

Implementation

According to RSA 674:2, III, the master plan may include the following sections:

“..(m) An implementation section, which is a long range action program of specific actions, time frames, allocation of responsibility for actions, description of land development regulations to be adopted, and procedures which the municipality may use to monitor and measure the effectiveness of each section of the plan.”

In terms of the recommended implementation section, the following list has been created to help put the new master plan into action. This chapter will facilitate the planning board and the selectboard to oversee the completion of the suggested implementation actions of this master plan. Each of these actions has been assigned a timeline and a responsible party to assist with future evaluation of the progress on these tasks. A chapter reference has also been included to tie these actions back to their corresponding chapters. This section of the master plan is dynamic and should be reviewed and modified annually to measure the progress made on the implementation actions.

<i>Implementation Action</i>	<i>Time Period</i>	<i>Agencies</i>	<i>Chapter Reference</i>
Allow cluster development in all zones in Antrim, particularly in the rural and rural conservation zones.	1-2 years	Planning Board	Chapter III, Natural Resources and Conservation
Actively work with the state and the other organizations involved in the Quabbin to Cardigan initiative to preserve those large, undeveloped areas of Antrim, particularly in the western portion of town.	Ongoing	Selectboard, Conservation Commission; Open Space Committee	Chapter III, Natural Resources and Conservation
Work to carry out the recommendations of the Open Space Committee as adopted by Town Meeting, March 2006.	Ongoing	Selectboard, Conservation Commission; Open Space Committee	Chapter III, Natural Resources and Conservation
Offer incentives in the form of property tax exemptions for residents or businesses who install renewable energy systems such as wind turbines and photovoltaic panels.	1-2 years	Selectboard, Energy Committee, Tax Collector	Chapter IV , Energy Usage and Conservation

<i>Implementation Action</i>	<i>Time Period</i>	<i>Agencies</i>	<i>Chapter Reference</i>
Install the EPA Portfolio Manager software or the RETSCREEN software to manage the data from energy audits and to set goals for energy reduction over time.	1-2 years	Selectboard, Energy Committee	Chapter IV , Energy Usage and Conservation
Thoroughly explore all the various programs listed in this document and any others that come to light so that the town can make intelligent choices about energy conservation and planning and take advantage of any grants or financial help that may be available.	1-5 years	Selectboard, Energy Committee, Town Administrator	Chapter IV , Energy Usage and Conservation
Conduct a feasibility study for creating a Community Choice Aggregate (CCA) to improve energy efficiency services, expand renewable energy and stabilize energy costs.	1-2 years	Selectboard, Energy Committee	Chapter IV , Energy Usage and Conservation; Chapter XII, Economic Development
Consider entering into a Performance Contract with an energy service company (ESCO).	1-2 years	Selectboard	Chapter IV , Energy Usage and Conservation
Establish point standards similar to those set up by the U.S. Green Building Council LEED certification to promote energy efficiency in future construction.	1-2 years	Selectboard, Planning Board	Chapter IV , Energy Usage and Conservation
Encourage smart growth principles such as mixed use, centralized development, higher density, and alternative transportation to reduce energy use.	1-5 years	Planning Board, Zoning Board of Adjustment, Selectboard	Chapter IV , Energy Usage and Conservation
Reevaluate using biodiesel fuel for Antrim's diesel engines.	1-2 years	Selectboard, Highway Department; Energy Committee	Chapter IV , Energy Usage and Conservation

