



# 17th Spring Planning and Zoning Conference

Saturday, May 8, 2010, 7:45 a.m. - 3:30 p.m.  
Radisson Hotel, Nashua, NH

## CONFERENCE AGENDA

### 7:45 - 8:30 - Registration and Continental Breakfast

### 8:30 - 9:00 - Welcome and Orientation

### 9:00 - 10:15 - Concurrent Sessions

#### **Basics for the Planning Board.....Northwood Room**

- Michael L. Donovan, Esquire, Attorney & Counselor at Law, Concord, NH

This housekeeping session is 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.

#### **Basics for the Zoning Board of Adjustment.....Balsam Room**

- Christopher L. Boldt, Esquire, Donahue, Tucker & Ciandella, PLLC, Exeter, NH

Here's your opportunity to get some excellent assistance if you are a new board member. Chris will share his 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, the issuing of decisions, and rehearing procedures.

#### **Plan Reading from Start to Finish \*\*\*(9:00 to 11:45).....Amherst Room**

- Sylvia Von Aulock, Town Planner, Town of Exeter, NH

You just volunteered for your local board (planning, conservation, zoning) and suddenly you are being asked to read, review and analyze engineered plans. DON'T PANIC!!! This session will provide you with the tools you need to do just that. The first portion of this session reviews engineering terms through a graphical presentation. Then the class will participate in a step-by-step process of highlighting plans to make them "readable." This practical approach of coloring actual site and subdivision plans, road cross-sections, profiles, drainage and grading plans will help you understand just what all those lines mean. Please bring 3 or 4 of your own highlighters to mark up handouts.

#### **Roads Law .....Wentworth Ballroom**

- Paul Sanderson, Esquire, Staff Attorney, NH Local Government Center

Does your municipality have questions about State laws regarding local highways, streets and trails? This session will guide you through statutes and case law and sort through many of the complex legal questions involved with municipal highways.

#### **Adaptation Planning for Climate Change .....Chesterfield Room**

- Robert M. Roseen, P.E., Ph.D., Director, The UNH Stormwater Center, Environmental Research Group, UNH
- Michael H. Simpson, Director, Resource Management & Conservation Program, Antioch University New England
- Cliff Sinnott, Executive Director, Rockingham Planning Commission
- Steve J. Miller, Coastal Training Program Coordinator, Great Bay National Estuarine Research Reserve, Greenland, NH

Whether you attribute the State's recent experience with increased frequency of flood events to climate change, land use change or some other phenomenon, it is clear that part of the solution to these challenges will be to adapt to change through planning and design. This session will introduce three separate but related efforts in New Hampshire to help communities do just that: 1) examines the impact of the growth in impervious surfaces from land use change on the stormwater system and potential mitigation strategies; 2) evaluates impacts to the Lamprey River 100-Yr floodplain resulting from both changes in land use and changes in storm depth due to climate change and examines low impact development (LID) as a short-term adaptation measure; and 3) assesses the risk from sea level rise in a coastal community and what strategies can be used to prepare for it.

## **Protecting Water Resources with Compact Development – Water Supply and Wastewater**

### **Disposal Issues ..... Bedford Room**

- Paul Susca, Supervisor, Planning, Protection & Assistance, Drinking Water and Groundwater Bureau, NH DES
- Doug Smith, Environmentalist, Subsurface Systems Bureau, NH DES

In addition to its benefits in terms of affordability, open space preservation, and preserving community character, compact development is a great way to minimize the impacts of development on water resources. This session will provide an overview of the water resources benefits of compact development and discuss implementation issues such as the creation and management of small community water systems and options for wastewater disposal.

### **Master Plan Basics, Overview and Implementation ..... Hollis Room**

- Jack Mettee, AICP, Principal, Mettee Planning Consultants, Dover, NH

What is a “master plan?” Why is it important for your community to have a master plan? Everyone knows that a master plan provides an opportunity for a community to look ahead, establish new visions and directions, set goals, and map out plans for the future. But what are the characteristics and elements of a master plan? How does the planning board adopt it? How do you revise or amend a master plan? This session will provide you with the basics and discuss the implementation process to establish a master plan for your community.

