



City of Keene Planning Board

AGENDA

Monday, March 23, 2026 6:30 PM City Hall, 2nd Floor Council Chambers

A. AGENDA ITEMS

- 1) **Call to Order** – Roll Call
- 2) **Minutes of Previous Meeting** – February 23, 2026
- 3) **Final Vote on Conditional Approvals**
- 4) **Public Hearing:**
 - a) **PB-2026-04 – Congregate Living & Social Services Conditional Use Permit – 268 West St** – Applicant Keene Serenity Center, on behalf of owner Kiritsy LLC, proposes to operate a group resource center in an existing commercial space on the property at 268 West St (TMP #576-010-000) for day-program recovery services, including groups, trainings, and activities. There are no changes proposed to the building exterior or site. The parcel is 5.3-acres in size and is located in the Commerce District.
- 5) **Capital Improvement Program 2027-2033** – Presentation by Kari Chamberlain, City of Keene Finance Director
- 6) **Staff Updates**
 - a) Tracking progress on the 2025 Comprehensive Master Plan
 - b) NH BEA 2026 Spring Planning & Zoning Conference – Saturday, May 9th
- 7) **Correspondence**
 - a) Letter from Southwest Region Planning Commission regarding the Draft 2027-2036 Ten Year Transportation Improvement Plan.
- 8) **New Business**
- 9) **Upcoming Dates of Interest**
 - Joint Committee of the Planning Board and PLD – April 13, 6:30 PM
 - Planning Board Steering Committee – April 14, 12:00 PM
 - Planning Board Site Visit – April 27 – To Be Confirmed
 - Planning Board Meeting – April 27, 6:30 PM

B. MORE TIME ITEMS

- 1) Training on Site Development Standards
 - a) Standards 6 & 7 – Screening & Lighting

C. ADJOURNMENT

1 City of Keene
2 New Hampshire

3
4
5 PLANNING BOARD
6 MEETING MINUTES
7

8 **Monday, February 23, 2026**

6:30 PM

**Council Chambers,
City Hall**

Members Present:

Harold Farrington, Chair
Roberta Mastrogiovanni, Vice Chair
David Bergeron
Michael Hoefer
Kenneth Kost
Mayor Jay V. Kahn
Councilor Molly Ellis – Remote Participation
Joseph Cocivera, Alternate

Staff Present:

Mari Brunner, Senior Planner
Evan Clements, Planner / Zoning Administrator

Members Not Present:

Andrew Madison
Stephon Mehu, Alternate
Tammy Adams, Alternate

9
10
11 **1) Call to Order – Roll Call**

12 Chair Farrington called the meeting to order at 6:30 PM. The Chair alerted the public on behalf
13 of Staff regarding permit-related wire fraud scams, in which scammers impersonate City
14 Officials to trick applicants into wiring money for fake permit fees. The Chair continued by
15 stating the City of Keene will never request wire transfers and to verify, in-person or by phone, if
16 you receive a request for payment that is suspect.

17 Joseph Cocivera was asked to join session as a voting member. Councilor Ellis joined the
18 meeting remotely from Savannah GA. She indicated her friend and their dogs were present in the
19 room with her.

20
21 **2) Minutes of Previous Meeting – January 26, 2026**

22 A motion was made by Roberta Mastrogiovanni that the Planning Board approve the January 26,
23 2026 meeting minutes. The motion was seconded by Mayor Kahn and was unanimously
24 approved by a roll call vote.

25
26 **3) Final Vote on Conditional Approvals**

27 Chair Farrington stated as a matter of practice, the Board will now issue a final vote on all
28 conditionally approved plans after all of the “conditions precedent” have been met. This final

29 vote will be the final approval and will start the 30-day appeal clock. The Chair asked whether
30 there were any items ready for final approval.

31
32 Ms. Brunner stated there was one item ready for final approval, project PB-2025-20, which is a
33 Major Site Plan for a solar array at 0 Rose Lane. There following are the conditions of
34 approval: Owner's signature appears on the final plans; Submittal of paper copies and digital
35 copy of plan sets; Submittal of an updated proposed conditions plan stamped by a wetland
36 scientist licensed in the State of New Hampshire; Submittal of security to cover the cost of
37 sediment and erosion control measures; Revegetation of the site following construction and as
38 built plans; Submittal of an approved Alteration of Terrain Permit.
39 All conditions have been met.

40
41 A motion was made by Roberta Mastrogiovanni that the Planning Board issue final site plan
42 approval for PB-2025-20. The motion was seconded by Kenneth Kost.

43
44 The Mayor asked whether there has been any progress made with the abutter (Davis Oil).
45 Ms. Brunner answered in the affirmative. She indicated there were two things that were brought
46 up. One of them was related to the fire safety plan for the oil company, which has been worked
47 out. The applicant followed up and worked with the Fire Marshall to submit sufficient
48 information to demonstrate that they won't be impacting the adjacent property owners fire safety
49 plan.

50
51 Regarding the other property that had the driveway and drainage issue, Ms. Brunner stated she
52 does not recall what the status of the drainage issue is. Planner, Evan Clements, stated he had
53 some additional information. The Board had directed Staff to look into this. Staff looked at the
54 Site Plan for the adjacent property and discussed with the City Engineer and Code Enforcement
55 to look at the site. Staff were able to visit the site in the middle of a rainstorm to get a good idea
56 of how everything was flowing. Staff felt the existing stormwater management system on the
57 adjacent property seemed to be functioning appropriately and the major portion of the runoff
58 going into the Davis Oil site appeared to be coming from that shared driveway and the road
59 itself.

60
61 Mr. Clements noted Davis Oil's site is dirt and is in the lowest point in that area. Hence, the large
62 amount of ponding was coming from the road, not the adjacent property.

63
64 The motion made by Roberta Mastrogiovanni carried on a unanimous roll call vote.

65
66
67 **4) Public Hearings:**
68 **a) PB-2026-01 – Cottage Court Conditional Use Permit – 87 Water St** – Applicant and
69 owner, Elm City Properties, proposes to convert a carriage barn into a dwelling unit on the
70 single-family property located at 87 Water St (TMP #585-059-000). The parcel is ~0.15-ac and
71 is in the Residential Preservation District

72
73 A. Board Determination of Completeness

74 Planner, Evan Clements, stated the applicant is requesting exemptions from submitting grading,
75 landscaping, and lighting plans as well as all technical reports. After reviewing each request,
76 Planning Staff have made the preliminary determination that granting the requested exemptions
77 would have no bearing on the merits of the application and recommend that the Board accept the
78 application as complete.

79

80 A motion was made by Roberta Mastrogiovanni that the Planning Board accept this Application
81 as complete. The motion was seconded by Kenneth Kost.

82

83 The Mayor questioned the lighting exemption. He asked what kind of lighting the applicant
84 intends to install at the rear of the site. Mr. Clements noted there is one motion sensor light
85 proposed to be installed along the north of the main façade. However, because this is a Cottage
86 Court Conditional Use Permit and not a Major Site Plan, the lighting has not been completely
87 analyzed. This exemption is related to photometric plan, which is usually seen for larger
88 developments. This application is going to be a single-family home and don't fall under the usual
89 site plan regulations.

