



## Lakes Region Planning Commission

Monday, October 24, 2022

6:00 PM

Moultonborough Public Library  
4 Holland Street  
Moultonborough, NH

### AGENDA

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1. **Call to Order, Establish Quorum**
2. **Approve Draft Minutes** of September 26, 2022 *Attachment*
3. **Old Business**  
None
4. **New Business**  
Commissioner Attendance & Vacancies *Attachment*
5. **Presentations**
  - a. FY23 Solid Waste Management Grant (*Matt Rose*)
  - b. Household Hazardous Waste (*Dave Jeffers*)
6. **Regional Updates/Announcements**
  - a. PRLAC Kick-off Meeting - Pemigewasset River Corridor Management Plan Update (*Matt Rose*) *Attachment*
  - b. Planning & Land Use Regulations Book Order Placed *Attachment*
7. **Commissioner Roundtable**  
Share noteworthy news and happenings from your communities.
8. **Adjourn**

**NEXT MEETING: November 28, 2022**

# LAKES REGION PLANNING COMMISSION

103 Main Street, Suite #3  
Meredith, NH 03253  
Tel 603.279.8171  
www.lakesrpc.org



## Lakes Region Planning Commission

### Minutes of September 26, 2022 Commission Meeting

Lake Opechee Inn and Spa  
62 Doris Ray Court  
Laconia, NH

#### PRESENT

Commissioners		Others	
Ashland:	Mardean Badger	NH Housing Finance Authority	George Reagan
Barnstead:	David Kerr	Lakes Region Community Developers	Carmen Lorentz
Bridgewater:	Ken Weidman	Eastern Lakes Housing Coalition	Diane MacArthur
Center Harbor:	Mark Hildebrand	Sanbornton Planning	Andrew Sanborn
Freedom:	Mark McConkey	Sanbornton Planning	Audry Barriault
Gilford:	John Ayer	Sanbornton Master Plan	Nina Gardner
Holderness:	Robert Snelling	Sanbornton Master Plan	Gail Morrison
Laconia:	Dean Anson, II	Moultonborough Town Planner	Dari Sassan
	Stacy Soucy		
Northfield:	Wayne Crowley	<b>LRPC Staff</b>	
	Douglas Read	Executive Director:	Jeff Hayes
Tuftonboro:	Stephen Wingate	Regional Planner:	David Jeffers
		Principal Planner:	Susan Slack
		Admin. Assistant:	Linda Waldron

#### 1. Call to Order

The meeting was called to order at approximately 6:06 PM by Chair John Ayer and a quorum was established.

#### 2. Approval of Minutes

Chair Ayer asked if there were any questions, comments, discussions, or changes concerning the six sets of minutes before the Commission for approval. Receiving none of the aforementioned, Chair Ayer suggested that all six minutes be included in one motion for approval. Mark McConkey put forth a motion to approve all six sets of minutes as presented; Mardean Badger seconded the motion. Chair Ayer conducted a verbal vote on the motion with all voices signifying they were in favor. Motion passed unanimously.

#### 3. Old Business

Chair Ayer asked if there were any questions, comments, discussions, or recommendations concerning the proposed FY23 Meeting Calendar previously accepted by the Executive Board and now before the Commission for approval. Receiving none of the aforementioned, Chair Ayer asked for a motion for approval. Wayne

Crowley put forth a motion to approve the calendar as presented; Bob Snelling seconded the motion. Chair Ayer conducted a verbal vote on the motion with all voices signifying they were in favor. Motion passed unanimously.

#### 4. New Business

##### a. FY23 Budget Approval

Executive Director Jeff Hayes spoke about the proposed budget and stated that it had been previously presented to the Executive Board who, after a couple of minor changes, recommended that it be submitted to the full Commission for approval. Executive Director Hayes went over a few of the line items for the Commissioners. Following a brief discussion, Mark McConkey made a motion that the FY23 Proposed Budget be approved as presented; Bob Snelling seconded the motion. Chair Ayer conducted a verbal vote on the motion with all voices signifying they were in favor. Motion passed unanimously.

