



**LEBANON PLANNING BOARD
DECEMBER 12, 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. Hanover Improvement Society Co & Trustees of Dartmouth College, 394 North Main Street (Tax Map 5, Lot 2 & Tax Map 8, Lots 27 & 28), zoned R-3 & RL-3: Request for Site Plan Review to construct a 4,235 square foot addition to the existing recreational ice rink together with associated site improvements. PB2022-44-SPR - Continued from November 21, 2022**
 - B. Johanna Cicotte & Edwards Properties, LLC, 30 Little Heater Road (Tax Map 78, Lot 61) and 0 Edwards Street (Tax Map 78, Lot 54), zoned IND-L: Request for a Boundary Line Adjustment. PB2022-42-BLA - Postponed from November 21, 2022**
 - C. Grafton County Economic Development Council & North County Council, 16 Cavendish Court (Tax Map 10, Lot 11, Plot 3600), zoned IND-L: Request for a Site Plan amendment to construct additional parking. PB2022-48-SPR - Postponed from November 21, 2022**
 - D. Execusuite, LLC and Chorro, LLC, 75 Bank Street (Tax Map 92, Lot 78) and 77 Bank Street (Tax Map 92, Lot 79), zoned R-O: Request for a boundary line adjustment. PB2022-55-BLA**
 - E. Chorro, LLC, 77 Bank Street (Tax Map 92, Lot 79), zoned R-O: Request for site plan approval to convert the existing building to an 8-unit multi-family dwelling. PB2022-47-SPR**
 - F. CP Centerra LLC, 12 Centerra Parkway (Tax Map 10, Lot 11, Plot 100), zoned IND-L: Request for Site Plan Review to construct a +/-2,273 sq. ft. restaurant with a drive through (Starbucks) together with associated site improvements. PB2022-45-SPR**
 - G. One Mechanic Street, LLC and FSP LLC, 1 Mechanic Street (Tax Map 91, Lot 264) and 0 Foundry Street (Tax Map 91, Lot 262), zoned LD: Request to amend required site improvements for an approved 18-unit multi-family conversion (PB2020-29-SPR). PB2022-54-SPA**

- H. **Altaria Lebanon Park, LLC, NH Route 120 & Cavendish Court (Tax Map 10, Lots 26-34), zoned IND-L:** Pursuant to Section 7.13 of the Subdivision Regulations, Applicant requests approval to construct the 11-lot Altaria Planned Business Park development in phases. PB2022-53-FMAJA
 - I. **Upper Valley Technology Park, LLC, 0 Plainfield Road (Tax Map 131, Lot 3), zoned IND-L:** Request for a Conditional Use Permit per Section 501.4 of the Zoning Ordinance and for Minor Subdivision approval of a proposed 3-lot Industrial Planned Unit Development (IPUD). PB2022-51-CUPMIN
- 4. **Other Business**
 - A. Discussion of Proposed Zoning Amendments
 - 5. **Approval of Minutes**
 - A. November 21, 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](https://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.



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

PLANNING BOARD

December 12, 2022 Meeting

Staff Memorandum – PB2022-44-SPR – *con't from 11/21/22*

APPLICATION INFORMATION

Agenda Item: 3.A

Application ID: PB2022-44-SPR

Application Type:

Site Plan Review for proposed additions to existing ice rink

Property Location & Tax Map

394 N. Main St (Tax Map 5, Lot 2), with stormwater infrastructure located on: 1-3 Field Road (Tax Map 5, Lot 1), 00 N. Main Street (Tax Map 8, Lot 27), and 00 Indian Ridge Drive (Tax Map 8, Lot 28)

Applicant/Property Owner:

Hanover Improvement Society & Town of Hanover (adjacent lots with proposed stormwater infrastructure owned by Dartmouth College)

Zoning District:

Residential Three (R-3) & Rural Lands Three (RL-3)

Future Land Use Map: Mixed Use

Property Size (394 N Main St):

+/-13.95 acres (*per City Assessor's records*)

Overlay Districts:

- Wetlands Conservation District

LEGAL NOTICE

Hanover Improvement Society (applicant) and Town of Hanover (property owner), 394 N. Main Street (Tax Map 5, Lot 2), zoned RL-3 and R-3: Request for Site Plan Review to construct +/-4,385 sq. ft. additional building area onto the existing recreational ice rink together with associated site improvements including stormwater infrastructure to be located on adjacent properties owned by Dartmouth College (1-3 Field Road (Tax Map 5, Lot 1), 00 N. Main Street (Tax Map 8, Lot 27), 00 Indian Ridge Drive (Tax Map 8, Lot 28)). PB2022-44-SPR

NEW PLANS AND APPLICATION MATERIALS

- ▶ Letter dated December 5, 2022, from Jeff Goodrich, PE, of Pathways Consulting, LLC (response to abutter and Planning Board comments, 2 pages)
- ▶ Updated Application for Waivers, dated September 30, 2022 (2 pages)
- ▶ Plan sheet titled, "Based Plan for Campion III Ice Rink," set prepared by Pathways Consulting, LLC, dated July 2006, Proj. No. 10571

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 address the following comments of the City Engineer to the satisfaction of the City Engineer:
 - a) Given the nature of the native soils within the placement area of the proposed infiltration basin, it is recommended that the applicant provide a reinforced overflow weir and detail of how the weir reinforcing materials would be constructed. This may also apply to the forebay overflow weir. It is understood that the drainage model shows no overflow to the weir, but staff still recommends that reinforcing materials are installed.
 - b) Confirm that the proposed relocated hydrant location is properly spaced from the building/proposed building addition.
 - c) Actual measured saturated hydraulic conductivity test results, as well as estimated seasonal high water table elevation shall

- be provided to DPW for review prior to construction. The applicant shall also share any intent to add soil amendments to the site if required/applicable, as well as design details.
- d) The O&M Manual refers to a Dunkin Donuts facility. This is likely a typo that should be addressed.
2. 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 #1.
 - b) Depict snow storage at the eastern end of the parking lot.
 - c) Amend the cover sheet to provide description of plan revisions (5.1.E.4.d).
 3. 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.
 4. 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.
 5. 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 Building Permit

6. 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 13, 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.
7. All water and sewer fees shall be paid as set forth in City Code Chapter 68.
8. An easement over 1-3 Field Road (Tax Map 5, Lot 1), 00 N. Main Street (Tax Map 8, Lot 27), and 00 Indian Ridge Drive (Tax Map 8, Lot 28) for the operation and maintenance of the off-site stormwater infrastructure shall be recorded in a form acceptable to the City's legal counsel.
9. Prior to the start of any construction activities on the property, the applicant shall obtain or update (if appropriate) any required State approvals.

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

10. The impact fee calculated pursuant to Condition of Approval #5 shall be paid.
11. 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 Subdivision Regulations and Site Plan Review Regulations.

General Conditions

12. All required landscape plantings shall meet the minimum size requirements for such plantings set forth in Section 6.2.B of the Site Plan Review Regulations at the time of installation.
13. The applicant shall implement and maintain NHDES Site Specific Best Management Practices before, during, and after construction.
14. The property owner is responsible for the maintenance and operation of the stormwater management system in accord with the O&M plan, and such responsibility shall run with the land. (Section 6.6.H.2.b of the Site Plan Review Regulations).

Attachments

cc: Hanover Improvement Society
Town of Hanover
Dartmouth College
Jeff Goodrich, PE, Pathways Consulting LLC
File

PATHWAYS CONSULTING, LLC

Planning • Civil & Environmental Engineering • Surveying • Construction Assistance
240 Mechanic Street • Suite 100
Lebanon, New Hampshire 03766
(603) 448-2200 • Fax: (603) 448-1221

December 5, 2022

Tim Corwin, AICP, Senior Planner
City of Lebanon
51 North Park Street
Lebanon, New Hampshire 03766

RE: WAIVER REQUEST IN SUPPORT OF SITE PLAN REVIEW FOR CAMPION RINK,
394 ROUTE 10, LEBANON, NEW HAMPSHIRE (Project No. 10571)

Dear Tim:

Please accept this request for a waiver from the Site Plan Review Regulations, Section 6.6 – Stormwater Management following the Planning Board (Board) meeting for the referenced project on November 21, 2022. This letter is intended to supplement the Application for Waivers for this project based on the form's provision for, "You can respond in the space provided, or attach a separate statement." Comments from at least one member of the Board and an abutter suggest the need for a more detailed response for this waiver request, which is predicated on Criterion B of the application, "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."

As noted in the Technical Checklist that we provided with resubmission materials to address Staff comments on pages 8 to 10 for stormwater, we are seeking a general waiver from compliance with stormwater requirements outside the areas that will be impacted for this project. Given the limited scope of this renovation project relative to the existing site, waiving compliance with stormwater requirements for the non-project areas is appropriate and consistent with other, similar-scoped projects.

In addition to the materials presented relative to this topic to date, we would like to respond to Board and abutter comments about this topic as follows:

1. Abutter David Donley offered comments during the meeting on November 21 that stormwater runoff from the project has created a wetland on his property. As explained below, that is not physically possible. This project will reduce the runoff from the Campion site to the west, and existing site conditions render his concerns moot.
 - a. The attached "Base Plan for James Campion III Ice Rink," prepared by our firm, dated July 2006 presents the site conditions prior to Mr. Donley's acquisition of this property, which was previously owned by Dartmouth College (College). The contours shown on this plan, although not labeled, are at 2-foot intervals and place Mr. Donley's home 15-feet or more above the historic ditch between his property and the Campion property.
 - b. The ditch¹ between the Donley and Campion properties on this plan is almost

¹ The area is referred to as a ditch, because the history of the site indicates that the level area of Sachem Field and Campion Rink were created by physical alterations of the natural topography that resulted in the build up of the Campion Rink site, thus creating the ditches to the west and east of the Rink.

- completely off the Donley property. This ditch receives stormwater runoff from the Campion Property, and the runoff from the Campion Property has minimal, if any impact on the eastern boundary of the Donley property.
- c. The wetlands shown on the Donley property have existed for many years prior to the construction of Mr. Donley's home and appears to emanate from up-gradient stormwater runoff sources including a culvert that discharges from the west side of Route 10 to the east side of the road, ultimately across Mr. Donley's property to the ditch between the Donley and Campion properties.
2. A Board member made comments regarding the wetlands shown on NH GRANIT, but NH GRANIT does not contain information regarding the historical site development of the Campion Rink and Sachem Fields properties.
- a. We routinely use NH GRANIT information, which appear to generally reflect actual site conditions as surveyed by professionals since the 1980s. The flat areas on and adjacent to the Sachem Fields/Campion Rink site shown on the NH GRANIT site demonstrate man-made features (i.e., leveling of natural topography that resulted in the buildup of the Rink area) from decades past.
- b. NH GRANIT generally confirms the topographic conditions documented for the Donley and Campion properties and the fact that discharge from the Campion property cannot impact the Donley property.
- c. A Certified Wetland Scientist delineated the wetlands shown on various project plans whereas NH GRANIT only refers to general or potential wetlands.

In closing, we understand that approval of stormwater plans for this project may be amended with staff following Site Plan Review as long as the project does not increase runoff to the west of the Rink pursuant to ZBA approval conditions. Please let us know if you require any additional information regarding this waiver request.

Sincerely,

PATHWAYS CONSULTING, LLC



Jeffrey S. Goodrich, P.E.
President

JSG:hrh

Enclosure

cc: Nathan Stearns
Don Derrick



City of Lebanon, New Hampshire APPLICATION FOR WAIVERS

Office Use Only

Date Received: _____

File No.: _____

PROJECT INFORMATION

Name of Applicant: Hanover Improvement Society

Project Name: Campion Rink Renovations & Additions

Project Address: 394 Northmain Street

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 A boundary survey was performed by registered land surveyor of the boundary lines adjacent to the existing rink to verify setbacks. The remaining boundary information was taken from a plan recorded at the Grafton County Registry of Deeds.

2. Section ^{5.1.E (7)} of the (circle one) **Site Plan Review** / Subdivision Regulations. A Waiver of this Section meets (circle one) **Criteria A** / **Criteria B** because There are no structures location within 200' of the site with the exception of those along Gould Road. The structures along Gould Road are not within 200' of the boundary for Campion Rink.

5.1.E (12)

3. Section ____ of the (circle one) **Site Plan Review** / **Subdivision Regulations**. A Waiver of this Section meets (circle one) **Criteria A** / **Criteria B** because A lighting plan has been provided for the new entrance addition. A waiver is requested to providing information relative to existing outdoor lighting.
The existing parking lot lighting will not be changed.

5.1.E (15)

4. Section ____ of the (circle one) **Site Plan Review** / **Subdivision Regulations**. A Waiver of this Section meets (circle one) **Criteria A** / **Criteria B** because A landscape plan has been provided for the new entrance addition. A waiver is requested to providing perimeter landscaping calculation and parking lot shading calculation since no new landscaping is proposed for the existing parking lot and the perimeter of the project.

6.2.D (1)

5. Section ____ of the (circle one) **Site Plan Review** / **Subdivision Regulations**. A Waiver of this Section meets (circle one) **Criteria A** / **Criteria B** because providing a 10' landscape buffer for the building addition at the southeast of the rink would increase the impact on the adjacent steep slope. A waiver to the requirement also allows the construction of an access drive around the rink to facilitate maintenance of the building and site.

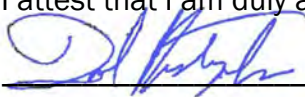
6. Section 6.6 of the (circle one) **Site Plan Review** / **Subdivision Regulations**. A Waiver of this Section meets (circle one) **Criteria A** / **Criteria B** because See supporting letter

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:  Date: 9/30/2022

5.1.E (12)

3. Section ____ of the (circle one) **Site Plan Review** / **Subdivision Regulations**. A Waiver of this Section meets (circle one) **Criteria A** / **Criteria B** because A lighting plan has been provided for the new entrance addition. A waiver is requested to providing information relative to existing outdoor lighting.
The existing parking lot lighting will not be changed.

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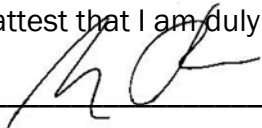
6. Section 6.6 of the (circle one) **Site Plan Review** / **Subdivision Regulations**. A Waiver of this Section meets (circle one) **Criteria A** / **Criteria B** because See supporting letter

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:  Date: 10/3/2022

5.1.E (12)

3. Section ____ of the (circle one) **Site Plan Review** / **Subdivision Regulations**. A Waiver of this Section meets (circle one) **Criteria A** / **Criteria B** because A lighting plan has been provided for the new entrance addition. A waiver is requested to providing information relative to existing outdoor lighting.
The existing parking lot lighting will not be changed.

5.1.E (15)

4. Section ____ of the (circle one) **Site Plan Review** / **Subdivision Regulations**. A Waiver of this Section meets (circle one) **Criteria A** / **Criteria B** because A landscape plan has been provided for the new entrance addition. A waiver is requested to providing perimeter landscaping calculation and parking lot shading calculation since no new landscaping is proposed for the existing parking lot and the perimeter of the project.

6.2.D (1)

5. Section ____ of the (circle one) **Site Plan Review** / **Subdivision Regulations**. A Waiver of this Section meets (circle one) **Criteria A** / **Criteria B** because providing a 10' landscape buffer for the building addition at the southeast of the rink would increase the impact on the adjacent steep slope. A waiver to the requirement also allows the construction of an access drive around the rink to facilitate maintenance of the building and site.

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 See supporting letter

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 _____

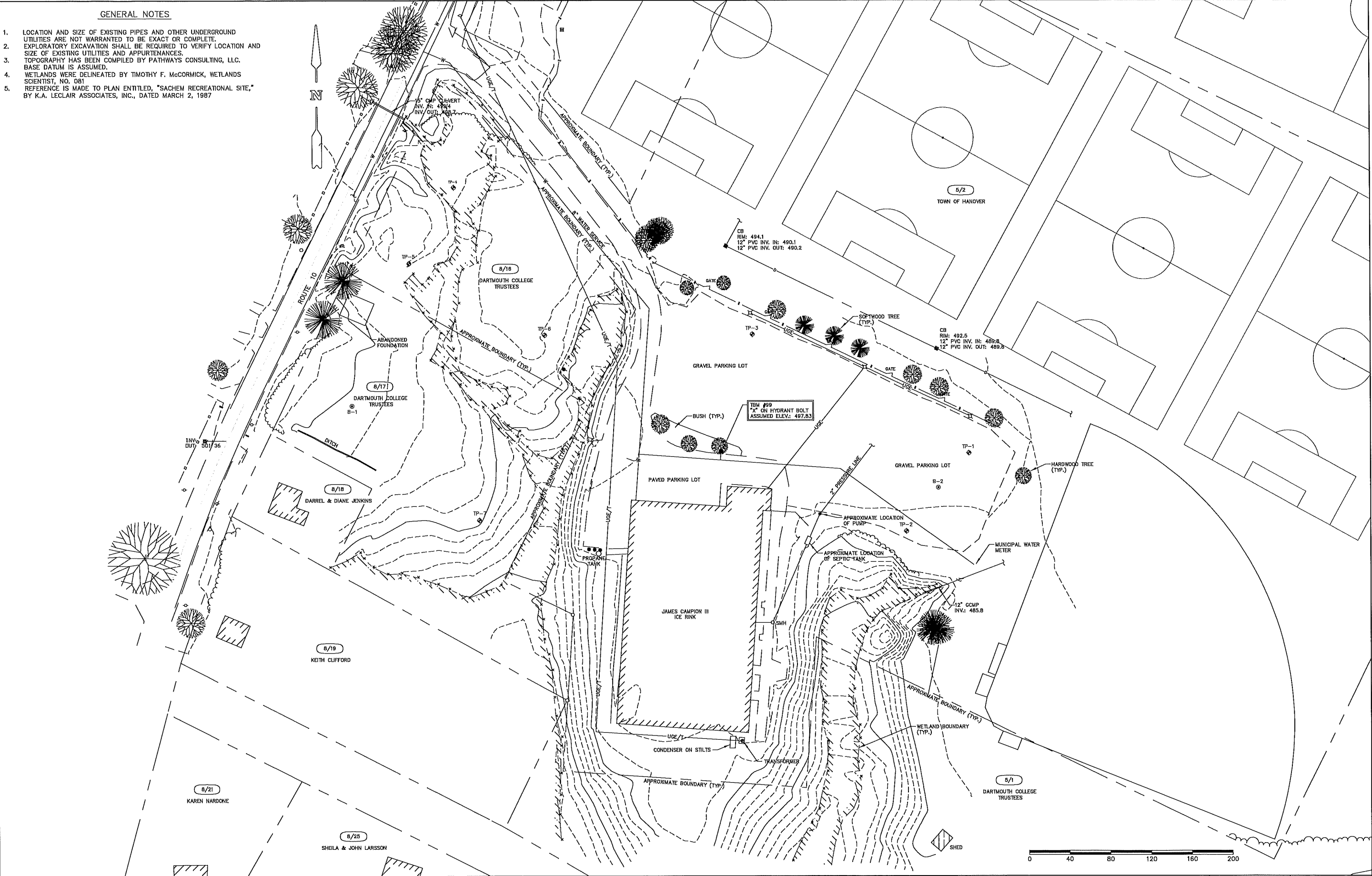
SIGNATURE

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: Donald E. Smith HIS Date: 10/3/2022

GENERAL NOTES

1. LOCATION AND SIZE OF EXISTING PIPES AND OTHER UNDERGROUND UTILITIES ARE NOT WARRANTED TO BE EXACT OR COMPLETE.
2. EXPLORATORY EXCAVATION SHALL BE REQUIRED TO VERIFY LOCATION AND SIZE OF EXISTING UTILITIES AND APPURTENANCES.
3. TOPOGRAPHY HAS BEEN COMPILED BY PATHWAYS CONSULTING, LLC. BASE DATUM IS ASSUMED.
4. WETLANDS WERE DELINEATED BY TIMOTHY F. MCCORMICK, WETLANDS SCIENTIST, NO. 081.
5. REFERENCE IS MADE TO PLAN ENTITLED, "SACHEM RECREATIONAL SITE," BY K.A. LECLAIR ASSOCIATES, INC., DATED MARCH 2, 1987



REVISION NO.	DATE	DESCRIPTION	MADE BY	CHECKED BY	APPROVED BY

BASE PLAN FOR
JAMES CAMPION III ICE RINK
ROUTE 10 - LEBANON, NEW HAMPSHIRE

PATHWAYS CONSULTING, LLC
3 SCHOOLHOUSE LANE, P.O. BOX 600
ETNA, NEW HAMPSHIRE 03750
(603) 643-3511

SCALE: 1"= 40'
DESIGNED BY:
DRAWN BY: SMZ
CHECKED BY:
DATE: 07/06
PROJ. NO. 10571

1
SHEET 1 OF 1



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

PLANNING BOARD

December 12, 2022 Meeting

Staff Memorandum – PB2022-42-BLA

APPLICATION INFORMATION

Agenda Item: 3.B

Application ID: PB2022-42-BLA

Application Type:

Boundary Line Adjustment

Property Location & Tax Map:

- 30 Little Heater Rd (Tax Map 78, Lot 61)
- 0 Edwards St (Tax Map 78, Lot 56)
(identified as Lot 54 in the legal notice)

Property Owners/Applicants:

Johanna Cicotte & Edwards Properties, LLC

Property Sizes (existing):

- 30 Little Heater Road (Tax Map 78, Lot 61): +/-1.71 acres *per boundary line adjustment plat recorded 2/23/22 (acreage erroneously based on future discontinuance of Little Heater Rd)*
- 0 Edwards Street (Tax Map 78, Lot 56): +/-2.65 acres *per proposed boundary line adjustment plat (acreage based on future road discontinuance)*

Property Sizes (proposed):

- 30 Little Heater Road (Tax Map 78, Lot 61): +/-2.15 acres *(acreage based on future road discontinuance)*
- 0 Edwards Street (Tax Map 78, Lot 56): +/-2.21 acres *(acreage based on future road discontinuance; actual acreage will be based on a voluntary lot merger with Tax Map 78, Lot 58)*

Zoning District:

Light Industrial (IND-L)

Zoning Overlay District(s):

Wetlands Conservation District

Staff Attachments:

- 9/23/21 Memo from James Donison, former DPW Director (3 pgs)
- Staff e-mails w/ Dan Nash (11 pgs)
- 175 Heater Road & 30 Little Heater Road boundary line plat

LEGAL NOTICE

Johanna Cicotte & Edwards Properties, LLC, 30 Little Heater Road (Tax Map 78, Lot 61) and 0 Edwards Street (Tax Map 78, Lot 54), zoned IND-L: Request for a Boundary Line Adjustment. PB2022-42-BLA

PLANS AND APPLICATION MATERIALS

- ▶ Application form
- ▶ Letter dated September 20, 2022, from Daniel Nash, PE, of Advanced Geomatics & Design (support statement; 1 page)
- ▶ Letter dated October 20, 2022, from Daniel Nash, PE, of Advanced Geomatics & Design (response to staff comments; 2 page)
- ▶ Subdivision Regulations - Technical Checklist (3 pages)
- ▶ Plat exhibits (3 sheets)
- ▶ Plat titled "Boundary Line Adjustment Plan - Johanna Marie Cicotte and Edwards Properties, LLC", prepared by Paton Land Surveying, LLC, dated August 30, 2022, last revised December 5, 2022, Project No. 2021-282-60A

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 vacant lands located at 30 Little Heater Rd (Tax Map 78, Lot 61) and 0 Edwards St (Tax Map 78, Lot 56) (incorrectly identified as Lot 54 in the legal notice based on the information provided in the applicant's original application submission).

The proposed plat does not show the current configuration of the subject properties. Rather, the plat depicts the boundaries of the properties as they will exist once the discontinuance of Edwards Street and 30 Little Heater Road are complete. Information about the discontinuance is set forth in the attached memo dated September 23, 2021, from James Donison, former DPW Director, and in the attached letter dated October 20, 2022, from Daniel Nash, PE, of Advanced Geomatics & Design.

PB2022-42-BLA
30 Little Heater Rd & 0 Edwards St
December 12, 2022 PB Mtg
Agenda Item 3.B
Page 2 of 4

STAFF COMMENTS**ASSESSING**

No comment.

BUILDING INSPECTION

No comment.

FIRE

No comment.

POLICE

No comment.

PUBLIC WORKS/CITY ENGINEER

1. The “hammerhead easement” shown on the plans does not meet the requirements set forth by the Department of Public Works in the attached letter dated September 23, 2021, prepared by the Director of Public Works. The purpose of this September 23, 2022 letter was to describe the criteria required to discontinue the affected streets, as requested by the Applicant. Further, the proposed hammerhead at the end of (to be discontinued) Edwards Street has been constructed but does not appear to meet the size requirements set forth in the above-referenced letter. Please address.
2. All criteria set forth in the letter from DPW referenced in Item 1, above, shall be met to the satisfaction of the Director of Public Works.
3. How does the on-going NHDES enforcement action status affect this project?

PLANNING & ZONING

1. The easements depicted on the plat do not yet exist and should be removed. The granting of the easements should be addressed as part of the discontinuance process and separately from the proposed boundary line adjustment.
2. The plat will need to be substantially revised in order to reflect conditions as they will exist at the time the plat is recorded. These conditions are identified in proposed condition of approval #4 below.
3. As noted above, Tax Map 78, Lot 56 will become more non-conforming to the minimum required 200 ft. frontage requirement in the IND-L District, as depicted on the proposed plat. Consequently, approval of the plat will need to be conditioned on merging Tax Map 78, Lot 56 with Tax Map 78, Lot 58 and updating the boundary line plat to reflect the merger.

STAFF RECOMMENDATIONS

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

1. Record a revised plat for 175 Heater Road and 30 Little Heater Road to correct the existing acreage of 30 Little Heater Road and/or take any other steps necessary as determined by the

Planning and Development Department and the City's legal counsel to address the inaccurate acreage and lot lines identified on the plat recorded by and between Cicotte Properties, LLC and Johanna Cicotte on February 23, 2022 (PB2022-01-BLA).

2. The discontinuance of Edwards Street and Little Heater Road shall be fully completed to the satisfaction of and per all requirements and standards of the City of Lebanon.
3. The applicant shall voluntarily merge Tax Map 78, Lot 56 with Tax Map 78.
4. The applicant shall provide a revised plat depicting the following change to the satisfaction of the Planning and Development Department, the City Engineer, the Department of Public Works, and the City's legal counsel:
 - a. Remove depiction of all proposed easements.
 - b. Depict Tax Map 78, Lot 56 as it will exist following the discontinuance of Edwards Street and the merger with Tax Map 78, Lot 56 with Tax Map 78.
 - i. Update metes and bounds and existing and proposed acreage accordingly.
 - ii. Update "lots before boundary adjustment" and "lots after boundary adjustment" insets accordingly.
 - c. Add plan notes regarding records relating to voluntary lot merger and Edwards Street and Little Heater Road discontinuance.
 - d. Provide revision date and description of revision.
5. 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.
6. The applicant shall provide to the Planning and Development Department a digital record drawing (Cad .dwg Format using NH State Plane Coordinate system).

Attachments

cc (via e-mail): Johanna Cicotte (jcicotte1@aol.com)
Dan Nash (advancedgeomatrics@comcast.net)
Nik Coates, Deputy City Manager
David Brooks, Deputy City Manager
File



**CITY OF LEBANON
DEPARTMENT OF PUBLIC WORKS
193 DARTMOUTH COLLEGE HIGHWAY
LEBANON, NH 03766**

September 23, 2021

Dan Nash
Advanced Geomatics & Design
105 Bank Street - PO Box 512
Lebanon, NH 03766

Email: advancedgeomatics@comcast.net

RE: Request to Discontinue Portions of Edwards Street, Little Heater Road
and Foch Avenue

Dear Mr. Nash

This letter is in response to your letter dated 7/23/21 regarding the request for the discontinuance of portions of Edwards Street, Little Heater Road and Foch Avenue. The following are the Department of Public Works comments and recommendation:

1. Hammerheads (30 ft long on each leg) or turnarounds shall be provided at the ends of Pershing Avenue and on Edwards Street for City vehicles (to accommodate fire trucks and plow trucks). Detailed plans stamped by a licensed surveyor for these hammerheads shall be provided and shall be tied into the NH state plane coordinate system and NAVD1988. The survey plans shall include easement areas for the city vehicle turnarounds and for snow storage at the ends of the turnarounds off the road right-of-way. All construction related costs pertaining to construction of the turnarounds, to be constructed in accordance with City roadway specifications, shall be the responsibility of the property owner. Please prepare a proposed plan with details for review and approval.
2. Detailed plans and written descriptions shall be provided for 30 ft wide permanent water and sewer utility access and maintenance easements along the centerline of the existing water and sewer pipes. The survey plans shall include the existing water gate valve locations and sewer manhole information with inverts and submitted in accordance with the City GIS format.

The easement language shall also include areas and descriptions for City fire hydrants.

Please submit a proposed plan for review and approval.

3. A certification shall be provided indicating that all services to discontinued properties at the watermain and sewer main have been discontinued in accordance with City standards. For the watermain services, this includes shutting the service at the corporation and removing the copper service line from the corporation. For the sewer services, this includes placing a cap at the service connection wye adjacent to the sewer, or if there is not a wye, then removing the pipe section with the service and replacing with equal size sewer and using fernco's to attach the new sewer pipe. Please submit a proposed plan for review and approval.
4. Streetlights: The City will contact Liberty Utilities to coordinate the removal of the street light at the intersection of Edwards and Foch Ave (location illustrated with a black dot in the aerial figure below).



5. As part of the discontinuance of Edwards Street, the property owner shall be responsible to maintain the drainage conveyance channel which extends from Pershing Street to I-89 and the existing drainage culvert which presently crosses Edwards Street. Please prepare a proposed agreement of this drainage plan for the City attorney's review and approval.
6. One "No Outlet" street sign and one "Pavement Ends" sign shall be furnished and installed by the property owner. The street signs shall be retro-reflective in accordance with MUTCD.

The “No Outlet” sign shall be located at the intersection of Little Heater Rd/Heater Road. The “pavement ends” sign shall be located at the end of the paved section of Pershing Street. A plan indicated the locations and details of these signs should be submitted for review and approval.

Please contact me if you have any questions or comments pertaining to this letter.

Sincerely

James Donison, PE
Director of Public Works

CC: Shaun Mulholland, City Manager
David Brooks, Planning and Development Director

From: [Dan Nash](#)
To: [Tim Corwin](#)
Cc: jcicotte1@aol.com; [Nathan Reichert](#)
Subject: RE: [EXTERNAL] RE: Staff Comments_PB2022-42-BLA
Date: Thursday, November 17, 2022 11:17:13 AM
Attachments: [image002.png](#)
[image003.png](#)

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

That works for me.

Dan

Dan Nash
Advanced Geomatics and Design
105 Bank Street
Lebanon, NH 03766
603-448-6295
802-356-4928 mobile
Advancedgeomatics@comcast.net
www.advancedgeomatics.org

From: Tim Corwin <Tim.Corwin@lebanonnh.gov>
Sent: Thursday, November 17, 2022 10:59 AM
To: advancedgeomatics@comcast.net
Cc: jcicotte1@aol.com; Nathan Reichert <Nathan.Reichert@lebanonnh.gov>
Subject: RE: [EXTERNAL] RE: Staff Comments_PB2022-42-BLA

Dan –

We don't have to meet, it was just an offer.

The problem with moving forward with the BLA plat you prepared is that it will be outdated by the time that it's ready to be recorded since it will show lots 48, 54, and 58 as separate lots when in fact they'll already have been merged. I still think preparing a VLM/BLA plat makes the most sense. But if you'd like to move forward with the plat as is without making any changes, we can do so with the two conditions you mentioned, plus a third condition requiring that the plat to be updated to reflect the voluntary merger, before it's signed by the Chair.

Please let me know if this will work for you. -Tim

From: Dan Nash <advancedgeomatics@comcast.net>
Sent: Thursday, November 17, 2022 10:28 AM
To: Tim Corwin <Tim.Corwin@lebanonnh.gov>
Cc: jicotte1@aol.com; Nathan Reichert <Nathan.Reichert@lebanonnh.gov>
Subject: RE: [EXTERNAL] RE: Staff Comments_PB2022-42-BLA

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

Tim,

The plan was intended as a “concept plan”. I am having my surveyor draft it up.

I am not sure what possible further concerns there could be?? We are simply trying to make lot 78-61 a complying lot in terms of size.

I see no need for a meeting to discuss plans we don't have, other than what we have talked to you about, namely Uhaul sit.

However, I am sure my client will agree, it this will help move things forward.

Dan Nash
Advanced Geomatics and Design
105 Bank Street
Lebanon, NH 03766
603-448-6295
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Advancedgeomatics@comcast.net
www.advancedgeomatics.org

From: Tim Corwin <Tim.Corwin@lebanonnh.gov>
Sent: Thursday, November 17, 2022 9:53 AM
To: advancedgeomatics@comcast.net
Cc: jicotte1@aol.com; Nathan Reichert <Nathan.Reichert@lebanonnh.gov>
Subject: RE: [EXTERNAL] RE: Staff Comments_PB2022-42-BLA

Dan –

I'm not sure if what you sent is just a work in progress or is intended to be submitted to the Planning

Board as is, but in any case I still have concerns and questions. Rather than having this matter appealed to the Zoning Board, or sent to the Planning Board with a recommendation that it be deemed incomplete, my suggestion is that we schedule a meeting to discuss not just the boundary line adjustment plat but the overall plan for the Cicotte properties. We can work together to map out the process so that we all understand what the goals are, what needs to happen to get there and how and when. This type of meeting is probably long overdue and it would be helpful to everyone if we can start to work together proactively to help achieve what it is that your client would like to happen.

Please let me know a day and time that will work for you to meet with me and Nate to discuss not just the boundary line adjustment plat, but the overall plans for the Cicotte properties.

Thank you, Tim

From: Dan Nash <advancedgeomatics@comcast.net>
Sent: Thursday, November 17, 2022 9:27 AM
To: Tim Corwin <Tim.Corwin@lebanonnh.gov>
Cc: jicotte1@aol.com; Nathan Reichert <Nathan.Reichert@lebanonnh.gov>
Subject: RE: [EXTERNAL] RE: Staff Comments_PB2022-42-BLA

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

Tim,

I don't know why you are making this so difficult. The issue simply requires 2 conditions to be complied with prior to recording:

1. City completes discontinuance of roadways
2. Lot merger is applied for and approved (cannot be done until city discontinues roadways).

I agree to post pone and propose the attached plan to avoid your concern. It simply shows the 2 lots with no discontinuance information.

Dan Nash
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603-448-6295
802-356-4928 mobile
Advancedgeomatics@comcast.net
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From: Tim Corwin <Tim.Corwin@lebanonnh.gov>
Sent: Wednesday, November 16, 2022 10:35 PM
To: advancedgeomatics@comcast.net
Cc: 'jcicotte1@aol.com' <jcicotte1@aol.com>; Nathan Reichert <Nathan.Reichert@lebanonnh.gov>
Subject: RE: [EXTERNAL] RE: Staff Comments_PB2022-42-BLA

Dan –

I've given this some more thought, and I think we can keep this on track for a hearing on December 12th if the plat is revised to a combined voluntary lot merger and boundary line adjustment plat. To that end, it should show the entirety of the three lots to be merged, the merger of those three lots, and also the proposed boundary line adjustment. That way the Planning Board can approve a plat that meets the zoning requirements (as opposed to the current plat which does not). If such a VLM/BLA plat is submitted, Section 7.4.A would become a non-issue, and we could simply require as a condition of approval that the discontinuance of roads plat is recorded prior to recording of the VLM/BLA plat.

Please let me know if this works.

Thanks, Tim

From: Tim Corwin
Sent: Wednesday, November 16, 2022 5:02 PM
To: 'Dan Nash' <advancedgeomatics@comcast.net>
Cc: 'jcicotte1@aol.com' <jcicotte1@aol.com>; Nathan Reichert <Nathan.Reichert@lebanonnh.gov>
Subject: RE: [EXTERNAL] RE: Staff Comments_PB2022-42-BLA

Dan –

To be more specific, the issue is that 200 ft. is the minimum required frontage in the IND-L District. Per the proposed BLA plat, it appears that Lot 78-54 currently has 122.74 ft. of frontage, which is non-conforming to the minimum 200 ft. required. Per the proposed reconfiguration, Lot 78-54's frontage will be reduced from 122.74 ft. to 20 ft. Per Section 202 of the Zoning Ordinance, "the configuration of a lot shall not be altered so that the area, yards, lot width, frontage, coverage or other requirements of this Ordinance are less than the minimums required herein." Therefore, in order to permit the reconfiguration of Lot 78-54 to have frontage of 20 ft. where 200 ft. is the minimum required, a Variance from both Section 202 and Section 303.2 would be required.

As I mentioned below, this determination is appealable per Section 801.1 as well as per Section 7.4.A of the Subdivision Regulations.

I'm also available to discuss further, please let me know. -Tim

From: Tim Corwin

Sent: Wednesday, November 16, 2022 4:33 PM

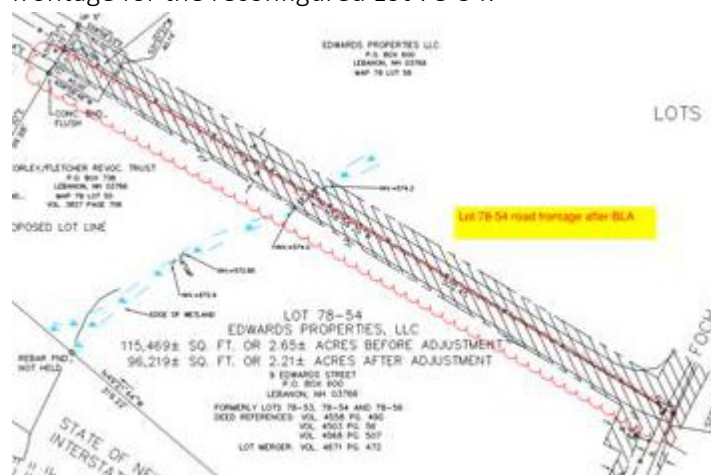
To: Dan Nash <advancedgeomatics@comcast.net>

Cc: jicicotte1@aol.com; Nathan Reichert <Nathan.Reichert@lebanonnh.gov>

Subject: RE: [EXTERNAL] RE: Staff Comments_PB2022-42-BLA

Dan –

Within the bubbled area in the image below (taken from the attached pdf that you sent to me in your prior e-mail), the hatching represents an easement area, I believe the solid line represents existing pavement, and the only other line is the property line shared between 78-58 and 78-54. There is no right-of-way depicted, so it's not clear how the area circled in red can be considered the frontage for the reconfigured Lot 78-54.



It appears to me that the reconfigured Lot 78-54 as shown on the boundary line plat does not satisfy the minimum frontage requirements of Section 303.3. As a result, you'll either need to obtain a Variance from Section 303.3 of the Zoning Ordinance, or within 30 days, appeal my determination to the Zoning Board per Section 801.1 of the Zoning Ordinance.

Because the plat does not satisfy the frontage requirements of Section 303.3, we will are not able to place this on the Planning Board's 11/21 agenda. Please see Section 7.4.A of the Subdivision Regulations, pasted below for reference.

When approvals from the Zoning Board of Adjustment (ZBA), including variances, special exceptions, or any other approval are required by the Zoning Ordinance, the Applicant shall obtain such ZBA approvals before any Minor Lot Line Adjustment/Boundary Line Agreement application, Minor Subdivision application, or Final Major Subdivision application shall be deemed complete by the Planning Board. (An Applicant may submit requests for Conceptual Review and Design Review of a Preliminary Major Subdivision before receiving ZBA approval.) Any conditions imposed by the Zoning Board of Adjustment shall not be diminished by any requirements by the Planning Board under these

Regulations. The condition which imposes the greater restriction or higher standards shall be controlling.

Any Minor Lot Line Adjustment/Boundary Line Agreement application, Minor Subdivision application, or Final Major Subdivision application submitted prior to submission for necessary ZBA approvals shall not be accepted by the Planning Office. The determination of whether a ZBA approval is required shall be made by the Zoning Administrator, whose decision may be appealed to the ZBA pursuant to Section 801.1 of the Zoning Ordinance.

If you'd like to discuss further, please don't hesitate to call. My direct dial is 603-442-6127. -Tim

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:
MON-THU: 7:00AM - 5:00PM
FRI: CLOSED

NOTICE: THIS E-MAIL AND ANY REPLY TO THIS E-MAIL MAY BE CONSIDERED A "GOVERNMENTAL RECORD" PER NH RSA 91-A:1-A. THE CITY OF LEBANON IS REQUIRED TO MAKE GOVERNMENTAL RECORDS AVAILABLE TO THE PUBLIC UPON REQUEST, IN ACCORDANCE WITH NH RSA 91-A:4. THE CITY IS ALSO REQUIRED TO RETAIN GOVERNMENTAL RECORDS FOR MINIMUM PERIODS OF TIME AS SET FORTH IN NH RSA 33-A:3-A.

From: Dan Nash <advancedgeomatics@comcast.net>
Sent: Wednesday, November 16, 2022 4:09 PM
To: Tim Corwin <Tim.Corwin@lebanonnh.gov>
Cc: jicicotte1@aol.com
Subject: RE: [EXTERNAL] RE: Staff Comments_PB2022-42-BLA

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

Tim,

The frontage after BLA is on attached plan.

The plat cannot be recorded until the city discontinues the roads. Once they are discontinued, we can proceed with a merger.

Dan Nash
Advanced Geomatics and Design
105 Bank Street
Lebanon, NH 03766
603-448-6295
802-356-4928 mobile
Advancedgeomatics@comcast.net
www.advancedgeomatics.org

From: Tim Corwin <Tim.Corwin@lebanonnh.gov>
Sent: Wednesday, November 16, 2022 4:02 PM
To: advancedgeomatics@comcast.net
Cc: jcicotte1@aol.com
Subject: RE: [EXTERNAL] RE: Staff Comments_PB2022-42-BLA

Dan – can you circle on the BLA plat where the frontage is for the reconfigured Lot 78-54?

The issue is that if there's no frontage, the boundary line adjustment application will first need a Variance from the Zoning Board, which means we would have to remove the BLA application from the Planning Board's 11/21 agenda (since the Board can only hear applications that satisfy the applicable requirements of the Zoning Ordinance).

From: Dan Nash <advancedgeomatics@comcast.net>
Sent: Wednesday, November 16, 2022 3:54 PM
To: Tim Corwin <Tim.Corwin@lebanonnh.gov>
Cc: jcicotte1@aol.com
Subject: RE: [EXTERNAL] RE: Staff Comments_PB2022-42-BLA

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

No. 78-54 has frontage on Edwards. Once the BLA is approved and discontinuance is approved, we will merge and the one lot will have frontage on Pershing and Little Heater.

Dan

From: Tim Corwin <Tim.Corwin@lebanonnh.gov>

Sent: Wednesday, November 16, 2022 3:51 PM
To: advancedgeomatics@comcast.net
Cc: jcicotte1@aol.com
Subject: RE: [EXTERNAL] RE: Staff Comments_PB2022-42-BLA

Dan – at the time this BLA plat is recorded, aren't you creating a lot without frontage? Where is the frontage for Lot 78-54 as its proposed to be reconfigured?

From: Dan Nash <advancedgeomatics@comcast.net>
Sent: Wednesday, November 16, 2022 3:08 PM
To: Tim Corwin <Tim.Corwin@lebanonnh.gov>
Cc: jcicotte1@aol.com
Subject: RE: [EXTERNAL] RE: Staff Comments_PB2022-42-BLA

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

Tim,

I think this can proceed now and be approved with conditions.

The applicant has done all that is needed and is waiting on two items in DPW's hands for a decision.

The merger cannot be done until the roads are discontinued and the BLA is done.

I see no reason this cannot be approved with conditions.

Dan Nash
Advanced Geomatics and Design
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Lebanon, NH 03766
603-448-6295
802-356-4928 mobile
Advancedgeomatics@comcast.net
www.advancedgeomatics.org

From: Tim Corwin <Tim.Corwin@lebanonnh.gov>
Sent: Wednesday, November 16, 2022 3:02 PM
To: advancedgeomatics@comcast.net
Cc: jcicotte1@aol.com

Subject: RE: [EXTERNAL] RE: Staff Comments_PB2022-42-BLA

Dan –

I think I understand what the property owner's overall intent is. But hearing the BLA plat now appears to be premature since the plat shows future conditions, not existing conditions. Can this not wait until the other steps for discontinuance are completed?

Moreover, in your letter you state that you'll apply for a merger of lots 78-54, 78-58, and 78-48, prior to the recording of the BLA plat. Wouldn't it make more sense to record the VLM, THEN record the BLA (which would show a single merged lot for 78-54, 58, and 48)?

Please let me know if there is a reason why this application needs to be heard now. If not, my recommendation is to withdraw and resubmit once the other steps have been completed. Otherwise, unless there's a need for this to be heard now, my recommendation to the Planning Board will be that the application is incomplete since it does not depict existing conditions. And even if the Board is ok with approving the plat based on future conditions, I would think that the future conditions should show conditions as they will exist following the recording of the discontinuance of roads plat and the recording of the voluntary lot merger.

If you could possibly let me know today how you'd like to proceed, I'd greatly appreciate it.

Thank you, Tim

From: Dan Nash <advancedgeomatics@comcast.net>

Sent: Wednesday, October 26, 2022 3:13 PM

To: Tim Corwin <Tim.Corwin@lebanonnh.gov>

Cc: jicotte1@aol.com; Tiffany Adams <Tiffany.Adams@lebanonnh.gov>; Crystal Taplin <Crystal.Taplin@lebanonnh.gov>

Subject: [EXTERNAL] RE: Staff Comments_PB2022-42-BLA

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

Tim,

Here is the response and revised plan.

I hope I got the file right.

Dan Nash
Advanced Geomatics and Design

105 Bank Street
Lebanon, NH 03766
603-448-6295
802-356-4928 mobile
Advancedgeomatics@comcast.net
www.advancedgeomatics.org

From: Tim Corwin <Tim.Corwin@lebanonnh.gov>
Sent: Tuesday, October 18, 2022 7:44 PM
To: advancedgeomatics@comcast.net
Cc: jicicotte1@aol.com; Tiffany Adams <Tiffany.Adams@lebanonnh.gov>; Crystal Taplin <Crystal.Taplin@lebanonnh.gov>
Subject: Staff Comments_PB2022-42-BLA

Dan –

Regarding the Boundary Line Adjustment application submitted for Tax Map 78, Lots 54 and 61, staff has the following comments (please note that comments 6-8 relate to new procedures that we've adopted to more efficiently process and administer Planning Board applications):

1. The plat indicates that Edwards Street terminates at the northwestern corner of Lot 78-54. As such, the proposed boundary line adjustment appears to eliminate or at least significantly reduce Tax Map 78, Lot 54's frontage. If that's what's proposed, a Variance will be required from the Light Industrial District minimum frontage requirements.
 - a. From our conversation yesterday, I understood that Edwards Street has not actually been discontinued yet as there are certain conditions of Council approval that remain to be satisfied. If that's accurate, the plat should show conditions as they are today and not conditions as they will be in the future once those conditions are satisfied.
2. The plat is difficult to read. For example, please consider using a linetype that more clearly identifies the lot line to be removed.
 - a. For the presentation to the Planning Board, please consider preparing an exhibit that uses color to differentiate the various linetypes.
3. Section 10.4.A.1.b of the Subdivision Regulations requires that the plat identify "the names and addresses of [...] the Holders of any easements, rights-of-way, or other restrictions[.]" There appears to be at least 4 different easements depicted (including the "hammerhead easement"). Per Section 10.4.A.1.b, please identify the name and address of the holder of each easement.
 - a. Ideally, the GCRD recording number associated with each easement record would also be provided for reference.
4. It appears that 23 Mahan Street (78-7) and 23 Thompson Street (78-8) are technically

abutters and should be identified on the plat and included on the Certified Notification List.

5. Regarding Lot 78-54, has the City Assessor confirmed that this is the correct Tax Map number to use? (as opposed to 78-53, 78-56, or something else?)
6. Please add to the plat the addresses of the subject properties, i.e. 30 Little Road and ??? Edwards Street(?). Confirm/coordinate with Doug Albanese at the Police Department, as needed.
7. When resubmitting in response to staff's comments, please submit all materials that you would like included as part of your application and presented to the Planning Board.
 - a. *Note that it has become too confusing for staff to wade through original submissions and revised submissions to determine what is and isn't part of the applicant's submission. Having applicants resubmit the entire application package will save time, cause less confusion, and prevent errors in compiling the agenda packet materials for review by the Planning Board.*
8. So that we can expeditiously upload documents to our on-line public portal, please name all electronic documents using the following convention: **"year-month-day_PB2022-42_BLS_(description of document)"**. So, for example, if you resubmit on 10/21, the PDF of your revised plan set would be titled, **"2022-10-21_PB2022-42_revised plan set"**.
9. Please submit two electronic copies of each document in your application, as follows:
 - a. One saved as a PDF; and
 - b. One saved as a PDF-A.

Please address staff comments and submit your revised/updated application package by the end of the day next **Wednesday, October 26th**. As noted above, please submit two electronic copies of each document (a PDF and PDF-A of each), and title each document using the above-referenced naming convention. Please remember to submit a *complete application package*, not just those materials that are revised pursuant to staff's comments.

Thank you for your understanding and help as we tweak our process to help with efficiency and to reduce confusion and errors.

If you have any questions, please don't hesitate to ask. -Tim

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

— THE SUBDIVISION REGULATIONS OF THE CITY OF LEBANON AND THE NOTICE OF ACTION ARE A PART OF THE PLAT, AND THE 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.

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

EVANS DRIVE

N.H. GRID

HEATER ROAD

STATE OF NEW HAMPSHIRE
P.O. BOX 483
CONCORD, NH 03302
MAP 64 LOT 23

STATE OF NEW HAMPSHIRE
INTERSTATE 89

MAP 78 LOT 61

44,179± SQ. FT. OR 1.01± ACRES BEFORE ADJUSTMENT

74,290± SQ. FT. OR 1.71± ACRES AFTER ADJUSTMENT

EDWARDS PROPERTIES L
P.O. BOX 600
LEBANON, NH 03766
MAP 78 LOT 56

OTHER ABUTTERS

IKI OLD GATE LLC
P.O. BOX 734
LEBANON, NH 03766
MAP 64 LOT 32-100

DARTMOUTH TRANSPORTATION CO., INC.
7 LANGDON ST.
CONCORD, NH 03301
MAP 64 LOT 34

UPPER VALLEY COMM. CREDIT
P.O. BOX 1240
PORTSMOUTH, NH 03802
MAP 64 LOT 32

LIBERTY UTILITIES
407 MIRACLE MILE
LEBANON, NH 03766

CORLEY/FLETCHER TTEES
P.O. BOX 738
LEBANON, NH 03766
MAP 78 LOT 55

LEBANON SCHOOL DISTRICT
20 SEMINARY HILL ROAD
WEST LEBANON, NH 03784
MAP 64 LOT 33

EDWARDS PROPERTIES LLC
P.O. BOX 600
LEBANON, NH 03766
MAP 78 LOT 58

EDWARDS PROPERTIES LLC
P.O. BOX 600
LEBANON, NH 03766
MAP 78 LOT 47

MAP 64 LOT 30
235,186± SQ. FT. OR 5.40± ACRES BEFORE ADJUSTMENT
205,075± SQ. FT. OR 4.71± ACRES AFTER ADJUSTMENT

GLOBAL MONTELLO GROUP CORP.
800 SOUTH ST., STE 500
WALTHAM, MA 02453
MAP 64 LOT 29

GRAPHIC SCALE

(IN FEET)
1 inch = 40 ft.

LOCATION MAP

LOTS BEFORE BOUNDARY ADJUSTMENT

MAP 78 LOT 61

MAP 64 LOT 30

LOTS AFTER BOUNDARY ADJUSTMENT

NOTES

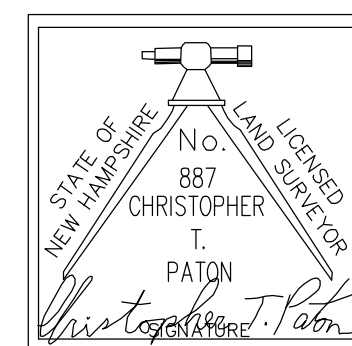
1. OWNER OF RECORD OF MAP 64 LOT 30: CICCOTTE PROPERTIES, LLC,
P.O. BOX 600, LEBANON, NH 03766.
DEED REFERENCE: VOL. 2657 PAGE 368.
OWNER OF RECORD OF MAP 78 LOT 61: JOHANNA MARIE CICCOTTE,
P.O. BOX 1010, LEBANON, NH 03766.
DEED REFERENCE: VOL. 3256 PAGE 650.
2. BEARINGS SHOWN HEREON ARE REFERENCED TO THE NEW HAMPSHIRE GRID SYSTEM.
VERTICAL DATUM IS BASED ON NORTH AMERICA VERTICAL DATUM OF 1988 (NAVD88).
3. THE SURVEY PARCELS ARE IN THE INDL ZONING DISTRICT.
4. THE SURVEY WAS COMPLETED NOVEMBER 19, 2021.

REFERENCE PLAN

1. " ZEE-BAR INC. OF VT., ROUTE 120. HEATER ROAD & LITTLE HEATER ROAD, LEBANON, NH"; DATED 11/5/1984; PREPARED BY K.A. LECLAIR ASSOC.; AND RECORDED AS PLAN 2520 G.C.R.D.

SURVEYOR'S CERTIFICATION

I CERTIFY THAT THIS PLAN IS THE RESULT OF AN ACTUAL FIELD SURVEY MADE ON THE GROUND AND HAS A MAXIMUM ERROR OF CLOSURE OF ONE PART IN TEN THOUSAND ON ALL PROPERTY LINES WITHIN AND BORDERING THE SUBJECT PROPERTY.



LEGEND

- ☐ CONCRETE BOUND FOUND
- IRON PIPE OR PIN FOUND
- REBAR TO BE SET
- BOUNDARY CORNER – UNMARKED
- ⚡ UTILITY POLE
- OE— OVERHEAD ELECTRIC
- Ⓢ SEWER MANHOLE
- ⚓ HYDRANT
- WATER GATE VALVE
- EDGE OF BROOK
- EDGE OF WETLAND

REVISION: DEC. 22, 2021

BOUNDARY LINE ADJUSTMENT PLAN PREPARED FOR
CICOTTE PROPERTIES, LLC &
JOHANNA MARIE CICOTTE
LITTLE HEATER ROAD, HEATER ROAD & ROUTE 120
GRAFTON COUNTY, LEBANON, NEW HAMPSHIRE

PREPARED BY

PATON LAND SURVEYING, LLC

150 SOUTHRIDGE ST., SPRINGFIELD, VT 05156

DATED: NOV. 23, 2021

DRAWN BY: C

SURVEYED BY CTP, TR

PROJ. NO. 2021-282-60

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: **Johanna M. Cicotte** TEL.#: **Tel#: 603-448-6363**
 MAILING **PO Box 1010, Lebanon, NH 03766**
 E-MAIL ADDRESS: **jcicotte1@aol.com**

CO-APPLICANT, AGENT, OR LESSEE:

NAME: **Dan Nash** TEL.#: **802-356-4928**
 MAILING ADDRESS: **105 Bank St, Lebanon, NH 03766**
 E-MAIL ADDRESS: **AdvancedGeomatics@comcast.net**

PROJECT LOCATION:

TAX MAP #: **78** LOT#: **61** PLOT #: _____ ZONE: **IND-L**
 STREET ADDRESS OF PROJECT: **30 Little Heater Road**
 IS THIS PROPERTY LOCATED IN THE: **WETLANDS** ☒ YES ☐ NO **HISTORIC DISTRICT** ☐ YES ☒ NO
FLOOD PLAIN ☒ YES ☐ NO

SCOPE OF PROJECT:

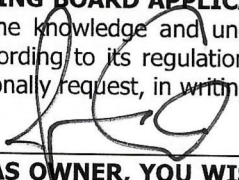
Adjust Lot 78-61 to make it the minimum size to conform to zoning.

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: **vacant**

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.

OWNER:  DATE: **9/19/2022**

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: _____

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



20 September 2022

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

Re: Support Statement
Boundary Line adjustment Plan Lots 78-61 & 78-54
Little Heater Road

Dear Mr. Corwin:

We provide the following support statement information:

1. Consultants. The team members are listed in the abutters list.
2. Restrictions. We are not aware of any conservation, preservation, or agricultural preservation restrictions on the subject parcel.
3. Utilities. The site is currently served by electric, telephone, and cable services.
4. Zoning. The zoning is IND-L.
5. Project Description. The owner removed the residential structures on former Lot 78-61&78-54. The owner petitioned the city for discontinuance of a portion of Little Heater road. The discontinuance was approved and subject to a utility easement for water and sewer. The adjusted Lot 78-61 meets the minimum lot size, 2.15Ac v. 2.0Ac.

Please let me know if you need further information to support this application

Sincerely,

Daniel A. Nash, PE
Principal

CC: Johanna Cicotte
Barry Schuster

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20 October 2022

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

Re: Response to review email dated 18Oct22
Boundary Line adjustment Plan Lots 78-61 & 78-54
Little Heater Road

Dear Mr. Corwin:

We provide the following responses to your review:

1. Plat. Lot 78-54 does not need a variance. The intent is to merge Lot 78-54 with the other two lots upon recording of the deeds for the discontinued streets. The discontinuance was approved by the city council on 3Nov21. There is no need to prepare distorted or progress plans that have no use or meaning. Approval should include a simple condition that the BLA plat not be recorded until all of the supporting or precedent actions have been completed.

Prior to recording of this plat, the following actions are necessary:

- discontinue water and sewer services and erect two signs per Jim Donison, PE, letter. This item is intended to be completed by 1Nov.
- City issues deeds to discontinued roads.
- Discontinuance of roads plat recorded.
- Deeds to city for utilities and turn-arounds recorded.
- Lot merger applied for, for 3 lots shown on discontinuance plat: Lot 78-54, Lot 78-58 and Lot 78-48.
- BLA plat recorded. I recommend the recording of the plat be conditioned upon the above items being completed.

Note: the above noted deeds have been prepared and approved by the City's attorney.

2. Plat visibility. The plat contains an inset that clearly shows what the shapes of lots are before and after. Plats cannot be recorded if they contain color. So, I have prepared and exhibit with color for your understanding.
3. Easements. The holder of all the easements will be the city of Lebanon. The revised plan now indicates this.

4. Abutters. The abutters have been added to the revised plan and the abutters list.
5. Lot 78-54. We presume this is the correct lot #. The recorded planning action to merge the lots indicated this as the first number, presumably the new number. Please inform us if this is not the case.
6. Subject properties. Addresses have been added to the revised plan.
7. Submittal. This seems like a burdensome and electronically huge undertaking. However, it has been done and is being submitted via Dropbox.
8. Naming. Files have been named per your convention.
9. PDF. Files as requested are in the drop box file.

Please let me know if you need further information regarding this response.

Sincerely,

Daniel A. Nash, PE
Principal

CC: Johanna Cicotte
Barry Schuster

M:\2020_projects\20-011\planning_board\bla2\col_littleheater_BLA_26oct2022.docx

CITY OF LEBANON, NH SUBDIVISION REGULATIONS – TECHNICAL CHECKLIST MINOR LOT LINE ADJUSTMENT / BOUNDARY LINE AGREEMENT	
PROJECT NAME: 30 Little Heater Road	
APPLICANT: Johanna M. Cicotte	DATE: 20 September 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 SUBMITTAL TECHNICAL CHECKLIST:

NOTE: Minor Lot Line Adjustment / Boundary Line Agreement plans shall include the information described below pursuant to Section 8 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.

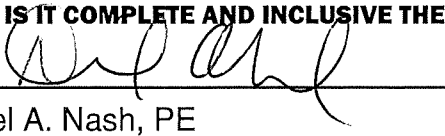
A written request for waiver shall be required, pursuant to Section 7.15 of the Subdivision Regulations, for any submission requirement for which the information or data is not provided by the applicant. [§8.2.C]

Plan Requirements	Info. Provided	Waiver Sought
8.2.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; (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).)	☒ ☒ ☒ ☒ ☒	☐ ☐ ☐ ☐ ☐
8.2.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.	☒	☐
8.2.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.	☒	☐
8.2.A(4) - Zoning District in which the subject lots are located, including district boundaries if in more than one district.	☒	☐
8.2.A(5) - Location of all existing structures on the subject lots.	☒	☐
8.2.A(6) - Site location map showing the original boundaries of the subject lots and adjacent lots.	☒	☐
8.2.A(7) - The new surveyed property line(s) as a result of the application, 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, and the area of the altered lots shall be shown in square feet and acres.	☒	☐

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:  19 Sep 22
 Daniel A. Nash, PE

Planning office Use Only:

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

(Last Revised 05/22/13)

NEW HAMPSHIRE GRID NORTH

GLOBAL MONTELLO GROUP
800 SOUTH ST., STE. 500
WALTHAM, MA 02453
MAP 64 LOT 29

I CERTIFY THAT THIS PLAN IS THE RESULT OF AN ACTUAL FIELD SURVEY MADE ON THE GROUND AND HAS A MAXIMUM ERROR OF CLOSURE OF ONE PART IN TEN THOUSAND ON ALL PROPERTY LINES WITHIN AND BORDERING THE SUBJECT PROPERTY.



1. BEARINGS SHOWN HEREON ARE REFERENCED TO THE NEW HAMPSHIRE GRID SYSTEM. VERTICAL DATUM IS BASED ON NORTH AMERICA VERTICAL DATUM OF 1988 (NAVD88).
2. THE SUBJECT PARCELS ARE IN THE INDL ZONING DISTRICT.
3. THE SURVEY WAS COMPLETED AUGUST 26, 2022.
4. PARCEL A TO BECOME PART OF LOT 78-61.

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

MAP 78 LOT 54

LOTS BEFORE BOUNDARY ADJUSTMENT

MAP 78 LOT 61

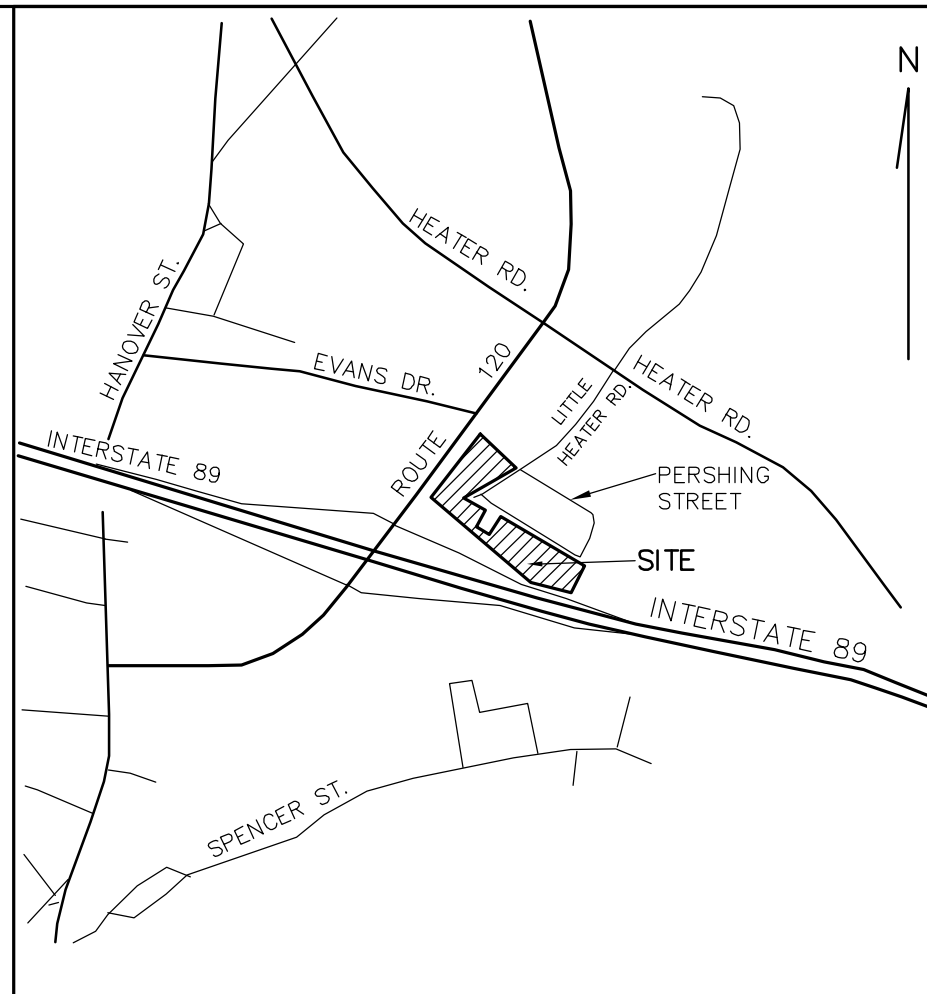
MAP 78 LOT 54

LOTS AFTER BOUNDARY ADJUSTMENT

LOT 78-54
EDWARDS PROPERTIES, LLC
T. OR 2.65± ACRES BEFORE ADJUSTMENT
T. OR 2.21± ACRES AFTER ADJUSTMENT
P.O. BOX 600
LEBANON, NH 03766
RMRLY LOTS 78-53, 78-54 AND 78-56
SEE REFERENCES: VOL. 4558 PG. 490
VOL. 4503 PG. 56
VOL. 4568 PG. 507
LOT MERGER: VOL. 4671 PG. 472

EDWARDS PROPERTIES LLC
P.O. BOX 600
LEBANON, NH 03766
MAP 78 LOT 49

26 PERSHING ST., LLC
41 HAMILTON LANE
GLENMONT, NY 12077
MAP 78 LOT 50
VOL. 4172 PAGE 342



LOCATION MAP

REFERENCE PLANS

1. "BOUNDARY LINE ADJUSTMENT PLAN PREPARED FOR CICOTTE PROPERTIES, LLC & JOHANNA MARIE CICOTTE, LITTLE HEATER ROAD, HEATER ROAD & ROUTE 120, LEBANON, NH"; DATED 11/23/2021; PREPARED BY THIS OFFICE.
2. "ROAD DISCONTINUANCE AND EASEMENT PLAN, CITY OF LEBANON AND EDWARDS PROPERTIES, LLC, LITTLE HEATER ROAD, EDWARDS ST., FOCH AVE. AND PERSHING ST. LEBANON, NH"; DATED 03/21/2022; PREPARED BY THIS OFFICE.

LEGEND

-  CONCRETE BOUND FOUND
-  IRON PIPE OR PIN FOUND
-  BOUNDARY CORNER - UNMARKED
-  UTILITY POLE
-  OVERHEAD ELECTRIC
-  SEWER MANHOLE
-  SEWER LINE
-  HYDRANT
-  WATER GATE VALVE
-  WATER LINE
-  WATER LINE OR UTILITY EASEMENT
-  HAMMERHEAD EASEMENT

GRAPHIC SCALE



(IN FEET)
1 inch = 50 ft.

BOUNDARY LINE ADJUSTMENT PLAN

JOHANNA MARIE CICOTTE AND
EDWARDS PROPERTIES, LLC

LITTLE HEATER ROAD, EDWARDS ST. & ROUTE 120
GRAFTON COUNTY, LEBANON, NEW HAMPSHIRE

PREPARED BY

PATON LAND SURVEYING, LLC

150 SOUTHRIDGE ST., SPRINGFIELD, VT 05156

DATED: AUGUST 30, 2022	SCALE: 1"=50'
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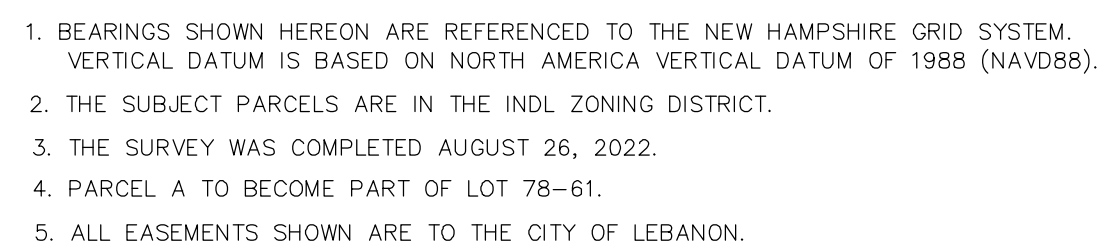
SURVEYED BY: TR. CTP. JM

PROJ. NO. 2021-282-60A

NEW HAMPSHIRE GRID NORTH

GILMAN LIVING TRUST
23 THOMPSON ST.
LEBANON, NH 03766
MAP 78 LOT 8

I CERTIFY THAT THIS PLAN IS THE RESULT OF AN ACTUAL FIELD SURVEY MADE ON THE GROUND AND HAS A MAXIMUM ERROR OF CLOSURE OF ONE PART IN TEN THOUSAND ON ALL PROPERTY LINES WITHIN AND BORDERING THE SUBJECT PROPERTY.



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

EDWARDS PROPERTIES LLC
P.O. BOX 600
LEBANON, NH 03766
MAP 78 LOT 58

Lot 78-54 road frontage after BLA

ESTHER: VOL. 1074 PG. 172

26 PERSHING ST., LLC
41 HAMILTON LANE
GLENMONT, NY 12077
MAP 78 LOT 50
VOL. 4172 PAGE 342

1. "BOUNDARY LINE ADJUSTMENT PLAN PREPARED FOR CICOTTE PROPERTIES, LLC & JOHANNA MARIE CICOTTE, LITTLE HEATER ROAD, HEATER ROAD & ROUTE 120, LEBANON, NH"; DATED 11/23/2021; PREPARED BY THIS OFFICE.
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- IRON PIPE OR PIN FOUND
- BOUNDARY CORNER – UNMARKED
- ⌂ UTILITY POLE
- OE — OVERHEAD ELECTRIC
- ⊙ SEWER MANHOLE
- S — SEWER LINE
- ⌂ HYDRANT
- ⊕ WATER GATE VALVE
- W — WATER LINE
- WATER LINE OR UTILITY EASEMENT
- HAMMERHEAD EASEMENT

(IN FEET)

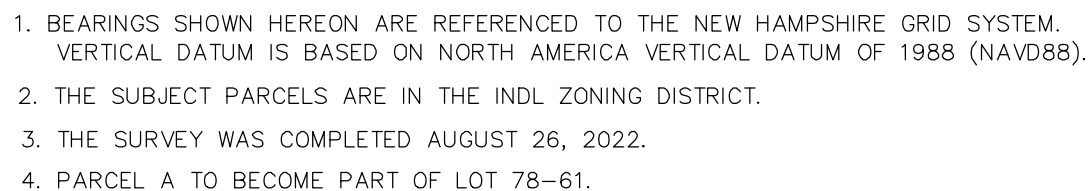
1 inch = 50 ft.

PROJ. NO. 2021-282-60A

NEW HAMPSHIRE GRID NORTH

GLOBAL MONTELLO GROUP
800 SOUTH ST., STE. 500
WALTHAM, MA 02453
MAP 64 LOT 29

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

MAP 78 LOT 54

MAP 78 LOT 61

MAP 78 LOT 54

1. "BOUNDARY LINE ADJUSTMENT PLAN PREPARED FOR CICOTTE PROPERTIES, LLC & JOHANNA MARIE CICOTTE, LITTLE HEATER ROAD, HEATER ROAD & ROUTE 120, LEBANON, NH"; DATED 11/23/2021; PREPARED BY THIS OFFICE.
2. "ROAD DISCONTINUANCE AND EASEMENT PLAN, CITY OF LEBANON AND EDWARDS PROPERTIES, LLC, LITTLE HEATER ROAD, EDWARDS ST., FOCH AVE. AND PERSHING ST. LEBANON, NH"; DATED 03/21/2022; PREPARED BY THIS OFFICE.

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- ⊙ SEWER MANHOLE
- S — SEWER LINE
- ⛶ HYDRANT
- ⊕ WATER GATE VALVE
- W — WATER LINE
-  WATER LINE OR UTILITY EASEMENT
-  HAMMERHEAD EASEMENT

(IN FEET)
1 inch = 50 ft

BOUNDARY LINE ADJUSTMENT PLAN
JOHANNA MARIE CICOTTE AND
EDWARDS PROPERTIES, LLC
LITTLE HEATER ROAD, EDWARDS ST. & ROUTE 120
GRAFTON COUNTY, LEBANON, NEW HAMPSHIRE

PREPARED BY

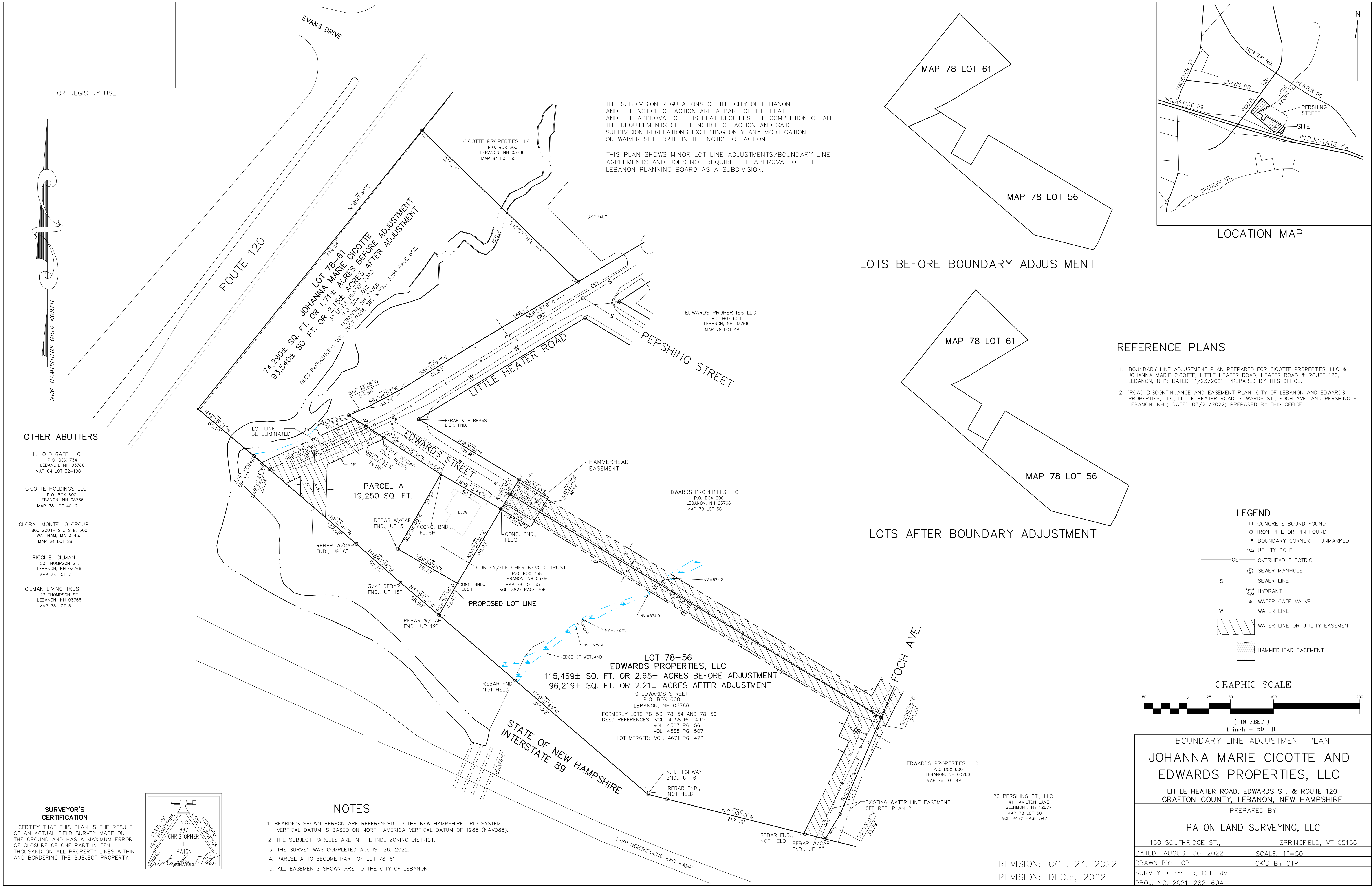
PATON LAND SURVEYING, LLC

150 SOUTHRIDGE ST., SPRINGFIELD, VT 05156

DATED: AUGUST 30, 2022	SCALE: 1"=50'
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SURVEYED BY: TR, CTP, JM

PROJ. NO. 2021-282-60A





CITY OF LEBANON ~ PLANNING & DEVELOPMENT

PLANNING BOARD

December 12, 2022 Meeting

Staff Memorandum – PB2022-48-SPR – *postponed from 11/21/22*

APPLICATION INFORMATION

Agenda Item: 3.C

Application ID: PB2022-48-SPR

LEGAL NOTICE

Grafton County Economic Development Council & North County Council, 16 Cavendish Court (Tax Map 10, Lot 11, Plot 3600), zoned IND-L: Request for a site plan amendment to construct additional parking. PB2022-48-SPR

PLANS AND APPLICATION MATERIALS

The applicant's plans and materials were provided in the November 21, 2022, agenda packet. A drainage report and stormwater operations and maintenance plan are on-file and available for review at the Planning & Development Department.

STAFF COMMENTS

The staff memo is in progress. It will be completed and provided to the Planning Board and to the applicant in advance of the December 12, 2022 meeting.

Attachments

cc: Grafton County Economic Development Council, Inc.
North Country Council Inc.
Jason Yehle, Hazen Hill Construction LLC
Dan Nash, PE
File



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

PLANNING BOARD

December 12, 2022 Meeting

Staff Memorandum – PB2022-55-BLA

APPLICATION INFORMATION

Agenda Item: 3.D

Application ID: PB2022-55-BLA

Application Type:
Boundary Line Adjustment

Property Location & Tax Map:

- 75 Bank Street (Tax Map 92, Lot 78)
- 77 Bank Street (Tax Map 92, Lot 79)

Property Owners/Applicants:
Execusuite, LLC and Chorro, LLC

Property Sizes (existing):

- 75 Bank Street (Tax Map 92, Lot 78): +/-7.11 acres *per boundary line adjustment plat*
- 77 Bank Street (Tax Map 92, Lot 79): +/-0.45 acres *per boundary line adjustment plat*

Property Sizes (proposed):

- 75 Bank Street (Tax Map 92, Lot 78): +/-6.92 acres *per boundary line adjustment plat*
- 77 Bank Street (Tax Map 92, Lot 79): +/-0.64 acres *per boundary line adjustment plat*

Zoning District:
Residential Office (R-O)

Zoning Overlay District(s): None

Staff Attachments:

- 8/11/14 Planning Board Notice of Action for PB2014-22-SPA
- Approved Parking Plan (PB2014-22-SPA)

LEGAL NOTICE

Execusuite, LLC and Chorro, LLC, 75 Bank Street (Tax Map 92, Lot 78) and 77 Bank Street (Tax Map 92, Lot 79), zoned R-O: Request for a boundary line adjustment. PB2022-55-BLA

PLANS AND APPLICATION MATERIALS

- ▶ Application form (1 page)
- ▶ Letter dated November 14, 2022 (revised December 5, 2022) from James Wasser, Studio Nexus (project description; 1 page)
- ▶ Subdivision Regulations - Technical Checklist (3 pages)
- ▶ E-mail correspondence with staff (response to staff comments; 3 pages)
- ▶ Plat titled "Plan Showing Boundary Line Adjustment Between Property of Execusuite, LLC and Chorro, LLC", prepared by DiBernardo Associates, LLC, dated February 24, 2022, DWG. NO. 3433-1.

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 75 Bank Street (Tax Map 92, Lot 78) which is improved with a former school building now utilized as a mixed use multi-family dwelling, and 77 Bank Street (Tax Map 92, Lot 79) which is improved with a building proposed to be converted to a mixed use multi-family dwelling (PB2022-47-SPR, currently pending before the Board). As proposed, the changes resulting from the Boundary Line Adjustment are as follows:

- ▶ Map/Lot 92-78 will decrease by a net of +/-0.19 acres, from +/-7.11 acres to +/-6.92 acres.
- ▶ Map/Lot 92-79 will increase by a net of +/-0.19 acres, from +/-0.45 acres to +/-0.64 acres.

The purpose of the Boundary Line Adjustment is to provide sufficient land area to allow the proposed dwelling unit density at 77 Bank Street (see PB2022-47-SPR).

STAFF COMMENTS

ASSESSING

No comment.

BUILDING INSPECTION

No comment.

FIRE

No comment.

POLICE

No comment.

PUBLIC WORKS/CITY ENGINEER

No comment.

PLANNING & ZONING

Staff recommends that the plat is revised to reflect the approved site plan (which in turn should reflect existing conditions). Specifically, there are several parking spaces to the rear of the lot that appear on the approved site plan (PB2014-22-SPA) that do not on the proposed plat. There is also a shed depicted on the boundary line adjustment plat that appears to occupy a required parking space.

Also, the modular building in the northeastern corner of the lot was required to be removed pursuant to the original approval for the Jr High (PB2013-23-SPR) and per PB2014-22-SPA (condition of approval #3). A note should be added to the plat indicating that the modular building is out of compliance with the approved plan and will be removed.

Other recommended conditions of approval are set forth below under staff recommendations.

STAFF RECOMMENDATIONS

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

1. The applicant shall provide a revised plat depicting the following changes to the satisfaction of the Planning and Development Department:
 - a. If existing, add all parking spaces shown on the approved parking plan (PB2014-22-SPA) for 75 Bank Street. If not in existence, a site plan amendment shall be required.
 - b. Revise the modular building note to clarify that the modular building is out of compliance with the approved parking plan (PB2014-22-SPA, approved on 8/11/14) and will be removed.
 - c. Add a note indicating that the purpose of the proposed easement over 77 Bank Street in favor of 75 Bank Street is for vehicular access and for access to and use of the dumpster.

- i. Add a note indicating that the easement deed will be recorded simultaneously with the recording of the boundary line adjustment plat.
 - d. Identify correct mailing address of each property owner. (8.2.A.2)
 - e. Provide the date and description of the plat revisions. (8.2.A.1)
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.
3. A copy of the easement deed shall be submitted to the Planning & Development Department for review.
4. The applicant shall provide to the Planning and Development Department a digital record drawing (Cad .dwg Format using NH State Plane Coordinate system).

Attachments

cc: Chorro, LLC and Execusuite, LLC (tim@ledgworks.com)
Jim Wasser, Studio Nexus (jimw@studionexusarch.com)
File

**NOTICE OF ACTION
LEBANON PLANNING BOARD**

Notice is hereby given that on **August 11, 2014** the following action was taken by a majority of the Lebanon Planning Board in accordance with the City of Lebanon Site Plan Review Regulations.

Ken Morley moved that the Lebanon Planning Board finds the application **EXECUSUITE, LLC** for Site Plan a Amendment #PB2014-22-SPA, is complete enough to accept jurisdiction and commence review.

The motion was seconded by Chris Armen. The vote on the motion was unanimous in favor.

Notice is hereby given that on **August 11, 2014** the following action was taken by a majority of the Lebanon Planning Board in accordance with the City of Lebanon Site Plan Review Regulations.

Larry LeClair moved that the Lebanon Planning Board **approve** the application **EXECUSUITE, LLC**, for a Site Plan Amendment for a conversion of the former Lebanon Junior High School to create 1 additional dwelling unit added to the previously approved 42 units, located at 75 Bank Street, Tax Map 92, Lot 78, Lebanon, NH, in the R-2 zone, #PB2014-22-SPA, as shown on plans titled "Upper Basement Floor Plan Changes" (Sheet ASK-26), prepared by Studio Nexus Architects + Planners, LLC, dated May 13, 2014; "Architectural Site Plan" (Sheet AO-2), prepared by Studio Nexus Architects + Planners, LLC, revised May 27, 2014; and "Existing Conditions Plan for Lebanon School District – Bank Street School," prepared by Pathways Consulting, LLC, dated February 11, 2008, including any and all supplemental submissions, and testimony provided during the public hearing, with the following conditions:

1. The applicant shall comply with all applicable conditions for required exterior site improvements, as set forth in the Site Plan Review approval dated September 9, 2013 for the subject property.
2. This application 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 July 22, 2013, 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.

**Lebanon Planning Board Notice of Action
EXECUSUITE, LLC
Site Plan Review**

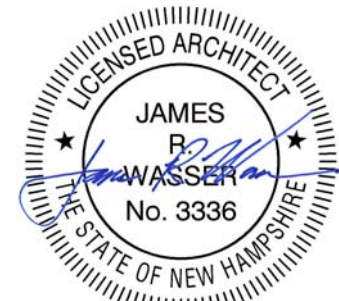
3. The modular building must be removed in accordance with the original approval.

The Lebanon Planning Board approved the requested waivers for this project of Sections 5.1.E(6), 5.1.E(7), 5.1.E(8), 5.1.E(10), 5.1.E(12), 5.1.E(13), 5.1.E(14), 5.1.E(15), 5.1.E(16), 5.1.E(18), 5.1.E(19), 5.1.E(20), 5.1.E(22), 5.1.G(1), 5.1.G(2), 5.1.G(3) of the Site Plan Regulations.

The motion was seconded by Ken Morley. The vote on the motion was unanimous in favor.

SIGNED: _____
City of Lebanon, Planning Board Chair

DATED: _____



ARCHITECT'S STAMP

75 BANK STREET
APARTMENTS

Issued For: CONSTRUCTION

Issue Date: MAY 27, 2014

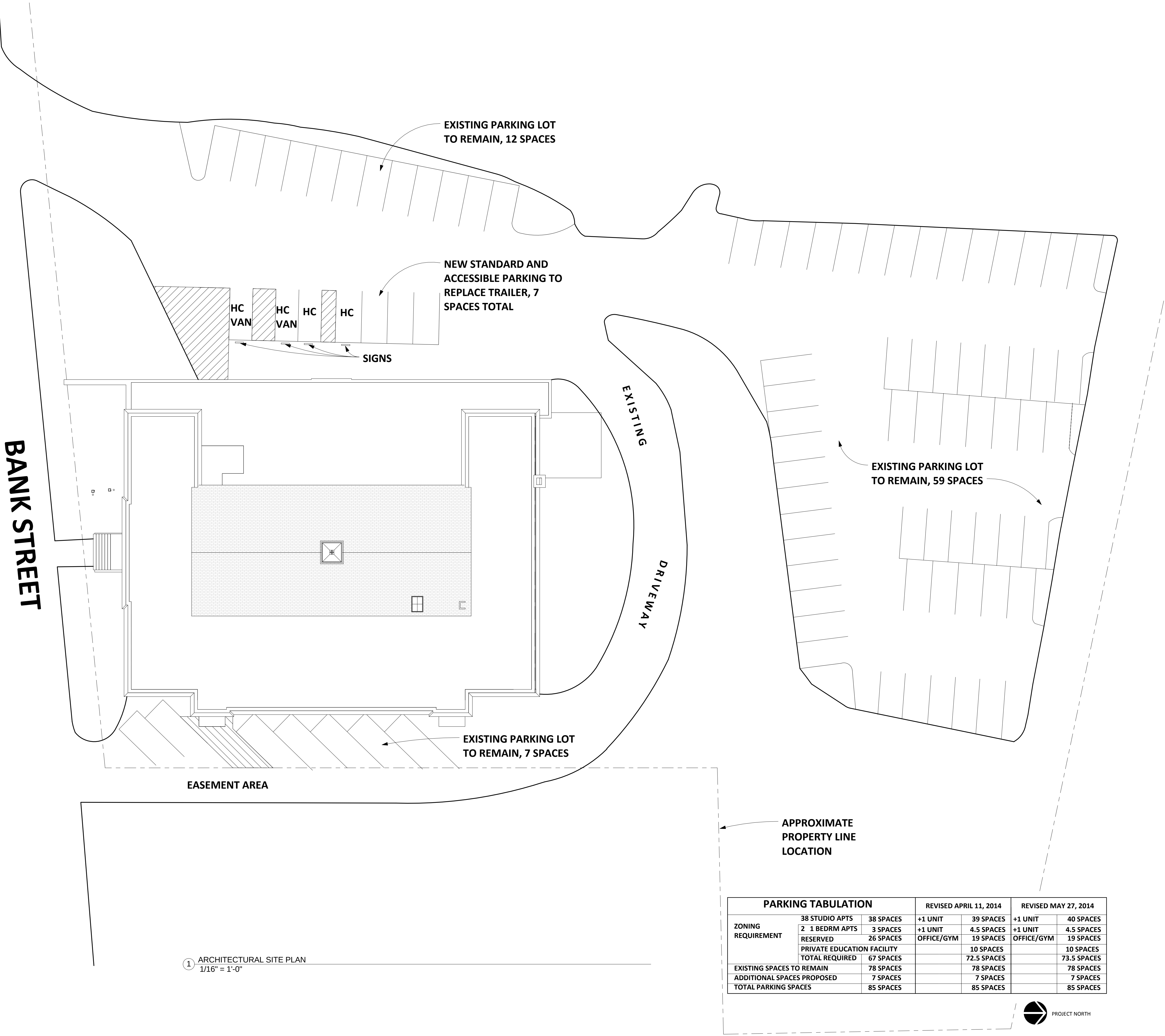
Revisions		
No.	Description	Date

ARCHITECTURAL
SITE PLAN

Project No.: 1310

Drawn By: WDN Checked By: JRW

A0-2



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: Chorro, LLC and Execusuite, LLC (Tim Sidore, contact) TEL.#: 603-322-3260

MAILING ADDRESS: 77 Bank Street, Lebanon, NH 03766

E-MAIL ADDRESS: tim@ledgeworks.ocm

CO-APPLICANT, AGENT, OR LESSEE:

NAME: Studio Nexus Architects (Jim Wasser, contact) TEL.#: 802-275-5110

MAILING ADDRESS: P.O. Box 275, White River Junction, VT 05001

E-MAIL ADDRESS: jimw@studionexusarch.com

PROJECT LOCATION:

TAX MAP #: 92 LOT#: 78 & 79 PLOT #: ZONE: RO - Class I

STREET ADDRESS OF PROJECT: 77 Bank Street, Lebanon

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

SCOPE OF PROJECT: Lot line adjustment transferring 8,229 SF of land from 75 Bank Street (owned by Execusuite, LLC) to 77 Bank Street (owned by Chorro, LLC) to enable the construction of 7 additional studio apartments (reducing the existing office use), within the existing building envelope of the 77 Bank Street building, including improved landscaping and 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: Office

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 December 12, 2022, unless I personally request, in writing, that the Board delay its determination of completeness to a later date.

PROPERTY OWNER: Tim Sidore DATE: 4 DEC 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: Tim Sidore DATE: 4 DEC 2022

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



November 14, 2022, Revised: 12.5.2022

Planning Commission,
City of Lebanon
51 North Park Street
Lebanon, New Hampshire 03766

RE: 77 Bank Street Renovations

Dear Commissioners:

We respectfully submit the enclosed application and plans for Lot Line Adjustment for the proposed seven new apartments for the property at 77 Bank Street. These apartments will bring needed housing options to downtown Lebanon in line with the Lebanon Downtown Vision Study.

Studio Nexus Architects of White River Junction have been engaged to assist with site planning and interior design. The project is conceived by the owner of the property, Michael Davidson, of Chorro, LLC. Mr. Davidson has redeveloped the former Lebanon Junior High School and Roy's Gulf; the conversion of 77 Bank Street will be completed with the same sense of preservation and attention to detail. Construction work will begin immediately after permit approval with the goal to complete the work by spring of 2023, including the installation of a fire sprinkler system.

The 77 Bank Street conversion project promotes Lebanon's purpose of mixed use, high-density redevelopment in the downtown area. This conversion and renovation will allow for an existing business to thrive, while adding much-needed downtown housing units. We propose small, but high quality studio units to meet what our experience shows is the current market demand: units for singles or couples, a familial demographic that is increasing rapidly in the Upper Valley.

- The smaller studio units meets a critical need for the Upper Valley: apartments for singles and couples within walkable distance to a downtown.
- There is no increase in the building footprint; the number of occupants would not be appreciably greater than if the units were larger and fewer. The existing uses—office and apartments—remain the same, but the ratio between the two changes to meet the realities of the market.
- The purpose of the ordinance is to control density and maintain the residential character of the neighborhood; having more units, but with a similar number of total occupants within the existing building envelope achieves that intent.
- We are providing adequate parking meeting the requirements of the zoning code.
- The purpose of the R-O District is "to preserve the residential character of older established neighborhoods". We are making no substantial changes to the building's exterior and preserving its historic character.

Lot Line Adjustment

To stay within unity density requirements for an RO Class I building, we are applying for a lot line adjustment to transfer 8,229 SF of land from 75 Bank Street (the former Lebanon Jr. High), owned Execusuite, LLC, to 77 Bank Street, owned by Chorro, LLC, to permit the construction of 8 apartment units in the existing buildings of 77 Bank Street. Note that both properties are owned by the same individual, Mike Davidson. Maximum allowable lot coverage with existing and proposed is calculated as follows:

- Per Code, an RO class 1 lot area permits two units for the first 10,000 SF, and one additional unit for every additional 3,000 SF
- Original lot area, 19,771 SF; added lot area, 8,229 SF (pending LLA approval) for a total of 28,000 SF
- We are requesting 8 total units
- $10,000 \text{ SF for first two units} + (6) \times 3,000 \text{ SF ea. additional} = 28,000 \text{ SF}$

We propose that the 8,229 SF shortfall be rectified with a boundary line adjustment with the adjacent property at 75 Bank Street. The property, a 7.11 acre, 309,909 SF, parcel contains 43 residential units, ~ 9,000 SF of commercial/assembly/theater space, parking for up to 85 vehicles and recreation fields. None of the uses listed above, nor the parking, will be impacted by the BLA. The property proposed to be transferred consists of steep slope land, a portion of the access drive and the dumpster area. The access drive and the dumpster area, which has traditionally been shared between 75 and 77 Bank, will continue to be shared. An easement will be written for the additional portion in the proposed BLA, allowing perpetual continued use by current and any future owners of 75 Bank.

There are no conservation, preservation, or agricultural preservation restrictions (as defined under RSA 477:45) on the subject property.

Special Exception

Multi-family dwelling conversion of 5 dwelling units or more requires a special exception, which was granted by the ZBA at their November 22 hearing.

In summary, we are confident our proposal provides much needed housing for the city and the region in an environmentally sensitive way, promoting a more walkable and active downtown, while not negatively impacting the neighborhood and remaining true to the spirit of the Zoning Code and Lebanon's vision for its city. Thank you for your consideration of our application.

Very truly yours,



Jim Wasser, Principal
Studio Nexus Architects + Planners, LLC

CITY OF LEBANON, NH SUBDIVISION REGULATIONS – TECHNICAL CHECKLIST MINOR LOT LINE ADJUSTMENT / BOUNDARY LINE AGREEMENT	
PROJECT NAME: 75 - 77 Bank Street Boundary Line Adjustment	
APPLICANT: Chorro, LLC and Execusuite, LLC (Tim Sidore, contact) Jim Wasser, Studio Nexus Architects	DATE: 11.14.2022
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 SUBMITTAL TECHNICAL CHECKLIST:

NOTE: Minor Lot Line Adjustment / Boundary Line Agreement plans shall include the information described below pursuant to Section 8 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.

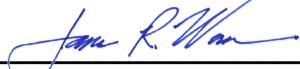
A written request for waiver shall be required, pursuant to Section 7.15 of the Subdivision Regulations, for any submission requirement for which the information or data is not provided by the applicant. [§8.2.C]

Plan Requirements	Info. Provided	Waiver Sought
8.2.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; (<u>NOTE:</u> 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).)	☒ ☒ ☒ ☒ ☒	☐ ☐ ☐ ☐ ☐
8.2.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.	☒	☐
8.2.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.	☒	☐
8.2.A(4) - Zoning District in which the subject lots are located, including district boundaries if in more than one district.	☒	☐
8.2.A(5) - Location of all existing structures on the subject lots.	☒	☐
8.2.A(6) - Site location map showing the original boundaries of the subject lots and adjacent lots.	☒	☐
8.2.A(7) - The new surveyed property line(s) as a result of the application, 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, and the area of the altered lots shall be shown in square feet and acres.	☒	☐

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: 
 James Wasser, Studio Nexus Architects

Planning office Use Only:

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

(Last Revised 05/22/13)

From: [Jim Wasser](#)
To: jimw@studionexusarch.com
Subject: RE: 75 & 77 Bank St_PB2022-55-BLA_Staff Comments
Date: Monday, December 05, 2022 1:46:42 PM
Attachments: [image009.png](#)

Tim,

Below please find our responses to your comments.

Jim

James R. Wasser, AIA, LEED AP
Principal

Studio Nexus Architects + Planners, LLC

46 S. Main Street, Suite 206
PO Box 275
White River Junction, VT 05001

802-275-5110 Ext. 101
jimw@studionexusarch.com

From: Tim Corwin [mailto:Tim.Corwin@lebanonnh.gov]
Sent: Tuesday, November 29, 2022 10:56 AM
To: Jim Wasser <jimw@studionexusarch.com>; Tim Sidore <tim@ledgeworks.com>
Cc: Crystal Taplin <Crystal.Taplin@lebanonnh.gov>
Subject: 75 & 77 Bank St_PB2022-55-BLA_Staff Comments

Jim/Tim:

Below are staff's comments on the Boundary Line Adjustment application for 75 Bank St (92-78) and 77 Bank St (92-79) (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). I apologize for the delay in getting these to you.

Please address staff's comments and send digital copies of all revised plans and materials by the end of the day on **Monday, December 5th**, as follows:

- Everything can be submitted electronically via e-mail to Crystal Taplin (crystal.taplin@lebanonnh.gov).
 - Please submit two electronic copies of each document in your application, as follows:
 - One saved as a PDF; and
 - One saved as a PDF-A.
 - Additionally, we'll need twelve (12) full size (24 in by 36 in) hard copies of the revised plat.

- When resubmitting in response to staff's comments, please submit all materials that you would like included as part of your application and presented to the Planning Board (i.e. application form, written narrative, technical checklist, revised plat, and any other supporting materials).
 - *Note that it has become too confusing for staff to wade through original submissions and revised submissions to determine what is and isn't part of the applicant's submission. Having applicants resubmit the entire application package will save time, cause less confusion, and prevent errors in compiling the agenda packet materials for review by the Planning Board.*
- So that we can expeditiously upload documents to our on-line public portal, please name all electronic documents using the following convention: **"year-month-day_PB2022-55-BLA_(description of document)"**. So, for example, if you resubmit on 12/5, the PDF of your revised plat would be titled, **"2022-12-05_PB2022-55-BLA_revised plan set"**.
- For tracking purposes and clarity, please provide a cover letter or transmittal memo with your resubmission identifying each document that is included with the submission.
- We would also appreciate, if possible, a written reply to each of the comments below.

Thank you. If you have any questions, please don't hesitate to ask. -Tim

STAFF COMMENTS

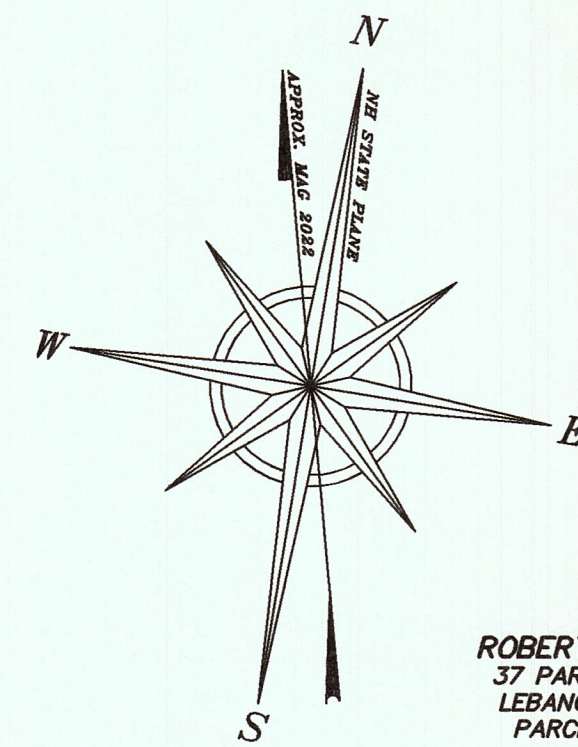
1. Please provide a separate application form and written narrative for the boundary line adjustment (i.e. the 75/77 Bank St BLA is currently combined with the 77 Bank St site plan application, but should be separated). **Provided.**
2. If there are no conservation, preservation, or agricultural preservation restrictions (as defined under RSA 477:45) on the subject property, provide a definitive statement to that effect. (7.7.A.4(e)) **Added to Page 2 of the Narrative.**
3. Plat comments:
 - a. Identify parking spaces on east side of the 75 Bank Street building. **Done.**
 - b. The parking layout is inconsistent with the parking plan approved in connection with PB2014-22-SPA (see attached). The parking layout either needs to conform with the approved parking plan, or a site plan amendment will need to be submitted to approve the parking layout as depicted on the boundary line adjustment plat. In the meantime, in order to record the plat as is, a note will need to be added indicating that the layout is out of compliance with the approved plan (i.e. PB2014-22-SPA, approved on 8/11/14 – see attached Notice of Action). **Parking plan revised to conform with approved plan (other than parking spaces obscured by modular buildings). According to the surveyor, the missing spaces were hidden by snow at the time of the original survey. The surveyor went back to the site to correct the survey.**
 - c. The modular building in the northeastern corner of the lot was required to be removed pursuant to the original approval for the Jr High (PB2013-23-SPR) and per PB2014-22-SPA (see attached Notice of Action, condition of approval #3). The removal of the

modular building will need to be completed, or a site plan amendment will need to be submitted to allow it to remain (having said that, if you intend to submit an application for a site plan amendment, I will need to first conduct a review of the Zoning Ordinance to confirm whether any relief is required from the Zoning Board of Adjustment). In the meantime, in order to record the plat as is, a note will need to be added indicating that the building is out of compliance with the approved plan (i.e. PB2014-22-SPA, approved on 8/11/14 – see attached Notice of Action), and will be removed. **Note added at modular building location.**



Remove the "CERTIFICATION" language. **Language removed.**

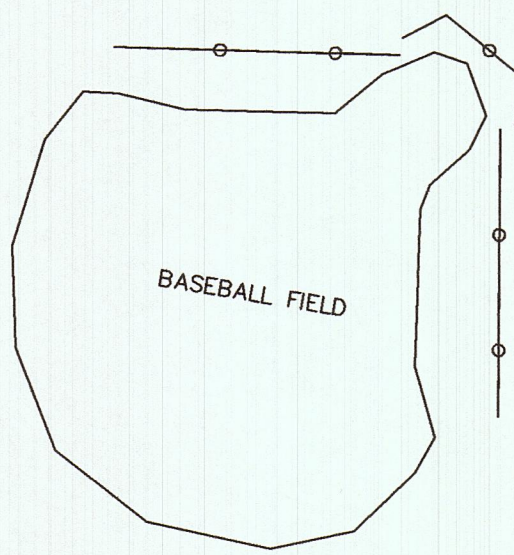
- d. Regarding the proposed easement in favor of 75 Bank Street, add a note or notes to the plat as follows:
 - Identify nature/purpose of easement **Added by easement area.**
 - Indicate that an easement deed will be filed simultaneously with the recording of the plat
- e. Identify correct mailing address of each property owner. (8.2.A.2) **Corrected.**
- f. Identify mailing address of State of New Hampshire (abutter). (8.2.A.2) **Added.**
- g. Identify name and mailing address of all easement holders. (8.2.A.2) **Identified by easement area.**
- h. Identify the zoning district in which the subject properties are located. (8.2.A.4) **Identified in "Notes".**
- i. Identify the date of the completion of the field survey (note that this is distinct from the date the plat was prepared). (8.2.A.7) **See titleblock.**
- j. Add the following statement to the plat: "This plan shows Minor Lot Line Adjustments / Boundary Line Agreements and does not require the approval of the Lebanon Planning Board as a subdivision." (8.2.A.9) **Statement added in "Notes".**
- k. Provide date and description of any revisions made (8.2.A.1) **See titleblock.**
- l. Provide a site location map showing the original boundaries of the subject lots and adjacent lots (8.2.A.6). For example something like the following: **Provided on right side.**



STATE OF NEW HAMPSHIRE
BUREAU OF RAIL AND TRANSIT
PO BOX 483
7 HAZEN DRIVE
CONCORD, NH 03302-0483
NORTHERN RAIL TRAIL
SEE VAL SHEET #S V32.1/65, V32.1/66 & V32.1/SL67

0.19 ACRES OR 8,389 SQ.FT. TO BE
ANNEXED TO PARCEL 92-79 FROM PARCEL
92-78 AND BECOME ONE CONTINUOUS LOT
OF RECORD.

N80°32'23"E
754.08'
TBM 2 - SPIKE IN
2+ PINE EL. 580.20'



ROBERT A. COOPER
37 PARKHURST ST #1
LEBANON, NH 03766
PARCEL ID 92-43

JAMES R. WASSER
PO BOX 373
LEBANON, NH 03766
PARCEL ID 92-44

DUSTIN CP & CW TRUSTEES
5 ALLEN ST
LEBANON, NH 03766
PARCEL ID 92-45

ROBIN & TERESA CARPENTER
41 BANK ST
LEBANON, NH 03766
PARCEL ID 92-76

MATTHEW & LINDSAY KNITTLE
43 BANK ST
LEBANON, NH 03766
PARCEL ID 92-77

ROBERT & LUCY MCLELLAN
50 BANK ST
LEBANON, NH 03766
PARCEL ID 92-113

KAREN & RAUL CERVANTES
PO BOX 293
LEBANON, NH 03766
PARCEL ID 92-112

MAKOTI ENTERPRISES LLC
507 OAK ST
NEWPORT, NH 03773
PARCEL ID 92-111

PTC RENTAL LLC
PO BOX 632
LEBANON, NH 03766
PARCEL ID 92-110

PATRICIA MORSE TRUSTEE
64 BANK ST
LEBANON, NH 03784
PARCEL ID 92-109

ALLISON L. SANBORN
68 BANK ST
LEBANON, NH 03766
PARCEL ID 92-108

PCF BANK LLC
32 MAIN ST
WEST LEBANON, NH 03784
PARCEL ID 92-107

NEIL R. & ADELE M. FULTON
78 BANK STREET
LEBANON, NH 03766
PARCEL ID 92-106

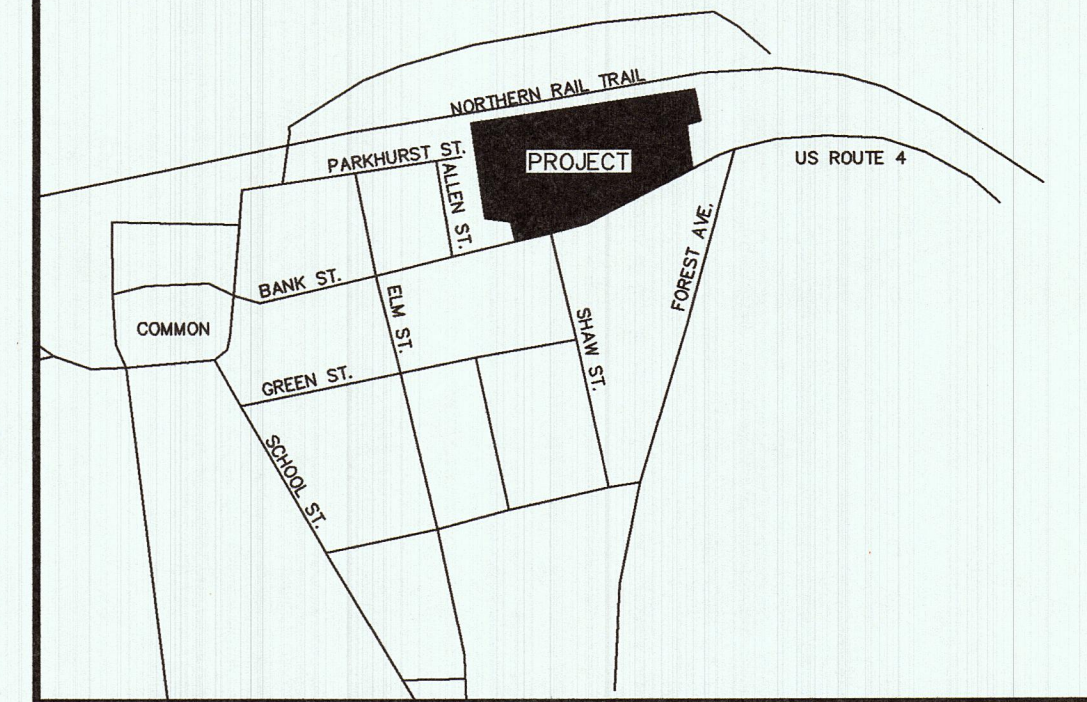
EASEMENT HOLDERS:
EXECUSUITE LLC
77 BANK STREET
LEBANON, NH 03766

CHORRO LLC
77 BANK STREET
LEBANON, NH 03766
PARCEL ID 92-79

SARAH CHAMBERLIN
IRENE HEATH
79 BANK ST
LEBANON, NH 03766
PARCEL ID 92-80

92-79
0.45 ACRES ±
+0.19 ACRES FROM LOT 92-78
=0.64 ACRES ± OR 28,160 SQ. FT.

92-78
7.11 ACRES ±
-0.19 ACRES TO LOT 92-79
=6.92 ACRES ± OR 301,520 SQ. FT.



~ LOCATION MAP ~

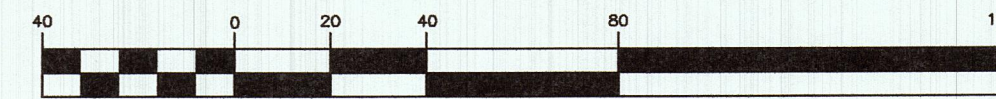
~ INSET ~

EXISTING LOT CONFIGURATION

PROPOSED LOT CONFIGURATION

SCALE: 1" = 400'

GRAPHIC SCALE



(IN FEET)
1 inch = 40 ft.

PLAN SHOWING BOUNDARY LINE ADJUSTMENT BETWEEN PROPERTY OF

EXECUSUITE LLC

75 BANK STREET
LEBANON, NH 03766
PARCEL ID 92-78

AND PROPERTY OF

CHORRO, LLC

77 BANK STREET
LEBANON, NH 03766
PARCEL ID 92-79

~ BANK STREET ~ LEBANON NH ~ GRAFTON COUNTY ~

DIBERNARDO ASSOCIATES, LLC

VT NH
LICENSED LAND SURVEYORS

P.O. BOX 52
BELLOWS FALLS, VT 05101

802-463-3031 ~ 803-358-5509

DATE FEBRUARY 24, 2022 SCALE 1" = 40'

DRAWN BY BG/JD CK'D BY JAD

SURVEYED BY BG

DWG. NO. 3433-1

© COPYRIGHT 2022 DIBERNARDO ASSOCIATES, LLC.

~ NOTES ~

- METHOD OF SURVEY: LEICA VIVA TS16 TOTAL STATION & STONEX S900 GPS. DATE OF FIELDWORK IS FEBRUARY 24, 2022.
- BEARINGS ARE REFERENCED TO NEW HAMPSHIRE STATE PLAN COORDINATE SYSTEM. (NAD83) GRID NORTH. ELEVATION ARE TIED TO NORTH AMERICAN VERTICAL DATUM (NAVD88).
- DIBERNARDO ASSOCIATES IS NOT RESPONSIBLE FOR PROPERTY DESCRIPTIONS PREPARED BY OTHER PERSONS FOR CONVEYANCE OF THE PROPERTY SHOWN HEREON.
- THIS PLAN WAS PREPARED FOR THE SOLE USE OF EXECUSUITE LLC AND CHORRO LLC AND IS NOT INTENDED TO BE USED BY ANY OTHER INDIVIDUAL OR BUSINESS WITHOUT THE CONSENT OF SAID PARTIES AND DIBERNARDO ASSOCIATES, LLC.
- ALL NEW HAMPSHIRE TURNPIKES ARE 4 RODS WIDE OR 66'.
- ALL UNDERGROUND UTILITIES ARE SHOWN AS APPROXIMATE. NO UNDERGROUND EXPLORATION WAS CONDUCTED BY THIS FIRM. LINES ARE ASSUMED TO RUN IN A STRAIGHT LINE FROM SURFACE STRUCTURE TO SURFACE STRUCTURE.
- PARCEL IS ZONED RO (RESIDENTIAL OFFICE).
- THIS PLAN SHOWS MINOR LOT LINE ADJUSTMENTS/BOUNDARY LINE AGREEMENTS AND DOES NOT REQUIRE THE APPROVAL OF THE LEBANON PLANNING BOARD AS A SUBDIVISION.

~ REFERENCE PLANS ~

- PLAN ENTITLED "BOUNDARY LINE ADJUSTMENT FOR LEBANON SCHOOL DISTRICT & FRANK & JANET THIBODEAU", DATED JUNE 9, 2003, PROJECT NO. 10689, RECORDED AS PLAN NO. 11613, PREPARED BY PATHWAYS CONSULTING, LLC.
- PLAN ENTITLED "ROGER MURRAY & ALFRED E. STEWART BANK STREET LEBANON, N.H." DATED JUNE 9, 1971, RECORDED IN BOOK 1139 PAGE 31, PREPARED BY KENNETH A. LECLAIR.

~ REFERENCE DEEDS ~

- DEED FROM LEBANON SCHOOL DISTRICT TO EXECUSUITE, LLC RECORDED IN BOOK 4018 PAGE 186 ON OCTOBER 11, 2013.
- DEED FROM ARTHUR HOUGH AND ANCIL HUNT TO THE LEBANON SCHOOL DISTRICT RECORDED IN BOOK 586 PAGE 85 ON MARCH 27, 1925.
- DEED FROM AILEEN CARPENTER TO LEBANON SCHOOL DISTRICT RECORDED IN BOOK 587 PAGE 54 ON MAY 6, 1925.
- DEED FROM FRANK AND JANET THIBODEAU TO LEBANON SCHOOL DISTRICT RECORDED IN BOOK 2894 PAGE 902 ON SEPTEMBER 23, 2003.
- DEED FROM LEBANON SCHOOL DISTRICT TO GEORGE MOORE RECORDED IN BOOK 599 PAGE 594 ON NOVEMBER 3, 1926.

~ REVISIONS ~

NO.	DATE	DESCRIPTION	BY
1.	12-01-22	ADDED NOTE 7 & 8, REVISED NOTE 1, ADDED REVISED EASEMENT AREA, ADDED INSET, REVISED ABUTTERS, REVISED PARKING STRIPING AND . ADDED SILL ELEVATIONS FOR CHORRO BUILDING.	JAD

~ CHAPTER 676:18 SECTION III CERTIFICATION ~

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.

