LEBANON ECONOMIC DEVELOPMENT COMMISSION AND DOWNTOWN TIF ADVISORY BOARD - JOINT MEETING
WEDNESDAY, SEPTEMBER 22, 2021-4:00 PM
Council Chambers, City Hall or
REMOTE VIA VIRTUAL PLATFORM
LebanonNH.gov/LIVE

---

1. Call to Order

2. Approval of Minutes

A. August 25, 2021

3. New Business

A. Discussion: Redevelopment of lower parking lots; Potential Creation of Downtown Subcommittee

B. Discussion: Downtown Deck Parking Conversation

4. Future Agenda Items

A. Inventory Opportunities/Determine What's Missing

B. Business Retention and Home-Grown Success

C. Apply Success of Lebanon Downtown District Elsewhere

D. Think Regionally

5. Next Meeting Date

A. October 27, 2021

6. Other Business

7. Adjournment

Meetings are open for in-person and remote attendance. Members of the public that wish to attend remotely may do so by going to LebanonNH.gov/Live where you will find instructions on how to enter the meeting. Members of the public will be able to participate and ask questions through the City's virtual platform or by phone. Please note: Should technical difficulties occur during the meeting that disrupts virtual or phone connection(s), the meeting will continue without remote access capabilities.

Agenda
Economic Development Commission
September 22, 2021

Agenda Item #2A
Approval of Minutes

August 25, 2021

DRAFT

MINUTES
ECONOMIC DEVELOPMENT COMMISSION
WEDNESDAY, AUGUST 25, 2021 – 4:00PM
City Hall – Council Chambers
51 North Park Street, Lebanon

1. CALL TO ORDER:

- The August 25, 2021 Economic Development Commission meeting was called to order at 4:18 PM
- Present on the Commission: William Dunn (Chair), Dan Nash, Andy Key, David Newlove, Councilor Karen Liot Hill (Vice Chair), City Manager Shaun Mulholland.
- Staff Present: Planning and Development Director David Brooks.

2. APPROVAL OF MINUTES:

A. July 27, 2021

Motion by Dan Nash to approve the minutes of July 27, 2021 as presented. Second by Andy Key. Minutes approved unanimously; David Newlove abstained.

3. NEW BUSINESS:

A. Discussion: Potential Façade Grant Program – David Brooks noted that Tracy Hutchins had briefly discussed the grant program concept in July. It was noted that seed funds could come from a variety of sources including TIF revenues and grant funds, but not likely from property tax revenues.

B. Discussion: Downtown Parking Deck Conversation – Dan Nash described a conceptual design for a parking deck over the existing parking area between the buildings on the southerly side of the pedestrian mall and Hanover Street. He feels the existing grades lend themselves to constructing a parking deck in that area. Several Commission members expressed interest in discussing the idea further including with the Downtown TIF Advisory Board at a future joint meeting.

C. Discussion: Site Plan Review Requirements – Dan Nash expressed concern that the jurisdiction of the Site Plan Review Regulations was being dramatically expanded as part of amendments associated with creating a Minor Site Plan Review process. David Brooks described the existing jurisdictional thresholds for Site Plan Review and the goals of Minor Site Plan process. He clarified that there is no intention to expand the regulations to include site changes that do not currently trigger review and noted that the opportunity to suggest changes and improvements to the proposed language is still open through the public hearing on September 13th.

4. FUTURE AGENDA ITEMS:

A. Inventory Opportunities/Determine What's Missing

B. Business Retention and Home-Grown Success

C. Apply Success of Lebanon Downtown District Elsewhere

D. Think Regionally

There was no discussion of the Future Agenda items.

5. NEXT MEETING DATE: September 22, 2021

6. OTHER BUSINESS:

Tim Sidore informed the Commission that Execusuite, LLC had recently entered into a purchase and sale agreement for the former Village Market property at 2 Mascoma Street. Their plan is to retain the existing tenants and pursue a small grocery market for the downtown area. He was aware that members of the Commission previously communicated with the Lebanon Co-Op about locating at the site and believes that the additional residential units approved in the downtown area should strengthen the viability of the property for a potential grocery store.

