



**LEBANON MINOR SITE PLAN COMMITTEE
SEPTEMBER 14, 2023 - 1:30 PM
MEETING ROOM 1, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

-
- 1. Call to Order**
 - 2. Notice of Regional Impact**
 - 3. Public Hearing Items**
 - A. Gordon E. Bagley, Jr. TTEE, 695 Dartmouth College Hwy (Tax Map 99, Lot 8), zoned RL-1: Request for Site Plan Approval to relocate Units 1, 8 and 9, replacing Unit 15 and connecting these units, along with Unit 20, to new, compliant, on-site wastewater disposal systems. PB2023-31-MSP**
 - 4. Other Business**
 - 5. Approval of Minutes**
 - A. June 22, 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.

CITY OF LEBANON APPLICATION FOR

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

☐ OTHER _____

PROPERTY OWNER (APPLICANT):

NAME: Gordon E. Bagley, Jr. TTEE TEL.#: 603-448-4490

MAILING ADDRESS: Post Office Box 1157, Lebanon, New Hampshire 03766

E-MAIL ADDRESS:

CO-APPLICANT, AGENT, OR LESSEE:

NAME: Jeff S. Goodrich, P.E., Pathways Consulting LLC TEL.#: 603-448-2200

MAILING ADDRESS: 240 Mechanic Street, Lebanon, New Hampshire, 03766

E-MAIL ADDRESS: jeff.goodrich@pathwaysconsult.com

PROJECT LOCATION:

TAX MAP #: 99 LOT#: 8 PLOT #: -- ZONE: RL-1

STREET ADDRESS OF PROJECT: 695 Dartmouth College Highway

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

SCOPE OF PROJECT:

Relocating Units 1, 8, and 9, replacing Unit 15, and connecting these units, along with Unit 20, to new, compliant, on-site wastewater disposal systems.

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: _____

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 September 11, 2023, unless I personally request, in writing, that the Board delay its determination of completeness to a later date.

PROPERTY OWNER: Gordon E. Bagley Jr. DATE: 8/11/2023

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: Gordon E. Bagley Jr. DATE: 8/11/2023

DATE RECEIVED	FILE # (MAP/LOT)	APPLICATION #			
8-14-23	99-8	PB2023-			

31-SPR



City of Lebanon, New Hampshire APPLICATION FOR WAIVERS

Office Use Only

Date Received: _____

File No.: _____

PROJECT INFORMATION

Name of Applicant: Gordon E. Bagley, Jr.

Project Name: Currier Mobile Home Park

Project Address: 695 Dartmouth College Highway

WAIVER REGULATIONS

In order to grant a Waiver from a requirement of the City of Lebanon Site Plan Review or Subdivision Regulations, the Planning Board must find that the Waiver is justified under one of the following criteria (See Article VII of the Site Plan Review Regulations and Section 7.15 of the Subdivision Regulations):

Criteria A. Strict conformity would pose an unnecessary hardship to the Applicant and waiver would not be contrary to the spirit and intent of the regulations;

OR

Criteria B. Specific circumstances relative to the site plan, or conditions of the land in such site plan, indicate that the waiver will properly carry out the spirit and intent of the regulations.

WAIVER REQUEST(S)

I (we) hereby request a Waiver from:

[You can respond in the space provided, or attach a separate statement. Please be prepared to address each request during your public hearing. You must show that you have justified granting the Waiver(s).]

- 5.1.E (5)
1. Section 5 of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because The project impacts a small area of the parcel well away from boundary lines.

- 5.1.E (7)
2. Section 7 of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because The Park includes mobile homes and neighboring property includes mobile homes and a residential home.

5.1.E (18)

3. Section ____ of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because Impervious area for the Park will not change and existing soils are very well drained.

4. Section ____ of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because _____

5. Section ____ of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because _____

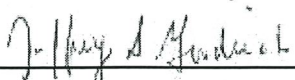
6. Section ____ of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because _____

7. Section ____ of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because _____

8. Section ____ of the (circle one) Site Plan Review / Subdivision Regulations. A Waiver of this Section meets (circle one) Criteria A / Criteria B because _____

SIGNATURE

I (we) hereby submit this application to the Planning Board and attest that to the best of my (our) knowledge all of the information on this application form and in the accompanying application materials and documentation is true and accurate. As the applicant or as the agent of the applicant, I attest that I am duly authorized to act in this capacity.

Signature of Applicant:  Date: 8/14/2023

PATHWAYS CONSULTING, LLC

Planning • Civil & Environmental Engineering • Surveying • Construction Assistance
240 Mechanic Street • Suite 100
Lebanon, New Hampshire 03766
(603) 448-2200 • Fax: (603) 448-1221

August 14, 2023

Tim Corwin, AICP, Senior Planner
City of Lebanon
51 North Park Street
Lebanon, New Hampshire 03766

RE: APPLICATION FOR SITE PLAN REVIEW FOR CURRIER MOBILE HOME PARK,
695 DARTMOUTH COLLEGE HIGHWAY, LEBANON, NEW HAMPSHIRE (Project
No. 10034)

Dear Tim:

Please accept this cover letter and application for Site Plan Review for Currier Mobile Home Park (CMP or Park) on behalf of Gordon Bagley. We understand that Gordon's desire to continue relocating mobile homes within CMP will now require Site Plan Review by the Planning Board. The current proposal includes relocating Unit 1 to share an on-site wastewater disposal system (system) with Unit 20, relocating Units 8 and 9 to share a system, and to remove and replace Unit 15 with its own system. We have been assisting Gordon with similar efforts over the last two decades to incrementally provide compliant systems for each mobile home as indicated on the Overall Site Plan (plan sheet 1 of 2) included with this application. New systems for mobile homes includes:

- Units 2 and 3 sharing a system.
- Units 4 and 5 with their own systems.
- Units 6, 7, 10, and 11 sharing a system.
- Units 12, 13, and 14 with their own systems.
- Units 16 and 17 sharing a system.
- Unit 18 with its own system.

