

TOWN OF ALLENSTOWN HOUSING-PROJECT SCOPE

October 24, 2016

OVERVIEW

1. Project Background and Description

The Town of Allenstown requested assistance from Plan NH and the Central NH Regional Planning Commission to conduct a Charrette addressing the downtown area (Suncook Village portion of Allenstown). The Charrette occurred on September 30th and October 1st of 2016. The Charrette involved public input and recommendations of the Plan NH team. Those recommendations resulted in four focus areas; Economic Development, Housing, Connectivity and Recreational Amenities.

Project Scope

The downtown area of Allenstown contains a large concentration of older housing stock. Many of the structures date back to the time when the mills came into being in Suncook Village. Some structures have been upgraded to meet new weatherization standards however some are still inefficient. The project focuses on two areas. Upgrading existing housing and adding new housing forms.

2. High-Level Requirements

The Housing Project involves working with existing homeowners/property owners to enhance existing housing. The other element is working with owners of presently undeveloped property to create new housing using the new housing forms.

The project should include the following:

- Providing assistance to property owners to enhance their properties.
- Identifying/Utilizing funding sources and partnering entities to enhance low-moderate income housing.
- Working with property owners of undeveloped properties and developers to create housing using the new forms such as Urban District, Mill District and Agriculture District.

3. Deliverables

- Plan for working with homeowners and building owners to upgrade their properties.
- Plan for working with partnering entities to enhance low-moderate income housing to include identified funding sources and specific tasks.
- Report back on the progress of working with property owners of undeveloped property and the partnerships with developers to create the new housing forms.
- Plan to address any zoning ordinance or subdivision regulations revisions needed to implement the new housing forms.

4. Affected Parties

The key partners include State, County, private property owners and various non-profit entities.

- State Agencies
 - NH Community Development Finance Authority
 - NH Housing Finance Authority
- The Merrimack County Commission (CDBG allotment)
- Non-Profit Entities
 - Belknap-Merrimack County Community Action Program
 - The Way Home
 - CATCH Neighborhood Housing
- Central NH Regional Planning Commission
- Individual property owners

5. Affected Operational Processes or Departments

The planning and coordination will require application and management of the Community Development Block Grant although to a minimal degree by the Finance Director and Town Administrator. The Building Inspector, CNHRPC and Planning Board would be engaged for new subdivisions. Redevelopment of existing housing would impact the work load of the Building Inspector.