90

91 The motion made by Roberta Mastrogiovanni carried on a unanimous roll call vote.

92

93 B. Public Hearing

94 Mr. Zach Bunch addressed the Board representing the applicant. Mr. Bunch stated the proposal
95 before the Board is a remodel of an existing carriage house into a one-bedroom apartment. There
96 will be no major changes to the building façade. The existing parking remains with no proposed
97 changes.

98 Mr. Kost noted there is one change being proposed, which is that doors will be installed instead
99 of a garage. Mr. Bunch agreed that was correct, and he stated that the garage door would be
100 covered and made into the front entry door as well as the roof added over it. This concluded the
101 applicant's comments.

102 Mr. Hoefler felt everything seems to be in order to move forward with this application.

103

104 Staff comments were next. Mr. Clements stated the subject parcel is 0.15-acre in size and is
105 located on the southern side of Water Street between Crossfield Street and Grove Street. The
106 parcel is developed with an existing 1,450-sf single-family home, a 550-sf detached barn, a
107 shared driveway and associated site improvements. Although this area of Keene has historically
108 experienced flooding, this site is not currently in a flood hazard zone. The surrounding parcels
109 are mostly residential in use with densities ranging from two to four dwelling units.

110

111 Mr. Clements stated this property would qualify for an accessory dwelling unit if the owner-
112 occupancy requirement could be achieved. The reason why this application is before the Board
113 this evening is because the property owner is choosing not to use this property as their primary
114 residence and is still looking to add the extra dwelling unit to the property.

115

116 In regard to regional impact, Staff have made the preliminary evaluation that this project does
117 not constitute a regional impact. However, it will be the Board's responsibility to make the final
118 determination.

119
120 Mr. Clements noted this application meets the dimensional standards within the Cottage Court.
121 Conditional Use Permit.
122
123 In regard to dwelling size for a Cottage Court Development, Mr. Clements stated the footprint of
124 the barn is about 550 square feet and the gross floor area of the new unit will be approximately
125 922 square feet, which meets the 900 square foot building footprint and the 1,250 gross floor
126 area of the dwelling unit itself. This standard has been met.
127
128 There are two parking spaces provided on site, one for the new unit and one for the existing
129 single-family residence. This standard has been met.
130
131 Building separation will be evaluated when this application comes to the City for a building
132 permit. This that standard has been met.
133
134 The existing driveway is adequate and is not being proposed to be altered.
135
136 Drainage – The project narrative states that there are minimal changes proposed to drainage and
137 stormwater management on the lot. Additionally, the narrative states that the intent is to maintain
138 existing drainage patterns. This standard appears to be met.
139
140 Screening – Mr. Clements stated adding the second dwelling unit does not increase the density of
141 the development on this property in relation to adjacent properties and hence additional
142 screening is not necessary. This standard is not applicable.
143
144 Sediment & Erosion Control – There are no new sediment or erosion control measures proposed.
145 This standard is not applicable.
146
147 Snow Storage & Removal – A snow storage area is identified on the south-central portion of the
148 site between the two structures. This standard appears to be met.
149
150 Landscaping – No modifications are proposed to existing landscaping, and no new plantings are
151 proposed. This standard is not applicable.
152
153 Screening – The project narrative states that trash receptacles will be located along the east
154 façade of the barn and will be screened from view of the existing single-family home. This
155 standard appears to be met.
156
157 Architectural Guidelines – The project narrative states that the existing wood-framed barn will
158 be modified to have an exterior appearance that is consistent with the surrounding neighborhood.
159 As the applicant had stated, the changes are minimal and are mostly related to the conversion of
160 a garage to a living area with covered entryway. This standard appears to be met.
161
162 With reference to Site Development Standards, this application won't be bound by them as this is
163 a single-family use.
164

165 The lighting proposed is one motion activated light.
166
167 The applicant states, in their narrative, that the new unit will be tied into existing City water and
168 sewer services.
169
170 Regarding traffic and access management, the existing driveway will be used to access the site
171 and has room to provide sufficient parking. A note has been added to the proposed conditions
172 plan stating that any future modifications to the driveway will require a review through the City
173 Engineer's office. That standard has been met.
174
175 Filling and Excavations is not applicable.
176
177 Surface Waters is not applicable
178
179 Hazard and toxic material standards are not applicable.
180
181 Noise – The narrative states that noise impacts for the proposed project will be minimal and
182 consistent with adjacent residential uses. That standard appears to be met.
183
184 Mr. Clements stated the applicant is looking for final approval tonight. He noted the applicant
185 has submitted five full-size plan sets with the owner's signature on them, which was the only
186 proposed condition of approval in the Staff Report. This concluded Staff comments.
187
188 The Mayor asked if the required column of square footage dimensions is a Cottage Court
189 requirement, being 8,000 square feet. Mr. Clements stated this appears to be the Zoning
190 Dimensional Table for the Residential Preservation Zoning District. This would be if someone
191 was creating a new lot. The existing lot is legal nonconforming.
192
193 Mr. Kost referred to the standards for ADUs in which you are required to live in a unit and build
194 a second unit and asked for clarification about whether this was a State or local requirement.
195 Mr. Clements stated the State gives the municipality the choice to require owner occupancy or
196 not. The City's regulation currently requires owner occupancy. One of staff's concern with
197 ADUs is that at least one of the ADU units would be used for long-term occupancy and not be
198 used for short-term rental units. Mr. Kost clarified the Cottage Court, however, does not have
199 this requirement. Mr. Clements agreed.
200
201 Mr. Kost noted the first-floor plan (Sheet A1) refers to second floor and indicated it is 461 square
202 feet and asked for clarification. The Chair felt this is something that needs to be clarified by the
203 applicant. Ms. Brunner noted the applicant had submitted updated plans after the Staff Report
204 went out and Staff noted the error and asked for an updated plan.
205
206 Mayor Kahn asked whether Mr. Bunch was a representative of Sampson Architects. Mr. Bunch
207 stated he works for Sampson Architects.
208
209 The Chair asked for public comment, and with no comments from the public, the Chairman
210 closed the public hearing.

211
212
213 C. Board Discussion and Action
214 A motion was made by Roberta Mastrogiovanni that the Planning Board issue final approval PB-
215 2026-01 as shown the plan set identified as, “Carriage House; 87 Water St; Keene, NH 03431”
216 prepared by Sampson Architects at varying scales on January 6, 2026 and last revised on
217 February 4, 2026.
218
219 The motion was seconded by Mayor Kahn.
220
221 Mr. Kost stated he was happy to see more housing being offered in Keene.
222
223 Mr. Hoefler did not feel this application had any regional impact.
224
225 Mr. Bergeron felt this was a good repurposing of an existing building.
226
227 The motion was unanimously approved by roll call vote.
228
229 The Chair asked to be recused from the next application as he is an officer of a charitable
230 organization that participates in charitable gaming and receives funds from Revo Casino.
231 Mr. Hoefler stated there are many organizations that likely receive funds from this entity and did
232 not see the reason to be recused. Ms. Brunner stated the advice she gives is that if a Board
233 member can be unbiased and fair with their decision and no one is objecting, they could
234 participate. The Mayor stated the City receives funds from Revo Casino as well and he would
235 need to be recused as well.
236
237 Mr. Clements offered that this proposal has to do with exterior modifications to the shopping
238 plaza. The question for this business itself to be located here has already been decided upon. As
239 Ms. Brunner had stated it is ultimately up to the Board member to decide but the application is
240 really more about parking spaces and aesthetic changes.
241
242 The Mayor asked to be recused from this application.
243
244 Mr. Hoefler stated he is happy to stay on as a voting member, but without full list of all entities
245 who might have received these funds, he won’t be able to know if he has served on any of those
246 organizations. He felt the Board was being very thorough with its duties.
247
248
249 **b) PB-2025-18, Mod. 1 – Major Site Plan – Revo Casino, 109-147 Key Rd** - Applicant
250 Concord Bingo Too LLC, on behalf of owner Key Road Development LLC, proposes to modify
251 the architectural features and parking area associated with the charitable gaming facility located
252 at 109-147 Key Road (TMP# 110-022-000). The parcel is ~5.8-ac and is in the Commerce
253 District.
254
255 A. Board Determination of Completeness

