 space per studio and one-bedroom 1.5 spaces per two-bedroom 2 spaces per three-bedroom+
1 per unit in DT-G and DT-L zones	0.9 spaces per studio 1 space per one-bedroom+

<sup>4</sup> Keene also identifies ratios for Dwelling, Above Ground Floor and Two-Family/Duplex.

According to the 2023 Housing Needs and Assessment Strategy Report, Keene has a significantly higher percentage of people living alone than the state (40% vs. 27%), with the average household size at just 2.2 people. Additionally, there is a mismatch between average incomes and housing and rental prices in Keene, causing many people working in Keene to commute from surrounding communities. Significant new housing interventions are needed to address the city's housing needs. A substantial cost component of building new housing, particularly new multi-family housing, is parking. Modifying the minimum parking requirement is one strategy to help support new housing development in the community. Similar approaches have been taken in the New Hampshire municipalities of Portsmouth and Lebanon, and many other communities nationwide.

## Transportation Demand Management (TDM)

There are five major areas of program intervention for the city to implement TDM measures, which include marketing & promotion, regulation and management, community programs, transportation services and transportation infrastructure. It should be noted that TDM is still critical for reducing parking demand even in places like Keene with limited mass transit service. Several of these areas are discussed below.

Generally, the first action of a Transportation Demand Management (TDM) program is to concentrate all information around transportation services and mode of travel options in one place – either a website, smartphone app, information kiosk, visitor center or newsletter, and disseminate this information throughout the community via educational campaigns, fairs and events, and promotions. It is a good practice to form a team inside the city to lead this effort, and a highly recommended practice is to hire or create a position of TDM Manager or Transportation Options Coordinator to implement the TDM program. Especially in the first few years, it is possible that the TDM management is not a full-time responsibility and the responsible city staffer has other duties as well. Walker understands Keene has used the resources available through Monadnock Alliance for Sustainable Transportation (MAST) in the past, a TDM group formed at the regional level; however, growing TDM services may be best served by engaging an ambassador at the local level.

With this position filled, Keene can work with property managers, employers and the community at large to promote transportation options and support the TDM program through educational campaigns, marketing and branding of the TDM program, and reward and incentive programs, with the goal of raising awareness and use of modes of transportation other than driving alone. For example, employers are a primary target to work with to reduce trips and driving alone, as commuters share a time and location of travel, typically in urban centers that have other transportation options. Also, employers can provide employees with access to pre-tax commute benefits for transit (if such options become available) and vanpools. Access to pre-tax commute benefits are one of the primary elements of a TDM program.

Under the banner of regulation and management, adopting a trip reduction ordinance, implementing parking requirement reductions, and allowing for shared parking are several strategies that support TDM. Cities such as Santa Monica and San Francisco in California have implemented trip reduction ordinances as part of state or air quality management district mandates. Ordinances establish target reduction goals, such as reductions in vehicle miles traveled (VMT) or vehicle trips. Compliance with regulations usually involves implementation of basic TDM programs and monitoring and reporting of progress over time.

Reducing parking requirements included in zoning regulations (as discussed in previous sections), is another major strategy to reduce vehicle trips and incentivize use of other modes of transportation. Professor Donald Shoup in his seminal book *The High Cost of Free Parking*, made the case in the first years of this century that

parking requirements were not only based on scant evidence and spurious science, but also that they were forcing urban development to dedicate too much urban land to an activity whose demand is tied to the economic performance of the very urban district that it intends to serve, where too much parking drives up the cost of development, and impacts the resiliency and sustainability of the urban district. Keene should continue with having no minimum parking requirement for downtown developments, and carefully review any proposal to build more parking.

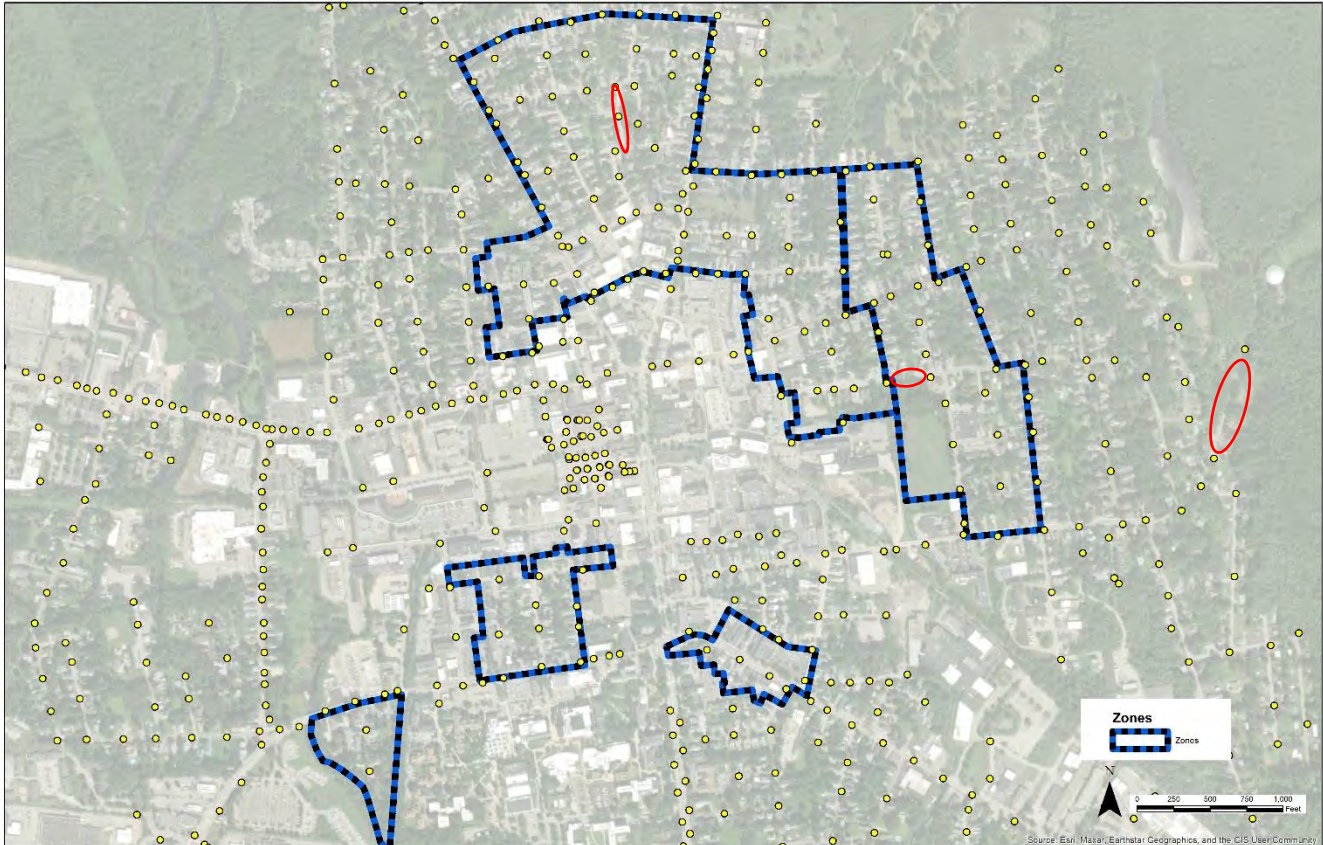
Allowing shared parking reduces the provision of parking and increases its utilization and return on investment, from a real estate asset perspective, as it requires developments to plan and design parking for a shared use. This reduces the provision of excess parking that results from each property providing its own parking and requires closer management of parking for increased utilization of resources.

Lastly, many cities and employment districts have created transportation management associations (TMAs) or organizations to manage transportation programs. They often start from the need to pool together parking resources and coordinate their management, as well as the need to reduce traffic congestion and control vehicle trips to comply with regulations, and they continue growing and extending TDM programs to achieve common business goals and interests, and to remain competitive and attractive in the marketplace.

### **Review and Upgrade On-Street Lighting**

Good street lighting can improve not only safety but also management of parking demand. People will generally feel more comfortable parking further from their destination and/or using alternatives to driving if the pedestrian environment feels safe, which includes adequate lighting at night. Walker observed the study area at night and found that street lighting was generally adequate and in good repair. As shown in the map below, the density of streetlights is greater on streets closer to downtown (for example, Mechanic Street has streetlights closer together than Union Street and other parallel streets further north), but this is typical for municipalities.

Figure 17: Keene Street Light Map



Note: Lighting gaps are identified in red.

Source: City of Keene, 2024

Very few lighting gaps were observed, but these should be addressed when possible. The gaps are listed below:

- Green Street between Cross and Union had no light - this appears to be the result of one fixture at the intersection of Green Street and Green Court needing repair
- Church Street between Carpenter and Kirk Court has no light fixtures which creates a significant gap
- Water Street south of the intersection with Roxbury Street and Robin Hood Lane has no fixtures almost all the way to the intersection with Woodland Avenue, which creates a significant gap; this gap is slightly outside of our study area

### Continue to Implement Complete Streets Policy

The City has adopted a Complete Streets policy and Complete Streets Design Guidelines, and are currently working on a Roadway Safety Action Plan. These initiatives aim to calm traffic and reduce speed on residential streets, as well as provide more accommodation for safe and effective operation of biking, walking, and new mobility services. Wider sidewalks, protected bike lanes, on-street loading zones and short-term parking, curb bump outs, and a dedicated pedestrian phase at all signal-controlled intersections are all elements that may be included in the redesign of streets.



Access to transit services will be supported by adequate space for walking and a safe environment. Good walking environments make transit service possible and more effective to reach its potential market. Downtown Keene has an extensive network of sidewalks that are paved with generally good pedestrian crossings at intersections. Sidewalk and crosswalk improvements throughout the city can enable more trips to be made without a car.

Many jurisdictions such as the City of Portland, OR, and the State of Vermont have also implemented Smart Trips programs to promote and incentivize use of alternative transportation modes. Smart Trips often include extensive social marketing campaigns that offer prizes and rewards for adopting and maintaining new travel behaviors. These programs are successful at getting people to consider, try and adopt alternative transportation options and sustain their use over time.

Lastly, the trip to school is generally a major source of traffic congestion. For a variety of reasons, people have lost the habit of sending their kids to school walking. Most parents drive them to school generating traffic jams in the vicinity of the school. The Safe Routes to School (SRTS) program originated to combat this behavior. SRTS are proven to offer physical and mental health benefits for children. Walking is healthy exercise. SRTS programs rely on volunteers and school administration participation. All Keene public schools except for the high school have SRTS plans. The City should continue to incorporate these plans in capital project planning and prioritize Complete Streets infrastructure improvements near schools when possible.

