

# Windham Master Plan 2014



**Southern New Hampshire  
Planning Commission**

**SNHPC**

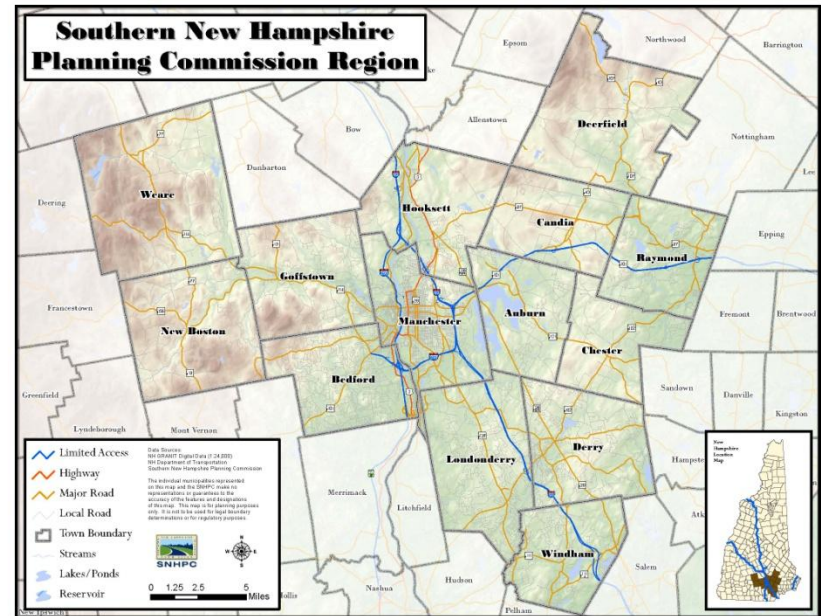
**David Preece, AICP**

**Executive Director**



# Who is Southern NH Planning Commission?

- Coordinating agency for the planning initiatives of 14 communities in the region.
- City of Manchester and 13 surrounding municipalities with populations ranging from 3,600 to 110,000
- Largest MPO in New Hampshire – Regional Transportation Planning





# Southern NH Planning Commission - Purpose

- RSA 36 Regional Planning Commissions – a coordinated plan for the development of the region.
- Advisory
- Provide assistance to municipalities
- Regional Housing Needs Assessment
- Review of Developments of Regional Impacts





# What is a Master Plan?

- A Master Plan is a policy document that helps a town, municipality, region, or state plan for future land use
- The Master Plan is also a tool that a community uses to make sound decisions about its future development



# Guiding Legislation in NH

RSA 674:2 enumerates the purpose and content of a Master Plan--

“The Master Plan shall be a set of statements and land use and development principals for the municipality with such accompanying maps, diagrams, charts, and descriptions as to give legal standing to the implementation ordinances and other measures of the planning board”



# Guiding Legislation in NH

The Master Plan shall include, at minimum, the following required chapters:

- Vision
- Land Use



# Visioning Process

- A process by which a community decides the future it wants and plans how to achieve it.
- There are four fundamental questions:
  - Where are we now?
  - Where are we going?
  - Where do we want to be?
  - How do we get there?



# Vision Statement

The primary purpose of a visioning process should be to develop a set of vision statements, community goals and objectives that best articulate the desires of the citizens about the future of the community.





**SNHPC**

# Vision Statement

## The Vision Statements

Weare residents' desire:

- *A well-governed and organized town with positive leadership, active volunteerism and a strong commitment to public services.*
- *A rural but vibrant community with open space, natural beauty, country atmosphere and small town character.*
- *A town with good prospects for positive manageable growth that promotes the local economy.*
- *A town that seeks a better balance between business and residential growth so that the financial impacts of continued residential growth can be softened.*
- *A town with a distinct and unique character while remaining an important part of a larger region consisting of the two major urban centers of Concord and Manchester.*
- *A town with an attractive and flourishing Town Center enhancing its existing satellite and historic villages.*
- *A town that values education and the need to maintain and improve its existing school facilities and educational services.*
- *A town that values its environment, open space, clean water and natural beauty and seeks to protect these resources through managed growth and land use planning.*
- *A town with a diverse population and economy offering opportunities for its youth and seniors.*

