Planning Lunches at Noon (PLAN) Monthly Webinar Series

Welcome to the August 2025 PLAN Webinar!

"Supporting Family Childcare Through Zoning Changes?"

Check out OPD's Planning and Zoning Training webpage for:

- Slides and recording of past PLAN Webinars and conferences
- Planning Board and Zoning Board 101 slides and recordings
- Planning Board and Zoning Board Handbooks
- Optional Tests and Certificates



Supporting Family Childcare Through Zoning Changes

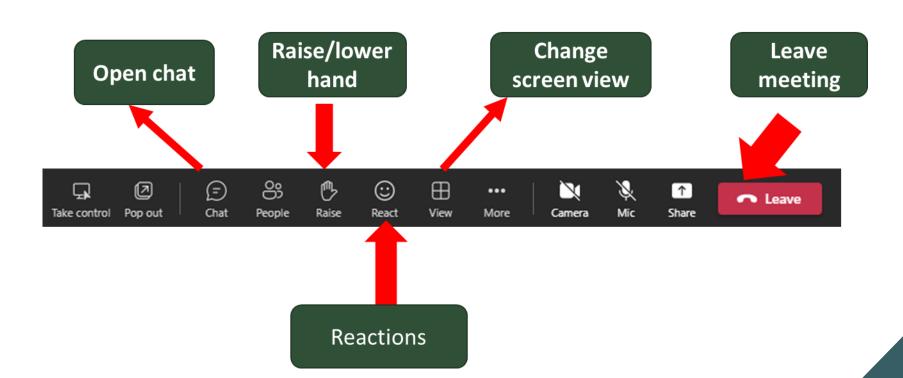
Office of Planning and Development
NH Department of Business and Economic Affairs

August 21, 2025



How To Participate

- ► For questions, type them into the chat box
- ► We will do our best to answer all questions by the end of the webinar



Speakers



Melissa Latham
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Agenda

- -Resources for Becoming a Family Child Care Provider
- -Zoning Overview
- -Case Study of Zoning Barriers to Family Childcare
- -Development of HB1567 and Legislative Journey
- -Requirements of HB1567
- -Overview of St. Anselm College Research on Compliance with HB1567
- -Best Practices for Communities Not in Compliance with HB1567
- -Question and Answer



COMMUNITY DEVELOPMENT FINANCE AUTHORITY

SUPPORTING THE CREATION OF STRONG,
RESILIENT AND VIBRANT COMMUNITIES

Essential and valued early care and education setting for children and families

Increases access and choices for families

Critical solution to service gaps across
New Hampshire

WHY FAMILY CHILD CARE MATTERS



Entrepreneurs managing zoning, licensing, insurance, planning, service delivery



Vital contributors to local economies, supporting our workforce



Part of the fabric of a community

LOCAL SMALL BUSINESSES



Understanding Unique Needs and Capacity

2

Navigating Local Zoning

3

Understanding Licensing Processes

4

Accessing Resources

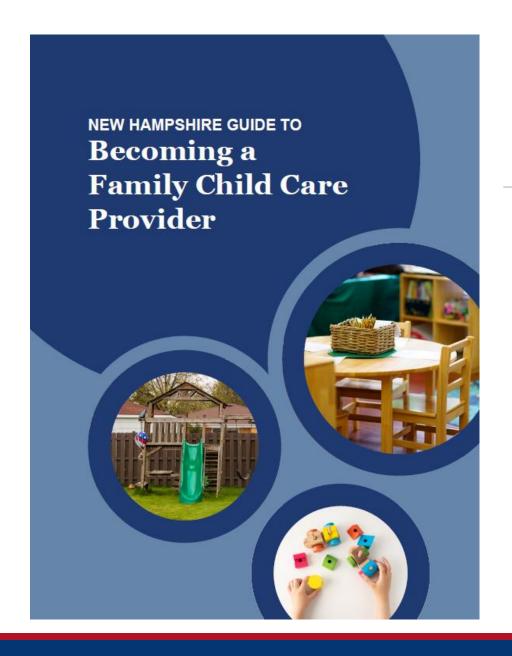
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Creating
Language and
Technology
Access



Mitigating the Cliff Effects

IDENTIFYING BARRIERS



STATEWIDE RESOURCES

Developing statewide resources to support family child care providers in 2024 and beyond.