### **Add Bike Lanes and Bike Racks**

Providing protected bike lanes and adequate, secure bike parking (covered where possible) encourages increased use of bicycles and can reduce demand for automobile parking. For new developments, the City Planning Board can continue to require that developers include bicycle parking and infrastructure on or near their property, as part of site plan or subdivision review. Many municipalities have implemented shared bicycle rental programs, typically through a vendor such as Lyft or Zagster. The bike inventory now often includes electric bikes which allow more people to be able to use the bikes for greater distances. Several different bike trails run through Keene, including the Cheshire Rail Trail, Ashuelot Trail and the Jonathan Daniel Trail, as shown in the figure below.

Figure 18: Keene Trail Map



Source: Pathways for Keene, 2024

### Improve Transit Service – Either Fixed-Route or On-Demand

The current City Express service, partially funded by the city, has limited weekday hours. Expanding service to nights and weekends can enable many more people to use transit for trips to work, school, shopping, and medical appointments, as well as leisure trips. This can in turn enable some households to have one fewer vehicle than they might need otherwise. Ideally, transit service would also be provided more frequently than hourly, in order to increase its utility.

Another consideration is microtransit. The first examples of true microtransit started in New York and San Francisco. These were flexible-route services that deviated on demand to pick up and drop off passengers, more similar to a jitney than a dial-a-ride service. Generally, they have been growing by adopting the dial-a-ride model, mostly because of demand conditions. Urban areas of higher density such as Manhattan allow the service to operate in a less flexible way, because demand is high and users can be pooled easily along major corridors, reducing the need for deviations. Medium density areas such as downtown Keene with highly connected street

networks but lower residential density offer an operational environment that is still attractive but requires a hybrid approach with an established start/end point, a major corridor as route structure and more frequent deviations to respond to demand. Microtransit can also be used to connect lower-density residential area with fixed-route transit service.

The Microtransit Feasibility and Fixed Route Transit Service Plan Design Assistance Study was recently completed on behalf of the Southwest Region Planning Commission (SWRPC), and in partnership with Home Healthcare, Hospice, and Community Services (HCS) and the Monadnock Region Coordinating Council (MRCC), and the City of Keene. The study was tasked with assessing existing fixed-route transit in Keene, evaluating the feasibility of operating microtransit as a replacement and/or complement to the City Express Service, and studying the potential of expanding transit service beyond the current City Express service area.

Services like Zipcar provide short-term rental of vehicles for one hour or a fraction of the day. Their availability helps in reducing car ownership and parking demand. Cars are anchored at specific locations, typically major employment destinations such as hospitals, commercial districts or residential developments, and can be reserved and rented through a smartphone app. These services have revenue requirements that may not be feasible for all properties. Getaround and similar car sharing services broker transactions between individual car owners and renters.

Lastly, Uber and Lyft have largely replaced taxis. Their growing use has been impacting parking demand at major trip generators such as hospitals, hotels and restaurants. Their continuous growth in addition to the growth in food and drug delivery services (such as Grubhub and Instacart), and e-commerce parcel delivery services, means increasing demand for space at the curb and puts pressure on cities and properties to accommodate and manage accordingly.

## Communication, Marketing, and Wayfinding

### Conduct an Inventory of Existing Signs and Take Appropriate Action

There are various signs and sign types throughout Keene, including parking-related signage. Too many signs can add visual clutter to an area and confuse visitors. The use of color and messaging across current signs is inconsistent. For example, some signs say “permit parking,” and others use the term “reserved parking only”; some include the street, and some do not. Walker also noted that the sign shown below on Center Street is only a few feet off the ground. Signs should provide simplified information with consistent messaging.



**Figure 19: Existing Keene Signage Examples**


The city should document and inventory all non-regulatory signage to create an organized, comprehensive approach to signage and wayfinding. It should address outdated and inconsistent signage and remove defunct business signs, extraneous poles, and supports. The goal is to remove sign clutter and visual “noise,” especially when a residential parking permit program could introduce new signage to the area.

### Apply Unified City Brand to all Downtown Parking System Signage

Current signage, while printed in green, is not consistent with the use of the city of Keene’s brand identity. Signs must be designed and integrated to establish one unified, consistent, and recognizable parking system that provides a sense of place. This can be done by incorporating the city logo and branding elements into each sign within the sign system. This same branding should be used throughout all signs, print, and digital materials that the city of Keene distributes related to its parking system. This creates brand recognition and trust among customers.

**Figure 20: Portsmouth, NH Wayfinding and Signage Example**


There are both pedestrian-oriented and vehicle-oriented wayfinding signs in downtown Portsmouth, NH. All signage shares the same font type and color scheme. Signs for vehicles have larger font and fewer words. Additionally, parking facility signage is labeled with a “P” symbol.



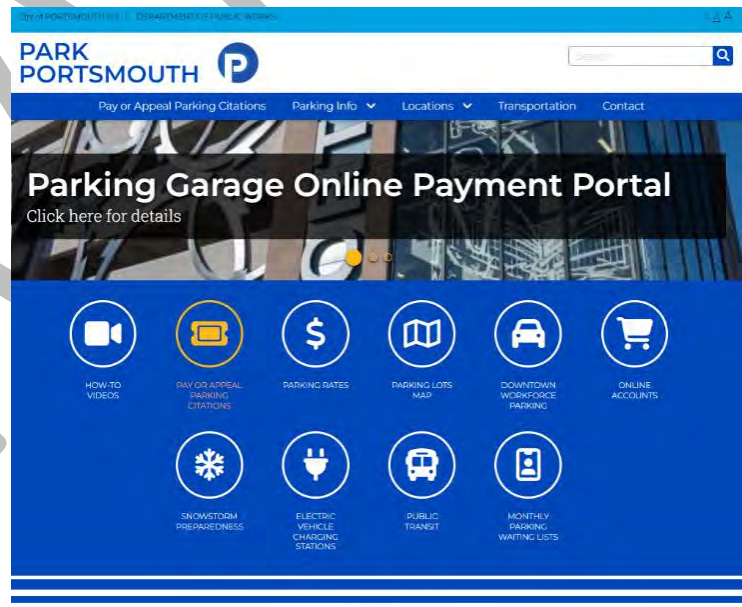
## Components of Successful Vehicle Parking Signage

1. Consistency of signs across system
2. Limited bright, distinct colors
3. Large fonts with limited text
4. Prominent “P” symbol and directional arrows
5. Reflective font or lit-up for nighttime visibility
6. Distinguishes facility name



### Continue to Update the City Website Related to Parking and Transportation

In addition to consulting web and app-based sources for restaurant recommendations and points of interest, people visiting a city for the first time often look to similar resources for parking information. Providing easily accessible and clear parking information can significantly reduce the stress experienced by first-time or infrequent visitors to a city. For residents, easily navigating from the landing page to relevant information, like registering for a permit or paying a citation, is very helpful. As Parking Services adds new programs and resources, like a residential parking permit program or transit service, we recommend creating hyperlinks from the landing page to new web pages dedicated to those services. The starting point for all parking- and transportation-related items should be the Parking Services landing page.



Portsmouth has a simple website design with links to parking maps, online accounts, public transit, parking rates, and snow preparedness.

The city has and will continue to make changes to the parking website, sharing resources about parking facilities and how to pay to park. There are currently several different map links on the Parking Services landing page under “Where to Park.” One map for parking options over two hours, another for downtown parking, a third for free parking areas, and a fourth map designating overnight parking areas. Walker recommends that the city provide ONE clear and branded parking map showing where public parking in the downtown is available and information on rates, rules, and regulations. Over the long term, parking availability information could be integrated into a web platform as technology advances. Information about residential parking permits should be added to the city’s website. The website should be mobile-compatible, and the city should consider working with the Chamber of Commerce to develop a mobile app providing visitor and parking information about Keene.



Walker recommends that the city provide ONE clear and branded parking map showing where public parking in the downtown is available and information on rates, rules, and regulations. Over the long term, parking availability information could be integrated into a web platform as technology advances. Information about residential parking permits should be added to the city’s website. The website should be mobile-compatible, and the city should consider working with the Chamber of Commerce to develop a mobile app providing visitor and parking information about Keene.

Portsmouth, New Hampshire, and Estes Park, Colorado, are two examples of communities that offer excellent web-based parking resources for residents and visitors alike. While Portsmouth’s parking landing page provides clear links to relevant topics, Estes Park distributes public parking maps with a link to the parking website. The map illustrates the location of on- and off-street parking and indicates time limits and parking rates.

### Continue Ongoing Parking-Related Communications and Marketing Campaign

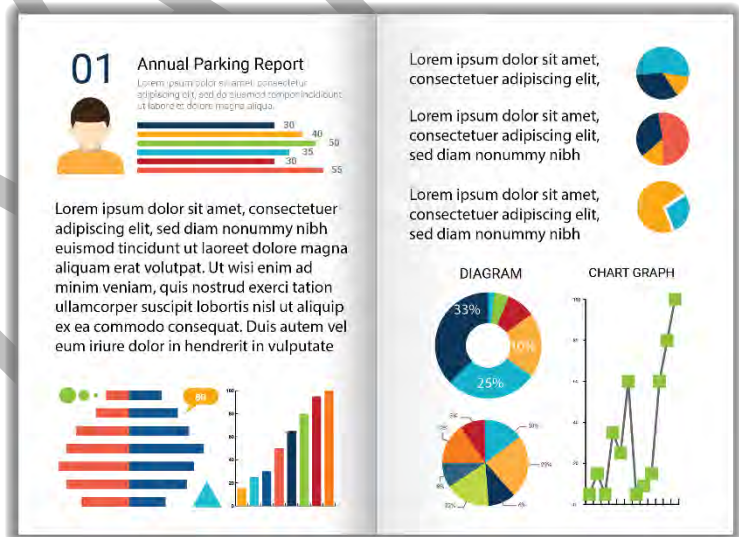
Many of the frustrations and challenges around parking stem from users not knowing where to park or what the rules and regulations are. In many cases, users cannot discern public parking resources from private or reserved parking resources. Additionally, when parking rules and regulations change, such as introducing a new Emergency Weather Parking Ban or revising the residential parking permit program, there is a greater chance for confusion and misparking.

