

2000 PLANNING & ZONING CONFERENCE

Saturday, May 6, 2000

NH Technical Institute, Concord, NH

8:00 - 8:30 AM	Registration	Wellness Center Lobby				
8:30 - 9:00 AM	Orientation	Lecture Hall	<i>Jeffrey H. Taylor, Director, OSP</i>			
9:00 - 10:30 AM	Session A					
	Track I	Track II	Track III	Track IV	Track V	Track VI
	<i>PB Basics</i>	<i>ZBA Basics</i>	<i>Review of Court Cases</i>	<i>Master Plan Harrisville</i>	<i>GIS Applications</i>	<i>Access Management</i>
						Track VII
						<i>HDC Basics</i>
ROOM NUMBER		316	314, 315			
10:30 - 10:45 AM	Lect. Hall					
	BREAK					
10:45 AM - 12:15 PM	Session B					
	Track I	Track II	Track III	Track IV	Track V	Track VI
	<i>PB Basics</i>	<i>ZBA Basics</i>	<i>Scenic Byways</i>	<i>Charrettes</i>	<i>NEMO</i>	<i>Viewshed Analysis</i>
						Track VII
						<i>Historic Pres.</i>
ROOM NUMBER		314, 315				
12:15 - 1:30 PM	LUNCH & AWARDS CEREMONY					
	Little Hall Cafeteria					
1:30 - 3:30 PM	Session C					
	Track I	Track II	Track III	Track IV	Track V	Track VI
	<i>PB Role Play</i>	<i>ZBA Role Play</i>	<i>Planner Is In</i>	<i>Main Street</i>	<i>Soil Based Lot Sizing</i>	<i>Route 101 Corridor Study</i>
						Track VII
						<i>Agriculture Coalition</i>
ROOM NUMBER		314, 315	316			

** Training videos, handbooks and other written material will be available for purchase in the Lecture Hall Lobby from 9:00 - 3:30 PM.



PLANNING AND ZONING CONFERENCE
May 6, 2000 ♦ 8:00 AM to 3:30 PM
New Hampshire Technical Institute, Concord, NH

8:00 AM - REGISTRATION BEGINS
8:30 AM - ORIENTATION

DETAILED AGENDA FOR TRACKS I-VII

- A. Sessions - 9:00 AM**
- B. Sessions - 10:45 AM**
- C. Sessions - 1:30 PM**

TRACK I - PLANNING BOARD BASICS

SESSION A. GETTING ORGANIZED

Michael Donovan, Attorney & Planning Consultant

Good News! Michael Donovan is back to present a housekeeping session designed for new planning board members or those who want a refresher course on the basics. The topics under discussion at this opening session include rules of procedure, conflict of interest, the right-to-know law and conducting public hearings and meetings.

SESSION B. ROLES AND RESPONSIBILITIES

**Clay Mitchell, Land Use Planner,
Strafford Regional Planning Commission**

Planning, subdivisions, and site plans - how can I keep it all straight? If you have asked yourself this question in the past few months, then this session is for you. Join a returning favorite, Clay Mitchell, for a review of the relationship between zoning, subdivision and site plan review and last, but certainly not least, the master plan. Learn the fundamentals of these basic tools of the planning process and how you can become a more effective board member.

SESSION C. PLANNING BOARD ROLE PLAY

**OSP Staff
Tim Bates, Attorney, Mitchell & Bates**

Back by popular demand is our all-star cast to present a new case guaranteed to peak your interest. As always, our intent is to provide a forum for planning board members to interact with others from all over the state as we work through an exercise on site plan review and board procedures. Unlike the real world, you have two hours to make a decision and we promise that this board will not be sued in thirty days.

TRACK II - BASICS FOR ZONING BOARD OF ADJUSTMENT

Session A. Getting Organized

Ben Frost, Town of Hollis Administrative Assistant

Here's your opportunity to get some excellent assistance in your "role" on the ZBA. Ben Frost will once again share his considerable expertise on how to keep your board's affairs in order, including rules of procedure, the do's and don'ts for conducting meetings and hearings, and the issuing of decisions and rehearing procedures. Plenty of time will be available for participants to have their most pressing questions answered.

Session B. Roles and Responsibilities

H. Bernard Waugh, Jr., NHMA Legal Counsel

Learning the nuts and bolts of your duties on the ZBA is no easy assignment! Your struggle may be over if you participate in this session with Bernie Waugh. The session will cover in detail the three major responsibilities of a ZBA - administrative appeals, special exceptions and variances. Some highlights include understanding the distinctions between the different types of appeals and guidelines to follow in decision-making. It won't all get covered in this one session, but you'll be well prepared for what follows in Session C.

