



PLANNING, LICENSES AND DEVELOPMENT COMMITTEE  
Council Chambers, Keene City Hall  
May 13, 2026  
6:00 PM

**A. AGENDA ITEMS**

1. Keene Family YMCA - Request for Road Closure of Summit Road for the Otter Romp Youth Triathlon Race - June 7, 2026  
Staff Report/Safety Protocol Team – Keene Family YMCA - City Clerk
2. Black Cloud Brewing Co. - Request for Permission to Serve Alcohol - Sidewalk Café
3. Relating to the Process to Amend the Zoning Text and Zoning Map Ordinance O-2026-08

**B. MORE TIME ITEMS**

1. Relating to the Definition of "Family" Ordinance O-2026-02

**NON PUBLIC SESSION**

**ADJOURNMENT**



FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## the KEENE FAMILY YMCA

March 27, 2026

To Honorable Mayor and City Council,

The Keene Family YMCA is requesting a full road closure of Summit Road in Keene NH on Sunday June 7, 2026, from 8:00am-11:00am for a Youth Triathlon Race. The closure will start just past the Y entrance to the end of the road. We will be using Summit Road as a loop (up and back) for the bike portion of the race and the remaining race will take place on the YMCA property.

We will work with the City Protocol team to use city barriers to close off Summit Road just after the Y entrance and Summit Ridge off Summit Road. We will work with the police department regarding a police detail for the hours they are racing (9-1030am). We will have about 15 volunteers assisting as course marshals.

The YMCA will communicate with our neighbors regarding the road closure and will have volunteers ready to assist with cars to and from their homes as needed.

Kelly Fleurette  
Senior Program Director  
Keene Family YMCA  
200 Summit Rd  
Keene, NH 03431

[kfleurette@keene-ymca.org](mailto:kfleurette@keene-ymca.org)

603-283-5240



# CITY OF KEENE NEW HAMPSHIRE

ITEM #

**Meeting Date:** May 13, 2026  
**To:** Planning, Licenses and Development Committee  
**From:** Terri Hood, City Clerk  
**Through:**  
**Subject:** **Staff Report/Safety Protocol Team – Keene Family YMCA - City Clerk**

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**Recommendation:**

Move that the Planning, Licenses and Development Committee recommend that the City Council grant a revocable license to the Keene Family YMCA for the Otter Romp Youth Triathlon Race on Sunday, June 7, 2026, subject to the licensing requirements identified in the staff report, including associated road closures. All permissions granted herein are subject to compliance with the City-approved safety protocol document, which becomes a part of this license.

**Attachments:**

None

**Background:**

The City of Keene Safety Protocol Team is recommending the issuance of a license to the Keene Family YMCA with said permission, inclusive of the following licensing requirements.

**Code/Legal Requirements:**

1. The signing of a revocable license and indemnification agreement;
2. That the Petitioner submit a certificate of liability insurance with the City of Keene listed as additional insured in the amount of \$1,000,000;
3. Said license is granted subject to obtainment of any necessary licenses or permits and compliance with all laws.

**Administrative and Event Specific Requirements:**

1. The Petitioner agrees to absorb the cost of any City services provided. Said payment shall be made within 30-days of the date of invoicing;
2. Approval of the event road closures which includes the full closure of Summit Road just after the YMCA entrance and Summit Ridge Drive where it intersects with Summit Road, the YMCA access to remain open for people to access the facility;

3. Approval of Race Route which is: Starting at bus depot by YMCA entrance, down Summit Road to end, and back to starting point;
4. Approval of the duration of the event which will be held from 9:00 AM to 10:30 AM, with road closure being from approximately 8:00 AM to 11:00 AM;
5. The Petitioner shall provide advance notice of race to impacted residents including but not limited to residents of Summit Road, and first house on Summit Ridge Drive;
6. The Petitioner shall hold a prerace briefing to with participants to review route, how participants go from one route to another, where parents can observe, safety/traffic, etc.;
7. The Petitioner shall assist motorists as necessary on Summit Road who will be exiting via Summit Ridge Drive during bike race;
8. The Petitioner shall allow full access of Summit Road to Police and Fire in the event of an emergency;
9. The Petitioner shall provide an adequate number of volunteer race marshals to ensure runner safety along the course;
10. The Petitioner shall provide a water station in the field at the YMCA;
11. The Petitioner shall provide bathroom access at YMCA facility for participants;
12. All permissions granted herein are subject to compliance with the approved safety protocol document, which becomes a part of this license, and any conditions as may be required by City staff.