Guide to Becoming a Family Child Care Provider

Small Business Pathways for Family Child Care Providers

Business Health Assessment

Family Child Care Provider Resource Library

Statewide Zoning Study on Home-based Care Regulations



Small Business Resources for Family Child Care Providers



Explore New Hampshire's collection of free resources for family childcare business leaders. Resources are designed to support family childcare providers as educators serving New Hampshire communities and small business owners.

Navigate resources independently or while working alongside a business coach to strengthen your small business. These proven tools to strengthen small business operations are here to help build business resiliency now and in the future.



Starting a Small Business

Business Operations

Managing Business Finances

Tax Preparation Strategies

Growth & Sustainability

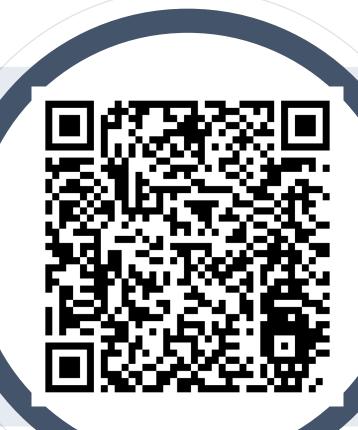
ACCESS SMALL BUSINESS RESOURCES

Scan the QR code

or

Visit

https://www.nhcommunitynavigator.org/



What is Zoning?

- ➤ Regulating the size, location and use of buildings and other structures for the purpose of promoting the health, safety and general welfare of the community.
- ► <u>Traditional Zoning:</u> dividing the municipality into districts with the goal of separating what are thought of as incompatible uses.
 - In each district, some uses are permitted by right, some are prohibited, and others are allowed only by special exception from the zoning board of adjustment or conditional use permit from the planning board or conditional use permit
- Modern Zoning: encourage mixed use zoning in which residential and commercial uses are permitted in specified districts.
- ► May impose requirements on a specific use, such as size and position of signs and special requirements for storage areas or maximum floor space for a home-business

RSA 674:16: Grant of Power

▶ I. For the purpose of promoting the health, safety, or the general welfare of the community, the local legislative body of any city, town, or county in which there are located unincorporated towns or unorganized places is authorized to adopt or amend a zoning ordinance under the ordinance enactment procedures of RSA 675:2-5.

The zoning ordinance shall be designed to regulate and restrict:

- (a) The height, number of stories and size of buildings and other structures;
- (b) Lot sizes, the percentage of a lot that may be occupied, and the size of yards, courts and other open spaces;
- (c) The density of population in the municipality;
 and
- ▶ (d) The location and use of buildings, structures and land used for business, industrial, residential, or other purposes.



What is Zoning?

1) Zoning Ordinance:

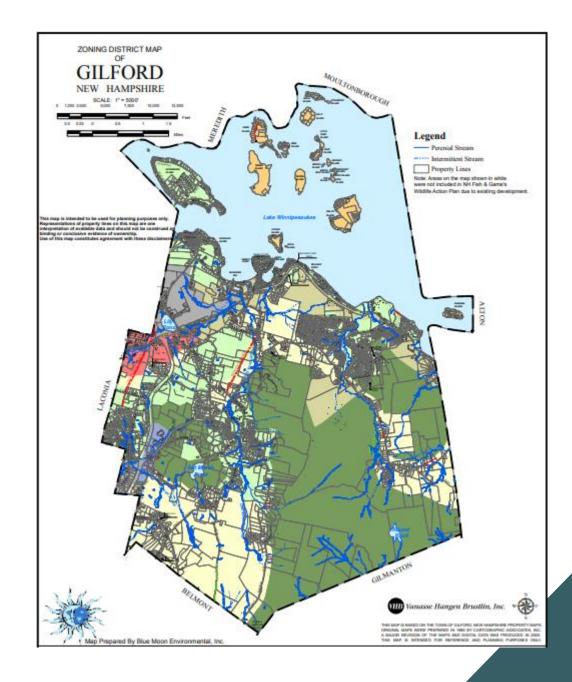
Municipality decides on whether to adopt zoning to regulate the land uses in their community through

RSA 674:16 -18

2) Zoning Map:

The map that geographically shows all zoning district boundaries and classifications as identified and described in the zoning ordinance.

