FINAL

LEBANON PLANNING BOARD
Regular Session
Monday, March 27, 2023, 6:30 PM
Council Chambers, City Hall
or Remote Via Microsoft Teams
LebanonNH.gov/Live

MEMBERS PRESENT: Matthew Hall (Chair), Jeremy Rutter (Vice Chair), Karen Zook (City Council Rep), Kim Chewning, Bruce Garland, Thomas Jasinski (Alternate), Kathie Romano

MEMBERS ABSENT: Laurel Stavis

STAFF PRESENT: Nathan Reichert (Planning Director), Tim Corwin (Deputy Planning Director), Mark Goodwin (GIS Coordinator)

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1. Call to Order

Chair Hall called the meeting to order at 6:30 PM.

Tom Jasinski was appointed for an absent member.

2. Study Items

A. Review of Master Plan update process

Mr. Corwin referenced Mr. Brooks' document from a year ago, noting that each board would be taking a relevant portion of the Master Plan. The goal is to review each portion for relevance and make any updates needed. If the vision has changed, a public meeting would be held for feedback. Otherwise, a small group would work on the chapter updates. The format needs to be defined. It is important to have the City Council review the proposed changes before a public meeting. The chapters being updated were noted and the progress to date was provided.

Mr. Reichert described the work ahead on the Housing chapter and the committee that is required. The whole range from homelessness to high end housing would be considered. The update on housing will provide a strategic plan for the city. Chair Hall and Ms. Chewning are already participating, but all are welcome to participate. Mr. Reichert stated an 18- to 24-month cycle would be required to complete the work, and all housing related entities will be included in the process.

Mr. Corwin noted that the public participation is key to developing the updates.
Mr. Goodwin made a distinction between an update and a rewrite of the chapters. There must be a public hearing with the goal of gathering input before finalizing the update.

The Board members and Staff discussed several aspects of the Master Plan.

B. Review draft update of Master Plan Chapter 5 (Natural Resources)

Mr. Goodwin stated that the Master Plan is a strategic guide for both Zoning and Planning, as well as other committees. He introduced Sarah Riley and Barbara Hirai from the Conservation Commission. Mr. Goodwin shared the outline of the chapter.

The Board members and Conservation Commission members discussed the chapter and goals of the Master Plan along with its implementation.

Mr. Corwin suggested that each January several action items could be targeted for that year. Once the Planning Board is satisfied with a chapter, it would be sent to the City Council for review.

A MOTION by Bruce Garland to forward the Chapter 5 (Natural Resources) Draft to the City Council. The motion was seconded by Kim Chewning.
**** The MOTION was approved (5-1-1).*** Tom Jasinski against, Karen Zook abstained

3. Review of proposed amendments to the Site Plan Review Regulations re: electric vehicle (EV) charging infrastructure – continued from February 27, 2023 – **Postponed**

4. Discussion procedures for amending the Site Plan Review Regulations, Subdivision Regulations, and Planning Board Rules of Procedure – **Postponed**

5. Committee Reports

--Planning Board Subcommittees:
--Planning Board Capital Improvement Program
--Planning Board Development Regulations Update

City Council Subcommittees:
--Class VI Roads Advisory Committee
--Lebanon Energy Advisory Committees

Other Subcommittees:
--City Council Representative
--Heritage Commission – Mr. Rutter reported on a book by Nicole Ford Burley that would be available soon, which include profiles Lebanon.
--Pedestrian & Bicyclist Advisory Committee
--Upper Valley Lake Sunapee Regional Planning Commission
--UV SubCommittee of the Connecticut River Joint Commissions
--Upper Valley Transportation Management Association
--Mascoma River Local Advisory Committee
--West Lebanon Revitalization Advisory Committee
--Planning & Development Department – Task Status

6. Minor Site Plan Committee – Nothing to report

7. Other Business

Tom Jasinski stated that he would be leaving the Board due to health issues but appreciated his time on the Board and all that he learned from the other Board members.

8. Approval of Minutes

A. February 27, 2023

Page 1, line 22 – Add a description of the two changes stating, 'Two changes were made to the redline at the bottom of Page 4 changing "early August" to "Early July" and the meetings from August to July.'

A MOTION by Jeremy Rutter to approve the Planning Board Minutes of February 27, 2023, as amended.

The motion was seconded by Bruce Garland.
Roll Call Vote:
Voting in Favor – Ms. Chewning, Mr. Garland, Mr. Hall, Mr. Rutter, Ms. Zook, Mr. Jasinski, Ms. Romano
Voting Against – None
****The MOTION was approved (7-0).***

6. Adjournment

A MOTION by Bruce Garland to adjourn the meeting.

The motion was seconded by Kim Chewning.
Roll Call Vote:
Voting in Favor – Ms. Chewning, Mr. Garland, Mr. Hall, Mr. Rutter, Ms. Zook, Mr. Jasinski, Ms. Romano
Voting Against – None
****The MOTION was approved (7-0).***

The meeting was adjourned at 8:32 PM.

Respectfully submitted,

Holly Howes
Recording Secretary