Parking Services should continue their education and promotion campaign around where to park, how to park and pay, why paid and managed parking is essential, and the new Emergency Weather Parking Ban. If the proposed residential parking permit program changes are adopted, Parking Services should also create a promotional campaign on the issue. The city already uses flyers, social media, the website, and other electronic means to disseminate information to the public, and should leverage and expand upon the content it has already created. An example of their recent parking brochure is included in the appendix. Other possible resources include advertisements and videos. The city should work with the Chamber of Commerce, Keene State College, the local City Express transit service, and others to distribute information to students, visitors, employees, and residents.

The primary goal should be that residents, students, employees, and visitors understand the parking system constraints and know where parking is located, how to pay, how much it will cost, where overflow parking is, and about alternate and/or remote parking and travel options to connect to the core of the city.

### Continue Regularly Publishing Strategic Parking Plan

Communication and transparency are essential to cultivating a good relationship between any public entity and its constituents. Parking is expensive to build, operate, and maintain. The city of Keene has limited undeveloped space and is committed to maintaining its historic quality, built environment, and natural aesthetic. As a result, parking supply is and will remain limited. There is simply no feasible way to build enough parking to satisfy all of the peak demand. Charging for parking is critical to operating and maintaining the public parking system for businesses, employees, residents, and visitors, generating necessary revenue, and deterring parking system abuse by generating space turnover.



To this end, Parking Services should continue to regularly publish the Strategic Parking Plan report that details the goals and accomplishments of the department throughout the year(s), but also reports on performance metrics, including use of facilities, revenues, and expenses. Some of this information is presented in annual budget reports but a separate parking system report can make the information more accessible. The report should discuss plans for the next few years and work to communicate what the Department does, why it does what it does, how

money flows through the system, and how the managed parking system benefits the community, region, and visitors as a whole. A review of the Parking Services landing page shows the Strategic Parking Plan was last updated in September 2021. Some of the themes from the most recent Strategic Parking Plan include trialing pay stations and/or pay apps in certain areas, raising parking meter fees, updating the parking ordinances, and creating new rental permit programs. As the roles and responsibilities of Parking Services expand and more services are offered, keeping the public informed is vital to encouraging the public's compliance with policies.

## Technology

### Integrate Permit Management System with On- and Off-Street Enforcement

Many municipalities across the country are transitioning away from manual enforcement to a license plate-based system. It is a recommended best practice to transition away from the manual process to enforce time-restricted zones. Mobile license plate recognition (LPR) technology has made the enforcement of pay-by-plate and license plate permit parking, as well as time-restricted parking, remarkably efficient and cost-effective. While we recommend the City consider the Mobile License Plate Recognition (LPR) option to enforce on- and off-street parking, we also understand that New Hampshire's state law related to this issue is unusually restrictive. However, the state law prohibiting the use of LPR for parking enforcement ([Chapter 261, Section 75-b](#)) is due to be repealed in January 2027.

The city should implement/procure a virtual permit management system (VPMS) to supplement the current management of on-street and off-street parkers. All permitted parkers should be migrated to a virtual permit, with license plates on file with the city as the specific parking credential for each parker. Walker understands this process may not be possible until the current legislation around license plate technology expires in 2027. In conjunction with this VPMS, a mobile LPR system can be used to enforce all on-street and off-street parking areas, including the downtown garages and lots. An overhauled residential parking permit program (as recommended above) would be managed with the mobile LPR and VPMS.

### Explore Options for an Online Permitting System

Walker recommends Keene transition to an online permit system for the purchase and management of on- and off-street parking permits. The importance of this recommendation will increase when and if the residential parking permit program is expanded and the citation and permit management systems are fully integrated. An online permit system, such as the one offered by Providence, streamlines the administrative process, making the service more efficient. It also provides a higher level of customer convenience, as patrons no longer have to visit the office and wait in line to purchase the permit.

## Overnight Parking Permit

# About the Overnight Parking Program



## Selectively Expand EV Charging Network

The Keene Sustainable Energy Plan identified several pathways to the goal of 100% renewable energy by 2050, including increasing renewable energy generation and storage and accelerating the shift to EVs and other alternative fuel vehicles. Specifically, the report recommended adopting solar photovoltaic and electric vehicle-ready guidelines to encourage or require new development to be built in a manner that accommodates future solar and EV charging station installations and installing Level II and fast-chargers in on-street areas and public parking lots or structures. The 2024 City of Keene Electric Vehicle Infrastructure Plan (VIP) expanded upon the Sustainable Energy Plan, ranking the suitability of public off-street lots for charging sites and recommending locations and quantities of proposed charging ports. None of the sites evaluated included on-street parking.



There have been EV charging stations in the Commercial Street Lot since about 2015. Drivers can access stations using the SemaConnect app, Smart Cards, PlugShare, EVgo, ChargeHub, or a traditional credit card. The VIP recommends updating and adding additional ports (Level II and DC Fast Chargers) to the Commercial Street Lot; ports would also be installed in the Parks & Recreation Lot. Walker recommends the city continue evaluating locations and search for funding to strategically add charging stations at city

parking facilities. Keene should also consider adding EV charging stations on-street in transitional residential neighborhoods to support multi-family and affordable housing development. While charging stations were initially installed in off-street parking facilities, many municipalities now have on-street charging programs, including New York and Boston. EV charging vendors have been able to adapt their equipment to the curbside environment.

## Finance

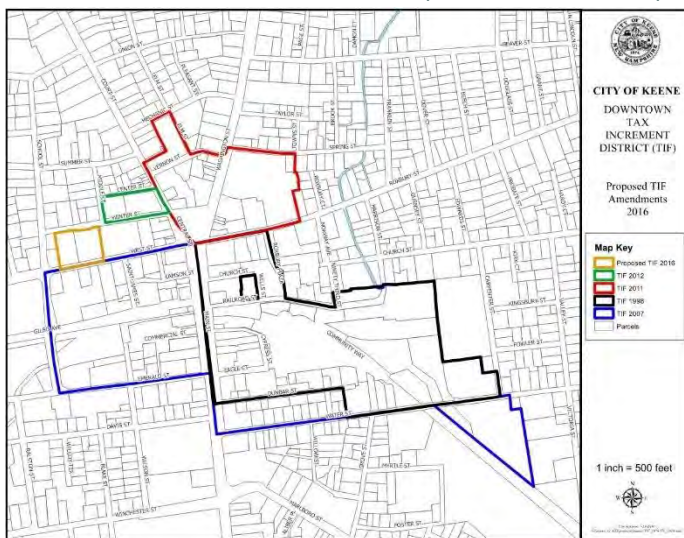
### Expand Parking Enterprise Fund Over Time to Include Transportation Initiatives While Keeping Fund Self-Sustaining

The city of Keene's parking system currently operates using the Enterprise Fund model. Under this type of model, Parking Services operates as a city department with a manager and support staff. The revenues generated by the parking area are deposited into the enterprise fund for the sole purpose of operating parking and related approved uses for streetscape improvements in the Tax Increment Financing (TIF) districts. The benefit of this type of system is budget transparency. The public can see the actual cost of providing and managing parking and understands the rationale behind parking rates and rate increases. The fund can retain a revenue surplus and use these funds to issue bonds to invest back into the system, meaning parking doesn't have to compete with other city programs for capital funds or investment. It also means that parking is funded by users, reducing the burden to Keene taxpayers.

In today's world, parking has grown beyond "just cars" to create a more sustainable, equitable, and inclusive community. Parking now encompasses the world of transportation and mobility as well as parking, creating one

large, connected picture. Walker recommends the city of Keene expand the parameters of their parking enterprise fund over time to include transportation and mobility initiatives while keeping the fund self-sustaining. These initiatives should help with reducing parking demand by facilitating alternatives to driving, including more robust City Express transit service, bicycle lanes and racks, and sidewalk/crosswalk improvements. The City’s TDM Manager could also be funded from the Enterprise Fund. While expanding transportation options should be seen as fully aligned with accepted uses of the Enterprise Fund, the fund should remain self-sustaining and revenues are limited by the fact that parking rates should be designed to balance supply and demand, and not to maximize revenue. Therefore, some continued subsidy from the City’s general fund for items such as transit service or the TDM program are likely to be needed.

### As Overall Enforcement Areas Expand, Consider Expanding Tax Increment Financing (TIF) Boundaries



Walker understands Keene has already created several TIF districts and uses the parking funds for snow removal as well as streetscape improvements in these districts. As the boundaries of Keene’s enforcement areas expand to include new metered areas, time-restricted parking, and/or residential permit districts, Walker recommends Keene monitor activity in the neighborhoods and strategically expand the TIF boundaries with the goal of creating a more accessible, sustainable, and connected community.

### Pursue Grants for Lighting and EV Chargers

Municipalities traditionally use state funding, property taxes, municipal bonds, and sometimes developer fees to advance local transportation infrastructure. In addition to these funding sources, the following may provide future funding for some of the initiatives outlined in this report. Keene might apply separately for funding or as part of a regional initiative coordinated by the Southwest Region Planning Commission or others.

- **Congestion Mitigation and Air Quality (CMAQ).** This federal funding is managed through the NH Department of Transportation and can provide up to 80% of project cost with a 20% local match. Eligible projects could include EV charging, bicycle improvements, or microtransit service.
- **Transportation Alternatives Program (TAP).** Like CMAQ, this federal funding is managed by NHDOT and would primarily be appropriate for funding bicycle improvements.
- **Electric Vehicle Charging.** Cities can apply directly to the Federal Highway Administration (FHWA) for funding made available by the recent Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law.

Walker recommends that Keene continue to research and pursue grants to further their sustainability goals.



03

Implementation Plan

## Implementation Plan

With parking system goals and objectives in mind, we developed a set of recommendations, detailed in the section below.

Walker developed near-, mid-, and long-term recommendations for parking in Keene. When considering implementing these recommendations, it is important to recognize that policy decisions and investments made today will last for decades. Therefore, those decisions should consider how people will get around in the future and be flexible to adapt as travel behavior changes by implementing mobility options that do not involve driving and parking. Recommendations are categorized along the following timeline:

- Near-Term: Strategies that can be implemented in the next 12 months.
- Mid-Term: Strategies and infrastructure can be implemented within one to three years.
- Long-Term: Strategies and infrastructure that may require more than three years to implement.

Each solution recommendation also includes estimates of the following factors.

- Cost/Staffing – estimated cost to implement. Unless otherwise stated, we assume City staff may absorb any required tasks within their existing roles.
- Technology – whether there is a need to use existing technology or invest in new technology.
- Revenue Impacts – whether there may be potential positive impacts on revenue.
- Responsible Department – City department(s) responsible for implementation.
- Feasibility: low, medium, or high rating based on the level of City control over solution implementation and the estimated ease of implementation.



