



**LEBANON PLANNING BOARD
AUGUST 8, 2022 - 6:30 PM
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

-
- 1. Call to Order**
 - 2. Notice of Regional Impact**
 - 3. Public Hearing Items**
 - A. Mark & Princess Goldey, 0 Cross Road (Tax Map 165, Lot 13), zoned RL-2:** Request for a Minor Subdivision to create two parcels. PB2022-27-MIN
 - B. Gordon Bagley Revocable Trust and Blanche Bagley Revocable Trust, 503 Dartmouth College Highway (Tax Map 82, Lot 9-100) and 511 Dartmouth College Highway (Tax Map 54, Lot 32), zoned RL-1 & RL-3:** Request for a Boundary Line Adjustment. PB2022-28-BLA
 - C. Upper Valley Mountain Bike Association (applicant), Dartmouth College Trustees (property owner), 00 Mascoma Street (Tax Map 74, Lot 8, Plot 200), zoned RL-3:** Request for Site Plan Review to construct an open-air pavilion, parking, and associated site improvements in connection with the existing biking trail outdoor recreational use operated by the applicant. PB2022-30-SPR
 - 4. Other Business**
 - A. Bruce E. Conrad (Applicant), Anson V. & Genevieve C. Smith (Property Owners), 77 South Main Street (Tax Map 101, Lot 26), zoned R-O:** Conceptual Review of a proposed house of worship. PB2022-31-CON
 - 5. Approval of Minutes**
 - A. July 11, 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
August 8, 2022
Planning Board**

**Agenda Item #3A
Public Hearing Items**

**Mark & Princess Goldey,
0 Cross Road
(Tax Map 165, Lot 13),
zoned RL-2
PB2022-27-MIN**



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

PLANNING BOARD

August 8, 2022 Meeting

Staff Memorandum – PB2022-27-MIN

APPLICATION INFORMATION

Agenda Item: 3.A

Application ID:
PB2022-27-MIN

Application Type:
Minor Subdivision

Property Location & Tax Map:
0 Cross Road (Tax Map 165, Lot 13)

Property Owner/Applicant:
Mark & Princess Goldey

Zoning District:
Rural Lands Two (RL-2)

Property Size (existing):
+/-19.38 acres (*per applicant's minor subdivision plat*)

Overlay District(s):
• Wetlands Conservation District

LEGAL NOTICE

Mark & Princess Goldey, 0 Cross Road (Tax Map 165, Lot 13), zoned RL-2: Request for a Minor Subdivision to create two parcels. PB2022-27-MIN

PLANS AND APPLICATION MATERIALS

- ▶ Application form (1 page)
- ▶ Letter from Scott C. Sanborn, LLS, of Cardigan Mountain Land Surveys, LLC, dated July 5, 2022 (1 page; project description)
- ▶ Letter from Scott C. Sanborn, LLS, of Cardigan Mountain Land Surveys, LLC, dated July 5, 2022 (1 page; waiver request)
- ▶ Subdivision Regulations - Technical Checklist (3 pages)
- ▶ Plat titled, "Conveyance Plan - Proposed Subdivision for Mark & Princess Goldey," prepared by Cardigan Mountain Land Surveys, LLC, dated July 5, 2022, last revised July 22, 2022, project no: 22-4054,8317
- ▶ Plat titled, "Topography & Soils Plan - Proposed Subdivision for Mark & Princess Goldey," prepared by Cardigan Mountain Land Surveys, LLC, dated July 5, 2022, last revised July 22, 2022, project no: 22-4054,8317

COMPLETENESS REVIEW

This application has been reviewed in accordance with the Lebanon Subdivision Regulations. The Planning and Development Department recommends that the Board find that the application is complete enough to accept jurisdiction and to commence review.

APPLICATION OVERVIEW

The subject property is a +/-19.38 acre parcel owned by the applicant, located in the Rural Lands Two (RL-2) District, and is currently vacant (*see Figure 2*). The applicant proposes to subdivide the property into two (2) residential lots as follows:

- Lot 1 (improved with the existing home): +/-6.05 acres; and
- Lot 2: +/-3.5 acres.

The lots will continue to have frontage on Cross Road and will be served by on-site water and wastewater systems.

STAFF MEMORANDUM

PB2022-27-MIN

0 Cross Rd (165-13)

August 8, 2022 Mtg

Agenda Item 3.A

Page 2 of 4

Figure 1. Bird's eye view of subject property's frontage on Cross Road (looking north).



©2021 Eagleview (image taken 4/4/2021)

Figure 2. Aerial view of subject property.



STAFF COMMENTS

ASSESSING

No comment at this time.

BUILDING INSPECTION

No comment at this time.

ENGINEERING / PUBLIC WORKS

No comment at this time.

FIRE

The proposed subdivision complies with all applicable Fire Code regulations and requirements.

PLANNING & ZONING:

The proposed lots comply with the minimum lot frontage and lot area requirements for Class 3 lots in the RL-2 District, as set forth in Section 313.3 of the Zoning Ordinance. The applicant will be required to obtain NHDES approval for the installation of any septic systems on the parcels.

POLICE

No comment at this time.

WAIVER REQUESTS

As described in the attached letter from Scott Sanborn dated July 5, 2022 ("Re: Waiver Request"), and pursuant to Section 7.15 ("Waiver of Regulations") of the Subdivision Regulations, the applicant has requested a partial waiver from **Section 9.5.A.7** (*requiring that the plan shall depict all wetlands that are located on the property.*)

STAFF RECOMMENDATIONS

If the Board moves to approve this application, then based on the information reviewed by City staff, the Planning and Development Department recommends that the Board approve the application with the following conditions:

Conditions to be Satisfied Prior to the Signing and Recording of the Plat

1. The applicant shall provide a digital record drawing (Cad .dwg format using NH State Plane Coordinate system or an alternative approved by the City's GIS Coordinator).
2. Subdivision approval from the New Hampshire Department of Environmental Services shall be obtained for Lot 1 and a copy of such approval shall be provided to the Planning and Development Department. (Section 9.5.C.2)

General Conditions

3. Future development on the new lots shall be subject to 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, the approved site plan shall be exempt from any future changes in impact fees and methodology for five years from the date of approval; however, any building permits which are issued after the end of that five-year period shall be fully subject to whatever impact fees and methodology are in effect at the time of building permit issuance.

4. All future construction shall substantially conform with and shall be subject to the requirements and specifications of the recorded plat. (Section 7.9.A.2)

Attachments

cc: Mark & Princess Goldey (via e-mail)
Scott C. Sanborn, LLS, Cardigan Mountain Land Surveys, LLC (via e-mail)
File

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 _____

PROPERTY OWNER (APPLICANT):

NAME: Mark Wayne Goldey & Princess Snow Goldey TEL.#: (802) ~~374~~⁵⁷³-3747 or 802-825-3878

MAILING ADDRESS: PO Box 226 Plainfield, NH 03781

E-MAIL ADDRESS: princess.goldey@gmail.com

CO-APPLICANT, AGENT, OR LESSEE: (Agent)

NAME: Scott C. Sanborn, Cardigan Mt. Land Surveys TEL.#: 603-523-7535/603-667/8237 (mobile)

MAILING ADDRESS: 32 Peaslee Road Orange, NH 03741

E-MAIL ADDRESS: scott.sanborn@cardigansurveys.com

PROJECT LOCATION:

TAX MAP #: 165 LOT#: 13 PLOT #: ZONE: RL-2

STREET ADDRESS OF PROJECT: 0 Cross Road

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

FLOOD PLAIN ☐ YES ☐ NO * (small portions only, no impacts proposed)

SCOPE OF PROJECT:

Minor two (2) lot subdivision, 3.02 and 16.36 acres from 19.38 acre parent tract

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: residential

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 August 8, 2022, unless I personally request, in writing, that the Board delay its determination of completeness to a later date.

PROPERTY Mark Wayne Goldey *Mark W. Goldey* DATE 14 JUN 2022
OWNER: Princess Snow Goldey *Princess Snow Goldey* DATE: 14 JUN 2022

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 Mark Wayne Goldey *Mark W. Goldey* DATE 14 JUN 2022
OWNER: Princess Snow Goldey *Princess Snow Goldey* DATE: 14 JUN 2022

DATE RECEIVED	FILE # (MAP/LOT)	APPLICATION #	FEE - \$ AMOUNT	DATE PAID	VOUCHER #
7/6/2022	165-13	PB2022-27-			

MIN

(Last Revised 4/04/18)

Cardigan Mountain

LAND SURVEYS, LLC

Scott C. Sanborn (603) 523-7535 32 Peaslee Road
LLS #848 cmls@valley.net Orange, NH 03741

5 July 2022

Lebanon Planning Board
51 North Park Street
Lebanon, NH 03766

**Re: Proposed 2 Lot Minor Subdivision, Mark & Princess Goldey
Cross Road, Lebanon, Tax Lot 165-13**

To whom it may concern;

This letter accompanies an application for a minor subdivision application of the above referenced 19.38+/- acre property. The proposed Lot 1 is 3.02 acres, leaving a remainder Lot 2 of 16.36 +/- acres. The property lies on the northerly side of Cross Road, a little over ¼ mile westerly of the intersection of Cross Road with Daisy Hill Road/Great Brook Road, and is entirely undeveloped. Only the front portion of the property has been surveyed; the "back lands" are shown from existing surveys and general topographic site information from available GIS data. Sufficient work along the road has been conducted to demonstrate that both lots are viable. Lot 1 also requires NHDES subdivision approval, application has been submitted with review pending as of this writing.

The lot slopes gently to moderately away from Cross Road and consists of deep, moderately well drained Pittstown soils, then transitions to slightly steeper Bernardston toward the back portion of the lot. There are a few minor, small poorly drained depressions, then somewhat complex areas of poorly and very poorly drained areas near the rear boundary of Lot 1. The more complex areas in the back were not all mapped since they do not impact the viability of the lots, and the entire area where they lie was excepted from NHDES soil-based minimum lot sizing calculations (as shown on the plan). No wetland impacts are necessary to access or develop either of the lots.

The minimum lot size and loading calculations for Lot 1 are shown on the submitted plan, along with the results of test pits conducted by septic designer Michael Carbonneau, and associated 4,000 sq. ft. effluent disposal areas.

The lot is in the RL-2 zoning district and complies with all dimensional requirements. The lots both have suitable access from Cross Road.

Thank you for your consideration. Please call if there are any questions or additional information is required.

Very truly yours,



Scott C. Sanborn

Cardigan Mountain

LAND SURVEYS, LLC

Scott C. Sanborn (603) 523-7535 32 Peaslee Road
LLS #848 cmls@valley.net Orange, NH 03741

5 July 2022

Lebanon Planning Board
51 North Park Street
Lebanon, NH 03766

**Re: Waiver Request
Proposed 2 Lot Minor Subdivision, Mark & Princess Goldey
Cross Road, Lebanon, Tax Lot 165-13**

To whom it may concern;

A waiver is requested for paragraph 9.5.A(7), part: "Wetlands on the property shall be delineated by a NH Certified Wetlands Scientist..." with the following justification:

The vicinity of the site surveyed for the proposed subdivision, and as necessary to demonstrate suitable sites for residential septic disposal is predominately uplands. The few small, minor, poorly drained soil areas that were observed were delineated by the project land surveyor, and reviewed by the septic designer during the conducting of test pits, and the setbacks therefrom leave far more than the minimum required areas for septic systems/effluent disposal areas. No very poorly drained soil areas were observed until well outside critical areas of the lots. No impacts are required for site access or residential development.

Thank you for your consideration.

Very truly yours,



Scott C. Sanborn

CITY OF LEBANON, NH
SUBDIVISION REGULATIONS - TECHNICAL CHECKLIST
MINOR SUBDIVISION

PLAN SUBMITTAL TECHNICAL CHECKLIST:

NOTE: Minor Subdivision plans shall include the information described below pursuant to Section 9 of the Lebanon Subdivision Regulations. Plans shall be submitted on sheets no larger than 24" x 36". Plan sets with multiple sheets shall include sheets of uniform size and be bound on the left edge. When more than three (3) sheets are required, an additional cover sheet shall be attached including a table of contents. The scale of the plans shall be appropriate to the size of the overall development. All lettering shall be of a size and type that is legible.

In order to facilitate the use of the City's Geographic Information System (GIS) for planning purposes, all surveys and engineered plans submitted for Subdivision Review shall utilize the NH State Plane Coordinate system and shall reference the North American Vertical Datum of 1988 (NAVD 88), unless prior approval to use an alternate coordinate system and/or vertical datum is granted by the Planning Office.

A written request for waiver shall be required, pursuant to Section 7.15 of the Subdivision Regulations, for any submission requirement for which the information or data is not provided by the applicant. [§9.5.C(5)]

Plan Requirements	Info. Provided	Waiver Sought
9.5.A(1) - - Name of the City and County in which the subdivision is proposed; - A Locus map; - North arrow; - Scale of the plat; - Date of the plat and of any revisions to the plat shall be shown on the first page or cover page, if applicable; (NOTE: The date on the plat at the time of initial submission for application review shall be included on all subsequent submissions to the City. Any subsequent change(s) to the plat shall include a revision date and description of the revision(s).)	☒ ☒ ☒ ☒ ☒	☐ ☐ ☐ ☐ ☐
9.5.A(2) - Names and mailing addresses of Applicant(s); Owner(s) of Record of subject properties; Owners of abutting properties, including tax map and lot references; and Holders of any easements, rights-of-way, or other restrictions.	☒	☐
9.5.A(3) - Names and business addresses of the surveyor, including license number and seal, and of every engineer, architect, soil scientist, or wetlands scientist whose professional seal appears on any plan or document submitted to the Board.	☒	☐
9.5.A(4) - Zoning District in which the subdivision is located, including district boundaries if in more than one district.	☒	☐
9.5.A(5) - Boundary lines of the overall tract, and each of the proposed lots, including bearings and distances as determined by an actual field survey by a licensed land surveyor, including the date of the completion of the survey. All dimensions shall be shown in feet and decimals. Monuments shall be referenced on the plat as required under Section 13.5(A) of the Regulations.	☒	☐
9.5.A(6) - The area of all proposed lots shall be shown in square feet and acres.	☒	☐

MINOR SUBDIVISION☒

NOTE: THE APPLICANT IS RESPONSIBLE FOR PROVIDING THE REQUIRED INFORMATION PURSUANT TO SECTION 9 OF THE SUBDIVISION REGULATIONS. PLEASE BE AWARE THAT THIS CHECKLIST IS FOR INFORMATION AND GUIDANCE ONLY AND DOES NOT REPRESENT THE LAW DICTATING SUBMITTAL REQUIREMENTS NOR IS IT COMPLETE AND INCLUSIVE THEREOF.

Completed By: Scot C. Sansom
[Signature]

(Last Revised 05/22/13)

(for Registry use)

All bearings on this plat are referenced to approximate NH State Plane Grid North as determined by SBAS corrected differential GPS observation

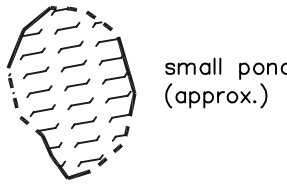


Total Parcel Area
[19.38 acres]
(844,193± sq. ft.)

Tax Lot 165-12
Amy R. Patton
Q 4536/251 7/2/2020

Lot 1
Proposed Tax Lot 165-13-100
131,450 sq. ft.
3.02 acres

Lot 2
(remainder lot)
Tax Lot 165-13
712,642± sq. ft.
16.36± acres



small pond
(approx.)

32" pine

LEGEND

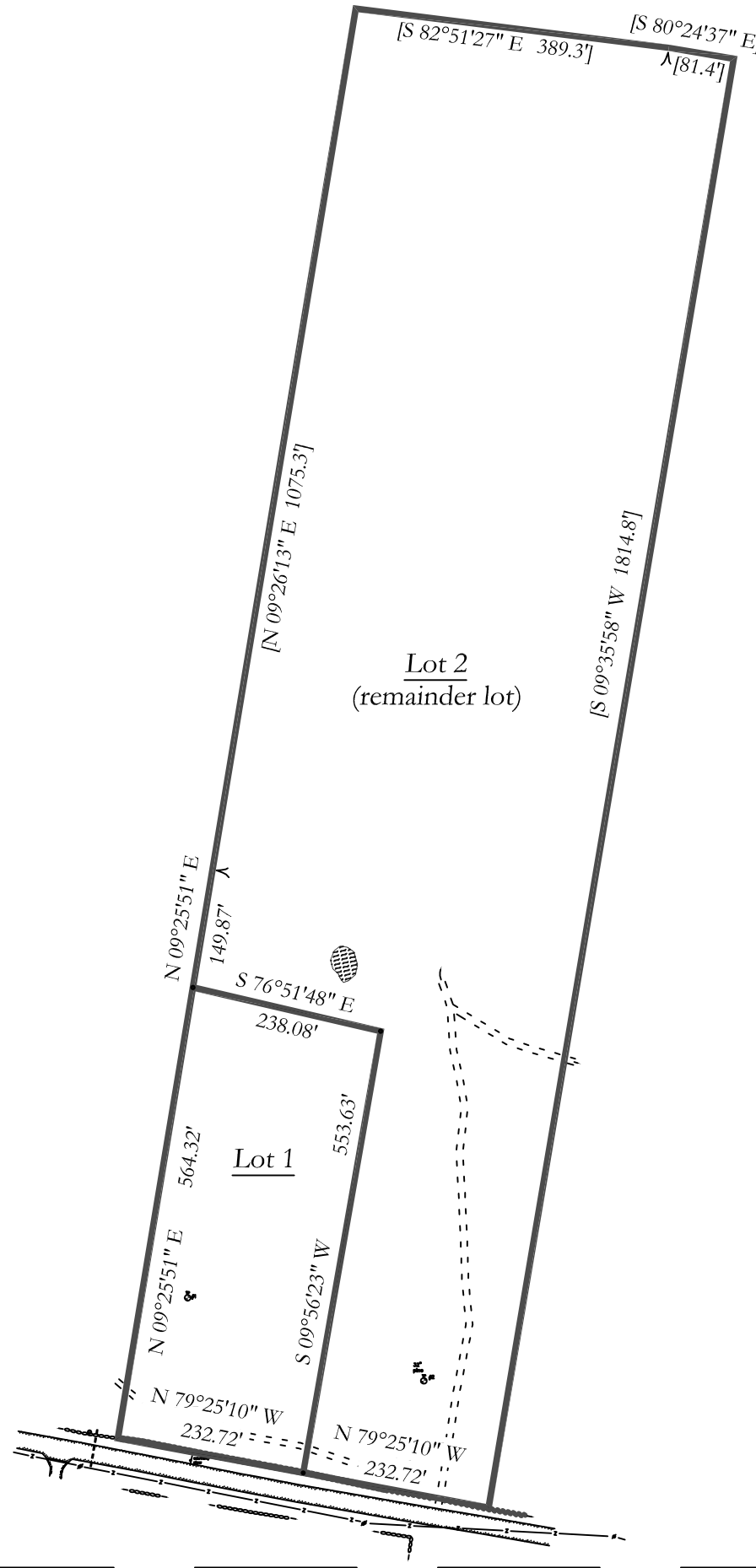
- | | |
|---------------------------------------|---------------------------------------|
| ● Drill Hole (D.H.) | — x — Stone Wall |
| ○ Iron Pipe (I.P., inside dia. noted) | — x — Stone Wall Rudiments or Remains |
| ● Iron Rod or Pin (I.R.) | — x — Barbed Wire Fence |
| ∅ Utility Pole | — — — Water Course |
| ⊕ Well | Culvert |
| ⊙ Deciduous Tree | - - - - Existing Gravel Surface |
| ★ Coniferous Tree | — — — Existing Paved Surface |
| ⊙ Boulder | □ □ □ Woods Road or Trail |
| | — Z — Overhead Utility Line |

