

COMMISSIONER HANDBOOK

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Rockingham Planning Commission
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(603) 778-0885
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www.rpc-nh.org



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ROCKINGHAM PLANNING COMMISSION

MISSION STATEMENT

The Rockingham Planning Commission is a voluntary local public organization created and sustained by its member communities and their appointed representatives. Its purpose is to foster sound planning, wise use and careful stewardship of the region's natural and man-made resources. This is accomplished, first, by providing professional planning assistance and advice to member communities concerning local and regional planning and second, by actively promoting and facilitating cooperation and coordination among the communities. To fulfill the first aspect of this mission, the Commission will endeavor to maintain professional expertise and support in the following areas: municipal and regional land use planning, natural resources and conservation, regional transportation planning, coastal resources management, economic development and geographic information systems development. To fulfill the second aspect of the mission the Commission will rely upon the efforts of the appointment commissioners to facilitate intercommunity cooperation and communication.

Adopted January 18, 1996

TABLE OF CONTENTS

	PAGE
SECTION I GENERAL INFORMATION	G 1-4İ
SECTION II COMMISSION BYLAWS	B 1 – 14
SECTION III COMMISSION POLICIES	CP 1 - 10
SECTION IV PERSONNEL POLICIES	P 1 – 20
SECTION V GIS POLICIES	GIS 1-14

SECTION I

GENERAL INFORMATION

GENERAL INFORMATION

A.	The Commission: What it is, What it Does
B.	Your Job as Commissioner
C.	Commission Meeting Checklist
D.	Map of the RPC Region
E.	Map of N.H. Regional Planning Districts
F.	List of Commissioners, Committees and Appointments
G.	Staff Roster and Project Assignments
H.	Current Regional Work Program
I.	Local Work Program
J.	Municipal Membership Status
K.	Sources of Funding by Category
L.	Budget Expenses by Category
M.	List of Acronyms
N.	Regional Planning RSAs - RSA 36:45-58
O.	"Roberts Rules Lite"

WHAT THE COMMISSION IS, WHAT IT DOES

The Rockingham Planning Commission is a voluntary local public organization established under state law (RSA 36:45-58) which is funded by, sustained by, and tied directly to local governments. It is run by representatives appointed by its member municipalities. These representatives set Commission policy, make monetary decisions, and decide what work the Commission will get involved in. Commission membership is voted on at town and city council meetings in the individual municipalities served and maintained through the payment of an annual dues assessment.

The planning region covered by the Commission -- one of nine such regions in the State -- includes 26 of Rockingham County's 37 towns. The population of the region was 191,975 in 2010, compared with Rockingham County's population of 295,223.

A primary function of the Commission and its staff members is serving the needs of constituent local governments by providing technical planning assistance -- doing such things as preparing land use and natural resource inventory maps, preparing water resource plans, providing circuit rider planner services, helping towns develop master plans and capital improvement programs, informing towns about federal and state dollars that are available, and assisting them in applying for grants.

Equally important, the Commission is involved in regional planning programs in such fields as coastal resources management, transportation, housing, water quality management, water supply, conservation land and open space protection, and public education. The Commission is the designated Metropolitan Planning Organization (MPO) for transportation planning in our region. Another Commission responsibility is reviewing and commenting on projects receiving federal money in the region.

The Commission's territory (mandated by a Governor's Executive Order) and its activities are sanctioned by New Hampshire enabling legislation that dates back to 1935.

The official purpose of the Commission is to guide, coordinate and promote the wise and orderly use of land and resources in the region in order to preserve and promote the health, safety and general welfare of the citizens in the region. The primary mechanism for accomplishing this is the preparation and adoption of a regional master plan.

The Commission's bylaws state that the Commission "shall undertake research and information-gathering activities; prepare, adopt, and maintain a comprehensive plan for the region; assist municipalities and counties in implementing regional plans and programs; coordinate functional plans and programs related to the development of the region; serve as the central agent for plans and programs in dealing with the state and federal governments; encourage inter-governmental planning and coordination, linking local, state and federal governments for effective action; and carry out a public information program to promote widespread public understanding, discussion and participation in regional issues and the solution of regional problems."

While the Commission, as a local public agency, does not itself have the power to implement its plans -- its primary function is to recommend and inform -- our planning efforts are reflected in local government decision-making throughout the region.

YOUR JOB AS A COMMISSIONER

Just what is your role as a regional planning commissioner?

It is twofold: 1) to govern the Commission through decision-making and policy setting, with the staff carrying out your decisions; and 2) to communicate regularly between the Commission and the town or city you represent so that the town is aware of Commission activities and the Commission is aware of local issues and concerns.

What kinds of decisions do Commissioners make?

- ... You decide on the nature and scope of the Commission's regional and local work programs.
- ... You decide on the Commission's annual operating budget -- the monies to be spent to support the work activities outlined in the work program.
- ... You decide what the Commission's policies will be in specific areas like natural resources, land use, local technical assistance, water resources, housing, transportation, recreation, and open space. The policies in turn govern the work effort.
- ... You decide whether the Commission participates in proposed new projects.
- ... You represent the interests of the community that appointed you at Commission meetings. You carry back to your community news of Commission activities, and relay your community's concerns and desires to the Commission.
- ... You review staff-produced plans and reports, and ask for revisions or additional staff work.
- ... You set policy for and determine Commission administrative and personnel procedures.














When do you participate in the decision-making?

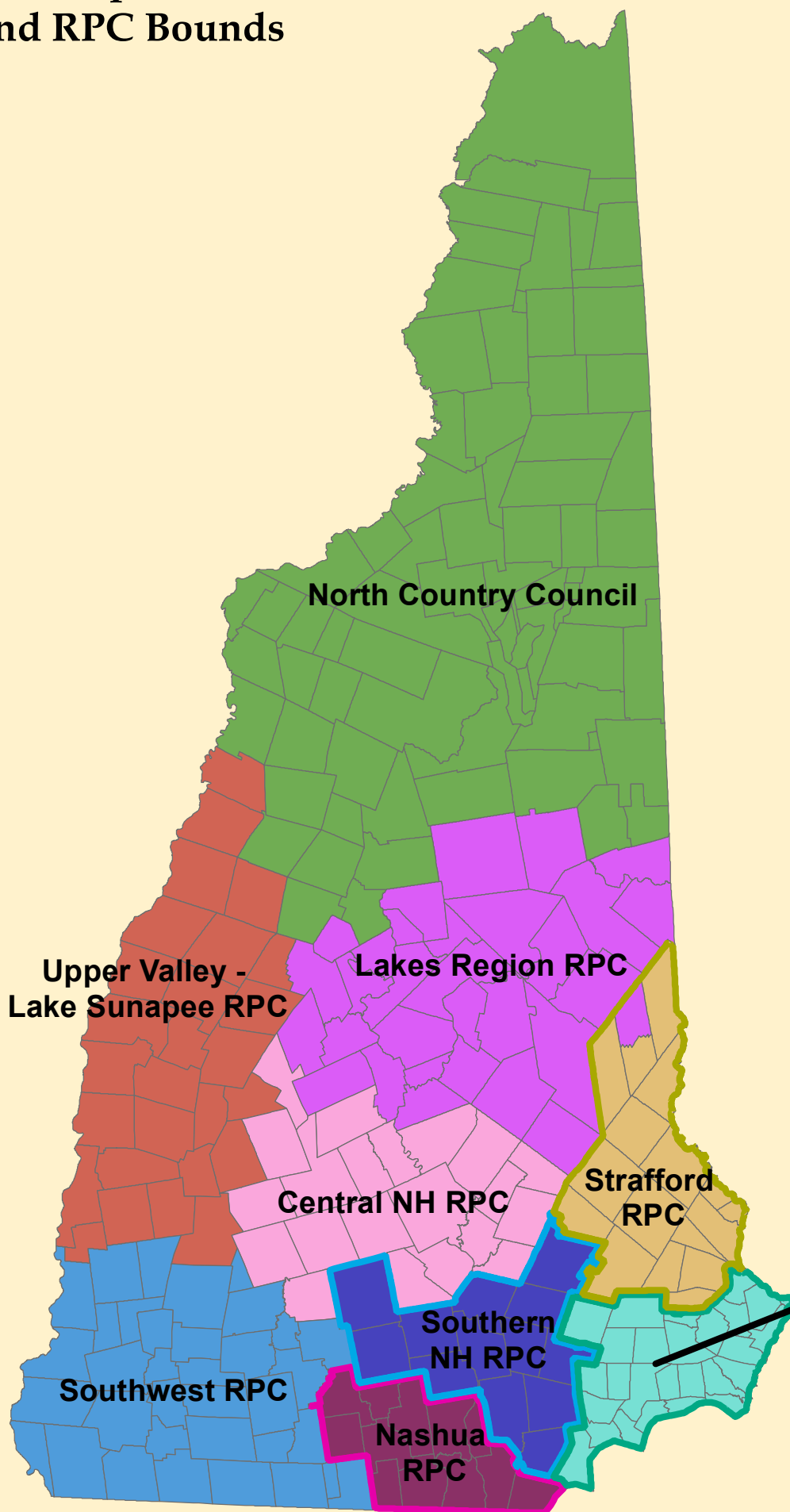
Commission meetings are usually held on the second Wednesday of each month at the Commission's office and at locations that rotate to different communities in the region. (There are no meetings in August and December). In addition, an Executive Committee meets monthly and is empowered to make decisions about the operation of the Commission within the prescribed limits outlined in the by-laws. Some Commission meetings (about four per year) are also designated as MPO Policy meetings at which non-member towns and certain state and federal agencies involved with transportation are included in the decision making.

COMMISSION MEETING CHECKLIST FOR HOSTING COMMUNITIES

- _____ Arrange meeting location, appropriate for a minimum of 40 people; availability should be arranged to encompass at least 6:30 to 9:30 pm. This should be done at least two weeks prior to the meeting date.
- _____ Notify RPC staff when meeting space has been reserved and let staff know if Certificate of Insurance is required.
- _____ Arrange for room set-up ahead of time and be at location ½ hour before start of meeting with the key for entrance into the building; check with RPC staff about any special requirements for set-up (room arrangement, AV, food, etc.).
- _____ Work with the Planning Board/Town Planner/Circuit Rider, Conservation Commission, Board of Selectmen or others as appropriate to arrange for the "Planning Update" portion of the meeting (to be a maximum of ½ hour).
- _____ If you or your town will be providing refreshments, coordinate this with RPC Business Manager.
- _____ Do what you can to publicize the meeting (local newspaper press release; memo to local boards & town officials; community bulletin board; local cable access announcement; etc.).
- _____ Post the meeting notice/agenda at two public places in town at least 24 hours before the meeting.
- _____ If there are direction signs needed at the meeting location, post them as part of the meeting room set-up.