Gordon's incremental efforts have been a function of the condition of units and gradual system degradation in addition. Although the soil conditions within the Park are excellent and appear to include layers of sand and gravel, compliance with New Hampshire Department of Environmental Services (NHDES) regulations has routinely required displacing mobile homes to implement proper system components for both individual and shared systems. The Park includes its own water supply including a well and water distributions lines. Additionally, the Park has long established access from Route 4 and internally for the mobile homes in the park. Since Gordon proposing to maintain the existing Park, application materials for Site Plan Review include:

1. This cover letter.
2. An application for SPR.
3. Waiver Requests.
4. A fee schedule for staff confirmation after which Gordon will provide a check.
5. An Abutters List.
6. A Technical Checklist.

7. Two full-size sets of site plans (two sheets each).
8. We will send a digital copy of the application by email.

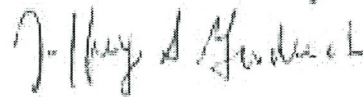
As you know, the NHDES has approved systems for the relocation of Unit 1 to share a system with Unit 20, a shared system for the relocation of Units 8 and 9, and a system for Unit 15, which will be replaced with a new mobile home. Units 1, 8, 9, and 15 will connect to the existing water system and power; no other modifications are proposed within the Park's infrastructure. We offer this Support Statement for Site Plan Review on behalf of CMP as required in accordance with Section 5.1 of the Regulations.

1. **Names and Addresses of Contributing Persons and Firms:** All names of parties contributing to the assembly of the Site Plan, supporting data, or submission materials have been included on the various plans submitted for the project and the certified notification list.
2. **Conservation Easements on Abutting Parcels:** There are no known conservation or agricultural easements on the property or on abutting properties.
3. **Timetable for Construction and Completion of Project:** The applicant has engaged a contractor to install systems in accordance with NHDES approvals and would like to relocate and replace mobile homes immediately.
4. **Request for Waivers:** In accordance with Section 7.1 of the Regulations, we are requesting waivers from several requirements listed on the Plan Submittal Technical Checklist.

We look forward to discussing this project at staff review and presenting this application to the Planning Board. Please do not hesitate to contact us if you have any questions.

Sincerely,

PATHWAYS CONSUTLING, LLC



Jeffrey S. Goodrich, P.E.
President

JSG:meb

Enclosures

cc: Gordon Bagley w/enclosures

CITY OF LEBANON, NH SITE PLAN REVIEW REGULATIONS TECHNICAL CHECKLIST	
PROJECT NAME: Currier Mobile Home Park	
APPLICANT: Gordon E. Bagley, Jr.	DATE: August 14, 2014
GENERAL SUBMISSION REQUIREMENTS:	

All applications to the Planning Board for Site Plan Review must be submitted by 12:00 Noon on the day of the filing cutoff. [§4.7.B] Submissions must be accompanied by the following information or review of the application may be delayed:

A properly completed and signed Application Form *(available at www.lebanonnh.gov)*. [§5.1.A]

The appropriate filing fees. [§5.1.B]

A written project description. [§5.1.C]

A list of the names and mailing addresses of all persons to be notified, by certified mail, of the public hearing. [§5.1.D]

A completed and signed Application for Waivers *(available at www.lebanonnh.gov)* [§5.1.G.3]

A completed and signed Technical Checklist *(available at www.lebanonnh.gov)*. [§4.7.B]
[Applicants must complete the entire checklist to ensure that all necessary information and materials have been provided with the application or that written requests for waivers have been properly provided in accordance with Article VII of the Site Plan Review Regulations, as appropriate.]

Two (2) full-size sets of the Site Plan set. [§5.1.E]

A digital copy of the Site Plan set in .PDF format. [§5.1.F]

NOTE: Applications shall contain sufficient information to enable the City Staff and the Planning Board to evaluate the proposed development for compliance with the Zoning Ordinance, the Planning Board's Regulations, and other applicable City Codes, and for the Planning Board to make an informed decision.

All required application materials shall be submitted as a single inclusive package, including any appropriate waiver requests as permitted by the Regulations. Submission of a complete application package ensures that the review process by City Staff is as efficient and effective as possible.

The purpose of the filing deadline is to provide adequate time for City review of the proposal. Submission of any altered, additional, or substitute application materials required by Article V of these Regulations, subsequent to the filing deadline, other than as directed by City Staff, shall cause the application to be deemed untimely filed, and such application shall not be heard until a subsequent month.

CITY OF LEBANON, NH
SITE PLAN REVIEW REGULATIONS
TECHNICAL CHECKLIST & STORMWATER CHECKLIST

PLAN SUBMITTAL TECHNICAL CHECKLIST:

NOTE: Site plan drawings shall include the information described below pursuant to Article V of the Lebanon Site Plan Review Regulations. Plans shall be submitted on sheets no larger than 24" x 36". Plan sets with multiple sheets shall include sheets of uniform size and be bound on the left edge. When more than three (3) sheets are required, an additional cover sheet shall be attached including a table of contents. A scale of not smaller than one (1) inch equals 40 feet is suggested. All lettering shall be of a size and type that is legible.

In order to facilitate the use of the City's Geographic Information System (GIS) for planning purposes, all surveys and engineered plans submitted for Site Plan Review shall utilize the NH State Plane Coordinate system and shall reference the North American Vertical Datum of 1988 (NAVD 88), unless prior approval to use an alternate coordinate system and/or vertical datum is granted by the Planning & Development Department.

