

FINAL

**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 Egnor (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.

The motion was seconded by Tim Cohen.

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

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

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

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

Mr. Greeley explained stormwater management and utilities.

Mr. Cohen inquired about the maximum student capacity. Mr. Garceran stated that they have approval for 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. This system works on the school's other campuses and manages traffic well. Mr. Cohen noted that the playground covers about 3,000 sq. ft. and asked if any lighting is planned for the playground area in the winter. Mr. Garceran stated that if lighting is needed, it would be installed.

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

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

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

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

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

Mr. Reichert invited public comment.

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

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

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

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

- Screening, landscaping/fencing plan
- Amended outdoor play area size
- A formal agreement with the church,
- A site circulation and queuing plan for traffic
- A lighting plan as needed

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

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

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

The motion was seconded by Duane Egner.

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

The applicant requested a guidance letter.

4. Other Business

5. Approval of Minutes

A. February 23, 2023

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

The motion was seconded by Duane Egner.

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

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

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

6. Adjournment

A MOTION by Tim Cohen to adjourn the meeting.

The motion was seconded by Duane Egner.

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

The meeting was adjourned at 2:58 PM.

Respectfully submitted,

Holly Howes
Recording Secretary