256 Planner, Evan Clements, stated the applicant has requested exemptions from submitting a
257 drainage report, soils analysis, and an historic evaluation. After reviewing each request, Planning
258 Staff have made the preliminary determination that granting the requested exemptions would
259 have no bearing on the merits of the application and recommend that the Board accept the
260 application as “complete.”

261
262 A motion was made by Roberta Mastrogiovanni that the Planning Board accept this Application
263 as complete. The motion was seconded by Kenneth Kost and was unanimously approved by roll
264 call vote.

265
266 B. Public Hearing

267 Mr. Brian Pratt of Fuss & O’Neill addressed the Board on behalf of the applicant, Revo Casino.
268 Mr. Pratt stated the proposed property is located at 133 Key Road. He stated the changes being
269 proposed are minor in nature. He stated, since the last time they were before the Board, they had
270 completed the architectural plans and are now back with minor revisions to the building itself
271 and the Plaza. He noted to the demolition plan and explained that the red areas are what is being
272 demolished. There is an addition at the rear of the building being constructed for utilities and at
273 the front, a safer, aesthetically pleasing entrance vestibule.

274 Mr. Pratt went on to say the existing plaza has the brick facade and the mansard roof above it.
275 The front of the applicant’s site would also have the brick facade with the glass and a sign on it.
276 They are also proposing to refresh the whole building itself by painting with a dark grey color.
277 With the bump out, some of the parking spaces will be lost, but the applicant will be creating a
278 much better sidewalk with an ADA ramp.

279
280 Mr. Pratt referred to the rear of the building where there is going to be an addition for utilities,
281 but this area is close to the flood plain, hence, the floor will be raised.

282 Minor paving improvements will be done around the corner to help make sure a truck can
283 circulate. The dumpsters in this area will be placed on pads and would have enclosures.

284 There are also a transformer and a generator being added.

285
286 Utilities – Mr. Pratt noted there is a grease trap being added as there is going to be a restaurant
287 use at this site as well as new water services.

288
289 The entire front parking lot will be stripped and resealed.

290
291 Lighting and Landscaping – The lighting in the entire plaza will be redone with downcast, dark
292 skies compliant, LED fixtures to produce soft and uniform light. There are also 18 trees being
293 added to the site.

294
295 Mr. Pratt stated there were minor comments from Staff on drainage, lighting, sewer and water,
296 which have been addressed.

297
298 With reference to the charitable portion of the discussion, Mr. Pratt stated the facility itself has
299 provided \$1.3 million annually to local charities and, with this improvement, that amount would
300 increase to around 3 million.

301
302 Mr. Hoefler clarified the name of this site would be Revo Casino. Mr. Pratt answered in the
303 affirmative.

304
305 Staff comments were next. Mr. Clements addressed the Board and indicated the subject parcel is
306 an existing 5.8-acre lot located on the north side of Key Road, approximately 1,300 feet from
307 Winchester Street intersection. The Hampton Inn is located directly to the south and the Key
308 Road Plaza Shopping Center to the east. The parcel contains an existing shopping plaza with
309 several multi-tenant commercial buildings, parking areas, and associated site improvements. The
310 plaza contains businesses such as the Keene Cinemas, Sherwin-Williams Paints, and Toy City, as
311 well as the NH Department of Health & Human Services Keene District Office.

312
313 He stated the purpose of this application is a tenant fit up for the Revo Casino charitable gaming
314 facility that includes architectural modifications to the existing shopping plaza as well as
315 upgrades to the site lighting and parking areas. The proposal includes the installation of
316 additional landscaping along Key Road and in landscape islands throughout the site as well as
317 screening measures for dumpsters and parking areas. The charitable gaming facility will have a
318 footprint of approximately 15,000 SF within the existing building with 190 gaming positions, a
319 52-seat restaurant, and approximately 1,000 SF of office and storage space.

320
321 Mr. Clements noted the Planning Board approved the Change of Use for the Revo Casino at their
322 September 29, 2025, meeting. This use received a Variance from the Zoning Board of
323 Adjustment on September 2, 2025, to allow a charitable gaming facility to be located closer than
324 250 feet from a residential use.

325
326 In reference to regional impact, Staff have made a preliminary evaluation that the application
327 does not appear to reach the threshold of regional impact. However, the Board would need to
328 make a final determination.

329
330 Drainage: The applicant states, in their narrative, that the proposed modifications will not alter
331 the existing drainage configuration. Runoff will continue to be captured by parking lot catch
332 basins. The project does not propose a net increase in impervious surface. This standard has been
333 met.

334
335 The applicant will be adding some impervious surface in the northwest corner to make the truck
336 turning movement smoother and removing impervious surface on the eastern corner to
337 compensate the no net increase.

338
339 Sediment & Erosion Control: The project proposes to use perimeter erosion control devices, such
340 as silt socks, around minor excavation areas related to the building addition and site
341 improvements. Filter socks will be utilized to protect existing catch basin from any sediment
342 runoff. This standard has been met.

343
344 Snow Storage & Removal: The applicant states, in their narrative, that the site will continue with
345 existing snow removal operations. There is no proposed change to the snow removal operations
346 on site. This standard has been met.

347
348 Landscaping: The applicant states, in their narrative, that the previous Site Plan application
349 proposed five Swamp White Oak trees to meet the requirement of the additional parking spaces
350 that were proposed. In addition to those trees, this application proposes to install four Apple
351 Serviceberry, five Shademaster Honeylocust, and four Tupelo Tower Black Gum trees. As part
352 of an overall landscape improvement to the site, this application also proposes the installation of
353 over 100 shrubs and perennials along Key Road and in landscape islands throughout the site.
354 This standard has been met.

355
356 Screening: As the applicant noted, they will be installing two dumpster pads and enclosure areas
357 along the western side of the property. A stockade fence is proposed along the rear of the
358 property to screen the parking area from the property to the north. The 2025 Change of Use
359 approval included the installation of approximately 190 feet of fencing. This application
360 proposes to increase the length of the fence by an additional 212 feet for a total length of
361 approximately 402 feet. This standard has been met.