— — — Mathematical "Tic" Line (not property line)

Deed Reference Key: [type] [Vol. #]/[Page #] [date of execution]

PROPERTY OVERVIEW

1" = 200'



Notes

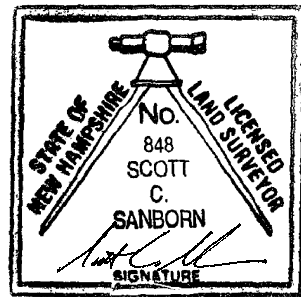
- Only Lot 1 and the road frontage have been surveyed for this plat; the noted survey standard applies only to these portions of the property shown hereon. The remaining portion of Lot 2 is shown from Reference Plan A, with information shown in brackets ([]) taken directly therefrom, except that the bearing reference has been adjusted for consistency with the survey conducted for this subdivision plat.
- The rights, width and status of Cross Road has not been investigated. Existing survey monuments and road-side stone walls have been held for the purpose of area calculation and zoning setbacks.
- The subject property is not presently served by municipal water or sewer.
- No conservation, preservation, or agricultural restrictions or easements on or over the subject property were noted in Registry of Deeds indices.
- All monuments indicated as "set" were established on 14 June 2022.
- NHDES Subdivision approval # cSA2022070602 (Lot 1)

The Subdivision Regulations of the City of Lebanon and the Notice of Action are a part of the plat, and approval of this Plat requires the completion of all the requirements of the Notice of Action and said Subdivision Regulations excepting only any modification or waiver set forth in the Notice of Action.

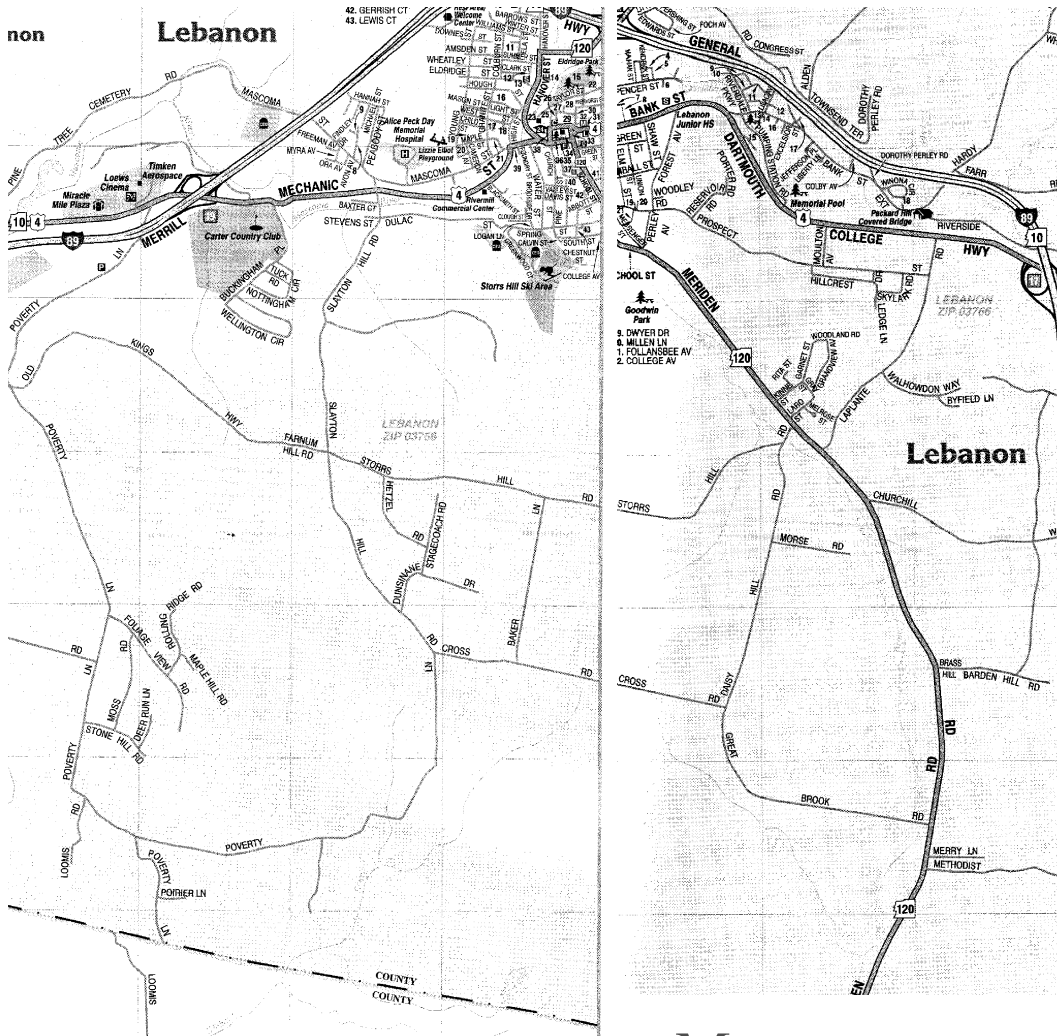
A parcel of land which has been reviewed and approved as part of a minor subdivision shall not be eligible for further subdivision review under the Minor Subdivision procedures for a period of three (3) years from the date of the minor subdivision approval.

ZONING

RL-2 District:
Minimum Lot Area: 3 acres (Class 3)
Minimum Frontage: 200'
Minimum Yard:
Front: 40' Side: 35' Rear: 30'



This plat is certified only when stamped with an official seal and signed in accordance with NH RSA 310-A:67, II. Certification is only pertinent to conditions and boundaries of the subject property as of the date of the final check (unless otherwise noted), and is limited pursuant to any notations included on the plat. No opinion of marketability of title is implied.



Location Map

Abutters

Tax Lot	Name	Address1	Address2	City	ST	Zip
Subject 166-13	Mark & Princess Goldey	PO Box 226		Plainfield	NH	03781
165-2	Eric Robert Cole & Susan Adams Cole	450 Poverty Lane		Lebanon	NH	03766
165-14	Ralph L. Winslow & Faye A. Gresson	89 Cross Road		Lebanon	NH	03766
165-22	Thomas C. & Katherine A. Scanton	27 Timber Lane		Lebanon	NH	03766
165-4	Truman Family Trust	T.L. & E.M. Truman, Trustees	86 Cross Road	Lebanon	NH	03766
165-12	Amy R. Patton	81 Cross Road		Lebanon	NH	03766
165-11	R.G. (Jr.) & W.B. Ferranti Living Trust	R.G. (Jr.) & W.B. Ferranti, Trustees	77 Cross Road	Lebanon	NH	03766
165-3	Timothy A. (II) & Julie E. Follersbee	Jennie M. Mikowski (LF Est.)	74 Cross Road	Lebanon	NH	03766
136-17	Heidi A. & Dennis D. Burdy	Bruce & Melinda Townsend (LF Est.)	110 Storrs Hill Road	Lebanon	NH	03766

Reference Plan

A. "Pechter Subdivision" dated Feb 5, 1987 by Pantel Associates, recorded as Plan # 4338 at GCRD.



Vicinity Map

(From Lebanon GIS Maps)

Conveyance Plan

Proposed Subdivision

For:

Mark & Princess Goldey

Address: PO Box 226 Plainfield, NH 03781

(Client: Dallas Hammond, 73 Cross Road Lebanon, NH 03766)

Property Location:

Cross Road
City of Lebanon
Grafton County

Record Title: W 4560/642 7/29/2020

Lot 2, Plan #4338

Assessors Parcel: 165-13

Survey Standard: NHLSA Category 1, Condition 2

Precision of Closure, Control Traverse: 1/>15,000

Precision of Closure, Plat Description: 1/>100,000

Project #: 22-4054,8317

Field Survey by Leica TCRP 1205, S/N 215027

Data Collection by Carlson SurvCE 1.50.007

Notebook #

By: SCS

Date(s):

Revisions

Date

Research

Field Survey

Drafted

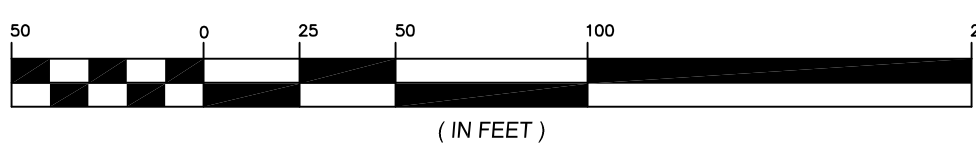
Final Check

Added field survey dates, Project #,

proposed Tax Lot numbers, and Note 6

7/22/2022

SCALE: 1"= 50'



(IN FEET)

© Copyright, 2022

Cardigan Mountain

LAND SURVEYS, LLC

Scott C. Sanborn
LLS #848

(603) 523-7535

32 Peaslee Road
Orange, NH 03741

(for Registry use)

All bearings on this plat are referenced to approximate NH State Plane Grid North as determined by SBAS corrected differential GPS observation



Soil Type (Grafton County Soil Survey):

Soil type identifier (90C) Soil type boundary (61E)

Soil Types:

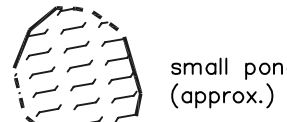
331D - Bernardston silt loam, 15 to 25 percent slopes, very stony
Very deep, moderately steep, well drained.
NHDES Group 3, minimum lot size 62,000 sq. ft.

336B - Pittstown loam, 3 to 8 percent slopes, very stony
Very deep, gently sloping, moderately well drained.
NHDES Group 3, minimum lot size 48,000 sq. ft.

336C - Pittstown loam, 3-8 percent slopes, very stony
Very deep, strongly sloping, moderately well drained.
NHDES Group 3, minimum lot size 53,000 sq. ft.

Total Parcel Area
[19.38 acres]
(844,193± sq. ft.)

1 1/4" angle iron (found)
12" exposed
near large stump and
blazed yellow birch



poorly and very poorly drained soils
outside of area of proposed
activity not delineated and mapped

top of 5/8" I.R.
(set) 7" above
grade, in stone
pile

Tax Lot 165-12
Amy R. Patton
Q 4536/251 7/2/2020

Lot 2
(remainder lot)
Tax Lot 165-13
712,642± sq. ft.
16.36± acres

Lot 1
Proposed Tax Lot 165-13-100
131,450 sq. ft.
3.02 acres

edge of poorly drained soils
meanders near property boundary,
not delineated and mapped

LEGEND

- Drill Hole (D.H.)
- Iron Pipe (I.P., inside dia. noted)
- Iron Rod or Pin (I.R.)
- Utility Pole
- Well
- Deciduous Tree
- Coniferous Tree
- Boulder
- Stone Wall
- Stone Wall Rudiments or Remains
- Barbed Wire Fence
- Water Course
- Culvert
- Existing Gravel Surface
- Existing Paved Surface
- Woods Road or Trail
- Overhead Utility Line

Proposed building site

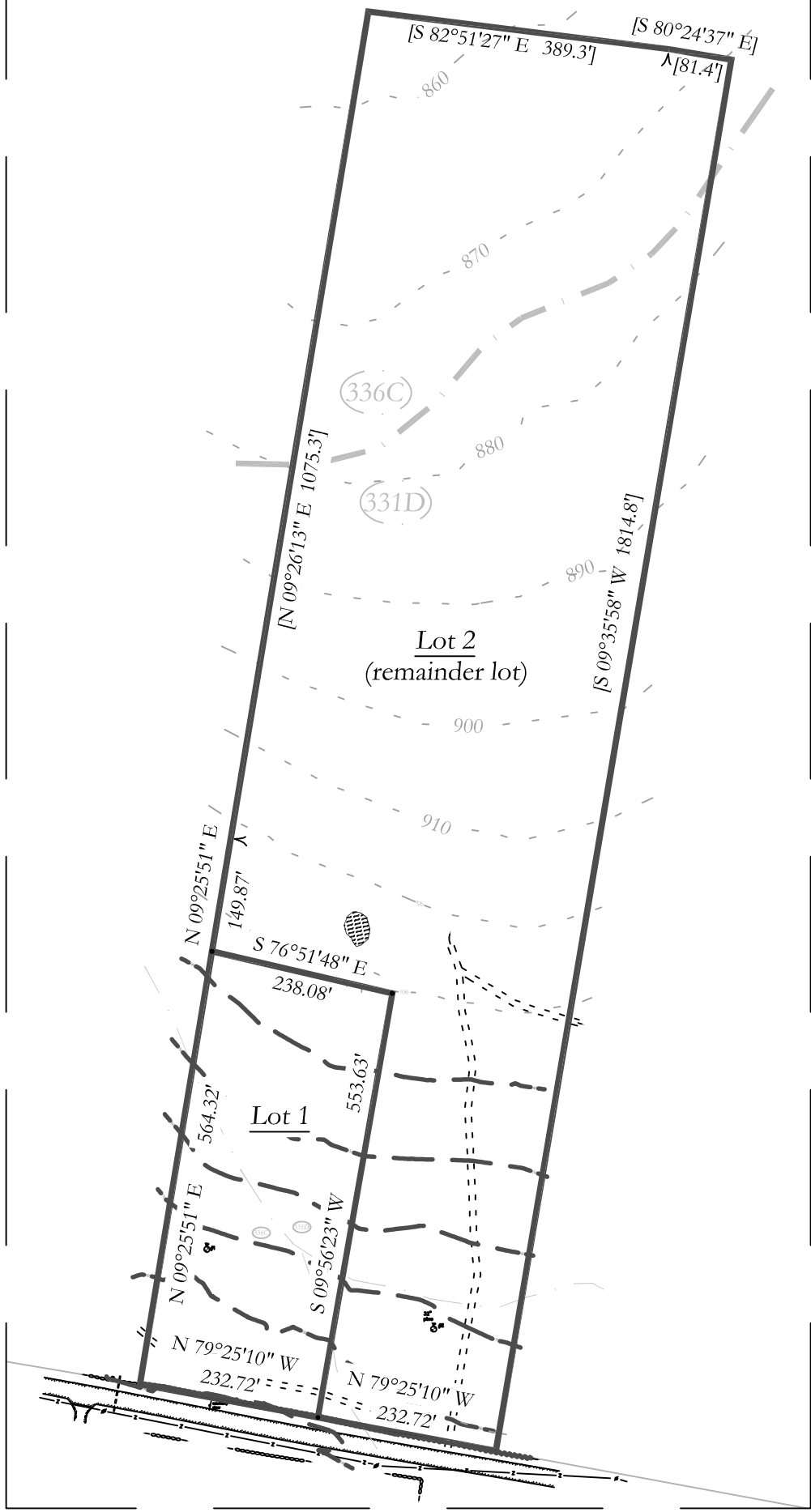
Proposed well site with
75' protective radius

Mathematical "Tic" Line (not property line)

Deed Reference Key: [type] [Vol. #]/[Page #] [date of execution]

PROPERTY OVERVIEW

1" = 200'

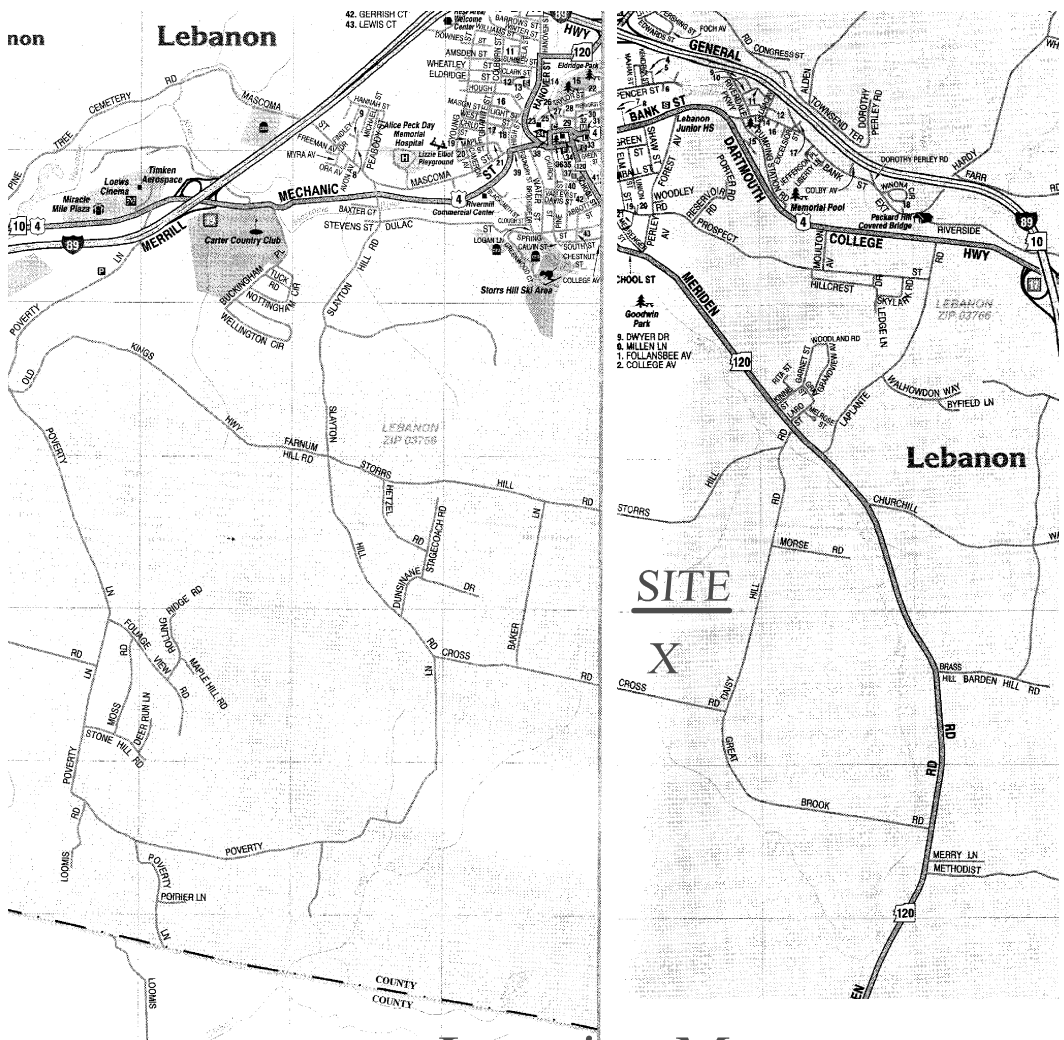


Reference Plan

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1987 by Pantel Associates, recorded
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Abutters

