LEBANON MINOR SITE PLAN COMMITTEE
APRIL 14, 2022 - 1:30 PM
MEETING ROOM 1, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE

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1. **Call to Order**
2. **Notice of Regional Impact**
3. **Public Hearing Items**
   A. **KAB Properties, LLC, 45 Mechanic Street (Tax Map 106, Lot 36), zoned LD:** Applicant proposes to construct a 1,972 sq. ft. building for a proposed take-out food establishment (Domino's). PB2022-20-MSP
4. **Other Business**
5. **Approval of Minutes**
   A. January 13, 2022
   B. February 24, 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
Lebanon Minor Site Plan Committee
April 14, 2022

Agenda Item #3A
Public Hearing Item

KAB Properties, LLC, 45 Mechanic Street (Tax Map 106, Lot 36), 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
MINOR SITE PLAN REVIEW	☒	☐	OTHER

PROPERTY OWNER (APPLICANT):

NAME: KAB PROPERTIES, LLC (Keith Bell) TEL.#: (802) 505-8244

MAILING ADDRESS: PO BOX 1220, LEBANON, NH 03766

E-MAIL ADDRESS: keith@nolimitpizza.com

CO-APPLICANT, AGENT, OR LESSEE:

NAME: TEL.#:

MAILING ADDRESS:

E-MAIL ADDRESS:

PROJECT LOCATION:

TAX MAP #: 106 LOT#: 36 PLOT #: ZONE: LD

STREET ADDRESS OF PROJECT: 45 MECHANIC STREET

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

FLOOD PLAIN ☐ YES ☒ NO

SCOPE OF PROJECT:

~~Convert existing laundromat to a pizza shop~~

Reconstruct 1,972 sq. ft bld. for pizza shop

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: Pizza shop

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 24 Feb, 20 22, unless I personally request, in writing, that the Board delay its determination of completeness to a later date.

PROPERTY OWNER: [signature] DATE: ~~2/3/2022~~ 3/29/2022

PRINT NAME: KAB PROPERTIES, LLC (Keith Bell)

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 #
3-29-22	106/36	PB2022-20-MSP	197.08	4-4-22	747852

(Last Revised 11/03/2021)

AGD
Advanced Geomatics & Design

7 February 2022 Re-submitted 29Mar22

Tim Corwin, Planning Office
City of Lebanon
51 North Park Street
Lebanon, NH 03766

Re: Site Plan Lot 106-36
45 Mechanic Street

Dear Mr. Corwin:

Attached is our minor site plan application for 45 Mechanic Street. The owner is KAB Properties, LLC and the contractor is Oakes and Son Construction.

The existing site was a laundromat. It went into operation some time in the 80's. The proposed use is a pizza restaurant. There will be no dining in. Pizzas will be picked up by customers or delivered. Hours of operation are planned to be 10am to midnight, Sunday through Thursday and 10am to 1am, Friday and Saturday. The restaurant plans to have up to 6 employees at the site at any time; 3 working the restaurant and 3 on delivery duty.

All of the proposed changes are to be to the interior of the building and the shell (windows and doors). The sign is proposed to be replaced. A separate application for the new sign will be submitted separately.

The existing site is paved and striped. It appears there are 10 spaces, one being handicapped.

The eastern portion of the site drains to the rear of the property, across the grassed slope. The westerly portion drains to a catch basin in Mechanic Street. No site changes are proposed so there will be no changes to drainage patterns or quantities.

There is a site light on each side of the building, illuminating the adjacent respective paved areas.

There are two sidewalks serving the site and connected to the city sidewalk.

The site is served by water and sewer. The connections are shown on Sheet C-29, which was extracted from the city's CSO plans.

45 Mechanic St
City of Lebanon
7Feb2022

Please let us know if you need any additional materials to support this request.

Sincerely,

Daniel A. Nash, PE
Principal

Attached:
-Application
-Support Statement/Checklist
-Abutters
-Fee calc
-Fee check
-Plan set (separate)

CC: KAB Properties
Bobby Oakes

M:\2022_projects\22-002\col_kab_oakes_7FEB2022.docx

City of Lebanon, New Hampshire
APPLICATION FOR MINOR SITE PLAN REVIEW
SUPPORT STATEMENT

Office Use Only	Date Received: _____	Application No.: _____

I. APPLICATION CHECKLIST [per §3.2.B.7 of the Site Plan Review Regulations]

An Application, completed in full and signed by the property owner [§3.2.B.7.a]

This Support Statement, completed in full and signed by the applicant [§3.2.B.7.b]

Payment of the appropriate filing fees [§3.2.B.7.c]

A completed *Public Hearing Notification List* [§3.2.B.7.d]

A digital copy of the site plan set, prepared in accordance with the requirements of §3.2.B.7.e, in .PDF format

Optional: photos and any other materials in support of your application

II. PROJECT DESCRIPTION

Describe your proposed project with as much detail as possible, including but not limited to changes to the use(s), to the exterior of the building, and to the site. You can respond in the space provided below or on a separate sheet of paper.

KAB PROPERTIES, LLC proposes to convert the existing laundromat building into a take-out pizza restaurant. all of the proposed changes will be inside the building, except for the signage (signage will be applied for separately) The existing parking will meet the needs of employees, delivery drivers, and customers for pizza pickup.

III. SITE PLAN TECHNICAL CHECKLIST

The site plan shall:	Info. Provided
3.2.B.7.e - Be scaled	☒
3.2.B.7.e - Be prepared utilizing the current approved site plan as a base map, if available city GIS data used	☒
3.2.B.7.e - Identify all abutters	☒
3.2.B.7.e.i - Indicate the site location	☒
3.2.B.7.e.i - Indicate the address of the subject property	☒
3.2.B.7.e.i - Indicate the zoning classification of the subject property	☒
3.2.B.7.e.ii - Describe the size, shape, and use of the subject property	☒
3.2.B.7.e.ii - Describe relevant information about existing site topography, drainage, hydrologic features, vegetation, and other natural features	☒
3.2.B.7.e.ii - Describe proposed changes to site topography, drainage, hydrologic features, vegetation, and other natural features	N/A

The site plan shall:	**Info. Provided**	**Not Applicable**
3.2.B.7.e.iii - Show the size, dimensions, location, and height (as applicable) of:		
• existing structures	☒	☐
• proposed structures	N/A	☐
• expansions to existing structures	N/A	☐
• landscaping	N/A	☐
• parking areas	☒	☐
• walkways / ramps	☒	☐
• driveways	☒	☐
• lighting fixtures	☒	☐
• stormwater control devices	N/A	☐
• exterior waste receptacles	N/A	☐
• exterior equipment	N/A	☐
• utilities	☒	☐
• all other improvements	N/A	☐
3.2.B.7.e.iv (Article VI design compliance) - Identify or show:		
• where/how stormwater will be discharged	☒	X
3.2.B.7.e.v (Zoning Ordinance compliance) - Identify or show:		
• setbacks (in ft.) of existing buildings and structures	☒	☐
• setbacks (in ft.) of proposed buildings and structures	N/A	☐
• existing use(s) of property	☒	X
• proposed use(s) of property	☒	X
• size of each existing and proposed non-residential unit	☒	☐
• number of existing and proposed dwelling units	N/A	☐
• number of existing on-site parking spaces	☒	☐
• for each use, the number of required parking spaces per Section 607 of the Zoning Ordinance	☒	☐
• total proposed number of on-site parking spaces	☒	☐

I hereby attest that to the best of my knowledge all of the information on this Support Statement and in the accompanying Minor Site Plan application materials and documentation is true and accurate.

Signature of Applicant

KAB PROPERTIES, LLC (Keith Bell)

Date 2/3/2022

3/29/2022

last revised 11/9/2021

CERTIFIED NOTIFICATION LIST

THE CITY OF LEBANON IS REQUIRED UNDER NH RSA 672:3 TO NOTIFY THE FOLLOWING PERSONS OF PUBLIC HEARINGS BEFORE THE PLANNING BOARD: ALL ABUTTERS; THE APPLICANT; PROPERTY OWNER; HOLDER OF CONSERVATION, PRESERVATION, OR AGRICULTURAL PRESERVATION RESTRICTION(S); AND EVERY ENGINEER, ARCHITECT, LAND SURVEYOR, OR SOIL SCIENTIST WHOSE PROFESSIONAL SEAL APPEARS ON ANY PLAT SUBMITTED TO THE BOARD.

PLEASE PROVIDE NAMES & MAILING ADDRESSES FOR ALL PERSONS LISTED ABOVE.

