



# TOWN OF WARNER

## Housing Committee

DRAFT Meeting Minutes, August 27, 2025

PO Box 265, Warner, NH 03278-0265

(603) 456-2298 T / (603) 456-2297 F

WarnerNH.gov

CALL TO ORDER at 5:03 pm

**PRESENT** Committee Members: Ian Rogers, Connor Spenn, Bob Holmes, Dana Myskowski,  
And a few minutes later: Laura Hallahan (noted below)  
Central NH Regional Planning Commission Representative: Mike Tardiff  
Members of the Public: David Bates from Warner

**ABSENT** Ruth Roudiez, Ellie Brown

### PUBLIC COMMENT

None.

### APPROVAL OF MINUTES

Reviewed Minutes from August 14, 2025 meeting. Bob moved to accept with no edits; seconded by Connor.

**ALL APPROVED**

### HOP 2.0 PROJECT TIMELINE

Mike and Ian worked on the timeline, condensing it to the time left in which to work on the steps before the grant ends in September 2026. They submitted it to InvestNH Housing's Associate Program Manager for the HOP grants Grace Warwick; she informed them that Warner is back on track.

#### **Warner HOP 2.0 Timetable and Milestones, Updated August 2025:**

|                             |                                                                                                                                                                                                                                                                              |
|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>December 2024</b>        | 2024 HOP Grant awards announced.                                                                                                                                                                                                                                             |
| <b>July 2025</b>            | Select Board creates a new Housing Committee to conduct grant activities.                                                                                                                                                                                                    |
| <b>Aug 5, 2025</b>          | Select Board signs sub agreement with CNHRPC.                                                                                                                                                                                                                                |
| <b>Aug 14, 2025</b>         | Housing Committee meets to discuss updated timeline and Community Engagement Plan with CNHRPC and UNH Extension.                                                                                                                                                             |
| <b>Aug 19, 2025</b>         | Warner submits Community Engagement Plan written with help from Housing Committee, CNHRPC, and UNH Extension.                                                                                                                                                                |
| <b>Aug-Nov. 2025</b>        | CNHRPC conducts Housing Needs Assessment and audits of Zoning Ordinance, Site Plan Regulations, and Subdivision Regulations. Housing Committee identifies potential updates to Warner's Zoning Ordinance, along with 1-3 vision-based housing changes for Town Meeting 2026. |
| <b>Oct 2025 - Sept 2026</b> | Housing Committee conducts Community Engagement with help from CNHRPC and UNH Extension.                                                                                                                                                                                     |
| <b>Oct-Nov 2025</b>         | CNHRPC drafts and/or revises Zoning changes and potential revisions to the Site Plan Regulations and Subdivision Regulations in conjunction with the Housing Committee with help from the Housing Needs Assessment, Zoning audit, and Community Engagement activities.       |
| <b>Nov 2025 - Feb 2026</b>  | Potential Zoning changes go through the public hearing process to be placed on the ballot.                                                                                                                                                                                   |

Potential revisions to the Site Plan Regulations and Subdivision Regulations are reviewed.

**March 2026** Town Meeting 2026. Potential Zoning changes voted on by residents.

**March - Sept 2026** CNHRPC drafts and/or revises Zoning changes (in preparation for Town Meeting 2027) and regulatory changes to Site Plan and Subdivision Regulations in cooperation with the Housing Committee. Planning Board reviews/considers Site Plan and Subdivision Regulations Update.

**Sept 30, 2026** Final day for expenditure of HOP Grant funds.

Ian and Mike met with Chrissy Almanzar, Landuse Administrative Assistant, and Clyde Carson, Town Finance Director, who are on board with the timeline and ready to meet monthly tasks. They both know that any questions can be directed to the committee co-chairs or to Mike Tardiff or Matt Monahan of Central Regional Planning Commission ("Central").

Mike explained the invoicing method: Central will send a monthly invoice to Chrissy Almanzar who will add to it her administrative time and send the complete invoice to InvestNH Housing ("Housing"), which will send a check to Town Finance Director (Clyde Carson), and he will pay Chrissy for her time and send a check to Central to cover its invoice.

Connor Spenn: Is that a documented procedure?

Mike confirmed that it was. He noted that the paperwork includes a two-page report from the town every other month and a reimbursement form that is submitted by Chrissy Almanzar, who is the official point of contact. He also noted that Clyde has done this in the past and is familiar with the procedure.

Ian: If Clyde has any questions about the bill, he knows he can ask Chrissy and/or this committee's co-chairs.