Figure 21: Implementation Matrix

Recommendation	Timeframe	Costs/ Staffing Needs	Feasibility of Implementation	Technology	Revenue Impacts	Responsible Department
<b>On-Street Parking Policy</b>						
Transition to New Winter Snow Plan; Replace Parking Ban with Emergency Weather Parking Plan	Near-Term	Existing Staff	High	Automated Push Notification System	N/A	Planning; Public Works
Update Residential Parking Permit Program	Mid-Term	0.25 New FTE to Manage Program and 1 -2 PEOs	Medium	Mobile LPR camera and software	Self-Sustaining	Planning; Parking Services
Amend Ordinance to Move Street Specific Parking Details to Separate Schedule	Near-Term	Existing Staff	Medium	N/A	N/A	Planning; Parking Services
Adopt a Guide for Creating Formal On-Street Parking	Mid-Term	Existing Staff	Medium	N/A	N/A	Planning
Gradually Increase Hours and Areas of Enforcement As Needed	Long-Term	Additional PEOs as Needed	Medium	N/A	Self-Sustaining	Parking Services; Police Dept
<b>Zoning Requirement</b>						
Assess Impacts of Recent Zoning Changes over Time	Mid-Term	Existing Staff	High	N/A	N/A	Planning
Allow Reduced Minimum Parking Requirements for Senior Housing and Affordable Housing	Near-Term	Existing Staff	Medium	N/A	N/A	Planning
Modify Parking Minimums for Multifamily Residential Units	Near-Term	Existing Staff	Medium	N/A	N/A	Planning
<b>Transportation Demand Management</b>						
Review and Upgrade On-Street Lighting	Mid-Term	Existing Staff; new lighting may be funded by grants or the utility	Medium	N/A	N/A	Public Works; Planning
Continue Complete Streets Implementation	Mid-Term	Existing Staff; improvements paid from Parking Fund or as part of capital projects	Medium	N/A	N/A	Public Works; Planning
Improve Transit Service - Either Fixed-Route or On-Demand	Long-Term	1 FTE for new Transportation Mgmt; Transit service approx. \$120 per vehicle service hour incl. vehicle cost	Low	N/A	Parking Fund can provide some subsidy, along with grants, non-profits, foundations	Planning
Continue to Require New Developments to Fund Pedestrian/Bicycle/Transit Infrastructure Improvements	Near-Term	Existing Staff	High	N/A	N/A	Planning; Public Works
<b>Communication, Marketing, and Wayfinding</b>						
Conduct Inventory of Existing Signs and Take Appropriate Action	Near-Term	Existing Staff New Signage as Needed	Medium	Recommend Mapping Signage Locations in GIS; possibly using new Curb Data Specification (CDS)	N/A	Community Development
Apply Unified City Brand to all Parking System Signage	Mid-Term	Engage Third Party (\$20,000 - \$25,000) Plus manufacturing and installing signs	Medium	N/A	N/A	Planning
Continue to Update City Website Related to Parking and Transportation	Near-Term	Existing Staff	Medium	N/A	N/A	Planning, Parking Services
Continue Ongoing Parking- and Mobility-Related Communications and Marketing Campaign	Mid-Term	0.25 New FTE	Medium	N/A	N/A	Planning, Parking Services
Continue Regularly Publishing Strategic Parking Plan	Near-Term	Existing Staff	High	N/A	N/A	Parking Services

Technology						
Integrate Permit Management System with On- and Off-Street Enforcement	Mid-Term	Existing Staff	Medium	Tech integration	N/A	Parking Services
Explore Options for an Online Permitting System	Mid-Term	Existing Staff	Medium	Online Payment	N/A	Parking Services
Selectively Expand EV Charging Network	Mid-Term	Existing Staff; grant funding for equipment	Medium	Integrated parking and electricity usage payment	N/A	Planning; Parking Services
Finance						
Expand Parking Enterprise Fund Over Time to Include Transportation Initiatives While Keeping Fund Self-Sustaining	Mid-Term	1 FTE for new Transportation Role	Low	N/A	N/A	Planning; Parking Services
Expand TIF Boundaries as Parking Enforcement Areas Expand	Long-Term	Existing Staff	Medium	N/A	Self-Sustaining	Planning; Parking Services
Pursue Grants for Lighting, EV Chargers	Mid-Term	Existing Staff	Medium	N/A	N/A	Planning

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## Appendices

# Appendix A: Draft Emergency Weather Parking Ban Ordinance Language

## Draft Language

- A. The Director of Public Works or their designee (“Director”) shall be empowered to declare an Emergency Weather Parking Ban whenever the existing conditions warrant or weather forecasts predicting snowfall, sleet, freezing rain, or other inclement weather indicate that the execution of necessary highway maintenance activities will require the prohibition of parking on city streets or municipal lots. Once an Emergency Weather Parking Ban is declared, it shall continue until such time as it is terminated pursuant to the provisions of this ordinance. The Director may declare an Emergency Weather Parking Ban at any time.
- B. No person having custody or control of any vehicle shall park or cause any vehicle to be parked on any street or highway in the City of Keene when an Emergency Weather Parking Ban is in effect. The Chief of Police or his/her designee shall be empowered to cause any vehicle which violates this ordinance to be ticketed, in accordance with penalty amounts in Appendix B.
- C. The Director shall notify the public when an Emergency Weather Parking Ban starts and ends by using available methods for communicating messages to the public, which may include but not be limited to an automated push notification system, the City’s website, social media, texts, signage, and telephone notification.
1. The declaration shall be made no less than six (6) hours prior to the starting time of the ban.
  2. The declaration of an Emergency Weather Parking Ban may be made applicable to all City streets, certain streets, or streets within a defined perimeter.
  3. The declaration of an Emergency Weather Parking Ban may be made applicable to all public surface parking lots or only certain lots.
- D. The Parking Services Division will provide information about off-street parking options available during the Emergency Weather Parking Ban.

## Questions to Consider

- Who declares the emergency? Are there any other parties that can declare emergencies? Does one supersede the other?
- How much snow triggers the declaration? What other weather conditions might trigger the declaration?
- How is the public notified of the start and end of the ban? Is there a minimum number of methods? Should you define the methods?
- When do bans start and end? How long does it last? Is there a standard set time (e.g., midnight to 7 am) or is the start and end time declared for each event?
- How much advance notice time is needed before the ban goes into effect?



- How much time after the ban ends do residents have to relocate their vehicles out of the public facility?
- Where is it implemented? All streets or only certain areas? Are public lots included?
- Where should residents park if not on-street?
- What should they be charged? Is there a special rate or permit for the season?
- If there is a special rate for residents, how do they qualify or identify themselves for the rate?
- What is the penalty for parking on-street or in off-limits public lots during the ban?
- Are vehicles ticketed, booted, and/or towed?
- What happens if the tow driver has to shovel out the car? What happens if the car is already hooked by the driver when the owner arrives?

## Sources

Portsmouth, NH – <https://files.cityofportsmouth.com/cityclerk/Chapter7.pdf>

Portland, ME – <https://content.civicplus.com/api/assets/303e2f8f-6d69-41ab-9ef8-664527be814a?cache=1800>

Concord, NH -

[https://library.municode.com/nh/concord/codes/code\\_of\\_ordinances?nodeId=TITIITR\\_CO\\_CH18PA\\_ART18-1STSTPA\\_18-1-22PAPRWIMAEMPABA](https://library.municode.com/nh/concord/codes/code_of_ordinances?nodeId=TITIITR_CO_CH18PA_ART18-1STSTPA_18-1-22PAPRWIMAEMPABA)

Nashua, NH - <https://ecode360.com/8736109?highlight=snow&searchId=24186919117238669#8736109>

Park City, UT - [https://parkcity.municipalcodeonline.com/book?type=ordinances#name=9-4-3\\_Snow\\_Removal\\_Emergency\\_Routes](https://parkcity.municipalcodeonline.com/book?type=ordinances#name=9-4-3_Snow_Removal_Emergency_Routes)

## Existing Language

### Sec. 94-95. - Snow and street maintenance period.

- (a) *Snow maintenance period.* No vehicle or trailer shall be left standing or unoccupied upon any of the public ways or bridges in the city and owners of all vehicles or trailers so standing between the hours of 1:00 a.m. and 6:00 a.m. shall be deemed in violation of RSA 262:31 et seq. and shall be towed as provided for in [section 94-154](#) pertaining to enforcement practices. The prohibition described in this subsection shall apply during the period each year from November 1 to April 30.
- (b) Summer maintenance period. To provide for maintenance in the city's downtown, business, and commercial streets, no vehicle or trailer shall be left standing or unoccupied upon any of the public ways or bridges in the areas specified and owners of all vehicles or trailers so standing between the hours of 2:00 a.m. and 6:00 a.m. as specified shall be deemed in violation of RSA 262:31 et seq., and shall be towed as provided for in section 94-154 pertaining to enforcement practices. The prohibition described in this subsection shall apply during the period each year from May 1 to October 31:
- (c) The prohibitions described in subsections (c) through (f) of this section shall not apply during the period from May 1 through October 31 except in the event of an emergency condition as determined by the public works director. Any vehicle that is left in any city-owned parking lot and/or that is unregistered may be towed as stated in [section 94-154](#) pertaining to enforcement practices. Nothing in this exception to parking prohibitions will prohibit the public works department from closing all or parts of any parking lot for maintenance, as long as the parking lot has been signed to notify users of the parking lot of the closing at least five days prior to the closing of the parking lot for maintenance.
- (d) No vehicle shall be left standing on the city-owned Elm Street parking lot between the hours of 12:01 a.m. and 6:00 a.m. in the morning on Tuesday, Thursday, and Saturday. Exceptions: This Elm Street lot prohibition shall not pertain to the spaces specifically designated for overnight permit parking.
- (e) No vehicle shall be left standing on the city-owned Gilbo Avenue parking lot west of St. James Street and Commercial Street parking lot between the hours of 12:01 a.m. and 6:00 a.m. in the morning on Monday, Wednesday, Friday, and Sunday; and no vehicle shall be left standing on the Gilbo Avenue parking lot east of St. James Street between the hours of 12:01 a.m. and 6:00 a.m. in the morning on Tuesday, Thursday, and Saturday.
- (f) No vehicle shall be left standing on the city-owned Wells Street parking structure between the hours of 12:01 a.m. and 6:00 a.m. in the morning on Tuesday and Thursday, except in the spaces specifically designated for overnight permit parking.
- (g) Except for authorized city vehicles and validly permitted vehicles, no vehicle shall be left standing on the upper deck of the City Hall parking garage and the Library/Heberton Hall parking lots between the hours of 12:01 a.m. and 6:00 a.m.
- (h) The prohibitions described in subsections (i) through (j) of this section shall apply throughout the year. Any vehicle that is left in any city-owned parking lot and/or that is unregistered may be towed as stated in [section 94-154](#) pertaining to enforcement practices. Nothing in this exception to parking prohibitions will prohibit the public works department from closing all or parts of any parking lot for maintenance, as long as the parking lot has been signed to notify users of the parking lot of the closing at least five days prior to the closing of the parking lot for maintenance.