362
363 Lighting: As the applicant has stated, this is a complete redo of all lighting on site. The lighting
364 will be dark skies compliant LED fixtures with pole mounted and wall mounted light fixtures.
365 The pole-mounted lights will be installed at 20 feet in height. The wall mounted light fixtures
366 will be installed at 15 feet in height. A total of 34 pole lights and 16 wall-mounted lights will be
367 either replaced or installed. All light fixtures will have a color temperature between 2700K and
368 3500K with a color-rendering index of 80 minimum. Average illumination levels in all parking
369 areas do not exceed 3.5-footcandles with a uniformity ratio that does not exceed 5:1. The lighting
370 standard discusses hours of operation and allows for one hour before and one hour after business
371 operating hours. After this time, only security lighting that does not exceed 1-foot candle is
372 permitted. The applicant has submitted two photometric plans, a full illumination photometric
373 plan that meets the Planning Board's standards and a security lighting or reduced illumination
374 plan that meets the security lightning standards.

375
376 Mr. Clements noted it was important to keep in mind that this is a shopping plaza with different
377 businesses and different hours of operation. The applicant will be able to adjust the lighting
378 levels in the shopping plaza as needed to keep between the allowed illumination during hours of
379 operation and the reduction in illumination to the security lighting minimum. The lights will
380 never go completely out, but as businesses open and close throughout the shopping plaza, the
381 lighting will adjust to maintain conformance with that standard. This standard has been met.

382
383 Sewer & Water: The applicant will be using the existing facilities and run a line to feed the fire
384 sprinkler system. A 1000-gallon grease trap is proposed to be installed, and the applicant would
385 need to coordinate this installation with Public Works. This standard has been met.

386
387 Traffic & Access Management: The overall traffic pattern is not proposed to be changed. A total
388 of 348 parking spaces will be provided where 315 parking spaces are required. They are
389 improving the walkways around the casino and increasing sidewalks for pedestrian safety. This
390 new area will be converted into a landscape island. This standard has been met.

391

392 Filling & Excavation: Any filling and excavation will be incidental. Any construction delivery to
393 and from the site will use the highway and Staff did not feel a truck route plan was necessary for
394 this project. As the applicant mentioned, this site is within—or very close to—the 100-year flood
395 plain and the applicant is choosing to elevate the addition one foot above base flood elevation.
396 Any flood permit requirement would be addressed during the building permit process. This
397 standard has been met.

398
399 Surface Waters & Wetlands: There are no surface waters or wetlands present on the property.
400 This standard is not applicable.

401
402 Hazardous & Toxic Materials: The applicant states, in their narrative, that there are no hazardous
403 or toxic materials proposed in association with the use. This standard is not applicable.

404
405 Noise: The applicant states noise associated with the use will be minimal and comparative to the
406 movie theater located in the plaza. They note that patrons for the charitable gaming facility and
407 restaurant will be located indoors. This standard has been met.

408
409 Architecture & Visual Appearance: The applicant states, in their narrative, that the existing
410 building façade will be enhanced with a light gray “wash” on the brick and a dark charcoal gray
411 for the mansard roof. The proposed vestibule will include an entry canopy and storefront glazing
412 with red brick accents. The applicant believes that these material choices are consistent with the
413 traditional materials found through the City of Keene. The addition to the rear of the building
414 will have a corrugated metal siding façade with metal canopy. The existing concrete block
415 façade will be painted light gray. Additionally, there is an existing garage door that will be
416 removed and the space filled in with concrete block.

417
418 Mr. Clements reviewed the proposed motion as outlined in the Staff Report.
419 This concluded staff comments.

420
421 Mr. Kost asked whether the 400 feet of fencing would go all the way along the housing complex.
422 Mr. Clements stated the fencing would be on the applicant’s property along the residential
423 complex site at least up to the parking area and referred this question to the applicant.

424
425 Mr. Kost asked whether the trees being proposed would also be non-invasive plants. Mr.
426 Clements answered in the affirmative.

427
428 Mr. Kost felt the architectural guidelines are not intended for this type of plaza. He also stated he
429 wanted to clarify the glass being proposed is not a reflective type of glass.

430 Mr. Clements stated he understands the concern with the architectural guidelines and stated that
431 those guidelines are designed for a brand new building; consequently, proposing a façade project
432 and trying to refresh it while addressing each one of those standards can be challenging. He went
433 on to say when he initially reviewed this application, he was looking for material types that were
434 not visually aggressive and this is what Staff are asking the Board to weigh in on—does this
435 proposed addition with the material choices generally fit within the character of the City.

436

437 Ms. Brunner added that her interpretation of reading through the architectural and visual
438 appearance standard is that Subsection 21.14.2H is the only standard that specifically addresses
439 modifications, additions to existing structures. This standard states that *it shall be harmonious*
440 *with the character of the existing structure* and this is all the Board would be looking at as the
441 regulations are geared towards a new build.
442

443 Mr. Clements clarified, for next time, if it would be helpful for the Board if the Staff Report
444 clearly identified (for architecture) which sub section the Board should be evaluating the
445 application on.
446

447 Mr. Hoefler asked what the maximum height of a building in the Commerce District was. Ms.
448 Brunner stated it was 42 feet and this building stands at 35 feet.
449

450 Vice-Chair Mastrogiovanni referred to the height of the sign and the brightness of the sign on the
451 facade as well as the sign that would be located at the front of the site. She continued by stating
452 the sign would likely be quite visible from the bypass and would be advertisement. Mr. Clements
453 stated the signage will need to comply with the sign code in the zoning ordinance.
454

455 The applicant was asked to comment on the question about the glass being used. Mr. Pratt stated
456 it would be a non-reflective glazing. With reference to fencing, he stated they would be
457 providing the fencing along the rear of the entire building where the addition will be located and
458 beyond. He indicated there is an existing fence on the other property as well.
459

460 The Vice-Chair asked whether the other plaza tenants are in agreement with this application. Mr.
461 Pratt stated he has not reached out to them. Revo Casino has been working directly with the
462 landowner who has been coordinating with the other tenants.
463

464 Mr. Hoefler asked whether there is a smoking area being provided on the site. Mr. Pratt stated
465 there will be an indoor smoking room. Vice-Chair Mastrogiovanni asked whether there will be
466 smoking receptacles provided outside should anyone choose to smoke outside. Mr. Pratt stated
467 he would discuss this with the owner.
468

469 The Vice-Chair asked for public comment. With no comment from the public comment, the
470 public hearing was closed.
471

472 C. Board Discussion and Action

473 A motion was made by Michael Hoefler that the Planning Board approve PB2025-18, Mod.1 as
474 shown on the plan set prepared by Fuss & O'Neill at varying scales on January 14, 2026, and last
475 revised on February 9, 2026, with the following conditions:
476

477 1. Prior to the final approval and signature of the plans by the Planning Board Chair, the
478 following conditions precedent shall be met:

479 a. Owner's signature(s) appear(s) on the plans.

480 b. Submittal of five (5) full sized paper copies and a flattened PDF version of the final
481 plan set.

482 c. Submittal of a security to cover the cost of as-built plans, landscaping, and erosion
483 control measures in a form and amount acceptable to the Community Development Director.
484

485 2. Subsequent to final approval and signature of the plans by the Planning Board Chair, the
486 following conditions shall be met:

487 a. Prior to the commencement of site work, all sediment and erosion control measures
488 shall be installed and inspected by staff from the Community Development Department.

489 b. Following the installation of landscaping, the Community Development Department
490 shall be contacted to perform an initial inspection.

491 c. One year following the installation of all landscaping, the Community Development
492 Department shall be contacted to perform a final landscaping inspection.