##### b. FY24 Municipal Appropriations

Chair Ayer and Executive Director Hayes offered a short explanation of the document and Executive Director Hayes explained how the figures were derived. He also explained why the Town of Alton had been included where they are not a participating municipality (they are considering rejoining) and stated that their appropriation is not included in the proposed budget. Following a brief discussion, Mark McConkey put forth a motion that the FY24 Municipal Appropriations be approved as presented; Mardean Badger seconded the motion. Chair Ayer conducted a verbal vote on the motion with all voices signifying they were in favor. Motion passed unanimously.

#### 5. Regional Housing Needs Assessment & How *InvestNH* Funds Can Help (PowerPoint Presentations)

Executive Director Hayes explained the Regional Housing Needs Assessment's purpose and its process, and presented an overview of the four scheduled presentations. Dave Jeffers was introduced as the first presenter.

Mr. Jeffers began with an additional summary of the project, purpose, and process. He noted that he will be just skimming the top of the data as not all information has been collected. The statistics are generated primarily from the 2010 and 2020 census along with public input. Of note, the data presented was collected pre-COVID so the numbers may be slightly skewed. Slides containing the data Mr. Jeffers went over are attached to these minutes in lieu of reiterating their contents here and include population changes, housing units, tenure, affordability & income by occupation, and gap analysis (availability v. need for both renters and owners). A handout provided by Mr. Jeffers at the outset of his presentation is attached as well containing the graph regarding "gap analysis" as it pertains to renters and owners (depicted in slide #10 & #15) for ease of review.

Executive Director Hayes recapped that the current need is to resolve the gap issue as it pertains to renters v. available rental units as well as for homeowners and that a future need would be to break down the population projections in terms of regions and municipalities in order to determine fair share data. Executive Director Hayes noted we have big challenges ahead as he introduced George Reagan of the NH Housing Finance Authority.

Mr. Reagan's presentation was entitled *InvestNH Municipal Planning & Zoning Grants*, and he explained NH Housing's involvement in this project and outlined what types of technical assistance is available. There are two grant programs currently being offered: the Community Housing Navigator Program grant (a total of \$1,500,000) and the Housing Opportunity Planning (HOP) grant (a total of \$2,875,000). Slides containing the information presented are attached to these minutes in lieu of reiterating their contents here. Mr. Reagan noted that the NH Extension is developing a Housing Academy program which is designed to train municipalities on community engagement (see Slides #8 & #9 for more information).

Following Mr. Reagan's presentation there was a brief period of questions and discussions by attendees.

For additional information on *InvestNH* funds, visit: <https://www.nheconomy.com/about-us/investnh>.

Executive Director Hayes next introduced Carmen Lorentz, Executive Director of Lakes Region Community Developers (LRCD).

Ms. Lorentz addressed the building blocks for affordable housing, stressing infrastructure is the key. She discussed the history of LRCD and stated that their primary function is to provide housing for income-restricted essential workers and seniors – those households who are below federally defined income limits. This housing is rent-restricted in that they are not allowed to charge more than the federally defined “fair market rents”. Supportive housing is also offered which is geared towards those in recovery from some disorder, those at risk of homelessness, and those with developmental disabilities who are below the 30% median income and who are working in either part time or at low skill jobs. Ms. Lorentz PowerPoint slides are likewise attached to these minutes in lieu of reiterating their contents here. These slides include information on income limits, fair market rents, economic development, supportive housing, and an overview of the development process.

Following Mr. Lorentz’s presentation there was a brief period of questions and discussions by attendees.

Executive Director Hayes introduced LRPC’s Principal Planner, Susan Slack, as the final presenter to discuss the *InvestNH* program and how to use HOP grants to plan for the future, and announced that she will be retiring from her position at the end of October.

