



**LEBANON MINOR SITE PLAN COMMITTEE
FEBRUARY 23, 2023 - 1:30 PM
MEETING ROOM 3, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

-
- 1. Call to Order**
 - 2. Notice of Regional Impact**
 - 3. Public Hearing Items**
 - A. Woodrow Fitness, LLC, 33 Morgan Drive (Tax Map 10, Lot 11, Plot 700), zoned IND-L:** Applicant proposes site improvements related to the conversion of the existing pool area into four (4) classrooms, lap pools and a smaller pool. PB2023-11-MSP
 - 4. Other Business**
 - 5. Approval of Minutes**
 - A. October 27, 2022
 - B. November 3, 2022
 - 6. Adjournment**

The order of agenda items is subject to change.

Meetings are open for in-person and remote attendance. Members of the public that wish to attend remotely may do so by going to LebanonNH.gov/Live where you will find instructions on how to enter the meeting. Members of the public will be able to participate and ask questions through the City's virtual platform or by phone. Please note: Should technical difficulties occur during the meeting that disrupts virtual or phone connection(s), the meeting will continue without remote access capabilities.

APPLICATION FOR

SPECIAL EXCEPTION	☐	☐	SITE PLAN REVIEW
VARIANCE	☐	☐	SUBDIVISION
MOTION FOR REHEARING	☐	☐	LOT LINE ADJUSTMENT
APPEAL OF AN ADMIN. DECISION	☐	☐	CONDITIONAL USE PERMIT
☒ OTHER		Minor Site Plan	

PROPERTY OWNER (APPLICANT):

NAME: Woodrow Fitness, LLC TEL.#: Tel#: 603-643-7720

MAILING ADDRESS: Woodrow Fitness, LLC, 33 Morgan Drive, Lebanon, NH 03786

E-MAIL ADDRESS: Elizabeth Asch e.austin.asch@gmail.com

CO-APPLICANT, AGENT, OR LESSEE:

NAME: Tim Engelberth TEL.#: 802.846.2333

MAILING ADDRESS: Engelberth Construction, Inc., 150 Water Tower Circle, Colchester, VT 05446

E-MAIL ADDRESS: tim.engelberth@engelberth.com

PROJECT LOCATION:

TAX MAP #: 10 LOT#: 11 PLOT #: 7 ZONE: IND-1

STREET ADDRESS OF PROJECT: 33 Morgan Drive

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

FLOOD PLAIN ☐ YES ☒ NO

SCOPE OF PROJECT:

Convert pool area into 4 classrooms, lap pools
and smaller pool.

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: Health Club

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 23Feb23 unless I personally request, in writing, that the Board delay its determination of completeness to a later date.

PROPERTY OWNER: Elizabeth Asch resubmitted 6Feb23 DATE: 10/04/2022

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 #			
2/6/2023	10-11-700	PB2023-			

11-mSP

(1 set Required 4/10/14/20)



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

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

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

- An Application, completed in full and signed by the property owner [§3.2.B.7.a]*
- This Support Statement, completed in full and signed by the applicant [§3.2.B.7.b]*
- Payment of the appropriate filing fees [§3.2.B.7.c]*
- A completed Public Hearing Notification List [§3.2.B.7.d]*
- A digital copy of the site plan set, prepared in accordance with the requirements of §3.2.B.7.e, in .PDF format*
- Optional: photos and any other materials in support of your application*

II. PROJECT DESCRIPTION

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

_____ Convert existing pool area into 4 classrooms, lap pools and smaller pool. construct egress walkways for life safety. _____

III. SITE PLAN TECHNICAL CHECKLIST

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

Page 2 of 2

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

X



6 February 2023

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

Re: Minor Site Plan Lot 10-11-7
Morgan Drive

Dear Mr. Corwin:

Woodrow Fitness, LLC owns the project parcel on Morgan Drive. The owner intends to perform a pool area renovation. There will be no new footprint created. The existing building has two pools: a lap pool and a larger pool. The proposal is to turn the lap pool area into 4 classrooms. The larger pool area will have small mechanical lap pools and a reduced size therapy pool.

This application is the same as the one submitted on 11Oct22. The plans have more detail on the drainage system. Also, the grading for the classrooms requires some removal and replacement of paving in front of the classrooms.

The renovations will place 4 exit doors on the northerly wall which exits into the paved alley between RVC and the Fit Kids building. The alley is currently paved up to the building. We proposed to construct two common exits. We also intend to reduce the width of the alley to a consistent 16'. The area between exit paths, up to the edge of the alley, will have pavement removed, drainage installed, and grass planted.

The therapy pool area will include an egress to the east. The egress will include a 6' wide walkway to the alley. The drainage in the pool area needs to be rehabilitated, as this area often floods. It has flooded into a mechanical room adjacent to the therapy pool. The proposed drain improvements will hopefully remedy this situation.

The proposed site work represents a reduction in net impervious area. The reduction is approximately 216sf. The calculations are on the cover sheet.

The renovated area is intended to be occupied by current River Valley Club customers. No additional parking is required. Parking numbers are on the attached calculation sheet and shown on the plan set cover sheet. No additional traffic will be generated.

RVC Pool Renovation
City of Lebanon
6Feb23

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

Sincerely,

Daniel A. Nash, PE
Principal

Attached:
-Application
-Support Statement/Checklist
-Abutters List
-Parking calculation sheet

CC: David Roy, Wiemann Lamphere Architects
Tim Engelberth, Engelberth Construction

