

# Community Development Connection

VOLUME 1, ISSUE 9

SEPTEMBER 26, 2013

Office of Community Office -  
Town of Amherst



## Strategic Planning—FY 2015 Budget Process

### Creating a Desired Future:

#### An Integrated Approach to Strategic Thinking and Planning

Strategic departmental planning and budgeting process for FY15 and beyond have been a top priority for all departments within the Amherst Town Government. Department heads have been collaborating with their personnel to develop a range of multi-year plans and budgets – showing alternative tradeoffs in outcomes and expenditures required to deliver them.

The Police and EMS Departments have already presented their Strategic Plans, which are not available online as a pdf or you can view the video of BOS meeting presentation on ACTV.

Upcoming presentations include the Library and Fire Department on September 30th, Community Development and the Department of Public Works on October 15th, and Recreation and Town Administration on October 28th.

The presentations, schedules, and additional information shall be found on the Board of Selectmen's [Strategic Planning](#) page and will be updated as changes occur and more information becomes available.

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## Did You Know? — DOT's draft Ten Year Plan

The NH Department of Transportation has issued its draft of the 2013-2033 Ten Year Plan. Why is this important to you?

This is the document that schedules all transportation projects state wide for funding—including the replacement Amherst's red listed bridges, Manchester Rd bridge (FY 2018), New Boston Rd bridge (FY 2019) and Horace Greeley Bridge (FY 2020). Beyond bridge replacements funded through the State Aid Bridge (SAB) program, the draft includes funding for several important regional projects, such as:

- Widening Route 101 in Bedford to 5 lanes for approximately 2 miles from NH 114 to Wallace Rd (FY 2012-2017)
- Intersection improvements at several intersections on Route 101a from Milford to Nashua (FY 2014)
- Widening Route 101A in Nashua to 7 lanes for approximately 1.5 miles from Celina Ave to Amherst St Mall (FY 2020)
- Creation of the Broad Street Parkway in Nashua, a new 2 mile, 2 lane road to connect Broad St (Rt 130) to West Hollis St (Rt 111) in Nashua creating direct access to downtown Nashua (FY 2013-2014)

For more information on these projects, or to make your opinion heard, check out the upcoming events on the Ten Year Plan in the Public Hearings announcement on page 6 of this newsletter.



## Community Planning Grant—Next Steps:

The Planning Board and the Community Development Office hosted a Public Input session in June at the Souhegan High School to kick-off the Round II Community Planning Grant. The grant was awarded to the community to combine and update the water resource ordinances with current Best Management Practices for the Watershed Conservation, Wetlands Protection, and Aquifer Conservation Districts in order to protect the high quality drinking water and watershed of the Town of Amherst and the Region. The goal of this project will be to prepare revised ordinances that reflect the goals of the Master Plan and the interests of the community for the voters to approve on the 2014 Town Ballot.



In addition to crucial public input and assistance gathered in June, the Planning Board has been working with consultants and an Advisory Team including the Amherst Conservation Commission, Souhegan Valley Chamber of Commerce, Pennichuck Waterworks, and the Towns of Merrimack and Milford, along with many other stakeholder groups to help ensure the ordinance revisions will work with the breadth of the community's needs. The rough draft was distributed the first week of September, and the Planning Board hosted a worksession on September 24th at Souhegan High School.

Based on feedback, a second draft of the Wetlands and Watershed Conservation District is in the works. In addition, the team has started working on 1st drafts of both the Aquifer Conservation and Floodplain Conservation Districts. The draft revisions and worksessions information will be posted on the [Special Projects](#) page as they become available.

There will be additional meetings and revisions based on your feedback over the fall to be ready for public hearings in December. Keep your eyes out for information on this project.

If you would like to become more involved, please contact Sarah Marchant, Community Development Director, at [smarchant@amherstnh.gov](mailto:smarchant@amherstnh.gov) or 673-6041 to see how you can help.

## Welcome to Amherst!

Salon Amalie is opening its doors at 102 Ponemah Rd on October 1st. The salon will offer a variety of services including: Hair, Nails, Massage Therapy, Skin Care, Acupuncture, Reiki and Nutrition. Each service is performed by licensed independent contractors.

Please join us in welcoming this company to their new location in Amherst!