Ms. Slack referred to an interactive map which depicts a NH municipal land use regulation survey showing layers for a variety of subjects. She noted that only two towns within our region currently have adopted a workforce housing ordinance, those being Effingham and Alton, with an addition two towns that have a workforce housing ordinance with a multifamily overlay, those being Freedom and Wolfeboro. Additionally, there are only two towns that have adopted inclusionary zoning, those being Wolfeboro and Alton. For more information, visit: [2019 - 2020 NH Municipal Land Use Regulation Survey](#).

The creation of workforce housing units is purely voluntary. Developers are not mandated to participate, but incentives are provided to those who do. Ms. Slack also mentioned that, at present, nine towns include density bonuses in their zoning ordinances. She stressed that Master Plans should include housing regulations and that grant money can be used to develop these. HOP grants can also be used by municipalities to “beef up” their Master Plans as well as streamline the application and approval process for developers.

#### **6. Regional Updates/Announcements**

Chair Ayer took this opportunity to thank Susan Slack for her years of service to the Lakes Region Planning Commission and wished her well in her future endeavors.

#### **7. Commissioner Roundtable**

Due to time constraints, this was tabled.

Before concluding, Executive Director Hayes asked the Commissioners to think about topics they would like to see for future meetings and let him know what they might be.

#### **8. Adjournment**

Chair Ayer thanked George Reagan and Carmen Lorentz for attending the meeting and providing us with valuable information. He also thanked Lake Opechee Inn and Spa for hosting our meeting.

The meeting was adjourned at 8:00 PM.

**FY22 LRPC COMMISSIONER ATTENDANCE**

COMMISSIONER	MUNICIPALITY	SEPT	OCT	NOV	MAR	APR	MAY	JUN
CARON, Alternate	Alexandria	A	A		A	A	A	A
Non-member	Alton	-	-		-	-	-	-
Vacant	Andover	V	V		V	V	V	V
BADGER	Ashland	P	P		P	P	E	P
KERR	Barnstead	A	P		P	A	P	P
CONDODEMETRAKY	Belmont	A	A		A	A	A	A
WEIDMAN	Bridgewater	V	V		P	A	E	E
FAVORITE	Bristol	A	P		A	A	A	P
DOWEY	Bristol	A	P		P	P	A	P
HILDEBRAND	Center Harbor	A	PV		P	P	P	P
TAYLOR	Danbury	A	A		A	A	A	A
HEMPTON	Effingham	A	PV		A	A	A	A
GIUNTA	Franklin	A	A		A	A	A	P
MARSHALL	Freedom	P	A		E	A	A	A
MCCONKEY	Freedom	P	P		P	A	E	P
AYER	Gilford	P	P		P	P	E	P
Vacant	Gilmanton	V	V		V	V	V	V
Vacant	Hebron	V	V		V	V	V	V
Vacant	Hill	V	V		V	V	V	V
SNELLING	Holderness	P	PV		P	A	A	E
ANSON, II	Laconia	P	A		E	A	A	E
MORA	Laconia	PV	P		P	E	P	P
SOUCY	Laconia	PV	PV		P	E	P	P
BUTLER	Meredith	A	A		A	A	A	V
MONTANA	Meredith	A	P		A	A	A	V
ASHJIAN	Moultonborough	P	P		P	E	P	P
BURNS	Moultonborough	P	P		P	A	P	P
KATZ	New Hampton	P	P		E	E	P	P
CROWLEY	Northfield	A	A		P	E	P	E
READ	Northfield	P	P		P	P	P	P
Vacant	Ossipee	V	V		V	V	V	V
BOLTON	Plymouth	E	E		P	A	A	P
RANDLETT/TIRRELL	Plymouth	A	E		P	A	A	P
Vacant	Sanbornton	V	V		V	V	V	V
OSLER	Sandwich	PV	PV		E	E	A	E
RABINOWITZ	Sandwich	PV	PV		A	A	A	A
FARLEY	Tamworth	P	P		E	P	E	P
GOODSON	Tamworth	-	P		P	P	E	E
BERRIER, Alternate	Tamworth	-	P		P	P	E	P
MOYNIHAN	Tilton	A	A		E	A	A	A
FORRESTER, Alternate	Tilton	PV	PV		E	E	E	P
WINGATE	Tuftonboro	P	PV		A	P	E	P
MURRAY, III	Wolfeboro	P	A		E	P	A	E

