



**NH OFFICE OF PLANNING AND DEVELOPMENT (OPD)
 SPRING 2026 PLANNING & ZONING CONFERENCE
 SATURDAY, MAY 9, 2026**

ONLINE CONFERENCE DETAILED AGENDA

(ALL SESSIONS WILL BE RECORDED AND AVAILABLE ON [OPD'S YOUTUBE PAGE](#) FOLLOWING THE CONFERENCE)

PLANNING BOARD TRACK

8:45 – 9:00 AM **WELCOME AND INTRODUCTORY REMARKS**
Brendan McDowell, Principal Planner, NH Office of Planning & Development

9:00 – 10:15 AM **PLANNING BOARD BASICS**
Christine Johnston, Legal Services Counsel, NH Municipal Association

This session is for new planning board members, as well as veterans, who want a refresher course on how recent laws affect planning board actions and decisions. This session will review statutory duties of the planning board including subdivision and site plan approvals, the Workforce Housing Statute, Innovative Land Use Controls, and Off-site Exactions. Also included is a review of types of planning board application reviews, timeline for applications, recent statutory changes, and the Housing Appeals Board, along with an update on recent decisions by the NH Supreme Court involving land use.

10:15 – 10:30 AM **BREAK**

10:30 – 11:45 AM **PLANNING BOARD ROLES AND RESPONSIBILITIES**
John Christ, Merrimack Cty. Community & Economic Development Field Specialist, UNH Cooperative Extension

Planning, subdivisions, and site plans – do you have trouble keeping it all straight? This session will include a review of the relationships among zoning, subdivision, and site plan review – and don't forget the master plan. Learn the fundamentals of these basic tools of the planning process and how you can become a more effective board member.



11:45 AM – 12:45 PM LUNCH BREAK

12:45 – 2:00 PM PLANNING BOARD HOUSEKEEPING

Stephanie N. Verdile, Assistant City Planner – Zoning, City of Concord

Whether your board has full-time staff, part-time staff, or a planning board member, they are the Gatekeeper for planning board applications and board organization. Stephanie will review applicable RSAs for planning boards; public notification requirements; administrative policies for applications, meetings, and office management. This session is designed to assist you in meeting the legal requirements for processing land use applications, holding meetings, preparing land use boards, assisting the public, and keeping it all organized!

2:00 – 2:15 PM BREAK

2:15 - 3:30 PM THE PLANNER IS IN

Mark Fougere, Principal, Fougere Planning & Development, Inc.

Stephanie N. Verdile, Assistant City Planner – Zoning, City of Concord

Carol Ogilvie, Planning Consultant

Moderated by OPD Principal Planner, Brendan McDowell, this year's session will include time for Q&A from the morning's sessions in addition to the "free-for-all" question format. Our long-time partners and planning professionals, Mark, Stephanie, and Carol, along with Brendan, are ready to answer your planning questions from the day's sessions as well as other board issues like CIP, Master Plan work, zoning amendments, administrative work and more. Bring your questions!