M:\2022_projects\22-020\planningboard\application_6Feb23\col_RVC_6feb23.docx

NOTIFICATION LIST

LOT 10-11-7

4 OCTOBER 2022
resubmitted 6Feb23

A. SUBJECT PROPERTY

LOTS 10-11-7

LOCATION: MORGAN DRIVE

OWNER & APPLICANT:
WOODROW FITNESS, LLC
33 MORGAN DRIVE
LEBANON, NH 03766

B. ABUTTERS

LOT 10-11-100

LOCATION: CENTERRA PRKWAY

CP CENTERRA, LLC
300 THIRD AVENUE, SUITE 2
WALTHAM, MA 02451

LOT 10-11-300

LOCATION: CENTERRA PRKWAY

R1 LEBANON 2014 LLC
25 FOOTHILL STREET, SUITE 1A
LEBANON, NH 03766

LOT 10-11-400

LOCATION: CENTERRA PRKWAY

STATE OF NEW HAMPSHIRE
25 CAPITOL STREET
CONCORD, NH 03301

LOT 10-11-1000

LOCATION: MORGAN DRIVE

TSS MORGAN DRIVE LLC
19 MORGAN DRIVE
LEBANON, NH 03766

LOT 10-11-1200

LOCATION: MORGAN DRIVE

20 MORGAN DRIVE CONDO ASSN
PO BOX 267
HANOVER, NH 03755

LOT 10-11-2000

LOCATION: CENTERRA PRKWAY

HOCO LLC
46 CENTERRA PARKWAY, RM 310
LEBANON, NH 03766

LOT 10-11-2100

LOCATION: LAFAYETTE STREET

WOODBIDGE PROPERTIES
11 LAFAYETTE STREET
LEBANON, NH 03766

LOT 10-11-2300

LOCATION: CENTERRA PRKWAY

CENTERRATECH LLC
46 CENTERRA PARKWAY, RM 310
LEBANON, NH 03766

LOT 10-11-2400

LOCATION: CENTERRA PRKWAY

CENTERRATECH LLC
46 CENTERRA PARKWAY, RM 310
LEBANON, NH 03766

LOT 10-11-3800

LOCATION: CAVENDISH COURT

FLUENT, INC
2600 ANSYS DRIVE
CANONSBURG, PA 15317

C. CONSULTANTS

CONTRACTOR/OWNER'S AGENT

TIM ENGELBERTH
ENGELBERTH CONSTRUCTION, INC
150 WATER TOWER CIRCLE
COLCHESTER, VT 05446

CIVIL ENGINEER

ADVANCED GEOMATICS AND DESIGN
PO BOX 512
105 BANK STREET
LEBANON, NH 03766

ARCHITECT

WIEMANN LAMPHERE ARCHITECTS
525 HERCULES DRIVE
COLCHESTER, VT 05446

WOODROW FITNESS, LLC

LEBANON, GRAFTON COUNTY, NEW HAMPSHIRE

CONSTRUCTION PLANS

OWNER/APPLICANT
WOODROW FITNESS, LLC
33 MORGAN DRIVE
LEBANON, NH 03766

CONSULTANTS

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

CONTRACTOR/OWNER'S AGENT
TIM ENGELBERTH
ENGELBERTH CONSTRUCTION
150 WATER TOWER CIRCLE
COLCHESTER, VT 05446

ARCHITECT
WIEMANN LAMPHERE ARCHITECTS
525 HERCULES DRIVE
COLCHESTER, VT 05446

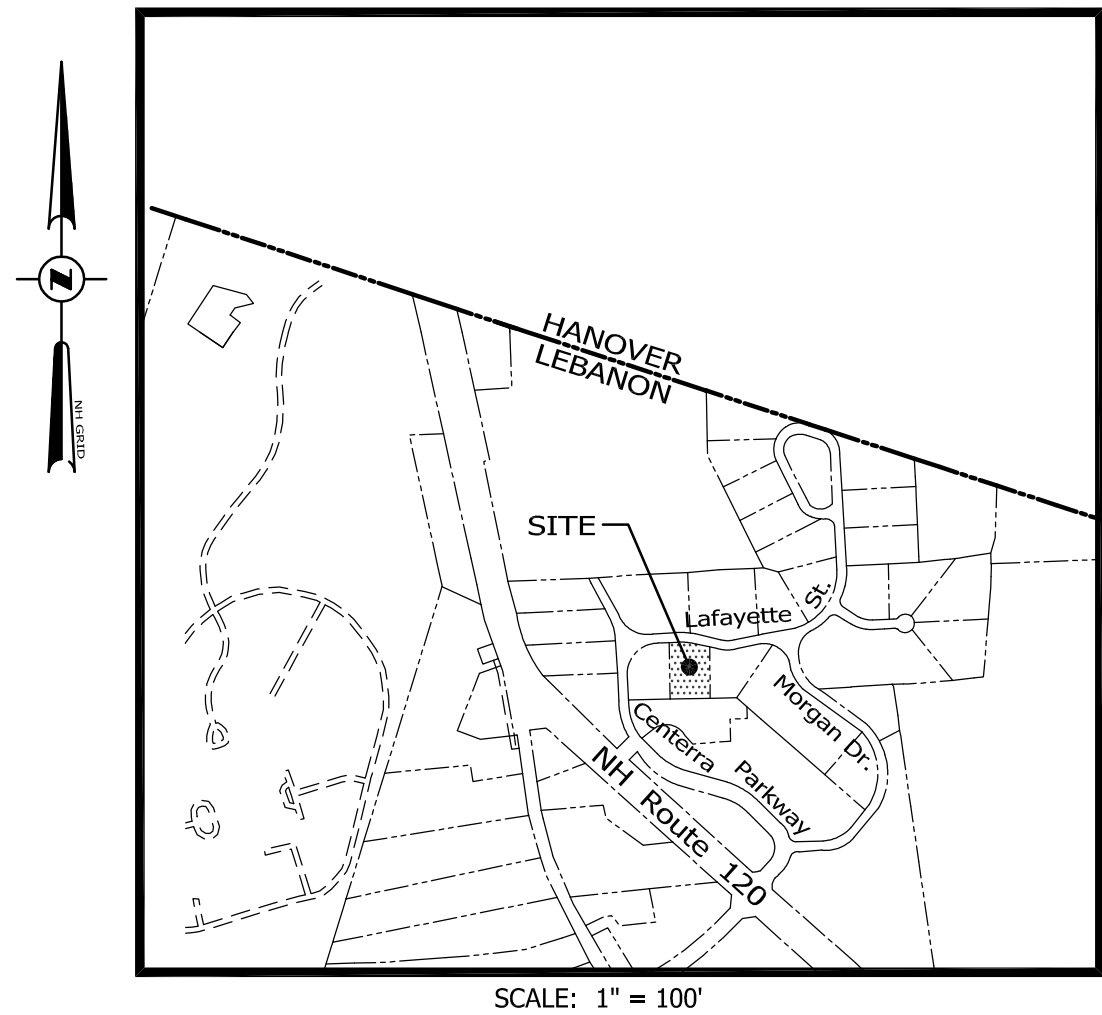
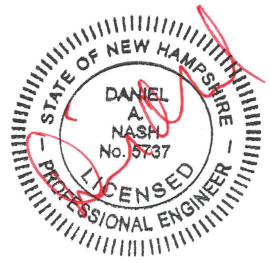


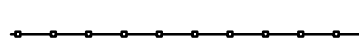
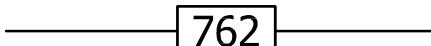
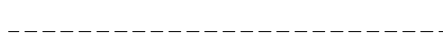
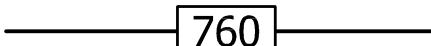
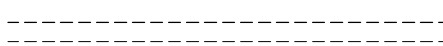
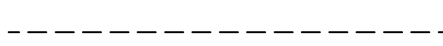
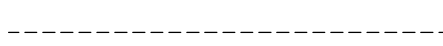
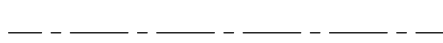
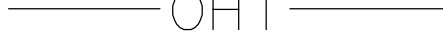
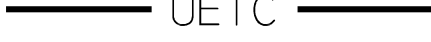
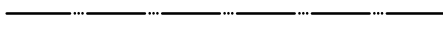
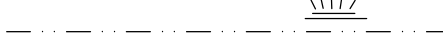
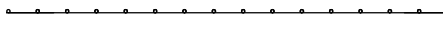
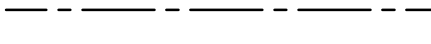
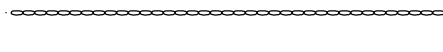
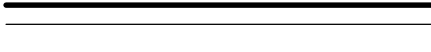
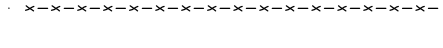
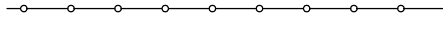
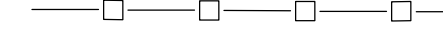
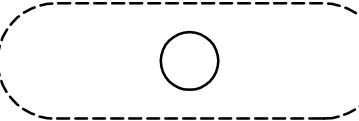
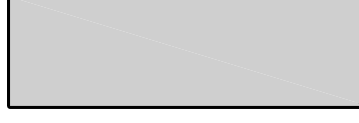
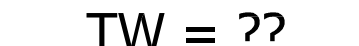
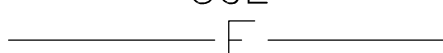
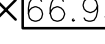
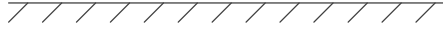
TABLE OF CONTENTS		
SHEET NUMBER		
2	LEGEND	G-1
3	OVERALL EXISTING CONDITIONS PLAN	X-1
4	EXISTING CONDITIONS PLAN	X-2
5	SITE PLAN	C-1
6	DETAILED SITE PLAN	C-2
7	DRAIN PLAN/PROFILE	C-3
8	SITE DETAILS	D-1
9	DRAIN DETAILS	D-4