New Hampshire MPO and RPC Bounds

-  Rockingham MPO
-  Strafford MPO
-  Manchester MPO
-  Nashua MPO
- RPA**
-  North Country
-  Lakes Region
-  Upper Valley - Lake Sunapee
-  Southwest
-  Central NH
-  Southern NH
-  Nashua
-  Rockingham Planning
-  Strafford Planning



**LIST OF COMMISSIONERS
ROCKINGHAM PLANNING COMMISSION
FY 2019**

ATKINSON:	Michael Turell (E,B,C,e,p) 3 Woodlawn Avenue Atkinson, NH 03811 362-5683 Appointed: 07/10 Term Expires: 04/22 miket@myfairpoint.net	Robert Clark (e) 11 Brendan Road Atkinson, NH 03811 (h) 489-1048; (c) 383-6598 Appointed: 06/13 Term Expires: 04/19 anniebobclark@gmail.com
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BRENTWOOD:	VACANT	VACANT
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DANVILLE: (non-member)

EAST KINGSTON:	Edward Warren (e) 31 Main Street East Kingston, NH 03827 (c) 944-0404; (h) 642-3141 Appointed: 06/08 Term Expires: 03/18 egwarren@comcast.net	VACANT
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EPPING:	Joe Foley (e) 157 Main Street Epping, NH 03042 679-1224 Appointed: 07/15 Term Expires: 07/19	VACANT
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EXETER:	Gwen English (e,p) 44 Brentwood Road Exeter, NH 03833 772-1015 Appointed: 04/01 Term Exp: 04/20 gwenexeter@yahoo.com	Don Clement (p) 10 Front Street Exeter, NH 03833 580-1393 (Selectmen Rep) dclement43@comcast.net	Langdon Plumer (l,e,p) 7 Gary Lane Exeter, NH 03833 778-0966 Appointed: 10/09 Term Expires: 04/20 langplumer@gmail.com
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FREMONT:	Roger Barham (e) 47 Deer Run Fremont, NH 03044 (c) 944-2454 Appointed: 05/17 Term Expires: 03/21 barham@unitil.com	Robert Babcock (e) 244 South Road Apt 4 Fremont, NH 03044 (781) 389-7285 Appointed: 12/17 Term Expires: 12/21 babcockrl@comcast.net	
GREENLAND:	Stephen Gerrato (e,p) 512 Post Road Greenland, NH 03840 (c) 205-4029 Appointed: 03/10 Term Expires: 06/19 newenglandent@yahoo.com	VACANT	
HAMPSTEAD:	Susan Hastings (e) 4 Oddfellows Road East Hampstead, NH 03826 329-6181 Appointed: 03/75 Term Expires: 04/18 chiefchip@comcast.net	Alan Davis (E,e) 17 Timberlane Road Hampstead, NH 03841 329-9676 Appointed: 04/17 Term Expires: 03/21 jazad7@msn.com	
HAMPTON:	Barbara Kravitz (E,M,P,L,B,S,e,p) 8 St. Cyr Drive Hampton, NH 03842 926-9777 Appointed: 06/08 Term Expires: 04/19 bkravitz777@yahoo.com Ann Carnaby (C,e) 54 Tide Mill Road Hampton, NH 03842 (h) 926-4917; (w) 926-8315 Alternate Apptd.: 02/14 Term Expires: 03/22 annthehatter@gmail.com	Fran McMahon (e) 4 Ash Street Hampton, NH 03842 926-2096 Appointed: 05/04 Term Expires: 04/19 bonfran@comcast.net	Mark Olson (e) 75 Mill Road Hampton, NH 03842 929-9975 Appointed: 06/08 Term Expires: 04/19 mark_olson@landwrightllc.com
HAMPTON FALLS:	Richard P McDermott (E,S,e) 26 Coach Lane Hampton Falls, NH 03844 Appointed: 03/06 Term Expires: 04/22 richardmcdermott@myfairpoint.net	Andrew Brubaker (e) 22 Old Stage Road Hampton Falls, NH 03844 (h) 926-4616; (c) 234-3341 Appointed: 12/17 Term Expires: 12/21 andrew@brubaker@comcast.net	

KENSINGTON:	Peter Merrill (E,L,e) 275 N Haverhill Road Kensington, NH 03833 775-0832 Appointed: 07/12 Term Expires: 04/18 merrilpc@comcast.net	VACANT Kensington, NH 03833 Appointed: Term expires	
KINGSTON:	Glenn Coppelman (E,I,M,P,S,C,e) 108 Exeter Road Kingston, NH 03848 772-5355 Appointed: 04/85 Term Expires: 03/19 gcoppelman@gmail.com	Peter Coffin (e) 11 Newton Junction Road Kingston, NH 03848 642-7792 Appointed: 04/15 Term Expires: 04/19 petercoffin@yahoo.com	
NEW CASTLE:	Michael McAndrew (E,e,p) PO Box 226 New Castle, NH 03854 436-0070 Appointed: 07/12 Term Expires: 07/20 steamboatlane@gmail.com	VACANT	
NEWFIELDS:	William Meserve (e) PO Box 1050 Newfields, NH 03856 222-8325 Appointed: 06/05 Term Expires: 03/19 meservew@gmail.com	John Hayden (e) PO Box 3 Newfields, NH 03856 772-9366 Appointed: 03/12 Term Expires: 03/20 jmhayden@haydenequipment.com	
NEWINGTON:	Christopher Cross (e) 327 Nimble Hill Road Newington, NH 03801 427-2806; 427-2833 Appointed: 03/96 Term Expires: 06/20 crossxx@comcast.net	Denis Hebert 205 Nimble Hill Road Newington, NH 03801 Appointed: 06/16 Term Expires: 06/20	
NEWTON:	Mary Allen (p) 39 Pond Street Newton, NH 03858 382-5665 Appointed: 05/13 Term Expires: 04/21	Jim Doggett (e,p) 39 Pond Street Newton, NH 03858 642-8923 Appointed: 05/13 Term Expires: 04/21 jdoggett@newtonnh.net	
NORTH HAMPTON:	Phil Wilson (E,I,M,P,B,S,e) 9 Runnymede Drive North Hampton, NH 03862 964-2124 Appointed: 8/08 Term Expires: 08/19 phillipwilson@comcast.net	Dan Derby (e) 129 Mill Road North Hampton, NH 03862 520-6734 Appointed: 04/16 Term Expires: 04/19 email@danderby.com	Josh Jeffrey (e) 130 Exeter Road North Hampton, NH 03862 501-8408 Alternate Apptd: 04/16 Term Expires: 04/19 jwjjeffrey2010@gmail.com

COMMISSIONERS, FY 2018-2019; Page 4

PLAISTOW:

Timothy Moore (**E,M,L,B,e**)
33 Sweet Hill Road
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382-5078
Appointed: 01/00
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tem001@comcast.net

Julian Kiszka
1 May Ray Avenue
Plaistow, NH 03865
661-3764
Appointed: 04/17
Term Expires: 04/21
juliankiszka@gmail.com

Steve Ranlett
145 Main Street
Plaistow, NH 03865
560-4451
Alternate Apptd: 05/17
Term Expires:
sranlett@plaistow.com

PORTSMOUTH:

VACANT

Portsmouth, NH 03801

Appointed:
Term Expires:

Rick Becksted (**e**)
1395 Islington Street
Portsmouth, NH 03801
871-1912
Appointed: 01/18
Term Expires: 01/22
rbecksted1@comcast.net

Ned Raynolds (**e**)
110 Aldrich Road
Portsmouth NH 03801
294-0369
Appointed: 01/18
Term Expires: 01/22
nedr64@gmail.com

Peter Britz (**e**)
One Junkins Avenue
Portsmouth NH 03801
Alternate Appt.: 08/12
Term Expires: 08/21
plbritz@cityofportsmouth.com

RAYMOND:

Alissa Welch (**p**)
130A Main Street
Raymond, NH 03077
(c) 661-9431
Appointed: 02/2017
Term Expires: 02/21
aldeltufo@gmail.com

Christina McCarthy (**E,I,e,p**)
4 Epping Road
Raymond, NH 03077
(w) 892-1043; (h) 895-7018
Appointed: 02/2017
Term Expires: 02/21
csapp@raymondnh.gov

Gretchen Gott (**p**)
7 Green Road
Raymond, NH 03077
895-4780
Appointed: 02/2017
Term Expires: 02/21

RYE: Thomas McCormick (**e**)
999 Washington Road
Rye, NH 03870
(h) 944-7413
Appointed: 05/15
Term Expires: 05/19

Phil Winslow (**p**)
100 Harbor Road
Rye, NH 03870
(c) 667-6806
Appointed: 07/13
Term Expires: 07/21

SALEM:	Robert Donahue 9 Lancelot Court #16 Salem, NH 03079 (h) (321) 300-9648 Appointed: 7/18 Term Expires: 7/22 bob.donahue@hotmail.com	Paul Pelletier 10 Granite Avenue Salem, NH 03079 (h) 475-6719 Appointed 7/18 Term Expires: 7/22 prestek234@hotmail.com
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SANDOWN:	Mark Traeger (L,e) 165 Fremont Street Sandown, NH 03873 (w) 887-5589 Appointed: 03/09 Term Expires: 03/20 mtraeger@protonmail.com	VACANT
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SEABROOK:	Francis Chase (E,I,L,e) 14 Lighthouse Way Seabrook, NH 03874 944-0830 Appointed: 03/09 Term Expires: 04/21 chd5100@outlook.com	Don Hawkins (I,e) 78 Atlantic Avenue Seabrook, NH 03874 474-7065 Appointed: 06/10 Term Expires: 06/19 dhawkins51@yahoo.com
	Michael Rabideau (e) 69 Pine Street Seabrook, NH 03874 (518) 708-5531 Alternate Appt.: 04/17 Term Expires: 04/21 osgoodpond@yahoo.com	Jason Janvrin (e) PO Box 462 / 49 Rocks Road Seabrook, NH 03874 944-7449 Alternate Appt: 05/11 Term Expires: 04/21 ikebub@gmail.com

SOUTH HAMPTON:	James VanBokkelen (L,e) 45 Hilldale Avenue South Hampton, NH 03827 394-7832 Appointed: 04/17 Term Expires: 11/21 @gmail.com	VACANT
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STRATHAM:	Lucy Cushman (E,e,p) PO Box 427 Stratham, NH 03885 (h) 772-4055 Appointed: 7/15 Term Expires: 07/19 lc24tyler@comcast.net	Leo Gagnon (C,e) 53 Alderwood Drive Stratham, NH 03885 (207) 451-7280 Appointed: 09/16 Term Expires: 09/20 leogagnonjr@gmail.com
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(B) – Bylaws Review Committee Member
(C) – Communication Committee Member
(E) – Executive Committee Member
(I) – Regional Impact Committee Member
(e) – E-mail Address

(L) – Legislative Committee Member
(M) – Regional Master Plan Committee Member
(P) – Personnel Committee Member
(S) – Strategic Planning Committee Member
(p) – Mail Paper Packet

Executive Committee (13 members elected by Commission) (Quorum = 5 members)		Regional Impact Committee (5 members; 3 alternates)	Regional Master Plan Committee (membership not defined)
Members	At-Large Members:	Members & Alternates	Members
<p>Chairman: Barbara Kravitz (Hampton)</p> <p>Vice Chairman: Richard McDermott (Hampton Falls)</p> <p>Secretary: Glenn Coppelman (Kingston)</p> <p>Treasurer: Mike Turell (Atkinson)</p> <p>Past Chairman: Phil Wilson (North Hampton)</p> <p><i>Staff: Tim Roache, Executive Director Annette Pettengill, Business Manager</i></p>	<p>Francis Chase (Seabrook)</p> <p>Peter Merrill (Kensington)</p> <p>Tim Moore (Plaistow)</p> <p>Vacancy</p> <p>Michael McAndrew (New Castle)</p> <p>Lucy Cushman (Stratham)</p> <p>Alan Davis (Hampstead)</p> <p>Christina McCarthy (Raymond)</p>	<p>Chair: Glenn Coppelman (Kingston)</p> <p>Francis Chase (Seabrook)</p> <p>Vacancy</p> <p>Phil Wilson (No. Hampton)</p> <p>Lang Plumer (Exeter)</p> <p><u>Alternates</u> (up to 3): Christina McCarthy (Sapp) (Raymond)</p> <p>Don Hawkins (Seabrook)</p> <p><i>Staff:</i></p>	<p>Chair: Tim Moore (Plaistow)</p> <p>Glenn Coppelman (Kingston)</p> <p>Barbara Kravitz (Hampton)</p> <p>Phil Wilson (North Hampton)</p> <p><i>Staff: Tim Roache, Executive Director</i></p>