## **10:15 - 10:30 - Coffee Break**

## **10:30 - 11:45 - Concurrent Sessions**

### **Planning Board Roles and Responsibilities \*\*\* (10:30 to 2:00) ..... Northwood Room**

- Kenneth Ortmann, Director, Planning and Development, City of Rochester, NH
- A. Terese Dwyer-Desjardins, Chair, Rochester Planning Board, Rochester, NH
- Charles Grassie, Councilor, Rochester City Council, Rochester, NH

Planning, subdivisions, and site plans—do you have trouble keeping it all straight? This 2 hour 30 minute session is designed with you in mind. Join the session for a review of the relationship between zoning, subdivision, and site plan review and lastly, 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.

### **Roles of the Zoning Board of Adjustment ..... Wentworth Ballroom**

- Paul Sanderson, Esquire, NH Local Government Center

Variations, setbacks, nonconforming uses - 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. The session will cover in detail the three major roles 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.

### **Meeting the Workforce Housing Challenge ..... Chesterfield Room**

- Mark Fougere, AICP, President, Fougere Planning & Development, Inc., Milford, NH
- Steven B. Keach, P.E., President, Keach-Nordstrom Associates, Inc., Bedford, NH

How do planning boards determine the “collective impact” of their land use regulations and allow a reasonable and realistic opportunity to develop workforce housing? How do land use boards assess the economic viability of a development and the impact of specific conditions of approval on development costs? Mark and Steve will present the work that their team has completed to develop guidance for local boards as part of a handbook being created by New Hampshire Housing.

### **Cottage Development ..... Hollis Room**

- Anne Duncan Cooley, Executive Director, Upper Valley Housing Coalition
- Ken Niemczyk, City Planner, City of Lebanon, NH

Smart growth, compact community centers, and affordable housing all have one element in common—smaller scale development and home sizes. But how do we promote the development of smaller homes? Come hear about efforts in New Hampshire’s Upper Valley to promote smaller homes, known as cottage development. What does it look like? What does the regulatory framework require to permit it?

**Your Comments, Please: Planning for Preservation.....Bedford Room**

- Nadine Peterson, Preservation Planner, NH Division of Historical Resources
- Stephen Gianotti, President, The Woodland Group, LLC, North Hampton, NH

Every five years, the Division of Historical Resources (DHR) publishes the state preservation plan – a roadmap for how New Hampshire hopes to preserve its historical buildings, neighborhoods, downtowns, archaeological sites and traditional landscapes. It reflects on success stories, lessons learned, new challenges, priorities and interests. DHR needs your help preparing the plan. Take a look at the 2006-2010 Historic Preservation Plan online at [www.nh.gov/nhdhr/](http://www.nh.gov/nhdhr/) and think about new updates. How can linkages between historic preservation and land use planning be strengthened? The session begins with “success stories” for integrating historic preservation with local planning and development, followed by a discussion of what’s working, what’s not, and what’s needed. It concludes with a survey to gather your guidance, and a door prize drawing for respondents.

**Energy Efficiency and the Community Master Plan .....Balsam Room**

- Steve Whitman, AICP, Senior Planner, Jeffrey H. Taylor and Associates, Concord, NH
- Rhett Lamb, Planning Director, City of Keene, NH

Is your community interested in integrating energy efficiency and climate change issues into its master plan? Here’s your chance to learn about the various approaches currently being utilized in New Hampshire. This session will discuss the steps toward developing the energy related components of the master plan and scope of content to include in order to develop a customized plan that meets the needs of your community.