493
494 The motion was seconded by David Bergeron.

495
496 Mr. Bergeron felt this was a good update for a plaza that has been around for a while and did not
497 feel there was any regional impact from this application.

498
499 Mr. Hoefer stated this change would benefit this community and other businesses in the area.

500
501 Vice-Chair Mastrogiovanni stated moving this business to this location would benefit other
502 businesses in the area.

503
504 The motion made by Michael Hoefer carried on a unanimous roll call vote.

505
506 **5) Staff Updates**

507 Chair Farrington and Mayor Kahn rejoined the Board.

508
509 Ms. Brunner addressed the Board. Ms. Brunner reminded the Board about the CIP (Capital
510 Improvement Program) meeting schedule for this year. The kickoff presentations are scheduled
511 for Tuesday, March 3 at 5:30 PM at Heberton Hall (Keene Public Library) located at 60 Winter
512 Street. She encouraged Planning Board members to attend and noted the Board will be asked to
513 vote on the CIP at the end of the process. Ms. Brunner stated this is a great opportunity to hear
514 from each of the departments about projects that they are proposing to include and how they are
515 consistent with the Master Plan and community goals.

516
517 Ms. Brunner stated, if members can't attend the kickoff presentation, there are other meetings
518 they can attend. The first one is on Tuesday, March 10 at 5:30 PM, which is a special FOP
519 Committee meeting. There is also another meeting scheduled for March 12 at 5:30 PM, and a
520 public hearing is scheduled Thursday, March 19 at 7:00 PM. These meetings will all be held in
521 Council Chambers. On March 23, the Board, at their regularly scheduled meeting, will be asked
522 to vote on the CIP.

523
524 **6) New Business**

525 Mr. Kost reminded the Board about the project that the Keene State College architecture group
526 had undertaken on Gilbo Avenue parking lots. He stated there is a group referred to as Plan New

527 Hampshire, which facilitates design charrettes around the State with professional architects and
528 landscape architects. They will run a planning charrette to see what is possible on a specific site.
529

530 Mr. Kost stated a design charette helps provide a vision of what the area could be, including
531 parking, parking structures and development. The charette looking at the that entire area, which
532 is nearly eight acres in size, might help communicate with other developers and perhaps one or
533 more developers might participate in developing this area in sections. He asked whether the
534 Board had any interest in sponsoring this.

535
536 Mayor Kahn felt there could be a time to take this on. There could be current and future owners
537 and to presume a study without their input might be preemptive.
538

539 Ms. Brunner stated she has personally not participated in one of Plan New Hampshire's
540 charrettes but has talked to a number of people who have. The City of Keene has participated in
541 the past. She added the role the Board would most likely play is with initial legwork of figuring
542 out what exactly this could look like and making a proposal to City Council, as this would cost
543 money even with the City being a member of Plan New Hampshire. The cost could be close to
544 \$6,000. She also indicated the current landowners would also need to approve of such a study.
545 The question is whether the Board wants to do the initial work.

546
547 The Chair felt gathering additional information could not hurt and see if the City has funding to
548 cover this type of work. Ms. Brunner stated this funding would come out of next year's budget
549 and the Board could make that request to the City.
550

551 The Mayor cautioned the Board not to give the public the indication the Board is pursuing this
552 project.
553

554 Mr. Kost clarified there is no next step at this time. The Mayor stated Staff could inquire the
555 terms of engagement for sometime in the future and then advise the Chairman.
556

557 There being no further business, Chair Farrington adjourned the meeting at 8:11 PM.
558

559 **7) Upcoming Dates of Interest**

- 560 • Joint Committee of the Planning Board and PLD – March 9, 6:30 PM
 - 561 • Planning Board Steering Committee – March 10, 12:00 PM
 - 562 • Planning Board Site Visit – March 18, 8:00 AM – To Be Confirmed
 - 563 • Planning Board Meeting – March 23, 6:30 PM
- 564

565 **B. MORE TIME ITEMS**

- 566 1) Training on Site Development Standards
 - 567 a) Standards 6 & 7 – Screening & Lighting
- 568
569

570 Respectfully submitted by,
571 Krishni Pahl, Minute Taker
572

573 Reviewed and edited by,
574
575 Emily Duseau, Planning Technician
576

MEMORANDUM

TO: Planning Board

FROM: Community Development Staff

DATE: March 13, 2026

SUBJECT: Agenda Item III - Final Vote on Conditional Approvals

Recommendation:

To grant final approval for any projects that have met all their “conditions precedent to final approval.”

Background:

This is a standing agenda item in response to the “George Stergiou v. City of Dover” opinion issued by the NH Supreme Court on July 21, 2022. As a matter of practice, the Planning Board issues a final vote on all conditionally approved projects after the “conditions precedent to final approval” have been met. This final vote will be the final approval and will start the 30-day appeal clock.

As of the date of this packet, there are no applications ready for final approval.

If any projects meet their conditions precedent between date of this packet and the meeting, they will be identified and discussed during this agenda item.

All Planning Board actions, including final approvals, are posted on the City of Keene website the day after the meeting at [KeeneNH.gov/planning-board](https://www.keeneNH.gov/planning-board).

**PB-2026-04 – CONGREGATE LIVING & SOCIAL SERVICES CONDITIONAL USE PERMIT –
KEENE SERENITY CENTER, 268 WEST ST**

Request:

Applicant Keene Serenity Center, on behalf of owner Kiritsy LLC, proposes to operate a group resource center in an existing commercial space on the property at 268 West St (TMP #576-010-000) for day-program recovery services, including groups, trainings, and activities. There are no changes proposed to the building exterior or site. The parcel is 5.3-acres in size and is located in the Commerce District.

Background:

The subject property is an existing 5.3-acre shopping plaza located on the south side of West St at the southwest corner of West St and Island St. The property contains two commercial buildings, one standalone building and one multi-tenant building. The standalone building currently contains a CVS Pharmacy. The multi-tenant building contains a variety of retail and office uses, including Total Fitness Equipment, US Cellular, and Gemini Screenprint. The existing site contains 181 parking spaces, drive aisles, access points on both West St. and Island St., and other site improvements customary for a shopping plaza.

The purpose of this application is to obtain a Congregate Living & Social Services Conditional Use Permit to allow for a Group Resource Center to operate within a ~1,500 SF tenant space located in the multi-tenant building. The unit contains two office spaces, a conference room for groups and trainings, two bathrooms, and a common area. The applicant states in their narrative that there is no outdoor space available.



Fig 1: Aerial of 268 West St with proposed tenant location near red star.

Keene Serenity Center generally operates Monday to Friday 9 am to 5 pm with occasional night and weekend activity. These activities are usually less than two hours long. There are five full-time and two part-time staff members as well as several volunteers. Per Section 5.1.5 of the Land Development Code, this use is permitted in the Commerce District subject to issuance of a Congregate Living and Social Services (CLSS) Conditional Use Permit (CUP).

Determination of Regional Impact:

Staff have made a preliminary evaluation that the proposal does not appear to have the potential for “regional impact” as defined in RSA 36:55. The Board should to make a final determination as to whether the proposal could have the potential for regional impact.

Completeness:

The applicant requests exemptions from submitting all plans; elevations; and technical reports. Planning Staff have made the preliminary determination that granting the requested exemptions would have no bearing on the merits of the application and recommend that the Board accept the application as “complete.”