<i>Implementation Action</i>	<i>Time Period</i>	<i>Agencies</i>	<i>Chapter Reference</i>
Determine which water resources have inadequate public access and find ways to make them more accessible.	1-5 years	Recreation Commission, Selectboard, Conservation Commission	Chapter V, Water Resources; Chapter X, Community Facilities
Establish a stormwater zoning ordinance to control stormwater runoff to our rivers, lakes, ponds, streams and subsurface waters.	1-2 years	Planning Board	Chapter V, Water Resources
Observe the spirit and regulations of the State of New Hampshire's Rivers Management and Protection Program and the National Park Service's Outstandingly Remarkable Values as they pertain to the Contoocook and North Branch Rivers.	Ongoing	Conservation Commission	Chapter V, Water Resources
Determine if some of our water resources can be promoted as tourist attractions.	1-5 years	Economic Development Committee, Selectboard	Chapter V, Water Resources
Only allow commercial/industrial development within 500 feet of a water resource if the development complies with the State of New Hampshire Shoreland Protection Act and best management practices.	1-2 years	Planning Board, Zoning Board of Adjustment	Chapter V, Water Resources
Prevent vernal pools from being filled in or drained.	Ongoing	Planning Board, Conservation Commission	Chapter V, Water Resources
Require vegetative buffers between developments and valuable surface water bodies.	1-2 years	Planning Board, Conservation Commission	Chapter V, Water Resources
Determine in which zoning districts new earth excavation sites will be allowed, either by permitted use or as a special exception with conditions. Note that all current excavation sites are in the Rural District.	1-2 years	Planning Board	Chapter VI, Earth Excavation Sites

<i>Implementation Action</i>	<i>Time Period</i>	<i>Agencies</i>	<i>Chapter Reference</i>
Consider revising the Earth Excavation and Reclamation Regulations to remove ambiguity, add more definitions, and add more specificity.	1-2 years	Planning Board	Chapter VI, Earth Excavation Sites
Consider revising the Earth Excavation and Reclamation Regulations and/or the Aquifer and Wellhead Protection zoning ordinance to add specific language and restrictive regulations governing the operation of earth excavation sites in areas overlying an aquifer or within a NH DES identified wellhead protection area.	1-2 years	Planning Board	Chapter VI, Earth Excavation Sites
Consider revising the Earth Excavation and Reclamation Inspection Checklists to ensure annual inspections of active earth excavation site.	1-2 years	Planning Board	Chapter VI, Earth Excavation Sites
Conduct inspections of inactive earth excavation sites to determine if they are inactive, reclaimed, and/or abandoned in such a manner that nature will reclaim them.	1-2 years	Planning Staff, Selectboard	Chapter VI, Earth Excavation Sites
Draft a Water Management Resource Plan to protect existing surface and subsurface water resources from potential contamination sources.	1-5 years	Planning Board	Chapter VI, Earth Excavation Sites
Consider implementing three preferred development zones: the existing South Village, the northeastern corner of town along Route 202, and appropriate land along Route 9, using smart growth principles.	1-3 years	Planning Board	Chapter VIII, Future Land; Chapter XII, Economic Development

<i>Implementation Action</i>	<i>Time Period</i>	<i>Agencies</i>	<i>Chapter Reference</i>
Consider multi-family, open space cluster development, and townhouse units in addition to the traditional single family residence on two plus acres.	Ongoing	Planning Board	Chapter VIII, Future Land Use
Consider the most effective use of land when reviewing commercial development in the Residential and Highway Business zones, and consider delineating new or expanded commercial areas and uses in all districts.	Ongoing	Planning Board	Chapter VIII, Future Land Use
Encourage the use of conservation easements to preserve undeveloped land.	Ongoing	Planning Board, Conservation Commission	Chapter VIII, Future Land Use
Consider Open Space Development and offering incentives to builders to provide more open space in consideration of being able to build more units than would otherwise be allowed.	1-2 years	Planning Board, Conservation Commission	Chapter VIII, Future Land Use
Periodically review the required minimum lot size and frontage in the Rural and Rural Conservation District to ensure the preservation of the town's rural character.	Ongoing	Planning Board	Chapter VIII, Future Land Use
Develop reasonable restrictions to allow for the development of small to medium sized new businesses in the rural areas as well as the growth of existing businesses, while protecting the property rights of the residential owners.	Ongoing	Planning Board	Chapter VIII, Future Land Use
Encourage the redevelopment of downtown properties such as the mill buildings to incorporate a mix of uses, including a variety of housing types and costs.	Ongoing	Planning Board, Economic Development Committee, Selectboard	Chapter IX, Population and Housing; Chapter XIII, Traffic and Transportation