**11:45 - 12:45 - Lunch**

**12:45 - 2:00 - Concurrent Sessions**

**Legal Update \*\*\*(12:45 to 3:30) .....Wentworth Ballroom**

- Benjamin D. Frost, Esquire, AICP, NH Housing, Bedford, NH

Another busy time in the courts and legislature! This two and a half hour session will discuss the legislative updates and what’s happening in our Supreme Court on planning and zoning issues and the impact of these rulings on local land use regulations. Don’t miss this opportunity to hear Ben provide a heads-up on some of the legislative changes that have occurred which affect the responsibilities of both the planning board and zoning board of adjustment.

**Zoning Board of Adjustment Role Play Workshop .....Chesterfield Room**

- Chris Northrop, AICP, Principal Planner, NH Office of Energy and Planning

Join OEP staff and assorted other characters as we explore the often-confusing world of the ZBA. Equitable waivers, variances, hardship, special exceptions - what does it all mean? Put all that you learned earlier in the day to the test and be prepared to take an active role in determining the outcome for your “board!”

**New Urbanism and Form-Based Codes .....Hollis Room**

- Michael Behrendt, Chief Planner, City of Rochester, NH
- Jeffrey H. Taylor, President, Jeffrey H. Taylor & Associates, Concord, NH

Why do we love places like Portsmouth, Newburyport, Peterborough, and Portland? Why aren’t we creating more places like them today? Is it possible to re-establish some of the qualities that make these cities and towns so special? New Urbanism and Form Based Codes, the primary tool for implementing New Urbanism, is the most dynamic movement in the planning field today. Happily, many of its principles regarding narrow streets, pedestrian pathways, handsome streetscapes, and harmony in architecture are being revived around the country. Attendees of this session will learn to differentiate between smart growth and all too common “dumb growth,” recognize the elements of traditional neighborhood development, distinguish the components of quality design, and advocate more effectively for attractive neighborhoods, viable downtowns, and livable communities.

**Floodplain Regulations In Depth.....Bedford Room**

- Jennifer Gilbert, CFM, Floodplain Management Coordinator, NH Office of Energy and Planning

Are you interested in learning more about the regulations that are required in a community’s floodplain ordinance? This session will include a discussion of the regulations that a community must adopt and enforce to be a participating community of the National Flood Insurance Program. Some of the topics will include permitting floodplain development, building standards, subdivision requirements, and variances, and will also discuss typical compliance problems and the floodplain requirements in the state building code.

## **Resources for Broadband Expansion in Your Community ..... Amherst Room**

- Fay Rubin, Project Director, NH GRANIT, UNH, Durham, NH
- Michael Blair, Project Coordinator, NHBM Program, CSRC/GRANIT, UNH, Durham, NH
- Brian Foucher, President, WiValley, Keene, NH

Access to high-speed Internet (broadband) technology is an important driver for economic development, health care, public health, safety, education, and overall quality of life issues in NH. Yet, many of the state's businesses, local governments, and citizens are unable to access the services they need to function effectively. This session will introduce the New Hampshire Broadband Mapping Program, an effort coordinated by NH GRANIT at UNH to map broadband access in the state and review a model guideline for the adoption of fixed-wireless broadband developed by the Southwest Region Planning commission to assist NH towns managing tower siting issues. The session will conclude with a discussion with WiValley, Inc., a rural broadband provider in the Monadnock Region. Come hear about wireless technologies that are currently being deployed, as well as technologies that are soon to be launched such as WiMAX and Community MESH networks.

## **Using Innovative Zoning to Create a Sense of Place ..... Balsam Room**

- Kerrie Diers, Executive Director, Nashua Regional Planning Commission
- Camille Pattison, Principal Planner, Nashua Regional Planning Commission
- Janet Langdell, Resident, Town of Milford, NH
- Debra Huffman, Resident, Town of Merrimack, NH

Is your community looking for ways to create a defined town center, a greater sense of place, or foster its New England charm? If so, join us for two case studies and learn how the Towns of Merrimack and Milford are doing just this. This session will also discuss a number of model ordinances to help achieve these goals such as infill development, pedestrian oriented development, access management and landscaping.