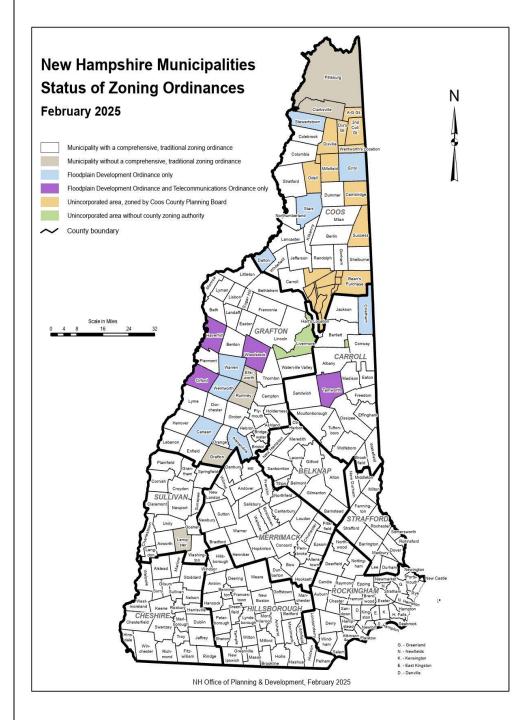
RSA 674:20



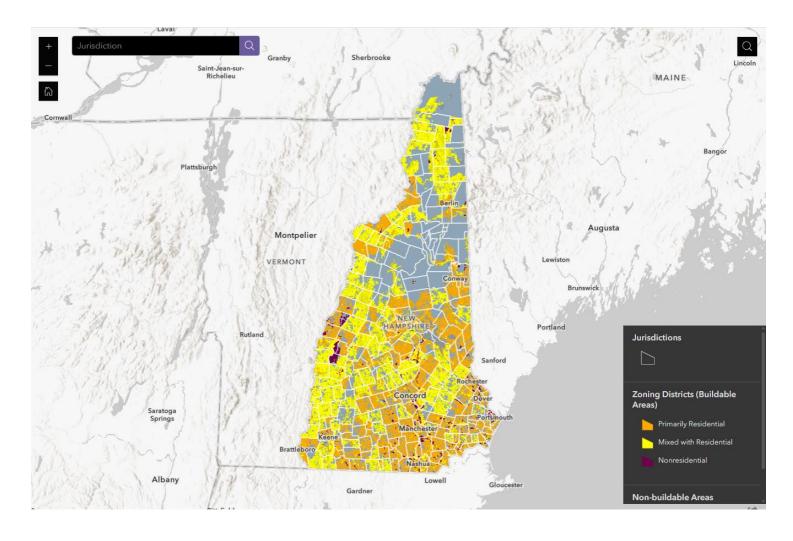


Current Status of Zoning Ordinances in New Hampshire

- **227** with a comprehensive zoning ordinance
- 18 with no comprehensive zoning ordinance
- ➤ 13 with some type of zoning (floodplain development ordinance and/or telecommunications ordinance)
- > 5 without any type of zoning



Step 1: Determine What Zoning District You are Located In?



https://nhzoningatlas.org



Step 2: Determine What Sections of the Zoning Ordinance Apply to Family Childcare

Town of Hollis, **New Hampshire Zoning Ordinance** Recodification May 20, 2025

CHAPTER XIX: HOME BASED BUSINESSES

Page 92

Chapter XIX: HOME BASED BUSINESSES

A. PURPOSE: The Town of Hollis recognizes the need for some citizens to use their residence for limited business use. However, the Town believes that it is important to protect the residential character of neighborhoods. Therefore, the purpose of this section is to allow a limited business use in a residential area only to the extent that the business use does not adversely affect the appearance, character or condition of the residence or surrounding area. Only one Home Occupation or Home Shop use shall be allowed per residential unit.