<i>Implementation Action</i>	<i>Time Period</i>	<i>Agencies</i>	<i>Chapter Reference</i>
Review the regulations concerning accessory units in owner-occupied single-family homes.	1-2 years	Planning Board	Chapter IX, Population and Housing
Strive to provide affordable housing options within Antrim by providing incentives to housing developers that create workforce housing units, and examine other techniques.	1-5 years	Planning Board	Chapter IX, Population and Housing
Examine Antrim's existing housing and zoning ordinances to determine if the town is in compliance with RSA 674:58, the new workforce housing law. If not, draft a new ordinance to assure compliance with the law.	1-2 years	Planning Board	Chapter IX, Population and Housing
Work with developers to minimize the costs of living through quality housing design, energy efficient construction, proximity to transportation, and employment and reemployment options.	Ongoing	Planning Board, Building Inspector, Selectboard	Chapter IX, Population and Housing
Study the advisability of impact fees to generate adequate funds to cover the costs of the new infrastructure that new residential growth necessitates.	1-2 years	Planning Board, Growth Committee, Selectboard	Chapter IX, Population and Housing
Monitor the conversion of Antrim's many seasonal houses into year-round homes to ensure all are in compliance with building and safety requirements.	Ongoing	Zoning Board of Adjustment, Building Inspector	Chapter IX, Population and Housing
Reach out to new residents to integrate them into our community, while maintaining the town's character.	Ongoing	Town Administrator, Selectboard, Town Clerk, Police Department	Chapter IX, Population and Housing

<i>Implementation Action</i>	<i>Time Period</i>	<i>Agencies</i>	<i>Chapter Reference</i>
Consider establishing a Community Center. Support or continue to support the teen and senior centers and determine if the facilities used are adequate to their needs.	1-5 years	Selectboard	Chapter X, Community Facilities; Chapter XI, Historic and Cultural Resources
Increase communications infrastructure by establishing a Wi-Fi district in the downtown area or other areas of town.	1-5 years	Selectboard, Economic Development Committee	Chapter X, Community Facilities; Chapter XII, Economic Development
Address police safety and space needs.	1-2 years	Selectboard, Police Department	Chapter X, Community Facilities
Periodically revisit the idea of having a Public Works Director as the town grows.	3-5 years	Selectboard, Highway Department, Water and Sewer Commission	Chapter X, Community Facilities
Increase the number of recreational fields.	1-5 years	Parks and Recreation Department, Selectboard	Chapter X, Community Facilities
Increase safety and accessibility at Antrim Memorial Gym.	1-2 years	Parks and Recreation Department, Selectboard	Chapter X, Community Facilities
Study and address the recreation needs of all of Antrim residents.	1-2 years	Parks and Recreation Department, Selectboard	Chapter X, Community Facilities
Enact the recommendation in the town's Hazard Mitigation Plan, including continuing the repair of the town's bridges.	1-10 years	Selectboard, Highway Department, Emergency Management Director	Chapter X, Community Facilities
Assess the feasibility of expanding the water and sewer system.	1-5 years	Water and Sewer Commission, Selectboard, Economic Development Committee	Chapter X, Community Facilities

<i>Implementation Action</i>	<i>Time Period</i>	<i>Agencies</i>	<i>Chapter Reference</i>
Survey the town to determine which houses, structures and locations have historic significance but which are not now identified and, with the owner's permission, post standardized plaques identifying the property with a brief description of why it is significant.	1-5 years	Historical Society	Chapter XI, Historic and Cultural Resources
Create a map or booklet of Antrim's significant locations to help promote tourism and appreciation of Antrim.	1-3 years	Chamber of Commerce, Historical Society, Great Brook School, Selectboard	Chapter XI, Historic and Cultural Resources
Consider creating a community gardening area and a farmer's market.	1-5 years	The Grange, The Grapevine	Chapter XI, Historic and Cultural Resources
Explore the possibility with neighboring towns of establishing other cooperative organizations such as a 4-H Club or other community-oriented groups.	1-5 years	Citizens	Chapter XI, Historic and Cultural Resources
Establish an Economic Development Committee to promote and invite businesses.	1-2 years	Selectboard	Chapter XII, Economic Development
Market Antrim. Support the Chamber of Commerce in its efforts to promote Antrim through public events and marketing.	Ongoing	Selectboard, Economic Development Committee, Chamber of Commerce	Chapter XII, Economic Development
Update the ordinances and regulations in the Village Business District to adopt "smart growth" principles that will encourage private investment in the downtown area.	1-3 years	Planning Board	Chapter XII, Economic Development
Work closely with the owner of Antrim Mills to develop the property into a true "Mixed Use" facility that will provide a means of low cost housing and economic development for the town.	1-5 years	Selectboard, Building Inspector, Planning Board, Zoning Board of Adjustment	Chapter XII, Economic Development