**RPC STANDING COMMITTEES
FISCAL YEAR 2019**

Nominating Committee (5 members appointed by Exec. Comm.* in March 2018)	Personnel Committee (Chair, Past Chair, Vice Chair)	Legislative Policy Committee (Ad Hoc)
Members	Members	Members
<p>Lucy Cushman (Stratham)</p> <p>Glenn Coppelman (Kingston)</p> <p>Barbara Kravitz (Hampton)</p> <p>Vacancy</p> <p>Phil Wilson (No. Hampton) (ex officio)</p> <p>(*appointed at least 60 days prior to Annual Meeting)</p> <p><i>Staff: Tim Roache, Executive Director</i></p>	<p>Chair: Barbara Kravitz (Hampton)</p> <p>Past Chair: Phil Wilson (North Hampton)</p> <p>Vice Chair: Richard McDermott (Hampton Falls)</p> <p><i>Staff: As required</i></p>	<p>Chair: Barbara Kravitz (Hampton)</p> <p>Francis Chase (Seabrook)</p> <p>Tim Moore (Plaistow)</p> <p>Mark Traeger (Sandown)</p> <p>James VanBokkelen (South Hampton)</p> <p>Peter Merrill (Kensington)</p> <p><i>Staff: Tim Roache, Executive Director</i></p>

Bylaws Review Committee (Ad hoc)	Communications Committee (Ad hoc)	Strategic Planning Committee (Ad hoc)
Members	Members	Members
Mike Turell (Atkinson) Barbara Kravitz (Hampton) Phil Wilson (No. Hampton) Tim Moore (Plaistow)	Mike Turell (Atkinson) Glenn Coppelman (Kingston) Ann Carnaby (Hampton) Leo Gagnon (Stratham) Barbara Kravitz (Hampton)	Chair: Phil Wilson (No. Hampton) Glenn Coppelman (Kingston) Barbara Kravitz (Hampton) Richard McDermott (Hampton Falls)
<i>Staff: Tim Roache, Executive Director</i>	<i>Staff: Jenn Rowden</i>	<i>Staff: Tim Roache, Executive Director</i>

STAFF & COMMISSIONER APPOINTMENTS FY 2019

Alliance for Community Transportation (ACT - COAST)	Scott Bogle, Senior Transportation Planner
Coastal Adaptation Planning Workgroup (CAW)	Julie LaBranche, Senior Planner
Commute Smart Seacoast (TMA)	Scott Bogle, Senior Transportation Planner
Comprehensive Economic Development Strategy (CEDS) Steering Committee	Barbara Kravitz, Hampton Commissioner
Congestion Mitigation and Air Quality Program Advisory Committee	Scott Bogle, Senior Transportation Planner
Cooperative Alliance for Regional Transit (CART)	Scott Bogle, Senior Transportation Planner
Cooperative Alliance for Seacoast Transportation (COAST)	Scott Bogle, Sr. Transportation Planner
East Coast Greenway Study Committee	Scott Bogle, Senior Transportation Planner
Exeter Housing Advisory Committee	
Exeter Station Committee	Scott Bogle, Senior Transportation Planner
Hampton Beach Area Commission	Fran McMahon (Hampton); David Walker, Transportation Program Manager (Alt.)
I-93 Transportation Demand Management Task Force	Tim Roache, Executive Director Scott Bogle, Senior Transportation Planner (Alt.)
Piscataqua Region Estuaries Program, (PREP) Management Committee	Julie LaBranche, Senior Planner
Maine-New Hampshire Connections Study (Memorial & Sarah Mildred Long Bridges)	David Walker, Transportation Program Manager; Scott Bogle, Senior Transportation Planner (Alt.)
New Castle-Rye NH1-A Bridge Advisory Committee	David Walker, Transportation Program Manager
NH Association of Regional Planning Commissions	Glenn Coppelman (Kingston); Tim Moore, (Plaistow); Tim Roache, Executive Director
NH Bicycle/Pedestrian Transportation Advisory Commission (BPTAC)	Scott Bogle, Senior Transportation Planner
NHDOT Highway Safety Improvement Prog. Advisory Committee (HSIP)	David Walker, Transp. Program Manager

NH Rail Transit Authority	Tim Moore (Plaistow);
Route 1 Bypass Advisory Committee	Dave Walker, Transportation Program Manager
Seacoast Commission on Drinking Water	Julie LaBranche, Senior Planner
Southeast Watershed Alliance	Julie LaBranche, Senior Planner
Transportation Assistance for Seacoast Citizens (TASC)	Scott Bogle, Senior Transportation Planner
Workforce Housing Coalition of the Greater Seacoast	(Determined by WHC Board)
Workforce Housing Council (NHHFA)	Barbara Kravitz (Hampton)

Regional Work Program for FY 2019

Land Use Planning

TARGETED BLOCK GRANT

(Funding Source: NHOEP)

Task A – Geographic Information System Support (30% of TBG work program*)

- **General Municipal GIS Support:**
This task will provide support and technical assistance for municipal GIS needs not otherwise supported by project or contract funding. Such assistance will include the following:
 - supporting requests for assistance on municipal mapping projects,
 - supporting the use and application of GIS products and services at the local level, and
 - responding to day to day requests for technical assistance in the preparation of GIS maps.
- **Regional GIS Support:**
This task will support ongoing maintenance of regional GIS maps and databases including regional land use / land cover mapping, acquisition of aerial imagery, regional zoning maps, conservation land updates, and the production, updating and distribution of the RPC standard map set.

Task B - Developments of Regional Impact (7.5% of TBG work program)

This task provides minimal funding to support RPC obligations under RSA 36:58. Funding may be allocated to:

- support for the review of developments of regional impact.
- support staff assistance to the RPC Development of Regional Impact Committee
- support the monitoring and amending the DRI rules of procedure and community guidance.

Task C - Matching Planning Grant Assistance Program for Member Communities

(55% of TBG work program)*

This component of our program will support a matching grant program the RPC makes available for planning assistance projects in RPC member communities. These funds will be made available to the communities on a minimum 50/50 matching basis program for eligible planning projects. Specific projects will be solicited from the communities and evaluated for funding based on the project description, demonstrated need, past TBG supported project assistance and availability of local match. Non dues-paying members will not be eligible for these matching grant funds. Approximately \$6,000 in matching funds will be available through a competitive solicitation, and approximately half of this will be earmarked for requests for assistance on MS4 compliance.

Task D - Education and Training (7.5% of TBG work program)

- 1) The RPC will plan, organize and conduct at least two training workshops for planning boards or other local land use boards to be held during the fiscal year. One workshop will focus on new land use board members; a second will address a topic that RPC staff identifies as timely and needed.
- 2) The RPC will prepare and distribute to planning boards and other local land use boards at least

one planning advisory memos on current planning issues, changes in law or procedure or other topics deemed appropriate by the RPC. For FY18 will likely focus on the new decision process that ZBAs will need to comply with per HB86, passed in 2017.

NH COASTAL PROGRAM

(Funding Source: NH CZP; Local Dues, Community match; Total: \$12,500; 50% match required)

The FY18 Coastal Program grant will fund the following program activities:

Activity 1. Support RPC staff participation the Coastal Adaptation Workgroup (CAW)

(Funding: Coastal Program funds: \$3,000; Local Match \$3,000)

The RPC will commit staff support to attend full CAW and CAW outreach meetings and plan and participate in events. The Coastal Adaptation Workgroup and Outreach Team play central roles in our region in coordinating efforts to assist communities to respond to climate change risk. Both through the development of CAW sponsored projects as well as through the coordination of effort of other partners such as the Coastal Risk and Hazards Commission, CAW coordinates the work of multiple agencies in educating and assisting communities to address these issues. The estimated total cost for this task is \$6,000. The RPC will be responsible for providing the required 1:1 match.

Activity 2. Local Technical Assistance Program. *(Funding: \$8,000; Local Match \$8,000)*

RPC staff will provide technical assistance to municipalities to support, prepare and implement a wide range of actions, assessments and engagement designed to incorporate climate adaptation and resiliency in local plans, policies and procedures, and raise awareness of climate change impacts and issues within the community. Technical assistance may include but is not limited to: assisting municipalities with adopting the SWA model storm water standards; incorporating climate change recommendations and strategies in hazard mitigation plans; preparing recommended revisions to zoning ordinances and land development regulations; preparing a Coastal Hazards Chapter for Master Plans; and training on use and application of the Coastal Viewer. To the extent possible, this work will be planned and coordinated with other NHCP partners to avoid duplication and maximize benefit.

The task will fund RPC staff to provide approximately 90 hours of support over the course of FY 2018 at an estimated cost of \$8,000. The RPC will be responsible for assuming the required 1:1 match.

Activity 3. Public Outreach and Engagement.

(Funding: Coastal Program funds: \$1,500; Local Match \$1,500)

RPC will work with the New Hampshire Coastal Program (NHCP) Coastal Resilience Specialist to develop at least one outreach product describing various components of funded projects, and post project information and materials to the RPC website. The task will fund RPC staff to provide approximately 40 hours of support over the course of FY 2018 at an estimated cost of \$3,000. The RPC will be responsible for assuming the required 1:1 match.

Natural Resources and Environmental Planning

Powwow Watershed Water Quality Planning (604B)

(Funding: EPA through NHDES; \$10,000)

In FY18 The RPC has received a 604(b) grant from the NH DES to implement a project titled "Collaborative Engagement and Capacity Building in the Powwow River Watershed". Work will continue into FY19. The project components include creation of a water quality profile of the watershed, engagement with municipalities and stakeholders and building capacity for future watershed-based planning. The water quality profile will identify the sources, spatial extent and severity of impairments of surface waters, inventory sources, and evaluate land use/cover characteristics in the watershed. The collaborative dialog will focus on providing municipalities and stakeholders with an understanding of the water quality status and sources of impairments of surface water bodies, streams and rivers in their communities. The

stakeholder collaboration will engage municipal decision makers and land use boards and commissions in the following municipalities in the watershed: Towns of Sandown, Danville, Hampstead, Newton, Kingston, East Kingston, South Hampton and Seabrook. The project will create the foundation for further Powwow watershed water quality which may include the development of a watershed management plan and river nomination to the NH Rivers Protection Program depending on the level of local support.

NH Source Water Protection Program – Fremont

(Funding: EPA through NHDES; \$10,580, \$1178 in kind match)

The RPC will continue to assist the Town of Fremont in updating their Aquifer Protection Ordinance and establish an inspection program of potential contamination sources in order to better protect the town's groundwater. The ordinance update and inspection program will be done in conjunction with outreach efforts to businesses and residence in Fremont. The project goal is to increase protection of the Town's groundwater while allowing for more diversity in activities allowed in the town's commercial zones that fall almost entirely in the aquifer zone.

NH Source Water Protection Program – Regional Education

(Funding: EPA through NHDES; \$19,586, \$5,886 in kind match)

RPC is seeking to conduct an education and outreach project that will allow municipalities in the RPC region to: 1) better understand the status of existing water supplies and source water protection within their borders and that of surrounding municipalities, 2) provide tailored educational materials that provide local examples, resources lists and funding sources, 3) provide a forum (workshops) to learn about and discuss local issues surrounding source water protection, and 4) provide specific recommendations for each municipality to increase the likelihood of the municipality adopting additional protections for both public and private drinking water supply sources.

Piscataqua River Estuaries Program (PREP) Management Committee

(Funding: Local Dues)

The RPC will continue to participate on the Piscataqua River Estuaries Program (PREP) Management Committee and in the Great Bay Initiative sponsored by PREP representing RPC communities and regional interests and support of the PREP mission to protect and enhance water quality in the Great Bay and Hampton-Seabrook estuaries. RPC completed the local regulatory survey for the PREPA Report which assessed the status of water quality related land use policies and regulations in the coastal watershed. RPC will assist in publicizing the results of the PREPA report. RPC will provide technical assistance under the PREPA local assistance program to North Hampton to revise their stormwater management standards and to prepare FEMA Community Rating System program applications for Rye and Hampton.

Exeter - Squamscott River Management Plan; Assistance to ESRLAC

(Funding: ESRLAC; \$2000)

RPC, through natural resource consultant Theresa Walker continues to provide technical assistance and organization support to the Exeter—Squamscott River Local Advisory Committee. ESRLAC communities have continued the work using their own local funding.

