



**LEBANON PLANNING BOARD
MARCH 28, 2022 - 6:30 PM
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

1. Call to Order

2. Conceptual Review

- A. LWM Residential, LLC, 1 Foundry St & 25 Mechanic St (Tax Map 91, Lots 263 & 267), zoned LD: Conceptual review per Section 4.3 of the Site Plan Review Regulations for a proposed redevelopment of the existing mill and ground up development of additional multi-family buildings, inclusive of common area and amenities for residents.

3. Committee Reports

A. Planning Board Subcommittees:

- Planning Board Capital Improvement Program (B. Garland/L. Stavis/M. Hall/K. Chewing)
- Planning Board Development Regulations Update (M. Hall/K. Romano/J. Rutter/ C. Hirai)

B. City Council Subcommittees:

- Class VI Roads Advisory Committee (VACANT)
- Lebanon Energy Advisory Committee (VACANT)

C. Other Subcommittees:

- City Council Representative (D. Whittlesey/K. Zook)
- Heritage Commission (J. Rutter)
- Pedestrian & Bicyclist Advisory Committee (G. Amaro)
- Upper Valley Lake Sunapee Regional Planning Commission (B. Garland)
- UV SubCommittee of the Connecticut River Joint Commissions (B. Garland)
- Upper Valley Transportation Management Association (VACANT)
- Mascoma River Local Advisory Committee (K. Romano)
- West Lebanon Revitalization Advisory Committee (L. Stavis)
- Planning & Development Department – Task Status (D. Brooks/ M. Goodwin/T. Corwin/R. Owens)

4. Other Business

- A. Planning Board endorsement of final Open Space Plan, as adopted by ConCom on 11/18/2021
- B. Planning Board review of edit to landscaping regulations in CB/LD districts
- C. 2023 - 2028 CIP - review 2022 CIP and capital budget

5. Approval of Minutes

- A. February 23, 2022 - Special Meeting
- B. February 28, 2022

6. Adjournment

The order of agenda items is subject to change.

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
Planning Board
March 28, 2022**

**Agenda Item #2A
Conceptual Review**

**LWM Residential, LLC,
1 Foundry St & 25 Mechanic St
(Tax Map 91, Lots 263 & 267),
zoned LD**

**CITY OF LEBANON
APPLICATION FOR**

SPECIAL EXCEPTION	☐	☐	SITE PLAN REVIEW
VARIANCE	☐	☐	SUBDIVISION
MOTION FOR REHEARING	☐	☐	LOT LINE ADJUSTMENT
APPEAL OF AN ADMIN. DECISION	☐	☐	CONDITIONAL USE PERMIT

☒ OTHER Conceptual

PROPERTY OWNER (APPLICANT):

NAME: LWM Residential LLC TEL.#: 302.598.3492

MAILING ADDRESS: 1 Guyenne Road Wilmington, DE 19807

E-MAIL ADDRESS: jon.livadas@outlook.com

CO-APPLICANT, AGENT, OR LESSEE:

NAME: TEL.#:

MAILING ADDRESS:

E-MAIL ADDRESS:

PROJECT LOCATION:

TAX MAP #: 91 LOT#: 263 & 267 PLOT #: ZONE: Downtown

STREET ADDRESS OF PROJECT: 1 Foundry St & 25 Mechanic St

IS THIS PROPERTY LOCATED IN THE: **WETLANDS** ☒ YES ☐ NO **HISTORIC DISTRICT** ☐ YES ☒ NO

FLOOD PLAIN ☒ YES ☐ NO

SCOPE OF PROJECT:

Redevelopment of the existing mill and ground up development of additional multi-family buildings, inclusive of common area and amenities for residents

TYPE OF OCCUPANCY:

EXISTING ☒ VACANT ☐ ONE FAMILY ☐ TWO FAMILY ☐ MULTI-FAMILY ☐ COMMERCIAL ☐ INDUSTRIAL
PROPOSED ☐ VACANT ☐ ONE FAMILY ☐ TWO FAMILY ☒ MULTI-FAMILY ☐ COMMERCIAL ☐ INDUSTRIAL

IF USE IS **COMMERCIAL** OR **INDUSTRIAL**, PLEASE NOTE **SPECIFIC**

USE: _____

SIGNATURE BLOCK:

FOR PLANNING BOARD APPLICATIONS ONLY: I, the undersigned, hereby submit this application on the date noted below with the knowledge and understanding that the Planning Board shall determine if the submitted application is complete according to its regulations at its next regularly scheduled meeting on March 28, 2022, unless I personally request, in writing, that the Board delay its determination of completeness to a later date.

PROPERTY

OWNER: [Signature] DATE: 3.8.22

NOTE: IF, AS OWNER, YOU WISH TO DESIGNATE AN AGENT TO ACT ON YOUR BEHALF, PLEASE READ THE FOLLOWING AND SIGN BELOW: I hereby designate the person listed above as my agent for the purpose of procuring the necessary local permits for the proposed work as described herein. Representations made by my agent may be accepted as though made by me personally, and I understand that I am bound by any official decision made on the basis of such representation.

PROPERTY

OWNER: _____ DATE: _____

DATE RECEIVED	FILE # (MAP/LOT)	APPLICATION #	FEE - \$ AMOUNT	DATE PAID	VOUCHER #
3/14/2022	91-263+	PB2022-	NA	NA	NA
	267	19-CON			

Lebanon Woolen Mills Development Overview:

We are excited to bring the 5-acre Lebanon Woolen Mill site back to life as a dynamic multi-family community, integrated with both downtown and the riverfront. The development encompasses two parcels - 1 Foundry Street and 25 Mechanic Street. Currently there are four existing structures: the Mill, office building, boiler house and a dry-cleaning building. The dry-cleaning building on Mechanic Street will be demolished and replaced by a new multi-family building. The Mill buildings will be redeveloped into apartments alongside a new multi-family building on the south end of the parking lot. Although we are still in the early stages of design and programming, we have outlined our areas of focus based off of the 2012 Master Plan during this pre-development/design stage. We look forward to your feedback and comments.

1. Existing Building & Land Use:

- a. **Open Space Conservation, Natural Resource Protection:** The Mascoma River is one of Lebanon's most important natural resources. Given our location along the river, one of our biggest amenities is the outdoors. We will adhere to wetland setback regulations while working to activate the riverfront with a focus on limiting or lowering existing impermeable surface additions. Additionally, we will be focused on removing invasive species and planting natives. Our goal is to protect the natural resources and where logical, activate them for our tenants and the community.
- b. **2016 Downtown Vision Plan and Tunnel Assessment:** The site sits just outside of the study area but we are working towards integrating with the existing Plan. We want to connect to downtown via the Rail Trail or other access points which, we hope, would result in gaining further connections past our site to the River Mill complex. We believe this would create a walkable/bikeable/runnable amenity for the Lebanon residents and bring further activation to downtown retail.
- c. **Redevelopment of a Historic Building:** We are currently working with a consultant to add the Mill to the National Register of Historic Places and thus we will be following strict redevelopment guidelines.

2. Central Business District Revitalization:

- a. **Help to revitalize the downtown commercial district:** Over the past decade Lebanon's downtown district has been eclipsed by drive-to retail centers. We believe walkable housing will help revitalize the retail and cultural landscape by bringing more 24/7 residents to downtown.
- b. **Density and a walkable community:** We plan on creating a correctly dense mix of units that will allow unparalleled walkable access to the downtown. We are working to eliminate interior road circulation so the site will be walkable for our tenants and the broader community.
- c. **Mechanic Street Gateway:** The development at 25 Mechanic provides us with the opportunity to help revitalize Mechanic Street as a gateway to downtown. We will be focusing on this as a connector to the rail trail while working with the design for the new roundabout at the intersection of Mechanic, Mascoma and High Street.
- d. **Limiting Downtown Parking Needs:** Our goal is to park our project at least 1:1 units/spaces. This will help lower the downtown parking burden during weekends and other community events.

3. Housing Improvement:

- a. **Urban Development:** Our buildings will honor the small-town character of Lebanon while bringing a highly amenitized urban development to downtown.
- b. **Character, Design & Community:** Our development hopes to change the landscape of new development in the Lebanon area by building a well-planned, non-isolated community that is walkable to downtown. Our focus is giving our tenants the opportunity to spend less time in their vehicles and increase their time outside.
- c. **Amenities:** The program is still in planning but we will provide a fitness facility as well as other communal gathering areas within the buildings. We will also be utilizing the natural landscape of our site to create outdoor amenity and gathering points for our tenants and broader community.

LEBANON WOOLEN MILL

LEBANON, NEW HAMPSHIRE

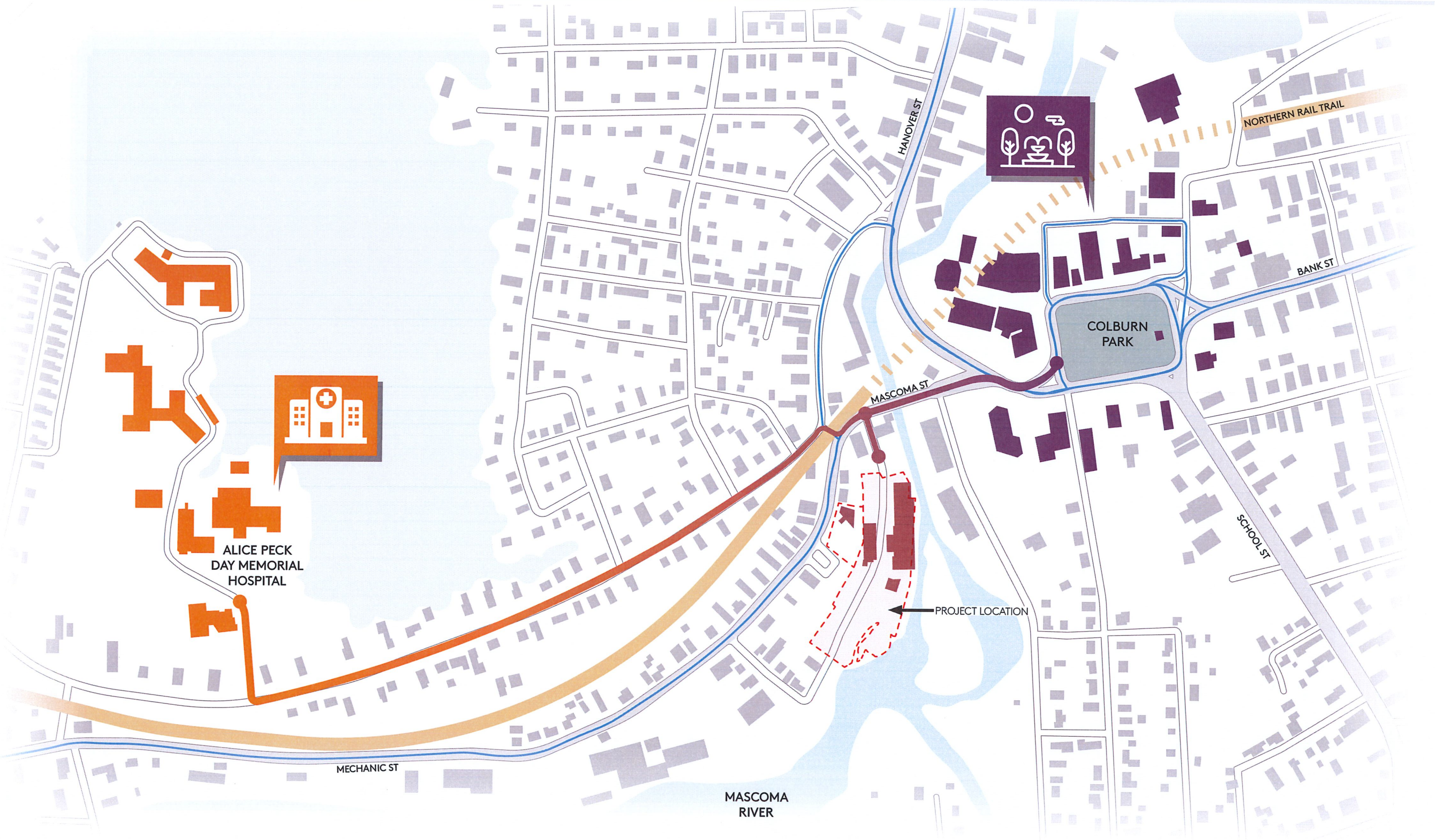
03/28/2022

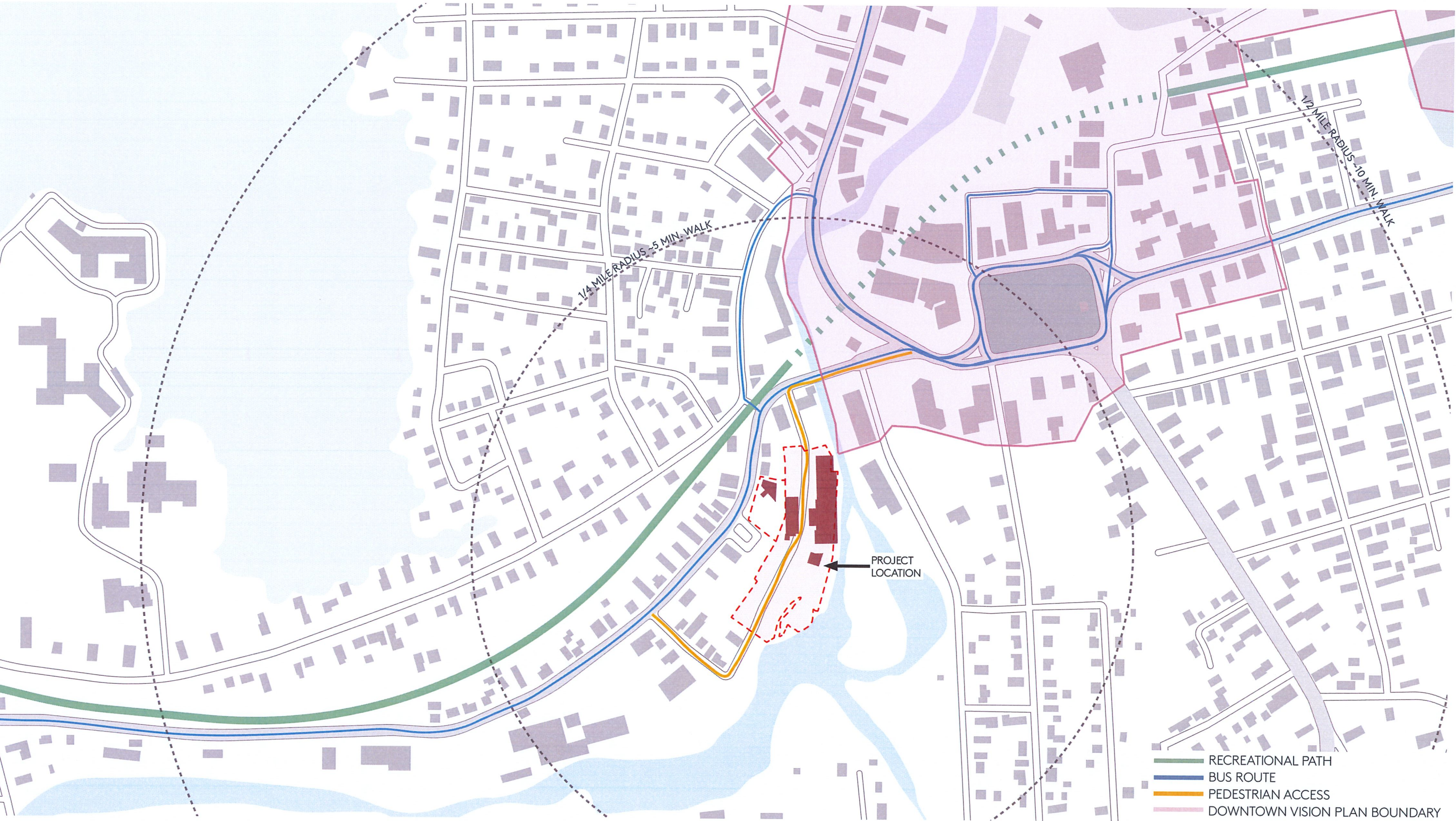
RODE

**ENGINEERING
VENTURES PC**

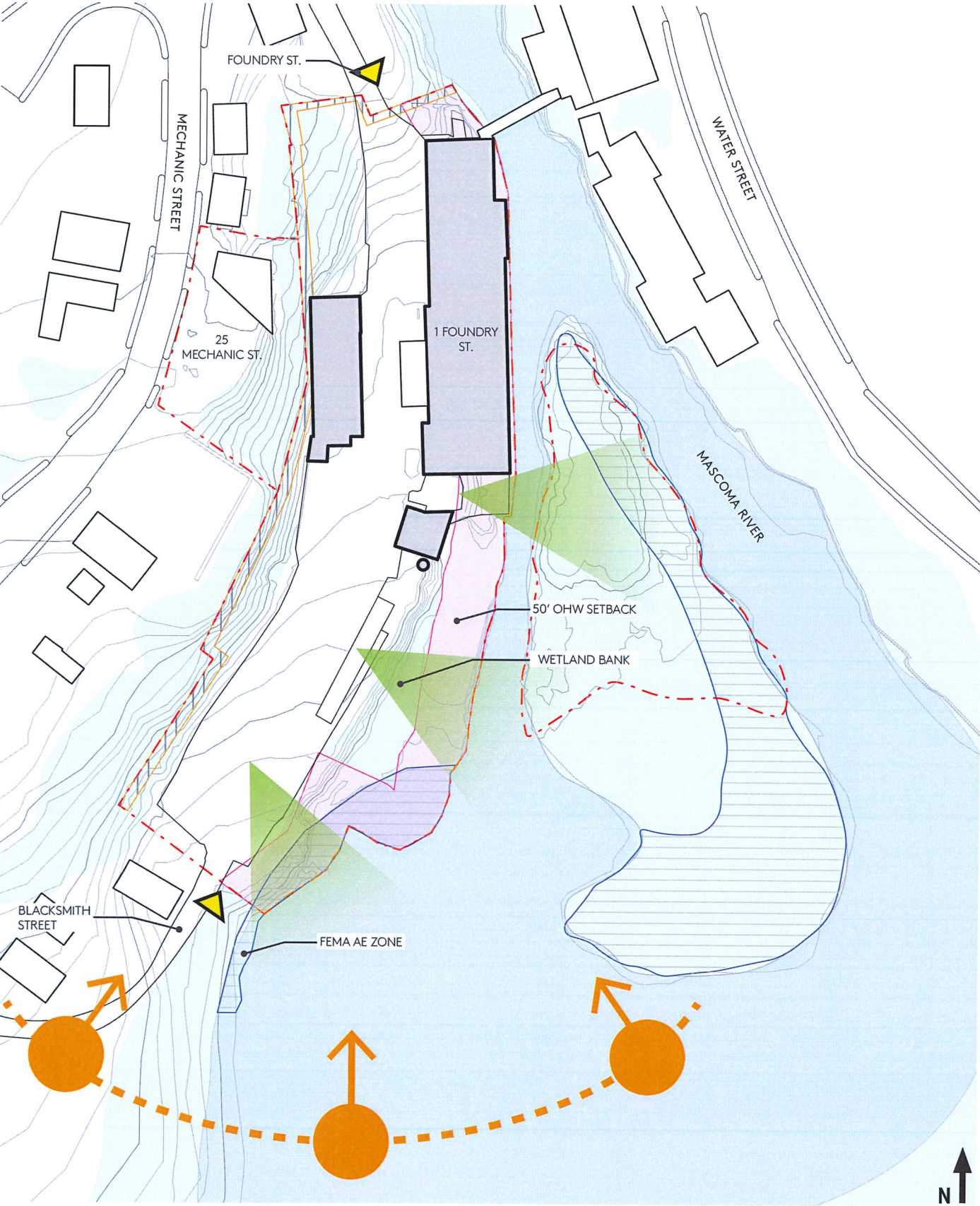




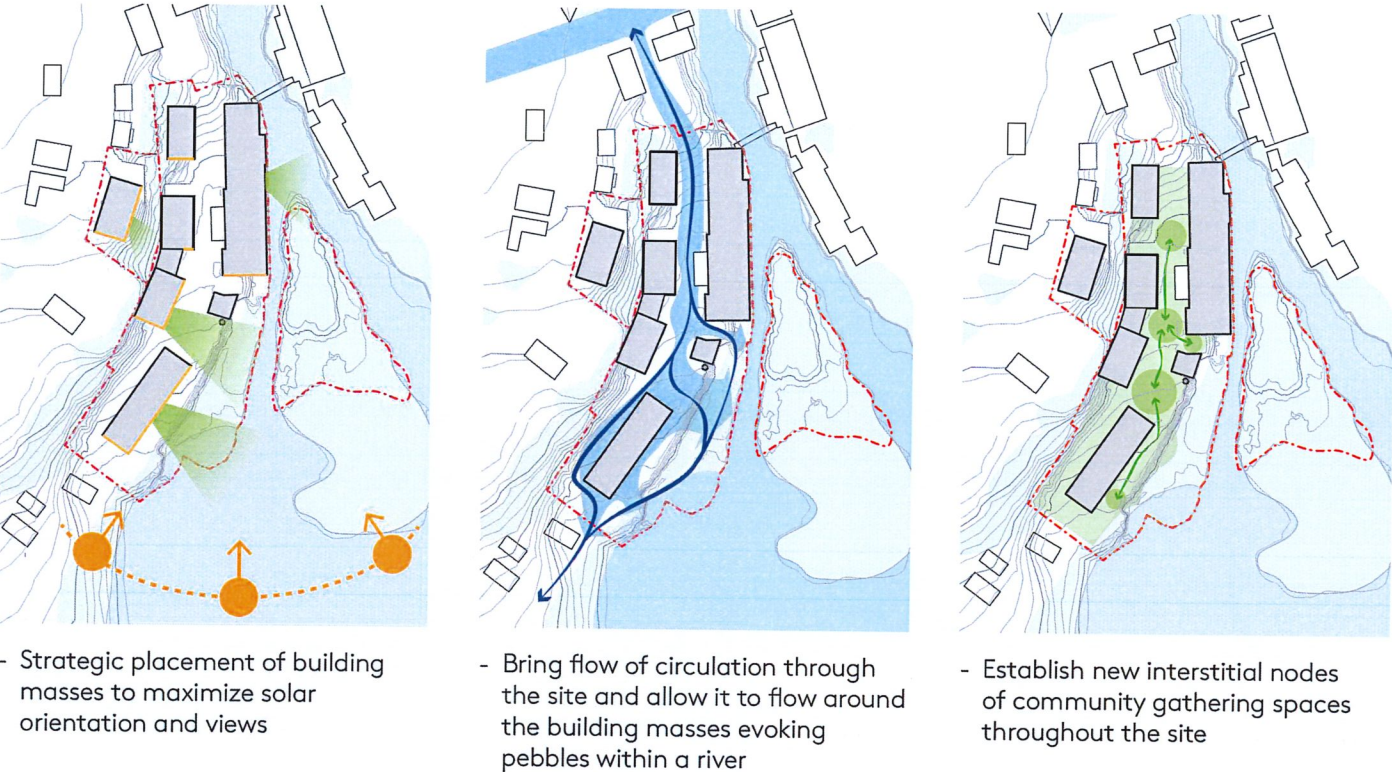




EXISTING CONDITIONS



COMMUNITY IN CONNECTION WITH NATURE

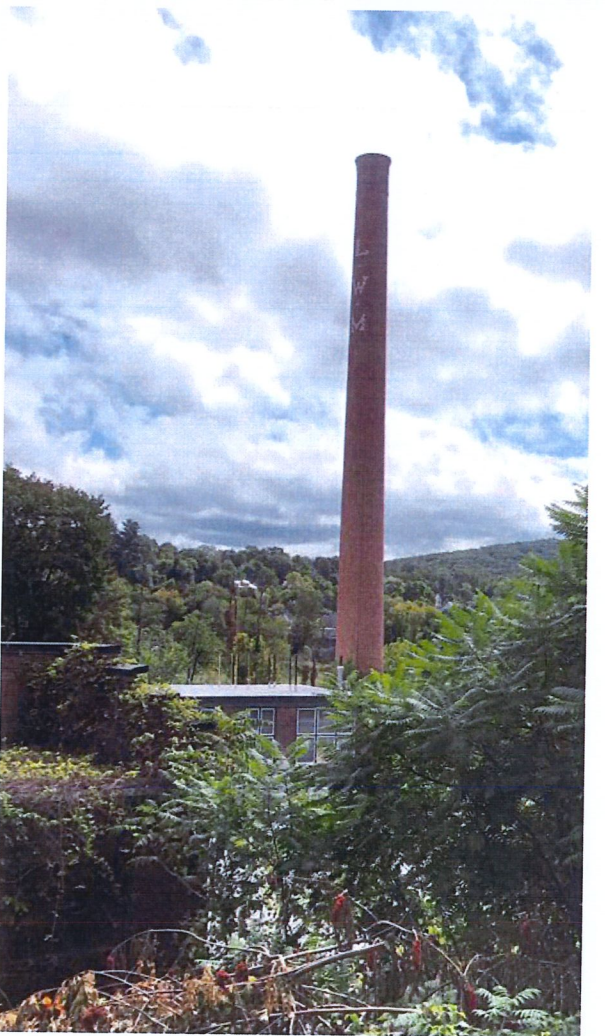
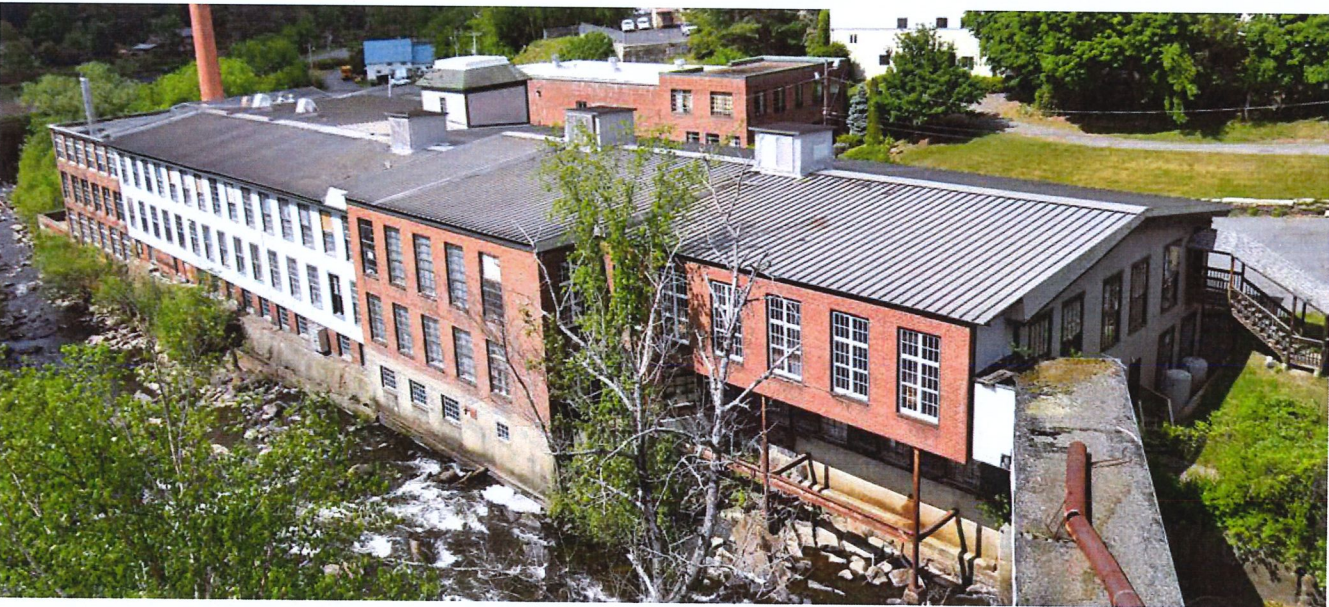
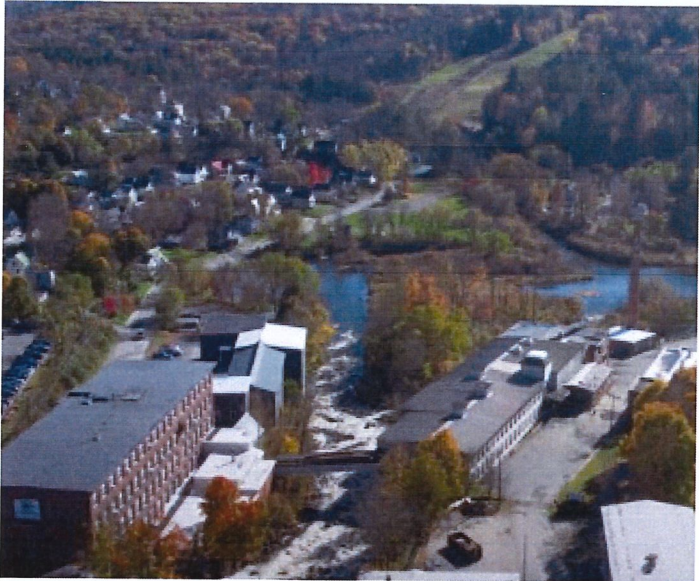


EXISTING CONDITION PHOTOS

LEBANON WOOLEN MILL / LEBANON, NH / MARCH 28, 2022

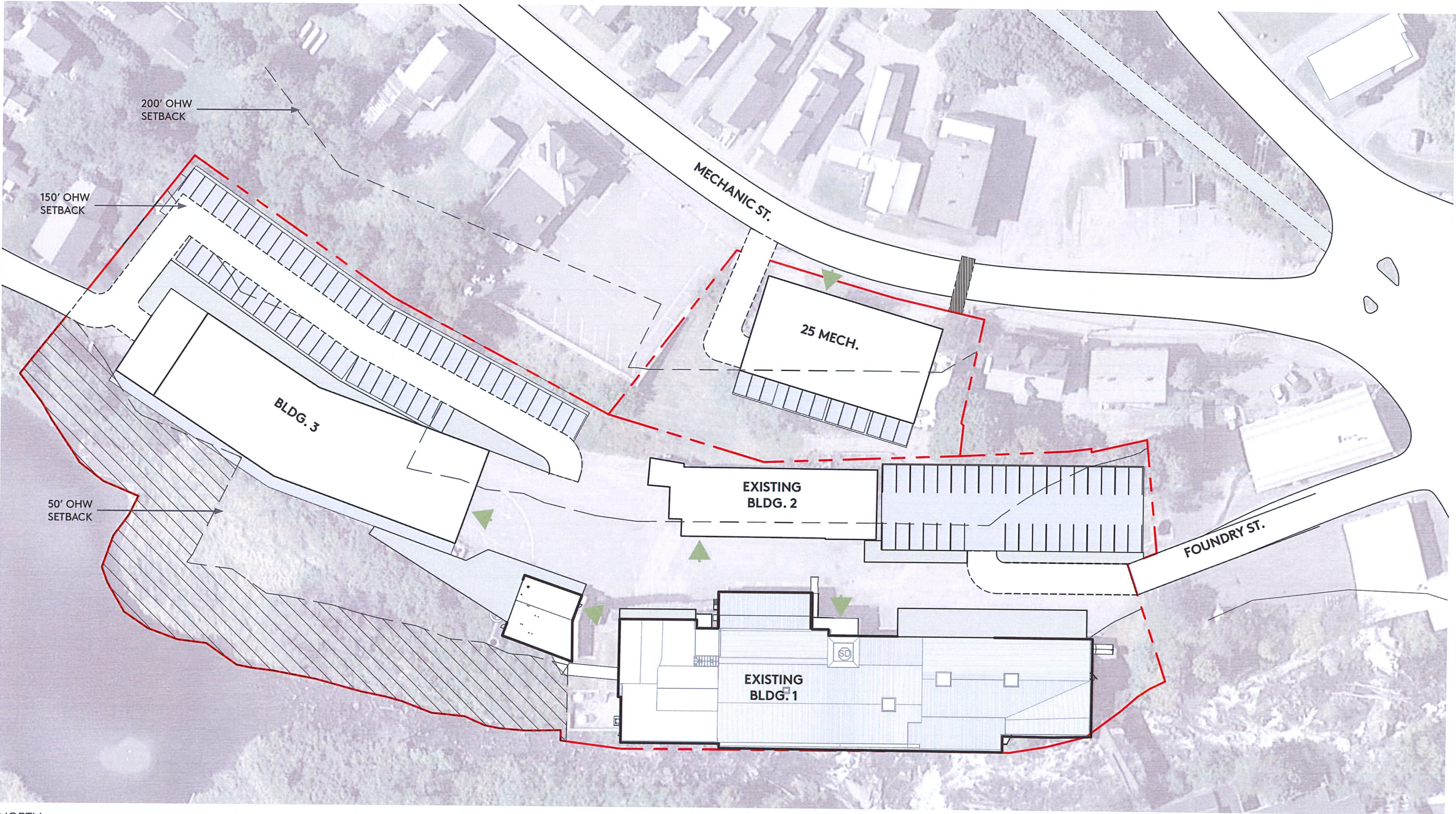
Founded in 1897, as Lebanon Steam Laundry, the site opened as a home laundry service and eventually expanded into a commercial laundry facility serving the greater Upper Valley for 120 years. Once a source of hydro power for the city, the site has lost its connection to the adjacent landscape over time. Our goal is to preserve the industrial identity of the buildings while reconnecting the site to one of Lebanon’s greatest assets, the Mascoma River.