JOSEPH A. DIBERNARDO, N.H. L.L.S. #963
DATE 12/1/22

~ LEGEND ~

- PROPERTY LINE
- RIGHT OF WAY LINE
- APPROX. PROPERTY LINE
- IRON PIN FOUND
- 5/8" Ø IRON ROD SET
- STONE WALL
- STOCK FENCE
- CHAIN LINK FENCE
- UTILITY POLE
- BROOK
- SEWER MANHOLE
- DRAIN MANHOLE
- GATE VALVE
- CATCH BASIN
- FIRE HYDRANT
- SANITARY SEWER LINE
- WATER LINE
- STORMWATER LINE



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

PLANNING BOARD

December 12, 2022 Meeting

Staff Memorandum – PB2022-47-SPR

APPLICATION INFORMATION

Agenda Item: 3.E

Application ID: PB2022-47-SPR

Application Type:

Site Plan Review to convert office building with 1 dwelling unit to a mixed use office building and multi-family dwelling with 8 units

Property Location & Tax Map

77 Bank Street (Tax Map 92, Lot 79)

Applicant/Property Owner:

Chorro, LLC

Zoning District:

Residential Office (R-O)

Future Land Use Map: Mixed Use

Property Sizes (existing):

77 Bank Street (Tax Map 92, Lot 79): +/-0.64 acres *per proposed boundary line adjustment plat* (PB2022-55-BLA)

Overlay Districts:

None

LEGAL NOTICE

Chorro, LLC, 77 Bank Street (Tax Map 92, Lot 79), zoned R-O: Request for site plan approval to convert the existing building to an 8-unit multi-family dwelling. PB2022-47-SPR

PLANS AND APPLICATION MATERIALS

- ▶ Application form
- ▶ Letter dated November 14, 2022 (revised December 5, 2022) from James Wasser, Studio Nexus (project description; 4 pages)
- ▶ Application for Waivers, dated December 5, 2022 (2 pages)
- ▶ Site Plan Review Regulations Technical Checklist dated November 2, 2022 (10 pages)
- ▶ E-mail correspondence with staff (response to staff comments; 5 pages)
- ▶ Plan set titled, "77 Bank St. Apartments", prepared by Studio Nexus, dated December 5, 2022, Proj. No. 2114 (9 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. NH RSA 676:4, I(c)(1). Section 4.7.C.2 ("Initial Completeness Determination") of the Site Plan Review Regulations provides as follows:

- a. The Planning & Development Department shall review the application for completeness pursuant to the requirements of Section 4.7.A and Section 5.1. If the Planning & Development Department finds that the application is complete, or lacks only those items or documents for which waiver requests have been submitted, then the Planning & Development Department shall make a preliminary determination of whether the waiver requests meet the standards of Section 7.2 of these Regulations, and if so, then the Planning & Development Department shall recommend to the Board acceptance of the application for review.
- b. If the Planning & Development Department finds that the application is not complete or that one or more of the waiver requests do not meet the standards of Section 7.2, the Planning

& Development Department shall so advise the Applicant, who can elect to complete the missing submission requirements. [...]

The Planning and Development Department has reviewed the application in accordance with the Lebanon Site Plan Review Regulations and, per Section 4.7.C.2.b, has requested additional information from the applicant in order to make a recommendation to the Board that the application is complete enough to accept jurisdiction. At this time, staff recommends that the completeness determination is postponed to a future Planning Board meeting. If the applicant is able to respond to staff's comments relatively soon, the application can be postponed to the Board's December 19th meeting.

Attachments

cc: Chorro, LLC (tim@ledgworks.com)
Jim Wasser, Studio Nexus (jimw@studionexusarch.com)
File

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: Chorro, LLC and Execusuite, LLC (Tim Sidore, contact) TEL.#: 603-322-3260

MAILING ADDRESS: 77 Bank Street, Lebanon, NH 03766

E-MAIL ADDRESS: tim@ledgeworks.ocm

CO-APPLICANT, AGENT, OR LESSEE:

NAME: Studio Nexus Architects (Jim Wasser, contact) TEL.#: 802-275-5110

MAILING ADDRESS: P.O. Box 275, White River Junction, VT 05001

E-MAIL ADDRESS: jimw@studionexusarch.com

PROJECT LOCATION:

TAX MAP #: 92 LOT#: 78 & 79 PLOT #: ZONE: RO - Class I

STREET ADDRESS OF PROJECT: 77 Bank Street, Lebanon

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

SCOPE OF PROJECT: The building is an existing 3-story structure with a partial basement and attached 2-story barn. Work consists of minor renovations to the existing 1st floor business use space.

converting the second floor office space into three studio apartments and upgrading the access stair to the existing third story 1-bedroom apartment. The barn, which is currently unfinished on the first floor and had offices on the second, will be converted to studio apartments, two each per floor. There will be 8 apartments total.

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: Office

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 December 12, 2022, unless I personally request, in writing, that the Board delay its determination of completeness to a later date.

PROPERTY OWNER: X Tim Sidore

DATE: 8 Nov 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: X Tim Sidore

DATE: 8 Nov 2022

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



November 14, 2022, Revised: 12.5.2022

Planning Commission,
City of Lebanon
51 North Park Street
Lebanon, New Hampshire 03766

RE: 77 Bank Street Renovations

Dear Commissioners:

We respectfully submit the enclosed application and plans for Lot Line Adjustment and Site Plan Review for the proposed seven new apartments for the property at 77 Bank Street. These apartments will bring needed housing options to downtown Lebanon in line with the Lebanon Downtown Vision Study.

Studio Nexus Architects of White River Junction have been engaged to assist with site planning and interior design. The project is conceived by the owner of the property, Michael Davidson, of Chorro, LLC. Mr. Davidson has redeveloped the former Lebanon Junior High School and Roy's Gulf; the conversion of 77 Bank Street will be completed with the same sense of preservation and attention to detail. Construction work will begin immediately after permit approval with the goal to complete the work by spring of 2023, including the installation of a fire sprinkler system.

The 77 Bank Street conversion project promotes Lebanon's purpose of mixed use, high-density redevelopment in the downtown area. This conversion and renovation will allow for an existing business to thrive, while adding much-needed downtown housing units. We propose small, but high quality studio units to meet what our experience shows is the current market demand: units for singles or couples, a familial demographic that is increasing rapidly in the Upper Valley.

- The smaller studio units meets a critical need for the Upper Valley: apartments for singles and couples within walkable distance to a downtown.
- There is no increase in the building footprint; the number of occupants would not be appreciably greater than if the units were larger and fewer. The existing uses—office and apartments—remain the same, but the ratio between the two changes to meet the realities of the market.
- The purpose of the ordinance is to control density and maintain the residential character of the neighborhood; having more units, but with a similar number of total occupants within the existing building envelope achieves that intent.
- We are providing adequate parking meeting the requirements of the zoning code.
- The purpose of the R-O District is "to preserve the residential character of older established neighborhoods". We are making no substantial changes to the building's exterior and preserving its historic character.

Lot Line Adjustment

To stay within unity density requirements for an RO Class I building, we are applying for a lot line adjustment to transfer 8,229 SF of land from 75 Bank Street (the former Lebanon Jr. High), owned Execusuite, LLC, to 77 Bank Street, owned by Chorro, LLC, to permit the construction of 8 apartment units in the existing buildings of 77 Bank Street. Note that both properties are owned by the same individual, Mike Davidson. Maximum allowable lot coverage with existing and proposed is calculated as follows:

- Per Code, an RO class 1 lot area permits two units for the first 10,000 SF, and one additional unit for every additional 3,000 SF
- Original lot area, 19,771 SF; added lot area, 8,229 SF (pending LLA approval) for a total of 28,000 SF
- We are requesting 8 total units
- $10,000 \text{ SF for first two units} + (6) \times 3,000 \text{ SF ea. additional} = 28,000 \text{ SF}$

We propose that the 8,229 SF shortfall be rectified with a boundary line adjustment with the adjacent property at 75 Bank Street. The property, a 7.11 acre, 309,909 SF, parcel contains 43 residential units, ~ 9,000 SF of commercial/assembly/theater space, parking for up to 85 vehicles and recreation fields. None of the uses listed above, nor the parking, will be impacted by the BLA. The property proposed to be transferred consists of steep slope land, a portion of the access drive and the dumpster area. The access drive and the dumpster area, which has traditionally been shared between 75 and 77 Bank, will continue to be shared. An easement will be written for the additional portion in the proposed BLA, allowing perpetual continued use by current and any future owners of 75 Bank.

Special Exception

Multi-family dwelling conversion of 5 dwelling units or more requires a special exception, which **was granted by** the ZBA at their November 22 hearing.

Building Redevelopment

The 77 Bank Street Building is an existing 3-story wood-frame structure with a partial basement and an attached 2-story barn. Work on the 3-story structure will consist of minor renovations to the existing 1st floor business use space, converting the second floor office space into three studio apartments and upgrading the access stair to the existing third story 1-bedroom apartment. The barn, which is currently unfinished on the first floor and had offices on the second, will be converted to studio apartments, two each per floor.

Except for a small entry porch to one of the units, we are proposing no additions or changes to the existing 1890's building footprint and exterior; almost all work on the building will occur within the interior. The additional units will have little to no visual impact on the neighbors or the neighborhood.

Car and Bike Parking and Loading

There are approximately **15** existing parking spaces on site, although some of the spaces are overgrown due to disuse. Primarily, we are repairing and cleaning up the existing lot, with those changes to the site limited for the most part to back half of the site. We are proposing 18 spaces, one of which is dedicated to car sharing, **3 short-term bike parking spaces and 4 long-term bike parking spaces**. This meets the requirements of the proposed use:

Use	Parking Required	Existing SF or # of Units	Spaces Req'd	Proposed SF or # of Units	Spaces Req'd	Short-term Bike Park'g Required	Long-term Bike Park'g Required
Storage	1/1,000 SF	930 SF	0.93	--	0		
Office	1/250 SF	3,374 SF	13.5	1,403 SF	5.61	1.8	
1 Bedrooms	1.5/ unit	1	1.5	1	1.5	0.15	2.10
Studios	1/ unit	0	0	7	7	1.05	0.30
Total			16		14	3	3
Parking Provided			~15		18	3	4
120% Max. Allowable					17		
150% Allowable w/ Carshare					21		

No dedicated loading area is being provided, however parking spaces are spread around the site providing convenient access for the tenants to their units. Covered, secure **long-term** bike parking is being provided within a storage area accessible from the exterior **and the short-term bike parking is provided on the building's west side.**

Accessibility

Execusuite and Chorro LLC are committed to providing accessibility where possible to their properties. All 43 units at 75 Bank Street are (type A and B) accessible units and the requisite handicapped parking is provided. However, no accessible parking is being provided at 77 Bank Street. Per the International Building Code (IBC) 1106.2.1, accessible parking spaces shall be provided in Group R-2, occupancies that are required to have Accessible, Type A or Type B dwelling units or sleeping units. Per the 2015 International Existing Building Code (IEBC), Chapter 10 Change of Occupancy, Section 1012.8, no Type "B" units are required to be provided in Buildings undergoing a less than a "Level 3" upgrade. Our building is undergoing a Level 2 upgrade (less than 50% of the total building area). And Type "A" (fully accessible) units are not required in buildings with 20 or fewer units (IBC 1107.6.2.2.1). In any case, given the contours of the land, which slope approximately 6-1/2' from the front of the building to the back, the existing raised entries, and the site's tight confines, it is technically infeasible to provide an accessible route from a parking space to any unit entry door.

The office portion of the building is served by an existing ramp that currently ends in the grass. We are extending that ramp with a concrete path, creating an accessible route to the front walk and the Bank Street sidewalk. However, again it is technically infeasible to create an accessible route from the office entries to any parking space.

Landscaping, Trash and Recycling

The site features mature vegetation, with trees, shrubs and landscape beds, most of which are remaining (especially facing Bank Street) with the exception of the clearing of invasive and weed trees and bushes. New vegetation is being added to provide shading of the parking lots and perimeter landscaping where it is feasible to do so on this relatively tight site.

Trash and recycling will be handled in an existing dumpster conveniently located on the 77 Bank property, but shared by both 75 and 77 Bank tenants. Currently unscreened, this dumpster will be screened as part of this project.

Groundwater Protection

Groundwater protection will be undertaken by the following means:

- Soil disturbance in the rehabilitation of the building will be kept to a minimum. The only changes to the building envelope is the addition of a front entry porch with footings being dug for two posts.
- Site disturbances include minimal re-grading of the rear parking lot and the addition of some sidewalks and landscaping. Standard erosion control methods will be practiced during construction with a silt fence on the downslope required during construction.
- The extensive existing landscape is being maintained to the greatest extent possible with additional added to further control erosion and provide filtration.
- All floor drains, work sinks, or discharge lines will be connected to the municipal sanitary sewer in accordance with NHDES and local regulations.
- No significant quantities of hazardous materials will be stored on-site. Small quantities of paints and cleaning supplies will be placed in secure, closed containers out of reach of unauthorized use.
- Chorro's lease with its tenants will include a prohibition against on-site vehicle maintenance (such as oil changes) and car-washing.

Recreational Facilities

No outdoor recreational facilities are being provided on the property, however the site is adjacent to the Rail Trail and to the former Junior High School, now the home of a 43-unit multi-family and mixed use development, with recreational facilities (along with additional parking), including playing fields, that will be available to tenants of 77 Bank.

In summary, we are confident our proposal provides much needed housing for the city and the region in an environmentally sensitive way, promoting a more walkable and active downtown, while not negatively impacting the neighborhood and remaining true to the spirit of the Zoning Code and Lebanon's vision for its city. Thank you for your consideration of our application.

Very truly yours,



Jim Wasser, Principal
Studio Nexus Architects + Planners, LLC



City of Lebanon, New Hampshire

APPLICATION FOR WAIVERS

Office Use Only

Date Received: _____

File No.: _____

PROJECT INFORMATION

Name of Applicant: _____ Chorro, LLC

Project Name: _____ 77 Bank Street Renovations

Project Address: _____ 77 Bank Street, Lebanon

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).]

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

There no changes to the building footprint other than the addition of an entry porch to unit 101 (not visible from the highway) and no changes to the building height or envelope. Measuring the heights of buildings within 200' is unnecessary, would not add useful information and would add unnecessary project cost. In any case the project height is considerably below the 45' maximum height requirement.

- 6.2.B.(6)
2. Section ____ of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because Continuous opaque perimeter landscape along the first 65' of the east property line in not feasible given the location of the existing driveway and the need to allow access for the neighbor's basement. Ample mature landscaping adjacent to our building on the east side of the property does exist and is being preserved. New landscaping meeting the requirements is being added where possible, screening the neighbors deck from the drive. Also of note is that there is only an opaque perimeter landscape requirement for business to single family. Between multi-family and single family there is no requirement. We are proposing to significantly increase the ratio of multi-family to business.

3. Section 6.2B of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because Perimeter landscaping 15' in width along both side property lines in not feasible given the side yards consist of existing driveways that provide ingress and egress to the property. The western drive is shared with the 75 Bank Street property (the former Junior High) and cannot be changed. Ample mature landscaping adjacent to the building on three sides and at the rear (north) side and back of the east side of the property exists and is being preserved. New landscaping meeting the perimeter landscape requirements is being added where possible.
4. Section 6.6.G.2, H.2 of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because Changes to the building and site consist only only of a new entry porch to unit 101, small extensions of 2 walkways and reconfiguration, repair, and cleanup of existing parking areas, which have fallen into disuse. Storm water management and drainage plans are not necessary, especially given the amount of mature vegetation currently on site, almost all of which remains, along with the new vegetation being added.
5. Section 5.1.E(17), 6.6.C.1 & 2 of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because Changes to the building and site consist only only of a new entry porch to unit 101, small extensions of 2 walkways and reconfiguration, repair, and cleanup of existing parking areas, which have fallen into disuse. Storm water management and drainage plans are not necessary, especially given the amount of mature vegetation currently on site, almost all of which remains, along with the new vegetation being added.
6. Section 5.1.E(23) of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because This is a small, steeply sloping site with limited opportunities to provide recreational facilities. However, the adjacent roperty at 75 Bank St. (the former Junior High) is also owned by Mike Davidson and offers extensive recreational facilities that are open to the public. In addition, the rail trail is adjacent to our property
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:  Date: December 5, 2022

CITY OF LEBANON, NH SITE PLAN REVIEW REGULATIONS TECHNICAL CHECKLIST	
PROJECT NAME: 77 Bank Street Renovations	
APPLICANT: Chorro, LLC	DATE: 11/14/2022; Revised 12/5/2022
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, (referenced to USGS or FEMA Flood Insurance Rate Map datums, as appropriate) prepared by a professional engineer or land surveyor licensed in NH. (Where grades are less than 20%, contours shall be at 2 ft. intervals; otherwise they shall be at 5 ft. intervals.)	☒	☐
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, if any, 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.	☐ N/A	☐
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, 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.	☐ N/A	☐
5.1.E(15) - 100-yr flood elevation, floodway, and floodplain limits, where relevant.	☐ N/A	☐
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, where necessary.	☐	☒
5.1.E(17) - Drainage plans prepared by a professional engineer registered in NH, whose seal and signature shall appear on plan(s).	☐	☒
5.1.E(18) - Section 6.6. Stormwater Management submission requirements.	See Stormwater Checklist	
5.1.E(19) - Plans for snow removal and storage.	☒	☐
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.	☒	☐

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

Plan Requirements (cont.)	Info. Provided	Waiver Sought
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 is granted by the City Engineer.	☐ N/A	☐
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) - Plans for fire protection including emergency vehicle turn radius diagrams, if requested by the Lebanon Fire Department.	☐ N/A	☐
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: James Wasser, Studio Nexus Architects + Planners, llc

(Last Revised 4/19/2021)

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

CITY OF LEBANON, NH STORMWATER REVIEW REGULATIONS TECHNICAL CHECKLIST	
PROJECT NAME: 77 Bank Street Renovations	
APPLICANT: Chorro, LLC	DATE: 11/14/2022

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
6.6.C.1 (1) - 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		
6.6.C.1 (2) - 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 N/A 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. N/A 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. N/A	☐	☐

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: James Wasser, Studio Nexus Architects + Planners, llc

(Last Revised 04/19/2021)

Planning office Use Only:

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

From: [Jim Wasser](#)
To: jimw@studionexusarch.com
Subject: RE: 394 N Main St et al_PB2022-44-SPR_Staff Comments
Date: Monday, December 05, 2022 2:43:01 PM
Attachments: [image001.png](#)

Tim,

Below please find our responses to the staff comments.

Jim

James R. Wasser, AIA, LEED AP
Principal

Studio Nexus Architects + Planners, LLC

46 S. Main Street, Suite 206
PO Box 275
White River Junction, VT 05001

802-275-5110 Ext. 101
jimw@studionexusarch.com

From: Tim Corwin [mailto:Tim.Corwin@lebanonnh.gov]
Sent: Tuesday, November 29, 2022 7:05 PM
To: Jim Wasser <jimw@studionexusarch.com>; Tim Sidore <tim@ledgeworks.com>
Cc: Crystal Taplin <Crystal.Taplin@lebanonnh.gov>; Brian Vincent <brian.vincent@lebanonnh.gov>
Subject: 394 N Main St et al_PB2022-44-SPR_Staff Comments

Jim/Tim -

Below are staff's comments on the proposed multi-family conversion at 77 Bank St (92-79). I apologize for the delay in getting these to you.

Please address staff's comments and send digital copies of all revised plans and materials by the end of the day on **Monday, December 5th**, as follows:

- Everything can be submitted electronically via e-mail to planning@lebanonnh.gov.
 - Please submit two electronic copies of each document in your application, as follows:
 - One saved as a PDF; and
 - One saved as a PDF-A.
 - Additionally, we'll need eleven (11) 11x17 size hard copies of the revised plan set and one (1) full-size hard copy.
- When resubmitting in response to staff's comments, please submit all materials that you would like included as part of your application and presented to the Planning Board.
 - *Note that it has become too confusing for staff to wade through original submissions*

and revised submissions to determine what is and isn't part of the applicant's submission. Having applicants resubmit the entire application package will save time, cause less confusion, and prevent errors in compiling the agenda packet materials for review by the Planning Board.

- So that we can expeditiously upload documents to our on-line public portal, please name all electronic documents using the following convention: **"year-month-day_PB2022-47-SPR_(description of document)"**. So, for example, if you resubmit on 12/5, the PDF of your revised plan set would be titled, **"2022-12-05_PB2022-47-SPR_revised plan set"**.
- For tracking purposes and clarity, please provide a cover letter or transmittal memo with your resubmission identifying each document that is included with the submission.
- We would also appreciate, if possible, a written reply to each of the comments below.

Thank you. If you have any questions, please don't hesitate to ask. -Tim

STAFF COMMENTS - *please note that parenthetical references are to Section numbers of the Lebanon Site Plan Review Regulations.*

General

1. Provide an updated Application for Waivers to incorporate any additional required or requested waivers.
 - a. *Note that the Board must find either Criteria A or Criteria B (as identified on the Application for Waivers) is satisfied in order to grant the waiver. Each waiver request, therefore, should demonstrate how the request meets either Criteria A or B. It is not clear to staff that all of the necessary requested waivers can be justified, and recommends that the applicant try as much as possible to provide as much of the missing information as possible. Calculations for landscape shading and perimeter landscaping have been added to sheet G-3, additional landscaping has been added at perimeter where possible, and the waiver request for 6.2E deleted.*
2. Identify how the project complies with Section 6.5.E (groundwater protection). *Described in the narrative. See also site plan G-3 and the details for erosion control on 9 & 10/G-6*

-

Plan Set Comments

General

3. The plans do not currently address the following submission and design requirements:
 - a. 5.1.E.6 - Existing grades and topographic information, with spot elevations, shall be shown and shall be prepared by a professional engineer registered in New Hampshire or land surveyor licensed in New Hampshire. *Existing grades and spot elevations based on Carlson survey prepared on 2/24/2022 by DiBernardo and Associates, LLC are shown on the existing and proposed site plans, sheets G-2 and G-3.*
 - b. 5.1.E.10 - Show required sight distances at curb cuts and dimensions for the inside radii of all curves; Bicycle parking spaces shall be numbered. *Sight distances, additional*

curve radii added to sheet G-3. Bike parking spaces are numbered on G-3 (short-term) and G-4 (long-term).

- c. 5.1.E.12 - The size of all existing public and private utilities. **Information not found.**
- d. 5.1.E.13 – Manufacturer’s specification information shall be provided for each proposed light fixture and lamp. **Please see sheet G-8.**
- e. 5.1.E.16 – landscaping plan requirements:
 - The combination of existing and new plantings must meet or exceed the required total as set forth in these Regulations. **Calculations for landscape shading and perimeter landscaping have been added to sheet G-3, additional landscaping has been added at perimeter where possible. Waiver still required for perimeter landscaping given the access roads on the east and west side of the property.**
 - The plan shall show in detail the number, size (height and/or caliper) of all proposed shrubs and trees. **Added to G-3.**
 - All calculations for square footage of perimeter landscaping shall be shown. **Added to G-3.**
 - All landscape plans shall show parking lot shading calculations by depicting new trees and shrubs at their 10-year crown size. **Added to G-3.**
- f. 6.2.D - the landscaping around buildings requirement (less than 10 ft. has been provided along the rear sides of the building where new parking spaces are proposed). Please update the plans accordingly or provided a waiver request (or requests).

Sheet 1 (Cover Sheet)

- 4. Add Grafton County to the title block (5.1.E.4.a) **Added.**
- 5. The plan indicates a revision date 1/3/22 which is 10 months earlier than the date of the plan set (11/9/22). **Revised.**
- 6. Add reference to 2022 Zoning Board approval (ZBA case number, approval date, and Special Exception granted) **Added.**
- 7. The lighting plan is illegible. Staff is unable to verify compliance with the Section 5.1.E.13 lighting plan requirements and the Section 6.7 lighting design requirements. Consider including as a separate sheet. **A new lighting plan sheet, G-8 was created.**
- 8. Zoning Table:
 - a. The parking table located in the written narrative must be shown on the cover sheet (5.1.E.4.e(5)) **Added.**
 - b. The Zoning Table indicates that there are 18 existing parking spaces. These are shown on the Sheet 3 (existing site plan), but what’s shown on Sheet 3 is significantly different than the existing conditions found on Sheet 2 (the BLA plat).
 - Sheet 2 existing conditions need to be reconciled with Sheet 3 existing conditions.
 - Update Zoning Table if there are currently less than 18 parking spaces as is suggested by the BLA plat. **Number revised to 15.**
 - a. Add footnote to proposed area of lot to reference the proposed boundary line adjustment with 75 Bank Street and the boundary line plat application (PB2022-55-BLA)
 - The same footnote should be added to the proposed rear setback, proposed

building coverage, and impervious surface figures. **Footnotes added.**

- b. Identify specific number of proposed short- & long-term bicycle storage spaces (5.1.E.4.e.6) **Identified.**
- c. The existing setbacks and proposed setbacks are identified as being 20, 15 and 20. The building appears much closer to the front lot line than 20 ft. and much farther from the existing and proposed rear lot lines than 20 ft. Please update. **The existing front setback was revised.**

Sheet 2 (BLA Plat)

- 9. Provide compass bearings and distance for front lot line (5.1.E.5) **They were always on the plat.**
- 10. Confirm that the abutter names and addresses are accurate and up to date (owners names and mailing addresses are shall be based on the current records of the City Assessor available at City Hall, not more than 5 days before the date of filing of the application, whereas the BLA plat is dated February 24, 2022) (5.1.E.2) **Names and addresses updated.**
- 11. The zoning table on the Cover Sheet indicates that the property currently contains 18 parking spaces. Please identify these on the BLA plat. **The spaces are not striped so they could not be added to the plat. Sheet G-2 (Existing Site plan) shows the best estimate of where they are at.**

Sheet 3 (Existing Architectural Site Plan)

- 12. As noted above Sheet 3's existing features are inconsistent with what's shown on the BLA plat. For example, compare the irregular shape of the rear parking area as depicted on the BLA plat with the shape of this area as depicted on Sheet 3. Moreover, Sheet 3 appears to mix existing conditions with proposed conditions. For example the proposed walkway to unit entry is shown as is the proposed small entry porch, and most confusingly, the proposed parking spaces are shown as striped and numbered. In actuality, Sheet 3 is more of a demo plan than an existing conditions plan. Please consider renaming this sheet to "Demolition Plan", or "Existing Conditions and Demolition Plan" and remove proposed *features* (e.g. parking striping, parking numbering, the proposed front porch entry, etc.) but retain the limits of disturbance markings. **Existing plan has been updated to more closely match the plat. The presumed parking spaces are shown dashed.**
- 13. Clarify all buildings/structures/features/vegetation to be removed and identify pavement to be removed, retained, or altered (e.g. the tree located within parking space #9 will presumably be removed). (5.1.E.8) **Clarified.**
- 14. Wasn't the new sprinkler main already installed? Please update sprinkler main note on the site plan accordingly. **Updated.**
- 15. 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.22) **Easement information added to plat.**
 - a. Regarding the proposed easement in favor of 75 Bank Street, add a note or notes to the plat as follows:
 - Identify nature/purpose of easement
 - Indicate that an easement deed will be filed simultaneously with the recording of the plat

Sheet 4 (Site Plan)

16. The site plan identifies the property boundary as the “estimated property line”. The site plan should be prepared utilizing the boundary line survey prepared for the BLA plat. Please update the site plan accordingly. **Updated.**
17. Identify handicap parking spaces and location of handicap signage. **No handicap parking spaces are provided. Please see explanation in narrative.**
18. For clarity, please remove features to be removed (for example, the existing conditions plan should already show that the tree in parking space #9 will be removed) **Updated.**
19. Demonstrate compliance with the bicycle storage requirements of Section 6.5.I.2. **Calculations provided on coversheet and in narrative.**
20. Add curbing or wheel stops along rear parking area (6.2.L – “Landscaped areas within and adjacent to all parking and vehicular areas shall be protected by curbing, wheel stops”). **Added.**
21. Identify construction material for “new walkway to unit entry” **Identified on sheet G-3 and a detail provided on sheet G-6.**

Sheet 6 (Elevations)

22. Show the location and height of all building-mounted fixtures (5.1.E.13) **Shown.**
23. Identify handicap parking spaces **Please see narrative concerning site accessibility.**
24. Identify locations for ADA signage. (5.1.E.11) **Please see narrative concerning site accessibility.**
- 25.

Sheet 7 (Details)

26. Provide details for misc signs (e.g. car share, one way, do not enter, etc) (5.1.E.21) (detail 3 relates specifically to accessible signage) **Additional information added to detail 3/G-6.**
27. Provide detail for “new walkway to unit entry” (as shown on Sheet 4) **See detail 8/G-6.**

Sheet 6 (Elevations)

28. Show the location and height of all building-mounted fixtures (5.1.E.13) **Shown.**

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

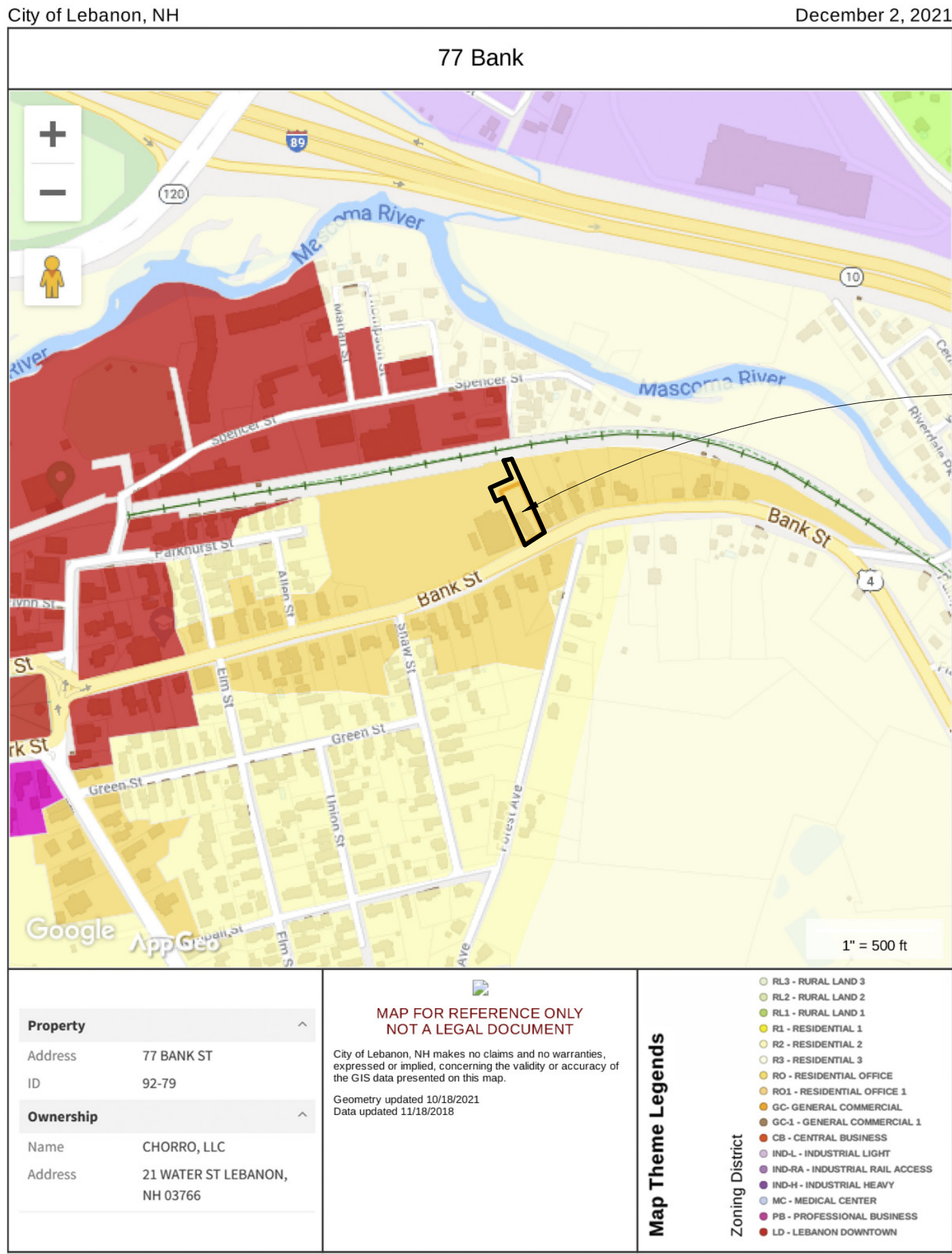
TIM.CORWIN@LEBANONNH.GOV

WWW.LEBANONNH.GOV

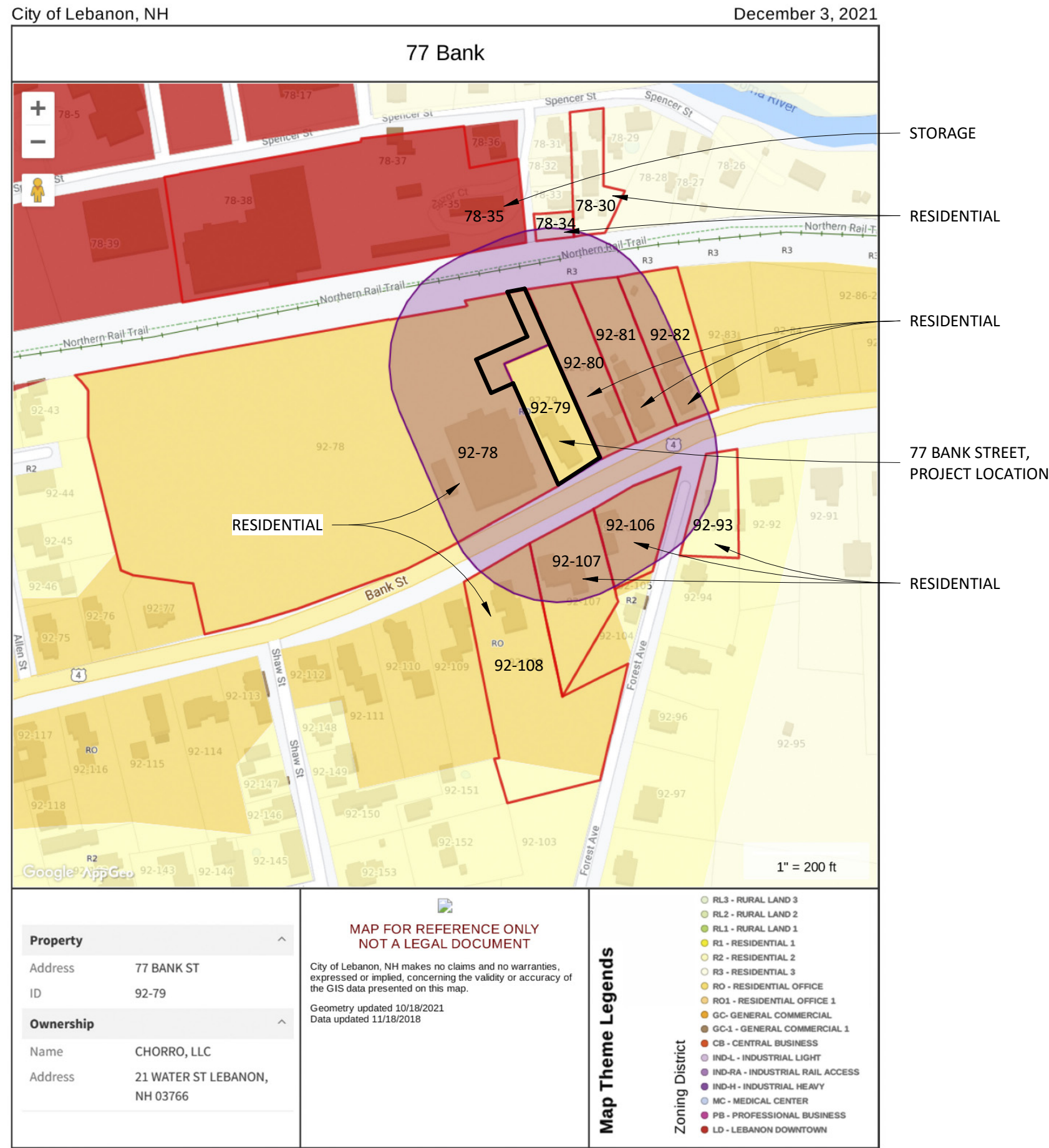


New City Hall Hours:

Mon-Thu: 7:00AM - 5:00PM



1" = 500' VICINITY REFERENCE MAP



1" = 200' ABUTTER REFERENCE MAP

77 BANK ST. APARTMENTS

77 BANK ST. LEBANON NH, GRAFTON COUNTY

77 BANK STREET,
PROJECT LOCATION
LEBANON, GRAFTON
COUNTY

OWNER:

CHORRO LLC
77 BANK STREET
LEBANON, NH 03766

CONTACT: TIM SIDORE
EMAIL: tim@ledgeworks.com
PHONE: 603.727.9024
CELL: 603.322.3260

ARCHITECT:

STUDIO NEXUS
ARCHITECTS + PLANNERS, LLC
46 SOUTH MAIN STREET, SUITE 206
PO BOX 275
WHITE RIVER JUNCTION, VT 05001

CONTACT: JIM WASSER
EMAIL: jimw@studionexusarch.com
PHONE: 802.275.5110 EXT. 101

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1 OF 9	G-0	VICINITY & ABUTER PLANS, PHOTOMETRIC, AND ZONING TABLE
2 OF 9	G-1	SURVEY
3 OF 9	G-2	EXISTING ARCHITECTURAL SITE PLAN
4 OF 9	G-3	ARCHITECTURAL SITE PLAN
5 OF 9	G-4	FLOOR PLANS
6 OF 9	G-5	ELEVATIONS
7 OF 9	G-6	SITE AND LANDSCAPE DETAILS
8 OF 9	G-7	SITE PHOTOS
9 OF 9	G-8	SITE LIGHTING

2022 ZONING BOARD APPROVAL (2022-12-5_PB2022-47-SPR_REVISD PLAN SET

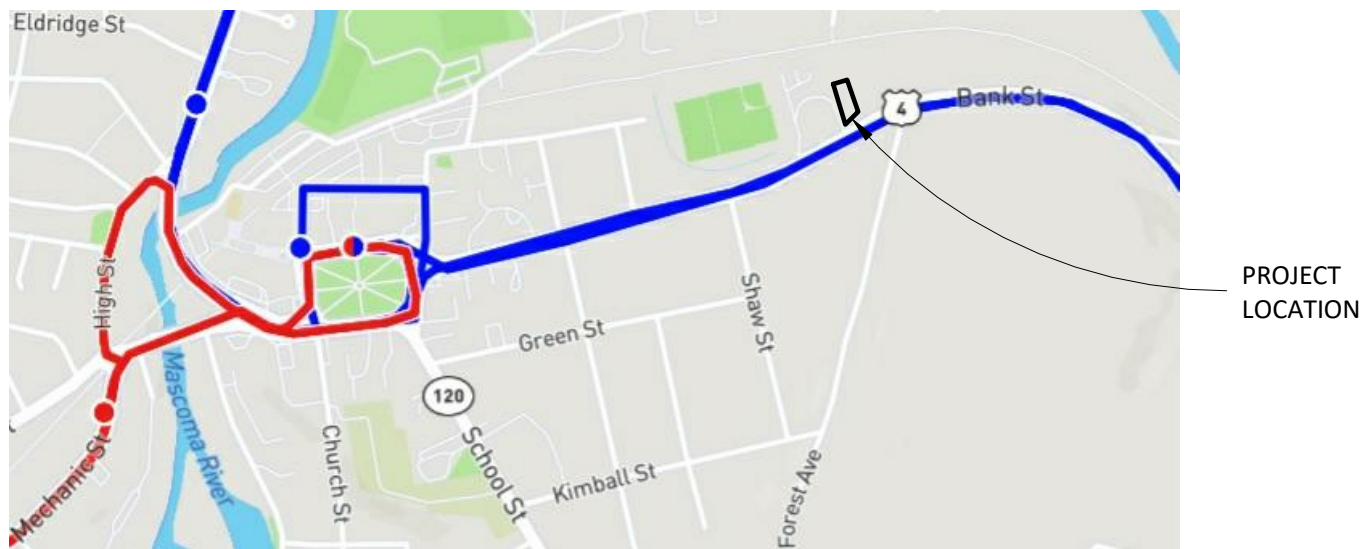
77 BANK ST. - ZONING TABLE

ITEM	Required/Allowable	77 Main Street	
		Existing	Proposed
1	Street Address	77 Bank St.	Same
2	Zoning District/Designation	RO	Same
3	Tax Map & lot number	92-79	Same
4	Area of Lot (Acres) : See Footnote 1	19,771 sf	28,000
5	Building Gross Floor Area (SF)	5,635	Same
6	Parking Spaces	15	18
7	Short/Long term Bicycle Storage Spaces	0	up to 6
8	Number of Loading Spaces	None	None
9	Building Height (Ft)	35'	35'
10	Number of Stories	3 not including basement	Same
11	Basement	1,393	Same
12	First	2,467	Same
13	Second	2,424	Same
14	Third	744	Same
15	Use	Office, One Family Dwelling	Office, Multi-Family Dwelling
16	Setbacks (Ft)* : See Footnote 1	8'-2" +/-	8'-2" +/-
17	Front	20	20
18	Side	15	15
19	Rear	20	20
20	Building Footprint Area (SF) : See Footnote 1	2,931	2,956
21	Total Building Coverage on Lot (%)	13.8%	10.6%
22	Overlay District : See Footnote 1	None	None
23	Impervious surfaces (%)	47.3%	49.0%
24	Impervious surfaces (sf)	10,017	13,735
Foot Note 1: Reference the proposed boudary line adjustment with 75 Bank St and the boundary line plat application (PB2002-55-BLA)			

PARKING TABLE

Use	Parking Required	Existing SF or # of Units	Spaces Req'd	Proposed SF or # of Units	Spaces Req'd	Short-term Bike Park'g Required	Long-term Bike Park'g Required
Storage	1/1,000 SF	930 SF	0.93	1,403 SF	5.41	1.8	
Office	1/250 SF	3,374 SF	13.5				
1 Bedrooms	1.5/ unit	1	1.5			0.15	2.10
Studios	1/ unit	0	0	7	7	1.05	0.30
Total			14		14	3	3
Parking Provided			~15		18	3	4
120% Max. Allowable					17		
150% Allowable w/ Carshare					21		

No dedicated loading area is being provided, however parking spaces are spread around the site providing convenient access for the tenants to their units. Covered, secure long-term bike parking is being provided within a storage area accessible from the exterior and the short-term bike parking is provided on the building's west side.



TRANSIT ROUTE MAP-ADVANCED TRANSIT RED & BLUE LINES (NOT TO SCALE)



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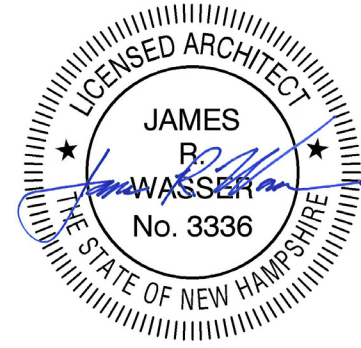
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77 Bank Street
Apartments

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ADJUSTMENT



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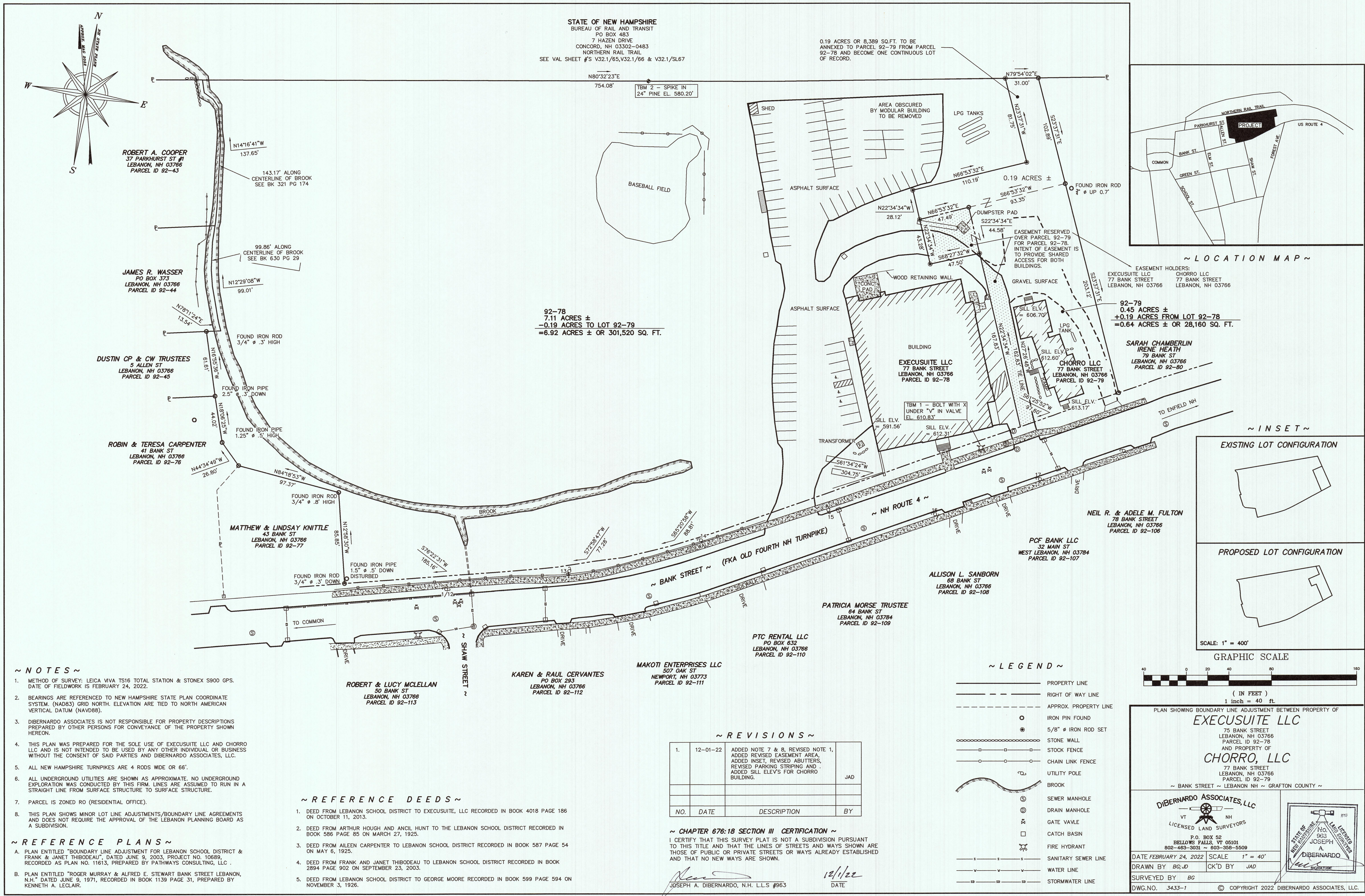
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Revisions		
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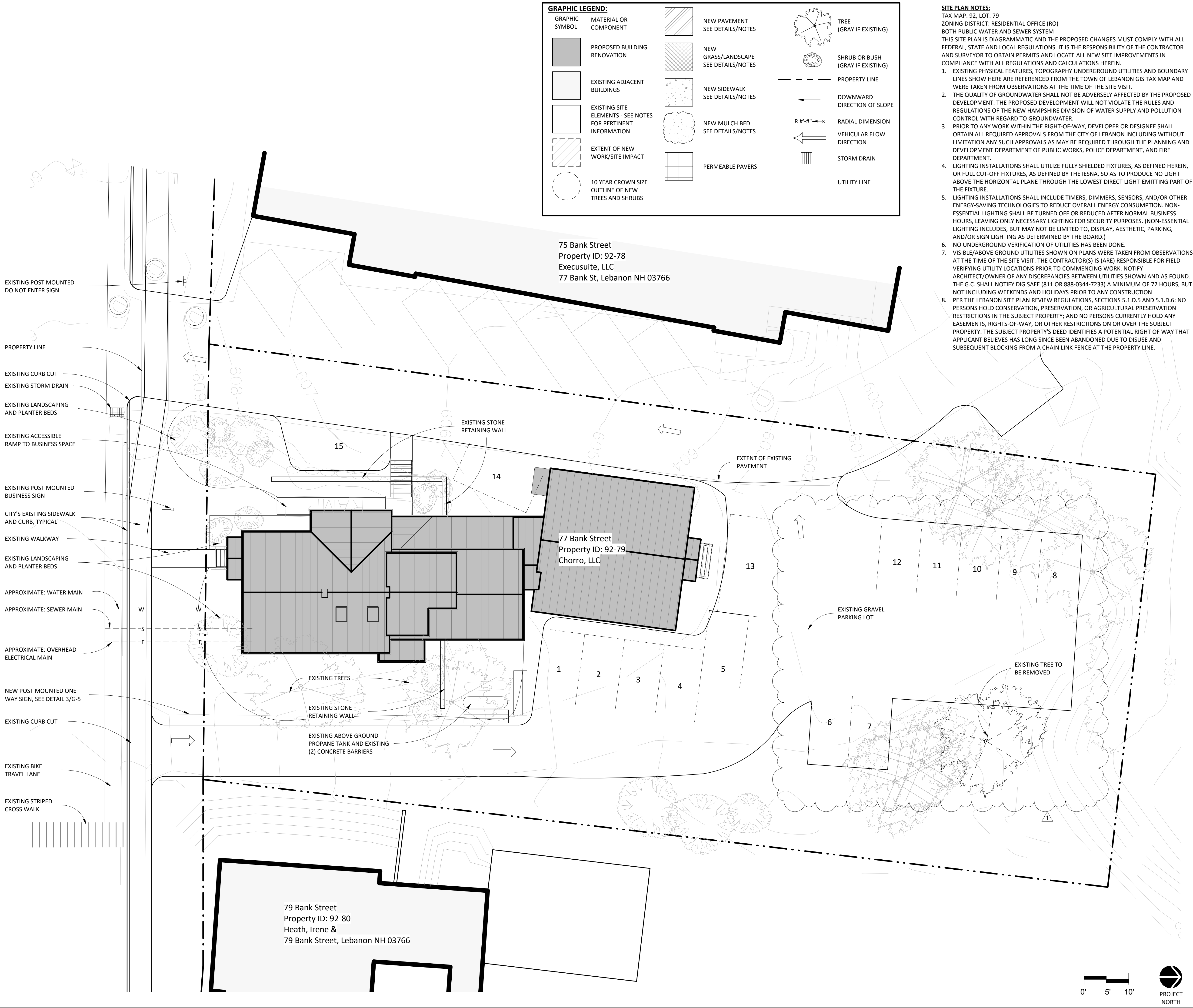
VICINITY & ABUTTER
PLANS,
PHOTOMETRIC,
AND ZONING
TABLE

Project No.: 2114

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Bank Street



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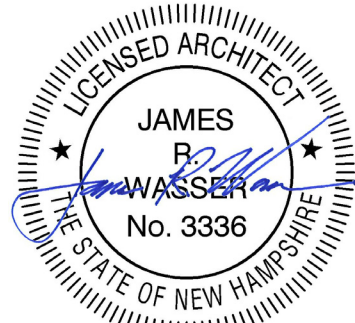
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**EXISTING
ARCHITECTURAL
SITE PLAN**

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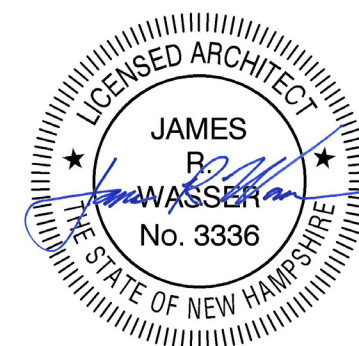
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ARCHITECTURAL SITE PLAN

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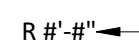
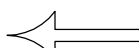
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SITE PLAN NOTES:

- TAX MAP: 92, LOT: 79
ZONING DISTRICT: RESIDENTIAL OFFICE (RO)
BOTH PUBLIC WATER AND SEWER SYSTEM
THIS SITE PLAN IS DIAGRAMMATIC AND THE PROPOSED CHANGES MUST COMPLY WITH ALL FEDERAL, STATE AND LOCAL REGULATIONS. IT IS THE RESPONSIBILITY OF THE CONTRACTOR AND SURVEYOR TO OBTAIN PERMITS AND LOCATE ALL NEW SITE IMPROVEMENTS IN COMPLIANCE WITH ALL REGULATIONS AND CALCULATIONS HEREIN.
- EXISTING PHYSICAL FEATURES, TOPOGRAPHY, UNDERGROUND UTILITIES AND BOUNDARY LINES SHOWN HERE ARE REFERENCED FROM THE TOWN OF LEBANON GIS TAX MAP AND WERE TAKEN FROM OBSERVATIONS AT THE TIME OF THE SITE VISIT.
 - THE QUALITY OF GROUNDWATER SHALL NOT BE ADVERSELY AFFECTED BY THE PROPOSED DEVELOPMENT. THE PROPOSED DEVELOPMENT WILL NOT VIOLATE THE RULES AND REGULATIONS OF THE NEW HAMPSHIRE DIVISION OF WATER SUPPLY AND POLLUTION CONTROL WITH REGARD TO GROUNDWATER.
 - PRIOR TO ANY WORK WITHIN THE RIGHT-OF-WAY, DEVELOPER OR DESIGNEE SHALL OBTAIN ALL REQUIRED APPROVALS FROM THE CITY OF LEBANON INCLUDING WITHOUT LIMITATION ANY SUCH APPROVALS AS MAY BE REQUIRED THROUGH THE PLANNING AND DEVELOPMENT DEPARTMENT OF PUBLIC WORKS, POLICE DEPARTMENT, AND FIRE DEPARTMENT.
 - LIGHTING INSTALLATIONS SHALL UTILIZE FULLY SHIELDED FIXTURES, AS DEFINED HEREIN, OR FULL CUT-OFF FIXTURES, AS DEFINED BY THE IESNA, SO AS TO PRODUCE NO LIGHT ABOVE THE HORIZONTAL PLANE THROUGH THE LOWEST DIRECT LIGHT-EMITTING PART OF THE FIXTURE.
 - LIGHTING INSTALLATIONS SHALL INCLUDE TIMERS, DIMMERS, SENSORS, AND/OR OTHER ENERGY-SAVING TECHNOLOGIES TO REDUCE OVERALL ENERGY CONSUMPTION. NON-ESSENTIAL LIGHTING SHALL BE TURNED OFF OR REDUCED AFTER NORMAL BUSINESS HOURS, LEAVING ONLY NECESSARY LIGHTING FOR SECURITY PURPOSES. (NON-ESSENTIAL LIGHTING INCLUDES, BUT MAY NOT BE LIMITED TO, DISPLAY, AESTHETIC, PARKING, AND/OR SIGN LIGHTING AS DETERMINED BY THE BOARD.)
 - NO UNDERGROUND VERIFICATION OF UTILITIES HAS BEEN DONE.
 - VISIBLE/ABOVE GROUND UTILITIES SHOWN ON PLANS WERE TAKEN FROM OBSERVATIONS AT THE TIME OF THE SITE VISIT. THE CONTRACTOR(S) IS (ARE) RESPONSIBLE FOR FIELD VERIFYING UTILITY LOCATIONS PRIOR TO COMMENCING WORK. NOTIFY ARCHITECT/OWNER OF ANY DISCREPANCIES BETWEEN UTILITIES SHOWN AND AS FOUND. THE G.C. SHALL NOTIFY DIG SAFE (811 OR 888-0344-7233) A MINIMUM OF 72 HOURS, BUT NOT INCLUDING WEEKENDS AND HOLIDAYS PRIOR TO ANY CONSTRUCTION.
 - PER THE LEBANON SITE PLAN REVIEW REGULATIONS, SECTIONS 5.1.D.5 AND 5.1.D.6: NO PERSONS HOLD CONSERVATION, PRESERVATION, OR AGRICULTURAL PRESERVATION RESTRICTIONS IN THE SUBJECT PROPERTY, AND NO PERSONS CURRENTLY HOLD ANY EASEMENTS, RIGHTS-OF-WAY, OR OTHER RESTRICTIONS ON OR OVER THE SUBJECT PROPERTY. THE SUBJECT PROPERTY'S DEED IDENTIFIES A POTENTIAL RIGHT OF WAY THAT APPLICANT BELIEVES HAS LONG SINCE BEEN ABANDONED DUE TO DISUSE AND SUBSEQUENT BLOCKING FROM A CHAIN LINK FENCE AT THE PROPERTY LINE.

GRAPHIC LEGEND:

GRAPHIC SYMBOL	MATERIAL OR COMPONENT		
	PROPOSED BUILDING RENOVATION		NEW PAVEMENT SEE DETAILS/NOTES
	EXISTING ADJACENT BUILDINGS		NEW GRASS/LANDSCAPE SEE DETAILS/NOTES
	EXISTING SITE ELEMENTS - SEE NOTES FOR PERTINENT INFORMATION		NEW SIDEWALK SEE DETAILS/NOTES
	EXTENT OF NEW WORK/SITE IMPACT		NEW MULCH BED SEE DETAILS/NOTES
	10 YEAR CROWN SIZE OUTLINE OF NEW TREES AND SHRUBS		PERMEABLE PAVERS
			RADIAL DIMENSION
			VEHICULAR FLOW DIRECTION
			STORM DRAIN
			UTILITY LINE
			DOWNWARD DIRECTION OF SLOPE
			PROPERTY LINE

PERIMETER LANDSCAPING CALCULATION:

EXISTING LOT SIZE: 28,160 SF
PER TOWN OF LEBANON SITE PLAN REGULATIONS 6.2.B.1
PERIMETER LANDSCAPING MUST ARCHIVE 20% OF LOT SIZE. 20% OF 28,160 SF = 5,632 SF
PROPOSED PERIMETER LANDSCAPING FOR FRONT, SIDE AND REAR WITH A MIN OF 15' IN WIDTH = 5,642 SF

PARKING SPOT SHADING CALCULATION:

EXISTING PARKING AREA: 2,823.8 SF
AREA OF PARKING SPOTS SHADED AFTER 10 YEARS: 1,381.2 SF
1,381.2 IS 48.9% OF 2,823.8 30% REQUIRED PER SITE PLAN REGS 6.2.E.1

Bank Street

75 Bank Street
Property ID: 92-78
Execusuite, LLC
77 Bank St, Lebanon NH 03766

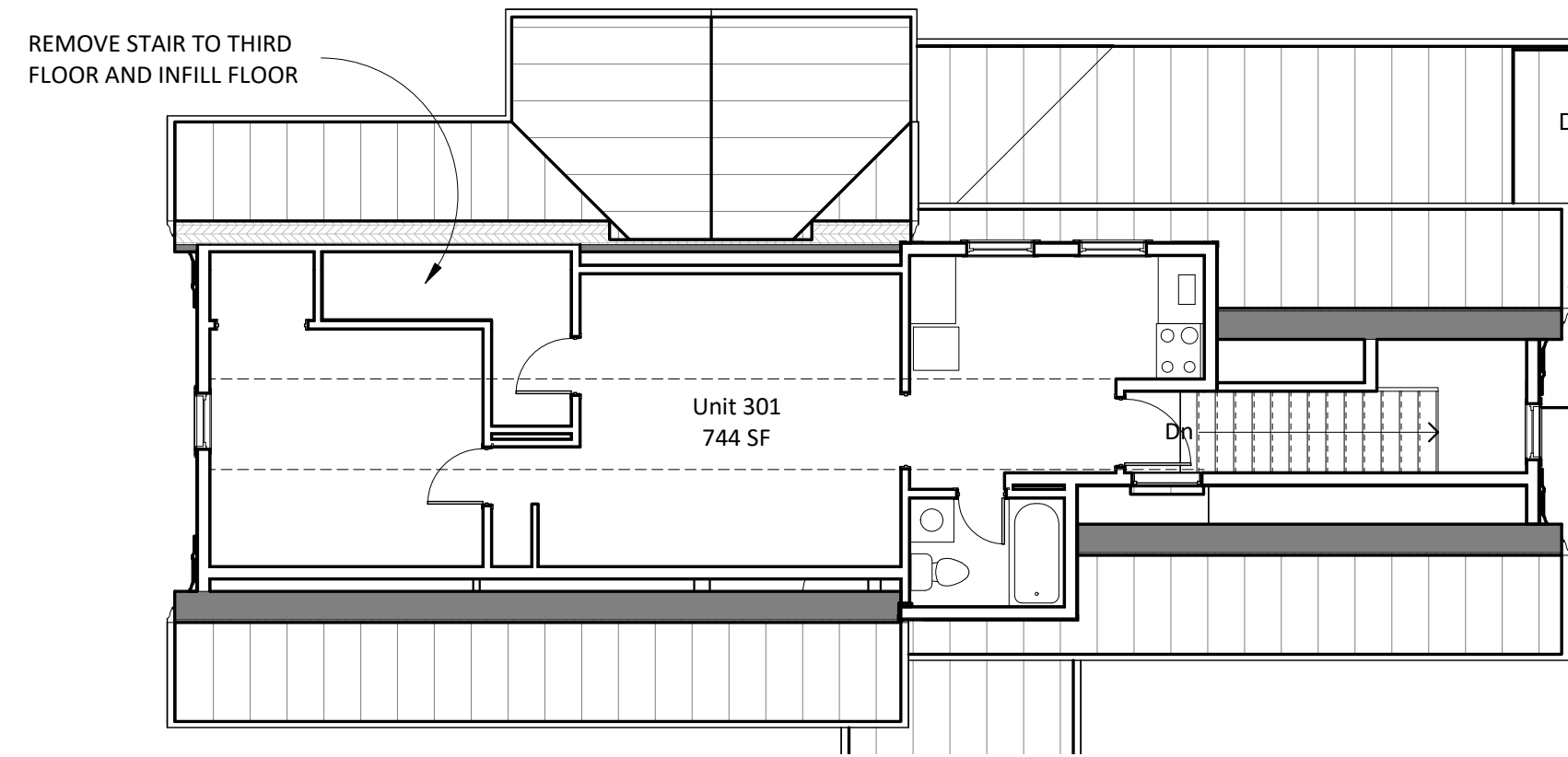
77 Bank Street
Property ID: 92-79
Chorro, LLC

79 Bank Street
Property ID: 92-80
Heath, Irene &
79 Bank Street, Lebanon NH 03766

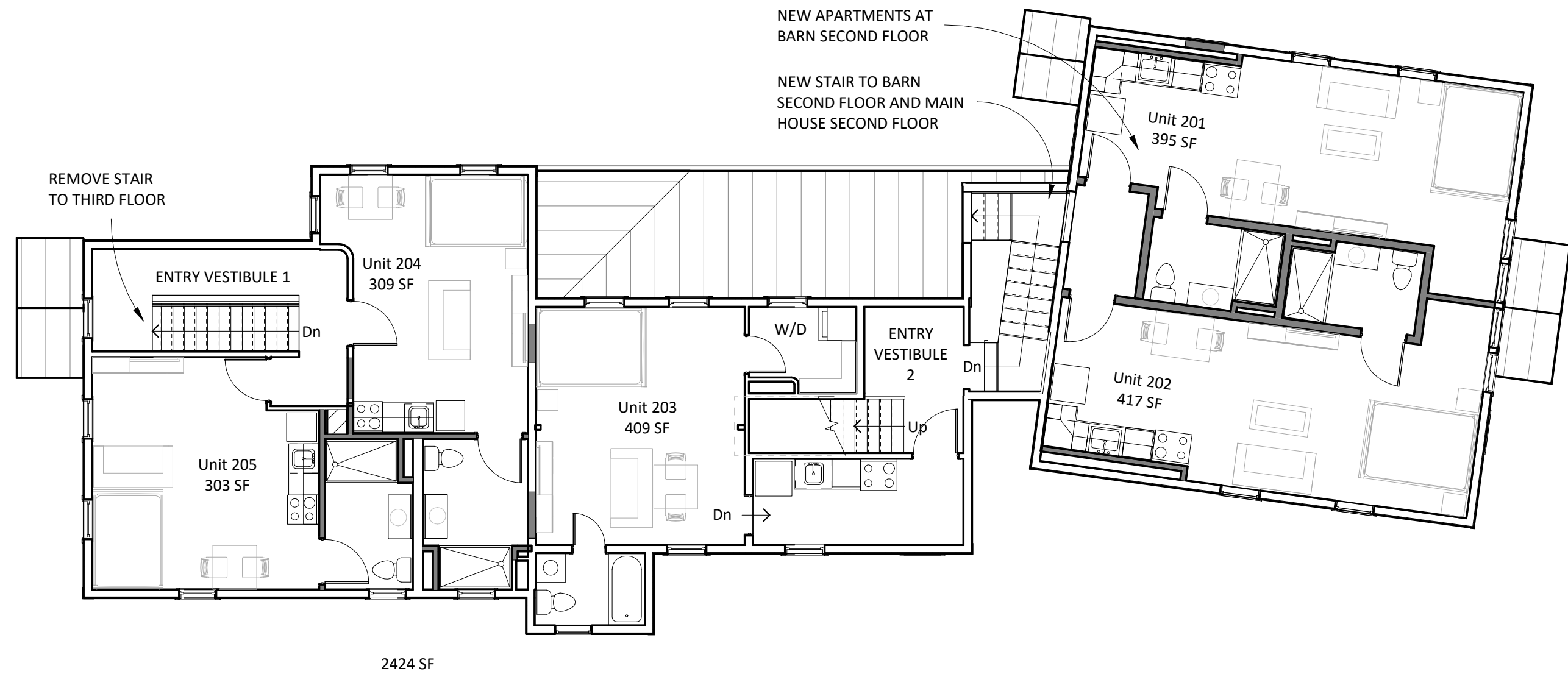
0' 5' 10'



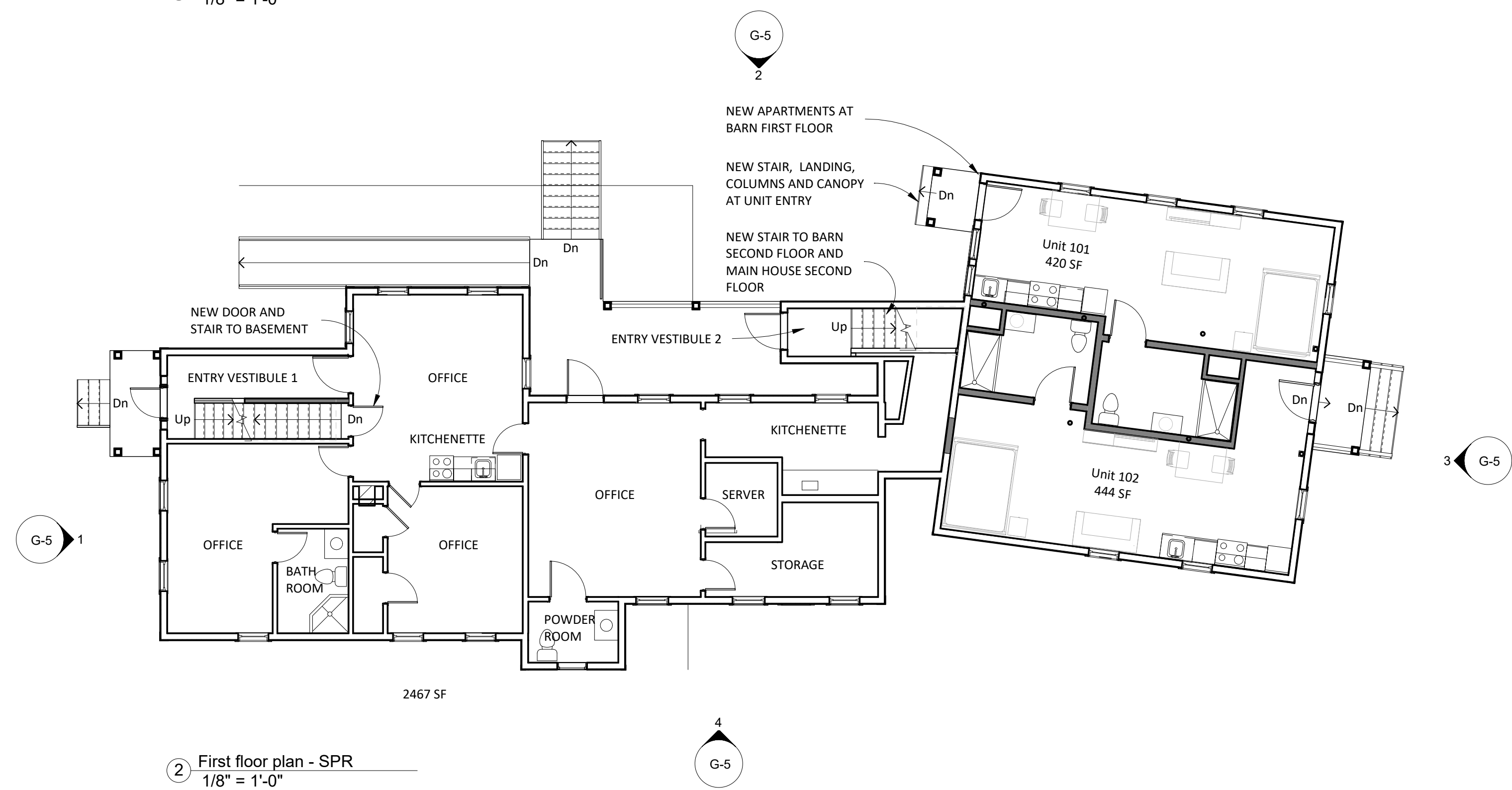
PROJECT NORTH



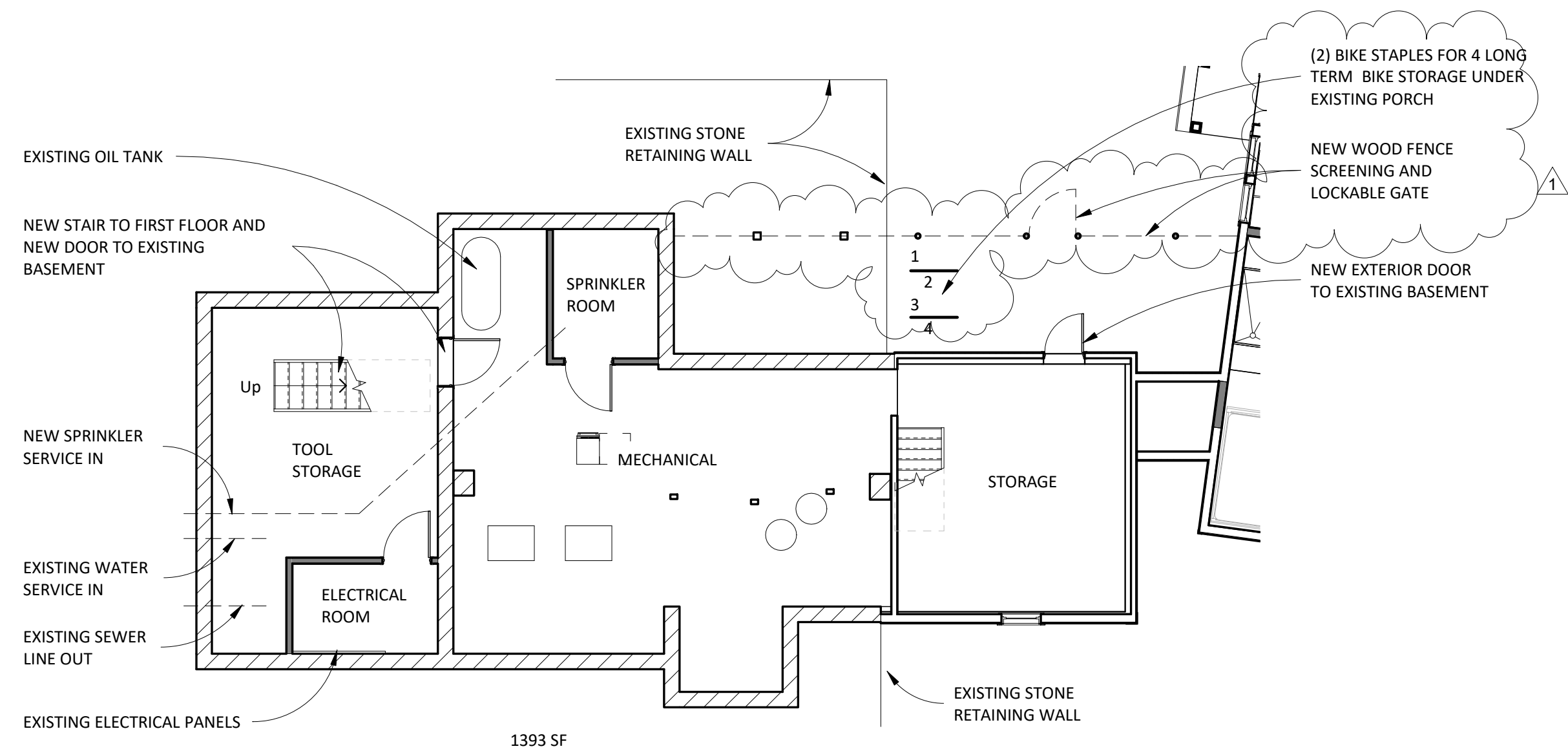
④ Third floor plan - SPR
1/8" = 1'-0"



③ Second floor plan - SPR
1/8" = 1'-0"



② First floor plan - SPR
1/8" = 1'-0"



① Basement plan - SPR
1/8" = 1'-0"



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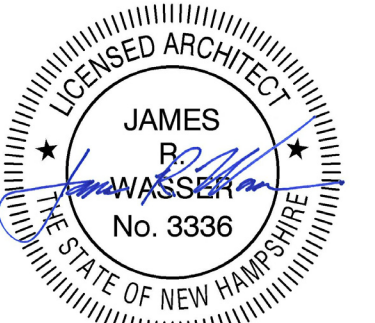
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FLOOR PLANS

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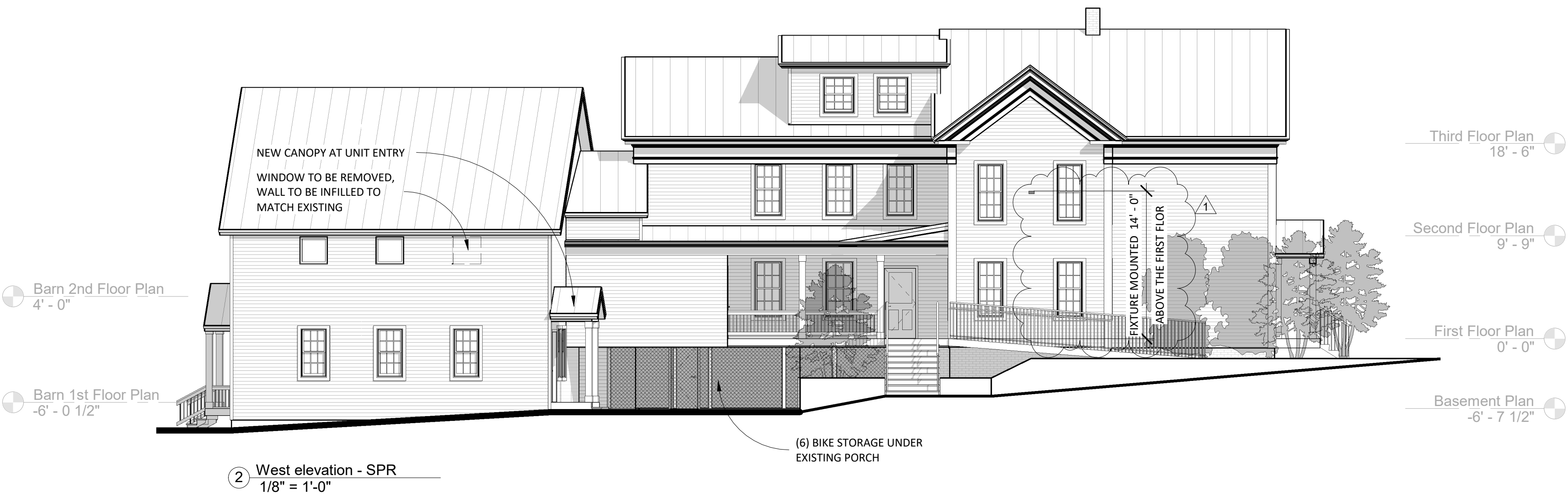
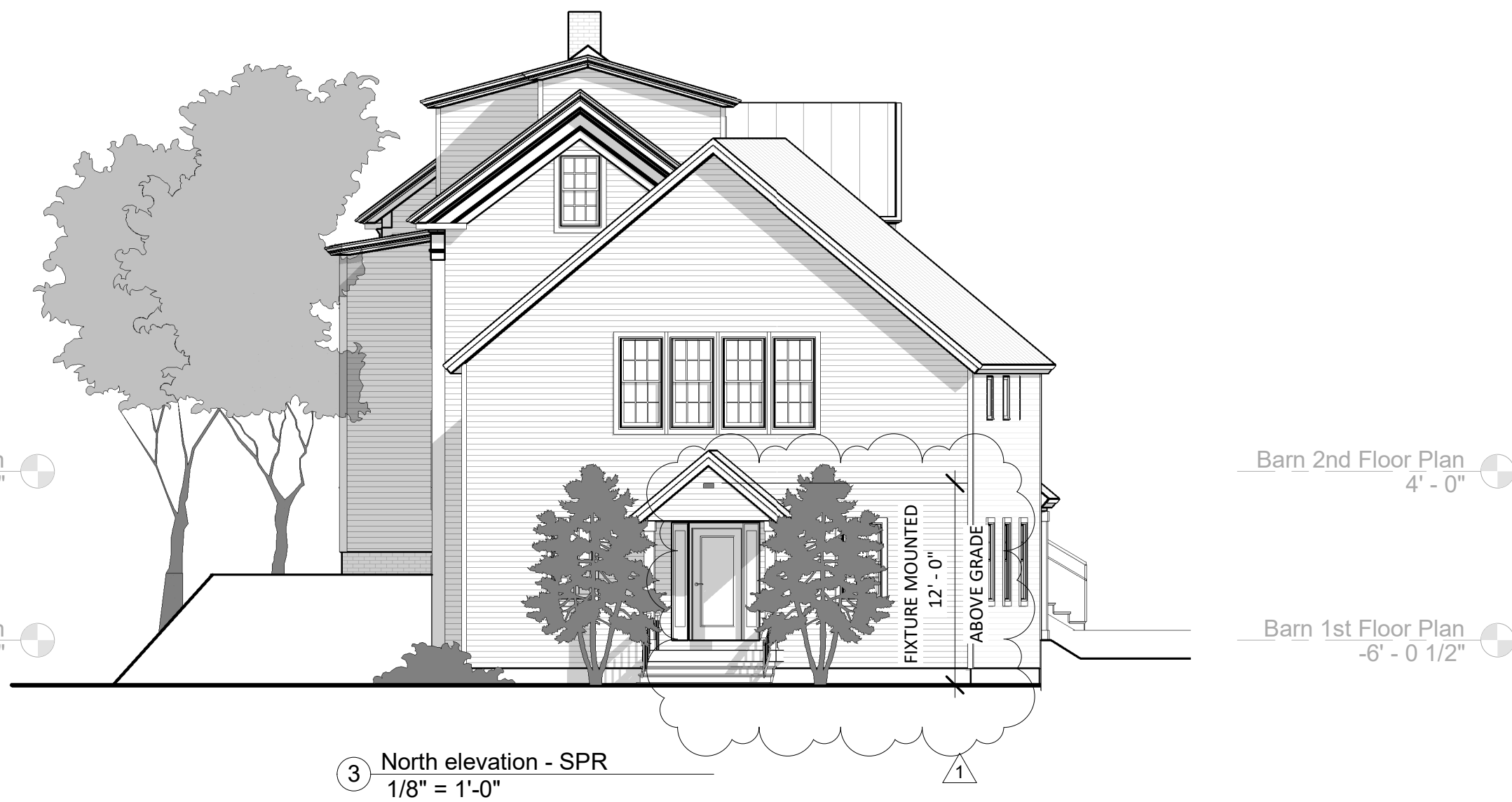
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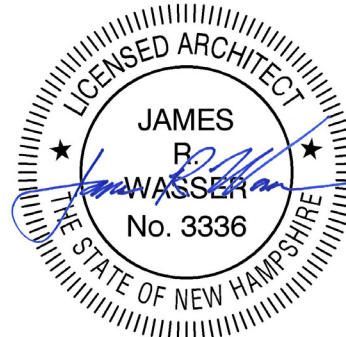
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ELEVATIONS

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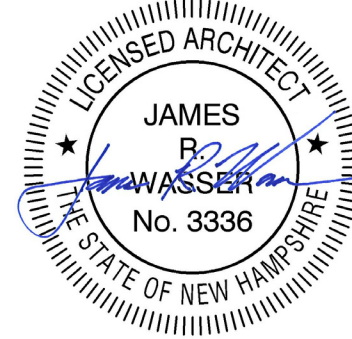
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SITE AND LANDSCAPE DETAILS

Project No.: 2114

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GENERAL SITE AND LANDSCAPE DETAIL NOTES

- UNLESS NOTED OTHERWISE, GROUND COVER SHALL CONSIST OF TOPSOIL, GRASS SEED AND MULCH, MAINTAIN WATERING THROUGH SECOND CUTTING (USING WALK-BEHIND MOWER). ALL NEW PLANT MATERIAL SHALL BE NURSERY-GROWN STOCK
- AT THE TIME OF PLANTING, ALL DECIDUOUS TREES SHALL BE A MINIMUM 2.5 TO 3 INCHES IN CALIPER, MEASURED 6 INCHES ABOVE THE FINISH GRADE LEVEL; ALL EVERGREEN TREES SHALL BE A MINIMUM OF 6 TO 7 FEET IN HEIGHT. TREES SHALL BE PLANTED NO CLOSER THAN 8 FEET TO ANY PROPERTY LINE.
- SHRUBS SHALL BE PLANTED AS A MIX, RANGING FROM 50% TO 70% FLOWERING, WITH THE REMAINDER BEING EVERGREEN. AT THE TIME OF PLANTING, ALL SHRUBS, WHETHER DECIDUOUS OR EVERGREEN, SHALL BE 24 TO 30 INCHES IN HEIGHT AND/OR 18 TO 24 INCHES IN SPREAD.
- THE PROPERTY OWNER AGREES TO BE RESPONSIBLE FOR MAINTAINING ALL LANDSCAPING, TO INCLUDE GRASS AND MULCH, IN GOOD, HEALTHY CONDITION SO AS TO PRESENT A NEAT AND ORDERLY APPEARANCE. THE PROPERTY OWNER TO REPLACE UNHEALTHY OR DEAD PLANT MATERIALS IN CONFORMANCE WITH THE LANDSCAPE PLAN APPROVED BY THE BOARD AS PART OF THE SITE PLAN.
- EROSION CONTROL:
 - GRADED AREAS SHALL BE VEGETATED TO INSURE EROSION CONTROL BY SEEDING, MULCHING, AND FERTILIZING. DISTURBED AREAS SHALL BE PLANTED WITH SUITABLE PLANT MATERIALS.
 - GRADING SHALL NOT EXCEED A RATIO OF 3 HORIZONTAL TO 1 VERTICAL WITHOUT SPECIAL EROSION CONTROL MEASURES. NETTING OR SIMILAR MATERIAL SHALL BE PROVIDED ON SLOPES WITH A RATIO GREATER THAN 3:1 WHILE GROUND COVER IS BEING ESTABLISHED.

DO NOT HEAVILY PRUNE TREES AT PLANTING. PRUNE ONLY CROSSOVER LIMBS, CO-DOMINANT LEADERS AND BROKEN OR DEAD BRANCHES. SOME INTERIOR TWIGS AND LATERAL BRANCHES MAY BE PRUNED, HOWEVER DO NOT REMOVE THE TERMINAL BUDS OR BRANCHES THAT EXTEND TO THE EDGE OF THE CROWN

TREES TO BE TRANSPORTED TO SITE WRAPPED FOR PROTECTION (KRAFT PAPER & JUTE) REMOVE WRAP AFTER PLANTING UNLESS DIRECTED OTHERWISE BY DARTMOUTH ARBORIST.

CONTRACTOR TO COORDINATE WITH DARTMOUTH ARBORIST TO DETERMINE WHICH TREES TO BE STAKED. STAKES 2"x2" SOUND DOUGLAS FIR STAKE PAINTED BLACK. 3 PER TREE EQ. SPACING. WIRE: DOUBLE STRAND #12 WIRE - TIGHTLY TWISTED. HOSE: NEW BLACK RUBBER HOSE

EACH TREE MUST BE PLANTED SUCH THAT THE TRUNK FLARE IS VISIBLE AT THE TOP OF THE ROOT. TREES WHERE THE TRUNK FLARE IS NOT VISIBLE SHALL BE REJECTED. DO NOT COVER THE TOP OF THE ROOT BALL WITH SOIL

DO NOT FILL SOIL OVER TOP OF ROOT BALL - PROVIDE 4" LIP ON SAUCER

LEVEL SHOULDER OF BALL WITH EXIST GRADE AFTER PLANT HAS FULLY SETTLED

3" SHREDDED BARK, DO NOT PLACE MULCH IN CONTACT WITH TREE

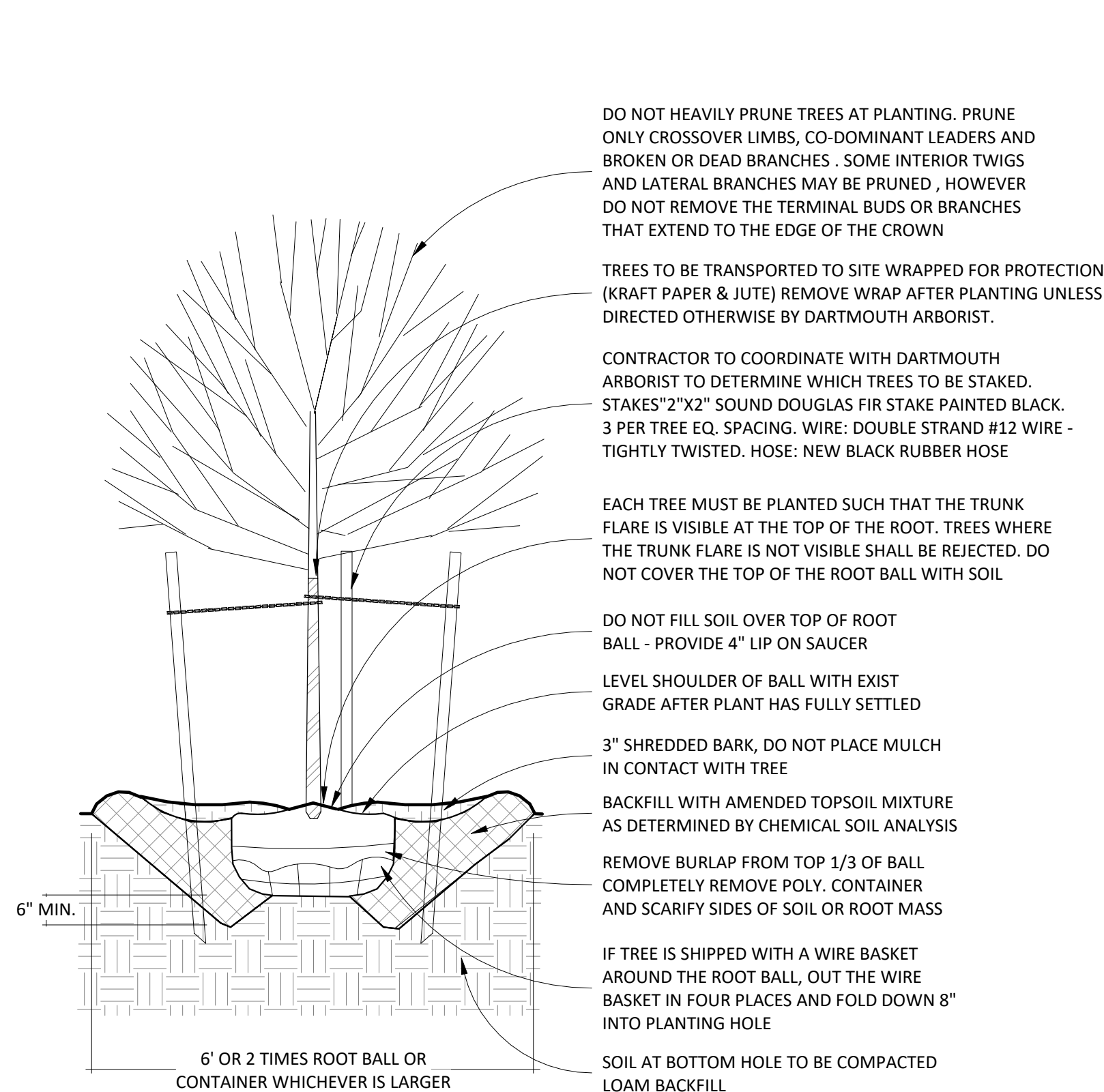
BACKFILL WITH AMENDED TOPSOIL MIXTURE AS DETERMINED BY CHEMICAL SOIL ANALYSIS

REMOVE BURLAP FROM TOP 1/3 OF BALL COMPLETELY REMOVE POLY. CONTAINER AND SCARIFY SIDES OF SOIL OR ROOT MASS

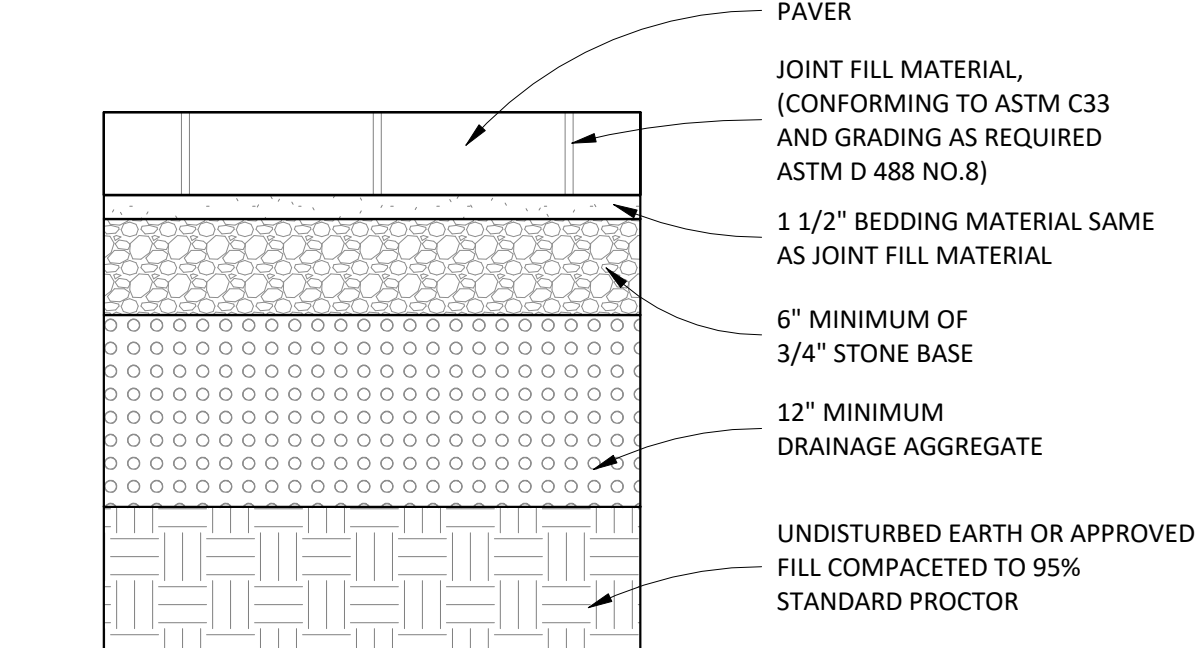
IF TREE IS SHIPPED WITH A WIRE BASKET AROUND THE ROOT BALL, OUT THE WIRE BASKET IN FOUR PLACES AND FOLD DOWN 8" INTO PLANTING HOLE

SOIL AT BOTTOM HOLE TO BE COMPACTED LOAM BACKFILL

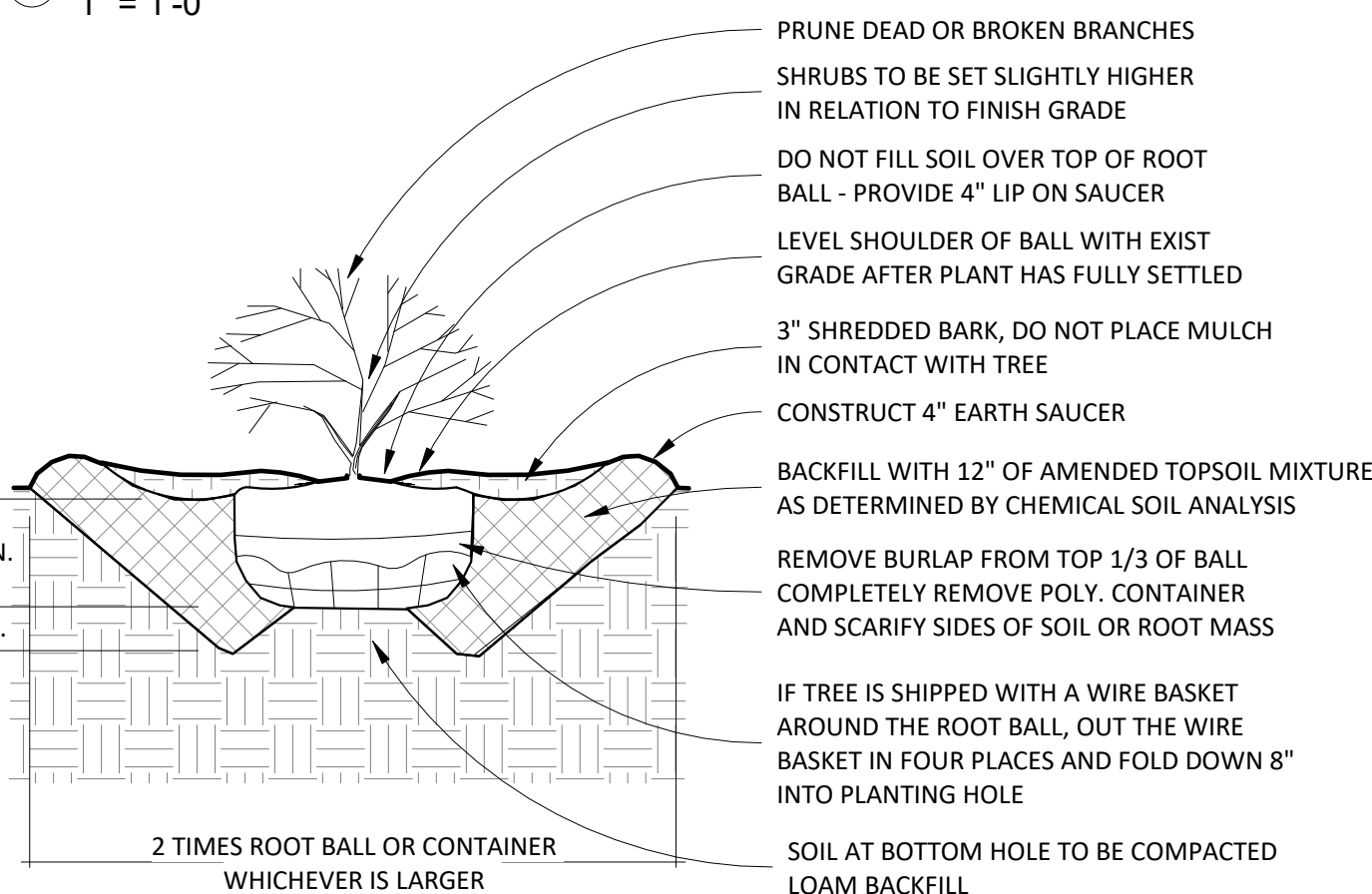
5 DECIDUOUS TREE PLANTING DETAIL 1/2" = 1'-0"



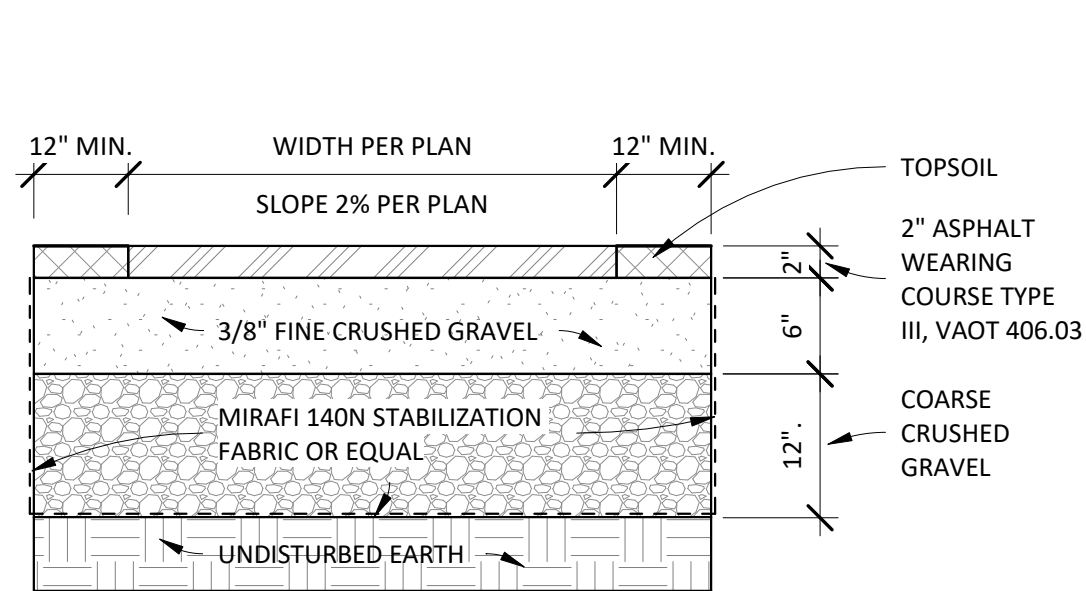
7 PERMEABLE PAVER DETAIL 1" = 1'-0"



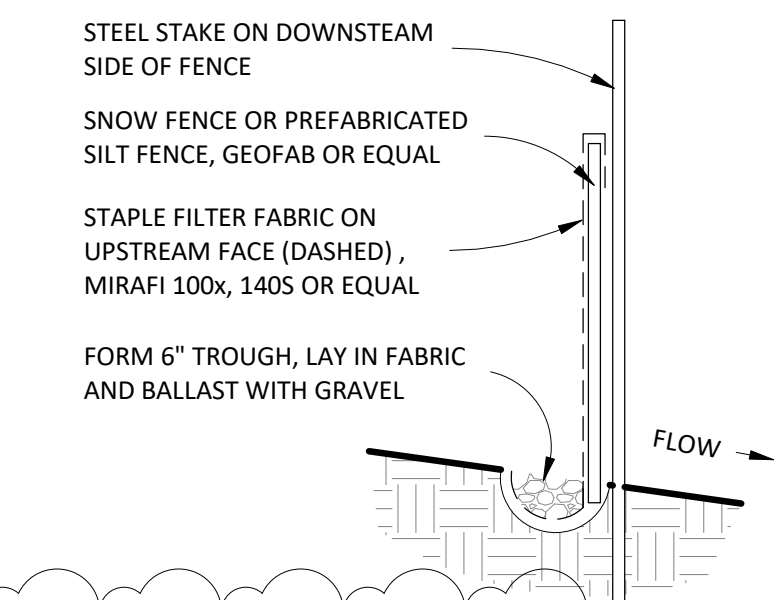
6 DECIDUOUS SHRUB PLANTING DETAIL 1/2" = 1'-0"



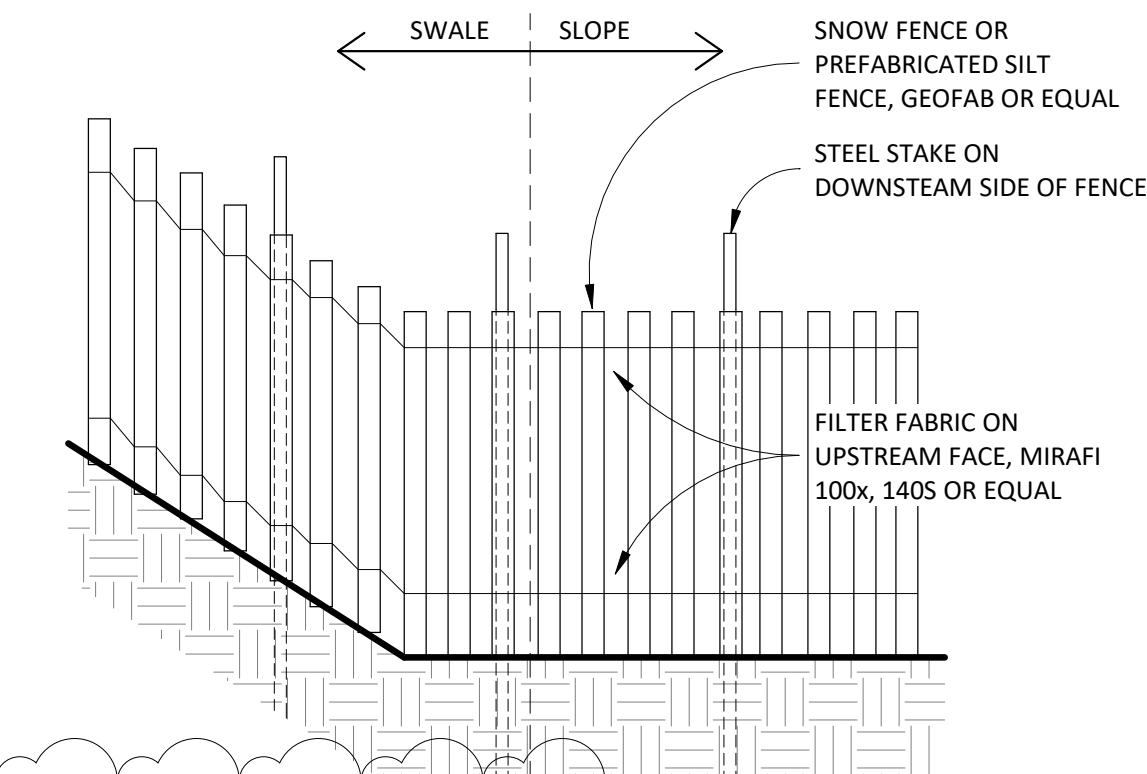
8 ASPHALT SIDEWALK DETAIL 1" = 1'-0"



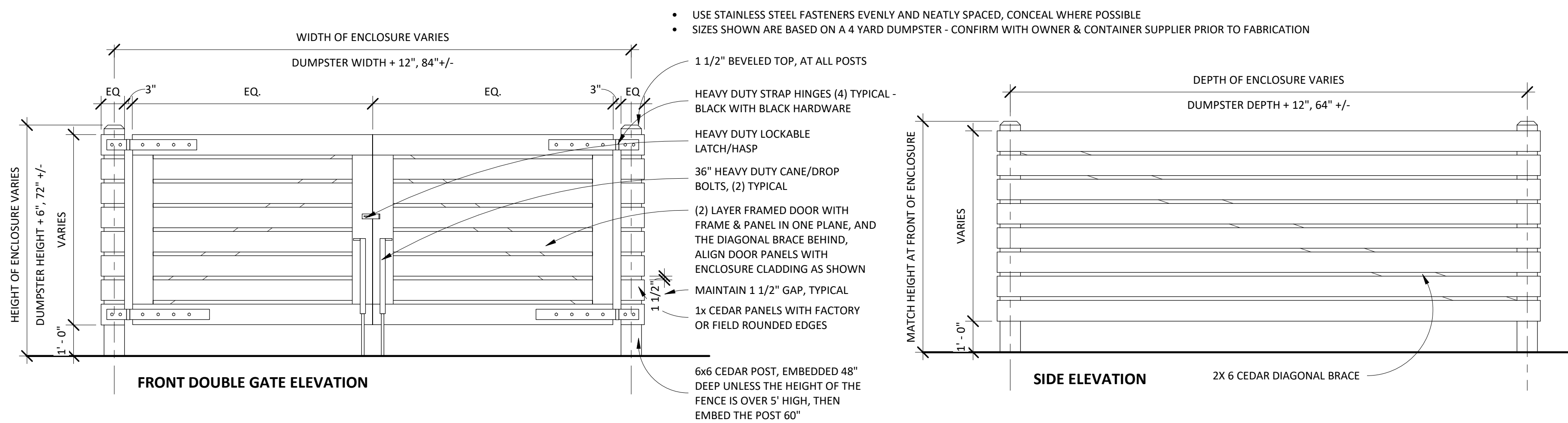
9 SILT FENCE SECTION 1/2" = 1'-0"



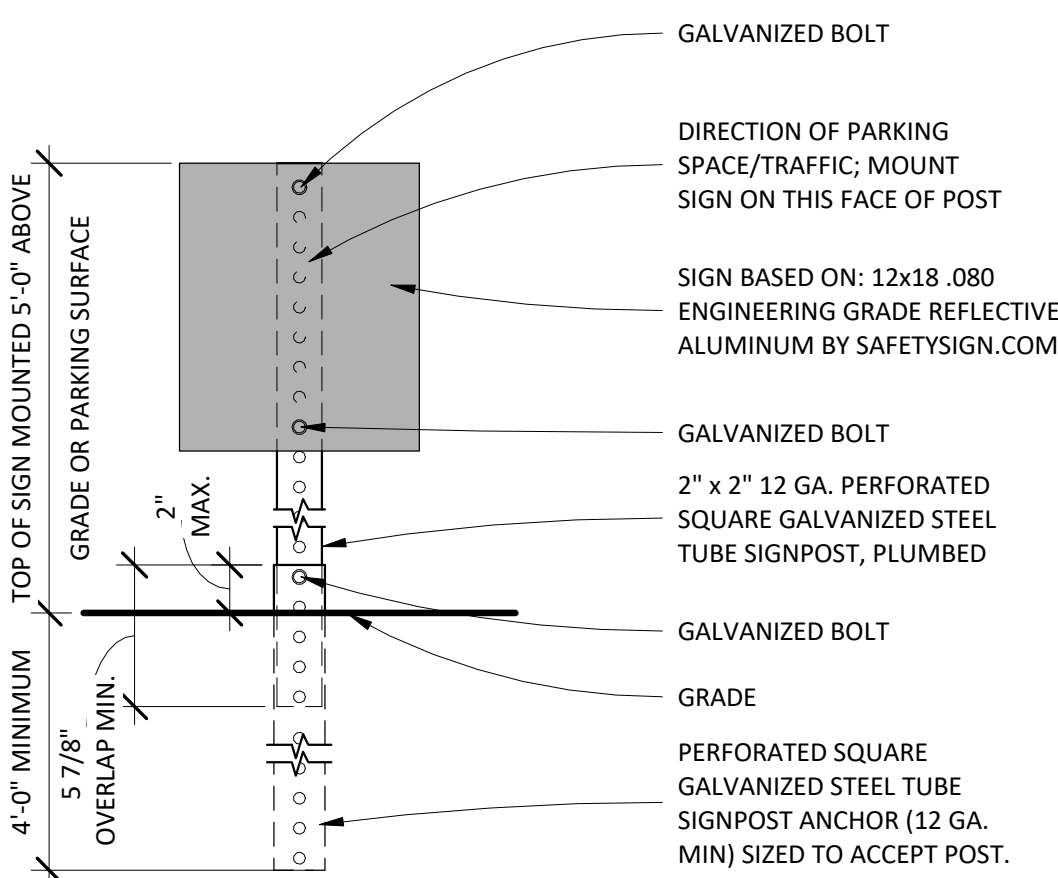
10 SILT FENCE ELEVATION 1/2" = 1'-0"



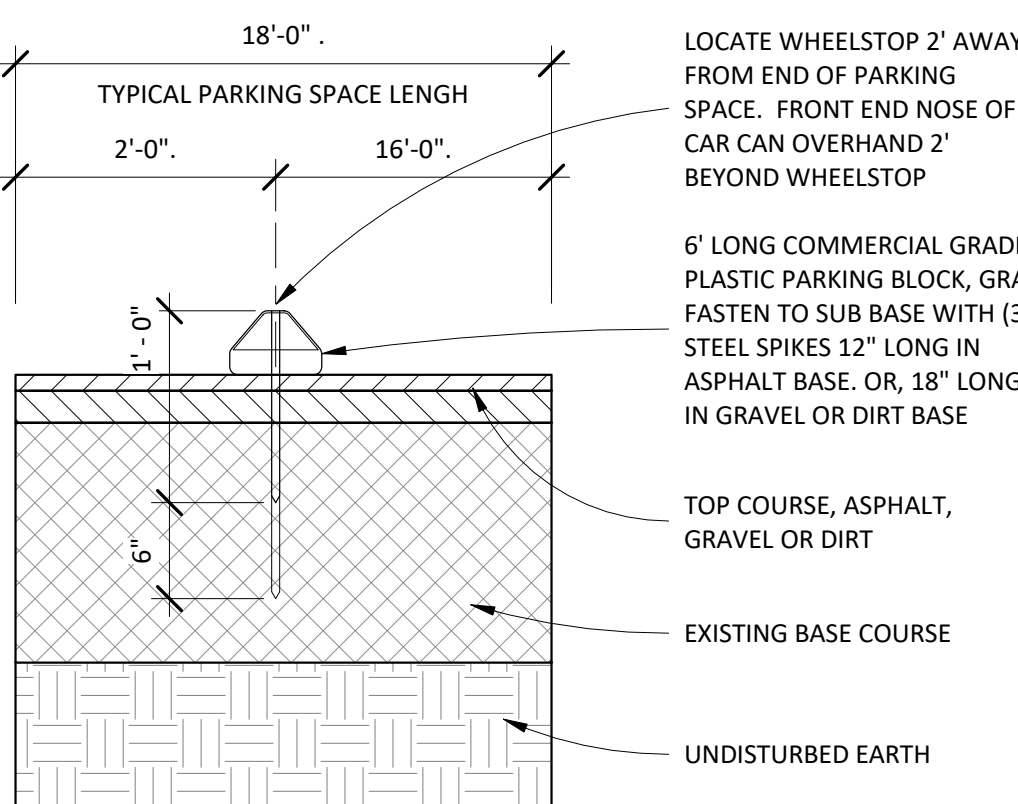
4 DUMPSTER ENCLOSURE 3/8" = 1'-0"



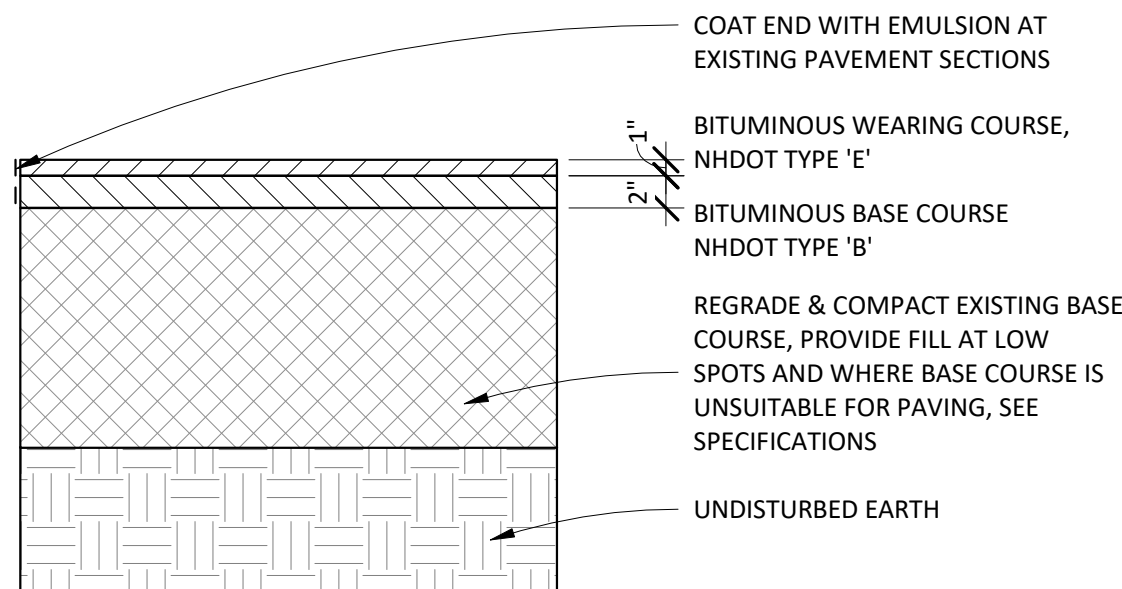
3 POST-MOUNTED SIGN DETAIL 1 1/2" = 1'-0"



2 WHEELSTOP DETAIL 1" = 1'-0"



1 PAVEMENT DETAIL 1" = 1'-0"



NOTES:

- REMOVE EXISTING BASE AND SUB BASE MATERIAL THAT DOES NOT MEET THE SPECIFICATION IN THE DETAIL. COMPACT ALL FILL MATERIAL TO 95% PROCTOR
- FOR AREAS TO BE PATCHED, CAREFULLY SAW CUT THE EXISTING PAVEMENT AND NEATLY REMOVE

SIGN TYPES:

ONE
WAY

ONE
WAY
DO NOT
ENTER

CAR
SHARE



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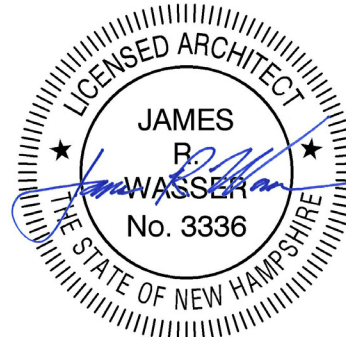
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SITE PHOTOS

Project No.: 2114

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12/5/2022 10:39:12 AM

SOLID STATE AREA LIGHTING

RAZAR WALLMOUNT-LED

SPECIFICATIONS

OPTICAL HOUSING

Heavy cast low copper aluminum (A356 alloy; <0.2% copper) assembly with integral cooling fins. The Optical Panel mounting surface is milled flat (surface variance <±.003") to facilitate thermal transfer of heat to housing and cooling fins. The Optical Housing bolts to the Electrical Housing forming a unified assembly. The minimum wall thickness is .188".

ELECTRICAL HOUSING

Heavy cast low copper aluminum (A356 alloy; <0.2% copper) assembly. Minimum wall thickness is .188". Fixture Mounting Plate affixes to mounting surface over a recessed J-box. Electrical Housing anchors on the top edge of the Mounting Plate and stainless steel recessed socket head screws tighten the Electrical Housing to the Mounting Plate from the bottom.