## HOUSING NEEDS ASSESSMENT AND ZONING ANALYSIS

Mike: The staff is working on the assessment. They are updating numbers and quantifying needs. It's demographics.

**5:11 pm - Laura Hallahan arrived.**

Mike: we've also started to look at the zoning. Steve Henninger, the former assistant city planner in Concord for 30 years, is now working part time for Central. He and Matt Monahan, one of Central's planners, are looking at the new regulations that were implemented at the state level this summer. There are questions from the staff. Such as Intervale and what's happening there. Really, what is the town's understanding and the Planning Board's understanding of the why. The Intervale District is 20 years old. What has it done?

Mike: first place to start is ADUs. Terminology is interesting - such as accessory apartments. In short: first was allowing ADUs. Then statewide zoning, and now attached and detached in any area that allows single family housing. There are nuances about size, parking, etc. Some of the easy tasks are making it more clear. Number one priority: Town Meeting in 2026 - clarity and in compliance for regulations regarding ADUs.

Bob: Warner is 300 minimum and 1000 max square feet.

Connor: For Town Meeting 2026, change as little as possible while complying with regulations.

Bob: Tethering is an additional more restrictive rule, so we can't allow that rule to stand any longer.

Mike: Central staff will go through Warner's rules and show us where we are out of compliance with the ordinance.

Dana: Are two ADUs required to be allowed in town?

Mike: The state statute allows for two ADUs but does not require them.

Bob: Minimum size - in Warner it is no less than 300 square feet for an ADU; the regulations state minimum can be 750 square feet up to 950 square feet, which means the Warner rule that ADUs cannot be more than half the size of the main dwelling unit's heated and finished flooring will no longer be valid.

Mike: The staff at Central will look into this aspect of the ADU requirements.

Bob: We can discuss it at the next meeting and then go to the Planning Board or Selectboard with the necessary changes. When do the new statutes get into the new RSAs?

Laura: When you go to the website the new statutes are already listed in the RSAs.

Mike: The bills were signed and many statutes were adopted July 2025. Others will be adopted in 2026.

**MIKE: THE NEXT THING TO DISCUSS IS: HOW DO WE PROMOTE IT?**

Bob: Joint session with the Conservation Committee.

Laura: When we did the forum – the ADU pamphlet was great. The ADU pamphlet can be updated for handouts this time around.

Bob: For ADUs there is no parking requirement.

Mike: The RSAs are trying to have towns not add additional requirements for ADUs that are too burdensome. It used to be that in Concord you could not park overnight on the street but now you can.

Bob: Site plans on multifamily units are going down to one parking space per unit, which is a July 2026 change.

Mike: We at central will prepare all the proposed changes. Then there's the idea of offering one development regulation in one place. Subdivision site plan should be easy for anyone in the town hall to explain once it represents the updated regulations. Our staff at Central said a lot of the Warner zoning ordinances track pretty well over the years. But the take is that it is not yet presented in a straightforward way. Note: The one exception to the ordinances tracking well is the Intervale district, which is confusing and vague.

Ian: large multifamily units are permitted in Intervale, but the special exception has meant none have been successful.

Mike: House Bill 631: Towns need to allow multifamily residential development in commercial zones.

Bob: The exit 9 area does not look like a quaint welcoming town.

Mike: The roundabout helps. It offers a different, gateway-feel, while, of course, being safer too, which was its intended goal. It helps with the look and feel of the place to make it a bit more quaint.

Ian: The psychology behind the welcome to Warner character: The 1990s charette revealed that people were not sure what to do with Market Basket and the land around it to make it look and feel like Warner. There were a lot of proposals including one to build a strip mall with a Chinese restaurant and nail salons; that did not fly. There were people who did not want development and people who wanted businesses to help with town tax burden.

Bob: Hotel idea was not followed up on.

Ian: Intervale zoning extends up through North Road. Our 2011 master plan, someone at Central recommended not including North Road in the map—redrawing the map to exclude the residential looking area.

Mike: Article XI-A. This is something to wrestle with. Suddenly next July, because the Intervale is commercial, Warner will be required to offer multifamily development there.

Ian: Zoning board – decided not to rehear the Catch Housing proposal's appeal. They required the Catch proposal to present new reasoning behind why it makes sense for that area.

Laura – There are some in town who do not see that Intervale is supporting the town since Dunkin Donuts and Market Basket and others are owned by corporate owners who do not live in Warner, for instance, so they believe all the money is simply flying out of Warner.

Bob: Yes, some believe that dollars should enter Warner, and not leave Warner.

Laura: We should make an effort to let people know that money there does also go to the town.

