

CITY OF LACONIA  
MASTER PLAN STEERING COMMITTEE  
Thursday, January 29, 2026 - 6:00 PM  
City Hall - Armand A. Bolduc City Council Chamber

AGENDA

**1. 6:00 P.M. Call to Order**

**2. Roll Call**

**3. Acceptance of Minutes from Previous Meeting**

**3.1. Minutes**

Prior Minutes

Documents:

[MINUTES.PDF](#)

**4. Progress Report**

Review project progress.

**5. Review of Draft Existing Conditions Report**

**5.1. Land Use**

Existing uses, zones, and distribution throughout the City.

**5.2. Housing**

Existing inventory, resident demographics, occupancy, housing types, costs, and projects.

**5.3. Economic Development**

Existing businesses, labor force demographics, education attainment, income levels, and commuting patterns.

**5.4. Transportation**

Existing roads, sidewalks, bridges, transit services, and projects.

**5.5. Community Facilities**

Existing facilities, locations, sizes, and services provided.

**6. Integrated Land Use Analysis**

Review of the Integrated Land Use Analysis completed by RKG Associates using initial existing conditions data.

## **7. Outreach and Engagement Plan**

Review the Outreach and Engagement Plan for late winter and spring.

## **8. Timeline Review and Next Steps**

Review the project timeline and next steps.

## **9. Public Comment**

This is an opportunity for the public to comment on and ask questions regarding the Master Plan process and the items discussed.

## **10. 8:00 P.M. Adjournment**

This meeting facility is ADA accessible. Any person with a disability who wishes to attend this public meeting and needs additional accommodations, please contact the department at (603) 527-1264 at least 72 hours in advance so that the City can make any necessary arrangements.

CITY OF LACONIA

MASTER PLAN STEERING COMMITTEE

6:30 PM City Hall - Armand A. Bolduc Council Chamber

*Draft Minutes*

11/13/2025 - Minutes

1. 6:00 P.M. Call to order

The meeting was called to order at 6:00PM by Chair of the Committee Planning Director Rob Mora.

2. 6:00 P.M. Roll call

Roll Call was performed By the Assistant Planning Director Tyler Carmichael.

In attendance Councilor Eric Hoffman, Patrick Wood, Rob Mora, John McArdle, Jennifer Ulrich, Gary Dionne.

In attendance as well Steve Whitman and Crystal Kid.

3. 6:00 P.M. Acceptance of Minutes from previous meeting

Pat Wood made a motion to accept the prior meeting minutes as written and they were unanimously accepted.

4. 6:00 P.M. Introductions and Project Roles

At this time Planning Director Rob Mora asked the members of the Committee to introduce themselves and give a brief description of who they are. the group shared information referencing there roles and lives as it pertains to the City of Laconia.

Councilor Eric Hoffman, Patrick Wood, John McArdle, Jennifer Ulrich, Charlie St Clair, and Tyler Carmichael. please see video for full narration of dialogue.

Steve Whitman, and Crystal Kid also gave a brief description see video for full comments.

5. 6:20 P.M. Review of Project Phases and Timeline

Steve Whitman gave a review of the project and where we are in the process, Steve also stated January is the next scheduled meeting date and with the holidays in between Steve mentioned it would be a stark contrast from what we are seeing now to what we are seeing in January. Steve expressed that meeting with the other consultants today expressed no questions at this time but are eager to meet with planning and

the other department heads. Steve Whitman mentioned and then rolled out hand outs for the committees consumption.

6. 6:30 P.M. Existing Conditions

Steve mentioned the deep dive regarding phase 1 and the fact that the plans we have regarding Laconia is a blessing and a curse that we don't have a lot of other plans to comb through. We have identified the relevant plans over other plans and also where gaps may exist in plans needed. Steve Whitman stated this fact finding will continue into 2026 and it will help with a roll out to the public. After this comprisal of data is finished the interactive portion would commence between staff and department heads and the Team working the Master plan document. Steve Whitman used three criteria Analyze, Envision, & Create.

7. 6:45 P.M. Review of Outreach and Engagement Plan

Steve Whitman continued, with some more of the timelines as they move forward and stated it would be about a years commitment to the plan.

8. 7:15 P.M. Thank You & Conclusion

Steve Whitman thanked the committee and then asked if any questions were to be asked at this time.

Patrick Wood asked regarding the CIP scoring and if it would be utilized as well as other data points through the City. These questions asked regarded development within the City over time. Patrick continued on to mention the impact fee study regarding the assessment of fees to future development. Pat referenced the schools as a benefactor of the impact fees.

Rob prompted Tyler to give a brief synopses regarding the impact fees and how much work was put into this re assessment. Tyler started the breakdown but was stopped by the request of a definition by Patrick Wood regarding impact fees Tyler defined this for Pat and the committee and proceeded. Tyler also referenced that state law currently determines what impact fees can be used for. Tyler continued on the timeline of the creation of the new impact fee to be hopefully adopted at the upcoming city council to allow for an increase in these assessed fees. Tyler mentioned that upon adoption step increases would occur. Rob Mora added that some changes have occurred allowing DPW buildings to utilize these fees as well. Facility needs were addressed at this point as well. Steve Whitman asked Tyler Carmichael a question regarding Sewer water and drainage data to be used in this study.

Councilor Eric Hoffman asked a question regarding the housing, pointing more towards the available data of what exists for housing stock what the proposal of new housing would be and where it would fit within our existing community. Will this report contain that specificity. Steve Whitman inquired regarding the question and discussed price as well as a component to be added.

Charlie St Clair, added within this study and plan can we make certain the charm is not lost for the City tourism is a driving factor and it is important to us. Charlie referenced a recent survey regarding New Hampshire retention and the reason we lose people. The committee continued on property ownership as well as density overall. Jennifer Ulrich spoke regarding work styles within these neighborhoods and how people are affected by commuting to employment over those who may work within the city. Jennifer spoke further regarding housing for different models and or types to be needed. People are being priced out. Charlie St Clair asked the question how many of our citizens are migrating out for employment. And public transportation was referenced as a possible fix.

Councilor Hoffman referenced historical districts and how they could be addressed. Charlie St Clair stated the true impact of Urban Renewal. Gary Dionne referenced downtown and also Union Ave as examples for the need to redo the master plan. The committee continued to define thoughts on key areas of impact to the overall community as they felt it would help with the study.

9. 7:30 P.M. Next Meeting

The next meeting was set for January 2026

10. 7:45 P.M. Other Business

11. 7:50 P.M. Public Input

Public input was provided by John Hildreth regarding his thoughts on the need to move forward with this Master Plan.

12. 8:00 P.M. Adjournment

The meeting was adjourned at approximately 8:00PM

DRAFT