## Goals and Objectives

This section illustrates the goals and objectives of this plan as they relate to the town's growth and development. The goals identify and represent a future condition considered desirable for the community. The objectives express a course of action in pursuit of the goals. To ensure their usefulness and adaptability in guiding the town's future planning efforts, periodic updating of these goals and objectives is advisable. In addition, local officials, boards, commissions and the public should use

these goals and objectives when establishing work programs and budgets, reviewing development proposals, and making decisions that affect the overall growth and development of the town.

### Existing and Future Land Use

#### Goals:

1. Develop and implement a strong Master Plan.



# Land Use Chapter

- Forms the backbone of the master plan.
- Builds other sections of the master plan.
- Helps the community decide how and where it should grow and develop in the future.

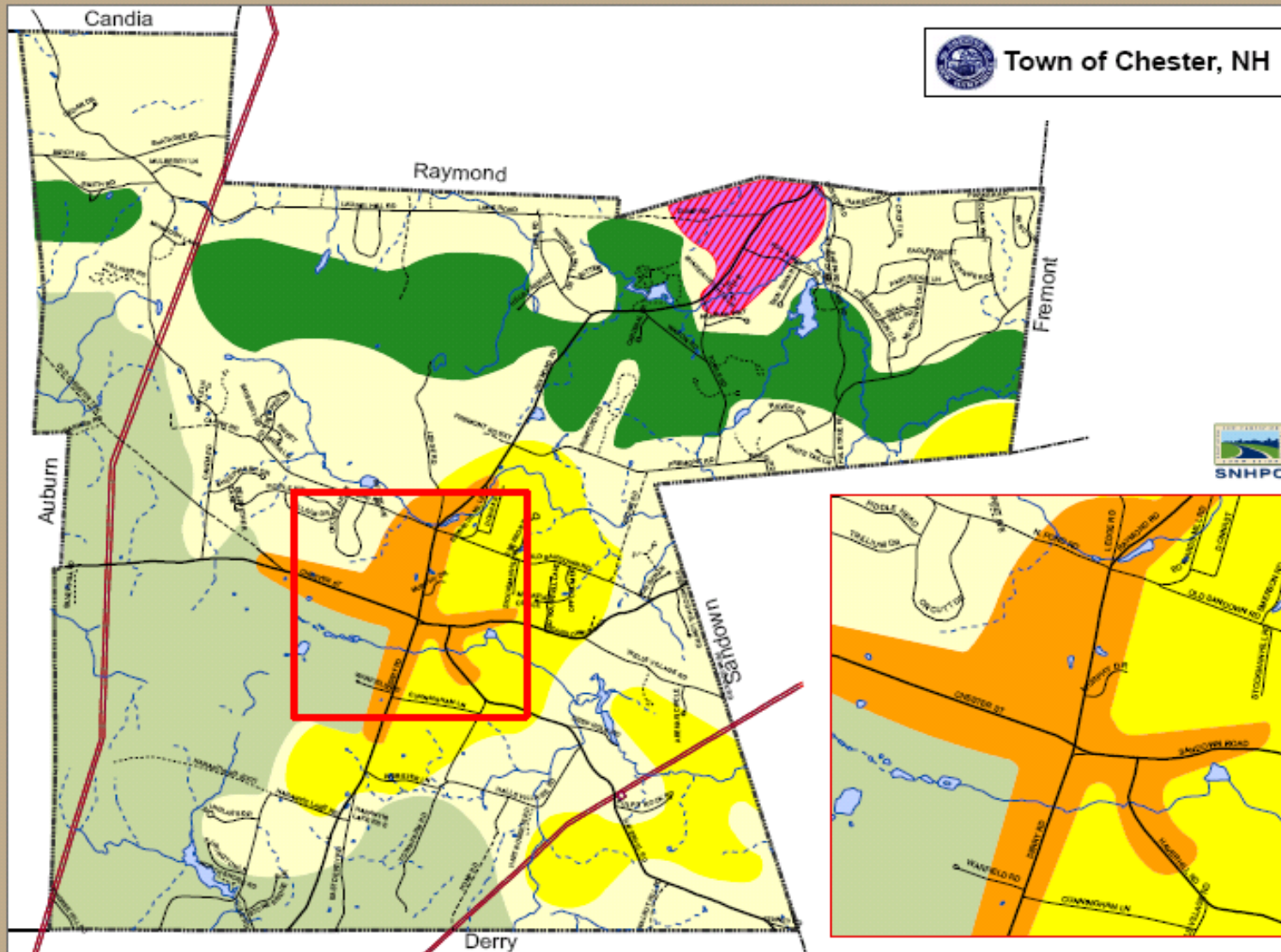


# Land Use Chapter

The objective of the land use chapter is to:

- Present an inventory and map of the existing land use patterns of the community;
- Describe the land development trends of the community;
- Set goals and objectives for the types and locations of future development; and
- Develop a future land use map that depicts the locations of both current land uses and desired future development.

# Land Use Chapter



Map 16  
**Future  
Land Use**

**Legend**

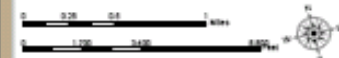
- Future Land Use**
- Moderate Density Residential
  - Residential - Existing Zoning
  - Conservation or Agriculture
  - Commercial or Light Industrial
  - Historic Village District
- Political Boundaries**
- Chester Town Line
  - Neighboring Town Lines
- Roads**
- Interstate Highways
  - State Secondary Highways
  - Town Maintained Roads
  - Town Unmaintained Roads
  - Private Roads
- Water Features**
- Watercourses
  - Intermittent Streams