Application Analysis: The following is a review of the Planning Board standards relevant to this application. Due to the nature of the application, the Site Development Standards in Article 21 of the LDC are not applicable as the proposed use is located within an existing tenant space in the shopping plaza with no proposed exterior changes. All required municipal utilities already exist and will be utilized.

Article 15.2 – Congregate Living & Social Services CUP Criteria:

- A. “The nature of the proposed application is consistent with the spirit and intent of the Zoning Regulations, this LDC and the City’s Comprehensive Master Plan, and complies with all the applicable standards in this LDC for the particular use in Section 8.3.4.”***

The applicant states in their narrative that the Keene Serenity Center provides peer support services for individuals experiencing substance use disorder and incorporates support with family members and support staff. Recovery coaching is proposed by certified staff and trained support specialists. It appears that this use will operate similar to an office use, which is permitted in the Commerce zoning district. There are no specific use standards in Article 8 for a Group Resource Center besides obtaining a CLSS CUP and license. It appears that this standard has been met.

- B. “The proposed use will be established, maintained, and operated so as not to endanger the public health, safety, or welfare.”***

The applicant states in their narrative that the use will operate safely in a manner that will not endanger public health, safety, or welfare. The door will be locked outside of business hours and a security camera will be utilized inside the unit. The existing shopping center has accessible walkways and entrance facilities that will remain unchanged.

The center does not offer housing, and many clients are not onsite for longer than an hour or so. Outside of the occasional night or weekend meeting, clients will leave the center by 5 pm. Staff will be present during all operating hours. It appears that this standard has been met.

- C. “The proposed use will be established, maintained, and operated so as to be harmonious with the surrounding area and will not impede the development, use, and enjoyment of adjacent property. In addition, any parking lots, outdoor activity area, or waiting areas***

associated with the use shall be adequately screened from adjacent properties and from public rights-of-way."

The applicant states in their narrative that the use will be operated in a respectful manner that does not impact adjacent tenants in the shopping plaza. The site itself is a fully developed, large multi-tenant commercial plaza and the proposed use will operate in a manner similar to adjacent office uses. Impacts to surrounding uses or properties would be the same as other permitted retail and office uses. Waiting areas will be located within the tenant space. The large existing parking lot containing 181 parking spaces is screened from the public right-of-way and adjacent properties with rows of perennial shrubs and trees. The existing buildings also provide screening from adjacent properties. It appears that this standard has been met.

- D. "The proposed use will be of a character that does not produce noise, odors, glare, and/or vibration that adversely affects the surrounding area."***

The applicant states in their narrative that all activities of the proposed use will be contained indoors and will not generate any noise, odors, glare, or vibration outside of normal office activity. It appears that this standard has been met.

- E. "The proposed use will not place an excessive burden on public infrastructure, facilities, services, or utilities."***

The proposed use is in an existing shopping plaza with adequate water, sewer, and transportation facilities. It appears that this standard has been met.

- F. "The proposed use will not result in the destruction, loss, or damage of any feature determined to be of significant natural, scenic, or historic importance."***

No new development is proposed as part of this application. This standard is not applicable.

- G. "The proposed use will not create a traffic safety hazard or a substantial increase in the level of traffic congestion in the vicinity of the use."***

The proposed use is located within an existing shopping plaza with adequate connection to West St. and Island St. The proposed use is not anticipated to increase traffic in a substantial way that would cause congestion in the vicinity of the use. Due to clients using the shuttle service provided and access to pedestrian facilities, the traffic generation for the proposed use in real terms may be less than a retail or office use of a similar size. It appears that this standard has been met.

- H. "The proposed use will be located in proximity to pedestrian facilities (e.g. multiuse trails and sidewalks), public transportation, or offer transportation options to its client population."***

The applicant states in their narrative that they have two shuttle buses that are used to provide transportation to clients. The proposed location is on West St. where pedestrian

facilities such as sidewalks and crossing lights are existing. It appears that this standard has been met.

Recommended Motion:

If the Board is inclined to approve this request, the following motion is recommended:

“Move to issue final approval for PB-2026-04 as shown in the application and supporting materials received on February 10, 2026 with the following condition subsequent to final approval:

- 1. The Applicant shall obtain all required state and local permits and approvals.”**



City of Keene, NH

Congregate Living & Social Service Conditional Use Permit (CUP) Application

If you have questions about how to complete this form, please call: (603) 352-5440 or email: communitydevelopment@keeneh.gov

SECTION 1: PROJECT INFORMATION

PROJECT NAME: Keene Serenity Center move and reclassification of building use

PROJECT ADDRESS(ES): 294A West St, Keene NH 03431 (268 West St.)

SECTION 2: CONTACT INFORMATION

PROPERTY OWNER

APPLICANT

NAME/COMPANY:
Kiritsy, LLC

NAME/COMPANY: Keene Serenity Center

MAILING ADDRESS:
73 Tucker Ridge Ct, Hilton Head Island, SC 29926

MAILING ADDRESS:
294A West St, Keene NH 03432

PHONE:

PHONE:

EMAIL:

EMAIL:

SIGNATURE:

SIGNATURE: *Todd A Schillinger*

PRINTED NAME:
Stephen Kiritsy

PRINTED NAME:
Todd Schillinger

AUTHORIZED AGENT (if different than Owner/Applicant)

FOR OFFICE USE ONLY:

NAME/COMPANY:

TAX MAP PARCEL #(s):

576-010-000- - - - -

MAILING ADDRESS:

- - - - -

PHONE:

PARCEL SIZE: 5.3 acres

DATE STAMP:

EMAIL:

ZONING DISTRICT:

Commerce



SIGNATURE:

PRINTED NAME:

PROJECT #:

PB-2026-04

Description of Existing and Proposed Uses

The property is currently classified as a commercial shopping center. We lease one of the spaces, 294 West Street Suite A, and plan to use it as a group resource center focused on serving individuals and their loved ones impacted by substance misuse.

Description of Size and Intensity of Use

We lease 1,561 sq ft of space at 294 West Street Suite A, Keene, NH from Kiritsy, LLC. Our space consists of one shared office space, two bathrooms, and a large sized space that is used for groups, trainings and activities. The center of the space acts as a hallway and common area. We are a day program only, with no beds or overnight support. We currently have 5 full time and 2 part time staff members. We utilize a number of volunteers that offer peer support, facilitate groups, and support other programs. Our general hours of operation are M-F from 9am-5pm, however, we do have groups or trainings that may take place in evenings or weekends, most of which are under 2-hour time frames. We do not have any outdoor space.

Description of Proposed Redevelopment

All redevelopment efforts will be interior and at a small scale. We plan to paint interior walls, put locks on the restrooms, install security cameras and blinds, and add storage shelving. There are no large-scale or exterior redevelopment plans.

Description of Physical and Architectural Characteristics

The building is part of the Kiritsy shopping center, and the exterior is comprised of brick and concrete blocks. There is signage at the front of the building. The space we will be occupying is consistent in size and scale with neighboring businesses.

