

2010 ANNUAL REPORT OF REGIONAL AND LOCAL PLANNING ACTIVITIES

PART 1: REGIONAL PLANNING

In addition to assistance provided directly to each Town, RPC member communities benefitted from **regional planning activities and services** carried out by the Commission on behalf of the wider region. During 2009 these included:

GENERAL LAND USE PLANNING:

- ❖ Developments of Regional Impact Review: Provided Developments of Regional Impact (DRI) Committee support; developed written comment letters and recommendations for two regional proposals to the affected communities. Finalized a set of rules of procedure for the DRI committee and adopted as part of RPC By-Laws. Developed and distributed regional impacts guidance document for local land use boards.
- ❖ Organized and administered annual local planning and technical assistance grant program for non-coastal communities using grant funds received from the Office of Energy and State Planning. The purpose of the grant program is to fund planning and related mapping projects for member communities not eligible for grants under the coastal program or the I-93 CTAP discretionary grant funds. Projects completed:
 - Town-wide build-out analysis for Brentwood;
 - Merged Fremont's existing water resource management and protection plan into the newly adopted Natural Resources chapter; updated the Public Utilities chapter of the Town's Master Plan; and worked with the Planning Board to establish a CIP reporting process; and
 - Assisted the Newton Planning Board with Village District zoning.
- ❖ Continued development of in-house Geographic Information System (GIS) for use in local and regional planning. Continued assisting many towns in developing and maintaining computerized tax parcel maps, base maps and resource overlay maps and responded to numerous inquiries for mapping assistance (see Town specific summaries). Staff presented at meetings of the statewide GIS User Group and Statewide GIS Advisory Committee to remain abreast of recent advances in computer mapping in NH and to represent local and regional interests. Staff represented the State of NH GIS community as member of the Board of Directors for the New England URISA group. Continued to update and maintain land use, zoning and conservation land coverages for the region and acquire new and updated GRANIT coverages as available. GIS staff responded to hundreds of GIS data and map requests throughout the year. Obtained and distributed updated aerial photography for the region. The GIS staff also responded to numerous "how-to" requests from local planners and their consultants.
- ❖ Continued management of the Regional Brownfields Hazardous Substance and Petroleum Assessment Program; met with Advisory Committee to review sites on the Brownfields inventory; completed Phase I and Phase II site assessments on five properties; met with local officials and property owners to discuss benefits of the program. Participated in workforce housing and train station area redevelopment charettes.

- ❖ Prepared and distributed our annual zoning and building code amendment calendar informing town officials of the required timing of events associated with proposed zoning ordinance and building code amendments for both standard town meeting and SB-2 communities and for both March, April and May town meeting deadlines.
- ❖ Continued to maintain and update our planning library of model ordinances, subdivision and site plan review regulations, other local land use regulations as well as our general reference library for planning which is available to all member communities.
- ❖ Fulfilled numerous inquiries and requests for statistical information regarding the region regarding demographic and related information and maintained the RPC's role as State Data Center Affiliate for Census and other data.
- ❖ Organized the annual planning and technical assistance funding for Coastal Zone communities to enable them to obtain a variety of local planning assistance grants under a single region-wide application. Individual projects that were undertaken this year included:
 - Provided planning assistance to the Exeter Planning Board in preparing amendments to the Town Zoning Ordinance and produced aerial photography maps in support of the zoning amendment;
 - Attended Greenland's monthly Planning Board meetings, reviewed development applications, prepared amendments to the Zoning Ordinance, assisted the board in implementing land use and natural resource related Master Plan recommendations; attended monthly Conservation Commission meetings and assisted the Commission with development of a Natural Resources Inventory and Executive Summary; prepared a grant application for the Town to the Piscataqua Region Estuaries Partnership for funds to develop a newspaper discussing natural resources in the community and tools to protect resources; the grant request was approved for funding and the RPC assisted the Commission with drafting articles for the newspaper;
 - Assisted the Hampton Town Planner and Planning Board in preparing a draft Natural Resource chapter for the Master Plan and produce GIS layers depicting town-wide natural resources; will assist the planning board to amend their multi-family housing ordinance in anticipation of March 2011 Town Meeting;
 - Obtained a CZP grant for Hampton to conduct a redevelopment feasibility assessment for alternative energy generation at the site of the former Hampton landfill;
 - Attended Hampton Falls monthly Planning Board meetings, reviewed development applications, prepared amendments to the Zoning Ordinance, updated the Town's tax maps with annual assessor's information;
 - Attended North Hampton's monthly Planning Board meetings, reviewed development applications, prepared amendments to the Zoning Ordinance;
 - Assisted North Hampton in updating the Town's Master Plan;
 - Assisted the Seabrook Conservation Commission with identification of conservation lands; prepared a grant application for the Commission requesting funds from the Piscataqua Region Estuaries Partnership for technical assistance to contact land owners to discuss conservation opportunities, grant was approved for funding and the RPC will work with the Southeast Land Trust of New Hampshire and the Town;

- Staff provided technical assistance to the Town of Seabrook, in a pilot study for the region, to develop adaptation strategies and methods to identify and protect areas of increased risk from coastal flooding due to climate change. Also assisted the community in mapping areas vulnerable to flooding and will develop tools to modify flood hazard regulations to account for increased flood risk in future development or redevelopment in these areas;
- Staff continued participation on the Legislative Groundwater Study Commission addressing issues including requiring identification improvements for new wells and determining the appropriate municipal response to large groundwater withdrawal permitting.
- ❖ Continued third year of a pilot program through a CZP grant to provide ‘circuit-rider’ planning services to Conservation Commissions. In 2010, services were provided to the Towns of Stratham and North Hampton.
- ❖ Through a grant from the NH Charitable Foundation with assistance from Clean Air-Cool Planet, assisted local energy committees in Atkinson, Hampton Falls and New Castle to complete municipal energy audits and reports, develop draft Energy Chapter for their Master Plans, and developed action plans for short-term to long-term implementation of energy efficiency and conservation strategies in their communities. Participated in the NH Carbon Challenges Local Energy Committee to carry out their activities, as needed and as staffing resources are available, including presentation at the first annual Local Energy Solutions Conference.
- ❖ Provided technical assistance to the NH Office and Energy and Planning in administering the FEMA Flood Insurance Program.