- (i) Reserved.
- (j) No vehicle shall be left standing on the public ways or bridges of the city in such a manner as to impede the plowing or removal of snow and ice or the application of sand and/or salt to the roads and the cleaning of the streets.
- (k) Exceptions. Vehicles parked on the following city streets and rights-of-way listed shall be exempt from this section:
- (l) Elliot Street, south side, from a distance of 120 feet from Main Street.

Oak Street, east side.

The owner of the vehicle shall be a resident or guest at the property contiguous to the listed street and shall assume all responsibility for moving the vehicle should it become snowbound. The city will not plow a space or travel path for vehicles parked under this exception. The city council may add, by ordinance, additional streets or areas to this list when, in the opinion of the police and public works departments, such exceptions do not unreasonably affect street maintenance or public safety. In particular, the city council will use the following criteria when evaluating such requests:

- (1) One-way street configuration.
- (2) Limited number of driveway obstructions.
- (3) The right-of-way is of sufficient width to accommodate the parking.
- (4) The requesting parties agree that they will be responsible for snow removal if required.

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# Appendix B: Draft Residential Parking Permit Ordinance Language

## Draft Language

### DIVISION 3. - RESIDENTIAL PARKING PERMIT DISTRICT

#### Sec. 94-121. – Definitions

As used in this section, the following terms shall have the meanings ascribed to them:

- (a) “Residential Parking Permits,” hereinafter “permits,” means a permit issued to Keene residents for parking in excess of posted time limitations on public streets in residential areas when parked within the defined residential parking district for which the permit is issued. Permits and visitor passes do not guarantee a resident or their guest a parking space in front of their home, on their street, or within the zone.
- (b) “Resident” means a person who has declared or established residency in the City for a period of at least thirty (30) days.
- (c) “Residential area” means a contiguous or nearly contiguous area containing public streets and highways or parts thereof where residents dwell.
- (d) “Resident motor vehicle” means a registered motor vehicle owned or leased by a resident of the residential permit parking area and bearing a valid parking permit issued pursuant to this section. For purposes of this division, “lease” includes permanent assignment of a company vehicle to a resident, which vehicle is principally garaged at that person’s residence. Resident motor vehicle shall not mean motor homes, buses or vehicles over 25 feet in length.

#### Sec. 94-122 – Purpose

The purpose of this Section is to protect residents from unreasonable burdens in gaining access to their residences, promote traffic and pedestrian safety, reduce traffic congestion, reduce the need for off-street parking, and enable continued residential development to occur in residential areas where greater housing density is desired.

#### Sec. 94-123. – City Manager Authority to Prepare Rules and Regulations.

The City Manager, or his/her designee, is hereby authorized to establish rules and regulations to implement this Ordinance. This information shall be made readily available through the Parking Services Division.

#### Sec. 94-124. – Establishment of Residential Parking Permit Districts

- (a) The City Manager or their designee may restrict parking on the streets in a particular residential area when it is determined that commercial, institutional, or other non-residential uses disproportionately occupy available on-street parking. In such cases, the City Manager shall cause appropriate signs giving notice of the restriction to be posted on those streets restricting all parking except parking by the holders of permits granted under the provision of this division. Vehicles without permits may be permitted to park subject to posted time limitations.



- (1) Parking restrictions may be determined on a case-by-case basis if more than one district is created.
  - (2) If more than one district is created, the permit holder is only permitted to park in their designated district.
- (b) Each residential parking district shall be located in a residential area.
- (c) Criteria used to determine the establishment of a residential parking permit district shall include at least one of the following:
- (1) A petition signed by 25% of the residents in the residential area where the district is proposed to be located, and a parking study prepared by a qualified professional demonstrates that at least 75% of the on-street spaces on the street or district in question are occupied during two typical eight-hour periods during peak activity and that at least 25% of those vehicles are likely not residents of the street or district, or
  - (2) New development is permitted in the area which, in the determination of the City Engineer, will result in a maximum on-street parking occupancy of 85% or more.

Sec. 94-124. – Permits.

- (a) *Permit Applications.* In accordance with this ordinance, the City Manager or their designee shall create residential parking permit applications and establish the applicable fees listed in Appendix B.
- (b) *District Capacity.* The annual number of permits issued in each district shall be determined by the City Manager or their designee.
- (c) *Eligibility.* Residents of dwellings located on streets as designated by the City Manager or his/her designee shall be eligible for residential parking permits upon the completion of the permit application and payment of applicable fees.
- (1) The City Manager or their designee shall not issue more than four (4) residential parking permits per dwelling unit, notwithstanding the number of residents therein.
  - (2) The City Manager or their designee may waive the total number of residential parking permits when a unique circumstance or hardship exists.
- (d) *Permit Year.* Permits shall be issued on an annual basis and shall be valid from July 1 through June 30. No permit shall be valid for more than one year. Residential parking permits may be issued at any time during July 1 through June 30; however, the application fee for any permit issued after August 1 shall be prorated accordingly on a monthly basis. The annual renewal process for permits shall begin on April 1.
- (e) *Transferability.* Residential parking permits may only be used by the resident for which the permit has been issued. It shall be unlawful for the resident to transfer permits to any third party.
- (f) *Surrender of Permit.* If, at any time during the permit year, said permit holder is no longer a resident of an address for any street designated in a Residential Permit Parking district by the City Manager or their designee, said permit shall be deemed surrendered and no longer valid and the permit holder shall otherwise surrender the permit to the City Manager or their designee.
- (g) *Service and Delivery Vehicles Exempt.* Parking prohibitions of this article shall not apply to service or delivery vehicles which on a short-term basis provide services or deliveries to residences and are clearly marked as such.
- (h) *Parking Permit Fee.* The City Manager or his/her designee shall establish the appropriate fee for permits issued pursuant to this section. The cost of the first two permits shall be set to cover the administrative cost

of overseeing the program. The third and fourth permit per dwelling unit can be issued at an increasing cost. All permit costs are referenced in Appendix B.

(i) *Visitor Parking; Permit Procedure.*

- (1) The registration process for visitor passes shall be administered by the Parking Services Division.
- (2) Residents may register, for free, up to four (4) visitors in each 12-month period. Each visitor parking pass shall be valid for three consecutive days. Additional visitor parking passes may be purchased in accordance with the fees in Appendix B. A guest permit cannot be renewed for more than three consecutive three-day periods.

Sec. 94-126. – Compliance With Ordinances and Penalties for Violators.

- (a) The user of a permit issued under the provisions of this section shall comply with all other applicable parking ordinances. The permit is not intended to create a property right in any parking space nor to permit the violation of any ordinance. Vehicles parked in Residential Permit Parking districts without the applicable permit displayed shall be subject to fines and penalties as set forth in Appendix B.

## Questions to Consider

- Who can designate the RPP zones/districts?
- Why is the district being established?
- Who is eligible for a permit?
- How many permits per dwelling unit/household/address? How should single-family houses divided into apartments be addressed?
- Should the permit be annually renewed?
- How will service and delivery vehicles be handled?
- What is the cost of the permit? Is there an escalating cost based on the number of permits per dwelling unit?
- What are the rules and regulations associated with the permit?
- What signage is needed?
- What is the fine for parking in an RPP zone without a permit?
- When is the RPP enforced? Daytime? Nighttime? Weekday? Weekend?
- Is there a total number of permits in a zone?
- What are the requirements to purchase a permit? Proof of residency? Vehicle registration?
- What kind of vehicles can purchase a permit? What about commercial, recreational, or boats?
- What is the credential? Permit or license plate and where should it be displayed?
- What about visitor parking? Is there just a 2-hour limit or do visitors need passes? Are passes purchased by residents or free? How many passes should be issued annually per resident/dwelling unit?
- How will the revenue from the program be used? Enforcement and administration? Neighborhood improvements?

## Sources

Concord, NH -

[https://library.municode.com/nh/concord/codes/code\\_of\\_ordinances?nodeId=TITIITRCO\\_CH18PA\\_ART18-2REPAREAR](https://library.municode.com/nh/concord/codes/code_of_ordinances?nodeId=TITIITRCO_CH18PA_ART18-2REPAREAR)

Nashua, NH - <https://ecode360.com/29630186>

Portland, ME - <https://content.civicplus.com/api/assets/303e2f8f-6d69-41ab-9ef8-664527be814a?cache=1800>

Portsmouth, NH – There was a program trial between 8/21 and 12/22, but no ordinance language was created during the trial

## Existing Ordinance

DIVISION 3. - RESIDENTIAL PARKING PERMIT DISTRICT

Sec. 94-121. - Procedures for establishment; permits.

(a) Upon receipt of a petition representing a majority of the residences within an area requesting to be designated as a special residential parking district and upon approval by the city council, passenger motor vehicles whose gross weight is less than or equal to 5,000 pounds displaying authorized municipal residential parking permits are hereby exempt from section 94-93 pertaining to no parking. Such permits will exempt vehicles as defined in this subsection from this section only within the special residential parking district in which the owner of the vehicle resides. No other exemptions are permitted.

(b) The city council may approve and declare an area to be designated as a special residential parking district upon the receipt of a petition representing a majority of residences within the area, providing such area is deemed appropriate for exemption from the restrictions of section 94-93 after review by parking services, the police chief and the city engineer. The phrase "residences within the area" as used in the previous sentence shall mean any dwelling units located on a parcel of land which both abuts the street which is being petitioned for residential parking and has one or more driveways on such street. Notice of designation of a new special residential parking district shall be sent to all persons identified on the petition and insofar as is practical to all other residents or property owners in the district.

(c) Once a special residential parking district has been properly declared, any resident residing within the district and who wishes to apply for a parking permit shall file an application with parking services.

(d) The application for a residential parking permit shall contain the following information:

- (1) The name of the owner of the passenger motor vehicle to be registered.
- (2) Residential address.
- (3) The make, model and license registration number.
- (4) The principal driver's license number.

