

FINAL

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

**MEMBERS PRESENT:** Tim Corwin (Senior Planner), Rebecca Owens – in person and remotely (Associate Planner), Brian Vincent (City Engineer), Captain Tim Cohen (Police Department),

**MEMBERS ABSENT:** Duane Egner (Fire Inspector)

**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**

**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

Mr. Corwin stated that Staff recommends that the above application does not have the potential for regional impact.

***A MOTION by Brian Vincent that the application of 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 does not have the potential for regional impact.***

***The motion was seconded by Rebecca Owens.***

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

**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

Mr. Corwin stated that Staff recommends that the application is complete enough for the Minor Site Plan Committee to accept jurisdiction and commence review.

***A MOTION by Brian Vincent that the application of 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, IS complete enough for the Minor Site Plan Committee to accept jurisdiction and commence review.***

***The motion was seconded by Tim Cohen.***

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

Randy Cheyne and Chris Covert, both of KCB Construction appeared in support of the application.

Mr. Cheyne explained the details of the plan, which is at the request of the property owner. The property was previously Pier 1 in West Lebanon. Mr. Covert displayed the site drawings to explain the new façade. Three businesses are proposed to occupy the highway side of the building with new entrances for each. The committee members discussed the traffic flow through the parking area and the impact of the sidewalk and limited open space. There was an extended discussion of potential safety issues. Mr. Cheyne suggested the possibility of moving the parking adjacent to the building façade and maintaining ADA compliance. Mr. Vincent noted that drainage is an issue in that area. Ms. Owens inquired about outside lighting, and Mr. Corwin stated that it could be a condition of approval.

Mr. Corwin closed the Public Hearing.

Lighting, weather protection, landscaping, current curbing as open space, and striping for crossings were all considered as conditions of approval. Restriping and traffic control were emphasized by Mr. Cohen.

Ms. Owens left the meeting.

Mr. Vincent stated that a plan showing traffic, ADA access, and striping would be needed.

**A MOTION by Tim Corwin** that the Lebanon Minor Site Plan Committee **APPROVE** the application of Peter E. Johnson Building Supplies & Vala Real Estate, regarding 254 Plainfield Road (Tax Map 129, Lot 1 and Tax Map 129, Lot 1, Plot 70100), zoned GC, PB2022-37-MSP, for Site Plan Review pursuant to Sections 3.1.C and 3.2 of the Lebanon Site Plan Review Regulations to renovate the existing façade, add a sidewalk, and to grade and pave +/- 1,500 sf of parking lot, as shown on a plan set titled “Site Development Plans – Jersey Mike’s,” prepared by TF Moran, dated April 28, 2022, last revised July 8, 2022 (8 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, the City Engineer, the Police Department, and the Building Inspector:
  - a. Provide specifications for exterior lighting fixtures, consistent with Section 6.7 of the Site Plan Review Regulations.
  - b. For purposes of traffic calming and providing usable open space, revise the landscaping along the façade of the building to retain the footprint of the existing landscaping as much as possible – particularly at the northeast corner of the building.
  - c. Provide a plan prepared by a New Hampshire Registered Professional Engineer showing the intended ADA access and egress to and from the building entrances, including any curb ramps. Please show the intended ADA parking spaces including location, proposed signage, dimensions, and spot elevations which shall be consistent with applicable ADA Standards.
  - d. In order to ensure safe and efficient traffic flow and improve existing conditions, provide a traffic management plan for the access drive to Route 12A and the interior access points to adjacent properties. The traffic management plan shall, at a minimum, propose appropriate signage (e.g. yield to pedestrians, stop sign) and striping (e.g. striped pedestrian zone or crossings).

- e. Ensure that curb reveal is consistent across the base of the building with the exception of any curb ramps for accessibility.
- f. Ensure positive drainage conveyance in the work area and adjacent parking area.

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.

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

- 2. 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 Minor Site Plan Committee in accordance with the Site Plan Review Regulations.

***The motion was seconded by Tim Cohen.***

***\*The MOTION was approved (3-0). Ms. Owens abstained.***

**4. Other Business**

**5. Approval of Minutes**

- A. April 14, 2022

***A MOTION by Tim Cohen to approve the minutes of April 14, 2022, as presented.***

***The motion was seconded by Brian Vincent.***

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

**3. Adjournment**

***A MOTION by Brian Vincent to adjourn the meeting***

***The motion was seconded by Tim Cohen.***

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

The meeting was adjourned at 2:30PM.

Respectfully submitted,

Holly Howes  
Recording Secretary