The existing buildings, comprised of brick, mass timber, and large scale openings, have an inherent industrial quality that can translate into the architectural language of the new development. While site organization can reconnect the buildings to the natural elements.



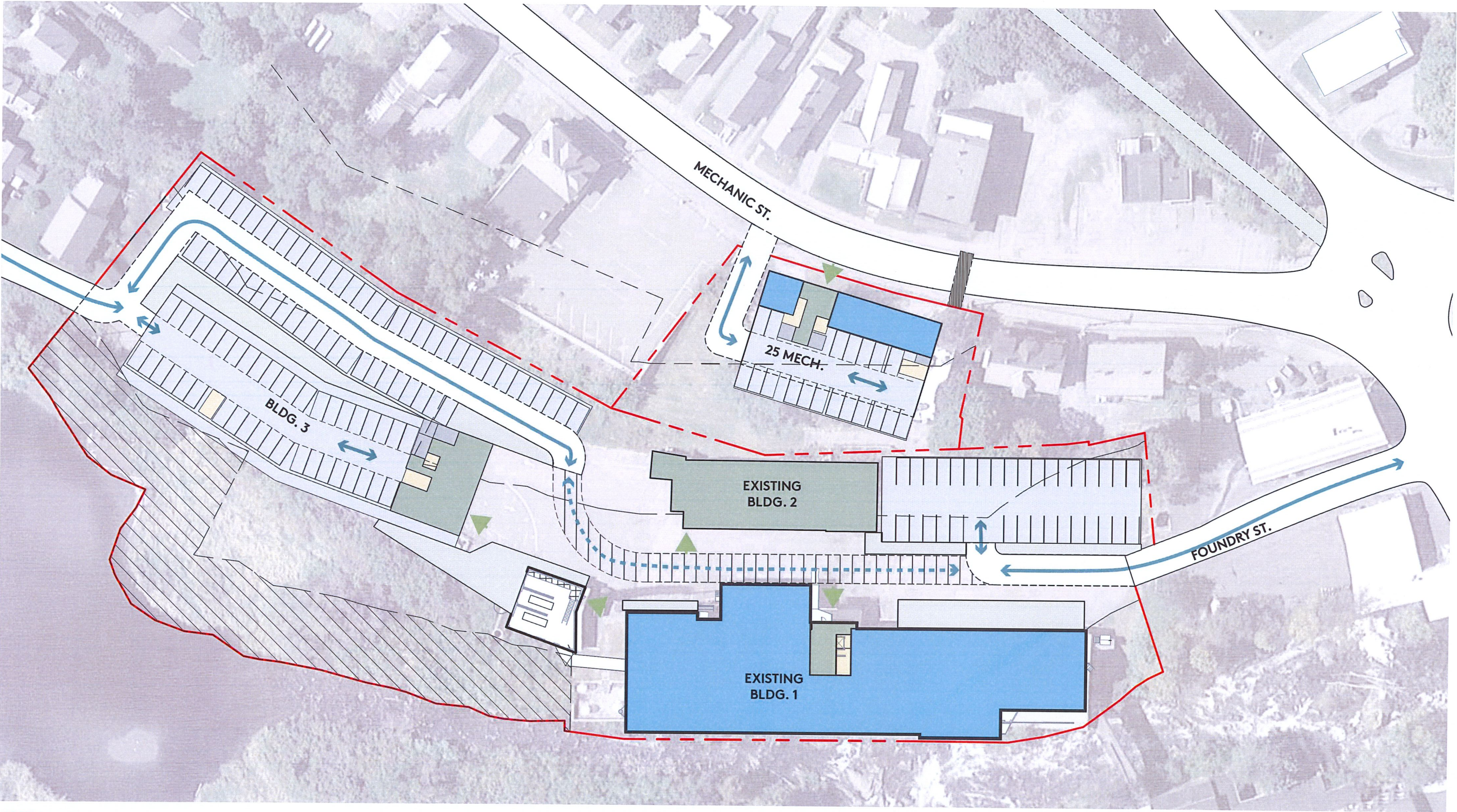


The relationship of the site, buildings, and river will play a critical role in the development of the Lebanon Woolen Mills. Historically, the site was used for industrial purposes as a woolen mill and most recently as a laundry facility. The project will not seek to erase the history of the site but instead it will embrace it and incorporate elements from its past, present, and new life.



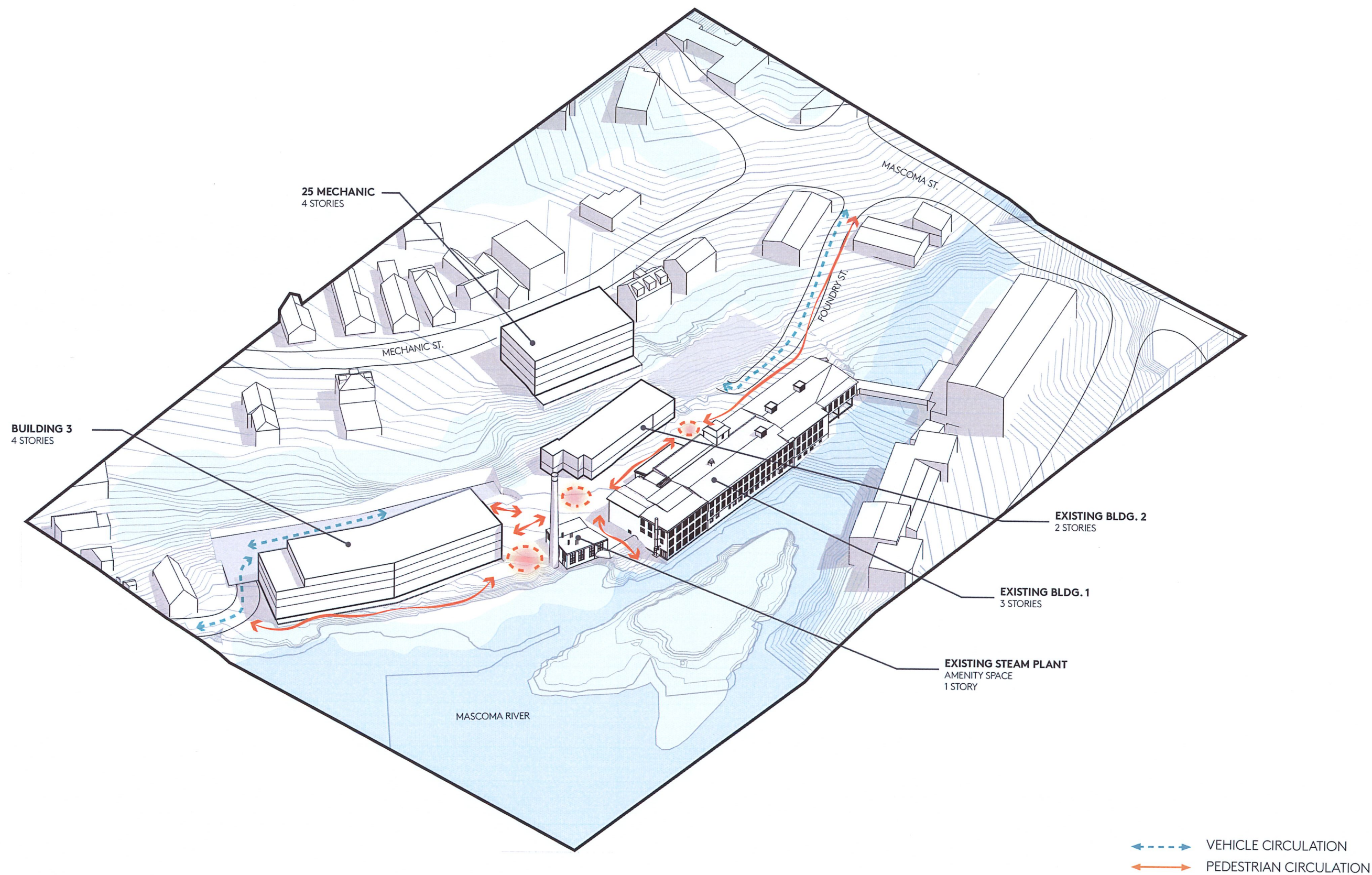
NORTH →
1/64" = 1'-0"

- ← BUILDING ENTRY
- PEDESTRIAN CIRCULATION
- SURFACE PARKING



NORTH →
1/64" = 1'-0"

- | | | | |
|--|---------------|--|-------------------------------|
| | PARKING | | BUILDING ENTRY |
| | LOBBY/AMENITY | | VEHICLE CIRCULATION |
| | SERVICE | | EMERGENCY VEHICLE ACCESS ONLY |
| | CIRCULATION | | |
| | UNIT | | |



The new building massings and materials are representations and are meant to capture the essence of the space as we work through the design process. The heart of the project will be the central outdoor gathering space located in the middle of the site. It is a multidimensional shared space for both residents and the public.



**Agenda
Planning Board
March 28, 2022**

**Agenda Item #4A
Other Business**

**Planning Board endorsement
of final Open Space Plan,
as adopted by
ConCom on 11/18/2021**



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

MEMORANDUM

TO: Lebanon Planning Board

CC: Mark Goodwin, Senior Planner/GIS Coordinator

FROM: David Brooks, Planning & Development Director

RE: Review and Endorsement of Lebanon Open Space Plan

DATE: March 14, 2022

To Planning Board members,

The preparation of an Open Space Plan has been a long-standing goal of the Planning and Development Department. The City's 2012 Master Plan includes multiple references to the importance of open space planning for ensuring responsible and respectful development and for identifying and protecting the existing resources and biodiversity that Lebanon enjoys. [2|D-1g; 5|D-5a]

The Master Plan explicitly recommends the development of an Open Space Plan that will inventory natural and cultural features and recommend green space corridors for continued wildlife habitat and for the benefit of residents. [5.1.A1] Further, the Open Space Plan should set priorities for acquiring or otherwise protecting privately-held land from willing sellers/owners, establish incentives for landowners to voluntarily place conservation easements on their land, and include recommendations on the use of City-owned parcels. [2.3.A1]

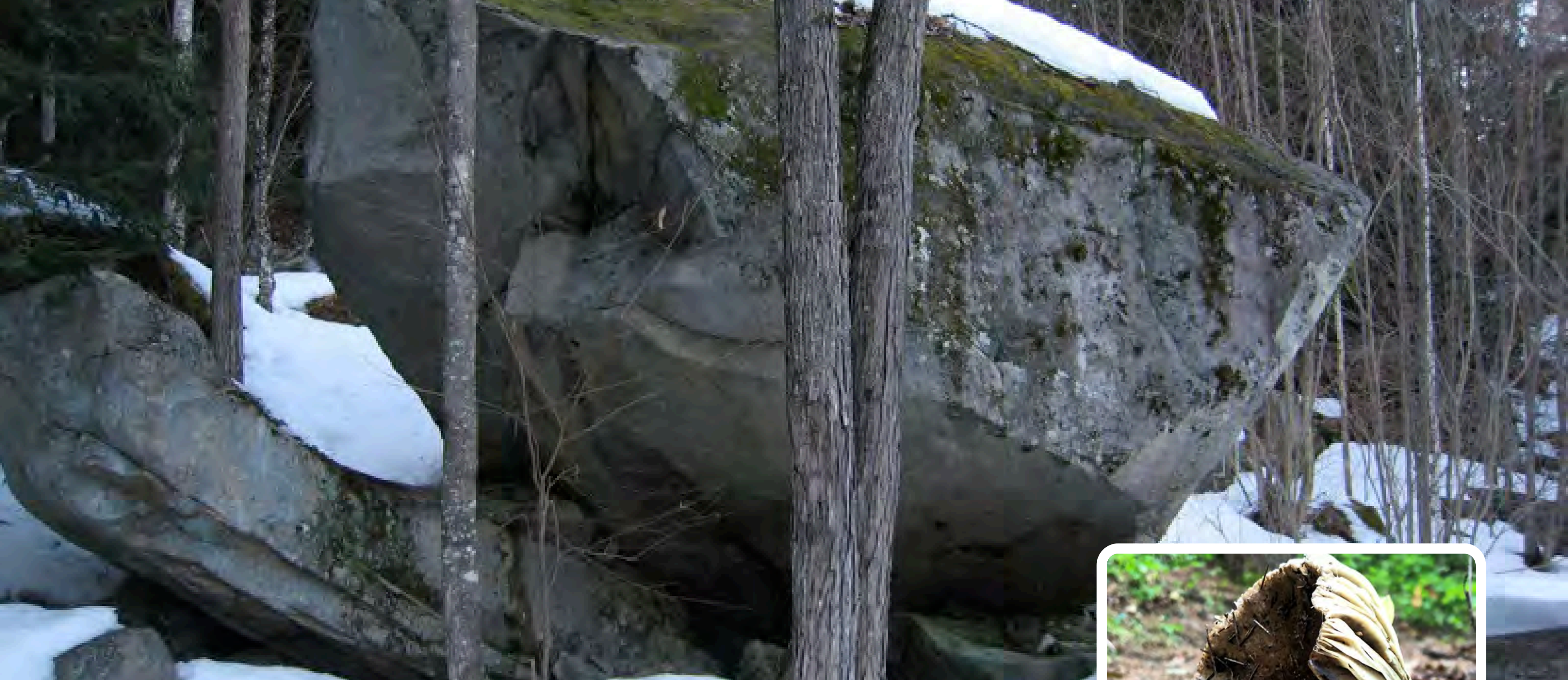
On April 26, 2021, the Planning Board reviewed and commented on a final draft version of the Open Space Plan, which had already been reviewed by the Conservation Commission. Subsequently, on July 7, 2021, the City Council reviewed and commented on the draft Plan. Following review by the Planning Board and City Council, a final Open Space Plan was prepared and unanimously adopted by the Conservation Commission on November 18, 2021.

Following adoption by the Commission, the Planning & Development Department is now seeking endorsement of the Plan by the Planning Board and City Council, each of which will have an important role to play in achieving the goals of the Plan, whether through development review, capital budgeting, or other mechanisms. The City Council has been asked to review and endorse the Open Space Plan at its meeting on April 6, 2022.



LEBANON OPEN SPACE PLAN

a strategy for integrating and advancing efforts to conserve the city's ecological integrity



December 2021

CREDITS

This Open Space Plan is dedicated to the network of individuals, groups, and organizations that were inspired by their natural surroundings to engage in efforts to support and maintain the natural systems that are the lifeline for the ecological integrity of the natural landscape of Lebanon – an extensive list that includes:

- 🔄 Residents and private landowners who share, protect and maintain properties and trails;
- 🔄 Volunteers serving on various boards and committees;
- 🔄 Decision-makers who provide support;
- 🔄 Public and private organizations and entities whose primary mission is to support the stewardship of natural resources and conservation lands; and
- 🔄 Natural resource professionals.

Collectively, they provide **an impressive stewardship network that Lebanon is extremely fortunate to have.**



Photo: J Halstead
Cover Photo: Keith Garland

CONTENTS

EXECUTIVE SUMMARY	1
1. INTRODUCTION	2
Community Setting	2
Public Support for Open Space	2
Statement of Purpose	2
General Goals of the Open Space Plan	3
Vision Statement	3
Elements of the Open Space Plan	3
2. IMPORTANCE OF OPEN SPACE	4
What is open space?	4
What value does open space have?	4
Why be concerned about the loss of open space?	5
How much open space does a community need?	5
3. OPEN SPACE PRIORITIZATION	6
Historic Open Space Prioritization	6
How Much Open Space Should Be Preserved?	7
Prioritization Methodology – The Proposal for Lebanon	7
Methodology Summary	9
4. OPEN SPACE MANAGEMENT STRATEGIES	12
Public Education and Outreach	12
Regulatory Protection	13
Acquisition of Property or Property Rights	13
Summary	14
ADDENDUM: CITY OF LEBANON CONSERVATION PROPERTIES	15





OPEN SPACE is undeveloped land containing natural resource features that collectively interact to provide healthy and vibrant ecological systems that are worthy of conservation.



In every walk with Nature one receives far more than he seeks.

~John Muir

LEBANON OPEN SPACE PLAN

a strategy for integrating and advancing efforts to conserve the city’s ecological integrity

EXECUTIVE SUMMARY

Lebanon is – and has long been – engaging in actions to manage, conserve and preserve open space. These efforts include policy adoption, regulatory implementation, land acquisition and protection, and conservation property stewardship. Those efforts, combined with our goals and objectives for future actions, including implementation tools and resources, constitute the Lebanon Conservation Program (LCP). The LCP interacts with both the Lebanon Master Plan and the Lebanon Natural Resource Inventory.

The **purpose** of this Open Space Plan is to:

- ↻ Increase the visibility of the Lebanon Conservation Program;
- ↻ Articulate the city’s long-term vision for land conservation;
- ↻ Attract additional support for conservation efforts;
- ↻ Set open space benchmarks that can be used to measure progress; and
- ↻ Provide useful information on desirable open space characteristics, and on the tools and process for managing the ecological integrity of open space.

This Open Space Plan begins with a description of the community setting, a reference to the public support for open space, and the statement of purpose, goals, and a vision of this plan. Within Section Two, it further articulates the importance of open space, the value open space provides, and concerns regarding the loss of open space. Section Three proposes an open space prioritization methodology, with Section Four proposing strategies for future conservation efforts. The addendum includes maps and descriptive information for many of the existing conservation properties in Lebanon.

The City of Lebanon continues to benefit from a network of individuals, groups, and organizations who, inspired by their natural surroundings, engage in and support open space conservation efforts that help maintain the ecological integrity of the city’s natural landscape. These partners and supporters of open space protection include:

- ↻ Private landowners who are willing to share and often protect properties;
- ↻ Policy decision makers that provide support;
- ↻ Volunteers who collectively make up the various boards and committees tasked with policy development, oversight and management decisions;
- ↻ Private and public organizations and entities whose primary mission is to support the stewardship of natural resources and conservation lands;
- ↻ Professionals (foresters, ecologists, wetland scientists, botanists, biologists and others) who offer a wealth of knowledge; and
- ↻ Lebanon’s residents who serve in many roles (volunteering on boards, engaging in trail maintenance, supporting policy decisions, and more).

Collectively these partners and supporters provide a powerful stewardship network that Lebanon is extremely fortunate to have. This Open Space Plan prepared by the Lebanon City Planning and Development Office with assistance from PlaceSense was built upon that network’s local knowledge, professional expertise and commitment to conserving the city’s open space for future generations.



Photo: Deborah Baker

It is our task in our time and in our generation to hand down undiminished to those who come after us, as was handed down to us by those who went before, the natural wealth and beauty which is ours.

~John F. Kennedy, March 1961

1. INTRODUCTION

Community Setting

The City of Lebanon, New Hampshire is one of the core Upper Valley communities. It is located on the Mascoma and Connecticut Rivers, surrounded by traditional villages, beautiful rural areas and expanses of farmland and forests. The abundance and quality of natural resources in and around the city – clean air and water, open space, wildlife habitat, undeveloped natural vistas, and working farm and forest land – is one of its greatest assets. Much of Lebanon is characterized by scenic views and vistas of the rivers, unspoiled ridges and valleys, and woods interspersed with open fields. More than 80% of land in Lebanon remains undeveloped, with a significant portion enrolled in the New Hampshire Current Use Program. There are still two working farms in the city. From almost everywhere in Lebanon, one can still see and access considerable expanses of open land.

The City of Lebanon is a growing community. It is a regional hub and the principal employment and shopping destination for a federally-designated “micropolis” consisting of 25 towns stretching across two states. Because of its distinct role as the heart of the region’s economy, Lebanon has faced considerable development pressure for many years. New industries, offices and services have provided Lebanon residents with high-quality jobs and a wide variety of choices for shopping, dining, and other services. At the same time, these enterprises have attracted more people and traffic to the area, straining the city’s infrastructure and stimulating demand for still more development.

That demand has led to once open land, including some of the richest agricultural soils in the state, being converted to shopping centers, subdivisions and other types of development. Significant floodplains and wetlands were drained or filled before the advent of protective regulations, and development pressure continues to affect these resources. In the uplands, wooded ridges and hillsides are being fragmented by roads and rural residential development. Increasing vehicle emissions, road salt and other pollutants threaten air and water quality.

The City of Lebanon has reached a crossroads at which it must make significant decisions about the future of land development and conservation. How land is used shapes a community’s character and vitality for generations into the future. As Lebanon continues to grow and develop as a dynamic economic center, the city should take proactive measures through thoughtful planning and responsible environmental protection to ensure that important natural resources are conserved. Growth and change are inevitable and welcome, but it is imperative that Lebanon guide development in order to preserve open land and scenic resources. Without adequate forethought, future development could fray the fabric of the community by diminishing the natural resources that make Lebanon an attractive and healthy place to live and do business.

Public Support for Open Space

There is widespread public support for open space preservation in Lebanon. Residents have consistently identified preserving rural character – whether in terms of open space, regional traditions, smaller-scale and independently-owned businesses, etc. – as a critical factor in maintaining Lebanon’s quality of life and sense of place for more than 30 years. A common viewpoint is that the natural environment and open space – forests, agricultural land, water bodies, viewsheds, wildlife habitat, and ridgelines – must be protected to prevent irreversible damage that would change the community’s character. The open space preservation policies in the current plan have developed in response to such public comments and suggestions over the decades.

The 2012 City Master Plan repeatedly references the need for an open space plan to identify key open space resources, as well as strategies and techniques to maintain open space for future generations (page 5-6). It recommends that Lebanon develop an open space plan that:

“Sets priorities for acquiring or otherwise protecting privately-held land from willing sellers/owners, establishes incentives for landowners to voluntarily place conservation easements on their land, and includes recommendations on the use of City-owned parcels.
[Land Use Chapter Outcome 4, Action 1, page 2-25]

Will inventory natural and cultural features, and recommend green space corridors for continued wildlife habitat and for the benefit of residents.
[Natural Resources Chapter Outcome 1, Action 1, page 5-12]

Statement of Purpose

The overarching purpose of this Open Space Plan is to increase the visibility of the Lebanon Conservation Program (LCP), to attract additional support and to clearly articulate the city’s long term vision for open space protection. From an action or engagement perspective, this plan will help guide and inform the actions of local officials, boards and committees, and the general public. It provides a framework within which the community can focus its efforts and resources toward preserving important natural resources and open spaces.

This Lebanon Open Space Plan charts a course that will enable all interested parties to make the most of conservation opportunities as they arise. In particular, it:

- Identifies the value of preserving open space and natural resources.
- Identifies types of open spaces that are important to conserve.
- Prioritizes and optimizes open space conservation opportunities.
- Informs and advises anyone who might wish to conserve open space.



General Goals of the Open Space Plan

This plan establishes the following goals for open space conservation in Lebanon:

- 🕒 Protect the quality of surface and underground drinking water supplies;
- 🕒 Protect the quality of lakes, streams, and wetlands needed to sustain aquatic ecosystems and water-based recreation;
- 🕒 Preserve open space, particularly forest lands, to protect and enhance air quality, to absorb and store carbon, and to provide critical buffering against climatic extremes;
- 🕒 Protect habitat for the diversity of plant and animal species to ensure the protection of healthy, viable, and sustainable ecosystems, as well as the conservation and preservation of biological diversity within the city;
- 🕒 Protect habitats that sustain the traditional pastimes of hunting, fishing, and viewing fish and wildlife;
- 🕒 Maintain and encourage the important natural resource-based industries of farming, wood products, and tourism;
- 🕒 Protect and enhance those scenic, historic and cultural resources that are recognized as valued parts of the common heritage of Lebanon’s citizens;
- 🕒 Protect in-city open spaces for residents of more densely developed areas;
- 🕒 Provide places for education and research on ecological, environmental, and appropriate cultural resources to provide a better understanding of the systems from which they derive; and
- 🕒 Provide high quality outdoor recreation opportunities, on both land and water, accessible to all Lebanon’s citizens, regardless of where they live, their financial status, or their physical abilities.

Vision Statement

It is the community’s vision that:

“*The natural resources and open spaces that make the City of Lebanon a desirable place to live shall be conserved for future generations to enjoy and appreciate. This conservation shall occur in the context of a community that is also growing and changing.*

Those areas with high natural resource value and that are important to Lebanon, the State of New Hampshire, and to the nation will be subject to careful stewardship. These areas include places deemed of local importance as well as those of regional or statewide significance. Particular importance will be placed on lands whose development would have an undue, adverse effect on water quality, wildlife habitat, agricultural lands, and scenic areas.

Lebanon will protect and conserve working farm and forests, core habitat areas important to flora and fauna, and the corridors that link those core areas. Because personal connections with nature are important to maintaining Lebanon’s heritage and sense of community, low-impact recreational opportunities that do not alter natural areas will be encouraged. The city will strive to be a place of natural beauty and uninterrupted views.

Elements of the Open Space Plan

This Open Space Plan consists of four elements:

- 🕒 **Section 2** discusses the importance of open space within the community. It provides some historical context for open space preservation in Lebanon, as well as a summary of recent land use development and conservation trends in the city.
- 🕒 **Section 3** proposes a prioritization framework that establishes how much open space is needed and identifies lands that should be protected based on a 78:22 ratio of open space to developed land in the city.
- 🕒 **Section 4** provides a summary of key tools and techniques available for preserving the city’s natural resources and open space areas.
- 🕒 **Appendix A** inventories many of the existing city-owned conservation lands.

It is typical for an open space plan to include extensive description of the flora, fauna and general landscape characteristics of the community. This plan does not do that and instead cross-references the existing natural resource content included within the city’s 2010 Natural Resource Inventory and 2016 Wildlife Corridor Assessment. Collectively those documents and this Open Space Plan are intended to serve as the blueprint for the Lebanon Conservation Program.

Photo: Keith Garland

2. IMPORTANCE OF OPEN SPACE

This section of the Open Space Plan attempts to answer the following questions:

- What is open space?
- What value does open space have?
- Why should people be concerned about the loss of open space?
- How much open space does a community need?

The answers to these questions shape this plan and the implementing public policies. They provide a clear understanding of the public interest and benefit in policies such as land regulation or acquisition for open space protection.

What is open space?

Many people think of open space as land in its natural state, while acknowledging that natural forces and organisms – as dramatic as glaciers or as subtle as moss – continually shape the landscape. Others expand that to encompass land modified by human activity. Open space also includes water bodies such as lakes and rivers.

What is considered open space depends, in part, on its surroundings. A vacant lot or community garden may be considered open space in a developed neighborhood. A narrow corridor or pathway for walking or bicycling may be open space even though it is surrounded by development.

In the Lebanon Open Space Plan, open space is defined as undeveloped land areas containing natural resource features that collectively interact to provide healthy and vibrant ecological systems that are worthy of the following conservation measures:

- A municipal planning process with foundation principles grounded in natural resource oversight;
- Regulatory oversight and innovative land use planning techniques;
- Land protection measures such as conservation easements and open space requirements; and
- Simple sound property stewardship.