  - Waterbodies
- Transmission**
- Substation
  - Power Transmission Line
  - Utilities

Date Source:  
Open Digital Data (1/24/00)  
HP Department of Transportation  
Town of Chester

The included municipalities represented on this map and the SNHPC make no representations or warranties in the accuracy of the features and designations of features.

Map Produced by GIS Service SNHPC 2008.  
For remarks or further questions  
Contact: SNHPC, 600 Hampshire St., PO Box 688-4858

This map is one of a series of maps that were produced as part of a Town's Master Plan 2008 and for planning purposes only. It is not to be used for legal boundary determinations or regulatory purposes.





# Optional Master Plan Chapters

- Transportation
- Community Facilities
- Economic Development
- Natural Resources
- Natural Hazards
- Utility and Public Service
- Implementation
- Housing
- Community Design
- Neighborhood Plan
- Regional Concerns
- Cultural and Historical Resources
- Recreation



# History

- Much of New Hampshire's planning legislation stems from the Standard State Zoning and Standard City Planning Enabling Acts, which were originally developed by the United States Department of Commerce in the 1920's
- Adoption of the Standard State City Planning Act in 1935 by the New Hampshire Legislature authorized towns and cities in New Hampshire to prepare, for the first time, official comprehensive plans for their jurisdictions



# History

- It was not until the 1980's and 90's, however, that the term “Master Plan” became widely accepted.
- During this period, many more cities and towns across the state began to prepare Master Plans.
- The focus of planning shifted from a long-range vision to strategies designed to shape the near or more predictable future.
- As a result, the 10-to-20 year plans became more important.



# History

- Today almost all of New Hampshire's cities and towns have, at one time or another, adopted a town plan, comprehensive plan, or a Master Plan.