7. ADJOURNMENT.

- ***Motion by Dan Nash to adjourn, Second by David Newlove. Motion approved unanimously. Meeting adjourned at 5:00 PM.***

Minutes Recorded by David Brooks

Agenda
Economic Development Commission
September 22, 2021

Agenda Item #3A
New Business

Discussion: Redevelopment of lower parking lots; Potential Creation of Downtown Subcommittee

City of Lebanon, NH

Downtown Vision Plan and Tunnel Assessment

URBAN DESIGN FRAMEWORK PLAN

Hanover Street improvements: sidewalks, pedestrian lighting, street trees, signage, facades, bike lanes, parking

Pedestrian safety and traffic circulation improvements

Expand recreational path network

Possibilities for new development

Spencer Street improvements: sidewalks, pedestrian lighting, facade edge, drainage

New public park with access path

Crosswalk improvements

Expand recreational path network

New street connections

Complete the Mascoma River Greenway

Possibilities for new development and/or parking capacity

Secure former school playground for public use

Expand recreational path network

Long-term Mascoma River Greenway option

Critical tunnel repairs, new Mascoma River Greenway connection

Promenade linking main street mall, cultural destinations and Mascoma River

Hanover Street gateway improvements: pedestrian lighting, street trees, signage, parking, appearance, facades

Pedestrian safety and traffic circulation improvements

Possibilities for new development and/or parking capacity

- Study Area
- Streetscape improvements
- Pedestrian and traffic improvements
- Opportunities for development/ parking
- Promenade
- Crosswalk improvements
- Recreational path
- Long term Mascoma River Greenway option
- New street
- Improved facade/landscape edge

Seek mixed use and infill development that enhances the vibrancy of downtown

Existing downtown retail and dining establishments will thrive, and be joined by additional businesses as part of a destination retail and dining district for the Upper Valley. Formal and informal performances, exhibits and other cultural events will expand, supported by larger audiences and stronger cultural organizations. Sidewalks and public spaces will come alive with people weekdays, weeknights and weekends alike, in all four seasons. Lebanon's economy will grow along with expanded downtown employment and workforce. Key to this will be two projects in retail infill/mixed use and parking enhancements. Several elements will contribute to this vision:

- A new building with storefront retail space near the Mascoma River Overlook will provide needed state-of-the-art space for existing or new businesses, tapping latent market demand. It will also extend the west end of the Downtown Mall to connect with both the river and Hanover Street, adding amenity and visibility that will contribute to retail vibrancy. Occupied retail space, with housing or office use above, will help make the Mascoma River Overlook and adjoining areas of the Downtown Mall more active, safe and welcoming.
- Established retail market demand will be supplemented by additional workers, students and residents downtown. Businesses will be able to operate more of each day and week, with workers and students adding weekday and weeknight demand, and residents adding weeknight and weekend demand. Office and residential development will help fund additional public parking that will also serve shopping, dining and cultural destinations. New development