The motor vehicle registration and operator's license must be presented at the time of application.

- (e) The residential parking permit shall be displayed by hanging it from the rearview mirror so that it will be clearly visible through the windshield.
- (f) If the motor vehicle on which the permit is displayed is sold, transferred or demolished and the permit is not removed from the motor vehicle, the person to whom the permit was issued may request and shall be issued a duplicate permit. It shall be the duty of that person to notify parking services that the motor vehicle on which the permit was displayed is no longer owned by him and to make additional application in accordance with this section for the duplicate permit. The duplicate permit shall be issued and valid for the unexpired term of the original permit without additional charge. The original permit, upon the issuance of the duplicate permit, shall be invalid.
- (g) The residential parking permit shall be issued for two years and shall be renewed on or before the day the permit expires. Residential parking permits shall be considered enforced and valid for a period of 30 days following the listed expiration date of the permit. Police department personnel observing a vehicle displaying a residential parking permit within 30 days following the listed expiration date of the permit shall attach a warning ticket to the vehicle as notice to the owner for a renewal of the permit.
- (h) In special residential parking districts, residents who have permits for their vehicles may, on special occasions, request in advance from parking services special permission to park vehicles which do not have parking permits. The police department shall approve or deny such requests as it deems appropriate to the situation.
- (i) The following streets have been designated as a residential parking district:
- Adams Court, north and south sides.
  - Appleton Street, both sides.
  - Bruder Street, north side.
  - Elliot Street, south side, for a distance of 120 feet east of Main Street.
  - Hamden Drive, east and west sides.
  - Hancock Street, both sides.
  - Iceland Circle, north and south sides.
  - Wilcox Terrace, east and west sides.



## Appendix C: Concept Street Designs

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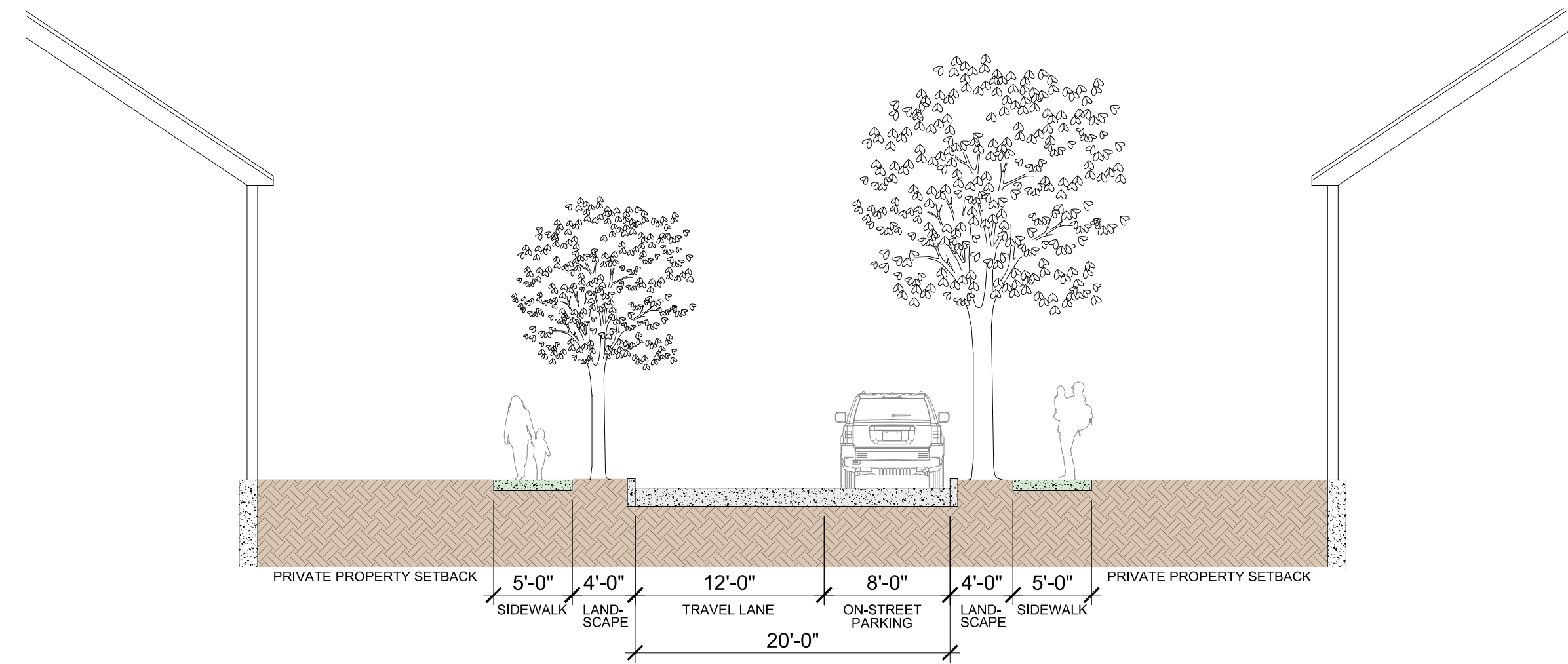
# NEIGHBORHOOD PARKING PROJECT KEENE, NH

JANUARY 11, 2024



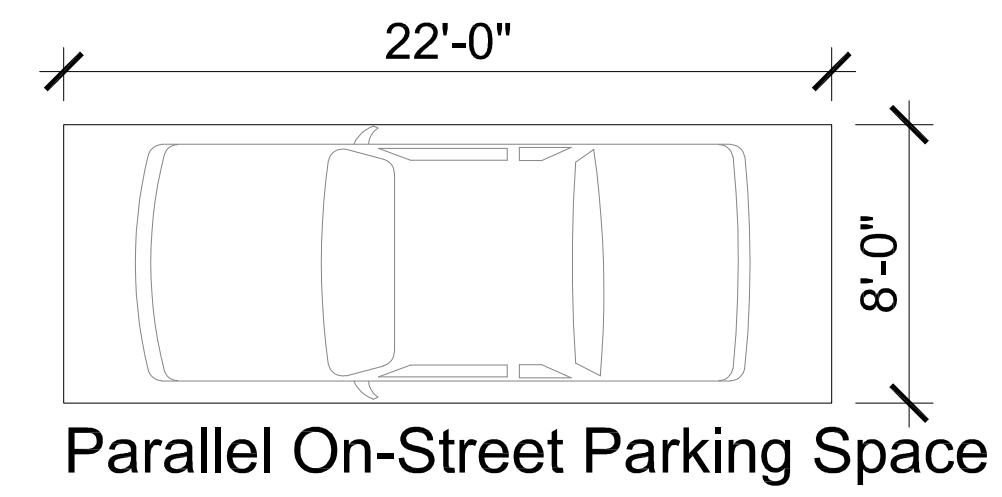
## STREETSCAPE EXAMPLE

### SECTION

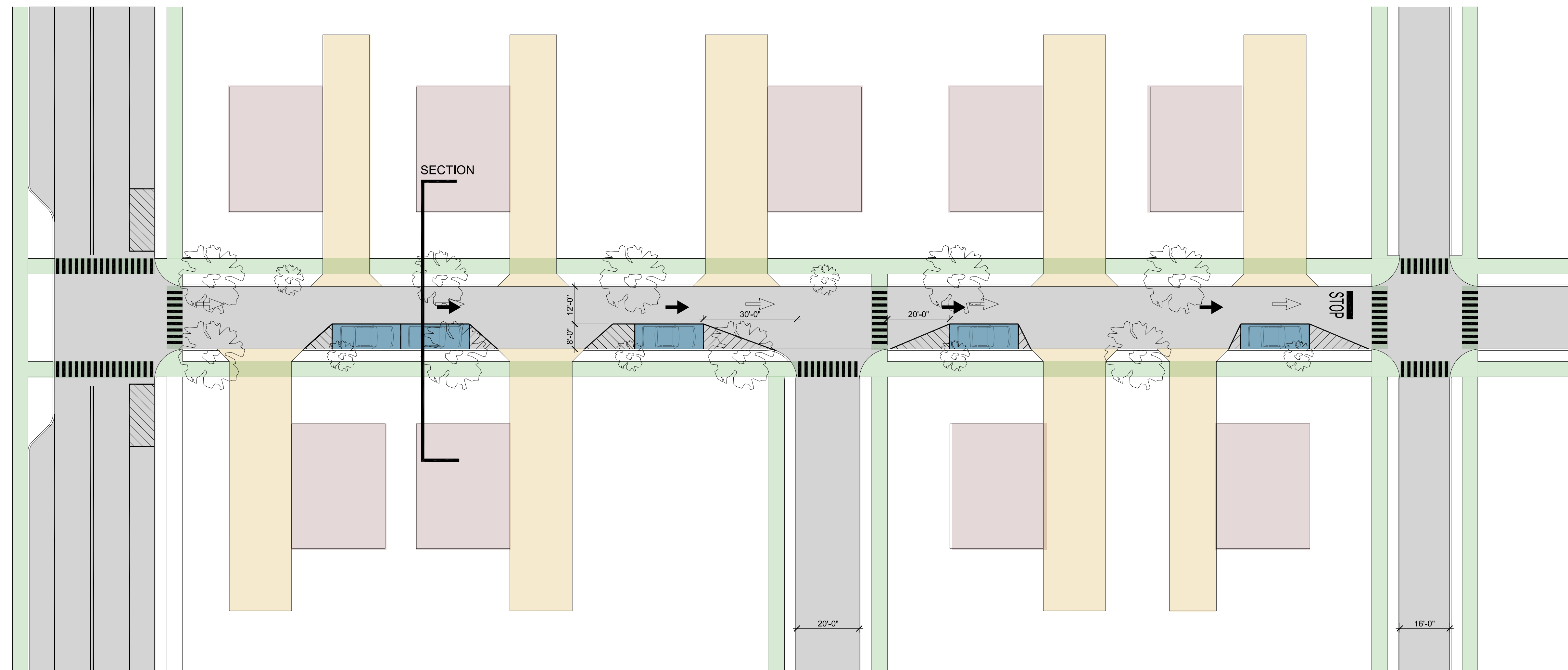


### LEGEND

- Public Street
- Private Driveway
- Sidewalk/Crosswalk
- Parking Space
- Residential Structure