Southeast Watershed Alliance

(Funding: Local Dues; UPWP)

RPC staff continues to support the Southeast Watershed Alliance, a multi-jurisdictional organization authorized by legislation in 2009 for the purpose of coordinating water quality planning and implementation in the NH Coastal Watersheds (Great Bay and Hampton-Seabrook estuary watersheds). RPC staff participates on the groups Advisory Committee and has provided technical assistance on a variety of subjects related to non-point source pollution and stormwater management, including development of a 2017 update to SWA's model storm water management regulations. As funding permits, this will continue in FY 2019.

Transportation Planning

Unified Planning Work Program for FY-2018/2019

(Funding Sources: FHWA; FTA; NHDOT; Local Dues)

The RPC's transportation planning work program is developed and adopted by the Commission in its capacity as the metropolitan planning organization (MPO) for the region. This transportation planning work program, called the *Unified Planning Work Program*, covers a two-year period and was most recently adopted and approved in April 2017 to cover the period July 2017 through June 2019. Planning priorities or emphasis areas covering this two-year period were jointly developed by the RPC, FHWA/FTA and NHDOT and reviewed and approved by participating MPO members. The work encompassed in the UPWP is summarized below. A full work program document is available on our website here: www.rpc-nh.org/download_file/view/1525/210

The work tasks identified and addressed in this UPWP reflect the transportation planning needs and priorities within the Rockingham Planning Commission region and are from several sources:

- Consultation with staff from FHWA, New Hampshire Division, FTA Region I, NHDOT Bureau of Planning and Community Assistance, COAST and CART;
- Consultation with the MPO Technical Advisory Committee and Policy Committees;
- The requirements for implementing the 'Fixing America's Surface Transportation' (FAST) Act. Act and current Metropolitan Planning Rules (CFR 450.300);
- The specific needs and circumstances of the MPO;
- Completion of certain tasks begun under the previous UPWP; and
- Addressing findings and recommendations made during the MPO Planning Reviews conducted by FHWA and FTA in January 2013.

Specific projects of interest that the RPC is working on through the UPWP in FY2018 include the following:

- **Completion Regional Stream Crossing (Culvert) Assessment; Start of Analysis Phase:** Since 2013, the RPC has been assessing stream crossing (culverts and bridges) within the region to provide state agencies and municipalities with information to identify critical and hazardous crossings. The main objective of this project is to identify those stream crossings that may fail, particularly during major storm events. These failures occur because the crossing does not allow for adequate passage of water, sediment or debris due to design stream erosion, crossing deterioration or changes to the streambed or increase in stream flow due to higher rates of storm water runoff. Failures can cause infrastructure and property damage, cut off evacuation routes and negatively impact waterways. To date, RPC has collected this information in all RPC communities. During summer 2018, RPC will be conducting follow-up assessments in various communities to address missing stream crossings, incomplete assessments and revisiting crossings that have been modified or replaced since the original data collection date. A regional report including an analysis and summary of result will be prepared once all crossings have been assessed and ranked by NH Department of Environmental Services. Following that, a watershed level analysis of the result will begin to develop a priority listing of culvert that should be replaced and upgraded.
- **Completion of Long Range Transportation Plan/10 Year Plan Update:** In FY19 the RPC staff will update the listing of transportation improvement project priorities for the region. Staff will meet directly with municipal officials to review current priorities and solicit new priority projects. This comprehensive listing was last updated in FY17 in tandem with the biennial development of recommended additions to the state 10 Year Plan for transportation improvement.

- **Road Surface Management Systems:** Staff will be working with selected communities to develop and maintain road surface condition data, identify priorities for repair and strategies to best facilitate improvements, general cost estimates and planning for future maintenance needs. This process will include the development of improvement and maintenance plans. Efforts will use the SADES data collection system and process to complete two communities during FY19 and a third during FY20.
- **Integrating Performance-Based Planning into the MPO process:** The New Hampshire MPO's have teamed with our State and Federal Planning Partners as well as the Southern Maine Planning and Development Commission and will continue to work on the implementation of the FAST Act Performance Based Planning and Programming Requirements. Work from this effort has been incorporated into the MPO Long Range Transportation Plan as well as the Congestion Management Process, the Transportation Improvement Program and other planning efforts.
- **MPO Website Development & Maintenance:** Continuous improvement and expansion of the newly redesigned MPO Website to include current and archived information from TAC and Policy Committee meetings, information on current projects, traffic count archival information, interactive TIP project map and current regional data as well as opportunities for member interaction.
- **Regional Traffic Count Program:** The MPO will continue to conduct automatic traffic recorder counts
- **East Coast Greenway/Hampton Branch Acquisition:** RPC staff is working on the development of the East Coast Greenway through New Hampshire. As of summer 2018, NHDOT is still negotiating with Pan AM Railways to purchase the 9.7 mile Hampton to Portsmouth segment of the Hampton Branch rail corridor abandoned in 2013. The acquisition would put the full Hampton Branch corridor from Seabrook to Portsmouth in public control. A key desired use for the corridor is completion of the New Hampshire segment of the East Coast Greenway, extending 2,900 miles from Calais, ME, to Key West, FL, connecting cities along the eastern seaboard. The corridor is wide enough through most of its length to potentially accommodate other transportation uses as well, should those be viable in the future. Work in the coming year includes further development of local trail groups in corridor communities, continuing to work with communities and NHDOT to establish trail management agreements, and to identify funding sources to develop trail improvements, and to continue to facilitate meetings of the NH Seacoast Greenway Advisory Committee.
- **Scenic Byways:** There are three designated State Scenic Byways in the RPC region: the NH Coastal Byway, the American Independence Byway (AIB) and the Robert Frost/Old Stagecoach Byway. The American Independence Byway has seen limited activity in recent years, though there is local interest in reactivating its Byway Council as a partner in heritage tourism development. Staff are exploring sources of funding to update the Corridor Management Plan for the AIB. Staff will continue to work with Southern NH Planning Commission and Robert Frost/Old Stagecoach Byway Council on implementation of recommendations in the Corridor Management Plan (CMP) for the Byway, particularly related to tourism promotion and safety improvements, as time permits. The NH Coastal Byway will have a role to play in planning for resiliency and bicycle/pedestrian safety improvements along the NH1A/NH1B corridor.
- **Transportation Alternatives Program:** Under the current federal surface transportation law (MAP-21) the Transportation Enhancements, Safe Route to School, Scenic Byways and Recreational Trails programs were consolidated into the new Transportation Alternatives Program (TAP) with about a 30% reduction in overall funding. The RPC will assist communities in the region through the application process for the program and also assist with the evaluation and ranking of applications within the region. There will continue to get regional project review and ranking and final project selection at the State level. Key changes include a narrowed list of eligible project activities focused on bicycle and pedestrian facilities (which is consistent with past practice in NH), a revised Statewide TAP Advisory Committee, a revised set of project selection criteria and use of Decision Lens software for statewide project evaluation.

- **Derry-Salem CART Transit System Technical Assistance (UPWP and Contractual):** In late 2017 CART signed an interagency agreement with the Manchester Transit Authority (MTA) under which MTA staff handle most of the responsibilities of an Executive Director. Because CART remains the legal recipient of FTA funds, CART must still oversee MTA's work and handle certain functions with FTA directly. CART will continue to contract with RPC and SNHPC to handle those responsibilities, since some of this work goes beyond planning assistance eligible under the UPWP. RPC will continue to serve on the CART Board and Executive Committee and provide technical assistance with operations analysis, funding development, municipal liaison work, FTA transactions including funding draws, grant preparation and quarterly reports prepared by MTA, and evaluating the potential for a long term merger with MTA.
- **Regional Bicycle & Pedestrian Plan:** Development of a regional Bicycle & Pedestrian Plan for the RPC region was delayed from FY2016 and is expected to be engaged in FY2019 and 2020. Timing will be coordinated with NH DOT's update to the State Bicycle & Pedestrian Plan to share public outreach meetings, data collection on bike/ped traffic volume on key routes, mapping of existing conditions including hazard areas, identifying local and regional priorities for safety improvements and recommendations following the 5Es of bicycle and pedestrian planning: Engineering, Education, Encouragement, Enforcement and Evaluation. The process will be overseen by a regional advisory committee including representatives from municipal planning and law enforcement, NHDOT, the healthcare and tourism sectors, and bicycle/pedestrian/trails organizations.

See the FY 2018-2019 UPWP Document for a full description of these and other tasks and projects.

Community Technical Assistance Program- I-93

(Funding: NHDOT/FHWA, UPWP, \$15,000)

RPC in partnership Central New Hampshire Planning Commission seeks to address the need to expand Transportation Demand Management (TDM) services and coordination in the CTAP region, and by extension, the State of New Hampshire. The project would improve the provision of TDM services in the CTAP region and continued development of coordinated approach to TDM activities. Tasks would include a variety of TDM services, additional planning activities, and the update of the CommuteSmart NH trip logger software.

Safe Routes to School (SRTS) Stratham

(Funding: NHDOT/FHWA, UPWP, \$15,000)

Stratham proposes to work with the Rockingham Planning Commission to complete the main body of the SRTS Travel Plan for the Stratham Memorial School and Cooperative Middle School. The Town and the schools also propose to contract with a consulting engineer to develop conceptual designs and first order cost estimates for priority infrastructure projects in the school zones. In addition, a Start-Up Grant proposal features a solid mix of strategies across the 5Es including partnering with the Bike/Walk Alliance of New Hampshire (BWANH) on in-class bicycle safety education, community wide outreach on safe sharing of the road, expanded participation in Bike and Walk to School Days, establishment of one or more walking school buses, incentive programs and purchase of portable crosswalk centerline "yield to pedestrians" signs. Lastly, the Supplemental Non-Infrastructure scope includes an expanded on-bike safety skills program, a volunteer crossing guard program, expanded school zone speed enforcement, and evaluation of the effectiveness of these initiatives.

Economic Development Planning

Comprehensive Economic Development Strategy (CEDS)

(Funding: Regional Economic Development Corp. of SE New Hampshire, UPWP, Local Dues)

Provide assistance to the REDC in updating of the 2019 Comprehensive Economic Development Strategy

(CEDs), in support of on-going regional economic development planning efforts. The RPC's responsibilities will include assisting with reviewing and updating goals, objectives and recommendations, including the priority project list, researching status of major regional economic development projects and providing support and input at Steering Committee and REDC Board meetings. The original CEDs was completed in 2000; a major rewrite was completed in 2005, 2010 and 2015. Annual updates are completed for intervening years. The 2019 CEDs is not expected to be a major revision/update of the document.

Seacoast Workforce Housing Coalition

(Funding: Local Dues)

The RPC will continue to participate on the Seacoast Workforce Housing Board representing RPC communities and regional interests and support of the Seacoast Workforce Housing mission.

Natural Hazard Mitigation

Hazard Mitigation Planning/Emergency Management, RPC)

With funding support from NH Homeland Security/Emergency Management (through FEMA) the RPC works with most communities in the region to periodically update their Local Hazard Mitigation Plans at no cost to them. Maintenance of these plans ensures eligibility for FEMA grants for pre- and post disaster mitigation projects. In FY 2019, the RPC will continue work on Hazard Mitigation Plan updates for Hampstead, Seabrook, Exeter, Hampton Falls. In addition, work to update Epping's and Newington's plan will begin in FY19.

NOAA Project of Special Merit- Using Science, Building Social Capital, and Unpacking Tax Incentives for a Resilient Coastal NH.

(Funding: NHDES Coastal Program/NOAA Project of National Significance \$5,500)

The RPC will engage in a coastal flooding resiliency projects with the UNH Cooperative Extension to:

1. Establish a shared understanding of best available science relevant to coastal flood risks in New Hampshire and enable its application and use in planning and engineering projects.
2. Build social capital for coastal resilience and adaptation in vulnerable coastal communities through creative outreach and engagement.
3. Improve community capacity to fund and incentivize adaptation through implementation of Senate Bill 185.