BLACK CLOUD BREWING CO.  
100 Main Street  
Keene, NH 03431  
603-762-4080  
Thomas DuFault-Owner/GM

May 1, 2026

Honorable Mayor of City of Keene  
City Council  
3 Washington Street  
Keene, NH 03431

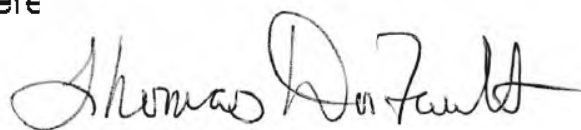
Dear Honorable Mayor Kahn and Members of City Council,

We, the owners of Black Cloud Brewing Co., request permission to have a sidewalk patio at 100 Main Street in front of our business. We as a new locally owned and operated business, agree to follow all rules and regulations for a sidewalk patio, and request permission to serve our craft brewed beverages and wine on the sidewalk patio.

Enclosed please find our application for a sidewalk/cafe license and all supporting documents pertaining to this application.

Thank you for your time and consideration of our request.

Sincerely

A handwritten signature in black ink that reads "Thomas DuFault". The signature is written in a cursive style with a large, looped initial 'T'.

Thomas DuFault  
Owner/GM  
Black Cloud Brewing Co.  
100 Main Street  
Keene, NH 03431  
603-762-4080



# CITY OF KEENE

In the Year of Our Lord Two Thousand and Twenty Six

AN ORDINANCE Relating to the Process to Amend the Zoning Text and Zoning Map

***Be it ordained by the City Council of the City of Keene, as follows:***

That Chapter 100 of the City Code of the City of Keene, New Hampshire, as amended, is hereby further amended by adding the bolded underlined text, and deleting the stricken text as follows:

1. That the Zoning Text or Zoning Map amendment application procedures in Article 26, Section 26.3.4.C and D be amended to allow the public hearing date to be set by the City Clerk, as follows:

**C. Joint Public Workshop**

1. Upon receipt of the application and draft ordinance from the City Council, the Joint Committee of the Planning, Licenses and Development Committee and the Planning Board shall hold a public workshop, with published and mailed notice.
2. This public workshop is not a due process public hearing and is intended to: prepare information for the City Council on the proposed change; provide a method by which the City Council and the Planning Board may receive public comment throughout a changing legislative process; and, afford an opportunity for adjustment to or modification of the draft ordinance.
3. At the public workshop, the applicant, or their representative, shall present on the proposed amendment. The Community Development Director, or their designee, shall present the staff report.
4. The Joint Committee of the Planning, Licenses and Development Committee and the Planning Board may make changes to the proposed ordinance throughout the public workshop process, without any requirement that additional published or mailed notice be provided.
5. At the conclusion of the public workshop, the Planning Board shall vote on the degree to which the proposal is consistent with the City's Comprehensive Master Plan and the Planning, Licenses and Development Committee shall ~~vote on a recommendation as to when the public hearing should be held~~ **refer the ordinance back to City Council.**
6. Following the public workshop, the Community Development Director, or their designee, shall submit the following materials to City Council.

- a. Any revisions to the draft ordinance recommended by the Joint Committee of Planning, Licenses and Development Committee and the Planning Board.
- b. The staff report.
- c. Minutes of the public workshop(s) held on the draft ordinance.

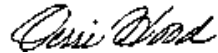
D. Council Public Hearing

1. ~~Upon receipt of a recommendation to hold a public hearing from the Planning, Licenses and Development Committee~~ **Following the conclusion of the public workshop**, the City Council shall ~~schedule~~ **hold** a public hearing on the application and draft ordinance.
2. The City Clerk shall provide published and mailed notice of the public hearing in accordance with NH RSA 675:7.

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Jay V. Kahn, Mayor

In City Council May 7, 2026.  
Referred to the Planning, Licenses, and  
Development Committee.



City Clerk