PLED® OPTICAL MODULES

Emitters (LED's) are arrayed on a metal core PCB panel with each emitter located on a copper thermal transfer pad and enclosed by an LED refractor. LED optics completely seal each individual emitter to meet an IP66 rating. The asymmetric distributions, have a micro-reflector inside the refractor which re-directs the house side emitter output towards the street side and functions as a house side shielding element. Refractors are injection molded H12 acrylic. Each LED refractor is sealed to the PCB over an emitter and all refractors are retained by an aluminum frame. Any one Panel, or group of Panels in a luminaire, have the same optical pattern. LED refractors produce Type II, III, and Type IV site/area distributions as well as other specialty asymmetric distributions. Panels are field replaceable and field rotatable in 90° increments.

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LED EMITTERS

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PCA (Phosphor Converted Amber) LED's utilize phosphors to create color output similar to LPS lamps and have a slight output in the blue spectral bandwidth. TRA (True Amber) LED's utilize material that emits light in the amber spectral bandwidth only without the use of phosphors.

FINISH

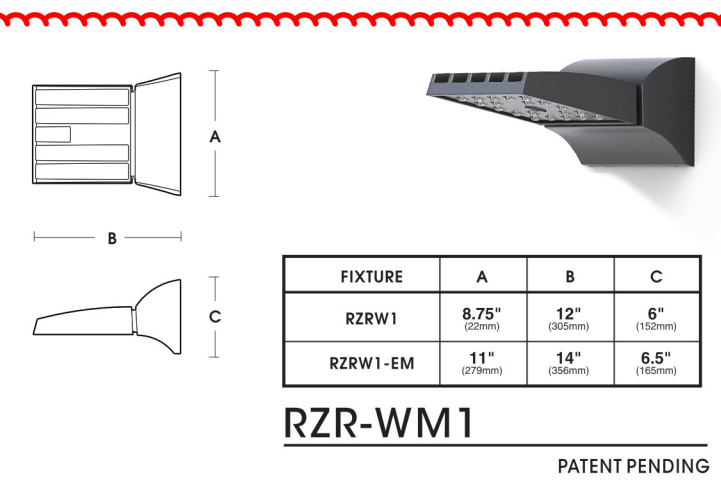
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PROJECT NAME:



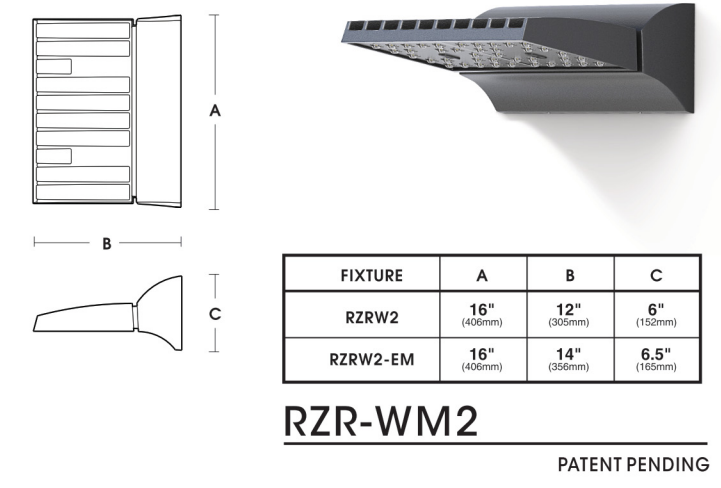
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PROJECT TYPE:



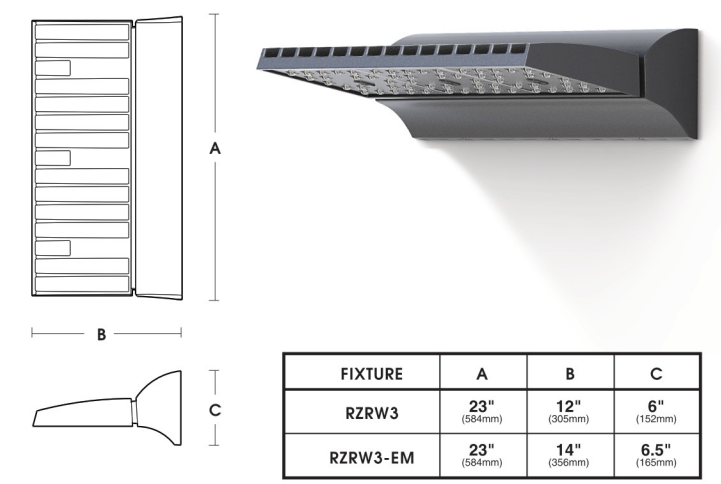
RZR-WM1

PATENT PENDING



RZR-WM2

PATENT PENDING



RZR-WM3

PATENT PENDING



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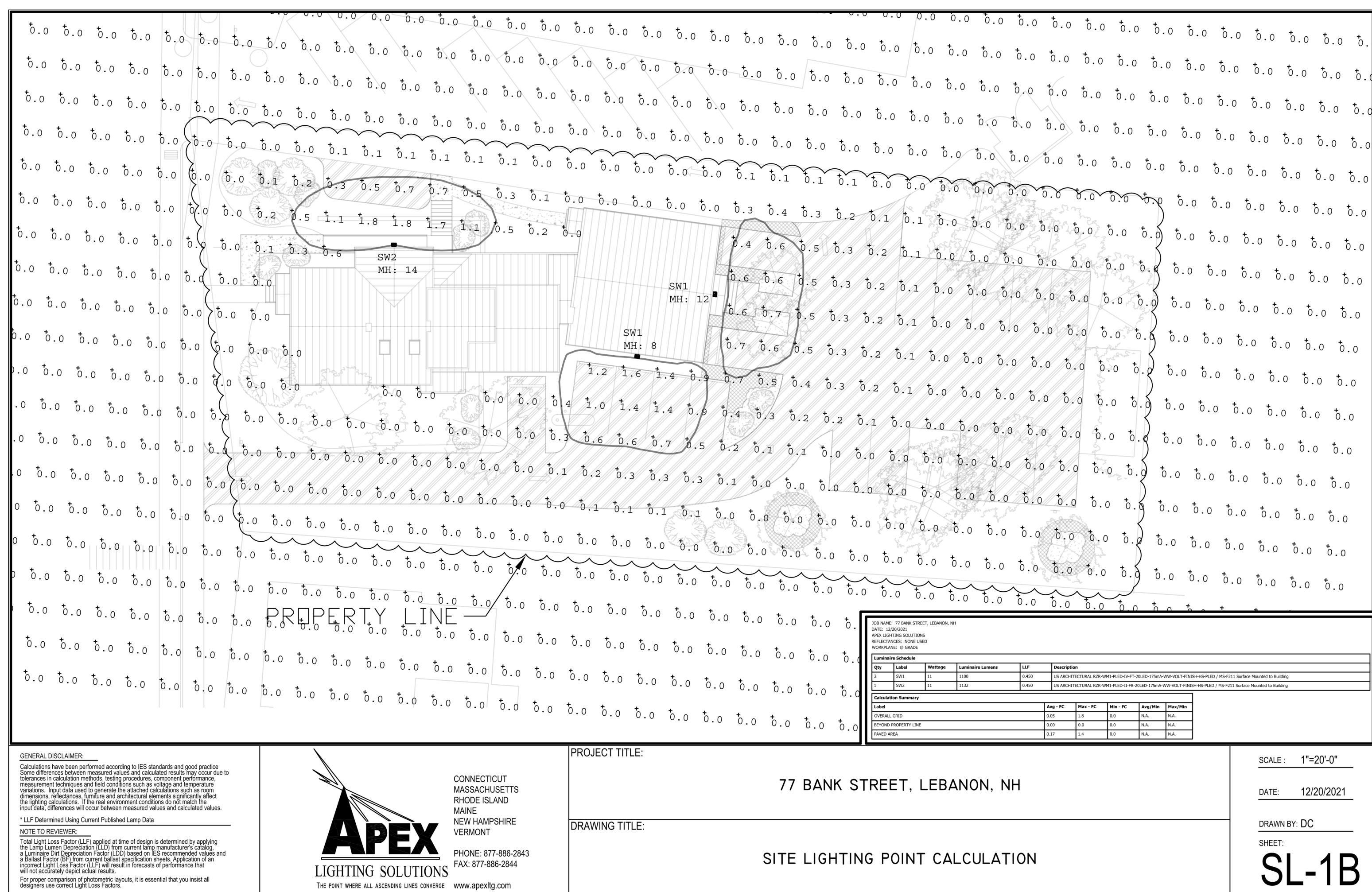
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Phone (951) 233-2000 Fax (951) 233-2001
www.usalighting.com

U.S. ARCHITECTURAL LIGHTING

NOTE PER THE CITY OF LEBANON
SITE PLAN REGULATIONS, SECTION 6.7.2C AND 6.7.2D:

1. LIGHTING INSTALLATIONS SHALL UTILIZE FULLY SHIELDED FIXTURES, AS DEFINED HEREIN, OR FULL CUT-OFF FIXTURES, AS DEFINED BY THE IESNA, SO AS TO PRODUCE NO LIGHT ABOVE THE HORIZONTAL PLANE THROUGH THE LOWEST DIRECT LIGHT-EMITTING PART OF THE FIXTURE.
2. LIGHTING INSTALLATIONS SHALL INCLUDE TIMERS, DIMMERS, SENSORS AND OR OTHER ENERGY SAVING TECHNOLOGIES TO REDUCE OVERALL ENERGY CONSUMPTION. NON-ESSENTIAL LIGHTING SHALL BE TURNED OFF OR REDUCED AFTER NORMAL BUSINESS HOURS, LEAVING ONLY NECESSARY LIGHTING FOR SECURITY PURPOSES. (NON-ESSENTIAL LIGHTING INCLUDES, BUT MAY NOT BE LIMITED TO, DISPLAY, AESTHETIC, PARKING AND/OR SIGN LIGHTING AS DETERMINED BY THE BOARD)



GENERAL DISCLAIMER

Calculations have been performed according to IES standards and good practice. Differences between measured values and calculated results may occur due to differences in calculation methods, testing procedures, component performance, measurement techniques and field conditions such as obstructions, temperature, atmospheric conditions, and other factors. The calculations are for informational purposes only and do not constitute a warranty. The calculations are based on the best available information and are subject to change without notice. The calculations are not a substitute for a professional lighting design. The calculations are not a substitute for a professional lighting design. The calculations are not a substitute for a professional lighting design.

NOTE TO REVIEWER

Total Light Loss Factor (LLF) applied at time of design is determined by applying the Light Loss Factor (LLF) to the total wattage of the luminaire. The LLF is a product of several factors including: Luminaire Dirt Deposition Factor (LDD), Luminaire Maintenance Factor (LMF), and Luminaire Output Factor (LOF). The LLF is a product of several factors including: Luminaire Dirt Deposition Factor (LDD), Luminaire Maintenance Factor (LMF), and Luminaire Output Factor (LOF). The LLF is a product of several factors including: Luminaire Dirt Deposition Factor (LDD), Luminaire Maintenance Factor (LMF), and Luminaire Output Factor (LOF).

CONNECTICUT
MASSACHUSETTS
RHODE ISLAND
MAINE
NEW HAMPSHIRE
VERMONTPHONE: 877-886-2843
FAX: 877-886-2844

THE POINT WHERE ALL DECISIONS UNITE

www.apexlighting.com

PROJECT TITLE:

77 BANK STREET, LEBANON, NH

DRAWING TITLE:

SITE LIGHTING POINT CALCULATION

SCALE: 1"=20'-0"

DATE: 12/20/2021

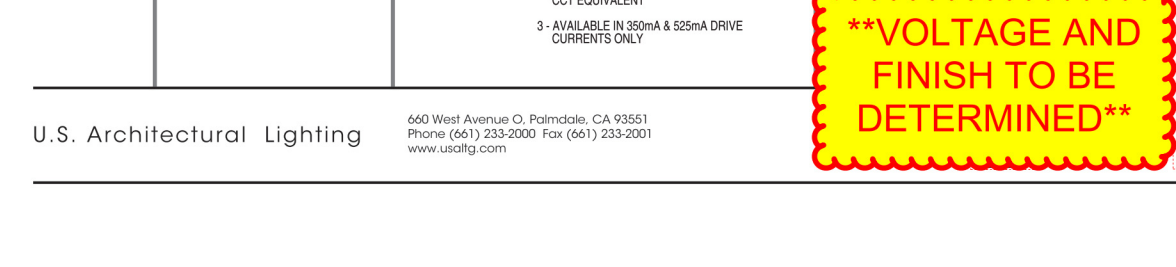
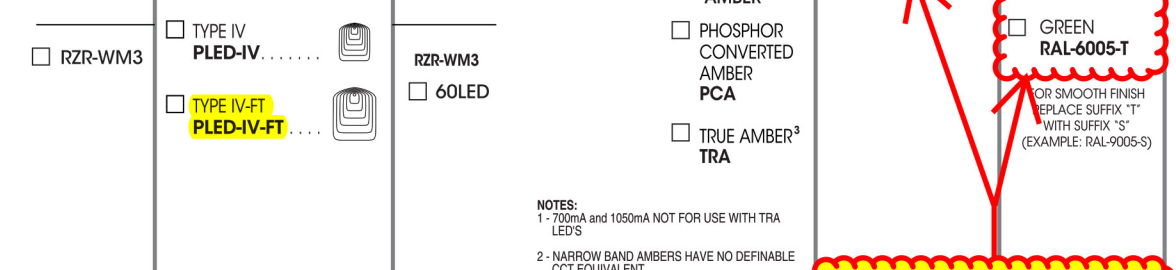
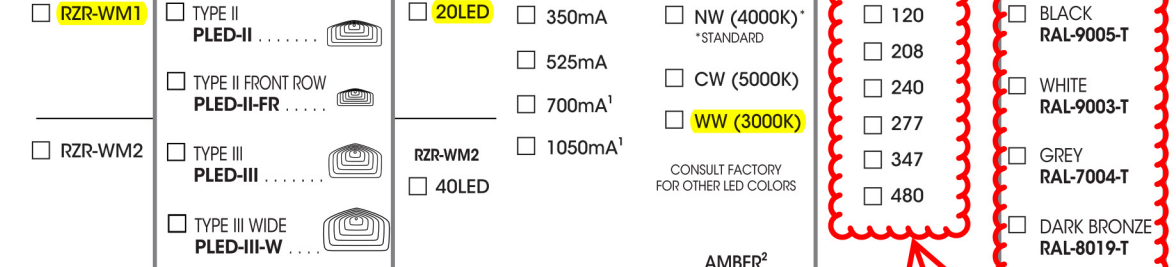
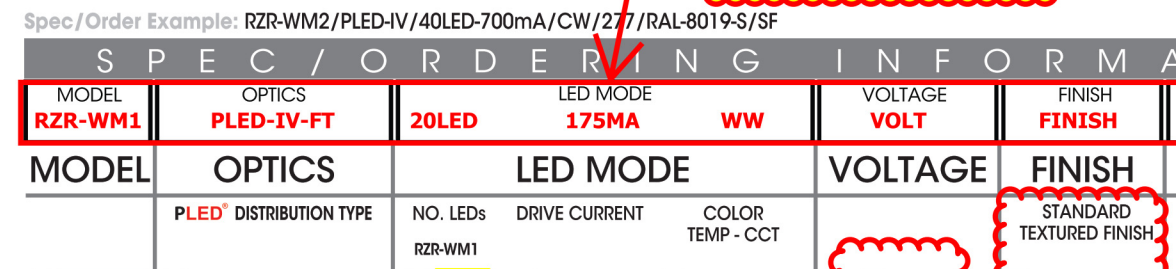
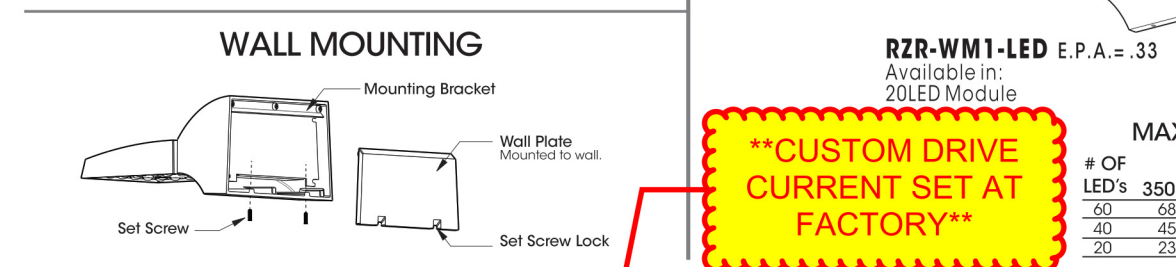
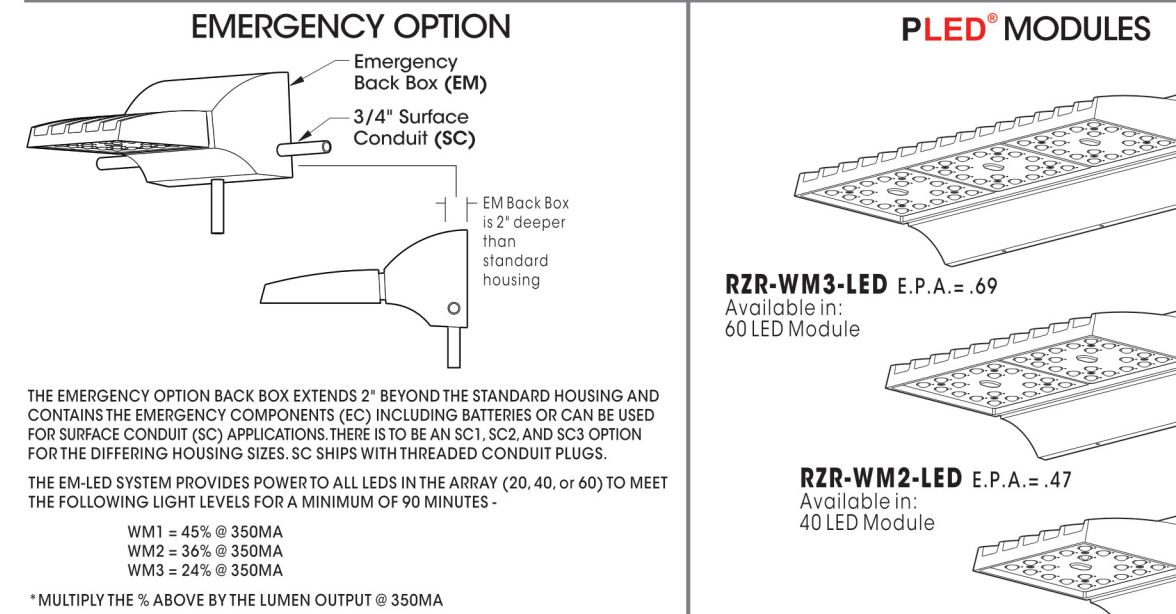
DRAWN BY: DC

SHEET:

SL-1B

RAZAR WALLMOUNT SERIES-LED

SPECIFICATIONS



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Phone (951) 233-2000 Fax (951) 233-2001
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U.S. ARCHITECTURAL LIGHTING

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SOLID STATE AREA LIGHTING

RAZAR WALLMOUNT-LED

SPECIFICATIONS

OPTICAL HOUSING

Heavy cast low copper aluminum (A356 alloy; <0.2% copper) assembly with integral cooling fins. The Optical Panel mounting surface is milled flat (surface variance <±.003") to facilitate thermal transfer of heat to housing and cooling fins. The Optical Housing bolts to the Electrical Housing forming a unified assembly. The minimum wall thickness is .188".

ELECTRICAL HOUSING

Heavy cast low copper aluminum (A356 alloy; <0.2% copper) assembly. Minimum wall thickness is .188". Fixture Mounting Plate affixes to mounting surface over a recessed J-box. Electrical Housing anchors on the top edge of the Mounting Plate and stainless steel recessed socket head screws tighten the Electrical Housing to the Mounting Plate from the bottom.

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FINISH

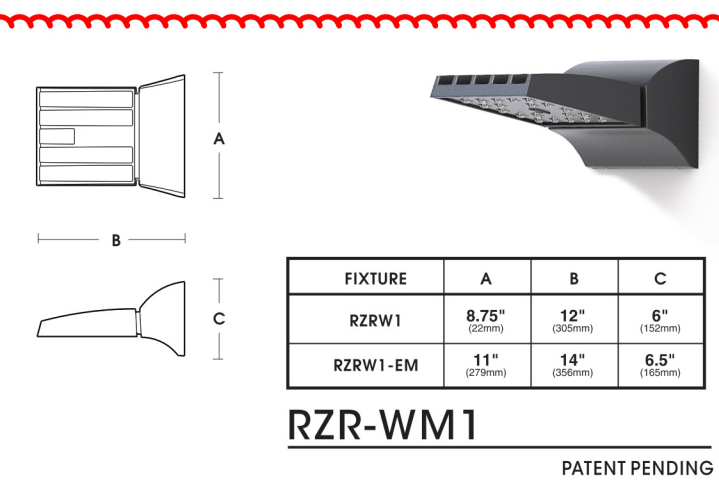
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PROJECT NAME:



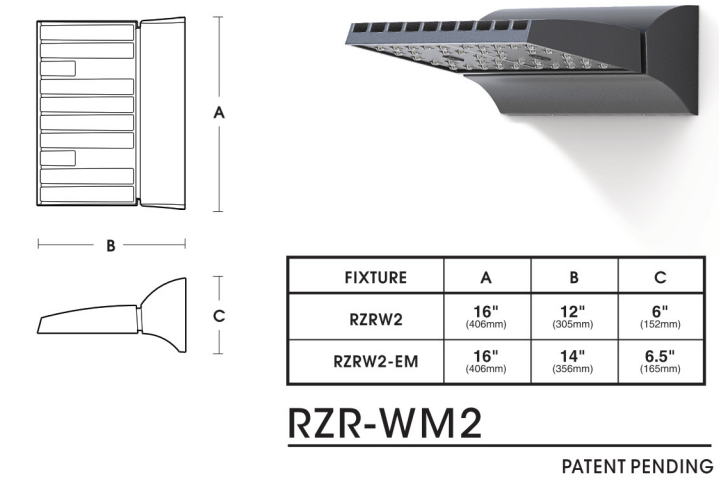
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PROJECT TYPE:



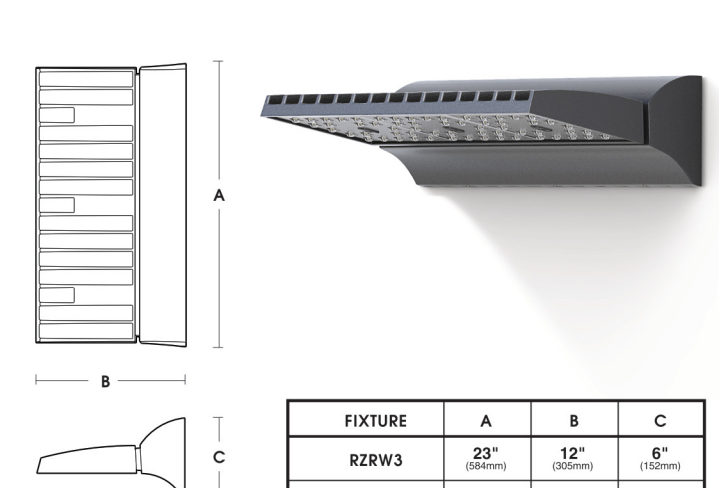
RZR-WM1

PATENT PENDING



RZR-WM2

PATENT PENDING



RZR-WM3

PATENT PENDING



U.S. ARCHITECTURAL LIGHTING

2019093

U.S. Architectural Lighting

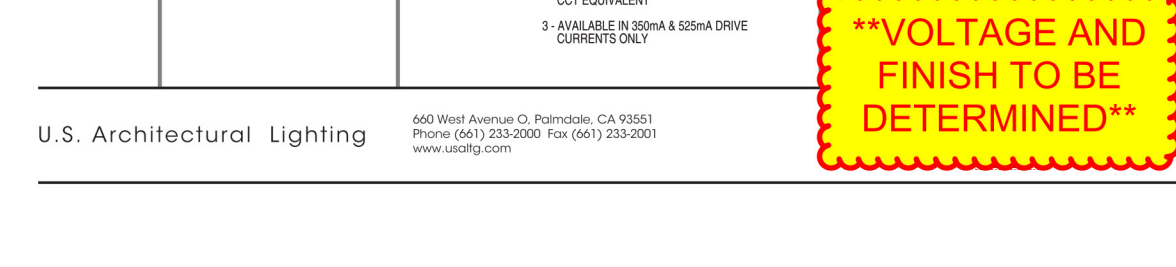
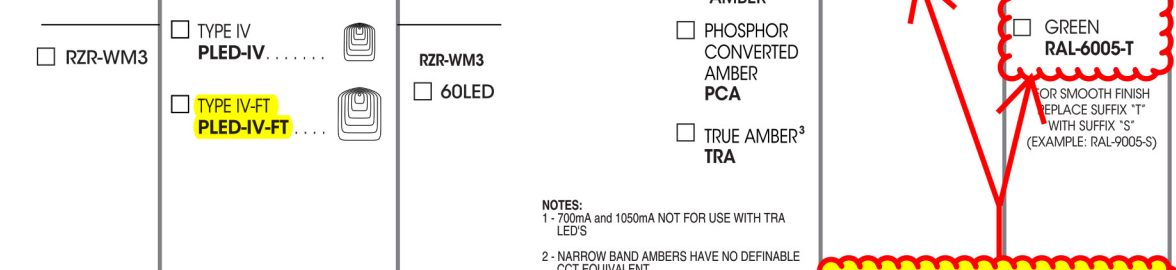
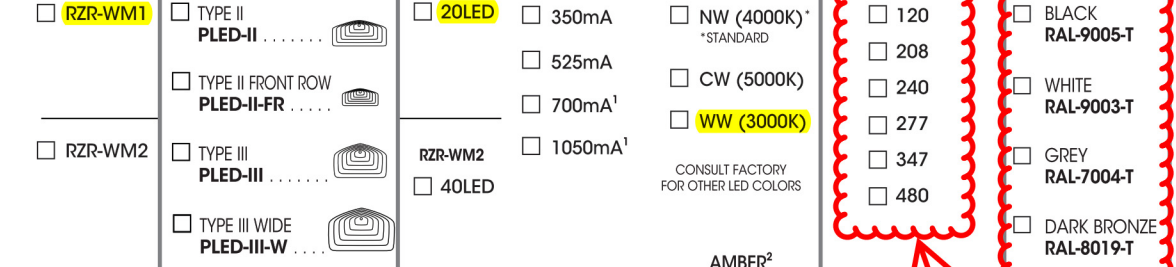
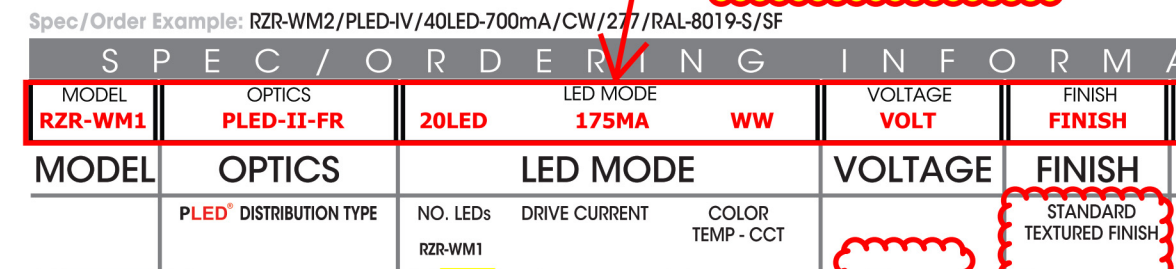
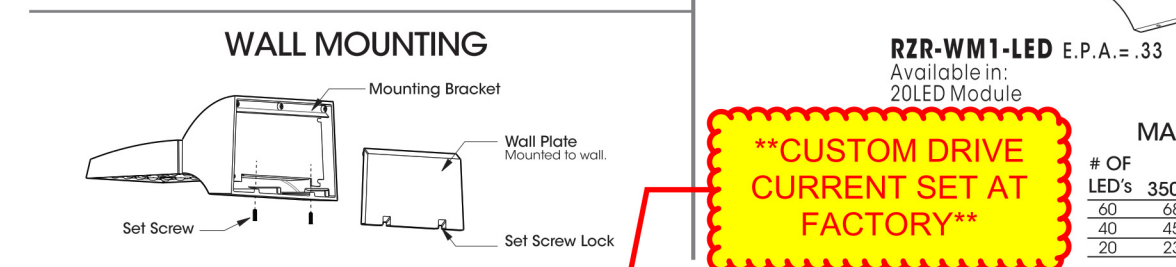
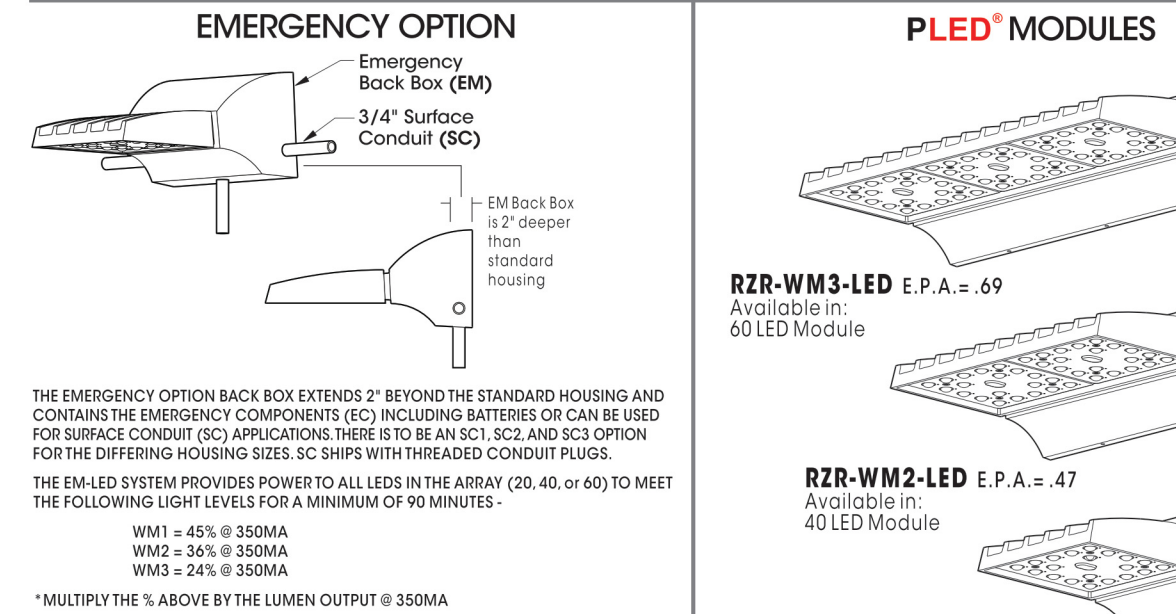
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RAZAR WALLMOUNT SERIES-LED

SPECIFICATIONS

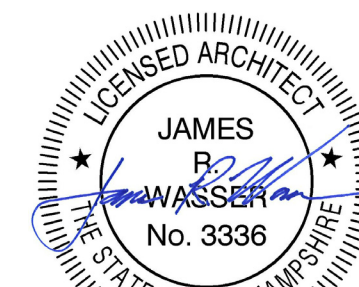


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U.S. ARCHITECTURAL LIGHTING

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77 Bank Street
ApartmentsIssued For:
SITE PLAN REVIEW & LOT LINE
ADJUSTMENT

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Issue Date: November 09, 2022

Revisions		
No.	Description	Date
1	Site Plan Review	12/05/22

SITE LIGHTING

Project No.: 2114

G-8
9 OF 9

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CITY OF LEBANON ~ PLANNING & DEVELOPMENT

PLANNING BOARD

December 12, 2022 Meeting

Staff Memorandum – PB2022-45-SPR

APPLICATION INFORMATION

Agenda Item: 3.F

Application ID: PB2022-45-SPR

LEGAL NOTICE

CP Centerra LLC, 12 Centerra Parkway (Tax Map 10, Lot 11, Plot 100), zoned IND-L: Request for Site Plan Review to construct a +/-2,273 sq. ft. restaurant with a drive through (Starbucks) together with associated site improvements. PB2022-45-SPR

STAFF COMMENTS

The staff memo is in progress. It will be completed and provided to the Planning Board and to the applicant in advance of the December 12, 2022 meeting.

Attachments

cc: Kerry McCormack, Crosspoint Associates, Inc.
Jeff Goodrich, PC, 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: CP Centerra LLC TEL.#: (781) 916-8680

MAILING ADDRESS: Crosspoint Associates, Inc., 188 Needham Street ,Suite 255, Newton, Ma. 02464

E-MAIL ADDRESS: kmccormack@crosspointassociates.com

CO-APPLICANT, AGENT, OR LESSEE:

NAME: Pathway Consulting, LLC TEL.#: (603) 448-2200

MAILING ADDRESS: 240 Mechanic Street, Lebanon, NH 03766

E-MAIL ADDRESS: jeff.goodrich@pathwaysconsult.com

PROJECT LOCATION:

TAX MAP #: 10 LOT#: 11 PLOT #: 100 ZONE: Light Industrial (IND-L)

STREET ADDRESS OF PROJECT: 12 Centerra Parkway

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

FLOOD PLAIN ☐ YES ☒ NO

SCOPE OF PROJECT:

The project consists of the construction of a Starbucks at Centerra Marketplace with a drive-thru and associated site improvements.

TYPE OF OCCUPANCY:

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

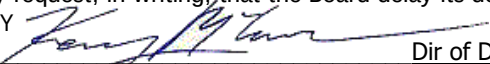
PROPOSED ☐ VACANT ☐ ONE FAMILY ☐ TWO FAMILY ☐ MULTI-FAMILY ☒ COMMERCIAL ☐ INDUSTRIAL

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

USE: Restaurant With Drive-Thru

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 November 14, 2022, unless I personally request, in writing, that the Board delay its determination of completeness to a later date.

PROPERTY OWNER:  Dir of Development, Crosspoint Associates DATE: 9/29/2022

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: _____

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

PATHWAYS CONSULTING, LLC

Planning • Civil & Environmental Engineering • Surveying • Construction Assistance
240 Mechanic Street • Suite 100
Lebanon, New Hampshire 03766
(603) 448-2200 • Fax: (603) 448-1221

November 28, 2022

Tim Corwin, AICP, Senior Planner
City of Lebanon
51 North Park Street
Lebanon, New Hampshire 03766

RE: RESUBMISSION OF APPLICATION FOR SITE PLAN REVIEW FOR STARBUCKS,
12 CENTERRA PARKWAY, LEBANON, NEW HAMPSHIRE (Project No. 13005)

Dear Tim:

On behalf of CP Centerra, LLC, we appreciate the opportunity to work with City of Lebanon (City) staff including a pre-application and three staff review meetings via Teams (on October 17, October 20, and November 16) to discuss Starbucks, the Marketplace at Centerra, and the northern gateway to the City. Following our interaction with staff we have modified application materials in accordance with Section 3.1 of the Site Plan Review (SPR) Regulations including the following:

1. This cover letter with the following attachments:
 - a. A "Street View from Centerra Parkway" dated November 23, 2022 from the project architect is attached in consideration of the entrance to Centerra.
 - b. "Staff Review Responses for Starbucks Site Plan Review" with responses and page numbers inserted into your October 21, 2022 email.
2. Application for SPR.
3. Waiver Requests (updated to include application checklist item 5.1.E(17) for Section 6.6, Stormwater in the SPR Regulations).
4. No fee schedule based on the calculations from Tiffany Adams by email on November 21, 2022 for a total due of \$566.60.
5. We understand our client will send a check in the amount of \$566.60 to the City prior to the December public hearing.
6. A modified Abutters List based on Tiffany Adams review by email dated November 21, 2022.
7. A Technical Checklist.
8. A Support Statement for a Conditional Use Permit to allow parking based on actual site conditions.
9. A parking summary letter dated October 10, 2022.
10. A drainage report for the proposed project area.
11. A Stormwater O&M Manual.
12. Traffic Impact Assessment.
13. Revised site plans including delivery of two full-size sets and eleven 11 x 17 sets.

The site is located within the Industrial Light (IND-L) Zoning District within a long established commercial area that includes the SNAX restaurant, the Coop Food Store, a New Hampshire Liquor Store, a DHMC Pharmacy, and 4,162 square feet of vacant space. The proposed Starbucks project will be constructed within the existing parking area north of Morgan Drive at the intersection with Centerra Parkway as shown on the site plans including building; vehicle access, parking, and drive thru; pedestrian access; landscape islands; sign locations;

lighting; and utility modifications including water, sewer, and drainage.

Proposed changes to impervious areas are modest and will include treatment and management for the proposed project as detailed on plans and in the drainage analysis for the project; the proposed project will not change the current stormwater collection system, which discharges to the wet pond that was constructed west of the SNAX restaurant. Our parking analysis addresses actual parking conditions and counts as allowed by the Zoning Ordinance in support of a Conditional Use Permit. In keeping with our interaction with staff, this application is focused on the portion of the site that will be impacted for this project with waivers to maintain existing conditions outside the project area.

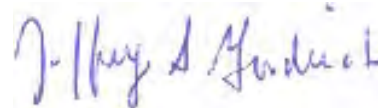
We offer this Support Statement for SPR on behalf of Starbucks. The following information is provided as required in accordance with Section 5.1 of the Regulations.

1. **Names and Addresses of Contributing Persons and Firms:** All names of parties contributing to the assembly of the Site Plan, supporting data, or submission materials have been included on the various plans submitted for the project and the certified notification list.
2. **Conservation Easements on Abutting Parcels:** There are no known conservation or agricultural easements on the property and abutting properties.
3. **Timetable for Construction and Completion of Project:** The applicant plans to begin construction after receipt of all necessary approvals from the City when the 2023 construction season begins with completion in 2023.
4. **Request for Waivers:** In accordance with Section 7.1 of the Regulations, we are requesting waivers from several requirements listed on the Plan Submittal Technical Checklist.

We look forward to discussing this project at staff review and presenting this application to the Planning Board. Please do not hesitate to contact us if you have any questions.

Sincerely,

PATHWAYS CONSUTLING, LLC



Jeffrey S. Goodrich, P.E.
President

JSG:gjb

Enclosures

cc: Kerry McCormack w/enclosures
Barry Schuster w/enclosures



Street View from Centerra Parkway

Staff Review Responses for Starbucks Site Plan Review
Project No. 13005
November 28, 2022

From: Tim Corwin <Tim.Corwin@lebanonnh.gov>
Sent: Friday, October 21, 2022 12:51 PM
To: Jeff Goodrich <Jeff.Goodrich@pathwaysconsult.com>; 'Kerry McCormack' <kmccormack@crosspointassociates.com>
Subject: RE: 12 Centerra Pkwy_PB2022-45-SPR_Staff Comments

Jeff/Kerry – Just a few minor edits below. I added the bullet point in yellow, corrected the comment numbering, and removed a redundant comment. -Tim

From: Tim Corwin
Sent: Thursday, October 20, 2022 5:42 PM
To: Jeff Goodrich <Jeff.Goodrich@pathwaysconsult.com>; Kerry McCormack <kmccormack@crosspointassociates.com>
Cc: Brian Vincent <brian.vincent@lebanonnh.gov>; Crystal Taplin <Crystal.Taplin@lebanonnh.gov>; Tiffany Adams <Tiffany.Adams@lebanonnh.gov>; Nathan Reichert <Nathan.Reichert@lebanonnh.gov>; Rebecca Owens <Rebecca.Owens@lebanonnh.gov>
Subject: 12 Centerra Pkwy_PB2022-45-SPR_Staff Comments

Jeff/Kerry –

Following up from Monday's meeting, below are staff's comments on the proposed Starbucks drive-through at 12 Centerra Parkway (10-11-100). These are in addition to any other comments made by staff at the staff review meeting and are in addition to our discussion today with the Planning Director and Associate Planner regarding the project's overall design and more specifically it's compliance with the design requirements of Section 6.5 of the Site Plan Review Regulations (also discussed below).

Please send digital copies of all revised plans and materials by **Wednesday, November 2nd**, as follows:

- Everything can be submitted electronically via e-mail to Crystal Taplin (crystal.taplin@lebanonnh.gov). Additionally, we'll need eleven (11) 11x17 size hard copies of the revised plan set and two (2) full-size hard copies.
- When resubmitting in response to staff's comments, please submit all materials that you would like included as part of your application and presented to the Planning Board.
 - *Note that it has become too confusing for staff to wade through original submissions and revised submissions to determine what is and isn't part of the applicant's submission. Having applicants resubmit the entire application package will save time, cause less confusion, and prevent errors in compiling the agenda packet materials for review by the Planning Board.*
- So that we can expeditiously upload documents to our on-line public portal, please name all electronic documents using the following convention: **"year-month-day_PB2022-45_SPR_(description of document)"**. So, for example, if you resubmit on 11/2, the PDF of your revised plan set would be titled, **"2022-11-02_PB2022-45-SPR_revised plan set"**.
- Please submit two electronic copies of each document in your application, as follows:
 - One saved as a PDF; and
 - One saved as a PDF-A.
- For tracking purposes and clarity, please provide a cover letter or transmittal memo with your resubmission identifying each document that is included with the submission.

- We would also appreciate, if possible, a written reply to each of the comments below.

Thank you. If you have any questions, please don't hesitate to ask. -Tim

STAFF COMMENTS - *please note that parenthetical references are to Section numbers of the Lebanon Site Plan Review Regulations.*

A. City Engineer / DPW (the comments below are the same as previously sent earlier this week)

Plans:

1. Please provide a summary of the project design intent relative to drive-up lane car-stacking and parking lot layout relating to safety and maneuverability. The City is particularly interested in ensuring that the drive-up window queuing does not interrupt existing parking. In addition, the City would like to be reassured that the new proposed parking is laid out in such a way that motorists clearly understand maneuverable and that there are no inherent or unusual car-backing issues.

Response: As discussed with staff, the design intent of the drive-up window is to accommodate an 11 car queue with a bypass lane. The proposed plan reconfigures existing parking, but does not interrupt existing uses, parking, or access. Additionally, we have added the Starbucks sign references and pavement markings to sheet 4.

2. Please confirm that the proposed parking lot grading is as intended to maximize use of proposed subsurface treatment and storage systems.

Response: The revised site grading is intended to maximize use of the proposed subsurface treatment stormwater management systems.

3. Please indicate on the plans and within the stormwater management report whether the proposed 48-inch stormwater management pipe is intended to be solid or perforated.

Response: The referenced pipe is not perforated.

4. Please expand the plan-set to include a temporary erosion and sediment control measures on the appropriate plan(s), to match the associated details provided on sheets 9 and 10.

Response: We show erosion and sediment control measures and details commensurate with the nominal site changes.

5. Please expand the plan-set to include proposed external grease trap location, associated piping type, slopes and elevations, and associated details.

Response: The current plans show a grease trap with the understanding that associated details will be resolved with City permitting requirements subsequent to SPR.

6. Please expand the plan-set to show additional spot elevations for proposed ADA spaces to

ensure that the design meets the applicable standards for maximum slopes/grades. In addition, please expand the plans to show the accessible route to the building.

Response: The site plans show this information.

Stormwater Management Report:

1. Please provide clearer existing and proposed drainage area maps denoting catchment and sub-catchment areas and intended flow/discharge points.

Response: We have provided updated pre- and post-development mapping showing catchment and sub-catchment areas with discharge points based on site plan modifications from staff review.

2. Please provide a post-construction stormwater operations and maintenance plan.

Response: We have included a stormwater operation and maintenance manual with this resubmission.

Traffic:

3. Please provide information relating to potential traffic impacts at the site and in the adjacent areas. The City, as well as the planning board and the public, often has a strong interest in understanding any potential traffic issues or impacts as a result of the proposed project.

Response: We have included a traffic impact assessment for this project with this resubmission, which we previously provided to staff and to the NHDOT at staff's request.

B. Police Department

No comment at this time.

C. Fire Department

Comments provided at the 10/17 staff review meeting.

Response:

12-Foot Lanes for Drive-thru: As requested during staff review, we have increased the width of both lanes serving the drive-thru to 12 feet.

No Public Access Adjacent to the Drive-thru: As requested in consideration of safety, we have not provided public access adjacent to the drive-thru even though the project now includes architectural modifications to address frontage considerations discussed with other staff members.

D. Building Inspector

1. Provide additional details for the accessible parking and accessible route to the building.

Response: We have shown spot grades documenting accessible access from parking to the building.

E. Associate Planner (the comments below are the same as previously sent earlier this week)

1. Please provide the # of existing and proposed parking spaces for both vehicles and bicycles, per Section 5.1-E.5(5) and (6) on the plan cover sheet.

Response: We have modified the cover sheet to add a note to the parking study accompanying this resubmission and include provision for 7 bicycles (noted as “7 black powder coated steel 'Orion' circular bike racks manufactured by MADRAX”).

2. Please confirm that the building design and site design meet all applicable requirements of Section 6.5 (Coordination of Roads, Parking, Loading, Recreation, and Safety) of the Site Plan Review Regulations. To the extent that any of the applicable requirements are not satisfied, please request a waiver. However, as we discussed, staff would like to see as much compliance with Section 6.5 as is reasonably possible. In particular, note:
 - a. Section 6.5.I Bike Storage and Parking – Please provide product detail in the plan set, in conformance with this section and the associated Appendix A.

Response: We have provided product detail for bicycle racks on the plan as noted above.

- b. Section 6.5.C.1 Orientation to Frontage – The frontage is Centerra Parkway and Morgan Drive. While it is understandable and anticipated that a substantial portion of the building’s access will be from internal to the site, “Buildings and building facades, including those in multi-tenant shopping plaza arrangements, must be visually and physically oriented to public ways (including sidewalks) to prioritize convenient pedestrian access and appeal from the right of way”. If the shopping plaza area is functionally a frontage as well, then some potential opportunities to achieve more four-sided architecture to meet the intent of this requirement include increased transparency, noting that the proposed south (labeled as north) and west (labeled in the plans as east) elevations lack transparency and present blank walls to the primary frontages. Possible alternative compliance paths would be a thin strip of vertical foundation plantings/landscaping, transom windows, and/or other features that positively impact the public realm and adjacent properties, enhance human-scale interest for greater walkability, and overall contribute to the visual and functional character of the development and relationship to the surrounding setting via design of features, amenities, scale, massing, etc.

Response: We have worked with staff during three sessions to address this comment and revise project architecture accordingly.

- c. Section 6.5.C.2 Highlight entrances – This application in its current form will require a waiver from this requirement.
- i. *Given the drive-through queue length and need for convenient on-site pedestrian facilities, it may not be easy to re-orient the building and entrances and after 30 minutes I can't think of another way to achieve the layout given that the best grade/most direct connection to the building IS from Morgan Drive to their patio entrance area.*

Response: Same as previous response.

- d. Section 6.D.6 Access and Traffic (Pedestrian facilities) – As discussed, the applicant plans to show pedestrian facilities between the building and public way (Morgan Drive) as well as the main Centerra plaza building. Please note the following and ensure that the associated facilities comply with 6.D.6.a-d:
- i. They may have room to utilize the eastern portion of the existing eastern-most landscaped bed/median between the parking and asphalt driveway to provide a raised walkway of 4-5' to serve a) as a connection to the eastern entrance of the store, from Morgan Drive, and b) to connect Starbucks patrons and pedestrians in general coming from Morgan Drive to the main Centerra Plaza at the most convenient connection, across from the pharmacy entrance.
 - ii. A striped/marked crosswalk should be provided between the new Starbucks walkway and main building sidewalk
 - iii. A striped/marked crosswalk should be provided between the Morgan Drive sidewalk and Centerra site, on the western side of the asphalt driveway and aligned with the walkway in bullet (a)
 - iv. A striped/marked crosswalk should be provided at the drive-through access's exit from the Starbucks site, between
 - v. Overall, there should be continuous, separated and/or marked pedestrian facility connectivity along a direct route between the Morgan Drive sidewalk, the SE portion of the site, over the drive-through access, along the eastern edge of the Starbucks site, through the easternmost landscaped median, and across the driveway to the main Centerra Plaza building, ideally at the pharmacy.
 - vi. *It was also discussed that pedestrian access is often attempted and may be desired directly from Centerra Parkway, to tie into the existing pedestrian walkway between the Parkway and Coop entrance and a potential connection to the Starbucks*

Response: We have modified site plans following interaction with staff to reconfigure access, parking, landscape islands, and pedestrian access. Pedestrian access changes include a new walkway from the sidewalk on the south side of Morgan Drive to the DHMC Pharmacy along the east side of the entrance to Centerra Market, including a crossing to the northeast corner of the proposed patio.

- e. Section 6.5.E.2.9 Parking and Loading Areas – “Provision of *electric vehicle charging* facilities, or capacity for future facilities, should be considered where feasible,

particularly for developments proposing 50 or more parking spaces.” Please note that the City is currently reviewing proposed amendments to the Zoning Ordinance to provide EV installed, ready and capable infrastructure in developments. [See pages 6, 15-16 of this memo](#). Centerra has been identified as a priority location in Lebanon for publicly accessible charging.

Response: While our client is pursuing EV charging facilities, this will be a future endeavor that places the facilities in a different location, likely near the main entrance of Centerra Parkway.

3. 6.2 (Landscaping Standards)

- a. Section 6.2.A.3 – “To mitigate the appearance and aesthetic impact of accessory uses (such as loading areas, dumpsters, utility equipment and areas, storage areas, and parking areas) with appropriate screening and landscaping as warranted”. As discussed, the applicant should show all ground and building mounted utility equipment areas, label those items on the plans, provide associated details in the plans, and ensure appropriate screening. Also refer to Section 6.2.N.1. regarding service areas in front yards, as relates to the western elevation facing the building’s ‘front yard’ along Centerra Parkway.

Response: We have shown ground-mounted utility equipment on the south side of the building with a six-foot high vinyl board fence for screening. We have also relocated the dumpster east of the building across the entrance from Morgan Drive with an enclosure and screening.

- b. Section 6.2.D Landscaping Around Buildings. This application in its current form will require a waiver from this requirement. Note that perimeter landscaping is identified under comment 2.b as an opportunity to mitigate the current lack of detail on the west and south building elevations.

Response: We have added landscape elements around the building and are asking for a waiver to accommodate the proposed plans. With staff input, architectural plans have been modified to provide detail on the west and south sides of the building.

- c. Section 6.2.D.7 Landscaping of Parking Areas. “Required landscaped islands and beds, particularly in areas related to traffic, access, and parking, shall, to the maximum extent practicable, be designed to concurrently fulfill other site plan regulation requirements, such as for pedestrian facilities, lighting, snow storage and drainage, utilities, open space/recreation, and stormwater management (e.g., LID) features, so as to maximize land use efficiency.” Note that the existing landscaped bed on the eastern perimeter of the site is identified under comment 2.d as an opportunity for pedestrian facilities.

Response: As noted previously, we have modified vehicle and pedestrian access, landscape islands, and parking following interaction with staff.

General

1. Demonstrate whether a traffic study is required per Section 5.1.G.2, and provide study if required.

Response: We provided the traffic study for this project to staff and are resubmitting it.

2. Coordinate with NHDOT to determine what, if any, additional permits or modifications to existing permits to accommodate the increase in traffic.

Response: We provided a copy of the traffic study to the NHDOT at staff's request.

3. Revise architectural renderings to demonstrate compliance with Section 6.5.C.1, which provides that, "Buildings and building facades, including those in multi-tenant shopping plaza arrangements, must be visually and physically oriented to public ways (including sidewalks) to prioritize convenient pedestrian access and appeal from the right of way."

Response: As a result of staff interaction, architectural plans have been modified to address this comment.

4. Revise architectural renderings to demonstrate compliance with Section 6.5.C.2, which provides that, "At least one primary entrance to the building shall face the public way on which the lot has frontage."

Response: See previous response.

5. Given the prominence of this location at the entrance to the Centerra development, please consider options to relocate the dumpster enclosure further away from and out of view from Centerra Parkway.

Response: As a result of staff input, we have moved the dumpster east of the building across the access drive from Morgan Drive as noted previously. The current plans show an enclosure and screening.

6. A Conditional Use Permit per Section 607.6.B of the Zoning Ordinance to allow less parking than is required per Section 607.6.A (shared parking). A CUP support statement was submitted following the 10/10 staff review meeting. However, please provide the CUP support statement with the application resubmission.
 - a. A parking study prepared in accordance with Section 607.6.B must accompany the CUP support statement. A CUP parking study was submitted following the 10/10 staff review meeting. However, please provide the CUP support statement with the application resubmission.

Response: As a result of staff input, we have included a CUP support statement along with our parking analysis with this resubmission.

7. The Site Plan Review Regulations apply to the entire property, not just the development site as

it has been delineated by the applicant. As a result, staff recommends that the applicant request a general waiver from having to satisfy the Site Plan Review Regulations outside the portion of the property that is proposed to be redeveloped.

Response: We have included this general waiver request.

8. The Technical Checklist provided with the application is out of date. Please use the current version (last revised 9/20/21) available [on-line here](#).

Response: We have updated the Technical Checklist form.

9. Provide Manufacturer's specification information for all proposed ground- and building-mounted lighting fixtures (5.1.E.13).
- For lighting fixtures to be relocated, demonstrate compliance with Section 6.7.H.1 which provides that, "Any light fixture that replaces a pre-existing, non-conforming light fixture, or any light fixture that is relocated, shall meet the standards of these Regulations, unless otherwise approved by the Board."
 - Staff has not finished reviewing the lighting plan. Additional comments may be forthcoming. Please review Section 6.2 to ensure that the plan satisfies all applicable requirements.***

Response: See the Site Photometric Plan (ES 100) in the resubmitted plan set.

10. Please provide perimeter landscaping and parking lot shading within the project area and eliminate the need for a waiver.
- Staff has not finished reviewing the proposed landscaping. Additional comments may be forthcoming. Please review Section 6.7 to ensure that the plan satisfies all applicable requirements.***

Response: We have modified landscape elements based on the reconfigured site plan and included calculations that the current proposal meets or exceeds relative to perimeter landscaping and parking area shading for the project area.

11. Provide an updated Application for Waivers to incorporate any additional required or requested waivers.
- Note that the Board must find either Criteria A or Criteria B (as identified on the Application for Waivers) is satisfied in order to grant the waiver. Each waiver request, therefore, should demonstrate how the request meets either Criteria A or B. It is not clear to staff that all of the necessary requested waivers can be justified, and recommends that the applicant try as much as possible to provide as much of the missing information as possible.

Response: We have updated waiver requests pursuant to staff comments about this project and the Campion project (e.g., for drainage).

Plan Set Comments

General

12. A sidewalk is required along the property's Centerra Parkway frontage (6.5.D.5.b). Please add to plan set and provide construction detail.

Response: As discussed with staff, this project will not include a sidewalk along the Centerra Parkway frontage, which is the east side of the road, since there is an existing sidewalk on the west side of the road that meets the needs of the Centerra Market. As discussed with staff, we believe that the addition of a new sidewalk from Morgan Drive to the DHMC Pharmacy along the east side of the access drive facilitates appropriate pedestrian connectivity for the proposed project.

13. Provide a sidewalk from the sidewalk along Morgan Drive to the Starbucks, and from the Starbucks to the existing on-site multi-tenant building, per Section 5.1.D.6 which requires that: "Well-marked and convenient pedestrian facilities that minimize walking distances must be provided between the primary building entrance(s), parking areas, principal frontage, and adjacent public sidewalks. Minimize walking distances, to the extent practical depending on site grade, siting of common open space and similar elements. For sites with multiple buildings [...] pedestrian walkways should connect each entrance to primary pedestrian collector routes (e.g., to parking or to public sidewalks)."

Response: As referenced previously, this sidewalk has been added.

14. On Sheets 1 and 3, show existing crosswalk across Centerra Parkway at the intersection with Morgan Drive.

Response: We have modified plan sheets 1, 2, 4, and 5 to show more of the existing pedestrian system on Morgan Drive, including the crosswalk across Centerra Parkway from aerial imagery.

15. Provide spot elevations as required by Section 5.1.E.6.

Response: We have added spot elevations to the grading plan proximate to the building.

16. Identify locations of and provide details for ADA signage. (5.1.E.11)

Response: We have shown the locations of ADA access signs and will provide a typical detail during the building permit and CD development phase of the project after SPR.

17. Identify EV charging spaces (5.1.E.11)

Response: As noted previously, no EV charging spaces are proposed for this project.

18. Provide plans for snow removal and storage (5.1.E.19)

Response: The practice for snow removal with the Centerra Market has been to push snow around the perimeter of the site for small storms and remove it for larger storms.

19. Provide construction details for bike rack(s) and outdoor seating structures (5.1.E.21)

Response: Bike rack and outdoor seating details will be provided during the building permit and CD development phase of the project after SPR.

20. Identify proposed signage and pavement parkings to safely and efficiently direct vehicles to, through, and out of the drive-through queue.

Response: We have shown proposed sign locations and pavement markings.

Cover Sheet

21. Table of Contents – please add pagination to the lighting plan and to the elevations.

22. Site Information Table:

- a. Identify number of existing & proposed short-& long-term bicycle storage spaces (5.1.E.4.e.6)
- b. Correct name of zoning district to “Light Industrial (IND-L)”
- c. Identify the size of each existing building. (5.1.E.4.e.4)
- d. Remove references to “Orange Theory” which is a health club use that is not permitted without an amendment to the Centerra approval.
- e. Identify number of existing parking spaces. (5.1.E.4.e.5)
- f. Identify number of minimum required parking spaces as calculated per Table 607.6 of the Zoning Ordinance (Shared Parking Ratio Reduction Factors) (5.1.E.4.e.5)
- g. Identify the maximum number of permitted parking spaces. (5.1.E.4.e.5)
- h. For the parking provided, add note to the effect that a CUP has been requested per Section 607.7.B to allow a reduction of the minimum required parking spaces.
- i. Identify height of each existing building and the proposed building (5.1.E.4.e.8)

Response: We have addressed the cover sheet comments and building heights are already shown on sheet 1 in terms of stories (as has been our custom with myriad projects).

Sheet 1 (Overall Site Plan)

23. Identify the project area/limits of disturbance. (see Comment 6 above)

Response: Sheets 1, 3, 4, 5, 6, 7 all show the project area and limits of disturbance.

24. The depiction of the northern corner of the lot appears to be inconsistent with actual conditions. Please clarify.

Response: We did not conduct any field work outside the project area. All site and boundary depictions are a function of using plans by others including boundary information from a predecessor firm. The only discrepancy from the images you provided appears to be a connector drive to the Marriott parcel, which has no bearing on the proposed project.

Sheet 2 (Existing Conditions & Demolition Plan)

25. With respect to the surveyed lines, provide compass bearings and distances required by Section 5.1.E.5.

Response: Although we have requested a waiver with respect to a current boundary survey, we have shown metes and bounds on sheet 1 from previous surveys since the proposed project is well within existing property lines. We can provide current ALTA plans by others if needed.

26. Existing topographic information shall be prepared by a professional engineer registered in New Hampshire or land surveyor licensed in New Hampshire. (5.1.E.6)

Response: We do not understand this comment since all of our plans showing existing conditions are either generated by our firm or we reference the firm that provided this work. In this case, our firm conducted topographic surveying for the project area.

27. Identify all buildings/structures/features/vegetation to be removed and identify pavement to be removed, retained, or altered. (5.1.E.8)

Response: We believe that site plans for the project show this information.

28. All existing vegetation within the project area must be identified. Several trees along the corner perimeter appear to be missing from the plan:

Response: We have shown the information noted in this comment.

Sheet 3 (Layout Plan)

29. Number bicycle spaces. (5.1.E.10)

Response: This comment has been addressed.

30. Ensure that all notations are properly identified in the legend or otherwise. For example, what is the black dot to the left of the drive through window?

Response: We have labeled the black dot on the plan as a bollard.

31. Update legend (which appears to be incomplete):

Response: We have reviewed and updated the legend.

TIM CORWIN, AICP

SENIOR PLANNER
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City of Lebanon, New Hampshire APPLICATION FOR WAIVERS

Office Use Only

Date Received: _____

File No.: _____

PROJECT INFORMATION

Name of Applicant: CP Centerra LLC

Project Name: Centerra Marketplace - Starbucks

Project Address: 12 Centerra Parkway

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 project impacts a small area of the parcel and the property lines adjacent to the project were verified by a land surveyor. The remaining boundaries were taken from a plan recorded at the Grafton County registry of deeds.

2. Section ^{5.1.E (12)} of the (circle one) **Site Plan Review** / Subdivision Regulations. A Waiver of this Section meets (circle one) **Criteria A** / **Criteria B** because a lighting plan has been provided for the project area adjacent to the new parking and parking. A waiver is requested to show lighting only in the project area.

3. Section 5.1.E (15) of the (circle one) **Site Plan Review / Subdivision Regulations**. A Waiver of this Section meets (circle one) **Criteria A / Criteria B** because Landscaping has been provided within the project area. A waiver is requested to providing perimeter landscaping and parking lot calculations beyond the project area showing landscaping only proximate to the new building and parking area.
4. Section 5.1.E (17) of the (circle one) **Site Plan Review / Subdivision Regulations**. A Waiver of this Section meets (circle one) **Criteria A / Criteria B** because A drainage analysis has been provided for the proposed project impact area and is not needed for other existing areas of the site.
5. Section 5.1.E (20) of the (circle one) **Site Plan Review / Subdivision Regulations**. A Waiver of this Section meets (circle one) **Criteria A / Criteria B** because A waiver is requested from providing road, water, sewer and drainage profiles. The water and sewer utilities are existing and only service connections are proposed to these utilities. The proposed drainage is only a small segment and ties into an existing drainage system.
6. ~~Section~~ Site Plan Review Regulations of the (circle one) **Site Plan Review / Subdivision Regulations**. A Waiver of this Section meets (circle one) **Criteria A / Criteria B** because As staff suggested, a general waiver is requested from having to satisfy SPR regulations for areas not impacted for this project.
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: _____ Date: _____

CITY OF LEBANON, NH SITE PLAN REVIEW REGULATIONS TECHNICAL CHECKLIST	
PROJECT NAME: Centerra Marketplace - Starbucks	
APPLICANT: CPS Centerra LLC	DATE: November 28, 2022
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**

Plan Requirements	Info. Provided	Waiver Sought
5.1.E(1) - Vicinity sketch showing the location of the site in relation to the surrounding public street system (suggested scale: 1" = 500').		N/A
5.1.E(2) - Names and mailing addresses of the Applicant; the Owner(s) of record of the site; the Owners of abutting properties; and the Holders of any easements, rights of way, or other restrictions, based on the current records of the City Assessor available at City Hall, not more than 5 days before the date of filing of the application.		N/A
5.1.E(3) - Names and business addresses of the preparer(s) of the plan and every surveyor, engineer, architect, soil scientist, or wetlands scientist whose professional seal appears on any plan or document submitted to the Board.		N/A
5.1.E(4) - The following information shall be provided on the first page (or cover page, if applicable) of the Site Plan: a. Name of the City and County in which the development is proposed; b. North arrow; c. Scale of the plan; d. Date of the plan and of any revisions to the plan; (NOTE: The date on the plan 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 plan shall include a revision date and description of the revision(s).) e. The following basic site information in TABLE FORM : 1. Zoning designation for subject property; 2. Tax Map and Lot number(s) for subject property; 3. Area of lot; 4. Gross floor area of existing and proposed buildings/additions; 5. Number of existing and proposed on- and off-street parking spaces as a table. The table must identify (i) the number of required (minimum) parking spaces and the permitted (maximum) number of parking spaces and the calculations for each, (ii) future proposed, and (iii) existing parking capacity. If the site is part of an existing development or subdivision, the master table must provide such information for all related sites and phases, individually and as a project total; 6. Number of existing and proposed short- and long-term bicycle storage spaces; 7. Number of existing and proposed loading spaces; 8. Height of existing and proposed buildings/additions; 9. Number of stories and gross square footage of each; 10. Proposed use; 11. Required and proposed front, side, and rear yard setbacks 12. Maximum allowable lot coverage with existing and proposed calculations; 13. Indication of whether or not the property is subject to any City Overlay districts (for example, the Wetlands Conservation District or Flood Plain District) or to NHDES Shoreland Water Quality Protection jurisdiction.	 	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A
5.1.E(5) - Current survey certified by a land surveyor licensed in New Hampshire, depicting the perimeter boundaries of the lot(s) of the proposed site, including compass bearings, distances, and lot areas, and depicting the location of any existing improvements on the property and the width and location of any rights-of-way and/or easements on the property.		

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: Jeffrey Goodrich, P.E.

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

CITY OF LEBANON, NH STORMWATER REVIEW REGULATIONS TECHNICAL CHECKLIST	
PROJECT NAME: Centerra Marketplace - Starbucks	
APPLICANT: CPS Centerra LLC	DATE: November 28, 2022

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: Jeffrey Goodrich, P.E.

(Last Revised 9/20/2021)

Planning office Use Only:

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



City of Lebanon, New Hampshire

APPLICATION FOR CONDITIONAL USE PERMIT

SUPPORT STATEMENT

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

I. APPLICATION CHECKLIST

- [Application form](#)
- [Public Hearing Notification List](#)
- [Filing fee](#)
- *This form, including written responses to the Section 302.4.D requirements, outlined below*
- *A site plan*
- *Optional: photos and any other materials in support of your application*

II. PROJECT DESCRIPTION

I (we) hereby request a Conditional Use Permit as provided for in Article VI, Section(s) 607.6.B, of the Lebanon Zoning Ordinance.

Please describe your proposed project with as much detail as possible. You can respond in the space provided below or on a separate sheet of paper.

Centerra Market is served by existing parking that exceeds the requirements of Section 607 in the Zoning Ordinance based on actual counts pursuant to 607.6.B as summarized in an October 10, 2022 parking summary letter from Pathways Consulting. The parking summary seeks to reduce the amount of required parking to accommodate a Starbucks restaurant.

III. CONDITIONAL USE PERMIT CRITERIA

In order to obtain a Conditional Use Permit, you must demonstrate to the Planning Board that the proposal satisfies the applicable criteria set forth in Sections A and B below. You must address each criteria in the space provided or on a separate sheet of paper.

A. Specific Criteria

The Conditional Use Permit is authorized by Article VI, Section 607.6.B of the Zoning Ordinance which requires the applicant to demonstrate that (*please address any criteria set forth in the Zoning Ordinance that specifically apply to your proposed use or project*):

The referenced parking summary addressed authorization for a Conditional Use Permit.

B. General Criteria per Section 302.4.D

A conditional use permit shall be granted only if the Planning Board determines that the proposal conforms to all of the following standards:

1. The site is suitable for the proposal. This includes:

- a. Adequate vehicular and pedestrian access for the intended use.

The proposed site improvements for Starbucks include adequate vehicular and pedestrian access for the intended uses on the property.

- b. The availability of adequate public services to serve the intended use including emergency services, pedestrian facilities, safe access, and other municipal services.

Adequate public services are provided including the referenced considerations.

- c. The absence of environmental constraints (floodplain, steep slope, etc.) proposed to be impacted by the intended use.

There are no environmental constraints for the proposed project.

- d. The availability of appropriate utilities to serve the intended use including water, sewage disposal, stormwater treatment, electricity, and similar utilities.

Appropriate utilities are available for the proposed project.

2. External impacts: The external impacts of the proposed use on abutting properties and the neighborhood shall be commensurate with the impacts of adjacent existing uses or other uses permitted in the zoning district. This shall include, but not be limited to, water runoff, drainage, traffic, noise, odors, vibrations, dust, fumes, hours of operation, and exterior lighting and glare. In addition, the location, nature, design, and height of the structure and its appurtenances, its scale with reference to its surroundings, and the nature and intensity of the use, shall not have an adverse effect on the surrounding environment nor discourage the appropriate and orderly development and use of land and buildings in the neighborhood. The proportion of the site proposed to be occupied by impervious surfaces shall be minimized to the extent necessary to preclude unreasonable risk of runoff, erosion, sedimentation, and other potentially adverse on-site or off-site effects.

The proposed project is in keeping with existing development and will be an amenity for adjacent uses and properties.

-
-
-
-
3. Character of the site development: The proposed layout and design of the site shall not be incompatible with the established character of the neighborhood and shall mitigate any external impacts on abutters, the neighborhood, and nearby public ways and infrastructure. This shall include, but not be limited to, the relationship of the building(s) to the street, the amount, location, and screening of off-street parking, the treatment of yards and setbacks, the buffering of adjacent properties, and provisions for vehicular and pedestrian access to and within the site.

The proposed Starbucks is in keeping with the character of the established neighborhood.

4. Character of the buildings and structures: The design of any new buildings or structures and the modification of existing buildings or structures on the site shall not be incompatible with the established character of the neighborhood. This shall include, but not be limited to, the scale, height, and massing of the building or structure, the roof line, locations of access, and visual compatibility with the area.

The proposed building is in keeping with the character of existing buildings.

5. Preservation of natural, cultural, historic, and scenic resources: The proposed use and layout of the site, including all related development activities, shall to the greatest extent practicable preserve identified natural, cultural, historic, and scenic resources on the site and shall not degrade such identified resources on abutting properties. This shall include, but not be limited to, identified wetlands, floodplains, significant wildlife habitat and documented wildlife corridors, stonewalls, mature tree lines, identified historic buildings or sites, scenic views, and viewsheds.

The proposed Starbucks is within an existing developed area and will not impact any natural, historic, or scenic resources.

PATHWAYS CONSULTING, LLC

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October 10, 2022

Tim Corwin, Senior Planner
City of Lebanon
51 North Park Street
Lebanon, New Hampshire 03766

RE: STARBUCKS PARKING SUMMARY, CENTERRA PARKWAY, LEBANON, NEW HAMPSHIRE (Project No. 13005)

Dear Tim:

This letter is intended to support application materials for Site Plan Review for Starbucks with respect to parking requirements. The site plans approved by the Planning Board for the Marketplace at Centerra, dated August 5, 1996, show a requirement of 320 parking spaces, a provision of 339 parking spaces, and an additional 39 spaces to be built at the owner's discretion. Our site evaluation for the Starbucks application includes a count of 338 existing parking spaces. The proposed Starbucks project will reduce existing parking to 302 spaces (or 341 spaces when reserved spaces are considered). We have reviewed the current Zoning Ordinance (ZO) and attached a matrix showing "Required Parking From ZO Section 607.1, C," including Starbucks, for 358 parking spaces required, which results in a shortage of 56 parking spaces. Consequently, we have conducted a parking analysis in accordance with Section 607.6, Shared Parking.

Section 607.6, Shared Parking

Section 607.6, A: This section of the ZO addresses developments having multiple separate business uses and mixed use buildings with a four step methodology to populate Table 607.6, which we have attached in a matrix entitled, "Parking Pursuant to Section 607.6, A." The business column represents both existing and proposed facilities with use columns matching the ZO and parking from Section 607.1, C (previously noted). For clarity, the columns address the following times:

- B – Weekday Daytime (9:00 AM to 4:00 PM)
- C – Weekday Evening (6:00 PM to midnight)
- D – Weekend Daytime (9:00 AM to 4:00 PM)
- E – Weekend Evening (6:00 PM to midnight)
- F – Nighttime (midnight to 6:00 AM)

Step four requires selection of the highest value as the required minimum number of parking spaces, which in this case is column D, Weekend Daytime (9:00 AM to 4:00 PM) at 358.12 spaces (no change from 607.1, C requirements).

Section 607.6, B: This section of the ZO provides an alternative procedure for a greater reduction in the minimum number of required parking spaces, which may be approved upon submission of a parking study, prepared by a qualified consultant. This section of the ZO provides a three-step methodology to modify mixed use parking needs to consider hours of operation, demand, peak use, and other circumstances that may better account for the unique development under consideration. In this context, our firm conducted parking counts on

Saturday, August 13, 2022, from 9:00 AM to 4:00 PM, in consideration of the results from our 607.6, A analysis. The attached matrix entitled "Parking Pursuant to Section 607.6, B" indicates up to 126 cars using the combined parking facilities at 1:00 PM, which is well below the requirements in 607.1, C and 607.6, A. Given the significant difference between actual parking use and parking using ZO alternatives, we did not see the need to conduct additional counts. Our actual parking counts suggest parking needs are well below the 302 spaces that will remain with the addition of Starbucks.

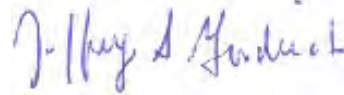
Section 607.2

In consideration of the provisions in the ZO, we understand that a 30% reduction may be possible as a conditional use provided an area is reserved for additional parking. Using 358.12 spaces from 607.1, C, a 30% reduction requires 250.68 spaces, which the site will provide with the addition of Starbucks. Although we do not see the need for a conditional use permit, we have included this potential approach to address holistic parking and ZO considerations.

In closing, please let me know if you have any questions concerning this summary of parking for the Starbucks application for Site Plan Review.

Sincerely,

PATHWAYS CONSULTING, LLC



Jeffrey S. Goodrich, P.E.
President

JSG: meb

Enclosures

cc:

REQUIRED PARKING FROM ZO SECTION 607.1, C					
BUSINESS	USE	SEATS	Square Footage	Required Parking by Use	Required Parking
SNAX	Restaurant	221	5,600	0.33 Space/Seat	72.93
CO-OP	Retail		37,894	1 Space/200 sf	189.47
NH Liquor Store	Retail		6,583	1 Space/200 sf	32.92
Orange Theory	Personal Service		4,162	1 Space/250 sf	16.65
DHMC Pharmacy	Retail		5,799	1 Space/200 sf	29.00
Starbucks	Restaurant	52	2,273	0.33 Space/Seat	17.16
Total Required Parking					358.12

PARKING PURSUANT TO SECTION 607.6, A												
BUSINESS	USE	SPACES	(B)		(C)		(D)		(E)		(F)	
SNAX	Restaurant	72.93	50%	36.47	100%	72.93	100%	72.93	100%	72.93	10%	7.29
CO-OP	Retail	189.47	60%	113.68	90%	170.52	100%	189.47	70%	132.63	5%	9.47
NH Liquor Store	Retail	32.92	60%	19.75	90%	29.62	100%	32.92	70%	23.04	5%	1.65
Orange Theory	Personal Use	16.65	60%	9.99	90%	14.99	100%	16.65	70%	11.66	5%	0.83
DHMC Pharmacy	Retail	29.00	60%	17.40	90%	26.10	100%	29.00	70%	20.30	5%	1.45
Starbucks	Restaurant	17.16	50%	8.58	100%	17.16	100%	17.16	100%	17.16	10%	1.72
		358.12		205.86		331.32		358.12		277.71		22.41

PARKING PURSUANT TO SECTION 607.6, B VEHICLES COUNTED FROM 9:00 AM TO 4:00 PM, SATURDAY, AUGUST 13, 2022															
Time	9:00	9:30	10:00	10:30	11:00	11:30	12:00	12:30	1:00	1:30	2:00	2:30	3:00	3:30	4:00
Number of Vehicles	43	59	51	91	95	96	93	115	126	109	93	82	95	86	79

**CENTERRA MARKETPLACE
STARBUCKS**

**CENTERRA PARKWAY
LEBANON, NEW HAMPSHIRE**

DRAINAGE REPORT

November 15, 2022

MEMORANDUM

To: City of Lebanon

Re: Centerra Marketplace - Starbucks

From: Daniel P. Moss, P.E.
Pathways Consulting, LLC

Date: November 15, 2022

The Starbucks project is being constructed within Centerra Resource Park inside an area that already has a great deal of impervious area.

Currently the majority of the stormwater collected within the Centerra Resource Park is directed to two (2) previously permitted on-site treatment BMP ponds. To ensure that the flow to these ponds is not increased due to the increase in the impervious area for the Starbucks project, we performed a pre-construction and post-construction drainage analysis.

As part of this project, runoff from parts of the new parking lot, walkways, and Starbucks building has been routed into an underground 4' diameter storage pipe 50 feet long with slow release. This allows partial stormwater runoff for the Starbucks project to be temporarily detained on-site and slowly released to the Centerra Resource Park stormwater system. This underground storage pipe will collect enough area from within the project site to ensure the flow from the one-inch storm up to the 100-year storm is not increased as a result of the project. Pre-treatment in the form of a hydro-dynamic separator is proposed to remove sediment from the stormwater prior to entering the underground storage pipe. The outflow from the underground storage pipe will be controlled by an outlet control structure. Please see the project plans for the location of a details for these devices. Stormwater from the rest of the project site is collected in an on-site closed drain system. The main point of discharge for the project site (SN001) for both Pre-Construction and Post-Construction is discharged through an existing catch-basin (CB-17) into the Centerra Stormwater system.

We performed a pre-construction and post-construction drainage analysis (attached) using HydroCAD and the SCS Method.

The following items are included within the drainage analysis:

- Pre-Construction HydroCad Report
- Post-Construction HydroCad Report
- NRCS Saturated Hydraulic Conductivity (Ksat) Report
- NRCS Hydrologic Soil Group Report
- Extreme Precipitation Estimates - Northeast Regional Climate Center



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The below tables summarize the runoff rates and volumes for the 1-inch and 2 year, 25-year, 50-year, and 100-year 24-hour frequency storms at CB-17 (SN001) over a 48 hour duration.

Table 1: Peak Flow Comparisons

Scenario	Q1inch (cfs)	Q2yr (cfs)	Q25yr (cfs)	Q50yr (cfs)	Q100yr (cfs)
Pre-Construction Flows	1.15	3.75	7.03	8.31	9.81
Post-Construction Flows	1.09	3.56	6.58	7.83	9.78

Table 2: Peak Volume Comparisons

Scenario	Q1inch (cf)	Q2yr (cf)	Q25yr (cf)	Q50yr (cf)	Q100yr (cf)
Pre-Construction Flows	2,268	7,885	15,410	18,415	21,952
Post-Construction Flows	2,188	7,927	15,694	18,803	22,463

Infiltration was considered but it was determined not to be feasible due to the poor soils located in the project area per NRCS data (see attached NRCS Reports). The NRCS Reports indicate Class C Hydrologic Soils with a $K_{sat} = 4.98 \text{ um/s} = 0.7 \text{ in/hr}$. As a result of not utilizing infiltration, there is a slight increase in the pre-construction to the post-construction peak volumes as indicated in Table 2 above.



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Transportation Impact Assessment

Proposed Starbucks Restaurant



Lebanon, New Hampshire

Prepared for:

Crosspoint

Newton, Massachusetts

October 2022

Prepared by:

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Transportation Engineers & Planners

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EXECUTIVE SUMMARY

Vanasse & Associates, Inc. (VAI) has prepared this Transportation Impact Assessment (TIA) in order to identify the potential impacts on the transportation infrastructure associated with the addition of a Starbucks restaurant with a drive-through window to the existing Centerra Market Place, located off Centerra Parkway and Morgan Drive in Lebanon, New Hampshire (hereinafter referred to as the “Project”).

Access to the Project site is currently provided via three separate driveways onto Centerra Parkway, as well as a driveway onto Morgan Drive. Given the location of the proposed Starbucks to the Morgan Drive access, it is assumed this will be the primary means of access to the proposed restaurant. No changes to the existing site access are proposed as part of the Project.

This study was prepared in consultation with the City of Lebanon and the New Hampshire Department of Transportation (NHDOT), and was performed in general accordance with NHDOT guidelines for the preparation of Traffic Impact Studies (TISs) and the standards of the Traffic Engineering and Transportation Planning Professions for the preparation of such reports.

As documented in this assessment:

- During peak hours of roadway traffic, the proposed Starbucks restaurant will draw a significant portion of customer activity from motorists already traveling the Hanover Street corridor, with new traffic amounting to approximately 32 new vehicle trips (18 entering and 14 exiting) during the weekday morning peak hour, approximately 14 new vehicle trips (7 entering and 7 exiting) during the weekday evening peak hour and approximately 32 new vehicle trips (16 entering and 16 exiting) during the Saturday midday peak hour.
- This level of increase in new traffic results in relatively minor increases to overall traffic volumes of approximately 1 to 4 percent during peak hours.
- Based on consultation with the Lebanon Police Department, no notable safety concerns were identified at intersections serving the Project site.
- Project-related traffic increases can be adequately accommodated within the existing transportation infrastructure serving the Project site, with only minimal increases to vehicle delays due to the Project.

In order to ensure safe and efficient access to the Project and to ensure the site layout has been designed to accommodate the peak customer demands, the following recommendations are made.

RECOMMENDATIONS

Site Access

Access to the Starbucks restaurant will continue to be provided via the unsignalized driveways onto Centerra Parkway and Morgan Drive. No changes to the existing site access are proposed as part of the Project. To ensure safe and efficient access to the Starbucks the following recommendations are made:

- The internal driveway from the Starbucks drive-through lane to the existing site driveway should operate as an exit only driveway, with one-way directional pavement markings and Do Not Enter signage (MUTCD R5-1).
- Vehicles exiting the drive-through lane should be placed under STOP-sign (MUTCD R1-1) control, with a painted STOP-bar provided at the driveway terminus.
- Signs and landscaping adjacent to the internal Project driveways and within the Project site should be designed and maintained so as not to restrict lines of sight. It is noted that under existing conditions, vegetation located to the east of the Centerra Market Place driveway approach to Morgan Drive is overgrown and partially obstructs sight lines for vehicles looking left as they exit the driveway. In conjunction with the Project, it is recommended that this vegetation be cut back to improve sight lines in this direction.
- Traffic circulation around the Starbucks restaurant, associated with drive-through operations will occur in a one-way counterclockwise manner. It is recommended that one-way arrows and 'drive-thru' pavement markings be installed. It is recommended that a by-pass lane be provided to allow motorist to exit the drive-through lane if necessary.
- It is recommended that a pedestrian connection to Morgan Drive be considered in conjunction with the Project to accommodate walking trips to and from the Project.

Coffee/Donut Shop Vehicle Queue Analysis

As currently designed, the drive-through lane will provide storage for approximately twelve (12) vehicles in the marked drive-through lane. This queue storage will adequately accommodate the typical peak demands for a coffee/donut shop, with maximum queues expected during the weekday morning peak hour. It is noted that a bypass lane will be provided to allow motorist to exit the drive-through lane.

With implementation of the above recommendations, safe and efficient access will be provided to the Project site and the Project can be accommodated on the transportation infrastructure in a safe and efficient manner.

INTRODUCTION

Vanasse & Associates, Inc. (VAI) has prepared this Transportation Impact Assessment (TIA) in order to identify the potential impacts on the transportation infrastructure associated with the addition of a Starbucks restaurant with a drive-through window to the existing Centerra Market Place, located off Centerra Parkway and Morgan Drive in Lebanon, New Hampshire (hereinafter referred to as the “Project”).

Access to the Project site is currently provided via three separate driveways onto Centerra Parkway, as well as a driveway onto Morgan Drive. Given the location of the proposed Starbucks to the Morgan Drive access, it is assumed this will be the primary means of access to the proposed restaurant. No changes to the existing site access are proposed as part of the Project.

This study was prepared in consultation with the City of Lebanon and the New Hampshire Department of Transportation (NHDOT), and was performed in general accordance with NHDOT guidelines for the preparation of Traffic Impact Studies (TISs) and the standards of the Traffic Engineering and Transportation Planning Professions for the preparation of such reports.

PROJECT DESCRIPTION

The Project will entail the construction of an approximate 2,350± sf Starbucks restaurant with a drive-through window for customer activity within the existing Centerra Marketplace shopping center. Access to the Starbucks retail pad will be provided by way of the existing three driveways to the center from Centerra Parkway as a single driveway onto Morgan Drive. Given the proximity of the Starbucks restaurant to the Morgan Drive access drive, it is expected that this access point will accommodate the majority of Project-related traffic activity. As part of the site redevelopment, the existing parking layout will be modified to better delineate vehicular traffic in the vicinity of the store, and to delineate thirty (30) spaces proximate to the Starbucks, including two (2) handicap accessible parking spaces. The proposed drive-through lane will provide storage for twelve (12) vehicles, as well as a by-pass lane. Figure 1 depicts the Project site location in relation to the existing roadway network.



Figure 1

Site Location Map



STUDY METHODOLOGY

This study was prepared in consultation with the City of Lebanon and the New Hampshire Department of Transportation (NHDOT); was performed in general accordance with NHDOT guidelines for the preparation of Traffic Impact Studies (TISs) and the standards of the Traffic Engineering and Transportation Planning Professions for the preparation of such reports; and was conducted in three distinct stages.

The first stage of the study involved an assessment of existing conditions in the study area and included an inventory of roadway geometrics, pedestrian and bicycle facilities and public transportation services; observations of traffic flow; and the collection of daily and peak-period traffic counts.

In the second stage of the study, future conditions on the transportation system were projected and analyzed. Specific travel demand forecasts for the Project were assessed along with future demands on the transportation system that are expected due to growth independent of the Project. In accordance with NHDOT guidelines for the preparation of TISs, four (4) future conditions were evaluated: 1) 2023 No-Build conditions without the Project; 2) 2023 Opening-Year Build conditions with the Project; 3) 2033 No-Build conditions without the Project; and 4) 2033 Build conditions (ten-year projection from opening-year) with the Project. The analyses conducted in stage two of the study identify existing or projected future roadway capacity and traffic safety issues.

The third stage of the study presents and evaluates measures to address roadway and intersection capacity issues and safety concerns, if any, identified in stages one and two of the study.

EXISTING CONDITIONS

A comprehensive field inventory of existing conditions on the study area roadways was conducted in July 2022. The field investigation consisted of an inventory of existing roadway geometrics; pedestrian and bicycle facilities; traffic volumes; and operating characteristics; as well as posted speed limits and land use information within the study area. The study area evaluated for the Project was selected to contain the three (3) major intersections through which project-related traffic will travel, which are depicted on Figure 2 and listed below:

1. Hanover Street (Route 120) with Centerra Parkway and Lahaye Drive
2. Centerra Parkway at Morgan Drive
3. Morgan Drive at Centerra Market Place driveway

The following describes the study area roadways and intersections.

GEOMETRY

Roadways

Hanover Street (Route 120)

Hanover Street (Route 120) is a local arterial roadway under the jurisdiction of the New Hampshire Department of Transportation, that travels in a general north-south orientation between downtown Lebanon and the Interstate 89 (I-89) interchange to the south, and the Town of Hanover to the north. Within the study area, Hanover Street provides two lanes of travel in each direction, with additional turning lanes provided at the signalized intersection with Centerra Parkway and Lahaye Drive. North of this location, Hanover Street transitions to provide two southbound travel lanes and a single northbound travel lane. The posted speed limit on Hanover Street is 40 miles per hour (mph).

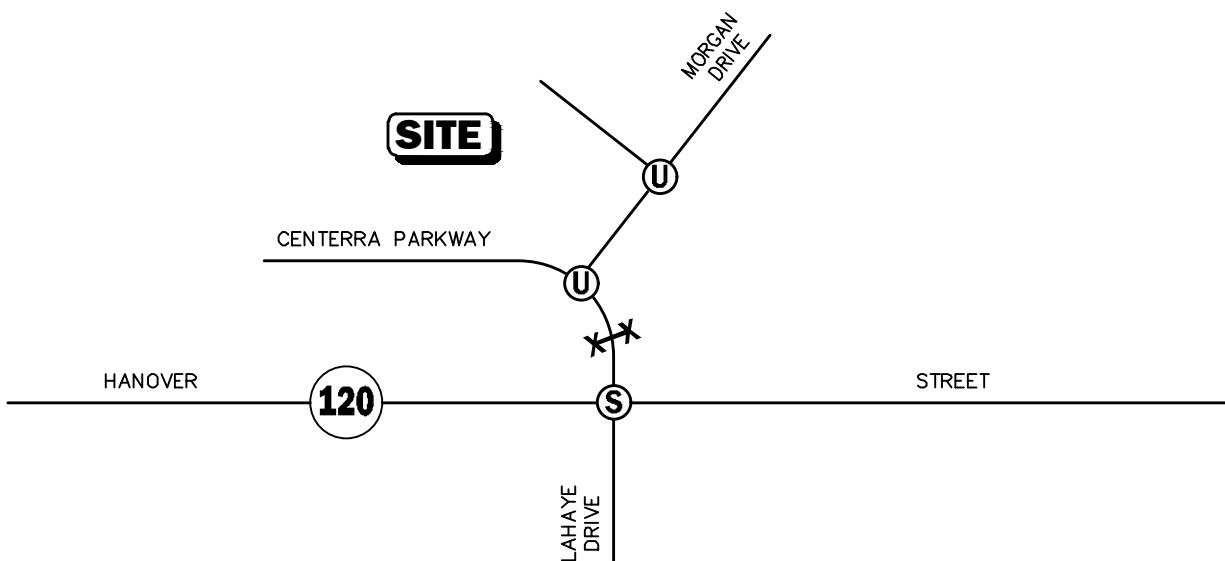
Intersections

Hanover Street at Centerra Parkway and Lahaye Drive

Centerra Parkway and Lahaye Drive intersect Hanover Street to form a four-way intersection that operates under traffic signal control. The Hanover Street northbound approach to this intersection provides two exclusive left-turn lanes, two through lanes and an exclusive right-turn lane that operates under YIELD-sign control. The Hanover Street southbound approach to this intersection

Legend:

-  Signalized Turning Movement Count Location
-  Unsignalized Turning Movement Count Location
-  Automatic Traffic Recorder Count Location



Not To Scale

Figure 2

Traffic Count Locations



provides an exclusive left-turn lane, a through lane and a share through/right-turn lane. The Lahaye Drive eastbound approach provide a shared left-turn/through lane and two exclusive right-turn lanes. The Centerra Parkway southbound approach provides an exclusive left-turn lane, a shared left-turn/through lane and an exclusive right-turn lane. The traffic signal at this location operates under a five-phase signal timing pattern, with protected left-turn phases provided for northbound and southbound traffic on Hanover Street, split phasing for eastbound and westbound traffic on Lahaye Drive and Centerra Parkway, and an exclusive pedestrian phase provided via push-button activation. A painted crosswalks is provided across the Hanover Street southbound approach to this location. Illumination is provided by way of overhead street lights. Land use in the vicinity of this intersection consists primarily of commercial properties and areas of open space.

Centerra Parkway at Morgan Drive

Morgan Drive intersects Centerra Parkway from the east to form a three-way intersection that operates under STOP-sign control. The Centerra Parkway northbound and southbound approaches to this intersection provide two general purpose travel lanes, separated by a landscaped median island. The Morgan Drive westbound approach provides a single general purpose travel lane that operates under STOP-sign control. Sidewalk is provided along the western side of Centerra Parkway and southern side of Morgan Drive, with a painted crosswalk provided across Centerra Parkway at this location. Land use in the vicinity of this intersection is primarily commercial in nature.

Morgan Drive at Centerra Market Place Driveway

The Centerra Market Place driveway intersects Morgan Drive from the north to form a three-way intersection that operates under STOP-sign control. The Morgan Drive eastbound and westbound approaches to this intersection provide a single general purpose travel lane, separated by painted double-yellow centerline. The Centerra Market Place southbound approach provides a single general purpose travel lane that operates under STOP-sign control. Land use in the vicinity of this intersection is primarily commercial in nature.

EXISTING TRAFFIC VOLUMES

In order to determine existing traffic-volume demands and flow patterns within the study area, manual turning movement counts (TMCs) and vehicle classification counts were completed in July of 2022. Specifically, weekday morning (7:00 to 9:00 AM), weekday evening (4:00 to 6:00 PM) and Saturday midday (11:00 AM to 2:00 PM) peak-period manual TMCs performed at each study area intersection. These time periods were selected for analysis purposes as they are representative of the peak traffic volume hours for both the Project and the adjacent roadway network. Additionally, an automatic traffic recorder (ATR) count was conducted on Centerra Parkway, north of Hanover Street, to identify traffic patterns over an extended period.

Seasonal Adjustments

Seasonal adjustment data published by the NHDOT were reviewed to ensure traffic volume data collected as part of this assessment is representative of peak-month conditions, or is adjusted to reflect peak month conditions, in accordance with NHDOT traffic impact study requirements. Specifically, based on a review of NHDOT seasonal adjustment data for Station 02253025, located on Route 120 within the City of Lebanon, July traffic volumes are approximately 9 percent lower than peak month conditions, which occur in October. As such collected traffic volumes along Hanover Street were adjusted accordingly to reflect peak month conditions.

Centerra Parkway in the vicinity of the Project site was found to accommodate approximately 8,325 vehicles on an average weekday under peak-month conditions (two-way, 24-hour volume), with approximately 670 vehicles per hour (vph) during the weekday morning peak hour, and approximately 960 vph during the weekday evening peak-hour. On a typical Saturday the corridor currently accommodates 4,765 vpd, including approximately 430 vph during the Saturday midday peak hour.

A review of the peak-period traffic counts indicates that in the vicinity of the project site, the weekday morning peak-hour generally occurs between 7:30 and 8:30 AM, the weekday evening peak-hour generally occurs between 4:15 and 5:15 PM, and the Saturday midday peak-hour generally occurs between 11:15 AM and 12:15 PM. In all instances the individual peak hours of intersection traffic volumes were utilized for analysis purposes.

The 2022 Existing weekday morning, weekday evening and Saturday midday peak-month, peak-hour traffic volumes are depicted on Figures 3 and are summarized in Table 1.

Table 1
2022 EXISTING PEAK MONTH TRAFFIC VOLUMES

Location	AWT ^a	Weekday Morning Peak-Hour			Weekday Evening Peak-Hour		
		VPH ^b	K Factor ^c	Directional Distribution ^c	VPH	K Factor	Directional Distribution
Centerra Parkway, north of Hanover Street	8,325	670	8.0	66% NB	961	11.5	58% SB

^aAverage weekday traffic in vehicles per day.

^bVehicles per hour.

^cPercent traveling in the peak direction.

^dAverage Saturday traffic in vehicles.

NB = northbound; SB = southbound.

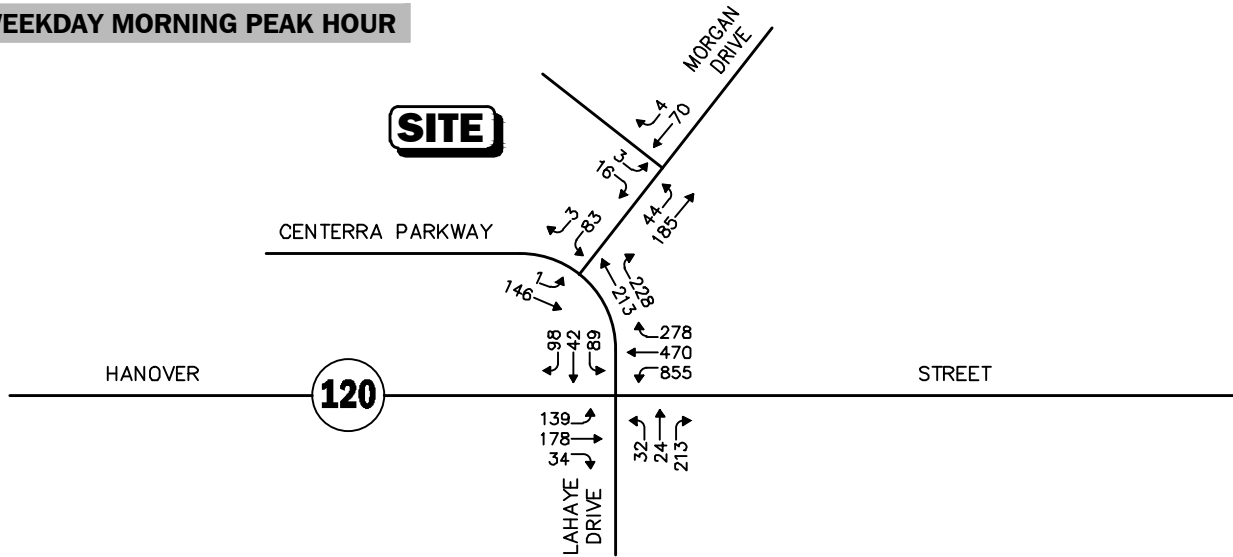
PEDESTRIAN AND BICYCLE FACILITIES

A comprehensive field inventory of pedestrian and bicycle facilities within the study area was undertaken in July 2022. The field inventory consisted of a review of the location of sidewalks and pedestrian crossing locations along the study roadways and at the study intersections, as well as the location of existing and planned future bicycle facilities. Sidewalks are provided along the western side of Centerra Parkway and along the southern side of Morgan Drive, with a painted crosswalk provided across the northbound Centerra Parkway approach to Morgan Drive. A signalized pedestrian crossing of Hanover Street is also provided at the signalized intersection with Centerra Parkway.

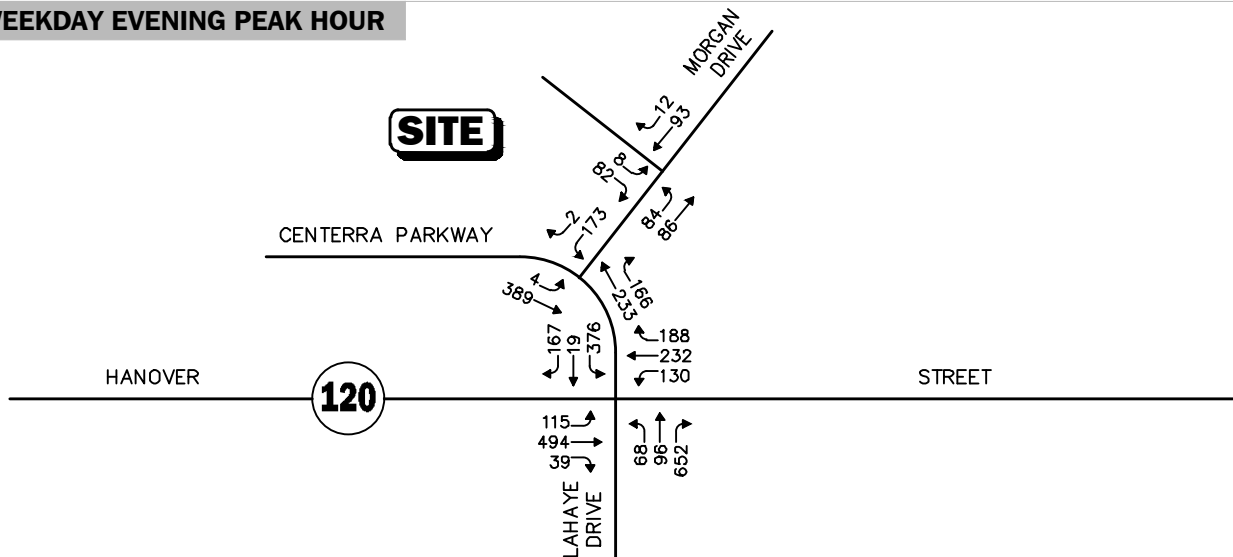
MOTOR VEHICLE CRASH DATA

The City of Lebanon Police Department was contacted to identify any safety concerns and review the crash history during the last three years within the study area, including the intersections of Hanover Street with Centerra Parkway and Lahaye Drive. Based data provided by the department, the crash frequency within the study area is relatively low. Based on data provided by the department, a total of twenty (20) motor vehicle collisions have been reported at this

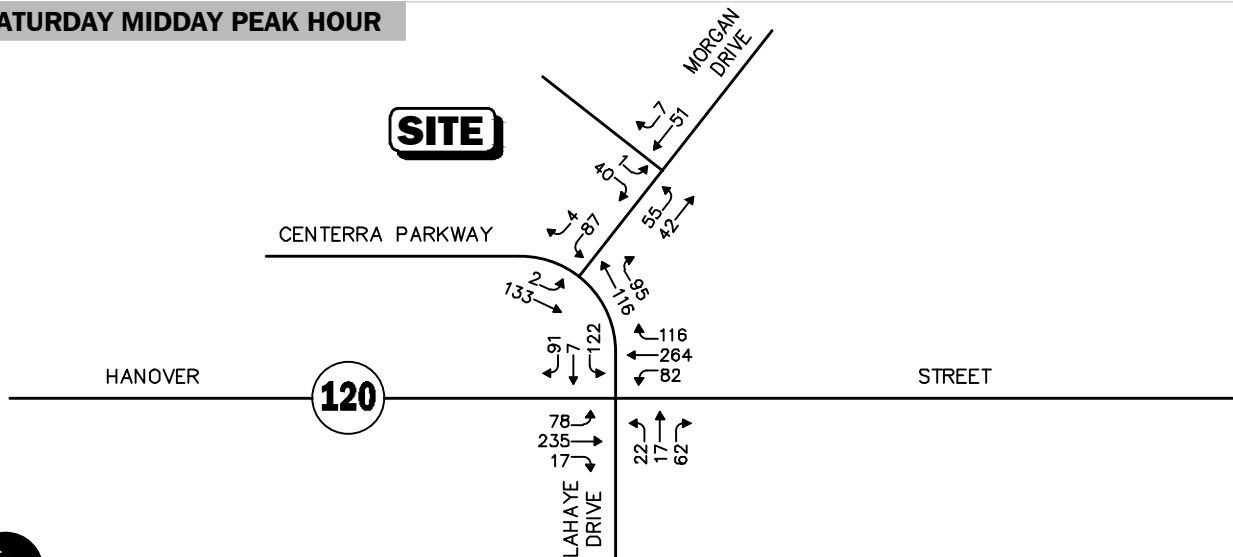
WEEKDAY MORNING PEAK HOUR



WEEKDAY EVENING PEAK HOUR



SATURDAY MIDDAY PEAK HOUR



Not To Scale



Figure 3

2022 Existing
Peak-Month
Peak-Hour Traffic Volumes

location over the last three years, amounting to approximately seven (7) motor vehicle crashes per year. Over the three year review period only a single crash was identified for the intersection of Centerra Parkway with Morgan Drive, with no collisions reported at the intersection of Morgan Drive with the Centerra Market Place driveway.

FUTURE CONDITIONS

Traffic volumes in the study area were projected to the years 2023 and 2033, which reflect the anticipated opening-year of the Project and a ten-year planning horizon from opening-year, respectively, consistent with state traffic study guidelines and the scoping determination issued by NHDOT for the preparation of this assessment. The future condition traffic-volume projections incorporate identified specific development projects by others, as well as general background traffic growth as a result of development external to the study area and presently unforeseen projects. Anticipated Project-generated traffic volumes superimposed upon the 2023 and 2033 No-Build traffic volumes reflect the Build conditions with the Project.

FUTURE TRAFFIC GROWTH

Future traffic growth is a function of the expected land development in the immediate area and the surrounding region. Several methods can be used to estimate this growth. A procedure frequently employed estimates an annual percentage increase in traffic growth and applies that percentage to all traffic volumes under study. The drawback to such a procedure is that some turning volumes may actually grow at either a higher or a lower rate at particular intersections.

An alternative procedure identifies the location and type of planned development, estimates the traffic to be generated, and assigns it to the area roadway network. This procedure produces a more realistic estimate of growth for local traffic. However, the drawback of this procedure is that the potential growth in population and development external to the study area would not be accounted for in the traffic projections.

To provide a conservative analysis framework, both procedures were used, the salient components of which are described below.

Specific Development By Others

The City of Lebanon Planning Department was contacted to identify whether there are any planned area development projects expected to influence traffic volumes within the study area. Based on these discussions the following project was identified.

Dartmouth Hitchcock Medical Center Expansion – The Dartmouth Hitchcock Medical Center (DHMC) expansion project entails the construction of a new patient tower to provide an additional 233,500 sf of gross floor area and 128 new beds on four levels. Additional traffic

volumes associated with this project were obtained from the traffic impact assessment prepared for this development and have been included in the analysis of future traffic operations.

Altaria Development – The Altaria development is located along the eastern side of Route 120, south of the Centerra Business Park, and includes two separate phases. Phase I of the project includes a 120-room hotel, 40 residential condominium units, 87,600± sf of office space and 42,400± sf of retail space. Phase II includes 120 residential condominium units and an additional 240,000± sf of office/research and development space. At the time of this report's preparation the Phase I hotel was constructed and operational. Additional traffic associated with the remaining components of the project have been incorporated into the analysis of future traffic conditions.

ICV Residential Development – The ICV residential development entails the construction of a 75-unit residential apartment development, north of Etna Road. Additional traffic volumes associated with this project have been incorporated into the analysis of future traffic conditions.

401 Mount Support Road – The 401 Mount Support Road development project entails the construction of 309 residential apartment units at 401 Mount Support Road. Additional traffic volumes expected to be generated by this project were obtained from the traffic impact assessment prepared for this project, and have been incorporated into the analysis of future traffic conditions.

The Marek at Lebanon – The Marek at Lebanon development project entails the construction of 250 apartment units at 343 Mount Support Road. Additional traffic volumes expected to be generated by this project were obtained from the traffic impact assessment prepared for this project, and have been incorporated into the analysis of future traffic conditions.

General Background Traffic Growth

In order to account for future traffic growth and presently unforeseen development within the study area, a 1.0 percent per year compounded annual background traffic growth rate was applied to existing traffic volumes over the horizon years evaluated as part of this assessment. This growth rate is consistent with the background growth rate utilized in other recently completed traffic assessments for nearby development projects.

Roadway Improvement Projects

The City of Lebanon was contacted in order to determine if there were any planned roadway improvement projects expected to be completed within the study area. While there are a number of improvement projects currently under consideration or design within the study area, no specific measures are currently contemplated at the intersection of Hanover Street with Centerra Parkway and Lahaye Drive. It is noted that NHDOT has indicated a desire to upgrade the existing traffic signal equipment at the intersection of Hanover Street with Centerra Parkway and Lahaye Drive, including placing this traffic signal into the ATCS traffic signal control system that currently includes the I-89 northbound and southbound ramps, Hater Road and Etna Road/Old Etna Road.

No-Build Traffic Volumes

The 2023 and 2033 No-Build peak-month peak-hour traffic volumes were developed by applying the 1.0 percent per year compounded annual background traffic growth rate to the 2022 Existing peak-month peak-hour traffic volumes as well as traffic associated with the aforementioned specific area development projects. The resulting 2023 Opening Year No-Build weekday

morning, weekday evening and Saturday midday peak-month peak-hour traffic volumes are shown on Figure 4, with the corresponding 2033 No-Build peak month peak-hour traffic volumes shown on Figure 5.

PROJECT-GENERATED TRAFFIC

Design year (2023 and 2033) Build traffic volumes for the study area roadways were determined by estimating Project-generated traffic volumes and assigning these volumes on the study roadways. The following sections describe the procedures used to develop the Build condition traffic volume networks.

The Project will entail the construction of a 2,350± sf Starbucks restaurant with a drive-through window. The trip generation characteristics of the proposed development were determined through application of trip generation data published by the Institute of Transportation Engineers (ITE) for Land Use Code (LUC) 937 – *Coffee/Donut Shop with Drive-Through Window*, the most appropriate categories for the proposed development.

The trip generation estimates for the project are provided for a typical weekday and Saturday as well as the weekday morning, weekday evening and Saturday midday peak hours, which traditionally correspond to the critical impact periods for commercial developments and the peak hours of roadway traffic. The trip estimates were also adjusted to reflect common characteristics associated with multi-tenant commercial developments, pass-by trips and internal trips, as described below:

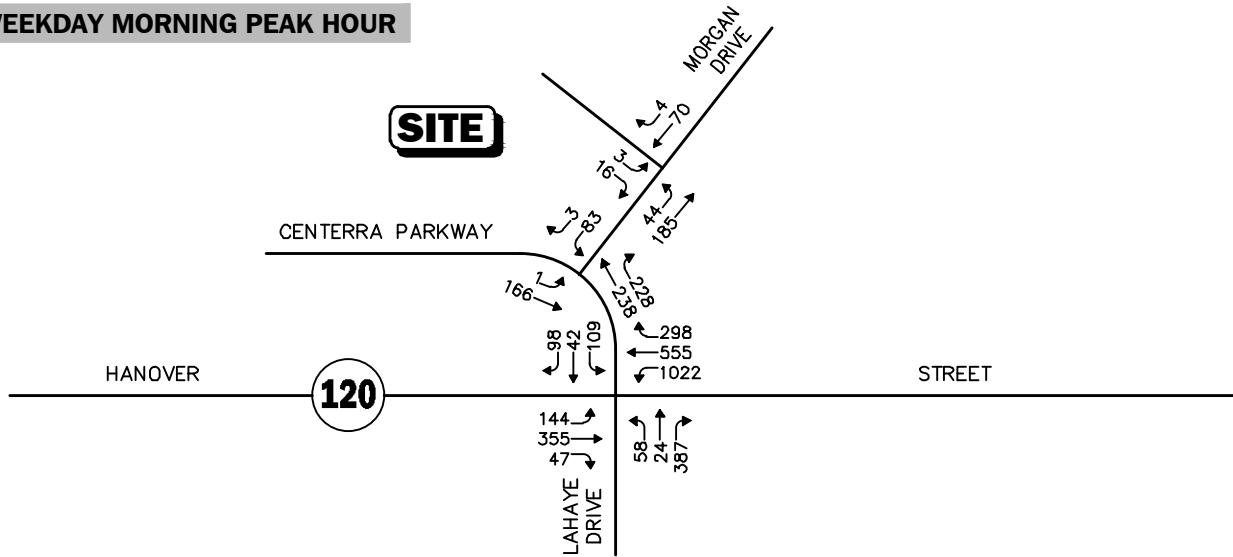
- ***Pass-By Trips*** - ITE-recommended practice recognizes that a varying proportion of retail trips are drawn from the adjacent traffic stream and do not represent new trips on area roadways (referred to as “pass-by” trips). Pass-by data published by ITE¹ includes surveys of shopping centers and commercial uses throughout the United States. This data indicates that the average pass-by trip percentage for Coffee/Donut Shops with Drive-Through Windows are on average 89 percent.

Given the commuter patterns Hanover Street corridor, as well as existing commuter and commercial traffic flow within the Centerra Business Park, it is expected that a significant percentage of Project-related traffic will be pass-by in nature, drawn from the adjacent traffic flows adjacent to the site. In order to provide a conservative assessment of project-related impacts, an 80 percent pass-by rate was applied to trips associated with the proposed Starbucks.

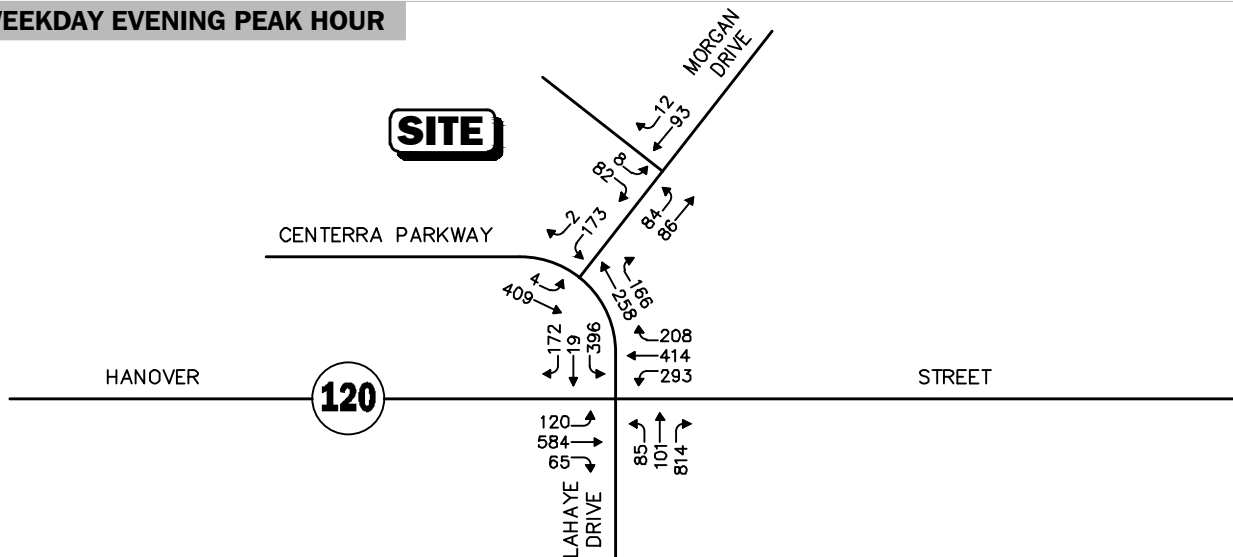
- ***Internal Trips*** - ITE-recommended practice also recognizes that a percentage of trips occurring within multi-tenant commercial developments occur internal to the Project, between the various land uses, thereby not representing new external trips onto the adjacent roadway network. The presence of complementary commercial uses, such as the proposed Starbucks coffee shop with existing commercial uses within the Centerra Market Place, will likely result in some level of internal trip making between the various uses on site thereby not resulting in new trips external to the Project site. ITE data indicates that as much as 50 percent of restaurant trips can be drawn from adjacent complimentary retail uses during peak hours. However, in order to provide a conservative assessment of Project impacts, a more modest 20 percent internal capture was applied to the Starbucks traffic projections.