## ONE WAY NEIGHBORHOOD STREET WITH ON-STREET PARKING



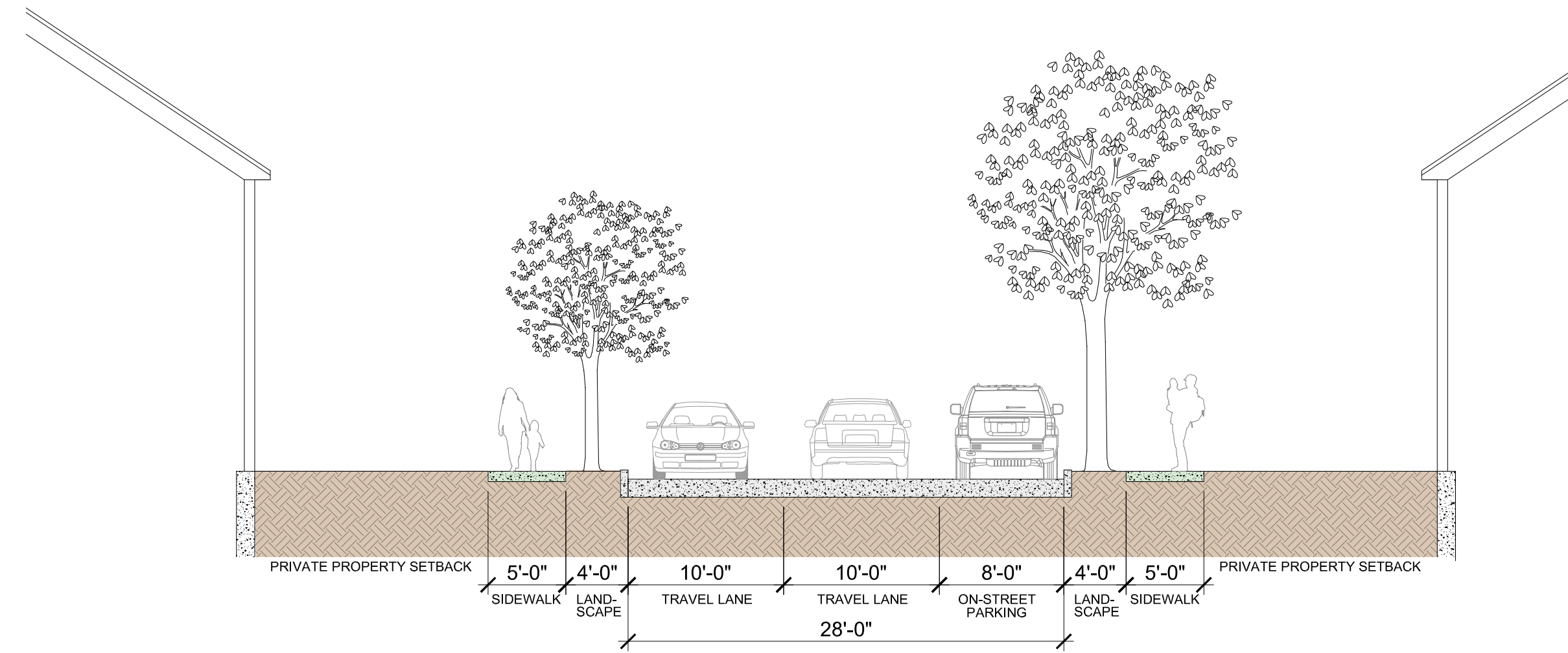
# NEIGHBORHOOD PARKING PROJECT KEENE, NH

JANUARY 11, 2024



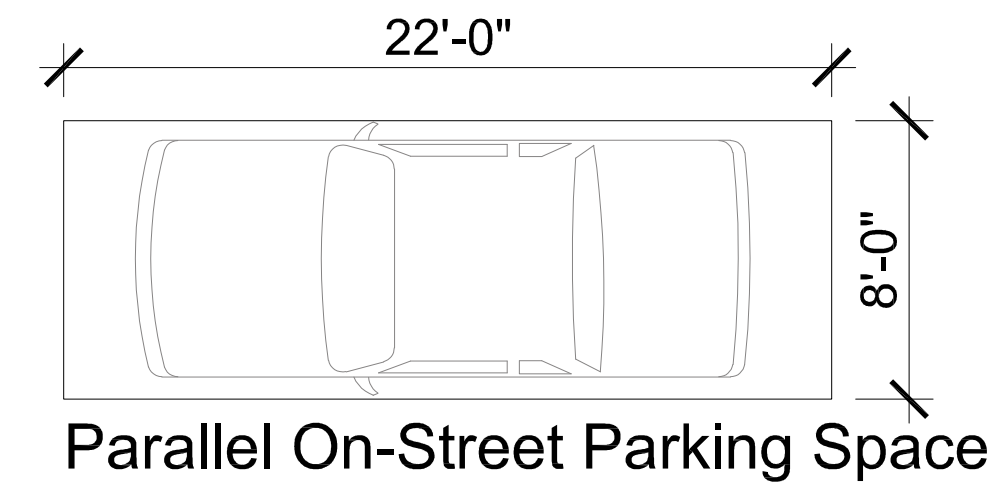
## STREETSCAPE EXAMPLE

### SECTION

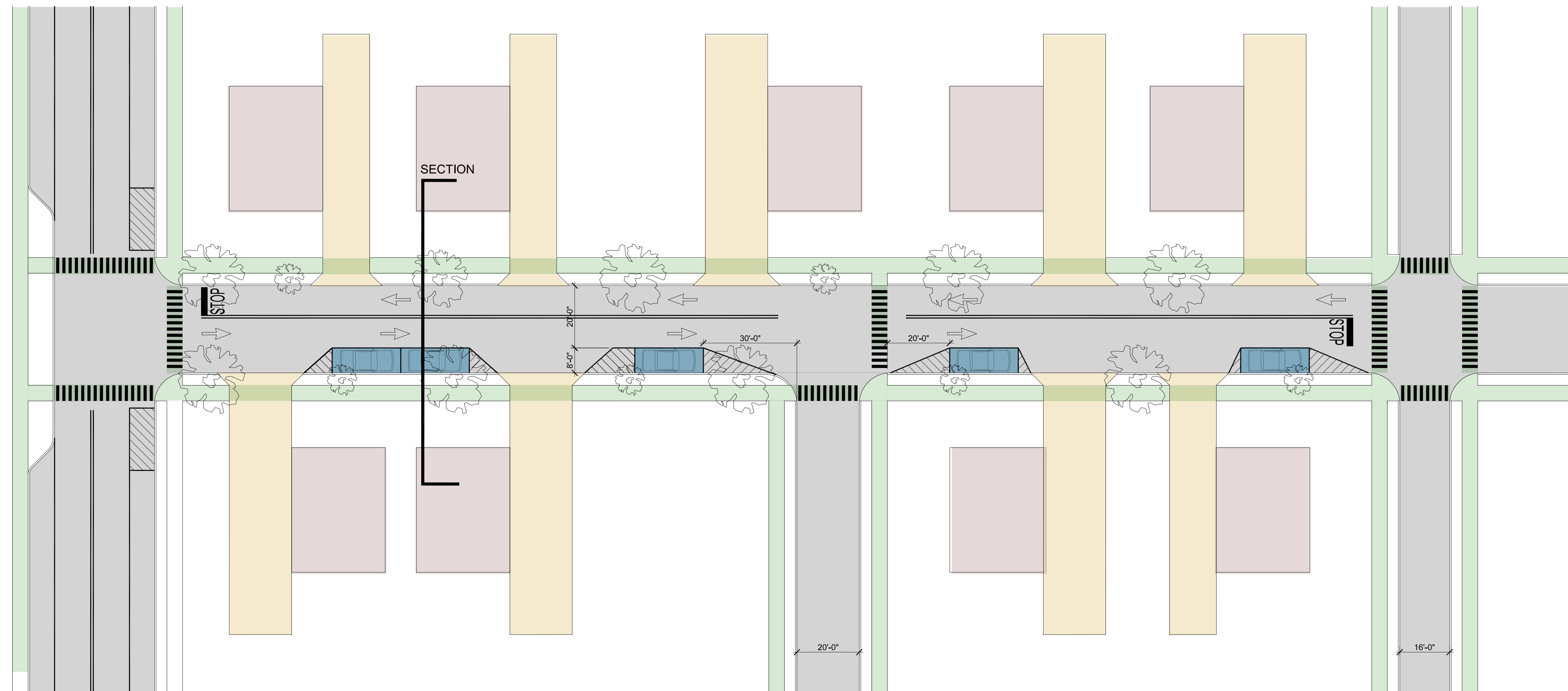


### LEGEND

- Public Street
- Private Driveway
- Sidewalk/Crosswalk
- Parking Space
- Residential Structure



## TWO WAY NEIGHBORHOOD STREET WITH ON-STREET PARKING



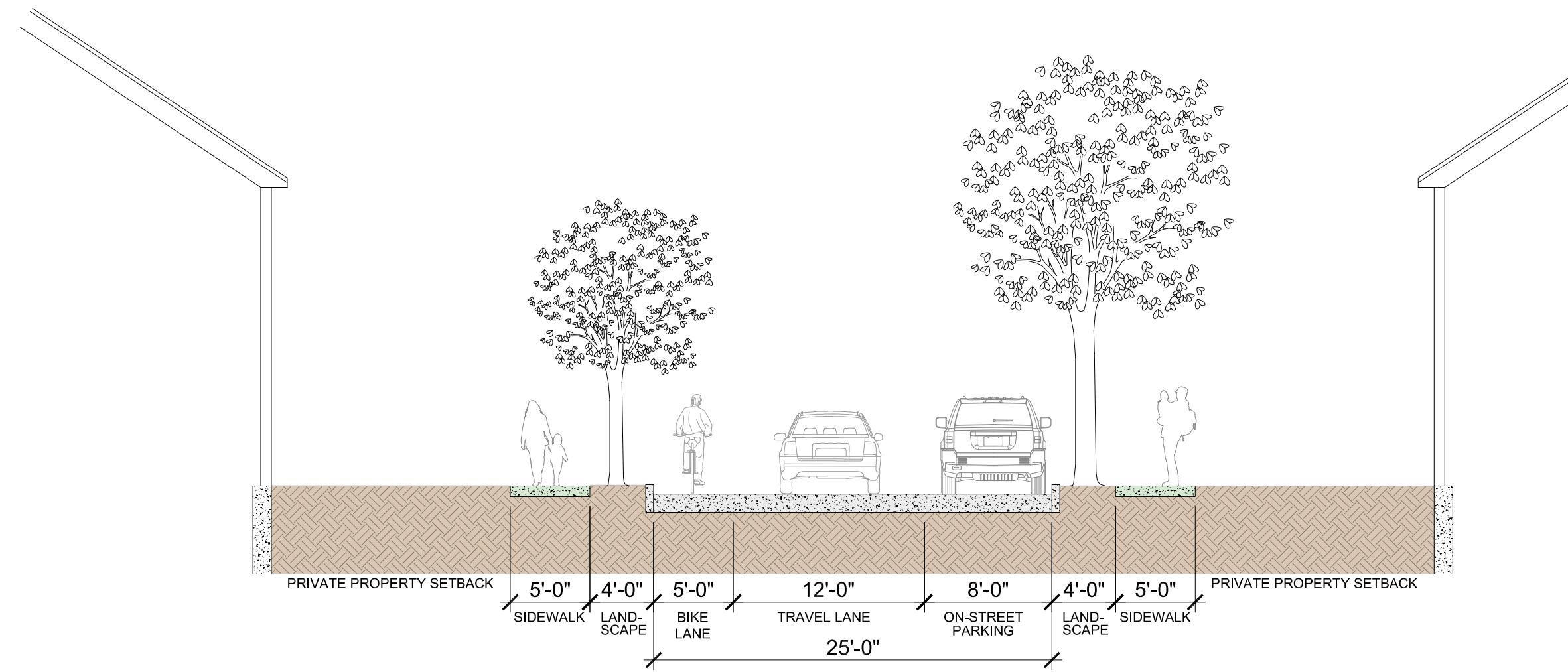
# NEIGHBORHOOD PARKING PROJECT KEENE, NH