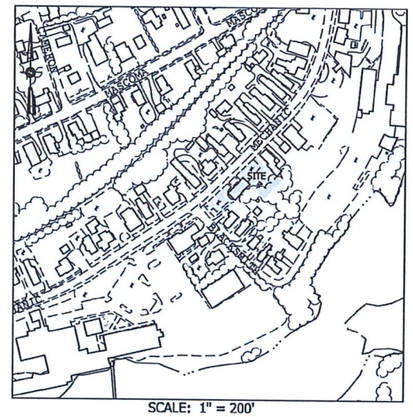
MAP & LOT NUMBER: ____ Engineer	**MAP & LOT NUMBER:** _ Contractor
PROPERTY OWNER: Advanced Geomatics PO Box 512 Lebanon, NH 03766	APPLICANT: Bobby Oakes 209 Dartmouth College Hwy Lebanon, NH 03766
MAP & LOT NUMBER: _____	**MAP & LOT NUMBER:** _____
ABUTTER/OTHER:	ABUTTER/OTHER:
MAP & LOT NUMBER: _____	**MAP & LOT NUMBER:** _____
ABUTTER/OTHER:	ABUTTER/OTHER:
MAP & LOT NUMBER: _____	**MAP & LOT NUMBER:** _____
ABUTTER/OTHER:	ABUTTER/OTHER:
MAP & LOT NUMBER: _____	**MAP & LOT NUMBER:** _____
ABUTTER/OTHER:	ABUTTER/OTHER:
MAP & LOT NUMBER: _____	**MAP & LOT NUMBER:** _____
ABUTTER/OTHER:	ABUTTER/OTHER:

(9/17/04)

45 MECHANIC STREET

LEBANON, GRAFTON COUNTY, NEW HAMPSHIRE

MINOR SITE PLAN



SCALE: 1" = 200'

OWNER/APPLICANT
KAB PROPERTIES, LLC
PO BOX 1220
LEBANON, NH 03766

CONTRACTOR
OAKES & SON CONSTRUCTION, LLC
209 DARTMOUTH COLLEGE HIGHWAY
LEBANON, NH 03766

CIVIL ENGINEER
DANIEL A. NASH, PE
ADVANCED GEOMATICS AND DESIGN
PO BOX 512
105 BANK STREET
LEBANON, NH 03766
advancedgeomatics@comcast.net

TABLE OF CONTENTS

SHEET NUMBER		
2	OVERALL PLAN	OA-1
3	BOUNDARY & EXISTING CONDITIONS PLAN	-
4	FLOOR PLAN	A-1
5,6	BUILDING ELEVATIONS	A-2,3
7	SITE PLAN	C-1
8	LANDSCAPE PLAN	L-1
9	CITY OF LEBANON UTILITY PLAN	C-29

ZONING COMPARISON - LD DISTRICT

	EXISTING	PROPOSED	REQUIRED
LOT SIZE	0.37± Acres	0.37± Acres	
	16,195sf	16,195sf	3,000sf
FRONTAGE: MECHANIC STREET	219'	219'	40'
FRONT YARD: MECHANIC	18'	18'	NONE
FRONT YARD: BLACKSMITH	82'	82'	NONE
SIDE YARD:	70'	70'	NONE
REAR YARD:	5'	5'	10'
BUILDING FOOTPRINT (s.f.):			
EXISTING BUILDING:	1,972sf	1,972sf	
% BLDG.COVERAGE	12%	12%	NONE
IMPERVIOUS AREA (sf)	7,543sf	7,543sf	
% IMPERVIOUS COV.	47%	47%	NONE
HEIGHT	20±'	20±'	55' max.
USE: -EXISTING	LAUNDROMAT		
USE: -PROPOSED	RESTAURANT		
PARKING (REG./HC.)	9/1	9/1	??

RESTAURANT USE
REQUIRED PARKING SET BY TABLES; NO INSIDE DINING
6 EMPLOYEES

RECEIVED
APR - 4 2022

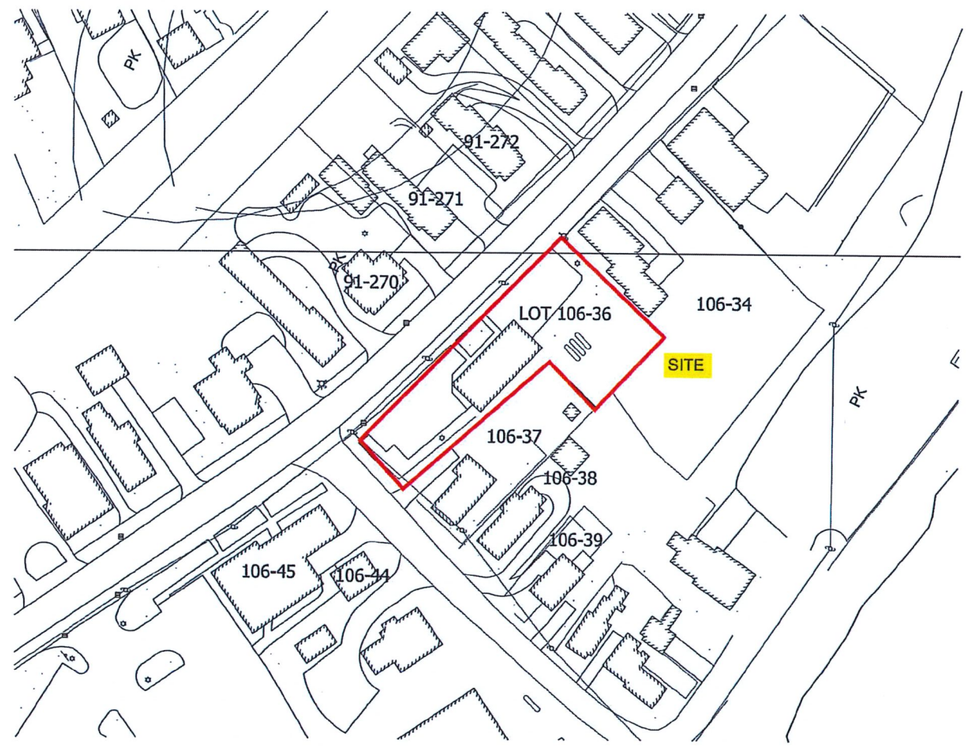
NOTES:

1. THIS PARCEL IS SHOWN AS LOT 106-36 THE LEBANON TAX MAPS.
2. THIS PARCEL IS SERVED BY MUNICIPAL WATER AND SEWER.
3. THIS PARCEL IS NOT SUBJECT TO THE WETLANDS OVERLAY DISTRICT.
4. THIS PARCEL IS NOT SUBJECT TO THE FLOOD OVERLAY DISTRICT.
5. SUBJECT PARCEL IS ZONED LD.

4/04/2022
~~3/29/2022~~
~~2/07/2022~~
MINOR SITE PLAN
PN: 22-002

SHEET 1 OF 9

ID	Site Address	Owner Name	Co-Owner	Owner Address	Owner City	Owner State	Owner Zip
91-270	50 MECHANIC ST	BGP PROP LLC		PO BOX 1325	LEBANON	NH	03766
91-271	48 MECHANIC ST	HOANG, HANA		422 LOCKHAVEN RD	ENFIELD	NH	03748
91-272	44 MECHANIC ST	DAUPHINAIS, FRANCIS P TTEE		PO BOX 483	HOLDEN	MA	01520
106-34	43 MECHANIC ST	WONG, JANET		23 ELDRIDGE ST	LEBANON	NH	03766
106-37	1 BLACKSMITH ST	REGAN, CONNOR		1 BLACKSMITH ST	LEBANON	NH	03766
106-38	3 BLACKSMITH ST	SANTANA, JORGE &		3 BLACKSMITH ST	LEBANON	NH	03766
106-44	2 BLACKSMITH ST	RIVERMILL COMMER CTR LLC		85 MECHANIC ST, STE 140	LEBANON	NH	03766
106-45	55 MECHANIC ST	RIVERMILL COMM CTR LLC		85 MECHANIC ST, STE 140	LEBANON	NH	03766
106-62	56 MECHANIC ST	GOODWIN PROPERTIES, LLC		PO BOX 1421	LEBANON	NH	03766



OVERALL PLAN
SCALE: 1"=50'