This definition of open space for conservation purposes acknowledges the symbiotic relationship with other forms of open space. This includes active open space like the town common (Colburn Park), recreation fields, and recreation paths. It also includes open space elements that are integrated into the built environment such as vegetated parking lot islands, rain gardens, and greenways. The Lebanon Open Space Plan focuses primarily on the open space resources outside of the built environment, while strongly endorsing the sound management of other forms of open space in accordance with the recommendations of various studies, reports, and planning documents such as the recreation master plan, development regulations and zoning ordinance.

What value does open space have?

Open space is an integral part of any healthy city. It is not just the leftover areas or land that is not yet economical to develop. Open space is as essential to a thriving community as neighborhoods, public utilities and transportation systems. Open space provides a combination of environmental, social and economic benefits that would be costly, if not impossible, to replicate by other means.

This Lebanon Open Space Plan focuses primarily on the ecological value of open space. Other benefits, including aesthetics and recreation, are considered secondary to the primary goals. However as articulated in the 2010 Wildlands and Woodlands—A Vision for the New England Landscape report (Harvard Forest, 2010):

“A well designed open space program will include a balance of lands that are protected from development and managed for forest products, water supply, wildlife habitat, recreation, aesthetics, and other objectives, as well as lands that are established as reserves subject to minimal human impact and shaped by natural processes.

Environmental Benefits

Open space helps provide the ability for natural processes to function and thrive, supporting the intricate natural resource web of flora and fauna, preserving biodiversity, and maintaining healthy natural systems. It acts as a circulatory system for natural processes such as wildlife movement and hydrological flows. Open space provides general environmental services such as erosion control, flood water retention, groundwater recharge, watershed protection, etc.

Open space also has ecological functions providing habitat for plant and animal life, and supporting biodiversity. The undeveloped landscape provides for important wildlife habitat and helps to maintain a diverse and healthy environment. There are approximately 1,900 species of plants and 17,000 species of animals in New Hampshire. While many of these species are considered common, it is estimated that 75% of the habitat for rare, threatened or endangered species remain unprotected and vulnerable to development.

Forested open space also provides an important source of renewable energy and carbon storage – key factors in slowing the rate of climate change. Open space is critical for supporting the adaptation that many species will face as habitats are impacted by climate change.

Social Benefits

Patches and corridors of open space interspersed throughout the built environment weave the fabric of the city together. Together they add natural beauty, character and uniqueness to the landscape. The larger open space patches typically found on the edge or beyond the built environment provide residents and visitors with places for outdoor recreation, including hunting, fishing and other traditional uses.

Open space offers opportunity for many different types of active and passive recreation, which has positive benefits for the health and well-being of residents.

It provides places for people to interact socially. Open space also allows people to increase their awareness of the natural environment through outdoor education and field research programs.

Open space offers scenic and aesthetic enjoyment. It also preserves the community's heritage by protecting historic and archaeological resources. These benefits help maintain the community's character, support tourism and enhance quality of life.

Economic Benefits

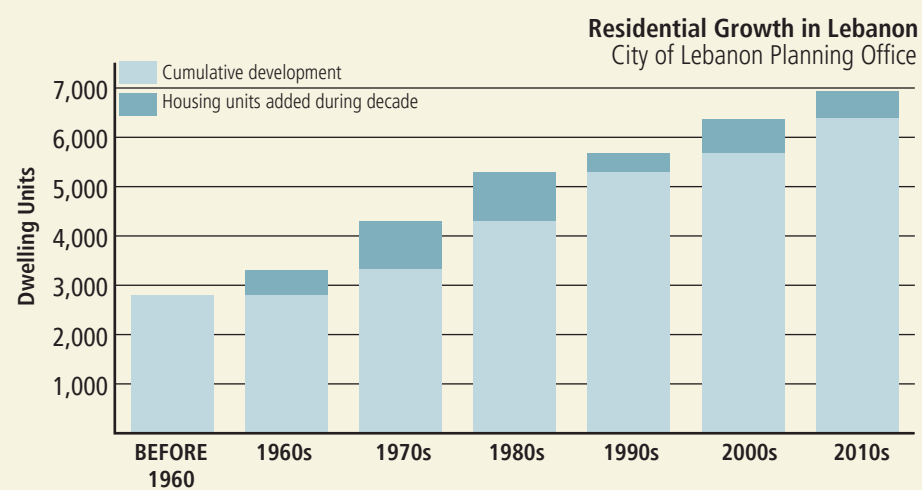
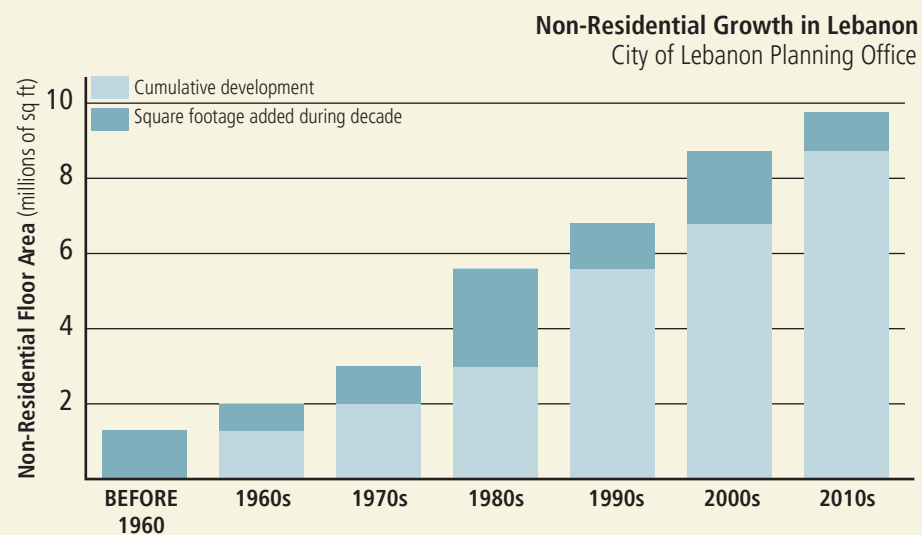
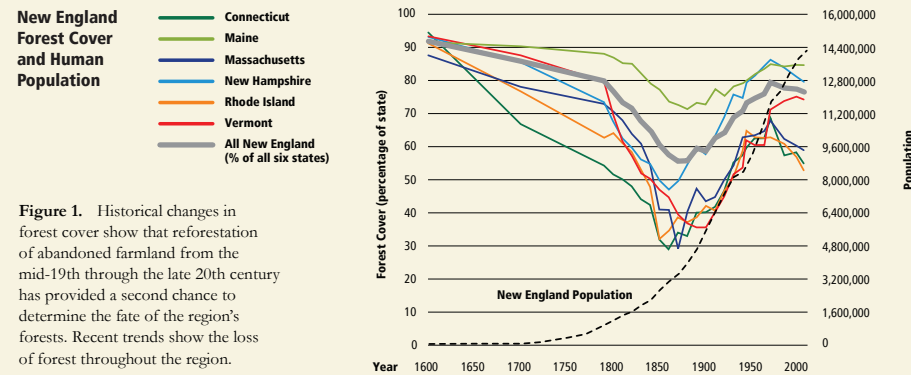
It is difficult to quantify many of the public benefits that open space provides in monetary terms. In some instances, it is possible to express the natural process values of open space in the dollar terms of traditional economic analysis. For example, there is the income derived from sustainable timber harvesting and local agricultural production on open space lands. An analysis completed for the Society for the Protection of New Hampshire Forests in the late 1990s found that more than \$3.6 billion dollars of income and more than 60,000 jobs were directly attributable to open space-based economic activities in New Hampshire at that time.

Another direct benefit are the avoided costs as a result of open space protection. An example of this would be the avoided cost of flood damage when open space land provides flood storage and reduces the extent of downstream damage. Or the avoided cost of replacing a public water supply when open space provides protection from contamination and groundwater recharge around a wellhead.

Open space also offers indirect economic benefits. It can positively impact surrounding property values and benefit local businesses by spurring economic activity within the surrounding area. According to the National Association of Home Builders (in the Business NH Magazine, October 1998), it is not uncommon for the value of building sites to be enhanced by 15 to 20% in the vicinity of park and recreation areas. The increased value to the landowner is also shared by the municipality, because as relative property values are higher, then assessed valuations and tax revenues will also be higher.

Communities increasingly consider the opportunity cost of losing open space to development, especially residential development. As detailed in the University of New Hampshire Cooperative Extension report “Does Open Space Pay?” (Auger 1996), open space land uses are often a net asset to communities, typically generating much more revenue than they cost in terms of services provided. Residential development, on the other hand, generally costs a community more in the way of services than it generates in tax revenues. While commercial and industrial land uses tend to result in a net gain in tax revenues, such development may provoke a need for more housing and increased loss of open space unless satisfied with infill and redevelopment.

Traditional arguments on the behalf of open space planning have not rested upon economic considerations. Rather, they have been founded upon the need for protecting environmentally sensitive lands, the need for public recreation facilities, and the attractiveness and ecological importance of green spaces.



Why be concerned about the loss of open space?

Undeveloped land in Lebanon will continue to be lost given the trends in population, housing and economic growth in the city and region. Now is the time for Lebanon to decide what open space is important to conserve and how best to achieve those goals.

Population and Housing Growth

The number of people living in Lebanon increases each year although the rate of population growth has slowed markedly over the past several decades. The city has been adding about 60 new residents annually this decade (2010s) – a population growth rate of less than 0.5% a year.

Lebanon has been adding housing units at a faster rate than residents in recent years as the average household size has been falling. On average, 70 housing units were created in the city annually during 2010s. Given the recognized shortage of housing in the region, it is anticipated that the demand for housing will remain strong in this decade. That demand is being driven by growth in the regional economy with much of the associated job creation occurring in Lebanon as described below.

The location of new residential development is the most important factor as it relates to impacts on open space. Compact housing development that occurs as infill or redevelopment within the urban core has far less impact than low-density suburban or rural residential development.

The statewide trend of increased footprint and land consumption for single-family homes does appear to be occurring for new homes located outside the urban boundary in Lebanon. However, that trend is being offset by the shift from single-family home development in rural areas to multi-family development within the city's urban core – serving as yet another compelling benefit of directing the housing growth to within the urban areas. With appropriate design measures such as provision of green infrastructure, the city can benefit from the vibrancy that new housing brings to existing neighborhoods and can avoid impacts to open space areas. For this reason, the city's Master Plan identifies compact and infill residential development in the urban core as the desired vision for the future.

Economic Growth

The city added 2.9 million square feet of non-residential space between 2000 and 2018. The city has approved more than 2 million square feet of non-residential development that has yet to be constructed. This suggests that the rate of non-residential development will remain strong for the foreseeable future.

Lebanon's topography, combined with the proximity to transportation, sewer and water infrastructure, has directed most non-residential growth to land within or in close proximity to the urban core – thus avoiding the adverse impacts of rural sprawl and fragmentation. However, the majority of recent non-residential development has occurred on previously undeveloped land (greenfield development), as opposed to redevelopment (brownfield development). The cumulative impacts of this pattern of development can degrade the quality of surrounding natural areas. The Centerra Business Park, Airport Business Park, DHMC campus, Etna Road light industrial uses, and commercial development along Route 12A are all located on former natural open space or agricultural land.

How much open space does a community need?

There are a number of factors to consider when determining the quantity, type and location of open space land appropriate for a community. A more diverse portfolio of protected lands (high elevation, forests, floodplains, wetlands, shorelines, agricultural lands, etc.) enhances the environmental, ecological and climate benefits of open space. Protecting land dispersed around the community will ensure that more residents have access to open space near their homes. Where there is a denser pattern of development, public open space becomes critical for quality of life – providing urban residents with places for outdoor recreation and enjoyment of nature. Further, there may be specific resources within the community of scenic, cultural or historic value that merit protection through open space conservation.

Historic Open Space Protection

Fortunately for Lebanon, there has been a pattern and trend of land conservation efforts occurring simultaneous with development over the past several decades. In 1980, there was about 100 acres of city-owned, permanently protected open space in Lebanon – 40 years later, there are nearly 2,000 acres.

Private land has also been protected by property owners either voluntarily placing conservation easements on their land or permanently setting aside land as conserved open space as part of a residential development. Approximately 1,200 acres of privately-owned open space was protected as of 2019.

The 3,221 acres of public and private open space protected from future development represents approximately 12% of Lebanon's total area. Geographically dispersed around the city, these open space lands include a variety of landforms and natural communities.

Future Open Space Protection

While Lebanon's open space protection efforts have been effective to-date, there remain significant resources vulnerable to future development. The 2010 Natural Resource Inventory and 2016 Wildlife Corridor Assessment include specific recommendations for further open space protection and other measures to retain or enhance the function and values of the city's diverse ecosystems.

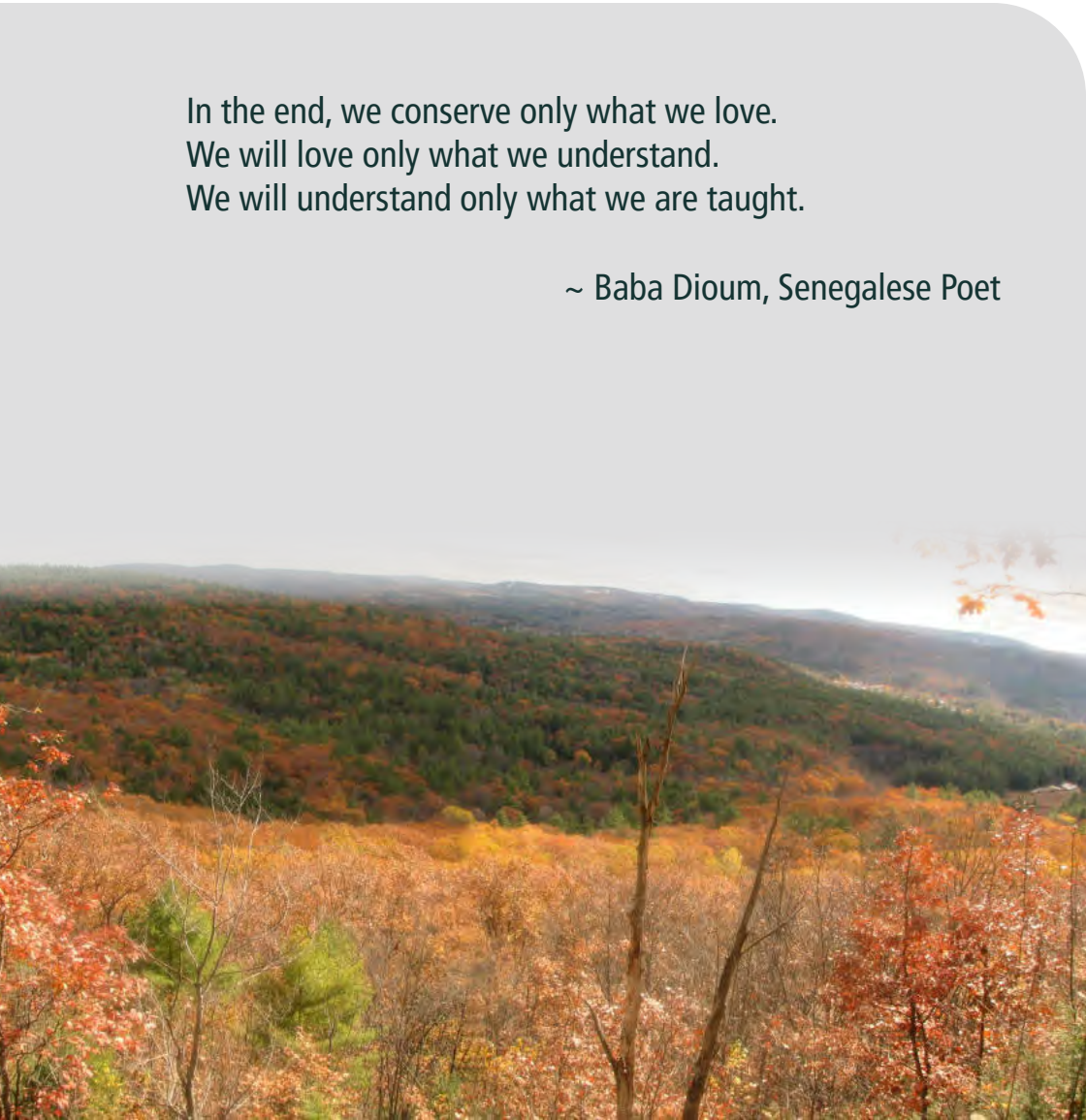
- The 2010 Natural Resource Inventory identifies 73 significant ecological areas (SEAs) that, due to their sensitive nature and unique set of natural resource characteristics, require special consideration. The SEAs represent less than 10% of the city. Nearly all the city's rare and endangered plant species are contained within these lands, and virtually all of the rare wildlife species depend upon them. The Inventory recommends that the SEAs be priorities for conservation due to their ecological integrity and ecosystem services. Currently, 28% of the SEAs are within protected open space areas.
- The 2016 Wildlife Corridor Assessment focused on 17 priority wildlife crossing areas. It found that recent development has reduced potential crossing areas. Unfragmented blocks of habitat are becoming isolated as development along the road networks have built up physical barriers to wildlife. To preserve

ecological values and functions, the Assessment recommends that protected open space areas be linked by greenbelts that allow for the movement of wildlife. Only two of the priority crossing areas currently connect through protected open space lands.

The guidance that follows in Section Three for establishing goals, benchmarks and a methodology for prioritizing the city’s open space protection efforts builds upon the recommendations from the Natural Resource Inventory and the Wildlife Corridor Assessment. It is also consistent with the land use goals of city’s Master Plan, which call for most future growth to occur in the urban core.

In the end, we conserve only what we love.
We will love only what we understand.
We will understand only what we are taught.

~ Baba Dioum, Senegalese Poet



3. OPEN SPACE PRIORITIZATION

The Conservation Commission has recommended that the City identify, prioritize, and actively work to conserve land with high-value natural resources that are currently unprotected. This section briefly describes previous efforts to prioritize open space for conservation. It then proposes a new prioritization framework that is grounded in the concept of **how much** open space is needed, and **where** are the currently undeveloped lands located that should be prioritized for conservation.

Historic Open Space Prioritization

The historic open space prioritization efforts described below are testament to the desire of Lebanon residents to maintain the special open space and conservation qualities that are part of the fabric of this community. The information and recommendations they contain continue to guide present day conservation endeavors. Grounded in a fundamental bio-diversity conservation planning framework, Lebanon is positioned to use this information to engage in a very progressive, forward thinking approach to preserving the functions and values of its existing open space lands, and maintaining the desired community character.

1996 Conservation Commission Approach

In 1996, the Conservation Commission developed an approach in which they identified generic land types that were desirable locations for open space preservation. These were not parcel-specific recommendations, but rather a listing of generic attributes that were recommended for preservation. The list included:

- ↻ Mascoma Lake Shore Lands
- ↻ Connecticut River Shore Lands
- ↻ Mascoma River Shore Lands
- ↻ Flood Plain Wetlands
- ↻ Prime Wetlands
- ↻ Other Wetlands
- ↻ Unique Geologic Features
- ↻ Mountain Tops & Ridgelines
- ↻ Old Farms and Fields
- ↻ Wildlife Habitat and Corridors
- ↻ Aquifer Areas
- ↻ Mixed and Old Growth Forest
- ↻ Land Contiguous to Existing Conservation Land
- ↻ Rare and Endangered Flora Habitat

Around the same time, students from the Lebanon High School Environmental Science class and Students for a Sustainable Future (SFF) teamed up with the Lebanon Conservation Commission to conduct a poster ballot project. The project sought input from the community about open spaces in Lebanon. The vote from participating residents included the following results, listed from most popular to least:

1. The Mascoma River Shorelands
2. The Connecticut River Shorelands
3. Mascoma Lake shorelands
4. The Landmark Lands
5. Farms
6. Mt. Support and Rix Ledges
7. Blueberry Hill and Hardy Hill areas
8. Daisy Hill area
9. Quarry Hill
10. Class VI Roads
11. Corridors in the City of Lebanon
12. Route 4/Eastman Hill intersection

One of the mutual highlights between these two efforts was that undeveloped shoreline is both valued, as well as in need of protection as it is often equally prized for its development potential.

Conservation Commission Periodic Review

The Conservation Commission undertakes a periodic review of City of Lebanon owned parcels. This exercise occurred in 1993, 2006, 2011, and most recently in 2017. The list of City owned properties changes over time as privately owned parcels transfer to City ownership, the result of a failure to pay taxes, gifting to the City, etc.

The results of the 2017 analysis revealed that there are very few, if any, additional protection opportunities for City owned properties, as many of the properties with valuable natural resource characteristics are already under some form of protection or are simply undevelopable. Or the properties are currently developed, typically providing some sort of infrastructure support to the City, such as the City Landfill, the Wastewater Treatment Plant, recreation fields, etc.

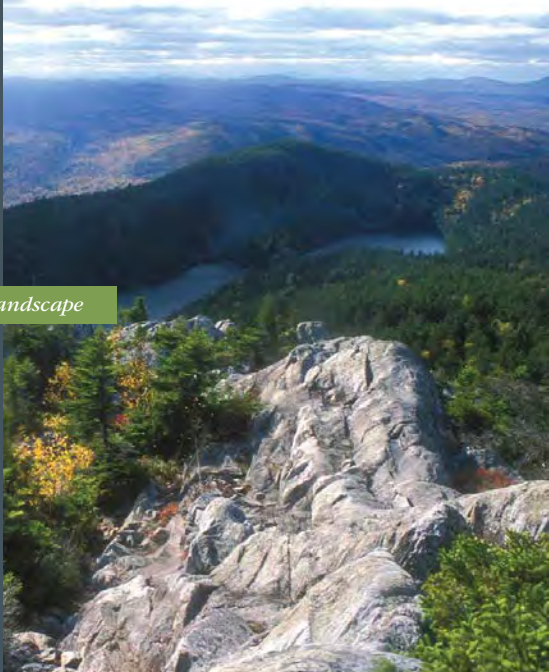
2010 Natural Lebanon

The 2010 Natural Lebanon – Natural Resource Inventory (NRI) report was completed to serve as a “framework” planning document, providing extensive descriptive information associated with the undeveloped natural open space areas within Lebanon. It is impressively robust as to the level of detail contained within the report, including the following: a wetland assessment and prioritization; identification of existing and potential vernal pools; species and habitat types occurring within Lebanon including rare plants, rare animals, and target species of special concern. It provides valuable prioritization input, including highlighting priority conservation sites, priority wetland complexes, and highlighting areas deemed as “Significant Ecological Areas” (SEAs), as well as Co-Occurrence areas. The proposed prioritization methodology detailed later within this section includes this information as the core component.



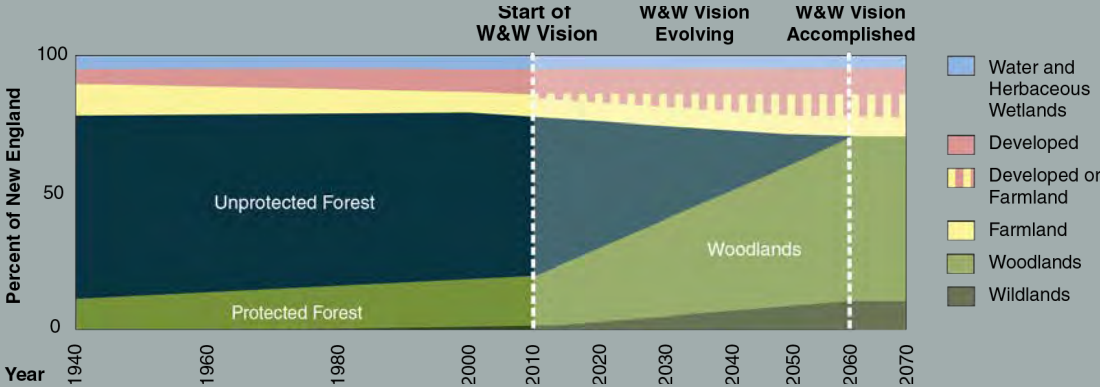
Wildlands and Woodlands

A Vision for the New England Landscape



New England Land Cover: Past, Present, and Future

Figure 3. Projections for the implementation of Wildlands and Woodlands demonstrate that roughly a doubling in the rate of forest conservation over current levels is needed to achieve the vision within 50 years.



Lebanon Master Plan

The Lebanon Master Plan – “Lebanon 2030” provides guidance as to recognizing the role of open space within the community, including highlighting a desirable future development pattern that emphasizes development within the existing urban cores, particularly infill development, and avoiding urban sprawl into the rural undeveloped areas of Lebanon. Chapter 5 (Natural Resources) includes the following key points:

- Recognize that conservation of the natural environment is essential to maintaining the City’s quality of life and economic vitality
- Conserve open space and maintain the functions of natural systems while respecting the rights of property owners
- Establish a connected network of open spaces, conservation lands, greenbelts, and working farm and forest land that is accessible to City residents

How Much Open Space Should Be Preserved?

When considering an Open Space plan and conservation recommendations, one question that inevitably arises is: How much land is enough? Answering the question of “how much” can be challenging to provide in the form of a finite figure, as open space and conservation planning is often as much an art as it is science. However, there is significant value in setting benchmark for conservation goals as a means to both evaluate progress and celebrate successes.

- The Society for the Protection of New Hampshire Forests challenged municipalities to conserve “at least 25% of its lands for a network of trails, parks, farms, and forests where people can connect with the natural world.”
- Keene, NH set a goal within their master plan of 50% protected land.
- Burlington, Vermont has established a goal of retaining a 20% ratio of developed land-to-protected natural areas in an effort to ensure that natural areas are preserved as other land is developed. Their policy states that “for each four acres of new development, one acre should be set aside by the developer as a natural area.”

- The EPA encourages an approach that includes targeted percentages of developed to undeveloped land that is grounded in scientific rationale associated with water quality protection.

Prioritization Methodology – The Proposal for Lebanon

The prioritization methodology proposed for Lebanon is framed by the “how much” open space and the “location” of currently undeveloped lands. This plan recommends a metric that is a ratio of developed to undeveloped land. Additionally, it is intended that within this undeveloped, open space mosaic will be a portfolio of natural resource characteristics that collectively represent and support biodiversity at both a local and regional scale.

The proposed “how much” is informed by benchmarks proposed within the Wildlands and Woodlands – A Vision for the New England Landscape report (Harvard Forest, 2010), including differentiating between working woodlands and preserved wildlands. The proposed identification as to the “location” of such lands is shaped by historic prioritization efforts, the 2010 Natural Resource Inventory, the 2016 Wildlife Corridor Assessment, the Lebanon 2030 Master Plan, and enhanced by the integration of, “The Spatial Solution Methodology” (Forman, Richard, 1996), to create a proposed blueprint for open space conservation grounded in science and embracing the concept of biodiversity protection.

The “How Much”

The Wildlands and Woodlands report articulates a vision for the New England Landscape, including establishing measurable benchmark associated with the overall goals. It was authored by more than 20 natural resource professionals, including foresters, forestry professors, natural resource scientist, etc. A review of this document highlights the similarities between the existing forest to developed area ratio within the New England landscape and that of Lebanon. The report’s objectives additionally align with the vision expressed within the Lebanon Master Plan, including: avoiding sprawl, encouraging infill, and preserving the natural landscape. And perhaps most

encouraging, the reports vision and goals appear to align with an opportunity that still exists within the Lebanon community.

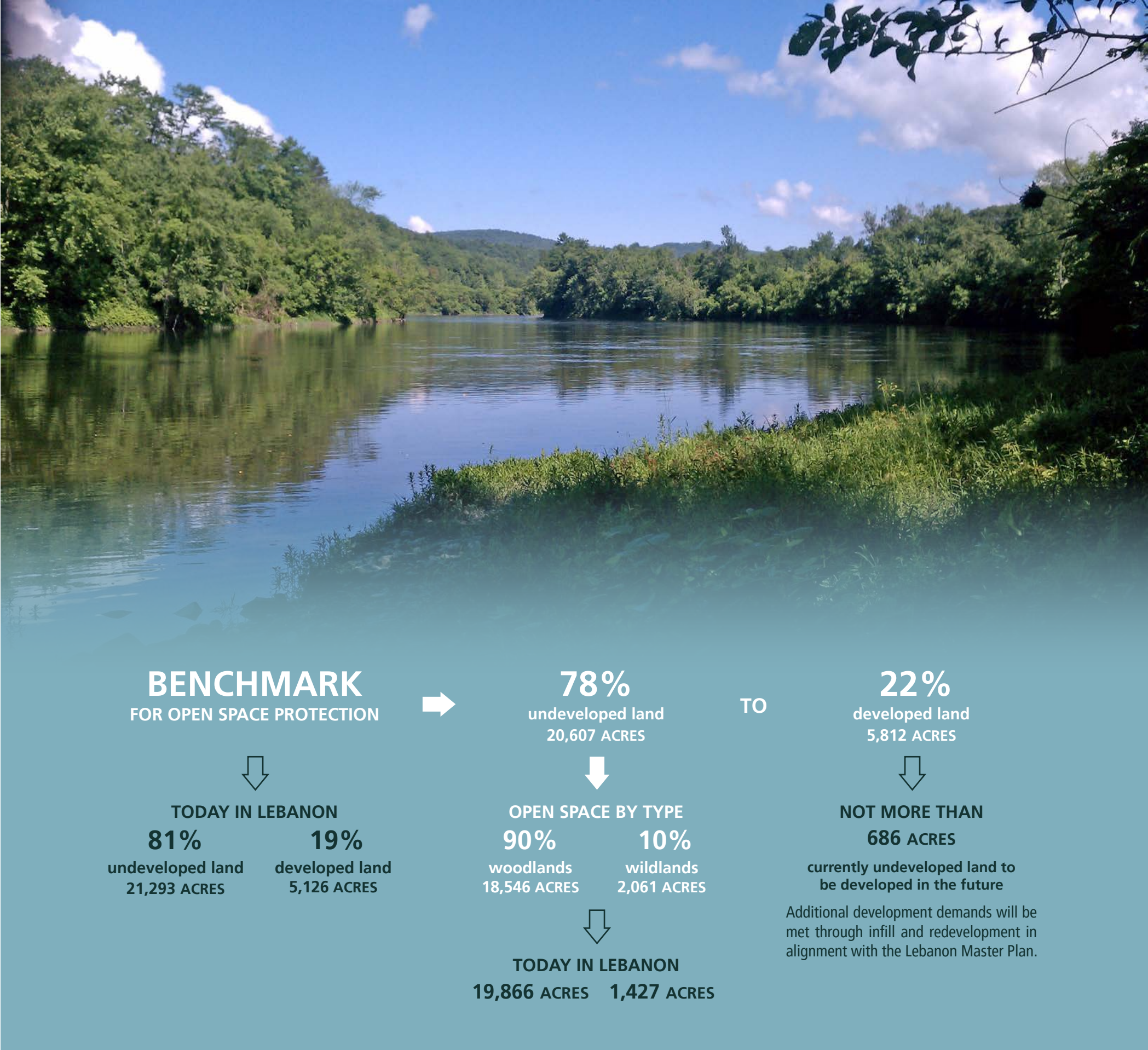
The Wildlands and Woodlands vision builds on decades of planning and leaves room for continued growth and development. It:

- ◡ Calls for a long-term conservation effort to retain at least 70% of the region in forestland, permanently free from development. This would be achieved through easements from willing private land owners guided with strategic conservation acquisitions and enhanced economic incentives to retain forestland. This forested land would be punctuated only by waters, wetlands, and farmland.
- ◡ Strikes a balance between active, long-term forest management and preservation. Ninety percent of forestland would be expansive “Woodlands” that are voluntarily protected from development and managed for forest products, water supply, wildlife habitat, recreation, aesthetics, and other objectives. Ten percent of forestland (or 7% of the community) would be “Wildlands” that are established as large landscape preserves subject to minimal human impact and shaped by natural processes.