WATER QUALITY:

- ❖ Continued to represent the region on the Piscataqua Region Estuaries Partnership Management Committee that oversees the State’s National Estuaries Program (NEP) project aimed at improving water quality and shellfish management of the Great Bay, Little Harbor and Hampton/Seabrook Harbor estuaries.
- ❖ Staff continued to provide technical assistance to the ten communities in the Exeter River watershed by working with the Exeter River Local Advisory Committee (ERLAC), tasks this year included completion of a geomorphic assessment of the river and identification of fluvial erosion hazard zones in the river corridor and completing the nomination of the Lower Exeter River and Squamscott River to the NH Rivers Management and Protection Program.
- ❖ Staff attended numerous Groundwater Commission and subcommittee meetings, and planned and hosted a public forum in conjunction with NHDES and the Groundwater Commission regarding the role of municipalities in the large groundwater withdrawal permitting process. The forum reported the on the information received by the Commission as a result of last year’s workshops with each of the regional planning commissions. The forum was attended by 50+ communities, legislators and agency representatives.
- ❖ Concluded involvement in the State Tidal Energy Commission, including active monitoring of preliminary permit and site investigations for installation of tidal electric generators in the Piscataqua River. Reviewed and commented on the Commission’s final report.
- ❖ Participated in DES-lead efforts to plan the startup of the Southeast Watershed Alliance (SWA); provided guidance, attended planning public informational meetings, informed communities about the initial meetings. Attended all SWA meeting as member of the Advisory Committee, as established in the SWA enabling legislation.

ECONOMIC DEVELOPMENT PLANNING:

- ❖ Provided assistance to the Rockingham Economic Development Corporation (REDC) in preparing the 2010 five year major update to the Comprehensive Economic Development Strategy (CEDS), supporting on-going regional economic data and associated analyses.
- ❖ Staff continued to coordinate the regional Brownfields Hazardous Substance and Petroleum Assessment Program, working closely with consulting engineers and the Brownfields Advisory Committee, municipalities, landowners, NH DES and US EPA to complete assessments and redevelopment plans. To date initial site assessments have been completed for sites in Fremont, Exeter, Greenland, Sandown and Hampton. RPC was awarded a second phase of Brownfields Program funding in 2009, to continue work on existing and additional sites.
- ❖ Staff participated in quarterly meetings of the NH DES Brownfields Advisory Committee.
- ❖ Staff is near completion of the first year of the NH Broadband Mapping Project, a cooperative statewide effort involving UNH/GRANIT (Complex System Research Center), DRED and the nine regional planning commissions. This project is part of the Broadband Technology Opportunities Program (BTOP). The goal of this project is to map existing availability of Broadband service and find areas in the state where there is a lack of broadband service as well as areas that are underserved. The RPC has mapped and surveyed over 500 Community Anchor Facilities as required by Phase I.

HAZARD MITIGATION PLANNING:

Staff continued working with New Hampshire Homeland Security and Emergency Management in coordinating, facilitating and updating Natural Hazard Mitigation Plans for communities in our region. Plan updates for the Towns of Rye, Fremont and Portsmouth have been completed this year. The RPC is currently working with the Towns of Seabrook, North Hampton, Plaistow and is scheduled to work with the Town of Exeter within the next year. Updated Hazard Mitigation Plans are required to maintain community eligibility for pre-disaster hazard mitigation project grants through FEMA.

RPC staff are participating members of the ad-hoc Coastal Adaption Workgroup (CAW), which was formed to help implement adaption strategies of the NH Climate Action Plan relating to flood hazards, sea level rise and natural resource protection. The CAW is comprised of representatives of federal and state agencies, the RPC and coastal communities working toward raising awareness and bringing forward technical information, recommended guidelines and outreach to communities in the Coastal Watershed.

EDUCATIONAL PROGRAMS:

- ❖ Staff provided educational presentations at commission meetings covering the topics of innovative stormwater management, capital improvements programming, large groundwater withdrawals and declaring projects to have regional impacts.
- ❖ Organized and held the Annual Legislative Forum, where RPC legislative priorities were presented and local officials and legislators were invited to discuss issues of interest to local officials and legislators.
- ❖ Supplied two free copies of the 2010 New Hampshire Planning and Land Use Regulation books to each RPC member community (Planning Board and Zoning Boards of Adjustment). Organized a cooperative purchase of the books at a substantial savings to member communities; and
- ❖ Organized and co-sponsored special regional meetings and/or workshops during the year.

TRANSPORTATION PLANNING:

- **Regional Employment Data:** Staff executed an agreement with NHDOT and the Dept. of Employment Security to obtain address level employment data (number of employees by physical address). This data is to be used for regional travel demand model updates.
- **Zoning Map Updates and Maintenance for Member Communities:** Staff worked with member communities to update our inventory of zoning ordinances and maps for all towns within the RPC. At this time we have a list of modifications to complete the region wide inventory, including updating maps for the Towns of Greenland, Hampton Falls, North Hampton, Newton and Stratham. Staff also updated the regional zoning GIS layer depicting generalized zoning for all communities.
- **Regional Buildout:** Staff is completing town buildouts for the seven CTAP towns (Atkinson, Danville, Fremont, Hampstead, Salem, Sandown and Windham) additionally the RPC has completed recent buildouts for the towns of Brentwood, Stratham, Rye, Plaistow, and Greenland. The regional buildout has been started and will mimic the work done in the CTAP communities.
- **Development Database:** The object of this project is to develop and maintain a database of major developments/traffic generators as they occur in the communities of the region. The initial phase of the project was to determine a methodology to collect and maintain the data. Initial contact was made at the NH DOT District level office to assess their records for highway access permits and work is ongoing.
- **CEDS Assistance to the Rockingham Economic Development Corp.:** Staff assisted the Rockingham Economic Development Corporation and the CEDS Committee to prepare the five year major update to the regional Comprehensive Economic Development Strategy document by providing necessary data and demographic analysis for the 2010 CEDS (see above). This document enables the region to maintain eligibility for EDA economic development infrastructure funds.
- **US Census 2010 Participant Statistical Areas Program (PSAP):** The RPC assumed the role of primary participant for the region's communities in the US Census Participant Statistical Areas Program (PSAP) for the 2010 Census. This included: reviewing and modifying the census block and block group delineations for the 2010 census. Communities were contacted and consulted for all changes that would have an impact on them.
- **Traffic Counting:** In cooperation with NHDOT, the RPC maintained a robust traffic counting program in the region completing approximately 180 counts during 2010. This data is used by NHDOT, communities and RPC to monitor traffic growth and flow, to update and calibrate the regional traffic model and to identify congestion mitigation projects.
- **East Coast Greenway Conceptual Design & Implementation Plan:** Staff completed the Conceptual Design for the NH Seacoast Greenway, developed an application jointly with NHDOT for Transportation Enhancement funds for safety improvements on the on-road route, continued facilitation of the region NHSG Advisory Committee, and aided in the development of a volunteer group in Seabrook to spearhead local efforts to build the first off-road segment for the NHSG.
- **Safe Routes to School:** Staff worked with several member communities in the development of Safe Routes to School (SRTS) initiatives, including Rye, Hampton, Plaistow and Newfields. Staff also worked with the Bike/Walk Alliance of NH to develop a successful grant proposal funding a statewide, school-based bicycle safety education program targeting 4th and 5th graders..
- **NH 125 Brentwood Study:** During the summer of 2010 NHDOT installed traffic signals at the intersection of NH 125 and North Road and NH 125 and NH 111A (Middle Road) as part of the Highway Safety Improvements Program. RPC staff assisted NH DOT with public involvement, necessary amendments to the Transportation Improvement Program and other project needs. A corridor study of that region of NH 125 is still planned for a future date.

- **Model GUI Update:** Staff worked with the modeling consultant to update the regional travel demand model. The results included improved ability to analyze results from the Transportation Model, including deriving mode split by area, distribution by area and travel type. Staff trained for the new methods of analysis. Staff also reviewed the transit modeling capabilities with the consultant (RSG) and discussed potential improvements in modeling transit mode share.
- **2009-2035 Long Range Transportation Plan:** The Long Range Transportation Plan was amended to ensure that it reflects current long range transportation needs in the region and that it complies with current requirements of Federal Planning regulations. New TIP and Plan project lists, financial estimates, and air quality conformity analysis were completed based on the approved State 10 Year Plan.
- **State Ten Year Plan Process:** The RPC participated in GACIT hearings on the State 10 Year Plan and consulted with NH DOT and other planning partners regarding the projects in the document.
- **Air Quality Conformity Analysis:** An Air Quality Conformity Analysis was completed along with the adoption of the MPO Long Range Plan in October 2010. The process involved updating growth and travel assumptions, incorporating projects into the model and coordinating the analysis with the other New Hampshire MPOs. Other components included reworking of the off-model analysis to ensure that methodologies and assumptions were correct, incorporating information from other MPO air quality analyses, and development of the Exempt and Not-Exempt Project lists. The Air Quality Conformity analysis was presented to the MPO TAC and Policy Committees prior to approval of the document. A minor revision to the Air Quality Conformity analysis was completed to account for changes required by TIP Amendment #4 that required travel demand model runs and resulted in very small changes to emissions levels. A second area of work related to Air Quality Conformity involved the participation of MPO staff in a discussion with Federal, State and Regional Agencies regarding expanding the borders of the Non-Attainment Area as part of revisions to the Ozone standards.
- **Highway Safety Improvement Program (HSIP):** Reviewed information provided by NH DOT regarding projects proposed for the Highway Safety Improvement Program. Examined crash data in the region at identified high accident locations and developed recommendations for NH DOT to consider in planning safety related activities for 2010.
- **MPO Technical Advisory Committee and Policy Committee Meetings:** Prepared for, supported and attended MPO Technical Advisory Committee meetings during July and September of 2009 and January, February and May of 2010. Prepared for and attended MPO Policy Committee meetings during October 2009 and January, March, July and October 2010. This includes posting of legal notices, preparation of all material presented at the meetings, recording and transcription of minutes, as well as assembly and mailing of agendas and other meeting materials. Items presented to the TAC and Policy Committee included:
 - Annual List of Obligated Projects;
 - MPO Long Range Plan final draft for approval;
 - Information on the Congestion Management Process and requirements;
 - The Transportation Improvement Program;
 - TIP amendments and administrative adjustments;
 - The Draft State Ten Year Plan;
 - MPO Criteria for project selection and prioritization;
 - Transportation Enhancements (TE) and Congestion Mitigation/Air Quality (CMAQ) program updates; and
 - The Congestion Management Process.