¹*Trip Generation Handbook Third Edition*, Institute of Transportation Engineers; Washington, DC; September 2017

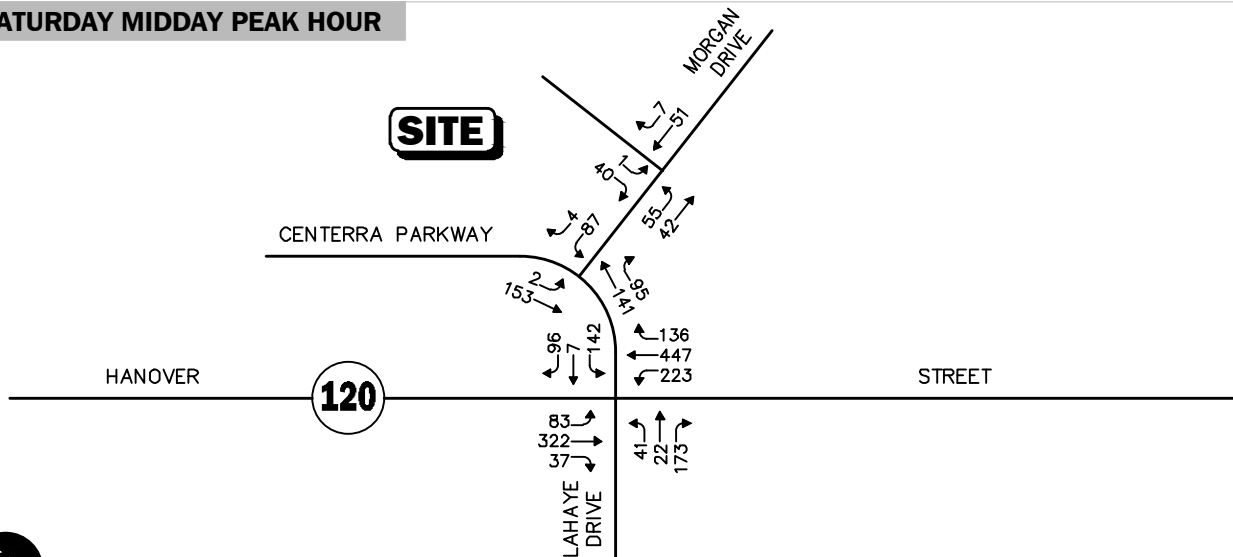
WEEKDAY MORNING PEAK HOUR



WEEKDAY EVENING PEAK HOUR



SATURDAY MIDDAY PEAK HOUR



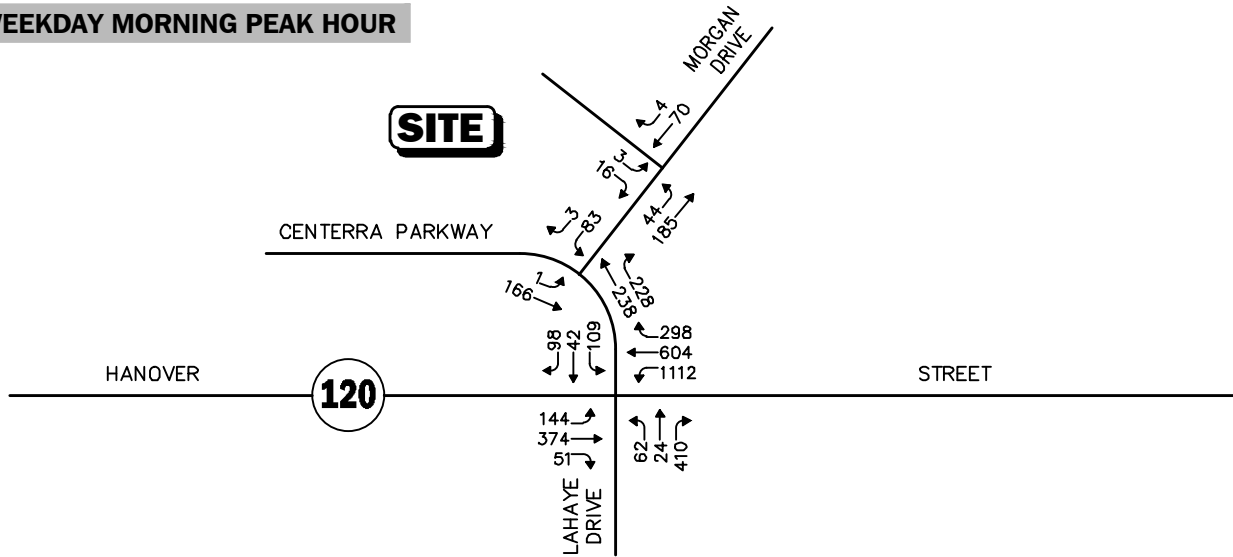
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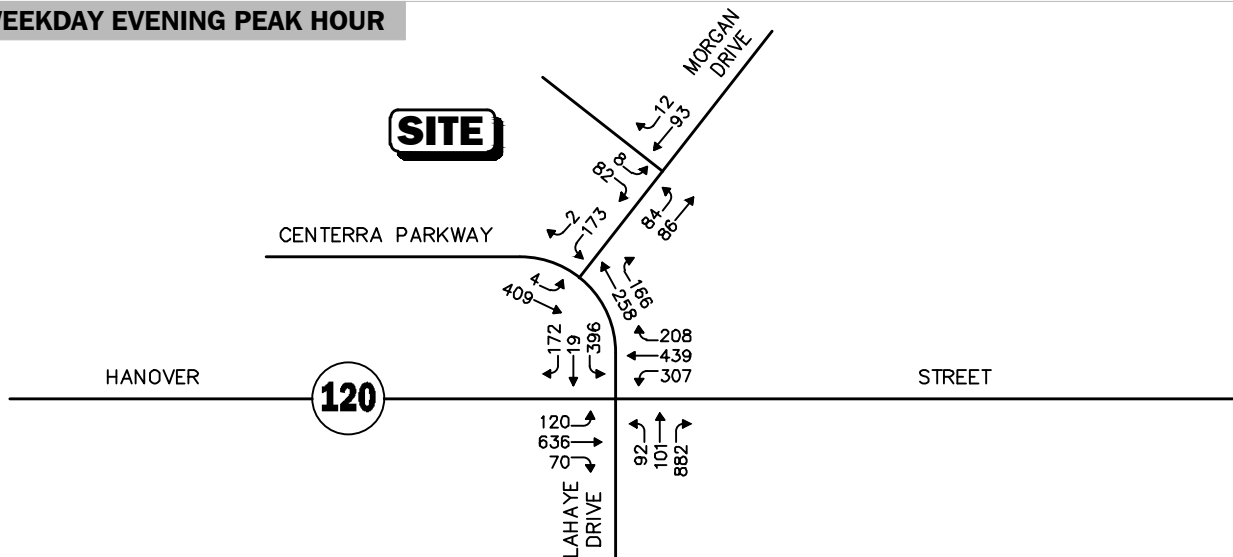
Figure 4

2023 Opening-Year No-Build
Peak-Hour Traffic Volumes

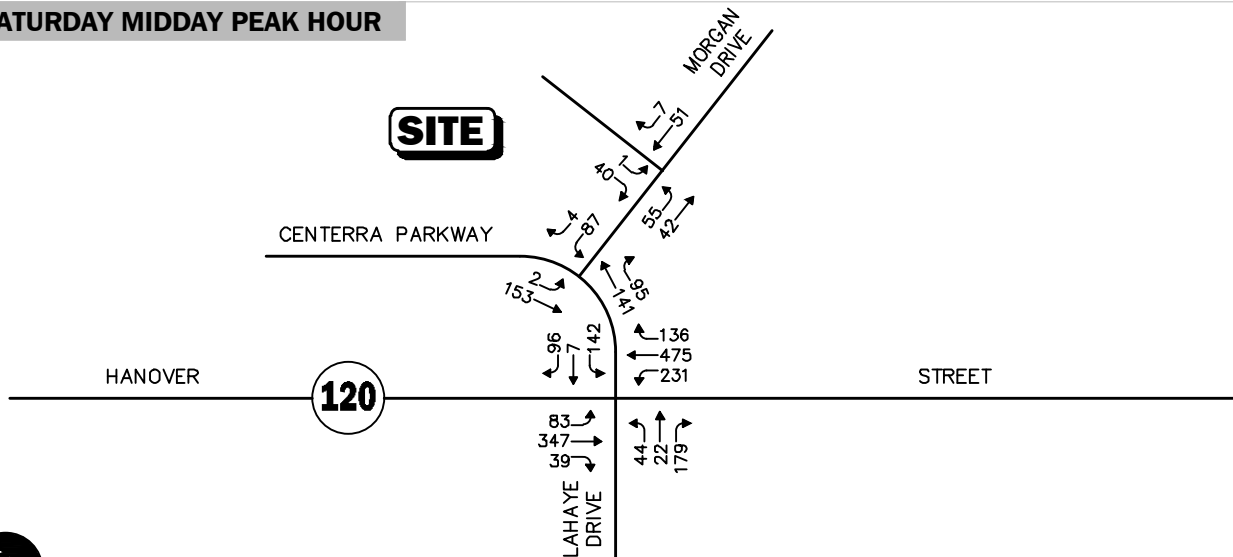
WEEKDAY MORNING PEAK HOUR



WEEKDAY EVENING PEAK HOUR



SATURDAY MIDDAY PEAK HOUR



Not To Scale



Figure 5

2023 No-Build
Peak-Hour Traffic Volumes

The trip generation projections for the Project are summarized in Table 2.

Table 2
TRIP GENERATION SUMMARY

Time Period/Direction	Coffee/Donut Shop with Drive-Through ^a	Internal Trips ^b	Pass-By Trips ^c	New Trips
<i>Weekday Daily:</i>	1,254	-250	-804	200
<i>Weekday Morning:</i>				
Entering	103	-20	-65	18
Exiting	<u>99</u>	<u>-80</u>	<u>-65</u>	14
Total	200	-40	-130	32
<i>Weekday Evening:</i>				
Entering	46	-9	-30	7
Exiting	<u>46</u>	<u>-9</u>	<u>-30</u>	7
Total	92	-18	-60	14
<i>Saturday Daily:</i>	2,808	-562	-1,796	450
<i>Saturday Midday:</i>				
Entering	103	-21	-66	16
Exiting	<u>103</u>	<u>-21</u>	<u>-66</u>	16
Total	206	-42	-132	32

Source: *ITE Trip Generation Manual*, 11th Edition, 2021.

a - Based on ITE LUC 937, Coffee/Donut Shop with Drive-Through Window, applied to 2,350 sf coffee/donut shop

b - Internal capture percentage of 20 percent applied to total trips

c - Pass-by percentage of 80 percent applied to external trips

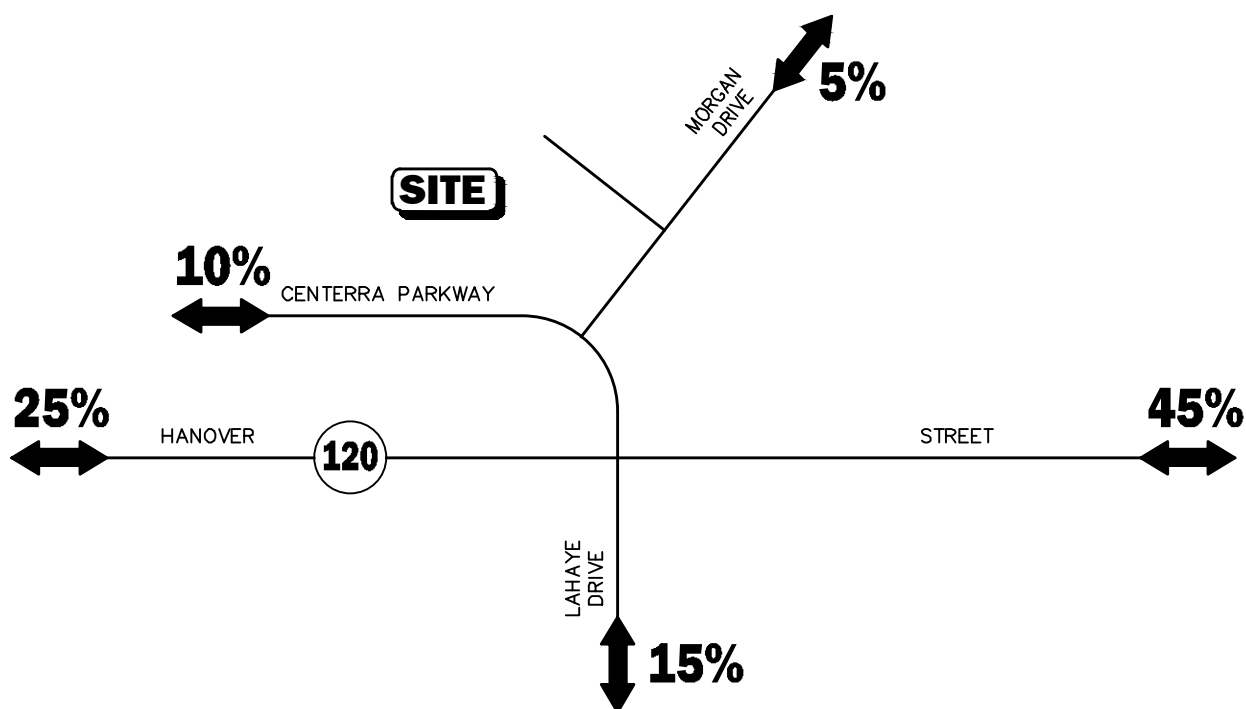
As summarized in Table 2, the Project is expected to generate approximately 32 new vehicle trips (18 entering and 14 exiting) during the weekday morning peak hour, approximately 14 new vehicle trips (7 entering and 7 exiting) during the weekday evening peak hour and approximately 32 new vehicle trips (16 entering and 16 exiting) during the Saturday midday peak hour. On a daily basis the Project is expected to generate 200 new trips (100 entering and 100 exiting) on a typical weekday and 450 new trips (225 entering and 225 exiting) on a typical Saturday.

Trip Distribution and Assignment

The directional distribution of generated trips to and from the Project site was determined based on a review of existing traffic patterns within the study area. Based on these patterns, it is assumed that 45 percent of Project-related traffic will arrive and depart the site via Hanover Street to the south; 25 percent via Hanover Street to the north; 15 percent via Lahaye Drive to the west, 10 percent via Centerra Parkway to the north; and 5 percent to and from Morgan Drive to the east. The anticipated trip distribution patterns for the Project are summarized in Table 3 and depicted on Figure 6.

Legend:

-  Signalized Turning Movement Count Location
-  Unsignalized Turning Movement Count Location
-  Automatic Traffic Recorder Count Location



Not To Scale

Figure 6

Trip Distribution Map



Table 3
TRIP-DISTRIBUTION SUMMARY

Roadway	Direction (To/From)	Percentage (%)
Hanover Street	South	45%
Hanover Street	North	25%
Lahaye Drive	West	15%
Centerra Parkway	North	10%
Morgan Drive	East	5%
TOTAL		100%

Project-related traffic volumes were determined by distributing the anticipated peak hour traffic increases associated with the Project to the surrounding roadway network based on the aforementioned trip distribution patterns. The resulting Project-generated peak hour traffic volumes are displayed on Figure 7.

FUTURE TRAFFIC VOLUMES - BUILD CONDITION

The 2023 Opening-Year Build and 2033 Build condition traffic-volumes were developed by adding the traffic expected to be generated by the Project to the 2023 Opening Year No-Build and 2033 No-Build conditions. The resulting 2023 Opening-Year Build condition weekday morning, weekday evening, and Saturday midday peak-month peak-hour traffic volumes are graphically depicted on Figure 8, with the corresponding 2032 Build condition peak-month peak-hour traffic volumes depicted on Figure 9.

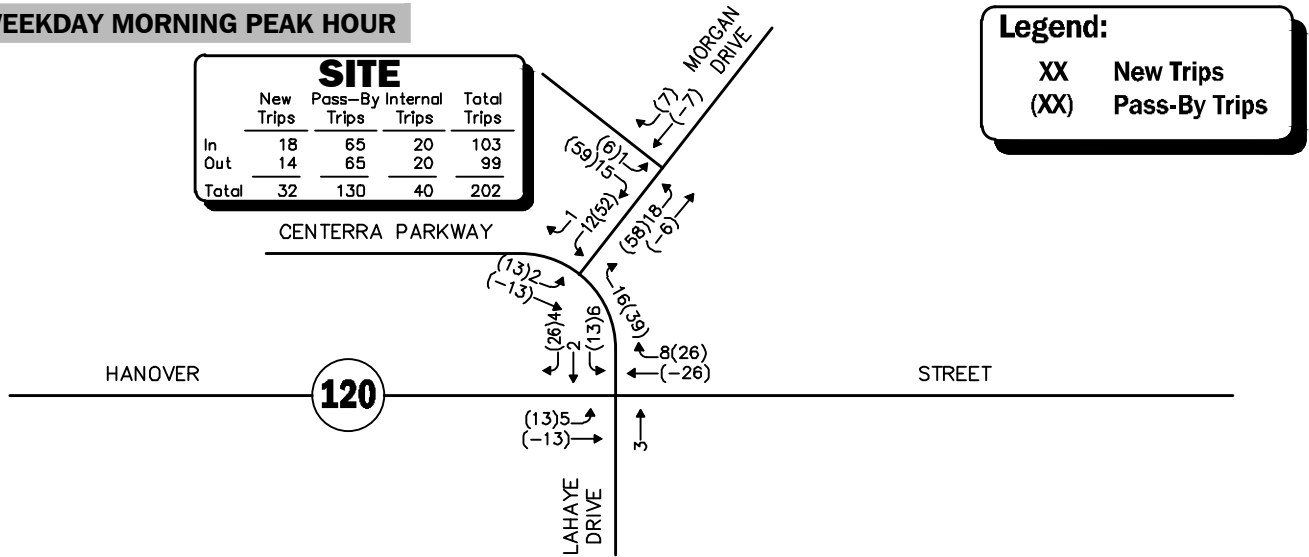
A summary of peak-hour projected traffic-volume increases at the intersection of Hanover Street with Centerra Parkway and Lahaye Drive are shown in Table 4. These volumes are based on the expected increases from the Project.

Table 4
PEAK-HOUR TRAFFIC-VOLUME INCREASES

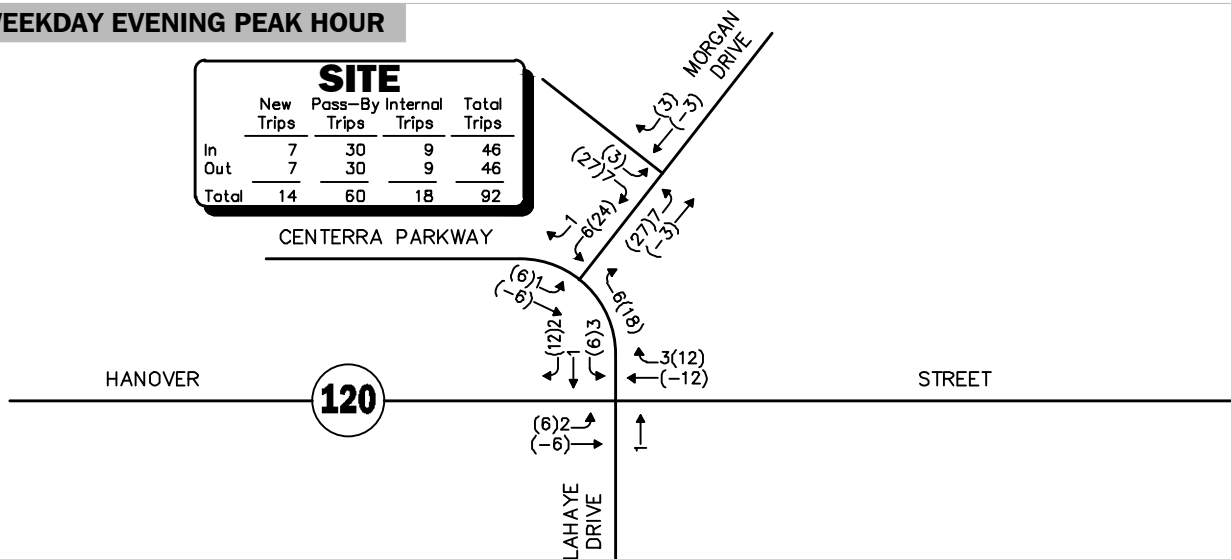
Location/Peak Hour	2022 Existing	No-Build (2023/2033)	Build (2023/2033)	Traffic-Volume Increase No-Build vs. Build (2023/2033)	Percent Increase No-Build vs. Build (2023/2033)
<i>Hanover Street at Centerra Parkway and Lahaye Drive:</i>					
Weekday Morning	2,452	3,139/3,328	3,206/3,395	67/67	2.1/2.0
Weekday Evening	2,576	3,271/3,442	3,301/3,472	30/30	0.9/0.9
Saturday Midday	1,113	1,729/1,801	1,794/1,866	65/65	3.8/3.6

As summarized in Table 4, Project-related traffic-volume increases external to the study area that is the subject of this assessment relative to 2023 No-Build conditions were shown to range from

WEEKDAY MORNING PEAK HOUR



WEEKDAY EVENING PEAK HOUR



SATURDAY MIDDAY PEAK HOUR

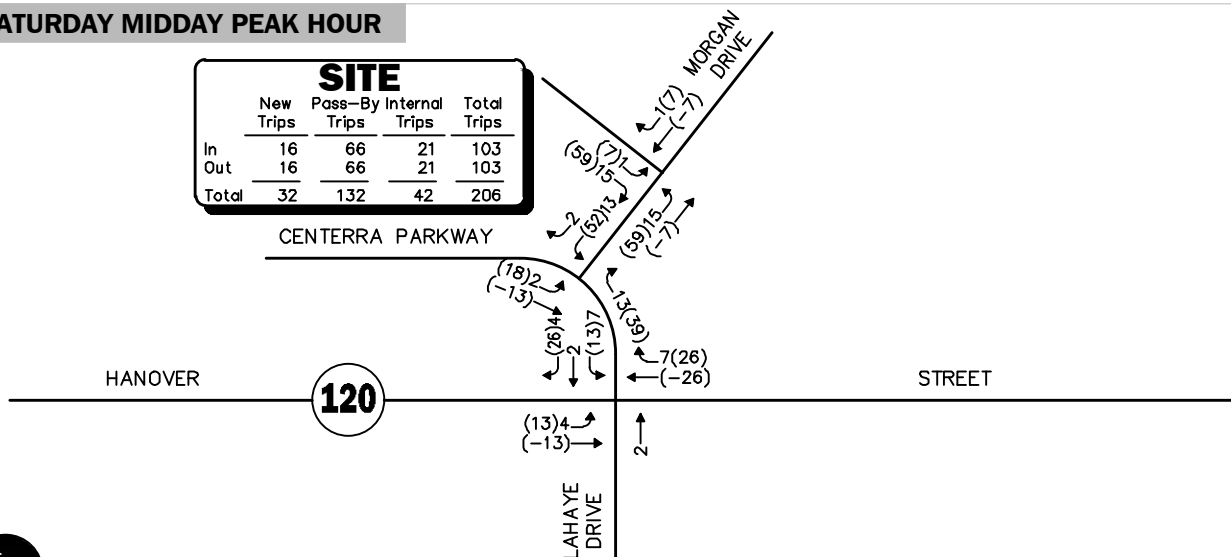
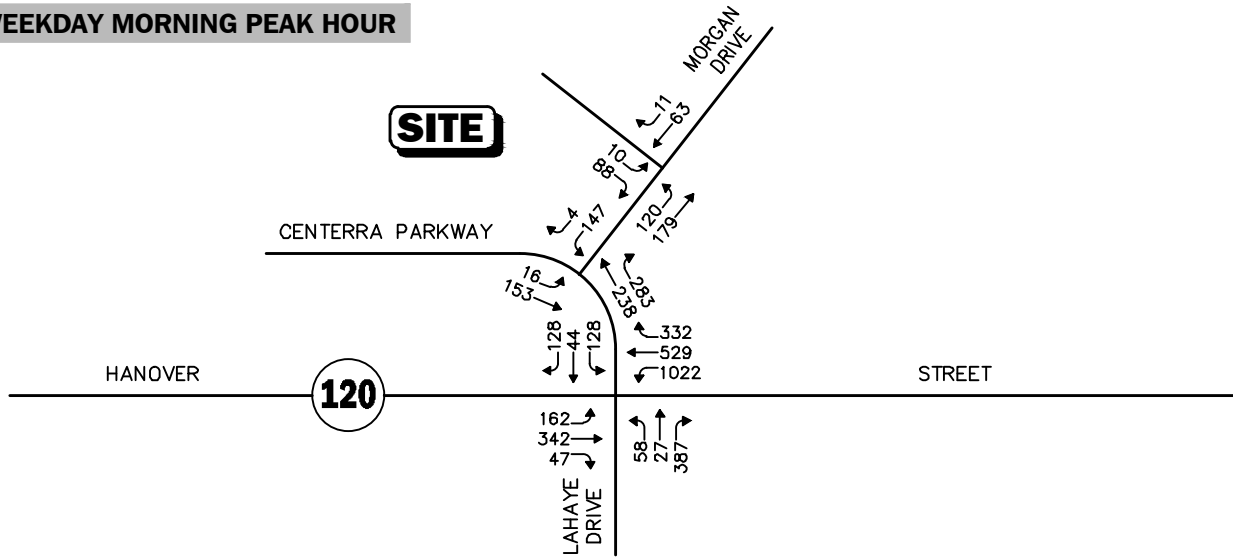


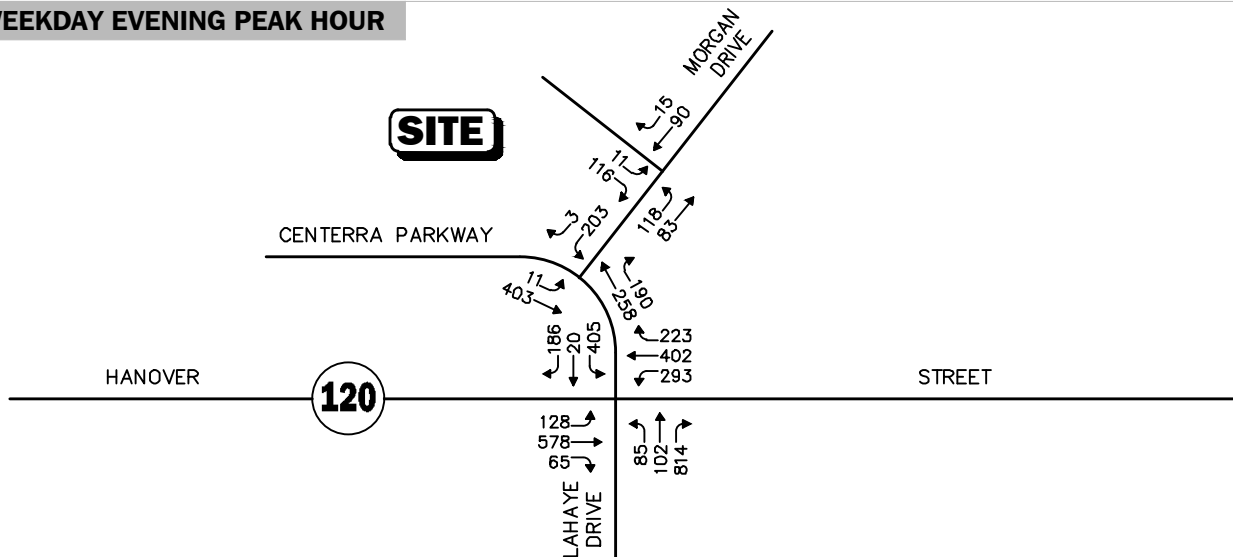
Figure 7

Project-Generated
Peak-Hour Traffic Volumes.

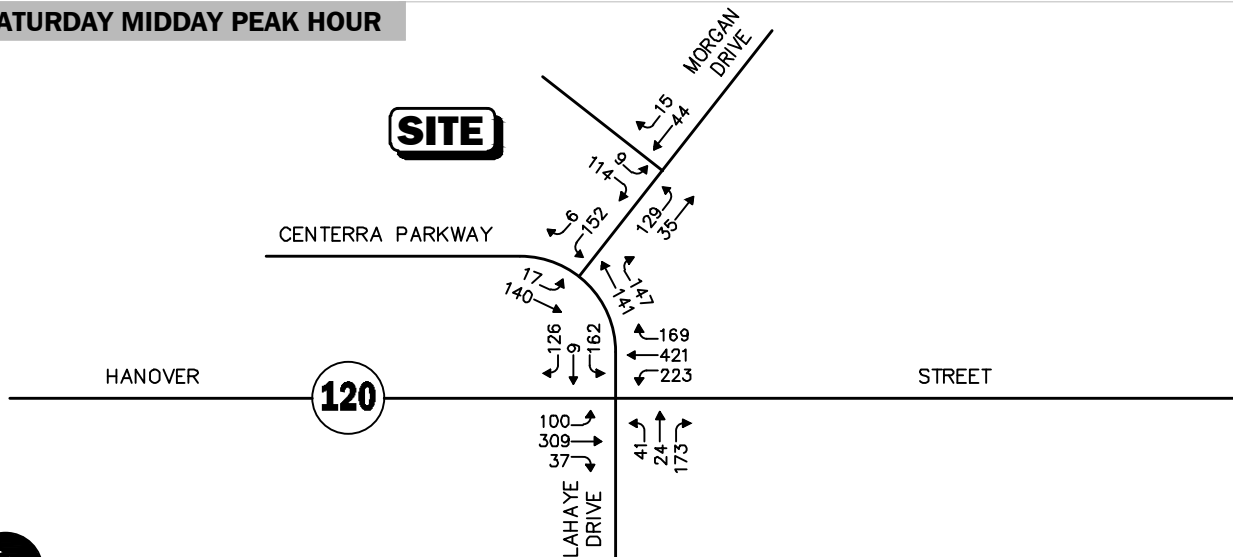
WEEKDAY MORNING PEAK HOUR



WEEKDAY EVENING PEAK HOUR



SATURDAY MIDDAY PEAK HOUR



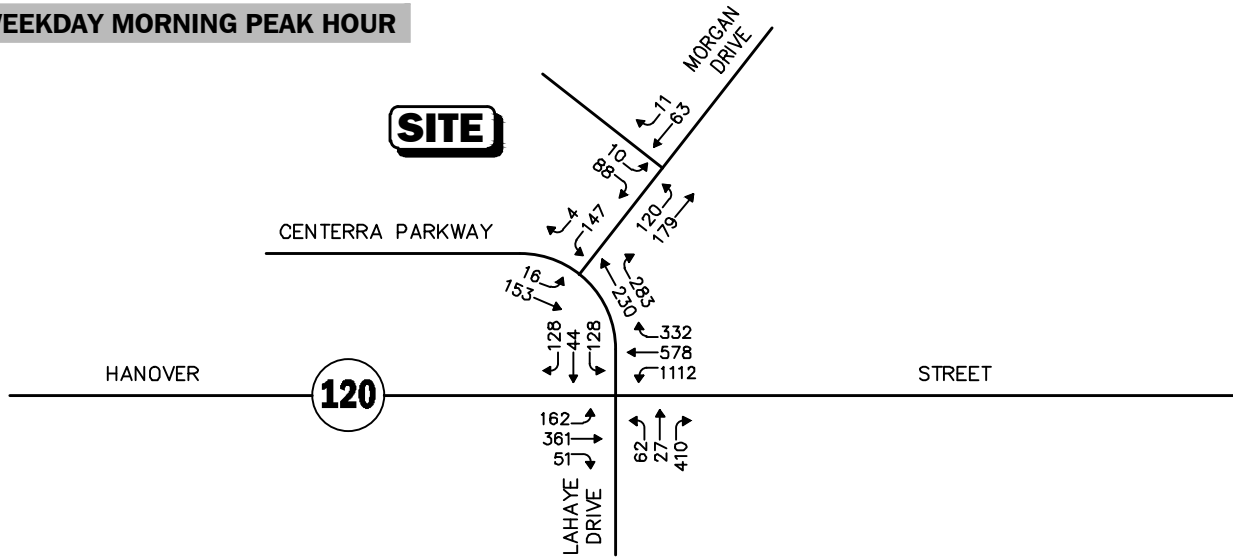
Not To Scale

Figure 8

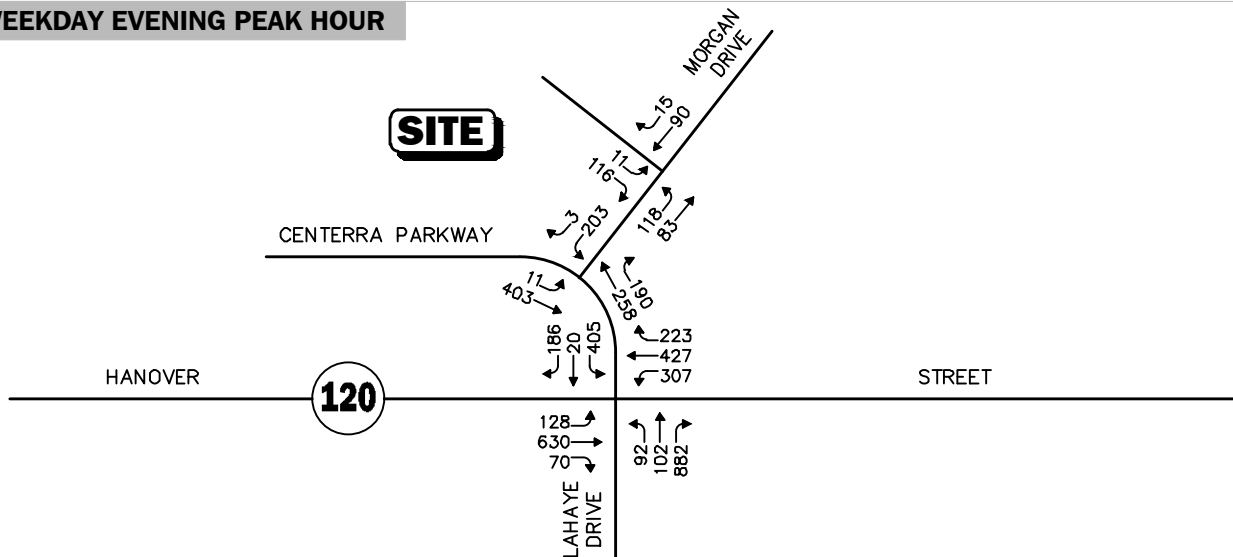
2023 Opening-Year Build
Peak-Hour Traffic Volumes



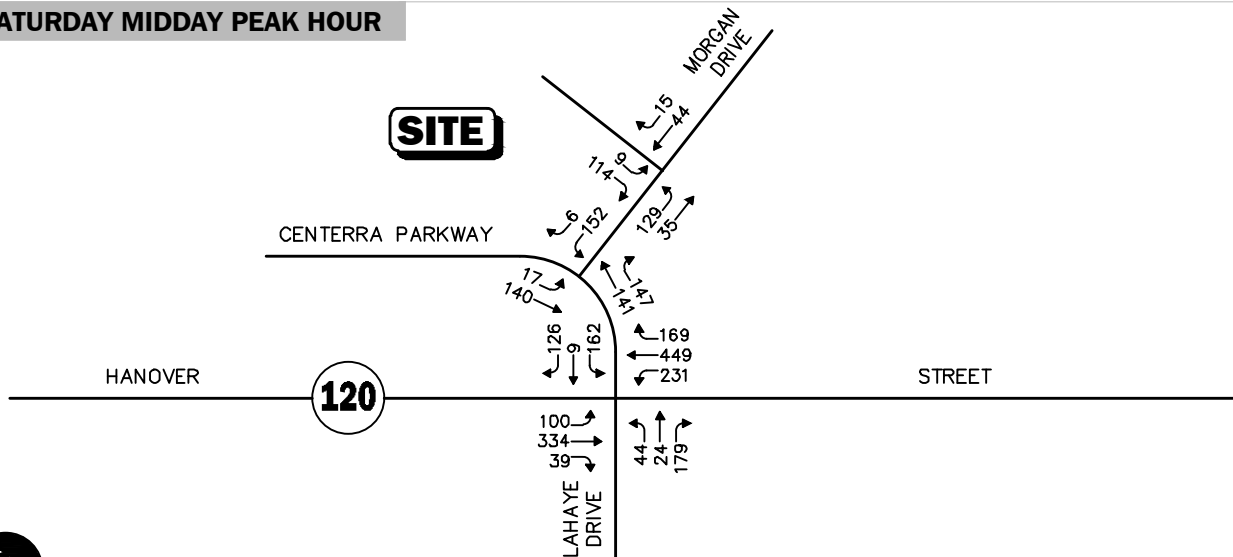
WEEKDAY MORNING PEAK HOUR



WEEKDAY EVENING PEAK HOUR



SATURDAY MIDDAY PEAK HOUR



Not To Scale



Figure 9

2033 Build
Peak-Hour Traffic Volumes

0.9 to 3.8 percent during the peak periods, with vehicle increases shown to range from 30 to 67 vehicles. Relative to 2033 No-Build conditions, Project-related traffic volume increases were shown to range from 0.9 to 3.6 percent, with similar vehicle increases to those reported over 2032 No-Build conditions (30 to 67 vehicles).

TRAFFIC OPERATIONS ANALYSIS

Measuring existing and future traffic volumes quantifies traffic flow within the study area. To assess quality of flow, roadway capacity and vehicle queue analyses were conducted under Existing, No-Build and Build traffic volume conditions. Capacity analyses provide an indication of how well the roadway facilities serve the traffic demands placed upon them, with vehicle queue analyses providing a secondary measure of the operational characteristics of an intersection or section of roadway under study.

METHODOLOGY

Levels of Service

A primary result of capacity analyses is the assignment of level of service to traffic facilities under various traffic-flow conditions.² The concept of level of service is defined as a qualitative measure describing operational conditions within a traffic stream and their perception by motorists and/or passengers. A level-of-service definition provides an index to quality of traffic flow in terms of such factors as speed, travel time, freedom to maneuver, traffic interruptions, comfort, convenience, and safety.

Six levels of service are defined for each type of facility. They are given letter designations from A to F, with level-of-service (LOS) “A” representing the best operating conditions and LOS “F” representing congested or constrained operating conditions.

Since the level of service of a traffic facility is a function of the traffic flows placed upon it, such a facility may operate at a wide range of levels of service, depending on the time of day, day of week, or period of year.

²The capacity analysis methodology is based on the concepts and procedures presented in the *Highway Capacity Manual*; Transportation Research Board; Washington, DC; 2000.

Signalized Intersections

The six levels of service for signalized intersections may be described as follows:

- *LOS A* describes operations with very low control delay; most vehicles do not stop at all.
- *LOS B* describes operations with relatively low control delay. However, more vehicles stop than *LOS A*.
- *LOS C* describes operations with higher control delays. Individual cycle failures may begin to appear. The number of vehicles stopping is significant at this level, although many still pass through the intersection without stopping.
- *LOS D* describes operations with control delay in the range where the influence of congestion becomes more noticeable. Many vehicles stop and individual cycle failures are noticeable.
- *LOS E* describes operations with high control delay values. Individual cycle failures are frequent occurrences.
- *LOS F* describes operations with high control delay values that often occur with over-saturation. Poor progression and long cycle lengths may also be major contributing causes to such delay levels.

Levels of service for signalized intersections are calculated using the operational analysis methodology of the 2000 *Highway Capacity Manual*. This method assesses the effects of signal type, timing, phasing, and progression; vehicle mix; and geometrics on delay. Level-of-service designations are based on the criterion of control or signal delay per vehicle. Control or signal delay is a measure of driver discomfort, frustration, and fuel consumption, and includes initial deceleration delay approaching the traffic signal, queue move-up time, stopped delay and final acceleration delay. Table 5 summarizes the relationship between level of service and control delay. The tabulated control delay criterion may be applied in assigning level-of-service designations to individual lane groups, to individual intersection approaches, or to entire intersections.

Table 5
LEVEL-OF-SERVICE CRITERIA
FOR SIGNALIZED INTERSECTIONS^a

Level of Service	Control (Signal) Delay Per Vehicle (Seconds)
A	≤10.0
B	10.1 to 20.0
C	20.1 to 35.0
D	35.1 to 55.0
E	55.1 to 80.0
F	>80.0

^aSource: *Highway Capacity Manual*; Transportation Research Board; Washington, DC; 2000; page 16-2.

Unsignalized Intersections

The six levels of service for unsignalized intersections may be described as follows:

- * *LOS A* represents a condition with little or no control delay to minor street traffic.
- * *LOS B* represents a condition with short control delays to minor street traffic.
- * *LOS C* represents a condition with average control delays to minor street traffic.
- * *LOS D* represents a condition with long control delays to minor street traffic.
- * *LOS E* represents operating conditions at or near capacity level, with very long control delays to minor street traffic.
- * *LOS F* represents a condition where minor street demand volume exceeds capacity of an approach lane, with extreme control delays resulting.

The levels of service of unsignalized intersections are determined by application of a procedure described in the 2010 *Highway Capacity Manual*.³ Level of service is measured in terms of average control delay. Mathematically, control delay is a function of the capacity and degree of saturation of the lane group and/or approach under study and is a quantification of motorist delay associated with traffic control devices such as traffic signals and STOP signs. Control delay includes the effects of initial deceleration delay approaching a STOP sign, stopped delay, queue move-up time, and final acceleration delay from a stopped condition. Definitions for level of service at unsignalized intersections are also given in the 2010 *Highway Capacity Manual*. Table 6 summarizes the relationship between level of service and average control delay for two way stop controlled and all-way stop controlled intersections.

Table 6
LEVEL-OF-SERVICE CRITERIA FOR
UNSIGNALIZED INTERSECTIONS^a

Level-Of-Service by Volume-to-Capacity Ratio		Average Control Delay (Seconds Per Vehicle)
$v/c \leq 1.0$	$v/c > 1.0$	
A	F	≤ 10.0
B	F	10.1 to 15.0
C	F	15.1 to 25.0
D	F	25.1 to 35.0
E	F	35.1 to 50.0
F	F	> 50.0

^aSource: *Highway Capacity Manual*; Transportation Research Board; Washington, DC; 2010; page 19-2.

³*Highway Capacity Manual*; Transportation Research Board; Washington, DC; 2010.

ANALYSIS RESULTS

Level-of-service and vehicle queue analyses were conducted for 2022 Existing, 2023 and 2033 No-Build, and 2023 Opening-Year and 2033 Build peak-month conditions for the intersections within the study area. The results of the intersection capacity analyses are summarized in Table 7 and Table 8, with detailed analysis results presented in the Appendix.

The following is a summary of the level-of-service and vehicle queue analyses for the intersections within the study area.

Signalized Intersections

Hanover Street at Centerra Parkway and Lahaye Drive

Under 2022 Existing conditions this signalized intersection currently operates at an overall LOS F during the weekday morning peak hour, an overall LOS E during the weekday evening peak hour, and an overall LOS D during the Saturday midday peak hour. During the weekday morning peak hour, long delays are experienced by northbound left-turn traffic from Hanover Street to Lahaye Drive, which operate at LOS F. Under future 2023 and 2033 No-Build conditions, this signalized intersection is projected to operate at LOS F during both the weekday morning and weekday evening peak periods, and at LOS D during the Saturday midday peak period, independent of the Project. Under future 2023 Build and 2033 Build conditions, this location is projected to continue to operate at LOS F during the weekday morning and weekday evening peak hours, and at LOS D during the Saturday midday peak hour. During all three time periods and both future year scenarios, Project-related traffic increases result in no increase to overall delays at this location, as the majority of traffic associated with the Project is drawn from existing traffic flows currently traveling along Hanover Street, including movements that are projected to operate over capacity under No-Build conditions.

Unsignalized Intersections

Centerra Parkway at Morgan Drive

Under 2022 Existing, 2023 No-Build, 2033 No-Build, 2023 Build, and 2033 Build conditions, all movements at this unsignalized intersection currently operate or are projected to operate at LOS C or better during all three time periods. Project-related traffic impacts at this location are projected to amount to less than 2 to 4 seconds of additional delay as compared to No-Build conditions.

Centerra Parkway at Site Driveway

Under 2022 Existing, 2023 No-Build, 2033 No-Build, 2023 Build, and 2033 Build conditions, all movements at this unsignalized intersection currently operate or are projected to operate at LOS A during all three time periods. Project-related traffic impacts at this location are projected to amount no notable increase in vehicle delays as compared to No-Build conditions.

CONCLUSIONS AND RECOMMENDATIONS

CONCLUSIONS

VAI has completed a detailed assessment of the potential impacts on the transportation infrastructure associated with the construction of a Starbucks restaurant with a drive-through lane within the existing Centerra Market Place in Lebanon, New Hampshire. This study was conducted in consultation with the City of Lebanon and NHDOT, and was performed in general accordance with NHDOT guidelines for the preparation of TISs, and the standards of the Traffic Engineering and Transportation Planning Professions for the preparation of such reports. The following specific areas have been evaluated as they relate to the Project: i) Project access requirements; ii) potential off-site improvements; and iii) safety considerations; under existing and future conditions, both with and without the Project.

As a result of this assessment, we have concluded the following with respect to the Project:

1. Using trip-generation statistics published by the ITE⁴ for similar land uses as those proposed and applying the appropriate pass-by trip reductions, the Project is expected to generate approximately 32 new vehicle trips (18 entering and 14 exiting) during the weekday morning peak hour, approximately 14 new vehicle trips (7 entering and 7 exiting) during the weekday evening peak hour and approximately 32 new vehicle trips (16 entering and 16 exiting) during the Saturday midday peak hour. On a daily basis the Project is expected to generate 200 new trips (100 entering and 100 exiting) on a typical weekday and 450 new trips (225 entering and 225 exiting) on a typical Saturday.
2. In general, the Project is not expected to have a significant impact on motorist delays or vehicle queuing at the study intersections over anticipated future conditions without the Project (No-Build conditions) with no notable impact to signalized operations and unsignalized delays projected to increase by 4 seconds or less as compared to future No-Build conditions.
3. No notable safety deficiencies were identified in the vicinity of the site, with relatively low crash history at the intersections that serve the site.

Based on the findings above, we have concluded that the Project is appropriately designed and located to afford safe and efficient access and circulation, and that the additional traffic associated

⁴Ibid 3.

with the Project can be accommodated on the roadway network with the implementation of the defined improvements that follow.

RECOMMENDATIONS

Site Access

Access to the Starbucks restaurant will continue to be provided via the unsignalized driveways onto Centerra Parkway and Morgan Drive. No changes to the existing site access are proposed as part of the Project. To ensure safe and efficient access to the Starbucks the following recommendations are made:

- The internal driveway from the Starbucks drive-through lane to the existing site driveway should operate as an exit only driveway, with one-way directional pavement markings and Do Not Enter signage (MUTCD R5-1).
- Vehicles exiting the drive-through lane should be placed under STOP-sign (MUTCD R1-1) control, with a painted STOP-bar provided at the driveway terminus.
- Signs and landscaping adjacent to the internal Project driveways and within the Project site should be designed and maintained so as not to restrict lines of sight. It is noted that under existing conditions, vegetation located to the east of the Centerra Market Place driveway approach to Morgan Drive is overgrown and partially obstructs sight lines for vehicles looking left as they exit the driveway. In conjunction with the Project, it is recommended that this vegetation be cut back to improve sight lines in this direction.
- Traffic circulation around the Starbucks restaurant, associated with drive-through operations will occur in a one-way counterclockwise manner. It is recommended that one-way arrows and 'drive-thru' pavement markings be installed. It is recommended that a by-pass lane be provided to allow motorist to exit the drive-through lane if necessary.
- It is recommended that a pedestrian connection to Morgan Drive be considered in conjunction with the Project to accommodate walking trips to and from the Project.

Coffee/Donut Shop Vehicle Queue Analysis

As currently designed, the drive-through lane will provide storage for approximately twelve (12) vehicles in the marked drive-through lane. This queue storage will adequately accommodate the typical peak demands for a coffee/donut shop, with maximum queues expected during the weekday morning peak hour. It is noted that a bypass lane will be provided to allow motorist to exit the drive-through lane.

With implementation of the above recommendations, safe and efficient access will be provided to the Project site and the Project can be accommodated on the transportation infrastructure in a safe and efficient manner.

MOTOR VEHICLE CRASH DATA

CallNum	Desc	StreetNum	StreetName	DATE	iStreetName
19-11396	MVA Roadway No PI	260	ROUTE 120	5/17/2019	CENTERRA
19-21572	MVA Roadway W/PI	260	ROUTE 120	9/9/2019	CENTERRA
19-27299	MVA Roadway No PI	260	ROUTE 120	11/20/2019	CENTERRA
19-28355	MVA Roadway No PI	260	ROUTE 120	12/2/2019	CENTERRA
19-29710	MVA Roadway Past	260	ROUTE 120	12/17/2019	CENTERRA
19-30419	MVA Roadway No PI	260	ROUTE 120	12/26/2019	CENTERRA
19-3459	MVA Roadway No PI	260	ROUTE 120	2/12/2019	CENTERRA
19-7097	MVA Roadway No PI	260	ROUTE 120	3/28/2019	CENTERRA
20-114	MVA Roadway No PI	260	ROUTE 120	1/2/2020	CENTERRA
20-15359	MVA Roadway W/PI	260	ROUTE 120	6/25/2020	CENTERRA
20-1976	MVA Roadway No PI	260	ROUTE 120	1/24/2020	CENTERRA
20-226	MVA Roadway No PI	260	ROUTE 120	1/3/2020	CENTERRA
20-2434	MVA Roadway No PI	260	ROUTE 120	1/30/2020	CENTERRA
20-26404	MVA Roadway Past	260	ROUTE 120	10/26/2020	CENTERRA
20-30816	MVA Roadway No PI	260	ROUTE 120	12/16/2020	CENTERRA
20-8052	MVA Roadway No PI	260	ROUTE 120	4/8/2020	CENTERRA
21-10214	MVA Roadway HitRun	260	ROUTE 120	5/4/2021	CENTERRA
21-30443	MVA Roadway No PI	260	ROUTE 120	12/23/2021	CENTERRA
21-3692	MVA Roadway No PI	260	ROUTE 120	2/17/2021	CENTERRA
21-6993	MVA Roadway W/PI	260	ROUTE 120	3/26/2021	CENTERRA

20-30954	MVA Roadway No PI	12	CENTERRA	17-Dec-20	MORGAN
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NONE	NONE		MORGAN	NONE	CO-OP
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TRIP GENERATION DATA

Institute of Transportation Engineers (ITE)

Trip Generation, 11 th Edition

Land Use Code (LUC) 937 - Coffee/Donut Shop with Drive-through Window

Average Vehicle Trips Ends vs: 1,000 Sq. Feet Gross Floor Area

Independent Variable (X): 2.350

AVERAGE WEEKDAY DAILY

$$T = 533.57 * (X)$$

$$T = 533.57 * 2.350$$

$$T = 1,253.89$$

$$T = 1,254 \text{ vehicle trips}$$

with 50% (627 vpd) entering and 50% (627 vpd) exiting.

WEEKDAY MORNING PEAK HOUR OF ADJACENT STREET TRAFFIC

$$T = 85.88 * (X)$$

$$T = 85.88 * 2.350$$

$$T = 201.82$$

$$T = 202 \text{ vehicle trips}$$

with 51% (103 vph) entering and 49% (99 vph) exiting.

WEEKDAY EVENING PEAK HOUR OF ADJACENT STREET TRAFFIC

$$T = 38.99 * (X)$$

$$T = 38.99 * 2.350$$

$$T = 91.63$$

$$T = 92 \text{ vehicle trips}$$

with 50% (46 vph) entering and 50% (46 vph) exiting.

SATURDAY MIDDAY PEAK HOUR OF GENERATOR

$$T = 87.91 * (X)$$

$$T = 87.91 * \text{ vpd) entering and 50% (}$$

$$T = 206.59$$

$$T = 206 \text{ vehicle trips}$$

with 50% (103 vph) entering and 50% (103 vph) exiting.

Trip Generation Summary - Proposed Starbucks - Lebanon, NH

Land Use Size	Coffee Shop 2350 Square Feet	Internal -- --	External Trips	Pass-By Trips	New
Weekday Morning Peak Hour					
Entering	103	-20	83	-65	18
Exiting	99	-20	79	-65	14
Total	202	-40	162	-130	32
Weekday Evening Peak Hour					
Entering	46	-9	37	-30	7
Exiting	46	-9	37	-30	7
Total	92	-18	74	-60	14
Saturday Midday Peak Hour					
Entering	103	-21	82	-66	16
Exiting	103	-21	82	-66	16
Total	206	-42	164	-132	32
Weekday Daily	1,254	-250	1,004	-804	200
Saturday Daily	2808	-562	2,246	-1796	450

SITE PLAN FOR CENTERRA MARKETPLACE "STARBUCKS"

CENTERRA PARKWAY - CITY OF LEBANON
GRAFTON COUNTY - NEW HAMPSHIRE

OCTOBER 10, 2022

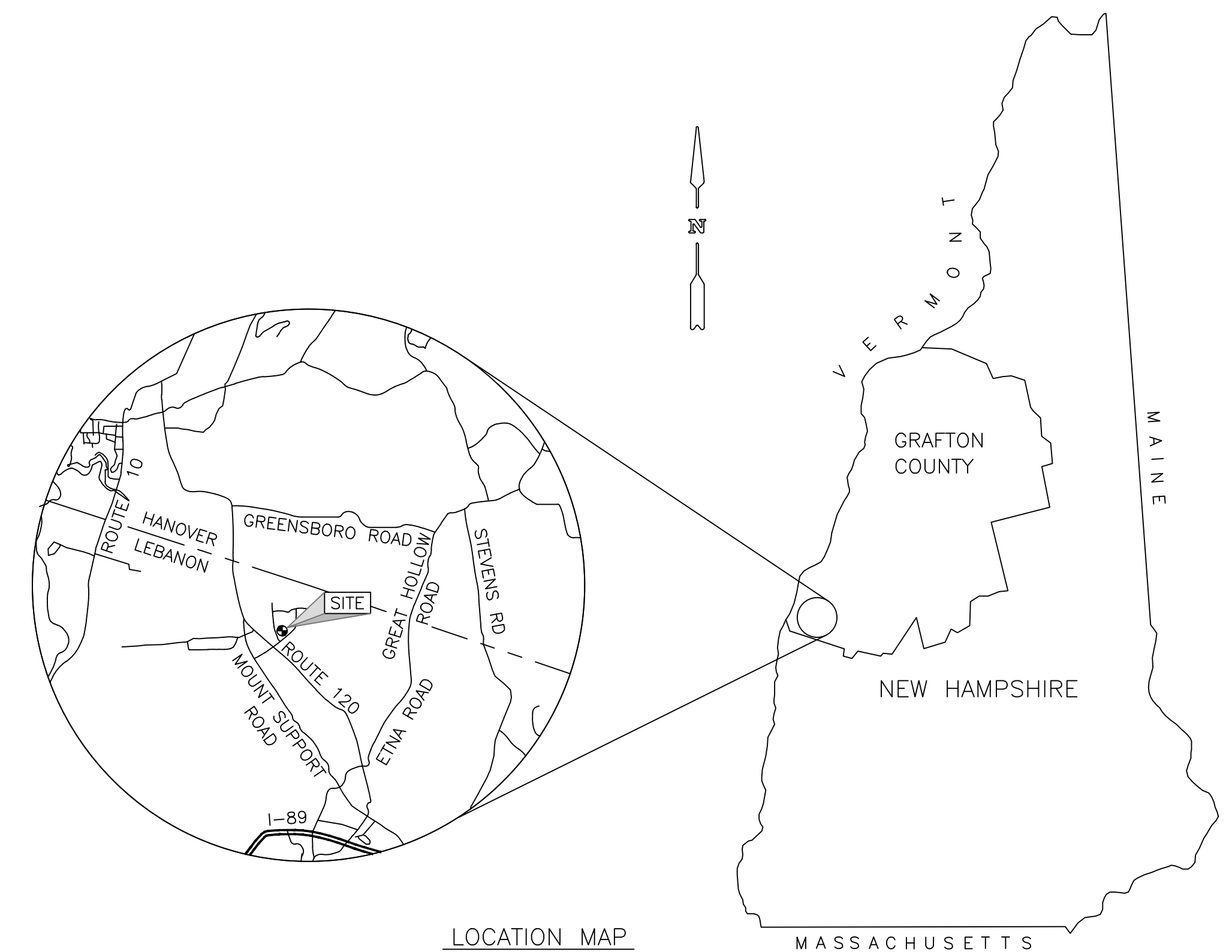
SITE INFORMATION

TAX MAP & LOT NUMBER:	MAP 10 LOT 11-100		
ZONING DISTRICT:	INDUSTRIAL LIGHT (IND-L)		
AREA OF LOT:	10.74 ACRES (467,834± SQ. FT.)		
EXISTING USE:	SNAX: RESTAURANT COOP: RETAIL NH LIQUOR STORE: RETAIL ORANGE THEORY: VACANT DHMC PHARMACY: RETAIL		
PROPOSED USE:	STARBUCKS: RESTAURANT		
GROSS AREA OF BUILDINGS:	EXISTING (COOP BUILDING: 53,825 SQ. FT.) (SNAX BUILDING: 5,630 SQ. FT.)	ADDITIONAL STARBUCKS: 2,273 SQ. FT.	TOTAL 61,728 SQ. FT.
EXISTING PARKING:	338 SPACES (WITH ROOM FOR 39 MORE)		
PARKING REQUIRED:	SNAX: RESTAURANT (221 SEATS) (0.33 SPACE/SEAT): 72.93 COOP: RETAIL (37,894 SF) (1 SPACE/200 SF): 189.47 NH LIQUOR STORE: RETAIL (6,583 SF) (1 SPACE/200 SF): 32.92 VACANT SPACE: PERSONAL SERVICE (4,162 SF) (1 SPACE/250 SF): 16.65 DHMC PHARMACY: RETAIL (5,799 SF) (1 SPACE/200 SF): 29.00 STARBUCKS: RESTAURANT (52 SEATS) (0.33 SPACE/SEAT): 17.16 TOTAL PARKING REQUIRED: 358.12 SPACES		
PARKING PROVIDED:	302 SPACES (SEE PARKING ANALYSIS) ZONING ORDINANCE 602.7.A REQUIRES 358.12 SPACES ZONING ORDINANCE 602.7.B REQUIRES 126 SPACES ZONING ORDINANCE 607.2 REQUIRES 250.68 SPACES NOTE: A CONDITIONAL USE PERMIT IS REQUESTED TO MODIFY REQUIRED PARKING.		
BICYCLE SPACES PROVIDED:	7		
NUMBER OF STORIES:	1 STORY (COOP, SNAX, NH LIQUOR STORE, VACANT SPACE, DHMC PHARMACY, & STARBUCKS)		
LOADING SPACES:	AS SHOWN		
BUILDING HEIGHT:	REQUIRED 55'	EXISTING >55'	PROPOSED 25'-3"
BUILDING SETBACKS:	REQUIRED FRONT: 40' SIDE: 20' REAR: 20'	EXISTING 109.1' 0' 19.3'	PROPOSED STARBUCKS 50.2' NA 313.7±'
LOT COVERAGE (BUILDING):	ALLOWED 30%	EXISTING 59,455 SQ. FT. (12.7%)	PROPOSED 61,728 SQ. FT. (13.2%)
IMPERVIOUS AREA:	EXISTING 261,960± SQ. FT. (56.0%)	PROPOSED 263,680± SQ. FT. (56.4%)	

THE SITE IS NOT WITHIN THE WETLANDS CONSERVATION DISTRICT, FLOOD PLAIN DISTRICT,
AND THE SHORELAND WATER QUALITY PROTECTION JURISDICTION.

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SHEET	15 OF 16	-	LIGHTING PLAN
SHEET	16 OF 16	-	FASCADE ELEVATIONS



LOCATION MAP

REVISED 11/28/22 STAFF REVIEW COMMENTS

ARCHITECTS

HFA

3 HAYWARD STREET, SUITE E-1
FRANKLIN, MASSACHUETTS 02038

CIVIL ENGINEER

PATHWAYS CONSULTING, LLC

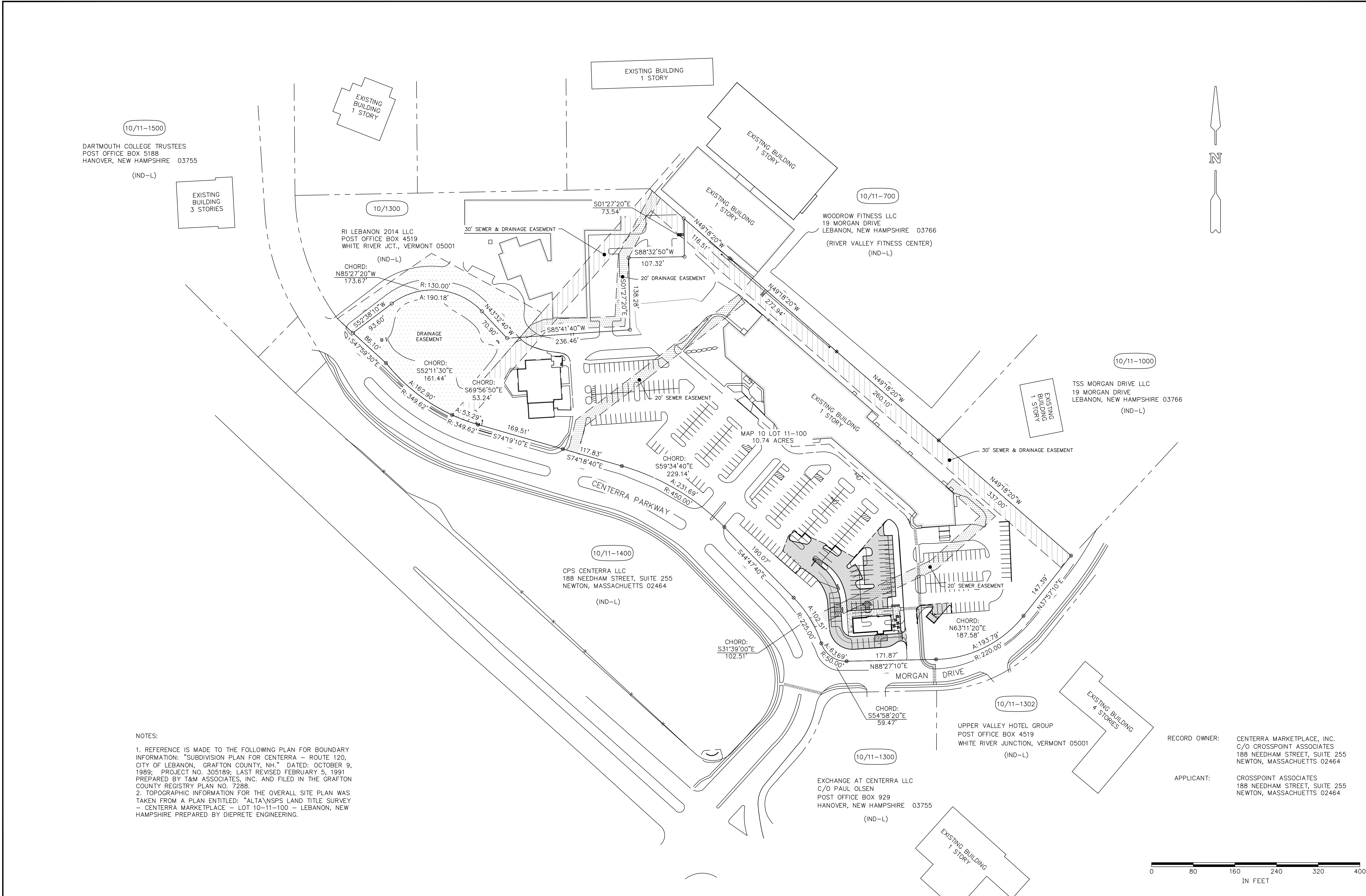
240 MECHANIC STREET, SUITE 100
LEBANON, NEW HAMPSHIRE 03766
(603) 448-2200

RECORD OWNER:

CENTERRA MARKETPLACE, INC.
C/O CROSSPOINT ASSOCIATES
188 NEEDHAM STREET, SUITE 255
NEWTON MASSACHUSETTS 02464

APPLICANT:

CROSSPOINT ASSOCIATES
188 NEEDHAM STREET, SUITE 255
NEWTON MASSACHUSETTS 02464



	11/28/22	STAFF REVIEW COMMENTS	PAB	PAB	JSG
REVISION NO.	DATE	DESCRIPTION	MADE BY	CHECKED BY	APPROVED BY

OVERALL SITE PLAN FOR

CENTERRA MARKETPLACE - STARBUCKS

CENTERRA PARKWAY - LEBANON, NEW HAMPSHIRE

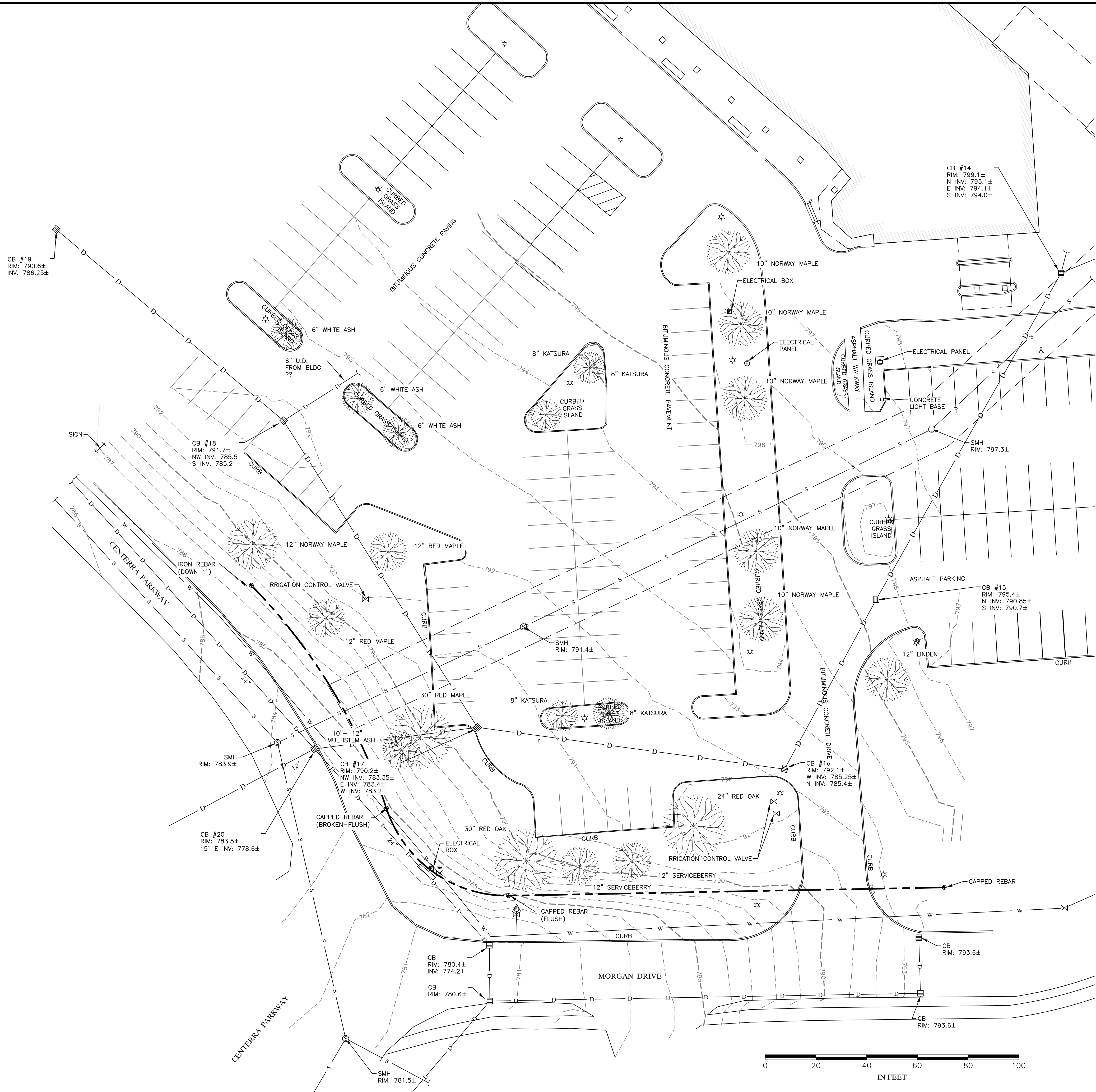
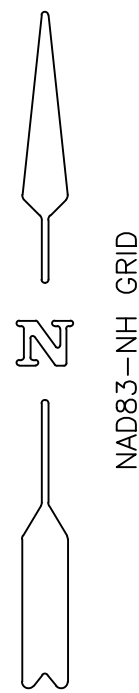
PATHWAYS CONSULTING, LLC

240 MECHANIC STREET, SUITE 100
LEBANON, NEW HAMPSHIRE 03766
(603) 448-2200

SCALE: 1"=80'
DESIGNED BY: ANS
DRAWN BY: PAB
CHECKED BY: JSG
DATE: 10/10/22
PROJ. NO. 13005

1

SHEET 1 OF 16



LEGEND-EXISTING:	
IRON PIPE/CAPPED REBAR	● AS NOTED
RIGHT-OF-WAY LINE	— 600' —
EXISTING CONTOUR	— 600' —
CURB	— 600' —
CATCH BASIN	■
STORMWATER PIPE	— D —
SANITARY MANHOLE	⊙
SANITARY PIPE	— S —
FIRE HYDRANT	⊙
WATER GATE VALVE	⊙
WATER LINE	— W —
LIGHT POLE	☆
TAX MAP-LOT NUMBER	5-4-1

- GENERAL SURVEY NOTES:
1. HORIZONTAL DATUM: NH STATE PLANE GRID NAD83 (SURVEY FEET) FROM GPS OBSERVATION.
 2. VERTICAL DATUM: NORTH AMERICAN VERTICAL DATUM 1988 (NAV88) FROM GPS OBSERVATION.
 3. UNDERGROUND UTILITIES ARE APPROXIMATE AND NOT WARRANTED TO BE EXACT OR COMPLETE AND ARE TO BE FIELD VERIFIED PRIOR TO ANY EXCAVATION OR SITE MODIFICATIONS.
 4. PATHWAYS CONSULTING, LLC COLLECTED DATA FOR THIS PLAN IN AUGUST, 2022.

RECORD OWNER: CP CENTERRA LLC
MAP 10, LOT 11-100
188 NEEDHAM ST, STE 255
NEWTON MA 02464

DEED REFERENCE: BOOK 4253, PAGE 78

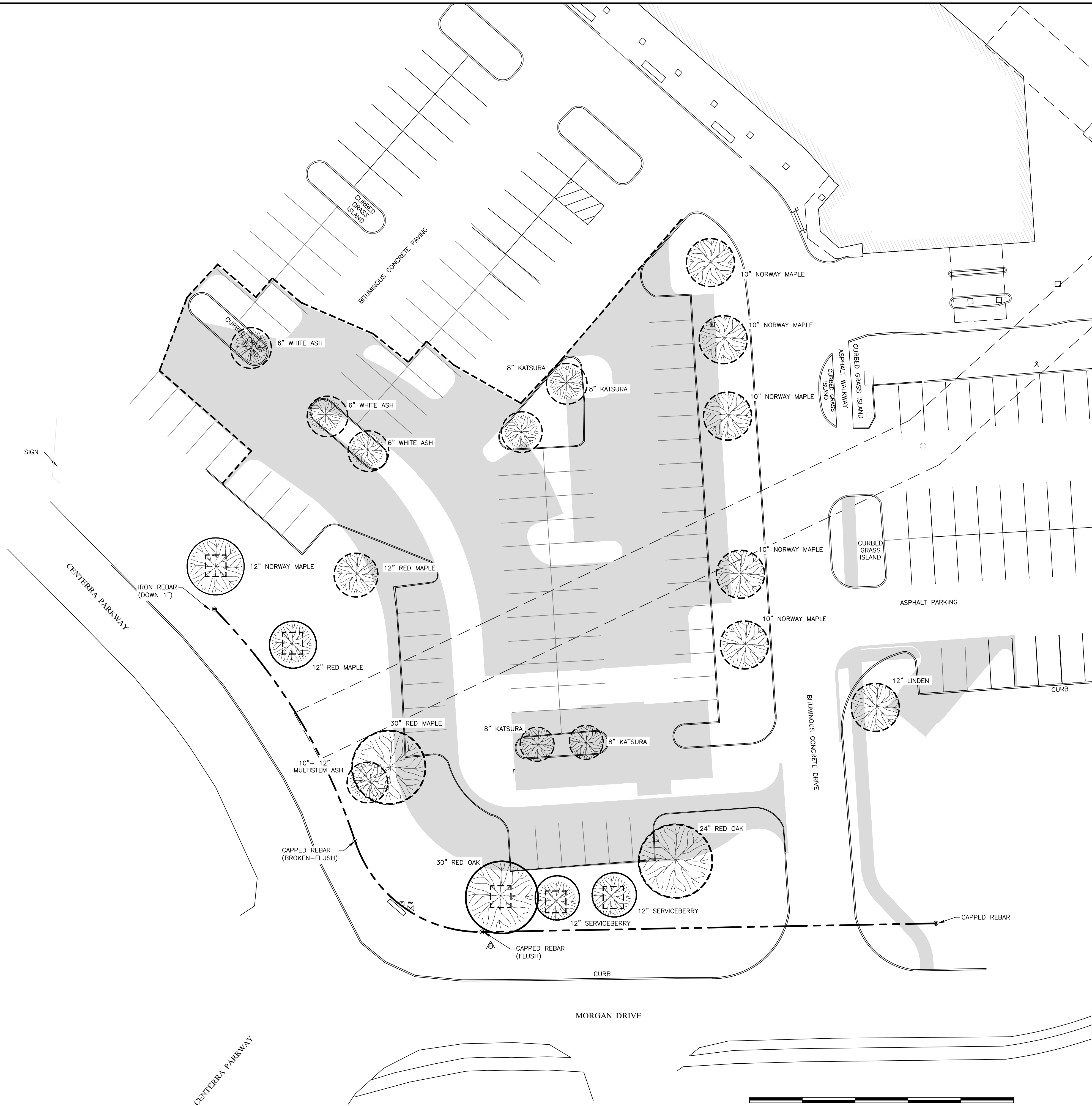
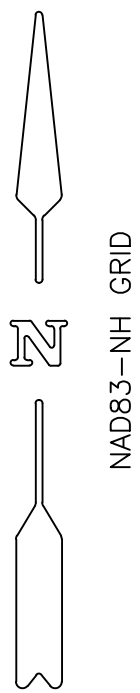


EXISTING CONDITIONS PLAN FOR
CENTERRA MARKETPLACE - STARBUCKS
CENTERRA PARKWAY - CITY OF LEBANON - GRAFTON COUNTY - NH

PATHWAYS CONSULTING, LLC
240 MECHANIC STREET, SUITE 100
LEBANON, NEW HAMPSHIRE 03766
(603) 448-2200

SCALE: A.S.
DESIGNED BY: PAB
DRAWN BY: PAB
CHECKED BY: JSG
DATE: 10/10/22
PROJ. NO. 13005

2



- LEGEND-EXISTING:
- IRON PIPE/CAPPED REBAR
 - RIGHT-OF-WAY LINE
 - EXISTING CONTOUR
 - CURB
 - CATCH BASIN
 - STORMWATER PIPE
 - SANITARY MANHOLE
 - SANITARY PIPE
 - FIRE HYDRANT
 - WATER GATE VALVE
 - WATER LINE
 - LIGHT POLE
 - TAX MAP-LOT NUMBER

AS NOTED



5-4-1

- GENERAL SURVEY NOTES:
- HORIZONTAL DATUM: NH STATE PLANE GRID NAD83 (SURVEY FEET) FROM GPS OBSERVATION.
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MAP 10, LOT 11-100
188 NEEDHAM ST, STE 255
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BOOK 4253, PAGE 78

DEED REFERENCE:

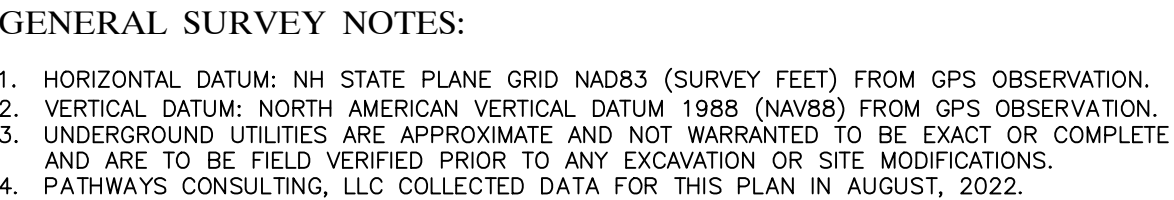
DEMOLITION PLAN FOR
CENTERRA MARKETPLACE - STARBUCKS
CENTERRA PARKWAY - CITY OF LEBANON - GRAFTON COUNTY - NH

PATHWAYS CONSULTING, LLC

240 MECHANIC STREET, SUITE 100
LEBANON, NEW HAMPSHIRE 03766
(603) 448-2200

SCALE: A.S.
DESIGNED BY: PAB
DRAWN BY: PAB
CHECKED BY: JSG
DATE: 10/10/22
PROJ. NO. 13005

SHEET 3 OF 16



RECORD OWNER: CP CENTERRA LLC
MAP 10, LOT 11-100 188 NEEDHAM ST, STE 255
NEWTON MA 02464
DEED REFERENCE: BOOK 4253, PAGE 78

1	11/28/22	STAFF REVIEW COMMENTS	PAB	PAB	JSG
REVISION NO.	DATE	DESCRIPTION	MADE BY	CHECKED BY	APPROVED BY

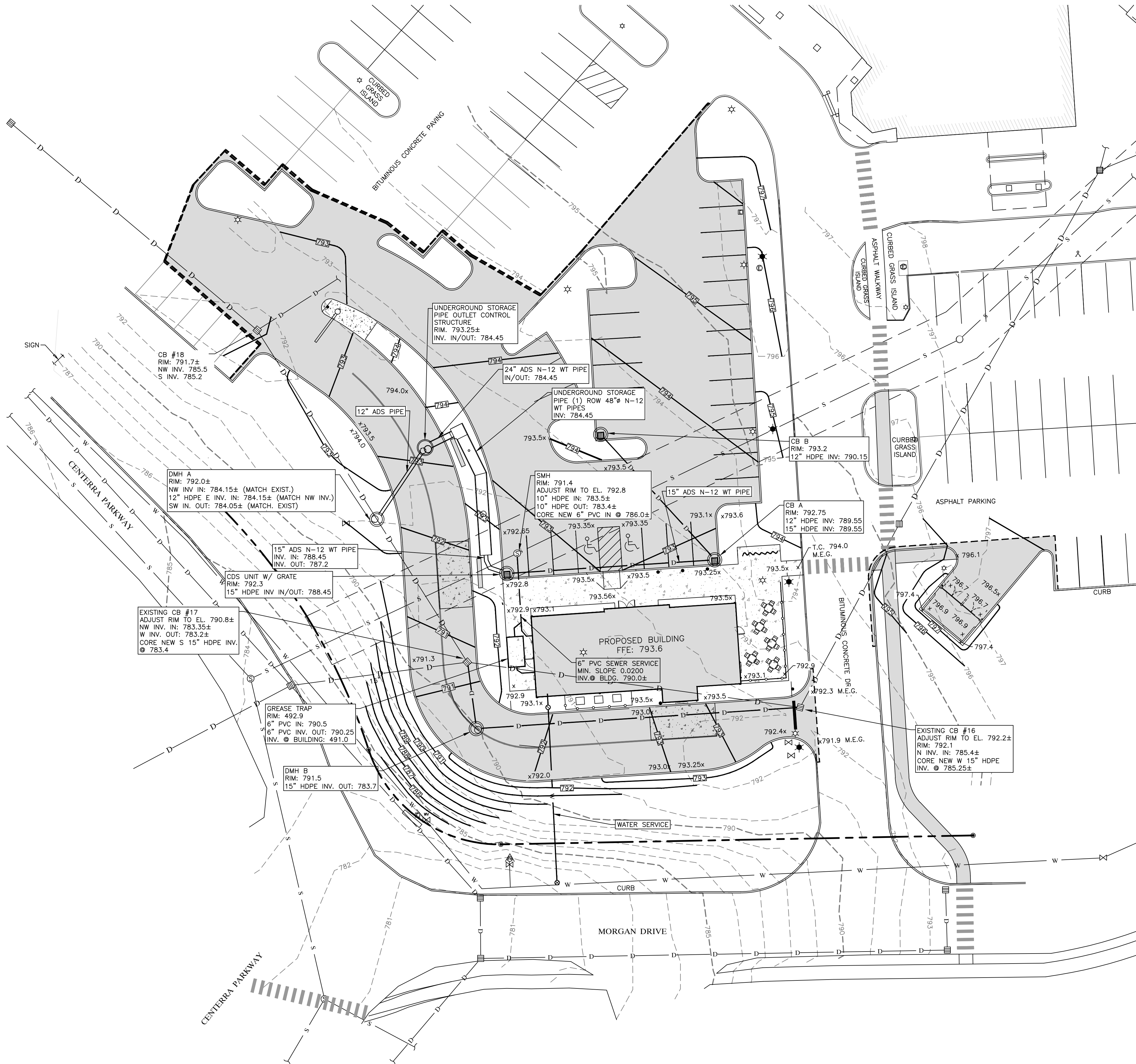
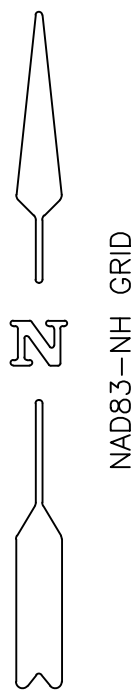
LAYOUT PLAN FOR
CENTERRA MARKETPLACE - STARBUCKS

CENTERRA PARKWAY - CITY OF LEBANON - GRAFTON COUNTY - NH

PATHWAYS CONSULTING, LLC

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- LEGEND-EXISTING:
- IRON PIPE/CAPPED REBAR
 - RIGHT-OF-WAY LINE
 - EXISTING CONTOUR
 - CURB
 - CATCH BASIN
 - STORMWATER PIPE
 - SANITARY MANHOLE
 - SANITARY PIPE
 - FIRE HYDRANT
 - WATER GATE VALVE
 - WATER LINE
 - LIGHT POLE
 - TAX MAP--LOT NUMBER
- AS NOTED
- 600'
- 5-4-1

- GENERAL SURVEY NOTES:
- HORIZONTAL DATUM: NH STATE PLANE GRID NAD83 (SURVEY FEET) FROM GPS OBSERVATION.
 - VERTICAL DATUM: NORTH AMERICAN VERTICAL DATUM 1988 (NAV88) FROM GPS OBSERVATION.
 - UNDERGROUND UTILITIES ARE APPROXIMATE AND NOT WARRANTED TO BE EXACT OR COMPLETE AND ARE TO BE FIELD VERIFIED PRIOR TO ANY EXCAVATION OR SITE MODIFICATIONS.
 - PATHWAYS CONSULTING, LLC COLLECTED DATA FOR THIS PLAN IN AUGUST, 2022.

RECORD OWNER: CP CENTERRA LLC
MAP 10, LOT 11-100
188 NEEDHAM ST, STE 255
NEWTON MA 02464
BOOK 4253, PAGE 78



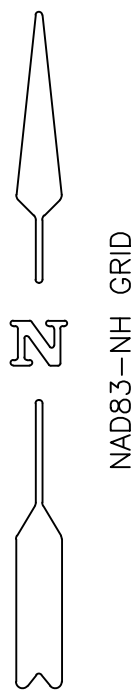
GRADING, DRAINAGE & UTILITY PLAN FFOR
CENTERRA MARKETPLACE - STARBUCKS
CENTERRA PARKWAY - CITY OF LEBANON - GRAFTON COUNTY - NH

PATHWAYS CONSULTING, LLC
240 MECHANIC STREET, SUITE 100
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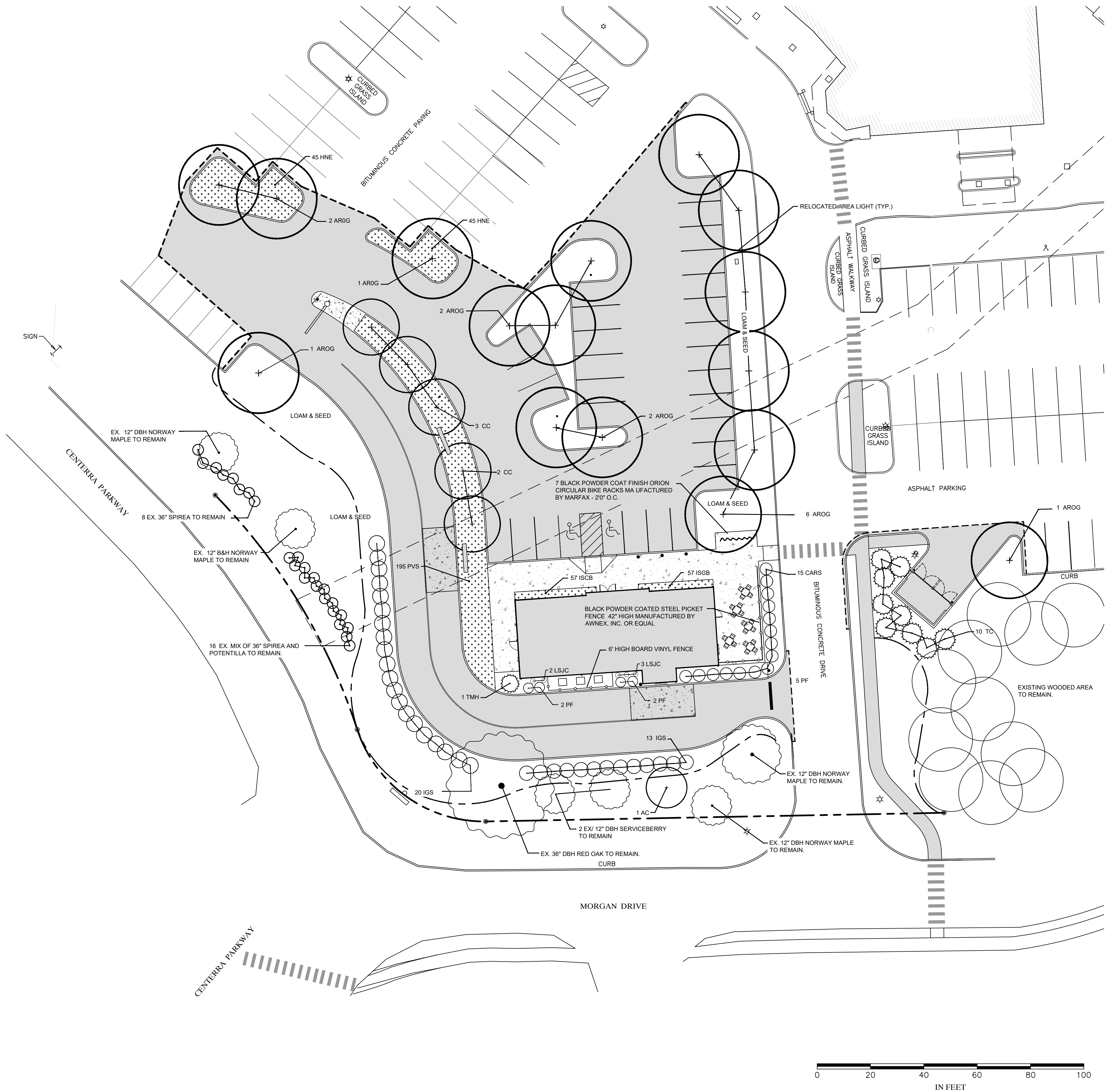
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1	11/28/22	STAFF REVIEW COMMENTS	PAB	PAB	JSG
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NA083—NH GRID



Plant List

Key	Qty.	Botanical Name	Common Name	Size	Root	Comment
Trees						
AC	1	Amelanchier canadensis	Serviceberry	2 1/2" - 3" cal.	B&B	specimen
AROG	14	Acer rubrum 'October Glory'	Red Maple	2 1/2" - 3" cal.	B&B	matched
CC	5	Carpinus caroliniana	American Hornbeam	8" - 10" high	B&B	multi-stem
TC	10	Tsuga canadensis	Canada Hemlock	5' - 6' high	B&B	unsheared
Shrubs						
CARS	15	Clethra alnifolia 'Ruby Spice'	Summersweet	24" - 36" high	B&B	heavy
IGS	33	Ilex glabra 'Shamrock'	Inkberry	24" - 30" high	B&B	5' - 0" OC
PF	4	Pieris floribunda	Mountain Andromeda	24" - 30" high	B&B	5' - 0" OC
TMH	1	Taxus media 'Hicksii'	Upright Yew	4' - 5' high	B&B	
Perennials, Grasses, and Vines						
HNE	237	Hemerocallis 'Night Embers'	Daylily	#2	Cont.	24" O.C.
ISCB	114	Iris siberica 'Caesar's Brother'	Siberian Iris	#2	Cont.	15" O.C.
LSJC	5	Lonicera sempervirens 'John Clayton'	Trumpet Honeysuckle	#2	Cont.	
PVS	195	Panicum virgatum 'Shenandoah'	Switch Grass	#3	Cont.	30" O.C.

1	11/28/22	STAFF REVIEW COMMENTS	PAB	PAB	JSG
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LANDSCAPING PLAN FOR

CENTERRA MARKETPLACE - STARBUCKS

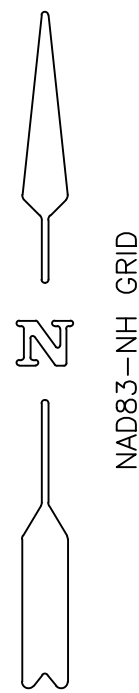
CENTERRA PARKWAY — CITY OF LEBANON — GRAFTON COUNTY — NH

PATHWAYS CONSULTING, LLC

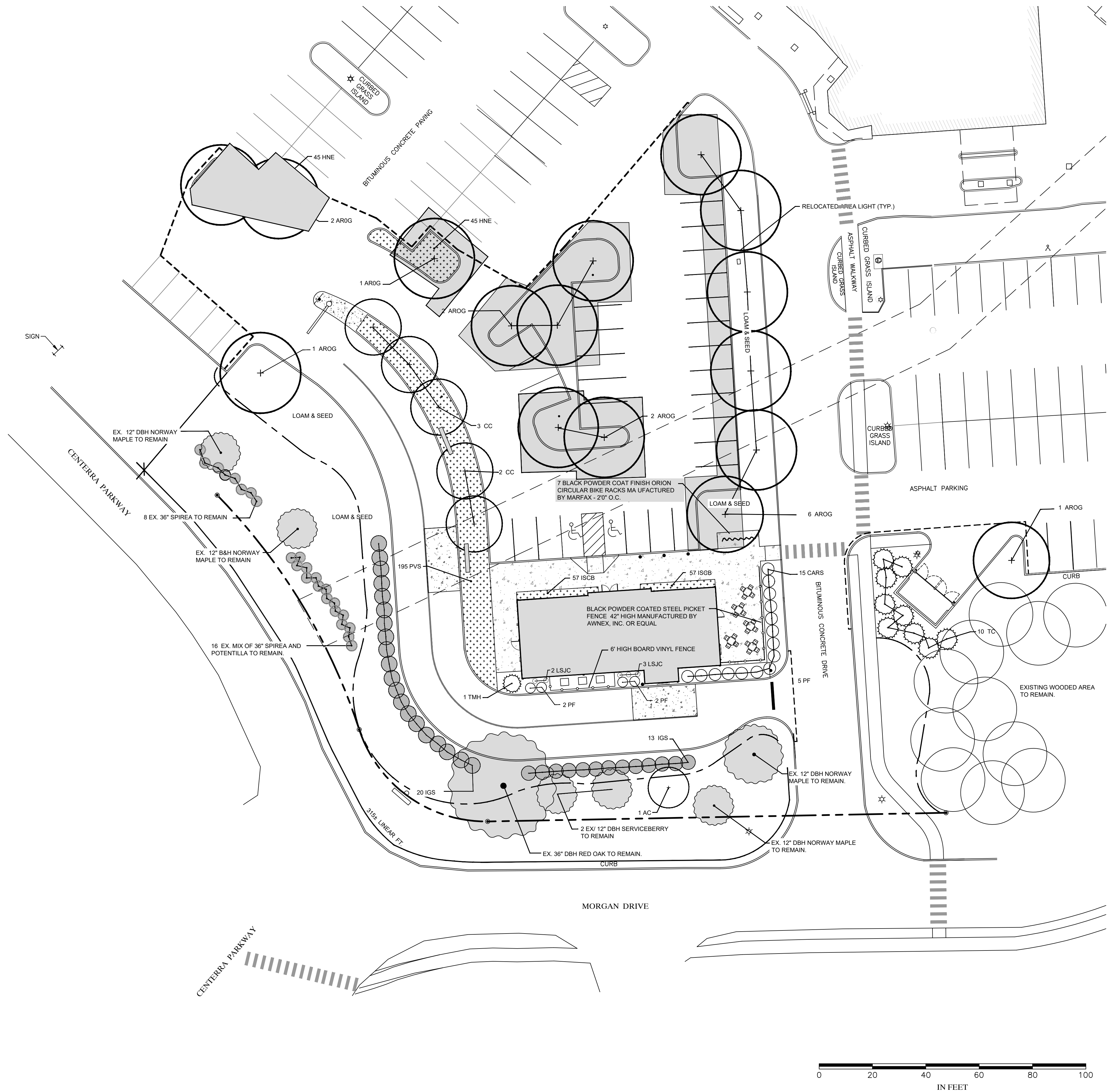
240 MECHANIC STREET, SUITE 100
LEBANON, NEW HAMPSHIRE 03766
(603) 448-2200

SCALE: A.S.
DESIGNED BY: ANS
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DATE: 10/10/22
PROJ. NO. 13005

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SHEET 6 OF 16



NAD83—NH GRID



PERIMETER LANDSCAPING CALCULATIONS

TREES REQUIRED:
315 X 15' = 4,725 SF (1 TREE/600 SF) = 8 TREES REQUIRED

SHRUBS REQUIRED:
315 LF X 15' = 4,725 SF X (5 SHRUBS/600 SF) = 40 SHRUBS REQUIRED

TREES PROVIDED: 8 TREES PROVIDED (7 EXISTING/1 NEW)

SHRUBS PROVIDED: 57 SHRUBS (24 EXISTING/33 NEW)

PARKING AREA SHADING CALCULATIONS

RECONFIGURED PARKING AREA: 16,300 SQ. FT.
SHADING REQUIREMENT: 0.3 (30%) X 16,300 SQ. FT. = 4,890 SQ. FT.
SHADING PROVIDED: 7,010 SQ. FT, (43%)