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165-12	Amy R. Patton	81 Cross Road		Lebanon	NH	03766
165-11	R.G. (Jr.) & W.B. Ferranti, Trustees	77 Cross Road		Lebanon	NH	03766
165-3	Timothy A. (II) & Julie E. Follersbee	74 Cross Road		Lebanon	NH	03766
136-17	Heidi A. & Dennis D. Burdy	Bruce & Merinda Townsend (LF Est.)	110 Storrs Hill Road	Lebanon	NH	03766



Vicinity Map
(From Lebanon GIS Maps)

Topography & Soils Plan

(as submitted to NHDES)

Proposed Subdivision

For:

Mark Wayne Goldey, & Princess Snow Goldey

Address: PO Box 226 Plainfield, NH 03781

(Client: Dallas Hammond, 73 Cross Road Lebanon, NH 03766)

Property Location:

Cross Road

City of Lebanon

Grafton County

New Hampshire

Record Tide: W 4560/642 7/29/2020

Lot 2, Plan #4338

Assessors Parcel: 165-13

Survey Standard: NHLSA Category 1, Condition 2

Precision of Closure, Control Traverse: 1/75,000

Precision of Closure, Plat Description: 1/100,000

Project #: 22-4054,8317

Field Survey by Leica TCRP 1205, S/N 215027

Data Collection by Carlson SurvCE 1.50.007

Notebook #

By: SCS

Date(s): 5/3 - 6/14/2022

Field Survey: SCS

Drafted: SCS

Final Check: SCS

5 July 2022

Revisions

Added field survey dates, Project #, proposed Tax Lot numbers, and Note 6

7/22/2022

SCALE: 1"= 50'



(IN FEET)

© Copyright, 2022

Cardigan Mountain

LAND SURVEYS, LLC

Scott C. Sanborn
LLS #848

(603) 523-7535

32 Peaslee Road
Orange, NH 03741

Soil Test Data

#1 (Lot 1)

May 24, 2022

Test Pit Results

A 0"-4" 7.5yr 2.5/1, fine sandy loam, friable, granular
4"-5" 5y 6/2, albic layer, fine sandy loam, friable, granular
B 5"-22" 10yr 3/6, fine sandy loam, friable, granular
C 22"-50" 2.5y 5/3, fine sandy loam, firm, blocky
Mottles to 22" - Fe 5y 6/1, Fe+ 10yr 4/6

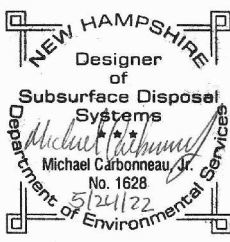
Percolation Rate ~ 9 MPI (minutes per inch)
SHWT ~ 22"
Restrictive Layer ~ 22"
Free water ~ 26"

The test pit results from soil evaluation will meet requirement for septic system design under current NH DES Subsurface septic system design parameters.

Thank you for the opportunity to provide test pits and soil assessment. Feel free to contact me with any question you may have.

Respectfully

Mike Carboneau



#2 (Lot 2)

May 24, 2022

Test Pit Results

A 0"-3" 7.5yr 2.5/1, fine sandy loam, friable, granular
3"-5" 5y 6/2, albic layer, fine sandy loam, friable, granular
B 5"-19" 10yr 3/6, fine sandy loam, friable, granular
C 19"-50" 2.5y 5/3, fine sandy loam, firm, blocky
Mottles to 19" - Fe 5y 6/1, Fe+ 10yr 4/6

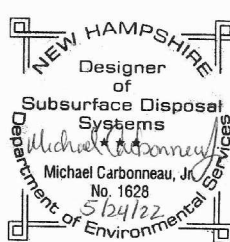
Percolation Rate ~ 9 MPI (minutes per inch)
SHWT ~ 19"
Restrictive Layer ~ 19"
Free water ~ 25"

The test pit results from soil evaluation will meet requirement for septic system design under current NH DES Subsurface septic system design parameters.

Thank you for the opportunity to provide test pits and soil assessment. Feel free to contact me with any question you may have.

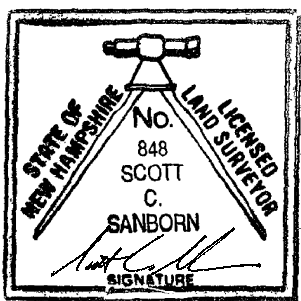
Respectfully

Mike Carboneau



The Subdivision Regulations of the City of Lebanon and the Notice of Action are a part of the plat, and approval of this Plat requires the completion of all the requirements of the Notice of Action and said Subdivision Regulations excepting only any modification or waiver set forth in the Notice of Action.

A parcel of land which has been reviewed and approved as part of a minor subdivision shall not be eligible for further subdivision review under the Minor Subdivision procedures for a period of three (3) years from the date of the minor subdivision approval.



This plat is certified only when stamped with an official seal and signed in accordance with NH RSA 310-A:67, II. Certification is only pertinent to conditions and boundaries of the subject property as of the date of the final check (unless otherwise noted), and is limited pursuant to any notations included on the plat. No opinion of marketability of title is implied.

Topography:

Instrument determined on-site
Datum: Approximate NAVD88
Contour Interval: 2'

From LIDAR data taken from
NHGRANIT GIS Clearinghouse
Contour Interval: 10'

Lot Loading Table
(Per Env-Ws 1005.04, based on Group 3 soils)
(2% B slopes/47% C slopes/51% D slopes)
Loading factor 1.92
Minimum Required Loading Area
(6000 lbs 1000 - 1.65 - 0.88 - 0.56 001 - 0.5)

Lot 1:
Total area: 131,450 sq. ft. (3.02 acres)
Poorly/very poorly drained soils: -3,409 sq. ft. (0.08 acre)
Additional exclusion of undelineated area: -18,275 sq. ft. (0.42 acre)
protective well radius: -17,671 q. ft. (0.41 acre)
Exposed Ledge: none
Slopes > 35%: none
Suitable Area: 92,095 sq. ft. (2.11 acres)

ZONING

RL-2 District:

Minimum Lot Area: 3 acres (Class 3)
Minimum Frontage: 200'
Minimum Yard:
Front: 40' Side: 35' Rear: 30'

**Agenda
August 8, 2022
Planning Board**

**Agenda Item #3B
Public Hearing Items**

**Gordon Bagley Revocable
Trust and Blanche Bagley
Revocable Trust,
503 Dartmouth College
Highway
(Tax Map 82, Lot 9-100) and
511 Dartmouth College
Highway (Tax Map 54, Lot 32),
zoned RL-1 & RL-3
PB2022-28-BLA**



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

PLANNING BOARD

August 8, 2022 Meeting

Staff Memorandum – PB2022-28-BLA

APPLICATION INFORMATION

Agenda Item: 3.B

Application ID: PB2022-28-BLA

Application Type:
Boundary Line Adjustment

Property Location & Tax Map:

- 503 Dartmouth College Highway (Tax Map 82, Lot 9-100)
- 511 Dartmouth College Highway (Tax Map 54, Lot 32)

Applicants/Property Owners:

Gordon Bagley Revocable Trust and
Blanche Bagley Revocable Trust

Property Sizes (existing):

- 503 Dartmouth College Hwy (82-9-100): +/-13.23 acres *per boundary line adjustment plat*
- 511 Dartmouth College Hwy (54-32): +/-64.66 acres *per boundary line adjustment plat*

Property Sizes (proposed):

- 503 Dartmouth College Hwy (82-9-100): +/-3.1 acres *per boundary line adjustment plat*
- 511 Dartmouth College Hwy (54-32): +/-74.79 acres *per boundary line adjustment plat*

Zoning District:

Rural Lands One (RL-1) and Rural
Lands Three (RL-3)

Zoning Overlay District(s):

None

LEGAL NOTICE

Gordon Bagley Revocable Trust and Blanche Bagley Revocable Trust, 503 Dartmouth College Highway (Tax Map 82, Lot 9-100) and 511 Dartmouth College Highway (Tax Map 54, Lot 32), zoned RL-1 & RL-3: Request for a Boundary Line Adjustment. PB2022-28-BLA

PLANS AND APPLICATION MATERIALS

- ▶ Application form (1 page)
- ▶ E-mail correspondence between Pathways Consulting, LLC and the Senior Planner (3 pages)
- ▶ Subdivision Regulations - Technical Checklist (3 pages)
- ▶ Plat titled "Lot Line Adjustment Plan for Gordon E. Bagley Jr Revocable Trust and Blanche M. Bagley Revocable Trust of 2007," prepared by Pathways Consulting, LLC, dated July 11, 2022, last revised July 22, 2022, Project No. 12744.

COMPLETENESS REVIEW

This application has been reviewed in accordance with the Lebanon Subdivision Regulations. The Planning and Development Department recommends that the Board find that the application is complete enough to accept jurisdiction and to commence review.

APPLICATION OVERVIEW

This is a request for a Boundary Line Adjustment between lands located at 503 Dartmouth College Highway (Tax Map 82, Lot 9-100) and 511 Dartmouth College Highway (Tax Map 54, Lot 32). As proposed, the changes resulting from the Boundary Line Adjustment are as follows:

- ▶ Map/Lot 82-9-100 will decrease by a net of +/-10.13 acres, from +/-13.23 acres to +/-3.1 acres.
- ▶ Map/Lot 54-32 will increase by a net of +/-10.13 acres, from +/-64.66 acres to +/-74.79 acres.

STAFF COMMENTS

ASSESSING

No comment.

BUILDING INSPECTION

No comment.

FIRE

No comment.

POLICE

No comment.

PUBLIC WORKS/CITY ENGINEER

No comment.

PLANNING & ZONING

Both lots currently conform to the applicable minimum lot sizes and dimensional requirements as set forth in the Zoning Ordinance and will continue to after reconfiguration.

STAFF RECOMMENDATIONS

If the Board moves to approve this application, then based on the information reviewed by City staff, the Planning and Development Department recommends that the Board approve the application with the following conditions prior to the signing and recording of the plat:

1. The applicant shall provide to the Planning and Development Department a digital record drawing (Cad .dwg Format using NH State Plane Coordinate system).
2. The applicant shall provide to the Planning and Development Department a draft copy of the deed of the land transfer for review to ensure the transfer will be completed properly for Assessing and recording purposes.

Attachments

cc: Gordon Bagley Revocable Trust
Blanche Bagley Revocable Trust
Pathways Consulting, LLC
File

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 _____

PROPERTY OWNER (APPLICANT):

NAME: Gordon E. Bagley Jr. TEL.#: _____
 MAILING ADDRESS: P.O. Box 1147, Lebanon, New Hampshire 03766
 E-MAIL ADDRESS: _____

CO-APPLICANT, AGENT, OR LESSEE:

NAME: Pathways Consulting LLC TEL.#: 603-448-2200
 MAILING ADDRESS: 240 Mechanic Street, Lebanon, N.H. 03766
 E-MAIL ADDRESS: skip.nalette@pathwaysconsult.com

PROJECT LOCATION:

TAX MAP #: 54 LOT#: 32 PLOT #: _____ ZONE: RL1 & RL3
 STREET ADDRESS OF PROJECT: 503 & 511 Dartmouth College Highway
 IS THIS PROPERTY LOCATED IN THE: **WETLANDS** ☐ YES ☒ NO **HISTORIC DISTRICT** ☐ YES ☒ NO
FLOOD PLAIN ☐ YES ☒ NO

SCOPE OF PROJECT:

Low Lot Line Adjustment

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

PROPERTY OWNER: Gordon E. Bagley Jr. DATE: 7/11/22

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: Gordon E. Bagley Jr. DATE: 7/11/22

DATE RECEIVED	FILE # (MAP/LOT)	APPLICATION #	FEE - \$ AMOUNT	DATE PAID	VOUCHER #
<u>7/11/22</u>	<u>82-9-100 & 32</u>	<u>PB2022-28</u>			

54-32

BLA

Tim Corwin

From: Dylan Spencer <Dylan.Spencer@pathwaysconsult.com>
Sent: Monday, July 25, 2022 12:37 PM
To: Skip Nalette; Tim Corwin
Subject: [EXTERNAL] RE: 503 & 511 Dartmouth College Hwy_PB2022-28-BLA_Staff Comments
Attachments: 22-07-25_12744_Bagley_BLA - STAFF COMMENTS.pdf

Categories: Planning

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Tim,

On behalf of Skip, who is currently out of the office dealing with COVID, please see attached revised plan. Also please see notes in red below regarding the staff comments.

Dylan

From: Skip Nalette <Skip.Nalette@pathwaysconsult.com>
Sent: Friday, July 22, 2022 6:37 AM
To: Dylan Spencer <Dylan.Spencer@pathwaysconsult.com>
Subject: FW: 503 & 511 Dartmouth College Hwy_PB2022-28-BLA_Staff Comments

Joseph E. "Skip" Nalette, LLS
Pathways Consulting, LLC
240 Mechanic Street, Suite 100
Lebanon, New Hampshire 03766
(603) 448-2200 Ext. 131 Fax (603) 448-1221 skip.nalette@pathwaysconsult.com

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From: Tim Corwin <Tim.Corwin@lebanonnh.gov>
Sent: Monday, July 18, 2022 6:50 PM
To: Skip Nalette <Skip.Nalette@pathwaysconsult.com>
Cc: Crystal Taplin <Crystal.Taplin@lebanonnh.gov>; Tiffany Adams <Tiffany.Adams@lebanonnh.gov>
Subject: 503 & 511 Dartmouth College Hwy_PB2022-28-BLA_Staff Comments

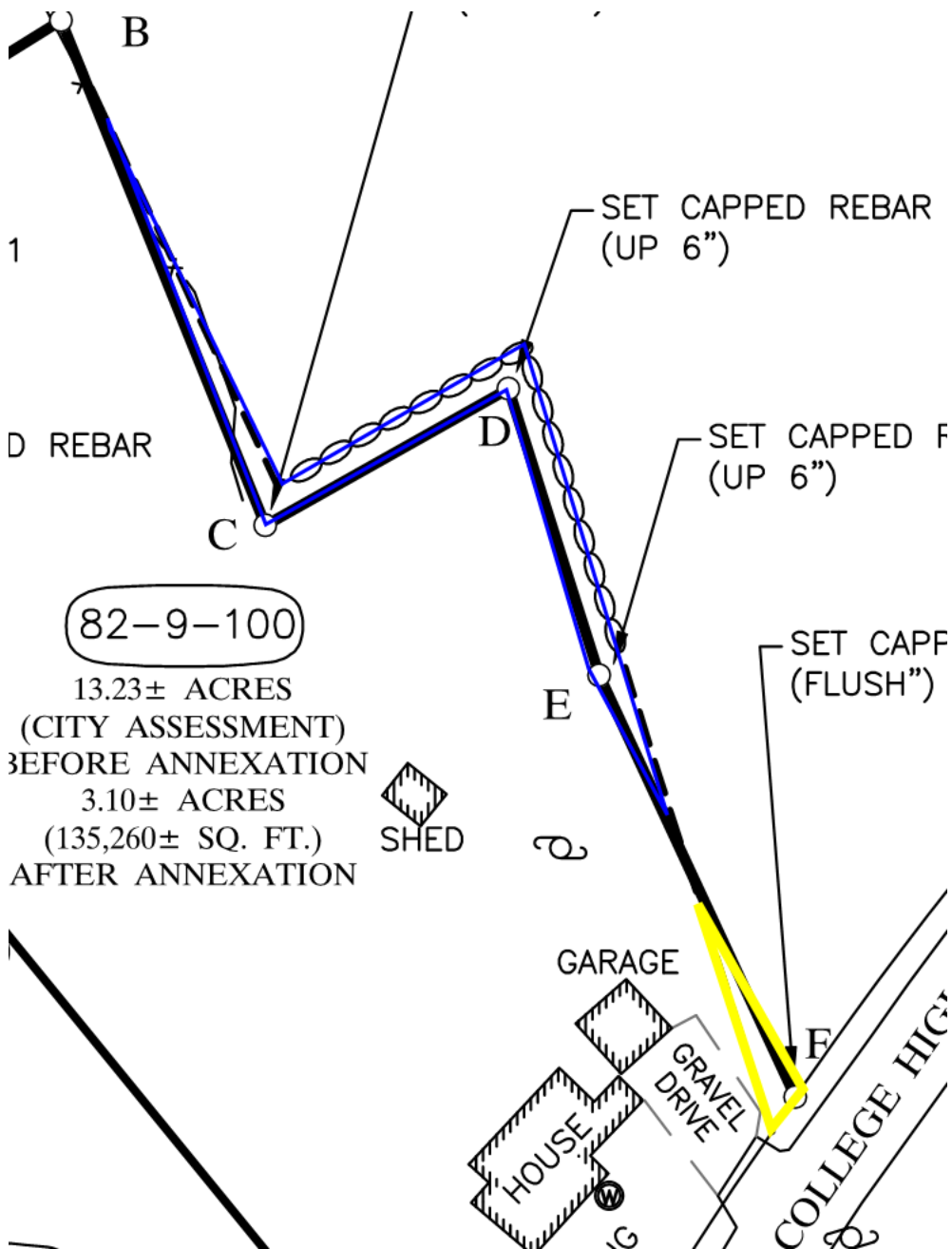
Skip:

Thank you for stopping by today. Below are staff's comments on the Boundary Line Adjustment application for 503 and 511 Dartmouth College Hwy (parenthetical references below are to Sections 7.7.A and 8.2.A of the Subdivision Regulations, the submission requirements for boundary line adjustment applications). Please address staff's comments and send us a PDF of the revised/additional application materials and plat, as well as twelve (12) full size (24 in by 36 in) hard copies of the revised plat by the end of the day next Monday, July 25th.