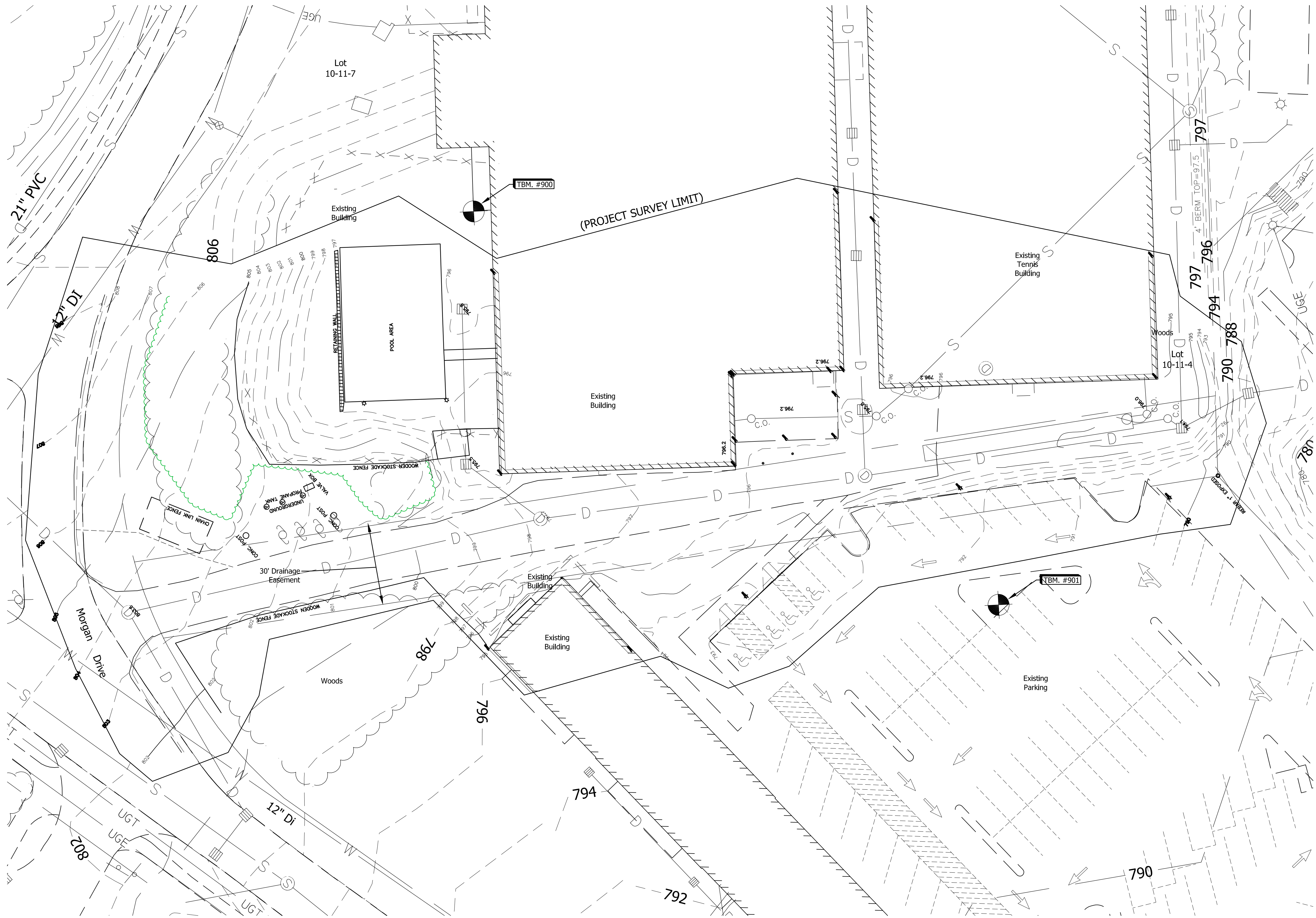
ZONING COMPARISON - IND-L DISTRICT			
	EXISTING	PROPOSED	REQUIRED
LOT SIZE	10.14 Acres	10.14Ac	2 Acres
FRONTAGE:			
LAFAYETTE STREET	256'	256' (SEE NOTE 1)	200'
FRONT YARD:	-	172'	40'
REAR YARD:	-	30'	20'
SIDE YARD:			
EAST	-	0' (SEE NOTE 1)	20'
WEST	-	30'	20'
BUILDING FOOTPRINT (s.f.):	-	-	
-WOODROW FITNESS	34,450sf	34,450sf	
-TENNIS BUILDING	24,000sf	24,000sf	
-FIT KIDS DAYCARE	5,250sf	5,250sf	
BLDG.COVERAGE(sf) -TOTAL	63,700sf	63,700sf	
% BLDG.COVERAGE	14.4%	14.4%	50%
IMPERVIOUS COV.(sf)	246,111sf	245,895sf	
% IMPERVIOUS COV.	55.7%	55.7%	NONE
HEIGHT	45'	45'	65' max.
USE:	HEALTH CLUB	HEALTH CLUB	
PARKING (REG./HC.)	-	-	-
-WOODROW FITNESS	287	287	282
-FIT KIDS DAYCARE	102	102	64
-TOTAL	389	389	346

- NOTES:
1. THIS PARCEL IS SHOWN AS LOT 10-11-7 ON THE LEBANON TAX MAPS. THE PARCEL IS LOCATED AT 33 MORGAN DRIVE.
 2. THIS PARCEL IS SERVED BY MUNICIPAL WATER AND SEWER.
 3. THIS PARCEL IS NOT SUBJECT TO THE WETLANDS OVERLAY DISTRICT.
 4. THIS PARCEL IS NOT SUBJECT TO THE FLOOD OVERLAY DISTRICT.
 5. SUBJECT PARCEL IS ZONED IND-L AND IS PART OF THE OFFICE SECTOR OF CENTERA PLANNED BUSINESS PARK.
 6. FIT KIDS DAYCARE WAS APPROVED BY LEBANON PLANNING BOARD (PB2015-15-SPR)
 7. TENNIS COURT SITE PLAN WAS APPROVED BY LEBANON PLANNING BOARD AND SUBJECT TO CONDITIONS (PB2022-18-SPR).