Other Regional Programs

Electricity Aggregation

(Funding: Local Dues)

The Electricity Supply Aggregation program will purchase electricity as a group from a competitive supplier at a lower rate than each member could receive on its own. By purchasing as an aggregation, municipalities and school districts can offer electricity suppliers a larger demand than if they each tried to purchase electricity individually. The larger demand, in turn, allows suppliers to offer a better rate to the aggregation than it could to individual members.

The Rockingham Planning Commission will serve as an aggregator to facilitate a bid process among competitive electricity suppliers licensed with the NH Public Utilities Commission. Each aggregation member signs its own contract with the supplier for a fixed electricity supply rate. Rates and contracts are identical for each member within a given electric distribution territory.

Training for Local Land Use Boards

(Funding: NHOSI Targeted Block Grant Local Dues)

See Targeted Block Grant, Task D, above.

Developments of Regional Impact Review

(Funding: Local Dues; NHOSI)

Continue to staff the Developments of Regional Impact Review Committee which reviews and comments on proposed development in the region that may have region-wide impact. (RSA 35:54-58) Work on strengthening the regional impact review process and local awareness, and update the RPC's Regional Impact Guidelines. See Targeted Block Grant, Task B, above.

Hazardous Waste Collection: (Exeter, Stratham, Newfields, East Kingston, Epping, Seabrook and South Hampton)

(Funding: Town of Exeter)

Coordinate multi-town cooperative hazardous waste collection each year, including grant application, volunteer and other logistics coordination.

Legislative Policy Development

(Funding: Local Dues)

The Legislative Policy Committee advises the Commission on proposed legislative proposals that relate to the Commission's areas of interest. Key activities will include: monitoring and tracking legislation of interest; developing and distributing RPC legislative policy priorities for the 2018-2019 legislative session; preparing testimony on proposed legislation when warranted, and sponsoring the annual RPC Legislative Forum.

Information Distribution

(Funding Source: Local; NHDOT; FHWA)

Newsletters; Website updates; Zoning Amendment Calendar; Other Planning Advisory Memos; Census Distribution; Law Lecture Series; Press Releases

Communications Outreach and Website Improvement

(Funding Source: Local Dues)

The RPC completed a full redesign of the RPC and MPO websites in 2016, including sections for general information, transportation, regional and community planning, maps and data, and general information on commission services and projects. An e-Newsletter was also designed and is being published on a monthly basis. Commissioners are working with staff to develop other ways to improve outreach, communication and reporting to members. A new Services Catalog, summarizing over a dozen fee based planning related services the Commission can provide has been developed and will be distributed in the coming months.

**LOCAL WORK PROGRAM FOR FY 2018
Rockingham Planning Commission**

July 1, 2018 – June 30, 2019

Atkinson	<ul style="list-style-type: none"> • Circuit Rider Services: assistance to Planning Board, including revisions to zoning and regulations; review of Site Plan and Subdivision applications. • MS4 Technical Assistance • Regional Drinking water outreach and education via NHDES Grant • General transportation planning assistance (MPO). • Assistance with the Robert Frost/ Old Stage Coach (NH121) Scenic Byway Council and implementation of Byway Corridor Management Plan. • Updates to the Standard Map set. • General GIS mapping assistance.
Brentwood	<ul style="list-style-type: none"> • General transportation planning assistance (MPO). • Updates to the Standard Map set. • General GIS mapping assistance. • Water quality planning support via the Exeter-Squamscott River Local Advisory Committee. • Regional Drinking water outreach and education via NHDES Grant
Danville	<p>NON-MEMBER - RPC maintains MPO transportation planning process ensuring continued eligibility for Federal-aid highway and transit funding for projects in Danville. All services provided are related the MPO planning activities.</p> <ul style="list-style-type: none"> • General transportation planning assistance (MPO). • Technical assistance for the Collaborative Engagement and Capacity Building in the Powwow River Watershed (pending NHDES 604(b) final approval)
East Kingston	<ul style="list-style-type: none"> • Circuit Rider Services: assistance to Planning Board, including revisions to zoning and regulations; review of Site Plan and Subdivision applications. • Regional Drinking water outreach and education via NHDES Grant • General transportation planning assistance (MPO). • Updates to the Standard Map set. • General GIS mapping assistance. • Household hazardous waste collection day coordination. • Comprehensive update of Subdivision Regulations and update of Master Plan Vision and Land Use Chapters. • Water quality planning support via the Exeter-Squamscott River Local Advisory Committee. • Technical assistance for the Collaborative Engagement and Capacity Building in the Powwow River Watershed (NHDES 604(b) grant).
Epping	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • Regional Drinking water outreach and education via NHDES Grant • Hazard Mitigation Plan Update Assistance • General transportation planning assistance (MPO) including project additions to the State's Ten Year Transportation Plan. • Updates to the Standard Map set. • General GIS mapping assistance, including providing historic flood map information. • Household hazardous waste collection day coordination.
Exeter	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • Technical assistance to update the town's Natural Hazard Mitigation Plan. • Assistance to Housing Advisory Committee • Completion of several Master Plan chapters, including housing, transportation and land use.

	<ul style="list-style-type: none"> • General transportation planning assistance (MPO). • Program support for regional public transportation services via COAST. • TASC volunteer driver program assistance. • Exeter Transportation Committee and Exeter Station Committee (Downeaster) assistance. • Updates to the Standard Map set. • General GIS mapping assistance. • Household hazardous waste collection day coordination. • Water quality planning support via the Exeter-Squamscott River Local Advisory Committee. • Regional drinking water outreach and education via NHDES Grant • Technical assistance to identify impacts from increased precipitation and coastal flooding.
Fremont	<ul style="list-style-type: none"> • Circuit Rider Services: assistance to Planning Board, including revisions to zoning and regulations; review of Site Plan and Subdivision applications. • Finalization of recodification of zoning ordinances. • Preparation of NHDES Local Source Water Protection grant application to enhance groundwater protection. • Regional drinking water outreach and education via NHDES Grant • General transportation planning assistance (MPO). • Assistance with implementation of a Road Surface Management System (RSMS) • Updates to the Standard Map set. • General GIS mapping assistance. • Water quality planning support via the Exeter-Squamscott River Local Advisory Committee.
Greenland	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • Regional drinking water outreach and education via NHDES Grant • General transportation planning assistance (MPO). • Continued assistance to develop the East Coast Greenway, including state acquisition of Hampton Branch rail right-of-way and implementation of multi-use path. • Program support for regional public transportation services via COAST. • TASC volunteer driver program assistance. • Assistance with development of the Winnicut Watershed Trail Plan. • Updates to the Standard Map set. • General GIS mapping assistance. • Technical assistance to identify impacts from increased precipitation and coastal flooding.
Hampstead	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • Technical assistance to update the town's Natural Hazard Mitigation Plan. • MS4 Technical Assistance • Regional drinking water outreach and education via NHDES Grant • General transportation planning assistance (MPO). • Assistance with implementation of regional transit system CART. • Assistance with the Robert Frost/ Old Stage Coach (NH121) Scenic Byway Council and implementation of Byway Corridor Management Plan. • Updates to the Standard Map set. • General GIS mapping assistance. • Technical assistance for the Collaborative Engagement and Capacity Building in the Powwow River Watershed (pending NHDES 604(b) final approval).
Hampton	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • Regional drinking water outreach and education via NHDES Grant

	<ul style="list-style-type: none"> • Implementation of the FEMA High Water Mark Initiative • Review of the current Master Plan and recommend approach to update the plan. • General transportation planning assistance (MPO). • Continued assistance to develop the NH Seacoast Greenway, including state acquisition of Hampton Branch rail right-of-way, management agreement development and implementation of multi-use path. • TASC volunteer driver program assistance • Assistance implementing the Route 1 Corridor Plan. • Updates to the Standard Map set. • General GIS mapping assistance.
Hampton Falls	<ul style="list-style-type: none"> • Circuit Rider Services: assistance to Planning Board, including revisions to zoning and regulations; review of Site Plan and Subdivision applications. • Updates to several Master Plan chapters, including hazard mitigation, energy and public utilities. • Regional drinking water outreach and education via NHDES Grant • General transportation planning assistance (MPO). • Continued assistance to develop the NH Seacoast Greenway, including state acquisition of Hampton Branch rail right-of-way, management agreement development and implementation of multi-use path. • TASC volunteer driver program assistance. • Assistance implementing the Route 1 Corridor Plan • Updates to the Standard Map set. • General GIS mapping assistance, including tax map update for Town Assessor.
Kensington	<ul style="list-style-type: none"> • Circuit Rider Services: assistance to Planning Board, including revisions to zoning and regulations; review of Site Plan and Subdivision applications. • General transportation planning assistance (MPO). • TASC volunteer driver program assistance. • Updates to the Standard Map set. • General GIS mapping assistance. • Water quality planning support via the Exeter-Squamscott River Local Advisory Committee. • Technical assistance for the Collaborative Engagement and Capacity Building in the Powwow River Watershed (pending NHDES 604(b) final approval).
Kingston	<ul style="list-style-type: none"> • Assistance with updates to the Capital Improvements Program. • General transportation planning assistance (MPO). • Assistance with municipal impacts of NH Route 125 project implementation. • Updates to the Standard Map set. • General GIS mapping assistance. • Water quality planning support via the Exeter-Squamscott River Local Advisory Committee. • Technical assistance for the Collaborative Engagement and Capacity Building in the Powwow River Watershed (pending NHDES 604(b) final approval).
New Castle	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • General transportation planning assistance (MPO). • Continued assistance to develop the NH Seacoast Greenway. • Assistance with preparation of grant application for Transportation Alternatives Program. • Updates to the Standard Map set. • General GIS mapping assistance.
Newfields	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • Regional drinking water outreach and education via NHDES Grant • General transportation planning assistance (MPO). • Updates to the Standard Map set.

	<ul style="list-style-type: none"> • General GIS mapping assistance. • Household hazardous waste collection day coordination. • Water quality planning support via the Exeter-Squamscott River Local Advisory Committee.
Newington	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • Ongoing master plan technical assistance in the preparation of a new vision section; preparation of a new resident attitude survey, preparation of new existing and land use sections and the preparation of a new transportation section. • General transportation planning assistance (MPO). • Program support for regional public transportation services via COAST. • Traffic volume counts on McIntyre/Newington Road. • Updates to the Standard Map set. • General GIS mapping assistance, including updated open space map. • Technical assistance to identify impacts from increased precipitation and coastal flooding through the Climate Risk in the Seacoast (C-RiSe) project.
Newton	<ul style="list-style-type: none"> • Circuit Rider Services: assistance to Planning Board, including revisions to zoning and regulations; review of Site Plan and Subdivision applications. • MS4 Technical Assistance • Regional drinking water outreach and education via NHDES Grant • General transportation planning assistance (MPO). • Updates to the Standard Map set. • General GIS mapping assistance. • Technical assistance for the Collaborative Engagement and Capacity Building in the Powwow River Watershed (pending NHDES 604(b) final approval).
North Hampton	<ul style="list-style-type: none"> • Circuit Rider Services: assistance to Planning Board, including revisions to zoning and regulations; review of Site Plan and Subdivision applications. • Regional drinking water outreach and education via NHDES Grant • Technical assistance to update the town's Natural Hazard Mitigation Plan. • Provide general coordination of MS-4 Stormwater Permit Compliance. • General transportation planning assistance (MPO). • TASC volunteer driver program assistance. • Continued assistance to develop the NH Seacoast Greenway, including state acquisition of Hampton Branch rail right-of-way, management agreement development and implementation of multi-use path. • Assistance implementing the Route 1 Corridor Plan. • Updates to the Standard Map set. • General GIS mapping assistance, including revisions to the town's Wetlands Conservation District map. • Assistance mapping historical resources for the Heritage Commission's Historical Resources Inventory.
Plaistow	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • Regional drinking water outreach and education via NHDES Grant • General transportation planning assistance (MPO). • Conducting complete streets implementation project along NH Route 121A • Assistance with municipal impacts of NH Route 125 project implementation. • Traffic volume and speed counts on Walton Road and Shady Lane for Highway Safety Committee. • Updates to the Standard Map set. • General GIS mapping assistance, including converting tax parcel data into KML file for general use.
Portsmouth	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and