Analog Places

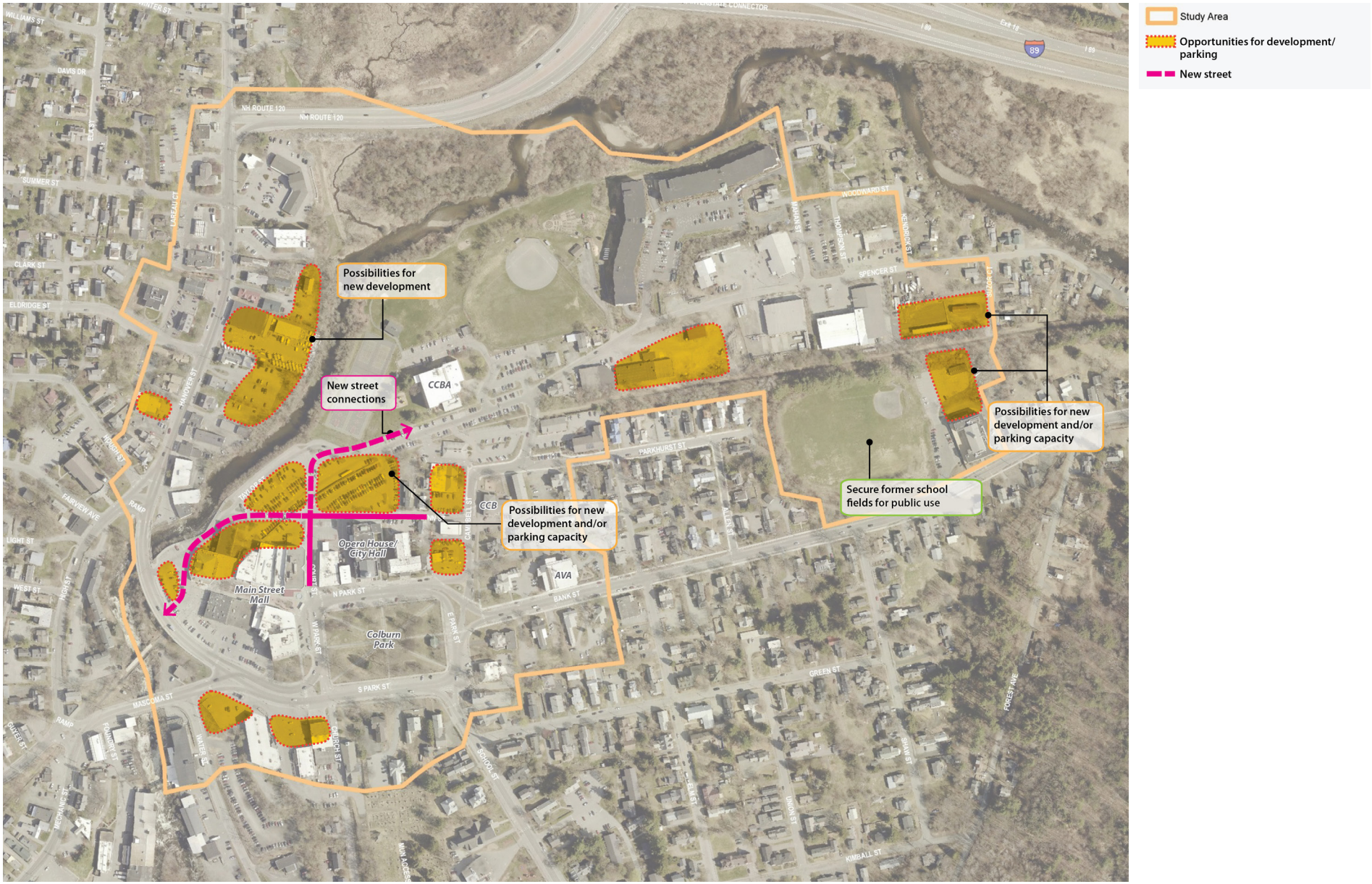
Charlottesville, VA

Boulder, CO

Brattleboro, VT

Montreal, QC

Figure 5.6 - Development Opportunity Sites



will also help fund, and justify improvements to public spaces and trails.

- New buildings will have architectural form that helps shape great public spaces around the Mall, along the Mascoma River and along streets. New building edges will make streets more walkable and memorable, while screening parking. Architecture will be scaled to people, capture the spirit of Lebanon and its region, and accommodate a complementary mix of historic and contemporary design.