9/27 10/25 11/29 03/28 04/25 05/23 06/29

**LEGEND**

- Grey shading = cancelled
- A = Absent/No Show
- E = Excused
- P = Present
- PV = Present Virtually
- V = Vacant

**3 or more unexcused absences**

**3 or more absences (excused or unexcused)**

# Matt Rose

Solid Waste Planner

Lakes Region Planning Commission



Matt Rose has been the new Solid Waste Planner for Lakes Region Planning Commission since April 2022. Matt has a passion for solid waste management and renewable energies. In 2017, Matt graduated from SUNY ESF with a bachelor's degree in Sustainable Energy Management. He also worked 4 years with Madison County Solid Waste Department in the State of New York.

Since working for LRPC, Matt has helped coordinate LRPC's yearly Household Hazardous Waste event, conducted several HHW resident outreach events, and is currently working on updating PRLAC's Pemigewasset River Corridor Management Plan.

**David Jeffers**  
**Regional Planner/GIS**  
**Lakes Region Planning Commission**



**David Jeffers** has been with the Lakes Region Planning Commission since 2002. As Regional Planner he assists communities on a variety of planning topics including transportation data collection, GIS mapping, hazard mitigation, water resources, and coordination of the regional household hazardous waste collections. Helping people see patterns in information and make regional connections run through much of his work. Recently he has been working on the Regional Housing Needs Assessment in coordination with colleagues throughout the state.

Prior to joining LRPC, Jeffers taught science and math and coached at independent schools in Virginia, Connecticut, and New Hampshire.

# Pemigewasset River Corridor Management Plan Update

The Pemigewasset River is one of 19 rivers designated under the Rivers Management and Protection Program (RSA 483) in the State of New Hampshire, requiring the development and management of a corridor management plan (for the designated river). The updated management for the Pemi corridor will include all elements described in RSA 483:10.

## Elements of the Corridor Management Plan

- Inventory of resources within the watershed:
  - Geology
  - Water resources
  - Plants and wildlife
  - Land use and development
  - Historical
  - River corridor and watershed planning
- Description of Laws and Regulations governing the watershed
  - Federal
  - State
  - Local land use controls
- Community input towards managing the watershed
  - Opportunities for input from stakeholders and public
- Recommendations made by PRLAC representatives
  - Concerns and recommendations
  - Implementation

## Process

- Objective 1 - Kickoff meeting in the Pemi River Corridor (September '22)
- Objective 2 - Update of 'Resources' section (January '23)
- Objective 3 - Update information on 'Corridor Protections' (March '23)
- Objective 4 - Update, draft, review the 'Recommendations and Actions' section (June '23)
- Objective 5 - Complete the new Pemigewasset River Corridor Management Plan (March '24)

