



PLANNING AND ZONING CONFERENCE

April 20, 2002 8:00 AM - 3:00 PM

New Hampshire Technical Institute, Concord, NH

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

TRACK I - PLANNING BOARD BASICS

Session A. Getting Organized

Scott Hogan, Esq., Baldwin Callen Hogan & Kidd PLLC

Tune in to this housekeeping session with Scott Hogan designed for new planning board members or those who want a refresher course on the basics. The topics under discussion at this 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, Esq., MG Planning
Mike Garrepy, Rockingham Planning Commission

Planning, subdivisions, and site plans - how do I keep it all straight? If you have asked yourself this question in the past few months, then this session is for you. Join Clay and Mike 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. Hands on Planning Board Exercise

Matt Walsh, City of Concord, Planning Department

Take this opportunity to learn how to effectively read plans. The first half of this session will be spent indoors learning how to read plans as they appear when they are submitted for approval. The second half of the session will be spent outside at Horseshoe Pond in Concord looking at the finished products. This is a great opportunity to see how culverts and lighting look on paper and in the real world!

TRACK II - BASICS FOR ZONING BOARD OF ADJUSTMENT

Session A. Getting Organized

Charles Tucker, Esq., Donahue Tucker and Ciandella

Here's your opportunity to get some excellent assistance in your "role" on the ZBA. Charlie Tucker will 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.

Session B. Roles and Responsibilities

Susan Slack, Legal Services Counsel,
New Hampshire Municipal Association

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 Susan Slack. 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.

Session C. ZBA Role Play

Ben Frost, Senior Planner, OSP

Join Ben and his friends for a role play with a twist! The focus of this role play will be on ZBA procedures before and after the Simplex ruling. This is an opportunity for a hands-on experience reviewing a "typical" application coming before a ZBA. Be prepared to take an active role on the "board!"

TRACK III - BEYOND THE BASICS

Session A. Legislative Update

Ben Frost, Senior Planner, OSP

Another busy year in the courts and legislature! Don't miss this opportunity to hear from Ben Frost about the significant legislative changes which affect planning board and zoning board of adjustment responsibilities. Ben will also provide a heads-up 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.

Session B. Hardship

Barbara Loughman, Esq., Soule, Leslie, Kidder, Sayward & Loughman

If you're a ZBA member, you won't want to miss this session which will cover the overall concept of hardship, including examples of what is and is not unnecessary hardship, and a discussion of the standard of review applied by the NH Supreme Court. A question and answer period will follow the presentation.

Session C. Board Secretary Training

Carol Ogilvie, Planner, OSP

Prepare to deal with a variety of unexpected questions, issues and decisions when you take on this role! Sort out some of the confusion with Carol Ogilvie as she shares her extensive experiences with you. Carol has worked with communities in the Southwest Region of NH for nearly two decades and is now the National Flood Insurance Program Coordinator at OSP. Bring your questions and Carol will set you straight!

TRACK IV - ADVANCED PLANNING AND ZONING TOPICS

Session A. Wetland Impacts and Subdivisions

**Arlene Allen, Wetlands Information Specialist,
DES Wetlands Bureau**

Got wetlands? Arlene Allen will discuss the basics of how to identify wetlands and how they function, as well as subdivisions and minimization of wetland impacts. Bring your wetland related questions with you!

Session B. Outdoor Lighting

Steve Whitman, Principal Planner, OSP

Effective outdoor lighting benefits us all in many ways, but light pollution is an increasing concern as the landscape continues to be developed. Join Steve Whitman for a discussion of the science of lighting, and design issues and practical issues related to outdoor lighting. Appropriately designed, and properly installed, outdoor lighting contributes to the safety and welfare of everyone!

Session C. Eco-Municipalities

Sarah James, Sarah James Associates

Join Sarah James for a tour of groundbreaking sustainability efforts in Sweden. Over 60 cities and towns in Sweden – including rural villages with only 500 people – have adopted guiding principles for sustainability, and are implementing these widely throughout municipal operations and community planning. Sarah's presentation includes a range of projects that NH municipalities could pursue, and some wonderful pictures! Have you ever seen a McDonalds with a sod roof?

TRACK V – MANAGING GROWTH IN NH: CHANGES AND CHALLENGES

Session A. Elderly Housing for Small Towns

Jeanne Menard, Deerfield, NH
Dan Stauffacher, Pastor, First Congregational Church,
Pembroke, NH
Ralph Wentworth, Town of Troy, NH
Kerrie Diers, Director of Planning and Development, Pembroke, NH

This session will illustrate how to develop small scale elderly housing developments that enable your older residents and family members to remain within your community. Join our panelists for a discussion of projects in their communities that provide this affordable elderly housing and learn how it all became a reality.