Session C. Zoning Board of Adjustment Role Play

OSP Staff

It's time to put into practice all the knowledge you've accumulated before the lunch break. Join OSP staff for a hands-on experience reviewing a "typical" application coming before a ZBA. Be prepared to take an active role in this one - make OSP staff work hard to gain an approval from the "board!"

TRACK III - BEYOND THE BASICS FOR PLANNING BOARD

Session A. Review of Recent Court Cases

Tim Bates, Attorney, Mitchell & Bates

A busy year in the courts and legislature! Don't miss this opportunity to hear from Tim Bates on what's been happening in our Supreme Court on planning and zoning issues this past year and the impact of these rulings on local land use regulations. Tim will also provide a heads-up on any significant legislative changes which affect planning board and zoning board of adjustment responsibilities.

Session B. Scenic Byways

**John Edgar, Town Planner, Town of Meredith
Dick Hamilton, President, White Mountain Attractions
Dennis Pavlicek, Town Administrator, Town of Newbury
Peter Lowitt, Director, Devens Enterprise Commission**

The NH Scenic and Cultural Byways Program, in existence since the early 1990's, is a statewide initiative that works to both protect and promote our state's important scenic, natural, and cultural resources. The program partners with a wide variety of agencies and organizations across New Hampshire, representing over 1000 miles of designated roadways. Come hear four different perspectives on how the Scenic and Cultural Byways Program links with local, regional, and national planning efforts, and how successful on-the-ground projects have been completed through this partnership.

Session C. Planner Is In

**Ken McWilliams, Principal Planner, Upper Valley
Lake Sunapee Regional Planning Commission
TBA**

Once again, we have managed to round up the professional planners out there to offer you some free advice. Share your experiences or bring along your planning and zoning questions or problems. They are here to help! Keep in mind that it's an "open mike" session. You'll probably be booted if you don't know when to give up the spotlight!

TRACK IV - ADVANCED PLANNING AND ZONING TOPICS

Session A. Creating a Visual Master Plan

**Carol Ogilvie, Senior Planner,
Southwest Region Planning Commission
Michael Blair, IS/GIS Manager, Southwest Region Planning Commission
Jack Calhoun, Chairman, Harrisville Planning Board**

Are you tired of spending time and money on Master Plans that don't get read after they are adopted? Are you looking for a "new look" for your Master Plan? Join these three speakers to learn about the process followed by the Harrisville Planning Board in its efforts to develop a user-friendly Master Plan. Using geographic information technology, a poster-type montage has been created from a combination of text, pictures, graphs, and maps that visually represents the stated goals and objectives of Harrisville residents for their town.

Session B. Village Centers

**Jeff Taylor, Director, Office of State Planning
Glen Ohlund, Downtown Specialist, NH Main Street Program
Joan Gilmour, Tamworth Resident
TBA, Town of Greenfield**

Join the "village people" as they explore some case studies and opportunities for New Hampshire's villages. From potential PlanNH projects to village plan implementation, here is an opportunity for you to identify some possibilities and solutions for your town!

Session C. Soil Based Lot Sizing

**Francesca Latawiec, Water Protection Assistance Program, OSP
Bill Evans, Administrator, DES Subsurface Bureau
Jim Gove, Chairman of the Ad Hoc Committee, President, Gove Env. Services
Steve Hundley, State Soil Scientist, NRCS**

Its dirty work, but since the original soil based lot size report and model regulation appeared on the planning scene, there have been many new developments in soils and wetlands science and on-site wastewater treatment technology. The original Ad Hoc Committee for Soil Based Lot Sizing reunited in 1999 to revisit these issues and will present their findings and explain the rationale behind a new model regulation that will be available soon to help municipalities in New Hampshire come up to speed.

TRACK V - Environmental Resources

Session A. Evaluation of Projects with Wetland Impacts: The 20 Questions

**Sandra Crystall, Senior
Resource Manager, DES**

Got wetlands? Sandra Crystall will lead you through a review of the "20 questions" that must be addressed by permit applicants for minor or major projects that propose to impact wetlands. Sandra will also present several examples from actual projects throughout New Hampshire.