B. DEFINITIONS

- 1. HOME-BASED BUSINESS: Any business, occupation or activity for gain, operated by the resident of the residential dwelling unit. The home-based business shall be secondary to the use of the property as a residence. If the home-based business is located within the residential unit, it shall not occupy a space greater than fifty (50) percent of the total heated floor space of the unit. If it is located in a structure other than the principal residential structure, no specific space limitation shall apply, but the home-based business shall nonetheless remain secondary to the use of the property as a residence.
- HOME OCCUPATION: A home-based business which is conducted on the premises by the resident of the dwelling and may have customers/clients on the premises.
- HOME OFFICE: A home-based business, which is conducted on the premises by a resident of the dwelling that
 has no employees other than the owner and no customers/clients on the premises.
- HOME SHOP: A home-based business, which provides sales and/or service operations off the premises and will
 not have customers/clients on the premises.

C. HOME OFFICES

Home offices, which include intellectual products and services provided by the resident of the dwelling and conducted on the premises, shall be permitted without a special exception provided the following criteria are met; however, if written approval is necessary for tax and/or insurance purposes, a Conditional Use permit may be issued by the Building Inspector:

- 1. Home offices shall be conducted in a manner which does not impact the character of the neighborhood.
- 2. Home offices shall have no specialized vehicles or exterior equipment.
- 3. Home offices shall have no customer/client visitations and no regular deliveries.
- 4. Home offices shall have no merchandise, stock, commodities or parts stored or transferred on the premises.
- 5. Home offices shall not employ any persons who are not residents of the dwelling.
- 6. Home offices shall not display any exterior commercial signage.

D. HOME OCCUPATIONS

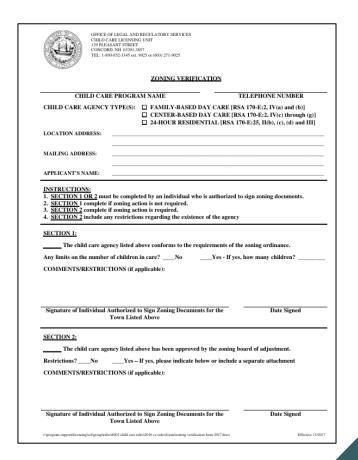
- Home occupations shall be permitted only as a special exception upon approval of the Board of Adjustment. In granting such exceptions, the Board must find such home occupations to be in compliance with the provisions of this section as well as the general provisions of the Town Zoning Ordinance for the district in which the proposed home occupation is located.
- 2. A home occupation shall meet the following criteria:
 - Home occupations shall be conducted in a manner which does not affect the residential character of the neighborhood.
 - b. One sign announcing the home occupation is allowed, provided that it does not exceed 4 square feet of sign surface area. Mailboxes designed as an advertisement shall not be allowed for a home occupation. No business vehicle or equipment may be parked in such a way as to be used as advertising for the home occupation.
 - c. No merchandise, stock, commodities, or parts shall be offered for sale to the public on the premises.
 - d. No more than one non-resident of the dwelling shall work on the premises of the home occupation.

Recodify May 20, 2025

B F A New Hampshire Department of BUSINESS AND ECONOMIC AFFAIRS

Zoning, Licensing, and other Regulations

- Zoning including regulation of home-based business is done by municipalities at the local level
- ► There are other public health, building code, and fire code state statutes, which are typically enforced at the local level
- ► Licensing of childcare programs is done by the DHHS Childcare Licensing Unit at the state level
 - RSA 170-E
 - ► He-C 4002
- ➤ Compliance with zoning, building code, fire code, and public health regulations is typically required regardless of whether you plan to be a licensed program
- ► RSA 130-A:5-d, II requires newly licensed childcare facilities in pre-1978 structures to have a Lead Safe Certificate on file issued by a licensed NH Risk Assessor.
 - ▶ DHHS Healthy Homes & Lead Poisoning Prevent Program