PERIMETER LANDSCAPING & PARKING LOT SHADING PLAN FOR
CENTERRA MARKETPLACE - STARBUCKS

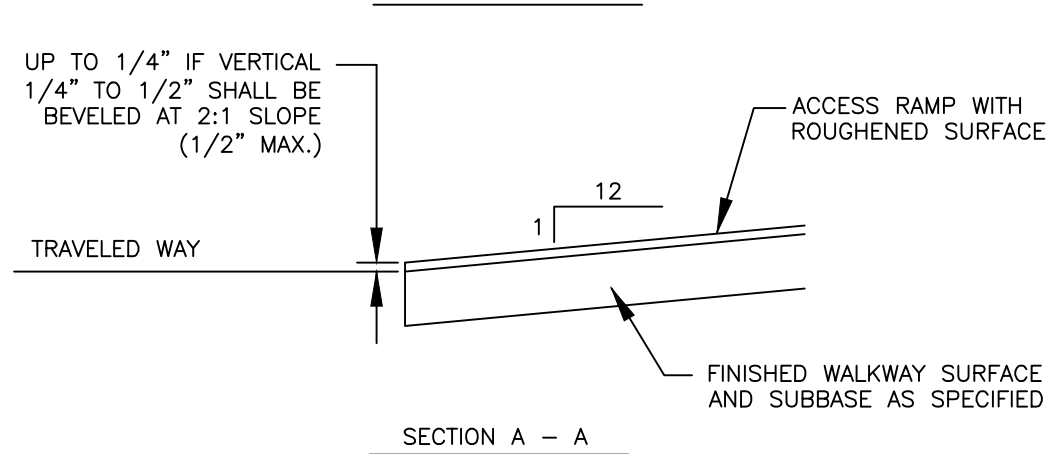
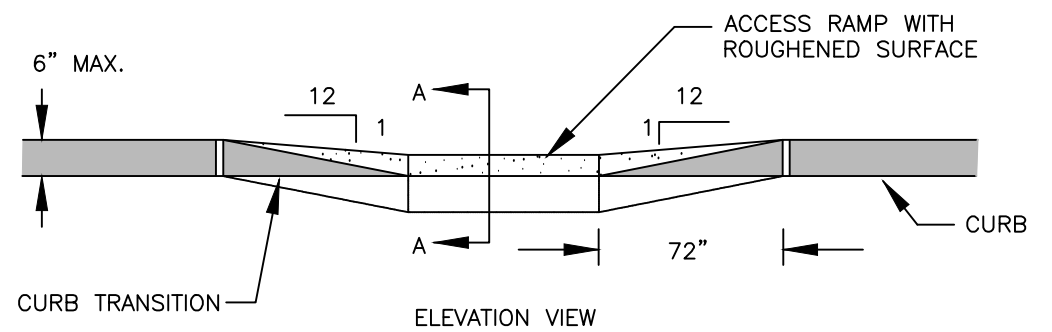
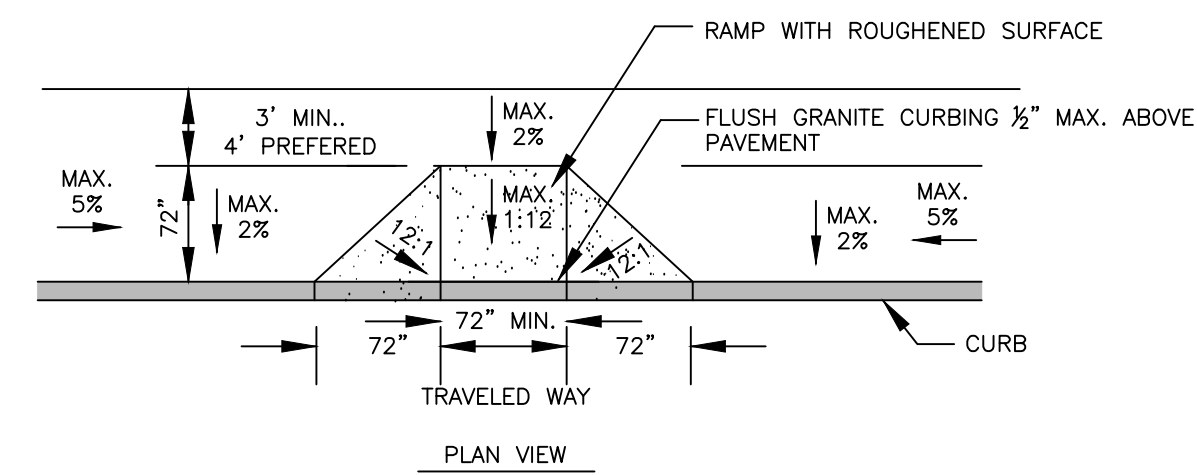
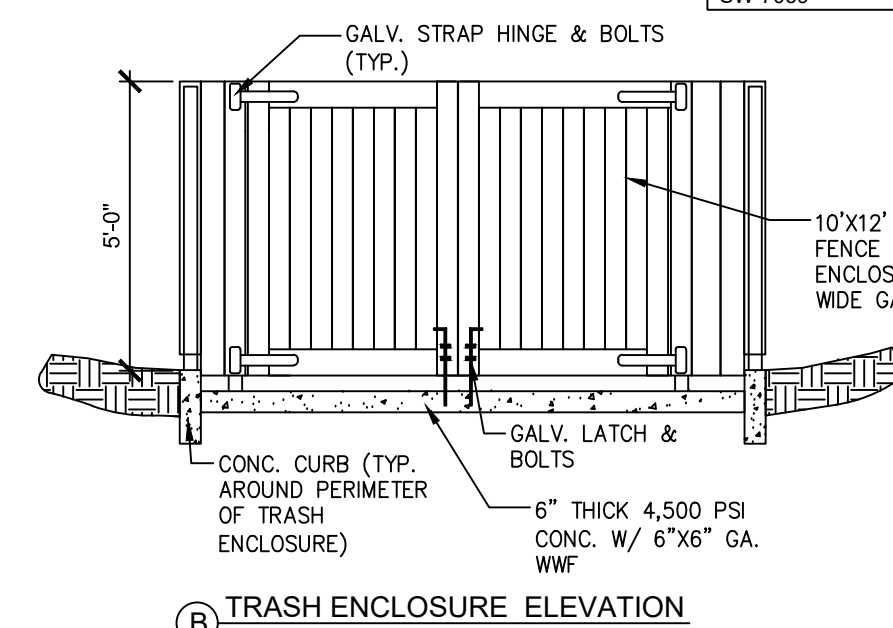
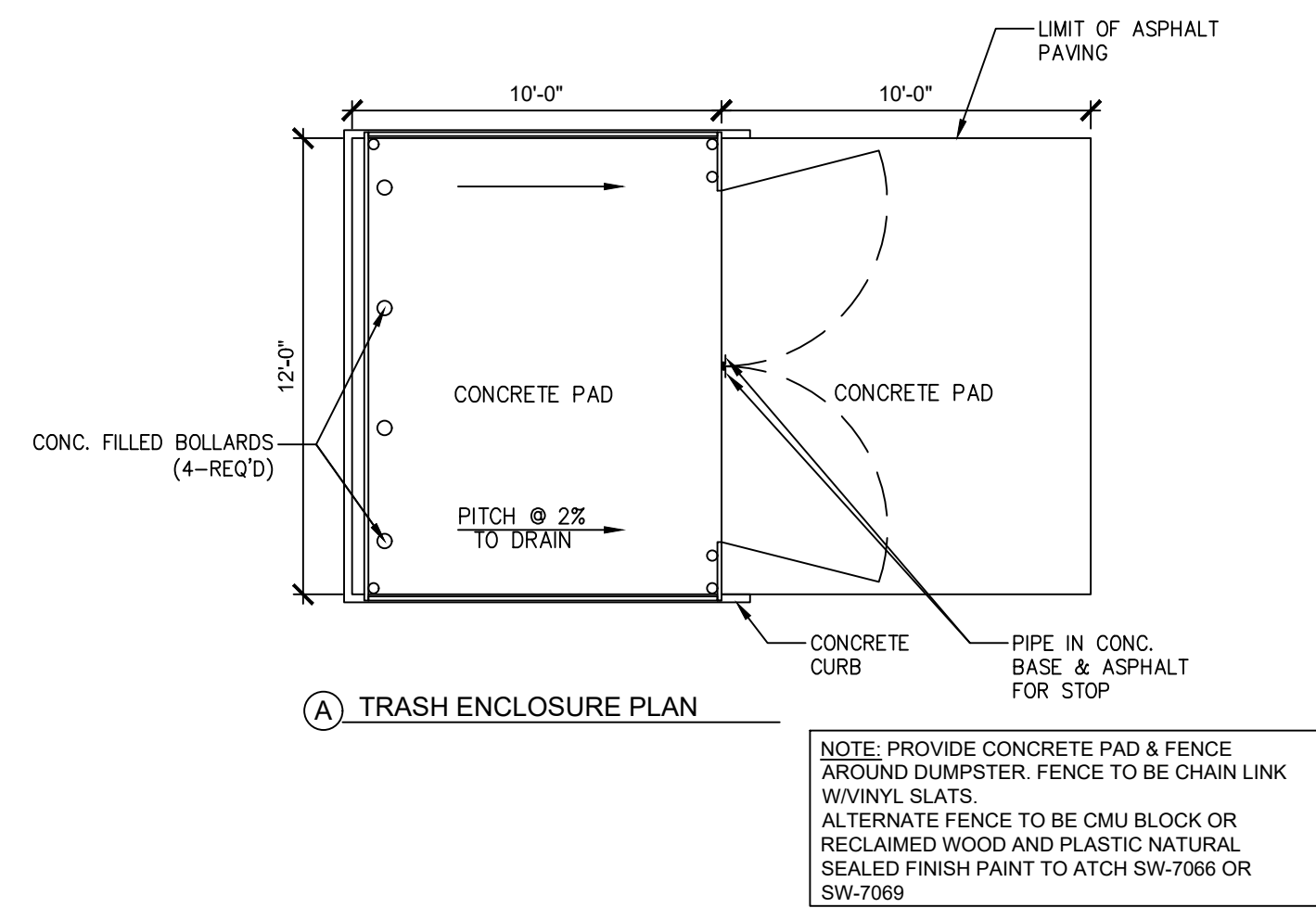
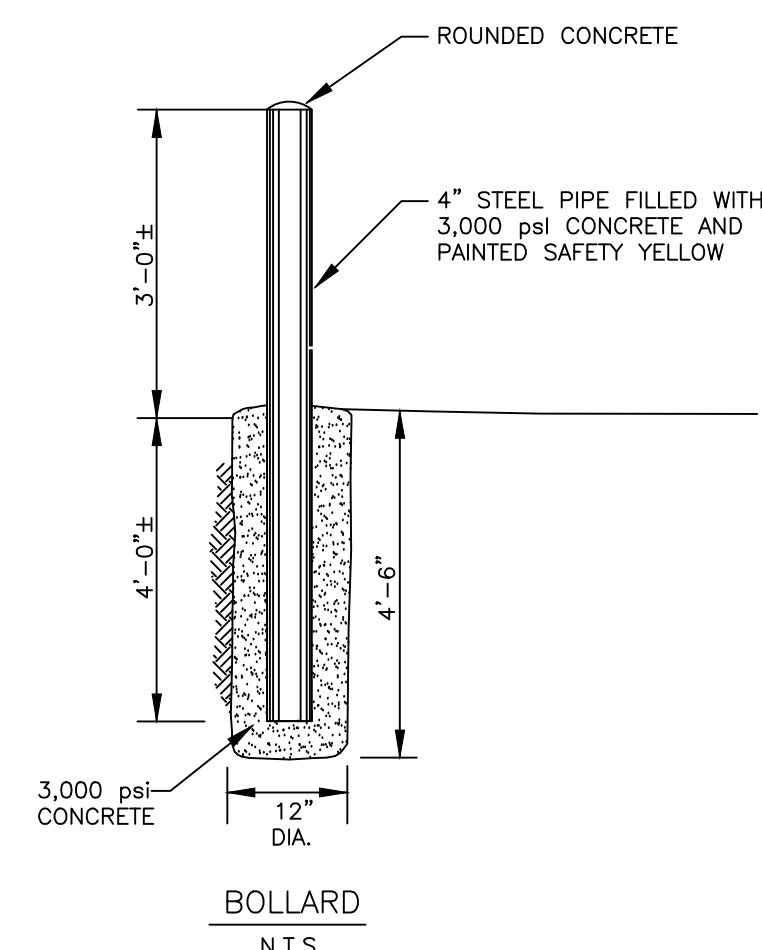
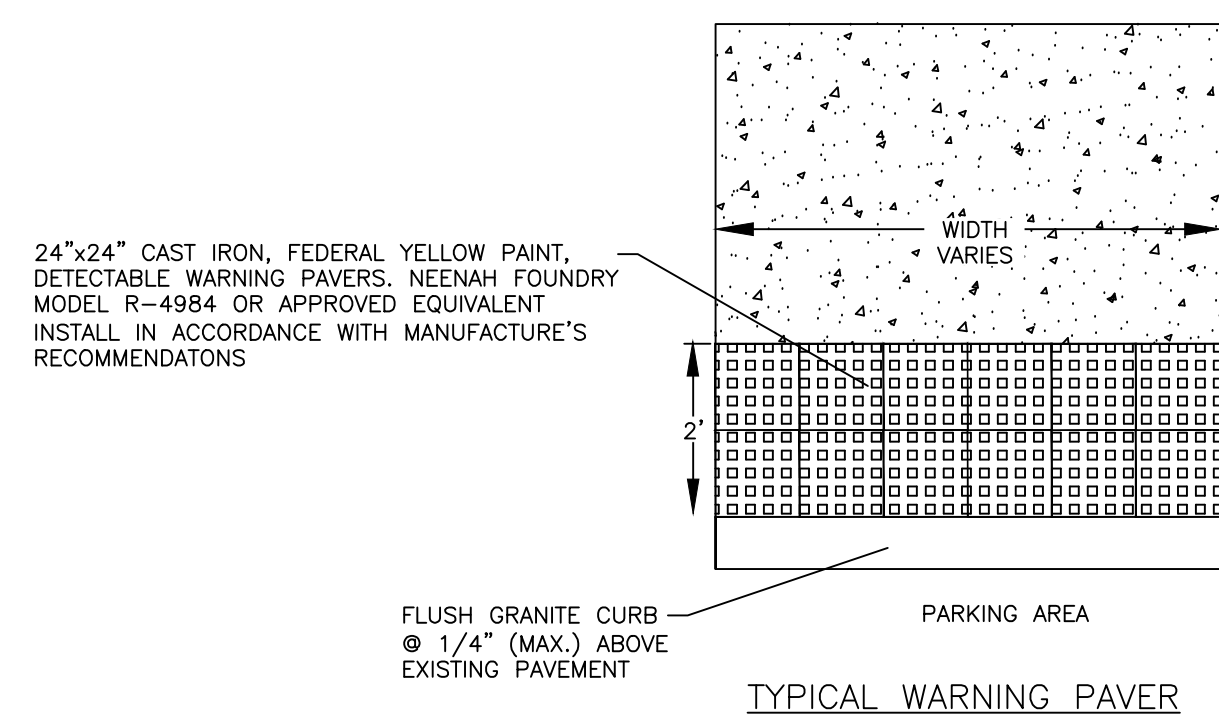
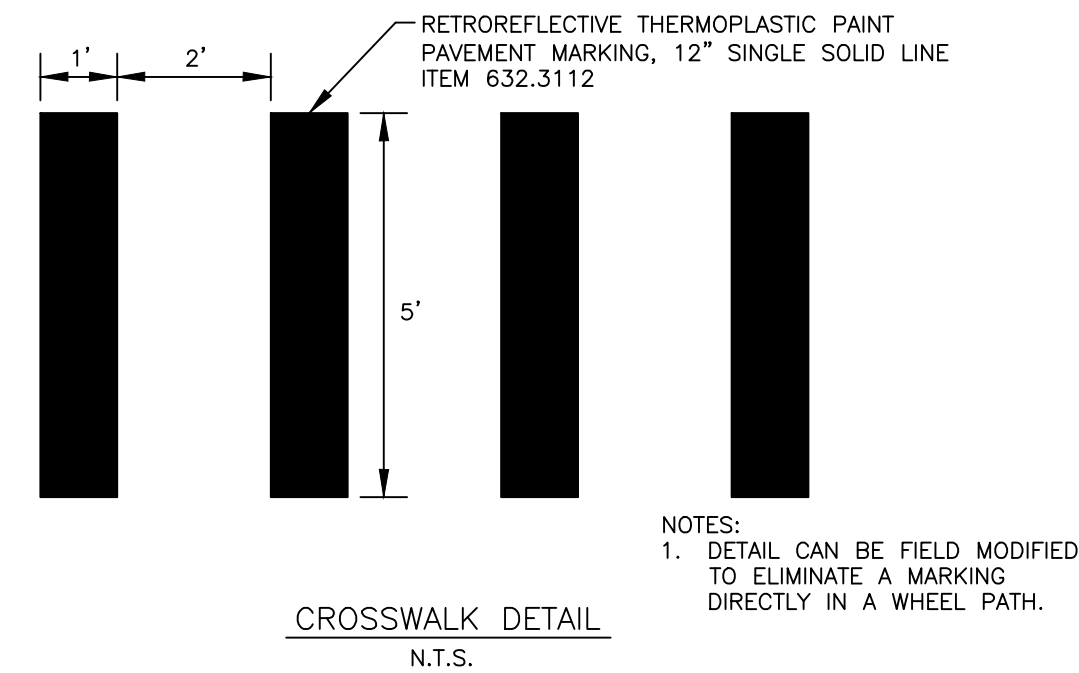
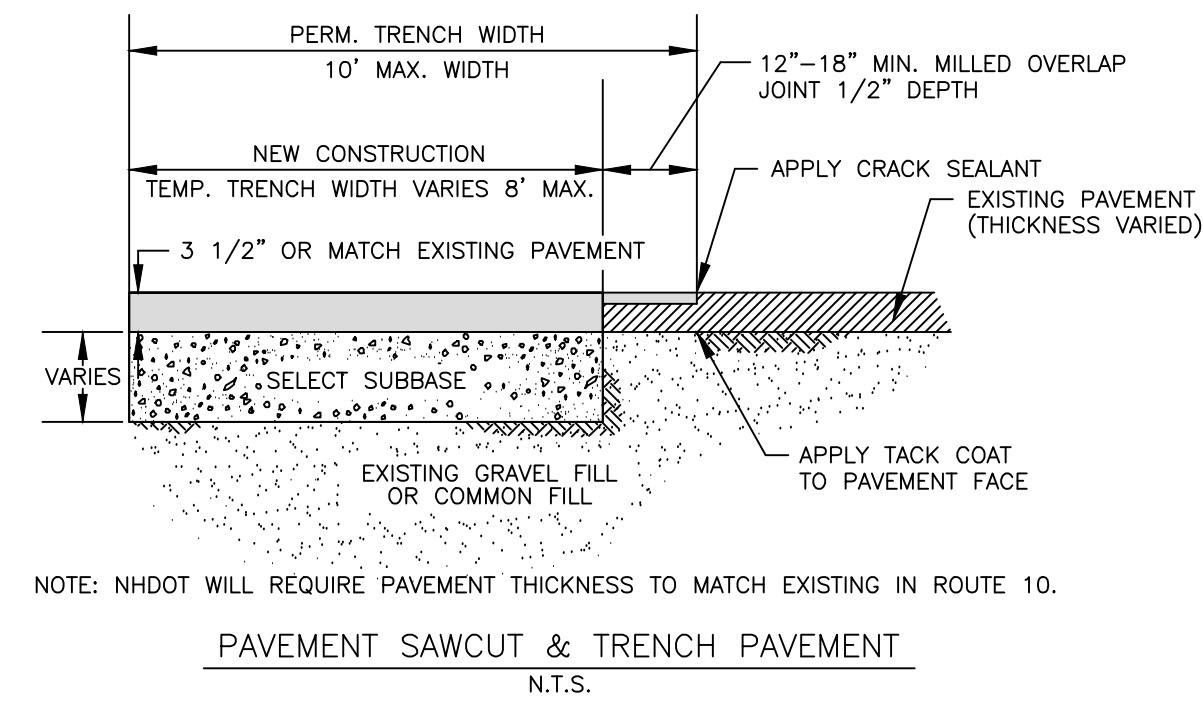
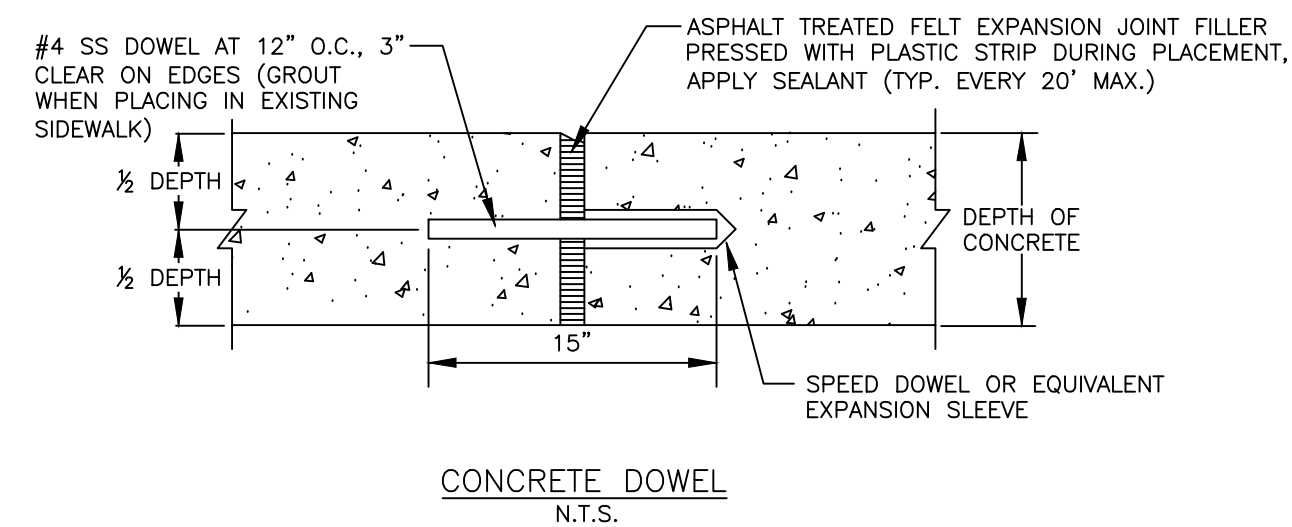
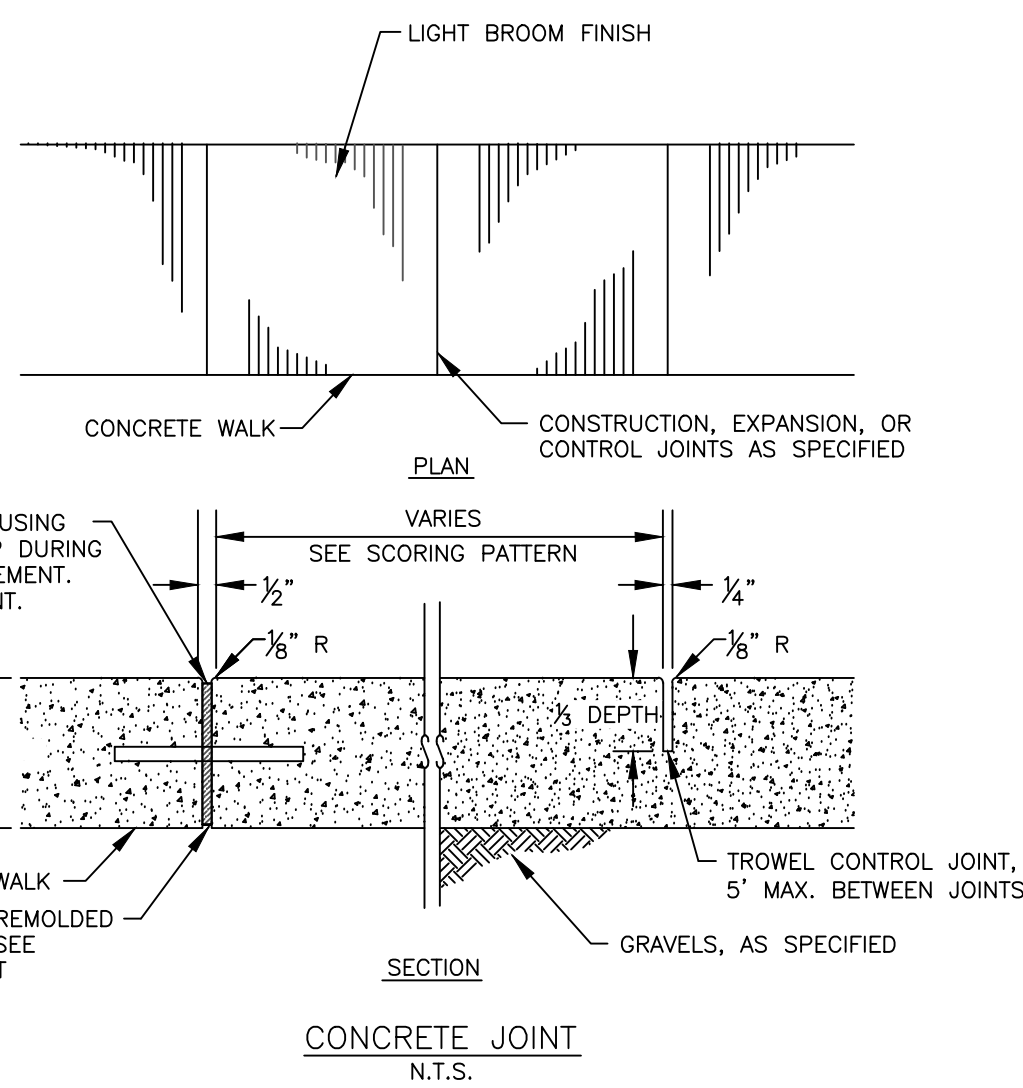
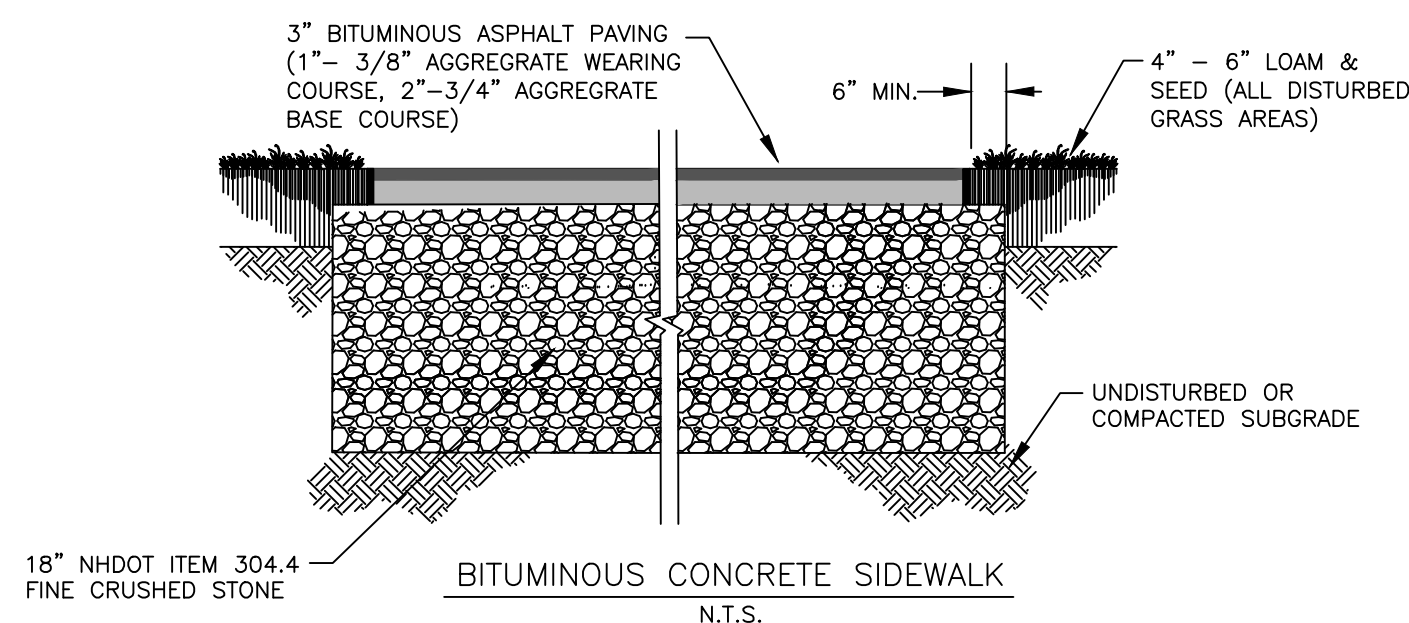
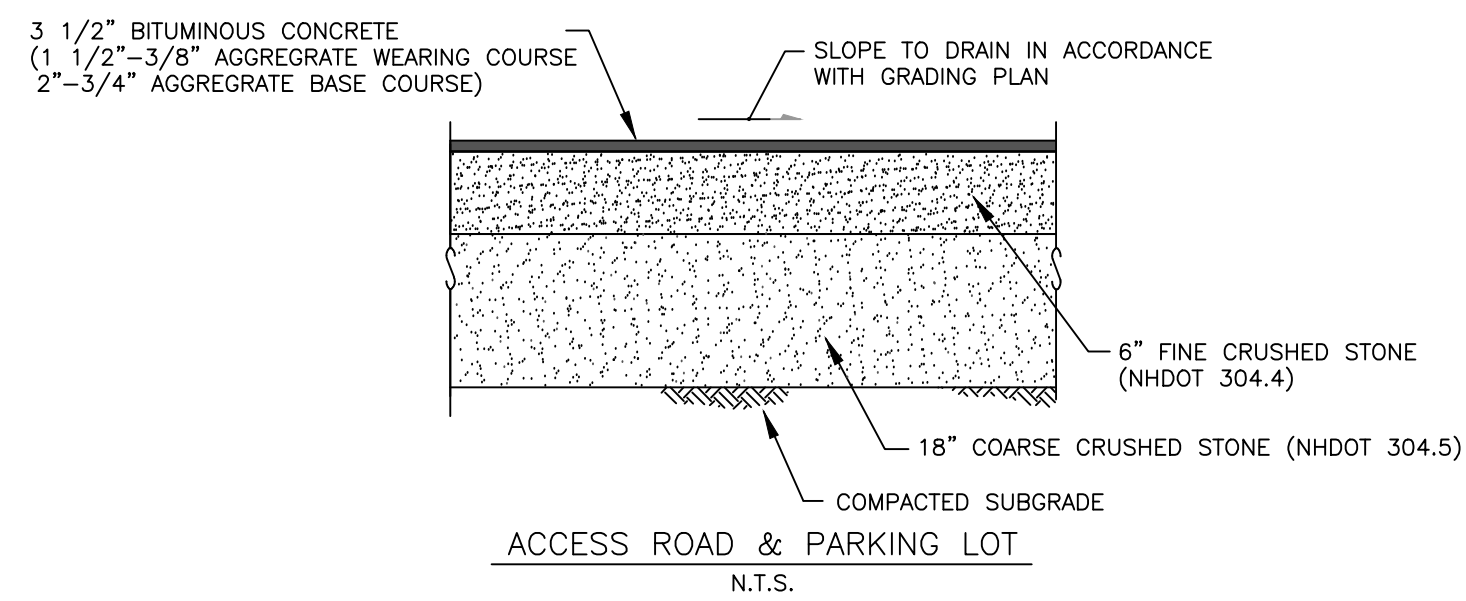
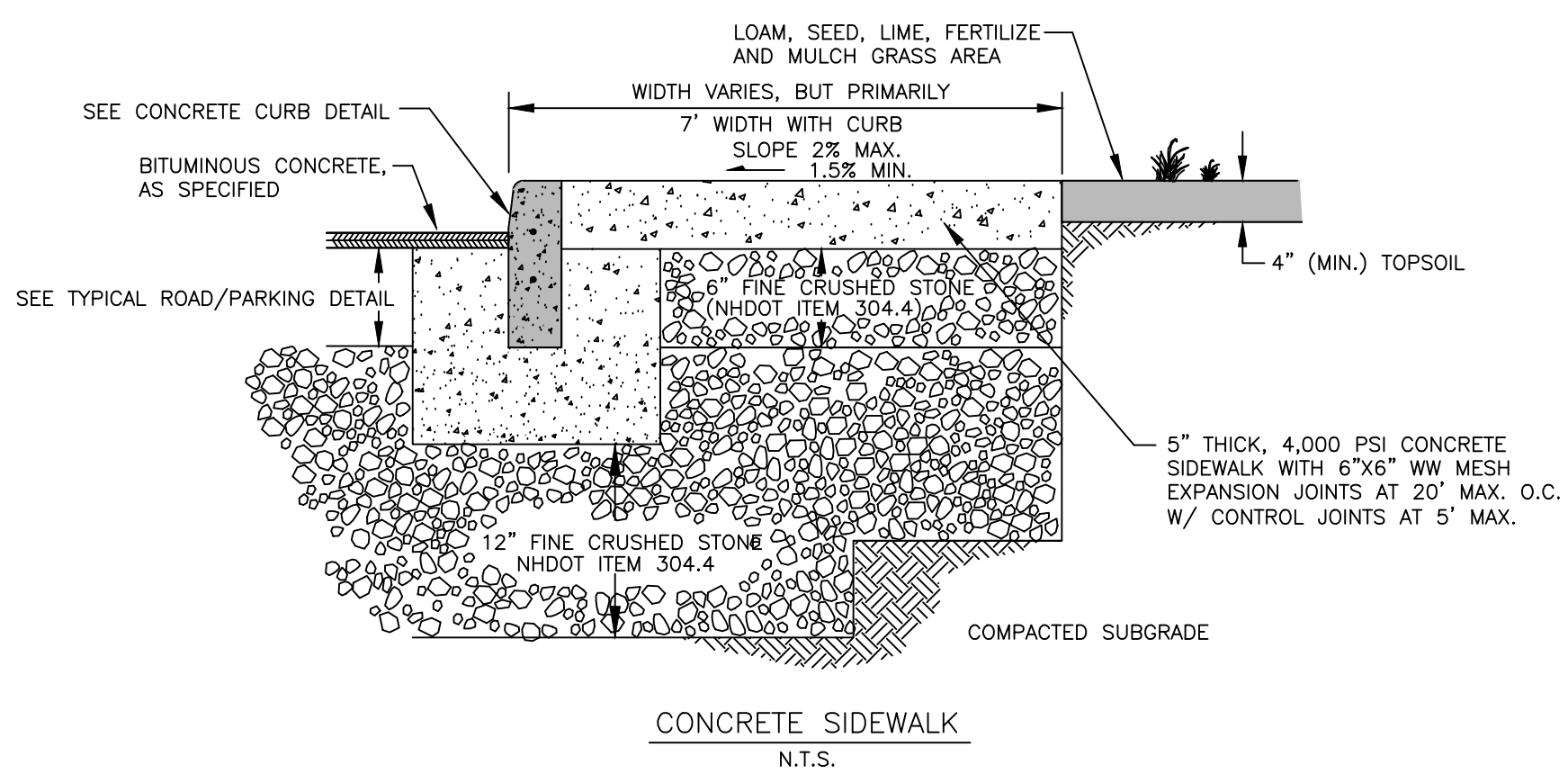
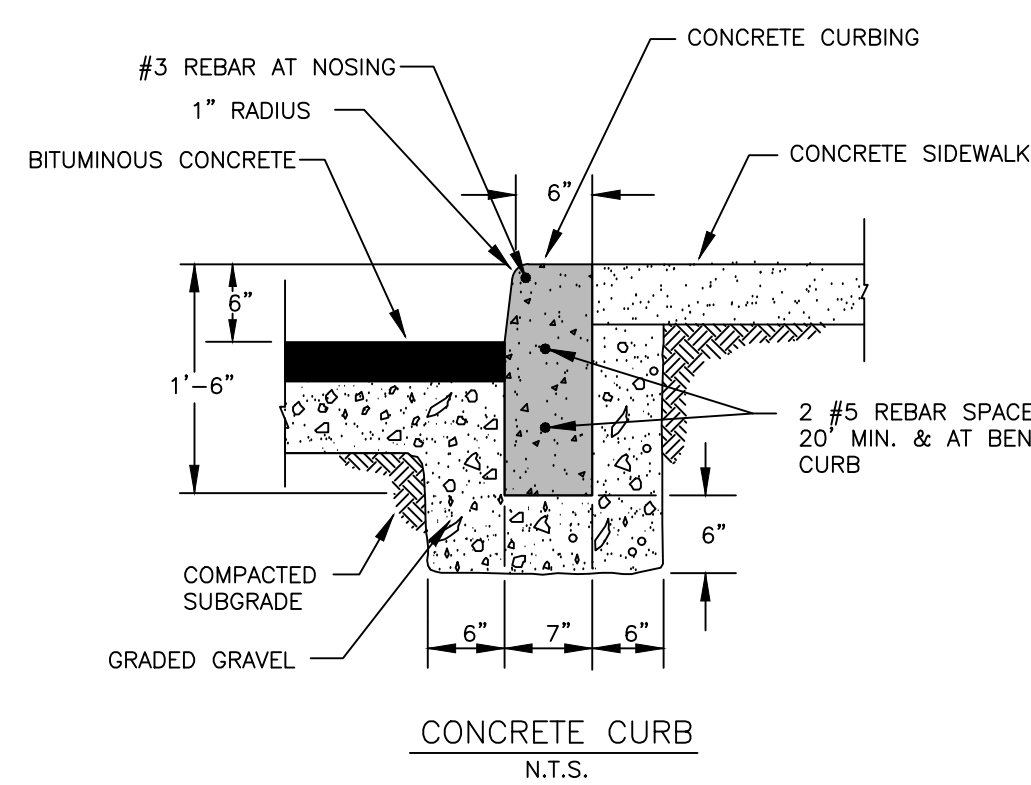
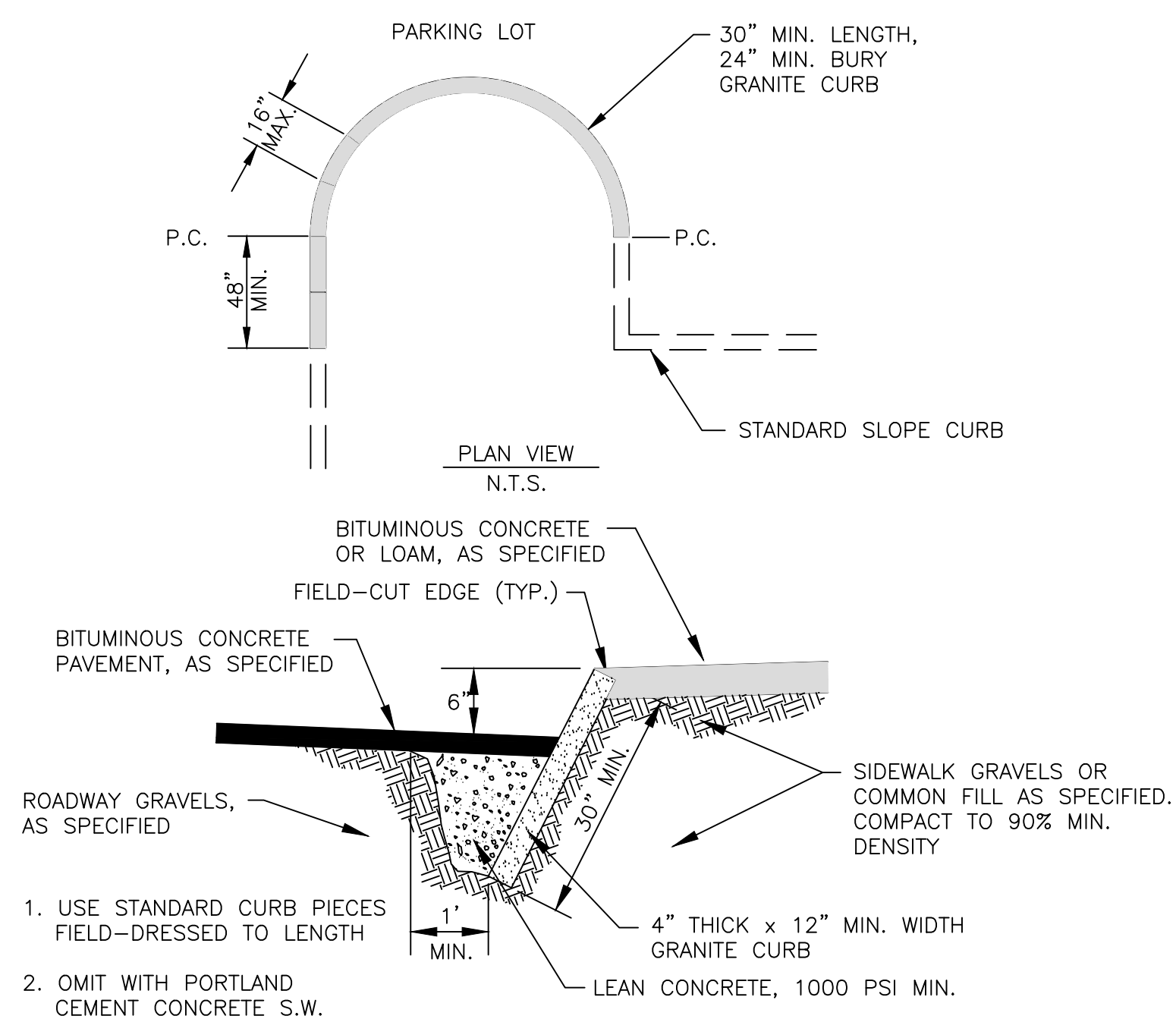
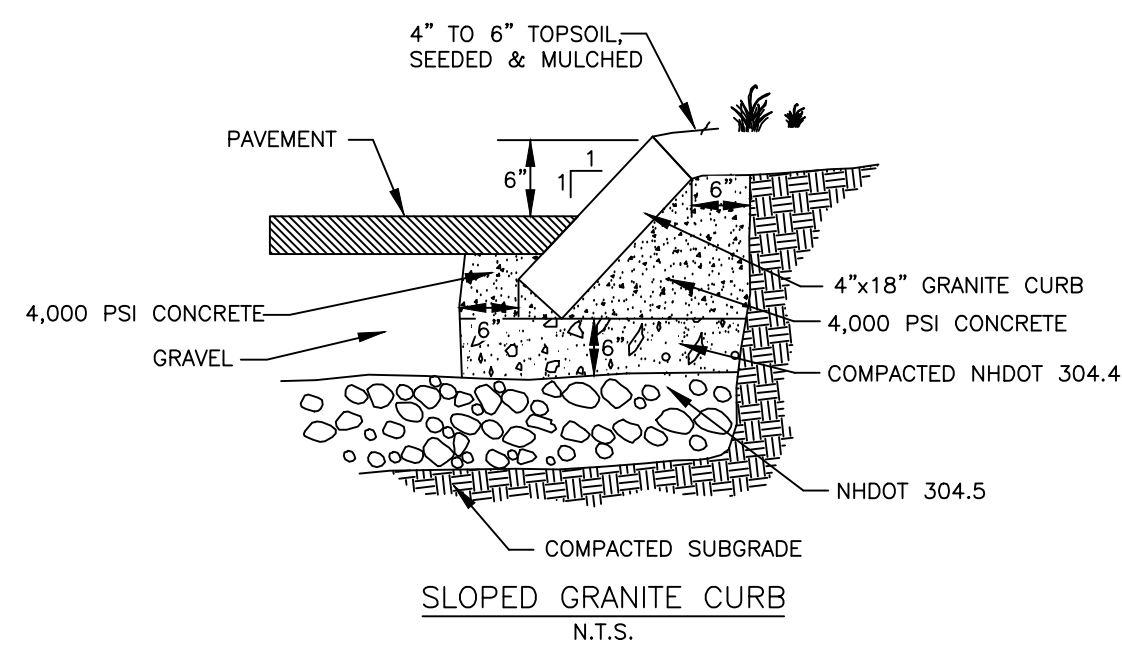
CENTERRA PARKWAY — CITY OF LEBANON — GRAFTON COUNTY — NH

PATHWAYS CONSULTING, LLC

240 MECHANIC STREET, SUITE 100
LEBANON, NEW HAMPSHIRE 03766
(603) 448-2200

SCALE: A.S.
DESIGNED BY: ANS
DRAWN BY: PAB
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DATE: 10/10/22
PROJ. NO. 13005

REVISION NO.	DATE	DESCRIPTION	MADE BY	CHECKED BY	APPROVED BY
1	11/28/22	STAFF REVIEW COMMENTS	PAB	PAB	JSG



NOTE:

1. ANY PORTION OF AN ACCESSIBLE SIDEWALK GREATER THAN 1:20 OR 5% (INCLUDING CURB RAMPS) IS CONSIDERED A RAMP, AND SHALL COMPLY WITH HANDRAIL AND ADA GRADE REQUIREMENTS.
2. MAXIMUM RAMP SLOPE = 1:12 OR 8.33%.
3. MAXIMUM CROSS GRADE FOR ACCESSIBLE SIDEWALK (INCLUDING RAMPS AND LANDINGS) = 1:50 OR 2%.
4. MAXIMUM GRADE FOR ACCESSIBLE SIDEWALK IN DIRECTION OF TRAVEL = 1:20 OR 5% (EXCLUDING RAMPS AND LANDINGS).

HANDICAP ACCESS RAMP – PEDESTRIAN

N.T.S.

1	11/28/22	STAFF REVIEW COMMENTS	PAB	PAB	JSG
REVISION NO.	DATE	DESCRIPTION	MADE BY	CHECKED BY	APPROVED BY

SITE DETAILS FOR CENTERRA MARKETPLACE - STARBUCKS

CENTERRA PARKWAY - CITY OF LEBANON - GRAFTON COUNTY - NEW HAMPSHIRE

PATHWAYS CONSULTING, LLC

240 MECHANIC STREET, SUITE 100
LEBANON, NEW HAMPSHIRE 03766
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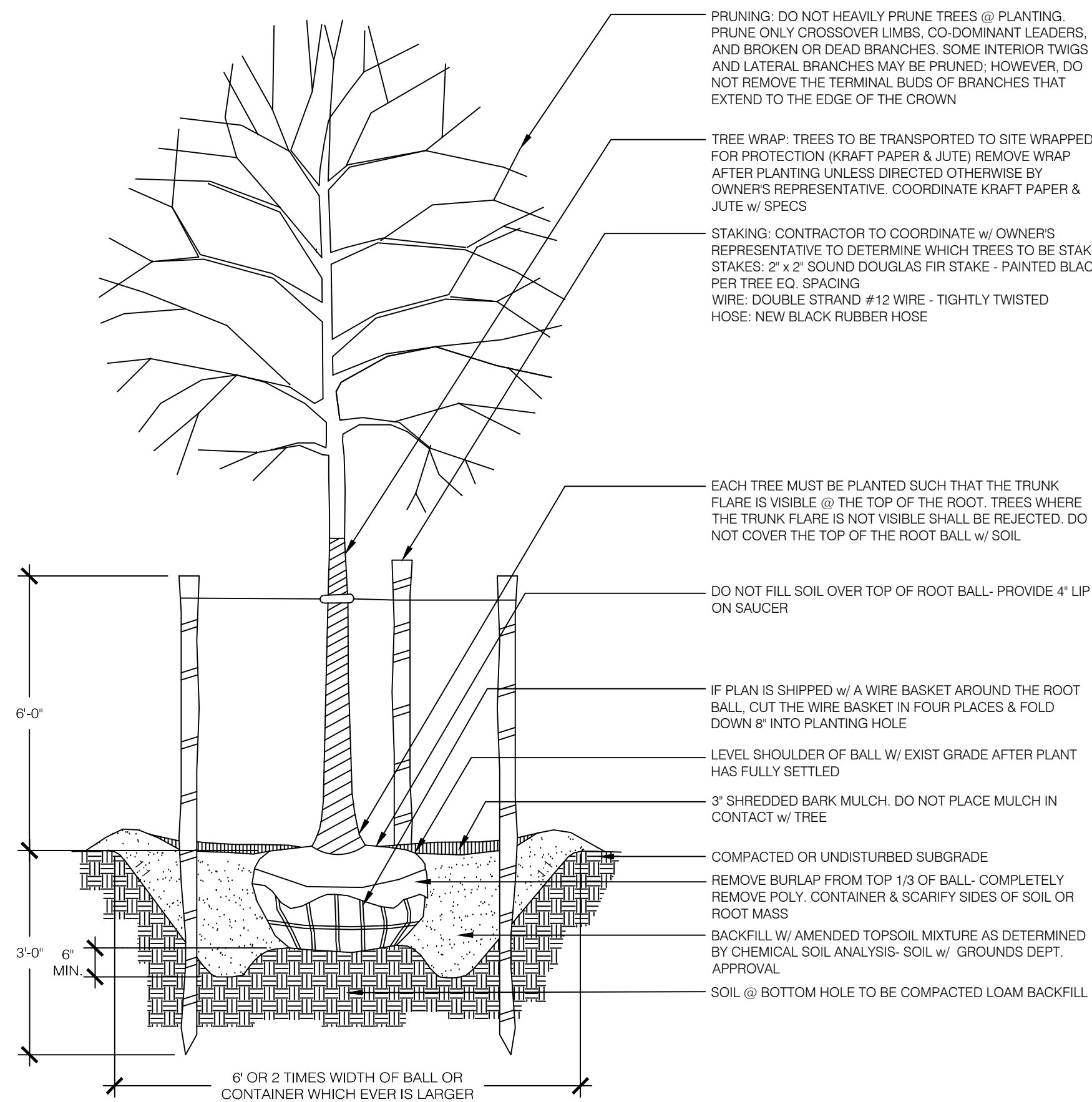
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DATE: 10/10/22

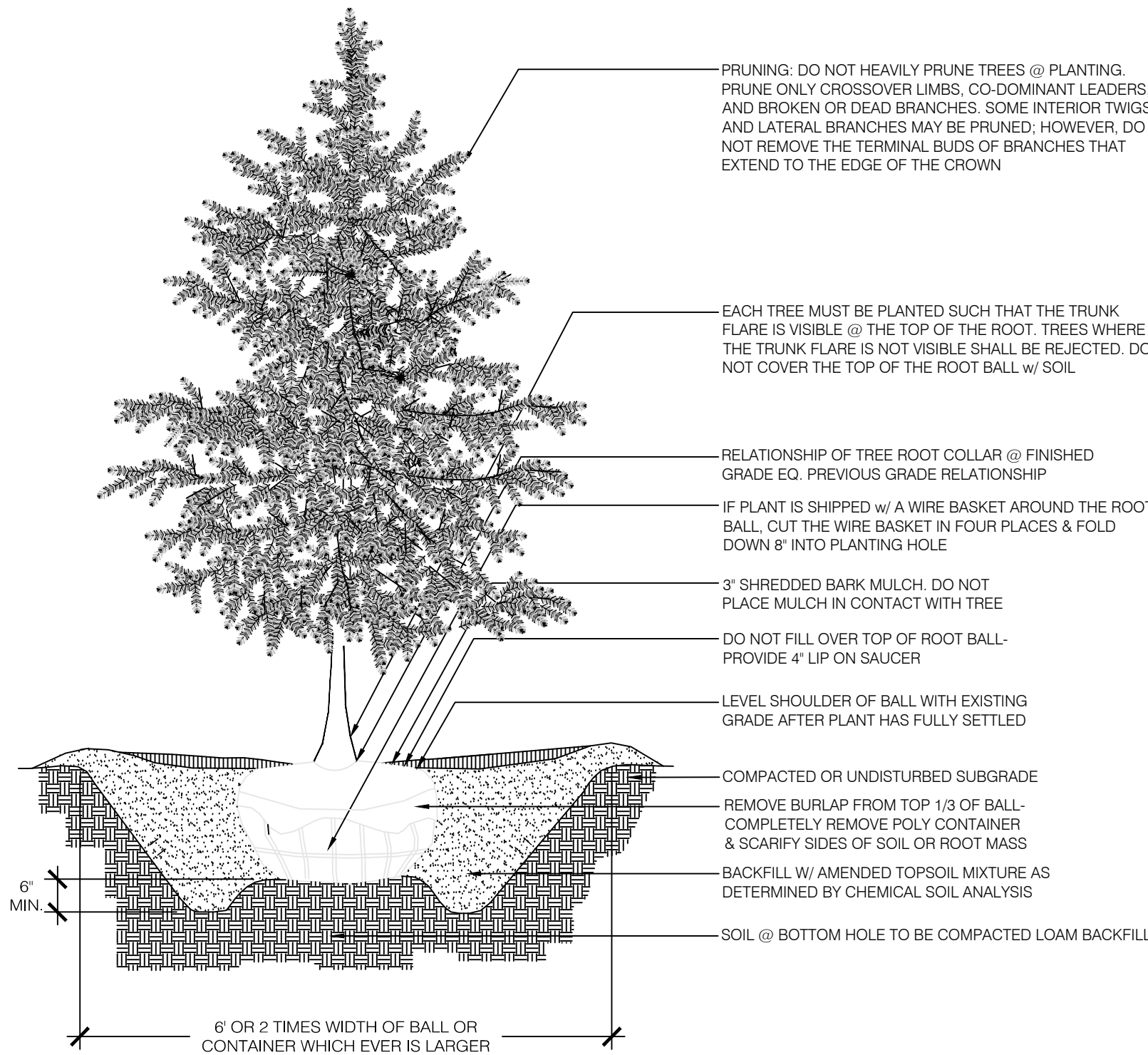
PROJ. NO. 13005

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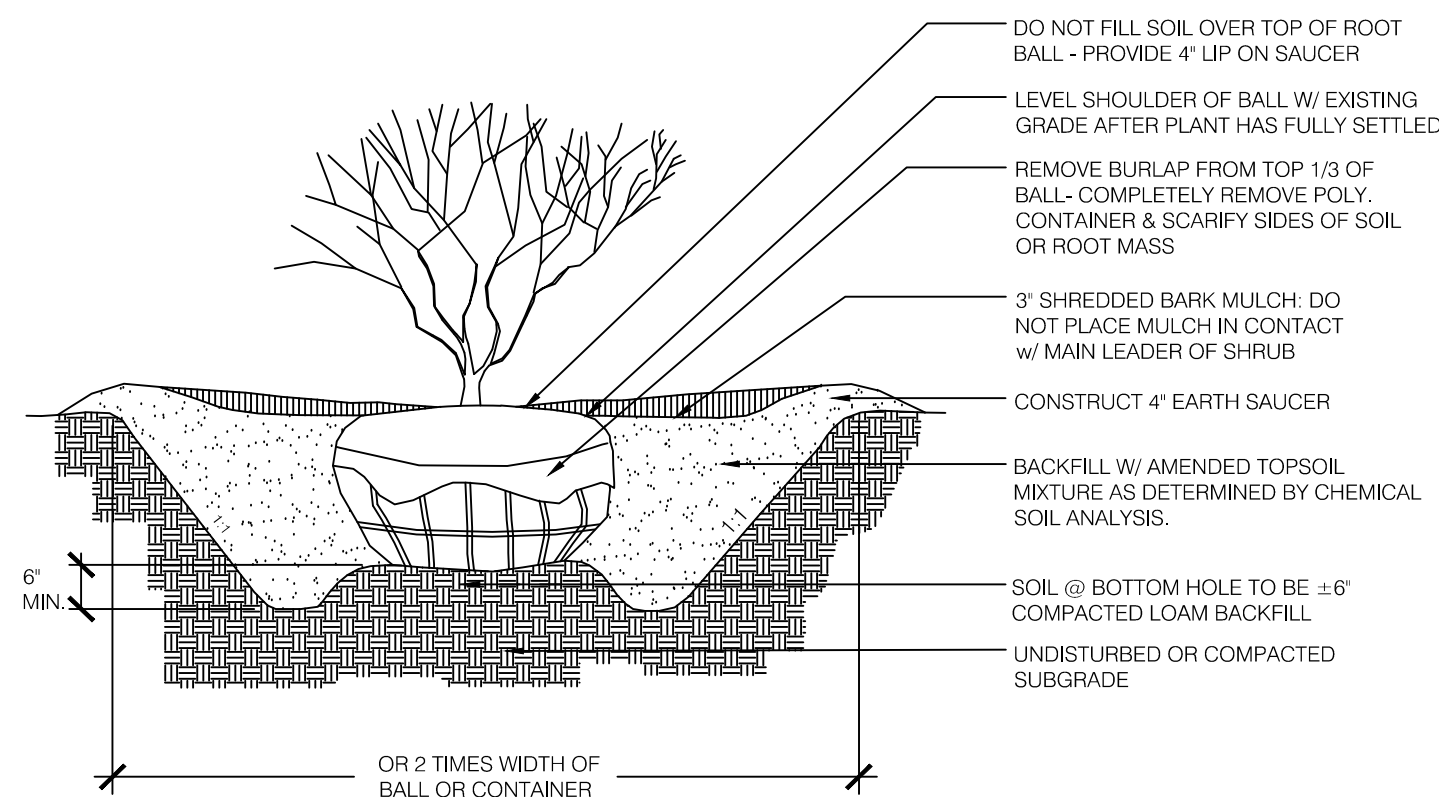
SHEET 8 OF 16



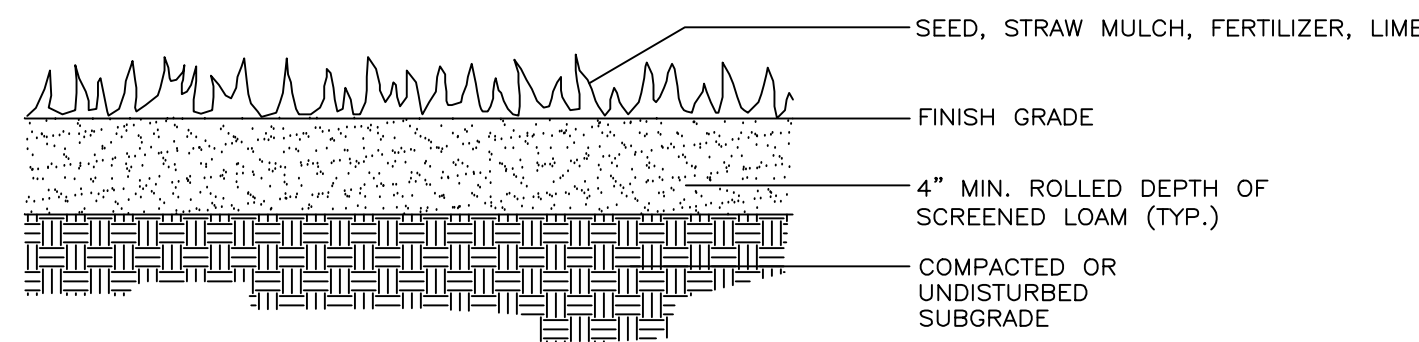
TYPICAL DECIDUOUS TREE PLANTING DETAILS
SCALE: N.T.S.



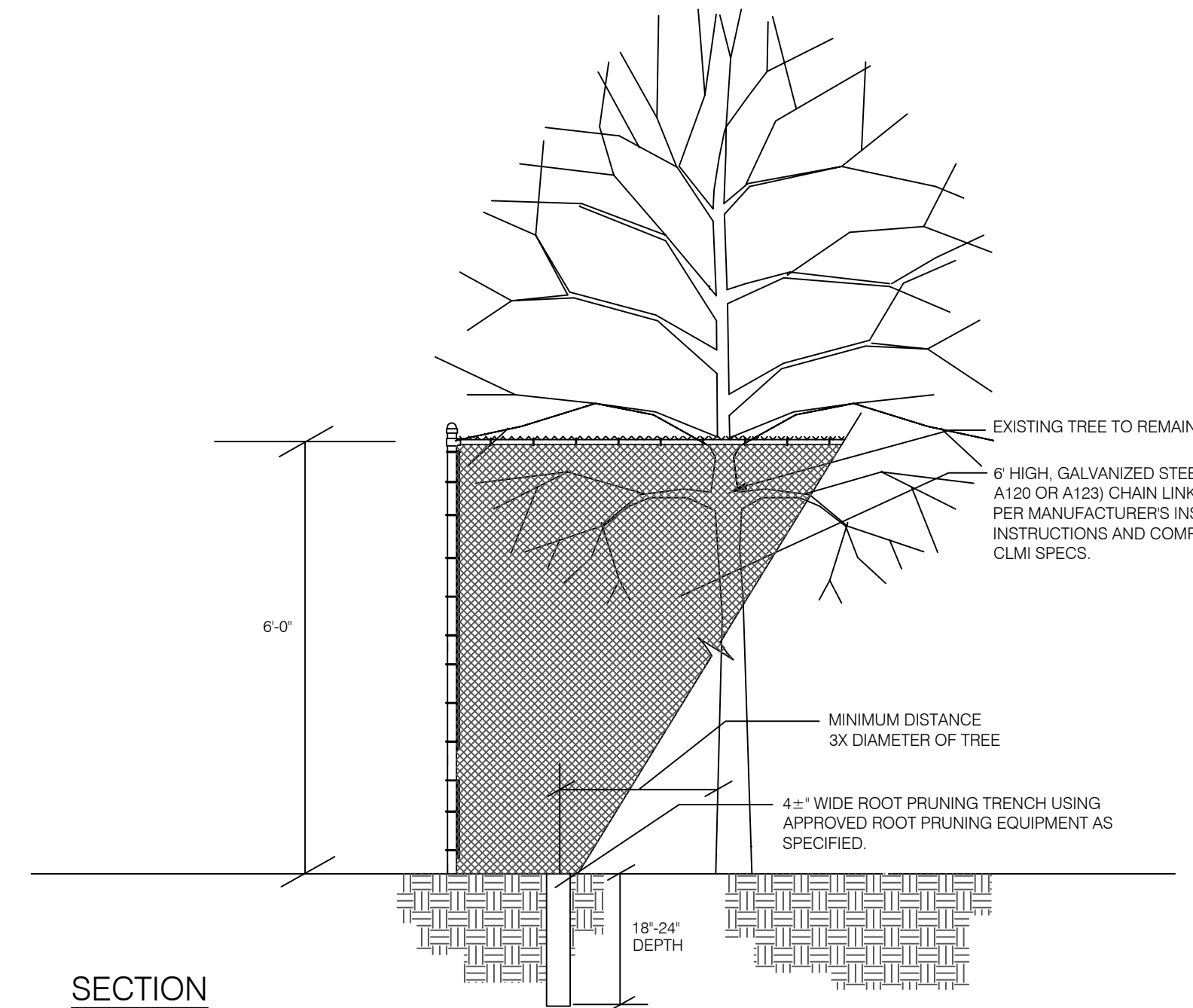
TYPICAL EVERGREEN TREE PLANTING
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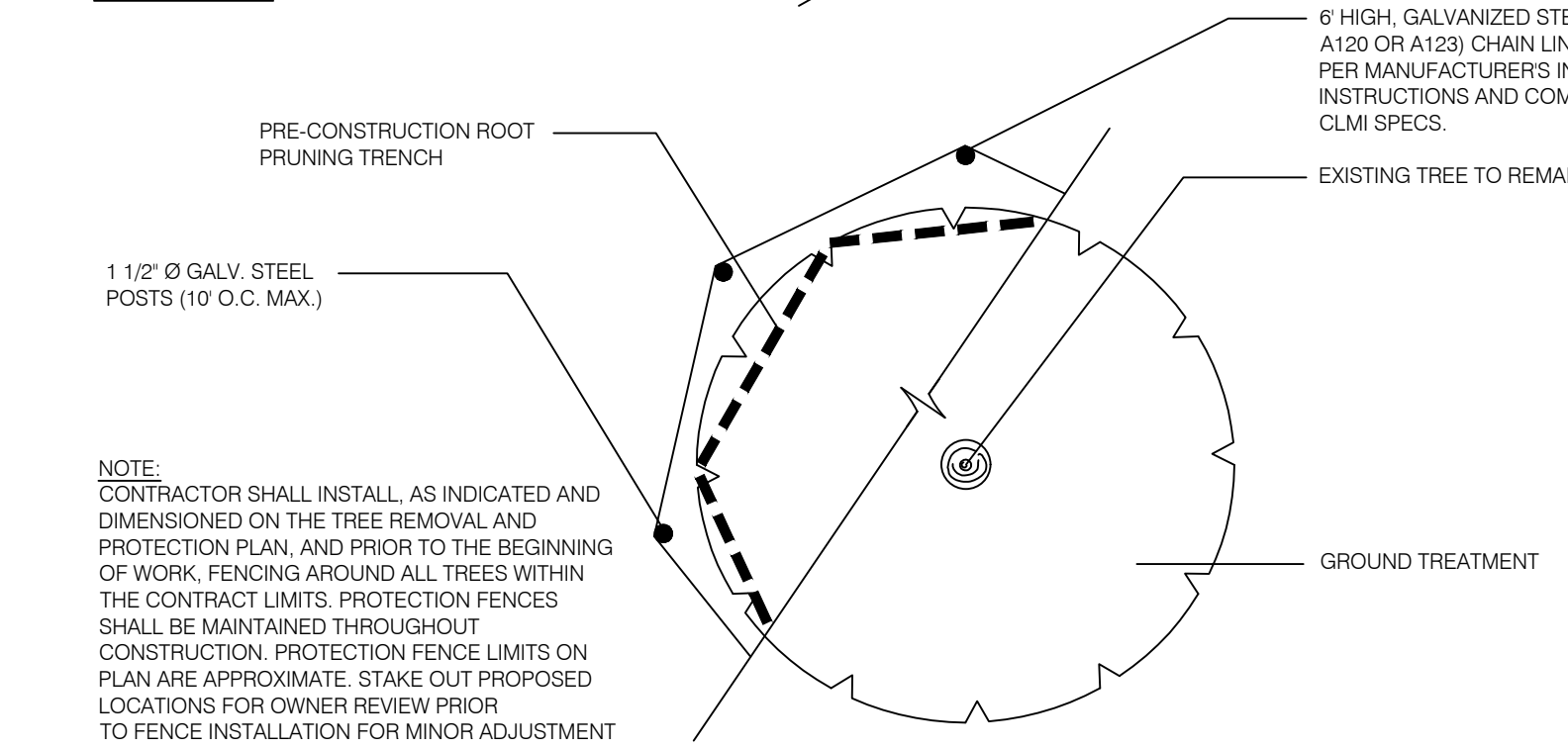
TYPICAL SHRUB PLANTING DETAIL
SCALE: N.T.S.



TYPICAL LOAM AND SEED DETAIL
N.T.S.



SECTION



PLAN

PROTECTION FENCING FOR INDIVIDUAL TREE AND SMALL TREE GROUPINGS
SCALE: 1/4\"/>

PLANTING NOTES:

1. The Contractor shall review the written specifications for tree and shrub planting, groundcover & plants and seeding prior to submitting bid. No extraneous requirements have been included in the Specifications and Drawings. The Contractor shall also become familiar with existing and proposed site conditions prior to submitting bid.
2. The Contractor shall coordinate this work with other contractors performing work on the site.
3. The Contractor shall verify all grades, dimensions, and existing conditions and report any discrepancies to the Landscape Architect.
4. The Contractor shall locate and verify all existing and newly installed underground utilities prior to any lawn work or tree and shrub planting and shall immediately report any conflicts to the Landscape Architect.
5. The Contractor shall supply all plant material in quantities sufficient to complete the planting shown on the drawings. Quantities in Plant Schedule are for reference only.
6. All plant material shall conform to guidelines established by the "American Standards for Nursery Stock" published by the American Association of Nurserymen, latest edition (ANSI Z66.1).
7. No plant or cultivar substitutions will be acceptable.
8. Plant material shall be inspected by Owner's Representative for acceptance prior to planting.
9. Locations of new plant material shall be staked or set out by Contractor and approved and faced by the Landscape Architect prior to planting.
10. Refer to Planting Details and Specifications for information relating to planting pit dimensions and extent and composition of backfill material.
11. The trees shall bear the same relationship to tree pit finish grade as to the original grade prior to digging.
12. The Contractor shall remove all plastic materials from around the root balls of the plants after positioning in the plant pits. Remove burlap, rope, and wire from around the trunks sufficiently so that no burlap, rope, or wire will be exposed after backfilling.
13. Contractor shall exercise extreme care in working in areas of existing trees. Existing plants to remain and be protected which are injured or destroyed during construction shall be replaced by Contractor with plants of equal size and species at no cost to the Owner.
14. All areas that have been disturbed by construction activity and not paved or occupied by site structures, etc., shall be topsoiled and seeded / reconditioned as specified.
15. The trees and shrubs shall be watered by the contractor twice during the first 24 hours of planting.
16. The plants shall be maintained by the contractor during the warranty period.

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LANDSCAPE DETAILS FOR
CENTERRA MARKETPLACE - STARBUCKS
CENTERRA PARKWAY — CITY OF LEBANON — GRAFTON COUNTY — NEW HAMPSHIRE

PATHWAYS CONSULTING, LLC

240 MECHANIC STREET, SUITE 100
LEBANON, NEW HAMPSHIRE 03766
(603) 448-2200

SCALE: N.T.S.

DESIGNED BY: PAB

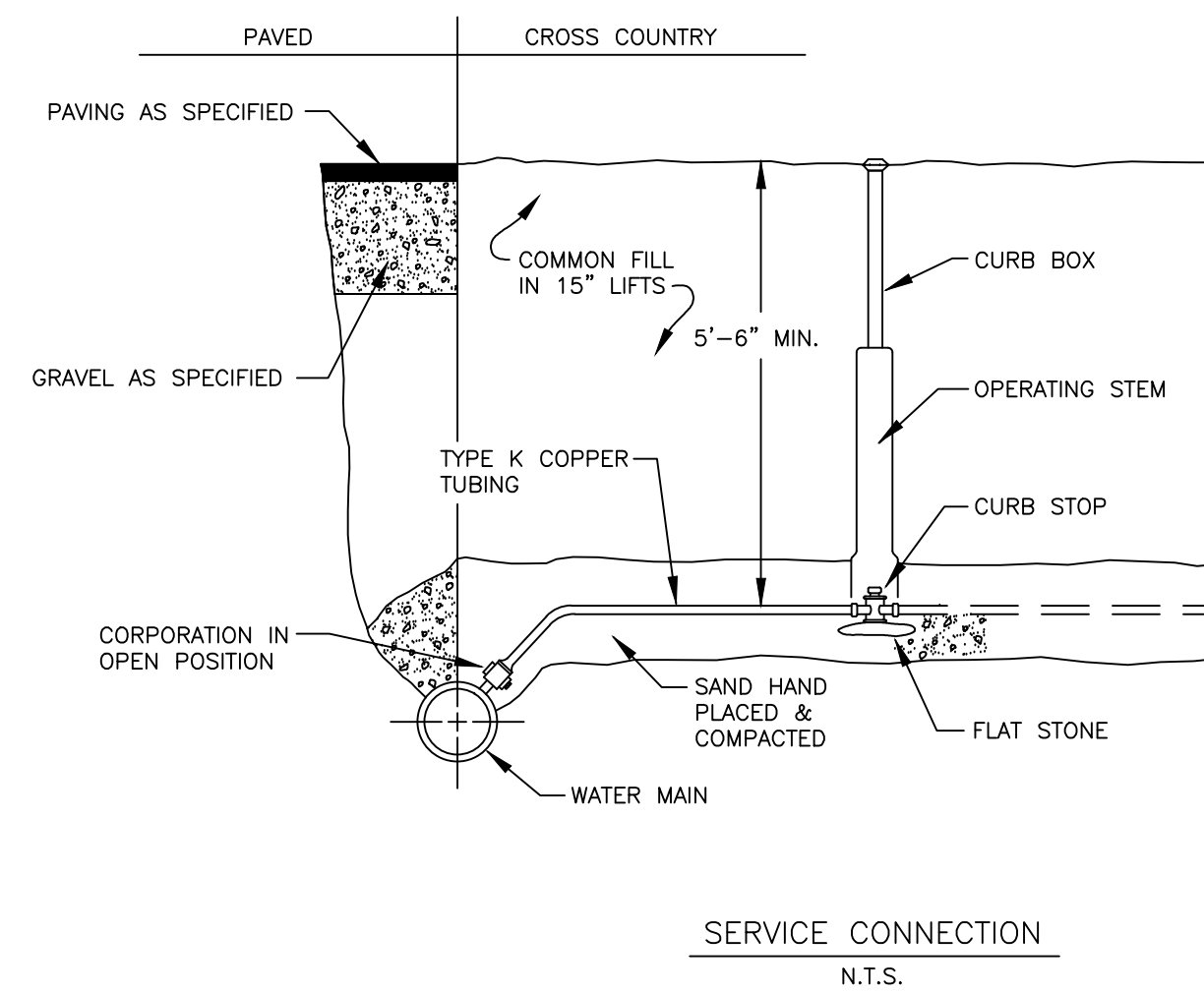
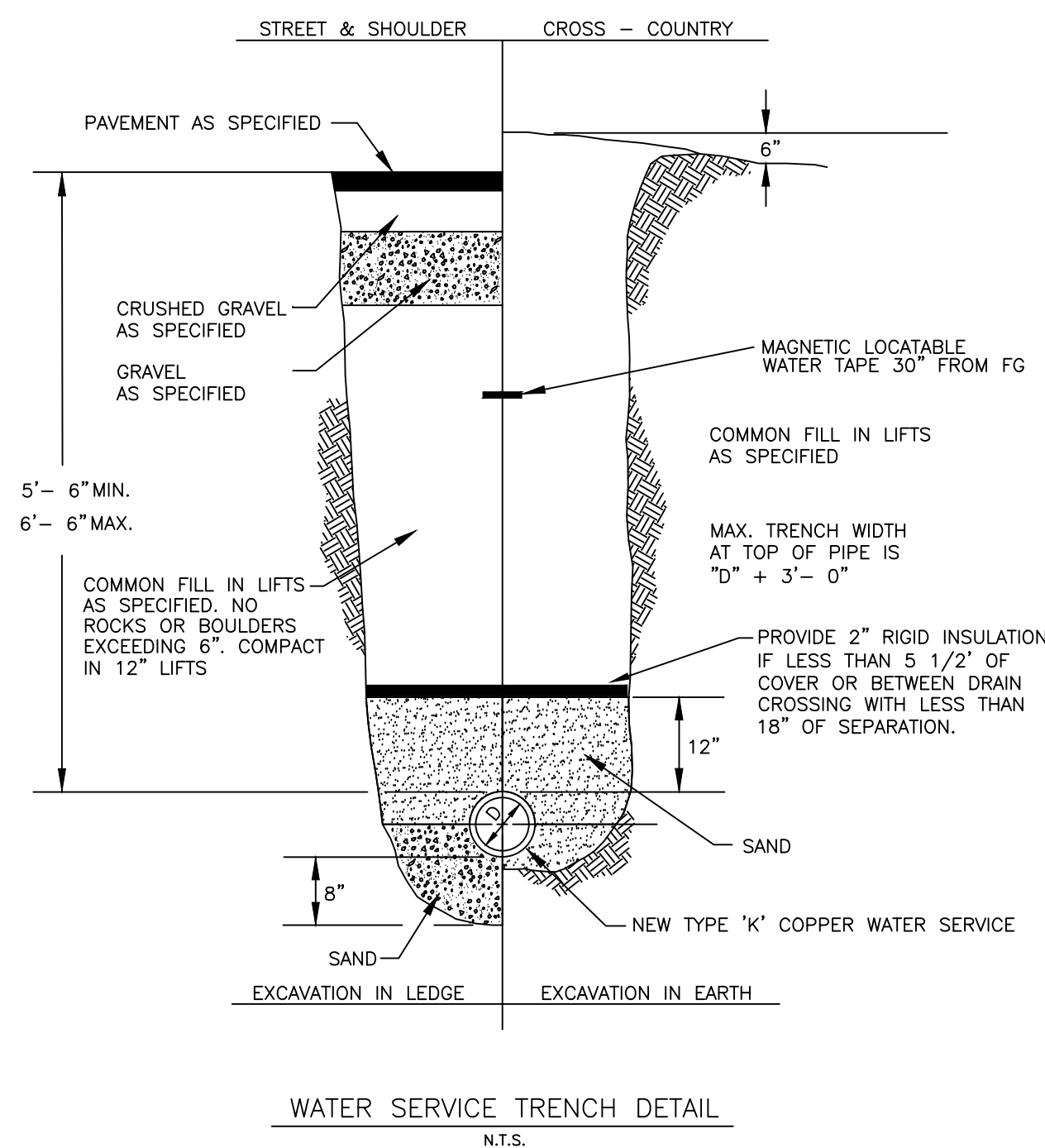
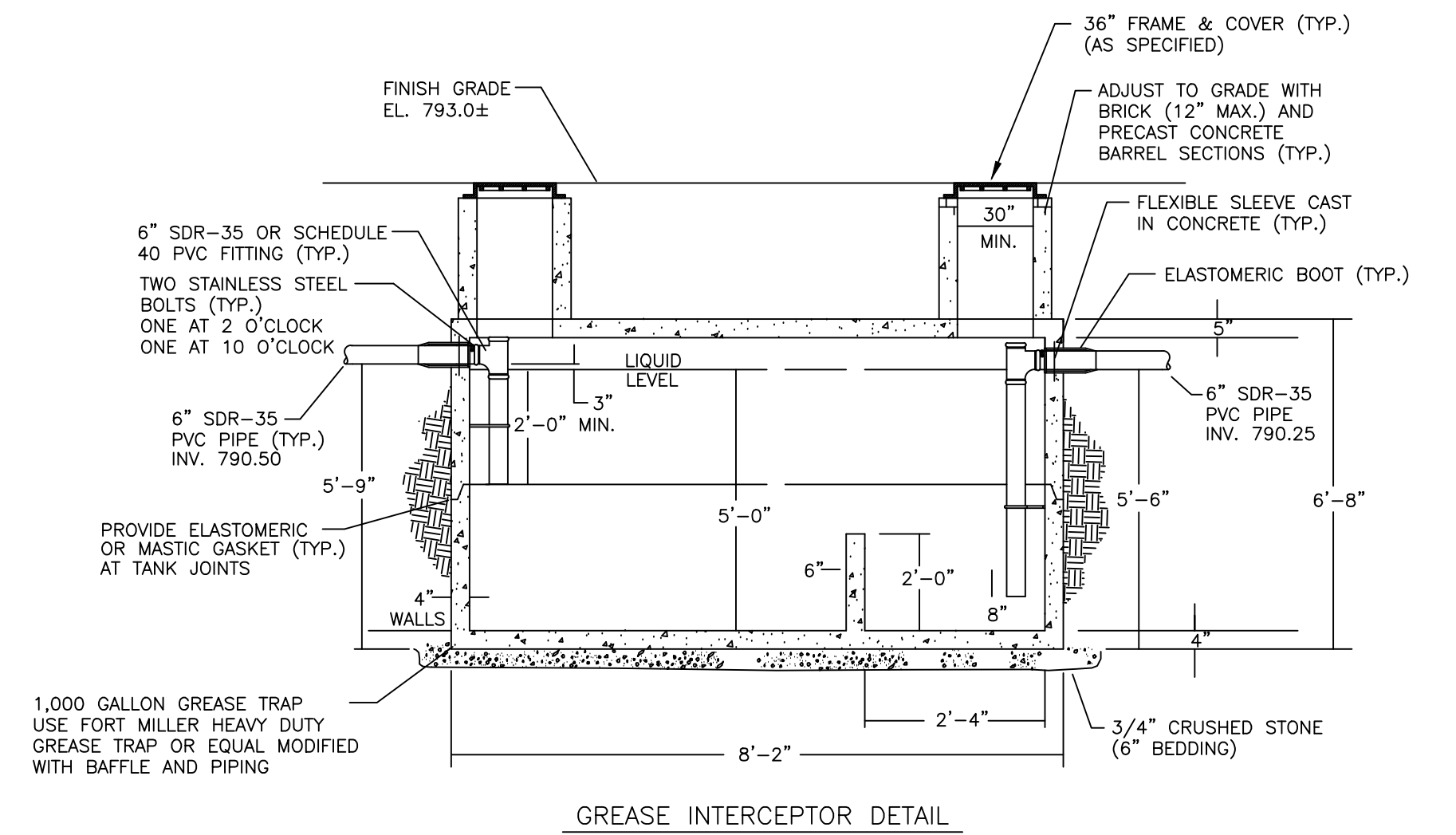
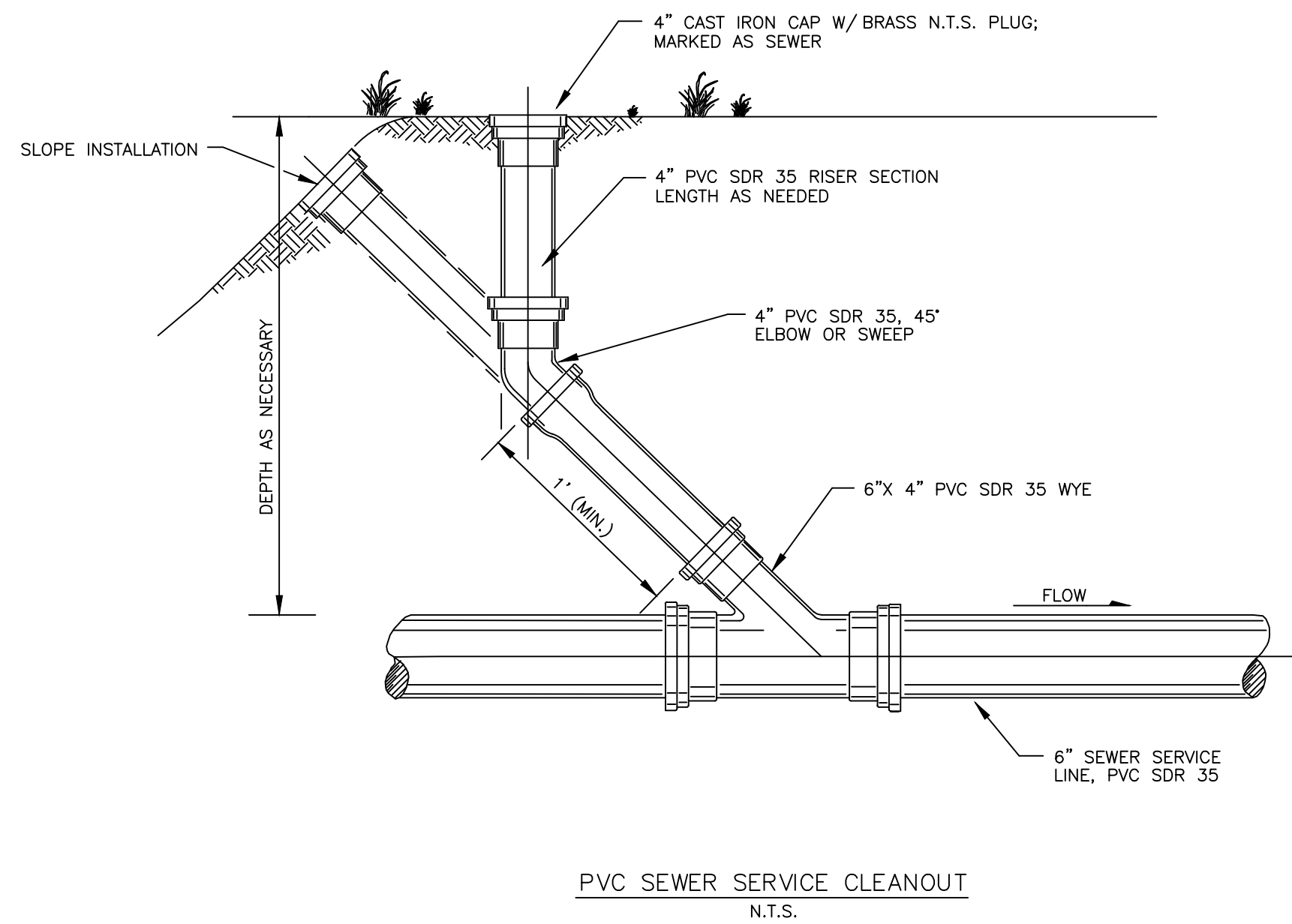
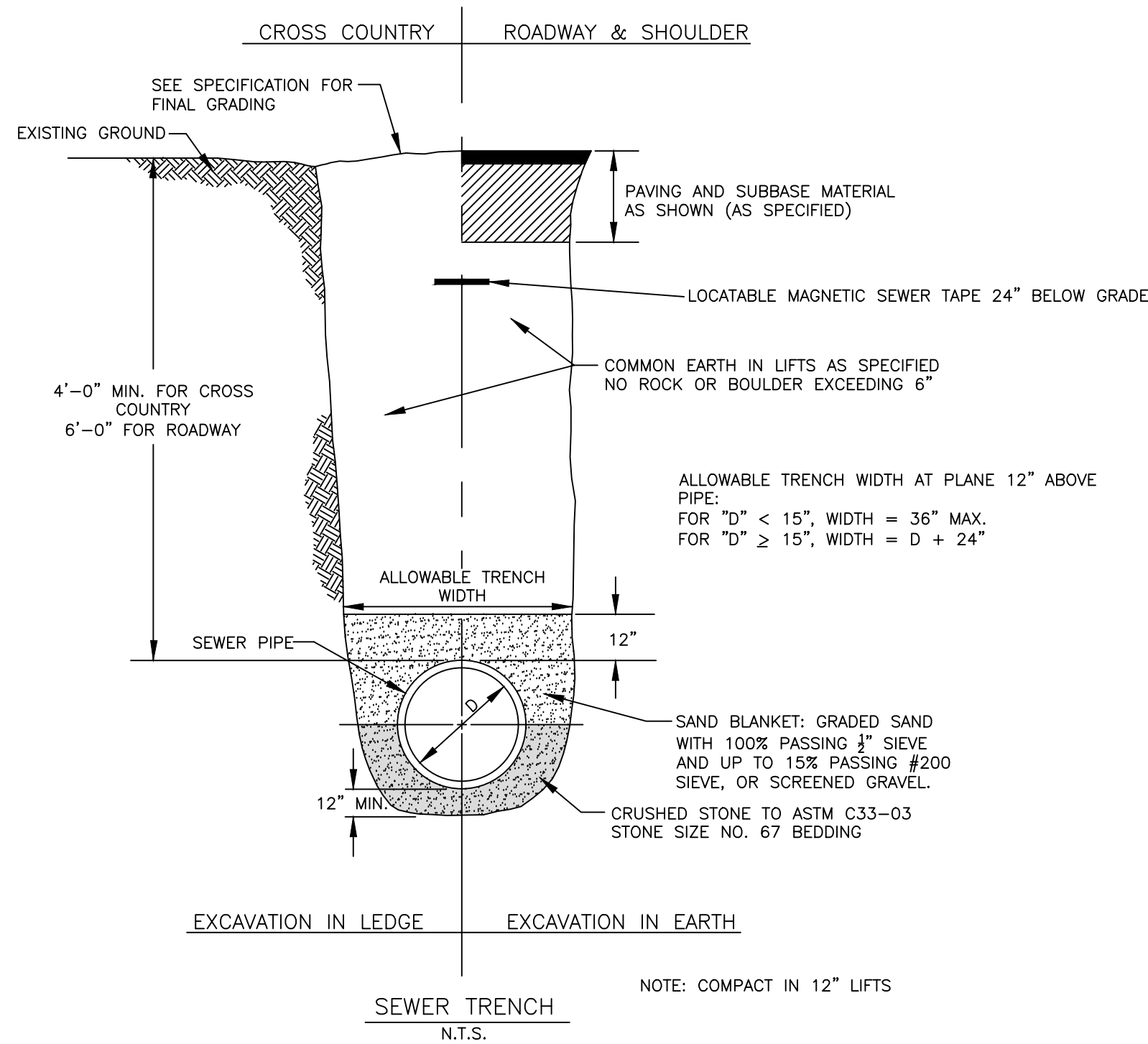
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CHECKED BY: JSG

DATE: 10/10/22

PROJ. NO. 13005

9
SHEET 9 of 16



WATER & SEWER DETAILS FOR

CENTERRA MARKETPLACE - STARBUCKS

CENTERRA PARKWAY - CITY OF LEBANON - GRAFTON COUNTY - NEW HAMPSHIRE

PATHWAYS CONSULTING, LLC

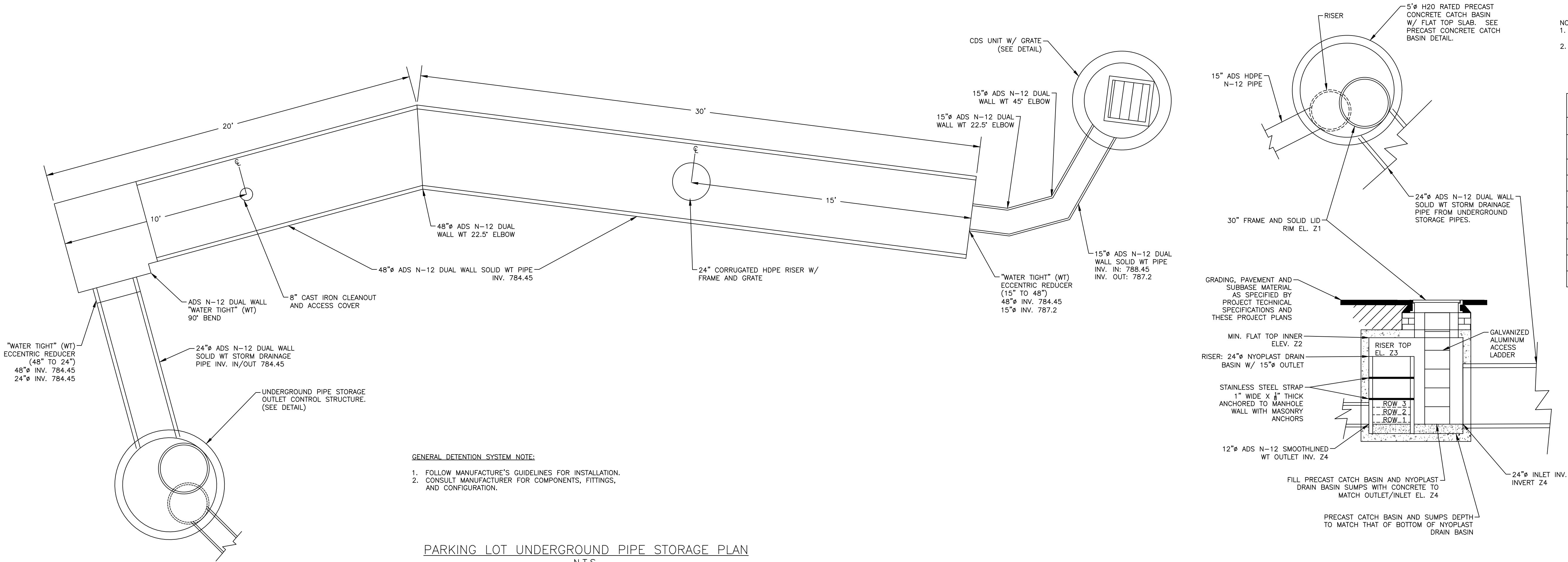
240 MECHANIC STREET, SUITE 100
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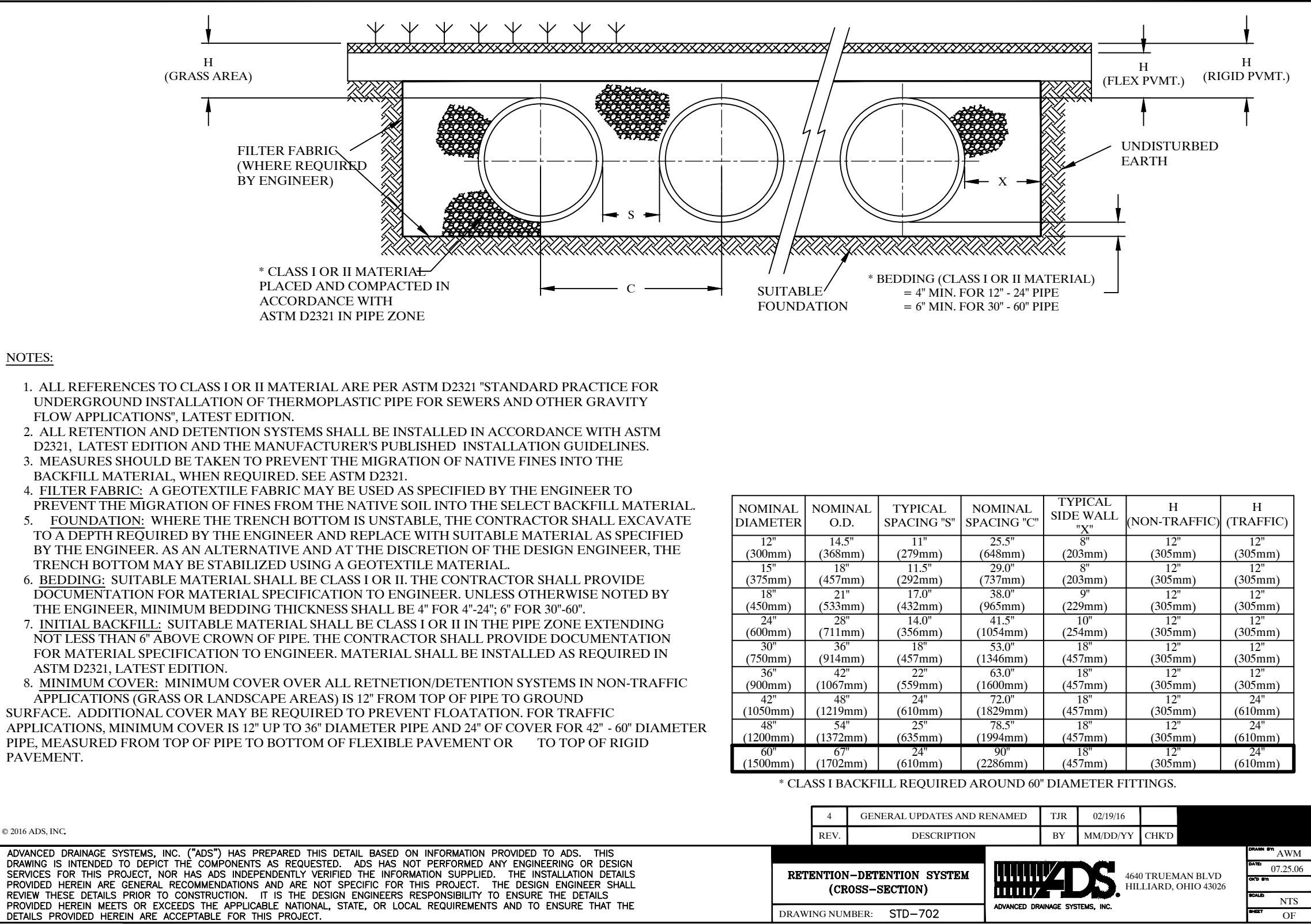
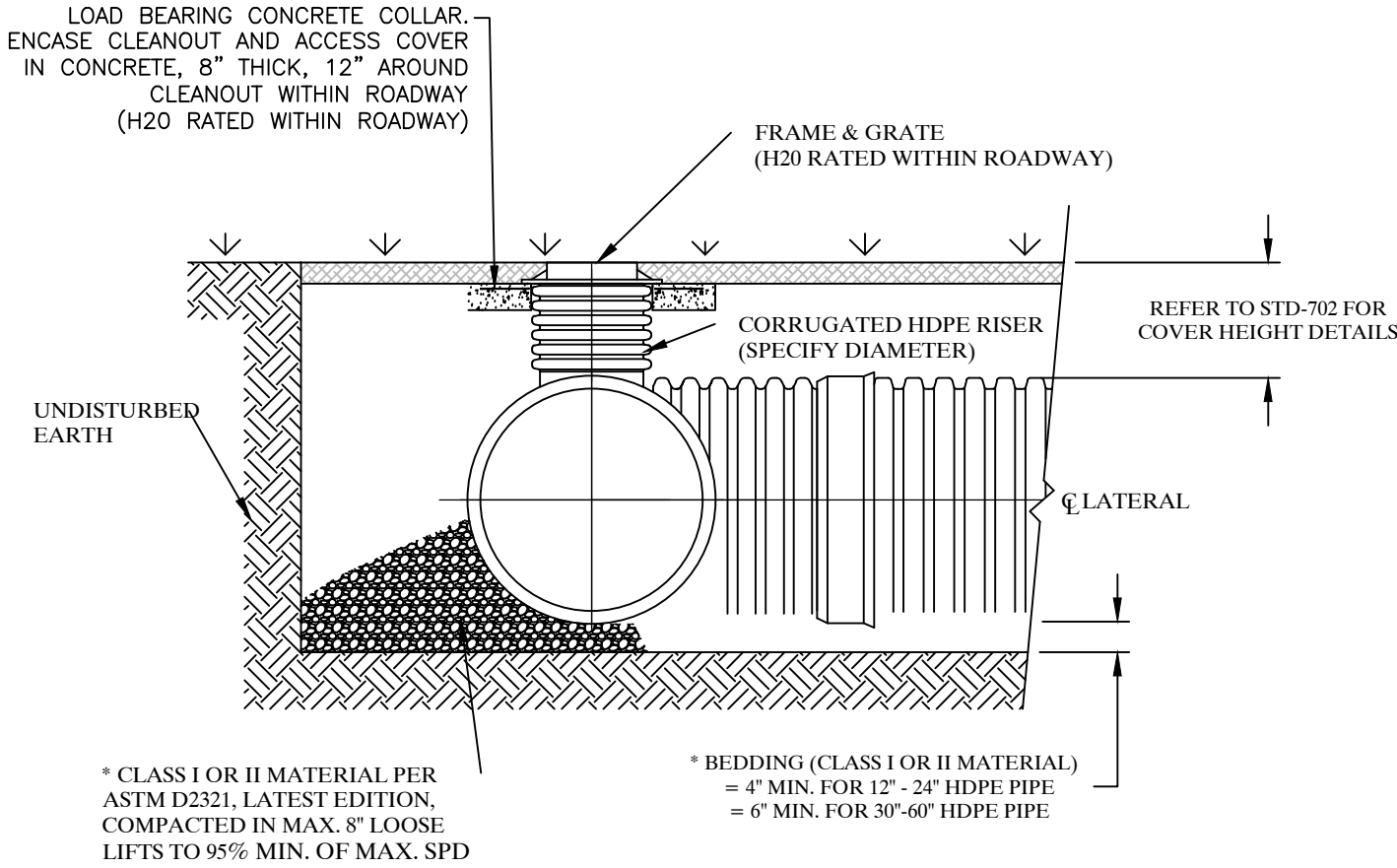
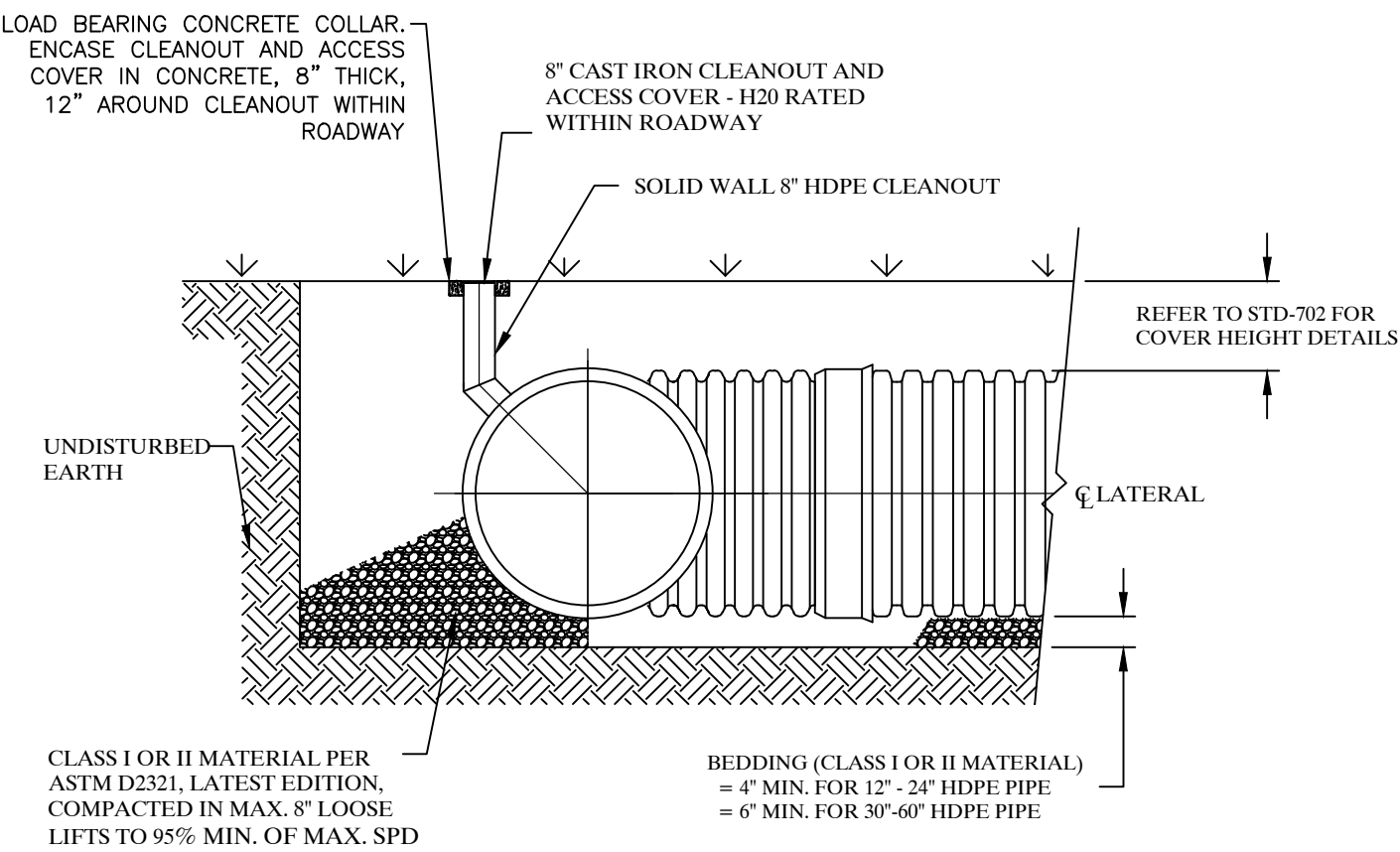
SHEET 10 of 16

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- NOTES:
1. ALL PIPE TO HAVE WATERTIGHT CONNECTIONS AT JOINTS AND AT AT MANHOLES/CATCH BASINS.
 2. ALL ORIFICES TO BE SET AT INVERTS INDICATED IN TABLE BELOW. EACH ORIFICE TO HAVE A MINIMUM OF 6" CLEARANCE TO ANY ADJACENT ORIFICE.

OUTLET CONTROL STRUCTURE INVERTS/ELEVATIONS			
ROOF UNDERGROUND PIPE STORAGE OUTLET CONTROL STRUCTURE			
STRUCTURE ELEVATION LOCATION	ELEVATION	DIAMETER OF ORIFICE	NUMBER ORIFICES
RIM EL. Z1	793.25±	--	--
FLAT TOP INNER ELEV. Z2	790.95	--	--
RISER TOP EL. Z3	789.70	--	--
ORIFICE ROW 4 INVERT	787.45	2"	2
ORIFICE ROW 3 INVERT	786.45	2"	2
ORIFICE ROW 2 INVERT	785.45	2"	7
ORIFICE ROW 1 INVERT	784.45	2"	7
INLET/OUTLET PIPES INVERT Z4	784.45	--	--



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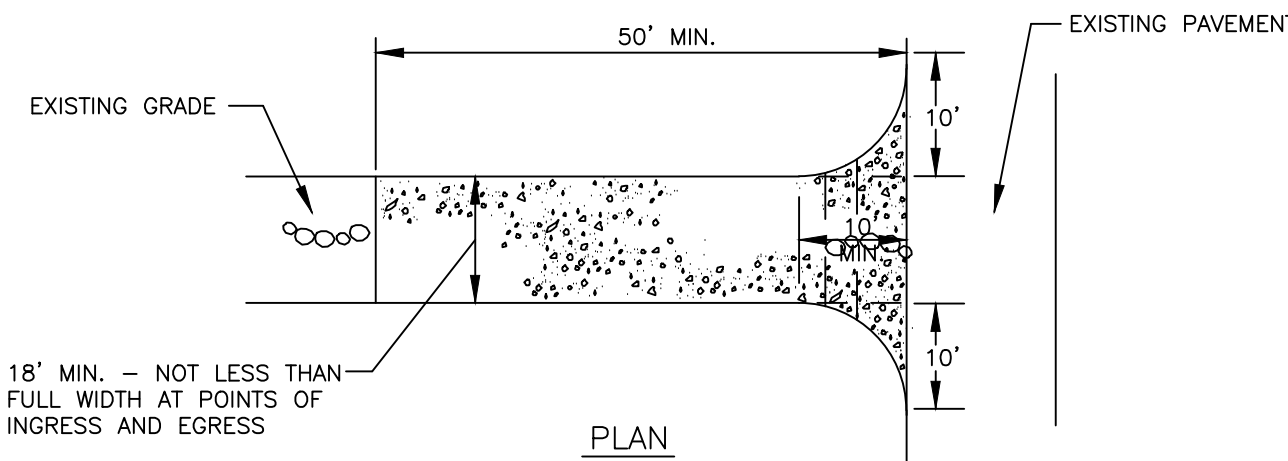
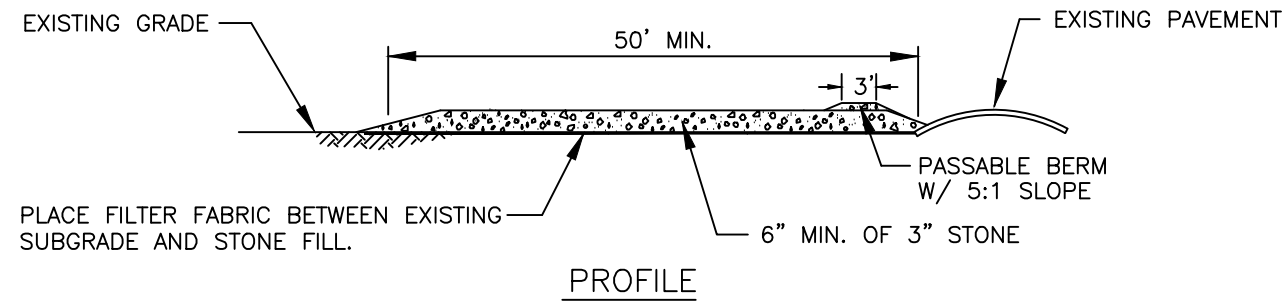
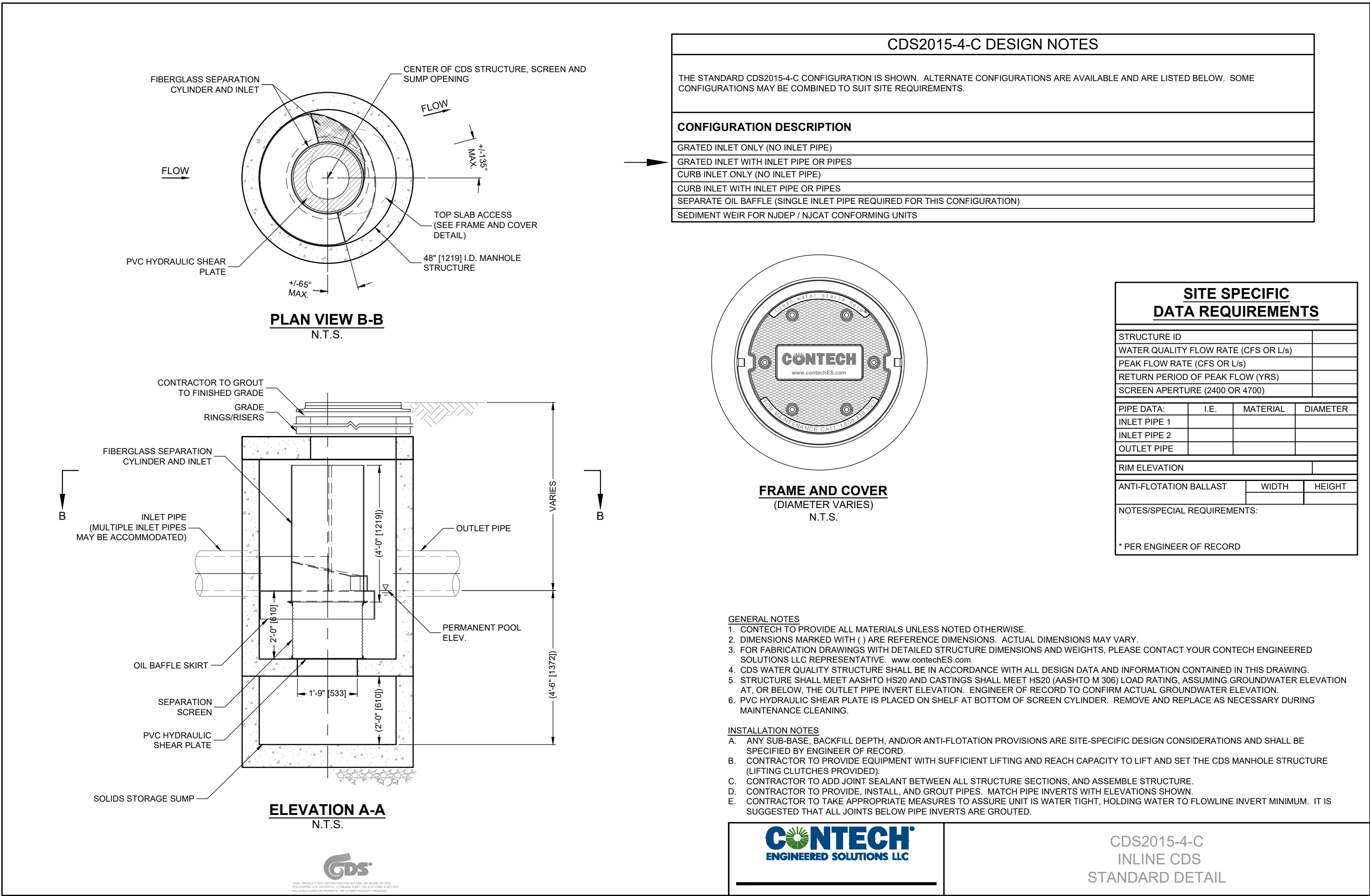
DRAINAGE DETAILS

CENTERRA MARKETPLACE - STARBUCKS

CENTERRA PARKWAY - CITY OF LEBANON - GRAFTON COUNTY - NEW HAMPSHIRE

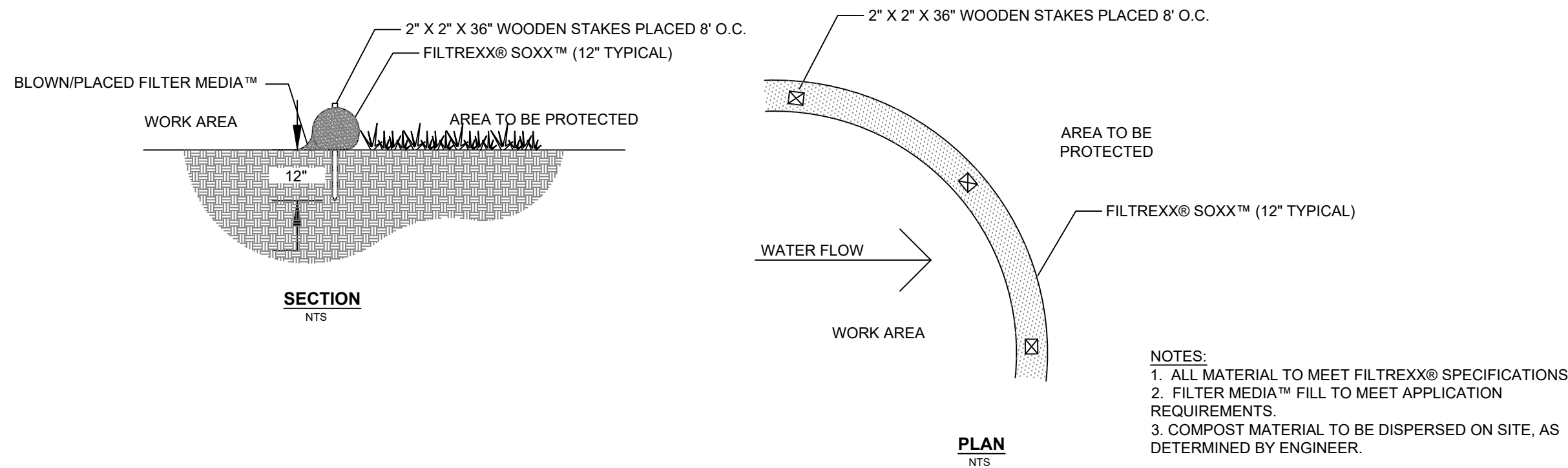
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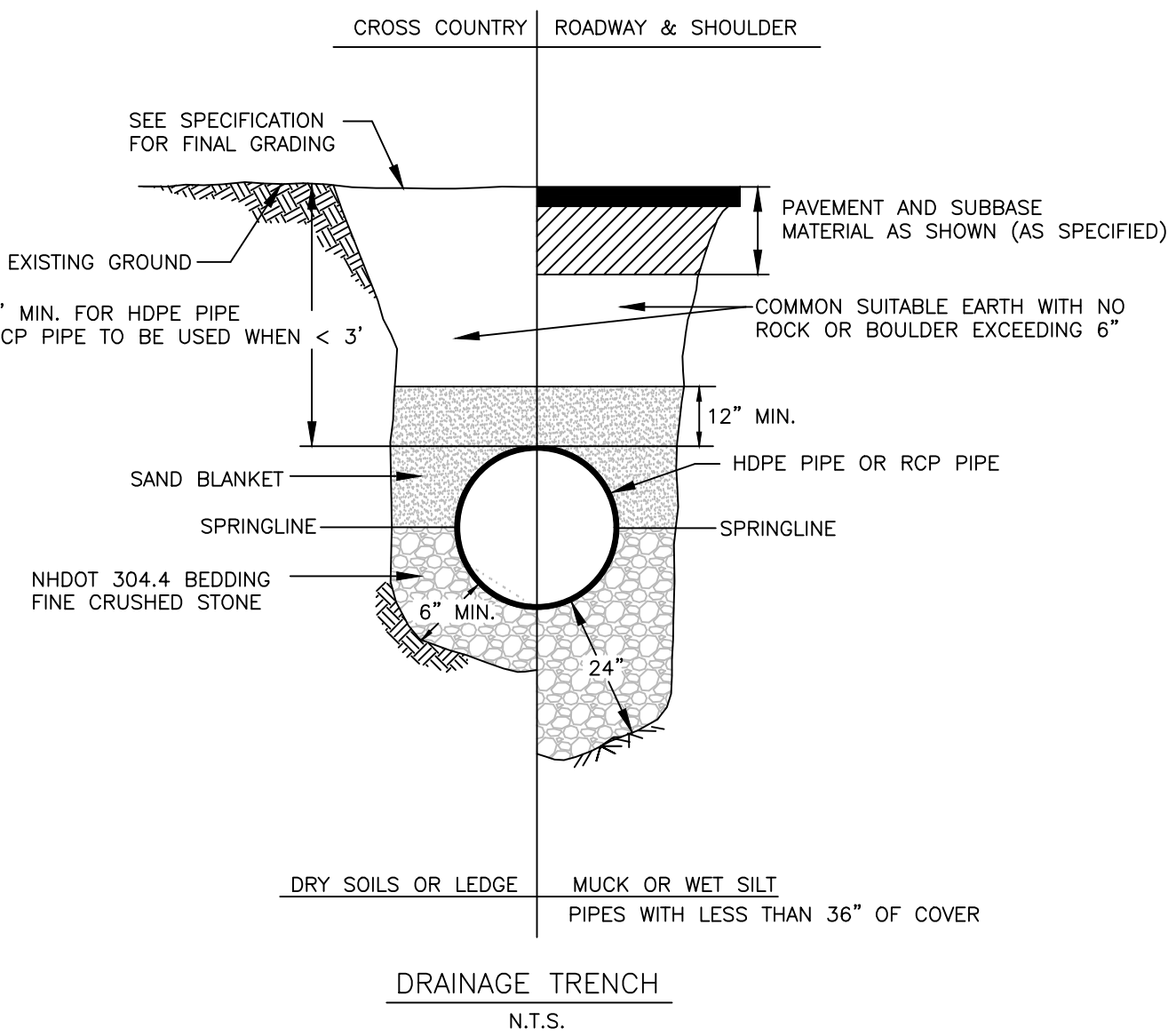
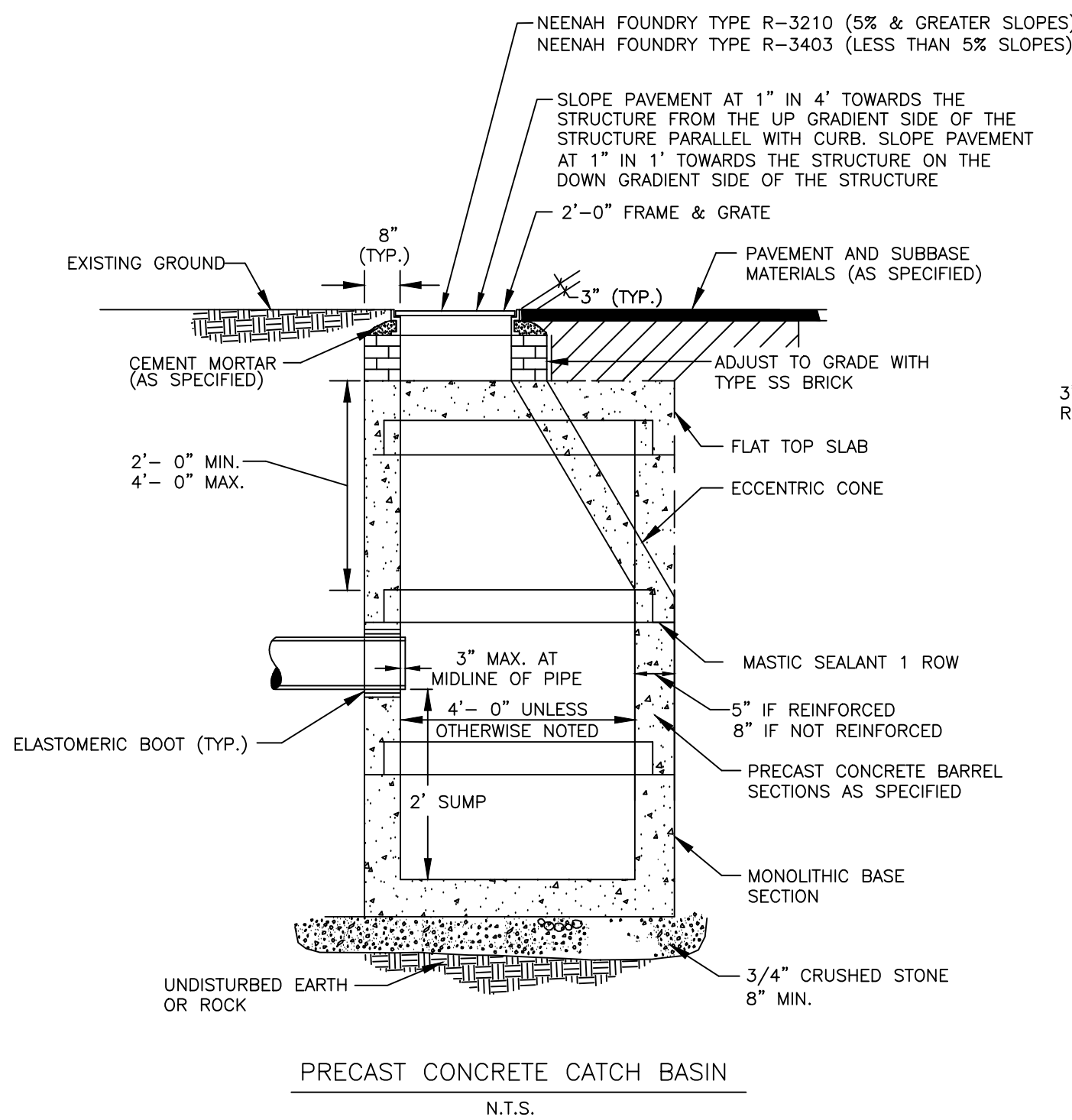
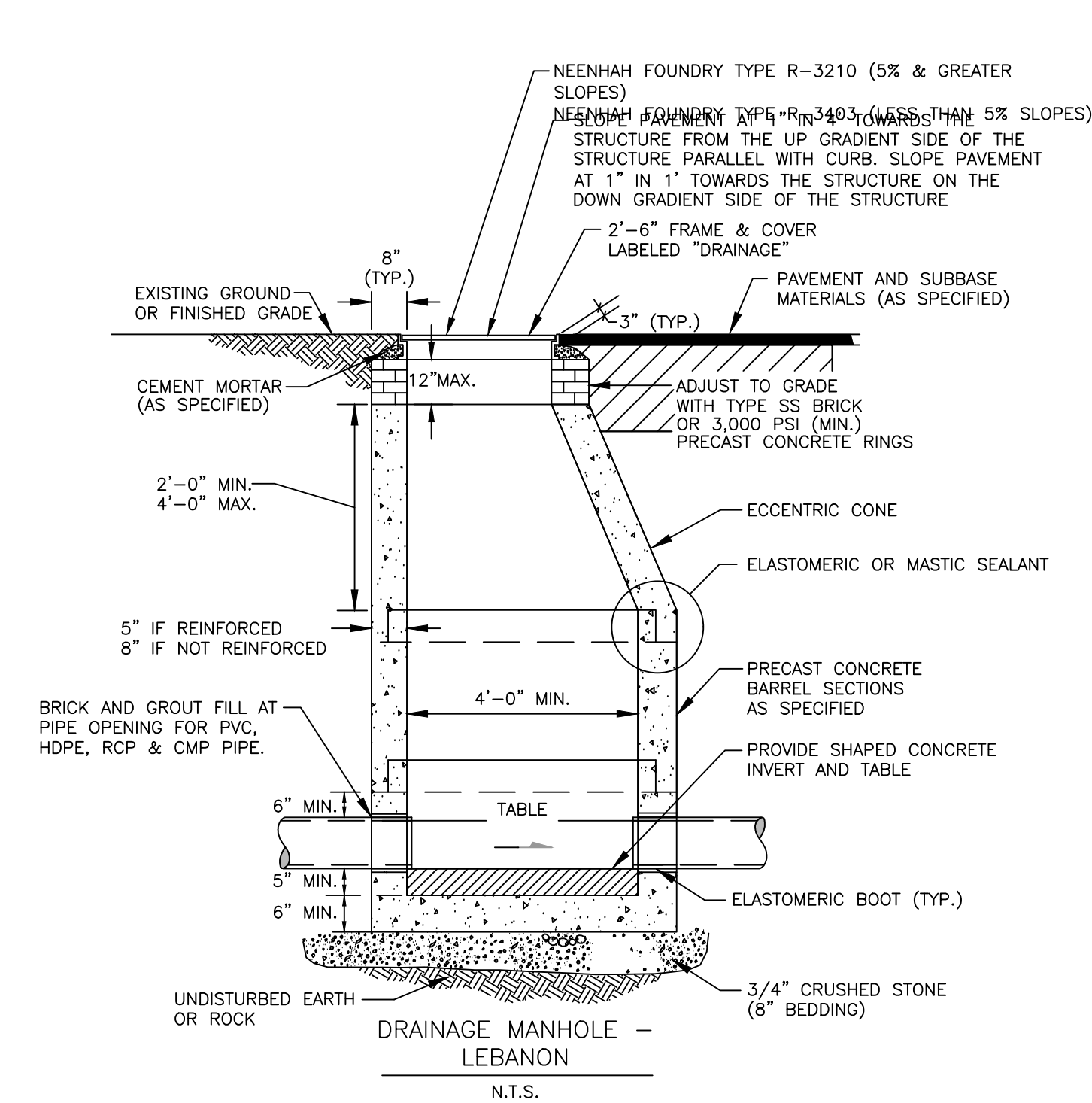
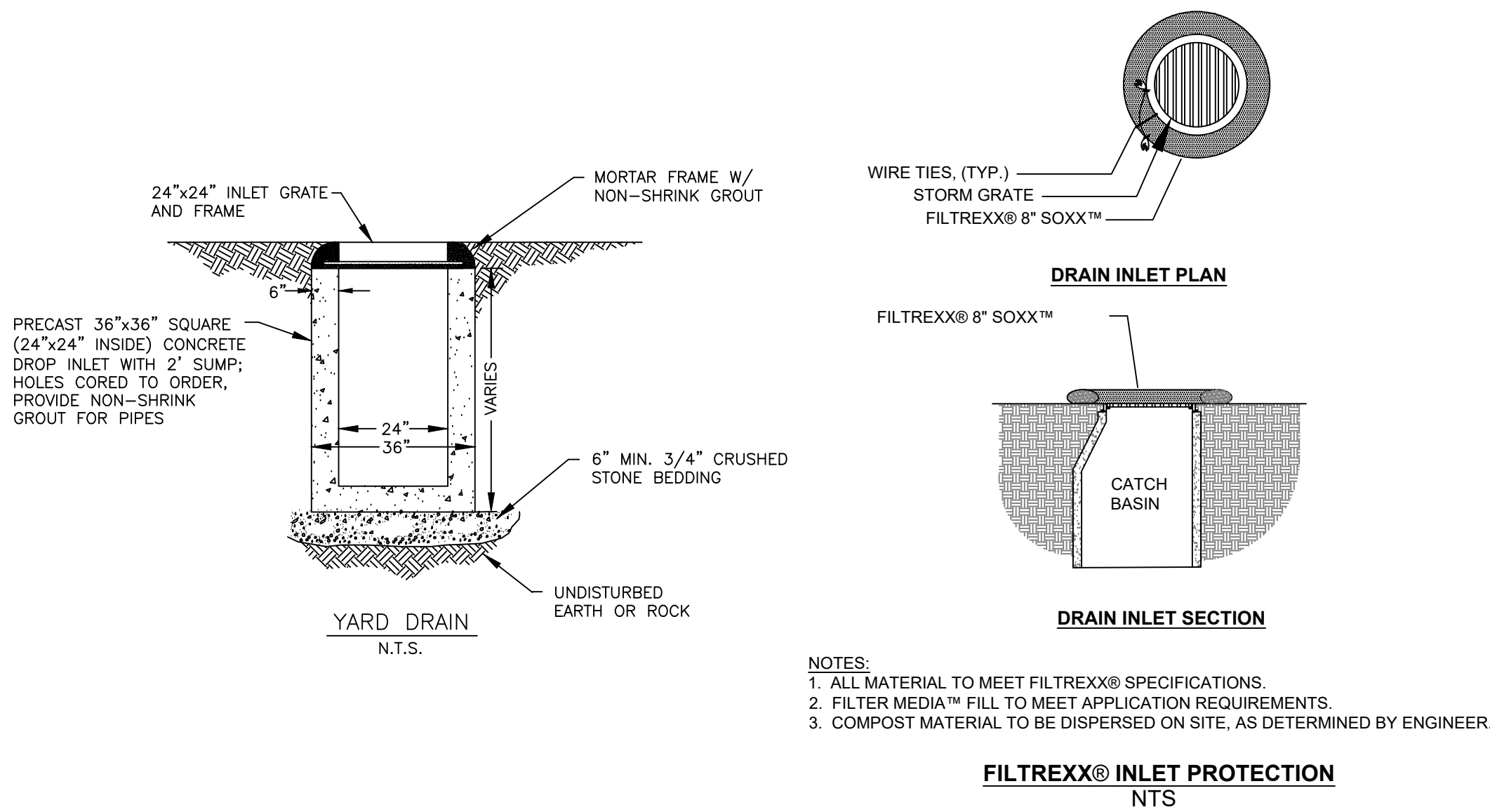


- NOTES:
- 1.) MAINTAIN ENTRANCE TO PREVENT TRACKING OF SEDIMENT INTO PUBLIC R.O.W. REDUCE TRACKING OF SILTS ONTO PUBLIC R.O.W. BY CLEANING OR TOP DRESSING STONE FILL.
 - 2.) PROVIDE SEPARATE WHEEL CLEANING AREA WITH SUITABLE SEDIMENTATION BASIN, AS NEEDED.

STABILIZED CONSTRUCTION ENTRANCE
N.T.S.



FILTREXX® SEDIMENT CONTROL
NTS



1	11/28/22	STAFF REVIEW COMMENTS	PAB	PAB	JSG
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DRAINAGE & EROSION CONTROL DETAILS

CENTERRA MARKETPLACE - STARBUCKS

CENTERRA PARKWAY - CITY OF LEBANON - GRAFTON COUNTY - NEW HAMPSHIRE

PATHWAYS CONSULTING, LLC

240 MECHANIC STREET, SUITE 100
LEBANON, NEW HAMPSHIRE 03766
(603) 448-2200

SCALE: N.T.S.
DESIGNED BY: PAB
DRAWN BY: PAB
CHECKED BY: JSG
DATE: 10/10/22
PROJ. NO. 13005

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SHEET 12 of 16

EROSION CONTROL SPECIFICATIONS

1. SOIL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IN ACCORDANCE WITH "NEW HAMPSHIRE STORMWATER MANAGEMENT", VOLUMES 1, 2, & 3, DECEMBER 2008 (OR LATEST EDITION). THE CONTRACTOR SHALL HAVE REFERENCE TO THESE PUBLICATIONS.
2. IMMEDIATE ATTENTION TO EROSION CONTROL PRACTICES DRAMATICALLY IMPROVES SOIL AND MOISTURE CONSERVATION AND REDUCES NEGATIVE IMPACTS ON WATER QUALITY. THE CONTRACTOR SHALL GIVE PRIORITY TO THE TIMELY INSTALLATION OF BOTH TEMPORARY AND PERMANENT EROSION AND SEDIMENT CONTROL MEASURES.
3. THE EROSION AND SEDIMENT CONTROL PRACTICES SHOWN ON THIS PLAN ARE THE MINIMUM REQUIRED FOR ANTICIPATED SITE CONDITIONS. DURING THE CONSTRUCTION PERIOD, THESE PRACTICES SHALL BE UPGRADED AS NEEDED FOR UNEXPECTED STORM EVENTS AND MODIFIED TO ACCOUNT FOR CHANGING SITE CONDITIONS.
4. THE BOUNDARIES OF THE CLEARING LIMITS SHOWN ON THE PLANS SHALL BE CLEARLY FLAGGED BY SURVEY TAPE OR FENCING, IF REQUIRED, PRIOR TO CONSTRUCTION. DURING THE CONSTRUCTION PERIOD, NO DISTURBANCE BEYOND THE CLEARING LIMITS SHALL BE PERMITTED. THE CLEARING LIMITS SHALL BE MAINTAINED FOR THE DURATION OF CONSTRUCTION.
5. THE SMALLEST PRACTICAL AREA SHALL BE DISTURBED DURING CONSTRUCTION, BUT SHALL NOT EXCEED 5 ACRES AT ANY ONE TIME BEFORE STABILIZATION. A CONSTRUCTION SEQUENCE HAS BEEN DEVELOPED TO FACILITATE INSTALLATION OF EROSION CONTROL MEASURES AND THE COMPLETION OF GRADING, SEEDING, AND LANDSCAPING AS SOON AS POSSIBLE WITHIN A DISTURBED AREA.
6. STABILIZED CONSTRUCTION ENTRANCES SHALL BE INSTALLED AT THE BEGINNING OF CONSTRUCTION AND MAINTAINED FOR THE DURATION OF THE PROJECT. ADDITIONAL MEASURES, SUCH AS CONSTRUCTED WHEEL WASH SYSTEMS OR WASH PADS, MAY BE REQUIRED TO ENSURE THAT ALL PAVED AREAS ARE KEPT CLEAN AND TRACK OUT TO ROAD RIGHT OF WAY DOES NOT OCCUR FOR THE DURATION OF THE PROJECT.
7. EARTH STOCKPILES SHALL BE SEEDD AND MULCHED AND HAVE A SILT FENCE INSTALLED ON THE DOWNSLOPE SIDE. NO STOCKPILES ARE ALLOWED ON PAVED SURFACES.
8. INSTALL EROSION CONTROL MEASURES AS SHOWN. CLEAN ACCUMULATED SEDIMENT AS NECESSARY. LEAVE IN PLACE UNTIL DISTURBED AREAS HAVE BEEN ADEQUATELY STABILIZED. DISTURBED AREAS RESULTING FROM SILT FENCE REMOVAL SHALL BE PERMANENTLY SEEDD.
9. CUT AND FILL SLOPES CALL FOR INTENSIVE EROSION CONTROL MEASURES. INSTALL MULCH NETTING AS SHOWN ON ALL SLOPES 3:1 (1 RISE ON 3 RUN) AND STEEPER. ALL CUT AND FILL SLOPES SHALL BE SEEDD AND MULCHED WITHIN 72 HOURS OF THEIR CONSTRUCTION.
10. ALL DISTURBED AREAS SHALL HAVE TOPSOIL SPREAD (4" MINIMUM) AND BE LIMED, FERTILIZED, TILLED, SEEDD AND MULCHED (WITH ANCHORED NETTING IF REQUIRED) WITHIN 72 HOURS OF FINAL GRADING. ALL ROADWAYS AND PARKING AREAS SHALL BE STABILIZED WITHIN 72 HOURS OF ACHIEVING FINISHED GRADE. WHEN PERMANENT SEEDING CANNOT BE INSTALLED BY SEPTEMBER 15, TEMPORARY SEEDING AND MULCHING OF ALL DISTURBED AREAS SHALL BE INSTALLED IMMEDIATELY AND MAINTAINED IN THAT CONDITION UNTIL PERMANENT MEASURES CAN BE INSTALLED IN THE FOLLOWING PLANTING SEASON.
11. TEMPORARY STABILIZATION OF DISTURBED AREAS:

SEED BED PREPARATION:	TILL THREE INCHES DEEP MIXING IN FERTILIZER. APPLY 2 TONS/ACRE (100#/1,000 SQ. FT.)		
FERTILIZE:	UNIFORMLY APPLY NOT LESS THAN 300#/ACRE (7#/1,000 SQ. FT.) OF 10-20-20 OR EQUIVALENT.		
SEEDING:	SELECT APPROPRIATE SEEDING MIXTURE FROM TABLE 1 BELOW. SPREAD SEED UNIFORMLY. FIRM SOIL BY ROLLING OR PACKING; IF NOT FEASIBLE, THEN RAKE LIGHTLY TO COVER SEEDS.		
MULCHING:	MULCH ALL DISTURBED AREAS WITH 1-½ TO 2 TONS OF HAY OR STRAW PER ACRE (70-90#/1,000 SQ. FT.). USE STRAW MULCH ON ALL SLOPES 3:1 OR STEEPER AND ON SLOPES SUBJECT TO WASH OR WIND BLOWN CONDITIONS. JUTE OR OTHER BIODEGRADABLE NETTING, STAKING AND STAPLING MAY BE REQUIRED.		

TABLE 1
PLANT SELECTION AND SEEDING RATES

SPECIES	PER ACRE	PER 1,000 SQ.FT.	REMARKS
WINTER RYE	2 BU OR 112 LBS.	2.5 LBS.	BEST FOR FALL SEEDING. SEED AUGUST 15 TO SEPTEMBER 15 FOR BEST COVER. SEED TO DEPTH OF ONE INCH.
OATS	2 1/2 BU OR 80 LBS.	2 LBS.	BEST FOR SPRING SEEDINGS. LATER THAN MAY 15 FOR SUMMER PROTECTION. SEED TO DEPTH OF ONE INCH.
ANNUAL RYE	40 LBS.	1 LB.	GROWS QUICKLY, BUT IS OF SHORT GRASS DURATION. USE WHERE APPEARANCES ARE IMPORTANT. COVER SEED WITH NO MORE THAN 1/4 INCH OF SOIL. WITH MULCH, SEEDING MAY BE DONE THROUGHOUT GROWING SEASON. OTHERWISE SEED EARLY SPRING OR BETWEEN AUGUST 15 & SEPTEMBER 15.