Applying the Wildlands and Woodlands vision to Lebanon that aligns with desires expressed by the community, it would propose that the amount of undeveloped to developed land within the community not exceed a 78:22 ratio. Furthermore, of the 78% of undeveloped land (20,607 acres), a minimum of 10% (2,061 acres) would be protected open space managed as “wildlands.” Lebanon’s Farnum Hill property currently provides 820 acres that would qualify as “wildlands” where logging is prohibited, mountain bikes and other uses are excluded, and the existing foot trail network will not expand. Rix Ledges is another 250-acre natural area that could be managed as “wildlands.” Together these two existing city-owned properties account for 41% of the fully realized “wildlands” aspired to within the plan.

Lebanon is currently at a 81% undeveloped to 19% developed land ratio. The 78:22 ratio benchmark could accommodate existing development projects currently underway, as well as provide an opportunity for a small amount of continued development in the more rural undeveloped areas into the foreseeable future. However, it would require the vast majority of future development projects to be urban core infill and redevelopment, which is the form and pattern of development called for in the city’s Master Plan.

The proposed approach for categorizing the Lebanon landscape (e.g. developed, undeveloped open space, and wildlands) and setting benchmarks for each, serves to create a portfolio of the various land categories, as well as desired units of measurement or “metrics” for each. It aligns a local vision with a broader regional vision that is espoused by forest professionals and grounded in science. It is in concert with the Lebanon Master Plan’s Future Land Use map, adopted by both the Lebanon Planning Board and Lebanon City Council. This vision focuses on the preference for “brownfield” development and establishing a benchmark limit on “greenfield” development. This vision does not attempt to address the desired or optimal level of growth within the existing developed areas, opting to simply encourage the Planning



LEBANON OPEN SPACE PLAN

a strategy for integrating and advancing efforts to conserve the city’s ecological integrity

Board and City Council to periodically engage in that assessment, as informed by the residents of Lebanon and the capacity of existing infrastructure.

This approach represents an achievable, realistic scenario for Lebanon, supported by continued conservation efforts, and a continued trajectory of redirecting growth to the urban cores. It mimics the desires repeatedly expressed by Lebanon residents of promoting vibrant development centers while keeping the surrounding natural lands in their existing state.

The Where or What Open Space Lands

If the 78:22 ratio benchmark is to be realized, it would be logical to engage in an assessment of the natural resource value and ecological richness of existing undeveloped lands to identify the lands best suited to being designated, and potentially protected as, woodlands or wildlands. The descriptive information contained within the Lebanon NRI and Wildlife Corridor reports can inform this assessment and provide a decision-making model that is grounded in ecological principles.

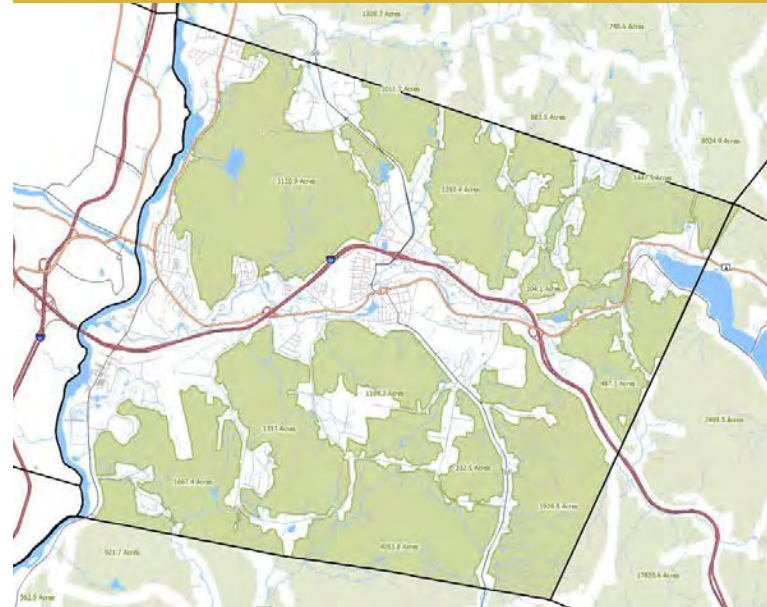
The Spatial Solution Methodology. To describe the prioritization methodology in a “science based” narrative, one could simply state the goal is to preserve the existing biodiversity of the community. To apply the concept of biodiversity in a conservation planning context, Landscape Ecologist, Richard Forman of Harvard University has shown that “there are spatial land-use patterns that make good ecological sense and that will conserve the bulk of nature and natural processes in any landscape or major portion thereof. These patterns will not protect every species, every soil particle, every nutrient concentration or every portion of water bodies, but the spatial pattern will conserve the bulk of the attributes, as well as the most important ones.”

Forman's Spatial Solution to Conservation Biodiversity describes both indispensable patterns that occur within a landscape, as well as strategic points. The following section will provide a description of the indispensable patterns and strategic points, as well as provide the specific examples of such occurring within the Lebanon landscape, as gleaned from the NRI report. The intent is to utilize this framework, in addition to the information contained within the NRI and Wildlife Corridor report to guide conservation planning efforts.

Methodology Summary

To summarize, the proposed approach for maintaining the existing, vibrant, undeveloped open space landscape within Lebanon, includes achieving a desired ratio between developed and undeveloped lands, as well as utilizing a landscape scale framework approach for general guidance, and existing detailed natural resource information for more direct action as part of the general planning process. For the proposed approach to work, it is essential that the Lebanon community embrace the overall value of achieving the stated conservation vision and engage in a “planning” process that is far more inclusive and innovative than simply relying on the traditional techniques of deploying regulation or purchasing properties as a means to preserve open space. [continued on page 11]

LARGE PATCHES



The large patches of natural areas in Lebanon are bounded by roadways or other forms of development. The quality of the natural habitat provided increases with distance from the edge effects of traffic and other human impacts. The interior or core areas of the large patches are particularly noteworthy, as documented in the NRI report. Fragmentation of large patches is considered a serious threat to regional biodiversity and a leading cause of species extinction.

An assessment of Lebanon's large patches has included an edge to perimeter ratio, as well as core area assessment. The concept being that a large patch providing significant core area with low edge to perimeter ratio is one that offers more "buffering" from edge disturbance. For example, the scarlet tanager is an interior nesting bird and as such, seeks habitat within the interior core area of a forest. Predation is an edge effect that is decreased as the distance is increased from the edge. "Umbrella species" such as bobcat, bear, or moose, require large patch habitats, and by maintaining these species habitat requirements, habitat is provided to multitudes of species with smaller habitat requirements, hence the concept of an umbrella species.

The Landmark Lands, Rix Ledges, Greater Bass Hill, Mt. Tug, and Hibbard Brook Headwaters provide some of the most notable large natural area patches within Lebanon. It is important to note that many of these extend into the neighboring communities, highlighting their role and value at a landscape scale.

The interior portions of large patches are logically good candidates for the wildland category of natural open space, in which human disturbance is avoided to the greatest extent possible.

VEGETATED CORRIDORS



Vegetated corridors occur along major streams and rivers (e.g. riparian corridors), providing hydrologic and ecologic benefits such as:

- 🔄 Controlling streambank erosion;
- 🔄 Reducing mineral nutrient and other substance inputs to streams;
- 🔄 Providing shade and fallen branches for fish habitat;
- 🔄 Providing leaves and branches as the base of aquatic food chains; and
- 🔄 Protecting conduits for species moving along the dendritic system (Binford and Buchenau, 1993; Malanson, 1993).

Both width and connectivity appear to be key variables determining the effectiveness of stream corridors.

Lebanon's undeveloped riparian corridors are identified as a top priority within the NRI, due to the functions and values they provide and the development pressure or general disturbance they experience. Lebanon has adopted a local riverbank protection district as a regulatory approach to conserving the integrity of these features, but additional conservation measures are likely needed to maintain the full spectrum of habitat functionality provided.

CONNECTIVITY BETWEEN LARGE PATCHES



Wide connected corridors or, in some locations, a scatter of small patches are keys to effective movement of species between large natural-vegetation patches (Harris and Gallagher, 1989; Saunders and Hobbs, 1991; Noss, 1993a; Forman, 1995). The movement of species among large patches enhances recolonization following local extinction, reduces the probability of inbreeding depression and decreased genetic variability, and spreads risk in case of severe disturbance to a patch.

The NRI report identifies 65 wildlife crossing sites occurring within Lebanon. Of these, 17 were selected for additional habitat availability assessment as they had one or more of the following attributes:

- 🔄 They were identified as a wildlife crossing area in the 2008-2010 NRI
- 🔄 They had a high spatial or temporal species crossing frequency as determined in the field during the wildlife assessment portion of the NRI
- 🔄 They abutted at least one unfragmented area of at least 500 acres
- 🔄 They included 'pinch points' along roadways subject to potential development

The 2016 Wildlife Corridor Report details the descriptive assessment of the seventeen, including: the general direction of travel for the crossing animals, the width and type of crossing, the traffic volume of the roadway, the primary species using the crossing site, and the unfragmented landscapes they are moving between. Detailed recommendations for improving each crossing area are provided, as well as the additional prioritization that includes categorization as either "major" or "best."

The Mt. Support wildlife corridor highlights the challenges to preserving the viability of these features. The area is appropriately zoned as a high-density residential district due to its close proximity to a major employment center and it is experiencing significant development pressure that has the potential to adversely affect wildlife movement. The opportunity does exist to combine a coordinated development review process, with desired site design, to provide an opportunity for both needed housing and the continued viability of this existing wildlife crossing.

BITS OF NATURE ACROSS THE MATRIX



Where the surrounding matrix is ecologically unsuitable or less suitable than the large patches, small patches and/or corridors scattered over the area provide several key ecological benefits. These include:

- 🔄 Protecting rare habitats and species outside the large patches;
- 🔄 Providing stepping stones for species movement in all directions;
- 🔄 Breaking up extensive stretches of matrix to reduce wind or water erosion; and
- 🔄 Providing heterogeneous conditions throughout the landscape as a hedge against disturbance.

These features likely require the greatest oversight and active management as they won't have the recognition to generate the level of awareness and response the more easily identified large patches or prominent vegetated riparian corridors experience. Lebanon's requirement that large subdivisions provide 50% open space area, as is generally described as a conservation development design approach, is one planning tool that could be utilized to conserve the "bits of nature." Transitioning from large subdivisions occurring within existing natural open space areas, to infill or redevelopment would be even more effective.

STRATEGIC POINTS IN A LANDSCAPE



Strategic points in a landscape are those locations whose ecological importance is exceptional and long term. Examples include:

- 🔄 Content of location, including the only vegetated patch, or perhaps the only high elevation undeveloped ridgeline point within a urban setting.
- 🔄 Flux centers where movements or flows are concentrated, such as a migration route, or intersection of a network
- 🔄 An especially sensitive habitat or location that if altered, has a long recovery time

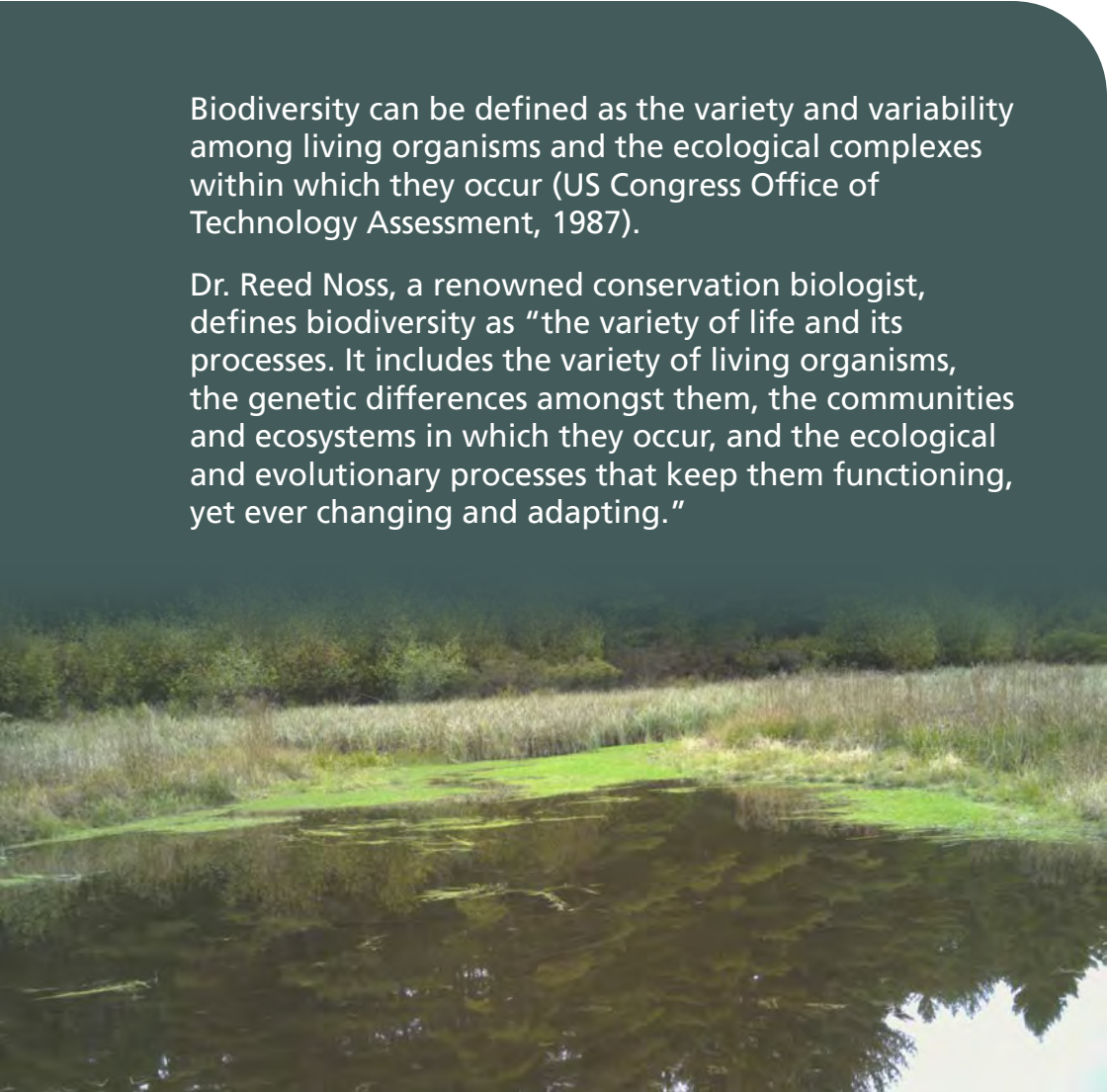
Examples of Lebanon's strategic points, as highlighted in the NRI report, would include rare, threatened, and endangered species; critical or "best" wildlife crossings; high value wetlands and vernal pools; exemplary natural communities; prime farmland soils and soils of importance; surface and ground water; flood plain forest and other high value natural community types; and Significant Ecological Areas (SEAs). SEAs are "those sites that, because of their sensitive nature and unique resource characteristics, require special treatment in terms of long-term conservation and/or protection from human impacts." SEA's are significant because they represent land that contains the highest value natural resource aspect of a given area. Within the boundary of an SEA is one or more valuable elements that exist only by virtue of a unique combination of environmental conditions.

The co-occurrence layer generated for the NRI combines important species, habitats, and natural resources together, yielding a "snapshot view" of locations where these attributes overlap. This information presents an additional opportunity for the identification of strategic points.

The traditional planning process reacting to demands of growth and resultant adverse impacts on open space are evident up and down the East Coast, from New Jersey, to the communities in Southeastern New Hampshire. Sprawling subdivisions, filled wetlands, forest fragmentation, increased impervious pavement, and roadway construction, has devastating impacts on the natural systems within communities. With the wealth of knowledge existing within the current day planning profession, and the conservation/planning tools that are available, there is a real opportunity for Lebanon to secure a different outcome. Directing future growth to within the urban core areas and the redevelopment of existing properties, combined with and a continued recognition of the value provided by maintaining the natural open space areas, including sound management decisions, affords the ability to achieve a healthy balance between development and conservation. The following section provides strategies to be utilized to achieve such.

Biodiversity can be defined as the variety and variability among living organisms and the ecological complexes within which they occur (US Congress Office of Technology Assessment, 1987).

Dr. Reed Noss, a renowned conservation biologist, defines biodiversity as “the variety of life and its processes. It includes the variety of living organisms, the genetic differences amongst them, the communities and ecosystems in which they occur, and the ecological and evolutionary processes that keep them functioning, yet ever changing and adapting.”



Land Use / Land Cover Type Map
LebanonGIS

Areas colored yellow to green are undeveloped forestland, protected open space, and working lands. Areas colored orange, brown and gray are developed. Blue areas are rivers, streams, ponds and wetlands.



4. OPEN SPACE MANAGEMENT STRATEGIES

Meeting Lebanon’s benchmark of 78% open space to 22% developed area will require the continued use of standard conservation measures and implementation of the planning practices espoused in the Lebanon Master Plan. If the community is to continue to grow, it is imperative that infill and redevelopment be the guiding principles for future development. The 78-22 benchmark accommodates a limited amount of residential development outside Lebanon’s core areas. The remainder of the development, including non-residential growth, should occur within the core areas. That is sensible not only to meet the objectives of this plan, but for prudent fiscal reasons such as limiting the cost of municipal operations and infrastructure construction.

Businesses initially locate, expand, and thrive in Lebanon for the community’s quality of life, which includes the natural landscape surrounding the existing built environment. That growth drives demand for more housing and services. Paradoxically if that growth continues to convert undeveloped land to developed land, it can undermine the quality of life that made the community attractive to employers and residents in the first place. Lebanon can have both a vibrant economy and open space preservation if the city’s planning and development process is successful in directing growth to appropriate locations within the community.

Beyond promoting infill and redevelopment over sprawl or greenfield development, Section 3 detailed a methodology for identifying and prioritizing undeveloped land in the city for protection based on its ecological functions and values. It recommends that the city’s open space include both working woodlands and wildlands – areas established as landscape preserves subject to minimal impact and shaped by natural processes. Further, Lebanon will consider worthy land conservation efforts in all its sections and neighborhoods. Widely-dispersed conservation lands will help maintain wildlife corridors and will provide immediate access to open space for city residents.

This plan recommends the following general strategies to achieve Lebanon’s open space objectives.

Public Education and Outreach

Educating residents about the value of Lebanon’s open space resources and how those resources improve the quality of life in the community is essential to build and sustain support for land conservation efforts. City residents must have opportunities to become better aware of and informed about the beautiful places and important resources found in Lebanon, and how those resources contribute to quality of life, environment, and the economy. With this knowledge and insight, residents will better appreciate the diversity of the city’s landscape and understand the importance of long-term protection.

Partnerships

Public education is partly the responsibility of the Lebanon Conservation Commission. However, every effort must be made to work in partnership with the Lebanon

Planning Board and City Council, as well as the many state and local agencies, non-governmental and education organizations that share an interest in land conservation and stewardship. Partnerships help to spread the workload, cost, and message to a broader constituent base. The Conservation Commission may also be able to draw upon citizens with specific interests, talents and skills, who are willing to volunteer their time to broaden the Commission’s capability and capacity in this regard.

Programs

The Conservation Commission has a solid history of organizing on-going education programs concerning the City’s natural areas. The “Wild About Lebanon” guided walks and hikes provide people with an opportunity to experience first-hand the rich diversity of scenic and rare resources available in the City. The Conservation Commission is interested in developing additional programs, such as an annual amphibian crossing project, a volunteer trail stewardship program, and a range of workshops and educational events designed to engage the public and improve the stewardship of both public and private open space properties. Other potential opportunities to educate the public include creating education programs through the local schools and developing or expanding collaborative working relationships with other organizations dedicated to conservation education.

Mapping and Signage

While the city already provides trail maps for the public open space properties, the information about those properties on the City web page could be expanded and enhanced. Continuing to install kiosks at trailheads and trail markers/signage can enhance the experience of exploring these properties, as well as attracting additional users.

Property Owner Outreach and Recognition

Land conservation is often a reactive process; individuals and institutions marshal effort and money to protect property when it is placed on the open market for sale or development appears imminent. A more effective and coordinated approach would be for the Conservation Commission to proactively reach out to landowners whose properties fall within the City’s natural resource priorities before they decide to sell or develop their land.

This outreach can take the form of both education to encourage private conservation efforts and information about sound land-management practices. Information about the many conservation strategies currently available and the organizations that practice them can help large landowners plan for a future that will both meet their own economic needs and protect the City’s natural heritage. If landowners have this information in advance, they are more likely to practice responsible land management and to be receptive to conservation-minded alternatives to conventional development options.

As part of the City’s outreach activities, the owners of properties that possess important conservation value should be identified and informed about the important



resources on their property, the benefit those resources provide to the community, and things they can do as stewards of these resources to maintain or enhance these assets. These options could range from limiting development on the property (conservation easements, transfer of development rights) to preserving a buffer space around sensitive areas or educating landowners about land use impacts, such as mowing or “brush-hogging”, on particular species. These owners could also be made aware of the opportunities provided by Lebanon’s Open Space Trust Fund. The Conservation Commission should build funding for these activities into their annual budget.

There are numerous property owners in Lebanon who have been responsible stewards of important resources – some for multiple generations – and can serve as examples. To the extent possible, the City should seek ways to recognize these private stewards for the service they are providing the community.



Regulatory Protection

Regulatory measures are a cost-efficient means of land preservation, and can be extremely effective in curbing sprawl and protecting land if implemented in accordance with the City’s open space priorities. Lebanon’s Zoning Ordinance, Site Plan Review and Subdivision Regulations, and the Capital Improvements Program can all be utilized to influence the location and intensity of development within the City.

Planned Unit Development

The current Zoning Ordinance already contains provisions for Planned Unit Developments or Cluster Subdivisions that are intended to preserve significant natural land features and/or open space by providing greater development flexibility. In return for setting aside a percentage of the land as permanent open space, the landowner can still receive the allowed density for the entire parcel and may also benefit from reduced development costs. The City requires such conservation developments under certain circumstances to ensure that open space is preserved at the same time as development is approved.

Dimensional Standards and Parking

The current Zoning Ordinance also provides for dimensional requirements, including minimum lot size, minimum yard requirements, maximum building coverage limitations, and even minimum parking requirements. The City should consider developing and incorporating a Maximum Lot Coverage limitation to ensure that a portion of all lots remains as greenspace. In addition, because a significant amount of lot coverage is typically associated with parking, the City should develop Maximum Parking Requirements and allow for reductions in parking provided on site. Encouraging adjoining properties to share parking may also help reduce impervious surface in the City.

Increasing the maximum height of buildings should be evaluated and incorporated within appropriate zoning districts as that measure could support reducing the overall footprint of development projects. The high density Residential One (R-1) district, as well as the CBD, LDD, and Industrial districts are likely the most logical places to increase building height.

Innovative Land Use Planning Techniques

Incorporating additional innovative land use planning techniques, such as those promoted by the New Hampshire Department of Environmental Services, the NH Association of Regional Planning Commissions, NH Office of Strategic Initiatives, and the NH Local Government Center should be assessed and adopted as deemed appropriate. Examples would include lot size averaging, density transfer credit, urban service districts, etc.

Overlay Districts

The current Zoning Ordinance contains several Overlay Districts, which are intended to provide an additional layer of review and protection for certain natural or cultural resources, including wetlands and flood plain areas. The City should review the advisability of incorporating additional Overlay Districts, where warranted, to protect

additional resources deemed important by the community. Examples include a steep slope, a source water, aquifer, and ridgeline overlay protection district.

Road and Driveway Standards

Regulating the length as well as the design of private roads or driveways would significantly reduce the fragmentation effects on open space areas. For generations, interior forest areas as well as ridgeline areas remained in a natural state as it was simply cost prohibitive to construct roadways to access these areas. In recent years, there has been an emerging trend to locate homes in such locations for the privacy and views they may afford throughout the Upper Valley. The edge effects of development in interior forest areas will contribute to the degradation of some of the highest value open space areas in the city and region.

Acquisition of Property or Property Rights

Some undeveloped lands that offer high-quality natural resources must be permanently protected. Without such protection, there is no guarantee that existing open spaces will remain in their current state. Indeed, there is much evidence indicating that unprotected lands will ultimately be converted into residential and commercial development. The acquisition of easements, which are legal rights in land that may restrict development, preserve a view, etc., can be used to protect natural resources. Easements are attractive when the owner of a property wishes to continue some level of activity or use of that property, such as when a farmer continues to grow crops on farmland. Easements also allow property to remain in private ownership and, therefore, they allow families to transfer conserved property from generation to generation. Alternatively, conservation can be achieved by “fee simple” purchase, which transfers ownership of the entire parcel to a municipality or land trust with the placement of an easement occurring subsequently.

When high-value open space lands are available for purchase from a willing seller, the City and its partners should make a reasonable effort to conserve these lands through direct acquisition, easement, or another established protection mechanism. Undeveloped parcels containing high-value resources should be a conservation priority for the City. This policy will simultaneously maximize conservation funds and natural-resource benefits.

However, it is important to reiterate that the focus on high-value lands does not preclude conservation of lesser-value properties. For example, the prioritization of large, contiguous parcels does not mean that small properties should be eliminated from consideration. Some flexibility can be maintained by introducing weighting factors into the resource analysis where the community feels that certain natural features or functions are particularly sensitive and significant. With this flexibility, parcels containing an especially rare or valuable resource, but which lack the co-occurrence of other resources, can still receive a relatively high priority ranking by the City.

The legal cost associated with creating an easement, as well as associated endowment fees, could be a barrier to a willing landowner. The City or other partners may be able to provide financial assistance as needed to cover the cost incurred by a property owner when placing an easement on their property. The Conservation Commission

has recently initiated a campaign to inform landowners of this proposed partnership concept.

To facilitate the acquisition of properties, as well as the partnership funding concept for the placement of easements on private property when deemed appropriate, the City should continue to support the funding of Lebanon Open Space Trust (L.O.S.T.) fund. These funds should be used to leverage other sources of funding, including state and federal grants and appropriations, and private donations. In addition, the City should develop and maintain a reference list of private, state, and federal funding sources to support acquisition, planning, and management activities.

The City should continue and enhance its marketing and outreach strategy to connect with interested landowners. These outreach strategies should encourage the voluntary donation of land or easements. The City should develop informational and educational materials concerning the potential benefits of donations and work closely with other existing entities engaged in land preservation.

Summary

Areas of open space are an essential element of every successful community. As noted in the previous sections, open and green spaces offer a host of environmental, social, and financial benefits. Protection of open space has been an interest and objective of the City for many years. Pressure to develop existing open space and sensitive areas will continue to mount as Lebanon becomes built-out and development seeks out increasingly sensitive and marginal sites.

While Lebanon welcomes new development, it must be guided into areas that are best suited and desirable – not just those sites that remain undeveloped. For this to be effective, the City should approach this challenge from two fronts:

- Identifying those areas where new and more intensive development is welcome and encouraged; and
- Identifying those areas that should be protected over the long term - the purpose of this plan.

Open space protection in Lebanon embraces the reality that not all lands can or even should be protected from development. As a regional growth center, Lebanon must find a balance between conservation and continued development that addresses the needs of the City’s diverse population – present and future.