#	REVISIONS	DATE

OVERALL PLAN
FOR
KAB PROPERTIES, LLC
IN
LEBANON, NH

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

STATE OF NEW HAMPSHIRE
DAVID A. NASH
NO. 3707
LICENSED
PROFESSIONAL ENGINEER

SURVEYED: GIS
DESIGNED: DAN
DRAWN: DAN
CHECKED: DAN
DATE: 02/07/2022

KAB PROPERTIES

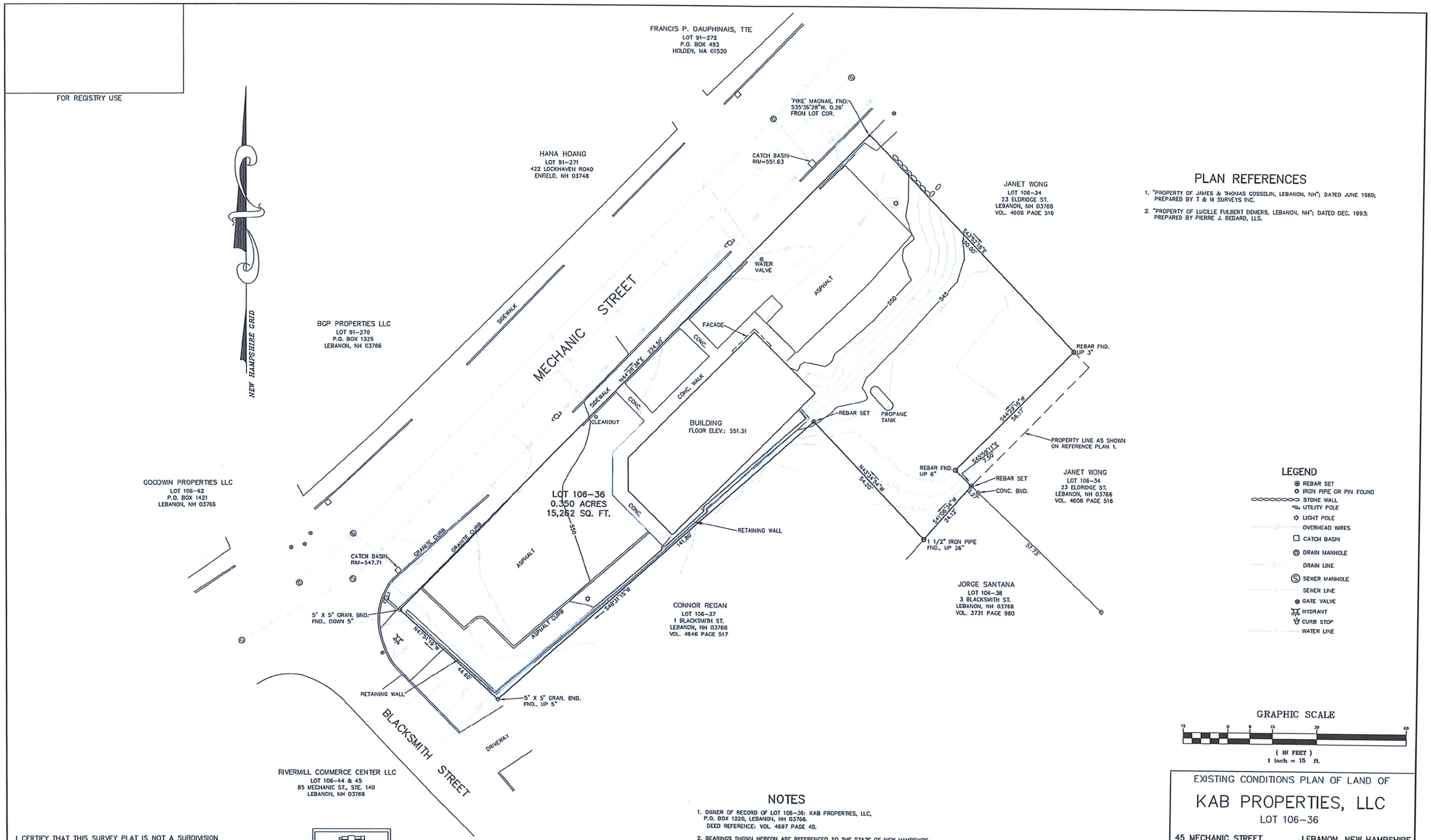
OVERALL PLAN

OA-1

© 2022
ADVANCED GEOMATICS & DESIGN
DWG: C:\

SHEET 2 OF 9

FOR REGISTRY USE



PLAN REFERENCES

1. "PROPERTY OF JAMES & THOMAS GOSSELIN, LEBANON, NH"; DATED JUNE 1980; PREPARED BY T & M SURVEYS INC.
2. "PROPERTY OF LUCILLE FULBERT DEMERS, LEBANON, NH"; DATED DEC. 1993; PREPARED BY PIERRE J. BEDARD, LLS.

LEGEND

- REBAR SET
- IRON PIPE OR PIN FOUND
- STONE WALL
- UTILITY POLE
- LIGHT POLE
- OVERHEAD WIRES
- CATCH BASIN
- DRAIN MANHOLE
- DRAIN LINE
- SEWER MANHOLE
- SEWER LINE
- GATE VALVE
- HYDRANT
- CURB STOP
- WATER LINE

GRAPHIC SCALE

15 0 8 15 30 60

(IN FEET)
1 inch = 15 ft.

NOTES

1. OWNER OF RECORD OF LOT 106-36: KAB PROPERTIES, LLC, P.O. BOX 1220, LEBANON, NH 03766. DEED REFERENCE: VOL. 4697 PAGE 40.
2. BEARINGS SHOWN HEREON ARE REFERENCED TO THE STATE OF NEW HAMPSHIRE GRID SYSTEM.
3. ELEVATIONS SHOWN HEREON ARE REFERENCED TO THE NAVD88 DATUM.
4. THE SUBJECT PROPERTY IS IN THE LD ZONING DISTRICT.
5. THIS PROPERTY MAY BE BENNEFITTED BY AND SUBJECT TO, RIGHTS OF WAY AND EASEMENTS OF RECORD RECORDED IN THE GRAFTON COUNTY REGISTRY OF DEEDS.

I CERTIFY THAT THIS SURVEY PLAT IS NOT A SUBDIVISION PURSUANT TO N.H.R.S.A. TITLE LXIV AND THAT THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND THAT NO NEW WAYS ARE SHOWN. RSA 676:18,III

APRIL 1, 2022
DATE

Christopher T. Paton
LICENSED LAND SURVEYOR (SEAL)