	<ul style="list-style-type: none"> site plan and subdivision regulations as requested. Assistance with research about options for site design and elevation of structures in high risk flood areas via Tides to Storms 2 Implementation grant from the Northeast Region Ocean Council. Highway noise barrier ordinance technical assistance Implementation of the FEMA High Water Mark Initiative (pending approval of NHDES Coastal Program funding). General transportation planning assistance (MPO). Program support for regional public transportation services via COAST. Continued assistance to develop the NH Seacoast Greenway, including state acquisition of Hampton Branch rail right-of-way, management agreement development and implementation of multi-use path. Assistance implementing the Route 1 Corridor Plan, including currently implementing project from Ocean Road to Elwyn Road. Updates to the Standard Map set. General GIS mapping assistance. Conduct NH Stream Crossing Assessment Inventory for hazard mitigation planning.
Raymond	<ul style="list-style-type: none"> General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. Master plan demographics chapter update. General transportation planning assistance (MPO). Updates to the Standard Map set to include Raymond. General GIS mapping assistance. Coordination and Planning support planning support for the Exeter-Squamscott River Local Advisory Committee (ERSLAC). Assistance with development of an Urban Agriculture Overlay Ordinance Update of Demographic information for the Master Plan.
Rye	<ul style="list-style-type: none"> General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. Implementation of the FEMA High Water Mark Initiative funded by a Coastal Program Resilience grant. Regional drinking water outreach and education via NHDES Grant MS4 Technical Assistance Mapping and tech support on Sea Level Rise related to the Goss Property on Harbor Road General transportation planning assistance (MPO). Continued assistance to develop the NH Seacoast Greenway, including state acquisition of Hampton Branch rail right-of-way, management agreement development and implementation of multi-use path. Updates to the Standard Map set. General GIS mapping assistance, including development of Wetland District map for master plan work. <p>Rye Beach Village District</p> <ul style="list-style-type: none"> General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested.
Salem	<ul style="list-style-type: none"> General transportation planning assistance (MPO). Regional drinking water outreach and education via NHDES Grant Assistance with CMAQ and TAP grant applications Assistance with implementation of regional transit system CART. Conduct NH Stream Crossing Assessment Inventory for hazard mitigation planning.
Sandown	<ul style="list-style-type: none"> General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. Conducting MS4 Stormwater Permit planning and compliance review via a

Targeted Block Grant.	
Seabrook	<ul style="list-style-type: none"> • Technical assistance for the Collaborative Engagement and Capacity Building in the Powwow River Watershed (NHDES 604(b) grant). • Regional drinking water outreach and education via NHDES Grant • General transportation planning assistance (MPO). • Updates to the Standard Map set. • General GIS mapping assistance. • Water quality planning support via the Exeter-Squamscott River Local Advisory Committee. • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested.
South Hampton	<ul style="list-style-type: none"> • Implementation of the FEMA High Water Mark Initiative funded by a Coastal Program Resilience grant. • Technical assistance for the Collaborative Engagement and Capacity Building in the Powwow River Watershed (NHDES 604(b) grant). • Regional drinking water outreach and education via NHDES Grant • General transportation planning assistance (MPO). • TASC volunteer driver program assistance. • Continued assistance to develop the NH Seacoast Greenway, including state acquisition of Hampton Branch rail right-of-way, management agreement development and implementation of multi-use path. • Assistance implementing the Route 1 Corridor Plan, including assisting in scoping a project from New Zealand Road to the Hampton Falls town line. • Updates to the Standard Map set. • General GIS mapping assistance. • Annual conversion of CAD based tax maps to GIS format and linkage of assessing data. • Provide mapping assistance to compile and review an updated zoning map. • Household hazardous waste collection day coordination. <p>Seabrook Beach Village District</p> <ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested.
Stratham	<ul style="list-style-type: none"> • site plan and subdivision regulations as requested. • Regional drinking water outreach and education via NHDES Grant • Technical assistance to update the town's Natural Hazard Mitigation Plan. • General transportation planning assistance (MPO). • Updates to the Standard Map set. • General GIS mapping assistance. • Household hazardous waste collection day coordination. • Technical assistance for the Collaborative Engagement and Capacity Building in the Powwow River Watershed (pending NHDES 604(b) final approval). • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested.
	<ul style="list-style-type: none"> • site plan and subdivision regulations as requested. • General transportation planning assistance (MPO). • Program support for regional public transportation services via COAST. • TASC volunteer driver program assistance. • Updates to the Standard Map set. • Expanded GIS mapping assistance. • Trail mapping assistance at Stratham Hill Park • Household hazardous waste collection day coordination. • Water quality planning support via the Exeter-Squamscott River Local Advisory Committee.

Rockingham Planning Commission
Dues Assessment

TOWN/AREA	Current Population (OEP - 2017)	FY20 Dues Amount (1.00 per capita)
Atkinson	6,832	\$6,832
Brentwood	4,596	\$4,596
Danville*	4,479	\$4,479
East Kingston	2,404	\$2,404
Epping	6,944	\$6,944
Exeter	15,108	\$12,554
Fremont	4,728	\$4,728
Greenland	4,034	\$4,034
Hampstead	8,665	\$8,665
Hampton	15,134	\$12,567
Hampton Falls	2,296	\$2,296
Kensington	2,121	\$2,121
Kingston	6,136	\$6,136
New Castle	964	\$964
Newfields	1,704	\$1,704
Newington	790	\$790
Newton	4,944	\$4,944
North Hampton	4,540	\$4,540
Plaistow	7,705	\$7,705
Portsmouth	21,898	\$15,475
Raymond	10,306	\$10,153
Rye	5,454	\$5,454
Salem	28,914	\$17,229
Sandown	6,268	\$6,268
Seabrook	8,860	\$8,860
South Hampton	814	\$814
Stratham	7,405	\$7,405
RPC Region Total	194,043	\$170,660
RPC Member Total	189,564	\$166,181

*** Non-Dues Paying Member**

Source: U.S.Census Data 2010& OEP Estimates 2017

FY 20 Dues are computed as follows:

\$1.00 per capita

\$1.00 per capita for first 10,000;

\$0.50 per capita for second 10,000;

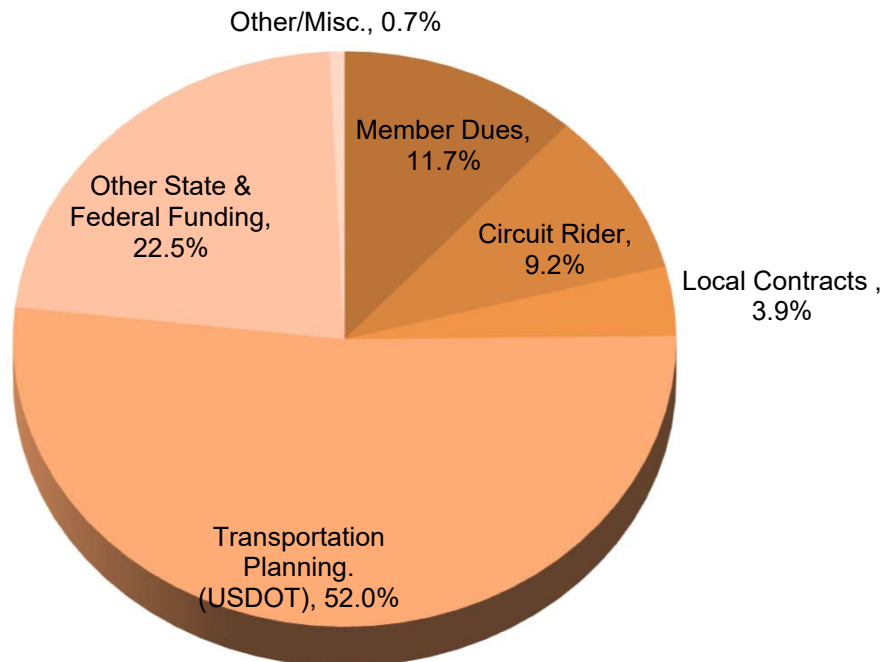
\$0.25 per third or portion thereof

Sources of Funding by Category

BUDGET SUMMARY Rockingham Planning Commission Fiscal Years 2017 - 2019

FUNDING SOURCE					Avg. Distribution
	FY 2017 (as amended)	FY 2018 (as amended)	FY 2019 (as amended)	% Change FY 18-19	FY 2018- 2019
Member Dues	\$ 142,306	\$ 145,828	\$ 156,595	7.4%	11.7%
Circuit Rider	\$ 132,692	\$ 147,651	\$ 91,966	-37.7%	9.2%
Local Contracts	\$ 39,983	\$ 58,500	\$ 42,467	-27.4%	3.9%
Transportation Planning. (USDOT)	\$ 684,112	\$ 762,360	\$ 584,667	-23.3%	52.0%
Other State & Federal Funding	\$ 127,912	\$ 213,180	\$ 369,755	73.4%	22.5%
Other/Misc.	\$ 28,562	\$ 16,751	\$ 2,000	-88.1%	0.7%
TOTAL/PROJECTED FUNDS	\$ 1,165,317	\$ 1,344,270	\$ 1,247,450	-7.2%	100.0%
PASS-THROUGH OR CONTRACTED	\$ 163,095	\$ 306,226	\$ 281,842	-8.0%	22.7%

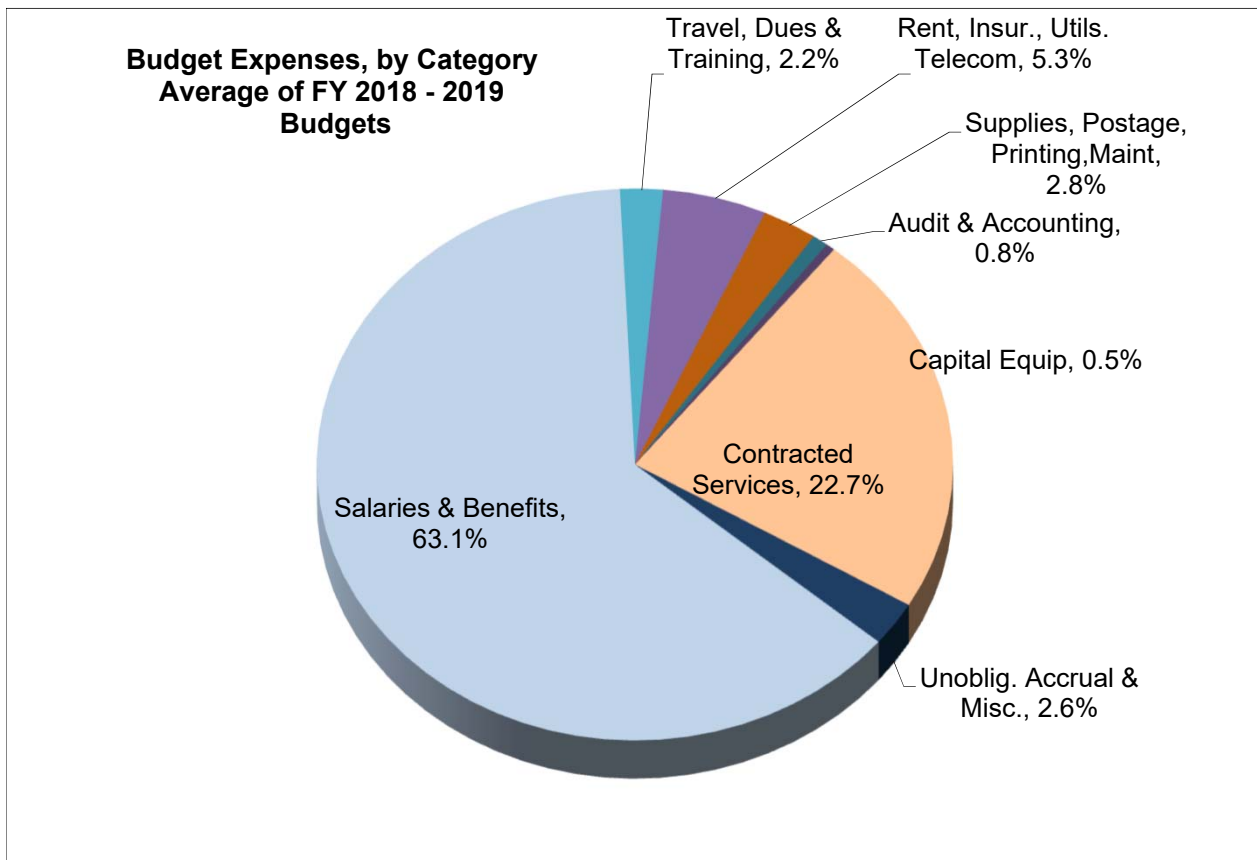
**Sources of Funding, by Category
Average of 2018 & 2019 Budgets**



