FINAL

LEBANON PLANNING BOARD
Regular Session
Monday, February 27, 2023, 6:30 PM
Community Room, Kilton Library
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, Kathie Romano - remote, Laurel Stavis

MEMBERS ABSENT: Thomas Jasinski (Alternate)

STAFF PRESENT: Nathan Reichert (Planning Director), Tim Corwin (Deputy Planning Director), Rebecca Owens (Associate Planner)

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1. Call to Order

Chair Hall called the meeting to order at 6:34 PM.

2. Study Items

A. 2024-2029 CIP - Review 2023 CIP and Capital Budget

Mr. Corwin commented on the items in the spreadsheet that was distributed to the Board members.

B. Review of Planning Board CIP Policies & Procedures

Mr. Corwin opened the discussion of the Planning Board's role in the CIP. The Board members reviewed the new procedure for the CIP process and provided comments. Mr. Reichert described the role of the Master Plan in the CIP process.

Kathie Romano was out of town and joined the meeting online at 6:57 PM.

A MOTION by Bruce Garland that the Planning Board adopt the proposed CIP procedure.
The motion was seconded by Laurel Stavis.

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. The two proposed changes were accepted.

Roll Call Vote:
Voting in Favor –Mr. Garland, Mr. Hall, Mr. Rutter, Ms. Chewning, Ms. Stavis, Ms. Romano
Voting Against – None
Abstaining – Ms. Zook
****The MOTION was approved (6-0-1).***

C. Site Plan Review Regulations - Review of proposed amendments relating to electric vehicle (EV) charging infrastructure

Ms. Owens provided information behind the proposed amendments and their impact on the building code. The Board members commented on the amendments and received clarification from Ms. Owens. Chair Hall shared several recommendations, including one for a revised draft. Ms. Chewning volunteered to meet with Staff to work on the revised draft. Mr. Reichert provided background for the requirements needed in the regulations.

D. Site Plan Review Amendments - Review of proposed amendments to Section 6.2 (landscaping requirements) and minor modifications to Section 4.3 (conceptual review) and Section 5.1 (submission requirements)

Chair Hall introduced the topic of landscaping regulations. The Tree Advisory Board was mentioned as a resource for the Planning Board. The Board members had an extended discussion regarding the degree of regulation necessary for required landscaping. Mr. Corwin suggested that the Board consider the most common waivers to guide future changes.

E. Discussion re: process to prepare and review site plan and subdivision regulation amendments

Postponed until the March 27, 2023 meeting.

3. Committee Reports

A. **Planning Board Subcommittees:**
--Planning Board Capital Improvement Program
--Planning Board Development Regulations Update (M. Hall/K. Romano/J. Rutter/Vacant)

B. **City Council Subcommittees:**
--Class VI Roads Advisory Committee (Vacant)
--Lebanon Energy Advisory Committee (Vacant)

C. **Other Subcommittees:**
--City Council Representative (D. Whittlesey/K. Zook)
--Heritage Commission (J. Rutter)
--Pedestrian & Bicyclist Advisory Committee (Vacant)
--Upper Valley Lake Sunapee Regional Planning Commission (B. Garland)
--UV SubCommittee of the Connecticut River Joint Commissions (B. Garland)
--Mascoma River Local Advisory Committee (K. Romano)
--West Lebanon Revitalization Advisory Committee (L. Stavis)
--Planning & Development Department – Task Status (T. Corwin/N. Reichert)

C. Minor Site Plan Committee

Mr. Corwin reported on the January 23, 2023 meeting regarding an application for renovations of the River Valley Club, which was approved.

4. Other Business

A. Appoint Planning Board members to vacant committee assignments

Mr. Corwin shared the three vacancies and asked the Board members to consider participating.

5. Approval of Minutes

A. January 23, 2023

Mr. Corwin explained the redline version of the minutes as distributed. There was a discussion among the Board members regarding edits to the minutes.

A MOTION by Bruce Garland to approve the Planning Board Minutes of January 23, 2023, as amended.

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

6. Adjournment

A MOTION by Laurel Stavis to adjourn the meeting.
The motion was seconded by Jeremy Rutter.
Roll Call Vote:
Voting in Favor –Ms. Zook, Ms. Chewning, Mr. Garland, Mr. Rutter, Ms. Romano, Mr. Hall, Ms. Stavis
Voting Against – None
****The MOTION was approved (7-0).***

The meeting was adjourned at 8:45 PM.

Respectfully submitted,

Holly Howes
Recording Secretary