

**Lakes Region Planning Commission**

103 Main Street, Suite 3

Meredith, NH 03253

(603) 279-8171 | [www.LakesRPC.org](http://www.LakesRPC.org)



## MEMORANDUM

**TO** LRPC Commissioners

**CC** Member Selectboards/City Councils, Planning Boards/Land Use Departments, and Town/City Administrators/Managers; Lakes Region Legislators

**FROM** Jeff Hayes, Executive Director

**DATE** October 19, 2020

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The Lakes Region Planning Commission will hold its next meeting on Monday, October 26, 2020, at 6:00 PM. This will be an electronic meeting only using Zoom phone and videoconference. There will be no physical location due to the ongoing COVID-19 pandemic.

Gain new insight by joining us for a talk about the **Nature Economy** with **Dr. Shannon Rogers**, State Specialist of Nature-Based Economic Development at the University of New Hampshire Cooperative Extension. Shannon, a New Hampshire native who has worked in both the private and public sectors, takes an interdisciplinary approach to teaching and research. You can read her bio on the next page, or view it online in her [UNH Extension profile](#).

Also, our Principal Planner, Susan Slack, will provide an overview of Lakes Region **Local Short-Term Rental Regulations** (STRs).

Please join us remotely—by phone, online, or both—to learn and share information, and to strategize on behalf of the Lakes Region. All LRPC meetings are open to the public, whether the meetings are held electronically or in person. For additional information or special accommodation, please contact us at 279-5334 or [admin@lakesrpc.org](mailto:admin@lakesrpc.org).

The Zoom conference phone number, meeting ID, and Zoom link are included on the attached agenda and posted on our website under [Events Calendar](#) and [Commission Meetings/Agendas](#).

## About the Speaker

**Dr. Shannon Rogers** serves as the **State Specialist of Nature-Based Economic Development** on the Community and Economic Development Team. Trained as an ecological economist, she focuses on how people use and value the environment and natural resources.

As such, she is currently leading several applied research projects on topics such as how communities can connect downtowns with natural assets to create vibrant economies and an effort to better understand the value and cost of New Hampshire's water resources. New programming and technical assistance for communities will result from this research.



Dr. Rogers is also an Associate Extension Professor and is affiliated with the Natural Resources & Earth Systems Science Doctoral Program at UNH.

Rogers has experience working in the private sector at Industrial Economics, Inc., an environmental economic consulting firm in Cambridge, MA. She has also held positions in government and non-profit sectors and most recently has worked in academia as an Assistant Professor at Plymouth State University. Rogers maintains affiliated faculty positions at Plymouth State and Dartmouth College and is a Senior Fellow in the Environmental Leadership Program. She earned a bachelor's degree in Environmental Studies from Dartmouth College, a Master's degree in Resource Administration and Management from UNH and a doctorate degree in Natural Resources & Environmental Studies with a minor in College Teaching from UNH.

<https://extension.unh.edu/staff/person/shannonrogers>



## Lakes Region Planning Commission

**Monday, October 26, 2020**

6:00 PM

VIRTUAL MEETING – NO PHYSICAL LOCATION

Due to the COVID-19/coronavirus public health crisis, the LRPC Chair has determined that the Lakes Region Planning Commission is authorized to meet electronically in accordance with Governor Sununu's Emergency Order #12, pursuant to Executive Order 2020-04 and extended by Executive Order 2020-20. There will be no physical location for the meeting. The meeting will be accessible by the public in two ways: by telephone or by online video conference using Zoom. The meeting will be adjourned if the public is unable to access the meeting.