RSA 170-E:2,IV – Definitions of Family and Group Family Childcare Home

- (a) "Family day care home" means an occupied residence in which child day care is provided for less than 24 hours per day, except in emergencies, for up to 6 children from one or more unrelated families. The 6 children shall include any foster children residing in the home and all children who are related to the caregiver except children who are 10 years of age or older. In addition to the 6 children, up to 3 children attending a full day school program may also be cared for up to 5 hours per day on school days and all day during school holidays, provided that the after school and holiday increase in capacity is permitted by the state fire code and in compliance with any local ordinance.
- (b) "Family group day care home" means an occupied residence in which child day care is provided for less than 24 hours per day, except in emergencies, for 7 to 12 children from one or more unrelated families. The 12 children shall include all children related to the caregiver and any foster children residing in the home, except children who are 10 years of age or older. In addition to the 12 children, up to 5 children attending a full day school program may also be cared for up to 5 hours per day on school days and all day during school holidays, provided that the after school and holiday increase in capacity is permitted by the state fire code and in compliance with any local ordinance.



COMMON ZONING REQUIREMENTS

For Accessory Use to a Dwelling

Common Zoning Limitations	State Requirements
Employees	1 teacher per 6 children. A large family care for 12 children might have three teachers at any one time.
Hours of Operation	Flexible including evenings, nights. and weekends
Parking	Max need is 3 spaces for 12 children
Traffic	6-12 cars additional traffic flow
Septic Usage	Childcare requires 10 GPD/child. At a maximum this would be 120 GPD. By comparison a 3 BR residence is required to have 300 GPD already.
Subordinate to Residential Usage	DHHS requires care to be in a residence.
	A family care with 12 children would require 480 sq ft of space for care.
	In a 1500 sq ft home this would be about 1/3 of the living space.



PLAISTOW ARTICLE X Home Occupation

- § 220-66. Permitted uses.
- Daycare (caring for not more than six children not living in the home)
 - CCLU allows for up to 12 children in Family Group Care
- May not exceed 25% of the total normal living area of the residence.
 - CCLU requires 240 sq ft for 6 children
 - Home would have to exceed 960 sq ft for 6 children
- Shall not change the residential character
- Not more than one advertising sign which shall not exceed three square feet.
- Not more than one person not residing in the home is to be employed on the premises at the same time.
 - Family Group Care requires 2 teachers at any one time (1 teacher:6 children), but more often 3
 are scheduled at a time.
- Sufficient off-street parking for the employee and clients is to be provided. Deliveries between the hours of 7:00 a.m. and 7:00 p.m.
 - One could interpret pick up and drop off as a "delivery."
- There shall only be one (1) home occupation per dwelling unit.

PLAISTOW APPLICATION PROCESS

- . The proper forms must be filled out and returned to the Zoning Board of
- Adjustment. The applicant is required to provide:
 - A sketch and/or drawing of the floor plan of the residence, clearly showing the dimensions of the living area and the area to be used for the business and plot plan of the property showing provisions for off-street parking.
 - A copy of the deed
 - An accurate list of abutters and mailing addresses on labels.
- Mandatory building inspections shall be made by the Code Enforcement Officer
- A formal site plan review by the Planning Board may be required if deemed necessary by the Code Enforcement Officer.
- All home occupation permits shall be issued for a period of three years and may be renewed provided there is no violation of the provisions of this article.

PLAISTOW, NH FAMILY CARE CASE STUDY Over 5 months from initiation to approval and license issued



Pre-Licensing Inspection

Early July



Special Exception Hearing

September 29

30 Day Hold



License Issued

Mid-November



Zoning Fire Health **Initial Inquiries** June



Apply for Special Exception

August 1



Certificate of Occupancy Issued

October 31



2024 HB 1567 – 2024 Chapter Law 271

CHAPTER 271 HB 1567-FN - FINAL VERSION

05/16/2024 1981s

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24-2081 10/02

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Twenty Four

AN ACT relative to zoning provisions concerning family and group family child care uses.