STATE OF NEW HAMPSHIRE
No. 867
CHRISTOPHER T. PATON
LICENSED LAND SURVEYOR

SHEET 3 OF 9

EXISTING CONDITIONS PLAN OF LAND OF

KAB PROPERTIES, LLC

LOT 106-36

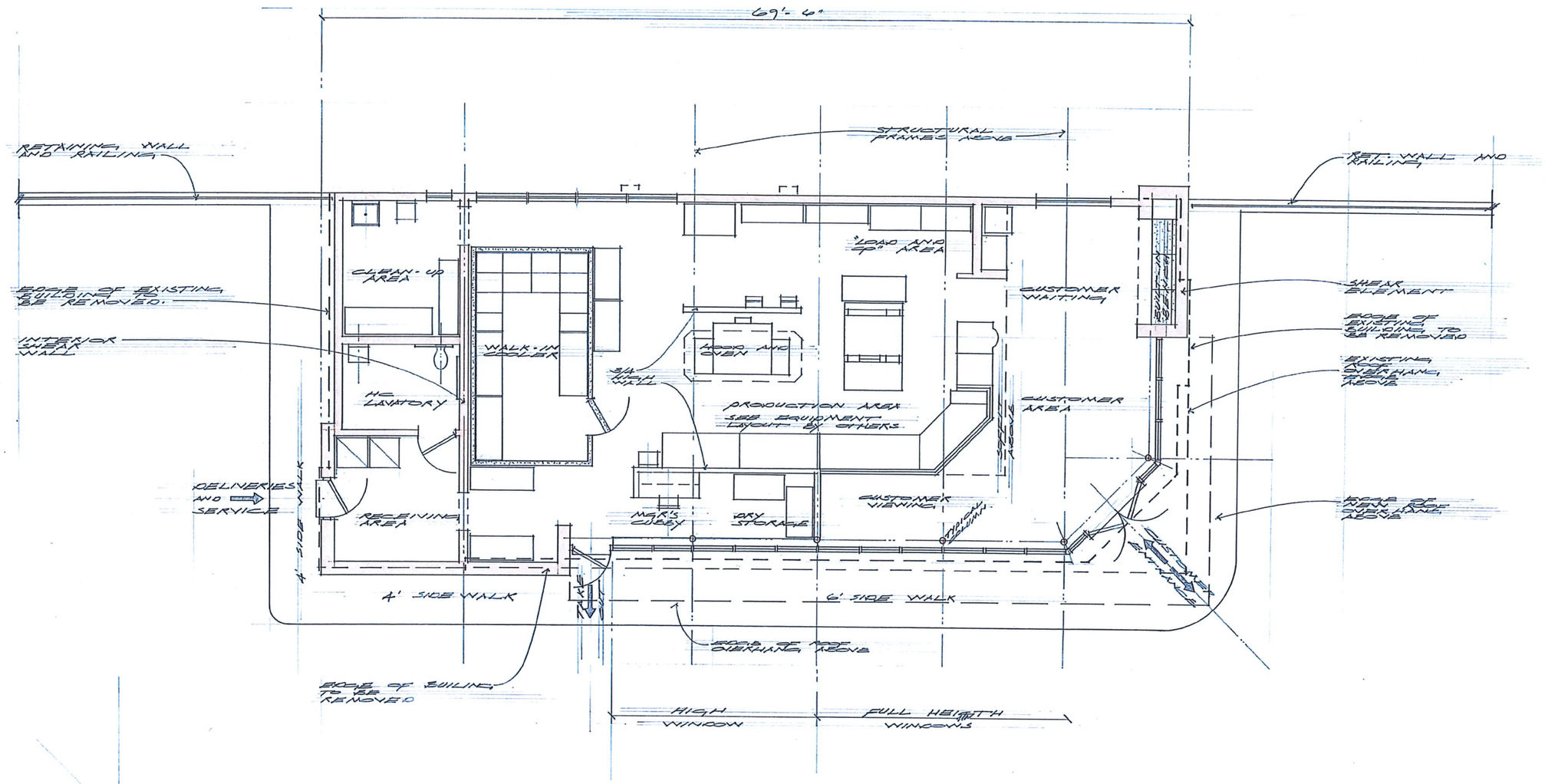
45 MECHANIC STREET, LEBANON, NEW HAMPSHIRE

PREPARED BY

PATON LAND SURVEYING

150 SOUTHRIDGE ST., SPRINGFIELD, VT 05156

DATE: MARCH 31, 2022	SCALE: 1"=15'
DRAWN BY CTP	CK'D BY CTP
SURVEYED BY CTP, JR	
PROJ. NO. 2022-	



FLOOR PLAN

SCALE: 1/4" = 1'-0"

A-1

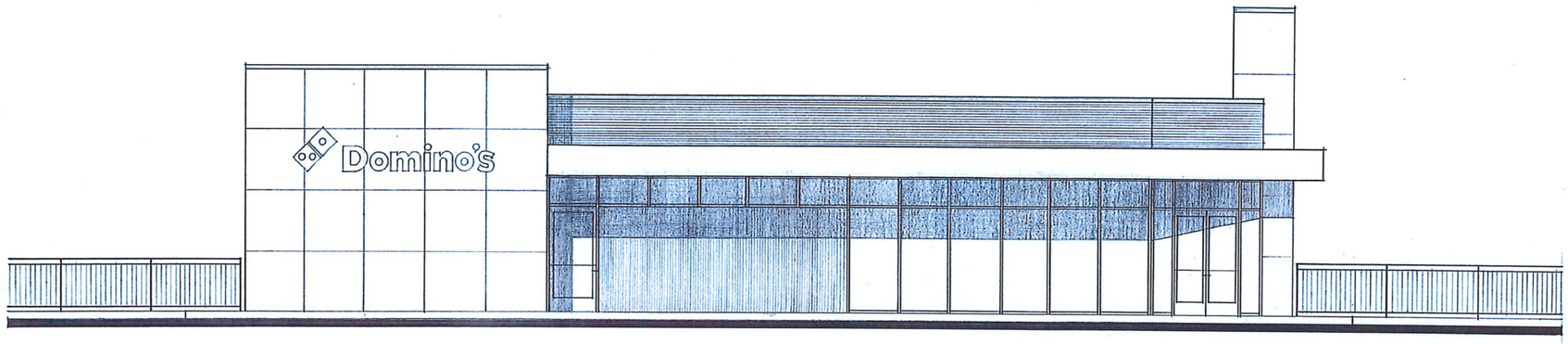
SHEET 4 OF 9

NEW DOMINO'S PIZZA BAKERY/STORE
45 MECHANIC STREET
LEBANON · NEW HAMPSHIRE

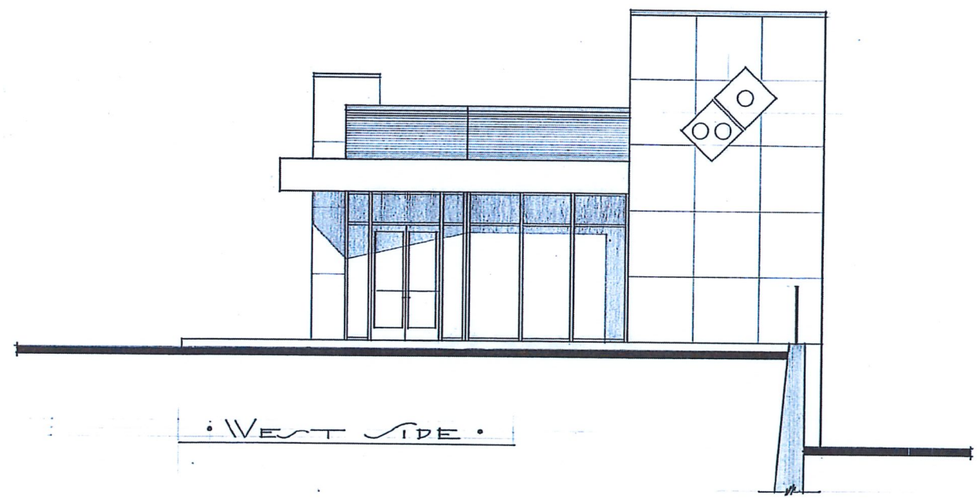
Barrett Architecture
FRANK J. BARRETT, JR., AIA
281 The Bend Road • Greenshoro, Bend • VT 05842
(802) 296-6004 • frankjbarretjr@gmail.com

DATE: MARCH 10'22
REVISED:

1 OF 3



· NORTH FRONT ·



· WEST SIDE ·

· ELEVATION ·

SCALE: 1/4"=1'-0"

A-2

SHEET 5 OF 9

NEW DOMINO'S PIZZA BAKERY STORE

45 MECHANIC STREET

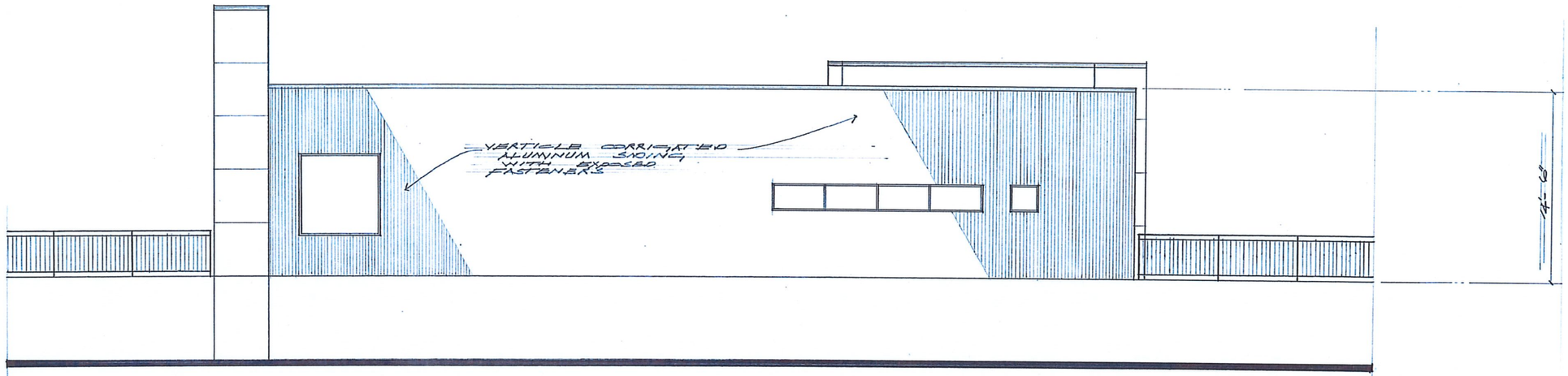
LEBANON · NEW HAMPSHIRE

Barrett Architecture
FRANK J. BARRETT JR. AIA
281 The Bend Road ■ Greensboro Bend ■ Vt 05842
(802) 396-0004 ■ frankjbarrettjr@gmail.com

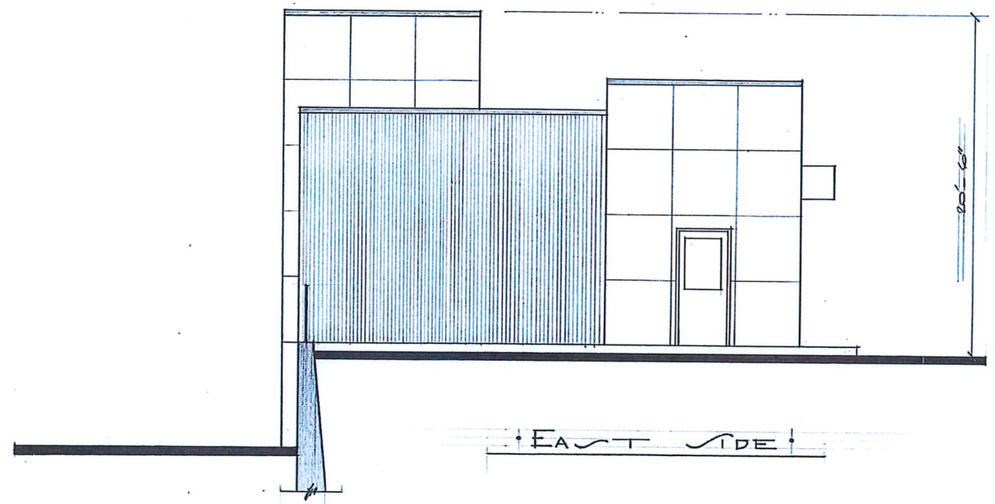
DATE: MARCH 10'22

REVISED:

2 OF 3



SOUTH REAR



EAST SIDE

ELEVATIONS

SCALE: 1/4"=1'-0"

A-3

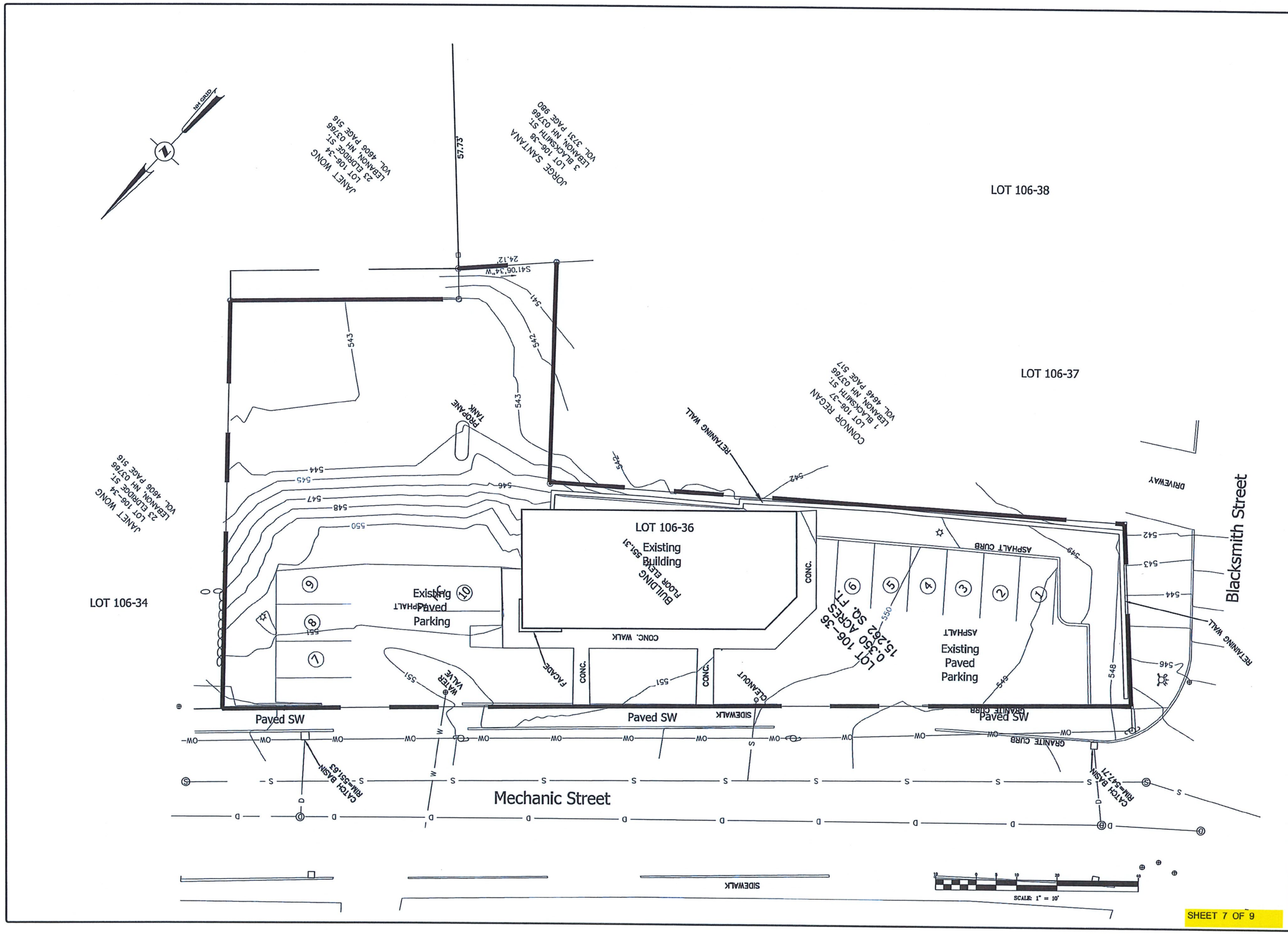
SHEET 6 OF 9

NEW DOMINO'S PIZZA BAKERY STORE
45 MECHANIC STREET
LEBANON · NEW HAMPSHIRE

barrett architecture
FRANK J. BARRETT JR. A.I.A.
281 The Bend Road ■ Greensboro Bend ■ Vt 05842
(802) 296-0004 ■ frankjbarretjr@gmail.com

DATE: MARCH 10'22
REVISED:

3 OF 3



SITE PLAN
FOR
KAB PROPERTIES, LLC
IN
LEBANON, NH

#	REVISIONS	DATE

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

SURVEYED:	PATON
DESIGNED:	DAN
DRAWN:	DAN
CHECKED:	DAN
DATE:	03/30/2022

KAB PROPERTIES

SITE PLAN

C-1

© 2022 ADVANCED GEOMATICS & DESIGN

DWG: C:\22002-BA2.DWG

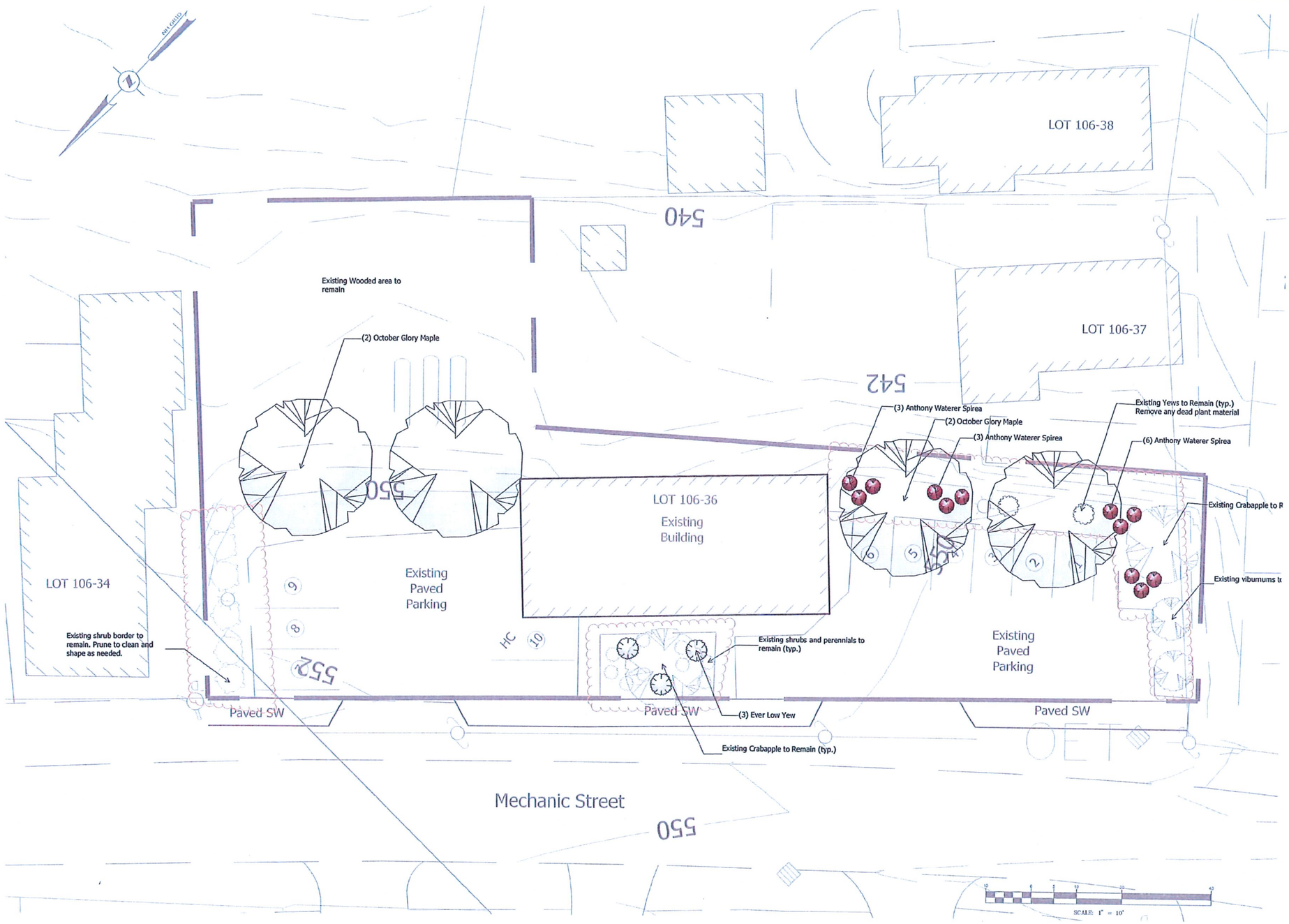
SHEET 7 OF 9

30% Shade Req.	
Total S.f. of Parking=	4,809 s.f.
% Total to be shaded=	51%

15' Landscape Requirement	8,905 Total s.f.
Total number of trees required:	15 Total
Total number of trees provided:	(6) Total, (4) Proposed, (2) Exist.
Total number of shrubs required:	75 Total
Total number of shrubs provided:	(35) Total, (15) Proposed, (10) Exist.