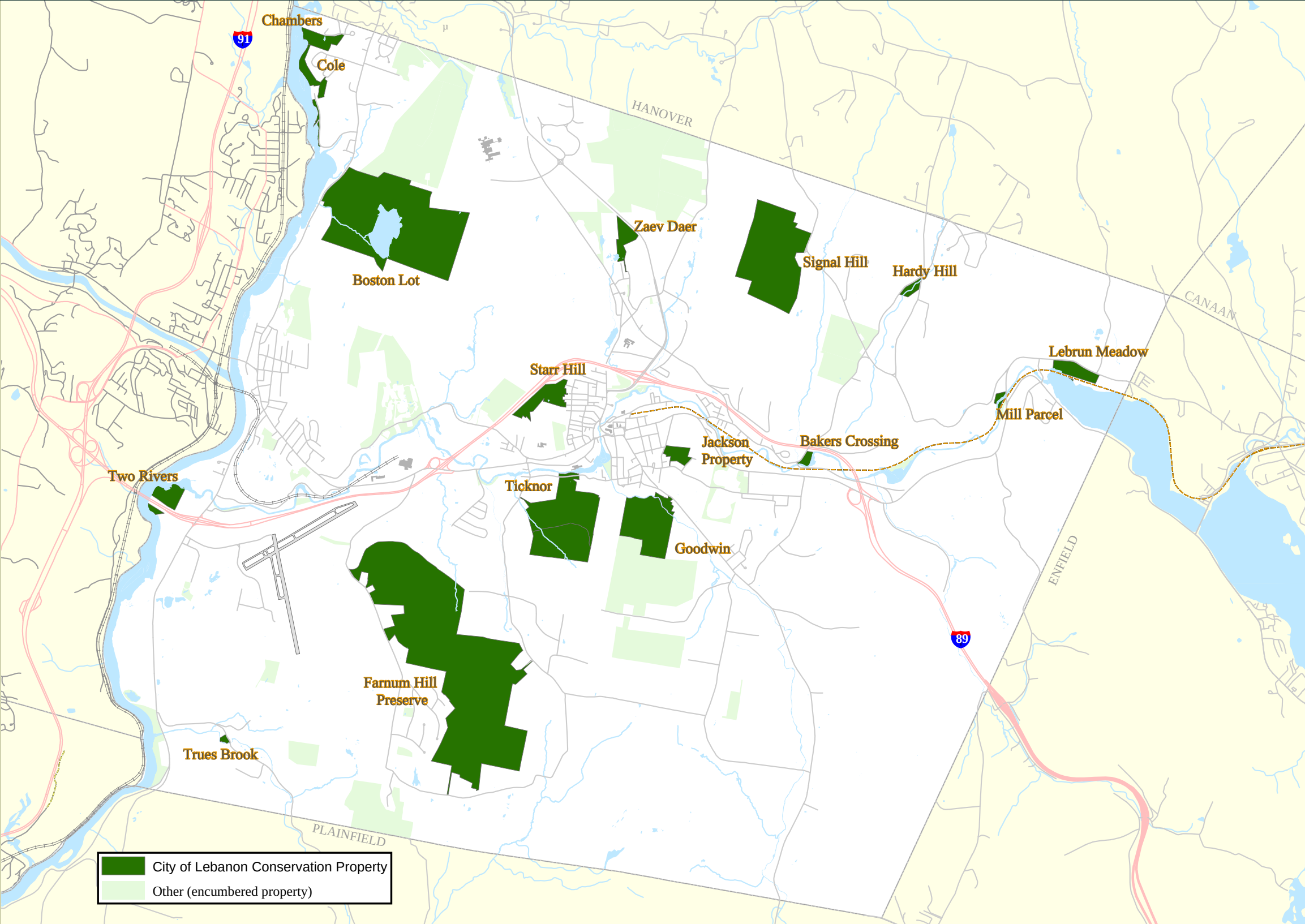
Lebanon’s plans for the future must encourage the continued revitalization of areas within the built-up core areas of Lebanon and West Lebanon. Furthermore, by encouraging and accommodating more development, and at higher densities than in surrounding communities, Lebanon will also play a very important role in protecting open space and working lands throughout the region.



Photo: Keith Garland

ADDENDUM: CITY OF LEBANON CONSERVATION PROPERTIES

More information about the city’s conservation properties, including trail maps, is available on the [city website](#).



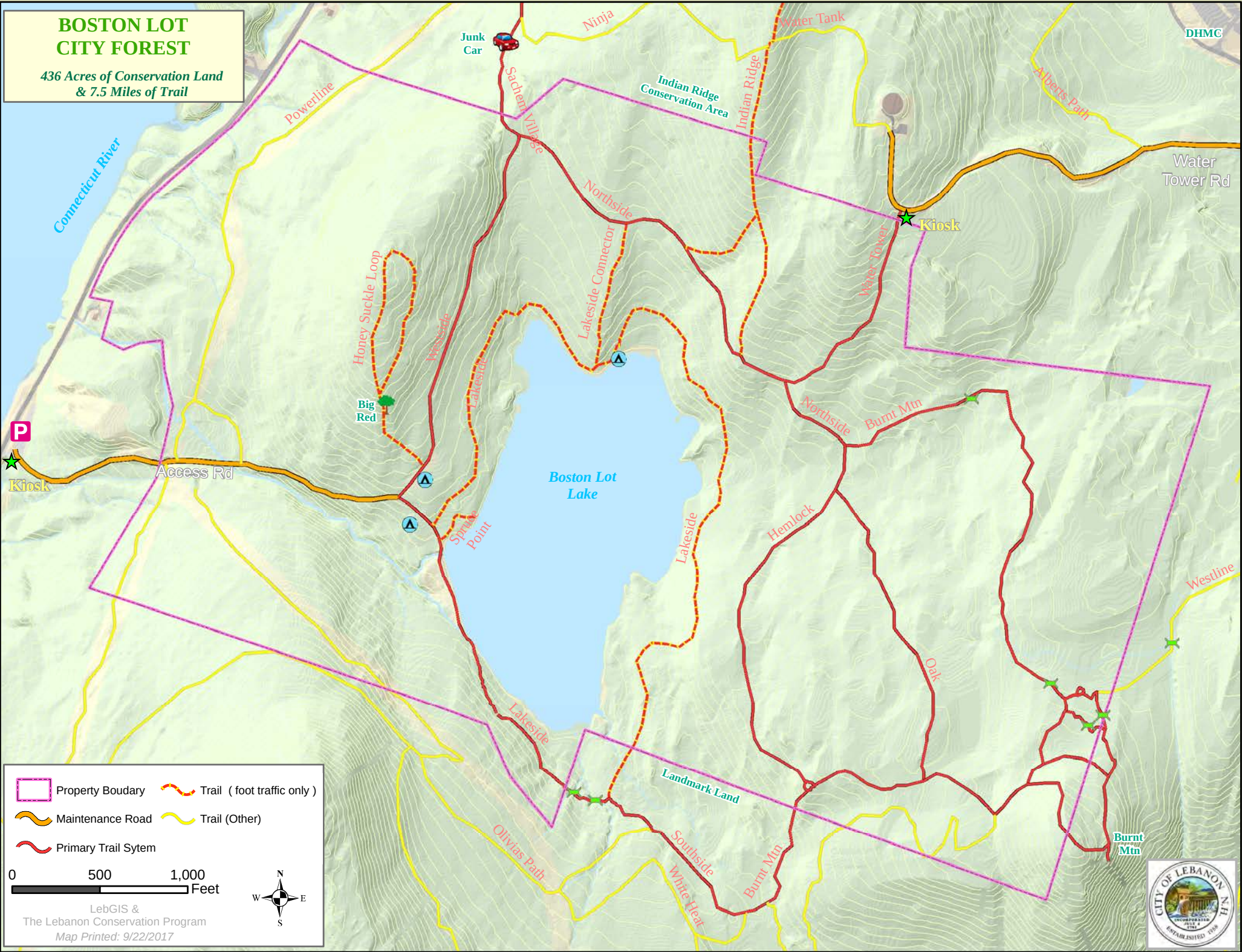
BOSTON LOT CITY FOREST

436 acres | 7.5 miles of trails

Boston Lot Lake, the centerpiece of this property, was formed in the early 20th century when a dam was built to create a 45-acre reservoir that served as the water supply for West Lebanon until the early 1960s. The lake sits at the bottom of a bowl ringed by forested ridges, which lends the site a ‘back country’ feeling despite its proximity to the Route 10 corridor and Dartmouth Hitchcock Medical Center (DHMC). Several small streams flow into the lake and it discharges from the dam spillway through a stream to the Connecticut River. Outcrops of bedrock (primarily Lebanon granite), large glacial boulders and steep ledges are common.

The property’s original 330 acres were permanently protected in 1996 through a conservation easement held by the Society for Protection of New Hampshire Forests. Dartmouth College gifted the city an additional 108 acres in 2009 that expanded the property to the west towards Route 10. The property and its network of trails is accessible from the parking area adjacent to the Wilder Dam on the east side of Route 10, the water tower access road west of DHMC, the Indian Ridge trail, the Sachem Village trail, Dartmouth College’s Landmark property trails, and several other trails on private property.

The Boston Lot is forested with sugar maple, beech, red oak, hemlock and white pine predominating. Several large ‘specimen’ trees that have survived past logging remain. Wildflowers and ferns abound. The woods are abundant with wildlife including migrating and resident birds, and the lake contains a variety of fish species including perch and bass. More detailed information about the natural resources found on the property is available in [Natural Lebanon](#).



FARNUM HILL RESERVE

820 acres

This upland forestland on Farnum Hill, historically part of a large farm, was preserved as a natural reserve largely through the efforts of the Dr. W. Myric Wood, Jr. family. The land was transferred to the city in 1982 with support from multiple funding sources.

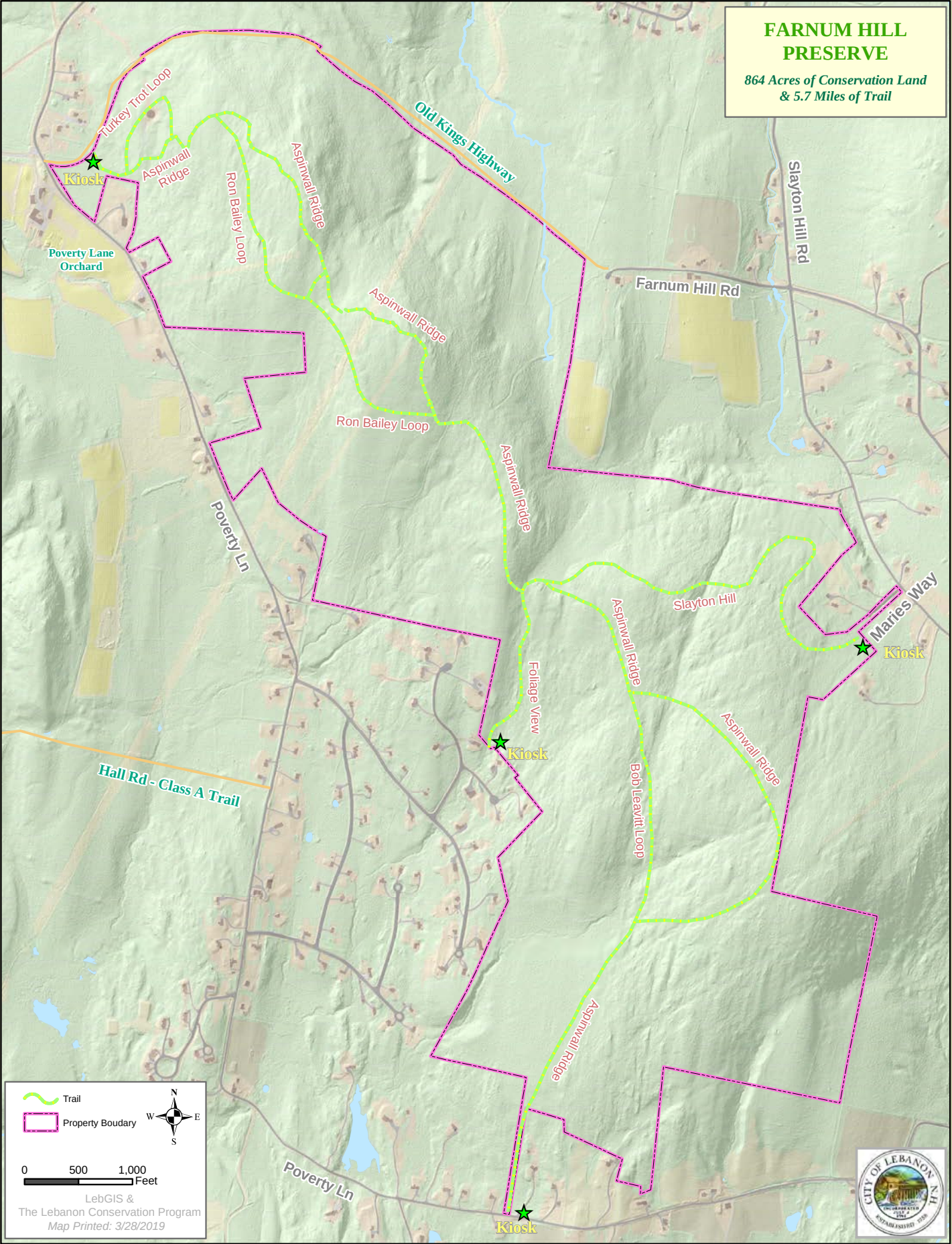
Farnum Hill is a north-south ridge with three distinct summits – South Peak being the highest point at 1,336 feet. Trails climb steep terrain and run along the rocky ridge. There are magnificent views in all directions from numerous points along the ridge. The terrain varies from gentle slopes to steep ledges. Several small streams flow intermittently from the ridge to lower elevations. Boulders carried by glaciers from the Quarry Hill – Boston Lot area, mainly granite and some the size of cars, are found throughout the reserve.

The area around Farnum Hill is rich in early Lebanon History. King’s Highway, the first planned colonial road in Lebanon, is now a class A trail running along the north boundary of the reserve. During the 1800s and the early part of the 1900s, most of this area was pasture. Old fence lines and stone walls abound. Some old fence boundaries represent abrupt changes in the stages of forest regrowth. Recent tree harvesting has also altered uniform growth patterns.

Most of the reserve is forested by typical upland forest stands of mixed hardwoods and hemlock. There are pure stands of white pine, red oak and hemlock. The hemlock stands provide deer with winter yarding areas. Native wildflowers such as trout lily, bunchberry, wintergreen, pyrola, Pointed-leaved tick-trefoil, yellow violets and Canadian mayflowers may be found in the reserve. Wildlife species are diverse and abundant. These include white-tailed deer, bobcat, rabbit, fisher cat, red fox, raccoon, ruffed grouse, woodcock, several kinds of woodpeckers, hawks, barred owls, and many songbird species.



Photo: Michael Tsai



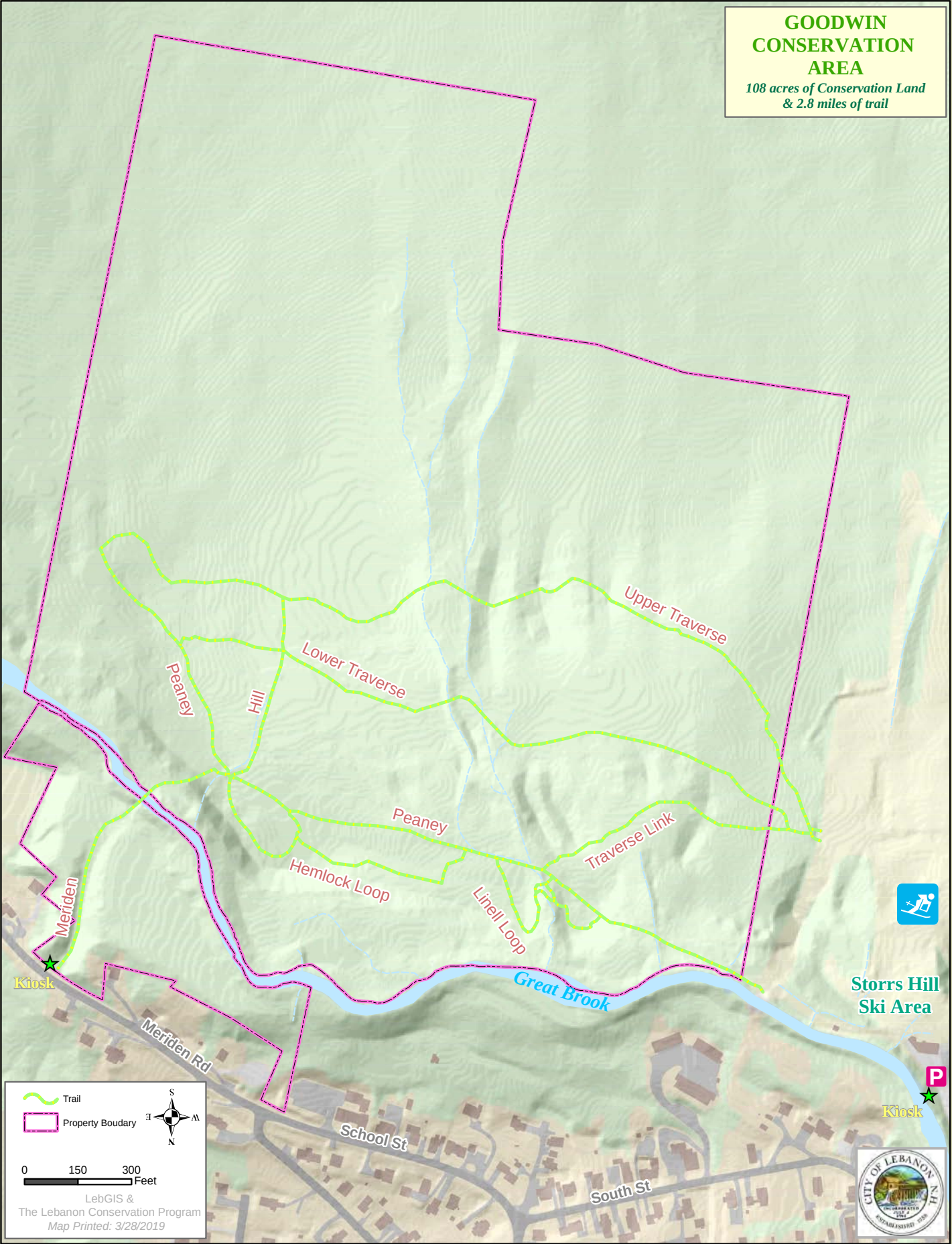
GOODWIN CONSERVATION AREA

108 acres

Goodwin Conservation Area abuts Storr’s Hill Ski Area and offers recreational opportunities year-round. The popular Exercise Trail with 17 exercise stations follows Great Brook and opened in 1980. In the winter months, cross-country ski trails loop along the hillside. Edmund and Dorothy Goodwin donated the 108-acre property to the City of Lebanon in 1974 to be used solely for recreation purposes.

The park is located on the north slope of Storr’s Hill, extending from Great Brook to the Townsend property. Many small boulders accent the hillside; most soils are well drained. Small springs and several intermittent streams are located on the hillside. Running along the base of the hill, Great Brook has several erosional features. Small waterfalls and many potholes - some the size of bathtubs – are located near the bridge at the school street access. Potholes are formed in the rock streambed by the abrasive action of rocks, pebbles and sand in the swirling water. Several good – sized wading pools are located along the stream with “Scrape Bottom” being one of the most popular on hot summer days. Stream flow is usually sufficient to maintain pool levels throughout the summer.

The forested slope is dominated by young to medium aged northern hardwoods and hemlock with areas of thick vegetation and slash, the result of recent logging. The hardwood vegetation is particularly well-developed upslope. Hemlock becomes especially prominent down along the brook at the base of the hill. Wintergreen, trailing arbutus, and pipsissewa are also found near the brook. By contrast, many of the interesting spring herbs are best developed under hardwoods: trout lily, red trillium, wild leek, blue cohosh, wild ginger, toothwort, avens, jack-in-the-pulpit, wood anemone, liverwort, pink ladyslippers and sharp-leaved hepatica. Storr’s Hill is also of botanical interest and harbors a number of rare plants and several concentrations of spring wildflowers.



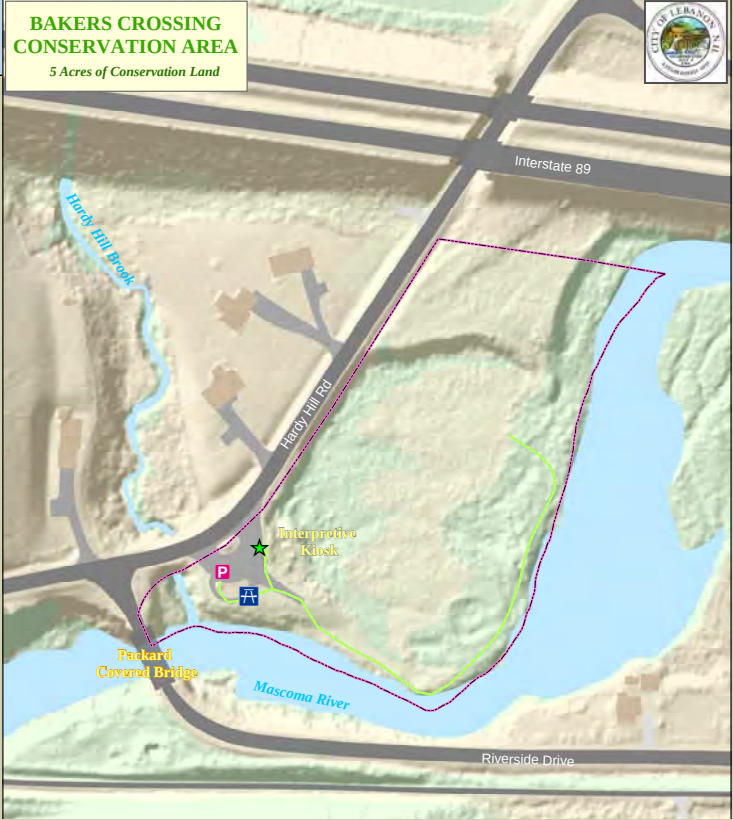
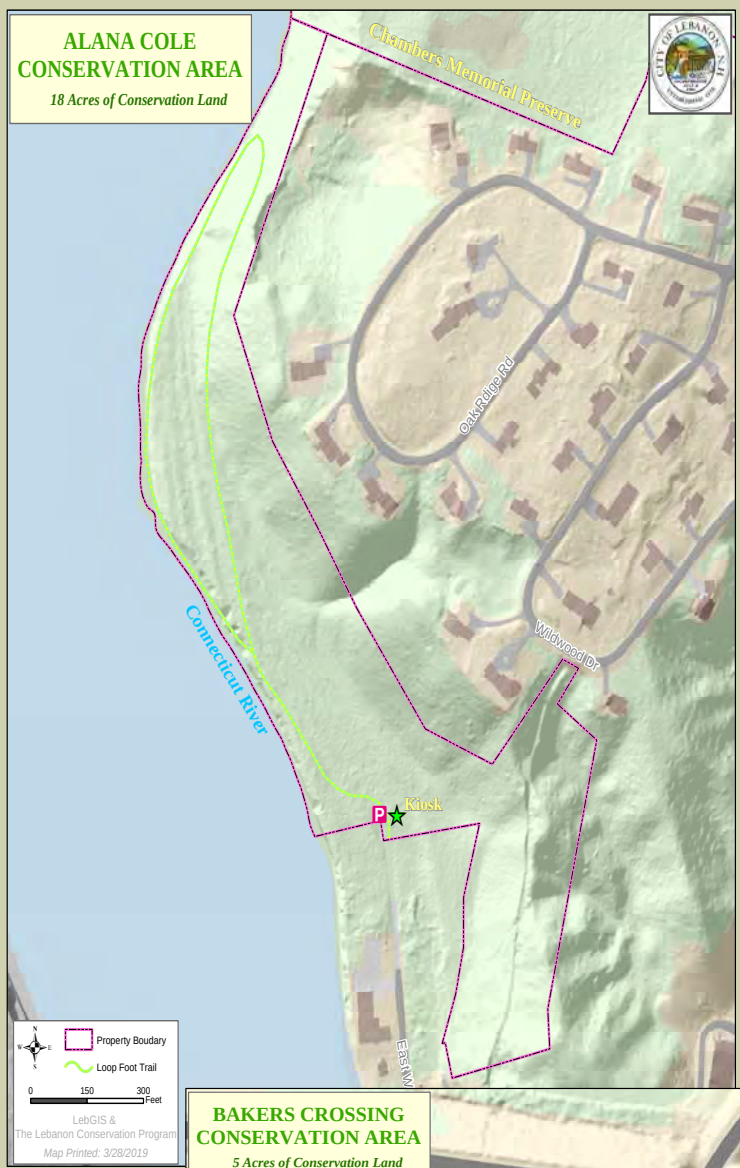
ALANA COLE CONSERVATION AREA

16 acres | 0.5 miles of trails

This unmanaged forestland property is located along the Connecticut River adjoining the Chambers Memorial Preserve property (together they protect nearly one mile of river frontage). Access is from East Wilder Road from a small parking area with a kiosk just north of the road terminus. The trail along the river is relatively flat, providing an easy stroll for viewing the river. A visible segment of the historic "Old Horse Trail" is located near the eastern boundary of the property, connecting with present day Wildwood Road.

The property features a variety of geomorphic features of glacial origin. The wooded ridge along the Connecticut River is an esker, formed by glacial debris, after the last glacier receded. The property is comprised of three distinct wildlife habitats: shoreline habitat; riverbank floodplain forest consisting of white and red oak species; and hemlock-hardwood-pine forest along the eastern edge of the property where the topography slopes on the esker. Dogwoods are found in the moist soils near the river and the woods are home to numerous wildflowers including fringed polygala, wild sarsaparilla and pink ladyslippers. The property also overlays a high-yield aquifer and its conservation has protected the quality of the groundwater.

The city bought the property in 1989 from Alana Cole with multiple public and private funding sources including the proceeds from the sale of timber off the Boston Lot. A conservation easement held by the Society for Protection of New Hampshire Forests permanently protects the property.



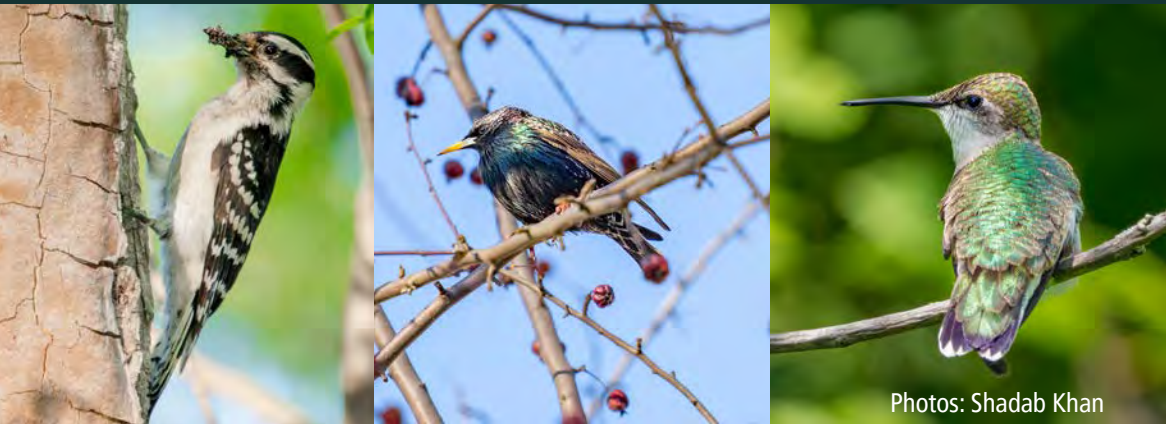
BAKERS CROSSING CONSERVATION AREA

5 acres

The property is located along the Mascoma River near the intersection of Hardy Hill Road and Riverside Drive. The small parking area provides access to the riverwalk trail head as well as a scenic view of the Packard Covered Bridge and Mascoma River. The Lebanon Rotary club has been actively managing the parking area for several years, including the maintenance of planters as well as general clean-up tasks.

The scrub/shrub field as well as the floodplain forest along the river's edge provide valuable habitat for migratory birds, butterflies, and other small animal species. The property offers access for fly-fishing and is a favorite location for bird-watchers.

The property was transferred to the city by Harold and Lorraine Slack in 1992 as part of a subdivision open space agreement.



Photos: Shadab Khan



Photo: James Walsh

LEBANON OPEN SPACE PLAN

a strategy for integrating and advancing efforts to conserve the city's ecological integrity

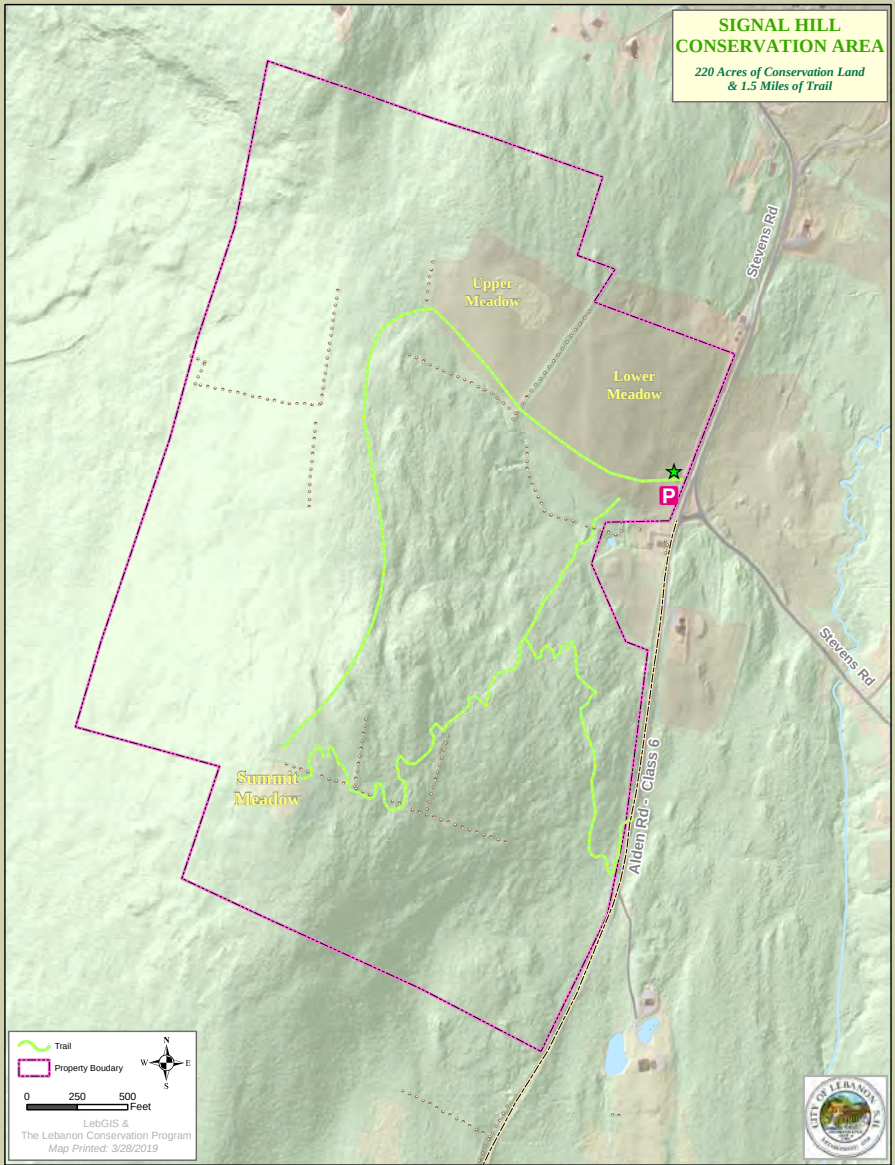
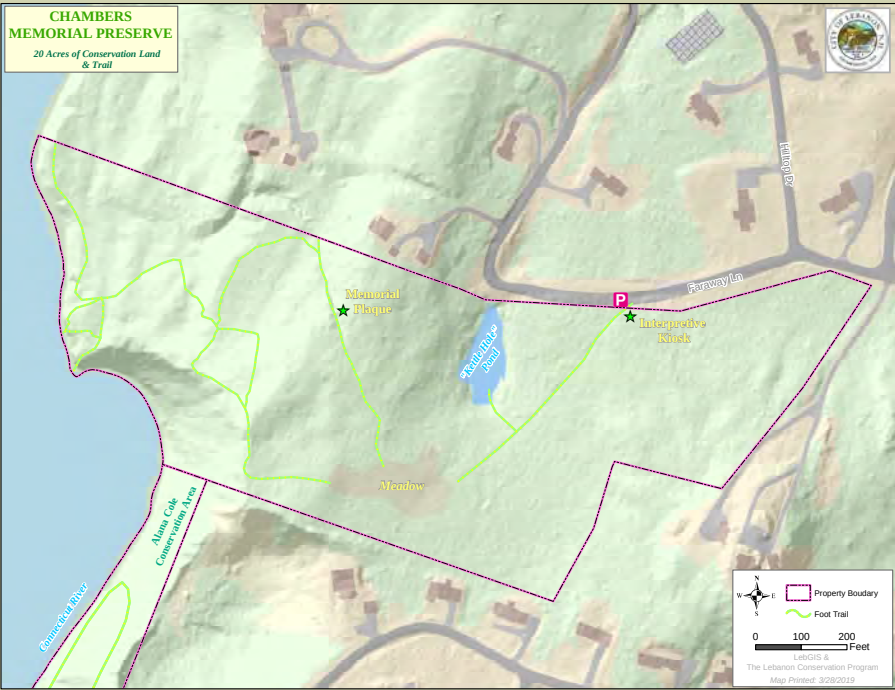
CHAMBERS MEMORIAL PRESERVE

19 acres

Chambers Memorial Preserve is a 19-acre park accessed via Wyeth Road to Faraway Lane. Trails pass by a kettle pond, through a wildflower meadow, and go down to the Connecticut River. The park was dedicated in 1973 to the memory of William Chambers, MD, a respected physician and naturalist. The Connecticut River Watershed Council transferred ownership of the property to the City of Lebanon and gave a conservation easement to the Society for the Protection of New Hampshire Forests in 1997.

