



**LEBANON MINOR SITE PLAN COMMITTEE
SEPTEMBER 8, 2022 - 1:30 PM
MEETING ROOM 1, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

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- 1. Call to Order**
 - 2. Notice of Regional Impact**
 - 3. Public Hearing Items**
 - A. Peter E. Johnson Building Supplies & Vala Real Estate, 254 Plainfield Road (Tax Map 129, Lot 1 and Tax Map 129, Lot 1, Plot 70100), zoned GC:** Applicant proposes to renovate the existing façade, add a sidewalk, and to grade and pave +/- 1,500 sf of parking lot.
PB2022-37-MSP
 - 4. Other Business**
 - 5. Approval of Minutes**
 - A. April 14, 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
Minor Site Plan Review Committee
September 8, 2022**

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

**Peter E. Johnson Building
Supplies & Vala Real Estate, 254
Plainfield Road (Tax Map 129, Lot
1 and Tax Map 129, Lot 1, Plot
70100), zoned GC
PB2022-37-MSP**

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: PEJ Building Supplies TEL#: _____
 MAILING ADDRESS: 298 Plainfield Road Lebanon NH 03784
 E-MAIL ADDRESS: _____

CO-APPLICANT, AGENT, OR LESSEE:

NAME: James R Cheyne TEL#: (603) 924-3003
 MAILING ADDRESS: TCD Construction Inc 91 Hancock Road Peterborough
 E-MAIL ADDRESS: jcheyne@tedboile.com NH 0344 03458

PROJECT LOCATION:

TAX MAP #: 129 LOT#: 1 PLOT #: 20100 ZONE: GC
 STREET ADDRESS OF PROJECT: 254 Plainfield Road
 IS THIS PROPERTY LOCATED IN THE: **WETLANDS** ☒ YES ☒ NO **HISTORIC DISTRICT** ☐ YES ☒ NO
FLOOD PLAIN ☒ YES ☐ NO

SCOPE OF PROJECT:

Renovate existing building facade
Add sidewalk, Grade & Pave as required < 1500 sf

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

PROPERTY

OWNER: _____

DATE: _____

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: Meredith Ryan

DATE: August 23, 2022

DATE RECEIVED	FILE # (MAP/LOT)	APPLICATION #	FEE - \$ AMOUNT	DATE PAID	VOUCHER #
8/23/2022	129-1	PB2022-			

37-SPR

**Agenda
Minor Site Plan Review Committee
September 8, 2022**

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

April 14, 2022

**LEBANON MINOR SITE PLAN COMMITTEE
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE
THURSDAY, APRIL 14, 2022, 1:30PM**

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

MEMBERS ABSENT: Rebecca Owens (Associate Planner)

STAFF PRESENT: Calvin Hunnewell (Building Inspector)

1. Call to Order

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

2. Notice of Regional Impact

Staff recommends that the application being heard today has the potential for regional impact.

A MOTION by Brian Vincent that neither application on the agenda today has the potential for regional impact.

The motion was seconded by Tim Cohen.

**The MOTION was approved (4-0).*

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

A MOTION by Tim Cohen that the application of KAB Properties, LLC, 45 Mechanic Street (Tax Map 106, Lot 36), zoned LD is complete enough for the committee to accept jurisdiction and commence review.

The motion was seconded by Duane Egner.

**The MOTION was approved (4-0).*

3. Public Hearing Items

- A. **KAB Properties, LLC, 45 Mechanic Street (Tax Map 106, Lot 36), zoned LD:** Applicant proposes to construct a 1,972 sq. ft. building for a proposed take-out food establishment (Domino's). PB2022-20-MSP

Dan Nash of Advanced Geomatics & Design and Bobby Oakes (remote) attended in support of the application.

Mr. Nash described the site and project.

1 Mr. Corwin stated that the building design requirements are in the Site Plan Regulations. The
2 architectural in the site plan do need to match those with the building permit application and must be
3 substantially similar.

4
5 Mr. Corwin inquired about the advantages of underground propane tanks.

6
7 Mr. Vincent inquired about a functioning kitchen needing a grease trap. It would be necessary to agree
8 that it applies and consulting the sewer standard would provide guidance. The requirements would go
9 forward with the property for any future owners. More detail on the wall design would be needed in terms
10 of impact on the abutting property.