**Salon Amalie**  
Hair Salon and Spa

**Marguerite Caron**  
Co-owner Salon Amalie llp  
Esthetician & Make-up Artist  
Director of NeriumAD

C: 603.361.6442  
S: 603.673.6254  
102 Ponemah Rd #15  
Amherst, NH 03031  
Email: [SalonAmalie@gmail.com](mailto:SalonAmalie@gmail.com)  
[www.margueritecaron.nerium.com](http://www.margueritecaron.nerium.com)

## WE MOVED!

The Town Hall Offices were relocated as of July 29th to allow for the repair and replacement of Town Hall's roof and truss structures over the next several months. The offices of the Town Clerk, Tax Collector, Assessing, and Community Development (Building, Planning, Zoning, Code Enforcement, and Economic Development) have been relocated to temporary offices in the Central Fire Station Community Room, located at 177 Amherst Street. All phone numbers, email, and hours of operation will remain the same.

All Planning Board, Zoning Board, Heritage Commission, Historic District Commission, and Conservation Commission meetings have been relocated to space at Souhegan High School or the Brick School SAU building. Please check all agendas carefully as to the location of the meetings.

The repairs are to be completed by the end of October (we hope). As soon as the work is completed, all Departments, Boards, and Commissions will head back to our normal Town Hall spaces.

Note: The Town Administration, Welfare, and Finance Departments are only accessible by appointment during construction. Please call 673-6041 x210 for Town Administration and x213 for Finance Department.



## Meeting Results:



Each month this column will bring you a quick update on the results of the Zoning Board, Planning Board, and Historic District Commission's deliberations:

### Zoning Board (ZBA)

The ZBA heard one Variance requests September 17th:

#### 1. Case #PZ 4356: Variance

**Smith Lane, PIN# 003-027-000 – Terry & Kelly Connor** – To construct Residential Development units along Horace Greeley Highway (NH Rte 101) within the 100' Scenic Setback.

*The variance request was approved to allowing structures a 50 ft setback from the Route 101 Corridor.*

**PLEASE NOTE: October ZBA Meeting will be held at Souhegan High School, Information Center, Rm. 202.**

### Planning Board (PB)

The PB held a public hearing to hear one application on September 4, 2013 and a site walk on September 14th at 1:30 am.

1. **Case #4300 – Stacy J. Clark – Affordable Housing Suitability – 131 Hollis Road (Route 122), PIN# 001-013-000, - 004 & -005:** Application for Affordable Housing Suitability determination of a 16 unit affordable housing development on a proposed private drive loop road off of Hollis Rd .

*The application was tabled until the October 2, 2013 meeting to allow time for a site walk, scheduled for September 14, 2013 at 11:30 am.*

2. **Case #4199 – Brad Knight – Acorn Fields – 12 Stearns Road, PIN# 004-065-001:** Application for a non-commercial sports and recreation Non-Residential Site Plan with waivers requested from providing a Water Resource Management Plan/Stormwater Report, Traffic Study, and the scale at which the plans are required to be provided.

*The application was tabled until the October 2, 2013 meeting to allow time for he submission of additional information including :written documentation of the proposed duration (months, days, hours) and number of proposed tournaments; contacting the Town about potential partnership of field management ; and information on the business plan.*

**PLEASE NOTE: The October 2 Planning Board meetings will be held at the Souhegan High School at 412 Boston Post Rd in the Auditorium.**

### Historic District Commission (HDC)

The HDC held two site walks prior to the meeting and a public hearing for the applications on September 19th:

1. **Case #4386 -- Tracy Hutchins, 5 Beaver Brook Circle, PIN #018-019-000:** to relocate generator.

*The application was approved as presented.*

(Continued on p.4)

## Meeting Results (continued)

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2. Case #4325 – Timothy & Mary Ireland, 1 Carriage Road, PIN #017-024-000: to demolish barn.

*The Commission voted (4 to 1) to grant the owners' request to remove the structure, demolition of the connecting shed, and dismantle the barn for future reconstruction.* Further:

1. The barns will be dismantled for future re-construction.
2. The homeowners are to adequately document the footprint of the structure, taking photographs both inside and outside for their future application, as well as record all dimensions, including height.
3. Granite posts are to be set at each corner of the barn to show the original footprint.
4. The re-construction of the barn shall be within the original footprint of the demolished structure.