Plant Legend

Qty	Botanical Name	Common Name	Container	Custom
Shrubs\Deciduous				
12	Spiraea x bumalda 'Anthony Waterer'	Anthony Waterer Spirea	#5 Cont.	24-36" min. size
Shrubs\Evergreen				
3	Taxus x media 'Ever Low'	Ever Low Yew	#5 Cont.	24-36" min. size
Trees\Deciduous				
4	Acer rubrum 'October Glory'	October Glory Maple, Autumn	2.5-3" Cal.	



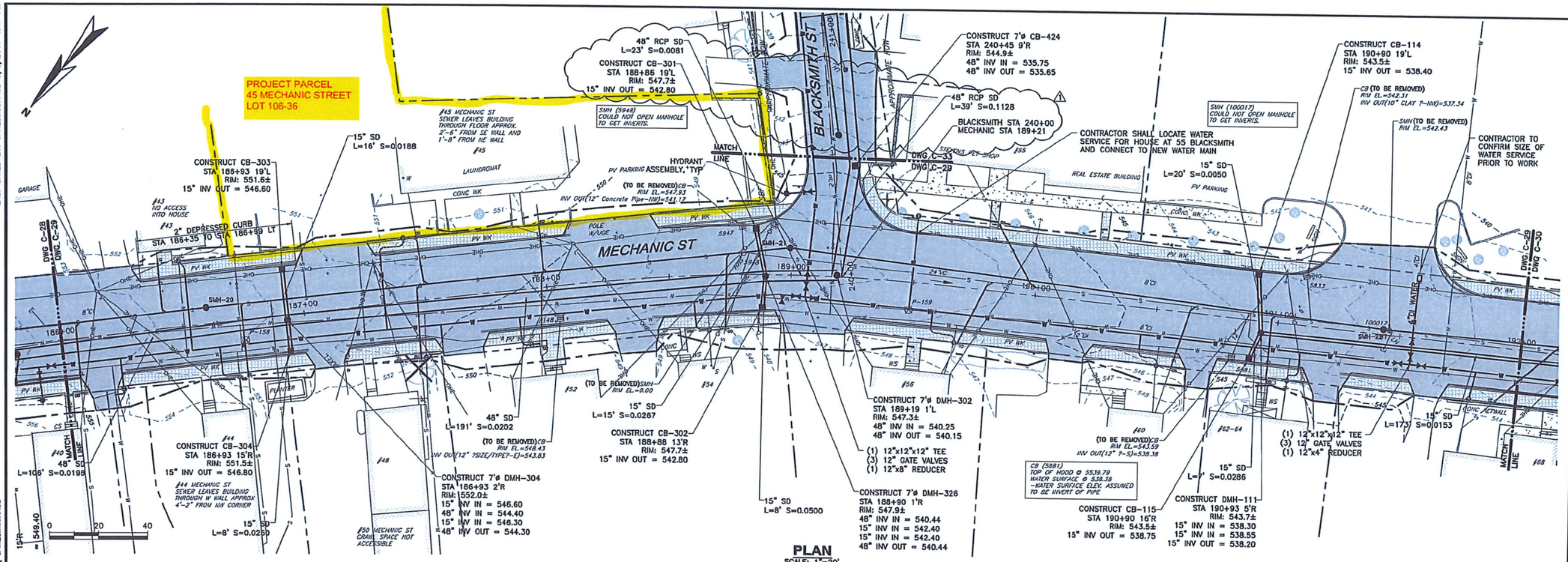
SHEET 8 OF 9

Landscape Plan

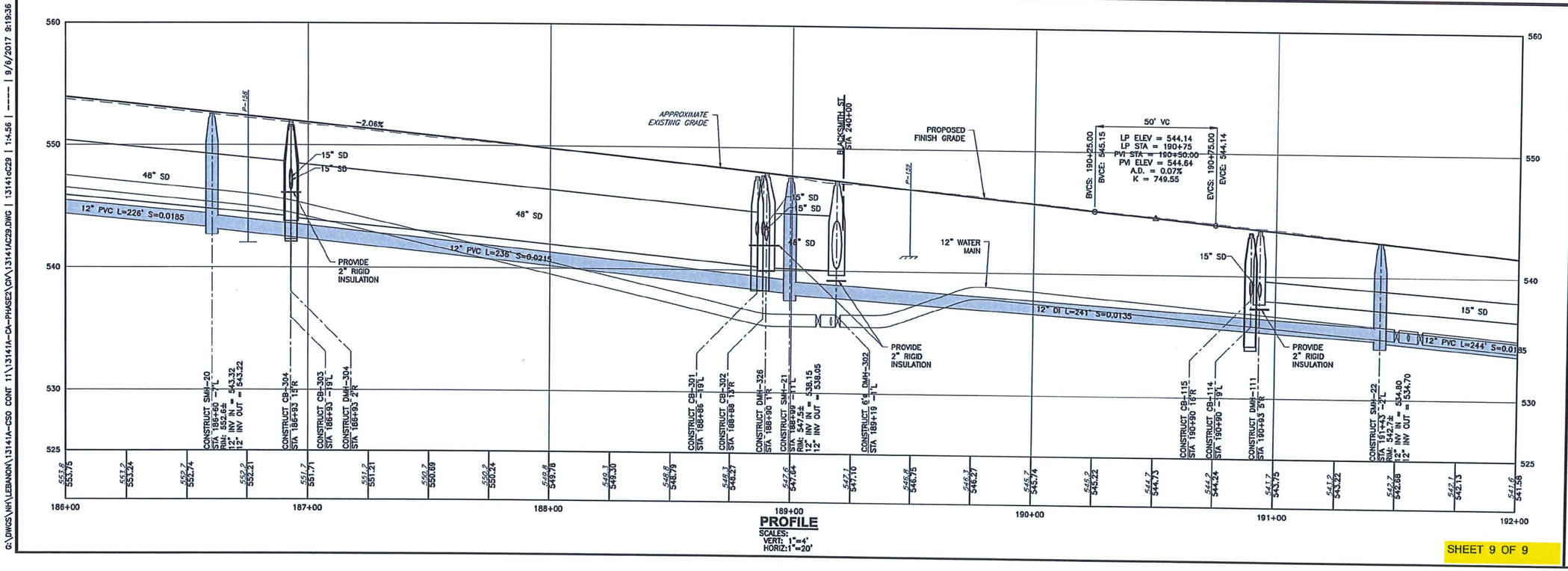
Prepared for:
KAB Properties, LLC
Lebanon, NH

Mara landscape design, LLC
16 Myrtle Ave. Newburyport, MA 01950
105 Bank St. Lebanon, NH 03766
email: maralandscape@gmail.com ph: 978.868.0331

L-1



PLAN
SCALE: 1"=20'



PROFILE
SCALES:
VERT: 1"=4'
HORIZ: 1"=20'

SHEET 9 OF 9

NO	SUBMISSIONS/REVISIONS	APP'D	DATE
	CONFORMED SET	RTW	8/17
1	ADDENDUM #1	RTW	7/17
2			
3			
4			

DESIGNED BY: BJM
CAD COORD: JJM
CAD: JJM
CHECKED BY: RTW
DATE: 6/7/17
APPROVED BY: RTW
DATE: 8/9/17
PROJECT NO: 13141A

STATE OF NEW HAMPSHIRE RYAN TODD WHITMAN No. 13391 PROFESSIONAL ENGINEER

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CITY OF LEBANON, NH
COMBINED SEWER SEPARATION
CONTRACT 11 – PHASE 2
MECHANIC ST AND GRANITE ST AREA

PLAN AND PROFILE: MECHANIC ST
STA 186+00 TO STA 192+00

DRAWING
C-29

G:\DWGS\NH\LEBANON\13141A-CSO CONT 11\13141A-CA-PHASE2\GR\13141AC29.DWG | 13141aC29 | 1:4.56 | ---- | 9/6/2017 9:19:36 AM | JAMES.MICHAUD

LAST SAVED BY: JAMES.MICHAUD 9/5/2017 4:47 PM

Agenda
Lebanon Minor Site Plan Committee
April 14, 2022

Agenda Item #5A
Approval of Minutes

January 13, 2022

DRAFT

LEBANON MINOR SITE PLAN COMMITTEE
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE
THURSDAY, JANUARY 13, 2022
1:30PM

MEMBERS PRESENT: **Tim Corwin (Senior Planner), Rebecca Owens (Associate Planner), Duane Egner (Fire Inspector), Captain Tim Cohen (Police Department)**

MEMBERS ABSENT: **Brian Vincent (City Engineer)**

STAFF PRESENT: **Calvin Hunnewell (Building Inspector)**

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1. Call to Order

Mr. Corwin called the meeting to order at 1:42PM. Duane Egner attended remotely and was not able to vote.

