FINAL

LEBANON MINOR SITE PLAN COMMITEE
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE
MONDAY, November 17, 2021
7:00 PM

MEMBERS PRESENT: David Brooks (Planning Director), Tim Corwin (Senior Planner), Brian Vincent (City Engineer), Duane Egner (Fire Inspector), Captain Tim Cohen (Police Department)

STAFF PRESENT: Calvin Hunnewell (Building Inspector)

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1. Call to Order

Mr. Corwin called the meeting to order at 11:00 am.

2. Notice of Regional Impact

A MOTION by Duane Egner that the application of Upper Valley Utopia, LLC, 7 Slayton Hill Road (Tax Map 105, Lot 32), zoned GC, convert an existing mixed use, two (2) family building to a mixed use, multi-family building (MSP2021-01) does not have the potential for regional impact.
The motion was seconded by Tim Cohen.

****The MOTION was approved (5-0).***

3. Public Hearing Items

A. **Upper Valley Utopia, LLC, 7 Slayton Hill Road (Tax Map 105, Lot 32), zoned GC:** Applicant proposes to convert an existing mixed use, two (2) family building to a mixed use, multi-family building. MSP2021-01

Mr. Corwin stated that Planning staff recommends the application is complete enough for the Committee to accept jurisdiction and commence review.

A MOTION by Tim Cohen that the application of Upper Valley Utopia, LLC, 7 Slayton Hill Road (Tax Map 105, Lot 32), zoned GC, is complete enough for the Minor Site Plan Committee to accept jurisdiction and commence review.
The motion was seconded by Brian Vincent.

****The MOTION was approved (5-0).***

Joe and Deb Padua, of Upper Valley Utopia, LLC, presented the application and explained their proposal to add a third dwelling unit to the building. A portion of the building that was previously utilized as office space will remain vacant for now, but they have plans to convert that space into another 3 dwelling units for a total of 6. The entire building will be sprinklered as part of their current proposal to add a third dwelling unit.

Mr. Vincent noted that an excavation permit will be required for the water service tie in. He also recommended obtaining sewer allocation now for all 6 intended units.

The applicants confirmed there is no plan to change the configuration of the existing driveways.

Mr. Corwin stated that screening will need to be provided for the dumpster, as required by Section 6.2 of the Site Plan Review Regulations.

The applicants described the proposed landscaping for the property and stated that additional landscaping has already been added along the Slayton Hill and Mechanic Street frontages and along the front building façade, including rhododendrons and hollys. They may also add arborvitae or cedars in place of existing willows and alders.

Mr. Hunnewell clarified the need for Building Permits for gutting and insulation and for adding the 3rd unit. The applicant stated that they would like both permits at the same time if possible.

The applicants explained the status of sprinkler system design, and noted that Dana Key will be completing the site work for the water line upgrade.

Mr. Corwin asked if there was anyone from the public present at the meeting who would like to address the application. Seeing no one in the audience or on-line, he closed the public hearing.

A MOTION by Duane Egner that the Lebanon Planning Board **APPROVE** the application of Upper Valley Utopia, LLC, 7 Slayton Hill Road (Tax Map 105, Lot 32), MSP2021-01, zoned GC, provided that the applicant revise the site plan submitted with the application to provide additional information on the types and quantities of proposed landscaping.
The motion was seconded by Tim Cohen.

****The MOTION was approved (5-0).***

4. Other Business – there was none.

5. Approval of Minutes – there were none.

6. Adjournment

A MOTION by Duane Egner to adjourn the meeting.
The motion was seconded by Tim Cohen.

****The MOTION was approved (5-0).***

The meeting was adjourned at 11:36 am.

Respectfully submitted,

Tim Corwin
Senior Planner