The property features a variety of geomorphic features of glacial origin. The wooded ridge along the Connecticut River is an esker, formed by glacial debris, after the last glacier receded. The small pond near the entrance to the park is an example of a glacial feature common throughout New England – a kettle hole pond – which was created when a block of ice surrounded by debris melted away, leaving a depression that filled with water.

Varied habitats support a wide array of plants and animals. The park is home to chipmunks, foxes, frogs, waterfowl and songbirds. White pine, hemlock and white oak dominate the forest, while dogwoods are found in the moist soils around the pond. The meadow and woods are home to numerous wildflowers including fringed polygala, white and purple violets, wild strawberries, hawkweed, pinks, yellow rattle and pink ladyslippers.



SIGNAL HILL

220 acres

Signal Hill is so named because it was part of a chain of hills and mountains where colonists would signal using semaphore arms in daylight and fires at night during the Revolutionary War period to warn residents of approaching British forces. The property was later home to several small-scale kyanite and copper mines, and then was farmed.

Old logging trails travel uphill with beautiful overlooks through two large fields and dense pine woods to a small clearing affording views of Croydon Mountain, Mount Ascutney and Blueberry Hill.

The large amount of edge habitat supports a variety of plant and animal life. Plants include Bird's eye speedwell, blue-eyed grasses, blackberry and blueberry bushes, goldenrod, Canada mayflowers, clintonia, wild strawberries, purple violets, and wild sarsaparilla. The park is also home to deer, bear, red-tailed hawks, chipmunks, squirrels, foxes, woodcock, and songbirds.

The park was acquired by the City of Lebanon Conservation Commission in cooperation with the Upper Valley Land Trust.

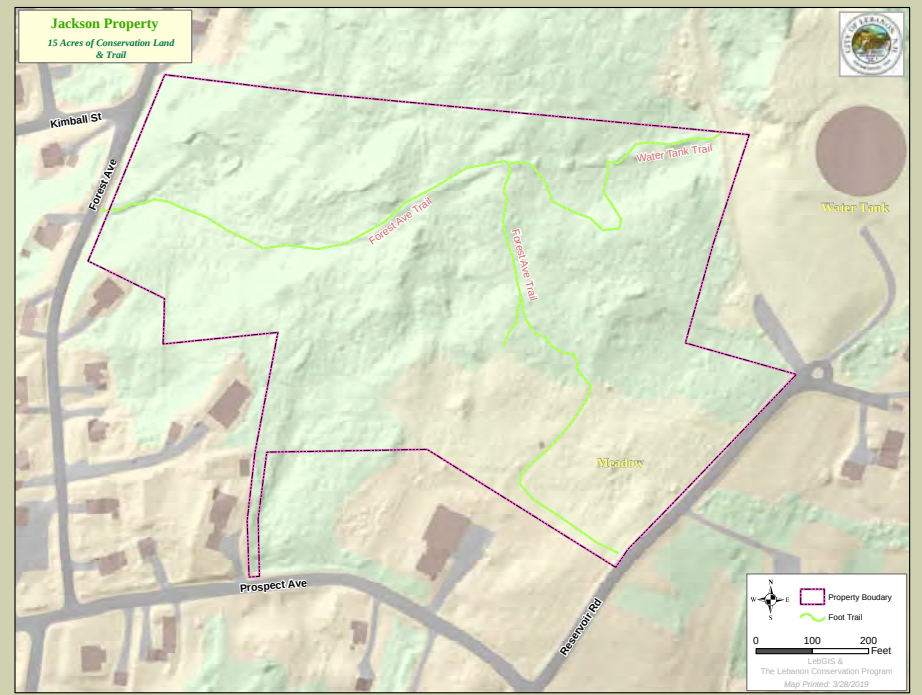


Photo: David Jorgensen

INDIAN RIDGE

237 acres

The approximately 237 acres of conserved land are part of a larger parcel owned by Dartmouth College. The existing property easement was generated as part of an agreement between Dartmouth College and the Town of Hanover. The trails on this property connect to the DHMC trail system, the Boston Lot trail system, as well as to the Sachem Village neighborhood. The views from the ridge include various Vermont peaks, as well as Dartmouth’s Baker Tower.



JACKSON PROPERTY

15 acres

The property is located along the eastern edge of the Central Lebanon city limits. The original property was subdivided to allow the City of Lebanon to purchase and conserve the undeveloped portion of the land as a natural area. The 15+ acres was purchased and protected using the Lebanon Open Space Trust fund.

The property is primarily forested, with species including red oak, white pine, eastern hemlock, red maple, and to a lesser extent, sugar maple, white ash, yellow birch and hop hornbeam. A small red pine plantation exists near the end of Reservoir Road. The eastern hemlock along the northern boundary offer great wintering area for deer. There are also approximately 3 acres of open fields.



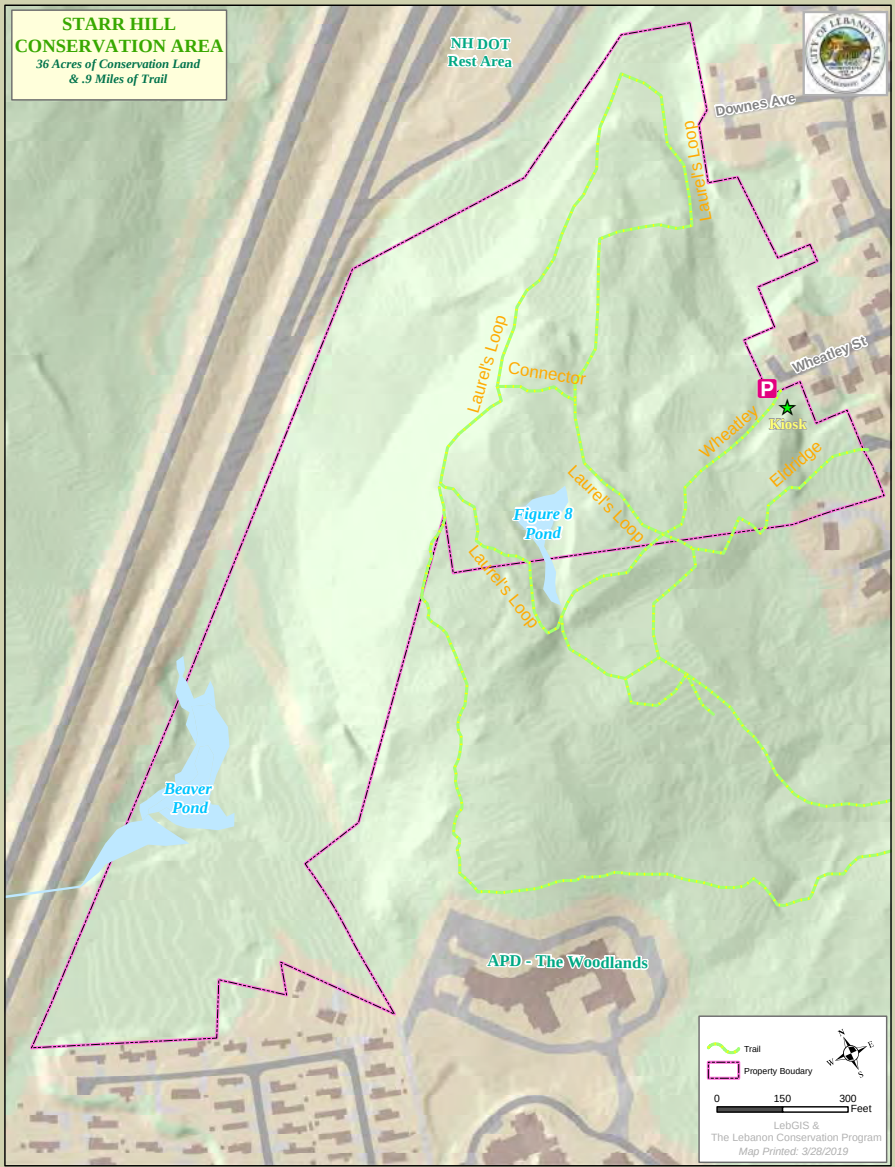
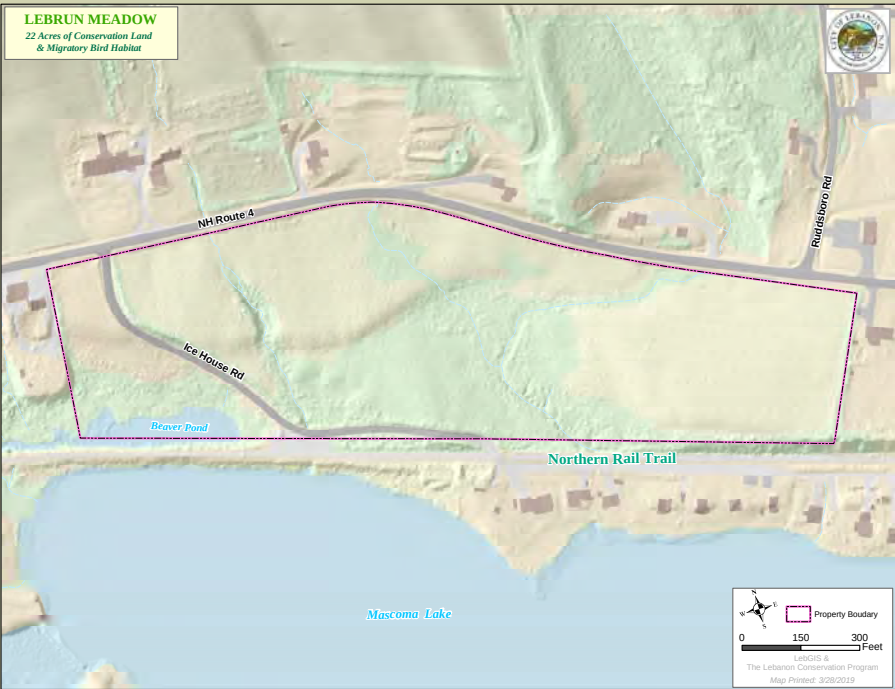
STARR HILL CONSERVATION AREA

36 acres

Starr Hill, named for the family that farmed this land, is located centrally in the city of Lebanon, southerly of the Interstate 89 corridor, and northerly of the Alice Peck Day Hospital. The history of the protection effort for this property extends back to 1991 when the first two parcels(15.2± acres in total) were conserved as part of a neighborhood initiative, led primarily by Laurel and Sid Letter. Present day protected acreage includes 36 acres.

The forested hill top property includes many interesting ecological and geological features, including vernal pools, small palustrine wetlands, large boulders, forest seeps, and a diverse mixed forest of both coniferous and hardwood species including some incredible hemlock, red oak and sugar maple legacy trees.

Trail access is found at the ends of Wheatley Street (a parking area and kiosk is located here) and Eldridge Street The Laurel Letter Loop Trail provides access to most of the property, including a section along the top of the ledges. Along the western edge of the property is an access point to the extensive trail system on the APD/Woodlands property.



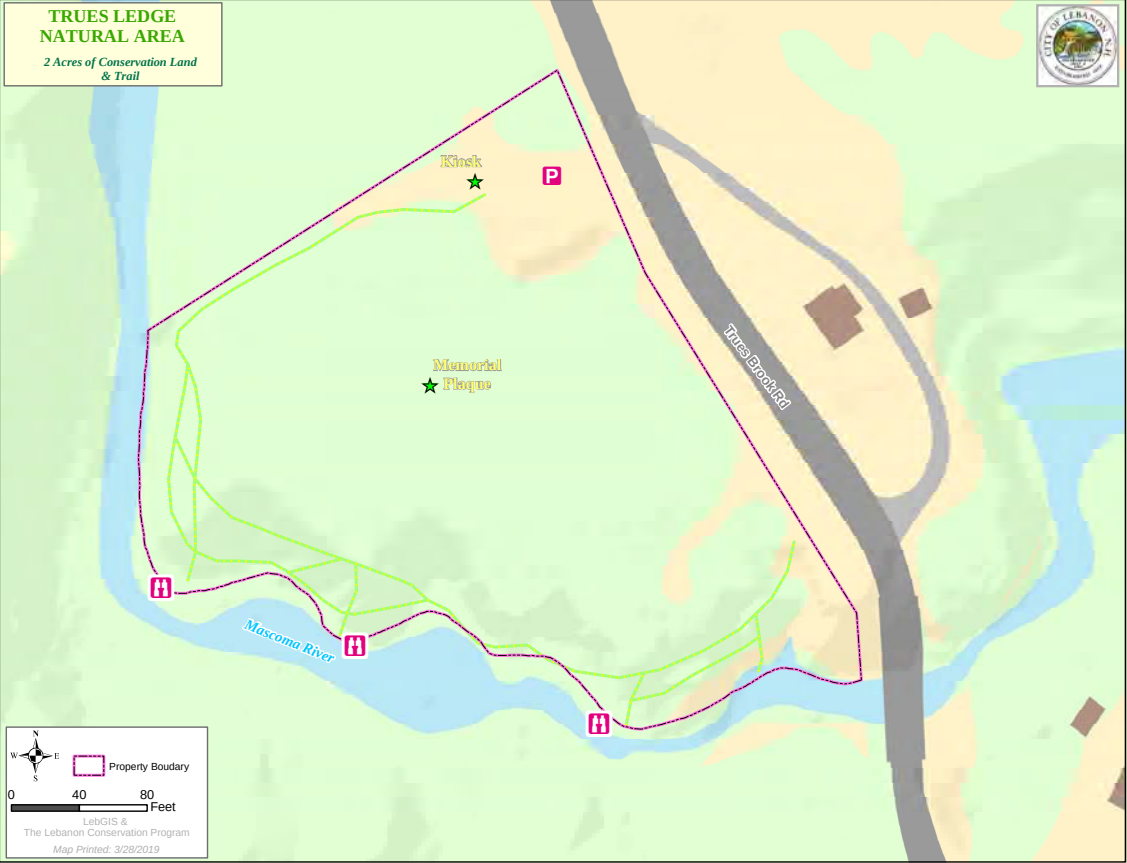
LEBRUN MEADOW

22 acres

The Lebrun Meadow property was purchased by the City of Lebanon from the Eugene D. and Valma M. Lebrun Trusts using the City's conservation funds (Lebanon Open Space Trust). The City was awarded a grant from the State of New Hampshire's Water Supply Land Grant Program to offset the purchase and conservation of the property. The parcel extends in an east-westerly direction between Dartmouth College Highway / NH Route 4 and the northwestern edge of Mascoma Lake.

The open fields on the property were historically hayed by a local farmer but are now on a four year brush-hog rotation so as to maximize the wildlife habitat diversity. Recreational users of the adjacent Northern Rail Trail can enjoy the sounds of birds as the property provides a buffer from the noise from traffic on Rte. 4. The protection of this property provides valuable water quality protection to Mascoma Lake.





TRUES BROOK

2 acres

In 1998, local efforts succeeded in the City’s acquisition of this parcel, and in turn being permanently conserved via an easement with the Upper Valley Land Trust. The property contains a nondescript trail that descends through the woods to the dramatic True’s Brook, which drains much of southwest Lebanon.

The True’s Brook gorge drops some 50 feet in elevation along 700 linear feet of shoreline, including three dramatic overlooks, and a long popular local swimming hole. There is a variety of aquatic, riparian, and upland species sharing this relatively small area.



TWO RIVERS

24 acres

This parcel’s earlier use as sand/gravel pit and construction dump belies natural community on the rebound. It was acquired by Upper Valley Land Trust in 1989 and transferred to city of Lebanon in 1990. Trails provide access to both the Connecticut and Mascoma River, including their confluence. The functioning floodplain forest contains species such as basswood, aspen, and white oak, as well as the recent plantings of elm trees with assistance by the Nature Conservancy. Wildlife on this property include mink, fox, beaver, and deer.



**Agenda
Planning Board
March 28, 2022**

**Agenda Item #4B
Other Business**

Planning Board review of edit to landscaping regulations in CB/LD districts



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

MEMORANDUM

TO: Planning Board

FROM: David Brooks, Planning & Development Director

CC: Tim Corwin, Senior Planner

RE: Potential Amendments to Site Plan Review Regulations RE: Downtown Landscaping Requirements

DATE: March 21, 2022

Planning Board members

During its meeting on January 26, 2022, the Economic Development Commission (EDC) discussed the perceived conflicts between the allowed dimensional requirements of the Lebanon Downtown (LD) and Central Business (CB) Districts as set forth in the Zoning Ordinance in relation to the landscaping requirements as set forth in the Site Plan Review Regulations.

In the LD and CB Districts, the required minimum front, side, and rear yard setbacks are 0', 0', and 10', respectively, although the rear yard requirement in each district may be reduced or eliminated by conditional use permit, and the LD District (Section 307.7) does specifically include situations where a minimum setback may be required. On the other hand, Section 6.2 of the Site Plan Review Regulations outlines the landscaping requirements associated with new development (or redevelopment subject to Site Plan Review), including a minimum 15-foot landscaped area around the perimeter of each property. Section 6.2.B.1.a of the Site Plan Review Regulations currently provides an exception to the perimeter landscaping requirement for development in the LD and CB Districts in recognition of this apparent conflict, but still requires compliance with the minimum landscaping requirements for areas of the property that are not otherwise proposed to be occupied by a building or parking as allowed under zoning.

Even with the stated exception, some EDC members felt the Site Plan Review Regulations do not provide adequate guidance to applicants or to the Planning Board with respect to when landscaping should be provided and when waivers of the landscaping requirements might be appropriate. As a result, the EDC members felt this ambiguity could negatively affect economic development in the City's two downtown districts.

At the request of EDC, Planning Staff drafted potential amendments to the Site Plan Review Regulations. The potential amendments would augment the Purpose statements outlined in Section 6.2.A and would further clarify the exception for perimeter landscaping in the LD and CB Districts set forth in 6.2.B.1.a. Additionally, the amendment would clarify that the requirement for Landscaping Around Buildings (6.2.D) would also not strictly apply in the LD and CB Districts.

As proposed, the amendments would clarify that the landscaping requirements of the Site Plan Review Regulations are not meant to unduly limit the use of downtown parcels, which is where the most intense development is meant to occur. Instead of having a fixed dimensional area to landscape, applicants would be expected to address the purpose statements of the landscaping requirements in order to provide an appropriate level of landscaping for a downtown property.

On January 26th, the EDC voted unanimously “to recommend the potential amendments to the Site Plan Review Regulations regarding downtown landscaping requirements to the Planning Board.”

In light of the EDC’s recommendation, the potential amendments are being provided to the Planning Board for consideration. Should the Board wish to take any action to incorporate such amendments into the Board’s regulations, a public hearing would need to be scheduled and held.

Section 6.2 – Landscaping Standards

A. Purpose

Landscaping shall be required around the perimeter of the parcel, in the parking area, and around the buildings to meet the following objectives:

1. To enhance the overall visual attractiveness of the building, the site, and the City;
2. To protect and preserve the appearance, character, and value of surrounding neighborhoods by improving the compatibility between different land uses in the City and by buffering neighboring properties and areas from any adverse effects of site development;
3. To mitigate the appearance and aesthetic impact of accessory uses (such as loading areas, dumpsters, utility equipment and areas, storage areas, and parking areas) with appropriate screening and landscaping as warranted;
4. To facilitate safe movement of pedestrian and vehicular traffic onto, around, and over a site, and to protect pedestrian movement in areas with vehicular traffic;
5. To mitigate increased temperatures caused by large expanses of unshaded asphalt;
6. To reduce erosion and protect wetlands, surface waters, and aquifer recharge areas;
7. To promote energy efficiency and conservation through landscaping and site design; and,
8. To soften glare, filter noise and air pollution, create privacy, and provide an attractive boundary between properties.
9. To reduce storm water peak flow rates and maintain existing water quality.
10. Within the Central Business (CB) District and Lebanon Downtown (LD) District, to ensure overall visual attractiveness of the building, site, and the City, while not unduly limiting the use of downtown parcels as efficiently and intensely as possible.

B. Perimeter Landscaping

1. A minimum landscaped area along the front, side, and rear property lines shall be provided. This area shall be a minimum of 15 feet in width for the length of each property line and shall comply with the design requirements set forth in Sections 6.2.B.2-7, 10 and 11.

- a. Exception. Development in the Central Business (CB) District and Lebanon Downtown (LD) District, in lieu of full compliance shall provide the required perimeter landscaping in accordance with the design requirements set forth in Sections 6.2.B.2-7, 10 and 11, except within those portions of the required perimeter landscaped area proposed to be occupied by (i) a building, and/or (ii) a parking area located in the side and/or rear yard the applicant shall be required to demonstrate that the landscaping proposed for the development satisfies the purposes set forth in Section 6.2.A. The purpose of this exception is to avoid a conflict between the minimum 15 ft. perimeter landscaping requirement and the CB District and LD District zoning regulations which, except as otherwise provided in the Zoning Ordinance, do not require a minimum setback along the front and side lot lines (see Sections 306.3 and 307.3 of the Zoning Ordinance), and which require a rear setback of only 10 ft.

[...]

D. Landscaping Around Buildings

1. Landscaping around buildings shall be provided to a minimum width of 10 feet and planted with trees, shrubs, and ground cover appropriate to the architecture in order to buffer parking areas, define entrances, provide foundation planting, and soften large expanses of walls or long roof lines. This requirement shall not apply in the Central Business (CB) District and Lebanon Downtown (LD) District.
2. As part of the landscape design, functional features (such as patios, entrance walks, and loading areas that cross through the landscaped area to the building) may be permitted if they are necessary for the normal functioning of the building.

**Agenda
Planning Board
March 28, 2022**

**Agenda Item #4C
Other Business**

2023 - 2028 CIP - review 2022 CIP and capital budget



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

MEMORANDUM

TO: Lebanon Planning Board

FROM: David Brooks, Planning & Development Director

RE: Capital Improvements Program (CIP) - Review of 2022 Capital Budget and adopted CIP

DATE: February 9, 2022

Planning Board members,

As described in the Capital Improvement Program (CIP) Policy and Procedures document adopted in January 2019, the annual CIP procedure begins with a review of the prior year's City Council-adopted capital budget. The review of previously adopted capital budgets versus the Board's adopted CIP for the same time periods enables the Board to see which recommended CIP Projects are being funded through the budget process and which projects, if any, are being delayed to subsequent years. This review also assists the Board in initiating the Project List for the upcoming 2023-2028 CIP.

Attached to this memo is a spreadsheet showing the Planning Board's adopted CIP project list for 2022-2027 sorted by Fund. Project names listed in ***bold italicized*** font on the spreadsheet indicate that the project was reviewed as a Capital Improvement Program Item by the Planning Board's CIP Subcommittee. Other capital projects did not meet the definition of a CIP Item in accordance with the Board's Policy and Procedures document.

In the two highlighted columns, dollar amounts in **bold** text represent the capital funding amount approved by the City Council in December 2021. As you can see, there are some differences in the amount actually funded for some projects as compared to the estimated project cost reflected in the Planning Board's adopted CIP. In some cases, CIP projects recommended for funding in 2022 were "zeroed-out", while in other cases additional capital funds were approved to enable projects to move forward. Overall, the City Council's adopted capital budget for 2022 reflects an increase of just over \$1.3 million dollars compared with the list of CIP projects recommended for funding in the CIP.

Staff will be prepared to review and discuss this information in depth at the Board's upcoming work session.