2. Notice of Regional Impact

A MOTION by Rebecca Owens that neither application on the agenda has the potential for regional impact.
The motion was seconded by Tim Cohen.

****The MOTION was approved (3-0).***

3. Public Hearing Items

A. Chorro, LLC, 7 Bank Street (Tax Map 92, Lot 68), zoned LD: Applicant proposes to convert an existing mixed use, one (1) unit building to a multi-family building. MSP2021-02

A MOTION by Tim Cohen that the application of Chorro, LLC is complete enough for the Minor Site Plan Committee to accept jurisdiction and commence review.
The motion was seconded by Rebecca Owens.

****The MOTION was approved (3-0).***

Tim Sidore of Executive Suite, LLC and Jim Wasser of Studio Nexus Architects appeared on behalf of the application. Mr. Wasser described the location and proposed changes. The building footprint would remain the same and minor upgrades would be added. Parking would also remain the same, and a sprinkler system would be added. Landscaping is planned for the parking lot. AVA Gallery has entered a formal agreement to share parking.

Mr. Corwin inquired about a discrepancy related to the parking configuration as compared with a previous plan from 2015 for the property and the location of the dumpster. The setback error would need to be corrected.

William Towicz attended as an abutter.

Mr. Hunnewell noted the proximity to the property line and the possible elimination of some windows. There are no improvements planned for that side of the building. Handicap access needs to be provided.

Mr. Egner inquired about the water line for the sprinkler system.
Mr. Corwin stated that Mr. Vincent sent comments about some permits that would be required.

Mr. Corwin invited public comment. There were none.

A MOTION by Rebecca Owens that the Lebanon Minor Site Plan Committee **APPROVE** the application of Chorro, LLC, regarding 7 Bank Street (Tax Map 92, Lot 68), MSP2022-01, for Site Plan Review pursuant to Sections 3.1.C and 3.2 of the Lebanon Site Plan Review Regulations to convert an existing mixed use, one (1) unit building to a mixed use, multi-family building, as shown on a plan set titled "7 Bank St Apartments," prepared by Studio Nexus, dated December 6, 2021 (5 sheets), including any and all submissions and testimony provided for and during the public hearing, with the following conditions:

Conditions to be Satisfied Prior to Application for a Building Permit

1. The applicant shall obtain approval from the City Council or the City Manager's office for any additional water and/or sewer flows in accordance with the applicable Chapter 136 and 182 of the City Code.

2. The applicant shall confirm that the dumpsters were installed in accordance with the approved plan for the AVA Gallery craftsman's shop building approved in 2015 (PB2015-22-SPR).

3. The applicant shall revise the plan set to demonstrate compliance with ADA-accessibility requirements to the satisfaction of the Building Inspector.

Conditions to be Satisfied Prior to the Issuance of a Building Permit

4. The development is subject to the City of Lebanon impact fees, pursuant to Section 213 of the Zoning Ordinance. The Impact Fee shall be calculated at the time of Building Permit issuance based on the Impact Fee Schedule adopted on October 12, 2021, and such fees shall be due and payable at the time of issuance of a Certificate of Occupancy. In accordance with RSA 674:39, any building permits which are issued after five years from the date of approval shall be fully subject to whatever impact fees and methodology are in effect at the time of building permit issuance.

5. All water and sewer fees shall be paid as set forth in City Code Chapter 68.

Conditions to be Satisfied Prior to the Issuance of a Certificate of Occupancy

6. The impact fee calculated pursuant to Condition of Approval #3 shall be paid.

7. All improvements depicted on the plan shall be completed and shall be constructed as depicted on the approved plan, including any modifications to the plan as may be approved by the Planning Board in accordance with the Site Plan Review Regulations.

General Conditions

8. All required landscape plantings shall meet the minimum size requirements for such plantings set forth in Section 6.2.B of the Site Plan Review Regulations at the time of installation.

The motion was seconded by Tim Cohen.

****The MOTION was approved (3-0).***

B. Upper Valley Utopia, LLC, 7 Slayton Hill Road (Tax Map 105, Lot 32), zoned GC: Applicant proposes to add three (3) dwelling units, for a total of six (6) dwelling units. MSP2021-04

Joe Padua appeared on behalf of the application.

Mr. Corwin explained that this request is for an additional three units at 7 Slayton Hill.

Mr. Padua stated that they are making progress and have hired a sprinkler contractor. There would be only one minor change.
Ms. Owens inquired if there were any plans for solar or wind. Mr. Padua stated that there are no plans to include either one.

Mr. Hunnewell noted that a design professional would be needed to confirm compliance with accessibility standards.

Mr. Egner did not have any additional comments.

Ms. Owens inquired about the access points to the building. Mr. Padua gave the locations.

Mr. Corwin invited public comment. There was none. The hearing was closed.

A MOTION by Rebecca Owens that the Lebanon Minor Site Plan Committee **APPROVE** the application of Upper Valley Utopia, LLC, regarding 7 Slayton Hill Road (Tax Map 105, Lot 32), MSP2022-03, for Site Plan Review pursuant to Sections 3.1.C and 3.2 of the Lebanon Site Plan Review Regulations to add three (3) dwelling units to an existing mixed-use building with three (3) dwelling units, for a total of six (6) dwelling units, as shown on a site plan included with the agenda packet for the January 13, 2022, meeting of the Minor Site Plan Committee, attached hereto as Exhibit A, including any and all submissions and testimony provided for and during the public hearing, with the following conditions:

Conditions to be Satisfied Prior to Application for a Building Permit

1. The applicant shall revise the plan set to demonstrate compliance with ADA-accessibility requirements to the satisfaction of the Building Inspector.

2. The applicant shall obtain approval from the City Council or the City Manager's office for any additional water and/or sewer flows in accordance with the applicable Chapter 136 and 182 of the City Code.

Conditions to be Satisfied Prior to the Issuance of a Building Permit

3. The development is subject to the City of Lebanon impact fees, pursuant to Section 213 of the Zoning Ordinance. The Impact Fee shall be calculated at the time of Building Permit issuance based on the Impact Fee Schedule adopted on October 12, 2021, and such fees shall be due and payable at the time of issuance of a Certificate of Occupancy. In accordance with RSA 674:39, any building permits which are issued after five years from the date of approval shall be fully subject to whatever impact fees and methodology are in effect at the time of building permit issuance.

4. All water and sewer fees shall be paid as set forth in City Code Chapter 68.

Conditions to be Satisfied Prior to the Issuance of a Certificate of Occupancy

5. The impact fee calculated pursuant to Condition of Approval #3 shall be paid.

6. All improvements depicted on the plan shall be completed and shall be constructed as depicted on the approved plan, including any modifications to the plan as may be approved by the Planning Board in accordance with the Site Plan Review Regulations.

General Conditions

7. All required landscape plantings shall meet the minimum size requirements for such plantings set forth in Section 6.2.B of the Site Plan Review Regulations at the time of installation.

The motion was seconded by Tim Cohen.

****The MOTION was approved (3-0).***

4. Other Business - None

5. Approval of Minutes

A. November 17, 2021

A MOTION by Tim Cohen to approve the minutes of November 17, 2021, as presented.
The motion was seconded by Rebecca Owens.

****The MOTION was approved (3-0).***

6. Adjournment

A MOTION by Tim Cohen to adjourn the meeting
The motion was seconded by Rebecca Owens.

****The MOTION was approved (3-0).***

The meeting was adjourned at 2:23PM.

Respectfully submitted,

Holly Howes
Recording Secretary

Agenda
Lebanon Minor Site Plan Committee
April 14, 2022

Agenda Item #5B
Approval of Minutes

February 24, 2022

DRAFT

LEBANON MINOR SITE PLAN COMMITTEE
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE
THURSDAY, FEBRUARY 24, 2022
1:30PM

MEMBERS PRESENT: **Tim Corwin (Senior Planner), Rebecca Owens (Associate Planner), Captain Tim Cohen (Police Department), Duane Egner (Fire Inspector), Brian Vincent (City Engineer)**

MEMBERS ABSENT: **None**

STAFF PRESENT: **Calvin Hunnewell (Building Inspector)**

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1. Call to Order

Mr. Corwin, attending remotely, called the meeting to order at 1:30 PM.