Connor: Offering workforce housing with rent-controlled and income-based requirements mean that people would come to Warner because they want to live here. It also means that the residents have a predictable amount of income to spend in town.

Ian: We could offer options for what a building could look like – in addition to a site plan.

Mike: We have an example for farmstead looking multifamily residential units in Canterbury that offers developers a bonus: instead of getting 12 units, get an extra two, if you design it in this way, leave a certain amount of agricultural land, etc. It's offering a carrot since with an extra two units, the developer can make more money.

Ian: Carrot ideas are interesting. Warner offers a yes or no option, instead of describing what we want to see in Warner.

Mike: How can we get there in a positive way – aesthetics – tie-in workforce and aesthetics at the same time? There are options for that. It may be a bridge too far for this first year, but we can look at it next year.

Bob: Maybe add architects and such so there's a choice for people to use that fit the aesthetics of the town...and if they utilize this, they will get a bonus of some sort.

Laura: There's a cluster in Sutton that is giving the town trouble. It could provide some learning opportunities.

Dana: There are towns that require businesses to build in a certain aesthetic, such as Dunkin Donuts in some of the quaintest of New England towns, such as in Vermont.

Mike: A town that requires site plan regulations as well as architectural standards is a town that is confident.

Connor: Outside Phoenix the towns require lower buildings so as not to obstruct the views to the hills. It makes them more attractive.

Mike: They sound like confident towns.

***5:57 pm – David Bates left***

Mike: We'll come with the strike throughs for next meeting. Our staff is working on that. In addition, we'll look at the water zone. And explore Intervale and its possibilities for more multifamily structures. Catch Housing can wait till next July when the new law takes effect and put their workforce housing in then. We'll also talk about Class Six Roads – there's language in the second handout. You do not have to go to the selectboard; if you can be insured and if you sign your waiver, then you can build a home on a Class Six Road. There are nuances such as allowing a class five or higher for subdivisions.

***6:02 pm – Mike Tardiff left***

Ian: For next meeting, let's look at the handouts we received tonight and the RSA changes that Laura sent us a link to, then come prepared to discuss.

Connor: Was this meeting informational? Or do we have to dos?

Ian: This was informational. Now we have to sift through the information so we understand it and can discuss it at the next meeting. After that we may have an opportunity to assign work projects among ourselves.

Bob: We need to just go slow and update carefully.

Connor: We may have to come up with suggestions for next year, based on our ordinances.

Ian: That's what Central is preparing for us—so we are in compliance with state regulations.

Connor: Dover has structured multi-family homes that are long and skinny but from the street look like cozy New Englanders.

Bob: Lyme has 18<sup>th</sup>-century farmhouses that are now condos.

Laura: It can be expensive to retrofit a farmhouse.

Ian: Saw a handout in Canterbury with suggestions to make more multi-family buildings look like New England farms; Brayside Apartments in Warner was included in those photos, as well as about nine others.

Connor: I like the idea of incentivizing builders, rather than requiring and pricing them out of the market.

Bob: Especially if they want to sell units for \$200K.

Connor: Attended a meeting where builders said that the costs of units, including ADA units on the first floor (without elevators) can only be built for \$10K in order to be profitable.

Laura showed a real estate picture of a New Englander that was turned into two units, currently each for sale for \$400K in downtown Henniker.

Bob: We could develop examples of places that fit the aesthetics residents want for Warner with photos and links.

Connor: Yes, zoning ordinances in town could state that if the building fits these XYZ parameters, then the builder can have the incentive of an additional two units, meaning that their profit margin would grow. Meanwhile, Warner would get an attractive new residential building.

Laura: Agrees that incentivizing is better than requiring.

Bob: We should talk to Ray Martin about the current water district – how many new units could be accommodated by the current system.

Ian: The water treatment facility was built extra-large to accommodate more housing than currently exists – about half use now, he believes.

Bob: Water district needs to fix some copper discharge; need to find out why the discharge is there. Sometimes it's industrial pollution. Could also be too acidic and corroding copper pipes forever.

Ian: Like the idea of involving the Conservation Committee in the Class Six and the ADU tethering rule; we should contact Nancy Martin, the chair of the Conservation Committee, once we know more about changes to the regulations.

Bob: They will need to know sooner than later.

## COMMUNITY ENGAGEMENT PLAN AND NEXT STEPS

Ian: We should reach out to the Water District, Kearsarge Chamber of Commerce (as Laura suggested last meeting), and the Conservation Commission (per Bob's suggestion). Then follow-up with them once they've had an opportunity to digest the information on changes to the state laws that impact Warner. Perhaps these discussions will yield ideas for the survey.