CIP Year	Department	Project Name	Total Appropriated	Prior to CIP Period	2017-2022; 2018-2023; 2019-2024; 2020-2025; 2021-2026; 2022-2027	Estimated project cost from adopted CIP 2022	Actual 2022 Capital Funding amount, if different	Estimated project cost from adopted CIP 2023	Actual 2023 Capital Funding amount, if different	Estimated project cost from adopted CIP 2024	Actual 2024 Capital Funding amount, if different	Estimated project cost from adopted CIP 2025	Actual 2025 Capital Funding amount, if different	Estimated project cost from adopted CIP 2026	Actual 2026 Capital Funding amount, if different	Estimated project cost from adopted CIP 2027	Actual 2027 Capital Funding amount, if different
		(<i>Bold Italics</i> = CIP Item)															
AIRPORT FUND																	
2022	AIRPORT	Runway Safety Area Improvements _18-36	\$14,630,000	\$280,000	\$14,350,000	\$1,775,000		\$5,125,000		\$4,150,000		\$1,425,000		\$1,875,000		\$0	
2022	AIRPORT	West Apron Rehabilitation	\$1,700,000	\$0	\$1,700,000	\$0		\$0		\$0		\$0		\$0		\$1,700,000	
GENERAL FUND																	
2022	FIRE	Station 2 Replacement	\$0	\$0	\$0	\$0		\$0		\$0		\$0		\$0		\$0	
2022	FIRE	Station 1 Replacement	\$15,572,280	\$0	\$15,572,280	\$0		\$0		\$15,572,280		\$0		\$0		\$0	
2022	POLICE	Police Facility Renovation and Expansion	\$0	\$0	\$0	\$0		\$0		\$0		\$0		\$0		\$0	
2022	PUBLIC WORKS	City Hall Renovation	\$6,848,601	\$6,848,601	\$0	\$0		\$0		\$0		\$0		\$0		\$0	
2022	PUBLIC WORKS	Property Acquisition - Mascoma Street	\$235,000	\$0	\$235,000	\$235,000		\$0		\$0		\$0		\$0		\$0	
2022	REC & PARKS	Community Center	\$70,000	\$70,000	\$0	\$0		\$0		\$0		\$0		\$0		\$0	
2022	FIRE	Ambulance Replacements	\$790,000	\$0	\$790,000	\$380,000		\$0		\$410,000		\$0		\$0		\$0	
2022	FIRE	Staff Vehicle Replacement	\$180,000	\$0	\$180,000	\$0		\$60,000		\$0		\$120,000		\$0		\$0	
2022	FIRE	Self-Contained Breathing Apparatus (SCBA) Replacement	\$200,000	\$0	\$200,000	\$0		\$0		\$200,000		\$0		\$0		\$0	
2022	FIRE	Ladder #1 Replacement	\$1,500,000	\$0	\$1,500,000	\$0		\$0		\$0		\$1,500,000		\$0		\$0	
2022	FIRE	Engine #2 Replacement	\$800,000	\$0	\$800,000	\$0		\$0		\$0		\$0		\$800,000		\$0	
2022	FIRE	Remaining Apparatus Replacement	\$0	\$0	\$0	\$0		\$0		\$0		\$0		\$0		\$0	
2022	PUBLIC WORKS	Fleet and Equipment Replacement	\$2,778,733	\$0	\$2,778,733	\$396,700		\$450,500		\$472,714		\$382,560		\$405,978		\$670,281	
2022	PUBLIC WORKS	Hanover Street Reconstruction	\$355,000	\$355,000	\$0	\$0		\$0		\$0		\$0		\$0		\$0	
2022	PUBLIC WORKS	Trues Brook Road Bridge Replacement #066-059	\$4,449,329	\$349,329	\$4,100,000	\$3,200,000	\$4,100,000	\$0		\$0		\$0		\$0		\$0	
2022	PUBLIC WORKS	South Main Street Bridge Replacement #062-117	\$13,530,836	\$5,889,305	\$7,641,531	\$0		\$7,641,531		\$0		\$0		\$0		\$0	
2022	PUBLIC WORKS	Kimball Street Infrastructure Improvements - Road, SW, Curb-Drain	\$1,232,910	\$41,160	\$1,191,750	\$1,150,000	\$1,191,750	\$0		\$0		\$0		\$0		\$0	
2022	PUBLIC WORKS	Mack Avenue Infrastructure Improvements - Road, SW, Curb-Drain	\$840,000	\$0	\$840,000	\$80,000		\$760,000		\$0		\$0		\$0		\$0	
2022	PUBLIC WORKS	Hanover Street/Route 120 Bridge #121-117	\$2,110,000	\$325,000	\$1,785,000	\$0		\$0		\$0		\$1,785,000		\$0		\$0	
2022	PUBLIC WORKS	Forest Avenue Reconstruction	\$1,000,000	\$0	\$1,000,000	\$60,000		\$940,000		\$0		\$0		\$0		\$0	
2022	PUBLIC WORKS	Mechanic St/Slayton Hill Rd Intersection	\$891,000	\$0	\$891,000	\$0		\$0		\$0		\$500,000		\$0		\$391,000	
2022	PUBLIC WORKS	Roadway Improvements-Miracle Mile SRF	\$900,000	\$0	\$900,000	\$900,000		\$0		\$0		\$0		\$0		\$0	
2022	PUBLIC WORKS	Mechanic St Bridge over Mascoma River #100/110	\$70,000	\$0	\$70,000	\$0		\$70,000		\$0		\$0		\$0		\$0	
2022	PUBLIC WORKS	Mount Support Road/Lahaye Drive Intersection	\$2,500,000	\$250,000	\$2,250,000	\$0		\$2,250,000		\$0		\$0		\$0		\$0	
2022	PLANNING & DEVT	West Lebanon Capital Improvements	\$2,865,000	\$465,000	\$2,400,000	\$200,000		\$0		\$0		\$2,200,000		\$0		\$0	
2022	PLANNING & DEVT	Climate Action Plan	\$0	\$0	\$0	\$0		\$0		\$0		\$0		\$0		\$0	
2022	PLANNING & DEVT	Lebanon Complete Streets/Multi-Modal Plan -Phase 2	\$45,000	\$25,000	\$20,000	\$20,000		\$0		\$0		\$0		\$0		\$0	
2022	PLANNING & DEVT	Miracle Mile Pedestrian & Transit Improvements	\$600,000	\$400,000	\$200,000	\$0		\$0		\$0		\$0		\$0		\$200,000	
2022	PUBLIC WORKS	Phase 1 Solar Project Buyout	\$275,472	\$0	\$275,472	\$0		\$0		\$0		\$275,472		\$0		\$0	
2022	REC & PARKS	Recreation Playing Fields	\$676,000	\$120,000	\$556,000	\$0		\$556,000		\$0		\$0		\$0		\$0	
WATER FUND																	
2022	DPW-WATER DEPT	Fleet and Equipment Replacement	\$237,765	\$0	\$237,765	\$42,440		\$49,173		\$0		\$0		\$47,762		\$98,390	
2022	DPW-WATER DEPT	Kimball Street Infrastructure Improvements - Water (SRF)	\$1,052,370	\$30,870	\$1,021,500	\$862,500	\$1,021,500	\$0		\$0		\$0		\$0		\$0	
2022	DPW-WATER DEPT	Mack Avenue Infrastructure Improvements - Water (SRF)	\$630,000	\$0	\$630,000	\$60,000		\$570,000		\$0		\$0		\$0		\$0	
2022	DPW-WATER DEPT	Forest Avenue Reconstruction (SRF)	\$750,000	\$0	\$750,000	\$45,000		\$705,000		\$0		\$0		\$0		\$0	
2022	DPW-WATER DEPT	Water System Improvements (non-SRF)	\$0	\$0	\$0	\$0		\$0		\$0		\$0		\$0		\$0	
2022	DPW-WATER DEPT	New Water Supply Source Study	\$245,000	\$145,000	\$100,000	\$0		\$100,000		\$0		\$0		\$0		\$0	
2022	DPW-WATER DEPT	Hanover Street Reconstruction	\$0	\$0	\$0	\$0		\$0		\$0		\$0		\$0		\$0	
2022	DPW-WATER DEPT	Water System Improvements-So. Main Bridge SRF	\$250,000	\$0	\$250,000	\$0		\$250,000		\$0		\$0		\$0		\$0	
2022	DPW-WATER DEPT	Water System Improvements-Mechanic St SRF	\$0	\$0	\$0	\$300,000	\$0	\$0		\$0		\$0		\$0		\$0	
2022	DPW-WATER DEPT	Water System Improvements-Miracle Mile SRF	\$1,800,000	\$0	\$1,800,000	\$1,800,000		\$0		\$0		\$0		\$0		\$0	
2022	DPW-WATER DEPT	Phase 1 Solar Project Buyout	\$368,605	\$0	\$368,605	\$0		\$0		\$0		\$368,605		\$0		\$0	
SEWER FUND																	
2022	DPW-SEWER DEPT	Fleet and Equipment Replacement	\$782,826	\$0	\$782,826	\$127,310		\$191,227		\$0		\$46,371		\$417,918		\$0	
2022	DPW-SEWER DEPT	Lebanon Sewer System Rehabilitation	\$3,580,000	\$2,580,000	\$1,000,000	\$0		\$0		\$250,000		\$250,000		\$250,000		\$250,000	
2022	DPW-SEWER DEPT	Septage Receiving Facility - WWTP Upgrade	\$550,000	\$0	\$550,000	\$0		\$50,000		\$500,000		\$0		\$0		\$0	
2022	DPW-SEWER DEPT	Kimball Street Infrastructure Improvements - Sewer	\$1,222,620	\$30,870	\$1,191,750	\$862,500	\$1,191,750	\$0		\$0		\$0		\$0		\$0	
2022	DPW-SEWER DEPT	Mack Avenue Infrastructure Improvements - Sewer	\$630,000	\$0	\$630,000	\$60,000		\$570,000		\$0		\$0		\$0		\$0	
2022	DPW-SEWER DEPT	Forest Avenue Reconstruction (SRF)	\$750,000	\$0	\$750,000	\$45,000		\$705,000		\$0		\$0		\$0		\$0	
2022	DPW-SEWER DEPT	Hanover Street Reconstruction	\$0	\$0	\$0	\$0		\$0		\$0		\$0		\$0		\$0	
2022	DPW-SEWER DEPT	Mill Rd Slope Stabilization	\$100,000	\$100,000	\$0	\$0		\$0		\$0		\$0		\$0		\$0	
2022	DPW-SEWER DEPT	Phase 1 Solar Project Buyout	\$359,331	\$0	\$359,331	\$0		\$0		\$0		\$359,331		\$0		\$0	
SOLID WASTE FUND																	
2022	DPW-SOLID WASTE	Fleet and Equipment Replacement	\$0	\$0	\$0	\$0		\$0		\$0		\$0		\$0		\$0	
2022	DPW-SOLID WASTE	Landfill Tarp Machine Replacement	\$100,000	\$0	\$100,000	\$100,000		\$0		\$0		\$0		\$0		\$0	
2022	DPW-SOLID WASTE	Landfill Phase 3-4 Design and Permitting	\$1,000,000	\$100,000	\$900,000	\$0		\$0		\$400,000		\$0		\$500,000		\$0	
2022	DPW-SOLID WASTE	Landfill Phase 3 Construction	\$0	\$0	\$0	\$0		\$0		\$0		\$0		\$0		\$0	
2022	DPW-SOLID WASTE	Landfill Gas Collection & Control System	\$724,400	\$290,000	\$434,400	\$137,800		\$144,700		\$151,900		\$0		\$0		\$0	
2022	DPW-SOLID WASTE	Landfill Gas Utilization Project	\$5,162,060	\$3,800,000	\$1,362,060	\$1,362,060		\$0		\$0		\$0		\$0		\$0	
2022	DPW-SOLID WASTE	Phase 1 Solar Project Buyout	\$235,105	\$0	\$235,105	\$0		\$0		\$0		\$235,105		\$0		\$0	
2022	PUBLIC WORKS	Rail Trail Paving Project (Funds from MRG Project)	\$0	\$0	\$253,940	N/A	\$253,940	\$0		\$0		\$0		\$0		\$0	
			\$98,175,243	\$22,495,135	\$75,680,108	\$14,201,310	\$15,585,250										



LEBANON PLANNING BOARD

CAPITAL IMPROVEMENT PROGRAM POLICY AND PROCEDURES

CITY OF LEBANON, NEW HAMPSHIRE

ADOPTED: September 22, 2003
LAST REVISED: January 28, 2019

**CITY OF LEBANON
CAPITAL IMPROVEMENT PROGRAM
POLICY AND PROCEDURES**

TABLE OF CONTENTS

ARTICLE	TITLE	PAGE
ARTICLE I	ENACTMENT AND GENERAL PROVISIONS	1
	Authority	1
	General Purpose	1
	Definitions	2
	Compliance	3
ARTICLE II	CIP PROCEDURE	3
	Purpose	3
	Policy	3
	Procedure	3

ARTICLE I – ENACTMENT AND GENERAL PROVISIONS

Authority

Under the general authority granted in the New Hampshire Revised Statutes Annotated Title LXIV, the Lebanon Planning Board adopts this Policy and Procedures Document, pursuant to RSA 674:5, after having adopted a Master Plan and having been authorized to annually prepare and amend a recommended program of municipal capital improvement projects by the Lebanon City Council on January 08, 1986. Pursuant to RSA 674:7, the Planning Board will confer, in a manner deemed appropriate by the Board, with the City Manager, Finance Director, municipal departments, and the Lebanon School District, and shall review the recommendations of the Master Plan in relation to the proposed Capital Improvements Program.

Such that the Planning Board is so authorized to execute the Capital Improvement Program, every municipal department and the Lebanon School District shall, upon request of the Planning Board, transmit to the Board a statement of all capital projects it proposes to undertake during the term of the Program (6 years). The Planning Board shall study each proposed capital project that qualifies as a Capital Improvement Program Item, as defined herein, and shall advise and make recommendations to the municipal department or School District concerning the relation of its project to the Capital Improvements Program being prepared.

Pursuant to RSA 674:8, the Planning Board will submit its Capital Improvements Program recommendations for the ensuing fiscal year through the City Manager to the City Council and the Capital Budget Committee, if one exists, for consideration as part of the annual budget.

General Purpose

This Policy and Procedures Document authorizes the Planning Board to prepare and submit a Capital Improvement Program that supports and furthers the goals established in the City's Master Plan. This Policy and Procedures Document shall be administered to ensure orderly growth and development and supplement and facilitate the provisions in the City of Lebanon's Master Plan, Zoning Ordinance, and capital budget. This Policy and Procedures Document ensures that there is harmonious development of a City capital budget. The Capital Improvement Program does not create the capital budget, but is a recommendation to the City Council in preparation of the capital budget. This Policy and Procedures Document guides the Planning Board in creating and delivering the Capital Improvement Program to the City Council.

Definitions

For the purposes of this Policy & Procedures Document, in addition to the terms included in this Article, the meaning of terms used herein shall be as defined in the Lebanon City Code and RSA.

Board – The word ‘Board’ shall mean the Lebanon Planning Board.

Capital Improvement Program (CIP) – The words ‘Capital Improvement Program’ shall mean the document written and authorized by the Board and contains Capital Improvement Program Items. The Planning Board recommends common usage of this definition.

Capital Improvement Program Items – CIP Items will be those items that pertain to planning and land use within the City only. CIP Items are to include:

- a) Any Physical Public Betterment and studies relative thereto;
- b) Acquisition of land;
- c) Construction of new buildings and facilities with an estimated value in excess of \$50,000;
- d) Facilities engineering design and other preconstruction costs in excess of \$50,000, unless such costs are part of a project that does not result in more capacity for growth;
- e) Major planning-related studies and analysis requiring utilization of independent professional consultants in excess of \$25,000;
- f) Reconstruction of existing facilities resulting in more capacity for City growth.

Capital items that are operational in scope, vehicles for example, are not considered to be CIP Items.

Physical Public Betterment – The words ‘Physical Public Betterment’ shall mean any new use of land or infrastructure that is for the benefit of the community. **Excluded from this definition are operational maintenance and improvements accruing a benefit to the community, which do not increase capacity for growth, for example resurfacing a road, fixing a sidewalk, and other in-kind repairs.**

CIP Project List – The term ‘CIP Project List’ shall be the Planning Board's list communicating to the City those Board Items deemed as important for capital budget funding for the ensuing fiscal year. Projects previously approved and funded for completion are not included in the current six-year plan.

Capital Budget Form – The term ‘Capital Budget Form’, created by the Finance Director, is the official request by the Board, submitted through city staff, for a CIP Item to be included in the CIP document.

Planning Board Capital Improvement Program (CIP) Committee – The term ‘Planning Board Capital Improvement Program Committee’ is the body appointed by the Board to develop the CIP. The Board may elect to have a committee with non-board members so long as the Board represents more than 50% of the committee membership.

Compliance

No Capital Improvement Program shall be approved by the Planning Board unless such plan complies with all the provisions of this Policy and Procedures Document and state and federal laws.

No Capital Improvement Program Item will be approved unless it is submitted in accordance with this Policy and Procedures Document.

No authority other than the Planning Board will be permitted to change the CIP document.

This Policy and Procedures Document supersedes all other City Staff policies relative to the CIP.

ARTICLE II – CIP POLICY AND PROCEDURES

Purpose

This procedure allows timely submission and review of the Planning Board's Capital Improvement Program (CIP) by the City Council, City Manager, Finance Director, municipal departments, and the Lebanon School District. This procedure defines a process by which information is given to the Planning Board by municipal departments and the Lebanon School District and sets forth the schedule for the Board's development of the CIP recommendation by late August. By producing the CIP by late August, the City Council or capital budget committee shall use the document for capital budget recommendations per City Policy 98-01-A.

Policy

The Planning Board shall create a preliminary CIP Project List at least by the end of **March** with the intent it be considered by all departments when they receive the Capital Budget Form. All departments shall receive the Planning Board CIP Project List when the Planning Director distributes Capital Budget Form in early April, approximately 210 days prior to budget submission date of October 31st. All department CIP Project Lists shall be submitted to the Planning Director in early May, approximately 180 days prior to the budget submission date. The Finance Director shall evaluate and analyze the fiscal capacity and financial programming of the Planning Board CIP requests.

Procedure

1. The **February Planning Board Work Session** shall initiate the CIP Project List for the subsequent year. The Board shall evaluate up to the prior three (3) years' City Council-adopted Capital Budgets versus the Board's CIP Project List and identify changes and make recommendations relevant to the CIP.
2. The Planning Board, with input from the Board or Committee leading the implementation of each Master Plan chapter, shall complete the preliminary CIP Project List and submit it to the Planning Director by the March Planning Board Work Session.

3. **In early April:** The Planning Director shall distribute the CIP Project List and Capital Budget Form, guidelines, and instructions to all municipal departments, and the Lebanon School District, approximately 210 days prior to the budget submission.
4. **In early May:** Each Director of a municipal department and the Superintendent of the Lebanon School District shall inventory existing facilities; identify new projects and determine the status of previously approved projects; and prepare and submit to the Planning Director Capital Budget forms, with such supporting documentation, data, required analysis, and timelines as required by the City Manager and Planning Board, approximately 180 days prior to the budget submission date.
5. **By late June:** The Planning Director, City Manager, and Finance Director shall analyze fiscal capacity and financial programming of the CIP Project List and shall submit analysis to the CIP Committee for review.
6. **By late July:** The CIP Committee shall review, evaluate, rank, and revise the Capital Improvement Program Project List. The preliminary Planning Board CIP Project List created for that year (per step 2 above) shall be available as a guide to the CIP Committee. The CIP Committee shall request that each municipal department and the Lebanon School District appear before the CIP Committee to discuss project proposals. Each CIP Committee member shall be given a copy of the draft CIP Project List as generated by the Planning Director and Finance Director. The CIP Committee shall propose modifications and changes to the draft CIP Project List and submit it to the full Planning Board. The draft CIP will contain the six-year Capital Improvement Program that consists of a first-year capital budget recommendation for CIP Items and a subsequent five-year plan that is known, in total, as the CIP.
7. **By late August:** The Planning Board shall review and revise, as needed, the CIP Project List. The Planning Board shall adopt the CIP Project List and submit their CIP recommendations to the City Council through the City Manager.
8. Upon adoption, the Planning Director shall cause a certified copy of the CIP to be filed with the New Hampshire Office of Strategic Initiatives (NHOSI) in accordance with RSA 675:9.

**Agenda
Planning Board
March 28, 2022**

**Agenda Item #5A
Approval of Minutes**

February 23, 2022 Special Meeting

DRAFT

**LEBANON PLANNING BOARD
SPECIAL MEETING
WEDNESDAY, FEBRUARY 23, 2022 - 6:30 PM
Council Chambers, City Hall or
REMOTE VIA VIRTUAL PLATFORM
LebanonNH.gov/LIVE**

MEMBERS PRESENT: Bruce Garland (Chair), Gregorio Amaro, Kim Chewning, Tom Martz, Kathie Romano, Jeremy Rutter, Cori Hirai (Alternate), Thomas Jasinski (Alternate)

MEMBERS ABSENT: Matthew Hall (Vice-Chair), Karen Zook (City Council Rep), Laurel Stavis

STAFF PRESENT: David Brooks (Planning Director), Tim Corwin (Senior Planner), Brian Vincent (City Engineer)

1. Call to Order

Chair Garland called the meeting to order at 6:30 PM.
Cori Hirai and Thomas Jasinski were appointed as voting members of the Board.

2. Public Hearing Items (NOTE: Agenda items were taken out of order)

D. EJB Holdings, LLC (applicant) and Valley Publishing Corp (property owner), 24 Interchange Drive (Tax Map 129, Lot 8), zoned GC: Applicant requests a Conditional Use Permit to convert a portion of the existing building to a warehouse use. PB2022-07-CUP - Continued from February 14, 2022

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

*A MOTION by Kathie Romano that the Planning Board finds the application of EJB Holdings, LLC (applicant) and Valley Publishing Corp (property owner), 24 Interchange Drive (Tax Map 129, Lot 8), zoned GC, is complete enough to accept jurisdiction and commence review.
The motion was seconded by Jeremy Rutter.
The MOTION was approved (8-0).

Cam Brown, Managing Broker and Jay Boren, Manager of EJB Holdings appeared on behalf of the application.

Mr. Brown described the nature of the request and Lock-N-Lube's business operation.

Mr. Corwin noted that the request is for the conversion of a portion of an existing building to warehouse use, which is permitted by Conditional Use Permit. There are no exterior renovations planned.

Ms. Hirai inquired about an increase in traffic. Mr. Boren stated that there would be no increased traffic, just commercial local carriers for shipping. Mr. Jasinski asked if there would be tractor trailers. Mr. Boren

1 stated that there would be a few, but most of the traffic would be local carriers.

2
3 Chair Garland invited public comment. There was none.

4
5 There were no further questions, and Chair Garland closed the Public Hearing.

6
7
8 ***Read by Kathie Romano:***

9 On February 23, 2022, at a duly noticed meeting of the Lebanon Planning Board, there appeared Jay Boren,
10 Owner, and Cam Brown, Broker, on behalf of EJB Holdings, LLC (applicant) and Valley Publishing Corp
11 (property owner) regarding 24 Interchange Drive (Tax Map 129, Lot 8), zoned GC. Applicants request a
12 Conditional Use Permit per Section 305.2 of the Zoning Ordinance to convert a portion of the existing
13 building to a warehouse use. PB2022-07-CUP

14
15 **I. FINDINGS OF FACT**

16
17 Based on testimony given, application materials presented, and supporting documents submitted, the
18 Planning Board makes the following findings of fact:

- 19
20 1. The subject property is a +/-4.81-acre lot currently improved with a 28,879 sq. ft. building
21 constructed in 1974 (according to the City's assessing records), currently owned by Valley
22 Publishing Corporation. The building is currently utilized as offices for the Valley News.
23
24 2. The applicant proposes to purchase the property to use as an office and warehouse for Lock n Lube,
25 LLC.
26
27 3. The applicant requests approval to utilize a portion of the building as a "warehouse" which is a use
28 allowed by Conditional Use Permit in the GC District pursuant to Section 305.2 of the Zoning
29 Ordinance.
30
31 4. Per Section 302.4.B of the Zoning Ordinance, the Planning Board may grant a Conditional Use
32 Permit if it finds that the proposal meets the Enhanced Performance Standards set forth in Section
33 302.4.D.
34
35

36 **II. CONCLUSIONS OF LAW**

37 As a result of the above findings of fact and based on testimony given, application materials presented, and
38 supporting documents submitted, the Planning Board concludes the following with respect to the Enhanced
39 Performance Standards set forth in §302.4.D of the Zoning Ordinance:

- 40 1. The site **IS** suitable for the proposal. (§302.4.D.1)
41
42 2. The external impacts of the proposed use on abutting properties and the neighborhood **IS**
43 commensurate with the impacts of adjacent existing uses or other uses permitted in the zoning district.
44 (§302.4.D.2)
45
46 3. The criteria set forth in Section 302.4.D.3, 4 and 5 relate to new construction and, since no new
47 construction is proposed, are inapplicable to the subject application.
48

1 **III. DECISION**

2 Now therefore be it resolved, the Planning Board, on this **23rd day of February, 2022**, hereby **GRANTS**
3 the request of EJB Holdings, LLC (applicant) and Valley Publishing Corp (property owner) for a
4 Conditional Use Permit per Section 305.2 of the Zoning Ordinance to convert a portion of the existing
5 building at 24 Interchange Drive (Tax Map 129, Lot 8), zoned GC, to a warehouse use, PB2022-07-CUP,
6 as set forth above and per testimony, plans, and materials submitted.

7
8
9 **A. Noah Lynd & Josh Garrison (applicants) and Chaloux, LLC (property owner), 25 &
10 33 Labombard Road (Tax Map 64, Lot 25 & Tax Map 51, Lot 15), zoned IND-L:
11 Request for approval of a Boundary Line Adjustment between lands located at 25 & 33
12 Labombard Road. PB2022-04-BLA - Continued from February 14, 2022**

13
14 Applicants Noah Lynd and Josh Garrison, Kevin Worden of Engineering Ventures, and Landscape
15 Designer Mara Robinson appeared in support of the application.

16
17 Mr. Lynd stated that the boundary line adjustment would allow more efficient use of the property.

18
19 There were no Staff comments

20
21 Mr. Jasinski inquired about the effect of making the lot smaller. Mr. Lynd stated that they need less
22 property for the business.

23
24 Chair Garland invited public comment. There was none.

25
26 There were no further questions, and Chair Garland closed the Public Hearing.

27
28 ***A MOTION by Kathie Romano*** that the Lebanon Planning Board **APPROVE** the application of Noah
29 Lynd and Josh Garrison (applicants) and Chaloux, LLC (property owner) for a proposed Boundary Line
30 Adjustment between lands located at 25 Labombard Road (Tax Map 64, Lot 25) and Labombard Road,
31 (Tax Map 51, Lot 15), PB2022-04-BLA, as shown on a plat titled "Boundary Line Adjustment Plat, Lands
32 of Chaloux Properties, LLC," prepared by Latitudes Land Surveying, dated January 20, 2022, Project
33 #2210, including any and all supplemental submissions and testimony provided during the public hearing,
34 with the following condition:

- 35 1. The applicants shall provide one (1) full-size copy of the plat and a digital record drawing (Cad .dwg
36 Format using NH State Plane Coordinate system).

37
38 ***The motion was seconded by Jeremy Rutter.***

39 ****The MOTION was approved (8-0).***

40
41
42 ***A MOTION by Kathie Romano*** that the Lebanon Planning Board **authorizes the Chair to sign the**
43 ***Boundary Line Adjustment plat for Chaloux, LLC.***

44 ***The motion was seconded by Cori Hirai.***

45 ****The MOTION was approved (8-0).***

46
47 **B. Noah Lynd & Josh Garrison (applicants) and Chaloux, LLC (property owner), 25 &
48 33 Labombard Road (Tax Map 64, Lot 25 & Tax 51, Lot 15), zoned IND-L: Request for**

1 Site Plan Review to construct a +/-12,250 sq. ft. building for a health club to include
2 a climbing gym, yoga studio and accessory retail space, together with site improvements
3 consisting of a new parking lot, sidewalks, patio, sewer and water utility connections, and
4 stormwater improvements. PB2022-05-SPR - Continued from February 14, 2022
5

6 Applicants Noah Lynd and Josh Garrison, Kevin Worden of Engineering Ventures, and Landscape
7 Designer Mara Robinson appeared in support of the application.
8

9 Mr. Lynd explained the property improvements proposed to create a rock climbing gym (health club),
10 which would be a new resource for the community and especially families. Mr. Worden described the
11 orientation of the site, the landscape plan, and gave an overview of the site plan.
12

13 Mr. Corwin stated that the Fire Department memo was received, and the installation of a fire alarm
14 system would be a condition of approval. The applicants would be required to adhere to the new statutory
15 requirements regarding third party review. Mr. Corwin read the condition.
16 Mr. Garrison acknowledged the condition.
17

18 The Board members inquired about the features both inside and outside the building. The applicants and
19 their representatives responded. There would be a 40-foot section for roped climbing inside and a
20 mezzanine with a recreational wall for children. Mesa insulated paneling would be used on the outside,
21 but the color scheme has not been finalized. The overall building was designed to express what would be
22 happening inside the building; it is “the notch” reflecting the mountains with a front stair tower creating a
23 streetscape. The landscaping is intended to blend it into the community by saving trees and adding white
24 pine and maple trees with juniper hedges and assorted trees and shrubs for color. The facility is expected
25 to be used by experienced climbers, novices, families with children, after school groups, and the
26 Dartmouth College team. It is a convenient location that can be accessed by a variety of means of
27 transportation. The facility would host competitions, and ample parking has been planned.
28

29 Ms. Hirai inquired about bicycle parking. Mr. Worden stated that eight spaces for bicycles were planned.
30 Ms. Hirai suggested that it might not be enough for the Upper Valley.
31

32 Ms. Romano inquired about stormwater management. Mr. Worden stated that stormwater would be
33 collected and treated at the south end of the site. There would be a perimeter drain off the roof. The left
34 side of the property has a swale, and a gravel wetland would be created for runoff from the parking lot
35 where water discharges to the south. Rainwater runs toward the west, and the applicants have consulted
36 with Dartmouth Coach, the abutter on the west side of the site. There would be no wetland impact per
37 consultation with the DES, and the sidewalk avoids the wetland.
38

39 Chair Garland invited public comment.
40

41 Peter Stanley of Dartmouth Coach spoke in support of the stormwater design and noted a mutual
42 maintenance agreement for removing debris and trimming vegetation in the ditch line, adding that it could
43 be a condition of approval. Mr. Corwin stated that the agreed actions could be added to the general
44 conditions.
45

46 The Board members discussed the aspects of adding such an agreement to the conditions. Mr. Stanley
47 stated that Dartmouth Coach built features for stormwater, and the overflow water from the new
48 development can cause a problem in major storm events. The drainage under Labombard Road goes to a
49 swale that Dartmouth Coach cleans. Such features can only work if there is a place for the water to go.
50 Stormwater management is vital, which is why they would request that the agreement goes with the land

1 and the resources are maintained. Mr. Brooks noted that it would be in both owners' interest to maintain
2 it. If both owners are in agreement and condition it, the City could make sure it is done.

3 Mr. Worden stated that the system is designed to meet the stormwater requirements, and attenuation is
4 included in management. There is flow control built in. Mr. Corwin stated that all ongoing conditions run
5 with the land, and nothing is required to be recorded. It could be added to Condition #15.

6
7 Chair Garland inquired if there was any other public comment.

8
9 Jay Campion, the current property owner, stated that gravity causes the water to flow from one property
10 to the other, but the planned management system would help and is a good improvement.

11
12 Barbara Hirai, a member of LEAC, inquired about the salinity of water going into the system from salt on
13 cars and whether it could build up. Mr. Worden stated that they have modeled the design after one from
14 UNH's stormwater treatment, which is a high performing, best practice system that should take care of it.

15
16 Ms. Cori Hirai inquired about electric vehicle charging stations in the parking area. Mr. Lynd stated that
17 they could be added if demand warranted it. Ms. Hirai noted that guests of the facility could charge their
18 vehicle while in the facility, and this would be an excellent location for it. She added that she shared plans
19 for vehicle charging with the Planning Department. Mr. Garrison noted that there is a transformer next to
20 the parking lot, and those circuits could be used if needed.

21
22 Mr. Corwin introduced the waivers, and Mr. Worden explained the waiver requests.

23
24 Mr. Jasinski inquired about the removal of curbing around the center island and if it was for safety. Mr.
25 Vincent stated that the purpose of the curbing is protection of the landscaping and the sidewalk, not about
26 safety. Mr. Worden noted from his experience, the curbing maintains the parking boundary, and it would
27 be just the ten-foot swale that would be without curbs. Mr. Vincent explained that they are not installing
28 curbing in the center so stormwater can get to the treatment feature, which is a good idea, and he has no
29 objection. Mr. Lynd noted that there is landscaping in the center of the parking lot that serves the same
30 purpose. Ms. Robinson stated there would be trees in the center, as well as juniper, tall grasses, and day
31 lilies. Mr. Brooks reiterated that the engineer finds it acceptable.

32
33 Ms. Chewing inquired if they anticipated needing additional space. Mr. Lynd said they were projecting
34 that they might need additional space, which is why they were not planting shrubs next to the building in
35 one area. Ms. Hirai noted that the trees along the driveway hide the view from the hotel.

36
37 The waivers were voted individually.

38
39 ***A MOTION by Kathie Romano*** that for the application of Noah Lynd & Josh Garrison (applicants) and
40 Chaloux, LLC (property owner), PB2022-05-SPR, the Lebanon Planning Board **APPROVE** partial
41 waivers from Section 6.2.L of the Site Plan Review Regulations, requiring landscape areas to be protected
42 by curbing, wheel stops, or fencing.

43 ***The motion was seconded by Gregorio Amaro.***

44 ****The MOTION was approved (7-1).*** Tom Jasinski voted against.

45
46 ***A MOTION by Kathie Romano*** that for the application of Noah Lynd & Josh Garrison (applicants) and
47 Chaloux, LLC (property owner), PB2022-05-SPR, the Lebanon Planning Board **APPROVE** partial
48 waivers from Section 6.5.C.2 of the Site Plan Review Regulations, requiring, "At least one primary
49 entrance to the building shall face the public way on which the lot has frontage."

