

LAKES REGION PLANNING COMMISSION

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Lakes Region Planning Commission

Minutes of September 26, 2022 Commission Meeting Approved October 24, 2022

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	LRPC Staff	
	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.