Budget Expenses by Category

BUDGET SUMMARY Rockingham Planning Commission Fiscal Years 2018 - 2019

EXPENSE CATEGORY						Avg. Distribution
	FY 2017 (as amended)	FY 2018 (as amended)	FY 2019 (as amended)	% Change FY 18-19		FY 2017- 2018
Salaries & Benefits	\$ 836,089	\$ 873,305	\$762,987	-12.6%		63.1%
Travel, Dues & Training	\$ 16,000	\$ 19,500	\$36,600	87.7%		2.2%
Rent, Insur., Utils. Telecom	\$ 80,497	\$ 69,827	\$67,409	-3.5%		5.3%
Supplies, Postage, Printing,Maint	\$ 18,750	\$ 35,000	\$37,550	7.3%		2.8%
Audit & Accounting	\$ 9,500	\$ 9,550	\$11,300	18.3%		0.8%
Capital Equip	\$ 10,400	\$ 7,000	\$5,000	-28.6%		0.5%
Contracted Services	\$ 163,095	\$ 306,226	\$282,842	-7.6%		22.7%
Unoblig. Accrual & Misc.	\$ 30,986	\$ 23,863	\$43,762	83.4%		2.6%
TOTAL/PROJECTED FUNDS	\$ 1,165,317	\$ 1,344,271	\$ 1,247,450	-7.2%		100.0%



ACRONYMS

AASHTO:	American Association of State Highway & Transportation Officials
ACS:	American Community Survey
ACT:	Alliance for Community Transportation
AFF:	American Fact Finder
APA:	American Planning Association
ADA:	Americans with Disabilities Act of 1990
AMPO:	Association of Metropolitan Planning Organizations
BFA:	Business Finance Authority
BWANH:	Bike/Walk Alliance of New Hampshire
CAAA:	Clean Air Act Amendments of 1990
CAP:	Community Action Program
CART:	Greater Derry-Salem Cooperative Alliance for Regional Transportation
CDBG:	Community Development Block Grant
CDFA:	Community Development Finance Authority
CEDS:	Community Economic Development Strategy
CFR:	Code of Federal Regulations
CIP:	Capital Improvement Program
CLF:	Conservation Law Foundation
CMAQ:	Congestion Mitigation/Air Quality (funding program set-up under ISTEA to fund transportation projects which improve air quality)
CMP:	Congestion Mitigation Process
CNHRPC:	Central New Hampshire Regional Planning Commission
COAST:	Cooperative Alliance for Seacoast Transportation
CR:	Circuit Rider
CSD:	Context Sensitive Design
CSS:	Context Sensitive Solutions
CTPP:	Census Transportation Planning Package
CZM:	Coastal Zone Management
DBE/WBE:	Disadvantaged Business Enterprises/Women's Business Enterprises
DAMF:	New Hampshire Department of Agriculture, Markets and Food
DES:	New Hampshire Department of Environmental Services
DRED:	Department of Resources and Economic Development
ECG:	East Coast Greenway
EMS:	Emergency Medical Services
EIS:	Environmental Impact Statement
EPA:	Environmental Protection Agency
ESRLAC:	Exeter Squamscott River Local Advisory Committee
FEMA:	Federal Emergency Management Agency
FHA:	Federal Housing Authority
FHWA:	Federal Highway Administration, USDOT
FMHA:	Farmer's Home Administration
FTA:	Federal Transit Administration, USDOT

FY:	Fiscal Year (i.e. FY13)
GIS:	Geographic Information System
GSF:	Granite State Future
HPMS:	Highway Performance Monitoring System
HPR:	Highway Planning and Research Funds
HUD:	Department of Housing and Urban Development
IGR:	Intergovernmental Review Process requiring Commission review and comment on Federally-funded projects in the region
ITS:	Intelligent Transportation Systems
LEP:	Limited Efficiency Population
LRPC:	Lakes Region Planning Commission
LCHIP:	Land and Community Heritage Investment Program
L RTP:	Long Range Transportation Plan, also known as Metropolitan Transportation Plan (MTP)
MBTA:	Massachusetts Bay Transportation Authority
MP:	Master Plan
MPO:	Metropolitan Planning Organization – federally mandated organizations which carry out transportation planning in urbanized areas
MSA:	Metropolitan Statistical Area
MUTCD:	Manual of Uniform Traffic Control Devices
MVPC:	Merrimack Valley Planning Commission
MVRTA:	Merrimack Valley Regional Transit Authority
NACo:	National Association of Counties
NARC:	National Association of Regional Councils
NCC:	North Country Council
NEARC:	New England Association of Regional Councils
NEMO:	Non-point Education for Municipal Officials
NEPA:	National Environmental Policy Act
NFIP:	National Flood Insurance Program
NHARPC:	New Hampshire Association of Regional Planning Commissions
NHCF:	New Hampshire Charitable Foundation
NHCZP:	New Hampshire Coastal Zone Program
NHDES:	New Hampshire Department of Environmental Services
NHDHHS:	New Hampshire Department of Health & Human Services
NHDOT:	New Hampshire Department of Transportation
NHHFA:	New Hampshire Housing Finance Authority
NHHSEM:	New Hampshire Homeland Security & Emergency Management
NHPA:	New Hampshire Planners Association
NHMA:	New Hampshire Municipal Association
NHRRA:	New Hampshire Railroad Revitalization Association
NHRTA:	New Hampshire Rail Transit Authority
NHSG:	New Hampshire Seacoast Greenway

NHTA:	New Hampshire Transit Association
NNEPRA:	Northern New England Passenger Rail Authority
NOAA:	National Oceanic and Atmospheric Administration
NROC:	Natural Resources Outreach Program
NRPC:	Nashua Regional Planning Commission
NRSC:	Natural Resources Conservation Service
OEDP:	Overall Economic Development Program
OEP:	New Hampshire Office of Energy and Planning
OSHA:	Occupational Safety & Health Association
PAS:	Planners Advisory Service – A service provided by APA to assist with specific planning problems
PDA:	Pease Development Authority
PEL:	Planning and Environmental Linkages (FHWA Program)
PIP:	Public Involvement Process
PL:	MPO Planning Funds administered by FHWA
POS:	Purchase of (Transit) Service
PREP:	Piscataqua Region Estuaries Partnership
PUD:	Planned Unit Development
RCC:	Regional Coordinating Council for Community Transportation
RCCD:	Rockingham County Conservation District
REPP:	Regional Environmental Planning Program
REDC:	Regional Economic Development Center
RPC:	Rockingham Planning Commission
RPP:	Regional Planning Program
RSA:	New Hampshire Revised Statutes Annotated
RSG:	Resource Systems Group, Inc.
RSMS:	Road Surface Management Systems
RTAP:	Rural Technical Assistance Program
SABR:	Seacoast Area Bicycle Riders
SAC:	Special Advisory Committee on Transportation Needs for the Elderly & Disabled
SAFETEA-LU:	Safe Accountable Flexible Efficient Transportation Equity Act – A Legacy for Users (former Federal Transportation Enabling Legislation)
SCC:	State Coordinating Council for Community Transportation
SCI:	Sustainable Communities Initiative
SHRP2:	Strategic Highway Research Program
SIP:	State Implementation Plan (for Air Quality Conformity)
SPR:	State Planning and Research
SPNHF:	Society for the Protection of New Hampshire Forests
SNHPC:	Southern New Hampshire Planning Commission
SRPC:	Strafford Regional Planning Commission
SRRDD:	Southeast Regional Refuse Disposal District (53-B)

SRSWD:	Southeast Regional Solid Waste District (149-M)
SRTS:	Safe Routes to School
SWA:	Southeast Watershed Alliance
SWRPC	Southwest Regional Planning Commission
TA:	Technical Assistance
TAC:	Technical Advisory Committee
TAP:	Transportation Alternatives Program
TASC:	Transportation Assistance for Seacoast Citizens
TAZ:	Traffic Analysis Zone
TBG:	Targeted Block Grant
TCM:	Transportation Control Measure
TDM:	Transportation Demand Management (a type of TCM)
TE:	Transportation Enhancement
TIP:	Transportation Improvement Program (annual list of prioritized federally funded transportation projects)
TMA:	Transportation Management Association
TNHL:	Trust for New Hampshire Lands
TPC:	Transportation Planners Collaborative
UPWP:	Unified Planning Work Program (for MPO transportation planning program)
USDA:	United States Department of Agriculture
USDOT:	United States Department of Transportation
USGS:	United States Geological Survey
UVLSRPC:	Upper Valley Lake Sunapee Regional Planning Commission
UZA:	Urbanized Area
WSPCD:	Water Supply and Pollution Control Division of DES
"208":	Section of Clean Water Act under which EPA funded water quality management planning process (no longer active)
"205-J:	Section of Clean Water Act under which EPA funded water quality management planning process (no longer active)
"604-B":	Section of Clean Water Act under which EPA funds water quality management activities

TITLE III
TOWNS, CITIES, VILLAGE DISTRICTS, AND UNINCORPORATED PLACES

CHAPTER 36
REGIONAL PLANNING COMMISSIONS

Section 36:45

36:45 Purposes – The purpose of this subdivision shall be to enable municipalities and counties to join in the formation of regional planning commissions whose duty it shall be to prepare a coordinated plan for the development of a region, taking into account present and future needs with a view toward encouraging the most appropriate use of land, such as for agriculture, forestry, industry, commerce, and housing; the facilitation of transportation and communication; the proper and economic location of public utilities and services; the development of adequate recreational areas; the promotion of good civic design; and the wise and efficient expenditure of public funds. The aforesaid plan shall be made in order to promote the health, safety, morals and general welfare of the region and its inhabitants. To promote these purposes, the office of energy and planning shall delineate planning regions for the state so that each municipality of the state will fall within a delineated region and shall have the opportunity of forming or joining the regional planning commission for that planning region. In determining these regions the office shall consider such factors as community of interest and homogeneity, existing metropolitan and regional planning agencies, patterns of communication and transportation, geographic features and natural boundaries, extent of urban development, relevancy of the region for provision of governmental services and functions and its use for administering state and federal programs, the existence of physical, social and economic problems of a regional character, and other related characteristics. To accommodate changing conditions, the office may adjust the boundaries of the planning regions, after consultation with the respective regional planning commissions.

Source. 1969, 324:1, eff. Aug. 29, 1969. 2000, 200:2, eff. July 29, 2000. 2003, 319:9, eff. July 1, 2003. 2004, 257:44, eff. July 1, 2004.