11
12 Mr. Corwin commented on the clarity of the plan and the need for additional details. The conditions of
13 approval were provided to both the applicant and the committee members. Jeremy Katz of BGP
14 Properties, LLC, owner of 50 Mechanic Street, sent a letter, which Mr. Corwin read to the committee and
15 applicant, approving of the project but expressing concern regarding lighting impact on the residents
16 across the street.

17
18 Mr. Corwin stated that the benefit of a public hearing is to review information that isn't apparent or
19 express concerns on various impacts. The interior lighting may be part of the overall lighting
20 considerations. The business is an advantage to the neighborhood but will have an impact on the local
21 residents.

22
23 Mr. Egner suggested some type of special windows or shades to minimize the impact.

24
25 Mr. Corwin stated that they could make it a condition of approval. There isn't anything that can be done
26 regarding the hours of operation. Perhaps screens could be lowered after a certain at night to lessen the
27 lighting impact.

28
29 Mr. Nash commented on the parking.

30
31 Mr. Corwin noted several items in the conditions of approval and inquired about fencing around the
32 building.

33
34 Mr. Corwin inquired about a dumpster outside. Mr. Oakes offered to find out. Mr. Corwin stated that it
35 will need to be screened.

36
37 Rebecca Owens arrived at 2:04 PM.

38
39 Mr. Oakes confirmed that a dumpster is needed on site.

40 Mr. Corwin inquired about the curbing. Mr. Vincent stated that curbing needs to allow drainage.

41 Mr. Corwin inquired about mechanical equipment on the roof. Mr. Oakes stated that there would be no
42 mechanical equipment on the ground, but he will confirm that.

43 Mr. Corwin inquired about a free-standing sign.

44 Mr. Oakes confirmed that all mechanicals would be on the roof.

45 Mr. Corwin stated that they would include everything in the conditions.

46 Mr. Oakes confirmed that there would be no free-standing sign, only a sign on the building.

47
48
49 A MOTION by Tim Corwin that the Lebanon Minor Site Plan Committee **APPROVE** the application of
50 KAB Properties, LLC, regarding 45 Mechanic Street (Tax Map 106, Lot 36), zoned LD, PB2022-20-MSP,
51 for Site Plan Review pursuant to Sections 3.1.C and 3.2 of the Lebanon Site Plan Review Regulations to

construct a 1,972 sq. ft. building for a proposed take-out food establishment (Domino's), as shown on a plan set titled "45 Mechanic Street," prepared by Advanced Geomatics & Design, dated February 7, 2022, last revised April 4, 2022 (9 sheets), including any and all submissions and testimony provided for and during the public hearing, with the following conditions:

Conditions to be Satisfied Prior to Application for a Building Permit

1. The applicant shall make the following revisions to the plan set to the satisfaction of the Planning and Development Department and the City Engineer:
 - a. Clarify whether the existing water service will be "re-used" or if a new line is proposed, and identify sprinkler water connection, if provided.
 - b. Engineering plans and details of the retaining wall and building foundation wall at the rear of the site, and any associated site disturbances, limits of excavation, temporary and/or permanent easements, etc. should be shown and detailed within the plan set.
 - c. Identify location of foundation drainage and discharge point.
 - d. Identify location of grease trap if required by City Code.
 - e. Identify location of dumpster and provide required screening per Section 6.2 and 6.10.
 - f. Clarify proposed curbing along the perimeter of the eastern parking area.
 - g. Include a lighting plan identifying all lighting fixtures and providing specifications as required per Section 5.1.E.13 and demonstrating compliance with the light intensity requirements of Section 6.7.B.2.
 - h. Sheet 1 (Cover Sheet): Identify required parking spaces as "N/A" and remove "REQUIRED PARKING SET BY TABLES" language.
 - i. Sheet 2 (Overall Plan): Remove depiction of underground tanks if inaccurate.
 - j. Sheet 3 (Existing Conditions): Identify features to be removed/demolished including but not limited to the existing building and retaining wall.
 - k. Sheet 5 (Elevations): Identify all building materials, add lighting fixtures, provide transparency calculation per Section 6.10.B.9.b.i(a) of the Site Plan Review Regulations, and provide a label for the fence.
 - l. Sheet 7 (Site Plan):
 - i. Add bicycle parking
 - ii. Add location of wall-mounted light fixtures
 - iii. Update label of "existing" building to "proposed"
 - iv. Ensure that footprint of proposed building is accurate and provide outline of proposed overhang
 - v. Ensure width of sidewalk is consistent with depiction of sidewalk on Sheet 4 (Floor Plan)
 - vi. Identify pad at the northeast corner of the building, located adjacent to the sidewalk
 - vii. Ensure text on plat is legible and does not overlap with other text; and
 - viii. Indicate that the retaining wall is proposed.
 - m. Sheet 8 (Landscape Plan):
 - i. Update label of "existing" building to "proposed"
 - ii. Ensure that footprint of proposed building is accurate and provide outline of proposed overhang
 - iii. Utilize the proposed site plan and correct discrepancies (e.g., a portion of the proposed sidewalk adjacent to the northeast corner building is missing)
 - iv. Remove red clouding
 - v. Replace perimeter landscaping table with table identify existing trees and shrubs to remain
 - vi. Provide text that is currently cropped along the right-hand side of the sheet; and
 - vii. Clarify that the vegetation identified in the Plant Legend is new.