Join Online: <https://us02web.zoom.us/j/83749175378>  
Join By Phone: 1-929-205-6099 *(New York)*  
Meeting ID: 837 4917 5378  
Who to call for help: 603-279-5334 or email [admin@lakesrpc.org](mailto:admin@lakesrpc.org)

### AGENDA

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- 6:00 PM
1. **Call to Order**
  2. **Approve Minutes of September 28, 2020**
  3. **Nature-Based Economic Development**  
*Guest Speaker: Dr. Shannon Rogers*  
State Specialist of Nature-Based Economic Development,  
University of New Hampshire Cooperative Extension
  4. **Lakes Region Review of Local Short-Term Rental Regulations (STRs)**  
Susan Slack, LRPC Principal Planner
  5. **Regional Updates/Announcements**
  6. **Commissioner Roundtable**  
Share noteworthy news and happenings from your communities
  7. **Adjourn**

NEXT MEETING: Monday, **November 30**, 2020 (VIRTUAL)



## Lakes Region Planning Commission Meeting

### Draft Minutes of September 28, 2020

#### Commissioners Present

Mardean Badger, Ashland  
David Toth, Ashland  
Mark Hempton, Effingham  
Jean Marshall, Freedom  
Mark McConkey, Freedom  
John Ayer, Gilford  
Robert Snelling, Holderness  
Dean Anson, Laconia  
Rob Mora, Laconia  
Ann Butler, Meredith  
Scott Bartlett, Moultonborough  
David Katz, New Hampton

Doug Read, Northfield  
Katy Holmes, Sandwich  
Steve Wingate, Tuftonboro  
Roger Murray, Wolfeboro

#### Guests/Public

Whitney Welch, Assistant Chief of Grants, NHHSEM  
Meghan Wells, State Hazard Mitigation Officer, NHHSEM  
Anne Cunningham, Town of Freedom

#### LRPC Staff

Jeff Hayes, Executive Director  
Tracey Ciriello, Executive Assistant

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#### 1. Call to Order

Chairman J. Ayer called the meeting to order at 6:01 PM and stated the authority under which the meeting was being held electronically, without a physical location but accessible to the public via Zoom phone and videoconference. The Chair asked for approval to declare a quorum. D. Katz moved to approve; M. Badger seconded the motion; the Chair declared a quorum present (electronically). The ROLL CALL VOTE by the Chair was unanimous and also served as roll call attendance: Marshall—yes, Katz—yes, Badger—yes, Toth—yes, Mora—yes, Hempton—yes, Murray—yes, Snelling—yes, Wingate—yes, Bartlett—yes, Holmes—yes, McConkey—yes, Butler—yes, Anson—yes. **SO VOTED**

#### 2. Approve Minutes of June 22, 2020

The minutes of June 22, 2020 were approved with one correction from R. Murray, under item 6, Commissioner Roundtable, that the GALA building in Wolfeboro is being renovated, not demolished. S. Bartlett moved to approve the minutes as amended; D. Katz seconded the motion. ROLL CALL VOTE by the Chair: Marshall—yes, Katz—yes, Badger—yes, Toth—abstain; Mora—yes, Hempton—yes, Murray—yes, Snelling—yes, Wingate—yes, Bartlett—yes, McConkey—yes, Butler—abstain; Anson—yes, Holmes—abstain. **SO VOTED**

#### 3. Approve FY22 Member Dues Appropriations and FY22 HHW Appropriations

The Executive Director and Chair suggested that one vote be taken for both appropriation requests. J. Hayes proposed that membership dues and HHW appropriation requests be kept the same as last year given what members are facing financially due to COVID and reported that the Executive Board recommends this to the full Commission. He explained that dues are normally increased annually for cost of living based on rate of inflation, which allows for small, incremental increases annually rather than a large increase all at once every few years. With inflation not currently very high and towns trying

to hold the line on expenses, he did not think it was the right time to increase dues. He also explained how LRPC enters into an agreement with a vendor for the annual HHW collection on behalf of member towns/cities, then LRPC bills the members; LRPC took a loss on this program for years but currently has a fixed-price contract so did not take a loss last year. J. Ayer confirmed the Executive Board had reviewed and approved by vote. S. Bartlett moved to approve the FY22 member dues and HHW appropriations as presented with no increase for this year. J. Marshall seconded the motion. ROLL CALL VOTE by the Chair: Marshall—yes, Katz—yes, Badger—yes; Toth—yes, Mora—yes, Hempton—yes, Murray—yes, Snelling—yes, Wingate—yes, Bartlett—yes, McConkey—yes, Butler—yes, Anson—yes, Holmes—yes. **SO VOTED**

#### **4. Hazard Mitigation Community Outreach**

LRPC welcomed staff from the New Hampshire Department of Safety, Homeland Security and Emergency Management (NHHSEM) as guest speakers. Whitney Welch, Assistant Chief of Grants, described the presentation as part of the department's overall strategy to widen its audience reach—something she had begun with the previous state hazard mitigation officer prior to the COVID-19 outbreak—especially with respect to program changes and new funding opportunities.

