



**LEBANON MINOR SITE PLAN COMMITTEE
APRIL 13, 2023 - 1:30 PM
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

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- 1. Call to Order**
 - 2. Notice of Regional Impact**
 - 3. Public Hearing Items**
 - A. Immersion Montessori School (applicant), Centurion Properties, Inc. (property owner), 434 North Main Street (Tax Map 2, Lot 15), zoned R-3:** Applicant requests minor site plan review for a proposed group day care facility approved by Special Exception on 12/5/22 (ZB2022-32-SE), together with associated site improvements. **PB2023-12-MSP - Continued from March 9, 2023**
 - 4. Other Business**
 - 5. Approval of Minutes**
 - A. March 9, 2023**
 - 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.

EXHIBIT A

Property Description

A certain tract or parcel of land situated in Lebanon, County of Grafton and State of New Hampshire, with a building thereon, bounded and described as follows:

Beginning at an iron pipe set in the ground on the easterly side of the highway leading from West Lebanon to Hanover, known as Route 10, which pipe marks the northwesterly corner of the premises of the Trustees of Trinity Baptist Church of Hanover and the southwesterly corner of the premises herein conveyed; thence N 21 degrees 50" E a distance of 106.1 feet, more or less, to an iron pin set in the ground; thence N 21 degrees 11' E a distance of 105.8 feet, more or less, to an iron pin set in the ground, both of the last two described courses being along the easterly side of Route 10, and the last described course being the northwesterly corner of the premises herein conveyed; thence S 68 degrees 06' 30" E a distance of 155.8 feet, more or less, to an iron pin set in the ground along premises now or formerly of Karl Michael; thence S 21 degrees 11' W a distance of 104.8 feet, more or less, to an iron pin set in the ground; thence S 21 degrees 32' W a distance of 107.2 feet, more or less, to an iron pin set in the ground, which iron pin marks the northeasterly corner of the premises of the said Trinity Baptist Church and the southeasterly corner of the premises herein conveyed; thence N 67 degrees 56' 30" W a distance of 156.6 feet, more or less, along the northerly boundary of said church premises to the point of beginning.

Being the same land all and the same land and premises that were conveyed to Henry E. Lewis by Muller-Lash, Inc., by deed dated June 1, 1961, and recorded in the Grafton County Registry of Deeds in Book 955, Page 315, to which deed and deeds and records therein referred to, reference may be had for a more particular description.

Being Lot No. 14 as shown on Tax Map #38 for the City of Lebanon, New Hampshire.

Also conveyed herein are the rights-of-way for access across property next southerly hereof and subject to granted rights-of-way across the subject premises as well as subject to and benefit from sewer easements, all of which appear in the deed from Henry E. Lewis to the Trustees of Trinity Baptist Church of Hanover, dated July 8, 1985, and recorded in Book 1552, Page 446 of the Grafton County Registry of Deeds wherein said rights-of-way and sewer easement are set forth as follows:

The Grantor also grants to the Grantee, its successors and assigns, a right-of-way across other property of the Grantor near northerly of the premises herein conveyed over the present driveway on the premises herein conveyed from Route 10 to the other premises of the Grantor northerly of the premises herein conveyed as the said driveway presently exists.

The Grantor and the Grantee each agree to maintain the portion of the above-described right of way on their respective properties.

The Grantor and Grantee agree that this property and remaining property of Grantor are subject to and benefit from sewer easement shown on K.A. LeClair Plan Project No. 26385, titled "Proposed Sewer Main, Lewis Property to Cambridge Place.

Meaning and intending to describe and convey all and the same premises conveyed to Centurion Properties, Inc. by Warranty Deed of Andrew E. Cunningham and Penny L. Cunningham, dated May 1, 2002, and recorded in the Grafton County Registry of Deeds in Book 2885, Page 916.