12. PERMANENT STABILIZATION OF DISTURBED AREAS:

SEED BED PREPARATION:	TOPSOIL (SANDY LOAM, LOAM, OR SILT LOAM), FRIABLE, FREE OF STUMPS, WOOD, AND ROOTS. STONES MORE THAN 1-½ INCHES IN DIAMETER OR LENGTH SHALL BE PLACED OVER ALL DISTURBED AREAS IN A 4" (MINIMUM) THICK LAYER. TOPSOIL SHALL BE FREE OF HERBICIDES AND TOXIC MATERIALS. TILL THREE INCHES DEEP, MIXING IN THE FERTILIZER AND LIME.		
FERTILIZE:	UNIFORMLY APPLY NOT LESS THAN 500#/ACRE (12#/1,000 SQ. FT.) OF 10-20-20 OR EQUIVALENT.		
SEEDING:	SPREAD SEED UNIFORMLY. FIRM SOIL BY ROLLING OR PACKING; IF NOT FEASIBLE, THEN RAKE LIGHTLY TO COVER SEEDS.		
MULCHING:	MULCH ALL DISTURBED AREAS WITH 1-½ TO 2 TONS OF HAY OR STRAW PER ACRE (70-90#/1,000 SQ. FT.). USE STRAW MULCH ON PERMANENT SEEDING OF LAWNS. USE HAY MULCH FOR SLOPES AND PERIMETER. ANCHOR ON ALL SLOPES 3:1 OR STEEPER AND ON SLOPES SUBJECT TO WASH OR WIND BLOWN CONDITIONS. JUTE OR OTHER BIODEGRADABLE NETTING, STAKING AND STAPLING MAY BE REQUIRED.		

13. MAINTENANCE: DURING THE CONSTRUCTION PERIOD UNTIL SUCH TIME AS LONG TERM VEGETATION IS ESTABLISHED.
- A. DISTURBED AREAS WILL BE FERTILIZED AND RESEEDD.
- B. CATCH BASINS WILL BE CHECKED AND CLEANED AS NECESSARY. ALL DRAINAGE AND DRAINS TO BE CLEANED ONCE VEGETATION IS ESTABLISHED.
- C. DRAINAGE AND GRASS TREATMENT SWALES SHALL BE CHECKED FREQUENTLY AND CLEANED AS REQUIRED.
- D. THE SILT FENCES AND EROSION CONTROL SOCKS WILL BE CHECKED ON A REGULAR BASIS AND REPAIRED AS NECESSARY TO CORRECT ANY DAMAGE, DETERIORATION, AND SHORT CIRCUITING.
- E. THE BOTTOM OF SEDIMENT BASINS SHALL BE PERIODICALLY CLEANED, WITH THE SEDIMENT REMOVED TO A SECURE LOCATION.
14. SITE VISITS: THE ENGINEER SHALL BE CONTACTED ON A REGULAR BASIS TO OBSERVE THE INSTALLATION AND MAINTENANCE OF EROSION AND SEDIMENT CONTROL PRACTICES. REFER TO CONSTRUCTION SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS. EROSION CONTROL PRACTICES SHALL BE IN STRICT ACCORDANCE WITH THE APPROVED PLANS AND SPECIFICATIONS.
15. ALL PERMANENT DITCHES, SWALES, DETENTION, RETENTION AND SEDIMENTATION BASINS TO BE STABILIZED USING THE VEGETATIVE AND NON-STRUCTURAL BMPs SHALL BE STABILIZED PRIOR TO DIRECTING RUNOFF TO THEM.
16. THE CONTRACTOR SHALL INSPECT ALL EROSION CONTROLS WEEKLY AND AFTER EVERY 0.5" RAINFALL. ALL DAMAGED SILT FENCES SHALL BE REPAIRED. SEDIMENT DEPOSITS SHALL BE REMOVED AS NECESSARY.
17. STABILIZATION MEASURES MUST BE INITIATED AS SOON AS PRACTICABLE IN PORTIONS OF THE SITE WHERE CONSTRUCTION ACTIVITIES HAVE TEMPORARILY CEASED, BUT IN NO CASE MORE THAN 14 DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE HAS TEMPORARILY CEASED.
18. AN AREA SHALL BE CONSIDERED STABLE IF ONE OF THE FOLLOWING HAS OCCURRED:
- A. BASE COURSE GRAVELS HAVE BEEN INSTALLED IN AREAS TO BE PAVED.
- B. A MINIMUM OF 85% VEGETATED GROWTH HAS BEEN ESTABLISHED.
- C. A MINIMUM OF 3" OF NON-EROSIVE MATERIAL SUCH AS STONE OR RIPRAP HAS BEEN INSTALLED; OR
- D. EROSION CONTROL BLANKETS HAVE BEEN PROPERLY INSTALLED.

WINTER CONSTRUCTION NOTES

FOR SITE WORK CONSTRUCTION BETWEEN OCTOBER 15TH AND MAY 15 THE CONTRACTOR SHALL FOLLOW WINTER CONSTRUCTION EROSION PROTECTION METHODS AS DESCRIBED BELOW:

1. CHECK ALL PERIMETER EROSION CONTROL MEASURES AND COMPLETE ANY REQUIRED MAINTENANCE AND REPAIR BEFORE THE GROUND FREEZES.
2. PUT IN PLACE ANY ADDITIONALLY NECESSARY EROSION CONTROL MEASURES; DIVERSION DIKES, HAY BALES, SILT FENCE, SEDIMENT TRAPS AND/OR BASINS, ETC. TO PROTECT DOWNSTREAM WATER QUALITY FROM ANTICIPATED WINTER WORK PRIOR TO GROUND FREEZING.
3. THE AREA OF EXPOSED, UNSTABILIZED SOIL SHOULD BE LIMITED TO ONE ACRE. GENERALLY, THE EXPOSED AREA SHOULD BE LIMITED TO ONLY THOSE AREAS IN WHICH WORK WILL OCCUR DURING THE FOLLOWING 15 DAYS AND SHOULD BE PROTECTED AGAINST EROSION BY THE METHODS DESCRIBED IN THIS SECTION PRIOR TO ANY SNOW, RAINFALL, THAW OR SPRING MELT EVENT. SUBJECT TO APPLICABLE REGULATIONS, THE ALLOWABLE AREA OF EXPOSED SOIL MAY BE INCREASED IF ACTIVITIES ARE CONDUCTED ACCORDING TO A WINTER CONSTRUCTION PLAN DEVELOPED BY A PROFESSIONAL ENGINEER LICENSED TO PRACTICE IN THE STATE OF NEW HAMPSHIRE OR A CERTIFIED PROFESSIONAL IN EROSION AND SEDIMENT CONTROL AS CERTIFIED BY THE CSPESC COUNCIL OF ENVIROCERT INTERNATIONAL, INC.
4. SUBSEQUENT WORK AREAS SHOULD NOT BE EXPOSED UNTIL THE PREVIOUSLY EXPOSED WORK ARE HAS BEEN FULLY STABILIZED
5. STABILIZATION AS FOLLOWS SHOULD BE COMPLETED WITHIN A DAY OF ESTABLISHING THE GRADE THAT IS FINAL OR THAT OTHERWISE WILL EXIST FOR MORE THAN 5 DAYS:
- ALL PROPOSED VEGETATED AREAS HAVING A SLOPE OF LESS THAN 15% WHICH DO NOT EXHIBIT A MINIMUM OF 85% VEGETATIVE GROWTH BY OCTOBER 15TH, OR WHICH ARE DISTURBED AFTER OCTOBER 15TH, SHOULD BE SEEDD AND COVERED WITH 3 TO 4 TONS OF HAY OR STRAW MULCH PER ACRE SECURED WITH ANCHORED NETTING, OR 2 INCHES OF EROSION CONTROL MIX.
 - ALL PROPOSED VEGETATED AREAS HAVING A SLOPE OF GREATER THAN 15% WHICH DO NOT EXHIBIT A MINIMUM OF 85% VEGETATIVE GROWTH BY OCTOBER 15TH, OR WHICH ARE DISTURBED AFTER OCTOBER 15TH, SHOULD BE SEEDD AND COVERED WITH A PROPERLY INSTALLED AND ANCHORED EROSION CONTROL BLANKET OR WITH A MINIMUM 4 INCH THICKNESS OF EROSION CONTROL MIX, UNLESS OTHERWISE SPECIFIED BY THE MANUFACTURER. NOTE THAT COMPOST BLANKETS SHOULD NOT EXCEED 2 INCHES IN THICKNESS OR THEY MAY OVERHEAT.
6. INSTALLATION OF ANCHORED HAY MULCH OR EROSION CONTROL MIX SHOULD NOT OCCUR OVER SNOW OF GREATER THAN ONE INCH IN DEPTH.
7. ALL MULCH APPLIED DURING WINTER SHOULD BE ANCHORED (E.G., BY NETTING, TRACKING, WOOD CELLULOSE FIBER).
8. STOCKPILES OF SOIL MATERIALS SHOULD BE MULCHED FOR OVER WINTER PROTECTION WITH HAY OR STRAW AT TWICE THE NORMAL RATE OR WITH A FOUR-INCH LAYER OF EROSION CONTROL MIX. MULCHING SHOULD BE DONE WITHIN 24 HOURS OF STOCKING, AND RE-ESTABLISHED PRIOR TO ANY RAINFALL OR SNOWFALL. NO SOIL STOCKPILE SHOULD BE PLACED (EVEN COVERED WITH MULCH) WITHIN 100 FEET FROM ANY WETLAND OR OTHER WATER RESOURCE AREA.
9. FROZEN MATERIALS (E.G., FROST LAYER THAT IS REMOVED DURING WINTER CONSTRUCTION), SHOULD BE STOCKPILED SEPARATELY AND IN A LOCATION THAT IS AWAY FROM ANY AREA NEEDING TO BE PROTECTED. STOCKPILES OF FROZEN MATERIAL CAN MELT IN THE SPRING AND BECOME UNWORKABLE AND DIFFICULT TO TRANSPORT DUE TO THE HIGH MOISTURE CONTENT IN THE SOIL.
10. INSTALLATION OF EROSION CONTROL BLANKETS SHOULD NOT OCCUR OVER SNOW OF GREATER THAN ONE INCH IN DEPTH OR ON FROZEN GROUND.
11. ALL GRASS-LINED DITCHES AND CHANNELS SHOULD BE CONSTRUCTED AND STABILIZED BY SEPTEMBER 1. ALL DITCHES OR SWALES WHICH DO NOT EXHIBIT A MINIMUM OF 85% VEGETATIVE GROWTH BY OCTOBER 15TH, OR WHICH ARE DISTURBED AFTER OCTOBER 15TH, SHOULD BE STABILIZED TEMPORARILY WITH STONE OR EROSION CONTROL BLANKETS APPROPRIATE FOR THE DESIGN FLOW CONDITIONS, AS DETERMINED BY A QUALIFIED PROFESSIONAL ENGINEER OR A CERTIFIED PROFESSIONAL IN EROSION AND SEDIMENT CONTROL AS CERTIFIED BY THE CSPESC COUNCIL OF ENVIROCERT INTERNATIONAL, INC. IF A STONE LINING IS NECESSARY, THE CONTRACTOR MAY NEED TO RE-GRADE THE DITCH AS REQUIRED TO PROVIDE ADEQUATE CROSS-SECTION AFTER ALLOWING FOR PLACEMENT OF THE STONE.
12. AFTER OCTOBER 15TH, INCOMPLETE ROAD OR PARKING AREAS WHERE ACTIVE CONSTRUCTION OF THE ROAD OR PARKING AREAS HAS STOPPED FOR THE WINTER SEASON SHOULD BE PROTECTED WITH A MINIMUM 3 INCH LAYER OF SAND AND GRAVEL WITH A GRADATION SUCH THAT LESS THAN 12% OF THE SAND PORTION, OR MATERIAL PASSING THE NUMBER 4 SIEVE, BY WEIGHT, PASSES THE NUMBER 200 SIEVE.
13. SEDIMENT BARRIERS THAT ARE INSTALLED DURING FROZEN CONDITIONS SHOULD CONSIST OF COMPOST SOCKS, EROSION CONTROL MIX BERMS, OR CONTINUOUS CONTAINED BERMS. SILT FENCES SHOULD NOT BE INSTALLED WHEN FROZEN CONDITIONS PREVENT PROPER EMBEDMENT OF THESE BARRIERS.
14. INSPECT THE EROSION AND SEDIMENT CONTROL MEASURES MORE FREQUENTLY THAN IS SPECIFIED IN THE EROSION CONTROL INSPECTION, MONITORING, AND MAINTENANCE SPECIFICATIONS FOUND ON THIS SHEET DURING THE WINTER AND SPRING THAW MONTHS TO PREVENT FAILURE AND/OR OVERLOADING.
15. BEFORE PREDICTED THAWS AND/OR HEAVY RAIN EVENTS CHECK ALL MEASURES TO ENSURE THAT THEY WILL BE ABLE TO HANDLE POTENTIALLY HEAVY AND INTENSE RUNOFF AND SEDIMENTATION.
16. CONTRACTOR SHALL BE PREPARED TO INSTALL A SECOND LINE OF DEFENSE IF PROBLEMS WITH IN-PLACE EROSION CONTROL MEASURES OCCUR DURING WINTER THAW AND SPRING RAIN EVENTS.
17. AS EARLY AS PRACTICAL AT THE BEGINNING OF THE NEXT GROWING SEASON, CONTRACTOR SHALL STABILIZE COMPLETED AREAS WITH PERMANENT VEGETATIVE CONTROLS AS SPECIFIED ON THESE DRAWINGS.

EROSION CONTROL CONSTRUCTION SEQUENCE

1. PRE-CONSTRUCTION MEETING.
2. INSTALL CATCH BASIN PROTECTION IF REQUIRED.
3. GRADE AND INSTALL CONSTRUCTION ENTRANCE(S).
4. INSTALL PERIMETER CONTROLS (SILT FENCE, EROSION SOCKS, CONSTRUCTION FENCE, ETC.) PRIOR TO EARTH MOVING OPERATIONS
5. GRADE AND STABILIZE CONSTRUCTION ROADS.
6. CONSTRUCT SURFACE WATER CONTROLS (INTERCEPTOR DIKES, PIPE SLOPE DRAINS, ETC.), IF REQUIRED, SIMULTANEOUSLY WITH CLEARING AND GRADING FOR PROJECT DEVELOPMENT.
7. LAND CLEARING AND GRADING. SITE PREPARATION INCLUDING CUTTING AND FILLING, BARRIERS, DIVERSIONS, DRAINS, CULVERTS, AND SURFACE ROUGHENING.
8. SURFACE STABILIZATION, TEMPORARY AND PERMANENT SEEDING, MULCHING, SODDING, RIPRAP.
9. BUILDING CONSTRUCTION. BUILDINGS, DRAIN SYSTEMS, UTILITIES, AND PAVING.
10. LANDSCAPING AND FINAL STABILIZATION. TOPSOILING, TREES AND SHRUBS, PERMANENT SEEDING, MULCHING, SODDING, RIPRAP.
11. UPON COMPLETION OF THE PROJECT, ALL DISTURBED AREAS MUST BE STABILIZED.
12. CONTINUOUSLY INSPECT AND MAINTAIN ALL EROSION AND SEDIMENT CONTROL MEASURES.
13. REMOVE TRAPPED SEDIMENTS FROM EROSION AND SEDIMENT CONTROL MEASURES AS APPROPRIATE AND THEN REMOVE TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES.

GENERAL CONSTRUCTION NOTES

1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE APPROVED DRAWINGS, SPECIFICATIONS, AND ANY ISSUED ADDENDA.
2. THE CONTRACTOR SHALL ATTEND A PRE-CONSTRUCTION MEETING PRIOR TO PROCEEDING WITH WORK.
3. WRITTEN DIMENSION SHALL HAVE PRECEDENCE OVER SCALED DIMENSION. THE CONTRACTOR SHALL USE CAUTION WHEN SCALING REPRODUCED PLANS. IN CASE OF CONFLICT BETWEEN THIS PLAN SET AND ANY OTHER DRAWINGS AND SPECIFICATION, THE ENGINEER SHALL BE NOTIFIED IMMEDIATELY FOR CLARIFICATIONS.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING DRAINAGE FLOWS THROUGH THE SITE THROUGHOUT CONSTRUCTION.
5. ALL STRUCTURES, PIPELINES, AND UTILITY POLES LOCATED ADJACENT TO THE TRENCHING OR EXCAVATION WORK SHALL BE PROTECTED AND FIRMLY SUPPORTED BY THE CONTRACTOR UNTIL WORK IS BACKFILLED. DAMAGE TO ANY SUCH STRUCTURE CAUSED BY, OR RESULTING FROM, THE CONTRACTORS OPERATIONS SHALL BE REPAIRED AT THE CONTRACTORS EXPENSE. ALL UTILITIES REQUIRING REPAIR, RELOCATION, OR ADJUSTMENT AS A RESULT OF THE PROJECT SHALL BE COORDINATED THROUGH THE OWNER.
6. THE CONTRACTOR SHALL INSTALL AND MAINTAIN PERMANENT AND TEMPORARY TRAFFIC CONTROL DEVICES AS NECESSARY AND IN A MANNER CONSISTENT WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (M.U.T.C.D.) FOR CONSTRUCTION ENTERING AND EXITING THE SITE, AND FOR WORK WITHIN THE MUNICIPAL RIGHT-OF-WAY. THE CONTRACTOR WILL BE RESPONSIBLE FOR MAINTAINING TRAFFIC FLOW DURING ALL PHASES IMPACTED BY CONSTRUCTION. THE LEBANON POLICE DEPARTMENT (448-1212) AND FIRE DEPARTMENT (448-8810) ARE TO BE NOTIFIED AT LEAST 48 HOURS IN ADVANCE OF WORK IMPACTING THE FLOW OF TRAFFIC.
7. OPEN TRENCHES IN THE ROADWAY MUST BE BACKFILLED AT THE END OF EACH WORKDAY, UNLESS PERMISSION TO COVER THEM IS PROVIDED BY THE CITY OF LEBANON.
8. CONTRACTOR SHALL MITIGATE FUGITIVE DUST TO A TOLERABLE LIMIT. WATERING AND DAILY SWEEPING SHALL BE COMPLETED BY THE CONTRACTOR. CONTRACTOR SHALL NOT TRACK OR SPILL EARTH AND DEBRIS ON PUBLIC STREETS OR ADJACENT PAVED SURFACES OUTSIDE OF THE PROJECT AREA. STREETS OPENED TO THE PUBLIC SHALL BE KEPT FREE OF DEBRIS.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE MEANS AND METHODS OF CONSTRUCTION AND FOR CONDITIONS AT THE SITE. THESE PLANS PREPARED BY PATHWAYS CONSULTING, LLC. DO NOT EXTEND TO OR INCLUDE SYSTEMS PERTAINING TO SAFETY OF THE CONSTRUCTION CONTRACTOR OR THEIR EMPLOYEES, AGENTS, OR OWNERS REPRESENTATIVES IN THE PERFORMANCE OF THE WORK. THE SEAL OF THE SURVEYOR OR ENGINEER HEREON DOES NOT EXTEND TO ANY SUCH SAFETY SYSTEMS THAT MAY OR HEREAFTER BE INCORPORATED INTO THESE PLANS. THE CONSTRUCTION CONTRACTOR SHALL PREPARE OR OBTAIN THE APPROPRIATE SAFETY SYSTEMS WHICH MAY BE REQUIRED BY THE U.S. OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA), LOCAL REGULATIONS, AND/OR THE BOARD OF LABOR. IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO FAMILIARIZE THEMSELVES WITH THE PROJECT AREA AND ALL EXISTING CONDITIONS SURROUNDING IT THEREON.
10. THE ENGINEER SHALL BE NOTIFIED PRIOR TO CONSTRUCTION IF THERE ARE ANY DISCREPANCIES IN PLANS OR EXISTING DATA. CONSTRUCTION SHALL NOT PROCEED WITHOUT WRITTEN PERMISSION FROM THE ENGINEER.
11. THE ENGINEER WILL PROVIDE THE CONTRACTOR WITH EXISTING CONTROL POINTS TO ESTABLISH THE CONSTRUCTION BASELINE. THE POINTS TO BE PROVIDED ARE INCLUDED WITH THESE DRAWINGS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING AND REESTABLISHING THESE POINTS FOR THE DURATION OF THE PROJECT. CONTROL POINT AND BENCHMARK ACCURACY WAS CONFIRMED AT THE TIME OF THE SURVEY AND IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THE ACCURACY OF THESE POINTS PRIOR TO USING THEM FOR CONSTRUCTION OR RECORDING RECORD INFORMATION. IF THE CONTRACTOR FINDS ANY POINT PROVIDED TO BE INACCURATE, THE CONTRACTOR MUST NOTIFY THE ENGINEER IMMEDIATELY IN WRITING. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR LAYOUT OF THE WORK AT THE PROJECT SITE.
12. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR WORK COMPLETED BY THE CONTRACTOR.
13. THE CONTRACTOR MUST PROVIDE PROPER INSTRUMENTATION TO RECORD ACCURATE COORDINATES AS WELL AS ELEVATIONS WITHIN 0.01' FOR ALL NEW INFRASTRUCTURE. THIS SHALL INCLUDE DRAINAGE AND SEWER PIPE INVERTS AT STRUCTURES AND RIM ELEVATION, FITTINGS, CHANGES IN DIRECTION, AND ELEVATION, WATER VALVES, FITTINGS, SERVICE TAPS, CONNECTIONS TO EXISTING MAINS, AND ALL CHANGES IN DIRECTION. THE CITY OF LEBANON REQUIRES ALL RECORDS TO BE SUBMITTED IN PDF AND AUTOCAD FORMAT AT FINAL COMPLETION OF THE PROJECT.
14. THE CONTRACTOR MUST COMPLETE AND SUBMIT AN EXCAVATION PERMIT WITH THE CITY OF LEBANON FOR WORK WITHIN THE RIGHT OF WAY PRIOR TO THE START OF CONSTRUCTION. THE PERMIT WILL REQUIRE A BOND WITH THE CITY, A TRAFFIC CONTROL PLAN, AND EMERGENCY CONTACT INFORMATION.
15. UTILITY INFORMATION SHOWN HEREON WAS OBTAINED FROM THE BEST AVAILABLE SOURCE AND MAY OR MAY NOT BE EITHER ACCURATE OR COMPLETE. CONTRACTOR SHALL VERIFY THE EXACT LOCATION OF EXISTING UTILITIES AND SHALL BE RESPONSIBLE FOR ANY DAMAGE TO ANY UTILITY, PUBLIC OR PRIVATE, SHOWN OR NOT SHOWN HEREON. CONTRACTOR SHALL CONNECT OR RECONNECT ALL UTILITIES TO THE NEAREST SOURCE THROUGH COORDINATION WITH THE UTILITY OWNER. EXPLORATORY EXCAVATION SHALL BE REQUIRED TO VERIFY LOCATION AND SIZE OF UTILITIES AND APPURTENANCES.
16. THE CONTRACTOR SHALL NOT DISTURB ANY EXISTING UTILITY SERVICE (PRIVATE OR PUBLIC WITHOUT WRITTEN AUTHORIZATION FROM THE OWNER. THE CONTRACTOR SHALL PLAN AHEAD AND NOTIFY UTILITY OWNERS 72 HOURS IN ADVANCE OF PLANNED WORK.
17. THE ENGINEER SHALL BE NOTIFIED OF ANY UTILITIES FOUND INTERFERING WITH THE PROPOSED CONSTRUCTION AND APPROPRIATE REMEDIAL ACTION AGREED TO BY THE ENGINEER PRIOR TO PROCEEDING WITH THE WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING "DIG-SAFE" (886-DIG-SAFE) AT LEAST ONE WEEK PRIOR TO PLANNED EXCAVATION. DIG-SAFE WILL NOT MARK PRIVATE UTILITIES, IN WHICH CASE A PRIVATE LOCATING COMPANY IS RECOMMENDED TO BE UTILIZED BY THE CONTRACTOR TO MARK ON-SITE PRIVATE UTILITIES.
18. ALL SEWER WORK ON THIS PROJECT MUST BE IN ACCORDANCE WITH CITY OF LEBANON STANDARDS. THE TAPPING SADDLE INTENDED FOR USE WITH THE SERVICE CONNECTION MUST BE APPROVED BY THE CITY ONE WEEK PRIOR TO THE INTENDED INTERCONNECTION. SEWER SERVICE LINES SHALL BE TESTED IN ACCORDANCE WITH CITY OF LEBANON STANDARDS. CONTRACTOR SHALL COORDINATE WITH THE CITY OF LEBANON OR THEIR THIRD PARTY AGENT TO ARRANGE OBSERVATION OF TESTING.
19. ALL WATER SERVICE WORK ON THIS PROJECT MUST BE IN ACCORDANCE WITH CITY OF LEBANON STANDARDS. MINIMUM BURY DEPTH ON WATER SERVICE IS 5.5 FEET FROM FINISH GRADE. WATER SERVICE TESTING/DISINFECTION/FLUSHING/SAMPLING SHALL BE IN ACCORDANCE WITH CITY OF LEBANON AND AWWA STANDARDS. CONTRACTOR SHALL COORDINATE WITH THE CITY OF LEBANON OR THEIR THIRD PARTY AGENT TO ARRANGE OBSERVATION OF TESTING.
20. CONTAMINATED SOILS AND GROUNDWATER MAY BE PRESENT ON-SITE. THE CONTRACTOR SHALL COORDINATE PROPER MANAGEMENT OF ANY CONTAMINATED MATERIALS DURING EXCAVATION WORK WITH THE PROJECT OWNER. ANY AND ALL HANDLING OF CONTAMINATED SOILS SHALL BE IN ACCORDANCE WITH RHDES RULES/PERMITS AND OSHA STANDARDS. THE CONTRACTOR AND OWNER SHALL COORDINATE ALL EXCAVATION WORK WITH THE EXISTING SITE ENVIRONMENTAL MANAGER PRIOR TO AND DURING CONSTRUCTION. MONITORING WELLS EXIST ON THE SITE. DISTURBANCES/REMOVAL/WORK AROUND THESE WELLS MUST ALSO BE COORDINATED PRIOR TO THE START OF CONSTRUCTION. THE CONTRACTOR CANNOT IMPACT THESE WELLS WITHOUT PROPER COORDINATION.
21. ALL SOIL/AGGREGATE MATERIALS REFERENCED IN THESE DRAWINGS MUST BE IN ACCORDANCE WITH NHDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION UNLESS AMENDED BY THE ENGINEER IN DISTRIBUTED PROJECT SPECIFICATIONS.

EROSION CONTROL NOTES FOR

CENTERRA MARKETPLACE - STARBUCKS

CENTERRA PARKWAY — CITY OF LEBANON — GRAFTON COUNTY — NEW HAMPSHIRE

PATHWAYS CONSULTING, LLC

240 MECHANIC STREET, SUITE 100
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- SITE SITE PHOTOMETRIC PLAN

SITE PHOTOMETRIC CALCULATIONS			
PARKING LOT AREA:			
AVERAGE: 3.17FC	AVERAGE / MIN: 3.20		
PATIO AREA:			
AVERAGE: 9.78FC	AVERAGE / MIN: 3.43		
DRIVE THRU:			
AVERAGE: 5.68FC	AVERAGE / MIN: 6.18		
SIDEWALK:			
AVERAGE: 7.08FC	AVERAGE / MIN: 8.00		
DUMPSTER AREA:			
AVERAGE: 3.59FC	AVERAGE / MIN: 1.38		

LIGHT FIXTURE SCHEDULE - SITE				
TYPE MARK	MANUFACTURER	CATALOG NUMBER	DESCRIPTION	LAMP TYPE
E	N/A	N/A	EXISTING SITE LIGHT TO REMAIN IN PLACE	LED
RE	N/A	N/A	RELOCATED EXISTING SITE LIGHT	LED
S3	LITHONIA	RSX2-LED-P3-30K-R3	LED AREA LIGHT WITH TYPE 3 DISTRIBUTION HEAD MOUNTED ON 20 POLE.	LED
S5	LITHONIA	RSX2-LED-P5-30K-R5	LED AREA LIGHT WITH TYPE 5 DISTRIBUTION HEAD MOUNTED ON 20 POLE.	LED
WST-2	LITHONIA	WST-LED-P2-30K-VW-MVOL-DBLXD	BUILDING MOUNTED WALL PACK, MOUNTED AT 12.5 FEET.	LED

PARKING LOT LIGHTING SHALL BE AUTOMATIC SCHEDULED ON/OFF, PHOTOCELL OVERRIDE OFF, MANUAL OVERRIDE AT PANEL.



1 ELECTRICAL SITE PHOTOMETRICS
1" = 20'-0"

SHEET 14 OF 16

CENTERRA PARKWAY
STARBUCKS

LEBANON, NH
JOB NUMBER: 40-22-00003

ISSUE BLOCK

CHECKED BY: JACM
DRAWN BY: JPF
DOCUMENT DATE: 11/24/2022

NOT FOR CONSTRUCTION

SITE
PHOTOMETRIC
PLAN

SHEET:
ES100

HFA

Creative Solutions
Meaningful Places

HARRISON FRENCH
& ASSOCIATES, LTD

508.528.0770

31 Hayward Street
Franklin, Massachusetts 02038
www.hfa-ac.com

STIPULATION FOR REUSE
THIS DOCUMENT IS PREPARED FOR
USE ON A SPECIFIC SITE AT
THE LOCATION INDICATED WITH ITS ISSUE
DATE ON 11/24/2022 AND IT IS NOT
TO BE REUSED FOR ANY OTHER
PROJECT SITE OR AT A LATER TIME
OR FOR ANY OTHER PROJECT. THE
USE OF THIS DOCUMENT FOR ANY
OTHER PROJECT WITHOUT THE
WRITTEN CONSENT OF HFA-AC
IS PROHIBITED AND MAY BE
CONSIDERED A VIOLATION OF
THE LAW.



Proposed West Elevation (not to scale)



Windfall LED wall
sconces, typ.

Proposed South Elevation (not to scale)



Proposed North Elevation (not to scale)



Proposed East Elevation (not to scale)

HFA

STARBUCKS
Concept Studies

Facade Elevations
Proposed Revisions

Centerra Market Place
Lebanon, New Hampshire
November 23, 2022

Crosspoint

Note: All landscaping is shown for reference only. Refer to landscape plan for final species and planting configurations.



Perspective View of South-West Building Corner, Looking North-East



Perspective View of South-East Building Corner, Looking North-West



Perspective View of North-East Building Corner, Looking South-West



Perspective View of North-West Building Corner, Looking South-East



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

PLANNING BOARD

December 12, 2022 Meeting

Staff Memorandum – PB2022-54-SPR

APPLICATION INFORMATION

Agenda Item: 3.G

Application ID#: PB2022-54-SPR

Application Type:

Amendments to approved site plan for conversion of an existing building to an 18-unit multi-family dwelling

Property Location & Tax Map:

1 Mechanic St (Tax Map 91, Lot 264) & 0 Foundry St (Tax Map 91, Lot 262)

Applicants/Property Owners:

- 1 Mechanic St: One Mechanic St, LLC
- 0 Foundry St: FSP LLC

Property Size (per City Assessor):

- 1 Mechanic St: +/-0.32 acres (+/-13,939 sq. ft.)
- 0 Foundry St: +/-0.20 acres (+/-8,712 sq. ft.)

Future Land Use Map:

Central Business District

Zoning District: Lebanon Downtown

Overlay Districts:

1 Mechanic St: none; 0 Foundry St: Riverbank Protection

Existing Improvements and Use:

- 1 Mechanic St: 10,185 sq. ft. (gross) commercial building constructed in 1900 (*per the City Assessor's records*)
- 0 Foundry St: parking lot

Proposed Improvements and Use:

- 1 Mechanic St: 18-unit dwelling and related site improvements
- 0 Foundry St: parking lot for 1 Mechanic St residents

Staff Attachments:

11/23/20 Notice of Action (PB2020-28-SPR)

LEGAL NOTICE

One Mechanic Street, LLC and FSP LLC, 1 Mechanic Street (Tax Map 91, Lot 264) and 0 Foundry Street (Tax Map 91, Lot 262), zoned LD: Request to amend required site improvements for an approved 18-unit multi-family conversion (PB2020-29-SPR). PB2022-54-SPR

PLANS AND APPLICATION MATERIALS

- ▶ Application form
- ▶ Document titled "1 Mechanic Street Redevelopment: Site Plan Alteration Requests", dated November 14, 2022, prepared by Studio Nexus (project narrative; 2 pages)
- ▶ Application for Waivers dated December 2, 2022 (2 pages)
- ▶ Application for Waivers dated September 14, 2022 (3 pages)
- ▶ Site Plan Review Regulations Technical Checklist (10 pages)
- ▶ Plan set titled "1 Mechanic Street Apartments" prepared by Studio Nexus Architects + Planners, LLC, dated November 17, 2022, Project No.: 1922 (10 Sheets)

COMPLETENESS REVIEW & STAFF COMMENTS

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 & 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

On November 23, 2020, the Planning Board granted site plan approval to convert the existing building at 1 Mechanic Street to an 18-unit multi-family residential building. See attached Notice of Action dated November 23, 2020 for PB2020-28-SPR. The project is under construction and is nearing completion. For the reasons described on the attached document titled "1 Mechanic Street Redevelopment: Site Plan Alteration Requests", dated November 14, 2022, prepared by Studio Nexus, the applicant is requesting certain modifications to the approved site plan, as described in the Studio Nexus narrative and as depicted on the attached revised plan set.

STAFF COMMENTS**PLANNING**

Although effectively the applicant's request is to amend the approved site plan from 2020, technically the current request constitutes a new application that is subject to all submission and design requirements. See Section 9.1 of the Site Plan Review Regulations which provides that:

Once a plan has received approval from the Board (or, as applicable, the Minor Site Plan Committee) and prior to the issuance of a Certificate of Occupancy, no modification shall take place unless the modification of the plan has been approved by the Board (or, as applicable, the Minor Site Plan Committee), except as provided by Section 9.2 below. Following the issuance of a Certificate of Occupancy for an approved Site Plan, any changes proposed to a tract for multi-family or non-residential use shall be addressed under the provisions of Article III of these Regulations.

Modifications shall normally be treated by the Board (or, as applicable, the Minor Site Plan Committee) as a new plan application, which will require notification of abutting property owners, a public hearing, staff review, and formal Board (or, as applicable, Minor Site Plan Committee) action. A request for a modification which would entail a reversal or relaxation of any condition or determination made by the Board (or, as applicable, the Minor Site Plan Committee) as part of its original approval, shall not be heard unless the applicant demonstrates that a material change of circumstances has occurred affecting the merits of the original application.

Consequently, the applicant has requested waivers from the Section 5.1.E submission requirements, which staff supports.

The applicant has also requested a general waiver from the Article VI design requirements. However, instead of a granting a general waiver from Article VI, staff recommends re-approving the Article VI waivers granted in 2020, plus the two new waiver requests from Section 6.7.C and Section 6.10.B.5. Please see attached Application for Waivers for a discussion of each.

CITY ASSESSOR

No comment at this time.

BUILDING INSPECTOR

No comment at this time.

ENGINEERING/PUBLIC WORKS

The City Engineer provides the following comment, which staff recommends is made a condition of approval:

- Please ensure that proposed landscaping mulch is prevented from floating on-site and into adjacent street(s)/properties during rain events.

FIRE DEPARTMENT

No comment at this time.

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 & Development Department recommends that the Planning Board approve the application with the conditions noted below.

1. The applicant shall satisfy and comply with the Planning Board Notice of Action for PB2020-28-SPR, dated November 23, 2020, and all conditions of approval thereof.
2. The applicant shall ensure that the proposed landscaping mulch is prevented from floating on-site and into adjacent street(s)/properties during rain events.
3. The applicant shall provide a final plan set to the Planning & Development Department that removes all bubbles and corrects the plan revision dates (which currently predate the date of the plan).
4. All engineering review fees shall be paid in full as required by Section 4.7.E.1 of the Subdivision Regulations.

Attachments

cc: One Mechanic Street, LLC and FSP LLC (via e-mail)
Jim Wasser, Studio Nexus Architects (via e-mail)
File



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

LEBANON PLANNING BOARD NOTICE OF ACTION PB2020-28-SPR

Notice is hereby given that on **NOVEMBER 9, 2020**, the following action was taken by a majority of the Lebanon Planning Board in accordance with the City of Lebanon Site Plan Review Regulations:

Matthew Hall that the application of **One Mechanic Street, LLC** and **FSP LLC**, 1 Mechanic Street (Tax Map 91, Lot 264) and 0 Foundry Street (Tax Map 91, Lot 262), zoned LD is complete enough for the Planning Board to accept jurisdiction and commence deliberation.

The motion was seconded by Joan Monroe. The vote on the motion was 8-0, with one abstention.

Notice is hereby given that on **NOVEMBER 23, 2020**, the following action was taken by a majority of the Lebanon Planning Board in accordance with the City of Lebanon Site Plan Review Regulations:

Matthew Hall moved that the Lebanon Planning Board **APPROVE** waivers for the application of **One Mechanic Street, LLC** and **FSP LLC** regarding 1 Mechanic Street (Tax Map 91, Lot 264) and 0 Foundry Street (Tax Map 91, Lot 262), PB2020-28-SPR, from the following sections of the Site Plan Review Regulations:

- Section 5.1.E.6 – requiring topographic data prepared by a professional engineer
- Section 5.1.E.7 – requiring the plans to indicate the height of all existing structures located within 200 feet of the site
- Sections 5.1.E.15 & partial waiver of 6.2.B – requiring perimeter landscaping calculations and compliance with the perimeter landscaping requirements
- Sections 5.1.E.15 & 6.2.E – requiring parking lot shading calculations and compliance with parking area landscaping requirements
- Sections 5.1.E.16, 5.1.E.17 & Section 6.6 – requiring plan to show existing and proposed surface and subsurface storm drainage facilities within 200 ft. of the site, and requiring stormwater management plans in compliance with the stormwater design regulations
- Partial waiver of Section 5.1.E.20 – requiring construction detail drawings
- Sections 5.1.E.21 & 6.7.G – requiring plans for on-site recreational facilities for multi-family structures
- Partial waiver of Section 6.2.D – requiring compliance with the landscaping around buildings requirements
- Section 6.5.B.4 – requiring installation of sidewalks along the street frontages
- Section 6.5.B.5 – requiring a 50-foot turning radius at the rear of the building
- Section 6.7.2.b – establishing maximum light intensity of 1.0 foot-candles at the property lines
- Section 6.7.3.a – *establishing a maximum lighting uniformity ratio for parking areas of no greater than 4:1*

- Section 6.10.C.4 – *requiring the screening of parking areas in the Lebanon Downtown District*

The motion was seconded by Laurel Stavis. The vote on the motion was 8-0.

Notice is hereby given that on **NOVEMBER 23, 2020**, the following action was taken by a majority of the Lebanon Planning Board in accordance with the City of Lebanon Site Plan Review Regulations:

Matthew Hall moved that the Lebanon Planning Board **APPROVE** the application of **One Mechanic Street, LLC** and **FSP LLC** regarding 1 Mechanic Street (Tax Map 91, Lot 264) and 0 Foundry Street (Tax Map 91, Lot 262), PB2020-28-SPR, for a Conditional Use Permit per Section 607.5.A of the Zoning Ordinance to allow off-site parking at 0 Foundry Street to meet the parking needs of the 1 Mechanic Street residents. Based on testimony given, application materials presented, and supporting documents submitted, the Planning Board concludes the following with respect to the criteria set forth in Section 607.5.A of the Zoning Ordinance:

1. Such off-street parking is in an appropriate location for the use served by the parking.
2. Such parking arrangements will be either permanently deeded and recorded or conveyed by an irrevocable 99-year lease or some other legal instrument, acceptable to an attorney representing the City, that will ensure that such parking arrangement will remain as long as the need exists.
3. Such shared parking arrangements do not constitute a hazard to traffic or pedestrians.

The motion was seconded by Jeremy Rutter. The vote on the motion was 8-0.

Notice is hereby given that on **NOVEMBER 23, 2020**, the following action was taken by a majority of the Lebanon Planning Board in accordance with the City of Lebanon Site Plan Review Regulations:

Matthew Hall moved that the Lebanon Planning Board **APPROVE** the application of **One Mechanic Street, LLC** regarding 1 Mechanic Street (Tax Map 91, Lot 264), zoned LD, PB2020-28-SPR, for Site Plan Review to convert an existing three-story commercial building to an 18-unit multi-family dwelling, together with associated site improvements as shown on a plan set titled "1 Mechanic Street Apartments" prepared by Studio Nexus Architects + Planners, LLC, dated September 14, 2020, last revised November 16, 2020, Project No.: 1922 (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 schedule and hold a pre-building permit application meeting with the Planning & 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.

2. The applicant shall obtain approval from the City Council or the City Manager's office for any additional water and/or sewer flows in accordance with the applicable Chapter 136 and 182 of the City Code.
3. The applicant shall address the following to the satisfaction of the City Engineer:
 - a) The cover sheet shows a revised building elevation but does not appear from the plans that any such change is proposed. Please address.
 - b) Provide proposed retaining wall construction details, including 42-inch rail details.
 - c) Address the positive drainage problem (puddle) as shown on the elevation plans (Sheet G-9).
 - d) Confirm that the site is supplied with sufficient utilities to meet section 6.3 of the Site Plan Review Regulations.
4. The applicant shall make the following revisions to the plan set to the satisfaction of the Planning & Development Department and the City Engineer:
 - a) Finalize plans by removing all clouding and other markers used to identify changes to prior draft versions.
 - b) Any changes made pursuant to Condition of Approval #3.
 - c) Provide that all exterior lighting shall be 3,000K or warmer in CCT.
 - d) Add Sections 6.7.2.c and 6.7.2.d of the Site Plan Review Regulations as a plan note.
 - e) Add location of rear setback line as required by Section 307.3 of the Zoning Ordinance and as modified by Section 201.7 of the Zoning Ordinance.
 - f) Add a note to Sheet 5 to indicate that Phase 2 will be constructed in conjunction with the reconstruction of the High St/Mascoma St/Mechanic St intersection, that the design is subject to change depending on the final design of the intersection reconstruction, and that the final Phase 2 design shall be submitted to the Planning & Development Department for review under Section 3.1 of the Site Plan Regulations at which time a decision will be made with respect to whether the final design requires Site Plan Amendment approval from the Planning Board.
 - g) Identify original plan submission date of September 14, 2020, and add dates and a description of each plan revision as required by Section 5.1.E.4.d.

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

5. 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 Building Permit

6. For review and approval by the City's legal counsel, the applicant shall submit documentation to the Planning & Development Department to satisfy the requirements of Section 607.5.A.2 of the Zoning Ordinance.
7. 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

PLANNING BOARD NOTICE OF ACTION

1 Mechanic Street (Tax Map 91, Lot 264) and 0 Foundry Street (Tax Map 91, Lot 262)

PB2020-28-SPR

November 23, 2020

Page 4 of 4

Permit issuance based on the Impact Fee Schedule adopted on August 13, 2018. 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.

8. All water and sewer fees shall be paid.
9. All water and sewer fees shall be paid as set forth in City Code Chapter 68.
10. 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, the following:
 - a) NHDES Shoreland Permit, if necessary

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

11. The impact fee calculated pursuant to Condition of Approval #7 shall be paid.
12. 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.

The motion was seconded by Jeremy Rutter. The vote on the motion was 8-0.

THE CITY OF LEBANON PLANNING BOARD

By:

Bruce Garland, Chair

DATE:

12/23/20

q:\development_review\2020_applications\pb2020-28-spr_1_mechanic_st_0_foundry_st_sample_noa.docx

**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** SITE PLAN AMENDMENT (NO STRUCTURAL CHANGES)

PROPERTY OWNER (APPLICANT):

NAME: ONE MECHANIC STREET LLC & FSD LLC TEL.#: 603 653 8281
MAILING ADDRESS: PO Box 1325 Lebanon NH 03766
E-MAIL ADDRESS: KATZSS@GMAIL.COM

CO-APPLICANT, AGENT, OR LESSEE:

NAME: _____ TEL.#: _____
MAILING ADDRESS: _____
E-MAIL ADDRESS: _____

PROJECT LOCATION:

TAX MAP #: 91 LOT#: 264 + 262 PLOT #: _____ ZONE: LD
STREET ADDRESS OF PROJECT: 1 MECHANIC STREET + 0 FAMILY STREET Lebanon
IS THIS PROPERTY LOCATED IN THE: **WETLANDS** ☐ YES ☒ NO **HISTORIC DISTRICT** ☐ YES ☒ NO
FLOOD PLAIN ☐ YES ☒ NO

SCOPE OF PROJECT:

AMEND SITE PLAN PER ENCLOSED MATERIALS

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 12/12, 2022, unless I personally request, in writing, that the Board delay its determination of completeness to a later date.

PROPERTY OWNER: 92 AMAGG DATE: 11/14/22

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 #			
<u>11/14/22</u>	<u>91/264</u>	<u>PB2022-</u>			

91/262

55-SPA

1 Mechanic Street Redevelopment: Site Plan Alteration Requests

11.14.2022

One Mechanic Street LLC respectfully requests alterations from the site plan submitted to the city dated April 15, 2020, and revised on 11/16/20 and 8/3/21. The revisions are outlined below.

Project Overview

The subject property is in the final stages of its approved conversion to an 18-unit apartment building. Certain alterations and/or deferrals to the initially proposed site plan are requested on the basis of the environmental remediation, technical infeasibility, financial hardship, unforeseen conditions, force majeure, and the imminent arrival of winter which affects the ability to complete installation of the outside work.

1 Mechanic Street is home to the former Napa Auto Parts Store (which closed in 2019), which had previously been a distribution depot for a heating oil company, and prior to that a gas and service station. The prior existence of underground storage tanks, and indicated leakage of them, qualified the site for remediation with the New Hampshire Department of Environmental Services. In the summer of 2020, a site remediation of the parking lot abutting Mechanic Street was undertaken, which included the removal of contaminated soil, replacement with clean fill, placement of monitoring wells and capping the surface with asphalt.

During construction of this project, another environmentally hazardous discovery was made during the summer of 2021 at the lower parking lot (to the south of the building abutting Foundry Street) containing previously unidentified storage tanks that required removal and remediation. This was completed during 2021, whereby contaminated soil was removed, replaced with clean fill, and capped with asphalt with monitoring wells retained for ongoing supervision.

Site Plan Alteration Requests

In light of the site conditions and feasibility concerns the site plan G-4 has been altered as follows.

1. Eliminated the dumpster enclosure south of the building to avoid digging footings for the enclosure support columns within the remediated area, to provide for efficient access, and to account for budgetary concerns and financial hardship. The dumpster area is not visible from Mechanic Street and has extremely limited visibility from Foundry Street.
2. Deferred construction of the storage units based upon present day budget concerns and the substantially exacerbated cost of both materials and constructions. Construction is expected in the future on a staged-development approach when financially feasible. In the interim, part of the storage area has been temporarily repurposed and the asphalt has been striped to accommodate (3) three additional parking spaces labeled on the plans as spaces 13, 14, and 15. bringing the total to eighteen regular spaces and one ADA space.
3. Reduced the landscaped area at the south of the building to avoid disturbing the asphalt surface with specific concern of the areas adjacent to the building where remediation was limited to preserve the structural integrity of the footings by not undermining them. Three planters have been provided in lieu of the landscaping. Based upon current winter weather conditions, the landscaping will be deferred until warmer weather in 2023.

1 Mechanic Street Redevelopment Site Plan Alterations

4. Along the east side of the building, the day lilies have been moved from the east side of the wall to be positioned further east below the entry canopy so they will receive water from the roof. Based upon current winter weather conditions, the planters and plants will be deferred until warmer weather in 2023. Reduced the landscaped area at the North side of the building to avoid disturbing the asphalt surface and interfering with pedestrian traffic on the sidewalk adjacent to the structure. This also limits obstructions to the life safety systems (sprinkler standpipe and fire alarm connections) and addresses stormwater infiltration concerns by preventing water penetration into the electrical utility room below this area. Three planters have been provided in lieu of the landscaping. Based upon current winter weather conditions, the planters and plants will be deferred until warmer weather in 2023.
5. Changed the serviceberry shade tree to a lilac so the root system would be shallower. Based upon current winter weather conditions, the landscaping will be deferred until warmer weather in 2023.
6. Indicated the approximate location of the electrical transformer required by Liberty Utilities to accommodate the power demands of the project. Showed removal of an existing tree due to trenching required for the installation.
7. The pole mounted light at the southwest corner of the building at 1 Mascoma St, parcel 91-261 will be relocated to the building approximately 3' from its original location having minimal effect.
8. Screening of the electrical transformer is not feasible given the tight site constraints as it would eliminate a parking space.
9. Sheet G-1 has been updated to reflect the parking spaces, impervious surface calculations.
10. Sheet G-5 has been updated to reflect the changes on the phase 1 plans and to eliminate the curb along foundry Street and the grassed areas along the edge of the parking lot at 0 Foundry Street, parcel 91-262.
11. Sheet G-8 was updated to show a shrub planting instead of a tree.
12. Sheet G-10 was updated to reflect modifications to the site plan.

Please see the accompanying drawings, which have been bubbled, tagged with revisions, and dated 11/14/22. Sheets that have been changed are highlighted in grey.

TABLE OF CONTENTS

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2 OF 10	G-2 EXISTING SITE PLAN 91-264
3 OF 10	G-3 EXISTING SITE PLAN 91-262
4 OF 10	G-4 ARCHITECTURAL SITE PLAN PHASE 1
5 OF 10	G-5 ARCHITECTURAL SITE PLAN PHASE 2
6 OF 10	G-6 FLOOR PLANS
7 OF 10	G-7 EXTERIOR ELEVATIONS
8 OF 10	G-8 SITE AND LANDSCAPE DETAILS
9 OF 10	G-9 EXTERIOR VIEWS
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City of Lebanon, New Hampshire APPLICATION FOR WAIVERS

Office Use Only

Date Received: _____

File No.: _____

PROJECT INFORMATION

Name of Applicant: One Mechanic Street, LLC

Project Name: 1 Mechanic Street Apartments

Project Address: 1 Mechanic Street, Lebanon, NH

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

Request a waiver of all submission requirements set forth in 5.1 as these are minor updates to the original plans due primarily to environmental remediation. See cover letter narrative for detailed descriptions of adjustments to the plans.

6.1 through 6.10

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

See previously approved waivers and the cover letter narrative for detailed descriptions of adjustments to the plans primarily due to environmental remediation.

6.7 (C)

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

The pole mounted light at the southwest corner of the building at 1 Mascoma St, parcel 91-261 will be relocated to the building approximately 3' from its original location having minimal effect on the site lighting scheme. See cover letter narrative for detailed descriptions of adjustments to the plans.

6.10 (B) 5

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

Screening of the electrical transformer is not feasible given the tight site constraints as it would eliminate a parking space. See cover letter narrative for detailed descriptions of adjustments to the plans.

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

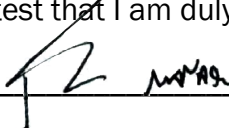
6. Section ____ of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because _____

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:  Date: 12/02/22



Previously approved Waivers

City of Lebanon, New Hampshire APPLICATION FOR WAIVERS

Office Use Only

Date Received: _____ File No.: _____

PROJECT INFORMATION

Name of Applicant: One Mechanic Street, LLC
Project Name: 1 Mechanic Street Apartments
Project Address: 1 Mechanic St., Lebanon, NH

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).]

- 5.1.E(6)
1. Section of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because Minimal changes are being made to the grading of the property, except what may be necessitated by the City's roundabout & accompanying improvements which at this juncture are unknown
- 5.1.E(7)
2. Section (7) of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because The building is existing with minimal exterior changes and none in height. Cataloging the heights of the surrounding buildings would serve no purpose.

5.1.E(15) and 6.2B

3. Section of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because Perimeter landscaping calculations cannot be provided because the perimeter of the site after construction of the roundabout & takings is unknown; ditto for parking lot shading calculations.
4. Section of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because Drainage patterns for the sites will be essentially unchanged as a result of the redevelopment, except for the unknowns as a result of the roundabout construction. Additional landscaping will provide more pervious area.
5. Section of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because Additional landscaping will reduce demands on the stormwater system. More apropos is that the construction of the roundabout will change the stormwater system in ways that are unknown at this time and cannot be planned for.
6. Section 20 of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because Construction detail drawings & roadway, drainage water and sewer utility profiles are not provided. The parking lot is relatively unchanged & because of the unknown nature of the changes as a result of the roundabout construction.
7. Section of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because this is a very tight site with no extra room to provide recreational facilities if adequate parking, storage and some landscaping is also to be provided.
8. Section of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because This is an existing structure on a tight urban site. That said the building is fully sprinklered, close to the fire station and easily accessed on all four sides. Adding a 50' turnaround would greatly limit site development.

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: [Signature] Date: 5/14/10

9. Section **6.2.D** of the **Site Plan Review Regulations**. A Waiver of this Section meets **Criteria B** because:

We have provided a 10' landscaping buffer around approximately half of the building--as much as possible within the site constraints while still leaving room for parking, loading and storage. In some areas, in particular the north face of the building abutting Mechanic Street, a 10' buffer is not physically possible given the building's proximity to the street. In Phase II (after the rotary is installed) we plan to add a landscape buffer between the main level parking and the sidewalk adjacent to the building.

10. Section **6.2.L** of the **Site Plan Review Regulations**. A Waiver of this Section meets **Criteria A** because:

The indeterminate nature and exact location of the City's improvements along Mechanic and Foundry Streets may result in any added curbing along the landscape edges being torn up when these improvements are implemented and the curbing needed to be reconstructed in a different location.

11. Section **6.10.C.4** and **6.2.E** of the **Site Plan Review Regulations**. A Waiver of this Section meets **Criteria B** because:

A 5' landscape screen on the main level parking area (adjacent to Mechanic Street) is not physically possible given the tight confines of the site and the need to maintain some vehicle maneuverability.

12. Section **E12 (6.7.3.a)** of the **Site Plan Review Regulations**. A Waiver of this Section meets **Criteria B** because:

The ratio of average/minimum luminescence exceeds the 4:1 ration in the upper (Mechanic Street) parking lot because of the low calculated light levels on the Mechanic Street edge of the parking lot. However that side of the parking lot benefits from uncalculated light spillover from two public street lights along the edge. In addition, there is sufficient light from the awning lights where it is most needed--at the parking stalls and along the building walkway. Adding pole lights to the western edge of the parking lot would be unnecessary and costly, especially given the unknown nature of the roundabout and any future public lighting.

13. Section **E12 (6.7.2.b)** of the **Site Plan Review Regulations**. A Waiver of this Section meets **Criteria B** because:

The levels of light spillage beyond the property line exceeds the regulations along Foundry Street between the Foundry parking lot and the apartment building. The additional lighting is necessary for security and safety in this normally dark area given that people will be crossing the street from the lot to the building. Since the affected area lies only between the two pieces of our project, no other neighbors are affected.



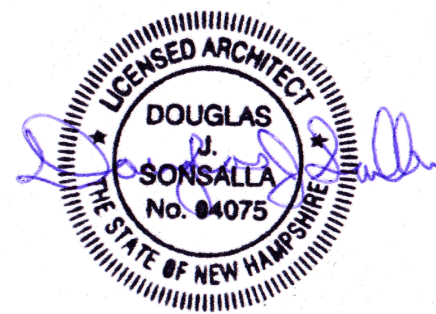
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ARCHITECTS + PLANNERS

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1 MECHANIC STREET APARTMENTS

Issued For:
SITE PLAN REVIEW



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Issue Date: November 17, 2022

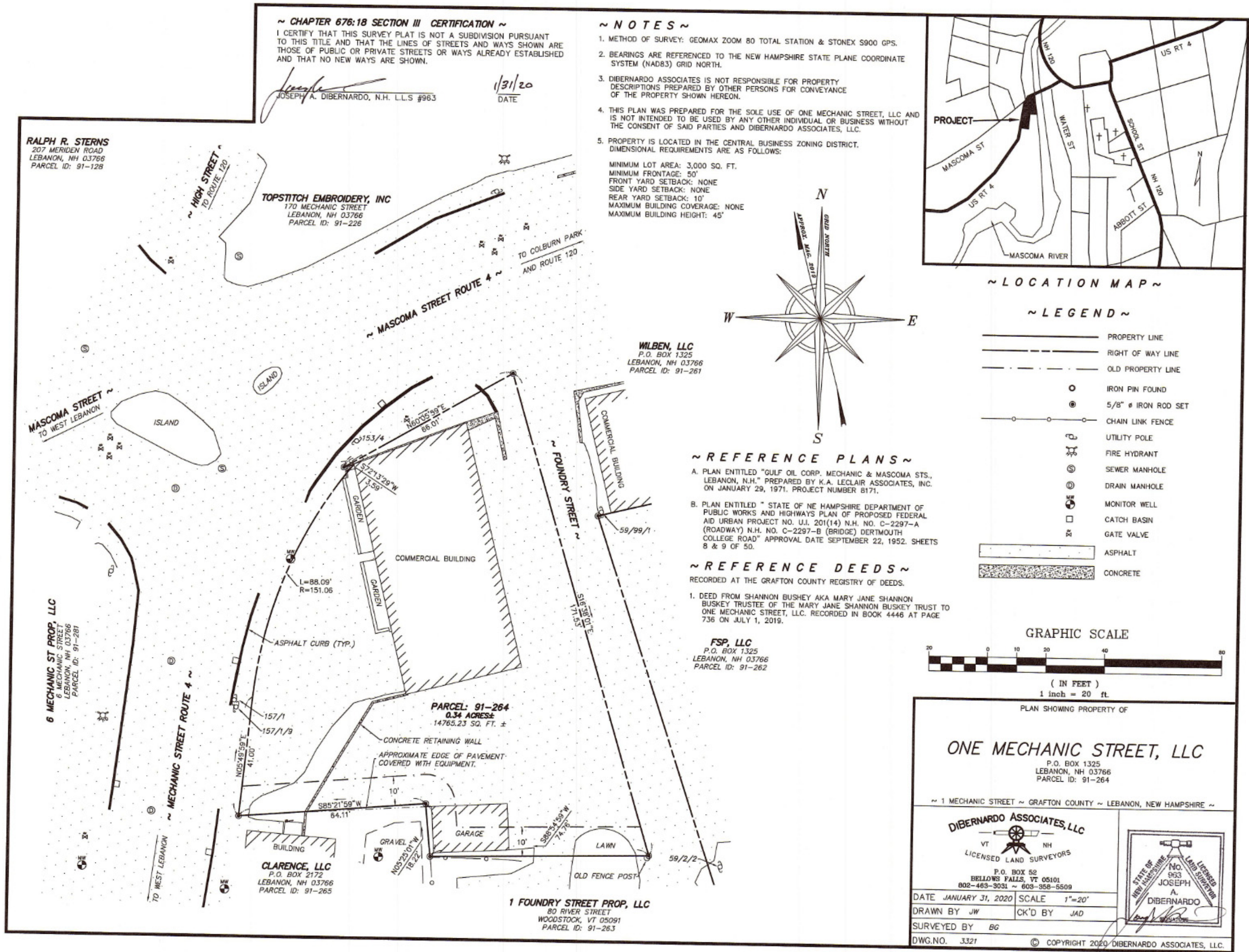
Revisions		
No.	Description	Date

EXISTING SITE PLAN 91-264

Project No.: 1922

G-2
SHEET 2 OF 10

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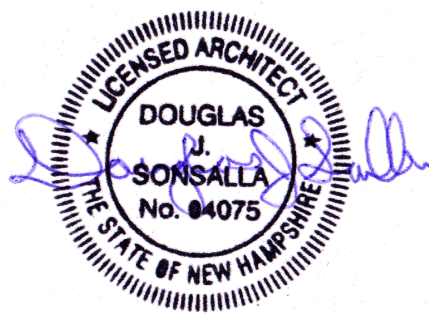
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1 MECHANIC STREET APARTMENTS

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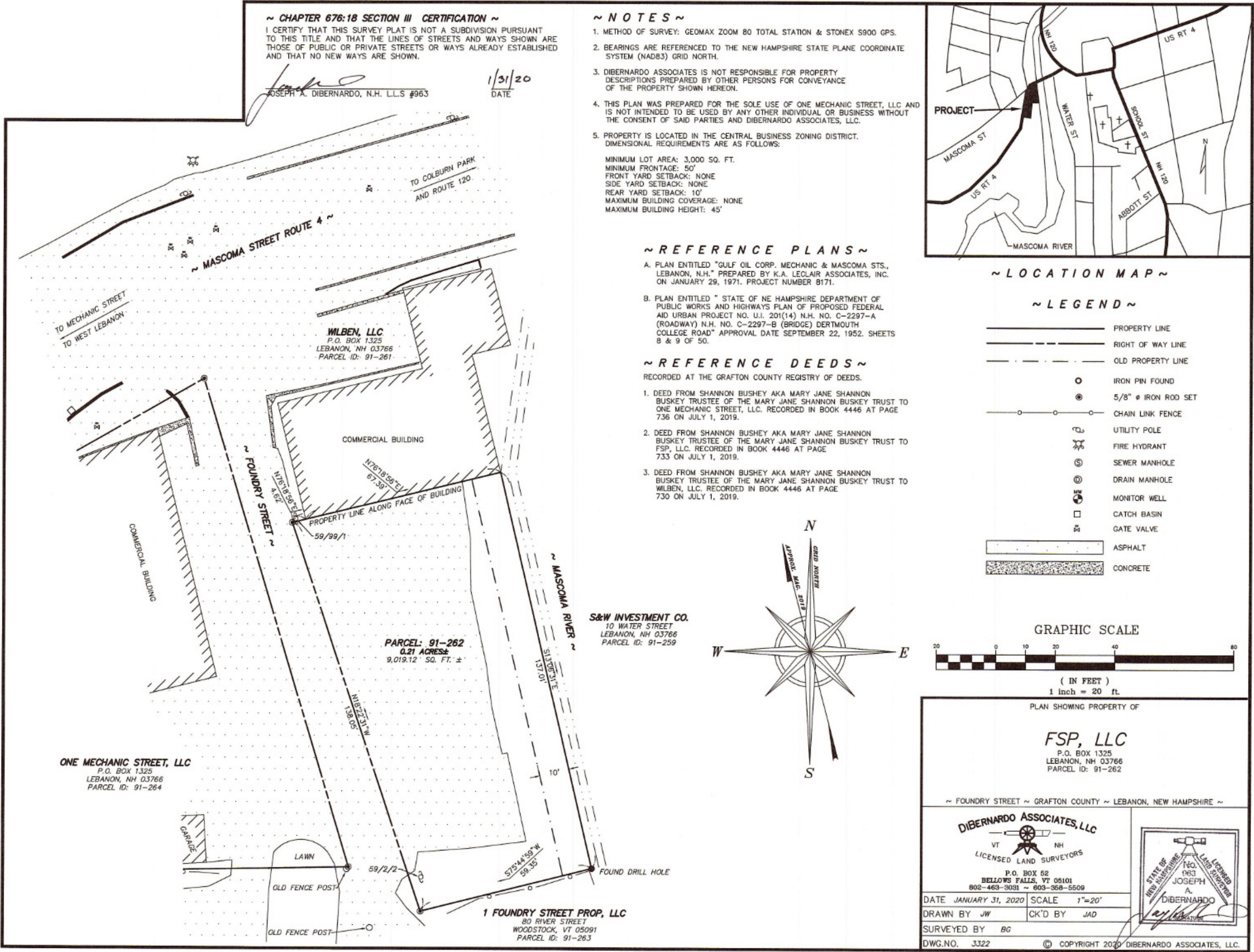
Revisions		
No.	Description	Date

EXISTING SITE PLAN 91-262

Project No.: 1922

G-3 SHEET 3 OF 10

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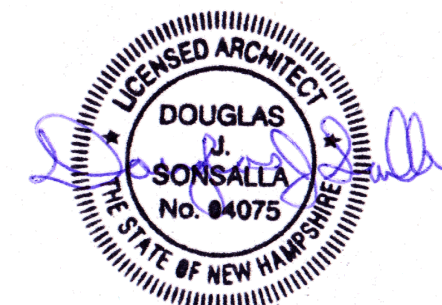
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Issue Date: November 17, 2022

Revisions		
No.	Description	Date
1	Revision 1	11/16/20
2	Revision 2	8/3/21
3	Revision 3	11/14/22

ARCHITECTURAL SITE PLAN PHASE 1

Project No.: 1922

G-4

SHEET 4 OF 10

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SITE PLAN NOTES:
TAX MAP: 91, LOT: 264 AND 91, LOT 262 (CONDITIONAL USE FOR PARKING)
ZONING DISTRICT: LEBANON DOWNTOWN DISTRICT (LD)
BOTH PUBLIC WATER & SEWER SYSTEM

PLANS OF REFERENCE:

- 1 MECHANIC STREET BUILDING MEASUREMENTS TAKEN ON 6/2/20
- PLAN ENTITLED "1 MECHANIC STREET, LLC" DATED JANUARY 31, 2020, PREPARED BY DIBERNARDO ASSOCIATES, LLC. PO BOX 52 BELLINGS FALLS, VT 05101

THIS SITE PLAN IS DIAGRAMMATIC AND THE PROPOSED CHANGES MUST COMPLY WITH ALL FEDERAL, STATE AND LOCAL REGULATIONS. IT IS THE RESPONSIBILITY OF THE CONTRACTOR AND SURVEYOR TO OBTAIN PERMITS AND LOCATE ALL NEW SITE IMPROVEMENTS IN COMPLIANCE WITH ALL REGULATIONS AND CALCULATIONS HEREIN.

- EXISTING PHYSICAL FEATURES, TOPOGRAPHY UNDERGROUND UTILITIES & BOUNDARY LINES SHOW HERE ARE REFERENCED FROM THE ABOVE MENTIONED PLANS OF REFERENCE.
- THE QUALITY OF GROUNDWATER SHALL NOT BE ADVERSELY AFFECTED BY THE PROPOSED DEVELOPMENT. THE PROPOSED DEVELOPMENT WILL NOT VIOLATE THE RULES AND REGULATIONS OF THE NEW HAMPSHIRE DIVISION OF WATER SUPPLY AND POLLUTION CONTROL WITH REGARD TO GROUNDWATER.
- PRIOR TO ANY WORK WITHIN THE RIGHT-OF-WAY, DEVELOPER OR DESIGNEE SHALL OBTAIN ALL REQUIRED APPROVALS FROM THE CITY OF LEBANON INCLUDING WITHOUT LIMITATION ANY SUCH APPROVALS AS MAY BE REQUIRED THROUGH THE PLANNING & DEVELOPMENT DEPARTMENT OF PUBLIC WORKS, POLICE DEPARTMENT, AND FIRE DEPARTMENT.
- LIGHTING INSTALLATIONS SHALL UTILIZE FULLY SHIELDED FIXTURES, AS DEFINED HEREIN, OR FULL CUT-OFF FIXTURES, AS DEFINED BY THE IESNA, SO AS TO PRODUCE NO LIGHT ABOVE THE HORIZONTAL PLANE THROUGH THE LOWEST DIRECT LIGHT-EMITTING PART OF THE FIXTURE.
- LIGHTING INSTALLATIONS SHALL INCLUDE TIMERS, DIMMERS, SENSORS, AND/OR OTHER ENERGY-SAVING TECHNOLOGIES TO REDUCE OVERALL ENERGY CONSUMPTION. NON-ESSENTIAL LIGHTING SHALL BE TURNED OFF OR REDUCED AFTER NORMAL BUSINESS HOURS, LEAVING ONLY NECESSARY LIGHTING FOR SECURITY PURPOSES. (NON-ESSENTIAL LIGHTING INCLUDES, BUT MAY NOT BE LIMITED TO, DISPLAY, AESTHETIC, PARKING, AND/OR SIGN LIGHTING AS DETERMINED BY THE BOARD.)
- NO UNDERGROUND VERIFICATION OF UTILITIES HAS BEEN DONE.
- VISIBL/AOVE GROUND UTILITIES SHOWN ON PLANS WERE TAKEN FROM OBSERVATIONS AT THE TIME OF THE SITE VISIT. THE CONTRACTOR(S) IS (ARE) RESPONSIBLE FOR FIELD VERIFYING UTILITY LOCATIONS PRIOR TO COMMENCING WORK. NOTIFY ARCHITECT/OWNER OF ANY DISCREPANCIES BETWEEN UTILITIES SHOWN & AS FOUND. THE G.C. SHALL NOTIFY DIG SAFE (811 OR 888-0344-7233) A MINIMUM OF 72 HOURS, BUT NOT INCLUDING WEEKENDS AND HOLIDAYS PRIOR TO ANY CONSTRUCTION
- PER THE LEBANON SITE PLAN REVIEW REGULATIONS, SECTIONS 5.1.D.5 AND 5.1.D.6: NO PERSONS HOLD CONSERVATION, PRESERVATION, OR AGRICULTURAL PRESERVATION RESTRICTIONS IN THE SUBJECT PROPERTY; AND NO PERSONS CURRENTLY HOLD ANY EASEMENTS, RIGHTS-OF-WAY, OR OTHER RESTRICTIONS ON OR OVER THE SUBJECT PROPERTY. THE SUBJECT PROPERTY'S DEED IDENTIFIES A POTENTIAL RIGHT OF WAY THAT APPLICANT BELIEVES HAS LONG SINCE BEEN ABANDONED DUE TO DISUSE AND SUBSEQUENT BLOCKING FROM A CHAIN LINK FENCE AT THE PROPERTY LINE.
- PHASE 2 WILL BE CONSTRUCTED IN CONJUNCTION WITH THE RECONSTRUCTION OF HIGH AT/MASCOMA ST/MECHANIC ST INTERSECTION, AND THE DESIGN IS SUBJECT TO CHANGE DEPENDING ON THE FINAL DESIGN OF THE INTERSECTION RECONSTRUCTION, AND THE FINAL PHASE 2 DESIGN SHALL BE SUBMITTED TO THE PLANNING AND DEVELOPMENT FOR REVIEW UNDER SECTION 3.1 OF THE SITE PLAN REGULATIONS AT WHICH TIME A DECISION WILL BE MADE WITH RESPECT TO WHETHER THE FINAL DESIGN REQUIRES SITE PLAN AMENDMENT APPROVAL FROM THE PLANNING BOARD.

GRAPHIC LEGEND:

GRAPHIC SYMBOL	MATERIAL OR COMPONENT
	PROPOSED BUILDING RENOVATION
	EXISTING ADJACENT BUILDINGS
	EXISTING SITE ELEMENTS - SEE NOTES FOR PERTINENT INFORMATION
	NEW PAVEMENT SEE DETAILS/NOTES
	NEW GRASS/LANDSCAPE SEE DETAILS/NOTES
	NEW SIDEWALK SEE DETAILS/NOTES
	TREE
	SHRUB OR FLOWER
	EXTENT OF CLUSTERED TREE CANOPY
	PROPERTY LINE
	UTILITY LIGHT/POLE
	DOWNWARD DIRECTION OF SLOPE
	R #'-#'" RADIAL DIMENSION
	VEHICULAR FLOW DIRECTION
	STORM DRAIN

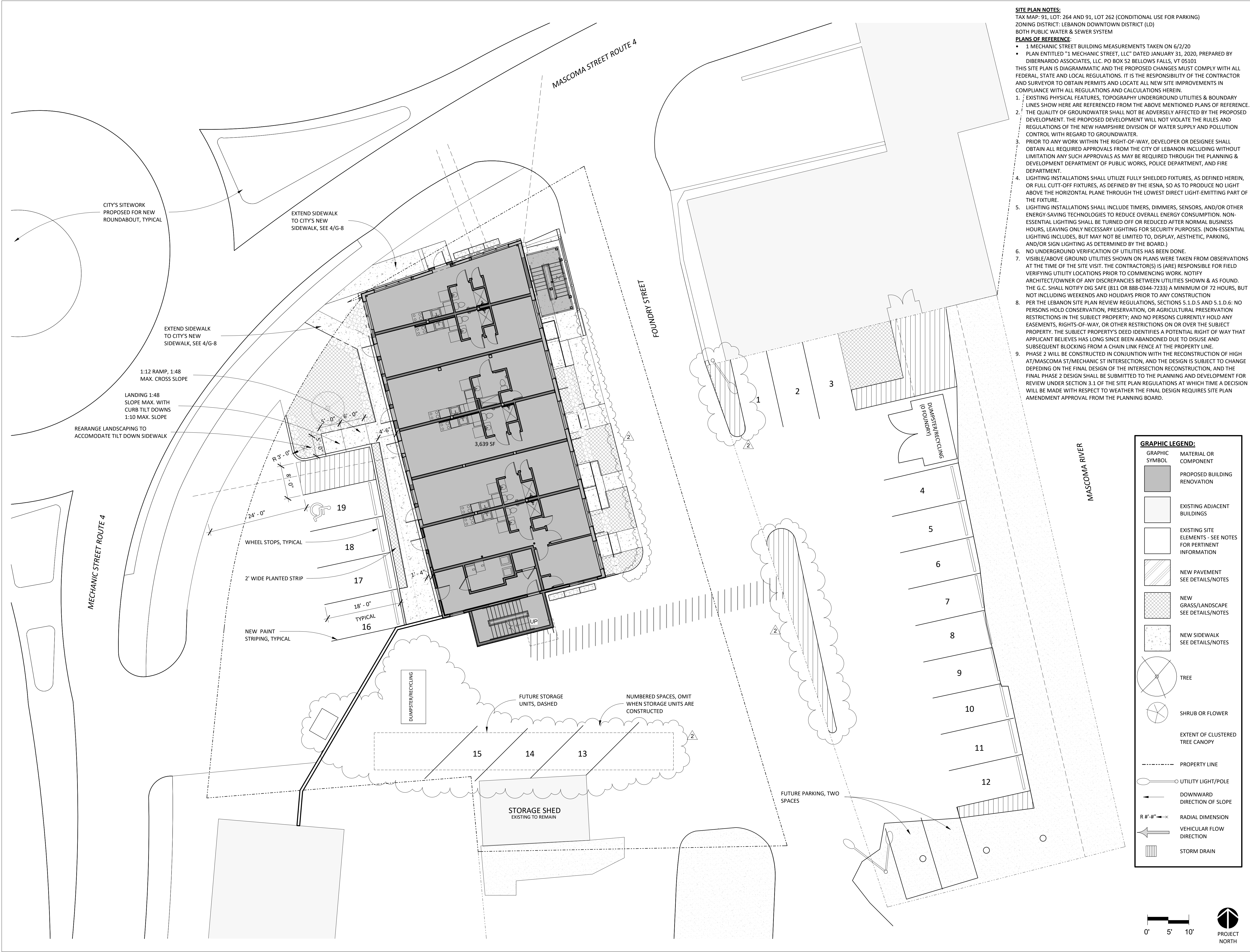
0' 5' 10'



PROJECT NORTH



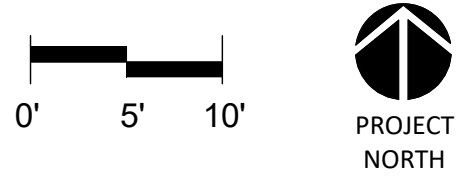
PROPERTY DEED LANGUAGE REGARDING RIGHT OF WAY:
SUBJECT TO THE RIGHT OF WAY, IF ANY SUCH RIGHT OF WAY STILL EXISTS, FROM FOUNDRY STREET TO THE PREMISES FORMERLY OWNED BY ARY (SIC) DRISCOLL, NOW OCCUPIED BY SAID KLEEN LAUNDRY AND DRY CLEANING SERVICES, INC. SAID RIGHT OF WAY HAS NOT BEEN USED FOR A LONG PERIOD OF TIME AS IT WAS BLOCKED BY THE CHAIN LINK FENCE ON THE LAND OCCUPIED BY SAID KLEEN LAUNDRY AND DRY CLEANING SERVICES, INC.



- SITE PLAN NOTES:**
TAX MAP: 91, LOT: 264 AND 91, LOT 262 (CONDITIONAL USE FOR PARKING)
ZONING DISTRICT: LEBANON DOWNTOWN DISTRICT (LD)
BOTH PUBLIC WATER & SEWER SYSTEM
- PLANS OF REFERENCE:**
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 - PRIOR TO ANY WORK WITHIN THE RIGHT-OF-WAY, DEVELOPER OR DESIGNEE SHALL OBTAIN ALL REQUIRED APPROVALS FROM THE CITY OF LEBANON INCLUDING WITHOUT LIMITATION ANY SUCH APPROVALS AS MAY BE REQUIRED THROUGH THE PLANNING & DEVELOPMENT DEPARTMENT OF PUBLIC WORKS, POLICE DEPARTMENT, AND FIRE DEPARTMENT.
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 - VISIBLE/ABOVE GROUND UTILITIES SHOWN ON PLANS WERE TAKEN FROM OBSERVATIONS AT THE TIME OF THE SITE VISIT. THE CONTRACTOR(S) IS (ARE) RESPONSIBLE FOR FIELD VERIFYING UTILITY LOCATIONS PRIOR TO COMMENCING WORK. NOTIFY ARCHITECT/OWNER OF ANY DISCREPANCIES BETWEEN UTILITIES SHOWN & AS FOUND. THE G.C. SHALL NOTIFY DIG SAFE (811 OR 888-0344-7233) A MINIMUM OF 72 HOURS, BUT NOT INCLUDING WEEKENDS AND HOLIDAYS PRIOR TO ANY CONSTRUCTION
 - PER THE LEBANON SITE PLAN REVIEW REGULATIONS, SECTIONS 5.1.D.5 AND 5.1.D.6: NO PERSONS HOLD CONSERVATION, PRESERVATION, OR AGRICULTURAL PRESERVATION RESTRICTIONS IN THE SUBJECT PROPERTY; AND NO PERSONS CURRENTLY HOLD ANY EASEMENTS, RIGHTS-OF-WAY, OR OTHER RESTRICTIONS ON OR OVER THE SUBJECT PROPERTY. THE SUBJECT PROPERTY'S DEED IDENTIFIES A POTENTIAL RIGHT OF WAY THAT APPLICANT BELIEVES HAS LONG SINCE BEEN ABANDONED DUE TO DISUSE AND SUBSEQUENT BLOCKING FROM A CHAIN LINK FENCE AT THE PROPERTY LINE.
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GRAPHIC LEGEND:

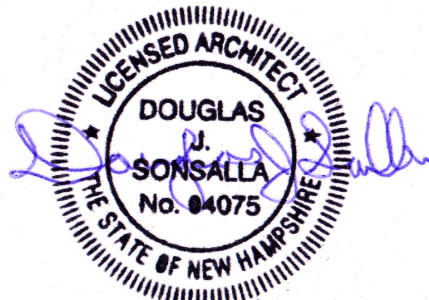
GRAPHIC SYMBOL	MATERIAL OR COMPONENT
[Solid Grey Box]	PROPOSED BUILDING RENOVATION
[White Box]	EXISTING ADJACENT BUILDINGS
[White Box]	EXISTING SITE ELEMENTS - SEE NOTES FOR PERTINENT INFORMATION
[Diagonal Lines]	NEW PAVEMENT SEE DETAILS/NOTES
[Cross-hatch]	NEW GRASS/LANDSCAPE SEE DETAILS/NOTES
[Stippled]	NEW SIDEWALK SEE DETAILS/NOTES
[Circle with X]	TREE
[Circle with Dot]	SHRUB OR FLOWER
[Dashed Line]	EXTENT OF CLUSTERED TREE CANOPY
[Dashed Line]	PROPERTY LINE
[Circle with Dot]	UTILITY LIGHT/POLE
[Arrow]	DOWNWARD DIRECTION OF SLOPE
[Circle with Arrow]	R #'-#'' RADIAL DIMENSION
[Arrow]	VEHICULAR FLOW DIRECTION
[Hatched Box]	STORM DRAIN



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1 MECHANIC STREET APARTMENTS

Issued For: SITE PLAN REVIEW



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Issue Date: November 17, 2022

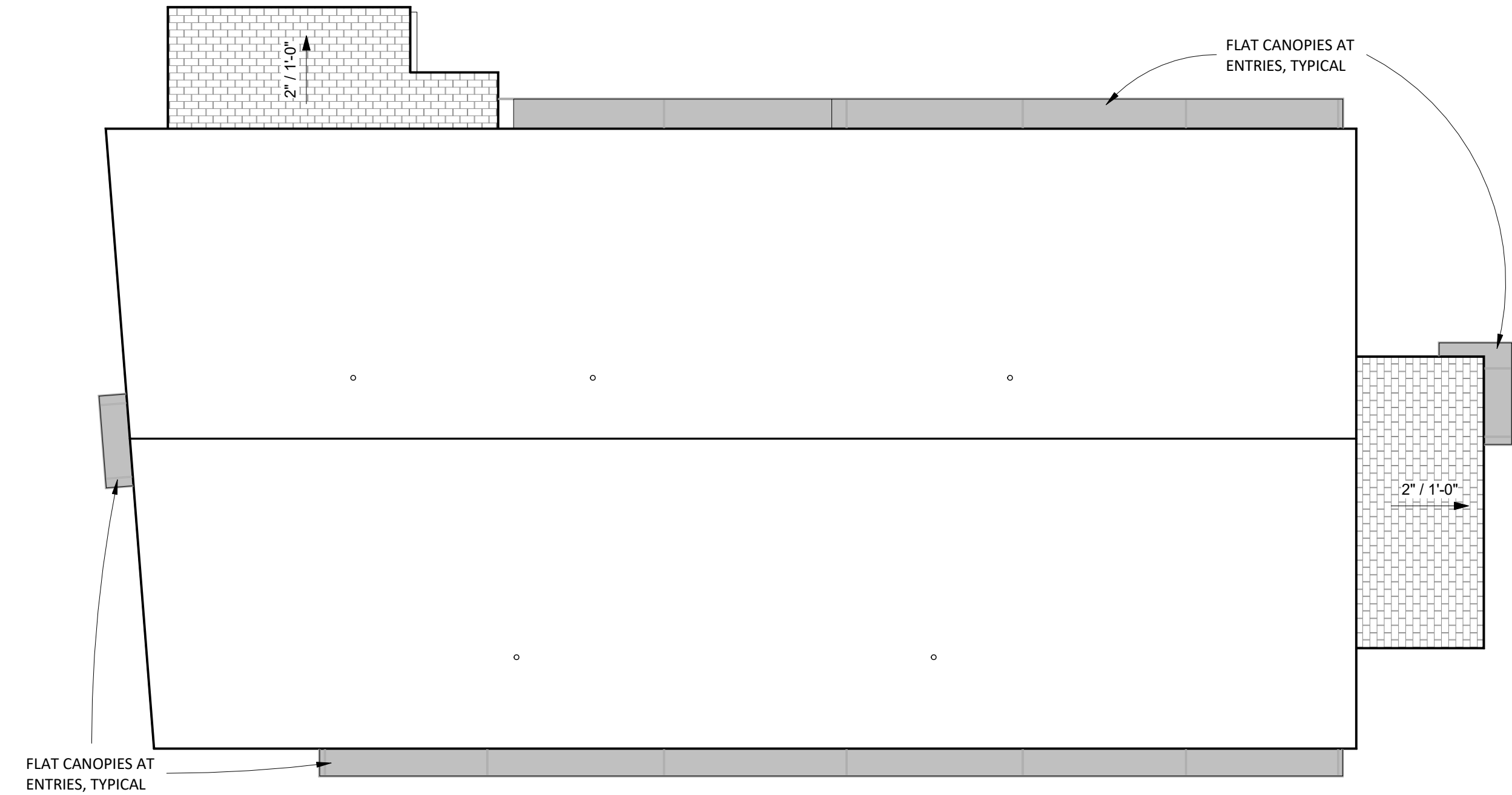
Revisions		
No.	Description	Date
1	Revision 1	11/16/20
2	Revision 3	11/14/22

ARCHITECTURAL SITE PLAN PHASE 2

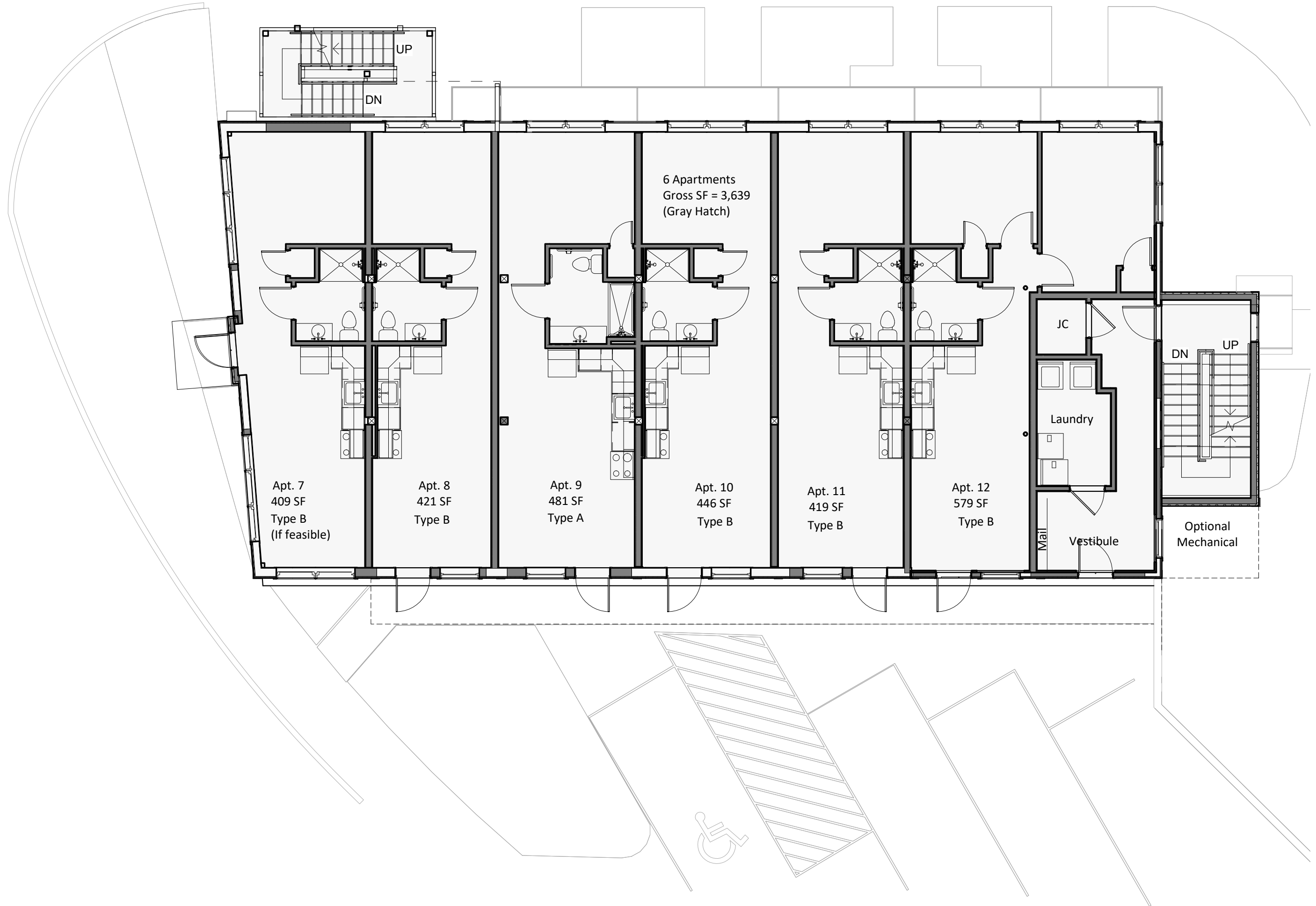
Project No.: 1922

G-5
SHEET 5 OF 10

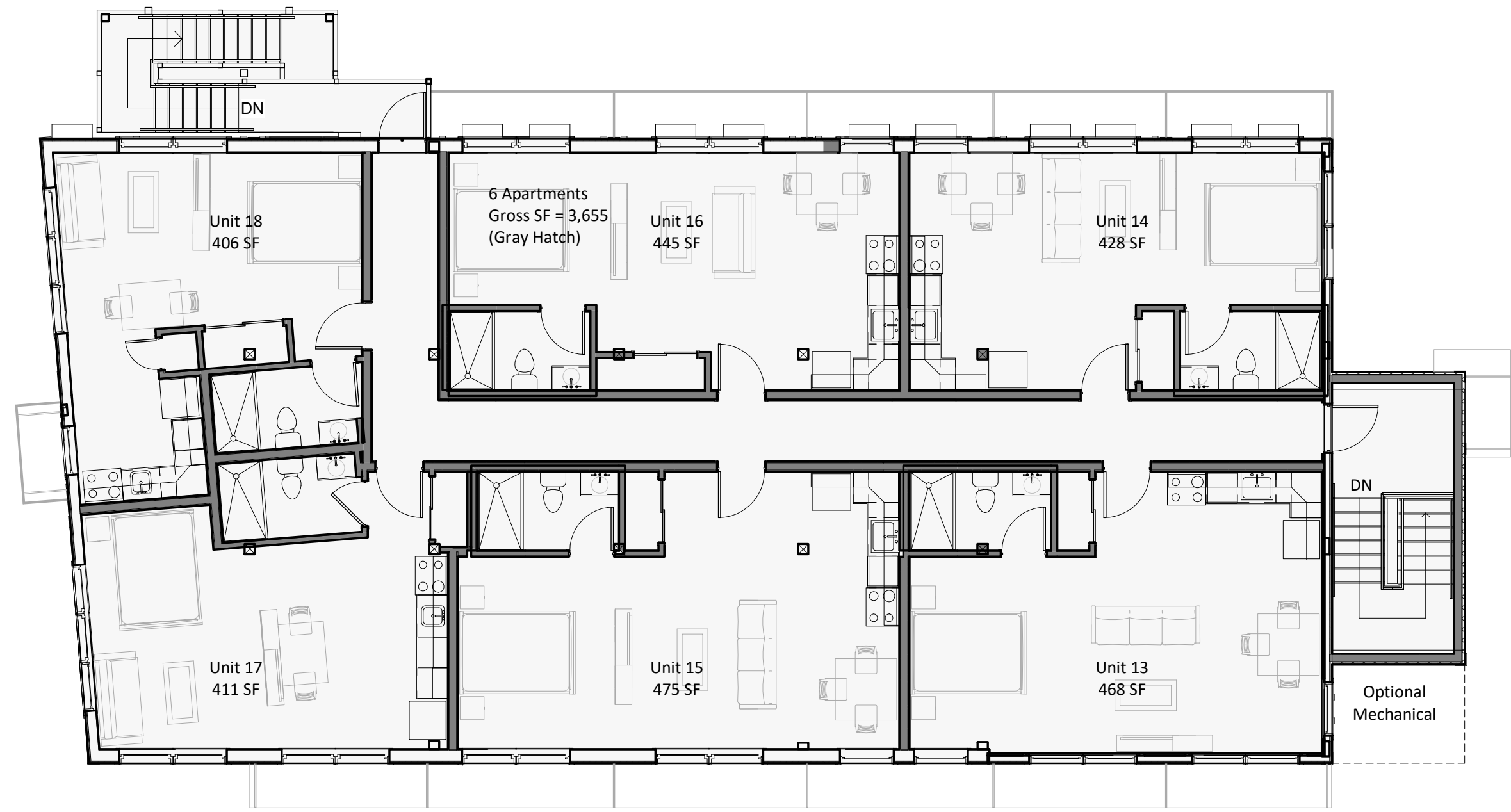
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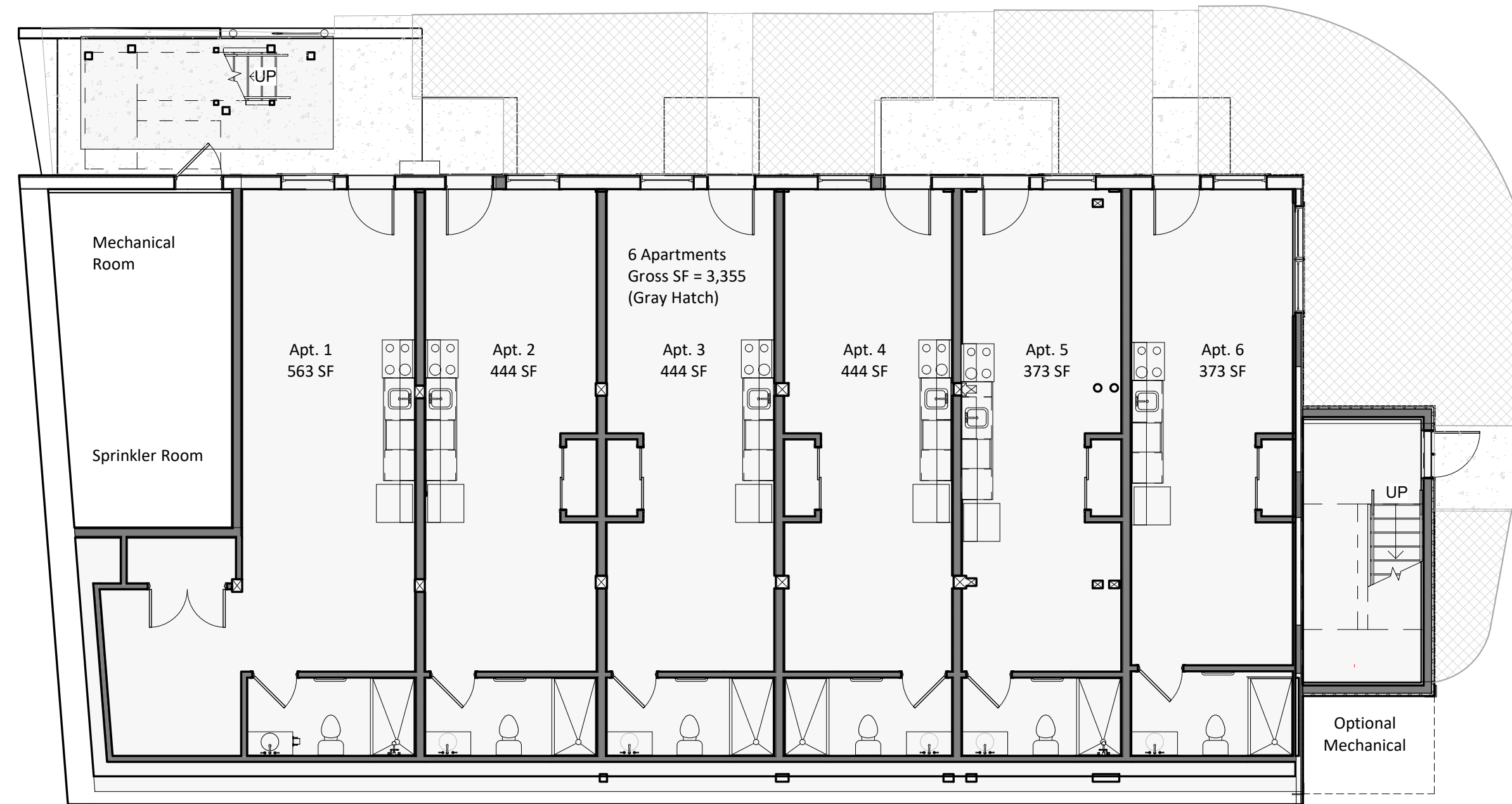
④ Roof Plan
1/8" = 1'-0"



② First floor
1/8" = 1'-0"



③ Second floor
1/8" = 1'-0"



① River Level
1/8" = 1'-0"



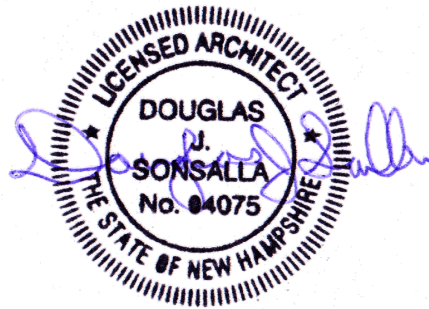
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Issue Date: November 17, 2022

Revisions		
No.	Description	Date

FLOOR PLANS

Project No.: 1922

G-6 SHEET 6 OF 10



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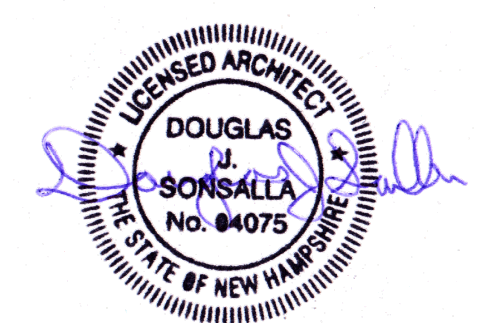


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Issue Date: November 17, 2022

Revisions		
No.	Description	Date

EXTERIOR ELEVATIONS

Project No.: 1922

G-7
SHEET 7 OF 10

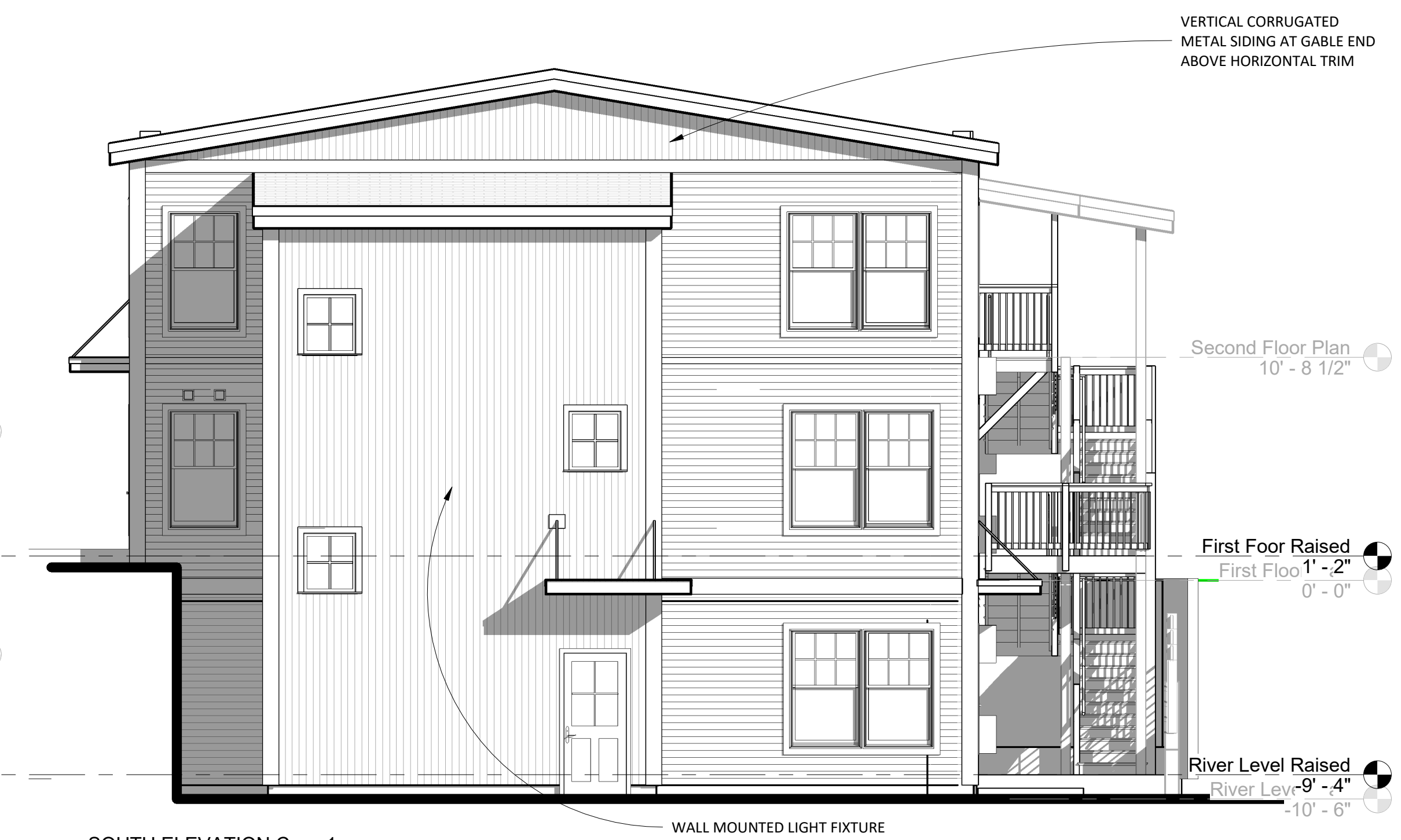
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④ WEST ELEVATION Copy 1
3/16" = 1'-0"



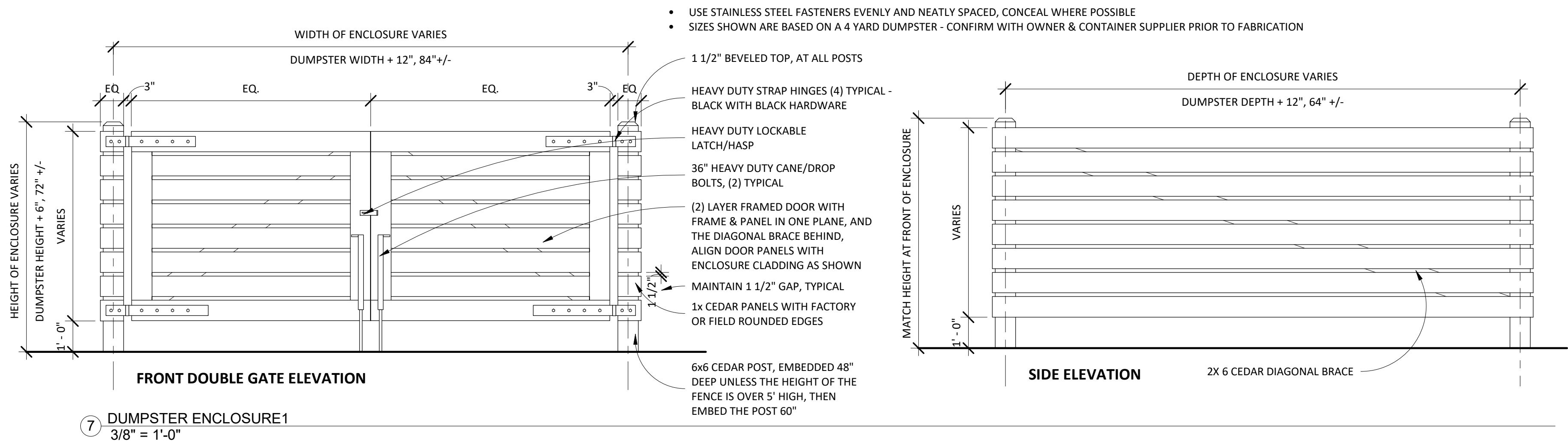
③ NORTH ELEVATION Copy 1
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② SOUTH ELEVATION Copy 1
3/16" = 1'-0"

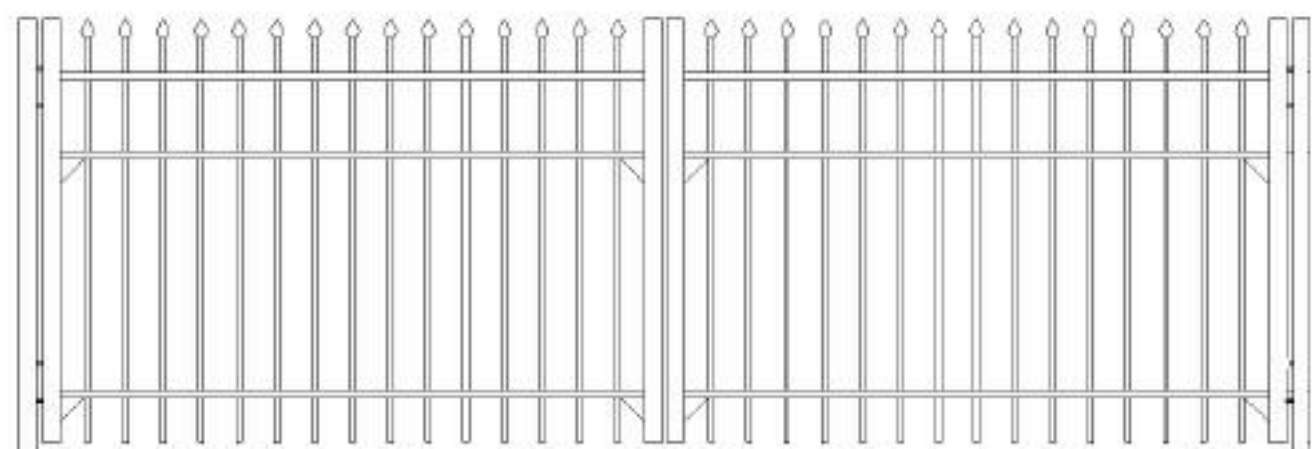
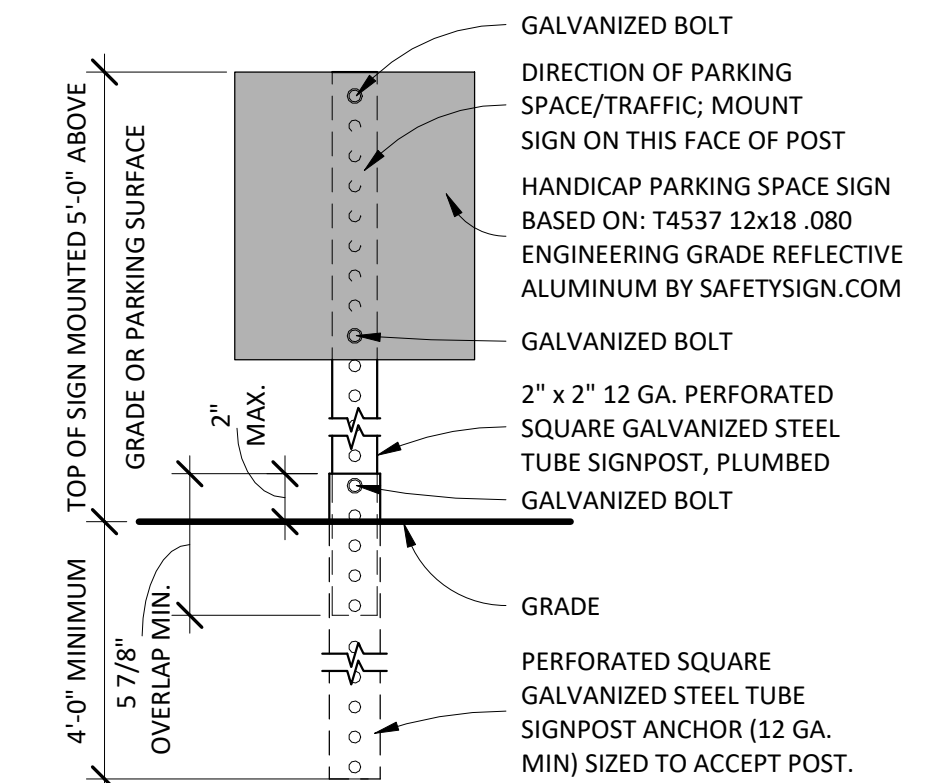
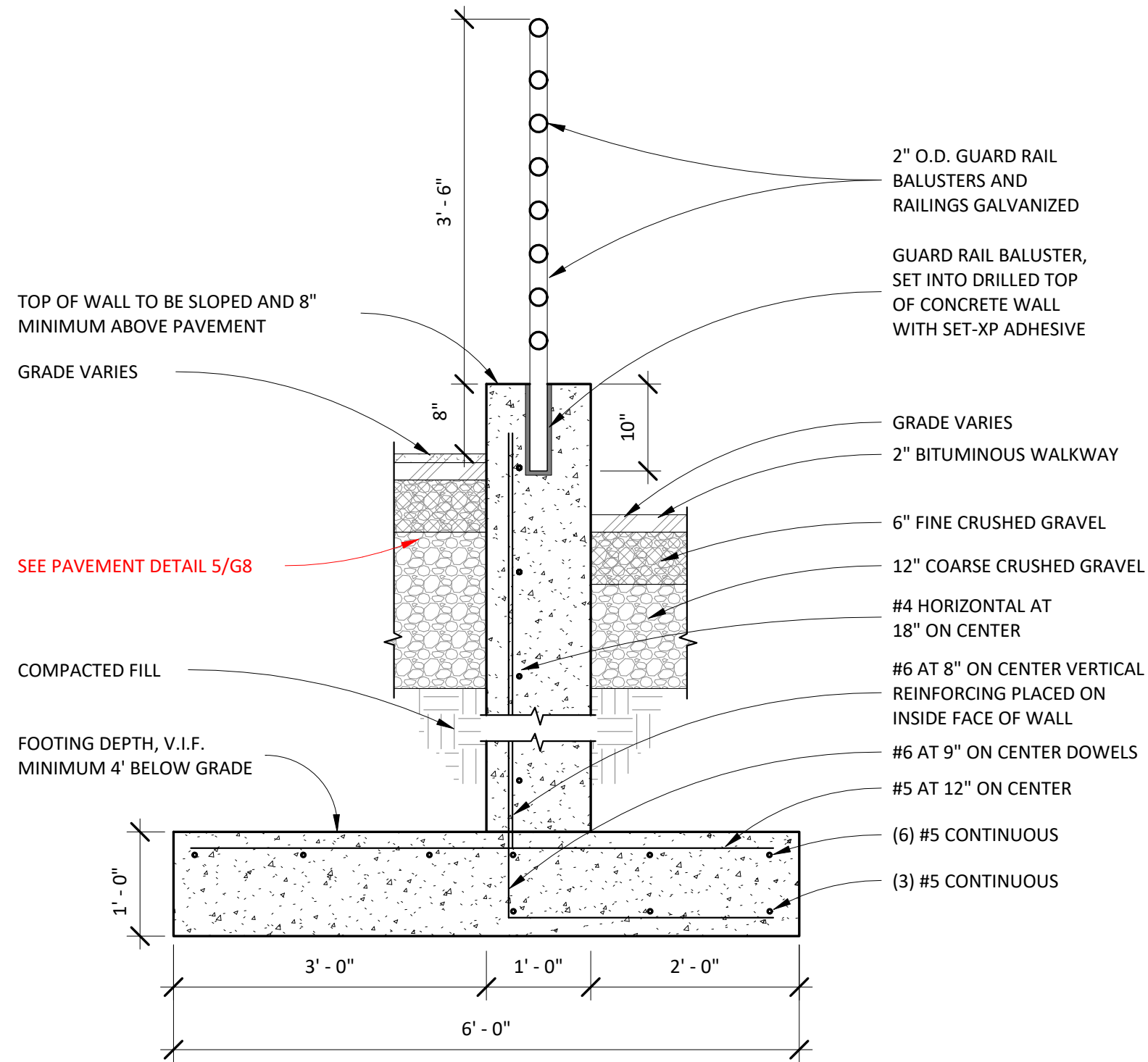
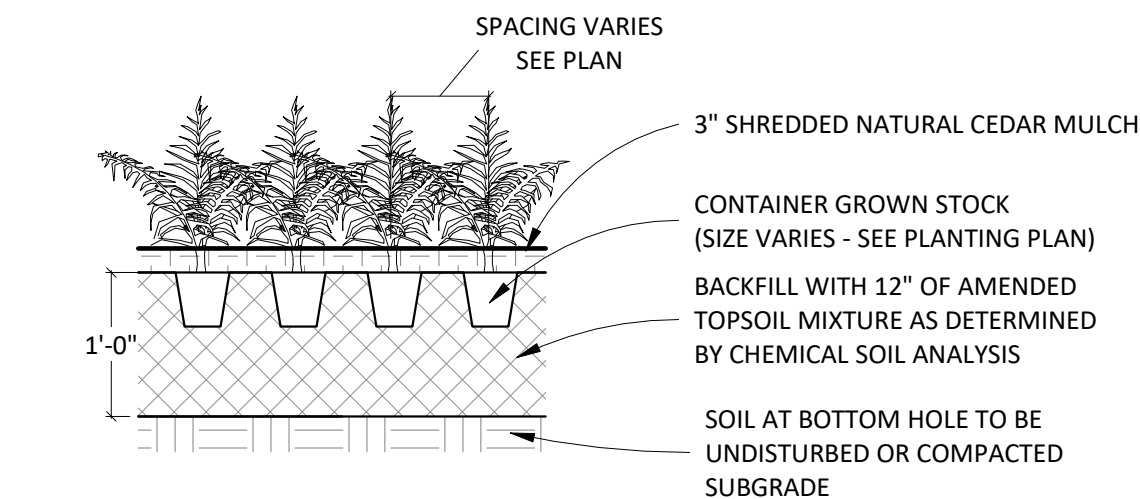
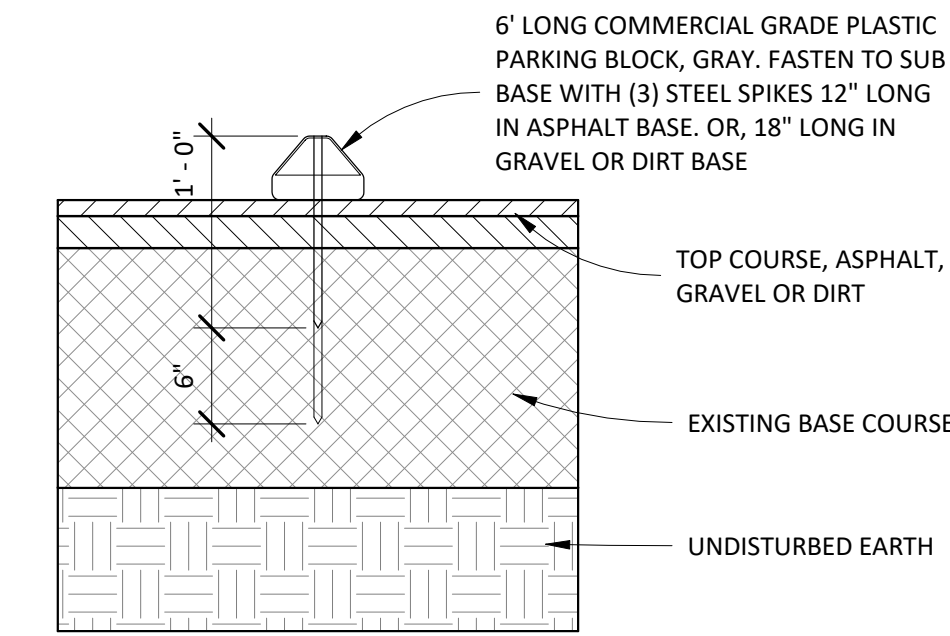


① EAST ELEVATION Copy 1
3/16" = 1'-0"



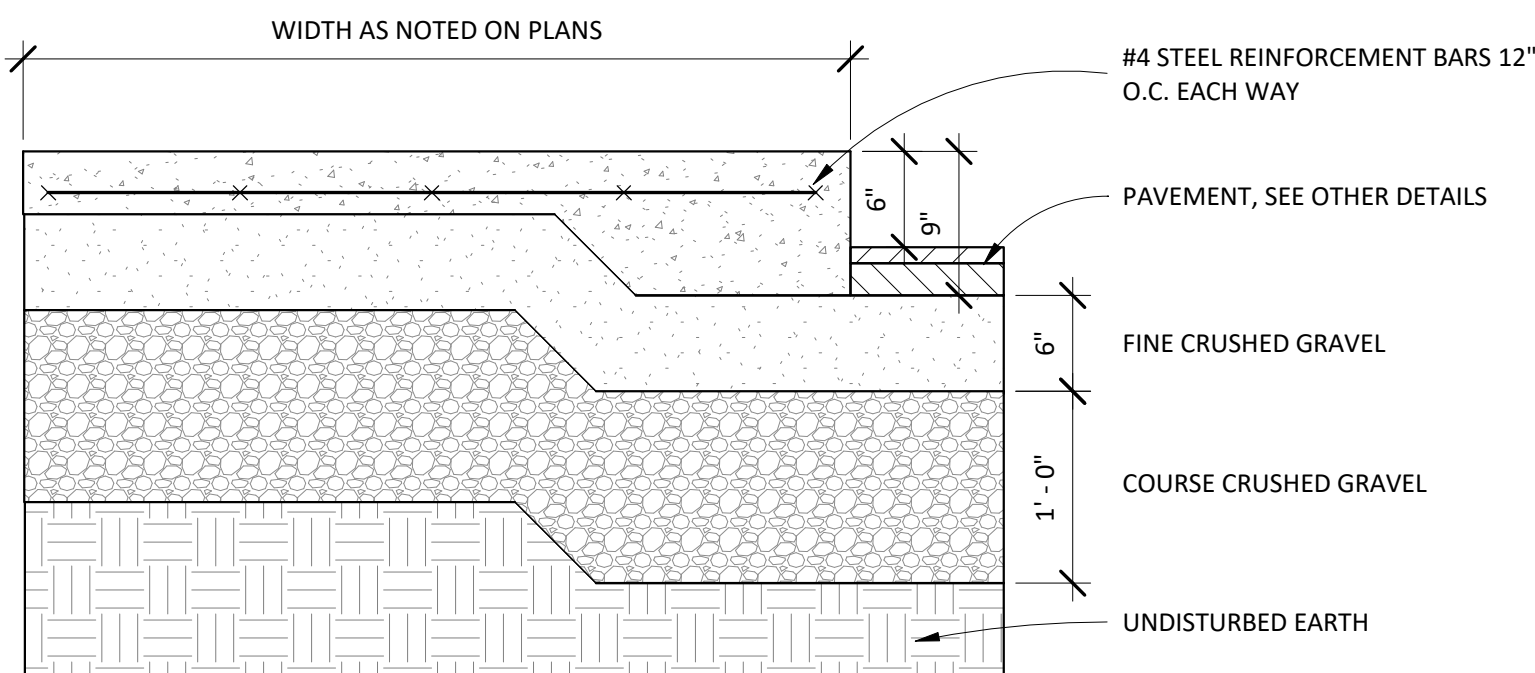
GENERAL SITE AND LANDSCAPE DETAIL NOTES

- UNLESS NOTED OTHERWISE, GROUND COVER SHALL CONSIST OF TOPSOIL, GRASS SEED AND MULCH, MAINTAIN WATERING THROUGH SECOND CUTTING (USING WALK-BEHIND MOWER). ALL NEW PLANT MATERIAL SHALL BE NURSERY-GROWN STOCK
- AT THE TIME OF PLANTING, ALL DECIDUOUS TREES SHALL BE A MINIMUM 2.5 TO 3 INCHES IN CALIPER, MEASURED 6 INCHES ABOVE THE FINISH GRADE LEVEL; ALL EVERGREEN TREES SHALL BE A MINIMUM OF 6 TO 7 FEET IN HEIGHT. TREES SHALL BE PLANTED NO CLOSER THAN 8 FEET TO ANY PROPERTY LINE.
- SHRUBS SHALL BE PLANTED AS A MIX, RANGING FROM 50% TO 70% FLOWERING, WITH THE REMAINDER BEING EVERGREEN. AT THE TIME OF PLANTING, ALL SHRUBS, WHETHER DECIDUOUS OR EVERGREEN, SHALL BE 24 TO 30 INCHES IN HEIGHT AND/OR 18 TO 24 INCHES IN SPREAD.
- THE PROPERTY OWNER AGREES TO BE RESPONSIBLE FOR MAINTAINING ALL LANDSCAPING, TO INCLUDE GRASS AND MULCH, IN GOOD, HEALTHY CONDITION SO AS TO PRESENT A NEAT AND ORDERLY APPEARANCE. THE PROPERTY OWNER TO REPLACE UNHEALTHY OR DEAD PLANT MATERIALS IN CONFORMANCE WITH THE LANDSCAPE PLAN APPROVED BY THE BOARD AS PART OF THE SITE PLAN.
- EROSION CONTROL:
 - GRADED AREAS SHALL BE VEGETATED TO INSURE EROSION CONTROL BY SEEDING, MULCHING, AND FERTILIZING. DISTURBED AREAS SHALL BE PLANTED WITH SUITABLE PLANT MATERIALS.
 - GRADING SHALL NOT EXCEED A RATIO OF 3 HORIZONTAL TO 1 VERTICAL WITHOUT SPECIAL EROSION CONTROL MEASURES. NETTING OR SIMILAR MATERIAL SHALL BE PROVIDED ON SLOPES WITH A RATIO GREATER THAN 3:1 WHILE GROUND COVER IS BEING ESTABLISHED.