A written request for waiver shall be required, pursuant to Article VII of the Site Plan Review Regulations, for any submission requirement for which the information or data is not provided by the applicant. [§5.1.G(4)] NOTE: The submission requirements described in paragraphs 5.1.E(1) through 5.1.E(4) shall not be waivable under the procedures of Article VII of the Site Plan Review Regulations. [§5.1.E]

[Checklist begins on following page]

CITY OF LEBANON, NH SITE PLAN REVIEW REGULATIONS

[illegible]

CITY OF LEBANON, NH
SITE PLAN REVIEW REGULATIONS
TECHNICAL CHECKLIST & STORMWATER CHECKLIST

Plan Requirements (cont.)	Info. Provided	Waiver Sought
5.1.E(6) - Existing and proposed grades, including topographic contours, with spot elevations. Where the grade is less than 20%, the contours shall be at 2-foot intervals; otherwise they shall be at 5-foot intervals. All contours shall be referenced to USGS or FEMA Flood Insurance Rate Map (FIRM) datums, as appropriate. Existing topographic information shall be prepared by a professional engineer registered in New Hampshire or land surveyor licensed in New Hampshire.	☒	☐
5.1.E(7) - Shape, size, height, and location of all existing structures located on site and within 200 feet of site.	☐	☒
5.1.E(7) - Elevation views indicating shape, size, height, and location of all proposed structures, including expansions of or additions to existing buildings. Such elevation views shall provide sufficient detail to allow for review by the Board and City staff of the adequacy of proposed access and egress points, walkways, lighting, and other site-related improvements.	N/A ☐	☐
5.1.E(8) - Location of existing natural features such as streams, marshes, lakes, ponds, wetlands, rock outcrops, or wooded areas, and existing man-made features such as roads and structures. Indicate those natural and man-made features that are to be removed, retained, or altered.	☒	☐
5.1.E(8) - Wetlands on the property shall be delineated by a NH Certified Wetlands Scientist, whose seal and signature shall appear on the plan. Documentation in the form of U.S. Army Corps of Engineers New England District Wetlands Delineation Data Sheets and/or other field notes and materials concerning the delineation shall be submitted.	N/A ☐	☐
5.1.E(9) - Zoning District, Tax Map and Lot number, and use of abutting properties within 200 feet of property.	☒	☐
5.1.E(9) - Location of streets, pedestrian paths/trails, and bicycle routes within 200 feet of the site boundary; and the location of curb cuts and vehicle accesses within 200 feet of the site boundary.	N/A ☐	☐
5.1.E(10) - Proposed streets, driveways, emergency vehicle accesses, parking spaces, and sidewalks, with indication of dimensions and direction of travel. Show required sight distances at curb cuts and dimensions for the inside radii of all curves.	N/A ☐	☐
5.1.E(10) - Vehicle and bicycle parking spaces shall be numbered.	N/A ☐	☐
5.1.E(10) - Loading spaces and facilities used in connection with any structures on the site shall be shown	N/A ☐	☐
5.1.E(10) - Total square footage and percentage of the lot covered by impervious cover shall be shown.	☒	☐
5.1.E(11) - Parking area safety measures including raised crosswalks/speed tables, signage, walkway lighting, striping and similar markings such as dedicated pedestrian/bicycle crossings and lanes through parking areas, fire lanes, compact and/or electric vehicle parking/charging, parking wayfinding, ADA signage and access aisles.	N/A ☐	☐
5.1.E(12) - Size and location of all existing and proposed public and private utilities. (Note: the applicant is encouraged to submit a Sewer Use Permit Application and obtain a Notice of Permitted Allocation, and to obtain a Water Use Permit prior to submission of the Site Plan Review application.)	☒	☐

CITY OF LEBANON, NH
SITE PLAN REVIEW REGULATIONS
TECHNICAL CHECKLIST & STORMWATER CHECKLIST

Plan Requirements (cont.)	Info. Provided	Waiver Sought
5.1.E(13) - Plan for outdoor lighting showing proposed location, mounting height, fixture type, lamp type, color correlated temperature (CCT), and wattage of all exterior free-standing lighting or building-mounted fixtures.	N/A ☐	☐
5.1.E(13) - Analyses and illuminance-level diagrams, to include average and minimum foot-candle measurements, showing that proposed installation conforms to the lighting-level standards in Site Plan Review Regulations.	N/A ☐	☐
5.1.E(13) - Manufacturer's specification information for each proposed light fixture and lamp (NOTE: This information may be provided on the plan or as a separate attachment).	N/A ☐	☐
5.1.E(13) - Drawings of all relevant building elevations showing location and height of all building-mounted fixtures, the portions of any walls or architectural features to be illuminated, illumination levels of walls or architectural features, and aiming points for any remote light fixtures.	N/A ☐	☐
5.1.E(14) - Plan for location of free-standing or building-mounted signs, including location, mounting, aiming, and shielding of any remote light fixtures for externally-lit signs.	N/A ☐	☐
5.1.E(14) - For internally-lit signs, relevant information concerning the method of illumination and the opacity of the sign background, showing that the proposed installation conforms to the requirements of the Regulations.	N/A ☐	☐
5.1.E(15) - The location and boundaries of any Overlay Districts established pursuant to Article IV of the Zoning Ordinance (including but not limited to the Wetlands Conservation District, Riverbank Protection District, Steep Slopes District, and Floodplain District) and, if applicable, protected shorelands pursuant to the Shoreland Water Quality Protection Act (NH RSA 483-B).	☒	☐
5.1.E(15) - For properties located within the Floodplain District, the 100-year flood elevation, floodway, shoreland protection zone, and flood plain limits shall be identified.	N/A ☐	☐
5.1.E(16) - Landscaping plan showing proposed new plantings to be installed and existing natural vegetation to be retained. Plan shall show in detail the number, size (height and/or caliper), and species (botanical and common names) of all proposed shrubs and trees.	N/A ☐	☐
5.1.E(16) - Existing trees over 12 inches in diameter (measured 4.5 feet above ground surface) within 25 feet of the disturbed area, must be counted and shown on the plan, if included towards fulfilling landscaping requirements.	N/A ☐	☐
5.1.E(16) - Calculations for square footage of perimeter landscaping.	N/A ☐	☐
5.1.E(16) - Parking lot shading calculations shall be provided by depicting new trees and shrubs at 10-year crown size.	N/A ☐	☐
5.1.E(17) - Existing and proposed surface and subsurface storm drainage facilities, including City storm drainage facilities located within 200' of site.	N/A ☐	☐
5.1.E(17) - Plans for retention, detention, slow release, and treatment of storm water shall be provided shall be provided in accordance with the requirements of Section 6.6.	N/A ☐	☐
5.1.E(18) - Section 6.6. Stormwater Management submission requirements.	See Stormwater Checklist	
5.1.E(19) - Plans for snow removal and storage.	N/A ☐	☐

