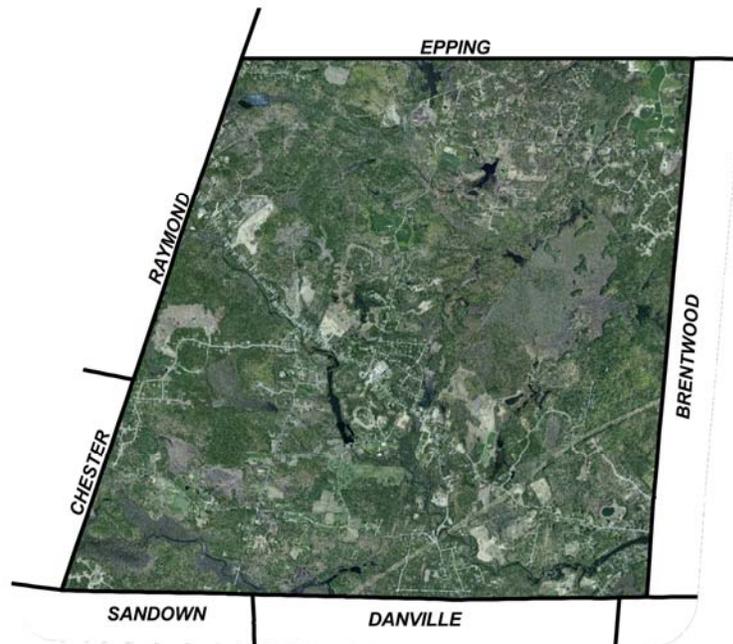




Town of Fremont, New Hampshire

CTAP Community Planning Roadmap



2005 aerial photograph, flown by Sanborn

Prepared for the I-93
Community Technical Assistance Program

by the Rockingham Planning Commission
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TABLE OF CONTENTS

I. CTAP Community Planning Roadmap	1
A. Introduction to the CTAP Community Planning Road Map	1
B. Road Map Planning Process	3
C. Fremont’s CTAP Community Planning Road Map	3
D. Developing Fremont’s Community Planning Road Map	5
E. Key Elements of Fremont’s CTAP Community Planning Road Map	7
II. Community Assessment - Executive Summary	11
A. Community Planning Assessment Report	11
B. Process	11
C. Key Recommendations	11
Figures	
Attachment A – Project Area	2
Community Planning Roadmap	4
CTAP Feasibility Grid	6
Roadmap Action Plan	8
CTAP Program Brochure	9

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I-93 Community Technical Assistance Program (CTAP)*



I. Fremont CTAP Community Planning Road Map

A. Introduction to the CTAP Community Planning Road Map

The development of this **Community Planning Road Map** is part of the I-93 Community Technical Assistance Program (CTAP). The CTAP program is a New Hampshire Department of Transportation (NHDOT) **5 year** initiative to assist **26 communities** that will be affected by the rebuilding and expansion of Interstate 93. These 26 communities include (italicized are in the Rockingham Planning Commission region): Allenstown, *Atkinson*, Auburn, Fremont, Bow, Candia, Chester, Concord, *Danville*, Deerfield, Derry, Dunbarton, *Fremont*, Goffstown, *Hampstead*, Hooksett, Hudson, Litchfield, Londonderry, Manchester, Pelham, Raymond, *Salem*, and *Sandown* (see Attachment A, CTAP area map on following page).

The purpose of CTAP is to promote beneficial patterns of growth among all 26 communities to minimize the negative effects of growth on community services, open space, school systems, traffic, environmental quality, and existing residential and commercial development. More information about the CTAP program is available at the NH DOT website at: www.nhctap.com and in the attached CTAP brochure.

CTAP is coordinated by NH DOT, four of the state's regional planning commissions (Central, Nashua, Rockingham and Southern New Hampshire), as well as a number of non-governmental organizations such as the Society for Protection of New Hampshire Forests as directed by a CTAP Steering Committee made up of representatives from each of these groups.

CTAP consists of three main planning stages:

1. **Community Planning Assessment**

A questionnaire designed to help communities determine where they are on the planning curve and where their current planning and zoning will take them in the future.