EXHIBIT B

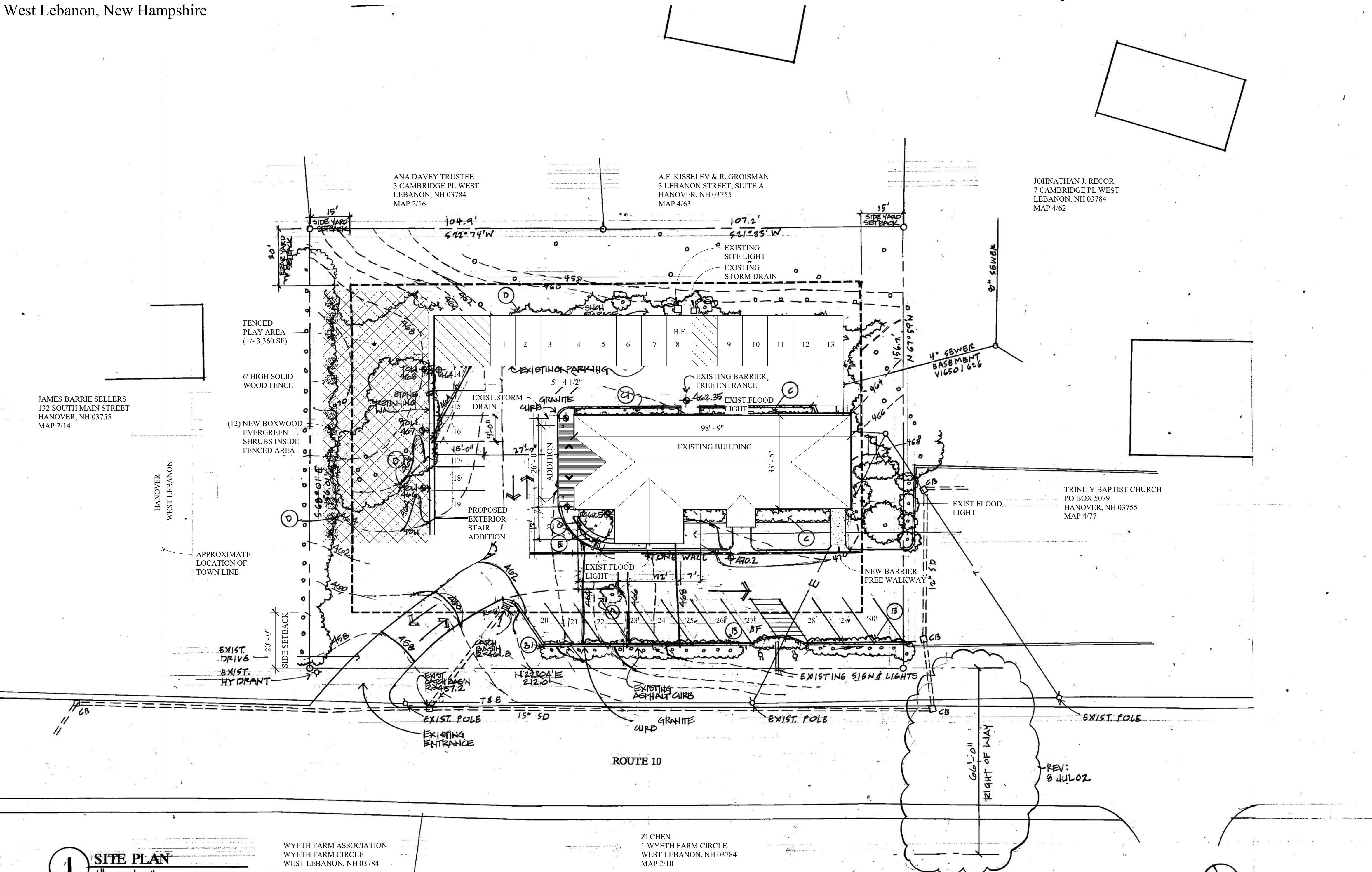
Permitted Encumbrances

1. Subject to rights-of-way and sewer easements set forth in deed of Lewis to the Trustees of Trinity Baptist Church, dated July 8, 1985, recorded in the Grafton County Registry of Deeds in Book 1552, Page 446.
2. Restrictions arising the land use and zoning regulations and ordinances of the City of Lebanon, New Hampshire.
3. All easements, restrictions or reservations of record.