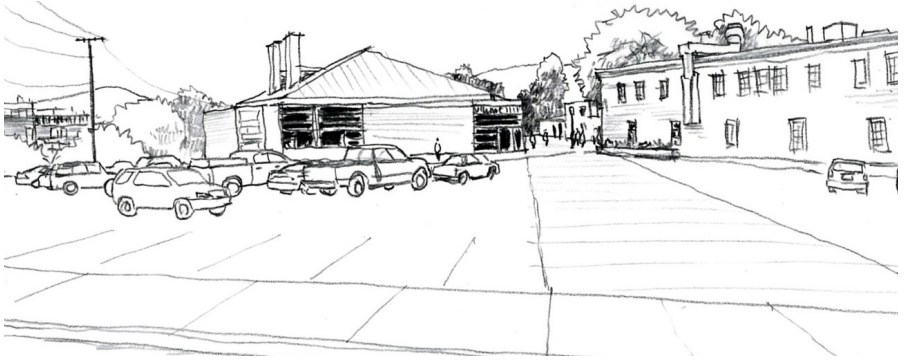
Figure 5.7 - Conceptual Build Out of Downtown

Downtown Potential for Development

Figure 5.6 illustrates there is great potential to infill the downtown with development that could contribute programming and vibrancy by expanding sensitive mixed-use development "opportunity sites" surrounding the Mall, follow Spencer Street and line edges of Hanover Street. The following table outlines the potential for new growth in and around the downtown. Figure 5.7 & 5.8 illustrates the potential infill development opportunities (shown in brown) around the Mall.

District	Program Description
Mall Area, nearer term	21,000-28,000sf mixed-use development in one 3-4 story building at the Mascoma Overlook (2-5 stores/ restaurants and either 15-25 housing units or 15,000-25,000sf office space). Displace approximately 40 of 110 parking spaces currently available along Hanover Street; accommodate this with improved wayfinding and parking time restriction encouraging greater use of parking north of Mall.
Mall and Flynn Street area, longer-term	80,000-160,000sf housing or mixed-use development in two 3-4 story buildings featuring Mascoma River views (up to 150 housing units, or fewer units combined with office/educational and/or retail use). Up to about 30,000sf of this may be developed without need for parking structure; shared-use parking structure likely necessary for greater amounts of development. Achieving higher end of range requires removing existing buildings at 45 Hanover Street.
Spencer Street:	120,000-150,000sf of housing and/or office/flex space. Approximately 60,000sf of this possible at DPW site, with the remainder on 3+ additional sites. Surface parking assumed.
North Hanover:	25,000-30,000sf of housing and/or retail on two or more infill sites. Surface parking assumed.
Hanover & Mascoma Street, near Fire Station	25,000-35,000sf retail and/or housing. Surface parking assumed.

Figure 5.8 - Development Opportunities for the Riverfront



Today the Mall is characterized by parking and lacks a sense of arrival

Mall Future - with new development and realigning Taylor Street, and opening views to the tunnel, the sense of arrival to the Mall and Arts Walk will be greatly enhanced

Project 1 - Infill Retail and Mixed Uses

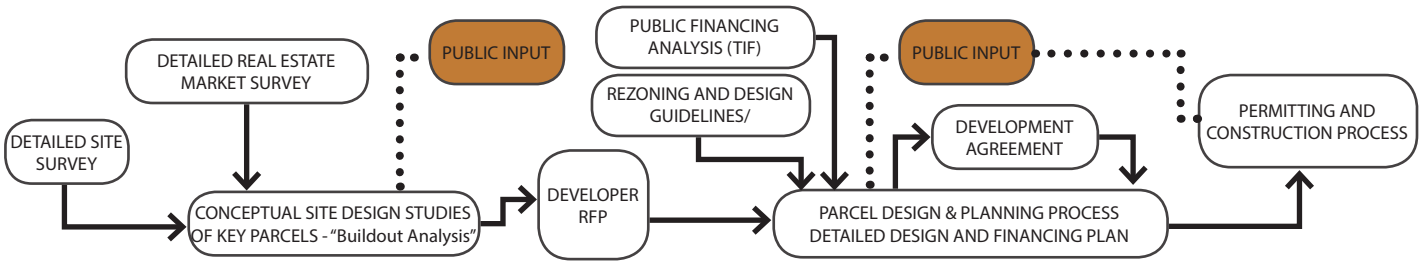
COMPONENT	DESCRIPTION	KEY PLAYERS	EXPECTED COSTS	TIMELINE (0-5 / 5-10 / 10+)	IMPLEMENTATION STRATEGIES: FUNDING	DESIGN	INFRASTRUCTURE	ORGANIZATION
Urban Design - Development	• New retail near Mascoma River Overlook • New mixed-use development (office and residential) • Adapt former DPW Building	City, Private Sector, Downtown Partnership, Mascoma River Greenway	TBD	✓ (5-10) ✓* (10+) ✓ (0-5)	TIF, RFI/RFP	REZONING, GUIDELINES - URBAN FORM, SITE PLANNING	TUNNEL, PARKING	DOWNTOWN PARTNERSHIP, PARTNERS