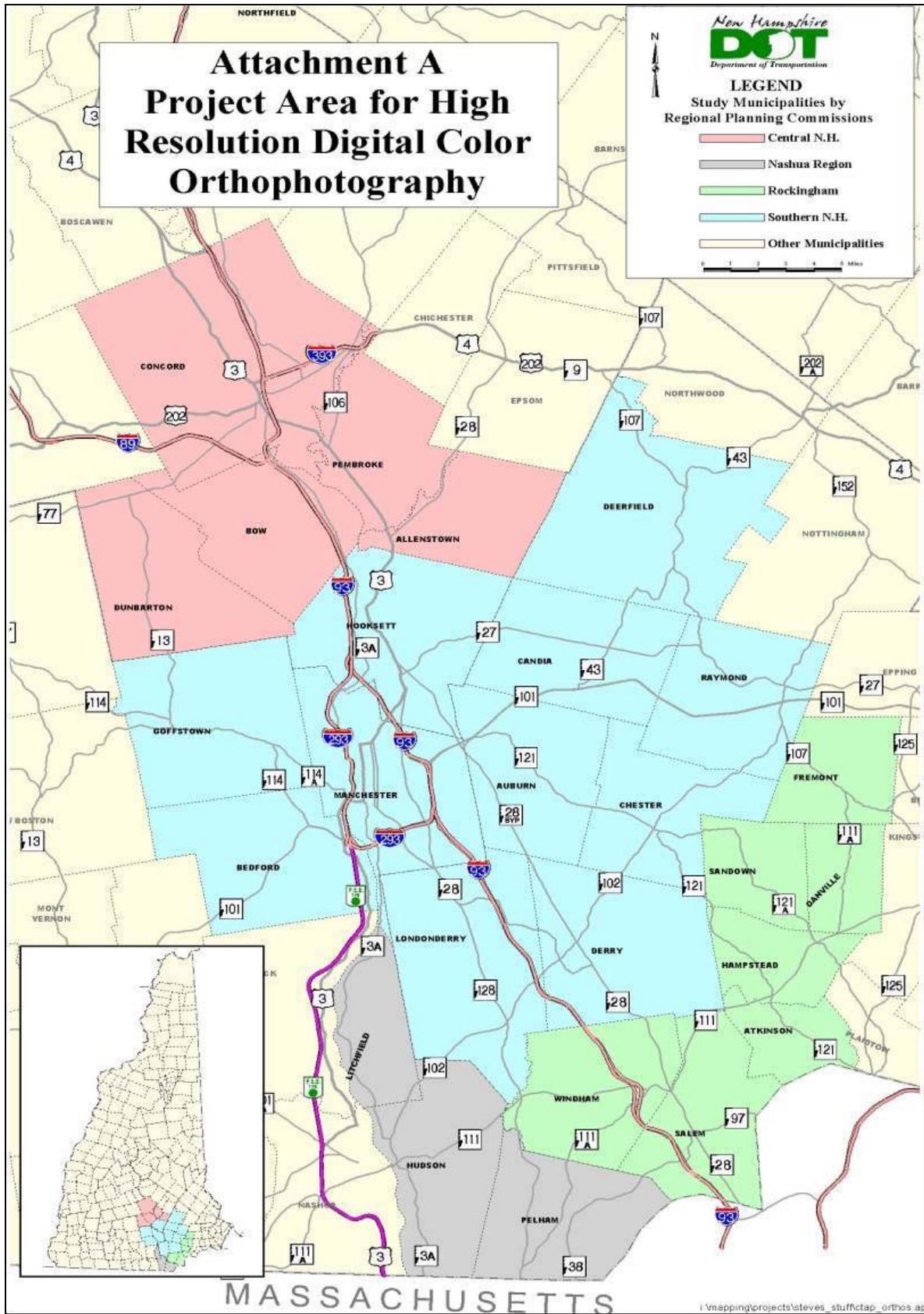
2. **Visioning and Planning**

The process in which a community pictures the future it wants and plans how to achieve it.

3. **Implementation**

Utilizing the community assessment and existing community plans actions are developed and implemented that move the community forward to its ultimate vision.

Currently, the CTAP program is moving into the Visioning and Planning and Implementation stages via the **CTAP Community Planning Road Map**. The CTAP Community Planning Road Map is designed to engage communities in evaluating how they can achieve their planning goals using the planning products, resources and services available to them through the CTAP program.