Be it Enacted by the Senate and House of Representatives in General Court convened:

271:1 Planning and Zoning; General Provisions; Child Care Programs. RSA 672:1, V-a is repealed and reenacted to read as follows:

V-a. All families of the state benefit from a balanced and diverse supply of affordable child care in a setting conducive to each child's and family's needs. Establishment of child care which is safe and affordable is in the best interests of each community and the state of New Hampshire and serves a vital public need. Opportunity for development of all types of home-based care (family care and group family care) shall be allowed as long as all requirements for such programs adopted in rules of the department of health and human services (He-C 4002) are met. Family or group family child care shall be allowed as an accessory use to any primary residential use and shall not be subject to local site plan review regulations in any zone where a residential use is permitted; and

271:2 New Paragraph; Zoning; Powers. Amend RSA 674:16 by inserting after paragraph V the following new paragraph:

VI. In its exercise of the powers granted under this subdivision, the local legislative body of a city, town, or county in which there are located unincorporated towns or unorganized places shall, as described in RSA 672:1. V-a, allow home-based care (family care and group family care) by right or pursuant to a conditional use permit as long as all requirements for such programs adopted in rules of the department of health and human services (He-C 4002) are met. Family or group family child care shall be allowed as an accessory use to any primary residential use and shall not be subject to local site plan review in any zone where a primary residential use is permitted. If all requirements of the department of health and human services are met, but an application for a conditional use permit is pending with the municipality in which the home-based child care facility is located, an applicant may begin operation during such time until the permit is granted or denied.

271:3 Effective Date. This act shall take effect 60 days after its passage.

Approved: July 26, 2024

Effective Date: September 24, 2024



Requirements of 2024 HB 1567

- ► New requirement in RSA 674:16, VI that home-based childcare shall be allowed as an accessory use to any primary residential use by right or by conditional use permit if all requirements for such programs adopted in rules of the department of health and human services (He-C 4002) are met.
- ➤ The new section in RSA 674:16, VI also states, "Family or group family childcare...shall not be subject to local site plan review in any zone where a primary residential use is permitted."
- ▶ Under prior RSA 672:1, V-a, the phrase "should not be discouraged or eliminated" in the statute meant that in effect the care of up to six full-time preschool children and three part-time school age children in the home of a childcare provider, should not be prohibited in any zoning district. However, this language was located in the zoning ordinance purpose statute, and was therefore not actively enforced.



What Does HB1567 No Longer Allow?

- ► Family and group family childcare can no longer be prohibited in any zone where a primary residential use is permitted
- ► Family and group family childcare can no longer be subject to a special exception from the Zoning Board of Adjustment
- ► Family and group family childcare can no longer be subjected to Site Plan Review by the Planning Board
- ► Family and group family childcare can no longer be limited to only single-family residences, must be allowed in other housing types as long as He-C 4002 licensing rules are met.





Supporting Family Child Care: Early Insights from HB 1567



New Hampshire Zoning Atlas

The NH Zoning Atlas is a collaborative project (Saint Anselm College, NH BEA, NH Housing) to research, catalogue, digitize, and graphically display all of New Hampshire's zoning regulations, community-by-community, district-by-district.



New Hampshire Zoning Atlas

Data Available in the New Hampshire Zoning Atlas

1- through 5+- Family Regulations

- Minimum Lot Size
- Setbacks (front, side, rear)
- Minimum Frontage
- Maximum Lot Coverage (buildings and/or impervious surfaces)
- Minimum Parking
- Maximum Height
- Floor Area Ratio
- Minimum Unit Size
- Maximum Density (2 through 5+ family)

Affordable Housing Treatment - all the above plus

- Water and/or Sewer requirement
- Connection or Proximity to Public Transit requirement
- Maximum Bedrooms per Unit
- · Maximum Units per Building
- Minimum Buffer from other Residential