* Timeline for implementation subject to developer interest, may be accelerated

CRITICAL PROJECT ACTIONS

- **Develop detailed survey plans of downtown identifying key constraints**
- **Buildout Analysis Site Plan for Key Parcels**
- **Complete detailed real estate market study**
- **Develop and issue RFP for Key Parcels**
- **Evaluate design guideline changes and/or zoning changes to support plans**
- **Establish development agreements and preliminary design**
- **Integrate wayfinding master plan elements**
- **Complete Design and Permitting**

KEY STEPS TOWARDS IMPLEMENTATION



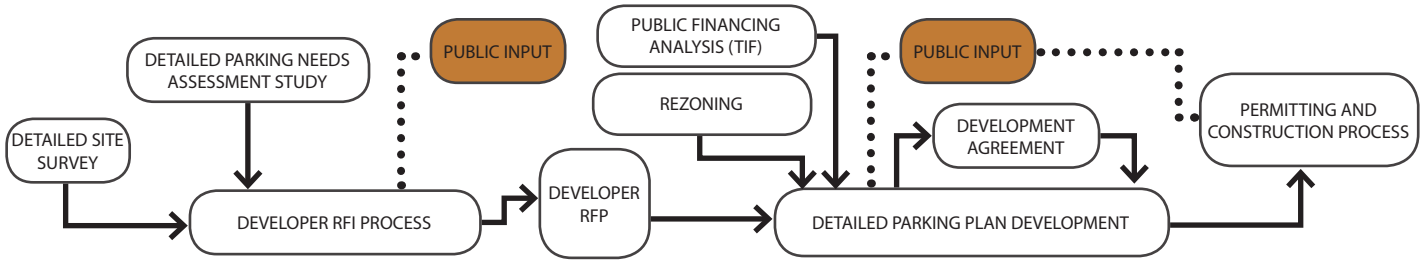
Project 2 - Parking

COMPONENT	DESCRIPTION	KEY PLAYERS	EXPECTED COSTS	TIMELINE 0-5	TIMELINE 5-10	TIMELINE 10+	IMPLEMENTATION STRATEGIES: FUNDING	DESIGN	INFRASTRUCTURE	ORGANIZATION
Urban Design - Parking	• New parking options including structured parking	City, Downtown Partnership	Efficiency - Less than $200,000 Structured - More than $2,000,000			✓	TIF, RFI/RFP	REZONING GUIDELINES - URBAN FORM, SITE PLANNING	TUNNEL, PARKING	DOWNTOWN PARTNERSHIP, PARTNERS

CRITICAL PROJECT ACTIONS

- **Complete detailed parking needs assessment considering "buildout" analysis of downtown infill opportunities to address long-term parking (***See Key Concept #2, Project 2***)**
- **Explore RFI/RFP process**
- **Review zoning on parking to align with needs assessment**