B. Road Map Planning Process

This **CTAP Community Planning Road Map** prepared for the Town of Fremont identifies and sets forth recommendations and priority actions to guide the town's current and future participation in the CTAP program. Because Year One of the CTAP program is nearing completion (Year 1 of the program officially ends as of April 2009), this Community Planning Road Map is designed to guide and help assist the Town of Fremont in applying for future CTAP grant funds and utilizing future CTAP resources.

Development of the CTAP Community Planning Road Map consists of three simple steps:

1. Initial Community Engagement Meeting

This meeting is held in each community to: (1) reintroduce CTAP to community officials; (2) evaluate CTAP products that have been developed for each community to date; and (3) develop a prioritized action plan for the community.

2. Road Map Planning Process

Communities select either the "Plan A" or "Plan B" planning process:

- Plan A: Consists of a pre-meeting review and screening of the Community Planning Assessment; facilitating a public workshop to evaluate recommendations; and developing an action plan.
- Plan B: Consists of an internal review process in which town officials, planning board members, the regional planning commission, CTAP representatives and planning commissioners met to complete a Road Map Plan for the community.

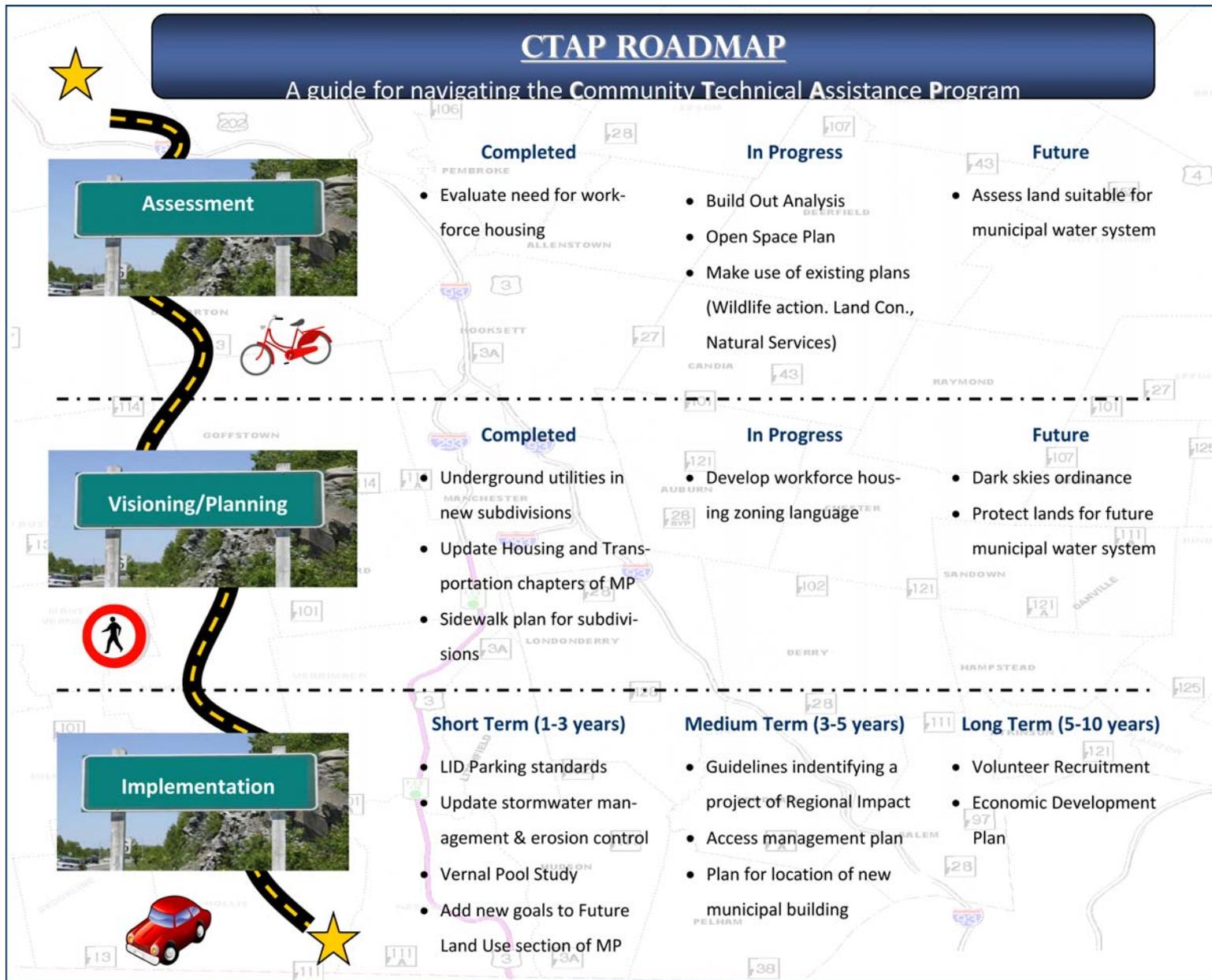
Fremont selected Plan B to complete their planning process.