Findings:

1. This is a contributing property.
2. This property is #24 on the National Register of Historic Places: The Nathaniel Emerson Tavern.
3. The house is highly visible, but the barn is less visible from the road.
4. Consideration of the demolition is only due to the condition of the building. It is demolition by neglect at this time, and it poses a serious safety issue. If this were a more remote barn with no children around the area, the Commission might request that the barn be fixed.
5. The applicant has met with multiple contractors who say that the building is well beyond repair.

*The Irelands were cautioned to wait 20 days before beginning their work.*

3. Case #4412 – Amherst School District, 80 Boston Post Road, PIN #-19-011-000: tree removal.

*The application was approved as presented with the condition the applicant replace the tree with another that will grow to the same scale.*

4. Case #4445 – Robert Heaton, 18 Church Street, PIN #017-078-000: tree removal.

*The Commission unanimously voted to approve the request and not require them to replace the tree because there are enough other natural trees in the area and adding another tree will not do well there.*

5. Case #4442 – Jim & Michelle Emmond, 8 Davis Lane, PIN #005-096-000: : tree removal.

*The Commission unanimously voted to approve the request. The species that is being considered for the removal is the reason for the request, as it is a weak tree and poses a threat to the house.*

6. Case #3365 – Town of Amherst, 119 Boston Post Rd, PIN #017-003-000: : tree removal.

*The Commission unanimously voted to approve the request with no replacement required, because the tree is in close proximity to telephone wires and a structure and there are other mature trees in the area.*

7. **DISCUSSION:** Draft wording to amend the Historic District Regulations, to clarify the definition of a mature tree and modify the requirements for the review and removal of mature trees. *The draft wording is posted on the [Special Projects](#) page, the Board discussed minor revisions for replacement trees. The Public Hearing for adoption of the changes is scheduled for October 17th.*

**PLEASE NOTE:** *The October 17 HDC meetings will be held at the Brick School Conference Room , 1 School Street..*

## SAVE THE DATES:

### "Three Free Ways to Promote Your City or Town via The Web"

**A BROADBAND TRAINING SESSION:** Presented by Andre Garron & Shane Bradt from UNH Cooperative Extension and the NH Broadband Mapping & Planning Program (NHBMP)

**WHEN:** Wednesday, October 30th, 2013, 10:00am

**WHERE:** Nashua Regional Planning Commission (NRPC), 9 Executive Park Drive, Suite 201, Merrimack, NH Look for: NRPC Community and Economic Vitality Workshop Summary

For more information and a complete list of accepted items, please visit: [www.nashuarpc.org](http://www.nashuarpc.org) or call 424-2240.



**WHEN:** Thursday, October 17

**WHERE:** Hampshire Dome in Milford, NH

"Absolutely outstanding" was the description for the SNH Expo 2012. The Hampshire Dome was jam packed with over 200 businesses, civic organizations, fantastic restaurants and food merchants., and over 4000 attendees. Don't miss out on this year's event, which promises to be the best yet.. For more information check out [www.southernnhexpo.com](http://www.southernnhexpo.com).

## New Hampshire Municipal Association's 72nd Annual Conference- *COMMITMENT TO SERVICE*

**WHEN:** November 6-7, 2013

**WHERE:** Radisson Hotel, Manchester NH

The New Hampshire Municipal Association (NHMA) is pleased to announce its 72nd Annual Conference, with the theme Commitment to Service. This is New Hampshire's premier conference for municipal officials, featuring over 30 educational sessions on timely and relevant topics, as well as ample opportunities to meet and greet with exhibitors ready to offer you the latest products and services.

For those of you interested in a relatively inexpensive way to learn more about how Town government, school districts, boards and commissions work this is a great two-day conference opportunity. The conference generally has tons of session choices so you can customize the experience to your own interests.

Please visit the [NHMA website](http://NHMAwebsite) for more information. For questions or to register by mail, call 800.852.3358, ext. 3350, or email [NHMAregistrations@nhmunicipal.org](mailto:NHMAregistrations@nhmunicipal.org).



## Department of Transportation—Ten Year Plan:

### Provide your Input on the 2015-2024 Draft Ten Year Plan

The New Hampshire Department of Transportation (NHDOT) and the Governor's Advisory Commission on Intermodal Transportation (GACIT) are holding public hearings on the NHDOT's recommended update of the State's Ten-Year Transportation Program (2015-2024).

These public hearings are an opportunity for citizens to comment on the draft plan, which is the result of several months of work by communities, the Nashua Regional Planning Commission (NRPC), and the NHDOT.