Description of Site and Safety

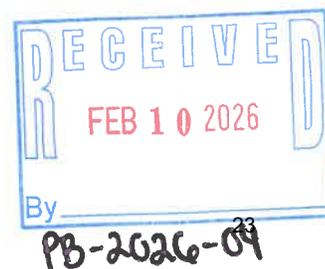
The proposed site is in the COM district with the entrance being accessible through the Kiritsy shopping plaza. The entry will be locked outside of business hours. There will be security cameras inside the building. The shopping center's walkways and its accessible entrance will remain unchanged.

Description of Intake Areas

We plan to have a reception desk directly off the entry vestibule which will be used for administrative purposes and to monitor the hallway and common area. We will not be utilizing any outdoor space for waiting or intake purposes.

Traffic Impact

There will be minimal traffic impact on the area due to our occupancy. Participants rarely drive to our center, and our transportation program goes to various locations, not just to and from the



Keene Serenity Center. The location of access points to the building and site will remain unchanged.

Description of Parking Demand

Keene Serenity Center has two vehicles for our transportation program. We will be parking both vehicles in the lot as permitted by the landlord. All parking demands will be met on-site. There will be no impact on any existing parking near the site.

Description of Staff

Keene Serenity Center currently employs 5 full-time and 2 part-time staff members. There is no anticipated increase in staffing with this move. The Executive Director serves as the on-site manager.

Other Known Congregate Living and Social Service Uses within 750-ft

We do not believe there are any other organizations with a Congregate Living and Social Service license within 750-ft of our space.

Average Length of Stay

Our full-time staff work 40 hours and some of that time is done outside of facility doing outreach or meeting peers in public. Participants are usually onsite just over an hour as many group sessions and coaching sessions are this long. We do not have housing, so participants leave at the end of the day (5pm).

Description of Services Provided

The Keene Serenity Center is a Recovery Community Organization (RCO) that offers peer support for those experiencing substance use disorder, including family members and support staff. We offer recovery coaching by individuals that have either been state certified as Certified Recovery Support Workers (CRSW) or trained peers as Peer Recovery Support Specialist (PRSS). Coaches are required to complete extensive training along with 500 voluntary hours under the supervision of an approved supervisor. Our facility is set up to allow support type groups to use our space such as mutual aid groups (alcoholics anonymous, all recovery, etc.). Some of our groups are volunteer created and lead, such as crafting in recovery or meditations groups. We also host a transportation program called Road to Recovery (RTR) that started as volunteers loaning time and personal vehicles and now has moved to operating our own vehicles. We currently offer more than 80 rides per week, many are to support individuals getting to medicated assisted treatment. The basic criteria to utilize our program is simply - does this support your recovery? We help those in recovery get to medical appointments, the food pantry or grocery store, housing opportunities and more. GROW SSP (guerilla recovery support work) (syringe service program) is another program we offer that promotes harm reduction. GROW supports people by offering education and supplies that reduce risk of overdose or the spread of

disease and injury. Our participants take the education about harm reduction into the community and share with peers. We partner with all other SSP's throughout the state and are part of NH Harm Reduction Coalition. We are non-clinical and refer those in need of clinical care to an appropriate partner, often the Doorway at Cheshire Medical. We do not offer any housing or overnight services outside of referrals to qualified organizations.

Compliance

21.2 Drainage & Stormwater Management: There is no exterior work planned. There will be no change to existing drainage or stormwater management.

21.3 Sediment & Erosion Control: Sedimentation control will not be required. There is no site work being proposed as part of this proposal.

21.4 Snow Storage and Removal: There will be no change in the current snow removal operations at the Kiritsy Plaza. Our lease states that the landlord will continue to be responsible for keeping the parking lot and walkways free from snow and ice.

21.5 Landscaping: There will be no planting or changes to any landscaping.

21.6 Screening: There are no proposed changes to the site or the building.

21.7 Lighting: There will be no exterior lighting added.

21.8 Water & Sewer: The building is hooked up to city water and sewer. The change in current use will be minimal.

21.9 Traffic & Access Management: There is no change to site access and traffic patterns.

21.10 Filling & Excavation: There will be no excavation or filling of the site.

21.11 Surface Waters & Wetland: There are no wetlands on the site. There will be no change to surface water from this move.

21.12 Hazardous & Toxic Materials: There are no hazardous or toxic materials involved with this proposal.

21.13 Noise: All business activities will be conducted indoors. Our operations generate minimal noise and will not disturb neighboring businesses or the public.

21.14 Architecture & Visual Appearance: The architectural appearance of the building will not be changed. The only visual appearance change will be switching out the banner-style sign of the previous business to ours.



24 Vernon Street - Keene, NH 03431
(603) 283-5015 [REDACTED]
www.kscrecovery.org

February 10, 2026

To Whom It May Concern,
The following exemptions are being requested:

Location Map of Proposed Improvements

Keene Serenity Center requests an exemption because no site improvements or physical changes are proposed; the Center is only relocating into an existing building.

Existing Conditions Plan

An exemption is requested because no changes to existing site conditions are proposed, and the Center will occupy the property as-is.

Proposed Conditions Plan

Keene Serenity Center requests an exemption because no new site conditions, layouts, or modifications are proposed.

Grading Plan

An exemption is requested because no grading, excavation, or changes to topography will occur.

Landscaping Plan

Keene Serenity Center requests an exemption because no landscaping changes or vegetation alterations are proposed.

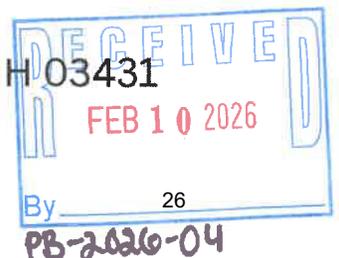
Lighting Plan

Exemption requested because no changes to existing lighting are proposed.

Elevations

Exemption requested because no structural or exterior changes are proposed.

KEENE SERENITY CENTER - 24 Vernon Street - Keene, NH 03431





24 Vernon Street - Keene, NH 03431
(603) 283-5015 [REDACTED]
www.kscrecovery.org

February 10, 2026

Drainage Report

An exemption is requested because no changes to impervious surfaces, drainage patterns, or stormwater systems are proposed.

Traffic Analysis

Keene Serenity Center requests an exemption because the relocation will not involve site expansion, construction, or changes that would materially affect traffic patterns.

Soil Analysis

An exemption is requested because no earth disturbance, construction, or subsurface work is proposed.

Historic Evaluations

Keene Serenity Center requests an exemption because no structural modifications or alterations to the existing building are proposed.

Screening Analysis

An exemption is requested because no changes to site layout, fencing, buffers, or visual screening are proposed.

Architectural & Visual Appearance Analysis

Keene Serenity Center requests an exemption because no exterior alterations or architectural changes are proposed.

Other Reports / Analyses

An exemption is requested because the project involves only occupancy of an existing facility with no construction, site work, or physical modifications.

KEENE SERENITY CENTER - 24 Vernon Street - Keene, NH 03431



Keene Serenity Center

City of Keene, NH

1 inch = 69 Feet



www.cai-tech.com

February 17, 2026



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

March 23, 2026

TO: Planning Board

THROUGH: Paul Andrus, Community Development Director

FROM: Mari Brunner, Senior Planner

SUBJECT: Planning Board Vote on 2027-2033 Capital Improvement Program (CIP)

Recommendation

To vote to find that the 2027-2033 Capital Improvement Program is consistent with the 2025 Master Plan.