INSTALLATION DETAILS ARE AVAILABLE ONLINE AT <https://www.fence-depot.com/specrail-aluminum-fence-installation-manual/> THE FENCE WILL BE ATTACHED WITH ANCHOR PLATES AND BOLTS AS RECOMMENDED BY THE MANUFACTURER, 2" X 2" POST TYPICAL UNLESS AT GATES.

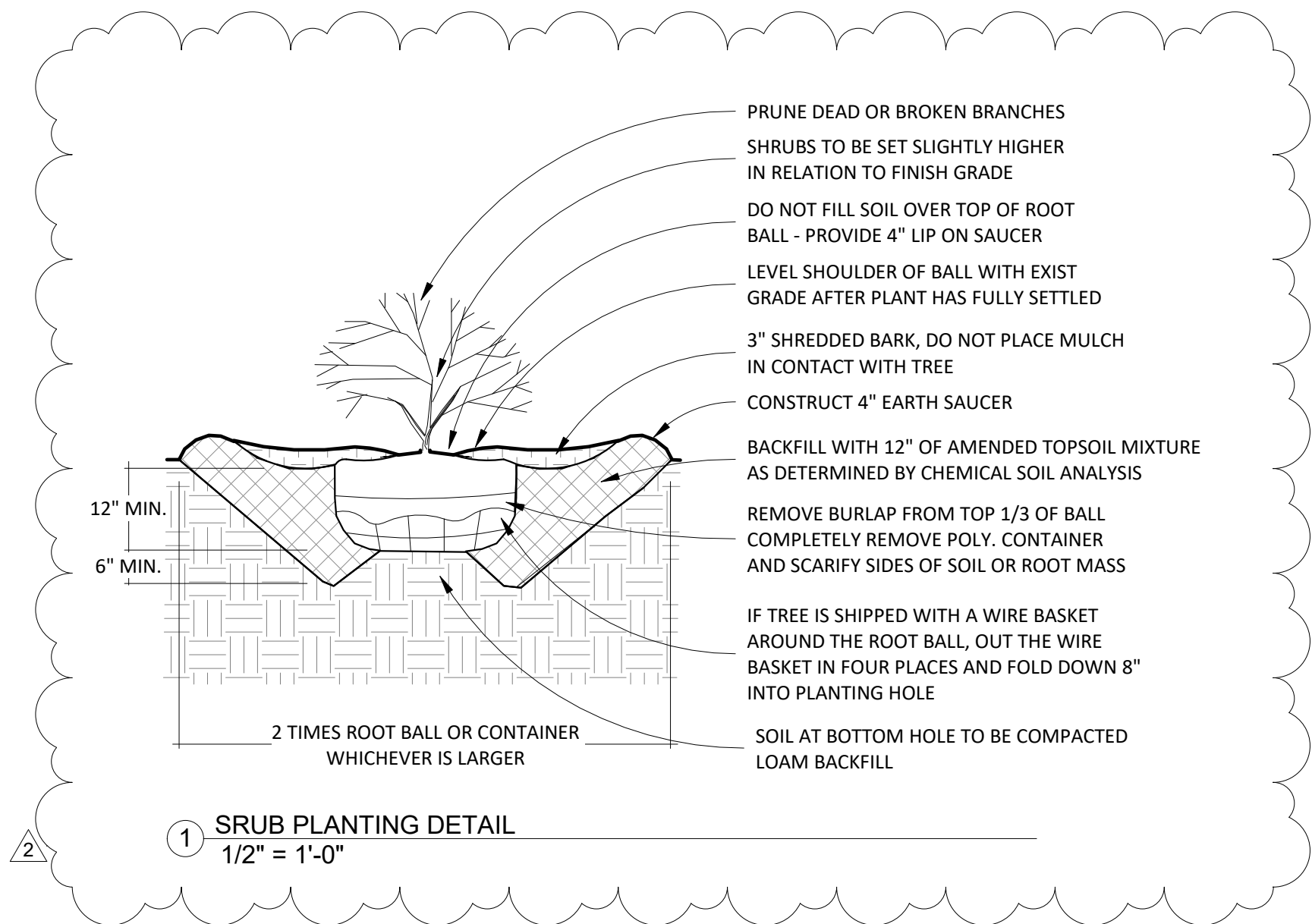
2 FENCE ELEVATION - 36" BENNINGTON ALUMINUM
1/2" = 1'-0"



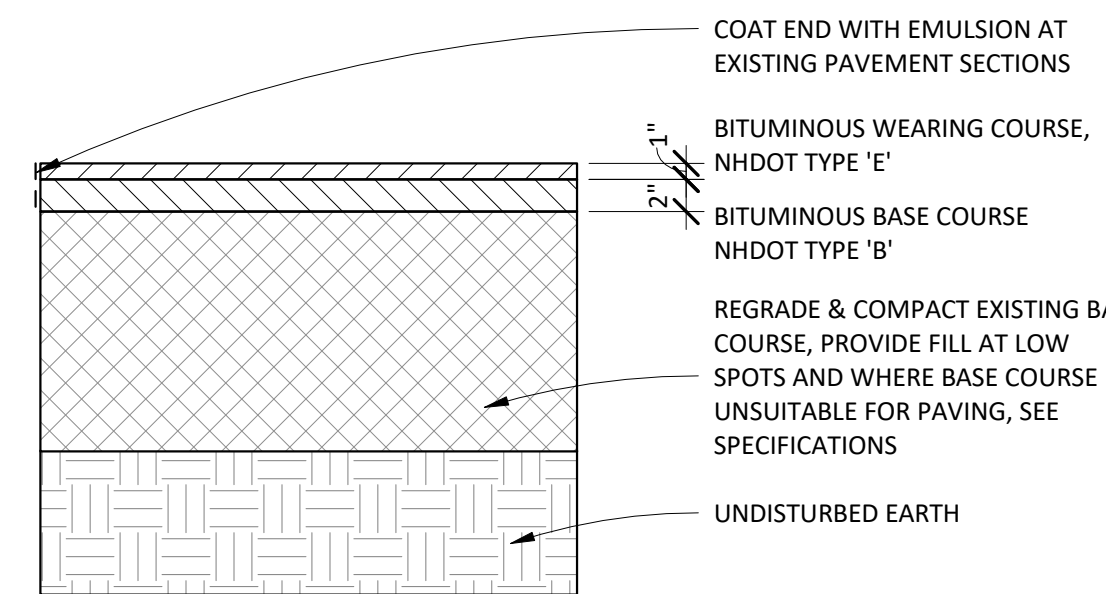
NOTES:

- PLACE A TOOLED JOINT 1/8" WIDE AND AT LEAST 1/3 OF THE SIDEWALK DEPTH, AT INTERVALS EQUAL TO THE SIDEWALK WIDTH, OR AS NOTED ON THE PLANS, TYPICAL. DO NOT EXCEED 10'-0"
- PLACE EXPANSION JOINT AT 20'-0" MAXIMUM OR AS INDICATED ON THE PLANS. ALL EXPANSION JOINTS SHALL BE DOWELED WITH A 3/4" DIAMETER SMOOTH DOWEL AT 12" O.C. DOWEL SHALL BE 15" IN LENGTH AND SHALL HAVE AN EXPANSION CAP INSTALLED AT THE END.
- BROOM FINISH WITH SMOOTH TROWELED EDGES. TREAT WITH SLANE-SLOXANE OR EQUIVALENT
- CAST-IN-PLACE CONCRETE SHALL BE 4,000 PSI CONCRETE, 5 - 7% AIR ENTRAINMENT WITH 6 X 6 - W4.0XW4.0 REINFORCING CENTERED IN SIDEWALK.
- WHERE SIDEWALK IS ADJACENT TO ENTRY/EXIT DOOR PADS WITH FROST WALL FOUNDATIONS, SIDEWALK SHALL BE DOWELED TO PAD WITH 24" LONG #4 DOWELS (CENTERED) AT 1'-6" O.C. WITH THE PORTION OF THE DOWEL IN SIDEWALK TO BE GREASED.
- WHERE SIDEWALK IS ADJACENT TO CURB, BOLLARD OR OTHER HARD FEATURE, INSTALL 1/4" EXPANSION MATERIAL THE FULL DEPTH OF THE SIDEWALK, BETWEEN THE SIDEWALK AND THE FEATURE.
- COMPACT AL FILL MATERIAL TO 95% MODIFIED PROCTOR.

4 SIDEWALK & CURB DETAIL
1" = 1'-0"



5 PAVEMENT DETAIL
1" = 1'-0"



- NOTES:**
- REMOVE EXISTING BASE AND SUB BASE MATERIAL THAT DOES NOT MEET THE SPECIFICATION IN THE DETAIL. COMPACT ALL FILL MATERIAL TO 95% PROCTOR
 - FOR AREAS TO BE PATCHED, CAREFULLY SAW CUT THE EXISTING PAVEMENT AND NEATLY REMOVE

5 PAVEMENT DETAIL
1" = 1'-0"



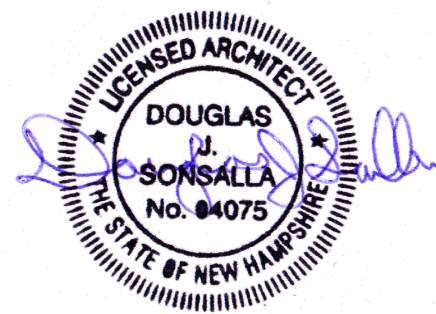
STUDIO NEXUS

ARCHITECTS + PLANNERS

PO Box 275, White River Junction, VT 05001
802 275 5110 | studionexusarch.com

1 MECHANIC STREET APARTMENTS

Issued For: SITE PLAN REVIEW



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Issue Date: November 17, 2022

Revisions		
No.	Description	Date
1	Revision 1	11/16/20
2	Revision 3	11/14/22

SITE AND LANDSCAPE DETAILS

Project No.: 1922

G-8
SHEET 8 OF 10

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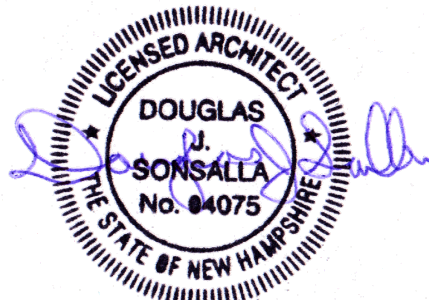
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Issue Date: November 17, 2022

Revisions		
No.	Description	Date

EXTERIOR VIEWS

Project No.: 1922

G-9
SHEET 9 OF 10

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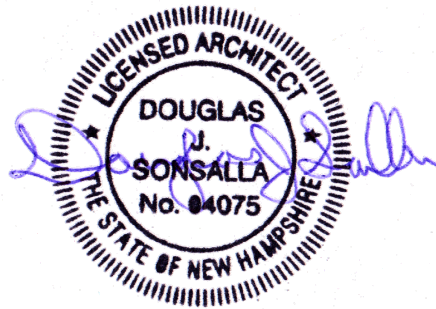
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1 MECHANIC STREET APARTMENTS

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SITE PLAN REVIEW



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Issue Date: November 17, 2022

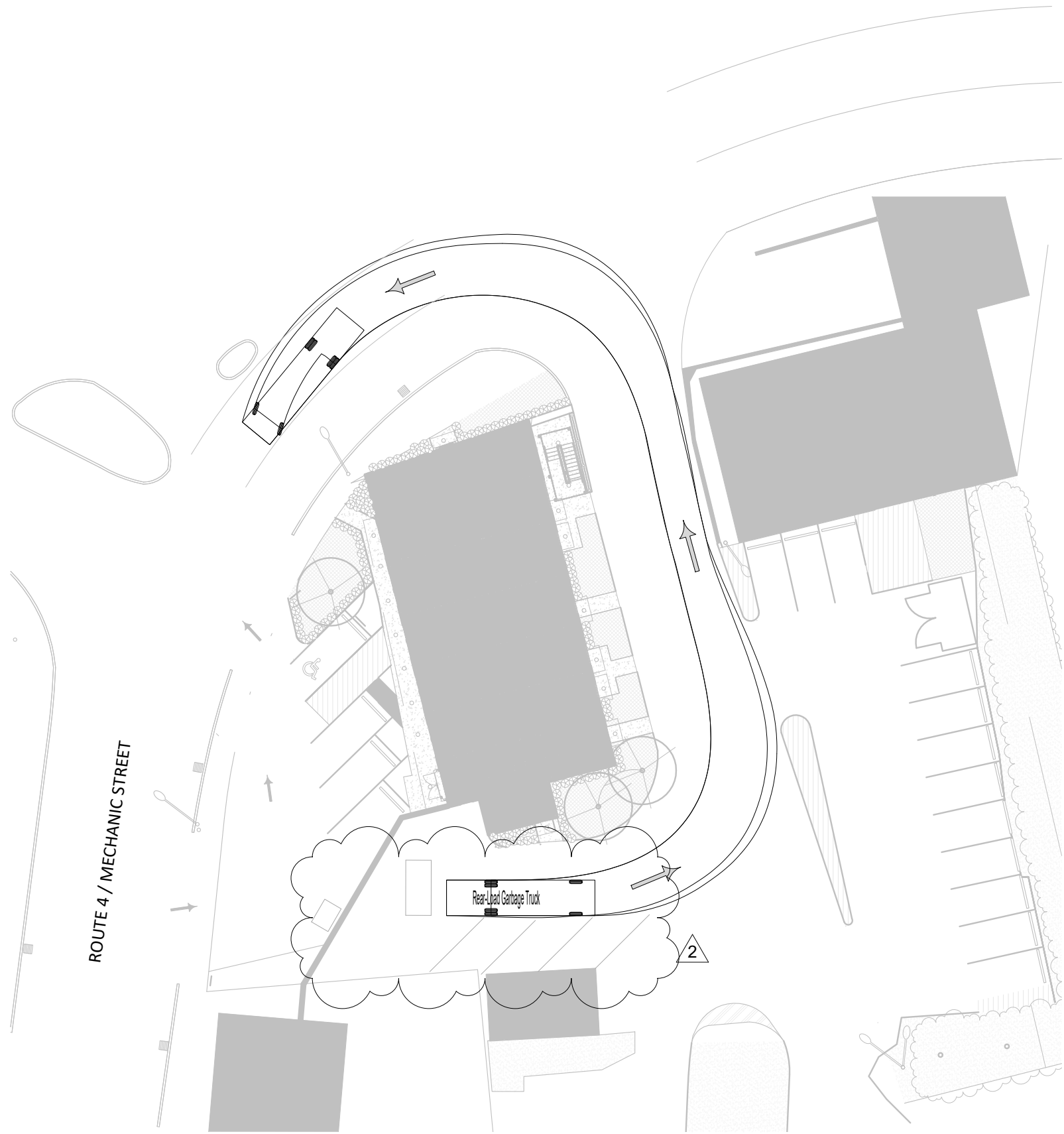
Revisions		
No.	Description	Date
1	Revision 1	11/16/20
2	Revision 3	11/14/22

GARBAGE TRUCK TURNING PLANS

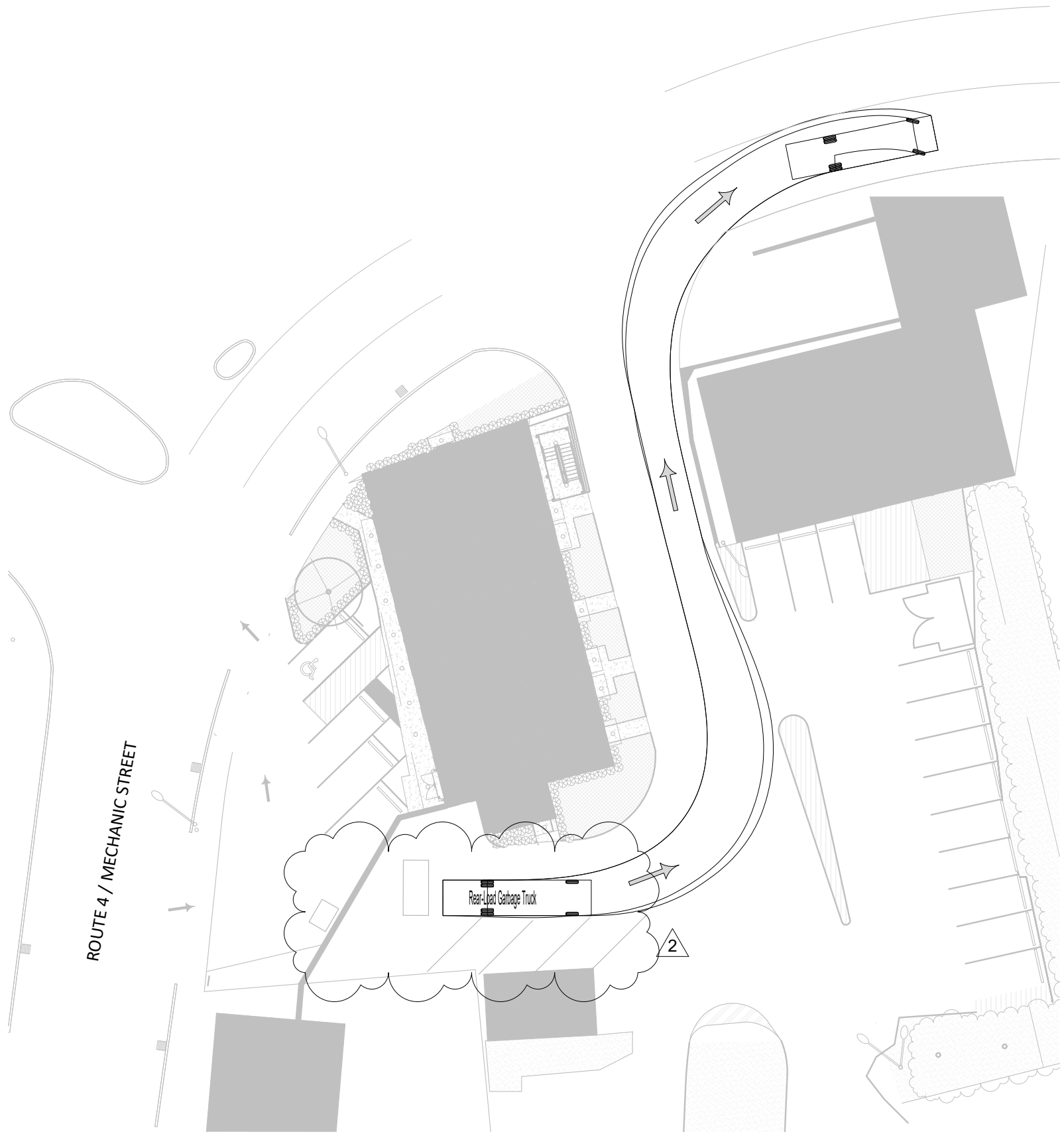
Project No.: 1922

G-10 SHEET 10 OF 10

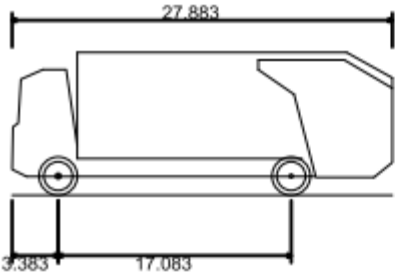
COPYRIGHT 2021: STUDIO NEXUS ARCHITECTS + PLANNERS, LLC



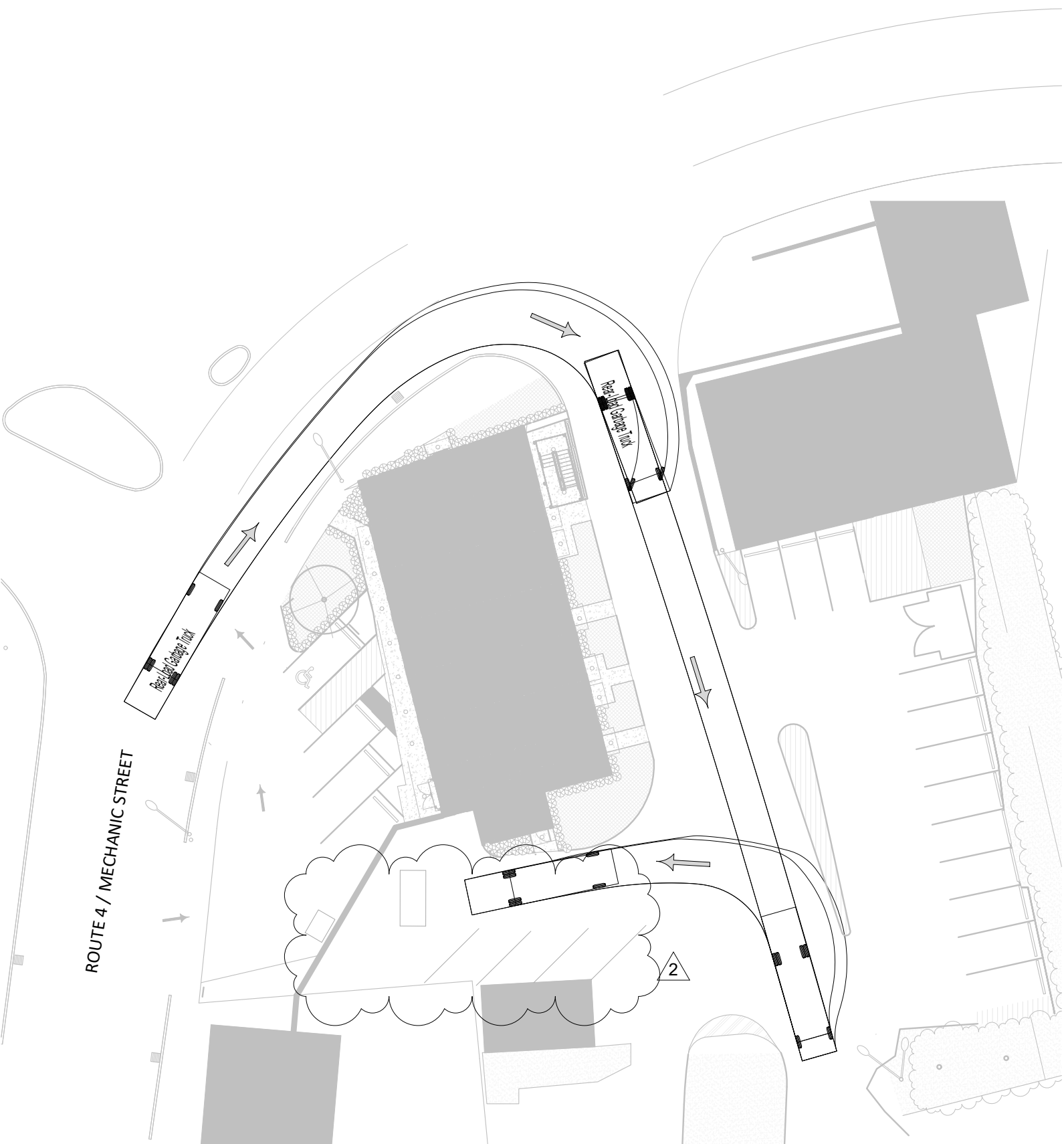
③ GARBAGE TRUCK TURNING PLAN - EXIT FROM ROUTE 4 WEST
1" = 30'-0"



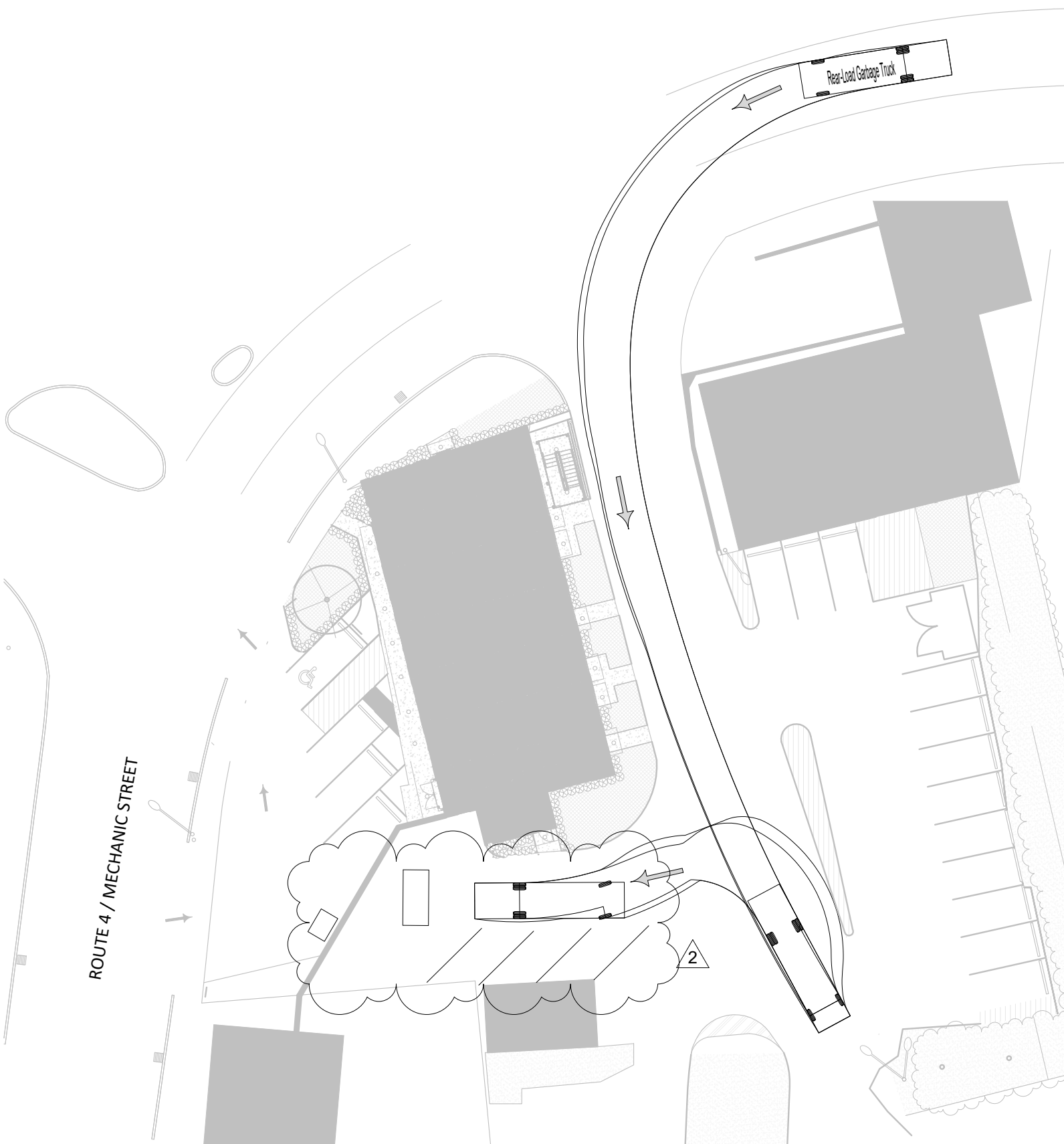
④ GARBAGE TRUCK TURNING PLAN - EXIT FROM ROUTE 4 EAST
1" = 30'-0"



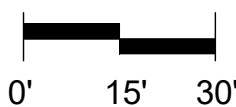
Hino 338 M + Wayne Royal GT14 Refuse Truck
Overall Length 27.883ft
Overall Width 8.042ft
Overall Body Height 10.486ft
Min Body Ground Clearance 1.318ft
Track Width 8.042ft
Lock-to-lock time 6.00s
Curb to Curb Turning Radius 27.400ft



② GARBAGE TRUCK TURNING PLAN - ENTRY FROM ROUTE 4 EAST
1" = 30'-0"



① GARBAGE TRUCK TURNING PLAN - ENTRY FROM ROUTE 4 WEST
1" = 30'-0"





CITY OF LEBANON ~ PLANNING & DEVELOPMENT

PLANNING BOARD

December 12, 2022 Meeting

Staff Memorandum – PB2022-53-FMAJA

APPLICATION INFORMATION

Agenda Item: 3.H

Application ID#: PB2022-53-FMAJA

Application Type: request to construct the 11-lot Altaria Planned Business Park development in phases

Property Location & Tax Map:
NH Route 120 & Cavendish Court
(Tax Map 10, Lots 26-34)

Property Owner:
Altaria Lebanon Park, LLC

Applicant:
Altaria Lebanon Park, LLC

Property Size:
+/-50.1 Ac.

Zoning District:
Light Industrial (IND-L)

Zoning Overlay Districts:
Wetlands Conservation District

LEGAL NOTICE

Altaria Lebanon Park, LLC, NH Route 120 & Cavendish Court (Tax Map 10, Lots 26-34), zoned IND-L: Pursuant to Section 7.13 of the Subdivision Regulations, Applicant requests approval to construct the 11-lot Altaria Planned Business Park development in phases. PB2022-53-FMAJA

APPLICATION MATERIALS

- ▶ Application form
- ▶ Letter dated November 10, 2022, revised December 1, 2022, from David Leatherwood, Altaria Lebanon Park, LLC (project description; 4 pages)
- ▶ Letter dated December 2, 2022, from Nicholas Burke, Esq. (2 pages)
- ▶ Application for Waivers dated December 2, 2022 (2 pages)
- ▶ Subdivision Regulations – Technical Checklist (Final Major Subdivision) (5 pages)
- ▶ Plan sheet titled, “Planned Business Park (PBP) Overview,” prepared by Engineering Ventures, PC, dated December 1, 2022, EV #: 09428
- ▶ Plan set titled, “Construction Phasing Plan,” prepared by Engineering Ventures, PC, dated November 8, 2022, EV #: 09428 (2 sheets)

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

On November 12, 2013, the Planning Board approved a Conditional Use Permit and Final Major Subdivision for an 11-lot Planned Business Park located at NH Route 120 and Cavendish Court (PB2013-27-FMAJ). The Planning Board granted an extension on December 14, 2015, with a condition that the subdivision plat be recorded by January 13, 2017. Following extensions approved by the Planning Board in 2015 and 2017, the Altaria PBP subdivision plat was recorded on December

29, 2017. Copies of the 2013, 2015, and 2017 Planning Board Notices of Action are included with the attached application materials.

Lot 10 of the Planned Business Park has been developed with 4 multi-family dwellings pursuant to the Planned Business Park approval and a separate site plan approval granted on August 8, 2016 (PB2016-20-SPA). The remainder of the Planned Business Park has not yet been constructed.

Condition of Approval #11 in the Planning Board's 11/12/13 Notice of Action for the Altaria Planned Business Park (PB2013-27-FMAJ) provides as follows: "The applicant shall achieve substantial completion of all Planned Business Park subdivision infrastructure, including the development roadways and sidewalks, water and sewer mains, sewer pump station and force main, and storm drainage infrastructure necessary to serve the subdivision, excluding service connections to individual lots, within a period of 5 years from the date of the Planning Board's final approval and recording of the subdivision plat unless, prior to the end of the 5-year period, the applicant obtains Planning Board approval for additional time to complete the subdivision infrastructure improvements."

The requirement to achieve substantial completion within 5 years from the date of the recording of the plat is also found in Section 14.1.B.2.b of the Subdivision Regulations. "Substantial completion", as defined in Section 14.1.B.2.a, means that all required off-site and on-site improvements have been constructed and have been inspected and approved by the City Engineer.

Therefore, per Condition of Approval #11 and Section 14.1.B.2.b, all required improvements for the remainder to the Planned Business Park need to be completed (and approved by the City Engineer) by no later than December 29, 2022. Such required on-site improvements are shown on the approved plan set for Altaria Planned Business Park (PB2013-27-FMAJ) and include, *inter alia*, the extension of the Cavendish Court roadway, sewer and water lines, and the sidewalk serving Lots 1-6, 8 and 9. Off-site improvements include the parking lot improvements at 10 Cavendish Court¹.

The Planning Board does not have the ability to grant an extension for the time within which to achieve substantial completion. Therefore, as described in the attached letter from David Leatherwood of Altaria Lebanon Park, LLC, the applicant requests approval to construct the 11-lot Altaria Planned Business Park development in phases per Section 7.13 of the Subdivision Regulations. The proposed 2-sheet phasing plan is attached. The phasing plan identifies 3 phases, the first of which (Lot 10) has already been completed.

The purpose of phasing is to allow a development to be constructed over a longer period of time than what is otherwise permitted under the requirements of the Subdivision Regulations. These include the various timing requirements (i.e. 2 years from the date of approval to obtain a building permit (Sec. 4.10.A), 2 years from the recording of the plat to achieve active and substantial development (Sec. 14.1.B.1), and 5 years from the recording of the plat to achieve substantial completion (Sec.14.1.B.2)), the performance security required for the recording of the plat (Sec. 7.10), and the requirements relative to the issuance of building permits and certificates of occupancy (Sec. 14.4).

¹ The 10 Cavendish Court improvements obtained site plan approval on 2/10/14 (PB2014-02-SPA) - as was required by the PBP approval - but it appears that the site plan approval is now expired. Consequently, it appears the 10 Cavendish Court improvements will require new site plan approval.

STAFF COMMENTS**Waiver Request**

Although effectively the applicant's request is to amend the approved plan set from 2013, the current request technically constitutes a new application that is subject to all submission requirements. Consequently, the applicant has requested waivers from the Section 10.4 submission requirements, which staff supports.

Phasing Request

Pursuant to Section 7.13 of the Subdivision Regulations, an applicant may request permission for construction of a proposed subdivision in phases. Per Section 7.13.C, a phasing request by an applicant must include the following information for each phase:

- "1. A specification of all improvements, on-site or off-site, to be installed as part of that phase;
2. A deadline for the posting of any required security for that phase;
3. A deadline for the completion of such improvements subsequent to the posting of such security; and
4. A date by which the Final Plat for that phase must be recorded to prevent the approval for that phase from being considered void pursuant to Section 7.12 of these Regulations."

Section 7.13.C further provides that, "The phasing schedule may also specify threshold levels of work and time lines which must be completed, in order for the project, as a whole, or particular phase(s) of the project, to be considered "vested" pursuant to RSA 674:39, and the New Hampshire common law of vested rights."

Per Section 7.13.D, "In determining whether to grant an applicant's request for phased development, or to approve a proposed phasing schedule, the Board may consider the totality of the circumstances, including but not limited to the following factors:

1. The extent to which review of the development in its totality is logical and reasonable due to the degree to which the proposed phases are well-integrated, both as to their use and development scheme, and as to common infrastructure and other improvements, by contrast with a series of superficially-related projects which could just as effectively be reviewed individually;
2. The degree to which the integration of the phases, as described above, would make private investment in such improvements unlikely without the predictability of a phased approval.
3. The extent to which phasing will benefit the City by mitigating and making more predictable the impacts of the complete development upon community facilities, services, utilities and other City goals as set forth in the Master Plan.
4. The extent to which the proposed phasing schedule represents a realistic timeline for active and substantial development progressing at a steady pace, in light of the type and complexity of the project as a whole, rather than an attempt to maintain "vesting" during significant periods of non-development;
5. The total length of time proposed, and the degree of unpredictability or Board uncertainty involved, with respect to whether a later phase or phases will continue to meet current regulations at the time of construction, and in light of potential

changed conditions which might occur in the meantime within the neighborhood or the City as a whole.”

Vesting

The development will lose its statutory vesting per NH RSA 674:39 as of December 29, 2022, which means that the project will need to comply with all current land use regulations. However, staff has confirmed that since 2013 there have been no changes to Section 508 (“Planned Business Parks”) of the Zoning Ordinance which would require any design changes to the approved plans, nor have there been any such changes to the Subdivision Regulations, except that as a result of amendments adopted in 2021, the most recent fire codes do apply.

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.

1. The applicant shall comply with all applicable conditions of the Planning Board’s prior Notices of Action for the Altaria Planned Business Park development, including but not limited to, the Notice of Action dated November 12, 2013, PB2013-27-FMAJ, except that the development shall be constructed in phases pursuant to and in accordance with the plan set titled, “Construction Phasing Plan,” prepared by Engineering Ventures, PC, dated November 8, 2022, EV #: 09428 (2 sheets) (“Phasing Plan”).
2. With respect to the **Phase 2** site improvements, the applicant shall be required to (a) achieve Active and Substantial Development or Building, as defined in Section 14.1.B.1 of the Subdivision Regulations, by _____; and (b) achieve Substantial Completion, as defined in Section 14.1.B.2, by _____.
3. With respect to the **Phase 3** site improvements, the applicant shall be required to (a) achieve Active and Substantial Development or Building, as defined in Section 14.1.B.1 of the Subdivision Regulations, by _____; and (b) achieve Substantial Completion, as defined in Section 14.1.B.2, by _____.
4. Within 60 days of this approval, the applicant shall update all Subdivision Agreements, Security Agreements, and other documents, as necessary, to reflect the dates of the extended and phased approval (per Section 14.1.B.1.c of the Subdivision Regulations).
5. Within 60 days of this approval and prior to the issuance of any permits and prior to the start of any construction activities or site work on the property, the applicant shall, pursuant to Sections 7.10 and 14.5 of the Subdivision Regulations, enter into a new Performance Security Agreement and provide security necessary for the completion of all Phase 2 required improvements and utilities. The Agreement shall specify that security for Phase 3 shall be posted by no later than _____.

Attachments

cc: Altaria Lebanon Park, LLC
Nicholas Burke, Esq.

**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** Amend Subdivision Approval to Phased Development

PROPERTY OWNER (APPLICANT):

NAME: Altaria Lebanon Park, LLC

TEL.#: 1 603 - 203 - 1428

MAILING ADDRESS: PO Box 4519, 35 Railroad Row, Suite 204, White River Junction, VT 05001

E-MAIL ADDRESS: david@norwichpartners.com

CO-APPLICANT, AGENT, OR LESSEE:

NAME: C. Nicholas Burke

TEL.#:

MAILING ADDRESS: Law Office of C. Nicholas Burke, PLLC, 3 Campbell Street, Lebanon, NH 03766

E-MAIL ADDRESS: nick@cnburkelaw.com

PROJECT LOCATION:

TAX MAP #: 10

LOT#:

PLOT #: 1 thru 9

ZONE: LI

STREET ADDRESS OF PROJECT: Cavendish Court (Note: #PB2017-03-EXT)

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

SCOPE OF PROJECT:

Amend the Altaria Planned Business Park subdivision approval to a Phased Development per Section 7.13 of the Subdivision Regulations. Infrastructure work has been commenced in accordance with the approval, however due to COVID delays, the project requires additional time to achieve Substantial Completion.

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: Planned Business Park

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:

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 #

(Last Revised 4/04/18)

Altaria Lebanon Park, LLC

P.O. Box 1383
Sanibel, FL 33957
Tel 239 395 0453

November 10, 2022

Revised December 1, 2022

City of Lebanon Planning Board
City Hall
51N Park Street
Lebanon NH 03766

Re: Altaria Lebanon Park LLC
Cavendish Court (#PB2017-03-EXT)
Application to Amend Subdivision Approval of the Altaria Planned Business Park (PBP) development
to a Phased Development

In November of 2013 the Altaria Planned Business Park (PBP) development received approval from the Lebanon Planning Board (PB2013-27-FMAJ) inclusive of the subdivision of the area into eleven (11) PBP Lots, two of which were designated as open space, one (1) as residential, and the balance were designated for Light Industrial / Office uses. The residential lot (Lot 10) has been completed and the two open space lots (#7 & 11) are also completed. Access to the Light Industrial / Office Use lots was proposed through the adjacent Ansys parcel (10 Cavendish Court). Water service was anticipated to be brought across the Altaria parcel from the PUD area with limited impact to the area of passage, including a service drive where the water line connection was installed. Through a series of Planning Board actions, the Altaria PBP subdivision plat was recorded on December 29, 2017, commencing the five (5) year term for achieving "Substantial Completion", per Section 14.1.B.2.b of the Subdivision Regulations.

As of December of 2019, the project had completed substantial portions of the required infrastructure work on site, including installation of the water line, the associated service road, portions of the installation of road connections and access conditions, and the majority of off-site requirements identified in the approved Site Plan. The scope of work completed has been documented in the drawings included in this application for amendment.

Unfortunately, in Spring of 2020 the COVID-19 pandemic resulted in substantial shutdowns and delays in construction efforts and had substantial impacts on the office and commercial markets for leasable real estate. The ultimate impact of the COVID pandemic continues to have an impact on the commercial market as businesses and employers continue to evolve their understanding of office space requirements and the "work from home" phenomenon.

As a result of the pandemic, the construction efforts on the site were paused and the remaining infrastructure work was postponed, pending greater clarity on the office market and viability of the development project goals.

As a result of the unprecedented nature of the global COVID pandemic many states and jurisdictions implemented general extensions for open construction and development permits ranging from one (1) to two (2) years in duration. In New Hampshire, and the City of Lebanon, no statutory extensions were provided for open permits effecting work related to infrastructure, business / commercial developments and similar real estate efforts.

As a result of the extraordinary circumstances attributable to the global COVID pandemic, the Altaria PBP project was not able to achieve substantial completion within the five (5) year period ending on December 29, 2022. The applicant is therefore requesting that the original Subdivision approval be amended to a Phased Development, under Section 7.13 of the Subdivision Regulations.

Having completed Phase 1 of the work, as illustrated on the submitted plan sheets and related to Lot 10 Residential work and common infrastructure, Altaria Lebanon Park LLC is requesting this amended, with a proposed phasing plan illustrating completion of the Subdivision work in two (2) additional infrastructure construction phases, with three (3) phases of lot development, over a period of three (3) years. The two (2) additional infrastructure construction phases involve the following work:

PHASE 2 – (INCLUDES ROAD/UTILITY CONSTRUCTION AS NEEDED TO PROVIDE ACCESS/SERVICE TO PBP LOTS 8 & 9)

- ANTICIPATED CONSTRUCTION SCHEDULE
 - BEGIN SITE WORK: APRIL 3, 2023
 - COMPLETE CONSTRUCTION: NOVEMBER 8, 2023
 - DEADLINE FOR POSTING OF AND REQUIRED SECURITY: NOVEMBER 8, 2023
 - DEADLINE FOR THE COMPLETION OF SUCH IMPROVEMENTS SUBSEQUENT TO THE POSTING OF SUCH SECURITY: DECEMBER 8, 2023
- MOBILIZE ON SITE, INSTALL CONSTRUCTION ENTRANCE
- BASE LAYOUT, FLAG FOR CLEARING AND WETLANDS DELINEATION
- INSTALL EROSION CONTROL MEASURES
- CLEAR AND GRUB WOODED AREAS
- DEMO EXISTING PAVEMENTS, CURBS, RETAINING WALLS, DRAINAGE, LIGHTS, SIGNAGE, AND CONCRETE PADS
- CONSTRUCT ROADWAY FROM STATION 1+15 TO STATION 7+50 INCLUDING THE FOLLOWING:
 - ROUGH GRADE ROADWAY FROM STATION 1+15 TO STATION 7+50
 - INSTALL STORMWATER COLLECTION SYSTEM FROM STRUCTURE STE1 TO ST13
 - INSTALL CROSS CULVERTS AT 5+32.45
 - INSTALL WATER LINE FROM EXISTING TERMINATION POINT 5+50 TO NEW FIRE HYDRANT AT 8+50
 - INSTALL GRAVITY SEWER (SANITARY SEWER "A") FROM SMH SE TO SMH S5
 - INSTALL ELECTRICAL AND TELECOM CONDUITS, HANDHOLES, AND MANHOLES FROM EXISTING LOCATION IN CAVENDISH COURT CUL-DE-SAC TO STATION 7+50 AND STUB FOR FUTURE EXTENSION
 - CONSTRUCT ROADWAY BASE LAYERS, PAVEMENT, AND CURBING FROM 1+15 TO 7+50
 - CONSTRUCT SIDEWALK FROM 0+40.49 TO 7+08
 - INSTALL ROADWAY LANDSCAPING FROM STATION 1+50 THROUGH STATION 7+50
 - STABILIZE DISTURBED AREAS AND MONITOR/MAINTAIN EPSC MEASURES UNTIL VEGETATION IS ESTABLISHED IN ALL AREAS OF DISTURBANCE
- AS-BUILT DRAWINGS

PHASE 3 – (INCLUDES CONSTRUCTING REMAINING ROAD/UTILITIES AS NEEDED TO PROVIDE ACCESS/SERVICE TO PBP LOTS 1 THROUGH 7)

- ANTICIPATED CONSTRUCTION SCHEDULE
 - BEGIN SITE WORK BETWEEN: APRIL 1, 2024 AND MARCH 31, 2025
 - COMPLETE CONSTRUCTION: NOVEMBER 3, 2025
 - DEADLINE FOR POSTING OF AND REQUIRED SECURITY: NOVEMBER 3, 2025
 - DEADLINE FOR THE COMPLETION OF SUCH IMPROVEMENTS SUBSEQUENT TO THE POSTING OF SUCH SECURITY: DECEMBER 1, 2025
- MOBILIZE ON SITE, INSTALL CONSTRUCTION ENTRANCE
- BASE LAYOUT, FLAG FOR CLEARING AND WETLANDS DELINEATION
- INSTALL EROSION CONTROL MEASURES
- CLEAR AND GRUB WOODED AREAS
- CONSTRUCT ROADWAY AND DRIVE ENTRANCES FROM STATION 7+50 TO END INCLUDING THE FOLLOWING:
 - ROUGH GRADE ROADWAY FROM STATION 7+50 TO END
 - INSTALL STORMWATER COLLECTION SYSTEM FROM STRUCTURE ST11 TO ST1
 - CONSTRUCT GRAVEL WETLAND GW1
 - INSTALL CROSS CULVERTS AT 11+93, 16+10, AND LOT 3 DRIVE ENTRANCE
 - CONSTRUCT STONE LINED SWALES AND LEVEL SPREADERS FOR CROSS CULVERTS AT 11+93 AND 16+10
 - INSTALL GRAVITY SEWER (SANITARY SEWER "B") FROM SMH S9 TO PUMP STATION INLET SMH S15
 - INSTALL SEWER FORCE MAIN (SANITARY SEWER "A") FROM PUMP STATION TO SMH S5
 - CONSTRUCT SEWER PUMP STATION PS1
 - CONSTRUCT CROSS COUNTRY GRAVITY SEWER (SANITARY SEWER "C"), SERVING LOTS 4, 5, AND 6) FROM SMH S20 TO PUMP STATION INLET SMH S15
 - INSTALL WATER LINE FROM EXISTING, CAPPED, TERMINATION POINT AT STATION 8+50 TO END POINT AT FLUSHING HYDRANT W18
 - INSTALL ELECTRICAL AND TELECOM CONDUITS, HANDHOLES, AND MANHOLES FROM STATION 7+50 TO SEWER PUMP STATION
 - CONSTRUCT ROADWAY BASE LAYERS, PAVEMENT, AND CURBING FROM 7+50 TO END
 - CONSTRUCT SIDEWALK FROM 7+08 TO END AT 19+85
 - INSTALL ROADWAY LANDSCAPING FROM STATION 7+50 THROUGH END
 - STABILIZE DISTURBED AREAS AND MONITOR/MAINTAIN EPSC MEASURES UNTIL VEGETATION IS ESTABLISHED IN ALL AREAS OF DISTURBANCE
- AS-BUILT DRAWINGS

The final scope of work, details of the infrastructure improvements and scope of the project effort remain consistent with the approvals and permits issued in the original filing in 2013, as approved in 2017. The amendment to a Phased Development will provide additional time to meet the requirements for completion of the work in a duration equivalent to the approximately three (3) year impact from the COVID pandemic, with the first phase completed within 18 months.

As previously noted, the substantial infrastructure efforts, including water line, service road, and associated construction, have been completed and the beneficial conveyance of conservation lands and wetland protections have all been completed as part of the work to date. Absent the COVID pandemic the project would have achieved substantial completion by the regulated date, and the development team has every confidence that the work will be completed, according to the submitted phasing plan, within a reasonable period of extension.

It is also important to note that the development team has completed all of the required mitigation for the development including:

- Donation of 223 acres of Conservation Land
- Constructing the required Bicycle Path
- Installing the cross-country waterline to assist with raising water pressure locally

- Construction of the City specified Pump Station
- Payment of all Impact Fees for all the Residential Development

As such, given the impact of the global COVID pandemic on the construction and office / commercial markets, Altaria Lebanon Park LLC is requesting amendment of the approved Subdivision to a Phased Development under Section 7.13.

The applicant's engineering team has updated the original engineering and site plan documents, as part of this filing, to reflect the "work completed to date" conditions, documenting the scope of infrastructure work already completed to date as part of the Subdivision effort. A proposed Phasing Plan indicating the three (3) phases of development, commencing at Lots 8 & 9, then moving to Lots 1 through 3, and finishing with Lots 4 through 6 (Lot 7 is open space) and including the roadway infrastructure work as part of Phase II, has been developed and submitted for consideration as part of this application for amendment.

Altaria Lebanon Park LLC requests the City of Lebanon Planning Board's consideration for this amendment in light of the unprecedented impacts of the global COVID pandemic.

Thank you for your time and attention to this request.

Sincerely;

Altaria Lebanon Park LLC

A handwritten signature in black ink, appearing to read 'DL', is written over a horizontal line.

By: David Leatherwood, Manager

LAW OFFICE OF
C. NICHOLAS BURKE, PLLC

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LEBANON, NEW HAMPSHIRE 03766

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ADMITTED TO PRACTICE IN
NEW HAMPSHIRE AND VERMONT

HOWARD B. MYERS
(OF COUNSEL)

HOWARD@NH-VTMYERSLAW.COM

December 2, 2022

Timothy Corwin
Senior Planner and Zoning Administrator
City of Lebanon
51 North Park Street
Lebanon, NH 03766

Re: Altaria Lebanon Park, LLC

Dear Mr. Corwin:

I am writing in response to your e-mail message dated November 29, 2022, in which you provided the staff's comments on the application to amend the Altaria Planned Business Park plan. In your message you directed attention to the recent New Hampshire Supreme Court case of Stergiou v. City of Dover, 2022WL 2839569, decided on July 21, 2022, in which the Court addressed the issue of when the limitations period commenced for an appeal of a decision of the Dover Planning Board approving a site plan. The Dover Planning Board approved a site plan in 2019 which was conditioned on the applicant providing copies of a plan in certain formats by a certain date. The applicant, through unforeseen circumstances, was unable to meet the deadline and subsequently filed an application in 2020 asking the Planning Board to "re-approve" the site plan. The Planning Board approved the 2020 application, which decision was appealed by abutters. The Supreme Court held that, even though the amended conditions in the 2020 approval varied slightly from those set forth in the 2019 approval, the un-appealed 2019 approval remained in force. The Court ruled that the appeal by the abutters in 2020 was, therefore, untimely and did not vest the trial court with jurisdiction to hear the appeal.

In this matter, Altaria Lebanon Park, LLC, by unanimous vote with one abstention, received site plan approval from the Lebanon Planning Board on November 12, 2013 for the development of Altaria Planned Business Park. In making this decision, the Planning Board concluded that Altaria Lebanon Park, LLC had satisfied the requirements of Section 508 of the Lebanon Zoning Ordinance. Due to unforeseen circumstances, namely the Covid pandemic, the project could not be completed in a timely manner, although substantial infrastructure improvements and implementation of the conservation easement are complete.

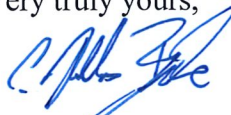
Timothy Corwin
December 2, 2022
Page 2

Altaria Lebanon Park, LLC is now seeking an extension of time to complete the development of the Altaria Planned Business Park. The only substantive change is the proposal that the remaining development be concluded in phases, which you recommended to the applicant. As you confirmed in your November 29, 2022 e-mail message, no changes to Section 508 - Planned Business Parks of the Lebanon Zoning Ordinance have been made since this project was approved in 2013, other than the most recent fire codes apply.

Given the above, we hope the Lebanon Planning Board continues to look favorably toward this project and approves the application.

Thank you.

Very truly yours,



C. Nicholas Burke

CNB/

pc: Altaria Lebanon Park, LLC



City of Lebanon, New Hampshire APPLICATION FOR WAIVERS

Office Use Only

Date Received: _____

File No.: _____

PROJECT INFORMATION

Name of Applicant: Altaria Lebanon Park LLC

Project Name: Altaria Planned Business Park

Project Address: Cavendish Court (Note: #PB2017-03-EXT)

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).]

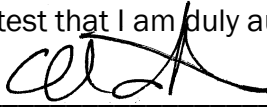
1. Section 10.4 of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because _____

The Section 10.4 criteria of the Subdivision Regulations were all met and approved as part of the original submission and process for the Subdivision approval and recording in 2017. Based on guidance from Planning Board staff, while the Board does not have the regulatory option of granting extensions, this application is effectively an extension of the prior completed, reviewed and approved documentation and request, in the form of an amendment of the Altaria Planned Business Park subdivision approval to a phased development per Section 7.13 of the Subdivision Regulations. As such, a waiver request for Section 10.4 filing is appropriate based on the specific circumstances of this request and ultimately will result in properly carrying out the spirit and intent of the regulations, given the prior review and approval of the submitted materials, which remain unchanged as part of this application process.

3. Section ____ of the (*circle one*) **Site Plan Review / Subdivision Regulations**. A Waiver of this Section meets (*circle one*) **Criteria A / Criteria B** because _____
- _____
- _____
4. Section ____ of the (*circle one*) **Site Plan Review / Subdivision Regulations**. A Waiver of this Section meets (*circle one*) **Criteria A / Criteria B** because _____
- _____
- _____
5. Section ____ of the (*circle one*) **Site Plan Review / Subdivision Regulations**. A Waiver of this Section meets (*circle one*) **Criteria A / Criteria B** because _____
- _____
- _____
6. Section ____ of the (*circle one*) **Site Plan Review / Subdivision Regulations**. A Waiver of this Section meets (*circle one*) **Criteria A / Criteria B** because _____
- _____
- _____
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:  Date: 12/02/2022

CITY OF LEBANON, NH SUBDIVISION REGULATIONS – TECHNICAL CHECKLIST FINAL MAJOR SUBDIVISION	
PROJECT NAME: Altaria Planned Business Park	
APPLICANT: Altaria Lebanon Park LLC	DATE: Updated: December 2, 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. [§10.4.A(1)]
[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 and .DWG format. [§10.4.A(2)]

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
FINAL MAJOR SUBDIVISION

PLAN SUBMITTAL TECHNICAL CHECKLIST:

NOTE: Final Major Subdivision plans shall include the information described below pursuant to Section 10 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. [§10.4.A(3)]

Plan Requirements	Info. Provided	Waiver Sought
<u>10.4.A(1)(a)</u> - - Proposed subdivision name or identifying title; - 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; (<u>NOTE:</u> 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).)	☐ ☐ ☐ ☐ ☐ ☐	☒ ☒ ☒ ☒ ☒ ☒
<u>10.4.A(1)(b)</u> - 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.	☐	☒
<u>10.4.A(1)(c)</u> - 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.	☐	☒
<u>10.4.A(1)(d)</u> - Zoning District in which the subdivision is located, including district boundaries if in more than one district.	☐	☒

CITY OF LEBANON, NH
SUBDIVISION REGULATIONS - TECHNICAL CHECKLIST
FINAL MAJOR SUBDIVISION

Plan Requirements (cont.)	Info. Provided	Waiver Sought
10.4.A(1)(e) - 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.	☐	☒
10.4.A(1)(f) - Topographic contours, at intervals of 5 feet or less, including spot elevations on existing roads and a grading plan, if natural contours are to be changed by more than 2 feet. All contours and spot elevations shall be referenced to USGS or FEMA FIRM datums, as appropriate. Existing topographic information shall be prepared by a professional engineer or licensed land surveyor.	☐	☒
10.4.A(1)(g) - Location of existing structures, roads, easements, and trails on the property and within 200 feet of the property.	☐	☒
10.4.A(1)(h) - Location of existing natural features, such as permanent or intermittent watercourses, marshes, lakes, ponds, flood plains, wetlands, rock outcrops, wooded areas, and other significant features on the property and within 200 feet of the property. Indicate the approximate limits of clearing and those natural features to be removed, retained, or altered. Wetlands on the property, if any, shall be delineated by a NH Certified Wetlands Scientist, whose seal and signature shall appear on the plat.	☐	☒
10.4.A(1)(i) - Location of existing water and wastewater mains, culverts, and drains on the property and within 200 feet of the property with sufficient information, including pipe sizes and direction of flow, to allow the subdivision to be viewed in the context of existing City utilities.	☐	☒
10.4.A(1)(j) - If the application covers only a part of the applicant's entire holding, a map of the entire tract shall be drawn at a scale of not smaller than 1" = 400', showing all existing streets and an outline of the platted area.	☐	☒
10.4.C(1)(a) - Final proposed lot lines and rights-of-way, with bearings and distances, and areas of each lot in square feet and acres.	☐	☒
10.4.C(1)(b) - Final width, location, and grades of all proposed streets or road rights-of-way.	☐	☒
10.4.C(1)(c) - Final profile of streets and cross-sections for construction of streets and sidewalks.	☐	☒
10.4.C(1)(d) - Names of all proposed streets.	☐	☒
10.4.C(1)(e) - Final design, location and size of all proposed water lines, valves, hydrants, wastewater lines, manholes, and connections to existing public or private utility lines. Alternate means of water supply or wastewater disposal and treatment, including data on soil tests and final designs and locations, shall be provided if existing municipal systems are not available.	☐	☒
10.4.C(1)(f) - Typical lot layout(s) with building envelopes and location for on-site wastewater disposal facilities, if applicable.	☐	☒

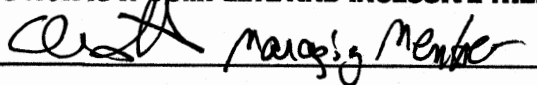
CITY OF LEBANON, NH
SUBDIVISION REGULATIONS - TECHNICAL CHECKLIST
FINAL MAJOR SUBDIVISION

Plan Requirements (cont.)	Info. Provided	Waiver Sought
10.4.C(1)(g) - Final storm drainage plan, indicating the location and size of proposed catch basins, manholes, drainage lines, ditches, retention, detention, or infiltration systems and their profiles, connections to existing lines or ditches, and all other means of storm water management.	☐	☒
10.4.C(1)(h) - Final design and location of any proposed bridges or culverts.	☐	☒
10.4.C(1)(i) - Final plan for existing and proposed telephone, cable, and electric utilities, including municipal fire alarm systems.	☐	☒
10.4.C(1)(j) - Final location of proposed recreational or open space areas, including land proposed to be dedicated to public use. The plan shall also indicate the location of all existing publicly accessible recreation or open space areas within 1/4 mile (1,320 feet) of the property.	☐	☒
10.4.C(1)(k) - Final location and design of any proposed traffic control devices necessary in conjunction with the subdivision, 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.	☐	☒
10.4.C(1)(l) - Phasing lines, where applicable.	☐	☒
10.4.C(1)(m) - Where applicable, there shall be shown on each lot whether or not there will be easements for water or wastewater mains, storm drainage of the proposed streets, or other improvements.	☐	☒
Supporting Documents and Information, Where Applicable	Info. Provided	Not Applicable
10.4.C(2)(a) - Final statement of the work required on existing streets and other off-site improvements to meet the minimum standards set forth in the Regulations, including cost estimates and the method of meeting such costs.	☐	☒
10.4.C(2)(b) - Cost estimates for the completion of all on-site and off-site improvements which shall be subject to a Performance Security Agreement pursuant to Section 7.10 of the Regulations.	☐	☒
10.4.C(2)(c) - Temporary Control Plan(s) to be implemented during the proposed construction period, such as traffic control, erosion control, dust control, and hours of operation.	☐	☒
10.4.C(2)(d) - Copy of any proposed covenants or deed restrictions, including Owners Association documents and Bylaws as described in Section 12.8 of the Regulations, as may be intended to apply to the property in whole or in part. Where applicable, such Owners Association documents or other legal instruments shall include provisions for the ownership and maintenance of open space as described in Section 12.2 of the Regulations.	☐	☒
10.4.C(2)(e) - For phased developments, a final schedule for construction and completion of streets, utilities, and other required infrastructure improvements, as further set forth in Section 7.13.C of the Regulations.	☒	☐
10.4.C(2)(f) - Any proposed street or roadway access to a State highway shall be approved by the NHDOT and provided to the Board prior to the recording of the approved final plat.	☐	☒
10.4.C(2)(g) - Approvals, as prescribed by law, from any other City agency which may have jurisdiction, including but not limited to, wetland permits.	☐	☒

**CITY OF LEBANON, NH
SUBDIVISION REGULATIONS - TECHNICAL CHECKLIST
FINAL MAJOR SUBDIVISION**

Supporting Documents and Information, Where Applicable (cont.)	Info. Provided	Not Applicable
10.4.C(2)(h) - Where applicable to a specific subdivision, the Board may require a statement from telephone, cable, and electric utilities stating that services will be furnished and that arrangements have been made for installation of such utilities according to the plat as submitted by the applicant.	☐	☒

NOTE: THE APPLICANT IS RESPONSIBLE FOR PROVIDING THE REQUIRED INFORMATION PURSUANT TO SECTION 10 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: 

Planning office Use Only:

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

(Last Revised 05/23/13)

**NOTICE OF ACTION
LEBANON PLANNING BOARD**

Notice is hereby given that on **OCTOBER 15, 2013** the following action was taken by a majority of the Lebanon Planning Board in accordance with the City of Lebanon Subdivision Regulations.

Ken Morley moved that the Lebanon Planning Board finds the application of **ALTARIA LEBANON PARK, LLC** for Final Review of a Major Cluster Subdivision, #PB2013-27-FMAJ is complete enough to accept jurisdiction and commence review..

The motion was seconded by Gregory Schwarz. The vote on the motion was unanimous in favor with one abstention.

Notice is hereby given that on **NOVEMBER 12, 2013** the following action was taken by a majority of the Lebanon Planning Board in accordance with the City of Lebanon Subdivision Regulations.

Earl Jette moved that the Lebanon Planning Board **APPROVE** a Conditional Use Permit and Final Major Subdivision application for of **ALTARIA LEBANON PARK, LLC**, for the development of Altaria Planned Business Park, an 11-lot Planned Business Park, located at NH Route 120 and Cavendish Court, Map 10, Lot 12, Lebanon, NH, situated in the Light Industrial zoning district, #PB2013-27-FMAJ, as depicted on a plan set titled "Altaria Planned Business Park, Final Subdivision Application" (34 pages), prepared by Engineering Ventures, PC, dated September 9, 2013, last revised September 23, 2013, Project #09428, including any and all supplemental submissions and testimony during the public hearing. This approval is granted in accordance with the Lebanon Zoning Ordinance, dated last revised July 21, 2010, and the Lebanon Subdivision Regulations, dated last revised May 14, 2001, with the following conditions:

CONDITIONS PRECEDENT TO THE SIGNING AND RECORDING OF THE MYLAR:

(Conditions required prior to the recording of the mylar shall be satisfied within 2 years of the date of the Board's decision.)

1. Prior to the signing and recording of the mylar and prior to the start of any construction activities on the property, which for purposes of this decision shall mean any construction, excavation, or other site work associated with the construction or installation of roadways, water, sewer, or storm drainage infrastructure (this condition is not intended to preclude temporary construction trailers or site offices), the applicant shall sign a Subdivision Agreement in accordance with Section 7.4 of the Lebanon Subdivision Regulations.
2. Prior to the signing and recording of the mylar, the applicant shall enter into a Performance Security Agreement pursuant to Sections 7.4(I) and 14.6 of the Subdivision

Lebanon Planning Board Notice of Action
ALTARIA LEBANON PARK, LLC
Final Major Cluster Subdivision

Regulations, for all required subdivision infrastructure improvements intended to serve the entire Planned Business Park subdivision, both on- and off-site, including but not limited to: roadways and sidewalk improvements (excepting the pedestrian and bicycle path connection within the Route 120 right-of-way and along Morgan Drive), sewer and water utilities within the development and within Cavendish Court, sewer pump station and force main, storm drainage systems for the development roadways, erosion control, and landscaping and street lights located within the proposed subdivision rights-of-way, in an amount considered adequate by the Department of Public Works, and in a form satisfactory to the City Attorney. The Performance Security Agreement shall be secured by a surety bond, a letter of credit, an escrow account, or other form of security acceptable to the City, for the full anticipated cost of such improvements.

3. Prior to the signing and recording of the mylar and prior to the start of any construction activities on the property, the applicant shall sign a Water & Sewer Extension and Infrastructure Inspection Agreement in accordance with Chapter 181 of the City Code and Section 14 of the Subdivision Regulations for water and sewer mains within the development and within Cavendish Court, the sewer pump station and force main, the development roadways and sidewalks, and the storm drainage systems serving the subdivision.
4. Prior to the signing and recording of the mylar and prior to the start of any construction activities on the property, the applicant shall obtain all required State approvals for the subdivision including but not limited to, the following:
 - NHDES approval for Sewage Discharge;
 - NHDES Alteration of Terrain Permit
5. Prior to the signing and recording of the mylar and prior to the start of any construction activities on the property, the applicant shall submit final designs, including construction drawings, of all infrastructure features, both on- and off-site, including the streets, sidewalks, water and sewer utilities, sewer pump station and force main, and storm drainage systems, to the City Engineer for approval. The applicant shall also prepare and submit final designs and construction cost estimates for a 10-foot-wide paved pedestrian and bicyclist pathway within the Route 120 right-of-way, including necessary drainage details and calculations as required by the NHDOT and the Department of Public Works. Such pathway design shall include appropriate extensions and/or connections to the existing sidewalks along Morgan Drive and a crosswalk across Centerra Parkway, to the satisfaction of the City Engineer and the NHDOT, where applicable, in order to functionally connect the Altaria developments to the Centerra Business Park and Dartmouth-Hitchcock Medical Center. The final designs, with revisions noted above, shall be based on a drawing titled "NHDOT Use and Occupancy Agreement, Route 120 Sewer Plan and Profile", Drawing #C1.0, prepared by Engineering Ventures, PC, dated June 13, 2011, last issued December 7, 2012. Construction cost

**Lebanon Planning Board Notice of Action
ALTARIA LEBANON PARK, LLC
Final Major Cluster Subdivision**

estimates for the pedestrian and bicyclist pathway shall reflect the cost of design, permitting, constructing and other associated costs for the pathway as designed above over the water and sewer mains within the Route 120 right-of-way.

6. Prior to the signing and recording of the mylar and prior to the start of any construction activities on the property, the applicant shall provide two complete sets of revised plans to the Planning Office, depicting the following plan changes:
 - a) The lot areas identified on Sheet C0.1 shall be revised to match the lot areas depicted on the subdivision survey plans, to the satisfaction of the Planning Office.
 - b) Typographic and labeling errors within the plan set shall be corrected to the satisfaction of the Planning Office.
 - c) The applicant shall revise the location of the proposed water main and 20-foot easement between the Industrial Planned Unit Development and the Planned Business Park to avoid encroaching within the 100-foot buffer around Wetland #4 as required by condition #1 of the Zoning Board of Adjustment's decision dated April 4, 2011. The subdivision survey and all other applicable sheets of the approved plan set shall be updated to depict the revised water main and easement location to the satisfaction of the Planning Office.
 - d) The subdivision survey and all other applicable sheets of the approved plan set shall be updated to depict a 100-foot buffer along Wetland #3 and around the entire circumference of Wetland #4 as required by condition #1 of the Zoning Board of Adjustment's decision dated April 4, 2011.
 - e) The subdivision survey shall be updated to depict the approved building envelopes on Lots 1-6, 8,9, & 10 as shown on Sheet C0.1 of the approved plan set, to the satisfaction of the Planning Office.
 - f) The applicant shall revise the project plans to indicate that the drainage swales along the northerly and southerly boundaries of proposed Lot 5 shall terminate west of the 100-foot buffer around Wetland #3. The drainage swales shall be designed to terminate at a level spreader (or similar technique) to prevent excessive channeling of stormwater running into Wetland #3 to the satisfaction of the Planning Office and the City Engineer.

Lebanon Planning Board Notice of Action
ALTARIA LEBANON PARK, LLC
Final Major Cluster Subdivision

- g) Street lighting, if any, along the development roadways shall be provided with a full cut-off fixture mounted at a height of not more than 25 feet above finished grade. Such fixtures shall utilize LED or other energy-efficient technology to the satisfaction of the Planning Office and shall be aimed and shielded to eliminate any light trespass directed toward the natural areas to the east and south.
 - h) Sheets L1.0 and L1.1 of the approved subdivision plan set shall be updated to indicate that all proposed street trees shall have a minimum caliper of 2.5" – 3", measured 6" above finished grade level, at the time of planting, pursuant to Section 6.2.B(4) of the Site Plan Review Regulations, to the satisfaction of the Planning Office. The applicant shall propose street trees, preferably native species, which are appropriate for the anticipated site conditions, particularly with regard to salt tolerance.
 - i) The applicant shall revise the project plans to indicate that the existing sidewalk, water and sewer mains, and other utilities within the Alta Boulevard right-of-way shall be extended into the Planned Business Park property before being stubbed-out future connection.
7. Prior to the signing and recording of the mylar, the applicant shall provide a digital record drawing of the subdivision plan (CAD .dwg format using NH State Plane Coordinate system) to the Planning Office. The Planned Business Park subdivision plat shall be recorded in the Grafton County Registry of Deeds prior to any occupancy of any new buildings within the subdivision.
 8. The applicant shall create an Owners' Association or other legal mechanism for the continued ownership and maintenance of the common subdivision improvements, including the roadways, sewer main, sewer pump station and force main, and storm drainage improvements along and within rights-of-way which are not accepted by the City, to the satisfaction of the City Attorney and the Department of Public Works. Such Owners' Association documents shall also include Covenants and Deeds Restrictions governing the common subdivision open space, which shall be written to ensure compliance with Section 12.2 of the Subdivision Regulations to the satisfaction of the City's attorney.
 9. Prior to the signing and recording of the mylar for the Planned Business Park, the applicant shall record the Boundary Line Adjustment plan for Altaria Lebanon Park, LLC and Ansys, Inc. approved by the Planning Board on January 14, 2013 (#PB2012-36-BLA) and shall comply with all applicable conditions of said approval.
 10. Prior to the signing and recording of the mylar, the street names and numbering within

**Lebanon Planning Board Notice of Action
ALTARIA LEBANON PARK, LLC
Final Major Cluster Subdivision**

the Planned Business Park subdivision shall be approved by the City Engineer and the Lebanon Police Department to ensure compliance with the State's Enhanced 911 system.

GENERAL CONDITIONS OF APPROVAL:

11. The applicant shall achieve substantial completion of all Planned Business Park subdivision infrastructure, including the development roadways and sidewalks, water and sewer mains, sewer pump station and force main, and storm drainage infrastructure necessary to serve the subdivision, excluding service connections to individual lots, within a period of 5 years from the date of the Planning Board's final approval and recording of the subdivision plat unless, prior to the end of the 5-year period, the applicant obtains Planning Board approval for additional time to complete the subdivision infrastructure improvements.
12. Prior to the start of any construction activities for which construction inspection is required pursuant to this decision or any applicable ordinance code, the City shall retain the services of an independent 3rd party inspector, for which the applicant shall be responsible for all fees related to the review of project plans and the inspection of construction and installation work for on- and off-site roadways, sidewalks, water and sewer utilities, sewer pump station and force main, erosion control, and storm drainage systems, and the pedestrian and bicyclist pathway along Route 120, in accordance with Chapter 181 of the City Code and Section 14 of the Subdivision Regulations. The applicant shall provide funding for inspection services in a form acceptable to the City. Third party engineer inspection reports and as-built drawings provided by the applicant (using NH State Plane Coordinate system, including tie sheets, Northing and Easting coordinates, and elevations of underground utilities), shall be reviewed and approved by the Department of Public Works, prior to acceptance of any utility improvements by the City and all such inspection reports shall be made available to the applicant.
13. Edge of Disturbance fencing shall be installed and maintained before and during any site work, to be verified by the City Engineer or the City's third party inspector on site.
14. A water flow test shall be completed on the new water main within the northerly portion of the Planned Business Park as soon as the water main is substantially complete and prior to any occupancy of any new buildings within the northerly portion of the Planned Business Park. Such test shall be witnessed and approved by the Lebanon Fire Department.
15. The applicant shall be required to have at least one on-site fire hydrant operational within the northerly portion of the Planned Business Park prior to the issuance of any Building Permit for structural improvements (excluding the building foundation) on a lot

Lebanon Planning Board Notice of Action
ALTARIA LEBANON PARK, LLC
Final Major Cluster Subdivision

within the northerly portion of the Planned Business Park to the satisfaction of the Lebanon Fire Department.

16. The applicant shall comply with all applicable conditions of the Lebanon City Council's approval, dated August 7, 2013, concerning the extension of and connection to City water and sewer systems for the Altaria Planned Business Park development, to the satisfaction of the Department of Public Works.
17. The applicant shall comply with all other applicable provisions of Chapter 181 of the City Code (Water and Sewer Main Extensions), to the satisfaction of the Department of Public Works.
18. The applicant shall dedicate the completed water mains and hydrants within the subdivision, excluding service connections beyond the curb shut-off valves, to the City for ownership and maintenance, subject to appropriate easements. Said conveyances and easements shall be approved by the City Attorney and the Department of Public Works and recorded in the Grafton County Registry of Deeds prior to acceptance of any utility improvements by the City, and the applicant shall be obligated to actually maintain such utility improvements until such time as the acceptance of the improvements by the City is finalized.
19. The applicant shall record in the Grafton County Registry of Deeds an easement granting Map/Lot 10-11-3800 (n/f Ansys Inc./Fluent, Inc.) the right of access to and from Cavendish Court over the subject property via the proposed Planned Business Park roadway. Such easement shall also provide for the right of City vehicles to turnaround on the subject property during maintenance and plowing operations within the public right-of-way, as necessary.
20. The applicant shall maintain the stone check dams proposed in the drainage swales along the northerly and southerly boundaries of proposed Lot 5 even after the property has been revegetated and stabilized to slow stormwater runoff and to trap sediment particles.
21. The applicant shall implement and maintain NHDES Site Specific Best Management Practices before, during, and after construction, with particular attention to preventing the potential spread of invasive, non-native plants into undisturbed areas.
22. The applicant shall be required to utilize Low Impact Development stormwater management techniques, to the maximum extent feasible, and to reference and incorporate the most current edition of the NHDES Stormwater Manual in the design of all future development of individual parcels within the Planned Business Park.

**Lebanon Planning Board Notice of Action
ALTARIA LEBANON PARK, LLC
Final Major Cluster Subdivision**

23. The applicant shall obtain an Excavation Permit in accordance with Chapter 152 of the City Code (Streets and Sidewalks) prior to the start of any construction activities within existing City rights-of-way.
24. All proposed streets, sidewalks, water and sewer mains, sewer pump station and force main, and service lines shall be constructed and installed pursuant to the City's standards to the satisfaction of the Department of Public Works.
25. Pursuant to Section 14.4 of the Subdivision Regulations, no temporary or final certificate of occupancy for any building in the Planned Business Park shall be issued prior to the completion of the required site improvements, and until the underground utilities serving the parcel have been installed and are functioning, and until the first course of pavement has been applied to the street from the entrance to the subdivision to the front of the building.
26. All required street trees and landscape plantings within the proposed rights of-ways shall meet the minimum size requirements for such plantings set forth in Section 6.2.B of the Site Plan Review Regulations at the time of installation.
27. The applicant shall comply with all applicable wetland mitigation requirements and any other conditions of approval as required by the NH Department of Environmental Services wetlands approval as stated in the Wetlands and Non-Site Specific Permit #2011-00425, approved on August 9, 2013, including Mitigation Condition #16, which requires the execution of a Conservation Easement on +/-223 acres of undeveloped land as depicted on plans received by DES on February 2011; otherwise, a one-time payment of \$106,949.43 shall be made into the DES Aquatic Resource Mitigation (ARM) Fund prior to such Permit expiration. The mitigation requirement for this project shall be carried out within 120 days from the date of the Planning Board's decision pursuant to Condition #17 of the NHDES permit referenced above. The applicant shall notify the City Planning Office of the status of the Conservation Easement on or before February 15, 2014
28. Prior to the issuance of any Building Permit on Lot 10 of the Planned Business Park, the applicant shall comply with all traffic mitigation requirements and any other conditions of approval, as required by the NH Department of Transportation for issuance of a Driveway Permit, or an amendment to a prior Driveway Permit, in accordance with a letter dated November 14, 2011 from Douglas R. King, PE, NHDOT Assistant District 2 Engineer.
29. The Planning Board and the applicant hereby agree that the applicant's cost of mitigation for traffic impacts associated with the northerly portion of the Planned Business Park accessed from City streets through the Centerra Business Park shall not

Lebanon Planning Board Notice of Action
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exceed \$150,000. As part of the completion of such mitigation, the applicant shall be required to work with the City to physically construct and install the most complete pedestrian and bicyclist pathway possible within the Route 120 right-of-way as described and designed pursuant to Condition #5 of this decision, while not exceeding the \$150,000 limit referenced above. The applicant hereby agrees that construction of the pedestrian and bicyclist pathway shall be commenced within one (1) year of the date of the Planning Board's decision in order to minimize costs by facilitating the use of the applicant's contractors and equipment already at the development site, to the maximum extent feasible.

Within five (5) years after the recording of the subdivision plat or upon substantial completion of the subdivision infrastructure improvements, whichever occurs first, the applicant shall pay to the City an amount equal to \$150,000 minus the cost of constructing the pedestrian and bicyclist pathway as determined by cost estimates provided to the City pursuant to Condition #5 of this decision. For purposes of this condition, 'substantial completion' shall mean the completion of the common infrastructure, including roads, sidewalks, water and sewer utilities, and storm drainage systems, up to each subdivision property line and sufficient to service each proposed lot in the subdivision. Should the cost of the pedestrian and bicyclist pathway exceed \$150,000, issuance of the applicant's certificates of occupancy shall not be delayed, provided that all other conditions of approval for such issuance have been fulfilled.

30. This application 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 September 13, 2010 and such fees shall be due and payable at the time of issuance of a Certificate of Occupancy for each building in the Planned Business Park. In accordance with RSA 674:39, the approved subdivision shall be exempt from any future changes in impact fees and methodology for five (5) 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.
31. The Planning Board hereby grants a waiver for Section 13.5.D of the Subdivision Regulations to allow for a 44-foot wide right-of-way and a 6-foot wide public highway/public utility easement over land of Ansys, Inc./Fluent, Inc. for the portion of the development roadway immediately adjacent to Cavendish Court as depicted in the approved plan set.
32. If any dispute arises over the interpretation or application of any of the above conditions, such dispute shall be resolved by the Planning Board itself after notice and public hearing.

Lebanon Planning Board Notice of Action
ALTARIA LEBANON PARK, LLC
Final Major Cluster Subdivision

The Lebanon Planning Board hereby grants waivers for Altaria Lebanon Park, LLC, #PB2013-27-FMAJ from Sections 11.4.A(25)(a) and 11.4.A(25)(c) of the Subdivision Regulations, and a partial waiver of Section 13.5(D) to allow for a 44-foot-wide right-of-way and a 6-foot-wide public highway/public utility easement over land of Ansys, Inc./Fluent, Inc. for the portion of the development roadway immediately adjacent to Cavendish Court as depicted in the approved plan set

The motion was seconded by Chris Armen. The vote on the motion was unanimous in favor

Ken Morley moved that the Lebanon Planning Board authorizes the Chair to sign the plat for ALTARIA, LLC, #PB2013-27-FMAJ, as described above.

The motion was seconded by Chris Armen. The vote on the motion was unanimous in favor

SIGNED: _____
The City of Lebanon, Planning Board Chair

DATE: _____

**NOTICE OF ACTION
LEBANON PLANNING BOARD**

Notice is hereby given that on **December 14, 2015** the following action was taken by majority of the Lebanon Planning Board in accordance with the City of Lebanon Subdivision Regulations.

Ken Morley moved that the Lebanon Planning Board finds the application of **ALTARIA LEBANON PARK, LLC** for extension request #PB2015-38-EXT, is complete enough to accept jurisdiction and commence review.

The motion was seconded by Keith Davio. The vote on the motion was unanimous in favor.

Ken Morley moved that the Lebanon Planning Board **approve** the request of **ALTARIA LEBANON PARK, LLC**, for a one-year extension, in accordance with the Subdivision Regulations, for a Conditional Use Permit and Final Major Subdivision application for the development of an 11-lot Planned Business Park, located at NH Route 120 and Cavendish Court, Tax Map 10, Lot 12, Lebanon, NH, situated in the Light Industrial zoning district, #PB2015-38-EXT, as requested in a letter prepared by Kevin Worden, P.E., from Engineering Ventures, on behalf of the applicant, received October 22, 2015, including any and all supplemental submissions, and testimony provided during the public hearing, with the following conditions:

1. The applicant shall comply with all conditions of the Planning Board's Notice of Action for the Conditional Use Permit and Final Major Subdivision application for the Altaria Planned Business Park, dated November 12, 2013.
2. A Final Plat shall now be approved and recorded for the project by January 13, 2017.

The motion was seconded by Bruce Garland. The vote on the motion was unanimous in favor.

SIGNED: _____
The City of Lebanon, Planning Board Chair

DATE: _____

**NOTICE OF ACTION
LEBANON PLANNING BOARD**

Notice is hereby given that on **February 13, 2017**, the following action was taken by a majority of the Lebanon Planning Board in accordance with the City of Lebanon Subdivision Regulations.

Carl Porter moved that the Lebanon Planning Board finds the application **ALTARIA LEBANON PARK, LLC** for a Extension Request, #PB2017-03-EXT, is complete enough to accept jurisdiction and commence review.

The motion was seconded by Seconded by Joan Monroe. The vote on the motion was unanimous in favor.

Notice is hereby given that on **February 13, 2017**, the following action was taken by a majority of the Lebanon Planning Board in accordance with the City of Lebanon Subdivision Regulations.

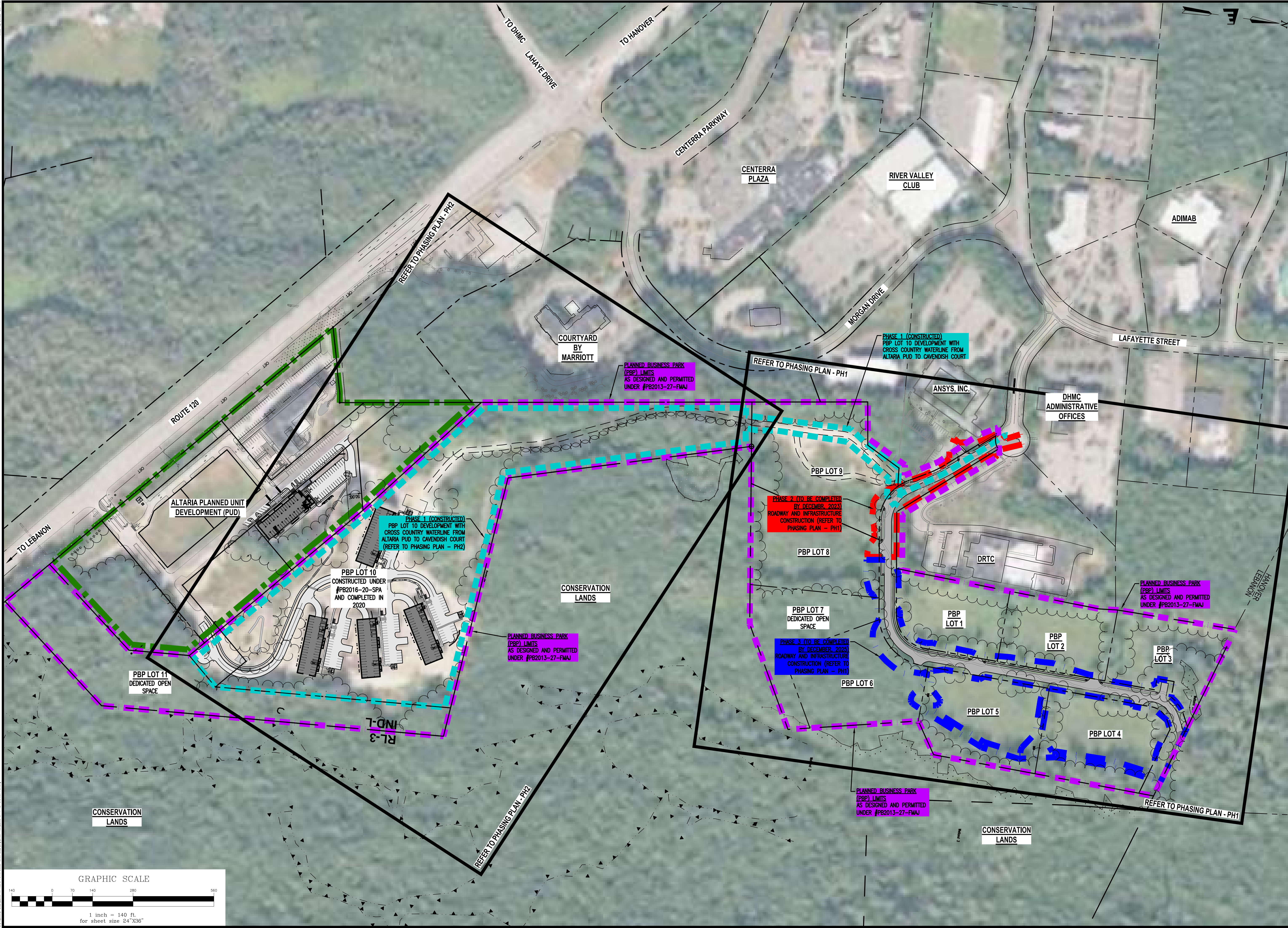
Carl Porter moved that the Lebanon Planning Board **approve** the request of **ALTARIA LEBANON PARK, LLC**, for a two-year extension in accordance with the Subdivision Regulations for a Conditional Use Permit and Final Major Subdivision application for the development of an 11-lot Planned Business Park, located at NH Route 120 and Cavendish Court, Tax Map 10, Lot 12, Lebanon, NH, situated in the Light Industrial zoning district, #PB2017-03-EXT, as requested in a letter prepared by Kevin Worden, P.E., from Engineering Ventures, on behalf of the applicant, received on January 9, 2017, including any and all supplemental submissions, and testimony provided during the public hearing, with the following conditions:

1. The applicant shall comply with all conditions of the Planning Board's Notice of Action for the Conditional Use Permit and Final Major Subdivision application for the Altaria Planned Business Park, dated November 12, 2013 December 14, 2015.
2. A final plat shall now be approved and recorded for the project by January 13, 2019.
3. The applicant shall provide information for the reconfigured waterline located within the Altaria Planned Business Park in order to confirm that the flow model will meet the required standards, to the satisfaction of the Department of Public Works.

The motion was seconded by Joan Monroe. The vote on the motion was unanimous in favor.

Sheet: 01/2/2022 (1 of 2)

C:\Users\jw\OneDrive\Documents\Altaria Planned Business Park\Altaria Planned Business Park.dwg (2022/01/02 10:00:00 AM) - JWF - AutoCAD 2022



Stamp	
Rev. No.	Description

ENGINEERING VENTURES PC	208 Flynn Avenue, Suite 2A, Burlington, VT 05401 Tel: 802.863.6225 • Fax: 802.863.5366 85 Main Street, Lebanon, NH 03766 Tel: 603.442.9338 • Fax: 603.442.9331 www.engineeringventures.com
	Client: Altaria Lebanon Park, LLC Peter K. Knights 10 Morgan Drive, Suite 1A Lebanon, NH 03766 Phone: (603) 259-2144

Sheet Title: Planned Business Park (PBP) Overview	Project Title: Altaria Planned Business Park City of Lebanon N.O.A. Plans City of Lebanon, Grafton County, New Hampshire
Designed By: JWF	Checked By: KPW
Drawn By: JWF	Scale: 1" = 140'
Date: DECEMBER 1, 2022	

OV1
EV #: 09428



WATER LINE AND GRAVEL ACCESS
ROAD CONSTRUCTED UNDER PRIOR
PBP-LOT 10 PROJECT
(#PB2016-20-SPA). CONSTRUCTION
COMPLETED IN 2020

CONSERVATION
LANDS

BP LOT 10
CONSTRUCTED UNDER
#PB2016-20-SPA AND
COMPLETED IN 2020

WATER LINE AND GRAVEL ACCESS
ROAD CONSTRUCTED UNDER PRIOR
PBP-LOT 10 PROJECT
(#PB2016-20-SPA). CONSTRUCTION
COMPLETED IN 2020

ALTARIA PLANNED UNIT
DEVELOPMENT (PUD)

IND-L
RL-3

COURTYARD BY
MARRIOTT

GRAPHIC SCALE



1 inch = 60 ft.
for sheet size 24" x 36"

Stamp	
Chkd.	
Rev. No.	Description
ENGINEERING VENTURES PC	
208 Flynn Avenue, Suite 2A Burlington, VT 05401 Tel: 802.863.6225 • Fax: 802.863.6386 85 Main St. Burlington, VT 05401 Tel: 802.442.4333 • Fax: 802.442.4331 www.engineeringventures.com	
Client:	
Altaria Lebanon Park, LLC Peter K. Knights 10 Morgan Drive, Suite 1A Lebanon, NH 03756 Phone: (603) 252-2144	
Sheet Title:	
Construction Phasing Plan (2 of 2)	
Project Title:	
Altaria Planned Business Park City of Lebanon N.O.A. Plans City of Lebanon, Grafton County, New Hampshire	
Designed By:	
JWF	
Checked By:	
KPW	
Drawn By:	
JWF	
Scale:	
1" = 60'	
Date:	
NOVEMBER 8, 2022	
PH2	
EV #: 09428	



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

PLANNING BOARD

December 12, 2022 Meeting

Staff Memorandum – PB2022-51-CUPMIN

APPLICATION INFORMATION

Agenda Item: 3.I

Application ID:
PB2022-51-CUPMIN

Application Type:
Conditional Use Permit and Minor Subdivision for Proposed 3-lot Industrial Planned Unit Development (PUD)

Property Location & Tax Map:
0 Plainfield Road (Tax Map 131, Lot 3)

Property Owner/Applicant:
Upper Valley Technology Park, LLC

Property Size (existing):
+/-36.93 acres (City assessing records)

Future Land Use Map:
Industrial

Zoning District:
Light Industrial (IND-L)

Overlay District(s):
• Wetlands Conservation District

LEGAL NOTICE

Upper Valley Technology Park, LLC, 0 Plainfield Road (Tax Map 131, Lot 3), zoned IND-L: Request for a Conditional Use Permit per Section 501.4 of the Zoning Ordinance and for Minor Subdivision approval of a proposed 3-lot Industrial Planned Unit Development (IPUD). PB2022-51-CUPMIN

PLANS AND APPLICATION MATERIALS

- ▶ Application form (1 page)
- ▶ Letter dated December 5, 2022, from Adam Morse, PE, of Engineering Ventures, PC (project description & response to PUD criteria; 10 pgs)
- ▶ Draft Conservation Easement Deed (1 page)
- ▶ Subdivision Regulations - Technical Checklist (Minor Subdivision) (3 pages)
- ▶ PUD figures, prepared by Engineering Ventures, PC, dated September 27, 2022, Project No. 22060 (6 pages)
- ▶ Fiscal Impact Analysis for Airpark Road – Upper Valley Technology Park, prepared by Fougere Planning & Development, dated November 10, 2022 (13 pages)
- ▶ Memo dated November 11, 2022, from Erica Wygonik, PE, of WCG (transportation assessment; 6 pages)
- ▶ Plat titled, "Subdivision Plat for Upper Valley Tech Park LLC Planned Unit Development," prepared by Latitudes Land Surveying, dated December 2, 2022, project no: 22015

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 +/-36.93 acre vacant lot located in the Light Industrial District with approximately 49 ft. of frontage on Technology Drive and +/-794 ft. along the recently completed Airpark Road Extension. The applicant proposes to create a 3-lot Industrial Planned Unit Development

(IPUD) per Section 501.4 of the Zoning Ordinance. To create the proposed IPUD, the applicant requires a Conditional Use Permit per Section 501.1 of the Zoning Ordinance and Minor Subdivision approval. The PUD will include the following three lots:

- Lot 1 will consist of 3.9 acres and will have frontage on and access to Airpark Road Extension. A conceptual development is depicted on the subdivision plat, but there is no specific proposal at this time. Future development of Lot 1 will require Site Plan Approval, which will also constitute an amendment to the PUD CUP and Minor Subdivision approval.
- Lot 2 will consist of 6.3 acres and will have frontage on and access to Airpark Road Extension. Lot 2 is proposed to be developed with a +/-9,400 sq. ft. building for a proposed equipment and machinery sales, rental and service use. The site plan application for Lot 2 (PB2022-52-SPR) is scheduled to be heard by the Planning Board on January 23, 2023.
- Lot 3 will consist of 26.7 acres and will have access on Technology Drive. A conceptual development is depicted on the subdivision plat, but there is no specific proposal at this time. Future development of Lot 3 will require Site Plan Approval, which will also constitute an amendment to the PUD CUP and Minor Subdivision approval.

Per the requirements of Section 501.1 of the Zoning Ordinance, an open space area of +/-3.8 acres has been designated (just over 10% of the total size of the IPUD). The open space area is overlaid onto the three lots and encumbers all three (in other words, the open space will not be located on its own lot).

Figure 1. Aerial view of subject property.



When developed, each lot will be served by an extension of City water and sewer.

STAFF COMMENTS

PLANNING

Background

A IPUD is a type of Planned Unit Development (PUD) which is regulated by §501.1 of the Zoning Ordinance (IPUD-specific regulations are found in §501.4). A IPUD is a permitted use in the IND-L District with a Conditional Use Permit from the Planning Board, provided that the property is a minimum of 10 acres or more in size. Among other requirements, a minimum of 10% of the PUD property must be preserved as open space (Section 501.1.F.4.c of the Zoning Ordinance).

The core purpose of the PUD regulations is set forth in Section 501.1.A of the Zoning Ordinance as follows: "PUDs should occur only after the characteristics of a property are studied and described, in order to best ensure that impacts on natural resources are minimized, through a process of building site selection in areas of lowest natural resource value. Land planning is not an exercise in geometry, but a rational process of site assessment and intelligent design." Moreover:

To effectuate this core purpose of the PUD regulations, the preparation of a PUD plan must first begin with identifying the "Site Resources" (described in Section 501.1.E.1.a). The required open space, building sites, and overall site layout must then be designed in a manner that maximizes protection/conservation of the Site Resources. At the same time, the open space must be designed in a manner that meets as many of the public benefit criteria set forth in Section 501.1.J.1.a.ii as possible. The goal is to ensure a thoughtful and well-planned development that is based on a site specific assessment. In return, the applicant may propose a development that does not meet the minimum yard, lot area, and frontage requirements of the underlying zoning district. The elimination of these requirements allows a "clustering" of the development which gives the developer flexibility in design and should result in overall cost savings by reducing the extent of infrastructure and site work that is needed for the development.

IPUDs are regulated by Sections 501.1 and 501.4 of the Zoning Ordinance and, per Section 501.1.B, require a Conditional Use Permit (CUP) from the Planning Board. To grant a CUP, the applicant must demonstrate that the proposed PURD satisfies all applicable criteria set forth in Sections 501.1.E through 501.1.J. **The applicant has provided responses to the Section 501.1.E through J criteria in the attached letter dated December 5, 2022, from Adam Morse, PE** (comments from staff on the Section 501.1.E through J criteria are set forth below).

Section 501.1 PUD Criteria

E.1.Subdivision and/or Site Plan. See attached letter dated December 5, 2022, from Adam Morse. Also, staff has requested that the applicant add building setback lines to the plat as required by Section 501.1.E.1.b.

E.2. Impact Statement. See attached letter dated December 5, 2022, from Adam Morse, as well as the attached Fiscal Impact Analysis, prepared by Fougere Planning & Development, and the memo dated November 11, 2022, from Erica Wygonik, PE, of WCG.

F. Open Space. As required, the applicant is proposing to set aside 10% of the IPUD property for open space to be preserved in perpetuity. See attached letter dated December 5, 2022, from Adam Morse, PE, describing how the proposed open space meets the public benefit criteria set forth in Section 501.1.J.1.a.ii in addition to all other requirements of set forth in Section 501.1.F.

At this time, staff has asked the applicant to clarify whether they are proposing that the open space is owned in accordance with Section 501.1.F.5.b (which provides the open space may be owned, "By the City of Lebanon which may at any time accept dedication of any Open Space **for perpetual public use and maintenance if accepted by the City Council**") (emphasis added) or if they'd prefer to propose an alternative form of ownership (i.e. one of the other ownership options set forth in Section 501.1.F.5.a, c, d or e).

It is also not clear at this time how the requirements of Section 501.1.F 6 and 7 are proposed to be satisfied. Staff has asked the applicant to clarify.

G. Design Guidelines. See attached letter dated December 5, 2022, from Adam Morse.

H. Dimensional Regulations. Per Section 501.1.H of the Zoning Ordinance, the Board may approve lots that are non-conforming to the underlying requirements of the zoning district in which the property is located if the Board finds: (1) that such reductions do not result in overcrowding of the land; (2) that the layout pattern is orderly and harmonious; and (3) that the reductions are appropriate to the PUD proposal.

Here, proposed lots 1 and 3 have 49 ft. and 101 ft. of frontage whereas a minimum of 200 ft. is required in the IND-L District (per Section 303.3 of the Zoning Ordinance. The proposed Lot 1 and 3 frontage may be approved by the Planning Board if it makes the findings noted above.

I. Water and Sewer. See attached letter dated December 5, 2022, from Adam Morse.

J. Approval of CUP Application. See attached letter dated December 5, 2022, from Adam Morse.

Subdivision Regulations

Staff has asked the applicant to address Section 13.3.A of the Subdivision Regulations which provides that "The subdivider shall demonstrate on each lot that there is a feasible location for a safe and convenient access for a driveway without unreasonable grades. Steep driveways in excess of 10% grade are prohibited unless the Fire Department allows a steeper driveway to be provided."

ASSESSING No comment at this time.

BUILDING INSPECTION No comment at this time.

ENGINEERING / PUBLIC WORKS No comment at this time.

FIRE No comment at this time.

POLICE No comment at this time.

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 (please note additional and/or revised conditions may be proposed to address the open space requirements set forth in Section 501.1.F.5-7 of the Zoning Ordinance):

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

1. The applicant shall revise the subdivision plat to the satisfaction of the Planning and Development Department and the City's legal counsel, as follows:
 - a. Contact the Assessing Department to confirm the tax map/lot numbers for the new lots and add to the plat.
 - b. Add metes and bounds to the proposed open space area.
 - c. Identify how the open space will be physically delineated in accordance with Section 501.1.F.7.b of the Zoning Ordinance.
 - d. Add open space calculations;
 - e. Add a note indicating how the open space will be owned, protected, and managed;
 - f. Provide date and description of any revisions made (9.5.A.1)
2. The applicant shall provide a digital record drawing of the revised subdivision plat (Cad .dwg format using NH State Plane Coordinate system or an alternative approved by the City's GIS Coordinator).
3. All outstanding engineering review fees shall be paid in full as required by Section 4.7.E.1 of the Site Plan Review Regulations.
4. (*Tentative condition*) The applicant shall prepare and record an open space covenant or deed restriction in accordance with Section 501.1.F.5, 6 & 7 of the Zoning Ordinance, and shall be in form and content acceptable to the Planning and Development Department and the City Attorney.

General Conditions

5. 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.
6. 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: Upper Valley Technology Park, LLC (via e-mail)
Adam Morse, PE, Engineering Ventures, PC (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: Upper Valley Technology Park LLC TEL.#: 802-764-2330

MAILING ADDRESS: 277 Blair Rd. Suite 130, Williston, VT 05495

E-MAIL ADDRESS: dwells@dewconstruction.com

CO-APPLICANT, AGENT, OR LESSEE:

NAME: TEL.#:

MAILING ADDRESS:

E-MAIL ADDRESS:

PROJECT LOCATION:

TAX MAP #: 131 LOT#: 3 PLOT #: ZONE:

STREET ADDRESS OF PROJECT: 0 Plainfield Rd. West Lebanon, NH 03784

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

SCOPE OF PROJECT:

Creation of a new three lot minor subdivision and industrial planned unit development, involving future and concurrent development.

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: Construction rental company, moving company, and food product exchange center

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: *[Signature]* DATE: 12/1/2022

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:

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

December 5, 2022

Lebanon Planning Board
City of Lebanon
51 North Park Street
Lebanon, NH 03766

**Re: Upper Valley Tech Park Industrial Planned Unit Development and Minor Subdivision
Technology Drive and Airpark Road
Subject parcel 131-3
IND-L Zone
Industrial Planned Unit Development Review**

Dear Lebanon Planning Board,

On behalf of Upper Valley Tech Park, LLC we are pleased to submit the enclosed materials and applications and request concurrent review of the project for 3-lot Minor Subdivision, Industrial Planned Unit Development (Conditional Use), and Site Plan review of future Lot 2 at the next planning board hearing on December 12.

The proposed three lot minor subdivision is for the existing 36.8-acre lot owned by Upper Valley Technology Park, LLC; deeds of reference can be found on Book 4346 Page 97 and Book 3657 Page 964 of the Grafton County Registry of Deeds. The existing lot is proposed to be subdivided through the minor subdivision process to create three separate lots. Lot 1 will contain 3.9 acres; Lot 2 will contain 6.29 acres and Lot 3 will contain 26.65 acres. As per section 7.7.A.v of the Subdivision Regulations there are no known conservation, preservation, or agricultural holdings on the subject lot.

A Industrial Planned Unit Development (PUD) Conditional Use Permit is also requested due to a deviation of the frontage requirements for the IND-L zone as per table 303.3 of the Zoning Ordinance. Lot 1 of the proposed minor subdivision has a 100' public road frontage which deviates from the 200' frontage requirement. More detail on the proposed PUD dimensional requirements is provided in section 501.1H below.

The following statements are provided in support of the proposed Industrial PUD.

501.1.E.1.a Delineation of Site Resources and Open Space:

a. Delineation of Site Resources and Required Open Space:

i. Show the location of all environmentally sensitive areas of high resource value which shall include:

- floodplains as defined in Section 402.1; **No floodplains present**
- wetlands and buffers as defined in Section 401.2; **Wetlands shown on the plat are summarized as follows. Wetlands in the vicinity of future Lots 1 and 2 were delineated by Stony Ridge Environmental, LLC between 4/20/2022 and 10/14/2022. Wetland boundaries shown on Lot 3 were delineated by Peter Spear, CWS on 12/4/2013. Note:**

an updated wetland delineation of future Lot 3 is ongoing and should be completed within the next few weeks. The maps will be revised once the new data is available.

- perennial stream courses and adjacent buffers as defined in Section 410.3; there is an intermittent stream on the west side of the subdivision, see streams figure.
- slopes in excess of 25%; As shown on the slopes figure there are minimal slopes over 25% on the site.
- Significant Ecological Areas (SEAs) and Co-Occurrence areas as identified in Natural Lebanon the 2010 natural resources inventory prepared for the City of Lebanon, available on the City of Lebanon website; There are no SEAs on the site, most of the site has 8-14 co-occurring resources
- vernal pools; there are no vernal pools on the subject parcel, see water inventory figure
- wildlife corridors: and species or habitat of significance known or found to occur on or in close proximity to the subject property. there are no wildlife corridors in the project area. The wildlife habitat is Hemlock- hardwood Forests see Wildlife Habitat figure.

ii. Indicate areas of moderate resource value which shall include:

- areas with agricultural soils of national and statewide significance as defined by the Grafton County Natural Resources and Conservation Service; As shown on the soils of local importance figure a majority of the site is considered soils of local importance.
- aquifers; intermittent streams; and there is an intermittent stream on the west side of the subdivision, see streams figure.
- historic and cultural structures or features including stonewalls and cellar holes. Cellar holes, stonewalls, woods roads and fences are shown on the plat.

iii. Propose a prioritization of the Site Resources in terms of their highest to least suitability for inclusion in the Open Space for the proposed development. The proposed prioritization should reflect the value of each Site Resource relative to one another. This determination may be refined in consultation with the Planning Board during conceptual review and/or as part of the Board's review of the CUP application.

Wetlands have been given a high priority; the open space is located on a wetlands complex.

iv. Identify and delineate between proposed Open Space area(s) as defined in Section 501.1.F below and the area(s) suitable for development taking into account:

- the location of the Site Resources; Site resources are shown on the plat
- the tract's context in relation to natural, historic, and cultural areas on adjoining and nearby properties; natural wetland areas have been accounted for in the proposed lot layout, stone walls, and fences along the perimeter of the site will be largely unaltered with this project.
- the minimum percentage and acreage of required Open Space areas; and the Open Space public benefit criteria set forth in Section 501.1.J.1.a.ii below.
3.8 acres have been provided for open space which meets the requirements of section 501.1.F.4.c

b. Location of Building Sites: Potential building sites (e.g. building footprints or building envelopes) shall be tentatively located, using the proposed Open Space/development areas as a base map. Accessory buildings and building setback lines shall also be indicated. Building sites shall be located with careful consideration given to:

- Relevant property data such as topography and soils;
Building sites have been laid out for the three future lots, please see the PUD plan for additional information. Layouts shown on Lots 1 and 3 are tentative layouts to demonstrate feasibility. When the future owners of Lots 1 and 3 are determined, the building layouts and configurations of site features may be amended to meet the individual owner's needs.

Below is a summary of the current proposed uses for each lot and a summary of proposed site features:

Lot 1 - Food distribution warehouse with office housed in 6,000 sf building with 12 box truck and employee parking spaces.

Lot 2 (Milton Rents) - 10,000 sf equipment rental, retail and service building, surface parking for 14 passenger vehicles and a 30,000 sf +/- equipment display area

Lot 3 - Moving truck dispatch / service building and exterior parking for 15 tractor trailers, 25 box trucks and 10 passenger vehicles with 4,000 sf building.

- Potential impacts, both positive and negative on the Site Resources. Measures to mitigate adverse impacts on the Site Resources shall be provided;

Lot 2 will require a minimum impacts wetland dredge fill permit involving 1,500 sf and Lot 1 will also require a minimum impacts wetland dredge fill permit involving 1,500 sf of impacts. The minimum impacts wetland permit for Lot 2 is being applied for concurrent with this application. The minimum impacts wetland permit for Lot 1 will be applied for once the future owner and final site layout is certain.

- Providing attractive views and visual settings for residences to the maximum extent practicable;
and

Viewsheds for the proposed sites are northerly, the development slopes to the north which should allow for some decent views in the northerly direction depending on the final site layouts, the Milton rents site has been configured so that patrons driving up Airpark Rd. to the site will see the product displays.

- Providing adequate solar orientation to the maximum extent practicable.

Clearing of the site should allow for some solar exposure although the site slopes from south to north. Overall clearing of the site would allow for future solar arrays, either building mounted or other, if determined to be a desirable feature by future owners.

c. Alignment of Roads, Driveways and Trails: The plans shall be designed to provide vehicular access to each building, complying with the applicable standards in the Site Plan Review Regulations and/or the Subdivision Regulations, as applicable, and bearing a logical relationship to topographic conditions. Impacts of the vehicular access design on proposed Open Space areas and the Site Resources shall be minimized, particularly with respect to crossing environmentally sensitive areas such as wetlands and traversing slopes exceeding 15%. Road connections shall be required to the maximum extent practicable

in order to minimize the number of new cul-de-sacs and to facilitate access to and from homes in different parts of the tract and adjoining lots.

Private drives have been aligned so to minimally impact wetlands. Topography of the site is moderate (5% to 10% slope) in the location of future drive access.

d. Drawing in the Lot Lines: When Steps a through c are completed, lines shall be drawn to delineate the lots for development and the Open Space lot(s), if individual lots are proposed.

The lot lines have been drawn in consideration of the future lot use and layout of resources in accordance with this section.

501.1.E.2 PUD Impact Statement:

- a) *Statement of impact of the proposed development on natural resources and environmental quality including but not limited to water quality, air quality, wetlands, soil erosion and agricultural lands and a statement of pollution control and environmental impact mitigation measures.*

Throughout construction a stormwater pollution prevention plan will be implemented, monitored, and maintained in accordance with the EPA's National Pollutant Discharge Elimination System. In addition, the development is subject to the New Hampshire Department of Environmental Services (NHDES) Alteration of Terrain (AoT) Permit. The site will be managed in accordance with DES requirements. As stated above, wetlands impacts are currently proposed to be minimal with this project and total disturbance area is expected to be less than 3,000 sf which makes the project eligible for a NHDES minimal impacts wetlands dredge and fill permit.

- b) Statement of impact of the proposed development on abutters.

The only occupied lots in the vicinity of the project site are several properties located on Commerce Avenue and Technology Drive and some small airport related services on Airpark Rd. In addition, there is the Pike industries heavy industrial facility to the east which operates as a gravel quarry and other heavy industrial activities. Beyond construction traffic at a level typical of a project of this size and general operation of construction machinery at the project site during construction activities, impacts on abutters are expected to be minimal.

- c) Statement of sufficiency of proposed parking for the use intended.
Parking has been laid out in accordance with the future lot owners' requirements and section 607 of the Lebanon Zoning Ordinance.
- d) Statement of adequacy of streets and/or sidewalks in the general area of the development including major intersections providing access, and such other areas as requested by the Board.

Please see the memorandum dated November 14 prepared by Wall Consulting Group.

- e) Statement of sufficiency, availability, and capacity of utility services to provide water, fire protection, and sewer, and storm drainage, and further, the impact of the development on the municipal solid waste disposal facilities.