3. Concluding Presentation

The purpose of the concluding presentation is to present the CTAP Community Road Map to the public at an all boards meeting and to describe what it consists of and how it can be implemented.

C. Fremont's CTAP Community Planning Road Map

The Town of Fremont's Community Planning Road Map is provided in the following attachment. A summary of the Road Map and how it was developed follows.



D. Developing Fremont’s Community Planning Road Map

In developing Fremont’s CTAP Community Planning Road Map, town officials selected the “Plan B” road map planning process. The “Plan B” road map process consisted of an internal review and screening of the Community Planning Assessment (see following Executive Summary and Summary of Recommendations as well as the following Impact/Feasibility Grid) to create the Road Map. This Road Map was then presented to the planning board and the public as part of a concluding presentation held on January 13, 2010.

The following Fremont Board of Selectmen and Planning Board members, town staff, Fremont’s CTAP representatives, and staff of the Rockingham Planning Commission participated at an internal screening and review meeting held at the Fremont Town Offices on Tuesday, December 1, 2009:

Heidi Carlson, Town Administrator

Jack Karcz, Vice Chairman, Planning Board; Chairman, Conservation Commission

Jack Downing, Member, Planning Board

Thom Roy, Building Official

Meredith Bolduc, Land Use Administrative Assistant

Brian Groth, Regional Planner, Rockingham Planning Commission

As a result of this meeting, the following important planning goals and projects for the Town of Fremont were identified and discussed, including:

- Continuing work on the Master Plan
- Low Impact Design standards for parking areas
- Stormwater management and erosion control
- Vernal Pools
- Regional impact

The Community Planning Road Map was then presented to the planning board and the public as part of a concluding presentation held on January 13, 2010.

CTAP Work Products

Also recognized at this meeting are the CTAP work products which have been completed for Town of Fremont to date, including the Community Planning Assessment; enhanced GIS-based information (build-out analysis, land use and aerial photo mapping); a workforce housing study; and an Open Space plan.

Fremont was awarded a Phase Two grant in January 2010 to hire RPC to update their Master Plan, conduct an audit of the Zoning and Regulations and develop a Dark Skies Regulation. These efforts are anticipated to conclude by the end of July 2010.

Feasibility Grid

<p>IMPACT: How much will it matter?</p>	<p>HIGH</p>	<ul style="list-style-type: none"> • Develop an access management plan • Volunteer recruitment 	<ul style="list-style-type: none"> • Develop parking standards that incorporate Low Impact Design (LID) recommendations • Add goals to the Future Land Use section of the master plan for the new commercial zoned areas. • Draft an economic development plan. • Updating stormwater management and erosion control regulations. 	
	<p>MODERATE</p>	<ul style="list-style-type: none"> • Update the Subdivision Regulations to allow for narrower right-of-ways or paved areas, in OSPD. 	<ul style="list-style-type: none"> • Draft and adopt energy conservation ordinance and regulations • Develop a plan for the centralized location of new municipal building. • Conduct vernal pool study 	<ul style="list-style-type: none"> • Adopt a dark skies ordinance • Review the current Zoning and Regulations to ensure that the vision of the Master Plan is being carried out. • Develop guidelines for identify and declaring a project of Regional Impact
	<p>LOW</p>	<ul style="list-style-type: none"> • Protect lands for possible future municipal water system. 		<ul style="list-style-type: none"> • Develop a sidewalk plan and regulations that encourage, or require, sidewalks.
		<p>LOW</p>	<p>MODERATE</p>	<p>HIGH</p>

FEASIBILITY: How possible is it in our community?

