

## 2021 Town of Windham Report

### by Southern New Hampshire Planning Commission

The Southern New Hampshire Planning Commission (SNHPC) provides a wide range of services and resources to help member communities with a variety of land use planning and transportation challenges. Each year, with the approval of appointed representatives, the Commission's skilled staff designs and carries out programs of regional significance mandated by New Hampshire and federal laws or regulations. The Commission also works with Community staff, land use board volunteers, and governing boards on a variety of local projects.

Often, community stakeholders request assistance from SNHPC for traffic, pedestrian, and bicycle counts, grant assistance, specific studies, mapping, and facilitation services. Technical assistance is provided in a professional and timely manner as SNHPC carries out projects of common interest and benefit to all member communities; keeps officials apprised of changes in planning and land use regulations; and in conjunction with the New Hampshire Municipal Association, offers annual land use training workshops.

In 2021, the Commission provided the Town of Windham with assistance on a number of local planning efforts including:

- Providing technical assistance to the Windham Planning Department in reviewing land use development applications, assisting staff with processing strategies and protocol, and reviewing and guiding the process for updating Windham's Master Plan
- Completing trail mapping projects on behalf of the Conservation Commission, including Rt 28 Town Forest, Deer Leap, Foster's Pond, Clyde Pond and Gage Land
- Conducting traffic counts

The following table details services performed for the Town of Windham during the past year and includes both hours worked specifically for the Town and for projects involving multiple municipalities. In the latter case, the total hours spent by SNHPC staff are divided equally by the number of communities, resulting in time allotment attributed to each community. Examples of regional projects are the development of the New Hampshire Department of Transportation (NHDOT) Ten-Year Transportation Improvement Plan and a regional Congestion Management Plan update.

Hours	Description
216	Windham Planning Department Assistance: reviewed Planning Board and Zoning Board applications, met with developers, assisted staff with processing strategies and protocol, reviewed and guided process for updating Windham's Master Plan.
52	Continued developing trail mapping projects on behalf of the Conservation Commission, including Rt 28 Town Forest, Deer Leap, Foster's Pond, Clyde Pond and Gage Land.
33.5	Worked with rail trail stakeholders to finalize the 2021 Regional Trails Plan update. The final plan was adopted by SNHPC MPO at its July 27, 2021 meeting.
32.7	SNHPC staff participated in state and regional transportation councils to better coordinate transportation options locally, regionally, and statewide. Tasks included scoping and developing budgets for transit-related projects and coordinating with stakeholders to develop a regional Mobility Manager position. Anticipated to be filled in 2022, this position will help ensure Greater Manchester residents get accurate information and are able to book convenient transportation options.

Hours	Description
26.8	Reviewed Windham's existing components for the regional Intelligent Transportation System Architecture for a required update. Verified architecture for compliance for federal funding (ongoing).
24.6	Coordinated with the New Hampshire Department of Transportation on the development of the FY 2023-2032 Ten-Year Transportation Improvement Plan to ensure that the intersection improvement project at NH Route 28/Roulston Road in Windham remains fully funded and on schedule.
24.5	SNHPC assisted in facilitating the NH Dept. of Transportation's Transportation Alternatives Program (TAP) funding round #4. TAP facilitation included application review and formation of an ad-hoc scoring committee and coordinating meetings.
21.4	Developed a framework for a regional freight bottleneck analysis along NHDOT priority routes with associated strategies and compiled a Freight Bottlenecks Report.
20.5	Conducted traffic counts at four (4) sites in town, including Range Road west of Hayes Hart Road (11,270 raw Average Annual Daily Traffic (AADT) – 20% increase from last count.
16	Hosted CommuteSmart NH challenge to encourage multi-modal trips (transit, carpooling, bicycle, etc.) to help residents save money, reduce wear and tear on their vehicle, help relieve congested roads, and live a healthier, less stressful lifestyle.
13.6	Updated the Metropolitan Transportation Plan. As part of this process, the SNHPC maintains a region-wide transportation Travel Demand Model. This software model is used to understand existing and projected future year (2045) trips by private automobiles throughout the region for transportation project planning. As part of maintaining the travel demand model, previous years (2019 and 2020) building permit data for new residential, commercial units was researched and gathered by staff for trip origin and destination modeling.
10.2	Conducted a pedestrian/bicyclist count on the Windham Rail Trail at Depot (annual count location).
8.25	Began working on a Regional Housing Needs Assessment in collaboration with other Regional Planning Commissions (ongoing through 2022).
8	Participated in two NHDOT driveway permit review processes in Windham, including reviewing and commenting on regional transportation impacts for a proposed mixed-use development at Indian Rock on Rt 111 and NH 111/ Range Road.
7.71	Hosted a free virtual workshop: "How-to-Do an ADU" with support from AARP. The workshop addressed zoning allowances, design/ construction challenges, local examples, tips for becoming a landlord and a review of recent legislation introduced to address aging in place and housing shortages.
5.8	Developed a regional Rail Trail Passport program in celebration of Bike to Work Month. Worked with community representatives to provide outreach and education on local trails throughout the region.
2.5	Provided technical assistance to the Town of Windham with Municipal Separate Storm Sewer System (MS4) asset management.

#### Town of Windham Representatives to the Commission

Peter Griffin (Chair)

John Hiltz

#### **Executive Committee Member:** Peter Griffin (Chair)