JANUARY 11, 2024



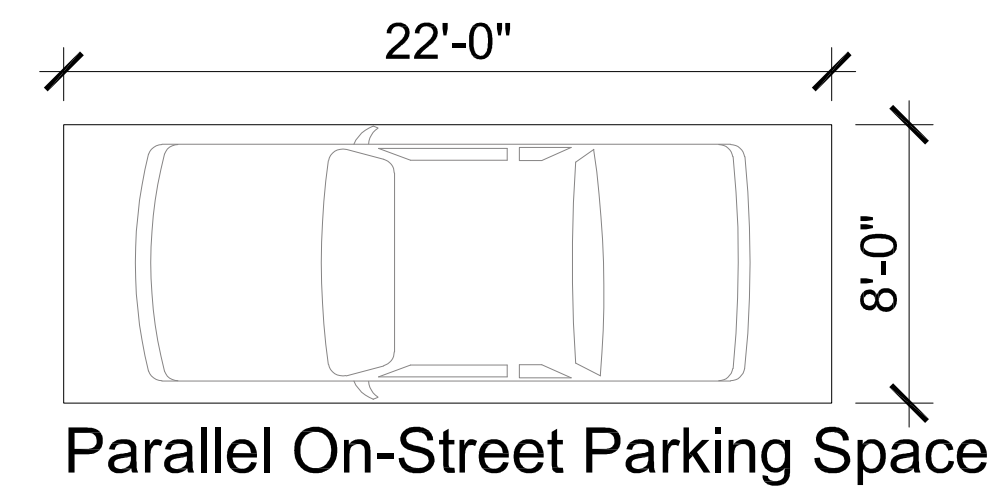
## STREETSCAPE EXAMPLE

### SECTION

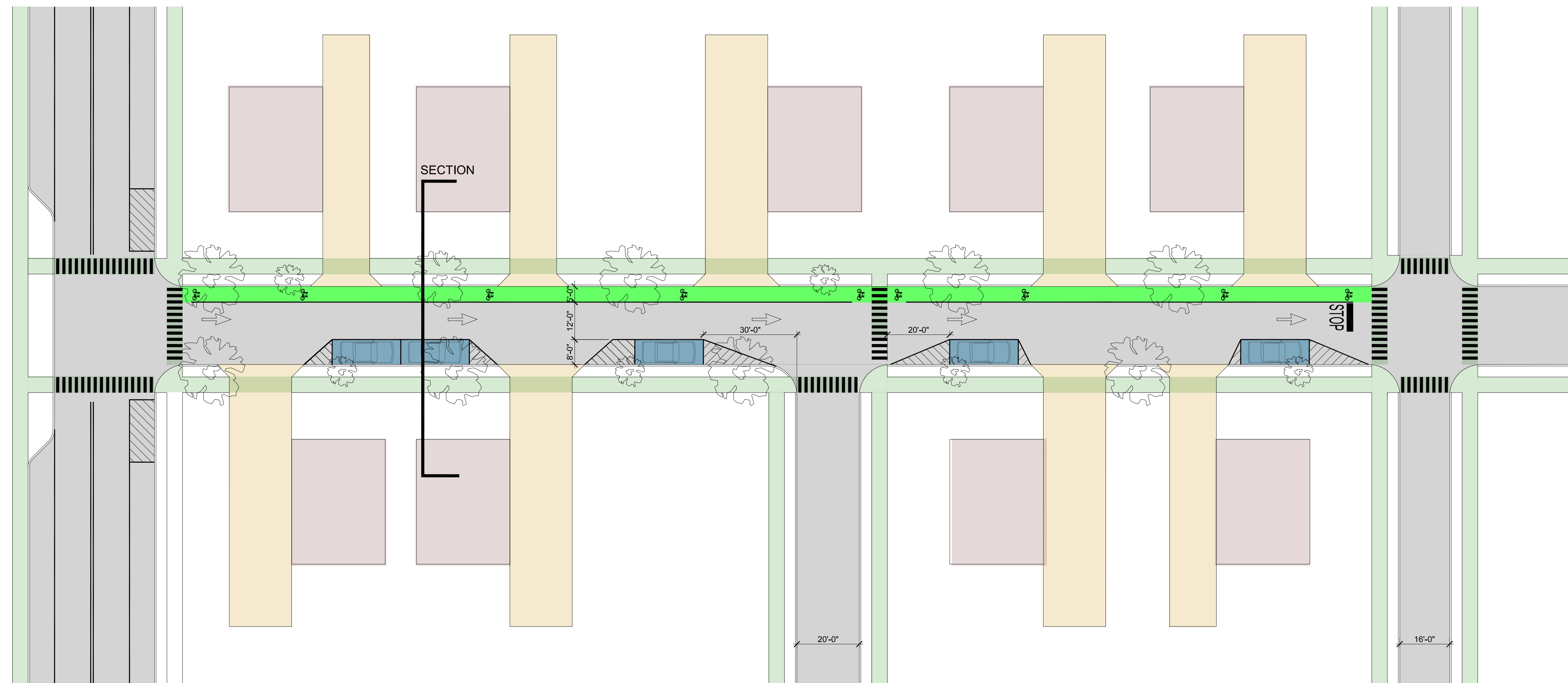


### LEGEND

- Public Street
- Private Driveway
- Sidewalk/Crosswalk
- Parking Space
- Residential Structure
- Bike Lane



### ONE WAY NEIGHBORHOOD STREET WITH ON-STREET PARKING & BIKE LANE





## Appendix D: Sample 2024 Parking Brochure

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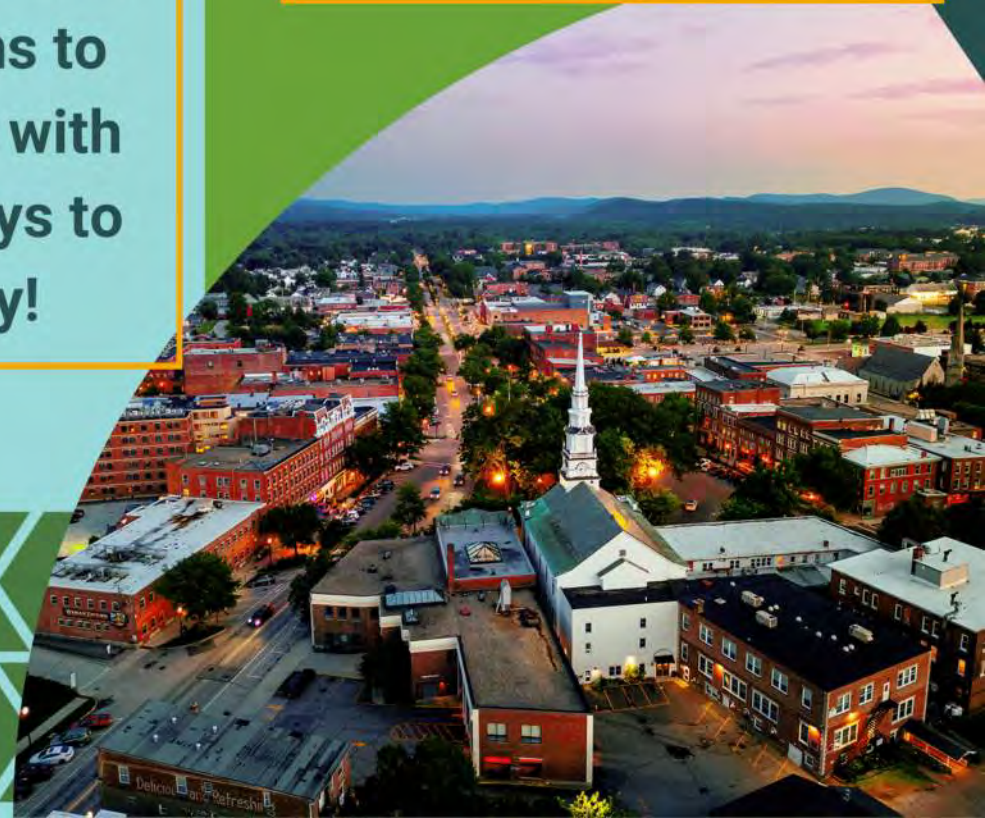


WELCOME TO



PARKING  
SERVICES

We offer convenient,  
accessible, and safe  
parking options to  
our customers with  
a variety of ways to  
pay and stay!







## WE OFFER:

- Public Hourly Parking
  - Short-term on-street
  - Long-term lots
- Reserved Parking
- Single Day Rentals
- EV Chargers
- Loading Spaces
- 15 Minute-Free Zones
- Space for Downtown Events

## DID YOU KNOW?

Parking fees and fines are invested in downtown through landscaping, plants and flowers, snow removal, and much more!



**CITY OF KEENE**  
NEW HAMPSHIRE

## CONTACT

### OFFICE NUMBER:

603-357-9845

### ADDRESS:

City Hall: 3 Washington St  
2nd Floor

### WEBSITE:

[keenenh.gov/parking-services](http://keenenh.gov/parking-services)