12/21/2022
POOL REHAB
PN: 22-020

EXISTING LEGEND				EXISTING LEGEND(CONT.)				PROPOSED LEGEND				PROPOSED LEGEND(CONT.)			
	Boundary Corner	X 66.9	Spot Elevation		BOLLARD		DUMPSTER FENCE								
	Iron Pipe (Found)		Approximate Boundary Line		CLEANOUT		PAINTED/NO PARKING								
	Rebar (Found)		Approximate Rlght-Of-Way Line		UTILITY POLE		2' CONTOUR								
	Stone Monument (Found)		Existing 1'/2' Contour		UTILITY POLE ANCHOR		10' CONTOUR								
	Survey Traverse Point		Existing 5'/10' Contour		LIGHT POLE		GAS LINE								
	Survey Control Disk		Curb		LIGHT		DRAIN LINE								
	Shrub		Edge Of Pavement		SEWER MANHOLE		UNDERDRAIN LINE								
	Hardwood Tree		Edge Of Gravel		DRAIN MANHOLE		WATER LINE								
	Softwood Tree		Painted White Line		RISER		SEWER LINE								
	Cleanout		Painted Yellow Line		CATCH BASIN		SEWER FORCEMAIN								
	Utility Pole		Overhead Electric/Telephone		YARD DRAIN		U.G. ELECTRIC								
	Light Pole		Overhead Electric		ELECTRIC MANHOLE		U.G. TELEPHONE								
	Bollard Light		Overhead Telephone		TELEPHONE MANHOLE		U.G. ELECTRIC/TELEPHONE								
	Light		U.g. Electric/Telephone/Cable		COMMUNICATION MANHOLE		U.G. ELECTRIC/TELEPHONE/CABLE								
	Utility Pole Anchor		Edge Of Brook/River		PROPANE TANK		RETAINING WALL								
	U.g. Electric Junction Box		Edge Of Wetland		U.G. TELEPHONE BOX		REDI-ROK RETAINING WALL								
	U.g. Electric Transformer		Guard Rail		U.G. CABLE TV BOX		CENTERLINE ROAD								
	U.g. Telephone Box		Stonewall		U.G. ELECTRIC JUNCTION BOX		CURB								
	U.g. Cable Tv Box		Wire Fence		U.G. ELECTRIC TRANSFORMER		EDGE OF WOODS								
	Curb Stop		Chainlink Fence		GATE VALVE		LIMIT OF DISTURBED								
	Gate Valve		Rail Fence		CURB STOP		BARRIER FENCE								
	Fire Hydrant		Drain Line		FIRE HYDRANT		UNDERGROUND PROPANE TANK								
	Drilled Well		Underdrain Line		DRILLED WELL		BUILDING ADDITION								
	Monitor Well		Water Line		SIGN		TOP OF WALL ELEVATION								
	Catch Basin		Sewer Line		PARKING SPACE NUMBER		GREASE TRAP/GRIT-OIL SEPARATOR								
	Drain Manhole		Sewer Forcemain		HANDICAP PARKING SPACE										
	Sewer Manhole		U.g. Electric		STORM WATER TREATMENT DEVICE										
	Riser		U.g. Telephone		DETECTABLE SURFACE (TRUNCATED DOME)										
	Telephone Manhole		Edge Of Woods		SPOT ELEVATION										
	Electric Manhole		Retaining Wall		UNDERDRAIN										
	Communication Manhole		U.g. Propane		DUMPSTER										
	Propane Tank		Edge Of building		BIKE RACK										
	Sign														

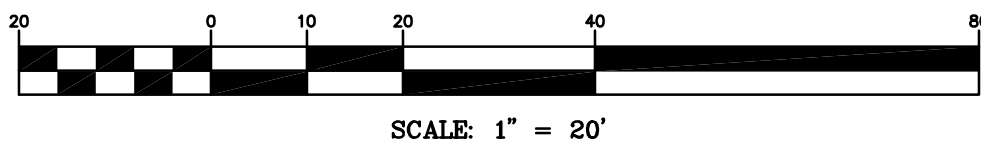


T.B.M. #900
PAINTED CORNER
CONCRETE SLAB
ELEV. = 796.14

T.B.M. #901
TOP LIGHT
POLE BASE
ELEV. = 792.94

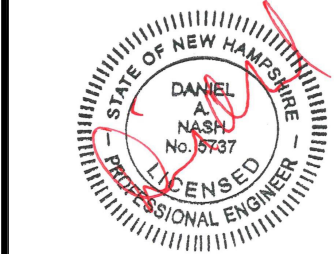
NOTES:

1. SURVEY OF PROJECT AREA WAS PERFORMED IN NOV 2022. EXISTING CONTOUR DATA IS ONE FOOT.
2. TOPO DATA OUTSIDE LIMITS OF CURRENT FIELD SURVEY FROM CITY OF LEBANON GIS DATA, 2' CONTOURS.



ADVANCED GEOMATICS & DESIGN

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



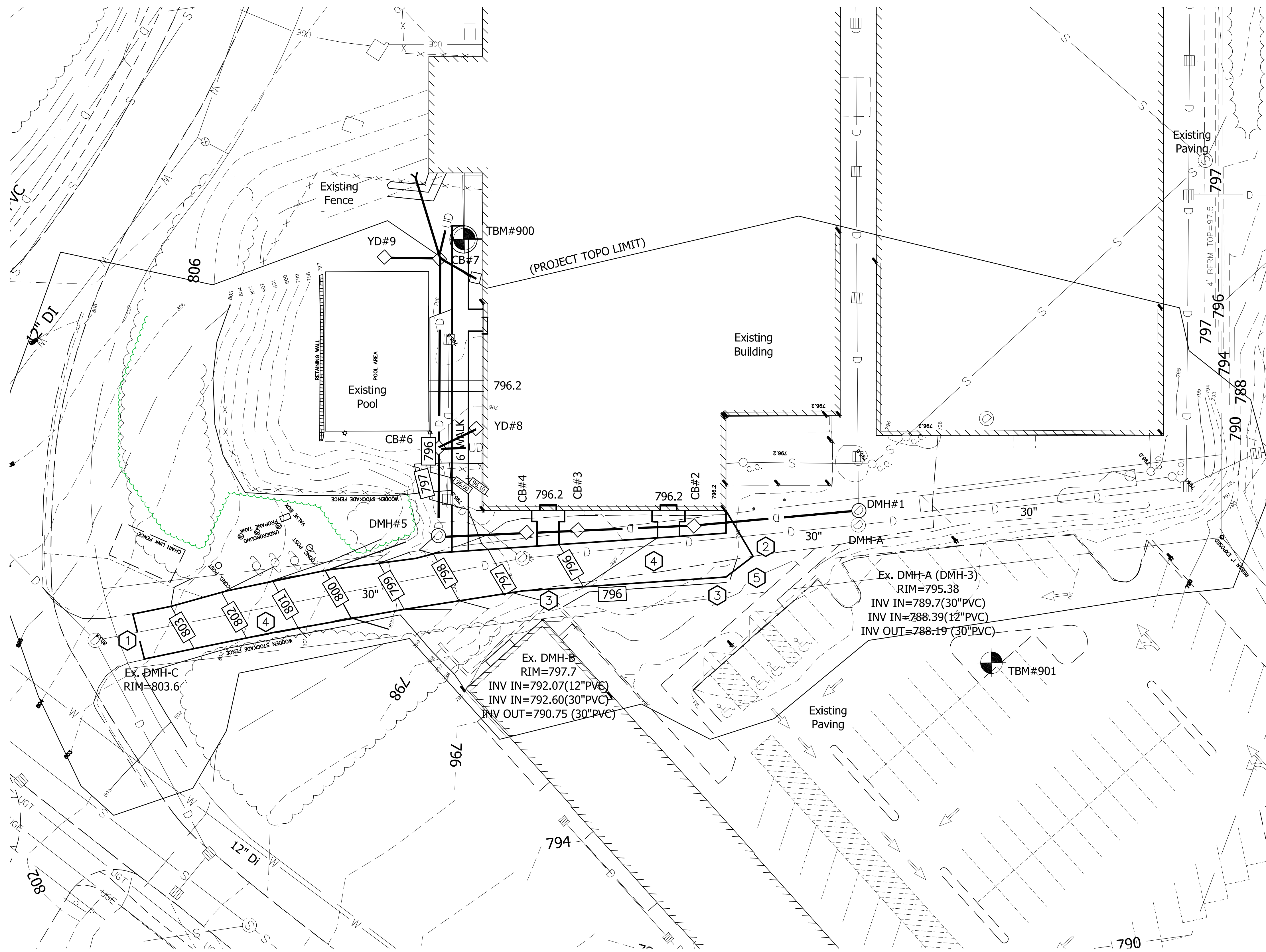
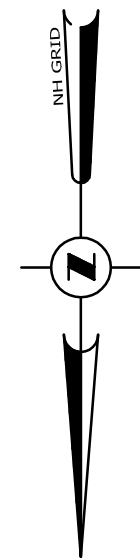
SURVEYED: GIS/PATON
DESIGNED: DAN
DRAWN: DAN
CHECKED: DAN
DATE: 12/21/2022