Connor: The next couple Housing Committee meetings will help reveal what the survey will include.

Ian: Wants to talk about open space next meeting. (Open Space allows for undeveloped land in a tract, so if a developer has twelve acres, they might place homes on four one-acre lots, and leave the other eight acres as open space where wetlands could exist, people could hike or play, etc.)

Laura: A good way to approach the discussions with the groups would be to frame it as, "So, there are some changes coming forward—how do you feel about those changes?" Let people have time to discuss the changes and how they might impact them (or not impact them) and how they feel about them.

Connor: We could explain it by asking the question, "Has this been a barrier for you?" which helps highlight the changes as opportunities, rather than asking, "What kind of housing should we have here in Warner?"

Ian: This could be a way of giving a space to allow people to voice their opinions. We can sit around and guess all we want, but we need to get out and talk to various groups and residents.

Ian: Next meeting let's discuss the changes we'll need to make in order to be in compliance with state laws. Then during the next meeting after that, we could begin to develop the survey.

The Committee tentatively agreed to meet on the evening of Oct. 2 and Oct. 14 at the library, so long as other Committee members and Mike Tardiff and John Christ can meet then too. (These are after the already scheduled Sept. 18<sup>th</sup> meeting at the library's Frank Maria Meeting Room.) Ian will check with Ruth, Ellie, Mike, and John to see if they can meet then. If so, Dana will see if we can book the Pillsbury Free Library's meeting room for those dates.

## COMMUNICATIONS AND OTHER BUSINESS

Ian: Need to talk about having conversations with the Planning Board.

Bob: Spoke with Chair Karen Coyne and Vice Chair Barak Greene before the last Planning Board workgroup meeting; they agreed that Bob can update the Planning Board at the next regular meeting, and at regular meetings thereafter. Karen suggested changing the name from the Housing Committee to the HOP 2 Committee since she thought the name

Housing Committee was confusing on the heels of the Housing Advisory Committee that no longer exists in town. The committee thought HOP 2 would be more confusing than Housing Committee; it was also noted that the Selectboard named the committee. The committee will remain as named. Karen appreciated that the Planning Board would be kept informed.

Ian: Next regular meeting of the Planning Board is Sept. 8, but the Housing Committee is not on the agenda.

Bob: Will contact Chrissy to get added to the agenda as he had discussed with Karen and Barak.

Ian: Chrissy would like to be involved in the survey. The committee is appreciative of her offer to help.

Dana reminded the group of two Housing-related events of possible interest:

- KCLT fundraising Farm to Table event at New London Historical Society, Saturday, Sept. 20, 7 to 9 pm. <https://kclt.betterworld.org/events/fall-dinner-silent-auction>
- NH Housing & Economy 2025 Conference, Oct. 16, Concord, 8 am-12:30 pm, tickets \$75, include breakfast [https://lp.constantcontactpages.com/ev/reg/6v95673/lp/da58e695-a269-4f50-9889-e17932e900c5?source\\_id=563b866d-90aa-46bc-971e-d33ea009d4bc&source\\_type=em&c=2KF\\_dNkCFaSHvtD5JWYMMvbmRpdnA6s8zEvzFIwk7OAwZ6l1SiU1w==](https://lp.constantcontactpages.com/ev/reg/6v95673/lp/da58e695-a269-4f50-9889-e17932e900c5?source_id=563b866d-90aa-46bc-971e-d33ea009d4bc&source_type=em&c=2KF_dNkCFaSHvtD5JWYMMvbmRpdnA6s8zEvzFIwk7OAwZ6l1SiU1w==)

Laura noted another Housing event:

- Vital Communities 2025 Housing Solutions Breakfast 7:30 to 10 am at the Hilton Garden Inn, Lebanon, Sept. 25. Free, but \$25 donation suggested. <https://vitalcommunities.org/events/2025-housing-solutions-breakfast/>

Field Trips: Catch Neighborhood, Lebanon, Dover, etc.

- Connor will reach out to her contacts to see about possible field trips.
- Dana will reach out to someone in Lebanon's Planning Office – to see if we can tour the Barrows Street Cottage Court pocket community there.

ADJOURN

Motion to adjourn, Ian Rogers; Laura Hallahan seconded.  
Meeting adjourned 6:54 pm.

NONE OBJECTED

Next meeting: Thursday, September 18 at 5:00 pm, at the Pillsbury Free Library Frank Maria Meeting Room.

2025.08.27 Housing\_Minutes\_FINAL  
Noted by Dana Myskowski