Section 36:46

36:46 Formation of Regional Planning Commissions –

- I. If no regional planning commission exists in any specific planning region as delineated by the office of energy and planning, then 2 or more municipalities in said planning region and having planning boards may, by ordinance or resolution adopted by the respective legislative bodies of said municipalities, form a regional planning commission.
- II. If a regional planning commission already exists in any specific planning region as delineated by the office of energy and planning, then any municipality in said planning region and having a planning board may, by ordinance or resolution adopted by the respective legislative body of said municipality, become a member of the regional planning commission. A regional planning commission may also include municipalities located in an adjacent state.
- III. Each municipality which shall become a member of a regional planning commission shall be entitled to 2 representatives on said commission. A municipality with a population of over 10,000 but less than 25,000 shall be entitled to have 3 representatives on said commission and a municipality with a population of over 25,000 shall be entitled to have 4

representatives on said commission. Population as set forth in this section shall be deemed to be determined by the last federal census. Representatives to a regional planning commission shall be nominated by the planning board of each municipality from the residents thereof and shall be appointed by the municipal officers of each municipality. Representatives may be elected or appointed officials of the municipality or county. In any county or counties in which a regional planning commission has been formed, the county may, by resolution of its county commissioners, become a member of said regional planning commission and shall be entitled to appoint 2 representatives on said commission. The terms of office of members of a regional planning commission shall be for 4 years, but initial appointments shall be for 2 and 4 years. In municipalities entitled to 3 or more representatives, initial appointment shall be for 2, 3 and 4 years. Vacancies shall be filled for the remainder of the unexpired term in the same manner as original appointments. Municipalities and counties may also appoint alternate representatives. A representative to a regional planning commission shall, when acting within the scope of his official duties and authority, be deemed to be acting as an agent of both the regional planning commission and of the municipality or county which he represents. In addition, regional planning commissions are encouraged to consult, at their discretion, with agencies and institutions operating within the region whose activities influence planning and development in that region.

Source. 1969, 324:1. 1991, 72:4, eff. July 12, 1991. 2000, 200:3, eff. July 29, 2000. 2003, 319:9, eff. July 1, 2003. 2004, 257:44, eff. July 1, 2004.

Section 36:47

36:47 General Powers and Duties. –

- I. A regional planning commission's powers shall be advisory, and shall generally pertain to the development of the region within its jurisdiction as a whole. Nothing in this subdivision shall be deemed to reduce or limit any of the powers, duties or obligations of planning boards in individual municipalities. The area of jurisdiction of a regional planning commission shall include the areas of the respective municipalities within the delineated planning region. It shall be the duty of a regional planning commission to prepare a comprehensive master plan for the development of the region within its jurisdiction, including the commission's recommendations, among other things, for the use of land within the region; for the general location, extent, type of use, and character of highways, major streets, intersections, parking lots, railroads, aircraft landing areas, waterways and bridges, and other means of transportation, communication, and other purposes; for the development, extent, and general location of parks, playgrounds, shore front developments, parkways, and other public reservations and recreation areas; for the location, type, and character of public buildings, schools, community centers, and other public property; and for the improvement, redevelopment, rehabilitation, or conservation of residential, business, industrial and other areas; including the development of programs for the modernization and coordination of buildings, housing, zoning and subdivision regulations of municipalities and their enforcement on a coordinated and unified basis. A regional planning commission may authorize its employees or consultants to render assistance on local planning problems to any municipality or county which is not a member of said regional planning commission. The cost of such assistance shall be paid entirely by the municipality or county to which the service is rendered or partly by said municipality or county and partly by any gift, grant, or contribution which may be available for such work or by combination thereof. Said commission shall keep a strict account of the cost of such assistance and shall provide such municipality or county with an itemized statement.

- II. For the purpose of assisting municipalities in complying with RSA 674:2, III(I), each regional planning commission shall compile a regional housing needs assessment, which shall include an assessment of the regional need for housing for persons and families of all levels of income. The regional housing needs assessment shall be updated every 5 years and made available to all municipalities in the planning region.
- III. In preparing a comprehensive plan for the development of the region within its jurisdiction, each regional planning commission may use the framework for the state's comprehensive development plan in RSA 9-A:1, III as the basis for its plan. Such plan shall be updated every 5 years or sooner if desired by the regional planning commission. Prior to its adoption, the plan shall be distributed to every library, planning board, and board of selectmen/aldermen/city council in each of the communities within the region, and to the office of energy and planning. The regional planning commission shall address in writing all comments received prior to the publication of a final draft. A public hearing shall be held by the regional planning commission with 30 days' notice published in all newspapers of general circulation in the region, and shall state where the document can be viewed, the time and place of the public hearing, and shall allow for written comments. For each regional plan, the office of energy and planning shall offer comments as to its consistency with the state plan. The first regional development plans affected by this statute shall be adopted within 5 years of the effective date of this paragraph and renewed at least every 5 years thereafter.
- IV. Regional planning commissions shall make a good faith effort to inform and respond to their local communities regarding the purposes and progress of their work in developing the regional development plan.

Source. 1969, 324:1. 1988, 270:2, eff. July 1, 1988. 2002, 178:6, eff. July 14, 2002; 229:8, eff. July 1, 2002. 2003, 319:9, eff. July 1, 2003. 2004, 257:44, eff. July 1, 2004.

Section 36:48

36:48 Organization, Officers, and Bylaws. – A regional planning commission shall elect annually from among its members a chairman, vice-chairman, and such other officers as it deems necessary. Meetings shall be held at the call of the chairman and at such other time as the commission may determine. A commission shall keep minutes of its proceedings and such minutes shall be filed in the office of the commission and shall be a public record. A commission may adopt such bylaws as it deems necessary to the conduct of its business.

Source. 1969, 324:1, eff. Aug. 29, 1969.

Section 36:49

36:49 Finances. – A regional planning commission shall determine on a reasonable and equitable basis the proportion of its costs to be borne respectively by each municipality or county which is a member of said commission. A commission may accept and receive in furtherance of its functions, funds, grants, and services from the federal government or its agencies, from departments, agencies and instrumentalities of state, municipal or local government or from private and civic sources. Such funds may be used in conjunction with other funds from federal or state governments or from gifts, grants or contributions available for such work. Municipalities or counties are hereby authorized to appropriate funds to the use of a regional planning commission and to furnish a regional planning commission legal or other services which it may deem reasonable. Failure upon the part of any municipality or county to pay its proportionate annual share of the cost as determined by a regional planning commission shall constitute a termination of such municipality's

or county's vote in the commission's affairs until such annual share is paid. Municipalities or counties are hereby authorized to enter into contracts with a regional planning commission for the furnishing of funds or services in connection with the preparation of a comprehensive regional master plan and any special planning work to be done by a regional planning commission for any member municipality or county. Within the amounts appropriated to it or placed at its disposal by gift, grant, or contribution, a regional planning commission may engage employees, contract with professional consultants, rent offices, and obtain such other goods, or services and incur short-term operating debt, not to exceed a term of one year and/or a line of credit secured by the assets of the commission, as are necessary to it in the carrying out of its proper function. Member municipalities and counties shall not be liable for any debt or line of credit incurred by a regional planning commission. Any private gifts or funds when received shall be deemed a contribution to the regional planning commission for a public purpose within the meaning of any federal or state laws relative to tax exemptions.

Source. 1969, 324:1, eff. Aug. 29, 1969. 2000, 200:4, eff. July 29, 2000.

Section 36:49-a

36:49-a Status as a Political Subdivision. – Regional planning commissions are political subdivisions of the state. However, regional planning commissions have only that power and authority expressly provided for in RSA 36.

Source. 2000, 200:6, eff. July 29, 2000.

Section 36:50

36:50 Relationship To Local Planning Boards. – A regional planning commission may assist the planning board of any municipality within the delineated region to carry out any regional plan or plans developed by said commission. A regional planning commission may also render assistance on local planning problems. A regional planning commission may make recommendations on the basis of its plans and studies to any planning board, to the legislative body of any city and to the selectmen of any town within its region, to the county commissioners of the county or counties in which said region is located and to any state or federal authorities. Upon completion of a comprehensive master plan for the region or any portion of said comprehensive master plan, a regional planning commission may file certified copies of said comprehensive master plan or portion thereof with the planning board of any member municipality. Such planning boards may adopt all or any part of such comprehensive master plan which pertains to the areas within its jurisdiction as its own master plan, subject to the requirements of RSA 674:1-4.

Source. 1969, 324:1, eff. Aug. 29, 1969. 2000, 200:5, eff. July 29, 2000.

Section 36:51,-52

36:51, 36:52 Repealed. – [Repealed 2000, 200:8, eff. July 29, 2000.]

Section 36:53

36:53 Additional Powers and Duties of Regional Planning Commissions. – In order to implement any of the provisions of a regional plan, which has been adopted or is in preparation, a regional planning commission may, in addition to its powers and duties under RSA 36:47 undertake studies and make specific recommendations on economic, industrial and commercial development within the region and carry out, with the cooperation of municipalities and/or counties within the region, economic development programs for the full development, improvement, protection and preservation of the region's physical and human resources.

Source. 1969, 324:1, eff. Aug. 29, 1969.

REVIEW OF DEVELOPMENTS OF REGIONAL IMPACT

Section 36:54

36:54 Purpose. – The purpose of this subdivision is to:

- I. Provide timely notice to potentially affected municipalities concerning proposed developments which are likely to have impacts beyond the boundaries of a single municipality.
- II. Provide opportunities for the regional planning commission and the potentially affected municipalities to furnish timely input to the municipality having jurisdiction.
- III. Encourage the municipality having jurisdiction to consider the interests of other potentially affected municipalities.

Source. 1991, 300:1, eff. Jan. 1, 1992.

Section 36:55

36:55 Definition. – In this subdivision "development of regional impact" means any proposal before a local land use board which in the determination of such local land use board could reasonably be expected to impact on a neighboring municipality, because of factors such as, but not limited to, the following:

- I. Relative size or number of dwelling units as compared with existing stock.
- II. Proximity to the borders of a neighboring community.
- III. Transportation networks.
- IV. Anticipated emissions such as light, noise, smoke, odors, or particles.
- V. Proximity to aquifers or surface waters which transcend municipal boundaries.
- VI. Shared facilities such as schools and solid waste disposal facilities.

Source. 1991, 300:1, eff. Jan. 1, 1992.

Section 36:56

36:56 Review Required. – A local land use board, as defined in RSA 672:7, upon receipt of an application for development, shall review it promptly and determine whether or not the development, if approved, reasonably could be construed as having the potential for regional impact. Doubt concerning regional impact shall be resolved in a determination that the development has a potential regional impact.

Source. 1991, 300:1, eff. Jan. 1, 1992.

Section 36:57

36:57 Procedure. –

- I. Upon determination that a proposed development has a potential regional impact, the local land use board having jurisdiction shall afford the regional planning commission and the affected municipalities the status of abutters as defined in RSA 672:3 for the limited purpose of providing notice and giving testimony.
- II. Within 144 hours of reaching a decision regarding a development of regional impact, the local land use board having jurisdiction shall, by certified mail, furnish the regional planning commission and the affected municipalities with copies of the minutes of the meeting at which the decision was made. The local land use board shall, at the same time, submit an initial set of plans to the regional planning commission, the cost of which shall be borne by the applicant.
- III. At least 14 days prior to public hearing, the local land use board shall notify, by certified mail, all affected municipalities and the regional planning commission of the date, time, and place of the hearing and their right to testify concerning the development.

Source. 1991, 300:1, eff. Jan. 1, 1992. 2003, 220:1, eff. Aug. 30, 2003. 2005, 39:1, eff. July 16, 2005.

Section 36:58

36:58 Applicability. – The provisions of this subdivision shall supersede any contrary or inconsistent provisions of local land use regulations enacted under RSA 155-E and RSA 674.

Source. 1991, 300:1, eff. Jan. 1, 1992.

ROBERT'S RULES LITE

Motion (bring issue to floor)

Second

Restate Motion (for accuracy and to make sure everyone hears)

Discuss

Amend (change something about the motion)

Second

Restate Amended Motion

Discuss Amendment

Vote on Amendment

Call the Question (bring final version to a vote)

Second

Vote to Call Question (requires 2/3)

Final Restate of the Motion with all Amendments

Vote

Request Suspension of Rules (to allow informal working out of wording)

Second

Vote to Suspend Rules (requires 2/3)

Request Reinstatement of Rules (to amend, vote, etc.)

Second

Vote to Reinstate Rules (requires 2/3)