WOODROW
FITNESS

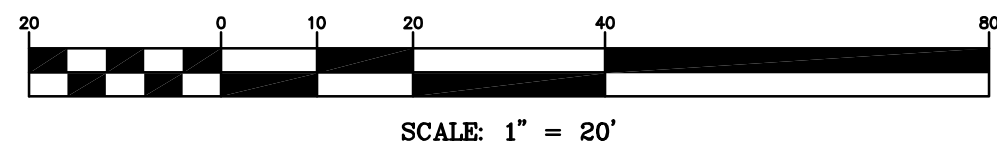
EXISTING
CONDITIONS

X-2

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ADVANCED GEOMATICS & DESIGN
DWG: 22020\22020-BA_WORK



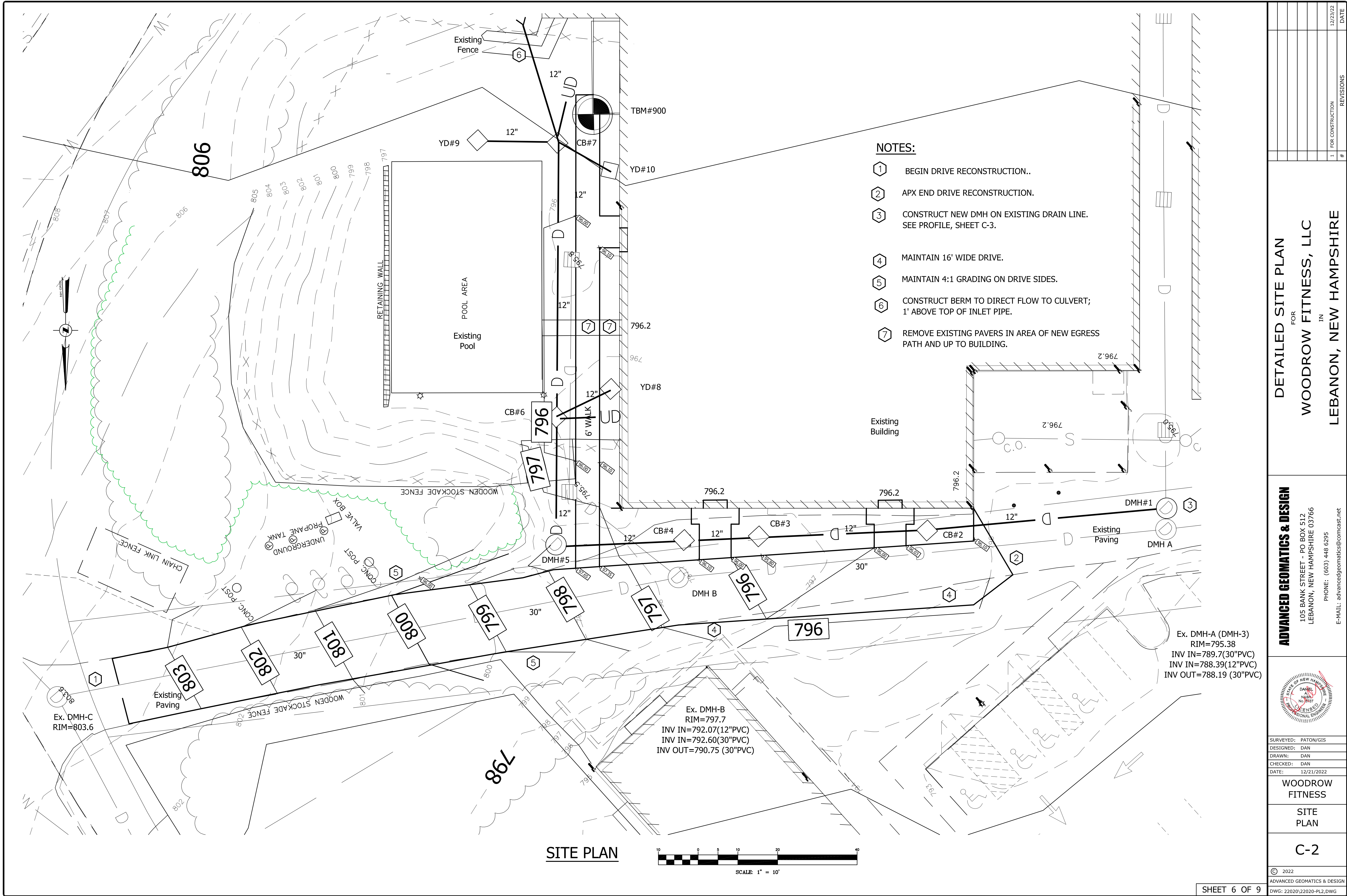
SITE PLAN

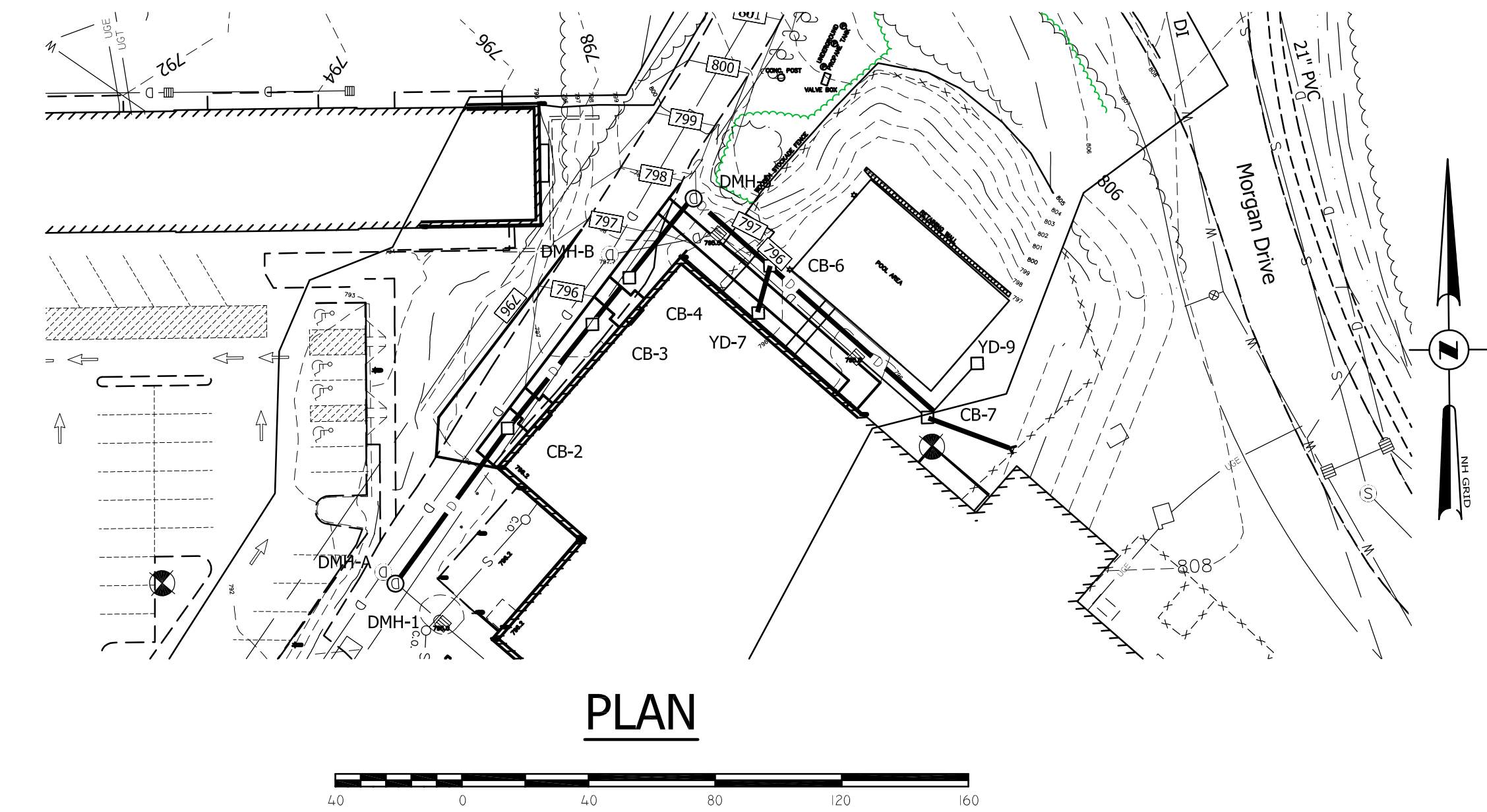


NOTES:

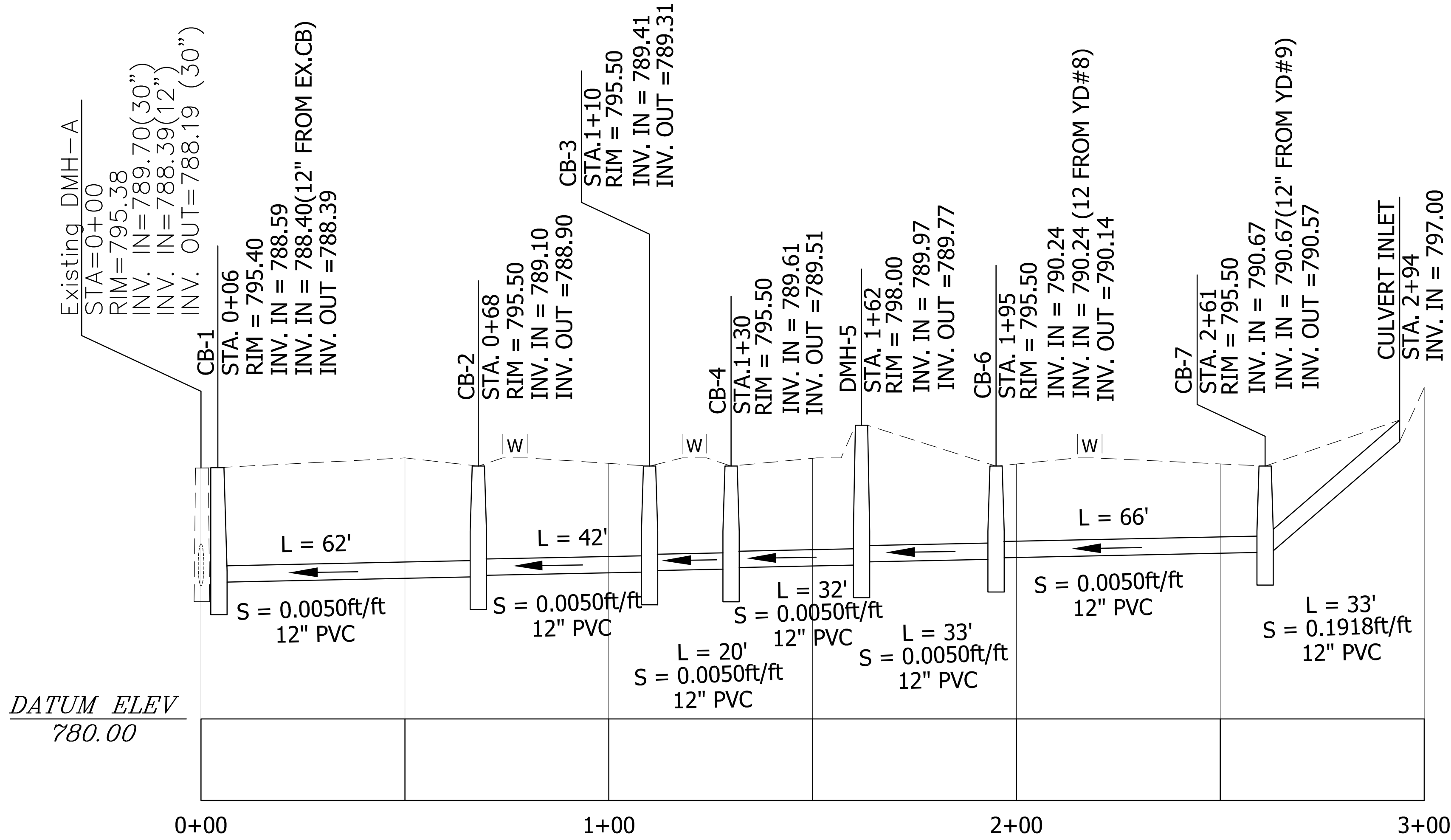
1. APPROXIMATE LIMIT OF DRIVE RECONSTRUCTION. DESIGN INTENT IS THAT DRIVE PROFILE GRADE NOT EXCEED 5%.
2. APX LIMIT OF DRIVE REGRADING.
3. MAINTAIN MINIMUM 16' DRIVE WIDTH.
4. EXCAVATE AND RECONSTRUCT DRIVE, FULL DEPTH.
5. 10' TAPER TO EXISTING EDGE OF PAVEMENT.
6. NEW DRAIN LINE CONSTRUCTION SHALL PROCEED FROM DMH#1 AND PROCEED UPSTREAM. TO ENSURE BUILDING NOT BE FLOODED DURING CONSTRUCTION, PROCEED TO CB#4 BEFORE DEMO OF EXISTING DRAINAGE. MAINTAIN AN OPEN FLOW CHANNEL AT THE END OF EACH DAY TO ENSURE FLOW AND PREVENT FLOODING OF BUILDING.

