City of Keene
New Hampshire

PLANNING, LICENSES AND DEVELOPMENT COMMITTEE MEETING MINUTES

Wednesday, November 12, 2026 **5:30 PM** **Council Chambers, City Hall**

Members Present:
Randy L. Filiault, Chair
Philip M. Jones, Vice Chair
Robert C. Williams
Edward J. Haas
Laura E. Ruttle-Miller

Staff Present:
Elizabeth A. Ferland, City Manager
Brandon Latham, Deputy City Attorney
Mari Brunner, Senior Planner

Members Not Present:
All Present

Chair Filiault called the meeting to order at 5:30 PM.

1. **Direct Referral to Committee: Keene Sno-Riders - Requesting Permission to Run Snowmobiles in the Right-of-Way along Krif Road from Ashuelot Rail Trail to Winchester Street**

City Manager Elizabeth Ferland addressed the Committee and stated that this letter is an annual request from the Keene Sno-Riders to utilize City rights-of-way along Krif Road and Ashuelot Rail Trail to Winchester Street. They are not requesting any changes. She noted the request came in after the last Council meeting and hence has been directed to the PLD Committee.

Mr. Jeremy Evans, President for Sno-Riders thanked the City for their consideration.

Councilor Haas thanked the Sno-Riders for keeping the trails maintained.

The following motion by Councilor Williams was duly seconded by Councilor Haas.

On a vote of 5 to 0, the Planning, Licenses and Development Committee recommends that the City Council grant permission to Keene Sno-Riders to use the following locations on City property for a snowmobile trail: the right-of-way along the north side of Krif Road from Krif Court to Winchester Street; City property identified by tax map numbers: 115- 023-000-000-000; 109-027-000-000-000; 204-001-000-000-000; the crossing of Winchester Street at Krif Road; and the crossing of Production Avenue approximately 200 +/- feet south of NH Route 9. As well as access to the Class VI Portion of the Old Gilsum Road starting approximately one mile from the Gilsum Town Line and going north, ("Premises") for the following purpose: for a snowmobile trail, and under the following conditions: Said use shall commence on December 15,

2026, and expire on March 30, 2027, and is subject to the following conditions: the signing of a revocable license and indemnification agreement; and the submittal of a certificate of liability insurance in the amount of $1,000,000, naming the City of Keene as additionally insured.

In addition, the Keene Sno-Riders, Inc. will be responsible (including all associated costs) for furnishing, installing and maintaining of all signage/marking; which shall be furnished and installed in accordance with the Snowmobile Trail Standards published by NH Department of Business and Economic Affairs and the Manual for Uniform Traffic Control Devices (MUTCD); all signage/markings installed shall be removed from the City right-of-way and City property when there is no longer any snow cover; no structures, including but not limited to buildings, shelters, lights, displays, walls, etc. shall be permitted with the City right-of-way or on City property; no parking of motor vehicles or trailers and no catering servicing activities of any kind shall be permitted within the City right-of-way or on City property; grooming shall not extend outside the right-of-way of Krif Road; snow windows shall be groomed to provide adequate sight distances in conformance with AASHTO Standards and a gentle sloping approach at all road and driveway intersections; no part of the City Street (paved surfaces) may be used by off- highway recreational vehicles (OHRV) or their operators for any purpose, other than direct crossing; and that Keene Sno-Riders, Inc. shall be responsible for the repair of any damage (including costs) in the City right-of-way and property shall only be used when there is snow cover. All crossing of public right of ways shall be made and maintained as perpendicular with the right of way being crossed.

2. **Relating to Short-term Rental Uses Ordinance O-2026-09-A**
3. **Relating to the Definition of Short-term Rental Ordinance O-2026-10**

Senior Planner Mari Brunner was the next speaker. Ms. Brunner stated what is being proposed here is to create a definition for short-term rentals and create new standards. Over the next year to three years, staff will keep track of short-term rental numbers in the community to see if the numbers are going up, what sort of complaints are being filed etc. and if there are changes the item will be brought back before Council.

She explained Ordinance O-2026-09-A is the ordinance that is in zoning and creates the definition and use standards and outlines which zoning districts this would be allowed in.

Ordinance O-2026-10 is the ordinance that creates the definition in Article 29 and that definition is identical to the one that would be in Article 8.

The Chair stated this item has had a public hearing and has been thoroughly discussed.

Councilor Haas clarified this Ordinance is just for the definitions and the only regulation that is being introduced is the posting of information at non-hosted locations and that the character of the neighborhood be maintained. Ms. Brunner agreed and stated if this Ordinance passes, the use will be allowed by right with limitations, and those limitations are the two use standards.

The following motion by Councilor Haas was duly seconded by Councilor Jones.

On a vote of 5-0, the Planning, Licenses and Development Committee recommends adoption of Ordinance O-2026-09-A.

The following motion by Councilor Jones was duly seconded by Councilor Filiault.

On a vote of 5 to 0, the Planning, Licenses and Development Committee recommends adoption of Ordinance O-2026-10.

4. Revised Draft Ordinance Amendment Regulating Dogs at Downtown Events - City Attorney

Councilor Filiault stated this is an item he had proposed and felt it needed more work and is proposing that it be put on more time.

The following motion by Councilor Filiault was duly seconded by Councilor Jones.

On a vote of 5 to 0, the Planning, Licenses and Development Committee recommends putting this item on more time.

5. Adjournment

There being no further business, Chair Filiault adjourned the meeting at 5:41 PM.

Respectfully submitted by,
Krishni Pahl, Minute Taker

Reviewed and edited by,
Terri Hood, City Clerk and Kathleen Richards, Deputy City Clerk