Accessory Dwelling Unit (ADU) Treatment

- Employer or Family Occupancy requirement
- Renter Occupancy prohibition
- Owner Occupancy requirement
- Elderly Housing requirement
- Additional Minimum Lot Area
- Additional Minimum Parking
- Attachment requirement
- Maximum Size (percent and/or square feet)
- Maximum Bedrooms

Manufactured Housing Zoning (parks only, lots only, both or prohibited)

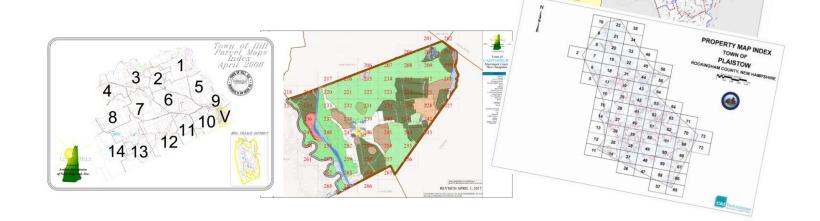
Primary Nonresidential Type allowed (if applicable)

Type of Discretionary Permit Required

Additional District Notes

Background: 2024 NH Home-Based Child Care Study

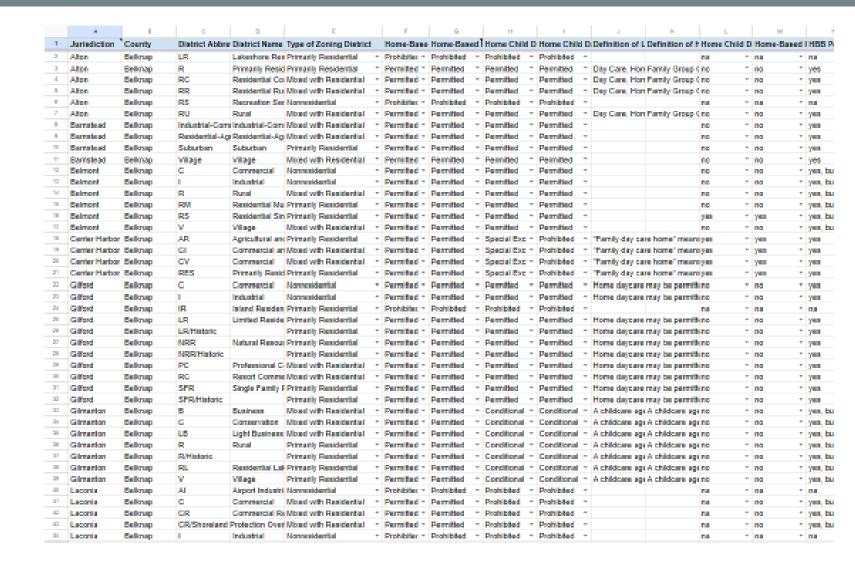
In 2024, in partnership with NH CDFA, the NH Zoning Atlas team collected data on the zoning that was impacting home-based child-care.





NH Zoning Atlas Data and Methodology

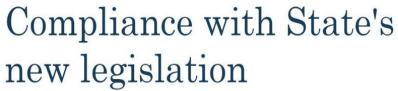
We collected data from over 23,000 pages of zoning ordinances. The data cover 269 jurisdictions and 2139 districts.





Preliminary Findings on HB 1567

New Hampshire's 2024 law updating NH RSAs 672:1 and 674:16 will impact four out of five communities, providing some regulatory relief for some home child care providers and families.



Zoning issues that will need to be addressed*

None

*issues to address include bans on

home child care, restricting to

single-family only, requiring

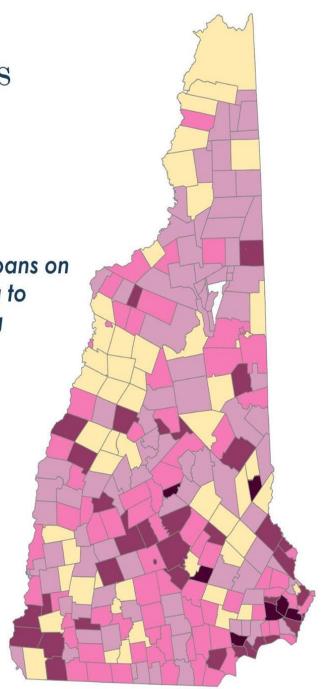
special exception, and/or

requiring site-plan review

81% of communities will need to adjust their zoning.