DAY CARE FACILITY

IMMERSION MONTESSORI SCHOOL, LLC

West Lebanon, New Hampshire



1 SITE PLAN
1" = 20'-0"

NOTES:
1. THIS PLAN WAS CREATED FROM INFORMATION TAKEN FROM SITE SURVEY "ANDREW W. CUNNINGHAM, JR." BY K.A. LECLAIR ASSOC., INC. DATED MAY 31, 2000. CONFIRM ALL CONDITIONS IN FIELD BEFORE CONSTRUCTION.
2. EXISTING PARKING SPACES TO 9'-0" x 18'-0".
3. LANDSCAPE NOTES:
A. EXISTING SHRUB OR TREE REMOVED.
B. EXISTING SHRUB HEDGE.
C. EXISTING SHRUB HEDGE (MATCH EXISTING).
D. EXISTING PLANTER.
E. EXISTING PLANTER (MATCH EXISTING).
F. EDGE OF EXISTING TREES.
G. EXISTING TREE: CRAB APPLE 2 1/2" x 3" CAL.
4. THIS PROPERTY IS NOT IN THE AIRPORT PROTECTION DISTRICT.

REV: 8 JUL 02

LOCATION MAP



VICINITY MAP

ZONING INFORMATION

IMMERSION MONTESSORI SCHOOL EXISTING BUILDING- CHANGE OF USE	
ZONING DISTRICT:	RESIDENTIAL THREE (R-3)
EXISTING USE:	BUSINESS
PROPOSED USE:	GROUP DAY CARE FACILITY
TAX MAP 2 LOT# 15	
LOT AREA 0.76 ACRES (33,000 SF)	
EXISTING BUILDING:	
FLOORS	2
BUILDING HEIGHT	23'-0"
BUILDING FOOTPRINT	3,340 SF
BUILDING GROSS AREA	6,680 SF
LOT COVERAGE (25% PERMITTED) 10.3%	
PARKING (27 REQUIRED) 30 SPACES	
84 KIDS/8 = 11	
16 STAFF/1 = 16	
IMPERVIOUS SURFACES 45.9% OF LOT	
PERIMETER LANDSCAPING 33% OF LOT	

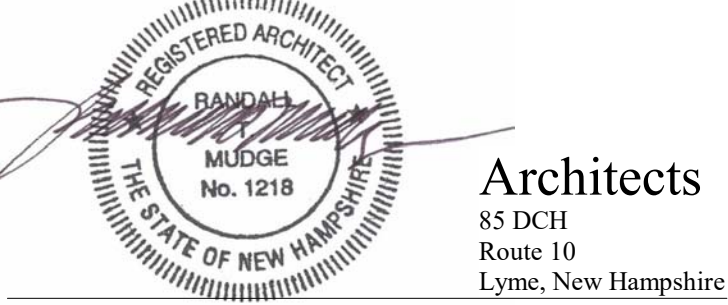
LIST OF DRAWINGS

C	Cover, Site Plan and Zoning Information
EI	Building Elevations and Vehicular Drop-Off Circulation