If you have any questions, please let me know. -Tim

STAFF COMMENTS

1. Provide a written project description. (7.7.A.3) **GORDON AND BLANCHE BAGLEY, MARRIED COUPLE, JOINTLY OWN ABUTTING LOTS 54-32 AND 82-9-100. THEY SEEK TO SUBDIVIDE LOT 82-9-100, WHICH CONTAINS A SINGLE-FAMILY HOME, TO 3.1± ACRES AND MERGE THE REMAINING 10.13± ACRES INTO THEIR HOMESTEAD PARCEL 54-32.**
2. Update the zoning district note (the property is split zoned RL-1 and RL-3) and add zone labels on either side of “approximate zoning boundary line” demarcation (8.2.A.4) **SEE PLAN**
3. Change name of plat to identify both property owners (Gordon Bagley and Blanche Bagley) **SEE PLAN**
4. If there are no conservation, preservation, or agricultural preservation restrictions (as defined under RSA 477:45) on the subject property, provide a definitive statement to that effect. (7.7.A.4(e)) **SEE PLAN**
5. Regarding the abutters list: **SEE PLAN**
 - a. Remove:
 - 82-15
 - 82-16
 - 82-24
 - 83-3
 - 83-5 (not abutters)
 - b. Add:
 - 54-32-100
 - 83-7
 - 82-12
6. Provide the areas of the altered lots both in acres and in square feet. (8.2.A.7) **SEE PLAN**
7. Provide date and description of any revisions made (8.2.A.1) **SEE PLAN**
8. It looks like there are three parcels total, the first of which is Parcel A, and the second and third of which are outlined below in blue and yellow. Is this correct? If so, please update plat accordingly. **SEE PLAN**



TIM CORWIN, AICP

SENIOR PLANNER

CITY OF LEBANON

51 NO. PARK STREET

LEBANON, NH 03766

(PH.) 603.448.1457, EXT. 6127

(FAX) 603.442.6141

TIM.CORWIN@LEBANONNH.GOV

WWW.LEBANONNH.GOV



NEW CITY HALL HOURS:

CITY OF LEBANON, NH
SUBDIVISION REGULATIONS – TECHNICAL CHECKLIST
MINOR LOT LINE ADJUSTMENT / BOUNDARY LINE AGREEMENT

PROJECT NAME:

Lot Line Adjustment Plan For Gordan E Bagley

APPLICANT:

Pathways Consulting LLC

DATE:

07/11/2022

GENERAL SUBMISSION REQUIREMENTS:

All applications to the Planning Board for Subdivision Review must be submitted by 12:00 Noon on the day of the filing cutoff. [§7.7.C] Submissions must be accompanied by the following information or review of the application may be delayed:

- ☒ A properly completed and signed Application Form. [§7.7.A(1)]
- ☒ The appropriate filing fees. [§7.7.A(2)]
- ☒ A written project description. [§7.7.A(3)]
- ☒ A list of the names and mailing addresses of all persons to be notified, by certified mail, of the public hearing. [§7.7.A(4)]
- ☒ A completed and signed Technical Checklist. [§7.7.B]
[Applicants must complete the entire checklist to ensure that all necessary information and materials have been provided with the application or that written requests for waivers have been properly provided in accordance with Section 7.15 of the Subdivision Regulations, as appropriate.]
- ☒ Eight (8) sets of project plans to be distributed for Staff Review. [§8.2.A]
[A Staff Review meeting is held at City Hall one (1) week following the cutoff date. Staff Review meetings begin at 2:00PM, unless otherwise noted. All revised and/or additional information or materials must be submitted within one (1) week following the Staff Review meeting.]
- ☒ A digital copy of Subdivision plan in .PDF format. [§8.2.B]

NOTE: Applications shall contain sufficient information to enable the City Staff and the Planning Board to evaluate the proposed development for compliance with the Zoning Ordinance, the Planning Board's Regulations, and other applicable City Codes, and for the Planning Board to make an informed decision.

All required application materials shall be submitted as a single inclusive package, including any appropriate waiver requests as permitted by the Regulations. Submission of a complete application package ensures that the review process by City Staff is as efficient and effective as possible.

The purpose of the filing deadline is to provide adequate time for City review of the proposal. Submission of any altered, additional, or substitute application materials required by the Regulations, subsequent to the filing deadline, other than as directed by City Staff, shall cause the application to be deemed untimely filed, and such application shall not be heard until a subsequent month.

CITY OF LEBANON, NH
SUBDIVISION REGULATIONS - TECHNICAL CHECKLIST
MINOR LOT LINE ADJUSTMENT / BOUNDARY LINE AGREEMENT

Plan Requirements (cont.)	Info. Provided	Waiver Sought
8.2.A(8) - The plat shall be titled to include the names of the owners of all lots altered by the application.	☒	☐
8.2.A(9) - A statement shall be placed on the plat as follows: "This plan shows Minor Lot Line Adjustments / Boundary Line Agreements and does not require the approval of the Lebanon Planning Board as a subdivision."	☒	☐

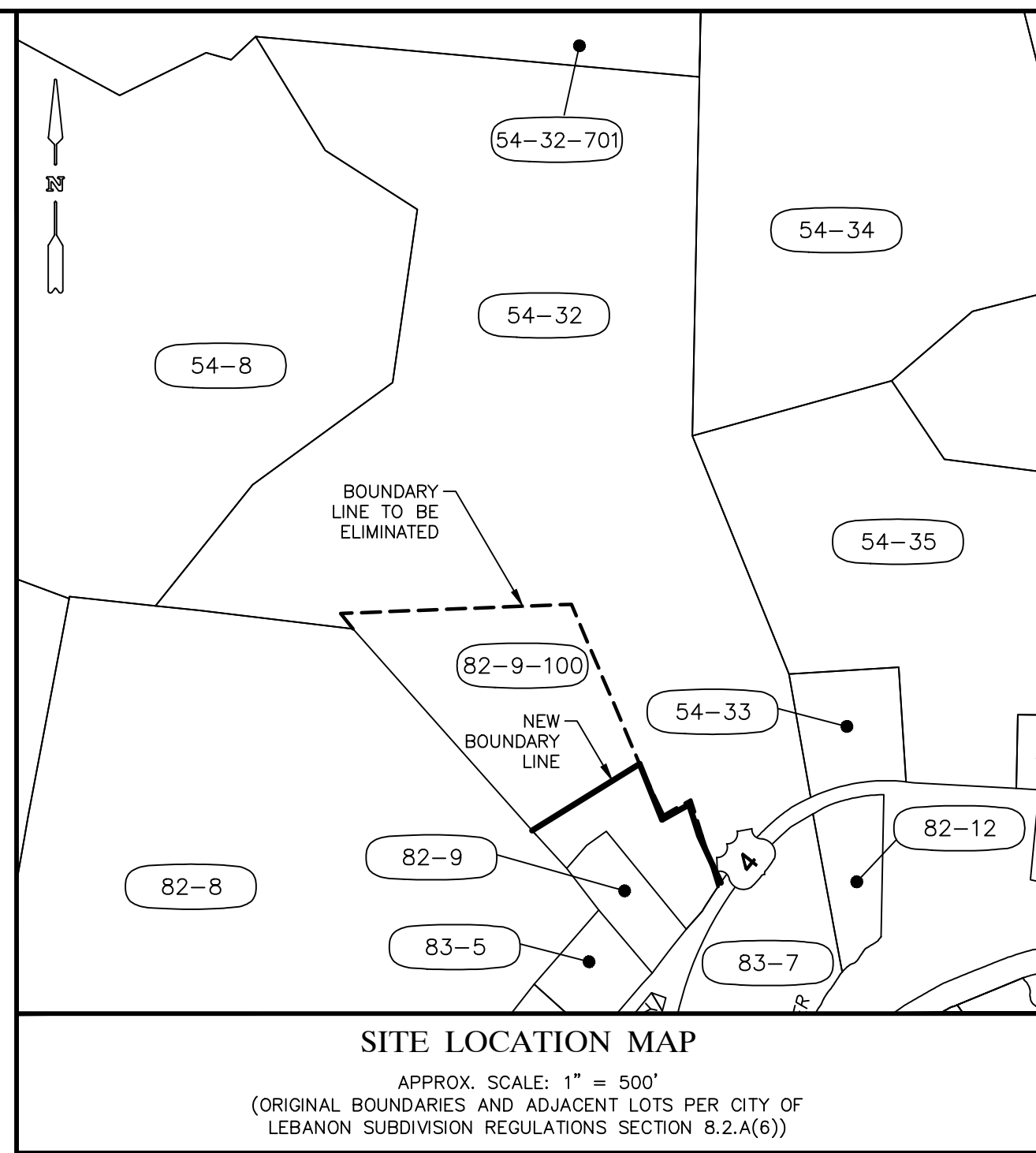
NOTE: THE APPLICANT IS RESPONSIBLE FOR PROVIDING THE REQUIRED INFORMATION PURSUANT TO SECTION 8 OF THE SUBDIVISION REGULATIONS. PLEASE BE AWARE THAT THIS CHECKLIST IS FOR INFORMATION AND GUIDANCE ONLY AND DOES NOT REPRESENT THE LAW DICTATING SUBMITTAL REQUIREMENTS NOR IS IT COMPLETE AND INCLUSIVE THEREOF.

Completed By: Joseph E. Nalette

Planning office Use Only:

Date Received ___/___/___ Checklist Complete YES or NO Checked by: _____

(Last Revised 05/22/13)



ABUTTERS TABLE				
MAP NO- PARCEL NO	OWNER NAME	STREET ADDRESS	TOWN, STATE, ZIP-CODE	DEED BOOK/PAGE
54-8	JOHN H. WASSON REV TRST	1 DORSET LANE	LEBANON, NH 03766	(2398/940)
54-32-100	DONALD O. GOODWIN	PO BOX 5500	WEST LEBANON, NH 03784	(4475/827)
54-32-701	IWG II, LLC	1199 N. FAIRFAX ST., STE 700	ALEXANDRIA, VA 22314	(4320/140)
54-33	KATHY M. COLE	515 DARTMOUTH COLLEGE HWY	LEBANON, NH 03766	(2458/597)
54-34	IWG II, LLC	1199 N. FAIRFAX ST., STE 700	ALEXANDRIA, VA 22314	(4320/140)
54-35	MARTHA BERYLE JOHNSTON LIVING TRUST	PO BOX 44	WEST BALDWIN, ME 04091	(4678/270)
82-8	GORDON E. BAGLEY JR.	PO BOX 1157	LEBANON, NH 03766	(1391/824)
82-9	LYONS FAMILY REAL ESTATE TRST	711 SARATOGA DRIVE	MURFREESBORO, TN 37150	(4318/648)
82-12	BETTY JANE PRIME	516 DARTMOUTH COLLEGE HWY	LEBANON, NH 03766	(1469/705)
83-7	BLANCHE M. BAGLEY REVOCABLE TRUST OF 2007	PO BOX 1157	LEBANON, NH 03766	(3586/884)

GENERAL SURVEY NOTES:

1. HORIZONTAL DATUM IS NEW HAMPSHIRE STATE PLANE GRID NAD83 (SURVEY FEET) FROM GPS OBSERVATION.
2. PATHWAYS CONSULTING, LLC COLLECTED DATA FOR THIS PLAN IN MAY 2022.
3. PATHWAYS CONSULTING, LLC IS NOT AWARE OF ANY CONSERVATION PRESERVATION, OR AGRICULTURAL PRESERVATION RESTRICTIONS NOR OF ANY EASEMENTS OR OTHER RESTRICTIONS ON OR OVER THE SUBJECT PROPERTIES.
4. THE PROPERTY IS WITHIN CITY OF LEBANON, NEW HAMPSHIRE RURAL LANDS 1 (RL1) ZONING DISTRICT.
5. STRUCTURES FOR UNDERGROUND UTILITIES ARE SHOWN AS OBSERVED. THE SURVEYOR DOES NOT CERTIFY THAT OTHER UNDERGROUND UTILITIES DO NOT EXIST. UNDERGROUND UTILITIES ARE NOT ALWAYS EASILY OBSERVABLE AND ARE TO BE FIELD VERIFIED PRIOR TO ANY EXCAVATION OR SITE MODIFICATIONS.
6. PARCELS A2 TO BE ANNEXED TO MAP 54, LOT 32 FROM MAP 82, LOT 9-100.
7. THERE ARE NO CONSERVATION, PRESERVATION, OR AGRICULTURAL PRESERVATION RESTRICTIONS.

RECORD OWNER: GORDON E. BAGLEY, JR. REVOCABLE TRUST
MAP 82, LOT 9-100 P.O. BOX 1157
LEBANON, NEW HAMPSHIRE 03766

DEED REFERENCE: BOOK 4220, PAGE 314

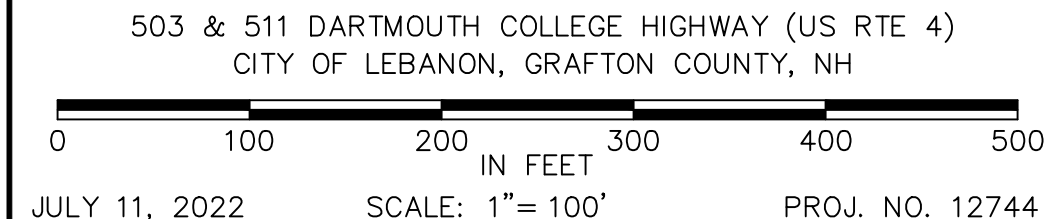
RECORD OWNER: BLANCHE M. BAGLEY REVOCABLE
TRUST OF 2007
MAP 54, LOT 32 P.O. BOX 1157
LEBANON, NEW HAMPSHIRE 03766

DEED REFERENCE: BOOK 3586, PAGE 884

ZONING DISTRICT: RURAL LANDS 1 (RL1)
MINIMUM LOT SIZE: 3 ACRES

Date	Revision	By
07/22/22	STAFF COMMENTS	DAS

LOT LINE ADJUSTMENT PLAN FOR
GORDON E. BAGLEY JR REVOCABLE TRUST &
BLANCHE M. BAGLEY REVOCABLE TRUST OF 2007



PATHWAYS CONSULTING, LLC
240 MECHANIC STREET, SUITE 100
LEBANON, NEW HAMPSHIRE 03766

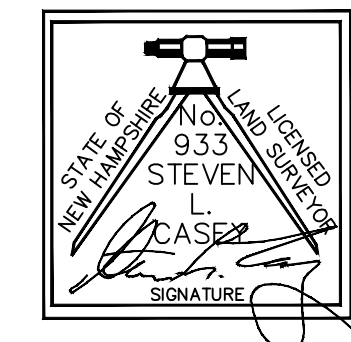
THIS PLAN SHOWS MINOR LOT LINE ADJUSTMENTS/BOUNDARY LINE AGREEMENTS AND DOES NOT REQUIRE THE APPROVAL OF THE LEBANON PLANNING BOARD AS A SUBDIVISION.

I HEREBY CERTIFY TO THE BEST OF MY BELIEF AND KNOWLEDGE THAT A NEW HAMPSHIRE RURAL CLASS SURVEY WAS PERFORMED ON PARCEL 82-9-100 ONLY SHOWN HEREON. BOUNDARY LINES ARE CONSISTENT WITH EXISTING MONUMENTATION AND THE REFERENCED DEEDS AND PLANS UNLESS NOTED OTHERWISE.

PURSUANT TO RSA 676:18,III AND RSA 672:14, I CERTIFY THAT THIS SURVEY PLAT IS NOT A SUBDIVISION PURSUANT TO THIS TITLE 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.

07/11/2022
DATE

STEVEN L. CASEY, ULS 933



STEVEN L. CASEY LLS NO. 933

**Agenda
August 8, 2022
Planning Board**

**Agenda Item #3C
Public Hearing Items**

**Upper Valley Mountain Bike
Association (applicant),
Dartmouth College Trustees
(property owner),
00 Mascoma Street
(Tax Map 74, Lot 8, Plot 200),
zoned RL-3
PB2022-30-SPR**



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

PLANNING BOARD

August 8, 2022 Meeting

Staff Memorandum – PB2022-30-SPR

APPLICATION INFORMATION

Agenda Item: 3.C

Application ID:
PB2022-30-SPR

Application Type:
Site Plan Review to construct a building for an existing outdoor recreational facility and associated site improvements

Property Location & Tax Map:
0 Mascoma Street (Tax Map 74, Lot 8, Plot 200)

Applicant/Property Owner:
Upper Valley Mountain Bike Association (UVMBA) /
Dartmouth College Trustees

Zoning District: RL-3

Property Size:
+/-17.1 acres per City Assessor's records (conforming to the minimum required 10 acre lot size required for lots in the RL-3 District per §314.3)

Existing Improvements and Use:
Parking area for trail network and a 36 sq. ft. shed constructed in 2019

Proposed Improvements:
A +/-800 sq. ft. picnic pavilion and expanded parking area

Overlay District:
Wetlands Conservation District

LEGAL NOTICE

Upper Valley Mountain Bike Association (applicant), Dartmouth College Trustees (property owner), 0 Mascoma Street (Tax Map 74, Lot 8, Plot 200), zoned RL-3: Request for Site Plan Review to construct an open-air pavilion, parking, and associated site improvements in connection with the existing biking trail outdoor recreational use operated by the applicant. PB2022-30-SPR

PLANS AND APPLICATION MATERIALS

- ▶ Application form
- ▶ Application for Waivers (2 pages)
- ▶ Site Plan Review Regulations Technical Checklist dated (10 pages)
- ▶ Plan set titled "Nature Walk Trailhead – Proposed Pavilion – Preliminary Site Plan – Site Plan Review," prepared by Jon Criswell, dated July 11, 2022, revised July 25, 2022 (2 sheets)

COMPLETENESS REVIEW

In order to accept jurisdiction and commence review of the applicant's proposal, the Planning Board must first determine that the application is complete as required by NH RSA 676:4, I(c)(1). The Planning and Development Department has reviewed the application for compliance with the Site Plan Review Regulations and recommends that the Board find that the application is complete enough to accept jurisdiction and to commence review.