*The future is  
not completely  
beyond our  
control. It is  
the work of our  
own hands.*

- Robert F. Kennedy





# The Eight Steps of the Master Planning Process

- Step 1: Community Visioning- engaging the public and developing vision statements, goals, and objectives
- Step 2: Data Collection and Inventory – preparing the community assessment and existing land use map
- Step 3: Data Analysis- formulating future development scenarios based on vision statements, the community assessment, and land use maps
- Step 4: Evaluating future development scenarios



# The Eight Steps of the Master Planning Process

- Step 5: Selecting a preferred development scheme (Future Land Use map) and preparing and adopting a plan
- Step 6: Implementing the plan
  - Budgeting
    - 1) Operating Budget
    - 2) Capital Budget
- Step 7: Monitoring the plan
  - Elected Officials
  - Planning Board
- Step 8: Amending and updating the plan



# When is it Time to Create or Update a Master Plan?

- A Town or Municipality's planning board has a duty and responsibility as required by state law to prepare and/or update a community's Master Plan.
- It is generally accepted by planning professionals that after five years most existing Master Plans could stand to be updated.



# 2015 Windham Master Plan Phase One

Chapters to be completed with the Planning Board for review and adoption in Phase I of the 2015 Windham Master Plan include:

- Demographics
- Existing Land Use
- Regional Concerns
- Community Vision and Goals (finalized at the end of Phase II)



# 2015 Windham Master Plan

## Demographics

Update all the basic data and identify all the major demographic trends and issues facing the community:

- **Population:** historic trends, projections, composition, distribution/density and mobility.
- **Housing:** supply and mix, occupancy, tenure and age, costs, average sales and affordable housing, dwelling unit projections, and building permits.
- **Economic:** existing and projected employment, number and type of businesses, kinds of products manufactured, labor force and unemployment history, commuting patterns, occupational and wage data, tax rates, expenditures, revenues and equalized valuations by land use type.



# 2015 Windham Master Plan

## Existing Land Use

Update and review existing land use data, build-out estimates and natural constraints.

An Existing Land Use Map is being prepared for the town by SNHPC under a regional initiative and this will be included in this section for analysis.



# 2015 Windham Master Plan

## Regional Concerns

Provides an opportunity for the Town to identify and discuss areas within Windham or adjacent to Windham that are or could have significant regional interest now and in the future.



# 2015 Windham Master Plan

## Community Vision and Goals

Integrate the results of the community survey, input from the kick-off meeting and Planning Board into a vision statement(s) that articulates the desires of the citizens of the community.

The vision statement will articulate as best as possible the desires of the citizens of the community with respect to Windham's future pattern of growth and development.





# 2015 Windham Master Plan Schedule

## **May 2014 - Meet with Community Development**

- Work out the details of the Kick-off Workshop
- Design survey questions

## **May 14, 2014 – Meet with the Planning Board:**

- Solicit ideas on Kick-off Workshop and survey questions

## **June 11, 2014 - Meet with the Planning Board**

- Obtain their approval on the details of the Kick-off Workshop and survey questions



# 2015 Windham Master Plan Schedule

## **June 2014 - Work with Community Development**

- Getting the survey on the website
- Helping to promote the survey
- Finalizing the details of the Kick-off Workshop

**July 2015 – Promote On-Line Survey and  
Kick-off Workshop (Mid-Late August 2014)**



# 2015 Windham Master Plan Schedule

## **August 13, 2014 – Present to Planning Board:**

- Results of Community Survey
- Final Details of Kick-off Meeting
- Start discussion on Community Vision and Goals

## **Mid-to Late August 2014 – Facilitate Community Kick-off Meeting:**

- Help to gain insight and understanding from residents
- Guide the future update of the town's master plan



# 2015 Windham Master Plan Schedule

**September 10, 2014** – Present to Planning Board:

- Results of Community Kick-off Meeting
- Regional Concerns
- Demographics Trends
- Continue discussion on Community Vision and Goals



# 2015 Windham Master Plan Schedule

**October 8, 2014 – Present to Planning Board:**

- Existing Land Use
- Continue discussion on Community Vision and Goals



# 2015 Windham Master Plan Schedule

**November 12, 2014** – Presentation to Planning Board:

- Finalize Community Vision and Goals

**December 17, 2014** – Present to Planning Board:

- Final Report