Immersion Montessori School
Day Care Facility

434 North Main Street, West Lebanon, NH

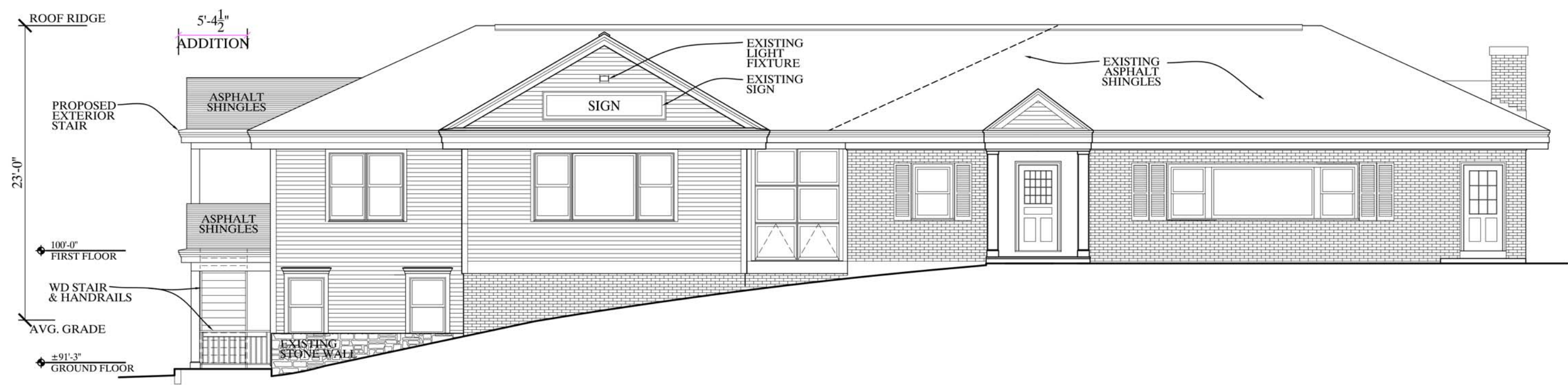
Randall T Mudge & Associates



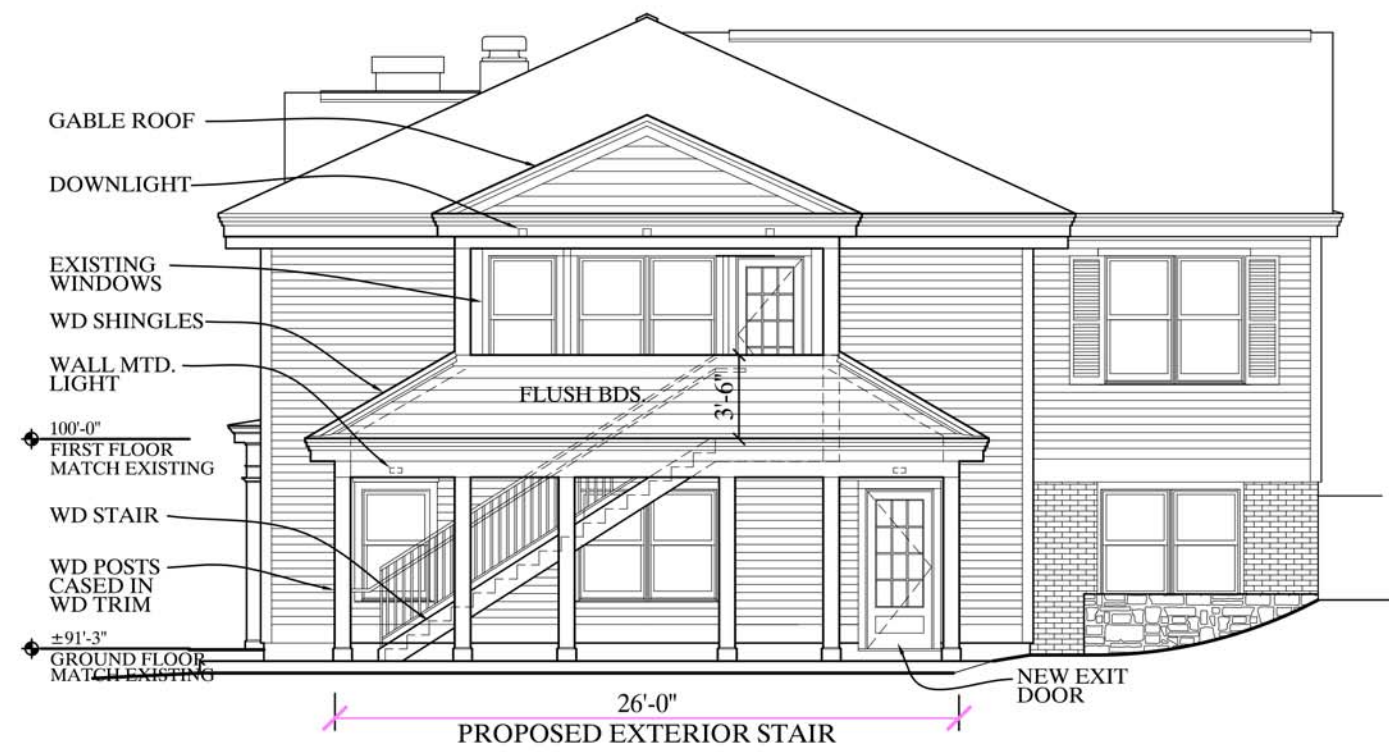
Cover, Site Plan and Zoning Information

2303	As indicated
Job No	Scale
20 FEB 2023	31 MAR 2023
Date	Revised

C



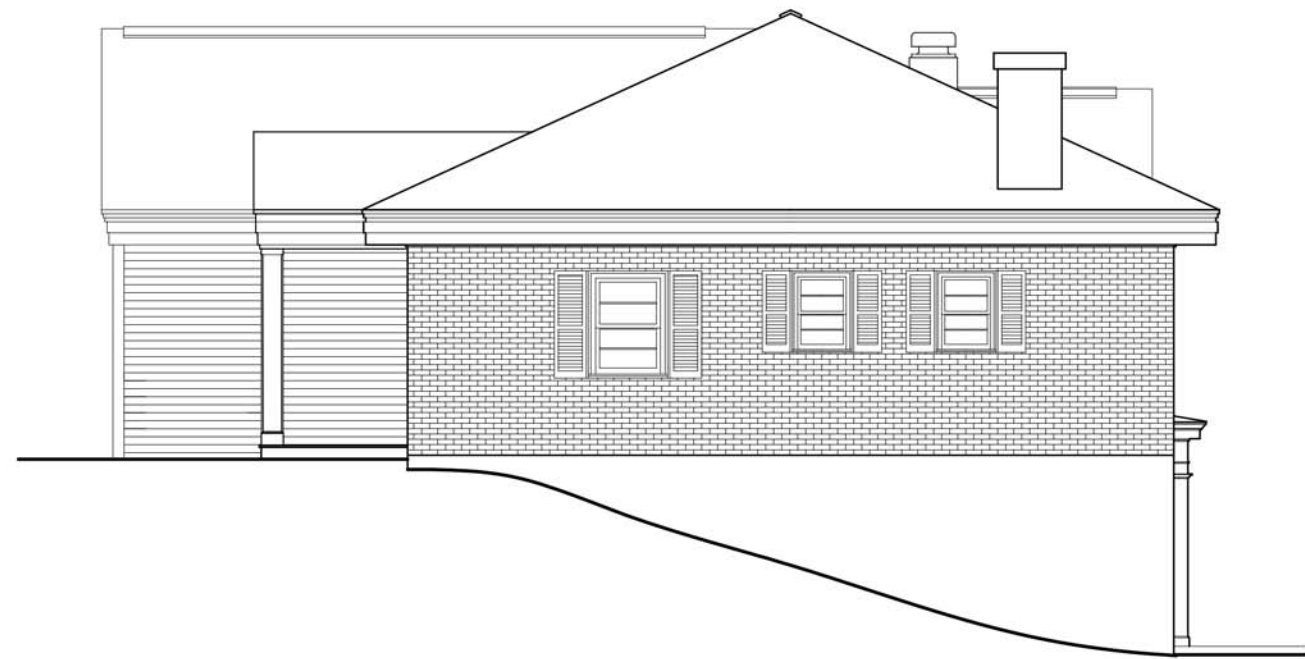
1 WEST ELEVATION (FRONT)



2 NORTH ELEVATION



3 EAST ELEVATION



4 SOUTH ELEVATION



5 Vehicular Drop-Off Circulation Diagram
1" = 50'-0"

- NOTES:
- EXISTING SITE AND AREA LIGHTING TO REMAIN AS IS. NEW EXTERIOR LIGHTING PROPOSED AT EXTERIOR STAIR.
 - DOWNLIGHT: HALO LT4 DOWNLIGHT
 - 3,000 K
 - 300 LUMENS
 - FINISH: WHITE
 - WALL MOUNTED LIGHT: RAB WPLED10Y
 - 3,000 K
 - 10 W
 - FINISH: BRONZE

Immersion Montessori School
Day Care Facility

434 North Main Street, West Lebanon, NH
Randall T Mudge & Associates

Architects
85 DCH
Route 10
Lyme, New Hampshire

BUILDING ELEVATIONS & VEHICULAR
DROP-OFF CIRCULATION

2303
Job No
20 FEB 2023
Date
1/8" = 1'-0"
Scale
31 MAR 2023
Revised
E1

DRAFT

**LEBANON MINOR SITE PLAN COMMITTEE
THURSDAY, MARCH 9, 2023, 1:30PM
ROOM 1, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

MEMBERS PRESENT: Nathan Reichert (Planning Director), Captain Tim Cohen (Police Department), Duane Egner (Fire Inspector), Brian Vincent (City Engineer)

MEMBERS ABSENT: Rebecca Owens (Planning Associate), Tim Corwin (Deputy Planning Director)

1. Call to Order

Mr. Reichert called the meeting to order at 1:31 PM.