CITY OF LEBANON, NH
SITE PLAN REVIEW REGULATIONS
TECHNICAL CHECKLIST & STORMWATER CHECKLIST

Plan Requirements (cont.)	Info. Provided	Waiver Sought
5.1.E(20) - A plan for the development showing provisions for automobile, transit, bicyclist, and pedestrian access and circulation. Such plan shall show both existing and proposed means of access to the site including connections with, public streets, sidewalks, transit stops, and formal paths/trails. Plans shall include any traffic calming and traffic control devices necessary in conjunction with the site development, as well as the location of all existing transit routes and transit stops located or passing within 1/4 mile (1,320 feet) of the property.	N/A ☐	☐
5.1.E(21) - Construction detail drawings including, but not limited to, pavements, walks, steps, curbing, drainage structures, water and/or sewer utilities, ground-mounted signage (e.g., fire lanes, ADA parking, commercial), surface treatments, transit shelters, energy generation units (e.g., solar), bike rack style, electric vehicle charging, outdoor lighting, outdoor furniture, retaining walls, tree boxes and other site systems or structures. Accompanying specifications and cutsheets may be required.	N/A ☐	☐
5.1.E(21) - Where applicable, roadway, drainage, water and sewer utility profile drawings shall be provided at a scale of 1"=40 feet (horizontal) and 1"=4 feet (vertical) and typical cross-section drawings shall be provided at a scale of 1"=5 feet (horizontal and vertical), unless prior approval to use an alternate scale is granted by the Reviewing Engineer. (NOTE: Ordinarily, only two (2) sets of such construction drawings shall be provided to the Planning and Development Department with the application submission.)	N/A ☐	☐
5.1.E(22) - Depict any current and proposed easements, rights-of-way, and deed restrictions including those related to sewer, electrical utility, shared access, etc.	N/A ☐	☐
5.1.E(23) - For multi-family structures, plans for on-site recreational facilities.	N/A ☐	☐
5.1.E(24) - Where a fire, emergency equipment, or similar vehicle turnaround area is provided, it must have an adequate turn radius. Provide CAD Autoturn data or a similar basis of design for the turn radius, if requested by Lebanon Fire or Engineering staff. City staff may also ask for this information at any time.	N/A ☐	☐
Supporting Documents and Information, Where Applicable	Info. Provided	Not Applicable
5.1.G(1) - An estimated timetable, to include phasing schedules, for construction and completion of buildings, parking, facilities, landscaping, and other required improvements.	N/A ☐	☐
5.1.G(2) - Any development estimated to generate a net increase of 100 peak hour trips or 1,000 average daily trips (based upon the most current edition of the ITE Trip Generation Manual) shall prepare and submit a Traffic Impact Study in accordance with standard traffic analysis conventions as set forth by the NHDOT. The Board may, at its discretion, require the submission of a Traffic Impact Study for developments estimated to generate less than 100 peak hour trips or 1,000 average daily trips if the Board has reason to believe such development could adversely affect levels of service or have other adverse impacts.	N/A ☐	☐
5.1.G(3) - Written requests for waivers from all applicable provisions of these Regulations shall be provided pursuant to Article VII - "Waiver Procedure". (note: use Application for Waivers form).	☒	☐
5.1.G(4) - For multi-family dwelling developments and mixed-use developments resulting in a net increase of 50 dwelling units or more, the application shall include the information and impact statements identified in Section 6.9.B.	N/A ☐	☐

NOTE: THE APPLICANT IS RESPONSIBLE FOR PROVIDING THE REQUIRED INFORMATION PURSUANT TO ARTICLE V OF THE SITE PLAN REVIEW REGULATIONS. PLEASE BE AWARE THAT THIS CHECKLIST IS FOR INFORMATION AND GUIDANCE ONLY AND DOES NOT REPRESENT THE LAW DICTATING SUBMITTAL REQUIREMENTS NOR IS IT COMPLETE AND INCLUSIVE THEREOF.

Completed By: Jeffrey S. Goodrich
Jeffrey S. Goodrich, P.E.

**CITY OF LEBANON, NH
SITE PLAN REVIEW REGULATIONS
TECHNICAL CHECKLIST & STORMWATER CHECKLIST**

CITY OF LEBANON, NH STORMWATER REVIEW REGULATIONS TECHNICAL CHECKLIST	
PROJECT NAME: Currier Mobile Home Park	
APPLICANT: Gordon E. Bagley, Jr.	DATE: August 14, 2023

NOTE: Stormwater plans shall include the information described below pursuant to Article VI of the Lebanon Site Plan Review Regulations. Plans shall be submitted on sheets no larger than 24" x 36". Plan sets with multiple sheets shall include sheets of uniform size and be bound on the left edge. When more than three (3) sheets are required, an additional cover sheet shall be attached including a table of contents. A scale of not smaller than one (1) inch equals 40 feet is suggested. All lettering shall be of a size and type that is legible.