APPLICATION OVERVIEW

The subject property is a +/-17.1-acre undeveloped parcel located in the Rural Lands Three (RL-3) zoning district and currently utilized for biking trails. The biking trail network constitutes an "outdoor recreational facility" which is a use allowed by Special Exception in the RL-3 District. A substantial portion of the property is located within the Wetlands Conservation District which consists of the wetlands themselves as well as a 100 ft. buffer (established by §401.2.B of the Zoning Ordinance). The buffer extends from those wetlands that the City has identified as being of high or very high value. See Figure 1 below (the wetlands are shown as green dots and the wetland buffer is shown in pink).

The applicant proposes to construct a +/-800 sq. ft. open-air picnic pavilion as an accessory building to the existing outdoor recreational facility (the biking trail network), together with parking and associated site improvements as depicted on the site plan submitted with the application materials. The pavilion is proposed to be located in approximately the location marked by the yellow star in Figures 1 and 3.

On June 6, 2022, the Zoning Board of Adjustment approved a Special Exception to allow the pavilion to be constructed partially in the wetland buffer, a Variance from the minimum required 50 ft. side setback, and a Special Exception to allow an accessory building (the pavilion) to the existing outdoor recreational facility (ZB2022-09-SEVAR). The Zoning Board's approval included the following conditions:

1. The applicant's [proposal] is approved as depicted on and pursuant to the site plan submitted for the June 6, 2022 hearing, dated May 23, 2022, and depicting 16 parking spaces.
2. The applicant shall obtain site plan review and a building permit. ***The Board requests that the body reviewing the site plan give due consideration to the comments of the Conservation Commission as set forth in the Commission's motion.*** (emphasis added)
3. The project shall be completed substantially in conformance with the proposal.

The Conservation Commission reviewed the Zoning Board application on April 14, 2022. Following discussion with the applicant, the Conservation Commission approved the following motion:

[The Conservation Commission recommends] that the proposed pavilion be located farther from the buffer, as far east and south as possible, to minimize or eliminate impacts to the wetland buffer. Also, the Commission requests that the Zoning Board and Administrator examine the creep of the parking area into the wetland buffer area, and request that the parking area be delineated by wildlife friendly fencing or boulders outside of the wetland buffer, in order to eliminate impacts to the wetland buffer. Further, the Commission requests that the Zoning Board examine waste and sanitation items, and that a dry well maintenance program be discussed.

Figure 1. Wetland Conservation District Map (green dots = wetlands, pink = 100 ft. buffer).



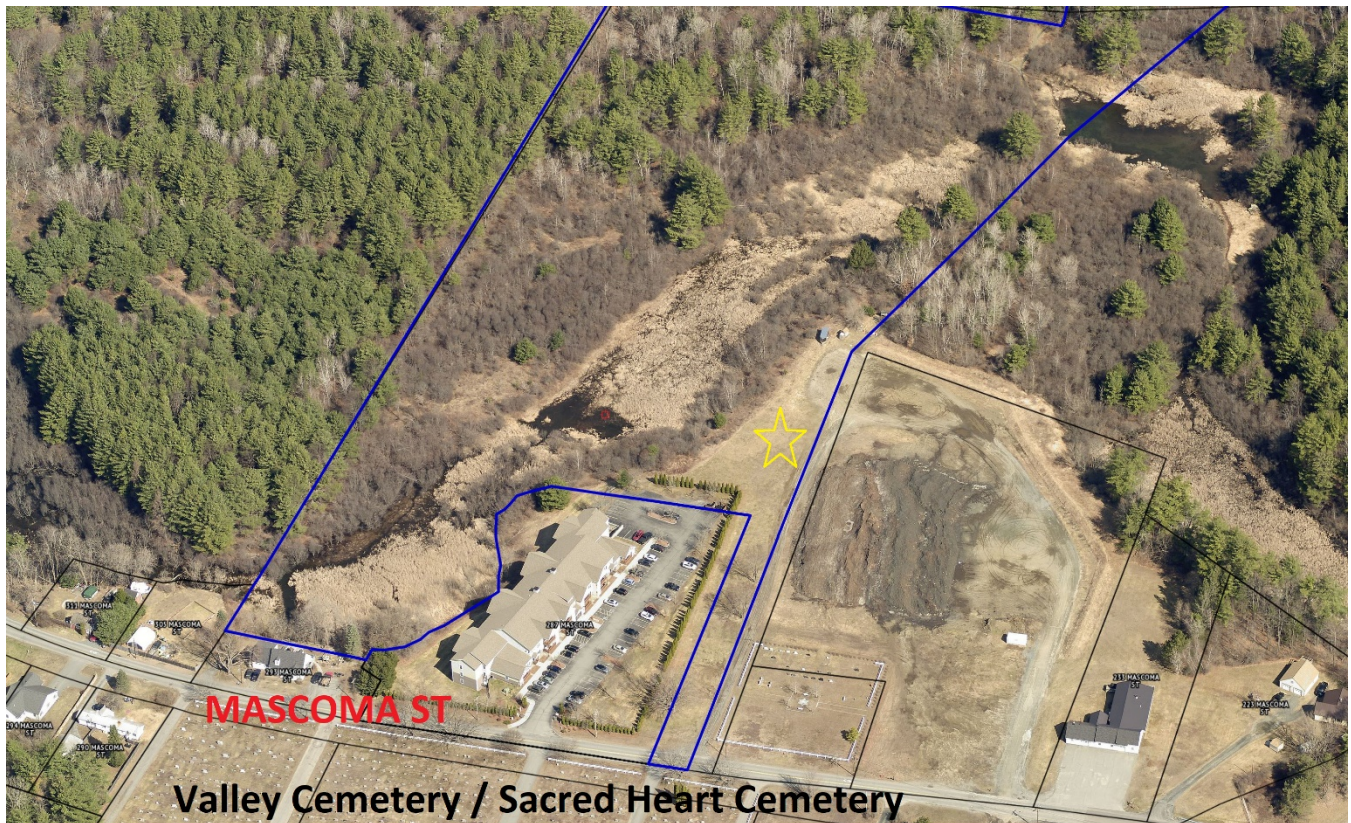
STAFF MEMORANDUM

PB2022-30-SPR
0 Mascoma St (74-8-200)
August 8, 2022 PB Mtg
Agenda Item 3.C
Page 3 of 5

Figure 2. Bird's Eye View of subject property (looking west).



©2021 Eagleview (image taken 4/4/2021)



©2021 Eagleview (image taken 4/4/2021)

STAFF COMMENTS**PLANNING – SITE PLAN REVIEW REGULATIONS**

Based on the amount of proposed impervious surface, the development qualifies for review by the Minor Site Plan Committee. However, because the applicant is requesting a waiver from Section 6.5.E.2 (requiring that, “[p]arking areas shall be finished with improved materials”), the development requires Site Plan Review by the Planning Board and demonstration of compliance with the Article V submission requirements and Article VI design requirements.

Waiver Requests

Pursuant to Section 7.1 (“Waiver of Regulations”), the applicant has requested waivers from certain provisions of the Site Plan Review Regulations, as set forth in the attached Application for Waivers.

Pursuant to Section 7.1 of the Site Plan Review Regulations, the Board may grant a waiver of any part of the Regulations if it finds, by majority vote, that either:

- A. Strict conformity would pose an unnecessary hardship to the Applicant and waiver would not be contrary to the spirit and intent of the regulations; or
- B. Specific circumstances relative to the site plan, or conditions of the land in such site plan, indicate that the waiver will properly carry out the spirit and intent of the regulations.

The applicant’s basis for each waiver request is described in the attached Application for Waivers. Note that the granting of a waiver from a design requirement does not relieve an applicant from making the improvements that are depicted on the approved site plan, even if the depicted improvement would have been covered by the waiver had it not been included on the approved site plan.

CITY ASSESSOR

No comment at this time.

BUILDING INSPECTOR

No comment at this time.

ENGINEERING/PUBLIC WORKS

No comment at this time.

FIRE DEPARTMENT

The proposal complies with all applicable Fire Code regulations and requirements.

POLICE DEPARTMENT

No comment at this time.

STAFF RECOMMENDATIONS

If the Planning Board moves to approve this request, then based on the information reviewed by City staff, the Planning and Development Department recommends that the Planning Board approve the application with the conditions noted below:

Conditions to be Satisfied Prior to Application for a Building Permit

1. The applicant shall make the following revisions to the plan set to the satisfaction of the Planning and Development Department:
 - a) Identify mailing address of the applicant and names and mailing addresses of all abutters. (5.1.E.2).
 - b) Identify name and of the City and County (5.1.E.4.a).
 - c) Identify zoning district, tax map and lot number, and use of abutting properties within 200 ft of the development site (5.1.E.9).
 - d) Provide description of plan revisions (5.1.E.4.d).

The applicant shall provide the Planning and Development Department with one (1) full size copy of the revised plan set, and a digital copy of the revised plan set saved in a PDF-A format for archival purposes.

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

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

3. 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

4. The applicants shall implement and maintain NHDES Site Specific Best Management Practices before, during, and after construction.

Attachment

cc: UVMBA c/o Jon Criswell
Dartmouth College Trustees c/o Daniel Justynski
File

**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 _____

PROPERTY OWNER (APPLICANT):

NAME: Dartmouth College Trustees, c/o Daniel Justynski TEL.#: 401.302.1611

MAILING ADDRESS: PO Box 5188, Hanover, NH 03755

E-MAIL ADDRESS: Daniel.J.Justynski@dartmouth.edu

CO-APPLICANT, AGENT, OR LESSEE:

NAME: UVMBA, c/o Jon Criswell TEL.#: 603.277.0116

MAILING ADDRESS: 14 Rayton Rd Hanover, NH 03755

E-MAIL ADDRESS: jon@smithandvansant.com

PROJECT LOCATION:

TAX MAP #: 78 LOT#: 8 PLOT #: 200 ZONE: RL-3

STREET ADDRESS OF PROJECT: Masoma Street

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

SCOPE OF PROJECT:

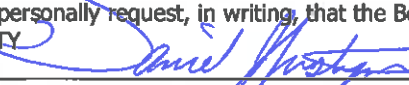
A new 800 SF open-air pavilion & associated site work & parking.

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

PROPERTY OWNER:  DATE: 6/10/2022

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: 6/10/2022

DATE RECEIVED	FILE # (MAP/LOT)	APPLICATION #	FEE - \$ AMOUNT	DATE PAID	VOUCHER #

(Last Revised 4/04/18)



City of Lebanon, New Hampshire APPLICATION FOR WAIVERS

Office Use Only

Date Received: _____

File No.: _____

PROJECT INFORMATION

Name of Applicant: Dartmouth College Trustees - c/o Upper Valley Mountain Bike Assoc.

Project Name: UVMBA Pavilion

Project Address: Mascoma St.

WAIVER REGULATIONS

In order to grant a Waiver from a requirement of the City of Lebanon Site Plan Review or Subdivision Regulations, the Planning Board must find that the Waiver is justified under one of the following criteria (See Article VII of the Site Plan Review Regulations and Section 7.15 of the Subdivision Regulations):

Criteria A. Strict conformity would pose an unnecessary hardship to the Applicant and waiver would not be contrary to the spirit and intent of the regulations;

OR

Criteria B. Specific circumstances relative to the site plan, or conditions of the land in such site plan, indicate that the waiver will properly carry out the spirit and intent of the regulations.

WAIVER REQUEST(S)

I (we) hereby request a Waiver from:

[You can respond in the space provided, or attach a separate statement. Please be prepared to address each request during your public hearing. You must show that you have justified granting the Waiver(s).]

1. Section ^{5.1.E.5} ___ of the (circle one) **Site Plan Review** / Subdivision Regulations. A Waiver of this Section meets (circle one) **Criteria A** / **Criteria B** because _____
The scale of this project is such that a survey is unnecessary. At the request of the zoning administrator we will employ a surveyor to locate and mark the Easterly property line adjacent to the pavilion and parking to ensure these components are located entirely on the Dartmouth property.

2. Section ^{5.1.E.6} ___ of the (circle one) **Site Plan Review** / Subdivision Regulations. A Waiver of this Section meets (circle one) **Criteria A** / **Criteria B** because _____
The scale of this project is such that a topographical survey is not necessary.

3. Section 5.1.E.8 of the (circle one) **Site Plan Review** / Subdivision Regulations. A Waiver of this Section meets (circle one) **Criteria A** / **Criteria B** because _____
The scale of this project is such that a wetland delineation prepared by a CWS is unnecessary.

4. Section 5.1.E.16 of the (circle one) **Site Plan Review** / Subdivision Regulations. A Waiver of this Section meets (circle one) **Criteria A** / **Criteria B** because _____
The scale of this project is such that a landscape plan is not necessary.

5. Section 6.5.E.2 of the (circle one) **Site Plan Review** / Subdivision Regulations. A Waiver of this Section meets (circle one) **Criteria A** / **Criteria B** because _____
This project is grant funded and executed primarily by volunteers. Parking for the trailhead is on established compacted gravel. While parking is provided for the pavilion, the requirement for an asphalt surface for the entirety of provided parking is overkill and unnecessary. An approved compacted gravel surface will be used for the parking spaces North of the pavilion and for the handicapped parking space.

6. Section 6.6 of the (circle one) **Site Plan Review** / Subdivision Regulations. A Waiver of this Section meets (circle one) **Criteria A** / **Criteria B** because _____
The scale of this project is such that an engineered stormwater management requirements are overkill. We will be providing a gravel filled drywell along the roof drip edge of the pavilion.

7. Section ____ of the (circle one) **Site Plan Review** / Subdivision Regulations. A Waiver of this Section meets (circle one) **Criteria A** / **Criteria B** because _____

8. Section ____ of the (circle one) **Site Plan Review** / Subdivision Regulations. A Waiver of this Section meets (circle one) **Criteria A** / **Criteria B** because _____

SIGNATURE

I (we) hereby submit this application to the Planning Board and attest that to the best of my (our) knowledge all of the information on this application form and in the accompanying application materials and documentation is true and accurate. As the applicant or as the agent of the applicant, I attest that I am duly authorized to act in this capacity.

Signature of Applicant: Daniel Justynski, Director of Real Estate Date: 7/25/22

CITY OF LEBANON, NH SITE PLAN REVIEW REGULATIONS TECHNICAL CHECKLIST	
PROJECT NAME: UVMBA PAVILION	
APPLICANT: Dartmouth College Trustees - c/o UVMBA	DATE: 07.11.22
GENERAL SUBMISSION REQUIREMENTS:	

All applications to the Planning Board for Site Plan Review must be submitted by 12:00 Noon on the day of the filing cutoff. [§4.7.B] Submissions must be accompanied by the following information or review of the application may be delayed:

A properly completed and signed Application Form *(available at www.lebanonnh.gov)*. [§5.1.A]

The appropriate filing fees. [§5.1.B]

A written project description. [§5.1.C]

A list of the names and mailing addresses of all persons to be notified, by certified mail, of the public hearing. [§5.1.D]

A completed and signed Application for Waivers *(available at www.lebanonnh.gov)* [§5.1.G.3]

A completed and signed Technical Checklist *(available at www.lebanonnh.gov)*. [§4.7.B]
[Applicants must complete the entire checklist to ensure that all necessary information and materials have been provided with the application or that written requests for waivers have been properly provided in accordance with Article VII of the Site Plan Review Regulations, as appropriate.]

Two (2) full-size sets of the Site Plan set. [§5.1.E]

A digital copy of the Site Plan set in .PDF format. [§5.1.F]

NOTE: Applications shall contain sufficient information to enable the City Staff and the Planning Board to evaluate the proposed development for compliance with the Zoning Ordinance, the Planning Board's Regulations, and other applicable City Codes, and for the Planning Board to make an informed decision.

All required application materials shall be submitted as a single inclusive package, including any appropriate waiver requests as permitted by the Regulations. Submission of a complete application package ensures that the review process by City Staff is as efficient and effective as possible.

The purpose of the filing deadline is to provide adequate time for City review of the proposal. Submission of any altered, additional, or substitute application materials required by Article V of these Regulations, subsequent to the filing deadline, other than as directed by City Staff, shall cause the application to be deemed untimely filed, and such application shall not be heard until a subsequent month.

CITY OF LEBANON, NH
SITE PLAN REVIEW REGULATIONS
TECHNICAL CHECKLIST & STORMWATER CHECKLIST

PLAN SUBMITTAL TECHNICAL CHECKLIST:

NOTE: Site plan drawings shall include the information described below pursuant to Article V of the Lebanon Site Plan Review Regulations. Plans shall be submitted on sheets no larger than 24" x 36". Plan sets with multiple sheets shall include sheets of uniform size and be bound on the left edge. When more than three (3) sheets are required, an additional cover sheet shall be attached including a table of contents. A scale of not smaller than one (1) inch equals 40 feet is suggested. All lettering shall be of a size and type that is legible.

In order to facilitate the use of the City's Geographic Information System (GIS) for planning purposes, all surveys and engineered plans submitted for Site Plan Review shall utilize the NH State Plane Coordinate system and shall reference the North American Vertical Datum of 1988 (NAVD 88), unless prior approval to use an alternate coordinate system and/or vertical datum is granted by the Planning & Development Department.