2. Notice of Regional Impact

Immersion Montessori School (applicant), Centurion Properties, Inc. (property owner), 434 North Main Street (Tax Map 2, Lot 15), zoned R-3: Applicant requests minor site plan review for a proposed group day care facility approved by Special Exception on 12/5/22 (ZB2022-32-SE), together with associated site improvements. **PB2023-12-MSP**

Mr. Reichert stated that Staff finds the above application has no potential for regional impact.

A MOTION by Tim Cohen that the application of Immersion Montessori School (applicant), Centurion Properties, Inc. (property owner), 434 North Main Street (Tax Map 2, Lot 15), zoned R-3, has no potential for regional impact.

The motion was seconded by Brian Vincent.

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

3. Public Hearing Items

A. Immersion Montessori School (applicant), Centurion Properties, Inc. (property owner), 434 North Main Street (Tax Map 2, Lot 15), zoned R-3: Applicant requests minor site plan review for a proposed group day care facility approved by Special Exception on 12/5/22 (ZB2022-32-SE), together with associated site improvements. **PB2023-12-MSP**

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

A MOTION by Brian Vincent that the application of Immersion Montessori School (applicant), Centurion Properties, Inc. (property owner), 434 North Main Street (Tax Map 2, Lot 15), zoned R-3, is complete enough for the Minor Site Plan Committee to accept jurisdiction and commence review.

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

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

3
4 Jeremy Greeley of Randall T. Mudge Architects, with Juan Garceran and Brandy Platt of Immersion
5 Montessori School, appeared in support of the application.

6
7 Mr. Greeley explained the change of use for the site from a business to a day care center for children 0-3
8 years of age, with the addition of sufficient parking, a barrier free walkway to the upper level, a door on
9 the north section of the building for egress, and a playground on the north side of the property. The
10 playground appears larger on the site rendering, but the drawing will be shortened to end at the length of
11 the building.

12
13 Mr. Garceran described the traffic flow, which is managed using staggered arrival and pickup times that
14 span 2-2.5 hours. The parents can also use the church property next door to exit the day care site by an
15 arrangement with the church. A pilot group of 20 students will initially attend the day care to monitor
16 traffic flow and safety. Chief Cohen inquired if there was enough room to manage using the same
17 driveway for both dropping off and exiting the site given the angled parking, which would require turning
18 around. Mr. Garceran stated that they believe that will work.

19
20 Mr. Greeley explained stormwater management and utilities.

21
22 Mr. Cohen inquired about the maximum student capacity. Mr. Garceran stated that they have approval for
23 84 students. The peak times are 7:30-9:30 AM and 2:30-5:30 PM for drop off and pick up of children.
24 This system works on the school's other campuses and manages traffic well. Mr. Cohen noted that the
25 playground covers about 3,000 sq. ft. and asked if any lighting is planned for the playground area in the
26 winter. Mr. Garceran stated that if lighting is needed, it would be installed.

27
28 Mr. Vincent noted the angled parking, stating that it is unusual to have two lanes of traffic in the same
29 aisle. Mr. Garceran explained that they could use the property next door to exit the property. Mr. Vincent
30 asked for the distance between the angled parking and the building. Mr. Greeley stated that it is 18 feet.
31 Mr. Vincent noted the standard of 16' for a single lane.

32
33 Mr. Reichert commented on the site circulation and screening issues and noted that some parents would
34 be parking to bring infants inside and others would be dropping off and exiting the property. He
35 recommended that parents could be coming in on the school property, dropping off, and exiting through
36 the adjacent property. They would need a formal arrangement with the adjacent church property. It would
37 be important to manage the number of cars in the arrival queue given the situation with young children
38 and cars. The outdoor playground plan needs a drawing that eliminates entering the front yard. The height
39 of a fence was discussed. Mr. Reichert inquired if there was any landscaping plan to create a screen from
40 the neighbors. Ms. Platt outlined the plans for a screen.