In order to facilitate the use of the City's Geographic Information System (GIS) for planning purposes, all surveys and engineered plans submitted shall utilize the NH State Plane Coordinate system and shall reference the North American Vertical Datum of 1988 (NAVD 88), unless prior approval to use an alternate coordinate system and/or vertical datum is granted by the Planning Office.

A written request for waiver shall be required, pursuant to Article VII of the Site Plan Review Regulations, for any submission requirement for which the information or data is not provided by the applicant. [§6.6.1]

[Stormwater checklist begins on following page]

CITY OF LEBANON, NH SITE PLAN REVIEW REGULATIONS

[illegible]

CITY OF LEBANON, NH
SITE PLAN REVIEW REGULATIONS
TECHNICAL CHECKLIST & STORMWATER CHECKLIST

Plan Requirements (cont.)	Info. Provided	Waiver Sought
g. Plan references and notes (including sequence of soil disturbance) h. Proposed and existing public and private utilities i. Proposed project components to become property of or the responsibility of the City shall be labeled as such j. Existing and proposed impervious cover, with areas used to calculate effective impervious cover (EIC, as defined herein) clearly identified and the square footage of each type identified and labeled. k. Test Pit(s) locations and data where stormwater practices are proposed, as appropriate. l. Details of individual design elements shown on separate plan sheets following the Proposed Conditions SMP. The Existing Conditions SMP & the Proposed Conditions SMP shall be provided on sheets no larger than 24" x 36", at a scale of one (1) inch = 20 feet for urban areas, and one (1) inch = 40 feet for non-urban areas. The City Engineer will make the final determination as to the appropriate scale, ensuring that all important site and hydrologic features are easily recognized. If plan shall encompass more than two (2) sheets, at the required 1:40 or 1:20 scale, a separate large scale representation plan sheet (e.g. 1:100) is required to be provided, so as to show entirety of site, as well as off-site contributing areas.	☐ ☐ ☐ ☐ ☐ ☐	☒ ☒ ☒ ☒ ☒ ☒
6.6.C.2 - In addition to the above described SMP plan sheets, the following SMP supplemental information is required: 1. A drainage analysis that includes calculations comparing pre- and post-development stormwater runoff rates (cubic feet per minute) and volumes (cubic feet) based on a 1-inch rainstorm, and the 2-year, 25-year, 50-year, and 100-year, 24-hour frequency storms. Calculations shall include, but not be limited to, the sizing of all structures and BMPs, including sizing of emergency overflow structures based on the 50-year 24-hour frequency storm discharge rate, with 1-foot of free-board. Storm rates shall be based on current design depths from the Northeast Regional Climate Center - http://precip.eas.cornell.edu. <i>Any site that was primarily wooded in the last five years shall be considered undisturbed woods Any site from which wooded vegetation has been removed within 5 years prior to the first submission to the planning board with respect to a proposed development, or upon which, at some earlier time, clearing has occurred in anticipation of development, shall be treated as undisturbed woodland for purposes of calculating pre-development runoff volumes. For purposes of this paragraph any tree cutting which occurred without leaving stands of healthy, growing trees within areas near waters and highways, as required by RSA 227-J:9, I, shall be presumed to have occurred in anticipation of development</i>	☐	☒

**CITY OF LEBANON, NH
SITE PLAN REVIEW REGULATIONS
TECHNICAL CHECKLIST & STORMWATER CHECKLIST**

Plan Requirements (cont.)	Info. Provided	Waiver Sought
2. A drainage analysis results summary tabulated (pre & post) for each proposed outfall or catchment outlet point including runoff rates and volumes for each storm event analyzed above.	☐	☒
3. An Erosion and Sediment Control Plan for all proposed construction activities in accordance with the NH Stormwater Management Manual Volume 3, (December 2008 or current revision; downloadable from the website)	☐	☒
4. A comprehensive Operation and Maintenance Plan for long-term maintenance of all proposed stormwater management elements and BMPs including the proposed schedule of inspections and anticipated maintenance (see section H.2 Operations & Maintenance Plan for detailed requirements).	☐	☒
<u>6.6.D</u> - Phased Development: For phased developments, the plans and calculation requirements under this section (6.6) shall apply as though the development of the entire parcel were being proposed in one single application. The review and approval process for phased development applications is provided in section 4.9 of the Lebanon Site Plan Regulations.	☐	☒