**Below is a schedule for hearings being held by District 5 Councilor Deb Pignatelli, representing the NRPC communities of Amherst, Brookline, Hollis, Hudson, Litchfield, Lyndeborough, Mason, Merrimack, Milford, Mont Vernon, Nashua and Wilton.**

#### BEDFORD

Wednesday, October 2nd ~ 7:00 PM

Bedford Cable TV Meeting Room  
10 Meetinghouse Road

#### MILFORD

Thursday, October 17th ~ 6:30 PM

Milford Town Hall Banquet Room  
1 Union Square

#### NASHUA

Thursday, October 10th ~ 6:30 PM

Nashua City Auditorium, 3rd Floor  
(please use Elm St Entrance)  
229 Main Street

#### PETERBOROUGH

Monday, October 21st ~ 6:30 PM

Peterborough Town Hall, Upper Hall  
1 Grove Street

NRPC will present a summary of the process used to prioritize proposed transportation projects at the October 10th & 17th hearings in Nashua and Milford respectively. NRPC staff will also attend the October 2 hearing in Bedford in support of Merrimack and the September 25th hearing in Derry in support of Pelham. You are strongly encouraged to attend your Councilor's hearings to show support for the regional projects.

Those not able to attend the meetings can submit written testimony within 10 days of the completion of the Public Hearings, but no later than October 31, 2013. Written comments should be addressed to:

**William E. Watson, P.E.**  
**Bureau of Planning and Community Assistance**  
**New Hampshire Department of Transportation**  
**John O. Morton Building, 7 Hazen Drive**  
**P.O. Box 483**  
**Concord, NH 03302-0483**

Copies of documents related to the Draft Ten-Year Transportation Improvement Plan (2015-2024) will be available for review on the NHDOT website prior to the first Public Hearing at [www.nh.gov/dot/org/projectdevelopment/planning/typ/](http://www.nh.gov/dot/org/projectdevelopment/planning/typ/) or by contacting the NHDOT's Bureau of Planning & Community Assistance.



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WE ARE ON THE WEB!

[WWW.AMHERSTNH.GOV](http://WWW.AMHERSTNH.GOV)

The Community Development Office strives to effectively manage community change in accordance with the Master Plan and the Town's ordinances and regulations by providing professional advice and technical expertise in a consistent and fair manner to citizens, boards, commissions, departments, and regional agencies on the implementation of land use ordinances, regulations, and policies for both the short and long term physical, natural, and economic development of the Town.

The Community Development Office is comprised of the Building, Zoning, Planning, Code Enforcement, and Economic Development Departments. The Office provides support to the Planning Board, Zoning Board, Amherst Conservation Commission, Historic District Commission, Heritage Commission, and the CIP Committee. The office provides a one-stop location for all land development processing in the Town.



## NRPC UPDATE



### A PROGRESS REPORT ON THE REGIONAL PLAN

The Nashua Regional Comprehensive Plan is a three year project (2012-2014) to develop the master plan for the region. An ambitious undertaking, the plan will be based on the best and most recent data available and will feature the same chapters topics as found in most municipal master plans. The goals, strategies and recommendations will be shaped by the residents and communities in the region and the plan will ultimately be adopted by the NRPC Commissioners who are appointed by the governing body of each municipality.

At all stages of this process, involvement by our municipalities is welcomed and strongly encouraged. Only with your active help and participation

can the Comprehensive Regional Plan be a true success.

#### PROJECT TIMELINE:

**2012:** Draft Public Outreach Plan, Community Events/Open House, Public Meetings, & Data Gathering

**2013:** Topic Workshops, Focus Groups, Regional Needs Assessment, Future Investment Priorities, & Technical Analysis

**2014:** Chapter Development, Draft Plan, Public Hearings & Regional Plan Adoption.

[Nashua.grantiestatefuture.org](http://Nashua.grantiestatefuture.org)

Vigorous public involvement is also critical to the development and implementation of the regional plan, and to this point it has been extensive. Consider our participation so far...

**820**

Number of residents who have submitted written comments to the Regional Plan

**679**

Number of residents NRPC has engaged at an outreach or community event

**308**

Attendance at workshops and meetings for the regional plan

Stay tuned for more upcoming workshops and events! If you are interested in learning more about the different committees and how to get involved or want more information on the Regional Plan, please contact Jen Czysz at [jenc@nashuarpc.org](mailto:jenc@nashuarpc.org).