- **Annual List of Obligated Projects:** Researched project implementation and construction status with NH DOT staff and developed the federally required Annual List of Obligated Projects for 2009. The list was completed showing the projects in the region that FHWA has committed to providing funding for during the 2009 fiscal year and was published in two regional newspapers in December 2009. A report was distributed to the TAC and Policy Committees that can be found on the RPC website (www.rpc-nh.org) in the document library under transportation.
- **Interagency Consultation:** Continued participation in monthly interagency meetings/ conference calls to discuss air quality conformity, TIP and TIP amendment issues.
- **ARRA:** Represented New Hampshire Regional Planning Commissions at meetings of the NHDOT Stimulus Stakeholder Committee and discussed general TIP Amendment timing with an agreed upon schedule so as to complete a TIP Amendment in March to facilitate timely authorization of ARRA projects. Staff contacted RPC communities with municipal bridge, highway and TE projects about potential availability of ARRA funds to advance their project and reduce local match requirements.
- **Legislation and Hearings:** Researched transportation related bills in the current State legislative session. Attended hearings and provided testimony on SB136 raising the allowable ceiling on the "Local Option" vehicle registration fee. Participated with NHTA in a meeting with the House Finance Committee regarding state operating assistance for public transit. Prepared information for RPC representatives on transit funding in state budget and on HB644 increasing the road toll. Attended a hearing and provided testimony on a House Bill which would have provided for a corridor study on NH 33 in Greenland.
- **2011-2014 Transportation Improvement Program (TIP):** Prepared draft and final versions of the 2011-2014 Transportation Improvement Program and accompanying fiscal constraint information. Assembled the air quality conformity analysis for the TIP in conjunction with the update of the Long Range Plan. Published a public notice of a 30 day comment period and approved the TIP at the October 13th, 2010, RPC Commission meeting.
- **TIP Administrative Adjustments:** Processed monthly TIP Administrative Adjustments for each month. This entailed analysis and summarization of the changes and notification of TAC and Policy committee members of the changes via email. Any comments received were addressed and the Executive Director signed off on the changes and the information was forwarded to NH DOT. Also worked with SNHPC on separate Administrative Modification of TIP at the request of CART to update funding amounts for operating assistance.
- **TIP Amendments:** Finished processing Amendment #1 and initiated and finalized Amendments # 2-5 To the FY 200-2011 TIP. This included the publication of a 30-day public comment period, review and analysis of each proposed amendment. Amendment #4 also included a modification to the Air Quality Conformity Analysis for the region. All of the amendments and minor modifications to the TIP/STIP can be seen here: <http://www.nh.gov/dot/org/projectdevelopment/planning/stip/index.htm#STIP>.
- **CMAQ & TE Project Selection, Monitoring & Implementation Assistance:** Staff managed the Round 9 regional project solicitation and selection processes for the Transportation Enhancement (TE) and Congestion Mitigation/Air Quality (CMAQ) program. Held proposal development workshop, and worked with TAC and Policy Committees to review and rank proposals. Staff provided technical assistance with proposal development at the request of several applicants, including the Town of Exeter, Town of Plaistow, and NHDOT/NHSG. Staff provided technical assistance to several communities working to implement funded TE and CMAQ initiatives, including the Town of New Castle and its SAFEPATH initiative and the Town of Exeter on its train station parking expansion project. Participated in State CMAQ Advisory Committee.

- **COAST Technical Assistance:** RPC staff continued to provide planning and technical assistance to COAST, including: serving on the COAST Board of Directors and Executive Committee; demographic analysis required by FTA under Title VI of the Civil Rights Act; outreach to the Town of Newington regarding COAST funding; and data development and design for Transit Mapping and scheduling capabilities for their web site.
- **Exeter Transportation Committee:** Staff provided technical assistance to the Exeter Transportation Committee, working with various agencies providing general public transit and special needs transportation in Exeter.
- **COAST Bus Stop Inventory:** Staff updated the bus stop locations for use with the Google on-line mapping application.
- **Derry-Salem CART Technical Assistance:** RPC staff continued to provide planning and technical assistance to CART, including: serving on the CART Board of Directors and Executive Committee; completing a procurement process for CART's planned Derry-Salem fixed route service; and analyzing trip patterns to design additional fixed or flex routes.
- **Transit Coordination/RCC Development – Southeast NH/ACT Region:** Staff worked on the ACT brokerage planning process has included serving as Chair of ATC and working COAST and other ACT partners on securing designation as the Regional Coordinating Council (RCC) for the Southeast NH region; analysis of the transit need data to design supplemental service; work with providers to develop operating standards for service coordination, and development of a five year financial plan.
- **Transit Coordination/RCC Development – Greater Derry-Salem Region:** Staff facilitated a regional planning process to update the 2003 Derry-Salem Transit Study as the FTA-mandated transit coordination plan for the region; and develop a Regional Coordinating Council (RCC) for the region. The RCC was formally designated in June 2010. Completion of the coordination plan is projected for December 2010.
- **Exeter Downeaster Station Committee:** Continued participation in Exeter Downeaster Station Committee, which oversees operations of station area and planning for station expansion and station area redevelopment. Aided in writing a successful proposal for Transportation Enhancement funds for station improvements. Secured property appraisals for train station parking expansion.
- **Portsmouth-Manchester East-West Bus Service:** Staff worked with NHDOT on procurement for a contractor to provide bus service between Manchester Boston Regional Airport (MBRA), downtown Manchester, the Portsmouth Transportation Center and intermediate stops along NH 101. Implementation will be dependent on securing CMAQ funding in the current grant round.
- **General Support for Regional Rail and Bus Transit Development:** Worked with Exeter Downeaster Station Committee, the Exeter Transportation Committee, the Town of Plaistow and NHDOT on the Exeter Station Improvements, Haverhill-Plaistow MBTA Commuter Rail Extension and Portsmouth-Manchester East-West Bus project as described separately here. Responded to requests for letters of support for FTA 5310 vehicle application.
- **Plaistow MBTA Extension:** Worked with Town of Plaistow, MBTA, and NHDOT regarding extension of MBTA service to Plaistow, and relocation of MBTA Haverhill layover facility to Plaistow. Assisted town in developing an application for CMAQ funding to support the project. Assisted Town with funding to hire consultants to shape project development and funding strategy. Worked extensively with the Town and NHDOT in developing a TIGERII USDOT application for project implementation.
- **New Hampshire Transit Association:** Participated in the NH Transit Association (NHTA) and NHTA Legislative Committee. Provided input to state policymakers on state funding for public transportation in New Hampshire in comparison to other states.