6. Specific Exclusions from Scope

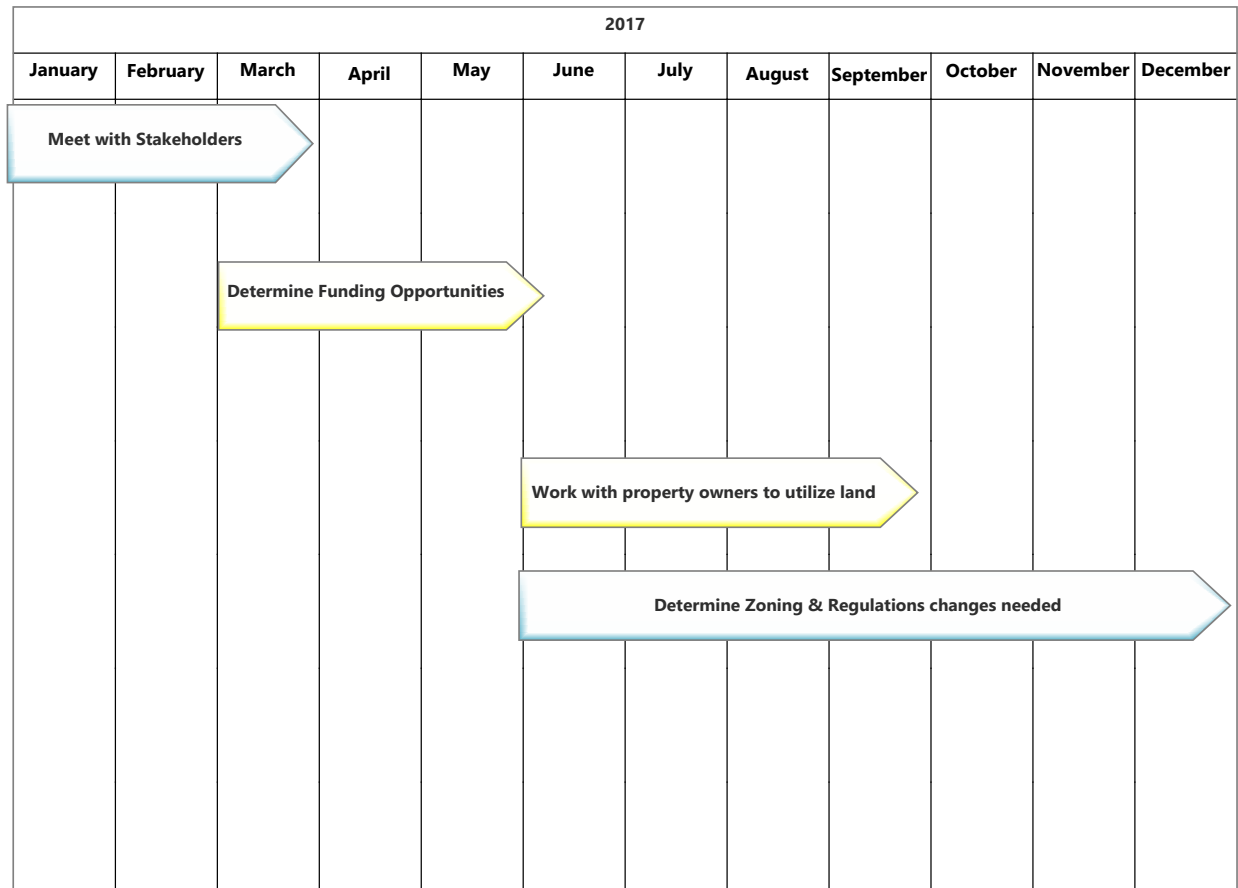
The scope of this project does not involve the creation of Section 8 housing that would be managed by a housing authority. The project is limited to utilizing programs to assist property owners to either develop their undeveloped property or upgrade their existing structures.

7. Implementation Plan

The implementation of the Housing Project as described has many components. This effort should be coordinated by one person (TBD).

- Meet with key stakeholders to further develop the plan.
- Develop housing partnerships with the non-profit and private sector housing developers.
- Identify funding sources and pursue those sources.
 - CDFA Tax Credits
 - Community Development Block Grants
 - Low Income Housing Tax Credits
 - Private sector investment
- Revise subdivision regulations and zoning ordinances to incorporate new housing forms.

8. High-Level Timeline/Schedule



APPROVAL AND AUTHORITY TO PROCEED

We approve the project as described above, and authorize the team to proceed.

Name	Title	Date
<i>Jason Tardiff</i>	Chairman, Board of Selectmen	10/26/2016
<i>David H. Egan</i>	Selectmen	10/25/2016
<i>Jeffrey F. Sygnael</i>	Selectmen	10/26/2016

Signature Certificate



Document Reference: 7TD3GLJ7NLREZUVSDIW3Y2

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David Eaton

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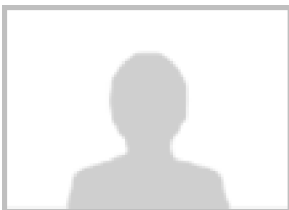
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Timestamp

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2016-10-26 14:02:55 -0700

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2016-10-26 08:54:53 -0700

2016-10-25 17:28:34 -0700

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Audit

All parties have signed document. Signed copies sent to: Jeffrey Gryval, David Eaton, Jason Tardiff, and Shaun Mulholland.

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