E. Key Elements of Fremont’s CTAP Community Planning Road Map

Fremont’s CTAP Community Planning Road Map is divided into three parts: projects which have been completed; projects in progress; and future projects (Short Term, Medium Term and Long Term).

In the Short Term (1-3 years), Fremont will:

1. Update goals of Future Land Use chapter of Master Plan to reflect new commercially zoned areas
2. Establish Low Impact Design standards for parking areas
3. Conduct an audit of the Master Plan
4. Author a dark skies ordinance

Fremont’s CTAP Community Planning Road Map also recommends several additional Short Term projects, including:

1. Update goals of Future Land Use chapter of Master Plan to reflect new commercially zoned areas
2. Establish Low Impact Design standards for parking areas
3. Conduct an audit of the Master Plan
4. Author a dark skies ordinance
5. Develop guidelines for identify and declaring a project of Regional Impact
6. Updating stormwater management and erosion control regulations
7. Conduct a vernal pool study
8. Recruit volunteers for involvement in Planning Board, Board of Selectmen and Conservation Commission.

In the Medium Term (3-5 years), the Road Map recommends that the Town of Fremont consider:

1. Develop an access management plan
2. Draft an economic development plan
3. Draft and adopt energy conservation ordinance and regulations

In the Long Term (5-10 years), the Road Map suggests that the Town of Fremont pursue:

1. Update the Subdivision Regulations to allow for narrower right-of-ways or paved areas, in OSPD
2. Identify and protect lands for possible future municipal water system.
3. Develop a plan for the centralized location of new municipal building

A summary of current available CTAP programs and resources is provided in the following attachment.

ROADMAP ACTION PLAN

QUESTIONS	IMMEDIATE ACTIONS			
	#1 Update Future Land Use Chapter	#2 Master Plan audit with Zoning/Regulations	#3 Dark Skies Regulation	#4 Develop Low Impact Design parking standards
1. List the following: steps/tasks that are involved to accomplish this action; and deadline/ milestone for each step/task	<ul style="list-style-type: none"> Examine existing chapter and how it relates to new commercial areas Master Plan Committee or PB work sessions on updating MP to include new zone Hold Public Hearing for comment/ adoption 	<ul style="list-style-type: none"> Master Plan Committee or PB work sessions on incorporating vision in future land use map scenarios Hold Public Hearing for comment/ adoption 	<ul style="list-style-type: none"> Ensure Planning Board is on board for implementing policy and that the master plan makes reference to such 	<ul style="list-style-type: none"> Ensure Planning Board is on board for implementing policy Review current ordinance and potential incentivizing options for particular ordinance Ensure legal hearing dates are held on drafted language
2. Who will be responsible for spearheading the effort?	Planning Board	Planning Board	Planning Board	Planning Board
3. What resources are required or support needed to accomplish this action?	Technical assistance from RPC	Technical assistance from RPC	Technical assistance from RPC	Technical assistance from RPC
4. What CTAP resources could support the implementation of this action?	Opens Space plan and build out analysis and phase two discretionary grant money	Opens Space plan and build out analysis and phase two discretionary grant money	Phase two discretionary grant money	Phase two discretionary grant money
5. Identify the barriers or resistance to this action and identify ways to overcome them.	<ul style="list-style-type: none"> Lack of funding (Utilize CTAP discretionary grant money) 	<ul style="list-style-type: none"> Lack of funding (Utilize CTAP discretionary grant money) 	<ul style="list-style-type: none"> Poorly informed public (Utilize mail, online surveys and public notices) 	<ul style="list-style-type: none"> Poorly informed public (Utilize mail, online surveys and public notices)
6. Who are likely collaborators or stakeholders that should be aware of and can contribute to accomplishing the action?	The Planning Board, Board of Selectmen, Conservation Commission, RPC	The Planning Board, Board of Selectmen, Conservation Commission, RPC	The Planning Board, Board of Selectmen, Conservation Commission, RPC	The Planning Board, Board of Selectmen, Conservation Commission, RPC
7. Anything else that should be identified for this action?				