ADVANCED GEOMATICS & DESIGN		SITE PLAN	
105 BANK STREET - PO BOX 512 LEBANON, NEW HAMPSHIRE 03766 PHONE: (603) 448 6295 E-MAIL: advancedgeomatics@comcast.net		FOR WOODROW FITNESS, LLC IN LEBANON, NEW HAMPSHIRE	
SURVEYED: PATON/GIS			
DESIGNED: DAN			
DRAWN: DAN			
CHECKED: DAN			
DATE: 12/21/2022			
WOODROW FITNESS			
SITE PLAN			
C-1			
© 2022			
ADVANCED GEOMATICS & DESIGN			
DWG: 22020\22020-PL2.DWG			
		12/23/22	DATE



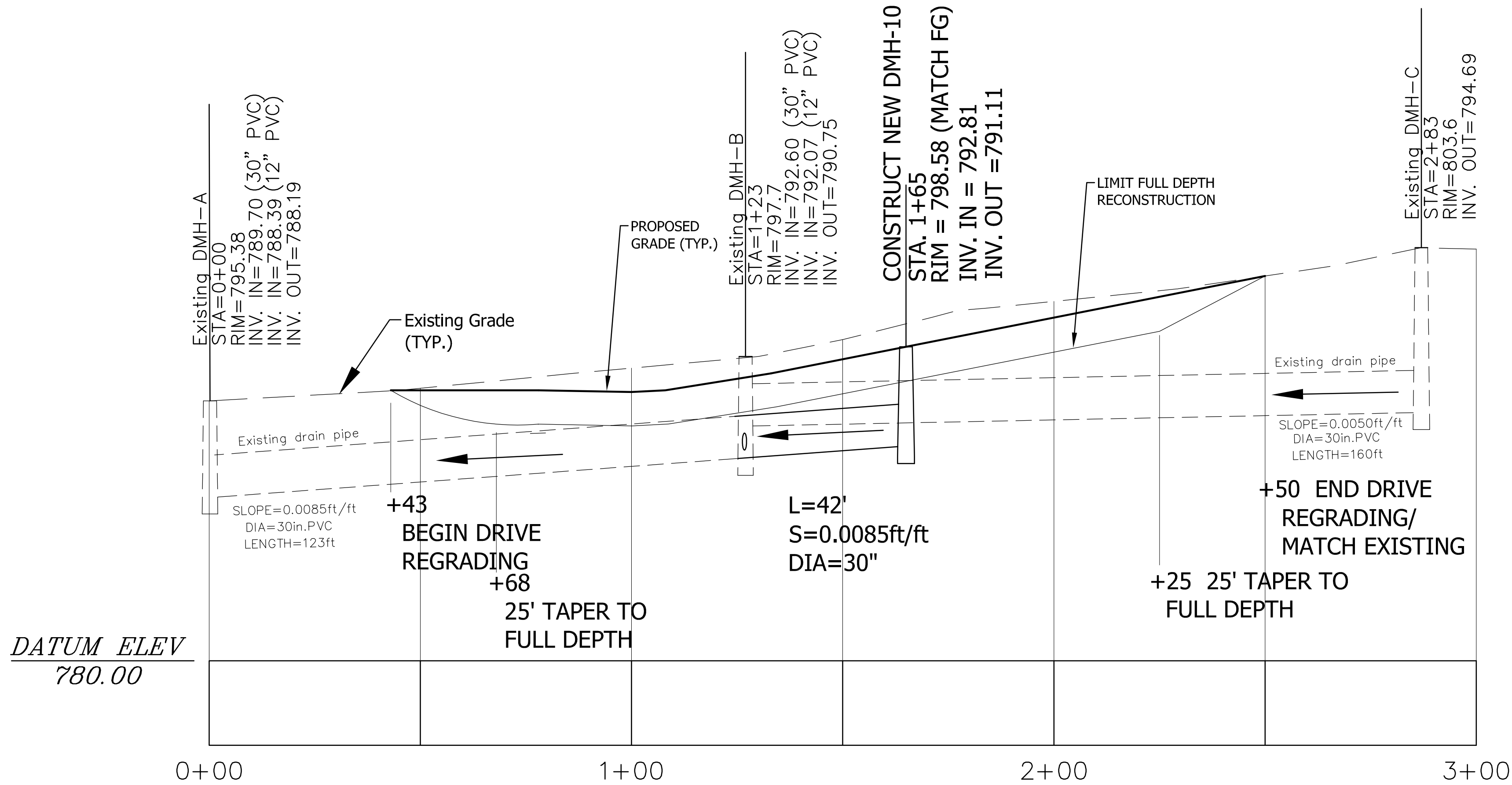


PLAN



DRAIN PROFILE (CL-D1)

SCALE: HORZ. 1" = 20'
VERT. 1" = 5'



ROADWAY AND EXISTING DRAIN PROFILE (CL-R1)

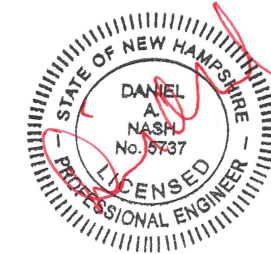
SCALE: 1" = 20' (H)
1" = 5' (V)

SHEET 7 OF 9

ADVANCED GEOMATICS & DESIGN

105 BANK STREET - PO BOX 512
LEBANON, NEW HAMPSHIRE 03766

PHONE: (603) 448 6295
E-MAIL: advancedgeomatics@comcast.net



SURVEYED: PATON/GIS
DESIGNED: DAN
DRAWN: KH
CHECKED: DAN
DATE: 12/21/2022

WOODROW
FITNESS

DRAINAGE
PLAN/PROFILES

C-3

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DWG: 22020\22020-PL2

DRAINAGE PLAN/PROFILES
FOR
WOODROW FITNESS, LLC
IN
LEBANON, NEW HAMPSHIRE

#	REVISIONS	DATE
1	FOR CONSTRUCTION	12/23/2022



- 1) ROADWAY CONSTRUCTION SHALL COMPLY WITH NHDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION, 2016 AND CITY OF LEBANON SUBDIVISION REGULATIONS.
- 2) GUARD RAIL SHALL BE USED WHERE SIDESLOPES EXCEED 3' HORIZONTAL AND 1' VERTICAL.
- 3) DESIGN SPEED = 15 M.P.H.
- 4) UNDERDRAIN REQUIRED WHERE GROUNDWATER WILL BE LESS THAN 4 FEET BELOW FINISHED GRADE. LOCATIONS TO BE DETERMINED IN THE FIELD.
- 5) THE DESIGN INTENT IS FOR CATCH BASIN RIMS TO BE SET 0.1 FOOT BELOW THE FINISH GRADE OF ADJACENT PAVEMENT.