Session B. GIS Tools for Environmental Planning

**Stephanie Vaine, Natural Resource Planner,
Central NH Regional Planning Commission
Michael Blair, IS/GIS Manager, Southwest Region Planning Commission
Frank Mitchell, UNH Extension Specialist**

This session will highlight some ways that geographic information systems (GIS) can be used to aid the environmental planning process. Featured topics will include the role of GIS in prioritizing areas for conservation, and the use of GIS in the development of a trail system plan.

Session C. Integrating Wildlife Habitat into Community Planning **John Kanter, Nongame and
Endangered Wildlife Coordinator, NH Fish and Game**

Join John Kanter for a session which will focus on a new guide developed by NH Fish and Game, UNH Cooperative Extension, Office of State Planning, and other conservation partners using GIS data and other information to help communities identify and protect significant wildlife. This session will highlight the importance of wildlife habitat, define "significant" wildlife habitat, and offer a case study in using GIS to map and prioritize significant habitat for protection efforts.

TRACK VI - LAND USE TOPICS

Session A. Dealing with Growth: NH's Quality of Life at Risk **Cynthia Lay, Office of State Planning,
NH Coastal Program
TBA, Barrington Resident**

Learn how to take a landscape perspective of the growth impacts occurring in your municipality. Developed by the Natural Resource Outreach Coalition (NROC), this program describes the relationship between land use change, natural resources, and quality of life. You will be introduced to a *Strategy for Natural Resource Based Planning* that includes both voluntary and regulatory tools for dealing with growth. This program is designed to be a catalyst for discussion and creative thinking. It is not designed to answer all questions, but rather to help participants articulate their own questions and issues.

Session B. Route 101 Corridor Study **Jeff Porter, Senior Planner, Southwest
Region Planning Commission
Bonnie Bruner, Planner,
Southwest Region Planning Commission**

In 1998/99 the Southwest Region Planning Commission (SWRPC) tackled the NH 101 Corridor Study to define a Vision for the future of NH 101 through southwestern New Hampshire that can be supported at the local, regional and state levels. The Study was a cooperative project among SWRPC, Nashua RPC and NH DOT. The Study participants used research and analysis of transportation, socioeconomic and environmental variables to support a public involvement process which included a Study Advisory Committee, public surveys, and local officials workshops utilized to develop and refine recommendations. Join Jeff and Bonnie for an in-depth look at this project and reflect on how these principles could be applied in your neck-of-the-woods!

Session C. Viewshed Analysis and Land Use Planning Applications **Tom Kokx, Tom Kokx and
Associates
John Edgar, Town Planner, Town of Meredith**

Join Tom Kokx and John Edgar as they present the visual resource inventory and assessment completed for the Town of Meredith to aid in their community planning process. Specific land use planning issues related to the work that will be discussed center around wireless telecommunication facilities, hillside development, scenic byway corridor development, and commercial / strip development. The relationship of the visual inventory and assessment to other resource area management needs will also be addressed.

TRACK VII - HDC/AGRICULTURE

Session A. Triumphs, Tribulations, Trials and Traumas!

TBA

A moderated open-mike session for historic district and heritage commissioners (planning board and ZBA members are welcome, too). Is your commission implementing a precedent-setting decision, finding new allies, updating your regulations, feeling frustrated by lax enforcement, or getting ready for a court case? Join our mystery guest, a well-known preservation attorney, and representatives of the NH Preservation Alliance and the NH Division of Historical Resources for networking, information-sharing, self-help, and mutual support.

Session B. Traveling through History

TBA

How do you anticipate and avoid the impacts of transportation projects on historic places? How can citizens make a difference? Transportation officials and representatives of the NH Preservation Alliance and NH Division of Historical Resources will lead a live chatroom session on widening and straightening roads & sidewalks, impacts of big trucks and heavy traffic, sprawl issues, bridge preservation, TEA-21 funding for preservation projects, historic preservation "Section106" and "4(f) review procedures, and using NH DOT cultural resource data for local planning and preservation work.

Session C. Like That View? Thank a Farmer!

Lorraine Merrill, Dairy Farmer and Journalist

Gary Matteson, Anemone Grower

Glenn Greenwood, Assistant Director, Rockingham Planning Commission

Successful farms are a bulwark against sprawl. Make sure your town isn't driving farmers out of business or pushing landowners to call in the developers. Introducing the OSP Technical Bulletin "Preserving Rural Character: The Agricultural Connection" to help keep agriculture as a living part of your community's rural character. Planning Board members attending this session will be able to pick up their Town's copy of the "Resource Kit for Planners: Preserving Rural Character Through Agriculture."