



**SEPTEMBER 25, 2024 - 11:30 AM
LEBANON HOUSING TASK FORCE
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

1. Call to Order

- A. To participate in this meeting, please join live via Microsoft Teams or call 1-929-229-5356 (access code: 348 196 489#). If you have trouble accessing this meeting, please email Catheryn.hembree@lebanonnh.gov.

2. Approval of Minutes

- A. None

3. New Business

- A. Introductions
B. Organizational setup
C. Election of officers
D. Housing Opportunity and Planning Grant discussion

4. Open to the Public

5. Future Agenda Items

6. Adjournment

Meetings are open for in-person and remote attendance. Members of the public that wish to attend remotely may do so by going to [LebanonNH.gov/Live](https://lebanonnh.gov/Live) where you will find instructions on how to enter the meeting. Members of the public will be able to participate and ask questions through the City's virtual platform or by phone. Please note: Should technical difficulties occur during the meeting that disrupts virtual or phone connection(s), the meeting will continue without remote access capabilities.

Lebanon Housing Task Force

Purpose/ Charge

The Lebanon Housing Task Force shall produce a report and based upon the findings of that report, recommend drafted changes to:

1. [Chapter 07: Housing](#) of the City of Lebanon Master Plan, and
2. The [Neighborhood and Housing functional area](#) of the City of Lebanon Strategic Plan.

This report should include, but not be limited to the identification and quantification of the drivers affecting Lebanon's current housing shortage; the gathering and interpretation of housing and population data for the City, including housing ownership rates, housing type (including owned and rental), demographics, and quality of life considerations like accessibility to transit, communal resources, and green spaces; the forecasting of future housing and related needs of the City according to the same; an analysis of current and potential equity issues in Lebanon's housing supply; an analysis of the implications for the City and its current residents on other changes created by rapid population growth; the potential for regional partnerships (on items including but not limited to water and sewer infrastructure, transit infrastructure, and more) as a part of the solution to what is a regional issue; and potential solutions for City Council implementation, including estimated costs. Also included in the conclusion of the report should be a judgment on whether, if feasible, the City of Lebanon would be best served by the creation of a standing Housing Commission, pursuant to [NH RSA 674:44-I](#).

This report needs to be created no later than July 1, 2026, at which time the Lebanon Housing Task Force will be dissolved unless other action is taken.

Housing Opportunity Planning Grants

In spring 2024, an additional \$2.9 million was allocated to the Housing Opportunity Planning (HOP) Grant Program. These grants are for municipalities to hire consultants for the following activities:

- Update the housing, land use, and vision sections of the master plan, and related aspects of the implementation section, as well as the community facilities section or other relevant sections as they pertain to water and sewer in support of housing development.
- As part of a larger project, conduct a housing needs assessment or analysis.
- Audit a municipality's land use regulations and make recommendations for changes to promote housing development.
- Create new regulations or revise existing regulations with the stated primary goal of increasing the supply of housing in the community, especially affordable and workforce housing.

Grant-funded activities should generally assist applicants to become eligible for New Hampshire Housing Champion designation pursuant to RSA 12-O:71.

Municipalities may either hire consultants using a competitive process or choose a consultant from a list of pre-approved qualified consultants (which includes regional planning commission).

Introduction

The InvestNH Municipal Planning & Zoning Grant Program provides grants for cities and towns in New Hampshire to create local regulations that will help increase housing supply, especially for affordable and workforce housing. The InvestNH Housing Opportunity Planning (HOP) Grant Program is part of the InvestNH Municipal Planning & Zoning Grant Program and is administered by New Hampshire Housing under contract with the NH Department of Business and Economic Affairs (BEA). This program is part of InvestNH, a \$100 million initiative funded through the American Rescue Plan Act's State Fiscal Recovery Fund.

This project is being supported by, in whole or in part, federal award number SLFRP0145 awarded to the State of New Hampshire by the U.S. Department of the Treasury.