2013 Pemigewasset River Corridor Management Plan

<https://www.lakesrpc.org/PRLAC/files/PemiCorrMgmentPlan2013.final.pdf>

PRLAC website: <https://www.lakesrpc.org/prlac/prlacindex.asp>

Questions? Contact LRPC at 603.279.8171



Lakes Region Planning Commission

Open Sales Orders by Item

September 1 through October 13, 2022

Type	Date	Num	Name	Qty	Amount	Open Balance
<b>Parts</b>						
<b>Land Use Book 2022-2023 (NH Planning and Land Use Regulation Book Only   2022-202...</b>						
Sales Order	10/06/2022	421	Alexandria	11	129.25	129.25
Sales Order	10/06/2022	440	Andover	4	47.00	47.00
Sales Order	09/29/2022	406	Ashland	10	117.50	117.50
Sales Order	10/06/2022	422	Barnstead	11	129.25	129.25
Sales Order	10/06/2022	423	Barnstead	5	58.75	58.75
Sales Order	10/06/2022	424	Barnstead	1	11.75	11.75
Sales Order	10/06/2022	435	Belmont	6	70.50	70.50
Sales Order	10/06/2022	425	Bristol	11	129.25	129.25
Sales Order	10/07/2022	436	Danbury ZBA	5	58.75	58.75
Sales Order	10/06/2022	434	Effingham	18	211.50	211.50
Sales Order	09/23/2022	407	Franklin	1	11.75	11.75
Sales Order	10/06/2022	432	Freedom	28	329.00	329.00
Sales Order	10/06/2022	439	Gilford	22	258.50	258.50
Sales Order	09/26/2022	408	Gilmanton	8	94.00	94.00
Sales Order	09/26/2022	409	Gilmanton	1	11.75	11.75
Sales Order	09/26/2022	410	Gilmanton	10	117.50	117.50
Sales Order	09/26/2022	411	Gilmanton	6	70.50	70.50
Sales Order	10/06/2022	427	Hebron	1	11.75	11.75
Sales Order	09/23/2022	412	Laconia, City of	5	58.75	58.75
Sales Order	10/11/2022	441	Lakes Region Planning Commission	3		
Sales Order	09/26/2022	413	Meredith	1	11.75	11.75
Sales Order	10/06/2022	428	Moultonborough	21	246.75	246.75
Sales Order	10/06/2022	429	New Hampton	5	58.75	58.75
Sales Order	09/28/2022	414	Northfield	14	164.50	164.50
Sales Order	09/23/2022	415	Ossipee	9	105.75	105.75
Sales Order	09/23/2022	416	Ossipee	8	94.00	94.00
Sales Order	10/07/2022	437	Plymouth	8	94.00	94.00
Sales Order	09/26/2022	417	Sanbornton	9	105.75	105.75
Sales Order	10/12/2022	442	Sanbornton	1	11.75	11.75
Sales Order	10/12/2022	443	Sanbornton ZBA	7	82.25	82.25
Sales Order	09/27/2022	418	Sandwich	7	82.25	82.25
Sales Order	10/06/2022	430	Sandwich	8	94.00	94.00
Sales Order	10/06/2022	431	Tamworth	8	94.00	94.00
Sales Order	10/06/2022	438	Tilton	8	94.00	94.00
Sales Order	09/28/2022	419	Tuftonboro	10	117.50	117.50
Sales Order	09/27/2022	420	Wolfeboro	25	293.75	293.75
Total Land Use Book 2022-2023 (NH Planning and Land Use Regulation Book Onl...				316	3,677.75	3,677.75
<b>Land Use Book w/eBook 2022-2023 (NH Planning and Land Use Regulation Book with eB...</b>						
Sales Order	10/06/2022	435	Belmont	1	19.50	19.50
Sales Order	10/06/2022	426	Freedom	1	19.50	19.50
Sales Order	10/06/2022	432	Freedom	1	19.50	19.50
Sales Order	09/26/2022	409	Gilmanton	1	19.50	19.50
Sales Order	10/06/2022	427	Hebron	3	58.50	58.50
Sales Order	09/27/2022	433	Holderness	1	19.50	19.50
Sales Order	10/11/2022	441	Lakes Region Planning Commission	1		
Sales Order	10/06/2022	429	New Hampton	3	58.50	58.50
Sales Order	09/28/2022	414	Northfield	1	19.50	19.50
Sales Order	09/26/2022	417	Sanbornton	1	19.50	19.50
Sales Order	10/12/2022	442	Sanbornton	1	19.50	19.50
Sales Order	09/27/2022	418	Sandwich	1	19.50	19.50
Sales Order	10/06/2022	430	Sandwich	1	19.50	19.50
Sales Order	10/06/2022	438	Tilton	1	19.50	19.50
Sales Order	09/28/2022	419	Tuftonboro	1	19.50	19.50
Total Land Use Book w/eBook 2022-2023 (NH Planning and Land Use Regulation ...				19	351.00	351.00
Total Parts				335	4,028.75	4,028.75
<b>TOTAL</b>				<b>335</b>	<b>4,028.75</b>	<b>4,028.75</b>