COMMUNITY TECHNICAL ASSISTANCE PROGRAM

CTAP: helping communities in the I-93 corridor to proactively plan for growth



The **Community Technical Assistance Program (CTAP)** provides resources and tools to help NH communities take a proactive role in achieving the future they desire. CTAP is designed to assist communities with the changes that will arise from the I-93 expansion as well as ongoing growth in the region. By taking a proactive approach to planning, CTAP helps communities to minimize the negative effects of growth on community services, remaining open space, schools, traffic patterns, environmental quality, and existing residential & commercial development.



The CTAP process follows three main stages, each with its own set of programs and resources. The first stage is **Assessment**, which helps communities to determine where they are and where their current planning and zoning will take them in the future. Once assessments have been made, communities can use this information to begin the second stage, **Visioning and Planning**. Visioning is the process in which a community pictures the future it wants and plans how to achieve it. The final stage of the CTAP process is **Implementation**. Implementation takes the assessments and plans that have been developed and turns them into actions that move the community towards its ultimate vision.

ASSESSMENT PROGRAMS

Assessment is the first stage in the CTAP process. It helps communities to determine where they are and where their current planning and zoning will take them in the future.

Community Planning Assessment ~ an expert analysis of your community's current planning status and a roadmap to help you make the best use of CTAP programs. Assessments review a wide range of information including existing zoning and regulations, capital improvement plans, open space plans, and master plans.

Economic Assets Profile ~ an inventory of local assets is key to a solid economic development plan. This program will inventory all assets in your community and incorporate additional data to provide a regional snapshot that will help formulate a long range strategic economic plan.

Community Build-out Analysis and Alternatives ~ using enhanced GIS, this program provides build-out views of your community based on current zoning regulations as well as alternative scenarios under different zoning options. These community analyses will be combined to show how the entire region will be affected by the I-93 expansion and local growth decisions.

Open Space Assessment ~ the Regional Planning Commissions and the Society for the Protection of NH Forests (SPNHF) will work with your community to identify and map land that should remain undeveloped and create ecologically, financially, and legally viable strategies for the protection of these lands.

Enhanced GIS-based Information ~ using the latest land use and conservation GIS data, this program will prepare an updated Natural Services Network for the CTAP region that identifies critical natural services such as water supply, flood control, forestry and agricultural soils, and wildlife habitat. Your community can then use this information to guide both development and conservation practices.



<flip over>

VISIONING & PLANNING PROGRAMS

Once assessments have been made, communities can use this information to begin Visioning and Planning. Visioning is the process in which a community pictures the future it wants and plans how to achieve it.

Transportation & Land Use Integration Planning ~ this program assists communities in developing a better way to integrate and deliver transportation and land-use planning in and across local and regional master plans.

Open Space & Conservation Planning ~ by identifying open space locations and recommending methods to preserve them, this program will assist your community in improving, enhancing, or creating an open space plan that fits seamlessly into your Master Plan.

High Priority Natural Resource Protection Plan ~ using zoning, regulatory, and voluntary techniques that have worked elsewhere, this program provides the most up-to-date methods to protect high-priority natural resources identified in your Open Space Plan. A public outreach and education component is available to help others see the value of future land use planning.

Agricultural Resources Assistance ~ training and startup technical assistance is available through CTAP for newly formed Local Agricultural Commissions, whose purpose is to promote, protect, and enhance local agriculture and agricultural resources. In addition, a mini-grant program can help your community to create an Agricultural Commission or develop and implement work plans for an established Commission.

Local Government Workshops ~ designed for 3-4 towns to identify and discuss common planning problems and solutions, including those that cross regional boundaries. Workshop topics can be geared to your specific needs.

Conservation Commission Institute ~ a year long series of regional training sessions for those serving on Conservation Commissions. Topics vary based on community needs, but may include land conservation, support for working landscapes, and preservation of local agriculture. A regional environmental protection roundtable will be established to encourage communication, education, and a regional approach to environmental issues.



IMPLEMENTATION PROGRAMS

The final stage of the CTAP process is Implementation. Implementation takes the assessments and plans that have been developed and turns them into actions that move the community towards its ultimate vision.

Innovative Training for Local Government Officials ~ this program provides your local government officials with customized training on topics that address the interests and needs of your community. Innovative delivery methods will be utilized, including discussion boards, post-training support, customized 1-on-1 training, and peer-to-peer training.