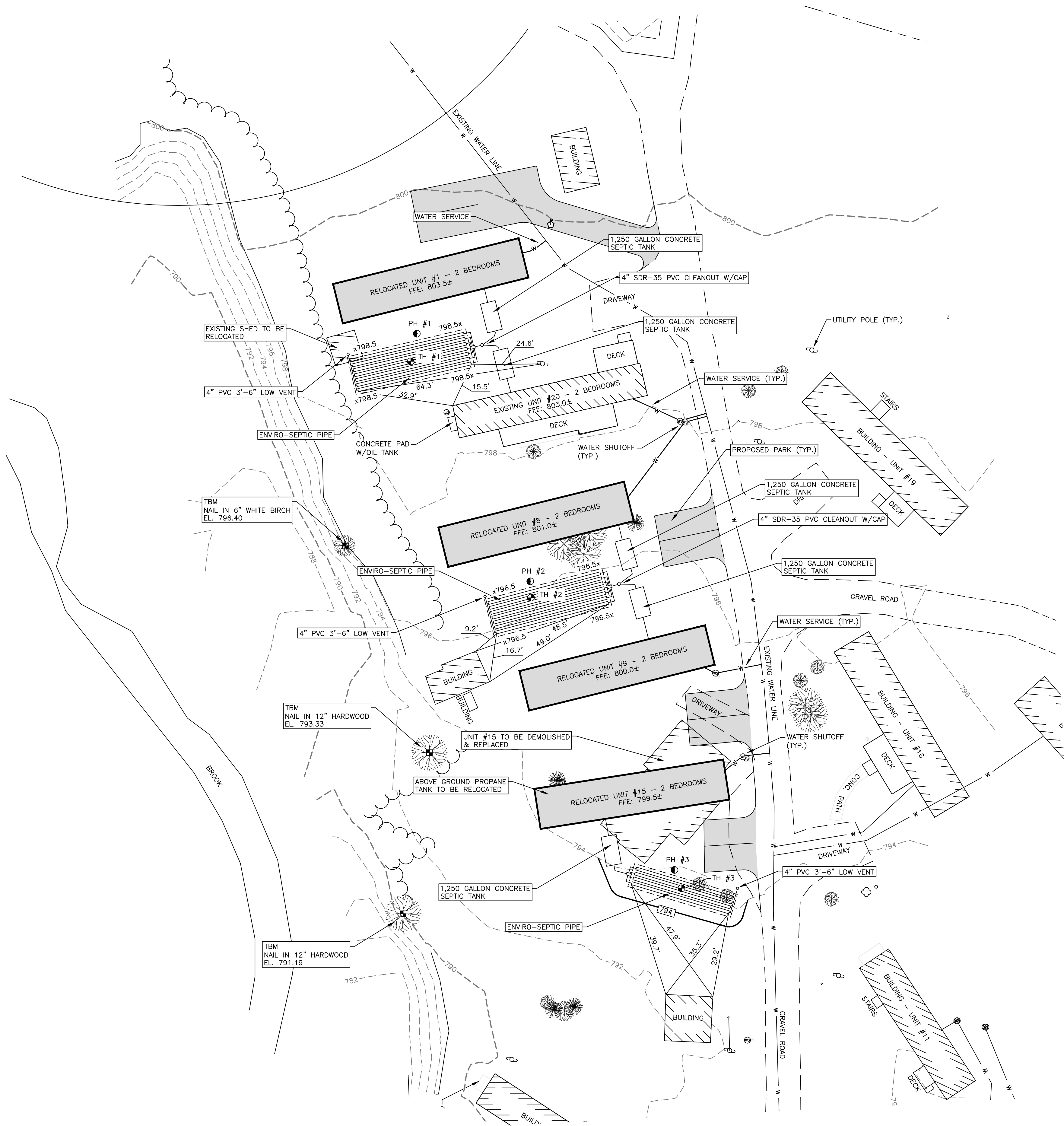
NOTE: THE APPLICANT IS RESPONSIBLE FOR PROVIDING THE REQUIRED INFORMATION PURSUANT TO ARTICLE VI OF THE SITE PLAN REVIEW REGULATIONS. PLEASE BE AWARE THAT THIS CHECKLIST IS FOR INFORMATION AND GUIDANCE ONLY AND DOES NOT REPRESENT THE LAW DICTATING SUBMITTAL REQUIREMENTS NOR IS IT COMPLETE AND INCLUSIVE THEREOF.

Completed By: Jeffrey S. Goodrich
Jeffrey S. Goodrich, P.E.

(Last Revised 9/20/2021)

Planning office Use Only:

Date Received ___/___/___ Checklist Complete YES or NO Checked by: _____



SITE INFORMATION			
TAX MAP & LOT NUMBER:	MAP 98 LOT 9		
ZONING DISTRICT:	RURAL LANDS ONE (RL-1)		
AREA OF LOT:	90.9± ACRES		
EXISTING USE:	MOBILE HOME PARK		
PROPOSED USE:	MOBILE HOME PARK		
GROSS AREA OF BUILDINGS:	EXISTING	ADDITIONAL	TOTAL
	75,647 SQ. FT.	1,332 SQ. FT.	76,979 SQ. FT.
PARKING: 2 SPACES/UNIT	EXISTING	PROVIDED	
	34 SPACES	40 SPACES	
NUMBER OF STORIES:	1 STORY - ALL UNITS,		
LOADING SPACES:	N/A		
BUILDING HEIGHT:	REQUIRED	EXISTING	PROPOSED
	35'	>35'	>35'
BUILDING SETBACKS:	REQUIRED	EXISTING	PROPOSED
	FRONT: 40'	35±'	35±'
	SIDE: 25'	46±'	46±'
	REAR: 30'	2,540±'	2,510±'
LOT COVERAGE (BUILDING):	ALLOWED	EXISTING	PROPOSED
	15%	17,790± SQ. FT. (0.005%)	21,485± SQ. FT. (0.0054%)
IMPERVIOUS AREA:	EXISTING	PROPOSED	
	41,950 SQ. FT. (0.0106%)	45,370 SQ. FT. (0.0110%)	

THE SITE IS WITHIN THE WETLANDS CONSERVATION DISTRICT. THE SITE IS NOT WITHIN THE FLOOD PLAIN AND THE SHORELAND WATER QUALITY PROTECTION JURISDICTION DISTRICTS.

GENERAL SURVEY NOTES:

1. HORIZONTAL DATUM: NH STATE PLANE GRID NAD83 (SURVEY FEET) FROM GPS OBSERVATION.
2. VERTICAL DATUM: NORTH AMERICAN VERTICAL DATUM 1988 (NAV88) FROM GPS OBSERVATION.
3. UNDERGROUND UTILITIES ARE APPROXIMATE AND NOT WARRANTED TO BE EXACT OR COMPLETE AND ARE TO BE FIELD VERIFIED PRIOR TO ANY EXCAVATION OR SITE MODIFICATIONS.
4. PATHWAYS CONSULTING, LLC COLLECTED DATA FOR THIS PLAN IN MAY 2023.