8" sanitary sewer and 8" water mains are available in Airpark Rd. There is overhead power run along the east side of the road. Storm drainage improvements along Airpark Rd. were recently completed with stone lined ditches on both sides of the roadway. Each site in UVTP will have private storm drainage subject to Alteration of Terrain permitting. There are fire hydrants available on the east side of Airpark Rd. Fire suppression will be provided at each building as required.

Technology drive has an 8" sanitary sewer and a 12" water stub at the terminus of Technology Dr. There is also a power pole located at the terminus of Technology Drive. New developments on Lot 3 will require extension of the public and private utilities by approximately 50 ft. to the boundary of UVTP.

- f) (If applicable) Statement of impact of on-site subsurface sewage disposal systems as to adjacent wells, water supply systems, and any known aquifers so designated by the United States Geological Survey.

Not Applicable

- g) Statement of impact of storm drainage from the development on abutting properties and potential storm drainage problems both on the site of the development and downstream from the development.

The development's stormwater management system is designed in accordance with City of Lebanon and NHDES AoT regulations. Stormwater treatment and mitigation will be accomplished through construction of a gravel wetland system and detention system as indicated on the plans. These systems will treat the site's stormwater then detain it for slower release.

- h) Statement of noise control methods and procedures.

Noise pollution is expected to be minimal, typical contractor's hours will be observed during construction activities.

- i) Statement on the capacity of the school system; effect on school bus transportation and distance of the proposed development from the nearest elementary school.

Not applicable since this is not a residential development

- j) Fiscal impact statement analyzing the impact of the development on municipal, school and county revenues and expenditures, Page 93 of 204 including estimated potential tax revenue and estimated number of school children.

Please refer to the fiscal analysis of this project prepared by the financial consultant for relevant statements.

- k) Statement on any special fire, police and public safety problems due to location and/or special conditions related to the site's proposed type of use.

Please refer to the fiscal analysis of this project prepared by the financial consultant for relevant statements.

501.1.F.4.c Minimum Required Open Space:

10% of the Industrial PUD has been preserved as Open Space. The overall lot area prior to subdivision is 36.8 acres. 3.8 acres have been preserved as open space, which equates to just over 10%.

501.1.F.5 Ownership of Open Space:

Open space is proposed to be owned by the lot owner, subject to a Conservation Easement Deed, conveying an open space easement to the City of Lebanon for the conservation of natural areas. Each deed conveying the parcels will contain a deed restriction that the portion of each parcel marked as "Open Space" is to be protected in perpetuity as a conservation natural area and subject to the Conservation Easement Deed.

501.1 G. Design Guidelines.

To the maximum extent practicable, as determined by the Planning Board, the development shall adhere to the following design requirements:

1. The PUD shall be integrated into the surrounding neighborhood in such a way that the overall visual qualities between existing land use and the PUD is complementary.

The surrounding uses are airport, gravel pit, and light industrial, the proposed use will be complimentary to the existing uses. Equipment rental, service and retail is a typical use for areas adjacent to industrial and large municipal airports. Other proposed uses involve trucking terminal and warehouses which complement the proposed uses on the Airpark Rd. development owned and developed by the City of Lebanon. This uses also fit well with the types of services typically seen around airports.

2. The scale and size of buildings shall be related to and shall harmonize with existing buildings in the immediate vicinity of the PUD property.

The scale of the buildings is proposed to be in harmony with other adjacent facilities. The type of construction being used is typical of a light industrial / airport setting.

3. The design of the PUD shall be directed toward establishing a sense of place, such as providing inward oriented placement of buildings, streets, and recreational facilities.

N/A this is not a residential development

4. Adverse visual impact to ridgelines shall be minimized.

Adverse impacts to ridgelines are minimized. All buildings must also meet height requirements due to the proximity to the airport flight paths.

5. A convenient system of paths designed to provide access to and between all buildings, parking areas, recreation facilities, Open Space and adjacent streets.

Adequate drive accesses have been provided for the proposed site circulation and business operations. Pedestrian access to parking lots from all building entrances have been provided.

6. Each dwelling unit shall have reasonable access to the Open Space provided, but need not front directly on such land.

N/A this is not a residential development

7. Bicycle use shall be accommodated on all streets within the development. Covered bicycle storage shall be provided for all multi-family structures.

There are no new proposed roadways. Drive accesses will be shared use. Bicycle parking will be provided the future developments as required by the site plan regulations.

8. Multi-family buildings are unusual in rural landscapes. For this reason, the design of multi-family buildings visible from existing streets must be one which is harmoniously integrated with the surrounding landscape.

N/A this is not a residential development

9. Streets shall be designed for consistency with overall City plans for vehicular circulation improvements, if such plans exist. No new streets are proposed.

501.1.H Dimensional Requirements:

Height and setback requirements have been met. The 50 ft. setback to the side and rear property lines, as required by 501.1.H.2, has been met. A 40 ft. setback (as dictated by the underlying zoning district, IND-L) has been observed along Airpark Rd.

A reduction is requested for minimum lot frontage to allow 50' of lot frontage on Technology Drive for Lot 3 and 100' of frontage on Airpark Rd. for Lot 1. Frontage on Technology Dr. is preexisting and frontage for Lot 1 also includes 465' along Hall School Rd. which is a class VI road yet does not meet the definition of Class V Road frontage. Frontage on Lot 2 is 490 ft. +/- which meets the required minimum frontage in the IND-L zone as required by Table 303.3 in the zoning ordinance.

501.1.I Water and Sewer:

8" sanitary sewer and 8" water mains are available in Airpark Rd. with fire hydrants positioned along the east side of Airpark Rd. Water and sewer service connections will tie into the existing main lines in Airpark Rd. for the two eastern lots.

Technology drive has an 8" sanitary sewer and a 12" water stub at the terminus of Technology Dr. New developments on the west lot will require extension of the public and private utilities by approximately 50 ft. to the boundary of UVTP and from there utility service lines will extend to the proposed building.

J. Approval of CUP Application.

1. A conditional use permit shall be issued only if the Planning Board determines that:

a. The subdivision and/or site plan prepared pursuant to Section 501.1.E.1 above meets the purpose statement set forth in Section 501.1.A above and the following standards:

i. The Planning Board must find that, in consideration of the Site Resources, the portions of the property most suitable for Open Space preservation and those portions most appropriate for development have been designated on the plans for those purposes.

As stated above, wetlands have been given a high priority as a site resource and as such the open space includes mostly wetland complex areas.

ii. Public Benefit of Open Space. The Planning Board must determine that the layout of the designated Open Space area provides the greatest feasible public benefit which is compatible with the applicant's permissible development goals. The Board shall not approve such layout if it finds that there is a feasible alternative layout which would yield a significantly improved Open Space public benefit while still fulfilling the applicant's otherwise permissible development objectives. "Public benefit" means that the Open Space fulfills as many of the following criteria as are feasible:

There are no other available layouts that would allow for a greater public benefit then the current open space area layout while still allowing the development objectives to be achieved. Several plan iterations have been considered during the design development process and we feel we have achieved the best possible layout for the objectives while also maintaining the open space.

- the Open Space is larger and contiguous, rather than smaller and fragmented. In achieving characteristics of larger and contiguous, the location of the Open Space will factor in off-site, adjacent open space natural areas;

The open space has been delineated as a large contiguous area that meets the minimum area of ten percent of the overall parcel.

- the Open Space conserves Site Resources located on the property;

The open space conserves 3.8 acres of mostly wetlands habitat, the area is wooded and is wildlife habitat consisting of mixed hardwoods and some hemlock. The open space also consists of soils of local importance with slopes of approximately 5%.

- the Open Space is realistically capable of management for economically viable agriculture or forestry activities;

The open space area is capable of being managed for forestry and agricultural activities considering that it consists of soils of local importance and has favorable slopes. These activities have been conducted on the site in its history. Several woods roads cross the site as evidence of the historical use.

- the Open Space conserves natural habitat for animals or plants, especially those which are locally rare or unusual;

There are no rare or unusual flora and fauna known to exist on the site, however the wetlands are being conserved, which are good habitat for many plants and animals that exist currently in the vicinity of the project.

- the Open Space contributes to the ecological viability of natural systems, or natural areas, or of nearby recreation areas;

The 3.8 conserved acres of wetland habitat will help preserve the natural systems that exist on the site.

- the Open Space conserves historical and archeological resources;

There is a portion of a stonewall and old road on the south end of the open space that will be preserved with the project.

- the Open Space provides opportunities for passive and/or active public indoor or outdoor recreation;

The open space provides opportunities for both passive and active outdoor recreation. The wildlife habitat being preserved provides opportunities for active exploration of the open space. The fringes of open space will be observable from Airpark Rd. thus providing opportunities for passive recreation.

- the Open Space provides scenic enjoyment by the public from the vantage point of public lands, highways, or waters; and/or

The fringes of the open space will be observable from Airpark Rd.

- the Open Space provides some other open space public benefit explicitly identified by the Planning Board in its decision.

To be determined

iii. To the maximum extent practicable, the plan adheres to the design guidelines set forth in Section 501.1.G above.

The plan adheres to the design guidelines.

b. All applicable requirements of Section 501.1.E, Section 501.1.F, Section 501.1.H, Section 501.2, Section 501.3, and Section 501.4 have been met.

The noted requirements have been met.

c. The types of housing units and/or other buildings proposed within the PUD shall not adversely impact the character of the area.

The buildings and developments proposed are typical of a light industrial zoned parcel adjacent to an airport.

d. The PUD will not have any substantial or undue impact on the environment or on transportation systems, community facilities, utilities and services and/or the applicant will contribute impact fees, in amounts acceptable to the Planning Board, in order to mitigate the impact of the PUD on transportation systems, public facilities, utilities and services.

The facilities being proposed are typical of a light industrial zoned lot. They are generally low employee and therefore low traffic developments. Affects on municipal utilities and services will be minimal due to the low employee counts.

e. The PUD complies with all requirements of the Site Plan Review Regulations and Subdivision Regulations, as applicable. f. For developments proposing condominium ownership, the PUD is capable of complying with all applicable state statutes regulating the condominium form of ownership.

The PUD complies with the site plan review regulations, any waivers sought have been requested in the attached waiver request form.

2. The Planning Board may condition its approval of the PUD on reasonable conditions necessary to accomplish the objectives set forth in Section 501.2.A, 501.3.A, or 501.4.A, as applicable, including a reduction in allowed density if necessary to accomplish said objectives.

Noted

3. Phasing of Development. The Planning Board may establish a reasonable timetable for phasing the development of a PUD in order to mitigate the impact of the development on community facilities, services and/or utilities.

Phasing of the development is proposed by proceeding with the Milton Rents site first. Additional permitting and development of the lots will proceed over the next 5 years.

We look forward to presenting this project to you at the next available hearing. If you have any questions or comments or require any additional information prior to the hearing, please give our office a call.

Sincerely,
ENGINEERING VENTURES, PC

A handwritten signature in blue ink that reads "Adam Morse". The signature is fluid and cursive, with the first name "Adam" and last name "Morse" clearly distinguishable.

Adam Morse, PE
Project Manager

cc: (via email): Don Wells, Kevin Worden, Robert Wells, Brad Farrin, Jeff Hytinen

CONSERVATION EASEMENT DEED

KNOW ALL PERSONS BY THESE PRESENTS that Upper Valley Technology Park, LLC, a New Hampshire limited liability company having a place of business in Williston, County of Chittenden, and State of Vermont (“GRANTOR”), in consideration of One Dollar and other valuable consideration paid to its full satisfaction by the City of Lebanon (“GRANTEE”), by these presents does hereby give, grant, sell, convey and confirm unto the said GRANTEE, a certain easement located on GRANTOR’S property in the City of Lebanon, County of Grafton and State of New Hampshire described as follows:

Being a portion of the same land and premises conveyed to GRANTOR by Deed of Jon E. Korpela, Trustee of the Korpela Family Trust dated November 26, 2008 and recorded in Book 3567, Page 964 of the Grafton County Registry of Deeds.

GRANTOR hereby conveys a perpetual open space easement encompassing approximately 3.8 acres, depicted as “Open Space” on a plat entitled Subdivision Plat for Upper Valley Tech Park LLC Planned Unit Development dated _____, 2022, prepared by Latitudes Land Surveying, LLC (“Plat”), and recorded in the City of Lebanon, New Hampshire at Map Slide ____.

TO HAVE AND TO HOLD this granted easement and right, with the privileges and appurtenances thereunto belonging, and to the use of the said GRANTEE, its successors and assigns forever.

The GRANTOR hereby for itself and for its successors and assigns, covenants with said GRANTEE, its successors and assigns, that the GRANTOR is lawfully seized in fee simple of the granted premises, and that the GRANTOR has good right and title to convey the easements and rights as aforesaid, that it is FREE FROM EVERY ENCUMBRANCE, except as aforesaid, and that GRANTOR hereby engages to WARRANT and DEFEND the same to the GRANTEE, its successors and assigns, forever against all lawful claims.

IN WITNESS WHEREOF the aforementioned GRANTOR has caused this instrument to be signed in its name by its duly authorized agent this ____ of _____, 2022.

Upper Valley Technology Park, LLC

By: _____
Donald E. Wells, Its Duly Authorized Agent

STATE OF VERMONT
COUNTY OF CHITTENDEN, ss.

At Williston, Vermont on the ____ day of _____ 2022, personally appeared Donald E. Wells, as duly authorized agent of Upper Valley Technology Park, LLC, and by him signed and sealed the foregoing written instrument and acknowledged the same to be his free act and deed, and the free act and deed of Upper Valley Technology Park, LLC.

Before me, _____
Notary Public
My commission expires: 1/31/23
My commission number: _____

CITY OF LEBANON, NH SUBDIVISION REGULATIONS – TECHNICAL CHECKLIST MINOR SUBDIVISION	
PROJECT NAME: Upper Valley Technology Park Minor Subdivision	
APPLICANT: Upper Valley Technology Park, LLC	DATE: 11/14/2022
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. [§9.5.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. [§9.5.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 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.	☒	☐

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

Plan Requirements (cont.)	Info. Provided	Waiver Sought
9.5.A(7) - Location of all existing structures, easements, permanent and intermittent watercourses, flood plains and wetlands, rock outcrops, wooded areas, and other significant existing features on the property. Indicate those natural and man-made features to be removed, retained, or altered. Wetlands on the property, if any, shall be delineated by a NH Certified Wetlands Scientist, whose seal and signature shall appear on the plat.	☒	☐
9.5.A(8) - If the application covers only a part of the applicant's entire holding, a map of the entire tract shall be drawn at a scale of not smaller than 1" = 400', showing all existing streets and an outline of the platted area.	☒	☐
9.4 - A statement shall be placed on the plat as follows: "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."	☒	☐
Supporting Documents and Information, Where Applicable	Info. Provided	Not Applicable
9.5.C(1) - Proposed covenants or deed restrictions as may be intended to apply to the property in whole or in part to be recorded in the Registry of Deeds.	☒	☐
9.5.C(2) - Where private individual wastewater systems are proposed, the applicant shall perform soil tests complying with requirements of Section 13.4 of the Regulations. For all proposed lots less than 5 acres in size, the applicant shall have a soil investigation made and a report prepared to establish the existence of at least 4,000 square feet of contiguous area meeting NHDES requirements. NHDES approval of all subdivision lots less than 5 acres in size shall be obtained and provided to the Board prior to the recording of the approved plat. Soil maps and information shall be in accordance with the most current USDA Natural Resource Conservation Service County Soil Maps. Maps prepared by field investigation shall be stamped and signed by a Certified Soil Scientist.	☐ N/A	☐
9.5.C(3) - Any access driveway to a State highway shall be approved by the NHDOT and provided to the Board prior to the recording of the approved plat.	N/A ☐	☐
9.5.C(4) - Approvals, as prescribed by law, from any other City agency which may have jurisdiction, including but not limited to, wetland permits.	☒	☐

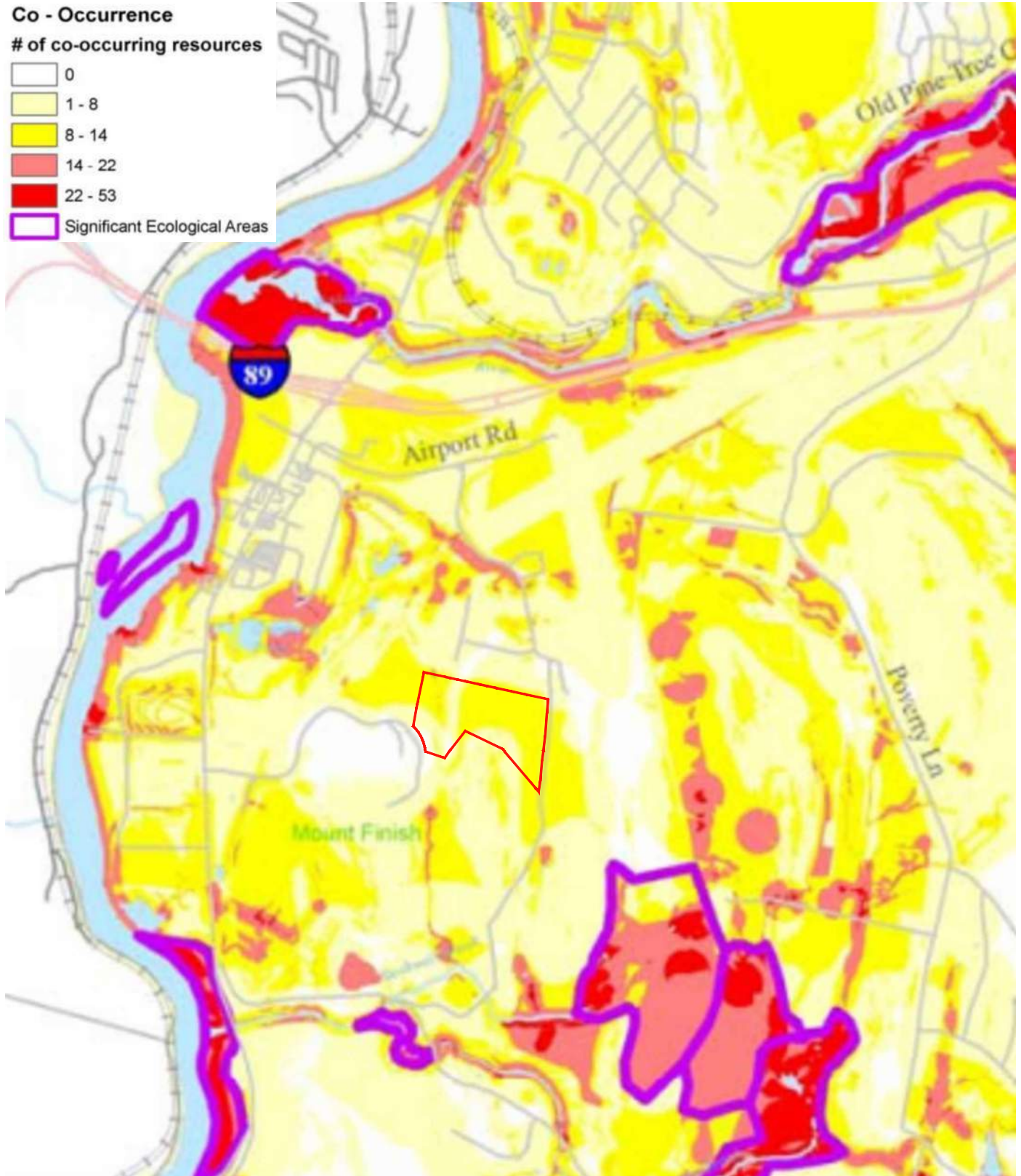
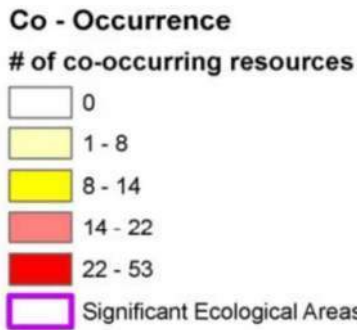
NOTE: THE APPLICANT IS RESPONSIBLE FOR PROVIDING THE REQUIRED INFORMATION PURSUANT TO SECTION 9 OF THE SUBDIVISION REGULATIONS. PLEASE BE AWARE THAT THIS CHECKLIST IS FOR INFORMATION AND GUIDANCE ONLY AND DOES NOT REPRESENT THE LAW DICTATING SUBMITTAL REQUIREMENTS NOR IS IT COMPLETE AND INCLUSIVE THEREOF.

Completed By: Engineering Ventures, PC

Planning office Use Only:

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

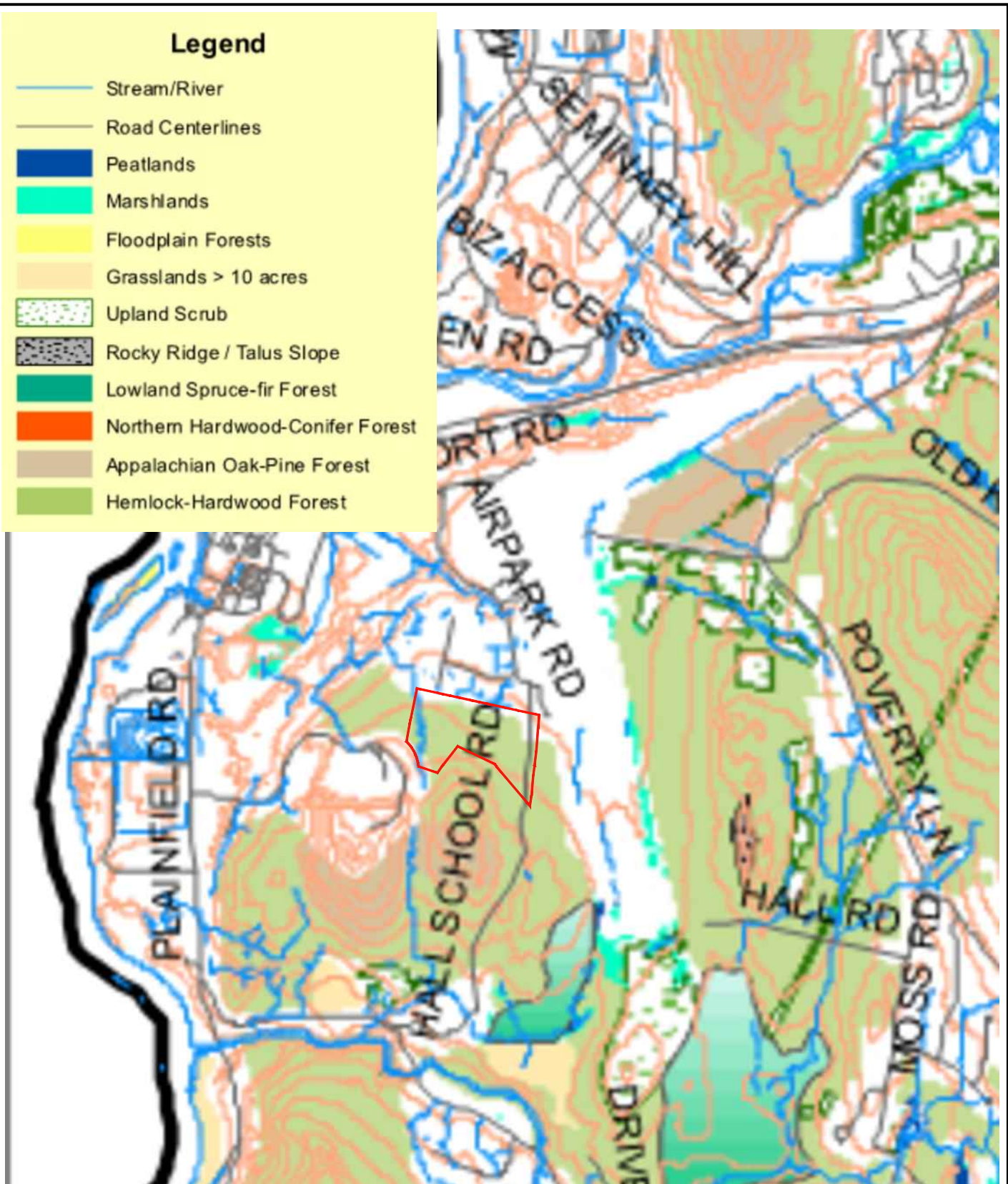
(Last Revised 05/22/13)



ENGINEERING VENTURES^{PC}
 85 Mechanic Street, Suite E2-3, Lebanon, NH 03766
 tel. 603.442.9333
 www.engineeringventures.com

Upper Valley Tech Park
 Planned Unit Development
 Co-occurrence and SEAs

Checked By: ADM	Scale: 1"=2,000'
Drawn By: ADM	Project No.: 22060
Date: 9/27/2022	Drawing No.: SK1

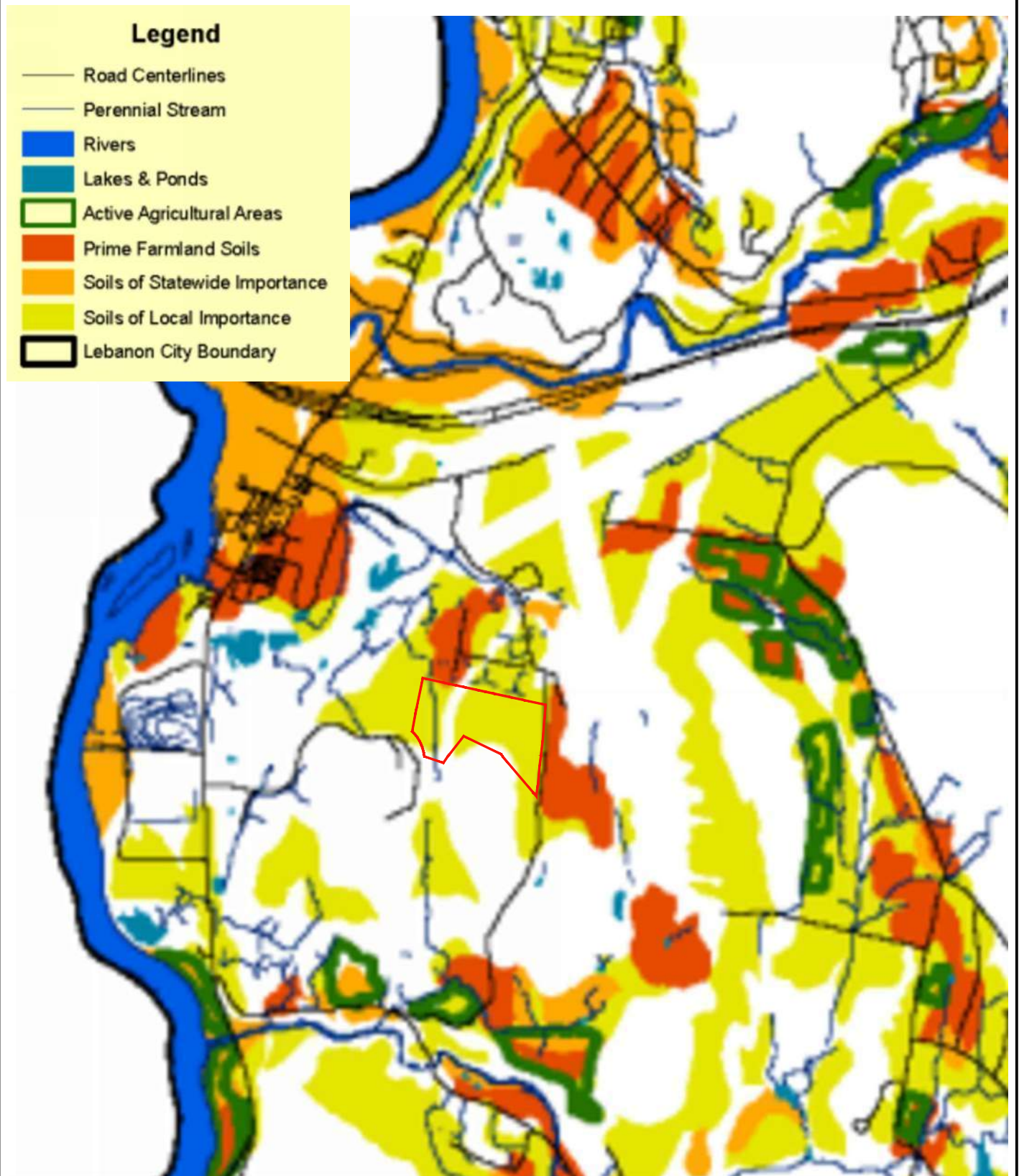


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Upper Valley Tech Park
 Planned Unit Development

Wildlife Habitats

Checked By: ADM	Scale: 1"=2,000'
Drawn By: ADM	Project No.: 22060
Date: 9/27/2022	Drawing No.: SK2



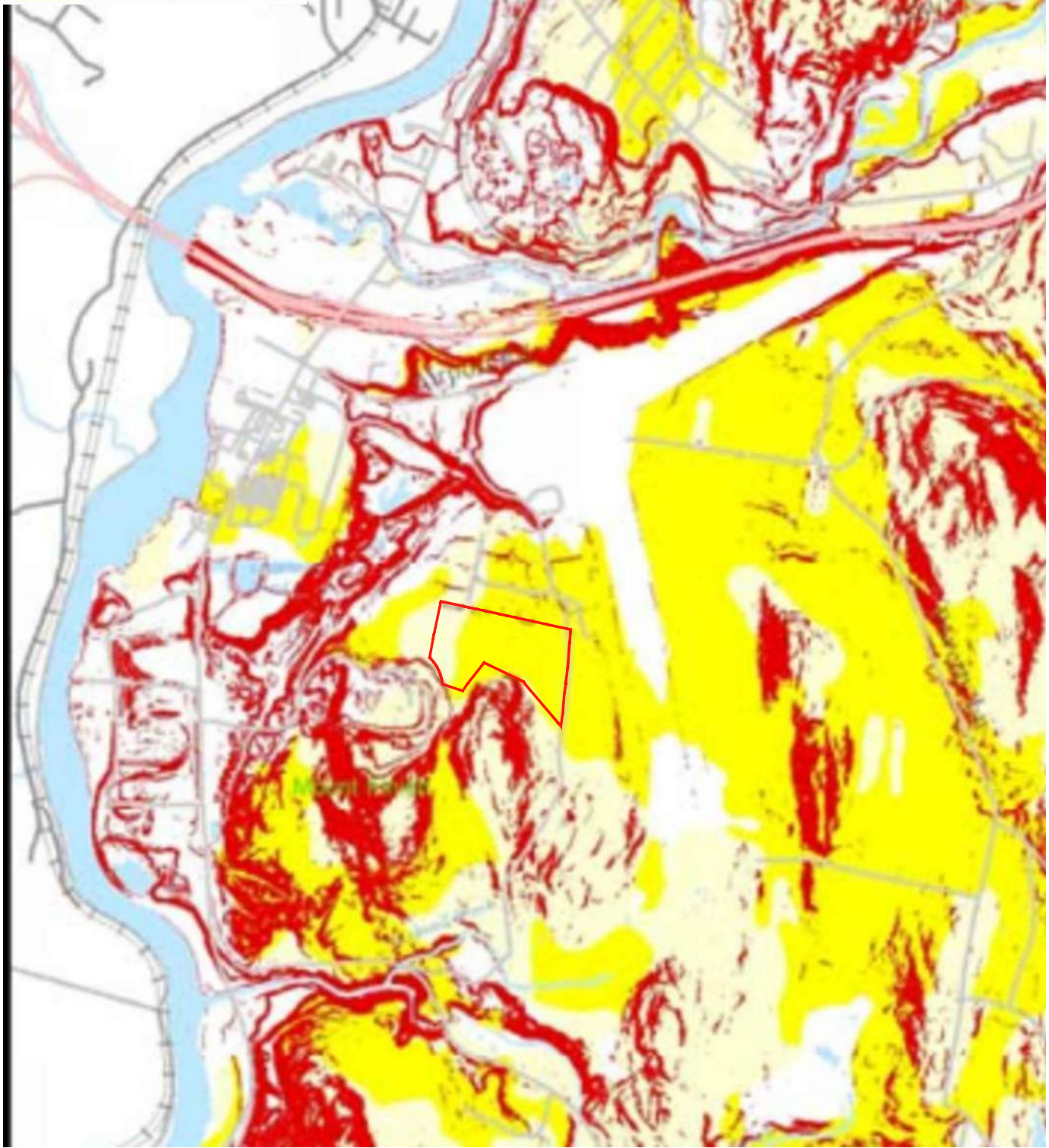
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Upper Valley Tech Park
 Planned Unit Development

Soils of Local Importance

Checked By: ADM	Scale: 1"=2,000'
Drawn By: ADM	Project No.: 22060
Date: 9/27/2022	Drawing No.: SK3

- Steep Slopes (> 25%)
- Very Erosive Soils
- Moderately Erosive Soils

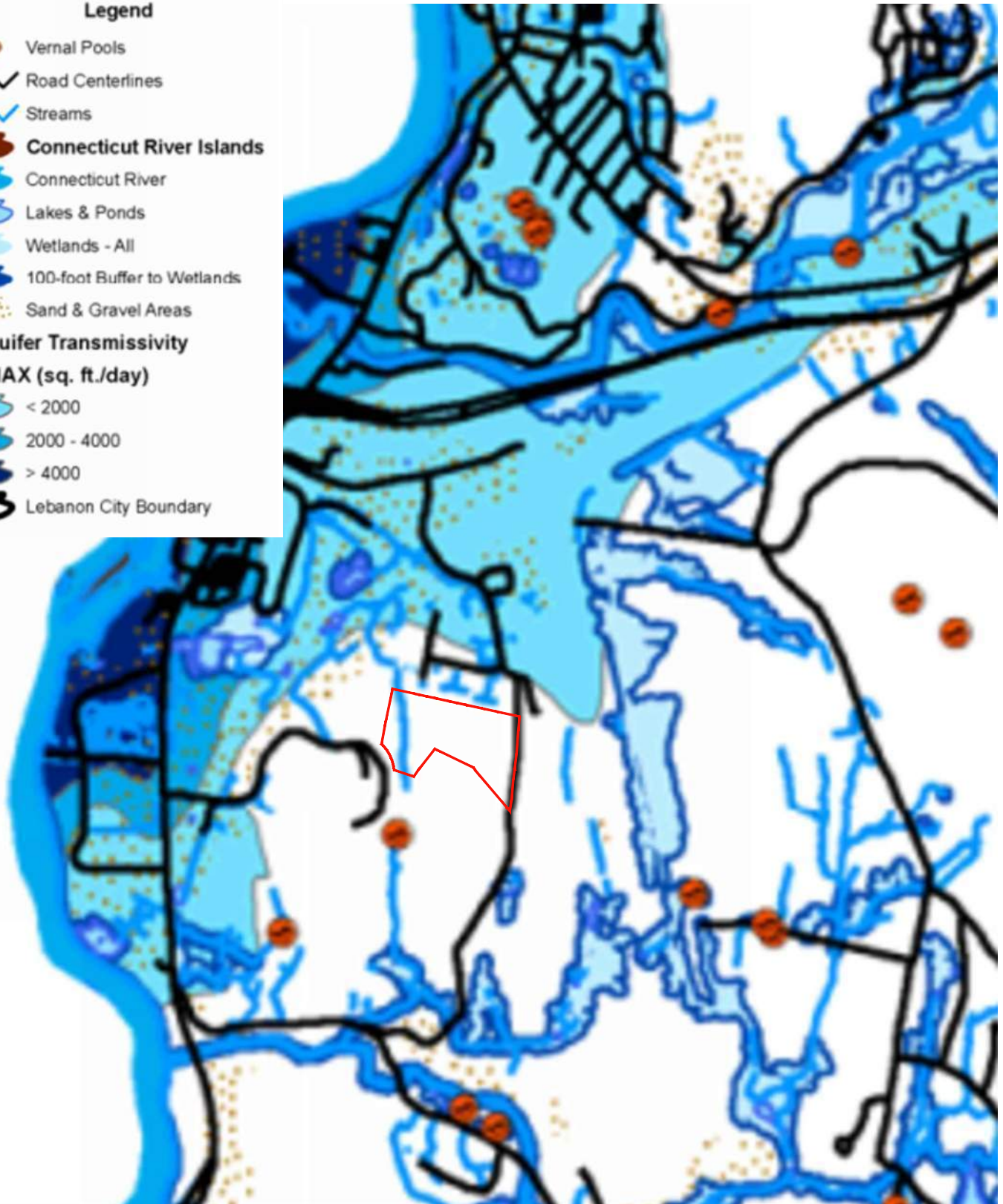


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www.engineeringventures.com

Upper Valley Tech Park
Planned Unit Development

Slopes Steeper than 25%

Checked By: ADM	Scale: 1"=2,000'
Drawn By: ADM	Project No.: 22060
Date: 9/27/2022	Drawing No.: SK4



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Upper Valley Tech Park Planned Unit Development

Intermittent Stream

Checked By: ADM	Scale: 1"=2,000'
Drawn By: ADM	Project No.: 22060
Date: 9/27/2022	Drawing No.: SK5

Legend

— Stream/River

— Road Centerlines

wap2015_tiers

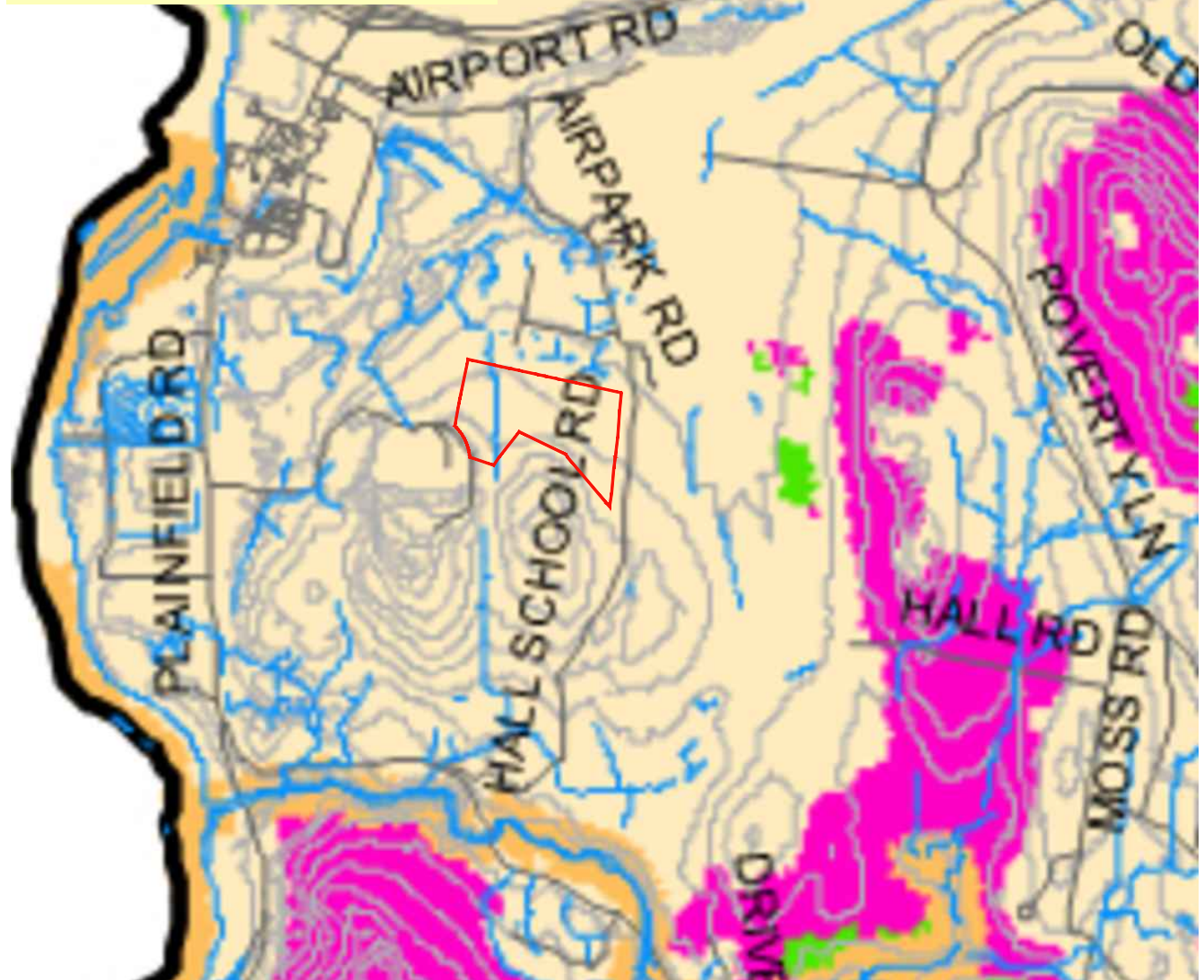
WAPTIER

Not Top Ranked

Supporting Landscape

Highest in Biological Region

Highest in State



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www.engineeringventures.com

Upper Valley Tech Park Planned Unit Development

Wildlife Action Plan

Checked By: ADM	Scale: 1"=2,000'
Drawn By: ADM	Project No.: 22060
Date: 9/27/2022	Drawing No.: SK6

Fiscal Impact Analysis

Airpark Road –Upper Valley Technology Park
Lebanon, NH
November 10, 2022



FOUGERE PLANNING & DEVELOPMENT, Inc.

Mark J. Fougere, AICP

253 Jennison Road Milford, New Hampshire 03055

phone: 603-315-1288 email: Fougereplanning@comcast.net

FISCAL IMPACT ANALYSIS

**Airpark Road – Upper Valley Technology Park
Lebanon, NH**

November 10, 2022

1. Introduction

Fougere Planning and Development has been engaged by Engineering Ventures to undertake this Fiscal Impact Analysis to outline potential General Fund property taxes and revenue increases, as well as potential service demand increases to the City of Lebanon from a proposal to construct three new industrial users. These new non-residential uses will expand the tax base, create limited impacts on City services and will diversify the local economy with new industries. The proposed subdivision will create a 26.6 acre lot off Technology Drive, extending the existing street 100 feet to enter the site; a 4,000 square foot truck dispatch building is proposed. In addition, two lots will be created off the newly extended Airpark Road; a 6.29 acre property which will support a 10,000 square foot building for Milton Cat Rental and a 3.9 acre property for a 6,000 square foot food distribution company. These new industrial users are summarized in Table One.

Table One
Industrial Use Profile

Lots	Acres	Building Area	Use
Off Technology Drive	26.6	4,000	Truck Dispatch
Airpark Road	6.29	10,000	Milton Cat - Rental
Airpark Road	3.9	6,000	Food Distribution

All on site drives and trash pickup will be privately maintained by the project owners; public water and sewer will service the property. The City will maintain the new 100 foot section of Technology Drive.

This Report will address a number of municipal impacts as required in Lebanon's Subdivision Regulations Section 12.3, B. Areas of Study and Information:

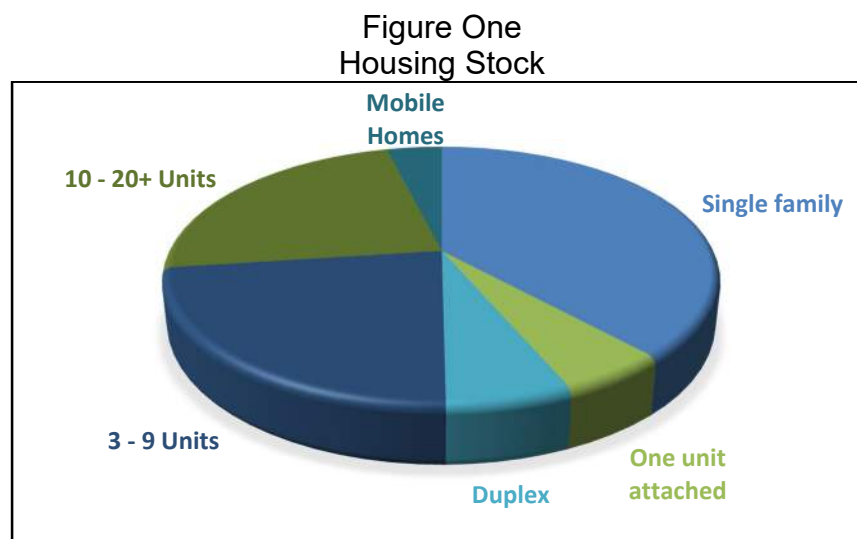
8. Fiscal impact statement analyzing the impact of the subdivision on municipal, school and county revenues and expenditures, including estimated potential tax revenue and estimated number of school children.

As this project involves industrial uses, school related impacts will not occur.

2. Regional and Local Trends

Census figures report that from 2000 to 2010 Lebanon's population increased from 12,568 to 13,151 over the 10 year period. The 2020 Census reports Lebanon's population to be 14,282, a 8.6% increase since 2010.

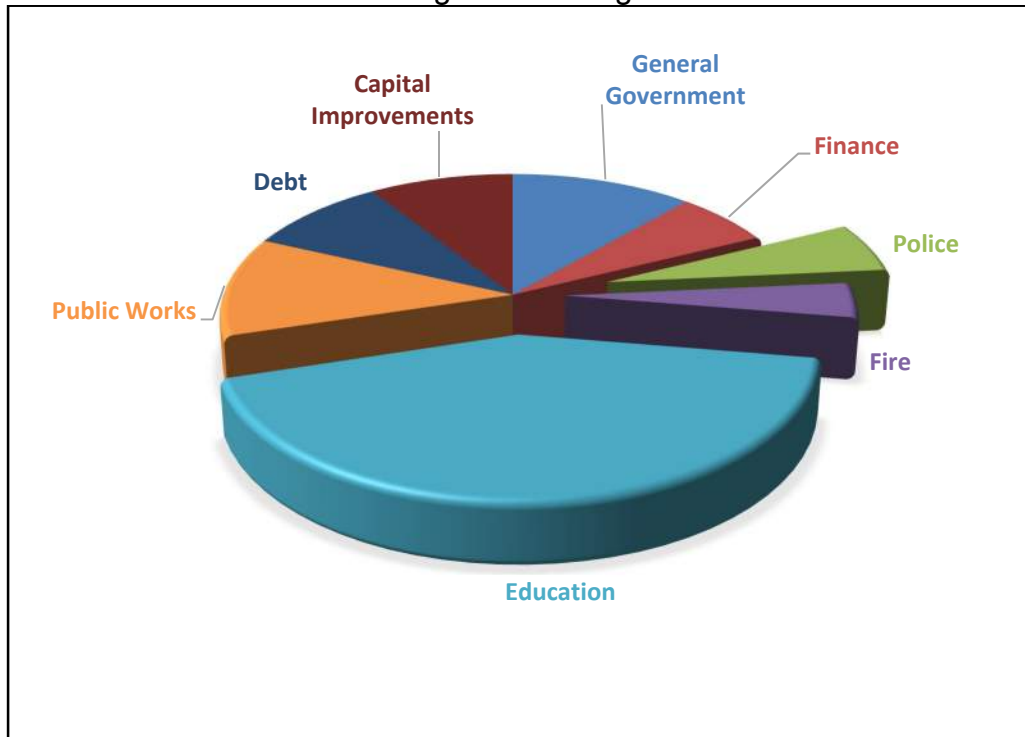
Approximately 38.1% of Lebanon's housing stock consists of single family homes, with Census data reporting 2,552 single family homes out of a total housing stock of 6,689 units as outlined in Figure One.



3. Budgets

As outlined in Figure Two, education is the largest municipal budget line item, followed by the emergency service departments. Based on case studies of comparable properties, given the proposed uses, cost impact considerations will be focused primarily on emergency service departments.

Figure Two
Budget Percentages



4. Fiscal Methodology Approach

Fiscal Impact Analyses can have many connotations, this analysis will follow the classic definition of fiscal impact as follows “*A projection of the direct, current public costs and revenues associated with residential or nonresidential growth to the local jurisdiction in which the growth is taking place*”¹.”

¹ Burchell.

There are a number of methodologies that are used to estimate fiscal impacts of proposed development projects. The Per Capita/Unit Multiplier Method is the most often used analysis to determine municipal cost allocation. This method is the classic “average” costing method for projecting the impact of population growth on local spending patterns and is used to establish the costs of existing services for new development. The basic premise of this method is that current revenue/cost ratios per person and/or per unit is a potential indicator of future revenue/cost impacts occasioned by growth. The advantage of this approach is its simplicity of implementation; however, the downside of this approach is that the methodology calculates the “average” cost as being the expected cost, which is often not the case, and costs can be exaggerated—in some cases significantly. For most new land uses, many department budgets are not measurably impacted in any long term way.

The Marginal Cost Approach is an alternative methodology that can be used to estimate and measure developmental impacts based on actual costs that occur in the community. At this time, a “level of service” exists in Lebanon to serve the community. This existing service level, for the most part, addresses the needs of the community through existing tax collections. As new development occurs, pressures are placed on some departments to address increased demands, while other departments see little, if any measurable impacts. In reviewing the potential impacted departments specifically, a truer picture of anticipated costs impacts can be determined. Given the minor impacts to City services estimated from this development proposal, we will apply both the Average Cost Approach to review municipal service demand increases.

Industrial uses, in general, place few demands on municipal services. Solid waste generated by the project will be removed by a private hauler. Any water and sewer expenses will be offset through user fees. All onsite driveways will be private and all maintenance expense will be paid for by the project owner. DPW will be responsible to maintain an additional 100 feet of Technology Drive. This is not to infer that no increased expenditures will occur as a result of this project.

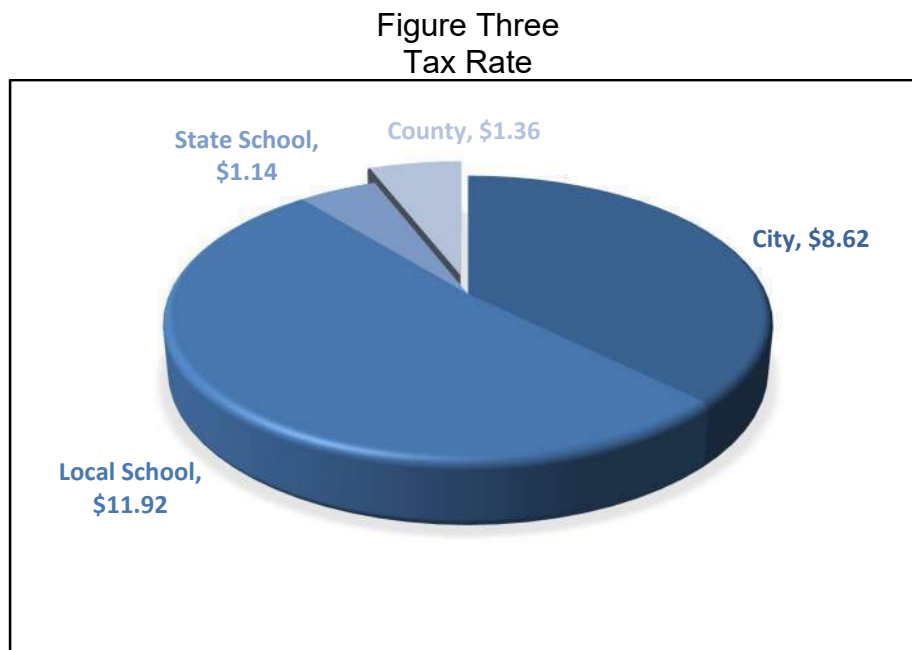
Measurable operational influences will be felt by a few departments, minor impacts are estimated for the Police and Fire Departments.

This Report will outline General Fund revenues and municipal service costs. All data, tax rates and costs are assumed to be in FY2022. It should be noted the costs outlined are “estimates” and no budgetary costs will be realized without review and approval by appropriate department heads, administrators and elected City officials.

5. Local Revenues

A) Property Taxes

Local property taxes provide the bulk of municipal revenues for New Hampshire communities. The 2022 total Tax Rate for Lebanon is \$23.04. Figure Three outlines the breakdown of the various components of the tax rate.



Reviewing local market conditions and the assessments of similar industrial users adjacent to the subject sites, it is estimated the proposed projects will have a value of \$1,387,941 once complete. Based upon this estimated

assessment, as outlined in Table Two, we believe the development will generate \$31,978 in annual property tax payments, with \$11,964 being dispursed to the City and \$18,127 generated in school property taxes and County taxes estimated to total \$1,888 as summarized in Table Three.

Table Two
Estimated Property Tax Revenue

Location	Use	Assessment	Blg. Area	Value/Unit
30 Plaza Heights Road	Trucking	\$5,563,369	62,991	\$88.32
11 Commerce Ave.	Warehouse	\$1,149,141	14,925	\$76.99
10 Technology Drive	Warehouse	\$1,787,494	35,498	\$50.35
19 Technology Drive	Warehouse	\$2,748,700	48,678	\$56.47
Average		\$11,248,704	162,092	\$69.40
Proposed Uses		\$1,387,941	20,000	

Table Three
Tax Revenue Breakdown

Total Value	City Revenue	School Revenue	County Revenue	Total Taxes
\$1,387,941	\$11,964	\$18,127	\$1,888	\$31,978

The existing site property is assessed for \$1,188 and is currently classified as Current Use. Once development occurs on the subjects sites, a one time current use penalty of 10% of the industrial site values will be assessed to the owners.

B) Impact Fees

The City of Lebanon charges impact fees on new development projects. These Fees are related to school, recreation, police and fire capital facilities. As outlined in Table Four, these one-time fees are estimated to total \$26,800 and are collected once the proposed development program is builtout.

Table Four
Estimated Impact Fees

Building Area	20,000 Sq. Ft.	IFee
Recreation	\$0.69	\$13,800
Police	\$0.25	\$5,000
Fire	\$0.40	\$8,000
Total		\$26,800

6. Municipal Service Expenditures

Police & Fire

The Police and Fire Departments are projected to experience small measurable increase in service demands from the proposed project. For fiscal year 2022, the Police Department budget was \$6,893,010 and the Fire Department budget \$4,602,030. To assess the degree of impact this Project would have on these departments, emergency calls to similar industrial developments in Lebanon were analyzed, as well reviewing data from Milton Cat operations. As emergency calls are a reliable metric that provides a more realistic measure of demand for service, we applied the average costing method to allocate expenses to the proposed uses. Emergency call data was obtained for both police and fire department calls and averaged to determine the numbers of annual calls per square feet. These ratios were then totaled to derive a total average call volume per square foot, which was then used to generate projected emergency calls for each Department as outlined in Table Five and Six.

Extrapolating from the comparable call data, increases in call volume are projected to the City's Police and Fire Departments. Annual Police calls are projected to increase by 4 new calls per year. The Department responds to approximately 25,000 annually (480 call per week).

Annual Fire Department calls are projected to increase by 4 new calls (2 fire/ 2 EMS) per year . In 2021, the Department responded to a total of 3,146 calls in the City, of which 2,173 were EMS related.

Table Five
Industrial Average Calls: Police-Fire-EMS

Project	Town	Sq. Ft.	Avg. Police Call Per Year	Avg. Call Per Sq. Ft.	Projected Calls
FedEx. 30 Plaza	Lebanon	62,991	16	0.00025	
11 Commerce Ave.	Lebanon	14,925	10	0.00067	
10 Technology	Lebanon	35,498	10	0.00028	
19 Technology	Lebanon	48,678	9	0.00018	
Totals		162,092	45	0.00028	
Projected Calls	Industrial	10,000			3

Project	Town	Units	Avg. Fire Call Per Year	Avg. Call Per Sq. Ft.	Projected Calls
FedEx. 30 Plaza	Lebanon	62,991	1	0.00002	
11 Commerce Ave.	Lebanon	14,925	0	0.00000	
10 Technology	Lebanon	35,498	1.5	0.00004	
19 Technology	Lebanon	48,678	1	0.00002	
Totals		162,092	4	0.00002	
Proposed Apt.	Industrial	10,000			1

Project	Town	Units	Avg. EMS Call Per Year	Avg. Call Per Sq. Ft.	Projected Calls
FedEx. 30 Plaza	Lebanon	62,991	0.5	0.000008	
11 Commerce Ave.	Lebanon	14,925	0	0.000000	
10 Technology	Lebanon	35,498	0	0.000000	
19 Technology	Lebanon	48,678	0	0.000000	
Totals		113,414	1	0.000004	
Proposed	Industrial	10,000			1

Table Six
Estimated Emergency Calls Milton Cat

Project	Town	Sq. Ft.	Avg. Police Calls Per Year	Avg. Call Per Unit	Projected Calls
Chappel Tractor	Milford	30,494	10.67	0.00035	
T-Quip Construction	Londonderry	9,240	1.67	0.00018	
Milton Cat	Scarborough, Maine	37,956	10.33	0.00027	
Milton Cat	Hopkinton, NH	64,578	0.00	0.00000	
Milton Cat	Warner, NH	43,460	0.33	0.00001	
Milton Cat	Clifton Park, NY	73,926	0.67	0.00001	
Milton Cat	Batavia, NY	111,761	1.00	0.00001	
Milton Cat	Plaistow, NH	5,178	4.00	0.00077	
Totals		376,593	28.67	0.0001	
Proposed	Lebanon	10,000			1
Project	Town	Sq. Ft.	Avg. Fire Calls Per Year	Avg. Call Per Unit	Projected Calls
Chappel Tractor	Milford	30,494	0.33	0.00001	
T-Quip Construction	Londonderry	9,240	0.00	0.00000	
Milton Cat	Scarborough, Maine	37,956	4.00	0.00011	
Milton Cat	Hopkinton, NH	64,578	0.00	0.00000	
Milton Cat	Warner, NH	43,460	0.00	0.00000	
Milton Cat	Clifton Park, NY	73,926	1.00	0.00001	
Milton Cat	Batavia, NY	111,761	0.00	0.00000	
Milton Cat	Plaistow, NH	5,178	0.00	0.00000	
Totals		376,593	5.33	0.00001	
Proposed	Lebanon	10,000			1
Project	Town	Sq. Ft.	Avg. EMS Calls Per Year	Avg. Call Per Unit	Projected Calls
Chappel Tractor	Milford	30,494	0.33	0.00001	
T-Quip Construction	Londonderry	9,240	0.00	0.00000	
Milton Cat	Scarborough, Maine	37,956	1.00	0.00003	
Milton Cat	Hopkinton, NH	64,578	0.33	0.00001	
Milton Cat	Warner, NH	43,460	0.00	0.00000	
Milton Cat	Clifton Park, NY	73,926	0.00	0.00000	
Milton Cat	Batavia, NY	111,761	0.00	0.00000	
Milton Cat	Plaistow, NH	5,178	0.50	0.00010	
Totals		376,593	2.17	0.00001	
Proposed	Lebanon	10,000			1

Police Department

To assign some cost to the community from the proposed new land uses, we have calculated an average cost per call of \$345 and when applied to the estimated 4 calls, as detailed in Table Seven, a cost of \$1,380 is derived. To be conservative, we will double this cost to **\$2,500** for this analysis.

Table Seven
Police Department Impact

Department	FY 2022 Budget	Yearly Calls ²	Cost/call	Est. Calls	Annual Cost
Police	\$6,893,010	20,000	\$345	4	\$1,380

This cost estimate is not inferring the Police Budget will increase as a result of the proposed development, but assigns a “cost” to account for expanded industrial uses in the community.

Fire Department

As noted above, a projected increase of 4 new calls (2 fire/2 EMS) are anticipated for the Fire Department. As with the police department, as outlined in Table Eight, we have used cost averaging to estimate a **\$5,852** impact on the Fire Department.

Table Eight
Fire Department Impact

Department	FY 2022 Budget	Yearly Calls	Cost/call	Est. Calls	Annual Cost
Fire	\$4,602,030	3,146	\$1,463	4	\$5,852

It should be noted that EMS services are a revenue generator for the City and in FY2022 Budget, an estimated \$830,000 in revenue is anticipated. This translates into an average of \$381 in revenue per EMS call (\$830,000 / 2,177 call). As such, costs associated with EMS calls to these sites will be somewhat mitigated by the estimated EMS revenues of \$762 (\$381 x 2 EMS calls).

² Impact Fee Report, BCM Planning, 2020 calls for service, 25,000 calls discounted by 20% to address minor calls.

Other Departments

As noted previously, all areas within the development will be private (maintenance & refuse) and water/sewer expenses will be addressed through connection and user fees. A small 100 foot long section of town road will be constructed that will be maintained by DPW. Any costs to the Building Department will be offset by building permit fees. No other measurable impacts are anticipated to other City departments. To be conservative, we will account for \$4,000 for potential miscellaneous City related expenses.

County Impacts

As noted in Table One, we are estimating \$2,691 in County property tax revenue from this project. Grafton County oversees a number of services for the region including nursing homes, sheriff's department and the court system. Estimating new costs that may impact County services, with any confidence, would be extremely challenging and unreliable, therefore a estimated cost impact was not calculated in this analysis.

SUMMARY

Table Nine
Fiscal Findings

Gross Local Property Taxes & Revenue		\$31,978
Municipal Costs		
	Police	-\$2,500
	Fire	-\$5,852
	Misl.	-\$4,000
	Total Estimated Costs	-\$12,352
Net Negative Fiscal Impact		+\$19,626

Based upon the report's findings, gross yearly local property taxes and revenues generated by the proposed project are estimated to total \$31,978. The anticipated fiscal impact to the City is estimated to be \$12,352, resulting with a positive fiscal impact from the proposed development of approximately \$19,626. All anticipated costs are estimates and no definitive costs are reported; the proposed uses will place limited demand on City services and actual cost increase to budgets is not anticipated.

Key findings supporting this conclusion include:

- Calls to the Police Department are projected to be minimal, with only 4 calls estimated annually to all three sites.
- Calls to the Fire Department will also be minimal, with 4 annual calls estimated. EMS revenue will assist in offsetting costs.
- The proposed project will include private drives and trash collection.
- \$26,800 in impact fee payments will be made for fire, police, schools and recreation capital facilities.
- Full time jobs will be created from these three new industrial users, along with temporary construction jobs.

Date: November 11, 2022
To: Adam Morse, Engineering Ventures
From: Erica Wygonik, PhD, PE
Subject: Upper Valley Tech Park: Transportation Assessment

WCG has reviewed the proposed Upper Valley Tech Park subdivision off Airpark Road and Technology Drive in West Lebanon, New Hampshire. This memo documents the traffic generation expected with the development and reviews the safety of the adjacent transportation network.

Summary

- The proposed project seeks to complete a 3-lot subdivision serving three uses:
 - 6,000 square foot food distribution warehouse (Lot 1)
 - 10,000 square foot equipment rental and service building (Lot 2)
 - 4,000 square foot moving truck dispatch/service building (Lot 3)
- Lot 3 would access the surrounding road network via an extension of Technology Drive. Lots 1 and 2 would access the surrounding road network via an extension of Airpark Road.
- Parking would be provided in surface lots proximate to the proposed buildings.
- The overall project is estimated to generate 49 AM peak hour trips, 40 PM peak hour trips, and 314 daily trips. The proposed trip generation is less than half of the threshold used by NHDOT to merit congestion analysis (100 peak hour trips).
- The estimated trip generation is likely to be negligible within the overall road network, and this project is not expected to impact roadway capacity or result in any unreasonable congestion.
- WCG recommends the following features:
 - The site designers should consider including electric vehicle charging stations (or provisions for future installation) for employee vehicles.
 - The site drive should be designed to maximize safety along the roads by limiting obstructions, such as plantings, to sight lines from the driveways.
 - Commerce Avenue should be stop-controlled.

Based on the analysis conducted for this report, the proposed project is not expected to impact the condition or capacity of the affected roads and associated infrastructure. The proposed project will not cause or exacerbate any unreasonable congestion or unsafe conditions on the local roadway network and will not unnecessarily or unreasonably endanger the public's investment in any local roads, highways, or related infrastructure.

Background

The Upper Valley Tech Park project is a proposed 3-lot subdivision serving three uses:

- 6,000 square foot food distribution warehouse (Lot 1) serving approximately 15 employees
- 10,000 square foot equipment rental and service building (Lot 2) serving approximately 10 employees
- 4,000 square foot moving truck dispatch/service building serving approximately 10 employees (Lot 3)

Lot 3 would access the surrounding road network via an extension of Technology Drive. Lots 1 and 2 would access the surrounding road network via an extension of Airpark Road. The proposed site plan is illustrated in Figure 1.

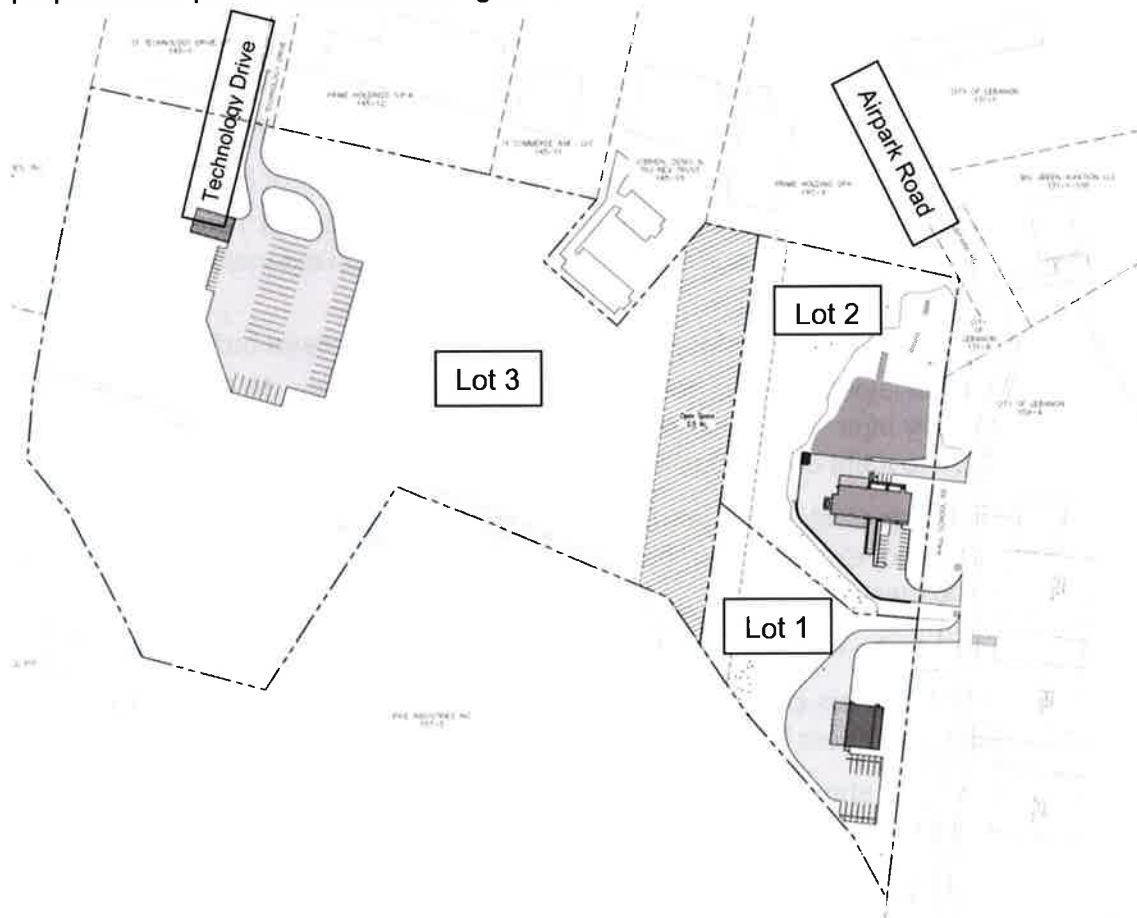


Figure 1: Site plan, dated November 17, 2022 by Engineering Ventures

Airpark Road and Technology Drive are Tier 5 local roads. The roadways are each approximately 24-feet wide. At the far eastern end, Airpark Road is currently unstriped. Beyond its intersection with Commerce Avenue, Airpark Road is striped with one lane in each direction. Technology Drive is striped with one vehicle lane in each direction. No dedicated walking or bicycling facilities are provided along Airpark Road or Technology Drive.

Airpark Road is stop-controlled at its northbound approach to its intersection with Commerce Avenue and yield-controlled on its southbound approach. Commerce Avenue is uncontrolled. The speed limit along Airpark Road is posted at 30 mph. Technology Drive does not have a posted speed limit, so it defaults to the city-wide speed limit of 25 mph.

Estimated Trip Generation

Trip generation refers to the number of vehicle trips originating at or destined for a particular land use development. Data from the Institute of Transportation Engineers (ITE) can be applied to estimate trip generation associated with the former and proposed land uses. WCG consulted the ITE Trip Generation Manual, 11th Edition to estimate base vehicle trips. Base vehicle trips are the total estimated vehicle trips prior to any reductions associated with internal capture, pass-by, or transportation demand management (TDM) features.

ITE Land Use Code (LUC) 150: Warehousing is reflective of the uses on Lots 1 and 3 in the proposed project. The ITE Trip Generation Manual describes the land use as:

"A warehouse is primarily devoted to the storage of materials, but it may also include office and maintenance areas."

ITE Land Use Code (LUC) 811: Construction Equipment Rental Store is reflective of the use on Lot 2 in the proposed project. The ITE Trip Generation Manual describes the land use as:

"A construction equipment rental store is a business that specializes in the rental of construction equipment tools and supplies including, but not limited to, electrical and industrial tools, pumps, lawn and garden equipment, paving and earthmoving equipment, and safety equipment."

However, only 3 data points are available for LU 811, and they are all for buildings larger than that proposed for Lot 2. The ITE Trip Generation Manual recommends collecting local data in that circumstance. As such, a 24-hour count was conducted at the driveway for the Upper Valley Equipment Rental location on Bridge Street in West Lebanon. This location was chosen given its similar land use, its proximity to the proposed project, and its similar size. The size of the facility was initially estimated using orthophotography, and it was confirmed using assessor data. Both finished and unfinished enclosed spaces were assumed to contribute to the function of the building, given the type of business. As such, the estimated gross area for the Upper Valley Equipment Rental location was assumed to be 6,621 square feet. The 24-hour counts indicated a peak of 17 trips in the AM, 15 trips in the PM, and a total of 100 trips through the 24 hours. While typically the number of trips during the peak hour of adjacent streets would be used to calculate trip generation, in this case the overall peak hour during the AM (12:00 AM – 12:00 PM) and PM (12:00 PM to 12:00 AM) periods was used to be conservative.

The estimated AM peak hour, PM peak hour, and daily base vehicle trip generation is documented in Table 1 for the three proposed uses. The estimated new trip generation is 49 AM peak hour trips, 40 PM peak hour trips, and 314 daily trips.

Table 1: Estimated base vehicle trip generation of the proposed project

Upper Valley Tech Park			AM Peak Hour			PM Peak Hour			Daily Total
Description	ITE LUC	Size	Enter	Exit	Total	Enter	Exit	Total	
Food distribution warehouse	150	15 empl	9	4	13	4	6	10	95
Equipment rental & service	811	10 ksf	12	14	26	12	11	23	151
Moving truck dispatch	150	10 empl	7	3	10	3	4	7	68
Total			29	20	49	18	21	40	314

NHDOT guidelines specify that a traffic study should be considered if the proposed development will generate 100 or more peak hour trips. The base vehicle trip generation is estimated to be less than one half of this threshold. The estimated trip generation is likely to be negligible within the overall road network, and this project is not expected to impact roadway capacity or result in any unreasonable congestion.

Sight Distance Review

As defined in the 2018 publication *A Policy on Geometric Design of Highways and Streets*, from the American Association of State Highway and Transportation Officials (AASHTO), sight distance is the “the length of roadway ahead that is visible to the driver.”¹ Sight distances of sufficient length are necessary at all points along a roadway to ensure vehicles can safely stop or avoid colliding with potential obstructions or other vehicles on the roadway.

Standard practice in assessing intersection safety and operations involves measuring two separate sight distances – **stopping sight distance** and **intersection sight distance**.

Stopping sight distance (SSD) is the visible distance along a roadway between an advancing motorist and a potential obstacle in the roadway. It is measured from a point representing the approaching driver’s eye and a point representing an obstacle in the roadway.² Stopping sight distances of adequate length are needed along all roadways, both at and away from intersections, so that drivers travelling at design speeds can react to potential obstacles and safely brake to avoid collisions. Design minimum stopping sight distances are calculated based on factors such as design speed, response times, and grades as reported in the *2018 Policy on Geometric Design of Highways and Streets*.³

¹ American Association of State Highway and Transportation Officials, *A Policy on Geometric Design of Highways and Streets*, Seventh Edition (Washington D.C.: American Association of State Highway and Transportation Officials, 2018). Page 3-2.

² As noted in the 2018 *Policy on Geometric Design of Highways and Streets* (page 3-15), the height of the driver’s eye is assumed to be 3.5’ above the road surface and the height of a potential obstacle is 2.0’ above the road surface.

³ American Association of State Highway and Transportation Officials, *A Policy on Geometric Design of Highways and Streets*, Seventh Edition (Washington D.C.: American Association of State Highway and Transportation Officials, 2018). Page 3-5 to 3-6.

Intersection sight distance (ISD) is the distance available along the major road travelled way corresponding with the maximum visibility between an advancing motorist on the major road and an entering motorist on an intersecting minor road. It is measured between a point representing the advancing driver's eye above the major road and a point representing the entering driver's eye above the intersecting road.⁴

The *2018 Policy on Geometric Design of Highways and Streets* states that the available intersection sight distance should be at least equal to the required stopping sight distance along the major road.

"Sight distance is also provided at intersections to allow the drivers of stopped vehicles a sufficient view of the intersecting highway to decide when to enter the intersecting highway or to cross it. If the available sight distance for an entering or crossing vehicle is at least equal to the appropriate stopping sight distance for the major road, then drivers have sufficient sight distance to anticipate and avoid collisions."

However, when possible, it is desirable to have intersection sight distances that exceed the design minimum stopping sight distances to offer improved operations, such that major road traffic need not decelerate to accommodate entering traffic.

"However, in some cases a major-road vehicle may need to stop or slow to accommodate the maneuver by a minor road vehicle. To enhance traffic operations, intersection sight distances that exceed stopping sight distances are desirable along the major road."

Based on the 25-mph speed limit and relatively level grade along Technology Drive, the design minimum intersection sight distance for turning traffic is 240 feet to the left and 280 feet to the right. The design minimum stopping sight distance is 155 feet.

Based on the 30-mph speed limit along Airpark Road, the design minimum intersection sight distance for turning traffic is 290 feet to the left and 335 feet to the right. The design minimum stopping sight distance is 200 feet. Proximate to the driveways for Lots 1 and 2 the road slopes up heading to the south at a 3% grade. This grade increases the downhill design minimum stopping sight distance to 205 feet.

WCG estimated the most constrained intersection and stopping sight distance based on the roadway layout in the site plans. The estimated stopping southbound stopping sight distance is 260 feet, northbound stopping sight distance is 250 feet, and eastbound left intersection sight distance from the northernmost driveway is 290'. All the estimated sight distances exceed

⁴ As noted in the *2018 Policy on Geometric Design of Highways and Streets* (page 3-16), the height of the driver's eye of the approaching vehicle is assumed to be 3.5' above the road surface of the major road and the height of the driver's eye of the entering vehicle is assumed to be 3.5' above the minor road surface. The decision point offset from the travel way varies with sight conditions (page 9-38); in this case we assume the decision point is 15-feet from the travel way.

required minimum distances. WCG recommends regular mowing, ditch maintenance, and snow storage to ensure sight lines remain free of obstructions.

Crash Data

WCG reviewed reported crashes from January 1, 2017 through December 31, 2021 – the most recent 5 years of available data – within 500 feet of the project access points to the road network. Only 1 crash was reported within 500 feet of the project access points to the road network. This crash was a property-damage only crash at 43 Airpark Road in 2018. Table 2 summarizes the crash data.

Table 2: Crash History

Call #	Description	Street #	Street Name	Date	Time
17-22150	MVA Roadway HitRun	5	TECHNOLOGY	8/31/2017	2315
18-12397	MVA Roadway No PI	43	AIRPARK	5/29/2018	1217
20-20553	MVA Roadway No PI	5	AIRPARK	8/21/2020	1903

Intersection Control

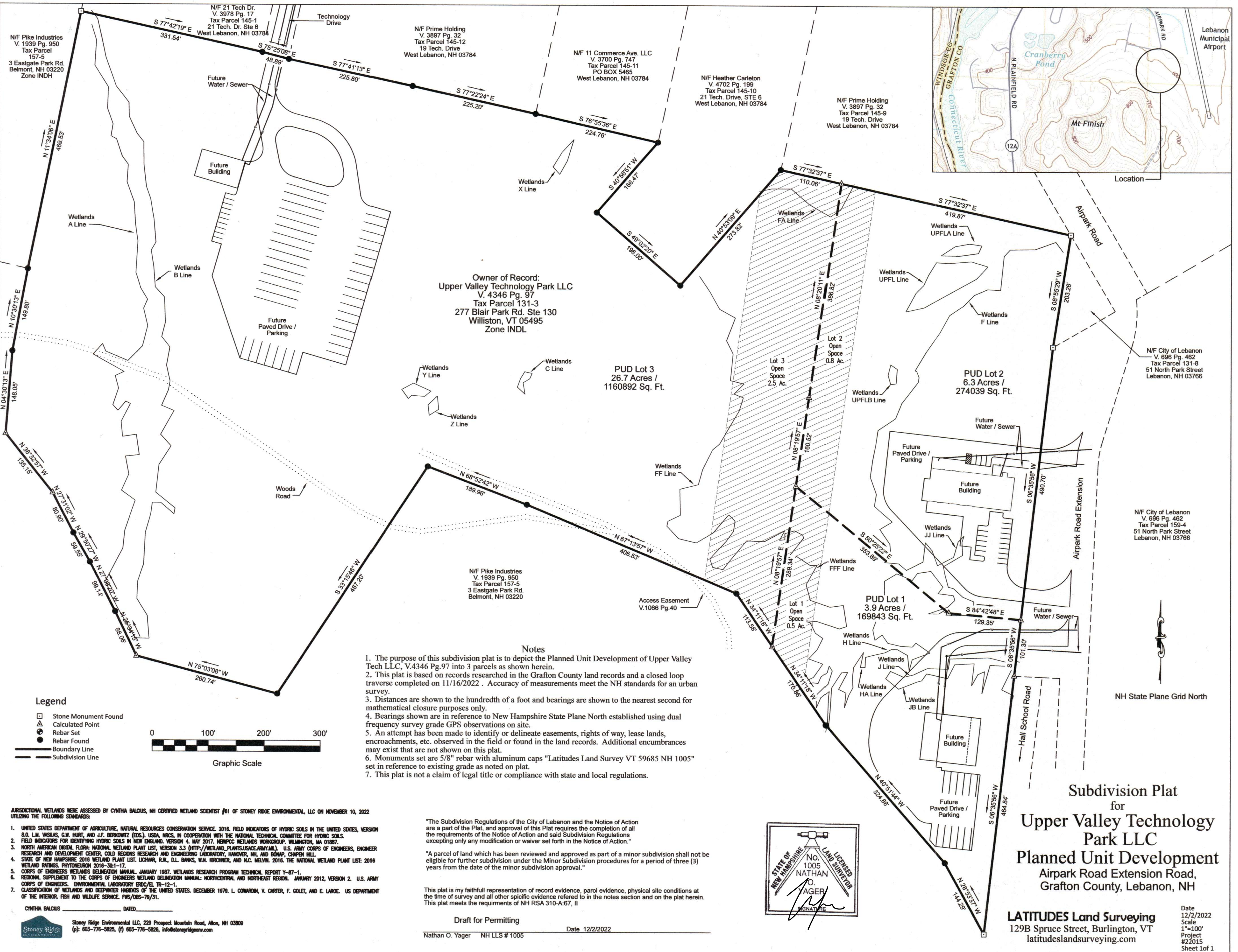
Currently, the intersection of Airpark Road & Commerce Avenue is stop-controlled on the northbound Airpark Road approach, yield-controlled on the southbound Airpark Road approach, and uncontrolled on the Commerce Avenue approach. Given the increased activity south of the intersection with the proposed project, modifying the intersection control is recommended. Considering the layout of the roads and the slopes and vegetation along Commerce Avenue, making Commerce Avenue stop-controlled is advised. This change could result in removing the stop- and yield-control from Airpark Road or could create an all-way stop controlled intersection.

Recommendations

The proposed site is not expected to result in roadway capacity or congestion related issues. WCG recommends the following features to ensure safe access to the site:

- The site designers should consider including electric vehicle charging stations (or provisions for future installation) for employee vehicles.
- The site drive should be designed to maximize safety along the roads by limiting obstructions, such as plantings, to sight lines from the driveways.
- Commerce Avenue should be stop-controlled.

Based on the analysis conducted for this report, the proposed project is not expected to impact the condition or capacity of the affected roads and associated infrastructure. The proposed project will not cause or exacerbate any unreasonable congestion or unsafe conditions on the local roadway network and will not unnecessarily or unreasonably endanger the public's investment in any local roads, highways, or related infrastructure.



- Notes
1. The purpose of this subdivision plat is to depict the Planned Unit Development of Upper Valley Tech LLC, V.4346 Pg.97 into 3 parcels as shown herein.
 2. This plat is based on records researched in the Grafton County land records and a closed loop traverse completed on 11/16/2022. Accuracy of measurements meet the NH standards for an urban survey.
 3. Distances are shown to the hundredth of a foot and bearings are shown to the nearest second for mathematical closure purposes only.
 4. Bearings shown are in reference to New Hampshire State Plane North established using dual frequency survey grade GPS observations on site.
 5. An attempt has been made to identify or delineate easements, rights of way, lease lands, encroachments, etc. observed in the field or found in the land records. Additional encumbrances may exist that are not shown on this plat.
 6. Monuments set are 5/8" rebar with aluminum caps "Latitudes Land Survey VT 59685 NH 1005" set in reference to existing grade as noted on plat.
 7. This plat is not a claim of legal title or compliance with state and local regulations.

JURISDICTIONAL WETLANDS WERE ASSESSED BY CYNTHIA BALCUS, NH CERTIFIED WETLAND SCIENTIST #61 OF STONEY RIDGE ENVIRONMENTAL, LLC ON NOVEMBER 10, 2022 UTILIZING THE FOLLOWING STANDARDS:

1. UNITED STATES DEPARTMENT OF AGRICULTURE, NATURAL RESOURCES CONSERVATION SERVICE. 2016. FIELD INDICATORS OF HYDRIC SOILS IN THE UNITED STATES, VERSION 8.0. L.M. VASILAS, G.W. HURT, AND J.F. BERKOWITZ (EDS.). USDA, NRCS, IN COOPERATION WITH THE NATIONAL TECHNICAL COMMITTEE FOR HYDRIC SOILS.
2. FIELD INDICATORS FOR IDENTIFYING HYDRIC SOILS IN NEW ENGLAND, VERSION 4. MAY 2017. NEWPOC WETLANDS WORKGROUP. WILMINGTON, MA 01887.
3. NORTH AMERICAN DIGITAL FLORA: NATIONAL WETLAND PLANT LIST, VERSION 3.3 (HTTP://WETLAND.PLANTS.USDA.NMML). U.S. ARMY CORPS OF ENGINEERS, ENGINE RESEARCH AND DEVELOPMENT CENTER, CHILDS RESEARCH AND ENGINEERING LABORATORY, HANOVER, NH, AND BOWEN, CHAPEN HILL.
4. STATE OF NEW HAMPSHIRE 2016 WETLAND PLANT LIST. LICHAR, R.W., D.L. BANKS, W.A. KIRCHNER, AND M.C. MELVIN. 2016. THE NATIONAL WETLAND PLANT LIST: 2016 WETLAND RATINGS. PHYTOFLORA 2016-30:1-17.
5. CORPS OF ENGINEERS WETLANDS DELINEATION MANUAL, JANUARY 1987. WETLANDS RESEARCH PROGRAM TECHNICAL REPORT Y-87-1.
6. REGIONAL SUPPLEMENT TO THE CORPS OF ENGINEERS WETLAND DELINEATION MANUAL: NORTHEASTERN AND NORTHEAST REGION. JANUARY 2012, VERSION 2. U.S. ARMY CORPS OF ENGINEERS. ENVIRONMENTAL LABORATORY (EBOC/EL TR-12-1).
7. CLASSIFICATION OF WETLANDS AND DEEPWATER HABITATS OF THE UNITED STATES. DECEMBER 1978. L. CONARDIN, V. CARTER, F. GOLET, AND E. LAROE. US DEPARTMENT OF THE INTERIOR. FISH AND WILDLIFE SERVICE. FWS/OBS-78/31.

CYNTHIA BALCUS DATED: _____

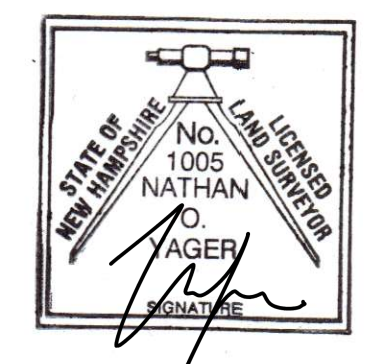
Stoney Ridge Environmental LLC, 229 Prospect Mountain Road, Alton, NH 03809
(603) 603-776-5825, (603) 603-776-5826, info@stoneyridgenh.com

"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 under the Minor Subdivision procedures for a period of three (3) years from the date of the minor subdivision approval."

This plat is my faithful representation of record evidence, parcel evidence, physical site conditions at the time of survey and all other specific evidence referred to in the notes section and on the plat herein. This plat meets the requirements of NH RSA 310-A:67, II

Draft for Permitting
Nathan O. Yager NH LLS # 1005
Date 12/2/2022



Subdivision Plat
for
Upper Valley Technology
Park LLC
Planned Unit Development
Airport Road Extension Road,
Grafton County, Lebanon, NH

LATITUDES Land Surveying
129B Spruce Street, Burlington, VT
latitudeslandsurveying.com

Date
12/2/2022
Scale
1"=100'
Project
#22015
Sheet 1 of 1

DRAFT

LEBANON PLANNING BOARD
Regular Session
Monday, November 21, 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), Kim Chewning, Thomas Jasinski (Alternate), Kathie Romano - remote, Jeremy Rutter, Cori Hirai (Alternate)

MEMBERS ABSENT: Karen Zook (City Council Rep), Laurel Stavis, Gregorio Amaro

STAFF PRESENT: Nathen Reichert (Planning Director), Tim Corwin (Senior Planner),

1. Call to Order

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

Cori Hirai and Tom Jasinski were appointed to serve in place of the two absent members.

2. Notice of Regional Impact

The following applications were received by the Planning and Development Department on or before November 14, 2022:

CP Centerra LLC, 12 Centerra Parkway (Tax Map 10, Lot 11, Plot 100), zoned IND-L: Request for Site Plan Review to construct a +/-2,273 sq. ft. restaurant with a drive through (Starbucks) together with associated site improvements. PB2022-45-SPR

Execusuite, LLC and Chorro, LLC, 75 Bank Street (Tax Map 92, Lot 78) and 77 Bank Street (Tax Map 92, Lot 79), zoned R-O: Request for a boundary line adjustment. PB2022-55-BLA

Chorro, LLC, 77 Bank Street (Tax Map 92, Lot 79), zoned R-O: Request for site plan approval to convert the existing building to an 8-unit multi-family dwelling. PB2022-47-SPR

Upper Valley Technology Park, LLC, 0 Plainfield Road (Tax Map 131, Lot 3), zoned IND-L: Request for a Conditional Use Permit per Section 501.4 of the Zoning Ordinance and for Minor Subdivision approval of a proposed 3-lot Industrial Planned Unit Development (IPUD). PB2022-51-CUPMIN

Upper Valley Technology Park, LLC, 0 Plainfield Road (Tax Map 131, Lot 3), zoned IND-L: Request for Site Plan Review to construct a +/-9,400 sq. ft. building for a proposed equipment and machinery sales, rental and service use, together with associated site improvements. The building and improvements will be located on lot 2 of a proposed 3-lot industrial planned unit development (PB2022-51-CUPMIN). PB2022-52-SPR

Altaria Lebanon Park, LLC, NH Route 120 & Cavendish Court (Tax Map 10, Lots 26-34), zoned IND-L: Pursuant to Section 7.13 of the Subdivision Regulations, Applicant requests approval to construct the 11-lot Altaria Planned Business Park development in phases. PB2022-53-FMAJA

One Mechanic Street, LLC and FSP LLC, 1 Mechanic Street (Tax Map 91, Lot 264) and 0 Foundry Street (Tax Map 91, Lot 262), zoned LD: Request to amend required site improvements for an approved 18-unit multi-family conversion (PB2020-29-SPR). PB2022-54-SPAMr. Corwin stated that

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

A MOTION by Matthew Hall that none of the applications above has the potential for regional impact. The motion was seconded by Cori Hirai.

Roll Call Vote:

Voting in Favor – Ms. Hirai, Mr. Rutter, Ms. Romano, Ms. Chewning, Mr. Hall, Mr. Jasinski, Mr. Garland

Voting Against - None

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

3. Public Hearing Items

- A. **Johanna Cicotte & Edwards Properties, LLC, 30 Little Heater Road (Tax Map 78, Lot 61) and 0 Edwards Street (Tax Map 78, Lot 54), zoned IND-L:** Request for a Boundary Line Adjustment. PB2022-42-BLA

Mr. Corwin stated that Staff are working with the applicant and are making progress, but the hearing should be postponed to December 12, 2022 at 6:30 PM,

A MOTION by Jeremy Rutter that the completeness and hearing of the application of Johanna Cicotte & Edwards Properties, LLC, 30 Little Heater Road (Tax Map 78, Lot 61) and 0 Edwards Street (Tax Map 78, Lot 54), zoned IND-L, be postponed to December 12, 2022, at 6:30 PM. The motion was seconded by Cori Hirai.

Roll Call Vote:

Voting in Favor – Ms. Chewning, Mr. Hall, Mr. Jasinski, Mr. Garland, Ms. Hirai, Mr. Rutter, Ms. Romano

Voting Against - None

The MOTION was approved (7-0).

- B. **Jolin Salazar-Kish, 10 & 14 Bank Street (Tax Map 92, Lots 124 & 125), zoned LD:** Applicant requests an extension of time per Section 4.10.B of the Site Plan Review Regulations to obtain a building permit pursuant to an approved site plan for a 26-unit multi-family residential development (PB2019-13-SPR), originally approved by the Planning Board on January 11, 2021. PB2022-43-EXT

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

A MOTION by Matthew Hall that the application of Jolin Salazar-Kish, 10 & 14 Bank Street (Tax Map 92, Lots 124 & 125), zoned LD, is complete enough for the Planning Board to accept jurisdiction and commence review.

The motion was seconded by Cori Hirai.

Roll Call Vote:

Voting in Favor – Mr. Garland, Ms. Hirai, Mr. Rutter, Ms. Romano, Ms. Chewning, Mr. Hall, Mr. Jasinski

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

Dan Nash of Advance Geomatics and Design appeared in support of the application.

Mr. Nash stated that the major reasons for the lack of progress on obtaining a building permit for the project are increases in construction prices and the redesign of the handicap access for 14 Bank Street. The permit applications were submitted, and the project package is ready to go ahead.

Mr. Corwin noted that requirements applicable to the extension are in Sections 4.10.A – C. He encouraged the Board members to pay close attention to Section 4.10.C for the factors by which to evaluate such an extension. He recommended that the Board state the reasons for approval or denial in the wording of the motion. The application was submitted on time, so the January date is not as important. The Board could extend the hearing date to give the applicant time to attend in person.

Mr. Hall stated that he is in favor of continuing to give the applicant time to appear in person. Mr. Jasinski inquired about a penalty for not obtaining a building permit within two years. Mr. Corwin stated that the underlying regulations can change such as the expiration of land use approvals. Compliance must be up to date with current regulations and the community. Mr. Rutter stated that there is mystery surrounding the project such as leases already being negotiated. Ms. Romano suggested giving the applicant six months to secure the building permit.

Chair Garland suggested December 19, 2022, at 6:30 PM to continue the hearing.

A MOTION by Matthew Hall to continue the hearing on the application of Jolin Salazar-Kish, 10 & 14 Bank Street (Tax Map 92, Lots 124 & 125), zoned LD, to December 19, 2022, at 6:30 PM.

The motion was seconded by Jeremy Rutter.

Roll Call Vote:

Voting in Favor – Mr. Garland, Ms. Hirai, Mr. Rutter, Ms. Romano, Ms. Chewning, Mr. Hall, Mr. Jasinski

Voting Against - None

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

- C. **Hanover Improvement Society Co & Trustees of Dartmouth College, 394 North Main Street (Tax Map 5, Lot 2 & Tax Map 8, Lots 27 & 28), zoned R-3 & RL-3: Request for Site Plan Review to construct a 4,235 square foot addition to the existing recreational ice rink together with associated site improvements. PB2022-44-SPR**

Mr. Hall recused himself from the hearing.

1
2 Mr. Corwin stated that Staff finds the application complete enough for the Planning Board to accept
3 jurisdiction and commence review.
4

5 ***A MOTION by Jeremy Rutter that the application of Hanover Improvement Society Co & Trustees of***
6 ***Dartmouth College, 394 North Main Street (Tax Map 5, Lot 2 & Tax Map 8, Lots 27 & 28), zoned R-3***
7 ***& RL, is complete enough for the Planning Board to accept jurisdiction and commence review.***
8 ***The motion was seconded by Cori Hirai.***
9

10 ***Roll Call Vote:***

11 ***Voting in Favor – Ms. Hirai, Mr. Rutter, Ms. Romano, Ms. Chewning, Mr. Jasinski, and Mr. Garland.***

12 ***Voting Against – None***

13 ****The MOTION was approved (6-0).***
14
15

16 William Mudge of Randall T. Mudge & Associates Architects, Nate Stearns as Attorney for Hanover,
17 NH, and Project Engineer Jeff Goodrich of Pathways Consulting, LLC, appeared in support of the
18 application.
19

20 Mr. Mudge gave a brief overview of the background of the request. Campion Rink was built in 1987, and
21 the project is solving the issue of locker rooms sharing bathrooms. The site plan provides each locker
22 room with its own bathroom by taking space from the current lobby. A new lobby, restrooms, and
23 upgrades to the electrical service are intended to improve the site.
24

25 Mr. Goodrich explained the enlargement of the southeast corner of the site for a total of 4,385 sq ft. A
26 visual of the site plan showed the current site and proposed additions with site improvements.
27 Landscaping and stormwater management were discussed with Planning Staff. There would be a change
28 to drainage. Mr. Mudge described the elevations and lighting. Mr. Goodrich stated that drainage to the
29 west side of the property would be addressed as a condition.
30

31 Mr. Corwin noted the City Engineer's comments in the Staff Memo.
32

33 Mr. Rutter inquired about a triangle shown on the site plan. Mr. Goodrich stated it was part of the
34 sidewalk area near the paved drive. They would be adding three new trees to replace the current three, and
35 they are proposing paved areas for ADA access.
36

37 Mr. Jasinski commented on the engineering recommendations, noting that the conditions of approval
38 don't address all the recommendations. Mr. Corwin stated that additional conditions are being added.
39

40 Chair Garland invited Public Comment.
41

42 David Donley of 386 N Main Street lives behind the ice rink. He inquired about the drainage changes. He
43 stated that in 2016, many abutters gave testimony to the Zoning Board, which resulted in an agreement
44 with the rink and Zoning Board regarding landscaping. There was to be no stormwater runoff by using
45 screening and trees. Snow is pushed creating a very wet area, and he can't plant trees unless it is filled in.
46 He asked if there is some creative way to mitigate the runoff.
47

48 Mr. Goodrich explained that the existing site sheds runoff to both east and west, and they cannot increase
49 runoff to the west. They will redirect ½ acre of runoff toward the east, which would have no impact on
50 current properties to the west. There are significant slopes and similar conditions on the east. Slope is

1 being changed to affect the runoff toward the east. Ms. Hirai gave a basic description of the change in
2 drainage.

3
4 Mr. Mudge reviewed the measures that will affect adjacent properties. Mr. Conley noted several issues
5 that he would like to have resolved. Mr. Mudge stated that changes are being made to the property but not
6 the entire property. It's not possible to eliminate the water going to another property, but half an acre of
7 property will be redirected away. Ms. Romano remembered the snow melt caused the excess water in the
8 ditch by Mr. Donley's property. She suggested that snow storage be located on the eastern end of the
9 parking lot.

10
11 Sarah Riley inquired about the main parking lot and other wetlands on the site. She asked if a site visit has
12 been considered. Mr. Goodrich stated that the wetland impact will be decreased on the west, and the other
13 areas will not cause additional impact on wetlands. Mr. Corwin stated that the drainage cannot be
14 addressed by a condition of approval. A waiver request would need to be submitted at the December 12th
15 meeting.

16 Mr. Stearns noted that there are several waiver requests from the portions of Section 6.6. Mr. Corwin
17 stated that a checklist cannot substitute for an official waiver request.

18
19 Ms. Romano inquired if the applicant would agree with snow storage moving to the east end of the
20 parking lot. Mr. Corwin stated that it could be a condition.

21
22 Sarah Riley noted that the drainage ditch is a natural feature of the property.

23
24 ***A MOTION by Cori Hirai to continue the hearing to December 12, 2022, at 6:30 PM.***

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

26
27 ***Roll Call Vote:***

28 ***Voting in Favor – Ms. Romano, Ms. Chewning, Mr. Jasinski, Mr. Garland, Ms. Hirai, Mr. Rutter***

29 ****The MOTION was approved (6-0).***

30
31 Matthew Hall returned to the Board.

32
33
34 D. Adam Hartford (applicant and property owner), James Laudate & Aleksandra
35 Stark (property owners), and Adam Kahn & Masha Izakson (property owners), 0
36 Old Kings Highway (Tax Map 134, Lot 15), 23 Old Kings Highway (Tax Map 124,
37 Lot 13), and 29 Old Kings Highway (Tax Map, 134, Lot 14), zoned RL-2: Request
38 for an amendment to an approved Boundary Line Adjustment plan. PB2022-46-BLA

39
40 Mr. Corwin stated that Planning Staff reviewed the application and determined it is complete and
41 recommends the Planning Board accept jurisdiction and commence review.

42
43 ***A MOTION by Matthew Hall that the application of Adam Hartford (applicant and property owner),***
44 ***James Laudate & Aleksandra Stark (property owners), and Adam Kahn & Masha Izakson (property***
45 ***owners), 0 Old Kings Highway (Tax Map 134, Lot 15), 23 Old Kings Highway (Tax Map 124, Lot 13),***
46 ***and 29 Old Kings Highway (Tax Map, 134, Lot 14), zoned RL-2, is complete enough for the Planning***
47 ***Board to accept jurisdiction and commence review.***

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

49
50 ***Roll Call Vote:***

Voting in Favor – Mr. Jasinski, Mr. Garland, Ms. Hirai, Mr. Rutter, Ms. Romano, Ms. Chewning, Mr. Hall

Voting Against – None

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

Adam Hartford, property owner, explained that he purchased the land from a neighbor, Adam Kahn, with a deeded easement to access the parcel. He has been working with Mr. Corwin and the City Engineer since purchasing the property to determine if it is possible to use the existing driveway to access the parcel. Mr. Corwin stated it is a simple request based upon Section 674.41 of the Site Plan Regulations. If Mr. Hartford proposes to access a lot via any right of way other than a Class V Road, that access point must be authorized. It is acceptable if the site plan shows the driveway, and an amendment can be made along with conditions of approval to ensure an adequate plat.

Mr. Hartford stated he did not understand the distinction between a shared driveway versus a private road. Mr. Hall explained the process required. Mr. Corwin noted that it must be a primary driveway with a recorded plat showing the secondary driveway. Otherwise, it would be considered a major subdivision, which is a much more complicated process.

Mr. Jasinski inquired about what is required to record a plat. Mr. Corwin explained the process to obtain something that is recordable.

Ms. Romano stated that it would be approved as long as it is safe, and all agree.

Mr. Corwin stated that there are no Fire Department concerns.

Chair Garland invited Public Comment.

Bruce Hartford of Ward 1 stated that the property is being taxed as a buildable property. Mr. Corwin stated that he could get a response for him from the Assessor's Department.

Chair Garland directed the discussion to the waivers.

A Motion by Matthew Hall that for the Boundary Line Adjustment application identified as PB2022-46-BLA, the Lebanon Planning Board **APPROVE** waivers or partial waivers from the following sections of the Subdivision Regulations:

- **Section 8.2** – *boundary line adjustment plat submission requirements*
- **Section 5, definition of “driveway”** – *to allow a common driveway to serve three lots where two is the maximum permitted*

The motion was seconded by Cori Hirai.

Roll Call Vote:

Voting in Favor – Ms. Romano, Ms. Chewning, Mr. Hall, Mr. Jasinski, Mr. Garland, Ms. Hirai, Mr. Rutter

Voting Against – None

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

Mr. Hartford noted he would be spending more money on the surveyed plat. Mr. Corwin noted who provided the first survey. Mr. Stearns stated that the recording office would require an updated site plan

1 with a formal plat, and he would suggest finding out who prepared the first site plan. Ms. Romano noted
2 the person who did the most recent plat would be less expensive.

3
4 Mr. Corwin stated that they could convert this to a Section 674.41.D process, which authorizes a building
5 permit on a private road provided the local governing body approves. This is separate from the
6 subdivision requirements, and the City Council could approve it.

7
8 Mr. Reichert inquired if the lot is on a private septic system. Mr. Hartford stated that he has a design, and
9 Mr. Stearns certified the site plan.

10
11 Chair Garland invited Public Comment:

12
13 Robert Moses of Ward 3 stated that this single-family house is needed in Lebanon, and the Board should
14 help.

15
16 ***A Motion by Matthew Hall*** that the Lebanon Planning Board **APPROVE** the application of Adam
17 Hartford, James Laudate & Aleksandra Stark, and Adam Kahn & Masha Izakson for an amendment to a
18 Boundary Line Adjustment plat between lands located at 0 Old Kings Highway (Tax Map 134, Lot 15),
19 23 Old Kings Highway (Tax Map 134, Lot 13), and 29 Old Kings Highway (Tax Map, 134, Lot 14),
20 zoned RL-2, approved on May 28, 1987 and recorded in the Grafton County Registry of Deeds as Plan
21 #4137 ("Approved Plat"), PB2022-46-BLA, to extend a common driveway 0 Old Kings Highway (Tax
22 Map 134, Lot 15) as shown on a mark-up of the Approved Plat submitted by Adam Hartford and included
23 with the agenda packet prepared for the November 21, 2022 Planning Board meeting ("Amended Plat"),
24 including any and all supplemental submissions and testimony provided during the public hearing, with
25 the following conditions to be satisfied prior to the recording of the Amended Plat:

26
27 **Conditions to be Satisfied Prior to the Signing and Recording of the Amended Plat**

28
29 1. The applicant shall make the following revisions to the Amended Plat to the satisfaction
30 of the Planning and Development Department and the City's legal counsel:

- 31 a) So that the plat can be recorded, the plat shall be revised to meet the minimum
32 applicable requirements of RSA 478:1-a ("Recording of Plats") and the minimum
33 applicable recording requirements of the Grafton County Registry of Deeds;
34 b) Identify the driveway easement area per the recorded driveway easement;
35 c) Add a note referencing the recorded driveway easement;
36 d) Add a note explaining the purpose of the plan (i.e. something to explain that the
37 purpose of the plat is to amend the annexation plan recorded at the GRCD as Plan #4137
38 to depict the shared driveway to the Hartford Property and the driveway easement area);
39 e) Provide a revision date, a description of the plan revisions, and the author of the
40 revisions (5.1.E.4.d);
41 f) Any other changes deemed necessary by the City's legal counsel to effectuate the
42 recording of the plat and to ensure that the requirements of RSA 674:41, I, are satisfied.

43
44 2. The applicant shall provide the Planning and Development Department with one (1) full
45 size copy of the revised Amended Plat, and a digital copy of the revised plat saved in a PDF-A
46 format for archival purposes.

47
48 **Conditions to be Satisfied Prior to Issuance of a Building Permit**

3. The applicant shall provide driveway design specifications to the City Engineer and to the Fire Department demonstrating compliance with all applicable requirements and standards set forth in all applicable codes and regulations.

General Conditions

4. Construction of the driveway shall satisfy all applicable requirements and standards set forth in all applicable codes and regulations.

The motion was seconded by Jeremy Rutter.

Mr. Jasinski inquired if condition #3 applied to anyone putting in a driveway. Mr. Corwin stated that it did.

Roll Call Vote:

Voting in Favor – Mr. Garland, Mr. Jasinski, Ms. Hirai, Mr. Rutter, Ms. Romano, Ms. Chewning, Mr. Hall

Voting Against - None

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

A MOTION by Matthew Hall that the Lebanon Planning Board authorize the Chair to sign the amended Boundary Line Adjustment plat for PB2022-46-BLA, as such plat may be revised in accordance with the Planning Board's approval.

The motion was seconded by Jeremy Rutter.

Roll Call Vote:

Voting in Favor – Mr. Rutter, Ms. Romano, Ms. Chewning, Mr. Hall, Mr. Jasinski, Mr. Garland, Ms. Hirai

Voting Against - None

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

E. **Grafton County Economic Development Council & North County Council, 16 Cavendish Court (Tax Map 10, Lot 11, Plot 3600), zoned IND-L:** Request for a Site Plan amendment to construct additional parking. PB2022-48-SPR

Mr. Corwin stated that Staff has reviewed the application and requested that they postpone the hearing to December 12, 2022, at 6:30 PM.

(Mr. Nash's comments were not audible on the recording.)

A MOTION by Matthew Hall that the hearing of Grafton County Economic Development Council & North County Council, 16 Cavendish Court (Tax Map 10, Lot 11, Plot 3600), zoned IND-L, be postponed to December 12, 2022, at 6:30 PM.

The motion was seconded by Cori Hirai.

Roll Call Vote:

Voting in Favor – Mr. Garland, Ms. Hirai, Mr. Rutter, Ms. Romano, Ms. Chewning, Mr. Hall, Mr. Jasinski

Voting Against – None

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

2
3
4 **4. Other Business**

- 5
6 A. **Lane NH Holdings, LLC, Tax Map 48, Lots 1, 2 & 4, zoned R1, RO1, R3 &**
7 **RL3:** Conceptual review per Section 4.3 of the Site Plan Review Regulations for a proposed
8 multi-family project. PB2022-56-CON
9

10 Dave Fenstermacher of Engineering Ventures and Dan Boisvert appeared in support of the application.

11
12 Mr. Fenstermacher introduced the proposal for the property on Hanover St. Extension across from
13 Lebanon High School. The parcel is in three different districts, and the proposal is for possibly 436 units
14 including parking decks and surface parking with a clubhouse area. A wetlands survey was done, and the
15 project would be spanning them with bridges. Density is not yet known. The applicant will work with
16 Planning Staff to create the plan to mitigate traffic and stormwater and minimize the footprint. A mix of
17 1-, 2-, and 3-bedroom units is planned.
18

19 Mr. Hall inquired about the aesthetic, and Mr. Fenstermacher stated that traffic counts are coming along
20 with the impact on nearby intersections.
21

22 Ms. Hirai reported on online public feedback, which currently includes 200 signatures of residents
23 opposed to the impact on the wetlands and wildlife. She added that parking underneath is good, but there
24 is still a great deal of impervious surface. The traffic impact is likely to be huge given the current issues
25 with traffic near the site.
26

27 Mr. Corwin stated that they are not impacting wetlands except for the crossings which are allowed if
28 requirements are met. The Conservation Commission would review and comment on the special
29 exception application, and approval must be made before it reaches the Planning Board. Ms. Hirai
30 inquired about what the wetlands expert shared. Mr. Fenstermacher stated that there will be two crossings
31 which would be bridge spans open underneath, and they are working with Fish and Game. Ms. Hirai
32 inquired if they would address the affordable housing issue. Mr. Boisvert said they do not have that
33 answer currently. Ms. Hirai asked if there would be any study on the impact on schools and public
34 services. Mr. Corwin stated that those would be incorporated.
35

36 Ms. Romano expressed concern over another huge apartment complex, adding that it would be better if it
37 were townhomes as a step up.
38

39 Mr. Jasinski commented on traffic and the already difficult area and stated that he would want to see the
40 traffic study. Mr. Garland stated that there is a study of Route 120 that could be reviewed.
41

42 Mr. Rutter stated that there are historical artifacts that include the kilns on the property. The history
43 should be explored. Mr. Boisvert stated that they are incorporating them into the property.
44

45 Mr. Hall suggested that decreasing impervious surfaces would be advisable.
46

47 Ms. Hirai stated that it is desirable to create community spaces within the buildings to create a sense of
48 community.
49

50 Chair Garland noted that there is a need for a site visit following the formal application.
51

1 Mr. Rutter inquired about the depth of the pond. Mr. Fenstermacher stated that it is just a few feet deep.

2
3 Ms. Romano noted that the Board has stressed the importance of outdoor space for residents to sit or
4 relax.

5
6 Ms. Hirai stated that the wildlife corridors should be considered for crossing and movement.

7
8 Mr. Reichert stated that communications with Board members must happen in a public hearing, which is
9 the only way to have an equal playing field. It is necessary to communicate in writing or by appearing.

10
11 Mr. Corwin noted that it helps to review the Rules of Procedure.

12
13
14 **B. Marek Lebanon, LLC, 343 Mount Support Road, Tax Map 24, Lot 1, zoned R1 &**
15 **RL3: Review of a minor alteration to an approved site plan (PB2020-11-SPR) per Section 9.2 of the Site**
16 **Plan Review Regulations**

17
18 Ms. Hirai stated that she didn't understand the degree of the changes. Mr. Corwin explained that the
19 applicant has made a list of changes, which are insignificant and don't require a site plan amendment and
20 a full application.

21
22 Mr. Fenstermacher of Engineering Ventures appeared in support of the applicant.

23
24 Mr. Hall inquired if parking was altered. Mr. Fenstermacher stated that it was the same.

25
26 Mr. Jasinski stated that he would accept the staff recommendations if they don't impact the current
27 conditions and waivers. Mr. Corwin said they would not, and there was no need to bring it back to the
28 Board.

29
30
31 **C. Zoning Amendments - Review of proposed amendments to the Zoning Ordinance and**
32 **Zoning Map**

33
34 Mr. Corwin stated that the amendments were presented to the Planning Board in September. They went to
35 City Council in October, where they were voted to be put through review by the other boards and legal
36 counsel. The Amendments would then go back to City Council to set a public hearing date and adopt the
37 ones they can adopt per Section 1000. Those adopted would go on the March ballot for voter approval.
38 The Amendments have been reviewed by legal counsel, who made some minor changes. The most
39 significant one related to signs from the highway at Exit 20. Section 608 will be used to address the signs.
40 The City Council is looking for review and comment, and an informational session was held at Lebanon
41 Library, and there will be more.

42
43 The Board members discussed the EV amendment. Mr. Hall disagreed with including it as an amendment
44 because Liberty Utilities cannot support the charging of certain vehicles. Mr. Jasinski noted that before
45 the City can enforce regulations for site plans, the Board must be sure the City can accommodate those
46 regulations. Mr. Rutter stated that the Board must trust Mr. Corwin and asked for the definition of a
47 "renewable energy system". Mr. Corwin stated that it was in Appendix A.

48
49 **A MOTION by Mathew Hall to extend the meeting to 9:45 PM.**

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

Roll Call Vote:

Voting in Favor – Mr. Garland, Ms. Hirai, Mr. Rutter, Ms. Romano, Ms. Chewning, Mr. Hall, Mr. Jasinski

Voting Against – None

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

Mr. Corwin stated that there aren't many standards determining the bonus for use of the PURD tool. More substance should be used in determining that bonus, and it should have been amended already. Other density bonuses are being filled in. There is a need to apply reasonable standards when granting bonuses. The Board members discussed the types of units.

Mr. Rutter stated that he is in favor of the Cottage concept. Mr. Hall stated that he has heard very enthusiastic comments about the Cottage concept.

Mr. Corwin stated that consensus is required for any comments going to the City Council.

Ms. Romano stated that she is concerned about density bonuses reaching 40%.

Mr. Hall proposed a motion that the Planning Board convey comments to the City Council regarding the proposed Zoning Amendments including enthusiastic support of the cottage concept, concern about the density bonus reaching too high a value, and concern that mandating universal Electric Vehicle (EV) charging in the proposed regulations given the inability for utilities to provide that degree of service. The Board members continued their discussion.

Chair Garland invited Public Comment:

Chris Hidari of Ward 3 stated that she attended the information meeting at the library. There were many questions about density and other amendments going before the public, particularly the one regarding the signs. She noted that several multi-use proposals are not including retail along with housing, which is not making retail available to neighborhoods. She asserted that in terms of improving quality of life, the amendments are making density higher and the problem bigger.

A MOTION by Matthew Hall to extend the meeting to 10:00 PM.

The motion was seconded by Cori Hirai.

Roll Call Vote:

Voting in Favor – Mr. Garland, Ms. Hirai, Ms. Romano, Mr. Hall, Ms. Chewning

Voting Against – Mr. Rutter, Mr. Jasinski

***The MOTION was approved (5-2).**

Ms. Romano suggested the City encourage EV charging installations or infrastructure but not require it.

Mr. Corwin recommended that the Board members bring motion suggestions to the next meeting and continue the discussion.

Mr. Reichert noted Liberty's inability to provide power and the nature of requirements.

Ms. Hirai noted that an EV charging station requires an additional 220 outlet.

5. Approval of Minutes

1
2 A. October 10, 2022
3

4 ***A MOTION by Cori Hirai to approve the Planning Board Minutes of October 10, 2022, as presented.***
5 ***The motion was seconded by Matthew Hall.***
6

7 ***Roll Call Vote:***

8 ***Voting in Favor – Ms. Hirai, Mr. Garland, Ms. Romano, Mr. Rutter, Mr. Hall, Ms. Chewning***

9 ***Voting Against – Mr. Jasinski***

10 ****The MOTION was approved (6-1).***
11

12 Chair Garland reported on a call with DOT regarding Rte. 120. They said one proposal was to eliminate
13 the left-turn lanes by installing “butterfly” turns. Chair Garland also announced that he was conducting
14 his last meeting as chair and would not seek reelection in January. The Board members expressed their
15 appreciation for his years of service.
16

17
18 **6. Adjournment**
19

20 ***A MOTION by Matthew Hall to adjourn the meeting.***

21 ***The motion was seconded by Jeremy Rutter.***
22

23 ***Roll Call Vote:***

24 ***Voting in Favor – Mr. Garland, Ms. Hirai, Mr. Rutter, Ms. Romano, Ms. Chewning, Mr. Hall, Mr.***
25 ***Jasinski***

26 ****The MOTION was approved (7-0).***
27

28 The meeting was adjourned at 9:53 PM.
29

30 Respectfully submitted,
31

32 Holly Howes

33 Recording Secretary