## **2:00 - 2:15 - Afternoon Break**

## **2:15 - 3:30 - Concurrent Sessions**

### **Planning Board Role Play Workshop ..... Amherst Room**

- Jennifer Czysz, Senior Planner, NH Office of Energy and Planning
- Additional Speakers to be Determined

Join OEP staff and assorted other characters as we explore the ins and outs of planning board meetings. How your board conducts its business has important implications for the strength of your decisions on appeal to court, and more importantly, how people appearing before your board feel about your level of expertise. Put all that you learned earlier in the day to the test and be prepared to take an active role in determining the outcome for your board!

### **The ZBA Decision Making Process ..... Balsam Room**

- Kimberly Hallquist, Esquire, Staff Attorney, NH Local Government Center

You've notified abutters, held the public hearing, heard hours of testimony, and now it's time to make a decision. What do you do? Do you have to decide right then and there? What if you only have 4 members present? Can you include conditions? Do you vote on each of the criteria separately? Do you have to vote on anything at all? If these and other questions have plagued your board, this is the session for you. Come and hear Kim Hallquist from the Local Government Center sort it all out for you.

### **Energy Efficiency in Historic Districts ..... Bedford Room**

- Anne Stephenson, Campus Outreach and Climate Fellows Coordinator, Clean Air-Cool Planet, Portsmouth, NH
- Mary Kate Ryan, State Survey Coordinator, NH Division of Historical Resources

Do energy efficiency and preserving historic buildings go hand in hand? Contrary to popular belief, they can! Come listen to how energy retrofits for historic buildings can debunk common myths and provide best returns on investment. This session will also look at case studies and provide information about funding and technical resources that are available for you.

**Local Food, Local Farms: Sustaining Agriculture in Our Communities ..... Hollis Room**

Moderator: David J. Preece, AICP, Executive Director and CEO, Southern NH Planning Commission

- Richard Uncles, Director, Division of Regulatory Services, NH Department of Agriculture, Markets & Food
- John Lastowka, Chair, Agriculture Commission, Merrimack, NH
- Dijit Taylor, Principal, Conservation Assistance and More! Hopkinton, NH

Local farm businesses help define a community's character, contribute to the local economy, and provide food, recreation and other educational and environmental benefits. Participants will take away ideas for working with farmers and others to make their towns and cities more "Farm Friendly." This session's panelists will discuss how their boards strengthen agriculture in their communities, and respond to participants' questions about strengthening efforts to sustain local food and agriculture. Possible topics include forming local agricultural commissions; zoning reviews for unintended adverse agricultural consequences; agricultural building taxation; the ways towns can encourage agriculture such as farm-to-school programs, farmers markets and other forms of direct marketing (pick-your-own, Community Supported Agriculture and more); agricultural conservation easements; use of conserved community land for agriculture; finding partners for agricultural economic development initiatives; and more.

**Engaging the Public in Decision-Making: The Why's and How's ..... Northwood Room**

- Michele Gagne, Training and Planning Coordinator, UNH Cooperative Extension

This interactive workshop will give you ideas and strategies about how to engage citizens as active participants in the planning decisions to be made in your community. You will be provided with specific tools and have your questions answered to help you get the best and most effective use of your efforts with the public, including garnering information for master plan visioning and implementation as well as informing them about upcoming decisions to be made by local officials.

**Climate Change Action Plan Above and Beyond: Resources for Implementation ..... Chesterfield Room**

- Paul Gromer, President, Peregrine Energy Group, Boston, MA
- Eric Halter, Project Manager, CLF Ventures, Concord, NH

You've heard of the many ways your community can plan for climate change—whether through your master plan, innovative land use ordinances, or adaptation planning, but what resources are available to help you? This session will focus on providing your municipality with resources you can use to implement the activities discussed in earlier workshop sessions at this conference. Information will specifically be provided on the various tools available to track energy usage and possible funding mechanisms available to your community.