50 ***The motion was seconded by Jeremy Rutter.***

51 ****The MOTION was approved (8-0).***

1
2 **A MOTION by Kathie Romano** that for the application of Noah Lynd & Josh Garrison (applicants) and
3 Chaloux, LLC (property owner), PB2022-05-SPR, the Lebanon Planning Board **APPROVE** partial waivers
4 from Section 6.2.D.1 of the Site Plan Review Regulations, landscaping around buildings requirement.

5 **The motion was seconded by Cori Hirai.**

6 ***The MOTION was approved (6-2).** Kim Chewning and Tom Jasinski voting against.

7
8 **A MOTION by Kathie Romano** that for the application of Noah Lynd & Josh Garrison (applicants) and
9 Chaloux, LLC (property owner), PB2022-05-SPR, the Lebanon Planning Board **APPROVE** partial waivers
10 from Section 6.2.B.1 of the Site Plan Review Regulations, perimeter parking landscaping requirements.

11 **The motion was seconded by Gregorio Amaro.**

12
13 Mr. Martz inquired how to guarantee it would be done as planned. Mr. Corwin explained the nature of the
14 partial waiver.

15
16 ***The MOTION was approved (8-0).**

17
18 **A MOTION by Kathie Romano** that for the application of Noah Lynd & Josh Garrison (applicants) and
19 Chaloux, LLC (property owner), PB2022-05-SPR, the Lebanon Planning Board **APPROVE** partial waivers
20 from Section 6.2.B.10 of the Site Plan Review Regulations, landscaping on the front of the property.

21 **The motion was seconded by Kim Chewning.**

22 ***The MOTION was approved (8-0).**

23
24 Mr. Brooks inquired about the hours of operation for the facility. Mr. Lynd stated that it was still to be
25 determined, but they would likely open from 9 am to 9 pm, 7 days a week.

26
27 Chair Garland invited public comment. There was none. Chair Garland closed the Public Hearing.

28
29 **A MOTION by Kathie Romano** that the Lebanon Planning Board **APPROVE** the application of Noah
30 Lynd & Josh Garrison (applicants) and Chaloux, LLC (property owner) for Site Plan Review to construct
31 a +/-12,250 sq. ft. building for a health club to include a climbing gym, yoga studio and accessory retail
32 space, together with site improvements consisting of a new parking lot, sidewalks, patio, sewer and water
33 utility connections, and stormwater improvements at 25 & 33 Labombard Road (Tax Map 64, Lot 25 &
34 Tax Map 51, Lot 15), zoned IND-L, PB2022-05-SPR, as shown on a plan set titled "The Notch Climbing
35 Gym – Labombard Rd," prepared by Engineering Ventures, PC, dated December 13, 2021, revised January
36 24, 2022, EV Project #21580, including any and all submissions and testimony provided for and during the
37 public hearing, subject to the following conditions:

38
39 **Conditions to be Satisfied Prior to Application for a Building Permit**

- 40
41 1. The Boundary Line Adjustment plat approved by the Planning Board on February 23, 2022 (PB2022-
42 04-BLA) shall be recorded pursuant to and in conformance with the Notice of Action.
- 43
44 2. The applicant shall schedule and hold a pre-building permit application meeting with the Planning and
45 Development Department, City Building Inspectors, City Engineer/Department of Public Works, and
46 Fire Department, in order to help streamline the building permit review process and to review applicable
47 code requirements.
- 48
49 3. The applicant shall obtain approval from the City Council or the City Manager's office for any
50 additional water and/or sewer flows in accordance with the applicable Chapter 136 and 182 of the City
51 Code.

- 1
2 4. All engineering review fees shall be paid in full as required by Section 4.7.E.1 of the Site Plan Review
3 Regulations.
4

5 **Conditions to be Satisfied Prior to the Issuance of a Building Permit**
6

- 7 5. The City shall retain the services of an independent, third-party inspector, for which the applicant shall
8 be responsible for all inspection fees related to the construction of sewer and water both on-site and
9 work within the City's right-of-way (water, sewer, road, drainage), in accordance with Chapters 136
10 and 182 of the City Code and Section 8.2 of the Site Plan Review Regulations. The applicant shall
11 provide funding for inspection services in a form and amount acceptable to the City. Prior to the start
12 of any construction activities on the property for which construction inspection is required pursuant to
13 this decision or any applicable ordinance or code, the applicant shall sign a Water & Sewer Extension
14 and Infrastructure Inspection Agreement in accordance with Chapters 136 and 182 of the City Code.
15
16 6. The development shall be subject to City of Lebanon Impact Fees, pursuant to Section 213 of the
17 Zoning Ordinance. The Impact Fee shall be calculated at the time of Building Permit issuance based
18 on the Impact Fee Schedule adopted on October 12, 2021. In accordance with RSA 674:39, the
19 approved site plan shall be exempt from any future changes in impact fees and methodology for five
20 years from the date of approval; however, any building permits which are issued after the end of that
21 five-year period shall be fully subject to whatever impact fees and methodology are in effect at the time
22 of building permit issuance.
23
24 7. All water and sewer fees shall be paid as set forth in City Code Chapter 68.
25
26 8. Prior to the start of any construction activities on the property, the applicant shall obtain or update (if
27 appropriate) any required State approvals.
28

29 **Conditions to be Satisfied Prior to the Issuance of a Certificate of Occupancy**
30

- 31 9. The impact fee calculated pursuant to Condition of Approval #5 shall be paid.
32
33 10. Third-party engineer or design engineer inspection reports and as-built drawings provided by the
34 applicants (PDF format and CAD .dwg format, using the NH State Plane Coordinate System), including
35 tie sheets, shall be reviewed and approved by the City Engineer prior to acceptance of any utility
36 improvements by the City.
37
38 11. All improvements depicted on the plan shall be completed and shall be constructed as depicted on the
39 approved plan, including any modifications to the plan as may be approved by the Planning Board in
40 accordance with the Site Plan Review Regulations.
41
42 12. A 2-inch conduit for the municipal fire alarm system shall be provided and shall terminate at the Fire
43 Department entrance to the building.
44

45 **General Conditions**
46

- 47 13. The applicant shall implement and maintain NHDES Site Specific Best Management Practices before,
48 during, and after construction.
49
50 14. The property owner is responsible for the maintenance and operation of the stormwater management
51 system in accord with the 1M plan, and such responsibility shall run with the land. (Section 6.6.H.2B

of the Site Plan Review Regulations)

15. The Notch Climbing and Dartmouth Coach Bus Lines agree to share maintenance of the stormwater drainage along the northern boundary of the Dartmouth Coach Property, Tax Map 64, Lot 22 that is impacted by runoff from The Notch. Maintenance is to be completed every second year and shall include cutting of tall grasses and removal of brush, sticks, and other debris. The Notch Climbing Gym and Dartmouth Coach agree to share the responsibility, and such responsibility shall run with the land.

The motion was seconded by Tom Martz.

**The MOTION was approved (8-0).*

C. Robert & John Oakes, 92 Riverside Drive (Tax Map 111, Lot 16), zoned RL-1:
Request for Site Plan Review to construct a +/-26,176 sq. ft. commercial self-storage unit facility together with related site improvements. PB2022-06-SPR - Continued from February 14, 2022

Kim Chewning recused herself from this application and left the meeting at 8:24 PM.

Property Owner Robert Oakes, Dan Nash of Advanced Geomatics, and Landscape Architect Mara Robinson appeared in support of the application.

Mr. Nash presented the application, citing approval from the Zoning Board. He described the plan as four buildings for self-storage with paved areas between the buildings and a stormwater system.

Mr. Corwin stated that Steve Keach of Keach Nordstrom Associates reviewed the plans and provided comments in the packet. Mr. Keach discussed the comments in his letter report dated February 2, 2022, to Mr. Vincent. There were several minor items, but he discussed a few of the more significant ones regarding the expanded landscape plan, the need for a stop sign and line markings to delineate the portion of Fellows Hill Road not being used as the site driveway, and the need to specify the type of gate acceptable for fire department access. He also recommended maintaining 24-foot driving space throughout the complex. With regard to stormwater management, the soil material is good, and he requested test pits be provided to confirm the nature of the site soils. The methodology for calculations, the rationale method, works, and he will discuss it with Mr. Nash. Mr. Keach stated that it would be a workable plan once the minor items are addressed.

Mr. Nash agreed that a stop sign was a good idea as a condition. Increasing the aisle width near the entrance would mean removing one large unit. Test pits were done, but a report was not written to confirm infiltration rates. Overflow was depicted on the landscaping design. Signs will be decided later.

Mr. Corwin stated that Duane Egner of the Lebanon Fire Department provided memo notes and noted the applicant would need a variance from the State Fire Marshall due to the lack of adequate water supply or storage for fire-fighting purposes.

Mr. Corwin stated that the landscaping plan does not match the current site layout and needs updating. The water flow requirement needs to be addressed, and some additional information is needed. Mr. Jasinski inquired if fire hydrants were available. Chair Garland stated there were none on that road. Mr. Romano inquired if the southeast corner was overhanging the slope. Mr. Nash stated that there would be a retaining wall there.

Chair Garland suggested that the Board was not ready to move on the whole project. He was in favor of

1 continuing it, but the Board could consider the waivers.

2
3 Mr. Nash gave the background for the waiver requests.

4 Ms. Robinson described the landscaping at the entrance along the road. The steep slope was indicated,
5 and mixed trees were planned to stabilize the slope.

6
7 Chair Garland invited public comment.

8
9 Scott Almstrom, a resident on Fellows Hill Road, stated that he agreed with the suggestion for a sign and
10 striping on Fellows Hill Road. In addition, he requested a sign indicating, "dead end road, no turnaround."

11
12 Mr. Jasinski noted that there were substantial comments from the consulting engineer and inquired as to
13 how they would be resolved. Mr. Corwin stated that the applicant would need to respond to the items
14 from Mr. Keach.

15
16 Mr. Vincent stated that once Staff received a response and the revised plans, Staff would review them and
17 make recommendations. Mr. Corwin noted that they would have the response and any revisions with
18 engineering review feedback by the next meeting.

19
20 Mr. Rutter noted that he found the landscaping plan difficult to interpret and asked how they could
21 identify the sloped areas and what was proposed for plantings there. Ms. Robinson described the location
22 and said she could provide a key. Mr. Nash stated that they are indicated and described how they are
23 noted.

24
25 Chair Garland closed the Public Hearing.

26
27 ***A MOTION by Kathie Romano that the hearing be continued to March 14, 2022, at 6:30PM.***

28 ***The motion was seconded by Tom Martz.***

29 ****The MOTION was approved (7-0).***

30
31
32 **3. Other Business - None**

33
34 **4. Approval of Minutes - None**

35
36 **5. Adjournment**

37
38 ***A MOTION by Tom Martz to adjourn the meeting.***

39 ***The motion was seconded by Cori Hirai.***

40 ****The MOTION was approved (7-0).***

41
42 The meeting was adjourned at 9:21 PM.

43
44 Respectfully Submitted,

45
46 Holly Howes

47 Recording Secretary

**Agenda
Planning Board
March 28, 2022**

**Agenda Item #5B
Approval of Minutes**

February 28, 2022

DRAFT

**LEBANON PLANNING BOARD
MONDAY, FEBRUARY 28, 2022 - 6:30 PM
Council Chambers, City Hall or
REMOTE VIA VIRTUAL PLATFORM
LebanonNH.gov/LIVE**

MEMBERS PRESENT: Bruce Garland (Chair), Matthew Hall (Vice-Chair), Tom Martz, Kathie Romano, Jeremy Rutter, Laurel Stavis, Cori Hirai (Alternate), Thomas Jasinski (Alternate)

MEMBERS ABSENT: Karen Zook (City Council Rep), Gregorio Amaro, Kim Chewning

STAFF PRESENT: David Brooks (Planning Director), Tim Corwin (Senior Planner), Brian Vincent (City Engineer)

1. Call to Order

Chair Garland called the meeting to order at 6:30 PM.

Tom Jasinski was appointed as a voting member for Kim Chewning, and Cori Hirai was appointed as a voting member for Gregorio Amaro.

2. Public Hearing Items

A. **Unifirst Corporation, 125 Etna Road (Tax Map 26, Lot 6), zoned IND-L:** Site Plan approval for the existing industrial laundry facility was granted on March 3, 1987. Applicant requests removal of the Planning Board's condition of approval requiring bi-annual groundwater monitoring. PB2022-08-SPA -postponed from February 14, 2022

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

A MOTION by Matthew Hall that the Lebanon Planning Board find the application of Unifirst Corporation (PB2022-05-SPA) IS complete enough to accept jurisdiction and commence review.

The motion was seconded by Jeremy Rutter.

****The MOTION was approved (8-0).***

David Rosengarten of Fuss & O'Neill Consulting Engineers and Sarah White, Environmental Compliance Officer for Unifirst, appeared in support of the application.

Ms. White stated that after thirty years of groundwater monitoring, nothing has changed. Mr. Corwin read the condition of approval from 1987. Mr. Hall inquired why the company was making application now to remove the condition. Ms. White stated that the company recently reviewed the testing.

Mr. Jasinski expressed concern that removing the condition from that site could create future problems if the property was sold. Mr. Vincent stated that there were no regulatory requirements for monitoring wells on this type of facility. It is usually where there is petroleum involved. Ms. White noted that none of the

1 other Unifirst facilities have groundwater monitoring requirements.

2
3 Mr. Rutter inquired about the term, “specific conductivity,” and why the readings were elevated. Mr.
4 Rosengarten explained that it is a measure of electric conductance of water and not an indicator of anything
5 specific. Usually road salt causes high levels of conductivity and perhaps salt in the parking lot added to
6 the level.

7
8 The Board members discussed the need for monitoring. Mr. Rosengarten noted that no dry cleaning is
9 allowed at the site. The water is metered coming in, and sampling and metering is done going out. There
10 are other systems in place and data that shows it is working. Mr. Corwin stated that conditions run with the
11 land.

12
13 Mr. Martz inquired about the life of the facility. Ms. White stated that their first building in Massachusetts
14 is 87 years old. Ms. Romano suggested monitoring once a year to reduce the cost. Ms. Stavis inquired about
15 the reason for the original condition back in the 1980’s. Ms. White stated that Unifirst bought property in
16 Vermont in the 1980’s. The groundwater in that property was already contaminated before the purchase. It
17 was reported in the press, which affected the conditions for the New Hampshire site.

18
19 Mr. Hall observed that Unifirst has thirty years of data and have detailed all that was done, so their
20 request makes sense.

21
22 Mr. Martz inquired about the cost of monitoring. Mr. Rosengarten stated it was in the thousands.

23
24 Ms. Romano asked if there are other sites in Lebanon that require monitoring. Mr. Vincent stated that there
25 is nothing similar now, just petroleum-related facilities. Mr. Brooks noted that DES requires monitoring
26 after a spill, which is usually done after the fact to keep track of it.

27
28 Chair Garland invited public comment. There was none.

29
30 ***A MOTION by Matthew Hall to waive portions of Sections 5 & 6 of the Site Plan Regulations.***
31 ***The motion was seconded by Jeremy Rutter.***

32
33 Mr. Jasinski questioned if those sections were waivable.

34
35 ****The MOTION was approved (5-3).*** Voting against were Mr. Jasinski, Ms. Stavis, and Ms. Romano.

36
37 Mr. Rosengarten stated that everything happens inside the building. Ms. White explained the treatment of
38 waste, noting that wastewater and groundwater are completely separate. Unifirst now has enough history
39 to make the request.

40
41 Chair Garland closed the public hearing.

42
43 ***A MOTION by Kathie Romano to require groundwater testing once a year.***
44 ***The motion was seconded by Tom Martz.***

45
46 Mr. Hall inquired if they should strike the 1987 quarterly requirement or continue it, not amend it.

47 Mr. Martz noted that there are still questions.

48 Ms. Hirai stated that testing once a year doesn’t amount to anything. All the procedures in place have kept
49 the groundwater safe.

50 Ms. Romano inquired if testing would be required once a year if a new owner takes the property.

51 Ms. White stated that Unifirst is required to do everything inside the building to limit interaction with the

1 outside, and the condition is superfluous.

2 ****The MOTION was not approved (4-4).***

3
4 ***A MOTION by Matthew Hall*** that the Lebanon Planning Board **APPROVE** the application of Unifirst
5 Corporation regarding 125 Etna Road (Tax Map 26, Lot 6), PB2022-05-SPA, to amend the Site Plan
6 approval for the existing industrial laundry facility granted on March 3, 1987 (the “1987 Notice of
7 Decision”), as follows:

8
9 1. The 1987 Notice of Decision is hereby amended to strike condition of approval #D.2 (requiring
10 the quarterly collection and testing of water samples from on-site wells) in its entirety.

11
12 2. The 1987 Notice of Decision, including all conditions of approval other than #D.2, shall
13 otherwise remain in full force and effect.

14
15 ***The motion was seconded by Cori Hirai.***

16 ****The motion was not approved (4-4).***

17
18 Mr. Corwin stated that the rules of procedure require continuing the application until there is a nine-
19 member Board.

20 Mr. Rosengarten noted that there isn’t documentation of the Vermont incident at present.

21 Ms. Hirai suggested contacting the historical society of Lebanon or newspaper articles confirming the
22 Vermont property’s effect. Mr. Brooks offered to look for the minutes from 1987.

23
24 Chair Garland reopened the Public Hearing.

25
26 ***A MOTION by Jeremy Rutter to continue the hearing to March 14, 2022, at 6:30 PM.***

27 ***The motion was seconded by Tom Jasinski.***

28 ****The MOTION was approved (7-1). Mr. Hall voted against.***

29
30 **B. Edwards Properties, LLC, 9 Pershing Street (Tax Map 78, Lot 48), zoned IND-L:**

31 Request for Site Plan Review to construct a parking lot for a proposed car wash use.

32 PB2022-10-SPR - postponed from February 14, 2022

33
34
35 **C. Edwards Properties, LLC, 9 Pershing Street (Tax Map 78, Lot 48), zoned IND-L:**

36 Request for a Conditional Use Permit to convert a previously approved contractor’s yard to a
37 car wash. PB2022-02-CUP -postponed from February 14, 2022

38
39 Both applications for Edwards Properties were considered together at this meeting.

40
41 Mr. Corwin stated that Staff recommends the applications are complete enough for the Planning Board to
42 accept jurisdiction and commence review.

43
44 ***A MOTION by Matthew Hall that the Planning Board finds the applications of Edwards Properties,***
45 ***LLC for a Conditional Use Permit, PB2022-02-CUP, and Request for Site Plan Review to construct a***
46 ***parking lot for a proposed car wash use. PB2022-10-SPR, ARE complete enough to accept jurisdiction***
47 ***and commence review.***

48 ***The motion was seconded by Laurel Stavis.***

49 ****The Motion was approved (8-0).***

50
51 Johanna Cicotte, property owner; Dan Nash, Advanced Geomatics; and Atty. Barry Schuster appeared in

1 support of the application.
2

3 Mr. Schuster stated that the lack of trust in the property owner is not accurate regarding permits. All
4 demolition permits were approved and issued on 9/23/2021. Ms. Cicotte applied to the City Council to
5 discontinue portions of roads, which were approved. The grit oil separator was approved for the car wash,
6 and it was installed. The flood plain permits were applied for and approved, and the driveway permit was
7 granted subject to site plan approval of the Planning Board. No state permits were required and will be
8 filed when necessary. Ms. Cicotte was not told that paving could not be installed. Paving is not a
9 structure, and she thought no permit was required. There was no egregious conduct on Ms. Cicotte's part.
10

11 Mr. Schuster asserted that washing vehicles is an automotive service, and there are 5 bays, which are
12 noted under "services".
13

14 Mr. Corwin reviewed the Staff comments and waiver requests, noting a recommended restriction on
15 overnight parking and the recommended conditions.
16
17
18

19 Mr. Brooks stated that the car wash use was not mentioned in the permit requested for the grit separator.
20 Planning Staff was not aware of the intended use of the property until later in the application process.
21 Chair Garland distributed his Edwards business model which was derived from statements by the
22 applicant.
23

24 Mr. Schuster stated that the site in question will not become an accessory vehicle sales location, and there
25 would be no overnight parking of vehicles of the adjacent dealership. Third party vehicles may be
26 dropped off and parked overnight for detailing.
27

28 Chair Garland stated that understanding the business model would inform the need for parking.
29

30 Ms. Romano inquired if there would be only one drain for all 5 bays. Mr. Schuster explained that one bay
31 would be for washing with the others for different stages of detailing.
32

33 Mr. Jasinski noted that there are two categories for the business of "personal" and "other commercial",
34 and it should use the other commercial, which would allow 11 parking spaces. Mr. Schuster stated that it
35 was based upon 5 service bays, which would allow 20 spaces.
36

37 Mr. Hall inquired about why such a large, paved area and so much parking is needed. Mr. Nash stated that
38 other cars could be waiting for service, which would require the 4 spaces per bay for a total of 20 spaces.
39 Mr. Vincent expressed concern about the lack of information regarding groundwater levels and test pits,
40 and it should be part of the review process. Mr. Nash inquired if it would be a condition of approval, stating
41 that it would not be possible to provide the information. Ms. Stavis noted that it is what the City Engineer
42 is requesting. Mr. Vincent stated that the nature of the proposed stormwater practice makes it important to
43 have adequate data supporting the positive effect of the system. The basis of the design depends on field
44 work. If it is not favorable, the site would have to be raised up 2 feet. It is essential to show the condition
45 of the ground. Ms. Romano noted that the site is a wet area, and stormwater management for this area is
46 very important. Ms. Stavis inquired about the hours of operation. Ms. Cicotte stated that it would be 9 a.m.
47 to 5 p.m. weekdays.
48

49 Mr. Schuster inquired about the concern for stormwater management. Mr. Vincent stated that additional
50 impervious surface would need to be treated and peak flow managed. If it triggers site plan review, they
51 will review it.

1
2 Mr. Rutter inquired about the plan for catch basins. Mr. Nash confirmed it would be the southeast one. Mr.
3 Rutter noted the notation of “inlet plugged.”
4

5 Ms. Cicotte described the work on drainage toward the Hypertherm property and the extensive work done
6 to restructure failed drainage. She made every effort to do things the correct way to manage the flow of the
7 stormwater.
8

9 Mr. Rutter inquired about the trees that showed in a previous image. Mr. Vincent noted that he did the
10 landscaping review of the property in 2019, and it was approved.
11

12 Chair Garland stated that the standard is “automotive service,” which allows 20 parking spaces. Mr. Jasinski
13 asked for staff input. Mr. Brooks stated that the standard is important because it can require a conditional
14 use permit. Mr. Jasinski inquired about the determination of automotive versus other commercial. There
15 was a general discussion of the process of bringing in and accommodating the number of cars being
16 serviced.
17

18 Mr. Hall suggested that washing a car is an automotive service.

19 Ms. Romano inquired of the applicant as to why the additional spaces are required. It is a very wet area
20 with brook running through it, which is why stormwater is a concern.
21

22 Mr. Brooks discussed the discontinued roads.
23

24 Mr. Hall inquired if zoning determines parking. Mr. Corwin stated that there is flexibility in the automotive
25 services category that encompasses different categories of car washes. Automotive services would be more
26 accurate, because it is not a drive-thru like Jake’s. Ms. Cicotte confirmed that washing cars is an automotive
27 service. Ms. Stavis asked what the grand plan would be for the parcel of land. Ms. Cicotte explained the
28 purchases of surrounding property and stated that there is no plan for the balance of the property. Ms. Stavis
29 said the background is very useful.
30

31 Chair Garland invited public comment. There was none.
32

33 Mr. Corwin noted that the Chair prepared the document to summarize the previous testimony, and it should
34 be clarified if it is not accurate at this time. Mr. Rutter inquired about the statement that there are no
35 employees of Edwards Property. Mr. Schuster stated that they disagree with some of the prepared summary.
36 Ms. Hirai noted that they already noted their disagreement.
37

38 Chair Garland inquired if they should continue the hearing. Ms. Romano stated that she would approve the
39 automotive service category with concerns about the increased impervious surface. Mr. Hall inquired of
40 Mr. Vincent whether there would be a condition regarding stormwater or if it should be settled up front.
41 Mr. Vincent stated that if there was substantial change, it would have to come back to the Planning Board.
42 Mr. Hall noted that it is unlikely there would be a great change in soils.
43

44 Mr. Corwin noted that this issue needs to be settled during site plan review and not left as a condition of
45 approval. In the past, Staff would have to try to resolve these issues at the last minute and possibly hold up
46 issuing a building permit. Ms. Romano noted that the goal of this meeting was to determine the standard to
47 be used for determining parking. dragging it out is not fair to applicant
48

49 **Chair Garland conducted a straw poll that the Board members would consider the car wash as an**
50 **automotive service facility.**

51 **The vote was in favor (7-1).**

1
2 Mr. Hall noted that, based upon the requirements, the Board should wait for stormwater information.
3

4 ***A MOTION by Tom Martz to continue the hearing to April 11, 2022, at 6:30 PM.***

5 ***The motion was seconded by Laurel Stavis.***

6 ****The MOTION was approved (8-0).***
7

8 **3. Committee Reports**
9

10 A. Planning Board Subcommittees

11
12 --Planning Board Capital Improvement Program (B. Garland/L. Stavis/M. Hall/K. Chewing)

13
14 --Planning Board Development Regulations Update (M. Hall/K. Romano/J. Rutter/ VACANT)
15

16 B. City Council Subcommittees

17
18 --Class VI Roads Advisory Committee (VACANT)

19 --Lebanon Energy Advisory Committee (VACANT)
20

21 C. Other Subcommittees:

22 --City Council Representative (D. Whittlesey/K. Zook)

23 --Heritage Commission (J. Rutter)

24 --Pedestrian & Bicyclist Advisory Committee (G. Amaro)

25 --Upper Valley Lake Sunapee Regional Planning Commission (B. Garland)

26 --UV SubCommittee of the Connecticut River Joint Commissions (B. Garland)

27 --Upper Valley Transportation Management Association (VACANT)

28 --Mascoma River Local Advisory Committee (K. Romano)

29 --Steering Committee for the Implementation of the Master Plan (B. Garland/K. Chewing
30 /VACANT/VACANT)

31 --West Lebanon Revitalization Advisory Committee (L. Stavis)

32 --Planning & Development Department – Task Status (D. Brooks/ M. Goodwin/T. Corwin/R.
33 Owens)
34

35 **4. Other Business**
36

37 A. 2023-2028 CIP - review 2022 CIP and capital budget - Postponed
38

39 B. Memo to Planning Board Re: Satisfaction of Condition #3 of PB2012-30-SPA
40

41 Mr. Brooks explained that there was a condition of approval in 2013 for Brady Sullivan to post money
42 into an escrow account in lieu of some improvements being made. There was a time limit put on that
43 condition, which was not met without an agreement between the homeowners' association and Brady
44 Sullivan until recently. Staff considers that the condition is now satisfied. The Planning Board didn't
45 need to be involved with activities in their open space. If the Board concurs, they can let them move on.
46 Ms. Romano, as a member of a homeowners' association, stated that creating open space that is available
47 to anyone in the community causes issues over others going through their property.
48 Mr. Brooks stated that the Planning Board has no jurisdiction over a private community's open space,
49 which is for people within the development. This development is not open to the general public.
50

51 ***A MOTION by Matthew Hall to extend the meeting to 9:45 PM.***

1 ***The motion was seconded by Laurel Stavis.***

2 ****The MOTION was approved (8-0).***

3
4 C. Discussion re: NHMA Legislative Policy Proposals

5
6 Mr. Brooks stated that the City Council has been reviewing and commenting on the New Hampshire
7 Municipal Association's (NHMA) policy positions for several years. Lebanon is part of NHMA's
8 membership. The City Council has invited comments from other boards regarding policies that the public
9 have positions on. A template exists for comments.

10
11 Chair Garland suggested changes on voting, which should be in person or mail in, not "absentee."

12 Mr. Jasinski inquired what might be relevant to the Planning Board. Mr. Brooks suggested that the
13 section on Infrastructure, Development, and Land Use might be most relevant.

14 Mr. Brooks noted that the City Council needs Planning Board comments before March 16. Waiting to the
15 March 14 meeting would make for a very quick turnaround. The invitation was to the Board as a whole
16 and not individuals.

17
18 Ms. Stavis stated that the NHMA is a lobbying organization, which appears before Municipal and County
19 Government where local land use board policies are determined. That is the place for input from
20 communities through individual legislators. Ms. Stavis offered to conduct a session to share examples of
21 legislation that would have significant impact for the community. It is a larger discussion than the Board
22 can have at this time.

23
24 Ms. Romano suggested that State and municipal fire codes are not the same and could be clearer. Mr.
25 Jasinski noted that feedback to City Council is not possible given the time available. Mr. Brooks stated
26 that the Planning Board could pass this time. Mr. Stavis noted that other members of her committee are
27 often proposing legislation to help their communities.

28
29 ***A MOTION by Cori Hirai to express appreciation to the City Council, but the Planning Board has no***
30 ***comments this year.***

31 ***The motion was seconded by Tom Martz.***

32 ****The MOTION was approved (8-0).***

33
34 D. Recap Master Plan Update Process

35
36 Mr. Brooks circulated a memo regarding the Master Plan Update Process. The proposal is to work with
37 individual boards to update chapters. SCIMP will be retired. Ms. Hirai looked at the proposed schedule
38 for the chapters. Mr. Brooks stated that this would start with fewer chapters and gradually take on more
39 as the process is clarified. Housing will be postponed this year due to the many discussions currently
40 going on and the need to create a working group. The goal is to focus on specific actions and strategies.

41
42 **5. Approval of Minutes**

43
44 A. None

45
46 **6. Adjournment**

47
48 ***A MOTION by Matthew Hall to adjourn the meeting.***

49 ***The motion was seconded by Cori Hirai.***

50 ****The MOTION was approved (8-0).***

- 1 The meeting was adjourned at 9:42 PM.
- 2
- 3 Respectfully Submitted,
- 4
- 5 Holly Howes
- 6 Recording Secretary