A written request for waiver shall be required, pursuant to Article VII of the Site Plan Review Regulations, for any submission requirement for which the information or data is not provided by the applicant. [§5.1.G(4)] NOTE: The submission requirements described in paragraphs 5.1.E(1) through 5.1.E(4) shall not be waivable under the procedures of Article VII of the Site Plan Review Regulations. [§5.1.E]

[Checklist begins on following page]

**CITY OF LEBANON, NH
SITE PLAN REVIEW REGULATIONS
TECHNICAL CHECKLIST & STORMWATER CHECKLIST**

[illegible]

CITY OF LEBANON, NH
SITE PLAN REVIEW REGULATIONS
TECHNICAL CHECKLIST & STORMWATER CHECKLIST

Plan Requirements (cont.)	Info. Provided	Waiver Sought
5.1.E(6) - Existing and proposed grades, including topographic contours, with spot elevations. Where the grade is less than 20%, the contours shall be at 2-foot intervals; otherwise they shall be at 5-foot intervals. All contours shall be referenced to USGS or FEMA Flood Insurance Rate Map (FIRM) datums, as appropriate. Existing topographic information shall be prepared by a professional engineer registered in New Hampshire or land surveyor licensed in New Hampshire.	☐	☒
5.1.E(7) - Shape, size, height, and location of all existing structures located on site and within 200 feet of site.	☐	☒
5.1.E(7) - Elevation views indicating shape, size, height, and location of all proposed structures, including expansions of or additions to existing buildings. Such elevation views shall provide sufficient detail to allow for review by the Board and City staff of the adequacy of proposed access and egress points, walkways, lighting, and other site-related improvements.	☐	☒
5.1.E(8) - Location of existing natural features such as streams, marshes, lakes, ponds, wetlands, rock outcrops, or wooded areas, and existing man-made features such as roads and structures. Indicate those natural and man-made features that are to be removed, retained, or altered.	☒	☐
5.1.E(8) - Wetlands on the property shall be delineated by a NH Certified Wetlands Scientist, whose seal and signature shall appear on the plan. Documentation in the form of U.S. Army Corps of Engineers New England District Wetlands Delineation Data Sheets and/or other field notes and materials concerning the delineation shall be submitted.	☐	☒
5.1.E(9) - Zoning District, Tax Map and Lot number, and use of abutting properties within 200 feet of property.	☐	☒
5.1.E(9) - Location of streets, pedestrian paths/trails, and bicycle routes within 200 feet of the site boundary; and the location of curb cuts and vehicle accesses within 200 feet of the site boundary.	☐	☒
5.1.E(10) - Proposed streets, driveways, emergency vehicle accesses, parking spaces, and sidewalks, with indication of dimensions and direction of travel. Show required sight distances at curb cuts and dimensions for the inside radii of all curves.	☐	☒
5.1.E(10) - Vehicle and bicycle parking spaces shall be numbered.	☒	☐
5.1.E(10) - Loading spaces and facilities used in connection with any structures on the site shall be shown	☐	☒
5.1.E(10) - Total square footage and percentage of the lot covered by impervious cover shall be shown.	☐	☒
5.1.E(11) - Parking area safety measures including raised crosswalks/speed tables, signage, walkway lighting, striping and similar markings such as dedicated pedestrian/bicycle crossings and lanes through parking areas, fire lanes, compact and/or electric vehicle parking/charging, parking wayfinding, ADA signage and access aisles.	☐	☒
5.1.E(12) - Size and location of all existing and proposed public and private utilities. <i>(Note: the applicant is encouraged to submit a Sewer Use Permit Application and obtain a Notice of Permitted Allocation, and to obtain a Water Use Permit prior to submission of the Site Plan Review application.)</i>	☐	☒

CITY OF LEBANON, NH
SITE PLAN REVIEW REGULATIONS
TECHNICAL CHECKLIST & STORMWATER CHECKLIST

Plan Requirements (cont.)	Info. Provided	Waiver Sought
5.1.E(13) - Plan for outdoor lighting showing proposed location, mounting height, fixture type, lamp type, color correlated temperature (CCT), and wattage of all exterior free-standing lighting or building-mounted fixtures.	☐	☒
5.1.E(13) - Analyses and illuminance-level diagrams, to include average and minimum foot-candle measurements, showing that proposed installation conforms to the lighting-level standards in Site Plan Review Regulations.	☐	☒
5.1.E(13) - Manufacturer's specification information for each proposed light fixture and lamp (NOTE: This information may be provided on the plan or as a separate attachment).	☐	☒
5.1.E(13) - Drawings of all relevant building elevations showing location and height of all building-mounted fixtures, the portions of any walls or architectural features to be illuminated, illumination levels of walls or architectural features, and aiming points for any remote light fixtures.	☐	☒
5.1.E(14) - Plan for location of free-standing or building-mounted signs, including location, mounting, aiming, and shielding of any remote light fixtures for externally-lit signs.	☐	☒
5.1.E(14) - For internally-lit signs, relevant information concerning the method of illumination and the opacity of the sign background, showing that the proposed installation conforms to the requirements of the Regulations.	☐	☒
5.1.E(15) - The location and boundaries of any Overlay Districts established pursuant to Article IV of the Zoning Ordinance (including but not limited to the Wetlands Conservation District, Riverbank Protection District, Steep Slopes District, and Floodplain District) and, if applicable, protected shorelands pursuant to the Shoreland Water Quality Protection Act (NH RSA 483-B).	☐	☒
5.1.E(15) - For properties located within the Floodplain District, the 100-year flood elevation, floodway, shoreland protection zone, and flood plain limits shall be identified.	☐	☒
5.1.E(16) - Landscaping plan showing proposed new plantings to be installed and existing natural vegetation to be retained. Plan shall show in detail the number, size (height and/or caliper), and species (botanical and common names) of all proposed shrubs and trees.	☐	☒
5.1.E(16) - Existing trees over 12 inches in diameter (measured 4.5 feet above ground surface) within 25 feet of the disturbed area, must be counted and shown on the plan, if included towards fulfilling landscaping requirements.	☐	☒
5.1.E(16) - Calculations for square footage of perimeter landscaping.	☐	☒
5.1.E(16) - Parking lot shading calculations shall be provided by depicting new trees and shrubs at 10-year crown size.	☐	☒
5.1.E(17) - Existing and proposed surface and subsurface storm drainage facilities, including City storm drainage facilities located within 200' of site.	☐	☒
5.1.E(17) - Plans for retention, detention, slow release, and treatment of storm water shall be provided shall be provided in accordance with the requirements of Section 6.6.	☐	☒
5.1.E(18) - Section 6.6. Stormwater Management submission requirements.	See Stormwater Checklist	
5.1.E(19) - Plans for snow removal and storage.	☐	☒

CITY OF LEBANON, NH
SITE PLAN REVIEW REGULATIONS
TECHNICAL CHECKLIST & STORMWATER CHECKLIST

Plan Requirements (cont.)	Info. Provided	Waiver Sought
5.1.E(20) - A plan for the development showing provisions for automobile, transit, bicyclist, and pedestrian access and circulation. Such plan shall show both existing and proposed means of access to the site including connections with, public streets, sidewalks, transit stops, and formal paths/trails. Plans shall include any traffic calming and traffic control devices necessary in conjunction with the site development, as well as the location of all existing transit routes and transit stops located or passing within 1/4 mile (1,320 feet) of the property.	☐	☒
5.1.E(21) - Construction detail drawings including, but not limited to, pavements, walks, steps, curbing, drainage structures, water and/or sewer utilities, ground-mounted signage (e.g., fire lanes, ADA parking, commercial), surface treatments, transit shelters, energy generation units (e.g., solar), bike rack style, electric vehicle charging, outdoor lighting, outdoor furniture, retaining walls, tree boxes and other site systems or structures. Accompanying specifications and cutsheets may be required.	☐	☒
5.1.E(21) - Where applicable, roadway, drainage, water and sewer utility profile drawings shall be provided at a scale of 1"=40 feet (horizontal) and 1"=4 feet (vertical) and typical cross-section drawings shall be provided at a scale of 1"=5 feet (horizontal and vertical), unless prior approval to use an alternate scale is granted by the Reviewing Engineer. (NOTE: Ordinarily, only two (2) sets of such construction drawings shall be provided to the Planning and Development Department with the application submission.)	☐	☒
5.1.E(22) - Depict any current and proposed easements, rights-of-way, and deed restrictions including those related to sewer, electrical utility, shared access, etc.	☐	☒
5.1.E(23) - For multi-family structures, plans for on-site recreational facilities.	☐	☒
5.1.E(24) - Where a fire, emergency equipment, or similar vehicle turnaround area is provided, it must have an adequate turn radius. Provide CAD Autoturn data or a similar basis of design for the turn radius, if requested by Lebanon Fire or Engineering staff. City staff may also ask for this information at any time.	☐	☒
Supporting Documents and Information, Where Applicable	Info. Provided	Not Applicable
5.1.G(1) - An estimated timetable, to include phasing schedules, for construction and completion of buildings, parking, facilities, landscaping, and other required improvements.	☐	☒
5.1.G(2) - Any development estimated to generate a net increase of 100 peak hour trips or 1,000 average daily trips (based upon the most current edition of the ITE Trip Generation Manual) shall prepare and submit a Traffic Impact Study in accordance with standard traffic analysis conventions as set forth by the NHDOT. The Board may, at its discretion, require the submission of a Traffic Impact Study for developments estimated to generate less than 100 peak hour trips or 1,000 average daily trips if the Board has reason to believe such development could adversely affect levels of service or have other adverse impacts.	☐	☒
5.1.G(3) - Written requests for waivers from all applicable provisions of these Regulations shall be provided pursuant to Article VII - "Waiver Procedure". (note: use Application for Waivers form).	☒	☐
5.1.G(4) - For multi-family dwelling developments and mixed-use developments resulting in a net increase of 50 dwelling units or more, the application shall include the information and impact statements identified in Section 6.9.B.	☐	☒

NOTE: THE APPLICANT IS RESPONSIBLE FOR PROVIDING THE REQUIRED INFORMATION PURSUANT TO ARTICLE V OF THE SITE PLAN REVIEW REGULATIONS. PLEASE BE AWARE THAT THIS CHECKLIST IS FOR INFORMATION AND GUIDANCE ONLY AND DOES NOT REPRESENT THE LAW DICTATING SUBMITTAL REQUIREMENTS NOR IS IT COMPLETE AND INCLUSIVE THEREOF.

Completed By: Jon Criswell, UV MBA Board Member

**CITY OF LEBANON, NH
SITE PLAN REVIEW REGULATIONS
TECHNICAL CHECKLIST & STORMWATER CHECKLIST**

CITY OF LEBANON, NH STORMWATER REVIEW REGULATIONS TECHNICAL CHECKLIST	
PROJECT NAME: UV MBA Pavilion	
APPLICANT: Dartmouth College Trustees - c/o UV MBA	DATE: 07.11.22

NOTE: Stormwater plans shall include the information described below pursuant to Article VI of the Lebanon Site Plan Review Regulations. Plans shall be submitted on sheets no larger than 24" x 36". Plan sets with multiple sheets shall include sheets of uniform size and be bound on the left edge. When more than three (3) sheets are required, an additional cover sheet shall be attached including a table of contents. A scale of not smaller than one (1) inch equals 40 feet is suggested. All lettering shall be of a size and type that is legible.

In order to facilitate the use of the City's Geographic Information System (GIS) for planning purposes, all surveys and engineered plans submitted shall utilize the NH State Plane Coordinate system and shall reference the North American Vertical Datum of 1988 (NAVD 88), unless prior approval to use an alternate coordinate system and/or vertical datum is granted by the Planning Office.

A written request for waiver shall be required, pursuant to Article VII of the Site Plan Review Regulations, for any submission requirement for which the information or data is not provided by the applicant. [§6.6.I]

[Stormwater checklist begins on following page]

**CITY OF LEBANON, NH
SITE PLAN REVIEW REGULATIONS
TECHNICAL CHECKLIST & STORMWATER CHECKLIST**

Plan Requirements	Info. Provided	Waiver Sought
<u>6.6.C.1 (1)</u> - An Existing Conditions S.M.P showing all pre-development: a. Surface water bodies and wetlands b. Drainage patterns c. Flood plains and floodways (with elevations) d. Watershed boundaries e. Buffer zones f. Topographic contours with minimum 2-foot intervals g. Buildings / structures h. Pavement i. Utilities j. Soils information with coding as HSG-A, B, C, or D (High Intensity Soil Survey (HISS) mapping may be required per request of the City Engineer).	☐ ☐ ☐ ☐ ☒ ☐ ☒ ☐ ☐ ☐ ☐	☒ ☒ ☒ ☒ ☐ ☒ ☒ ☐ ☒ ☒ ☒
1. The plan shall also include the following elements: a. scale bar b. north arrow c. title block with project name d. applicant's name e. map and parcel number f. designer's stamp g. soil and/or wetland scientist's stamp (if applicable) h. legend i. locus plan j. benchmarks k. notes with datum and other plan references l. instructions m. detail descriptions	☒ ☒ ☒ ☒ ☒ ☐ ☐ ☐ ☒ ☒ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☒ ☒ ☒ ☒ ☐ ☒ ☒ ☒ ☒ ☒
<u>6.6.C.1 (2)</u> - A Proposed Conditions SMP showing all proposed post-development temporary and permanent stormwater management system elements, erosion and sediment control Best Management Practices (BMP), and all important hydrologic features. The Proposed Conditions S.M.P must be at the same scale as the Existing Conditions SMP, with consistent title block, plan features, and descriptors including but not limited to the following: a. Existing and proposed topographic contours (2-foot minimum contour interval; 1-foot contour intervals may be required for sites with limited relief and/or where proposed stormwater outfalls are located adjacent to buffer zones. b. Proposed areas of disturbance with total area of disturbance clearly labeled in square feet c. Existing and proposed buildings and structures d. Stormwater discharge locations labeled and matched to the drainage analyses e. Wells and sanitary protective radii, if applicable f. Septic systems, if applicable	☐ ☐ ☒ ☐ ☐ ☐	☒ ☒ ☐ ☒ ☒ ☒

CITY OF LEBANON, NH
SITE PLAN REVIEW REGULATIONS
TECHNICAL CHECKLIST & STORMWATER CHECKLIST

Plan Requirements (cont.)	Info. Provided	Waiver Sought
g. Plan references and notes (including sequence of soil disturbance) h. Proposed and existing public and private utilities i. Proposed project components to become property of or the responsibility of the City shall be labeled as such j. Existing and proposed impervious cover, with areas used to calculate effective impervious cover (EIC, as defined herein) clearly identified and the square footage of each type identified and labeled. k. Test Pit(s) locations and data where stormwater practices are proposed, as appropriate. l. Details of individual design elements shown on separate plan sheets following the Proposed Conditions SMP. The Existing Conditions SMP & the Proposed Conditions SMP shall be provided on sheets no larger than 24" x 36", at a scale of one (1) inch = 20 feet for urban areas, and one (1) inch = 40 feet for non-urban areas. The City Engineer will make the final determination as to the appropriate scale, ensuring that all important site and hydrologic features are easily recognized. If plan shall encompass more than two (2) sheets, at the required 1:40 or 1:20 scale, a separate large scale representation plan sheet (e.g. 1:100) is required to be provided, so as to show entirety of site, as well as off-site contributing areas.	☐ ☐ ☐ ☐ ☐ ☐	☒ ☒ ☒ ☒ ☒ ☒
6.6.C.2 - In addition to the above described SMP plan sheets, the following SMP supplemental information is required: 1. A drainage analysis that includes calculations comparing pre- and post-development stormwater runoff rates (cubic feet per minute) and volumes (cubic feet) based on a 1-inch rainstorm, and the 2-year, 25-year, 50-year, and 100-year, 24-hour frequency storms. Calculations shall include, but not be limited to, the sizing of all structures and BMPs, including sizing of emergency overflow structures based on the 50-year 24-hour frequency storm discharge rate, with 1-foot of free-board. Storm rates shall be based on current design depths from the Northeast Regional Climate Center - http://precip.eas.cornell.edu. <i>Any site that was primarily wooded in the last five years shall be considered undisturbed woods Any site from which wooded vegetation has been removed within 5 years prior to the first submission to the planning board with respect to a proposed development, or upon which, at some earlier time, clearing has occurred in anticipation of development, shall be treated as undisturbed woodland for purposes of calculating pre-development runoff volumes. For purposes of this paragraph any tree cutting which occurred without leaving stands of healthy, growing trees within areas near waters and highways, as required by RSA 227-J:9, I, shall be presumed to have occurred in anticipation of development</i>	☐	☒

**CITY OF LEBANON, NH
SITE PLAN REVIEW REGULATIONS
TECHNICAL CHECKLIST & STORMWATER CHECKLIST**

Plan Requirements (cont.)	Info. Provided	Waiver Sought
2. A drainage analysis results summary tabulated (pre & post) for each proposed outfall or catchment outlet point including runoff rates and volumes for each storm event analyzed above.	☐	☒
3. An Erosion and Sediment Control Plan for all proposed construction activities in accordance with the NH Stormwater Management Manual Volume 3, (December 2008 or current revision; downloadable from the website)	☐	☒
4. A comprehensive Operation and Maintenance Plan for long-term maintenance of all proposed stormwater management elements and BMPs including the proposed schedule of inspections and anticipated maintenance (see section H.2 Operations & Maintenance Plan for detailed requirements).	☐	☒
<u>6.6.D</u> - Phased Development: For phased developments, the plans and calculation requirements under this section (6.6) shall apply as though the development of the entire parcel were being proposed in one single application. The review and approval process for phased development applications is provided in section 4.9 of the Lebanon Site Plan Regulations.	☐	☒