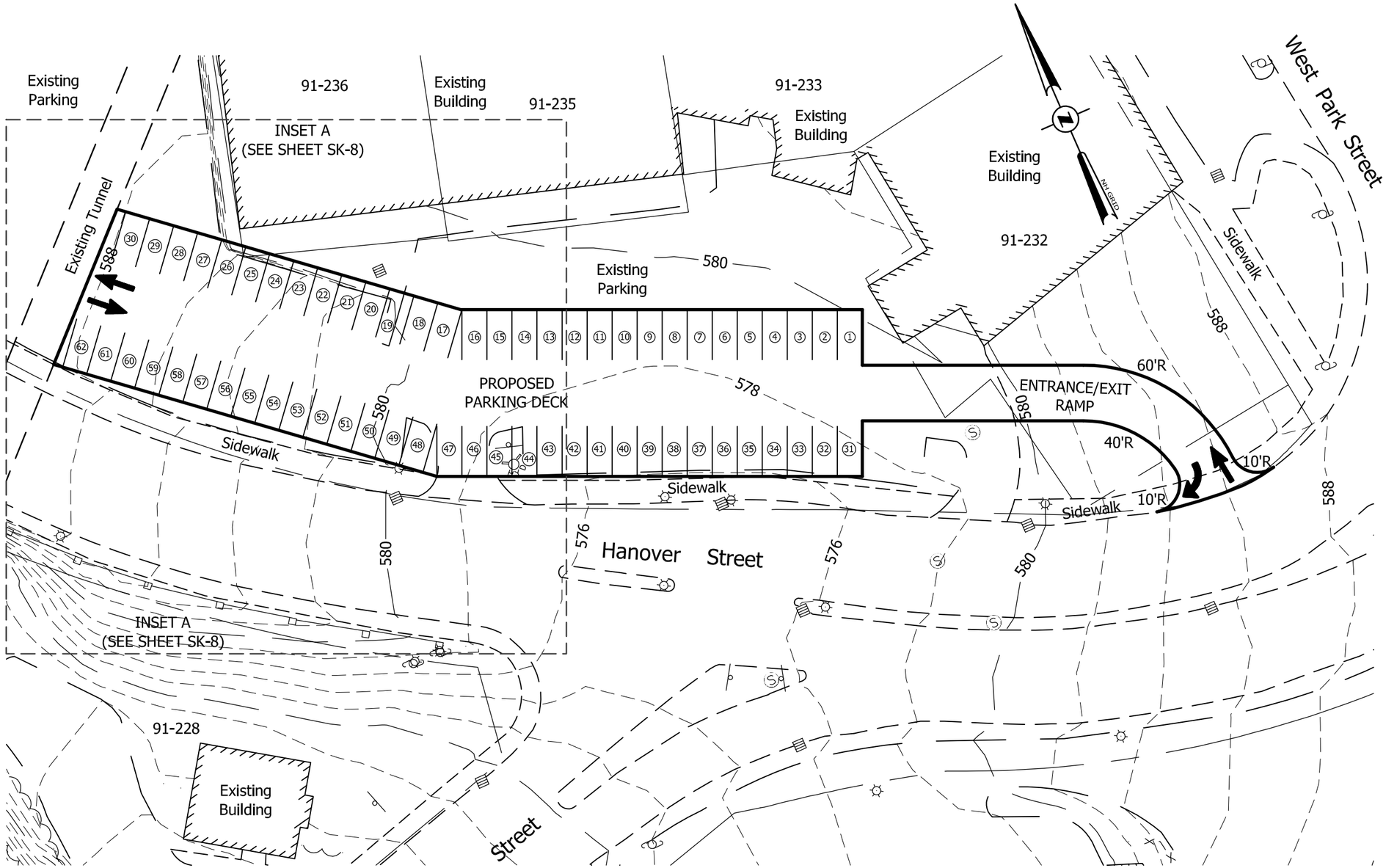
KEY STEPS TOWARDS IMPLEMENTATION



Agenda
Economic Development Commission
September 22, 2021

Agenda Item #3B
New Business

Discussion: Downtown Deck Parking Conversation



NOTES:

1. DESIGN INTENT TO BUILD ELEVATED DECK OVER EXISTING PARKING AREA. SOME REGRADING MAY BE NECESSARY.
2. SPACES TO WEST WILL REPLACE EXISTING SPACES ON SLOPED SECTION OF PARKING.