1
2 The applicant shall provide the Planning and Development Department with one (1) full size copy
3 of the revised plan set, and a digital copy of the revised plan set saved in a PDF-A format for
4 archival purposes.
5

- 6 2. The applicant shall obtain approval from the City Council or the City Manager's office for any
7 additional water and/or sewer flows in accordance with the applicable Chapter 136 and 182 of the
8 City Code.
9

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

- 11
12 3. The development is subject to the City of Lebanon impact fees, pursuant to Section 213 of the
13 Zoning Ordinance. The Impact Fee shall be calculated at the time of Building Permit issuance based
14 on the Impact Fee Schedule adopted on October 12, 2021, and such fees shall be due and payable
15 at the time of issuance of a Certificate of Occupancy. In accordance with RSA 674:39, any building
16 permits which are issued after five years from the date of approval shall be fully subject to whatever
17 impact fees and methodology are in effect at the time of building permit issuance.
18
19 4. The architect shall investigate means of minimizing light spill from the interior of the building.
20
21 5. All water and sewer fees shall be paid as set forth in City Code Chapter 68.
22

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

- 24
25 6. The impact fee calculated pursuant to Condition of Approval #3 shall be paid.
26
27 7. All improvements depicted on the plan, including the striping of parking spaces, shall be completed,
28 and shall be constructed as depicted on the approved plan, including any modifications to the plan
29 as may be approved by the Planning Board in accordance with the Site Plan Review Regulations.
30

31 **General Conditions**

- 32
33 8. The applicant shall obtain a sign permit prior to the installation of any signage as required by
34 Section 608 of the Zoning Ordinance and shall comply with all applicable requirements of Section
35 608 including the illumination requirements of Section 608.4.A.6 and providing a lighting plan as
36 required by Section 608.4.A.6.a.
37
38 9. All required landscape plantings shall meet the minimum size requirements for such plantings set
39 forth in Section 6.2.B of the Site Plan Review Regulations at the time of installation.
40

41 *The motion was seconded by Tim Cohen.*

42 **The MOTION as approved (5-0).*
43
44

45 **4. Other Business - None**

46
47
48 **5. Approval of Minutes**

- 49
50 A. January 13, 2022, and February 24, 2022
51

1 *A MOTION by Tim Cohen to approve the Minor Site Plan Committee Minutes of January 13, 2022,*
2 *and February 24, 2022, as presented.*
3 *The motion was seconded by Brian Vincent*
4 **The MOTION was approved (5-0).*
5
6

7 **6. Adjournment**
8

9 *A MOTION by Tim Cohen to adjourn the meeting*
10 *The motion was seconded by Brian Vincent.*
11

12 **The MOTION was approved (5-0).*
13

14 The meeting was adjourned at 2:27 PM.
15

16 Respectfully submitted,
17

18 Holly Howes
19 Recording Secretary