<i>Implementation Action</i>	<i>Time Period</i>	<i>Agencies</i>	<i>Chapter Reference</i>
Review the definitions and regulations of the town with awareness and concern for the small business owner and the affordability of operating a business in town.	1-5 years	Planning Board	Chapter XII, Economic Development
Review the definitions and regulations for Commercial Office/Warehouse Space.	1-2 years	Planning Board	Chapter XII, Economic Development
Work with current landowners or developers in locating two to three small to medium sized locations suitable for industrial parks.	1-2 years	Planning Board, Growth Committee, Economic Development Committee	Chapter XII, Economic Development
Consider tax incentives and the possible establishment of a new TIF district for those areas that would encourage new businesses to locate in Antrim.	1-5 years	Selectboard, Economic Development Committee	Chapter XII, Economic Development
Consider whether to renew the TIF district now in effect in the downtown area, which will expire in 2011.	1-2 years	Selectboard, TIF Committee, Economic Development Committee	Chapter XII, Economic Development
Consider allowing new small businesses in the Rural District and mixed uses in the other districts and consider the impact of these regulations on existing businesses in these districts.	1-5 years	Planning Board	Chapter XII, Economic Development
Pursue infrastructure improvements, particularly for bridges, roads, water, sewer, and communications.	Ongoing	Selectboard, Highway Department, Water and Sewer Commission, Economic Development Committee	Chapter XII, Economic Development
Encourage local businesses to have an internet presence. Offer to expand the town's website.	Ongoing	Selectboard, Economic Development Committee, Chamber of Commerce	Chapter XII, Economic Development
Pursue high speed broadband internet service and wireless and cable television access for the entire town. Keep abreast of all technological advancements.	Ongoing	Selectboard, Economic Development Committee	Chapter XII, Economic Development

<i>Implementation Action</i>	<i>Time Period</i>	<i>Agencies</i>	<i>Chapter Reference</i>
Establish a “wireless zone” in the downtown area.	1-2 years	Selectboard, Economic Development Committee	Chapter XII, Economic Development
Develop a long-term plan for supporting wireless communication and wireless cell towers in Antrim. After the plan is developed, determine what if any changes are needed to the zoning regulations. Pursue the cooperation of cell phone carriers in executing the plan.	1-2 years	Selectboard, Economic Development Committee, Planning Board	Chapter XII, Economic Development
Consider requiring fiber optic cable be provided underground for all new and renovated developments.	1-2 years	Planning Board	Chapter XII, Economic Development
Develop an educational program in collaboration with area schools, colleges and professionals to provide educational business programs at low or no cost to Antrim residents.	1-5 years	Economic Dev. Com., ConVal School District, Chamber of Commerce, local colleges	Chapter XII, Economic Development
Continue to improve and maintain the downtown area	Ongoing	TIF Committee, Economic Development Committee	Chapter XII, Economic Development; Chapter XIII Traffic and Transportation
Complete Phase II of the Transportation Enhancement Grant, making improvements to Route 202 to Elm Street and up Elm Street to North Main Street.	1-2 years	TIF Committee	Chapter XII, Economic Development
Maintain consistent signage and directional information in the downtown area.	Ongoing	Highway Department, TIF Committee	Chapter XII, Economic Development
Continue maintenance of the parks, buildings, and sidewalks	Ongoing	Highway Department, Parks and Recreation Department, Town Administrator, Selectboard	Chapter XII, Economic Development
<i>Implementation Action</i>	<i>Time Period</i>	<i>Agencies</i>	<i>Chapter Reference</i>