45% have two or more "issues" that will need to be addressed





On July 10, 2024, the Atlas team also conducted a focus group with representatives of the home-based child care provider community to learn about their experiences with zoning regulations.

Many of the providers reported that the local public hearing requirement was an obstacle to getting their businesses set-up.

Providers reported that these public hearings are costly, time-consuming, uncertain, and often uncomfortable.

Finding

Home-based and center-based child care providers still face regulatory roadblocks in many communities. The 2024 study revealed that 12% of communities still require the home-based child care provider to obtain a conditional use permit, and 36% of communities have restrictions on the size of floor area used for day care or home based businesses in general. Center-based care is often subject to regulations in commercial zones.

Communities that have floor area requirements for home based childcare

Jurisdictions with area requirements for home based childcare in at least one zoning district



2025 Zoning Updates

The 2025 NH Zoning Atlas summer research team found that only 8 additional New Hampshire communities updated their zoning since the effective date of HB 1567 (9/24/24), bringing the total number of communities that do not require site plan review or a special exception for home-based child care from 52 to 60.



Opportunities for Additional Research

- How many NH municipalities still require Conditional Use Permits (CUP) for home-based child care?
- What are the zoning requirements for center-based providers in commercial zones; and
- What are the attitudes of community leaders, providers and families about the current regulatory landscape for child care?



Best Practices for Communities Not In Compliance with HB1567

3.12 Table of Accessory Uses

The Table of Accessory Uses is organized according to a functional relationship to principal uses, as follows:

- A. Accessory to a Principal Residential Use
- B. Accessory to a Principal Non-residential Use

Princi	pal Uses	Base Districts							Supplemental Standards			
Use #	Use Category and Description	СО	Α	R-1	R-2	RSBO-1	RSBO-2	VC.	С	CIFZ	_	(For all uses, refer first to Section 4, Dimensional Standards
Α	A Accessory to Principal Residential Use											
1	Home occupation	Р	Р	Р	P	Р	Р	Р	Р	_	-	Section 5.11
2	Day care home (3)*	Р	Р	Р	Р	Р	Р	Р	Р	_	-	Section 5.6
3	Family childcare home (6+3)	Р	Р	P	P	CU	CU	-	-	-	-	Section 5.6
4	Group childcare home (12+5)	-	CU	CU	CU	CU	_	-	-	_	-	Section 5.6
5	Accessory building and facility such as garage, carport, tool shed, non-commercial greenhouse, workshop, swimming pool, tennis court, shed and portable structure, including plastic and canvas covered framed structure	P	P	P	P	P	P	Р	Р	_	-	Section 5.6
6	Accessory attached dwelling unit Amend 3/12/24	Р	Р	Р	Р	Р	CU	CU	-	-	-	Section 5.1
7	Residential wind turbine	Р	Р	-	-	-	-	-	-	-	-	Section 5.22
8	Solar Energy System											Section 5.24



► Treat family childcare and group family childcare as separate accessory uses from home occupations to minimize additional requirements for parking, storage, signage, floor area, etc.

Best Practices for Communities Not in Compliance with HB1567

- Permit family childcare ("by right") as an accessory use in all zoning districts where residential uses are allowed
- ► Do not impose additional off-street parking requirements beyond what is required for the primary residential use
- ► Make sure that the definitions of family childcare and group family childcare are the same as in RSA 170-E:2, especially as relates to the number of children allowed
- ▶ Do not cap the percentage or total square footage of the home dedicated to childcare, as the He-C 4002 rules already contain minimum square footage requirements.
- ► Do not impose additional requirements on outdoor play space or storage requirements beyond what is required for the primarily residential use
- ▶ Designate a single municipal point of contact where prospective/new family childcare providers can ask questions about the local permitting/zoning approval process



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A&P

THANK YOU