40 0 40 80 120 160

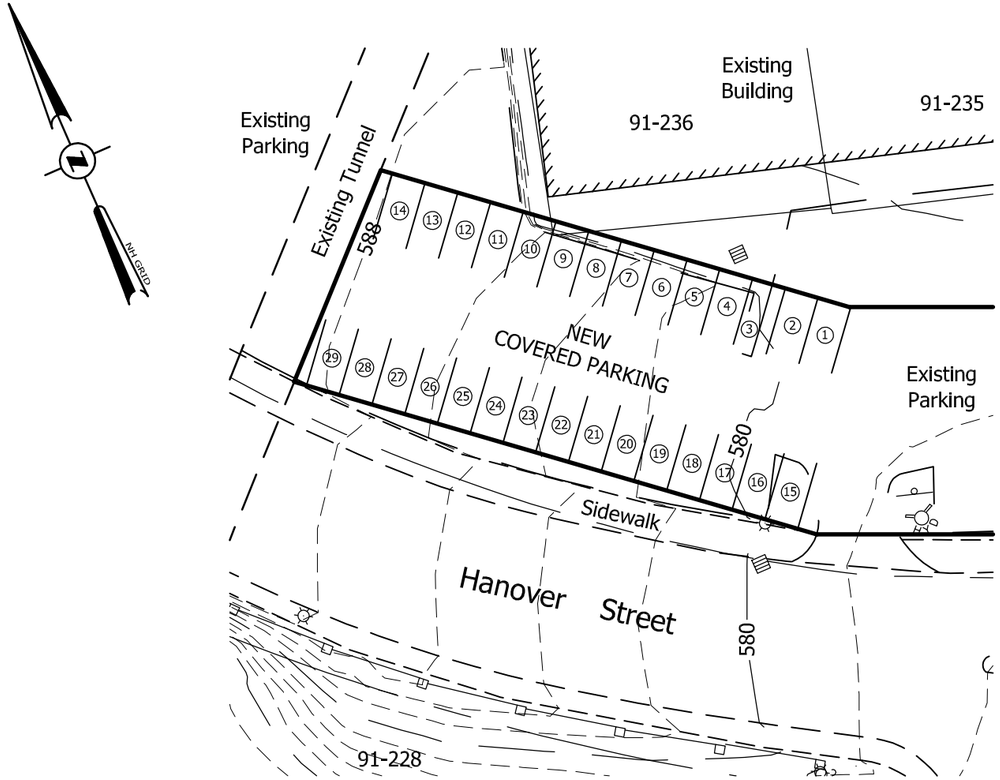
SK-7

SURVEYED:	GIS
DESIGNED:	DAN
DRAWN:	KH
CHECKED:	DAN
DATE:	10/9/17
DWG:	16004\16004-PL

NEW PARKING DECK
FOR
CITY OF LEBANON
IN
LEBANON, NEW HAMPSHIRE

ADVANCED GEOMATICS & DESIGN
105 BANK STREET - PO BOX 512
LEBANON, NEW HAMPSHIRE 03766
PHONE: (603) 448-6295
E-MAIL: advancedgeomatics@comcast.net

M:\2016_projects\16-004\16004-PL.dwg, SK-7, 10/9/2017 11:15:13 AM



INSET A

NOTE:

1. DESIGN INTENT TO EXCAVATE LOWER LEVEL UP TO TUNNEL WALL.

40 0 40 80 120 160

SURVEYED: GIS
DESIGNED: DAN
DRAWN: KH
CHECKED: DAN
DATE: 10/9/17
DWG: 16004\16004-PL

SK-8

NEAW COVERED PARKING
FOR
CITY OF LEBANON
IN
LEBANON, NEW HAMPSHIRE

ADVANCED GEOMATICS & DESIGN
105 BANK STREET - PO BOX 512
LEBANON, NEW HAMPSHIRE 03766
PHONE: (603) 448-6295
E-MAIL: advancedgeomatics@comcast.net

M:\2016_projects\16-004\16004-PL.dwg, SK-8, 10/9/2017 11:18:30 AM