Purpose of Grants

These grants may be used to hire a consultant for the following activities:

- Update the housing, land use, and vision sections of the master plan, and related aspects of the implementation section, as well as the community facilities section or other relevant sections as they pertain to water and sewer in support of housing development.
- As part of a larger project, conduct a housing needs assessment or analysis.
- Audit the municipality's land use regulations and make recommendations for changes to promote housing development. Audits may be structured to do any of the following tasks (these tasks are intended to be illustrative, not exclusive):
 - o Identify barriers to housing development that may exist in standards or processes;
 - o Identify outdated regulatory schemes;
 - o Specify changes to existing regulations; o Identify opportunities for new regulations; and
 - o Cross-reference different regulations to ensure they are not in conflict.
- Create new regulations or revise existing regulations with the stated primary goal of increasing the supply of housing in the community, especially affordable and workforce housing. Regulations to be created or revised may include, but are not limited to:
 - o Zoning;
 - o Subdivision regulations; o Site plan regulations;
 - o Any provisions adopted under RSA 674:21 that are related to or directly impact housing development; o Local building codes; and
 - o Local tax incentives, including RSA 79-E.

Grant-funded activities should generally assist applicants to become eligible for New Hampshire housing champion designation pursuant to RSA 12-O:71.

All projects must include robust community engagement.

HOUSING ACADEMY is a training program for InvestNH Housing Opportunity

Planning (HOP) Grant and Community Housing Grant recipients to help build and further develop local capacity related to housing matters. UNH Cooperative Extension will provide housing education and community engagement training and support grantees as they develop their local community engagement strategies.

InvestNH

HOUSING OPPORTUNITY

PLANNING GRANTS

WHO SHOULD PARTICIPATE

Municipal grantees are eligible to have up to three people participate in Housing Academy. Participants can include municipal staff. In addition, we want to build local capacity for engagement on housing matters by encouraging municipalities to identify volunteers (including members of local boards or governing bodies, or other interested citizens) to attend. No housing or community engagement experience is necessary – just an interest in expanding a variety of local housing options.

IN-PERSON AND VIRTUAL SESSIONS

Housing Academy participants will meet via webinars, in-person training sessions, and place-based training in communities around the state. There will also be opportunities for community participants to share best practices and challenges and learn from each other.

HOUSING AND COMMUNITY ENGAGEMENT TOPICS

Through a variety of engagement techniques and tools such as storytelling, interviews, focus groups, art, posters, polls, listening sessions and more, Housing Academy is designed to be interactive. Community engagement techniques and tools will be taught so participants can develop and implement an engagement plan in their city or town. Speakers, panels, teachers and participants will explore a wide range of housing and community engagement topics, including:

- **Understanding the housing crisis**
- **Using data**
- **How to talk about housing**
- **Envisioning communities with more housing options**
- **Community engagement beyond public meetings**
- **How to make change – working with opposing views and mapping out regulatory change**
- **Bringing new people and voices into the housing discussion**

2024 HOUSING ACADEMY SCHEDULE

AUGUST 21	9:00 AM – 10:30 AM webinar
SEPTEMBER 12	9:00 AM – 1:00 PM In-person training
SEPTEMBER 25	9:00 AM – 1:00 PM In-person training
OCTOBER 9	9:00 AM – 10:30 AM webinar

REGISTER
bit.ly/3VtRNpN



Technical Assistance:

In addition to Housing Academy sessions, participants can receive technical assistance from UNH Cooperative Extension as they develop and implement their community engagement plans. To schedule direct consultations, contact Sue Cagle, sue.cagle@unh.edu.

QUESTIONS ABOUT HOUSING ACADEMY? CONTACT US!

Sue Cagle, sue.cagle@unh.edu



www.nhhopgrants.org



As part of Governor Sununu's \$100 million InvestNH initiative, \$5 million has been allocated to provide grants to municipalities to help housing development opportunities. The NH Department of Business and Economic Affairs has contracted with New Hampshire Housing to administer this program.