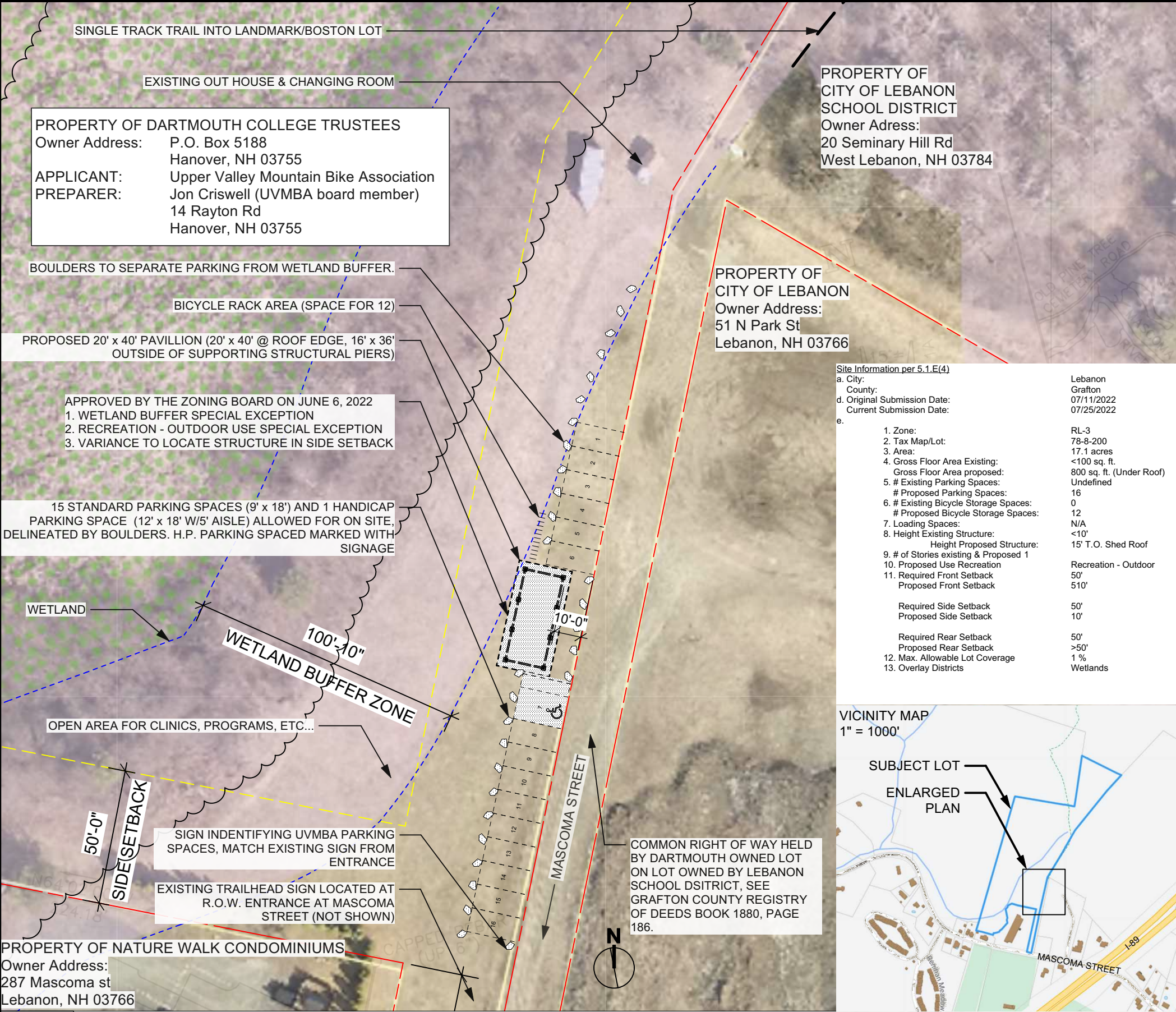
NOTE: THE APPLICANT IS RESPONSIBLE FOR PROVIDING THE REQUIRED INFORMATION PURSUANT TO ARTICLE VI OF THE SITE PLAN REVIEW REGULATIONS. PLEASE BE AWARE THAT THIS CHECKLIST IS FOR INFORMATION AND GUIDANCE ONLY AND DOES NOT REPRESENT THE LAW DICTATING SUBMITTAL REQUIREMENTS NOR IS IT COMPLETE AND INCLUSIVE THEREOF.

Completed By: Jon Criswell - UVMBA

(Last Revised 9/20/2021)

Planning office Use Only:

Date Received ___/___/___ Checklist Complete YES or NO Checked by: _____



1

NATURE WALK TRAILHEAD - PROPOSED PAVILION - PRELIMINARY SITE PLAN - SITE PLAN REVIEW

SCALE: 1" = 40'

SITE PLAN UNDERLAY FROM CTY OF LEBANON GIS (2021 Imagery): <https://lebanonnh.mapgeo.io/>

PROPERTY LINE BASEMAP INFO FROM ANNEXATION PLAN FOR DARTMOUTH COLLEGE TRUSTEES, 287 MASCOMASTREET EXTENSION, LEBANON, NH DATED FEBRUARY 6, 2006

0 20 40 60 80 100 FT

SITE PLAN REVIEW SUBMISSION: 07.11.2022

STAFF REVIEW: 07.25.2022

PRELIMINARY- NOT FOR CONSTRUCTION



ATHLETIC BREWING CO.
NON-ALCOHOLIC BEVS



TWO FOR THE TRAILS



UV MBA
UPPER VALLEY
MOUNTAIN BIKE
ASSOCIATION



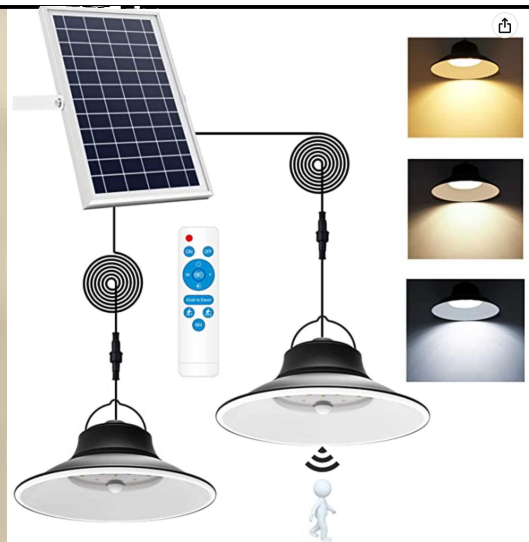
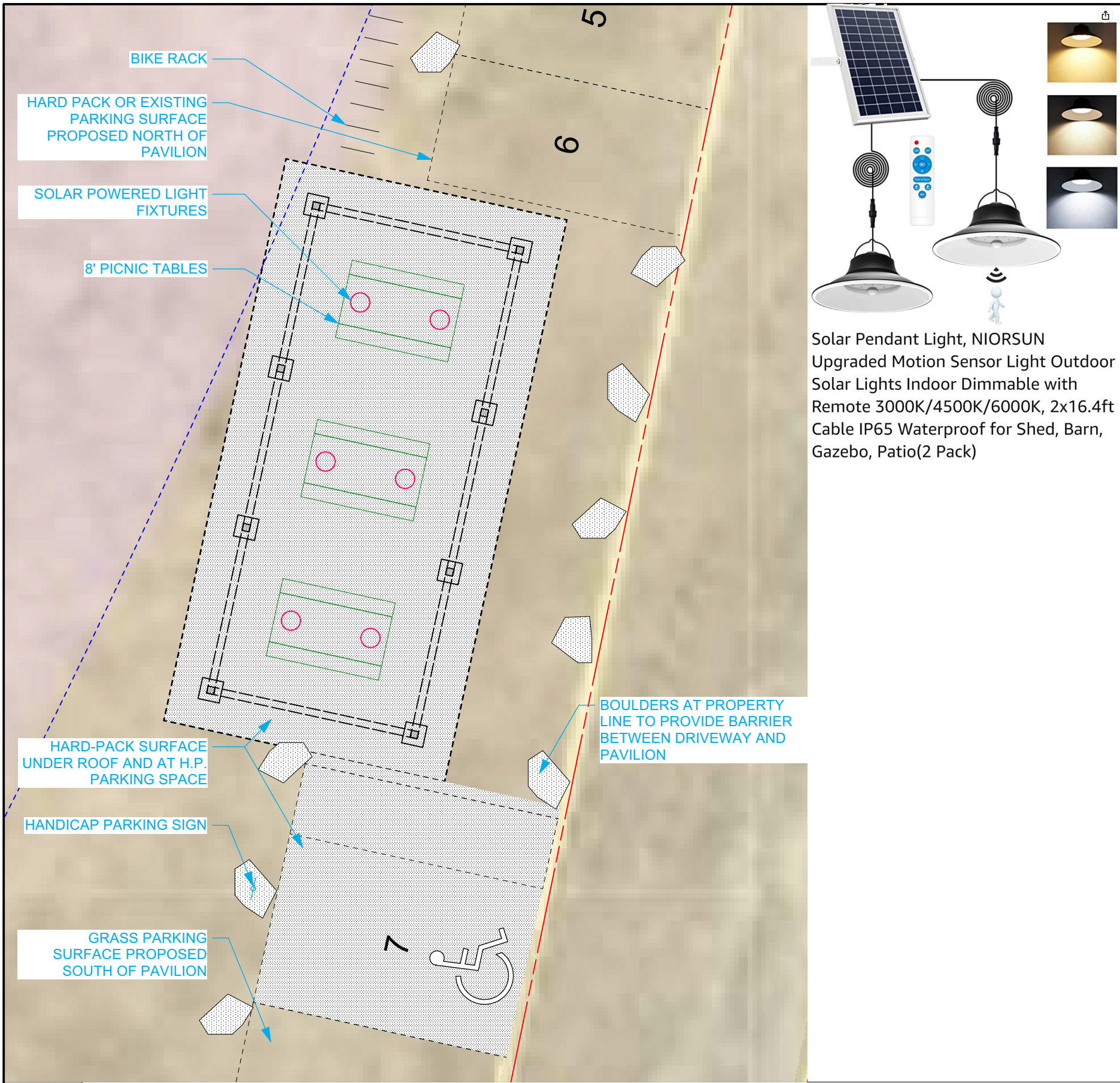
CONCEPT RENDERING - LOOKING W



CONCEPT RENDERING - LOOKING NE



CONCEPT RENDERING - BIRDSEYE



Solar Pendant Light, NIORSUN
 Upgraded Motion Sensor Light Outdoor
 Solar Lights Indoor Dimmable with
 Remote 3000K/4500K/6000K, 2x16.4ft
 Cable IP65 Waterproof for Shed, Barn,
 Gazebo, Patio(2 Pack)



PICTURE OF EXISTING TRAIL HEAD SIGN ON MASCOMA STREET ENTRANCE



HANDICAP PARKING SIGN. APPROX. 12" x 18"

**Agenda
August 8, 2022
Planning Board**

**Agenda Item #4A
Other Business**

**Bruce E. Conrad (Applicant),
Anson V. & Genevieve C.
Smith (Property Owners),
77 South Main Street
(Tax Map 101, Lot 26),
zoned R-O
PB2022-31-CON**

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 Rev

PROPERTY OWNER (APPLICANT): SMITH

NAME: ANSON V. + GENEVIEVE C. TEL #: 603 359 3782

MAILING ADDRESS: 96 KINSMAN RD, GRAFTON, NH 03240

E-MAIL ADDRESS: FE1066@YAHOO.COM

CO-APPLICANT, AGENT, OR LESSEE:

NAME: Bruce E. Conrad TEL #: 802-295-7450

MAILING ADDRESS: 100 Timber Terrace, South Royalton, VT 05068

E-MAIL ADDRESS: macnbee@myfairpoint.net

PROJECT LOCATION:

TAX MAP #: 101 LOT #: 26 PLOT #: - ZONE: R0

STREET ADDRESS OF PROJECT: 77 South Main St, West Lebanon, NH 03784

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

SCOPE OF PROJECT:

House of worship for 40-50 people

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: Anson V. Smith Genevieve C. Smith

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 Aug. 8, 2022, unless I personally request, in writing, that the Board delay its determination of completeness to a later date.

PROPERTY OWNER: _____ DATE: 7-23-22

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 #
7-25-22	101/26	PB2022-31-CON	NA	NA	NA

We are pleased to bring before the Lebanon Planning Board our desire to erect a house of worship on a lot on 12A in West Lebanon.

We have been meeting for the past 8 years in homes, and also using the Hanover Friends Meeting House for our worship. We are affiliated with the worldwide Seventh-Day Adventist Church, which formerly had a house of worship at 99 Maple St. in West Lebanon.

The lot is located at 77 So. Main St and is presently undeveloped. Previously this lot was the site of an apartment house that burned. The lot is a level lot, with debris from previous building completely removed.

We have chosen this site so as to positively impact the local neighborhood with programs to benefit them such as:

- Health classes/seminars

- Addiction relief programs such as AA, etc.

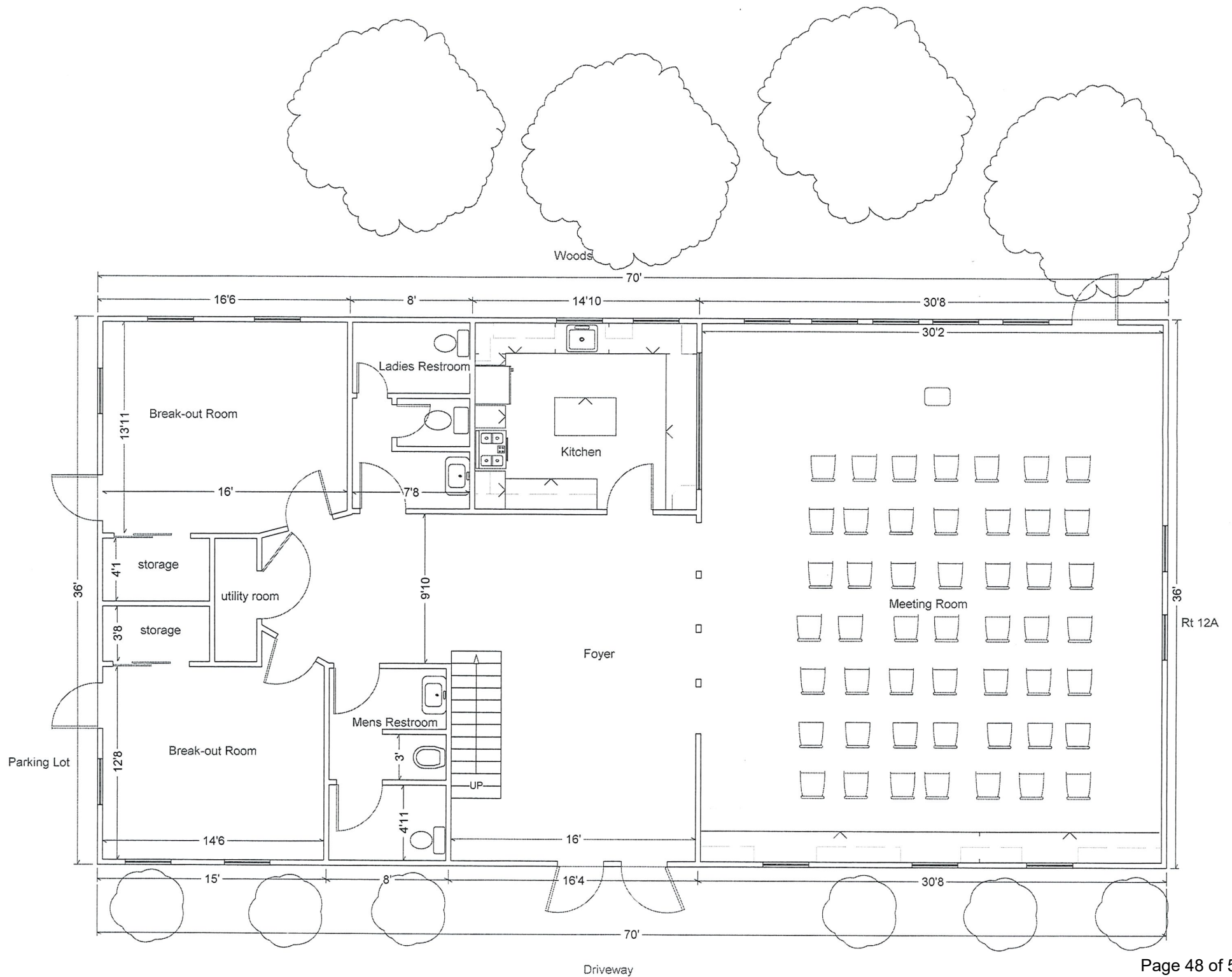
- Family assist programs such as 'Focus on the Family' and 'MOPS", etc.

- Children's programs such as Scouts, Pathfinders, Adventurers

- Summer programs such as Vacation Bible School

- After school youth activities, etc.

Because this property is located in zone RO, we believe it would comply with the Lebanon Master plan.



PROCEDURE: TOPCON GTS 30 TOTAL STATION INSTRUMENT
 TRAVERSE PERFORMED FEB. 2004 ERROR OF CLOSURE
 THAN 1/10,000

REFERENCES:
 C.C.R.D. PLAN BE. 1247 PG. 47 GARY P. H. & ELIZABETH
 CAMPBELL DECEMBER 1976 BY T & N SURVEYS INC.
 C.C.R.D. PLAN #3906 SURVEY & SITE PLAN FOR P.P.N.E.
 12/22/83 BY KATHORN SURVEYS

JIN RONG ZHANG
 TAX MAP 101 LOT 21

WENDELL R. & NANCY
 A. ROGERS
 TAX MAP 101 LOT 22

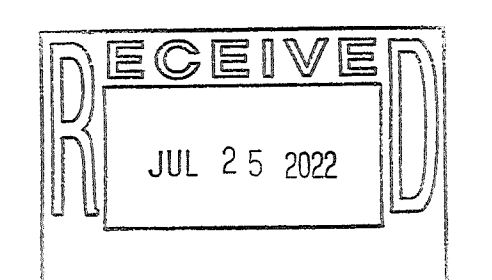
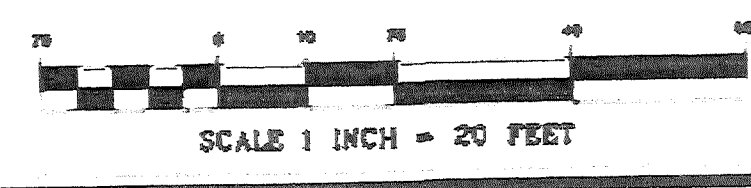
STANLEY K. & LEANA
 K. WIECHNIK
 TAX MAP 101 LOT 23

WILLIAM LAHAYE
 TAX MAP 101 LOT 25
 1005/435

PLANNED PARENTHOOD OF
 NORTHERN NEW ENGLAND INC.
 TAX MAP 101 LOT 27
 1823/371

PROPERTY OF ANSON SMITH
 SOUTH MAIN STREET
 LEBANON, N.H. GRAFTON CO.
 APRIL 2, 2004
 SCALE 1 INCH = 20 FEET
 DEED BOOK 2959 PAGE 827
 TAX MAP 101 LOT 26

- LEGEND
- NON-PIPE
 - NON-TOE
 - FOUND
 - TREE OR SHrub
 - IRON PIPE
 - CEMENT PIPE
 - CEMENT PIPE



**Agenda
August 8, 2022
Planning Board**

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

July 11, 2022

DRAFT

LEBANON PLANNING BOARD
Regular Session
Monday, July 11, 2022, 6:30 PM
City Council Chambers, City Hall
or Remote Via Microsoft Teams
LebanonNH.gov/Live

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

MEMBERS ABSENT: Karen Zook (City Council Rep)

STAFF PRESENT: 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 to replace Karen Zook.