2. Notice of Regional Impact

Staff recommends that neither application being heard today has the potential for regional impact.

A MOTION by Tim Cohen that neither application on the agenda today has the potential for regional impact.
The motion was seconded by Rebecca Owens.

Roll Call Vote:
Voting in Favor – Mr. Corwin, Mr. Cohen, Mr. Egner, Ms. Owens, Mr. Vincent
Voting Against – None
****The MOTION was approved (5-0).***

3. Public Hearing Items

A. **Megan Mosely & Tanya Richard (applicants) and Ledyard Charter School (property owner), 39 Hanover Street (Tax Map 91, Lot 239), zoned LD:** Applicants propose to convert a portion of the existing building to a restaurant use. PB2022-05-MSP

Mr. Corwin noted that Planning Staff finds the application complete enough for the Minor Site Plan Committee to accept jurisdiction and commence review.

A MOTION by Rebecca Owens that the application of Megan Moseley & Tanya Richard (applicants) and Ledyard Charter School (property owner), 39 Hanover Street (Tax Map 91, Lot 239), zoned LD is complete enough for the Minor Site Plan Committee to accept jurisdiction and commence review.
The motion was seconded by Tim Cohen.

Roll Call Vote:
In Favor – Ms. Owens, Mr. Vincent, Mr. Egner, Mr. Cohen, Mr. Corwin
Voting Against – None

The MOTION was approved (5-0).

Megan Mosely and Tanya Richard appeared in support of the application.

Ms. Mosely stated that the planned restaurant would serve breakfast and lunch Tuesday to Friday, with brunch on Saturday and Sunday. The capacity would be 70 seats indoors with exterior seating in summer of 40 seats. Ms. Richard added that the plan is to utilize locally sourced foods and be very community centered with a focus on the farmer's market. There would be no bar or alcohol visible due to the school partnership.

Mr. Corwin inquired about catering. Ms. Mosely stated that they could service local events after hours.

Mr. Cohen inquired about alcohol. Ms. Mosely stated that alcohol would be served for brunch.

Mr. Egner had no concerns, noting that the building is adequately sprinkled and has good access.

Mr. Vincent expressed no issues but noted operational cautions. There is a licensing process to use a City facility and alcohol service outside would require City Council approval.

Mr. Corwin inquired if outside seating requires a fire permit. Mr. Egner stated that Fire Department did review other outdoor restaurant spaces. Ms. Owens inquired about an awning or other covering. Ms. Mosely stated that they were planning on tables with umbrellas to start.

Ms. Mosely described the outdoor space. Ms. Owens noted that waste receptacles would be needed. Ms. Mosely said they would share the waste cost with the school. Mr. Hunnewell inquired about the exhaust venting. Ms. Moseley stated that it would not be visible.

Mr. Vincent noted that stormwater permitting is expensive. Ms. Mosely said they would be sharing the lines that are currently there.

Mr. Brooks suggested that installing an awning could trigger Heritage Commission review.

Mr. Corwin invited public comment.

Michael Harris, Chair of the Lebanon Charter School Board, stated that they were pleased to work out the arrangement with the applicant, noting that it is a good use of space and would provide rental income. Mr. Brooks inquired about a connection between the school and restaurant for internships. Mr. Harris stated that some students attending Hartford Vocational Technical School would likely be interested in culinary opportunities.

Mr. Corwin closed the Public Hearing.

A MOTION by Tim Cohen that the Lebanon Minor Site Plan Committee **APPROVE** the application of Megan Moseley & Tanya Richard (applicants) and Ledyard Charter School (property owner), regarding 39 Hanover Street (Tax Map 91, Lot 239), PB2022-05-MSP, for Site Plan Review pursuant to Sections 3.1.C and 3.2 of the Lebanon Site Plan Review Regulations to convert a portion of the existing building to a restaurant use, including any and all submissions and testimony provided for and during the public hearing, with the following conditions:

Conditions to be Satisfied Prior to Application for a Building Permit

1. The applicant shall obtain approval from the City Council or the City Manager's office for any additional water and/or sewer flows in accordance with the applicable Chapter 136 and 182 of the City Code.

Conditions to be Satisfied Prior to the Issuance of a Building Permit

2. The development is subject to the City of Lebanon impact fees, pursuant to Section 213 of the Zoning Ordinance. The Impact Fee shall be calculated at the time of Building Permit issuance based on the Impact Fee Schedule adopted on October 12, 2021, and such fees shall be due and payable at the time of issuance of a Certificate of Occupancy. In accordance with RSA 674:39, any building permits which are issued after five years from the date of approval shall be fully subject to whatever impact fees and methodology are in effect at the time of building permit issuance.

3. All water and sewer fees shall be paid as set forth in City Code Chapter 68.

Conditions to be Satisfied Prior to the Issuance of a Certificate of Occupancy

4. The impact fee calculated pursuant to Condition of Approval #2 shall be paid.

General Conditions

5. The applicant shall obtain a license from the City of Lebanon and a building permit, if applicable, for any outdoor seating.

The MOTION was seconded by Duane Egner.

Roll Call Vote:
Voting in Favor – Ms. Owens, Mr. Vincent, Mr. Egner, Mr. Cohen, Mr. Corwin
Voting Against – None
****The MOTION was approved (5-0).***

B. **KAB Properties, LLC, 45 Mechanic Street (Tax Map 106, Lot 36), zoned LD:** Applicant proposes to convert an existing laundromat to a take-out food establishment. PB2022-04-MSP

Mr. Corwin explained that the applicant discovered that the building is not stable and needs to be demolished. The initial application would not be appropriate, and a new submission would be required for a site plan review. This meeting would be a review of the new building plan. Completeness cannot be determined at this time.

Keith Bell of KAB Properties, Bobby Oakes of Oakes & Son Construction, and Dan Nash of Advanced Geomatics appeared in support of the application.

Mr. Nash stated that a new building would use the same footprint.

Mr. Oakes noted that the retaining wall on the back side of the building is caving in, and there are cracks in the building wall. The building is not salvageable. The full length of the retaining wall needs to be replaced.

Mr. Bell stated that they can move more quickly by keeping the same footprint. Dominos would provide a design for the interior. The exterior would be determined by the landlord.

Mr. Corwin discussed Section 6.10 of the Site Plan Regulations. The new building design must meet the Lebanon Downtown regulations. With the same footprint and no site changes, the minor review could still apply, but it can't grant waivers. Full review by the Planning Board would be required if waivers are needed. The zoning ordinance requirements may be grandfathered, and nonconforming buildings can be removed and replaced. The downtown regulations require two stories for new construction, but this could be grandfathered as a one-story building. A landscaping plan would be helpful for the next review.

Mr. Brooks asked Mr. Bell what the timeframe for an architectural rendering would be. Mr. Bell said they would seek input immediately. Mr. Brooks suggested they reschedule the meeting and stay in touch while planning. The original building was constructed in 1972.

Ms. Owens inquired about drainage. Mr. Nash noted the catch basins in the street.

Mr. Vincent inquired about the distance of the retaining wall from the rear property line. Mr. Nash stated it was about five feet. Mr. Vincent noted that construction easements for abutters property may be needed.

Mr. Brooks inquired about the capacity of the propane tank. Mr. Nash stated that it appears to be 1,000 gallons. Mr. Brooks asked about a foundation. Mr. Nash suggested that if it is a new building, they could add a full basement. Mr. Egner stated that adding a basement could trigger sprinkler requirement because they would change the square footage.

Ms. Owens noted that if they use the same footprint and same sidewalk, it would be good to show that. She suggested they consider the service area and screening of utility items along with lighting requirements. Mr. Brooks stated that they would need to replace the lighting that is currently on the site.

Ms. Owens inquired if they have any designs in mind. Mr. Bell stated that Dominos has other sites in process that could provide a general idea.

Mr. Vincent noted the utility pole near the street may be a hazard.

Ms. Owens inquired about a small, outdoor, eating area. Mr. Bell stated that when they have provided it, trash accumulates, and it is a problem. Trash and recycling would be on northern side near employee parking. Mr. Corwin noted the screening requirements.

Mr. Corwin stated that the next regular meeting would be March 10 or 24. The Planning Department would need materials ten days before the hearing. The applicant can withdraw the current application and resubmit. Mr. Brooks stated that the applicant can reuse the application fee, and staff would re-notice the meeting.

Mr. Corwin agreed that the applicant could come back when ready. That plan was acceptable to the applicant.

Mr. Brooks noted that a demo permit is required to remove the building. Mr. Bell stated that they are seeking the necessary permits.

4. Other Business

5. Approval of Minutes

A. None

6. Adjournment

A MOTION by Duane Egner to adjourn the meeting
The motion was seconded by Rebecca Owens.

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

The meeting was adjourned at 2:44 PM.

Respectfully submitted,

Holly Howes
Recording Secretary