Develop further beautification programs for the town that tie the downtown elements together.	1-5 years	TIF Committee, Selectboard, Economic Development Committee, Chamber of Commerce	Chapter XII, Economic Development
Identify buildings and/or land that are available for commercial development. Keep a current inventory at Town Hall, updated quarterly.	1-5 years	Economic Development Committee, Chamber of Commerce	Chapter XII, Economic Development
Be proactive in assisting people through the process of establishing a business in town.	1-5 years	Economic Development Committee, Chamber of Commerce, Town Administrator	Chapter XII, Economic Development
Reexamine the Special Exception process to determine its adequacy as the approach to proper land use management.	1-2 years	Planning Board	Chapter XII, Economic Development
Set development boundaries along a corridor. Ensure that any adjacent sensitive natural resources along a corridor will not be threatened by development.	1-2 years	Planning Board, Conservation Commission	Chapter XIII, Traffic and Transportation
Identify areas along highways that can serve as “centers” for commercial development, with access provided by an interior road, rather than from the highway.	1-2 years	Planning Board, State Department of Transportation	Chapter XIII, Traffic and Transportation
Interconnect developments. Discourage permanent cul-de-sacs and single point of entry developments.	Ongoing	Planning Board	Chapter XIII, Traffic and Transportation
Recognize the advantages of preserving the capacity and free flow characteristics of Antrim’s major collectors and arterial highways that serve as regional corridors.	Ongoing	Planning Board	Chapter XIII, Traffic and Transportation
<i>Implementation Action</i>	<i>Time Period</i>	<i>Agencies</i>	<i>Chapter Reference</i>

Plan for pedestrian and bicycle connections.	Ongoing	Planning Board	Chapter XIII, Traffic and Transportation
Develop and adopt a road policy.	1-2 years	Planning Board, Selectboard	Chapter XIII, Traffic and Transportation
Consider the adoption of an impact fee programs to offset the costs of expanding services and facilities that the town must absorb when new homes, subdivisions or commercial units are constructed in town.	1-5 years	Planning Board, Highway Department, Selectboard	Chapter XIII, Traffic and Transportation
Consider instituting a surcharge on all motor vehicle registration for funding the construction or reconstruction of roads, bridges, public parking areas, sidewalks and bicycle paths.	1-5 years	Selectboard, Highway Department, Town Clerk	Chapter XIII, Traffic and Transportation
Monitor existing land uses and review applications for new land uses to ensure that development is compatible with the road system.	Ongoing	Planning Board, Selectboard, Highway Department	Chapter XIII, Traffic and Transportation
Continue to strengthen the capital improvements program.	Ongoing	Capital Improvements Committee, all Town Departments, Selectboard	Chapter XIII, Traffic and Transportation
Continue monitoring the progress of the EMRCC and provide representation to CVTC.	Ongoing	Selectboard, Planning Board	Chapter XIII, Traffic and Transportation
Review site plan and subdivision applications with a view to how the parcel relates to neighboring properties and land uses.	Ongoing	Planning Board	Chapter XIII, Traffic and Transportation
Consider shared driveways or interior streets in the review lot layouts in a multi-lot subdivision.	Ongoing	Planning Board	Chapter XIII, Traffic and Transportation
<i>Implementation Action</i>	<i>Time Period</i>	<i>Agencies</i>	<i>Chapter Reference</i>

Review commercial parking lot location and design to encourage locating buildings close to the road and locating the parking on the side or in the rear of the parcel; require shared parking, when feasible, or plan for future shared parking; prohibit parking and loading that requires backing out into the street; and use vegetative buffers between parking lots and roads.	Ongoing	Planning Board	Chapter XIII, Traffic and Transportation
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