- **Transportation Assistance for Seacoast Citizens (TASC):** Continued to provide technical assistance to the TASC regional volunteer driver program serving seniors and other transit dependent in eight Seacoast communities. Staff wrote a funding proposal securing additional FTA New Freedom funding to expand TASC and integrate it with COAST's call center; completed TASC's application to the IRS for 501c3 non-profit status; assisted TASC with development of municipal funding applications, and in planning for expansion and integration with the developing Alliance for Community Transportation seacoast transit brokerage.
- **Research Project on Integrating Volunteer Drivers into Regional Brokerages:** With grant funding from the Endowment for Health, staff and consultant Donna Schlachman, completed a study of best practices for incorporating volunteer drivers into regional transportation brokerages. The study also included recommendations for implementing the identified practices in the context of the TASC volunteer driver program.
- **State Coordinating Council on Community Transportation:** Staff participated in the State Coordinating Council on Community Transportation (SCC), which oversees development of a statewide network of regional brokerages designed to manage various state human service transportation programs including Medicaid.
- **Seacoast Commuter Options TMA Support:** Staff worked with Pease Development Authority, SRPC, COAST, and Southern Maine RPC to reestablish the Seacoast Commuter Options TMA, which has been between grant funding rounds for much of FY2009-2010. Worked on project partners to reassign a three year CMAQ grant to expand the TMA from PDA or SRPC.
- **Seacoast Bike/Walk to Work Day:** Coordinated regional activities for the 8th annual Bike/Walk to Work Day and statewide Commute Green event. Events included nine free bicycle/pedestrian commuter breakfasts around the region; the 4th annual Corporate Commuter Challenge; community bike rides and bicycle safety and maintenance workshops; and coordinating with COAST in promoting Green Commute Week.
- **Scenic Byway Program:** At request of the Town of Rye and the Hampton Beach Area Commission, developed proposal for Scenic Byway funding to update the Byway Management Plan for the NH Coastal Byway, following NH1A & NH1B. The original management plan was completed in 1995 and needs to be updated to reflect subsequent planning for Hampton Beach redevelopment and interest in improving bicycle/pedestrian safety and other multimodal travel options in the corridor.
- **Share the Road/Bicycle Safety Initiative:** Staff worked with Seacoast Area Bicycle Routes (SABR) and the Bike/Walk Alliance of NH (BWANH) on a regional share the road initiative in the wake of several serious crashes. Initial work included a forum for group ride leaders on ensuring lawful and respectful riding with large groups and work with the City of Portsmouth to adopt a Share the Road Proclamation.
- **Park and Ride Usage Study:** Conducted the first round of data collection for P&R usage study during the winter of 2009-2010. The objective of this project is to gather current data on use of regional park and ride facilities, with an emphasis on the Portsmouth Transportation Center (PTC), but also the new lot at Exit 2 in Salem, existing lots in Hampton, Hampstead, Plaistow and the second lot in Portsmouth. Of particular interest is assessing multi-day use of the lots vs. daily use by commuters.
- **Interstate 93 Improvements:** Worked with SNHPC, FHWA, and NH DOT to determine the appropriate listing of the I-93 projects and sub-projects in MPO planning documents and to determine the financial impact of the project on the Long Range Plan. Integrated the I-93 data into the financially constrained component of the Long Range Transportation Plan.

- **Salt Reduction Workgroup:** Responded to community request for information pertaining to the TMDL study in the impaired watershed in the I-93 area. Attended Salt Reduction Workgroup meeting in Derry; obtained proposed TMDL documents and reviewed. Reviewed Chloride Reduction Municipal Program proposed as part of the I-93 TMDL study and communicated with project manager about potential applications.
- **Wall Street Study:** Provided administrative and project coordination support for the NH111 Corridor Study / Wall Street Feasibility Study; attended 13 project advisory committee meetings and two public information meetings; monitor and reviewed work progress by consultant.
- **Plaistow Main Street Traffic Corridor/Traffic Calming Study:** This project has developed an analysis of traffic along Main Street and is making recommendations to implement traffic calming measures that will slow vehicle speeds and potentially result in the redirection of through traffic and heavy vehicles to NH 125. This project is largely complete and work is ongoing to incorporate recently gathered traffic speed data into the recommendations and to develop designs for potential improvements.
- **Stormwater Management:** RPC planning staff met to discuss the new Phase II NPDES permit requirements and its affect on MS4 communities in the region. Over the course of two meetings, RPC planning staff discussed the status of stormwater regulations in the region, including strategies to provide outreach to those communities who lack regulations or need to improve existing regulations, with particular emphasis on providing water quality and Low Impact Development implementation and design. Coordinated with UNH Stormwater Center staff to organize a stormwater work group to develop stormwater and water quality standards for redevelopment in the region, as well as addressing the technical and regulatory gaps in stormwater management at the local level. Members were identified and a workgroup was formed, with the first meeting held in 2009.
- **Congestion Management Process:** A Congestion Management Process (CMP) was developed for the RPC region during FY 2010. This process establishes a method and locations for tracking congestion and related impacts and addressing project needs in those areas that are congested. This process was approved by the MPO in October 2010, but will result in an ongoing data collection and analysis effort. The document can be found on the MPO website (www.rpc-nh.org).
- **ME-NH Connections Study:** Participated with NH DOT, ME DOT, FHWA, and KACTS in the study of the Memorial Bridge and Sarah Long Bridge rehabilitation/replacement needs over the Piscataqua River between Maine and New Hampshire. As a member of the study steering committee, staff assisted in the development of a stakeholder list and attended public informational meetings and stakeholder meetings. Reviewed and provided input on the Purpose and Need statement of the project, as well as design concepts and other issues that impact both the City of Portsmouth and at the RPC region. This study is nearly complete and is awaiting a final report from the consultant team and the Maine and NH DOT's.
- **Stratham Gateway District Ordinance:** Senior Planner coordinated with the Town Planner to develop a final budget and Scope of Work for the Gateway District form based code project. Senior Planner coordinated arrangements with a consultant to provide Form Based Code training in July 2009 for Stratham staff and RPC staff. See 105.2 for training completed for this project. Senior Planner met with the Stratham Town Planner, and had subsequent phone conversations, to review previous work by the town and discuss in detail development of the Gateway District form based code ordinance. This project will be completed during FY10.
- **Greenland NH 33 Zoning Alternatives Study:** This project prepared an analysis of the transportation impacts of various zoning options for areas adjacent to NH 33 in Greenland, NH. From this recommendations have been formulated for rezoning, revised zoning standards, and methods of mitigating increased traffic from development were illustrated. Work included:

- Turn and traffic count data was collected both in, and on the periphery of the study area, and an inventory of all existing land uses along defined study area was conducted. Land use, natural resource, zoning, development constraints, and developable land maps were prepared for both presentation and for data analysis purposes;
 - Multiple discussions were held with the planning board regarding land use, trip generation, and access management. Staff also talked conceptually about plans to develop a village district along Route 151 in combination with the analysis. An Access Management Plan was developed that included recommendations for Zoning, Site Plan Review, and Subdivision Regulation;
 - The project was expanded to include the entirety of the NH 33 corridor in Greenland. Met with a property owner in the study zone to discuss potential future growth options. Also performed plan review on a potential allowed use on the route 151/Portsmouth Ave intersection of which included meetings with the applicants engineers, transportation specialists, as well as performing field analysis on the subject property;
 - Met with NH DOT District 6 engineering staff to discuss corridor right-of-way issues and information available; and
 - Prepared analysis of trip generation capacities and access management program to reflect the "controlled access" status of much of NH 33 in that community. Prepared trip generation for future development scenarios to illustrate varying traffic impacts of different zoning approaches. Prepared maps for presentations of the results.
- **Hampton Beach Parking Study:** Staff met with the Hampton Beach Area Commission to discuss the scope and schedule for a study of parking availability and utilization in the beach district. A limited phase one scope of work based on HBAC input with three components: aerial surveillance photography of parking areas over three days (9 time slots); ground surveys of parking use and interviews of private lot owners; and coordination, compilation and analysis of work. In order to meet a short time line this will be accomplished by the MPO purchasing flight time and photography services and hiring a part time project coordinator with MPO staff supervision. The scope was used as the basis of a local economic development planning grant with REDC submittal. Work continued on this project through FY 10 and recommendations are forthcoming.

PART 2: TOWN-SPECIFIC ASSISTANCE

Atkinson: Provided circuit rider services; assisted planning board with revisions to ordinances and regulations; prepared a new community vision section of the Master Plan; general transportation MPO planning assistance; I-93 CTAP program implementation; buildout analysis and open space assessment; helped the town develop and adopt an inclusionary housing ordinance; assistance to the local energy committee. Participated in meeting regarding the NHDOT Highway Safety Improvement Program (HSIP) proposal to signalize the intersection of NH 111 and West Road/Island Pond Road.

Brentwood: Provided circuit rider services; assisted planning board with revisions to ordinances and regulations; general transportation MPO planning assistance; developed a NH Route 125 study to connect the Kingston segment with the Epping segment as well as the HSIP projects to signalize NH 125/ NH 111A and NH 125/ North Road intersections; provided assistance to the Exeter River Local Advisory Committee. GIS Staff created a map for NHEP conservation project newsletter.

Danville: Provided technical assistance as requested; assisted planning board with review of a very large development proposal; general transportation MPO planning assistance; CART regional transit system implementation; I-93 CTAP program implementation including an Open Space Plan: buildout analysis and open space assessment; provided assistance to the Exeter River Local Advisory Committee. Facilitated RCC development and FTA coordination plan update needed to secure regional transit funding. Updated and

provided copies of current zoning map to the Town.

East Kingston: Provided circuit rider services; assisted planning board with revisions to ordinances and regulations; general transportation MPO planning assistance; implementation of a wetland buffer education and outreach project funded by the Piscataqua Region Estuaries Partnership; coordinated Exeter/Stratham/Newfields/East Kingston/Epping household hazardous waste collection; helped the Town develop and adopt an inclusionary housing ordinance in response to SB342; provided assistance to the Exeter River Local Advisory Committee.

Epping: Provided technical assistance as requested; coordination of Exeter/Stratham/Newfields/East Kingston/Epping household hazardous waste collection; general transportation MPO planning assistance; provided information on the Brownfields assessment program and reviewed sites in Epping in the regional Brownfields inventory. Provided information about aerial photos and their use to the Town. Provided data regarding local roads.

Exeter: Provided technical assistance as requested; coordinated Exeter/Stratham/Newfields/East Kingston/Epping household hazardous waste collection; general transportation MPO planning assistance; finalized the Master Plan Transportation and Housing Chapter and assisted with the implementation of chapters and mapping; supported the Epping Road Corridor/Access Management plan; continued assistance in the comprehensive review of the Exeter Zoning Ordinance and identified and prioritized the changes needed; TASC volunteer drive program assistance; Exeter transportation committee assistance; participated in the Regional Brownfields site assessment program; participated in the Exeter Station Committee (Downeaster), including assisting in writing a successful TE grant proposal for station improvements and assistance with a property appraisal for planned train station parking expansion; reviewed fluvial erosion hazard zones and the new geomorphic assessment of the river; provided assistance to the Exeter River Local Advisory Committee, completed a phase I Brownfields assessment on one site in Town. Staff provided technical and mapping assistance to trail mapping project. Staff created more in-depth version of CSPA map to the Conservation Commission; worked on updates to the Housing Chapter; prepared comprehensive trails map for the Conservation Commission working with Town consultant; staff provided maps of the Exeter River Watershed to the Town. Staff revised the upstream dams map for the public works department.