2. Notice of Regional Impact

Chiplin Enterprises, Inc., 18 South Street (Tax Map 107, Lot 18), zoned R-2: Request for a Minor
Subdivision to create two parcels. PB2022-24-MIN

Mark & Princess Goldey, 0 Cross Road (Tax Map 165, Lot 13), zoned RL-2: Request for a Minor
Subdivision to create two parcels. PB2022-27-MIN

**Gordon Bagley Revocable Trust and Blanche Bagley Revocable Trust, 503 Dartmouth College
Highway (Tax Map 82, Lot 9-100) and 511 Dartmouth College Highway (Tax Map 54, Lot 32),
zoned RL-1 & RL-3:** Request for a Boundary Line Adjustment. PB2022-28-BLA

City of Lebanon, 36 Poverty Lane (Tax Map 117, Lot 1), zoned R-3 ?INDL): Request for Site Plan
Review to expand the parking lot at the Police Station and to install electric vehicle (EV) charging
stations. PB2022-29-SPR

**Upper Valley Mountain Bike Association (applicant), Dartmouth College Trustees (property
owner), 0 Mascoma Street (Tax Map 74, Lot 8, Plot 200), zoned RL-3:** Request for Site Plan Review
to construct an open-air pavilion, parking, and associated site improvements in connection with the
existing biking trail outdoor recreational use operated by the applicant. PB2022-30-SPR

Mr. Corwin stated that Staff has reviewed the above applications and recommends that none have the
potential for regional impact.

A MOTION by Jeremy Rutter that the above applications do not have the potential for regional impact.

The motion was seconded by Kim Chewning.

****The MOTION was approved (9-0).***

1
2
3 **3. Public Hearing Items**
4

- 5 A. **Recreo, LLC, 2 Mascoma Street (Tax Map 91, Lots 254), zoned LD:** Request for Site Plan
6 Review to construct two (2) multi-family dwellings containing a total of 152 units together with
7 parking, landscaping, utilities, and other associated site improvements. Applicant also requests
8 Conditional Use Permits pursuant to (i) Section 307.3 of the Zoning Ordinance to allow a
9 reduced minimum required rear yard, (ii) Section 307.8.A to allow an increase in the maximum
10 permitted building height, and (iii) Section 307.9.B to allow parking spaces to be located within
11 the front yard. PB2022-17-SPR - Continued from June 27, 2022
12

13 Tom Martz recused himself and was replaced by Cori Hirai for this application.
14

15 Jim Wasser of Studio Nexus and Tim Sidore of Recreo, LLC attended the meeting in support of the
16 application.
17

18 Mr. Wasser stated that there was no new information for this meeting.
19

20 Mr. Corwin shared Chris Christopoulos' comments on the Fire Department's radio range, which would
21 not be impacted by the height of the proposed buildings. A copy of a letter from the State Fire Marshall
22 that grants the variance approval noted in prior hearings was shared with the Board. Three additional,
23 citizen emails were received by the Planning Department with two being opposed to the project and one
24 in favor.
25

26 Mr. Jasinski inquired about progress on the 99-year lease for the offsite parking. Mr. Sidore stated that
27 there are ongoing discussions regarding the extended lease toward meeting the city's requirement. Ms.
28 Romano inquired if any other length of time would be considered. Mr. Corwin stated that the 99-year
29 lease would be required. Mr. Jasinski asked what would happen if the 99-year lease fails to be negotiated.
30 Mr. Corwin reviewed the wording of the offsite parking requirement and explained the City attorney's
31 role in determining if it is satisfied. Ms. Stavis inquired about the process with the City Attorney and
32 additional review by the Planning Board. Mr. Corwin reviewed the administrative process.
33 Ms. Romano noted that the public has expressed concern over the parking arrangements, and Mr. Corwin
34 confirmed that the City Attorney's role is to confirm that the conditions of the CUP are satisfied. Mr.
35 Jasinski suggested a straw poll to see if the Board wants to reconsider the granting of the CUP.
36

37 Chair Garland conducted a straw poll to determine if the members present were in favor of rescinding the
38 decision on the CUP regarding the 99-year lease. The poll results were 6-3 in favor of reconsideration.
39

40 Mr. Wasser stated that the applicant would leave the meeting if the previously approved CUP was
41 rescinded.
42

43 Mr. Corwin suggested a condition of site plan approval could be added regarding the parking agreement.
44 Mr. Hall read the language of the CUP, which included conditions requiring compliance with the Zoning
45 Ordinance off-log parking requirements. The Board members continued to comment on the issue. It was
46 confirmed that the current conditions and legal review would be sufficient to satisfy the Board members'
47 concerns.
48

49 Ms. Hirai inquired about the potential for expansion of electrical vehicle charging. Mr. Wasser stated that
50 the electrical design is not complete, and additional conduit could be added to add additional stations
51 based upon the future use.

1
2 Chair Garland invited public comment.

3
4 Theresa Grigsby of Ward 2 stated that tonight she could not find a parking space in the area of the
5 project. She spoke against the project.

6
7 Mary Ann Mastro read an opinion from an attorney regarding waivers and commented on the parking
8 issue and variance of the Fire Department. She read a personal statement regarding Recreo's project.

9
10 Jackie Leblanc of Lebanon inquired about some specifics of the proposed apartments. Chair Garland
11 confirmed that the buildings would be sprinkled. Ms. Leblanc expressed concern over appropriateness of
12 the project.

13
14 Joan Monroe, Ward 3, expressed concern over the parking and available parking for the grocery store.
15 Ms. Monroe suggested progress reports as a way of the Board being able to monitor the project. Mr.
16 Jasinski inquired if there was a way for the Board to define that process.

17
18 Robert More of Mason Street commented on the phrase, "...as long as the need exists." He added that the
19 Board needs to ultimately take responsibility for the decision regarding parking.

20
21 Kathy Elfstrom, Ward 2, inquired about parking stickers. Chair Garland stated that parking would be
22 assigned as stated in a previous meeting.

23
24 Ms. Chewning inquired about the details of a parking deck. Mr. Sidore stated that the parking deck could
25 become part of creating vertical density, but it is only in the discussion stage with other developers. Ms.
26 Chewning also inquired about the percentage of affordable housing and the calculation method. Mr.
27 Sidore stated it would be 10% and would not be unit specific but would be based upon HUD
28 requirements. Ms. Stavis noted that affordable housing is not the same as workforce housing and pointed
29 out the differences. Mr. Sidore stated that it would be a combination of both types of housing making up
30 the 10%.

31
32 Mr. Hall inquired if there were any concerns of City Staff. Mr. Corwin stated that all staff's concerns are
33 addressed with staff's recommended conditions of approval.

34
35 Mr. Amaro stated that the parking issue is a huge one, adding that planning for the future needs is a
36 serious consideration. Mr. Sidore stated that they are cognizant of the parking concerns and are working
37 to satisfy what is required. Mr. Hall noted that there are no parking requirements in the LD. Ms. Romano
38 inquired about the automobile limit specified. Mr. Sidore stated that they established it as one per unit.

39
40 Laura Harris-Hirsch, a resident online, commented on the number of cars per unit and the need for
41 additional cars to find parking. She noted that nothing is certain about another market deciding to locate
42 on the site.

43
44 Chair Garland closed the Public Hearing.

45
46 Ms. Hirai inquired if the Board is satisfied with the conditions. Mr. Corwin stated that all issues are
47 covered with the conditions as stated.

48
49 **A MOTION by Matthew Hall** that the Lebanon Planning Board **APPROVE** the application of Recreo,
50 LLC for Site Plan Review to construct two (2) multi-family dwellings containing a total of 152 units
51 together with parking, landscaping, utilities, and other associated site improvements at 2 Mascoma Street

(Tax Map 91, Lots 254), zoned LD, PB2022-17-SPR, as shown on a plan set titled "Village Market Redevelopment," dated March 14, 2022, revised April 22, 2022, prepared by Studio Nexus Architects & Planners, Project No.: 2119 (architectural plans; 37 sheets), including any and all submissions and testimony provided for and during the public hearing, subject to the following conditions:

Conditions to be Satisfied Prior to Application for a Building Permit and Prior to the Start of Any Construction Activities

1. The Boundary Line Adjustment plat approved by the Planning Board on April 11, 2022 (PB2022-16-BLA) shall be recorded pursuant to and in conformance with the Notice of Action.

2. The applicant shall address comments 1-3 in the letter dated April 29, 2022, from Steve Keach, PE, of Keach-Nordstrom Associates, Inc., to the satisfaction of the City Engineer.

3. The applicant shall address comments 2-4 in the memo dated May 9, 2022, from Duane Egner, Lebanon Fire Inspection, to the satisfaction of the Fire Department.

4. The applicant shall make the following revisions to the plan set to the satisfaction of the Planning and Development Department and the City Engineer:

- a) Any changes made pursuant to Condition of Approval #2 and #3.
- b) Identify the name of the county on the cover sheet.
- c) Update zoning chart as follows:
 - i. Correct the number of proposed dwelling units to 152;
 - ii. Identify the building to be demolished as an existing use;
 - iii. Identify impervious coverage both in square feet and as a percentage (Section 5.1.E.10);
 - iv. For proposed lot area, include reference the approved boundary line adjustment plat;
 - v. For proposed parking, refer to requested Conditional Use Permit to allow off-lot parking;
 - vi. Identify 7 ft. proposed rear setback and refer to requested Conditional Use Permit;
 - vii. Indicate the parcel is subject to the NHDES Shoreland Water Quality Protection jurisdiction; and
 - viii. Refer to the requested Conditional Use Permit for the proposed height of building #2.
- d) Provide specifications for all site signage.
- e) Identify location of protected shoreland buffer (pursuant to the NH SWQPA).
- f) Identify handicap accessible parking for building #1 and an accessible route.
- g) Amend the cover sheet to provide description of plan revisions (5.1.E.4.d).
- h) Amend the phasing plan to ensure that drainage infrastructure of sufficient capacity is in place to accommodate additional flows and to provide required treatment from all added impervious areas to be constructed as part of Phase 1.

The applicant shall provide the Planning and Development Department with one (1) full size copy of the revised plan set, and a digital copy of the revised plan set saved in a PDF-A format for archival purposes.

5. The applicant shall schedule and hold a pre-building permit application meeting with the Planning and Development Department, City Building Inspectors, City Engineer/Department of Public Works, and Fire Department, in order to help streamline the building permit review process and to review applicable code requirements.

6. 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.

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

8. The applicant shall prepare a plan to the satisfaction of the Fire Department and the City Manager to re-pave and re-stripe the existing paved area at 12 South Park Street to the rear of the Fire Station and to provide pavement markings for the proposed access way to Church Street.

9. The applicant shall satisfy all conditions of the off-lot parking Conditional Use Permit approved by the Planning Board on June 27, 2022 (PB2022-22-CUP).

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

10. Prior to the start of any construction activities on the property for which construction inspection is required pursuant to this decision or any applicable ordinance or code, the City shall retain the services of an independent third-party inspector, for which the applicant shall be responsible for all inspection fees related to (a) on-site work related to sewer, water, temporary sedimentation and erosion control, and drainage improvements, and (b) all off-site work within the City's right-of-way (including but not limited to water, sewer, roadway, sidewalks, crosswalks, bus stops/shelters, driveways, drainage), in accordance with Chapters 136 and 182 of the City Code and Section 8.2 of the Site Plan Review Regulations. The applicant shall provide funding for inspection services in a form and amount acceptable to the City and shall sign a Water & Sewer Extension and Infrastructure Inspection Agreement in accordance with Chapters 136 and 182 of the City Code.

11. The development shall be subject to 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. In accordance with RSA 674:39, the approved site plan shall be exempt from any future changes in impact fees and methodology for five years from the date of approval; however, any building permits which are issued after the end of that five-year period shall be fully subject to whatever impact fees and methodology are in effect at the time of building permit issuance.

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

13. Prior to the start of any construction activities on the property, the applicant shall obtain or update (if appropriate) any required State approvals, including but not limited to:

- a. NHDES Shoreland Permit
- b. NHDES Alteration of Terrain Permit
- c. NHDES Sewer Connection Permit, if necessary

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

14. The impact fee calculated pursuant to Condition of Approval #10 shall be paid.

15. Third-party engineer or design engineer inspection reports and as-built drawings provided by the applicants (PDF format and CAD .dwg format, using the NH State Plane Coordinate System),

1 including tie sheets, shall be reviewed and approved by the City Engineer prior to acceptance of any
2 utility improvements by the City.

3
4 16. All improvements depicted on the plan shall be completed and shall be constructed as depicted on
5 the approved plan, including any modifications to the plan as may be approved by the Planning Board
6 in accordance with the Site Plan Review Regulations.

7
8 17. The existing paved area at 12 South Park Street to the rear of the Fire Station shall be paved,
9 striped, and marked pursuant to the plan prepared in accordance with Condition of Approval #8.

10
11 **General Conditions**

12
13 18. Pursuant to Section 4.9 of the Site Plan Review Regulation, the project may be constructed in
14 phases per the phasing plan amended per Condition of Approval #4.g.

15
16 19. All required landscape plantings shall meet the minimum size requirements for such plantings set
17 forth in Section 6.2.B of the Site Plan Review Regulations at the time of installation.

18
19 20. Edge-of-disturbance fencing shall be installed and maintained before and during any site work, to
20 be verified by the City Engineer or City's third-party inspector on site.

21
22 21. The applicant shall implement and maintain NHDES Site Specific Best Management Practices
23 before, during, and after construction.

24
25 22. The applicant shall obtain an Excavation Permit, a Driveway Permit, and a Stormwater Permit
26 from the Department of Public Works for any site work in the public right-of-way prior to
27 undertaking any work in the right-of-way and prior to constructing any stormwater connections to the
28 municipal system.

29
30 23. The property owner is responsible for the maintenance and operation of the stormwater
31 management system in accordance with the O&M plan, and such responsibility shall run with the
32 land. (Section 6.6.H.2.b of the Site Plan Review Regulations).

33
34 24. The applicant shall be responsible for maintaining all improvements constructed within the public
35 right-of-way.

36
37 ***The motion was seconded by Kathie Romano.***

38
39 ***The MOTION was approved (6-3).*** Mr. Amaro, Mr. Jasinski, and Ms. Hirai voted against.

40
41
42 **B. William A. Browning and Charles F. & Janet S. Morgan Revocable Trust, 66 Orion Drive**
43 **(Tax Map 12, Lot 5) and 188 Etna Road (Tax Map 12, Lot 5, Plot 100), Rural Lands Two**
44 **(RL-2) and Rural Lands Three (RL-3): Request for a Boundary Line Adjustment. PB2022-26-**
45 **BLA**

46
47 Matthew Hall recused himself.

48
49 Tom Martz returned to the Board.

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

3
4 ***A MOTION by Cori Hirai that the application of William A. Browning and Charles F. & Janet S.
5 Morgan Revocable Trust is complete enough for the Planning Board to accept jurisdiction and
6 commence review.***

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

8 ****The MOTION was approved (9-0).***

9
10
11 Mr. Corwin explained that none of the applicants were present, but the applicants provided a letter
12 describing the intended line adjustment and described the proposal.

13
14 Ms. Romano confirmed that the lot is of a conforming size.

15
16 Chair Garland closed the Public Hearing.

17
18 ***A MOTION by Jeremy Rutter*** that the Lebanon Planning Board **APPROVE** the application of William
19 A. Browning and Charles F. & Janet S. Morgan Revocable Trust for a proposed Boundary Line
20 Adjustment between lands located at 66 Orion Drive (Tax Map 12, Lot 5) and 188 Etna Road (Tax Map
21 12, Lot 5, Plot 100), PB2022-26-BLA, as shown on a plat titled "Boundary Line Adjustment Plat for
22 William A. Browning and Charles F. Morgan Revocable Trust & Janet S. Morgan Revocable Trust,"
23 prepared by Rockwood Land Services, LLC, dated June 11, 2022, last revised June 17, 2022, Project No.
24 1497-1, including any and all supplemental submissions and testimony provided during the public
25 hearing, with the following conditions to be satisfied prior to the recording of the plat:

- 26 1. The applicants shall provide to the Planning and Development Department a digital record
27 drawing (Cad .dwg Format using NH State Plane Coordinate system).
28
29 2. The applicants shall provide to the Planning and Development Department a draft copy of the
30 deed of the land transfer for review to ensure the transfer will be completed properly for
31 Assessing and recording purposes.

32
33 ***The motion was seconded by Tom Martz.***

34 ****The MOTION was approved (9-0).***

35
36
37 ***A MOTION by Jeremy Rutter*** that the Lebanon Planning Board authorize the Chair to sign the Boundary
38 Line Adjustment plat for William A. Browning and Charles F. & Janet S. Morgan Revocable Trust
39 (PB2022-26-BLA).

40
41 ***The motion was seconded by Tom Martz.***

42 ****The MOTION was approved (9-0).***

43
44 Mr. Hall returned to the Board.

45
46 **4. Other Business - None**

47
48 **5. Approval of Minutes**

49
50 A. June 13, 2022

1 ***A MOTION by Kathie Romano to approve the Planning Board Minutes of June 13, 2022, as presented.***

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

3 ****The MOTION was approved (9-0).***

4
5 **6. Adjournment**

6
7 ***A MOTION by Matthew Hall to adjourn the meeting.***

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

9 ****The MOTION was approved (9-0).***

10
11 The meeting was adjourned at 8:20 PM.

12
13 Respectfully Submitted,

14
15 Holly Howes

16 Recording Secretary