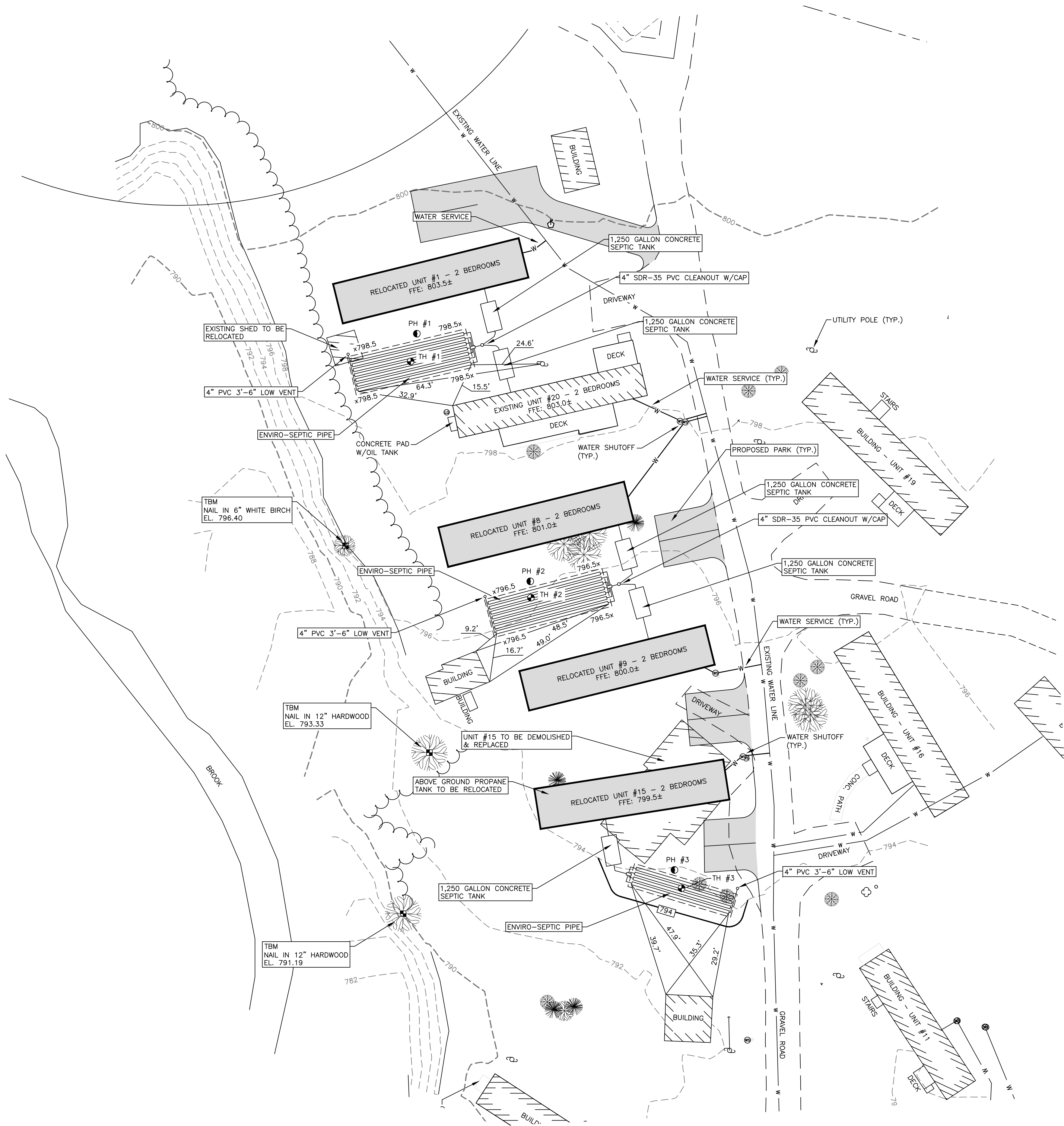
REVISION NO.	DATE	DESCRIPTION	MADE BY	CHECKED BY	APPROVED BY

SITE PLAN FOR UNITS 1, 8, 9, 15, & 20
CURRIER MOBILE HOME PARK
DARTMOUTH COLLEGE HIGHWAY - LEBANON, NEW HAMPSHIRE

PATHWAYS CONSULTING, LLC

240 MECHANIC STREET, SUITE 100
LEBANON, NEW HAMPSHIRE 03766
(603) 448-2200

SCALE: 1"=20'
DESIGNED BY: PAB
DRAWN BY: PAB
CHECKED BY: JSG
DATE: 08/14/23
PROJ. NO. 10034



SITE INFORMATION			
TAX MAP & LOT NUMBER:	MAP 98 LOT 9		
ZONING DISTRICT:	RURAL LANDS ONE (RL-1)		
AREA OF LOT:	90.9± ACRES		
EXISTING USE:	MOBILE HOME PARK		
PROPOSED USE:	MOBILE HOME PARK		
GROSS AREA OF BUILDINGS:	EXISTING	ADDITIONAL	TOTAL
	75,647 SQ. FT.	1,332 SQ. FT.	76,979 SQ. FT.
PARKING: 2 SPACES/UNIT	EXISTING	PROVIDED	
	34 SPACES	40 SPACES	
NUMBER OF STORIES:	1 STORY - ALL UNITS,		
LOADING SPACES:	N/A		
BUILDING HEIGHT:	REQUIRED	EXISTING	PROPOSED
	35'	>35'	>35'
BUILDING SETBACKS:	REQUIRED	EXISTING	PROPOSED
	FRONT: 40'	35±'	35±'
	SIDE: 25'	46±'	46±'
	REAR: 30'	2,540±'	2,510±'
LOT COVERAGE (BUILDING):	ALLOWED	EXISTING	PROPOSED
	15%	17,790± SQ. FT. (0.005%)	21,485± SQ. FT. (0.0054%)
IMPERVIOUS AREA:	EXISTING	PROPOSED	
	41,950 SQ. FT. (0.0106%)	45,370 SQ. FT. (0.0110%)	

THE SITE IS WITHIN THE WETLANDS CONSERVATION DISTRICT. THE SITE IS NOT WITHIN THE FLOOD PLAIN AND THE SHORELAND WATER QUALITY PROTECTION JURISDICTION DISTRICTS.