Fremont: Provided circuit rider services; assisted planning board with revisions to ordinances and regulations; general transportation planning MPO assistance; I-93 CTAP program implementation including: developed a Dark Skies ordinance, updated the Future Land Use section of the Existing and Future Land Use chapter of the Master Plan; prepared the Master Plan Transportation chapter; buildout and open space planning assessment and discretionary projects to develop a new housing chapter, as well as, a new master plan section on implementation; merged the recently adopted natural resources chapter with the existing water resource management and protection plan; provided support to the Exeter River Local Advisory Committee; completed a Phase I and Phase II Brownfields assessment for two sites in Town; conducted a workforce housing analysis and developed inclusionary zoning. Staff assisted town's consultant with locating geodetic control for project.

Greenland: Provided circuit rider services; assisted planning board with revisions to ordinances and regulations; general transportation planning MPO assistance; transit coordination assistance; preparation of a New Hampshire Route 33 commercial zoning district changes; provided assistance through the Conservation Commission circuit rider program; including development of a natural resources inventory and grant application for funds to develop public outreach materials; and TASC volunteer driver program assistance. Provided Town with updated base maps. Attended a meeting regarding the HSIP proposal to signalize the intersection of NH 33 with Bayside and Winnicut Roads.

Hampstead: Provided technical assistance as requested; general transportation MPO planning assistance; CART regional transit system implementation; I-93 CTAP program implementation including: preparation of an existing and future land use chapter of the Master Plan. Facilitated RCC development and FTA coordination plan update needed to secure regional transit funding.

Hampton: Provided technical assistance as requested; general transportation MPO planning assistance; created Master Plan map set for the Natural Resources chapter; TASC volunteer driver program assistance; continued revisions to the Route 1 corridor study and implementation strategy; transit coordination assistance; assisted in developing the scope of work beach-wide parking study and funded an aerial and ground survey-based parking survey during the summer; participated in the Regional Brownfields site assessment program; provided 60–80 hours of planning assistance to the Hampton Energy Committee; obtained a CZP supplemental grant for the Town to conduct an alternative energy development feasibility study for the Hampton landfill site; developed a new Natural Resources Chapter for the Master Plan, which also incorporates the former Water Resources, Open Space and Developable Lands sections; completed extensive redrafts and expanded and completed the Community Facilities Chapter begun in 2008; Staff provided information about and maps of urban areas in Town. Staff provided demographic information to the Town. Staff provided map and listing of parcels in the Comprehensive Shoreline Protection Area (CSPA). Reviewed project 08-044 for the Town of Hampton and provided comments regarding the placement of driveways, disposition of the US 1/Winnacunnet Road intersection, parking, and other aspects of the site plan. Provided community with traffic count information on request. Staff conducted an existing housing stock audit and provided regulatory recommendations with respect to the State's Workforce Housing Law. Developed application for Scenic Byway funding to update the 1995 NH Coastal Byway Management Plan.

Hampton Falls: Provided circuit rider services; assisted planning board with revisions to ordinances and regulations; general transportation planning MPO assistance; continued Route 1 corridor study outreach; TASC volunteer driver program assistance; provided information to the Conservation Commission on removal of invasive species and grant fund opportunities for removal; provided planning and technical assistance to the local energy committee. Staff provided updated base maps. Staff provided map for prime wetlands. Staff provided technical assistance on tax mapping service. Staff worked with PREP and the Town to create a map for a public conservation flyer. Staff supplied the Town with road data for use by the Selectmen.

Kensington: Provided circuit rider services; assisted planning board with revisions to ordinances and regulations; and general transportation planning MPO assistance; provided assistance to the Exeter River Local Advisory Committee. Staff helped the Town with a request for wetlands data. Staff worked with the Town to give them the ability to print the "Trail Map". Staff supplied Parcel data to DES at the Town's request. Staff provided the Town with an updated map of conservation land.

Kingston: Provided circuit rider services; assisted planning board with revisions to ordinances and regulations; general transportation planning MPO assistance; assisted with CIP updates; assistance with NH 125 project implementation; and provided assistance with preparing amendments to the recently adopted workforce housing zoning ordinance; and provided assistance to the Exeter River Local Advisory Committee.

New Castle: Provided technical assistance as requested; general transportation MPO planning assistance; made recommendations regarding the accessory apartment ordinance; met with Planning Board representative to discuss next steps in adopting Conservation Strategy document for the Planning Board, Conservation Commission and Open Space Committee; assisted with project implementation for the New Castle sidewalk/trail provide planning and technical assistance to the Local Energy Committee. Developed application for Scenic Byway funding to update the 1995 NH Coastal Scenic Byway Management Plan; met with Planning Board to review workforce housing law and potential responses.

Newfields: Provided technical assistance as requested; coordination of Exeter/Stratham/Newfields/East Kingston/Epping household hazardous waste collection; general transportation MPO planning assistance; assisted with Newfields-Newmarket bike shoulder project on NH 108; and participation in the Regional Brownfields site assessment program; prepared a nomination for the Squamscott River to the NH Rivers Management and Protection Program. Also collected speed data to assist the Town with speeding problem identification.

Newington: Provided technical assistance as requested; general transportation MPO planning assistance; GIS assistance as requested; participated in NH Tidal Energy Commission; support for COAST.

Newton: Provided circuit rider services; assisted planning board with revisions to ordinances and regulations; and general transportation planning MPO assistance; provided assistance to Master Plan committee; helped creating town-wide zoning districts; and consultation regarding the development of a digital composite tax map.

