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ECONOMIC DEVELOPMENT ADVISORY COMMITTEE (EDAC)
DRAFT MEETING MINUTES
April 28, 2026 @ 5:00PM
City Council Chambers
37 Green Street Concord (2nd Floor)
Concord, NH 03301

Attendees:
Committee Members:
Chuck Gilboy Chair, Mayor Byron Champlin, Emily Ricard, Sal Prizio, Jim Bouley, City Councilor Judith Kurtz, Patrick Tompkins, Chuck Gilboy, City Councilor Ali Sekou, and Ari Pollack

Absent Members:
Alex Stoyle, Bobby Segal, Michelline Dufort, Jean Hakuzimana, Steve Duprey

Guests:
Jeff Foote, City Councilor / Member of Ad-Hoc Impact Fee Committee

Staff Present:
Matt Walsh, Deputy City Manager – Development
Tim Thompson, AICP- Assistant Director of Community Development

Meeting called to order: 5:02 pm.

1. **Welcome and Comments by Mayor Champlin:** Mayor Champlin opened the meeting and welcomed those present. He explained that Mike Vlacich had resigned from EDAC due to professional commitments. The Mayor explained that he has selected Chuck Gilboy to serve as the new chair of the Committee.

2. **Welcome of Chuck Gilboy as Chair:** The Committee expressed its appreciation for Mike Vlacich and congratulated Chuck Gilboy on his appointment to Chair.

3. **Adoption of Minutes of January 20, 2026:** Councilor Kurtz moved to adopt the minutes of January 20, 2026. Ari Pollack seconded. The minutes were adopted as presented.

4. **Proposed Zoning Ordinance Amendments for Review:** It was noted that the Community Development Department continues to work on interim zoning amendments to streamline the

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development permitting process. Mr. Walsh provided a brief overview of zoning amendments pertaining to the Glossary (relocation of definitions pertaining to Accessory Dwellings, clarification of the definition of Attached Dwellings), amendments to Section 28-5-2 Duplex or Two-Family Dwellings (repealing supplemental lot area and frontage requirements), amendments to Section 28-4-5 pertaining to design standards for the development of Attached and Multifamily Buildings, amendments to Section 28-5-3 regarding design and dimensional standard for the conversion of residential buildings for additional dwelling units, as well as Section 28-9-3 pertaining to public notification procedures for the Zoning Board of Adjustment.

The Committee briefly discussed the proposed amendments and concurred with the proposed changes.

A motion was duly made and seconded to recommend that the City Council adopt the proposed amendments as presented. The motion carried unanimously.

5. **Request for Input on Potential Modifications to the Impact Fee Ordinance from the Ad-Hoc Impact Fee Committee**

It was noted that EDAC received brief update regarding the efforts of the Ad-Hoc Impact Fee Committee during its January 20, 2026 meeting.

Mr. Walsh then reviewed a memorandum which discussed the activities of the Ad-Hoc Impact Fee Committee, as well as various pieces of data regarding Impact Fees. The memorandum is attached to these minutes.

Following the overview, the Committee discussed impact fees. The Mayor stated that he was looking for feedback from EDAC which he could share with the Ad-Hoc Impact Fee Committee as it works to finalize its recommendations for City Council.

The Committee discussed potential impact fees for the new Police Station and the new Middle School. Analysis in the memorandum was discussed, which indicated a significant portion of debt service for both projects is likely eligible to be supported by impact fees if the City Council were to institute an impact fee for each. Discussion of the viability of such fees ensued.

The Committee reviewed the Planning Board's recommendations regarding potential changes to impact fees, including adjustments for inflation since rates were last increased in 2014.

The Committee also discussed blanket transportation impact fee waivers for nonresidential developments, and debated whether such waivers play a meaningful role in attracting large regional / national corporations to Concord. Members of the Committee noted impact fee waivers discussed in the report for the new Raising Cane's restaurant, new Service Credit Union, as well as Merchants Way Development.

The financial burden of impact fees on new development was considered by the Committee. It was noted that impact fees equate to approximately 0.5% of the total development cost of a real estate project, or the sale price of new development.

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Members of the Committee provided their opinions about whether the City should assess impact fees. Some members of the Committee expressed that they felt that repealing the transportation impact fee waiver for commercial / industrial development, as recommended by the Planning Board, could deter City's ability to attract economic development for tax base expansion. Other members of the Committee noted that impact fees are a small component of the overall cost of private development projects that play an important part with respect to funding municipal capital improvement projects, and noted that without impact fees, a greater portion of project capital outlays and debt service are (and will be) borne by the City's taxpayers.

At the conclusion of the discussion, the Mayor thanked the Committee for its input. He reported that his goal was to find balance for impact fees. Specifically, he expressed his desire to find a compromise whereby the City continued to collect a meaningful amount of impact fees to defray the cost of infrastructure improvements that support new growth for the City's taxpayers, while also ensuring that impact fees do not serve as a significant deterrent to economic development in the City.

6. **Other Business**

None

The meeting adjourned at 6:40 PM.

Respectfully Submitted,

Matthew R. Walsh
Deputy City Manager – Development

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