Meghan Wells, the new State Hazard Mitigation Officer as of Spring 2020, gave a detailed presentation where she reviewed FEMA's three main types of Hazard Mitigation Assistance programs, collectively known as HMA programs: Hazard Mitigation Grant Program (HMGP); Building Resilient Infrastructure and Communities (BRIC); and Flood Mitigation Assistance (FMA). For each she reviewed aspects such as applicant and sub-applicant eligibility, funding and cost share, pre-award costs, minimum applicant criteria, and other considerations. A Q&A followed the presentation, with M. Wells and W. Welch both answering Commissioners' questions. R. Snelling asked if town administrators get notified about programs; some do, but the primary contact for towns is the EMD (Emergency Management Director). S. Bartlett asked if the grant funding was up to \$600K; under BRIC, the amount is around \$500 million for this year, with New Hampshire's portion allocated at about \$600K. J. Hayes indicated that New Hampshire could be applying for a lot more programs/funding, which is why the state was invited to the meeting. M. Hempton noted concern regarding wind damage. D. Katz noted that Road Agents were working to include more histories in 5-year plan updates. The Chair thanked M. Wells and W. Welch, and both exited the meeting. [A copy of the presentation](#) was posted on the LRPC website following the meeting.

#### **5. Accessory Dwelling Units (ADUs)**

LRPC Principal Planner S. Slack gave an interactive presentation on ADUs in the region and invited Commissioners to ask questions along the way. She described the purpose/intent of the new state law that allows ADUs even if a town does not have an ordinance for them. She reported that 25 of our 30 members have adopted their own ordinance, which gives towns more zoning options, allowing for more regulatory oversight or control, while only 12 of the 25 allow detached units. K. Holmes reported that Sandwich just adopted an ordinance on September 17 allowing detached ADUs. R. Snelling asked to clarify septic—newly approved or existing; S. Slack interpreted it as new design/newly approved because NHDES sees the main dwelling and the ADU as two separate households that could compete/conflict with each other for water/sewer usage. Another issue that has come up is where some towns are looking at only one principal use per lot and seeing ADUs as a second use, but second use must be subordinate to principal use. She indicated that so far, she has only seen or looked at one

ordinance in the region that prohibits short-term rentals, in Ashland. Commissioners Snelling, McConkey, Marshall, and Butler, as well as A. Cunningham from Town of Freedom, all raised questions for discussion, including what constitutes a dwelling; lack of affordable housing; etc. A. Butler noted that Meredith has formed a Short-term Rental committee to deal with this issue. [A copy of the PowerPoint slides](#) was posted on the Commissioner Meeting page on the website after the meeting.

## 6. Commissioner Roundtable

The Chair announced that the roundtable would be skipped due to the hour. J. Hayes announced a meeting exit survey via Zoom poll if Commissioners wished to give feedback.

## 7. Adjourn

The Chair declared the meeting adjourned at 7:47 pm. The meeting ended at 7:58 without discussion to allow those who wished to answer and submit the 3 exit survey poll questions.

Respectfully Submitted,  
Tracey Ciriello  
Executive Assistant

### Motions Summary

Motioned / Seconded / Passed

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| 1. Approve declaration of quorum by Chair   | Katz / Badger / unanimous*                     |
| 2. Approve June 22, 2020 Minutes as amended with one correction<br>(page 3, item 7, first sentence—change demolition to renovation) | Bartlett / Katz / passed*<br>with 3 abstaining |
| 3. Approve FY22 dues and HHW appropriations<br>with no increase from last year  | Bartlett / Marshall / unanimous*               |

\*D. Read jointed at 6:22—not present to vote