

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

MINUTES

1/29/2026 - Minutes

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

R. Mora calls the January 29th Master Plan Steering committee to order at 6:00 PM

**2. Roll Call**

Planner Technician Scott Pelchat gave the roll call.

In attendance from the RKG group was Steve Whitman, Crystal Kidd, and Eric Halverson.

Rob Mora, Eric Hoffman, Jennifer Ulrich, Patrick Wood, Gary Dionne, John McArdle, Charlie St Clair.

Staff in Attendance Assistant Planning Director Tyler Carmichael and Planner Technician Scott Pelchat.

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

**3.1. Minutes**

The prior Meeting minutes were approved with corrections.

**4. Progress Report**

RKG group member Steve Whitman spoke to the current progress that is being seen within the workings as the master plan data is compiled.

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

Steve Whitman. walked the committee through the existing conditions report explaining the individual criteria for the continued subsections. Steve spoke of the portion of the plan that would eventually become the appendix of the master plan. This would contain key aspects regarding this plan. R. Mora advised the board that regarding City staff Tyler Carmichael would be the point of contact regarding questions to go to the RKG team/ group. T. Carmichael advised the committee that a digital version was sent to all members but a printed color copy was not mass produced to allow for cost saving measures. S. Whitman asked if any feedback came from the review of the packets.

E. Hoffman regarding the housing data there was a lot of housing data E. Hoffman thanked the team for that data but did inquire on the percent of ownership data where its owned by an enterprise or a family. RKG advised that data could be found. P. Wood asked why the housing authority was not referenced in the data ? Steve inquired what would they have that you may be looking for. P. Wood said data on income and

who affords what housing. J. McArdle asked about a data point stating 2700 seasonal vacancies and how was this determined? E. Halverson from RKG answered it was from census data. Another question regarding rental increases by 44% how does this track with all other costs E. Halverson said it could be looked into as well. P. Wood asked if income to inflation can be reviewed. J. McArdle asked regarding the stat of whom has bachelors degrees how was that broken down E. Halverson its all who have one. J. McArdle also commented on bridges as well this was answered by R. Mora. S. Whitman commented as well to R. Mora's comments. Also it was mentioned if any increases in police and staff in general to be increased. E. Halverson surmised his conversation with the police chief regarding the hiring. E. Hoffman stated he felt he saw within the report this number was referenced. R. Mora advised the Pillsbury group did a similar study as well. S. Whitman expressed his thankfulness to the members for the comments.

E. Hoffman we need to identify what needs to change and what can be changed through policy and or planning. We need to figure out where this data will lead us. Not a lot of commercial zoning in the City and where will it go. Charlie asked how commercial residential would be effected R. Mora advised him of this. T. Carmichael inquired to E. Halverson some of the percentage breakdown. C. St Clair stated so its being underutilized and it was found to be an agreeable statement. E. Hoffman talked about zoning to availability of utilities T. Carmichael spoke with E. Hoffman regarding this topic. E. Hoffman also spoke regarding conservation land and parking as well. Gary Dionne spoke regarding some of the mixed use development and zoning itself and how that he feels has diminished over time. C. St Clair and G. Dionne spoke of the convenience store that is now a Tai restaurant on North Main St. T. Carmichael answered there are zones that allow this and there are zones that do not.

## 5.1. Land Use

Eric Halverson spoke about the land use portion of the master plan. E. Halverson talked about place and city scale and how different metrics can be utilized to identify value of individual sites as well as areas as a whole how do they function and how does it drive value for the city and how is this able to be changed to increase performance. E. Halverson showed the example per the slide determinants of value creation. E. Halverson touched on some key components of this Quantitative Vs Qualitative Aspects of place. Form and Infrastructure being the first Identity and Values being the second. These are comparisons within parcels and uses and how it integrates to its lot and other areas that may have this use. why is this working this way here and why does it function differently elsewhere. E. Halverson spoke further on roads and other well used infrastructure. Also spoke regarding tax value per area within the City. Identity and value was referenced to say we should not misidentify.

## 5.2. Housing

Eric Halverson spoke regarding some of the findings regarding the Housing portion of the master plan. Costar Property Data was used in this section to express housing type and use and how it effects value through the area it is in. E. Hoffman referenced urban development as a factor of what exists today. E. Halverson talked regarding the homework assignment to be discussed in February do these place types resonate with you or is this a use full way to think about Laconia. P. Wood inquired regarding areas that he felt are built out already but were not referenced on the map. E. Halverson advised he would look into it. S. Whitman asked the committee to look over the titles and areas to seek if change needs to happen to what exists as place types now or do they need further defining. E. Halverson further defined how much criteria could be made for this.

E. Hoffman inquired to E. Halverson i wonder how much of this data is being driven by different structure types being built in different eras. E. Halverson stated building age was not factored into this metric. E. Hoffman inquired it would be interesting to see how our zones reflect what's actually there and is it working. G. Dionne spoke regarding village districts and how some have may predicated local zoning. R. Mora discussed the former downtown zoning outline. T. Carmichael spoke on the building timelines style and uses. Should the zoning area tell us what we want or is it telling us to preserve what we have.

E. Halverson mentioned a model of this process that will take Laconia Zoning Ordinance and factor it against each building and parcel to see if it is performing and conforming to how the Zoning is written today and which ones do not. P. Wood explained his knowledge of Laconia History regarding zoning. R. Mora stated it would be interesting to see age of structure as a layer. Form based code was discussed as well as sidewalks and the walking aspect of the city. E. Hoffman stated growth of parcels by series of variances seems to be there's a different approach to these. C. St. Clair and E. Hoffman conversated on the previous comment.

### **5.3. Economic Development**

Economic development for the Master Plan was included within the conceptual from the RKG group.

### **5.4. Transportation**

Transportation for the Master Plan was included within the conceptual from the RKG group.

### **5.5. Community Facilities**

Community Facilities for the Master Plan was included within the conceptual from the RKG group.

## **6. Integrated Land Use Analysis**

Integrated land use analysis was discussed during the Conceptual from RKG.

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

Crystal Kidd spoke regarding the outreach and engagement plan.

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

Next steps were discussed as well as future meeting dates and timelines. This was discussed by the board the staff and the RKG team.

A meeting date of February 12th was set and also a March 12 committee meeting March 26 meeting was set for RKG.

## **9. Public Comment**

Michael Foote, A resident from Roller Coaster Rd spoke regarding the Master plan development process that is being undertaken by the city. M. Foote spoke regarding the city website and the ease in which access to the master plan is gained. R Mora advised M. Foote to stop down to the planning office to allow for some assistance. M. Foote continued regarding some nomenclature surrounding zones within the city example given the CR Zone M. Foote stated this is the commercial resort not the commonly mistaken commercial residential. M. Foote referenced lots still to be developed and what would be created on these lots need or desire. Also how the zoning criteria is looked upon and how it matters when delivering zoning decisions.

Marjorie Wilkinson, A resident from Pine Brook Lane, Chair of the Heritage commission as well as the historic overlay district inquired regarding the process and how her boards integrate into Zoning Planning and Code enforcement and how that may become part of the Master plan if included. During this narration M. Wilkinson emphasized how she felt about the changes she is seeing Demo to development. And referenced herself and others are very concerned on what there watching new property owners do to there lots.

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

The meeting was adjourned at 8:07 PM

DRAFT