North Hampton: Provided circuit rider services; general transportation MPO planning assistance; TASC volunteer driver program assistance; assisted with CIP updates; continued work on the Natural Resources Master Plan chapter; completed Route 1 corridor study and worked with Town on an access management strategy and MOU; transit coordination assistance, TE application assistance. Staff created map for conservation commission that details conservation land. Staff supplied GIS data to consultant on behalf of the Town. Staff supplied Parcel data to DES at the Town's request. Staff created an aerial photo map to the Historical Society. Staff provided a map to NHEP for the purpose of a conservation flyer for the Town. Staff updated Town conservation land layer. Attended Planning Board meeting to discuss the provisions of the US 1 Corridor Study. Staff drafted an ordinance regulating Small Wind Energy Systems. Staff assisted Ad-hoc Agricultural Commission with the development of an Agricultural Ordinance. Developed application for Scenic Byway funding to update the 1995 NH Coastal Byway Management Plan.

Plaistow: Provided technical assistance as requested; general transportation planning MPO assistance; assistance with NH 125 project implementation; CART regional transit system implementation; assistance with traffic calming study on portions of NH 121A – scope to be determined; participated in the Regional Brownfields site assessment program; provided assistance regarding Plaistow Commuter Rail (layover and station site assessments). Staff assisted the Town with traffic volume map. Attended a meeting of the Highway Safety Committee to scope a study of traffic calming opportunities on Main Street. Examined intersections and roadway segments in need of improvement in the community and discussed potential projects with municipal and state officials. Assisted with preparing CMAQ proposal for Haverhill-Plaistow MBTA extension, and funded consultant assistance for project development and TIGER II grant proposal development. Facilitated RCC development and FTA coordination plan update needed to secure regional transit funding. Attend a PACE and Greater Haverhill Chamber of Commerce meeting to discuss smart growth and redevelopment strategies for NH 125.

Portsmouth: Provided technical assistance as requested; general transportation planning MPO assistance; assistance with implementing and funding city traffic model/subarea model development; completed Route 1 corridor study; worked with NH DOT and City on procurement of contractor for Portsmouth-Manchester intercity bus service; assisted with re-launch of Seacoast Commuter Options TMA; provided information to City on new state traffic laws related to cycling and assistance with development of Share the Road Proclamation. Worked with the community to update the local hazard mitigation plan; participation in the Regional Brownfields site assessment program; assisted City with requirements related to Transportation Enhancement projects; participated in the ME-NH Connections study identifying transportation needs and option for connections between Portsmouth and Kittery via the 3 existing bridges. Participated on the Sustainable Portsmouth transportation sub-committee.

Rye: Provided technical assistance as requested; general transportation planning assistance; wrapped up Safe Routes to School Travel Plan; completed Route 1 Corridor Study; assisted the Town with a new workforce housing ordinance and master plan amendments. Distributed parcel data to NH DES for the Town; updated the map for the Town's buildout analysis.

Rye Beach District: Assisted in securing Coastal Program technical assistance grant to review future land use chapter of the master plan, esp. regarding workforce housing law responses. TASC volunteer driver program assistance.

Salem: (NON-MEMBER)

Sandown: Provided circuit rider services; assisted planning board with revisions to ordinances and regulations; provided technical assistance in developing a new wetlands and shorelands protection ordinance; general transportation planning MPO assistance; I-93 CTAP program implementation; provided assistance to the Exeter River Local Advisory Committee; completed Phase I and II Brownfields site assessments on one town-owned property; assisted the Conservation Commission with a map of aerial photos. Facilitated RCC development and FTA coordination plan update needed to secure regional transit funding.

Seabrook: Technical assistance as requested; general transportation planning (MPO) assistance; completed Route 1 Corridor Study; Transit Coordination Assistance; traffic impact review for developments as requested including attendance at multiple Planning Board meetings and provided comments to Town regarding development; TASC volunteer driver program assistance; assisted in development of NHSG rail trail initiative; prepared an Adaptation Planning report with recommendations for changes to land use regulations and policies to prepare for sea level rise due to climate change; provided technical assistance on land conservation to the Conservation Commission; provided a map of the Town to a local consultant. Staff conducted an existing housing stock audit and provided regulatory recommendations with respect to the State's Workforce Housing Law.

South Hampton: Technical assistance as requested; reviewing of development plans as requested; general transportation planning assistance; and developed a natural hazards mitigation plan.

Stratham: Provided technical assistance as requested; general transportation MPO planning assistance; coordination of Exeter/Stratham/Newfields/East Kingston/Epping household hazardous waste collection; transit coordination assistance; prepared a Transportation Master Plan chapter; TASC volunteer driver program assistance; assisted the planning board in the preparation of a form based zoning code for the Gateway Commercial Business District; provided maps for meetings pertaining to the Gateway project; drafted a nomination for the Squamscott River to the NH Rivers Management Program; provided a map for a grant application; provided aerial photos to a consultant doing work for the Town; assisted with GIS technical work, both extracting specific data for the Town and providing additional data as needed; helped the planner to access digital topographic maps on-line. Provided input on Town Center Sidewalks TE proposal. Collected data and statistics for the Stratham Master Plan including road mileage inventory, traffic count retrieval, and analysis.

Windham: Provided technical assistance as requested; general transportation planning assistance; organizational support to the Project Advisory Committee for the Wall Street/Route 111 Study and contract administration; staff support for CART regional transit system; I-93 CTAP Program implementation, including: community planning assessment; buildout analysis and preparation of an open space plan (ongoing); distributed GIS parcel data to NH DES at the request of the Town; responded to general GIS inquiries to help improve the Town's GIS capabilities; and assisted the planning board with GIS data conversion tasks; Administered and made payments on behalf of the Town for three CTAP Local Discretionary grants: Public Safety Impact Fee Study (B. Mayberry); Economic Development Partnership Analysis (Northeastern University); Canobie Lake/Cobbetts Pond Sewer Extension Study (Underwood Engineers). Facilitated RCC development and FTA coordination plan update needed to secure regional transit funding.