Discretionary/Targeted Local Funding ~ your community has access to upwards of \$10,000 for activities that are consistent with CTAP goals but not already covered by CTAP funding. Your local Regional Planning Commission will counsel you on how the funds may be spent.

Local CTAP Collaborative Grants ~ funding is available for two or more local governments to pursue a collaborative project that addresses an immediate concern to their communities and helps to achieve the broad goals of CTAP.

Grant Writing Assistance ~ a Grant Resources Guide, grant workshops, and grant consultation are available to help you prepare proposals for non-CTAP grants that support goals & objectives identified in the CTAP strategic planning process.

Affordable Housing Initiatives ~ the Inclusionary Zoning Implementation Program (IZIP) was created by the NH Housing Finance Authority to provide communities with direct technical assistance grants to address shortages in workforce housing by developing and adopting inclusionary zoning ordinances. CTAP funds will be used to leverage IZIP technical assistance for CTAP communities on a competitive basis.



II Fremont Community Assessment Report - Executive Summary

A. Introduction

The Community Technical Assistance Project (CTAP) was implemented in an attempt to help communities respond to potential growth issues due to the expansion of Interstate 93. The first phase of the five-year process was to develop and administer Community Assessments to towns most likely to experience growth due to the expansion. The ultimate goal of the Community Assessment process was to determine whether communities have policies and regulations in place to manage potential growth effectively.

Potential growth impacts for these CTAP communities could include, among others, an increase in population, traffic, and a greater demand for housing. Consequently, if growth does occur in some or all of these areas, increased demand in municipal services across the board will be expected. CTAP communities will have to plan accordingly.

B. Process

Assessment questions were answered through a review of existing town and city policies and were completed with the help of municipal personnel in each of the communities. The questions were grouped around the following four themes, which were approved by the CTAP Steering Committee according to the overall goals of the program.

A Community Assessment Survey was completed for the town of Fremont. The survey, which consisted of more than 100 questions, centered around four major planning themes, which included:

- A. Community Infrastructure and Regional Cooperation**
- B. Environmental Protection, Land Use, and Open Space**
- C. Downtowns, Village Centers, and Community Vitality**
- D. The Local Economy**

The Community Assessment was completed through a collaboration of elected officials, municipal employees, and staff at the Rockingham Planning Commission. The results should provide community leaders with a basis to make decisions concerning future growth, and may also serve as starting point for discussion of possible projects for inclusion in the CTAP Discretionary Grant Program Application.

C. Key Recommendations

The Fremont Community Assessment report that follows contains findings and recommendations concerning how to best address growth in your community. The report recommends twelve strategies (listed below by Theme) that may be helpful in dealing with potential future growth.

Theme A: Community Infrastructure and Regional Cooperation

1. Promote the establishment of consistent funding approaches to help pay for improved and expanding public infrastructure and services. Local governments should make certain that their funding strategies are adequate to meet the new level of service provision to meet projected growth needs.
2. Evaluate the need for regional cooperation between local governments. Regional approaches can often embellish the delivery of public services and environmental quality, avoid the possible duplication of services, and better allocate financial resources.
3. Plan for an adequate supply of housing. The housing stock should reflect local needs and priorities and include housing for a range of income levels.
4. Implement strategies to promote safe and efficient multi-modal transportation systems.

Theme B: Environmental Protection, Land Use, and Open Space

5. Promote the preservation and protection of natural resources when addressing the economic needs of the community and region.
6. Protect natural resources and the environment including ground water, aquifers, wildlife, and wildlife corridors
7. Establish and conserve an interconnected green infrastructure and ensure public access to open space, parks, and other recreational opportunities.
8. Maintain rural character whenever possible, especially forests and farms.

Theme C: Downtowns, Village Centers, and Community Vitality

9. Develop or enhance downtowns and village centers through the reuse of existing infrastructure and the rehabilitation of buildings with historic value.
10. Promote the development of walkable downtown areas consistent with historic patterns.
11. Enhance Main streets and promote a small community, New England town atmosphere.
12. Update stormwater management regulations.

Theme D: The Local Economy

13. Support sustainable and balanced economic growth that reflects the current tax base.
14. Strengthen local agriculture and forestry through the support of related infrastructure and economic systems.
15. Support the development of new jobs and livable wages.