41
42 Mr. Greeley stated that traffic should not back up into the road given the parking spaces onsite to the west
43 and north.

44
45 Mr. Egner inquired if this is truly day care or a preschool for education. Mr. Garceran stated that it is a
46 licensed childcare center with State of New Hampshire for infants and toddlers primarily for child care.
47 Mr. Reichert noted that the fire code as it applies to children, varies for children of different ages, and
48 there needs to be a condition specifying children 0-3 years. Mr. Garceran stated that they have another
49 facility nearby for older children.

1 Mr. Reichert inquired about the timeframe. Mr. Garceran stated that they are ready with staff, materials,
2 and registrations. They need to complete the permits and get the work completed.

3
4 Mr. Reichert invited public comment.

5
6 Ronald Lemberger, who lives at 131 South Main St. in Hanover near the north end of the property,
7 commented on the project. He stated that the entrance is close to his driveway and inquired if a traffic
8 study of drop off and pick up times had been done. His primary concern was regarding left turns into the
9 property and suggested there could be backups on N. Main Street keeping him from leaving or entering
10 his driveway. For people on Wyeth Street, it would be more difficult for them turning left, which is
11 already difficult.

12
13 Mr. Vincent asked the applicant if they have an estimated peak traffic flow during the day. Mr. Garceran
14 stated that it could be 200 divided over the day hours. A traffic study was not required. Mr. Vincent noted
15 that Section G mandates any increase of 100 daily trips should be studied. Mr. Garceran stated that there
16 are no peak times that would meet 100 trips, and there may be a maximum of 180 trips over the two two-
17 hour drop off and pick up times. Mr. Vincent suggested a traffic count analysis, not a full study. Mr.
18 Garceran noted that there was a commercial use before in the same building, which had 20 employees and
19 clients coming and going from same driveway.

20
21 Mr. Lemberger noted that they would need another hearing if the age level increased. Mr. Reichert stated
22 that the license dictates the age level, but a condition can be added specifying the age level. They know
23 that they would be jeopardizing their state license, and the condition can help insure adherence.

24
25 Mr. Reichert invited comments from the committee members regarding screening and the need to have an
26 updated plan set to delineate the actual parameters of the play area. Mr. Vincent suggested keeping the
27 hearing open, particularly since the site is on a state highway, and they must consider all aspects. Mr.
28 Reichert noted a list of items requiring additional information:

- 29
30
 - Screening, landscaping/fencing plan
 - 31 • Amended outdoor play area size
 - 32 • A formal agreement with the church,
 - 33 • A site circulation and queuing plan for traffic
 - 34 • A lighting plan as needed

35
36 Mr. Vincent agreed with the need for a queuing plan with the site circulation plan and a Memorandum of
37 Agreement with the church.

38
39 Mr. Reichert asked the applicant if materials could be ready by the April 13, 2023 meeting. Mr. Greeley
40 stated that they can create submissions within that time but wondered about a traffic count. Mr. Reichert
41 stated that they can cite information from other sites as evidence of regular practices, and they need to
42 involve the church as an optimal situation for traffic and the impact on neighboring properties.

43
44 ***A MOTION by Tim Cohen to continue the hearing to April 13, 2023, at 1:30 PM.***

45 ***The motion was seconded by Duane Egner.***

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

47
48 The applicant requested a guidance letter.

49
50 **4. Other Business**

1
2
3 **5. Approval of Minutes**
4

5 A. February 23, 2023
6

7 *A MOTION by Tim Cohen to approve the Minor Site Plan Committee minutes of February 23, 2023,*
8 *as amended.*

9 *The motion was seconded by Duane Egner.*
10

11 Page 2, line 2 – Lee Barker is with the River Valley Club
12

13 **The MOTION was approved (3-0-1).* Nathan Reichert abstained.
14

15 Mr. Reichert thanked Captain Tim Cohen for his participation and input, which is necessary for the
16 optimum functioning of the Minor Site Plan Committee. Lt. Alan Lowe will be taking his place.
17

18 **6. Adjournment**
19

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

21 *The motion was seconded by Duane Egner.*

22 **The MOTION was approved (4-0).*
23

24 The meeting was adjourned at 2:58 PM.
25

26 Respectfully submitted,
27

28 Holly Howes

29 Recording Secretary