1. HOT BITUMINOUS PAVEMENT: BASE COURSE 3/4" STONE
WEAR COURSE 3/8" STONE
2. CRUSHED GRAVEL TO BE COMPACTED TO 95% STANDARD PROCTOR.
3. ALL PAVEMENT MIX AND PAVING WORK SHALL COMPLY WITH NHDOT STANDARD SPECIFICATIONS FOR BRIDGE AND HIGHWAY WORK, 2010 EDITION.

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DRAFT

**LEBANON MINOR SITE PLAN COMMITTEE
THURSDAY, OCTOBER 27, 2022, 1:30PM
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

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

MEMBERS ABSENT: Brian Vincent (City Engineer)

1. Call to Order

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

2. Notice of Regional Impact

Mr. Corwin stated that the application of Colonial Plaza Realty Trust, 5 Airport Road (Tax Map 114, Lot 8), zoned GC does not have any potential for regional impact.

A MOTION by Tim Cohen that the application of Colonial Plaza Realty Trust, 5 Airport Road (Tax Map 114, Lot 8), zoned GC does not have any potential for regional impact.

The motion was seconded by Rebecca Owens.

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

3. Public Hearing Items

- A. Colonial Plaza Realty Trust, 5 Airport Road (Tax Map 114, Lot 8), zoned GC:** Applicant proposes a drive thru for a new restaurant tenant in an existing building, building #2, together with associated site improvements. PB2022-49-MSP

Mr. Corwin stated that Planning Staff has determined that the application is not complete enough, and the hearing will be postponed to Thursday, November 3, 2022, at 1:30 PM.

A MOTION by Tim Cohen that the hearing of Colonial Plaza Realty Trust, 5 Airport Road (Tax Map 114, Lot 8), zoned GC is postponed to Thursday, November 3, 2022, at 1:30 PM.

The motion was seconded by Duane Egner.

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

- B. Woodrow Fitness, LLC, 33 Morgan Drive (Tax Map 10, Lot 11, Plot 700), zoned IND-L:** Applicant proposes to convert existing pool area into four (4) classrooms, lap pools and a smaller pool, together with associated site improvements. PB2022-50-MSP

Mr. Corwin stated that the site improvements can be reviewed administratively, so the application has been withdrawn and removed from the agenda, and no hearing would be held.

1
2 **4. Other Business**

3
4 **5. Approval of Minutes**

5
6 A. September 8, 2022

7
8 *A MOTION by Rebecca Owens to approve the minutes of April 14, 2022, as presented.*

9 *The motion was seconded by Tim Cohen.*

10 **The MOTION was approved (3-0-1). Duane Egner abstained*

11
12 **3. Adjournment**

13
14 *A MOTION by Duane Egner to adjourn the meeting.*

15 *The motion was seconded by Tim Cohen.*

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

17
18 The meeting was adjourned at 1:36 PM.

19
20 Respectfully submitted,

21
22 Holly Howes

23 Recording Secretary

DRAFT

**LEBANON MINOR SITE PLAN COMMITTEE
THURSDAY, NOVEMBER 3, 2022, 1:30PM
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

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

MEMBERS ABSENT: Rebecca Owens (Planning Associate)

STAFF PRESENT: Calvin Hunnewell (Building Inspector)

1. Call to Order

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

2. Public Hearing Items

A. **Colonial Plaza Realty Trust, 5 Airport Road (Tax Map 114, Lot 8), zoned GC:** Applicant proposes a drive thru for a new restaurant tenant in an existing building, building #2, together with associated site improvements. PB2022-49-MSP - Continued from October 27, 2022

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

A MOTION by Tim Cohen that the application of Colonial Plaza Realty Trust, 5 Airport Road (Tax Map 114, Lot 8), zoned GC is complete enough for the Minor Site Plan Committee to accept jurisdiction and commence review.

The motion was seconded by Brian Vincent.

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

Dan Proulx, owner of the former Salt Hill Pub in West Lebanon, appeared in support of the application.

Mr. Proulx stated that the location would be operating as a restaurant for breakfast, lunch, and dinner and adding a drive-thru lane. Mr. Corwin stated that a building permit has been submitted and displayed the proposed site plan.

Mr. Parker noted that the new non-structural wall areas would need exit signs and emergency lighting.

Mr. Proulx confirmed that the pick-up window is flush to the building and not bumped out. The entire back of the building would have downlights.

1 Mr. Corwin inquired about the number of seats. Mr. Proulx stated that presently there are 144 seats, but
2 they are planning 84 seats. There will be no bar, and they will be serving Asian cuisine. The hours of
3 operation will likely be 6 AM to 9 PM. There is ample room for waiting traffic, and the pick-up lane
4 would be striped and marked as a drive-thru.

5
6 Mr. Corwin noted that the dumpsters need a permanent location. Mr. Proulx stated that they will be in the
7 previous location with a privacy fence. Mr. Corwin stated that the propane tanks would need privacy
8 landscaping, and there would need to be a condition of approval regarding the location of the dumpster
9 pads.

10
11 Mr. Vincent inquired about the entrance into the area. Mr. Proulx stated that most traffic comes from
12 Airport Road, and some comes from Route 12A.

13
14 Mr. Corwin closed the Public Hearing.

15
16 Mr. Cohen stated that a condition of approval would be that the entrance to the drive-thru be striped and
17 signed as a drive-thru only.

18
19 ***A MOTION by Mr. Corwin to approve the application of Colonial Plaza Realty Trust regarding 5***
20 ***Airport Road (Tax Map 114, Lot 8), zoned GG, for minor site plan review proposing a drive thru for a***
21 ***new restaurant in an existing building at the subject property together with associated site***
22 ***improvements, PB2022-49-MSP, including any and all submissions and testimony provided for and***
23 ***during the public hearing with the following conditions:***

24
25 **Conditions to be Satisfied Prior to Application for a Building Permit**

26
27 ***1. The applicant shall make the following revisions to the plan set to the satisfaction of the Planning***
28 ***and Development Department and the City Engineer:***

29
30 ***A. Provide the dimensions of the proposed dumpster pad and additional detail on the proposed***
31 ***landscaping screen, and verify that the dumpster pad will meet applicable setbacks.***

32
33 ***B. Identify pavement markings at the entrance to the drive through lane indicating drive through only.***

34
35 ***C. Provide additional detail on number and type of proposed shrubs and trees to be planted.***

36
37 ***The applicant shall provide the Planning and Development Department with one-full size copy of the***
38 ***revised plan sheet and a digital copy of the revised plan sheet saved in a PDF-A format for archival***
39 ***purposes.***

40
41 **Conditions to be Satisfied Prior to the Issuance of a Certificate of Occupancy**

42
43 ***1. All improvements depicted on the plan shall be completed, and shall be constructed as depicted***
44 ***on the approved plan, including any modifications to the plan as may be approved by the Minor Site***
45 ***Plan Committee in accordance with the Site Plan Review Regulations.***

46
47 ***Seconded by Tim Cohen.***

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

49
50
51 **3. Other Business**

1
2
3 **4. Approval of Minutes - postponed**
4

5 A. October 27, 2022
6

7 **5. Adjournment**
8

9 *A MOTION by Tim Cohen to adjourn the meeting.*

10 *The motion was seconded by Brian Vincent.*

11 **The MOTION was approved (4-0).*
12

13 The meeting was adjourned at 2:07 PM.
14

15 Respectfully submitted,
16

17 Holly Howes

18 Recording Secretary