Session B. Smart Growth

Mark Eyerman, President of Planning Decisions, Inc.
Chuck Lawton, Senior Economist, Planning Decisions, Inc.

Most “Smart Growth” principles refer to physical outcomes seen in a community, eg. preserved open space, walkable neighborhoods, development around existing infrastructure. At least two principles, however, refer not to the outcome of planning but to its process—“encourage community and stakeholder collaboration” and “make development decisions predictable, fair and cost effective.” Mark and Chuck will discuss their experiences in involving community stakeholders in the planning process and in trying to integrate the “vision” they articulate into the decision making process.

Session C. Access Management Examples

Mike Tardiff, Executive Director, CNHRPC
Nick Alexander, Transportation Planner, CNHRPC
NHDOT - TBA

For those of you that missed the Fall 2001 Access Management Conference this session will showcase some examples of access management projects that are being undertaken in NH communities. Representatives from the NH Department of Transportation and Central NH Regional Planning Commission will present several examples and discuss what your community can do to better manage access along its transportation network.

TRACK VI - HISTORIC PRESERVATION

Session A. Conserving Farmland Through Planning

Robert Ward, AICP, Planning Consultant,
Greensward Group
Gary Matteson, Director, First Pioneer Farm Credit and
Greenhouse Grower, New England Anemones
Gordon Barker, Chair, Stratham Conservation Commission and
Vegetable Grower, Barker's Farm Fresh Vegetables

This session will introduce the Coalition for Sustaining Agriculture's new resource guide, *Conserving the Family Farm*, published by UNH Cooperative Extension. It will also include specific applications of both regulatory and non-regulatory planning techniques for conserving farmland.

Session B. Protecting Community Landmarks and Rural Landscapes with Easements

Rachel Rouillard, Executive Director,
NH Land & Community Heritage Investment Program
Jennifer Goodman, Executive Director, NH Preservation Alliance
Linda Wilson, Deputy State Historic Preservation Officer,
NH Division of Historical Resources

Easements help historic places keep their character and allow farms and forests to remain productive. They cost less than acquisition, can be tailored to the needs of particular owners and parcels, are non-regulatory, and entirely voluntary. They are also a key element of the LCHIP program. Come learn about the latest types and techniques and how you can use them!

Session C. Getting Started with Historic Preservation Planning

**Cristina Prochilo, Field Representative,
National Trust for Historic Preservation
Jennifer Goodman, Executive Director, NH Preservation Alliance
James McConaha, Director, NH Division of Historical Resources
Rachel Rouillard, Executive Director,
NH Land & Community Heritage Investment Program
Linda Wilson, Deputy State Historic Preservation Officer,
NH Division of Historical Resources**

Learn the ABCs of local historic preservation planning. These basic building blocks offer municipalities ways to promote their community, protect valuable resources and manage change. Discover how cultural resources inventories, the National Register, the State Register, local historic districts, Heritage Commissions, tax incentives, the Certified Local Governments program and the NH Main Street Center can work for your community. Find out the pros and cons of different programs, possible funding sources, and how to use volunteers and consultants.

**TRACK VII - PLANNING WITH THE NEW HAMPSHIRE ADVANTAGE:
THE NEW HAMPSHIRE MINIMUM IMPACT DEVELOPMENT PARTNERSHIP**

**Session A. Minimum Impact Development at the Site Scale:
Creating Buildings and Sites that People will Love**

**Kate Hartnett, NHMID and The Jordan Institute
Paul Leveille, NHMID and SPNHF
Bill Smith, NHMID**

Discover Minimum Impact Development principles and practices to promote buildings and sites that are healthy, energy efficient, environmentally responsible, and economical to maintain. This presentation will include discussions of site selection and design; building design, materials, and construction; and operations and maintenance.

**Session B. Minimum Impact Development at the Community Scale:
A Three Infrastructures Approach to Planning**

**Kate Hartnett, NHMID and
The Jordan Institute
Carol Foss, Audubon Society of New Hampshire
Meredith Cooper, NHMID**

Municipal planning has historically focused entirely on the built environment. By considering the interactions among built, green, and social infrastructures, planners can foster neighborhoods that provide efficient delivery of goods and services, adequate habitat for native wildlife, and ample opportunities for interactions among community members.

**Session C. Minimum Impact Development at the Landscape Scale:
Maintaining Choices in Community Character**

**Kate Hartnett, NHMID and
The Jordan Institute
Carol Foss, Audubon Society of New Hampshire
Bill Smith, NHMID**

New Hampshire communities run the gamut from rural villages to towns, suburbs, and cities. This diversity of density helps define the character of our state. Learn how green, built, and social infrastructures change as communities grow. Participate in an interactive exercise to characterize your community and assess the influences of past, present, and future growth trends on its sense of identity.