Background

The CIP is a key planning document focused on sustained investment in the community's strategic, long-term goals. It is a financial plan guided by [City Council Goals](#) and the City's [Comprehensive Master Plan](#). The plan is designed to meet community needs within the boundaries established by the City Council's [Fiscal Policy](#). Capital expenditures are included in the seven-year program, including projects with a minimum estimated cost of \$35,000 and an anticipated useful life of at least five years.

The City of Keene adopts a Capital Improvement Program bi-annually (every other year) after a series of public meetings held before the Finance, Organization, and Personnel Committee, a public hearing before City Council, and recommendation from the Planning Board regarding consistency of the CIP with the adopted Master Plan. Included below are links to the meeting videos for the two Finance, Organization, and Personnel Committee meetings where the CIP was discussed.

[March 10 Finance, Organization, and Personnel Meeting Video](#)

[March 12 Finance, Organization, and Personnel Meeting Video](#)



Save the Date!

**New Hampshire Planning and Zoning Spring 2026
Conference**

Save the date for the **Office of Planning and Development’s Spring 2026
Planning and Zoning Conference.**

- **When:** Saturday, **May 9, 8:45 AM - 3:30 PM**
- **Where:** Online (each session will be recorded and available after conference)
- **Cost:** Free

Registration Opens: April 3

This year’s virtual conference includes three tracks: Planning Board, Zoning Board of Adjustment, and Special Topics.

Coming soon: Details on the [conference web page](#).

We look forward to seeing you.

NH Office of Planning and Development





March 6, 2026

Ms. Elizabeth Ferland
City Manager, City of Keene
City Hall
3 Washington Street
Keene, NH, 03431

Re: The Draft 2027-2036 Ten Year Transportation Improvement Plan

Dear Ms. Ferland,

Please kindly forward this letter at a minimum to your City Council, Planning Board, and Department of Public Works. Costs are rising and purchasing power is falling. Projects are getting cut or deferred. This sums up the current predicament with the State's Ten Year Transportation Improvement Plan (TYP), a biennial document that lists state and federally funded projects planned for construction in the next 10 years to address our State's transportation infrastructure needs.

The current draft 2027-2036 TYP¹, which totals \$4.5 billion, is currently under review by the NH Legislature as HB 2026. At the time of writing, it is being reviewed by the House of Representatives Public Works Committee. Outside of the NH Turnpike System, the draft TYP cuts 34 previously obligated projects (valued at \$106 million), indefinitely delays construction of 15 previously obligated projects (\$199 million), and cancels a planned investment of \$60 million in new municipal projects. On the NH Turnpike System, two major projects (\$232 million) remain listed in the plan, but there is no identified funding to pay for them. A multimillion-dollar project to widen I-93 in Bow and Concord has also been indefinitely delayed.

Price escalation, delays, debt service, and especially inflation have widened the gap between costs and revenue. Adjusted for inflation using the Consumer Price Index, New Hampshire's gas tax—raised to 18 cents per gallon in 1991—is now worth only about 8 cents per gallon. The temporary addition of 4.2 cents/gallon to the base gas tax rate in 2014 (mostly raised to help fund the widening of I-93 until debt service is paid off) is equivalent to about 3 cents today. The State's last systemwide turnpike toll increase in 2007, which varied by toll plaza, has depreciated by about 36% so that a dollar then is worth about 64 cents today.

The revenue shortfall will have real implications for southwest New Hampshire. The Town of Swanzey's \$6.9 million project to control speeding and construct pedestrian safety infrastructure on Route 10 in West Swanzey, one of the most opportune areas in the region for supporting new economic development and workforce housing growth, was indefinitely cut from the Plan. The Town of Marlborough's \$3.4 million project to address watershed fed stormwater flows coursing down Route 124 into Marlborough Center and perennially causing thousands of dollars of road and private property damage was rejected. Project

¹ <https://www.dot.nh.gov/projects-plans-and-programs/ten-year-plan>

cuts are tough to accept, particularly since the TYP process is the main way smaller New Hampshire towns like Swanzey and Marlborough address state infrastructure challenges affecting local needs. Towns do not have the means to tackle these issues on their own.

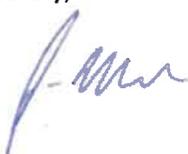
Among the projects that remain in the TYP, rising costs and insufficient revenue are trapping transportation projects in a negative feedback loop: current project delays drive up costs, which then trigger further delays and budget increases for future work. A comparison of projects in southwest New Hampshire between the Draft 2027–2036 Ten-Year Plan (TYP) and the approved 2025–2034 TYP highlights this growing backlog. There are 17 existing highway and bridge projects in southwest New Hampshire that will be delayed between 1 and 9 years. These setbacks are largely driven by the cascading financial impacts of ongoing project overruns.

In the fall of 2025, 3 of 24 hearings around the State were held on the draft 2027-2036 TYP in southwest New Hampshire, specifically in Keene, Jaffrey and Peterborough. SWRPC staff attended each hearing and observed that all verbal public testimony relating to New Hampshire’s costs and revenue predicament were calls for the State to raise gas taxes and toll fares to address the runaway inflationary costs. This included the leadership of SWRPC’s Transportation Advisory Committee who have been advising the NH Department of Transportation on the TYP for many years. That being said, it is clear that household affordability is top of mind for many people as well. Just like the State, inflation and escalation are hitting household pockets hard as well.

Here at SWRPC, we strive to keep our member municipalities informed about state-level decisions that have local ramifications. The TYP and its revenue shortfall impact the communities we serve. You and your Town may or may not think that adjustments to toll fares or the gas tax would be acceptable tradeoffs for making the TYP financially whole. Either way, if this issue is important to you, there is still time to weigh in with state elected officials. This can be done by reaching out to your State Senator or State Representatives. You can also provide written or verbal testimony to the two primary committees reviewing HB 2026, the House Public Works Committee and the Senator Transportation Committee. Attached to this letter is contact information for all current Southwest Region Senators and Representatives as well as roster information for the two committees mentioned above.

Thank you for your attention to this matter and please feel free to contact me if you have any questions or would like to discuss this issue further. You can reach me by email at jbmack@swrpc.org.

Sincerely,



J. B. Mack
Assistant Director & Transportation Planning Program Manager

State Senators and Representatives Serving the SWRPC Planning District

Town	District	Name	Email	Phone	Town	District	Name	Email	Phone
Alstead	House- 9	Rich Nalevanko	Rich.Nalevanko@gc.nh.gov	603.835.2564	Hancock	House-31	Molly C Howard	Molly.Howard@gc.nh.gov	603.525.9330
	House-16	James Gruber	James.Gruber@gc.nh.gov	603.313.1277		Senate-10	Donovan Fenton	Donovan.Fenton@gc.nh.gov	603-271-3469
	Senate-10	Donovan Fenton	Donovan.Fenton@gc.nh.gov	603-271-3469	Harrisville	House-8	Lucius Parshall	Lucius.Parshall@gc.nh.gov	603.400.0342
Antrim	House-30	Riché Colcombe	Riche.Colcombe@gc.nh.gov			House-16	James Gruber	James.Gruber@gc.nh.gov	603.313.1277
	House-30	James L Creighton	creighton4nh@gmail.com	603.588.2739		Senate-10	Donovan Fenton	Donovan.Fenton@gc.nh.gov	603-271-3469
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