GENERAL SURVEY NOTES:

1. HORIZONTAL DATUM: NH STATE PLANE GRID NAD83 (SURVEY FEET) FROM GPS OBSERVATION.
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SITE PLAN FOR UNITS 1, 8, 9, 15, & 20
CURRIER MOBILE HOME PARK
DARTMOUTH COLLEGE HIGHWAY - LEBANON, NEW HAMPSHIRE

PATHWAYS CONSULTING, LLC

240 MECHANIC STREET, SUITE 100
LEBANON, NEW HAMPSHIRE 03766
(603) 448-2200

SCALE: 1"=20'
DESIGNED BY: PAB
DRAWN BY: PAB
CHECKED BY: JSG
DATE: 08/14/23
PROJ. NO. 10034

DRAFT

**LEBANON MINOR SITE PLAN COMMITTEE
THURSDAY, JUNE 22, 2023, 1:30PM
ROOM 1, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

MEMBERS PRESENT: Nathan Reichert (Planning Director), Brian Vincent (City Engineer), Jeffrey Libby (Assistant Fire Chief), Alan Lowe (Captain, Police Department)

MEMBERS ABSENT: Tim Corwin (Deputy Planning Director)

OTHERS PRESENT: Calvin Hunnewell (Inspector)

1. Call to Order

Mr. Reichert called the meeting to order at 1:32 PM.

2. Notice of Regional Impact

A MOTION by Brian Vincent that there are no applications on the agenda today regarding regional impact.

The motion was seconded by Alan Lowe.

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

3. Public Hearing Items

- A. **Children's Center of the Upper Valley, 178 Mechanic Street (Tax Map 105, Lot 12), zoned R2:** Applicant requests site plan review to expand the existing group day care facility including the installation of a mobile classroom and associated site work. **PB2023-25-MSP**

A MOTION by Brian Vincent that the application of Children's Center of the Upper Valley, 178 Mechanic Street (Tax Map 105, Lot 12), zoned R2, is complete enough for the Minor Site Plan Review Committee to accept jurisdiction and commence review.

The motion was seconded by Jeffrey Libby.

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

Jennifer Hosmer appeared in support of the application.

Ms. Hosmer described the pilot project and the mobile classroom, which would accommodate up to ten adult trainee participants.

1 Mr. Reichert noted the zoning approval and confirmed that nothing has been connected between the
2 buildings. Mr. Hunnewell stated that he would be reviewing the project.

3
4 The Committee members reviewed several requirements including fire access, parking, and fuel source
5 for the project.

6
7 There was no public comment.

8
9 The Committee members discussed conditions of approval.

10
11 ***A MOTION by Nathan Reichert*** that the Lebanon Minor Site Plan Committee **APPROVE** the application
12 of **Children's Center of the Upper Valley, 178 Mechanic Street (Tax Map 105, Lot 12), zoned R2**
13 **(PB2023-25-MSP)**, for Site Plan Review pursuant to Sections 3.1.C and 3.2 of the Lebanon Site Plan
14 Review Regulations for a proposed restaurant conversion of a previous office space to a restaurant together
15 with associated site improvements, including any and all submissions and testimony provided for and
16 during the public hearing, with the following conditions:

17
18 **Conditions to be Satisfied Prior to Application for a Building Permit**

- 19
20 1. The applicant shall obtain approval from the City Council or the City Manager's office for any
21 additional water and/or sewer flows in accordance with the applicable Chapter 136 and 182 of the
22 City Code.

23
24 **Conditions to be Satisfied Prior to the Issuance of a Building Permit**

- 25
26 2. The development is subject to the City of Lebanon impact fees, pursuant to Section 213 of the
27 Zoning Ordinance. The Impact Fee shall be calculated at the time of Building Permit issuance based
28 on the Impact Fee Schedule adopted on October 12, 2021, and such fees shall be due and payable
29 at the time of issuance of a Certificate of Occupancy.
- 30
31 3. All water and sewer fees shall be paid as set forth in City Code Chapter 68.

32
33 **Conditions to be Satisfied Prior to the Issuance of a Certificate of Occupancy**

- 34
35 4. The impact fee calculated pursuant to Condition of Approval #3 shall be paid.
- 36
37 5. All improvements depicted on the plan set shall be completed and shall be constructed as depicted
38 on the approved plan, including any modifications to the plan as may be approved by the Minor
39 Site Plan Committee in accordance with the Site Plan Review Regulations.

40
41 **General Conditions**

- 42
43 6. The applicant shall obtain a sign permit prior to the installation of any signage as required by
44 Section 608 of the Zoning Ordinance and shall comply with all applicable requirements of Section
45 608.
- 46
47 7. All required landscape plantings shall meet the minimum size requirements for such plantings set
48 forth in Section 6.2.B of the Site Plan Review Regulations at the time of installation.

49
50 ***The motion was seconded by Alan Lowe.***

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

- 1
2
3 B. **LBK Properties, LLC, 0 Mechanic Street (Tax Map 89, Lot 4), zoned IND-**
4 **L:** Applicant requests minor site plan review to install drainage improvements together
5 with associated site work. **PB2023-26-MSP**
6

7 *A MOTION by Brian Vincent that the application of LBK Properties, LLC, 0 Mechanic Street (Tax*
8 *Map 89, Lot 4), zoned IND-L, is complete enough for the Minor Site Plan Review Committee to accept*
9 *jurisdiction and commence review.*

10
11 *The motion was seconded by Jeffrey Libby.*
12 **The MOTION was approved (4-0).*
13

14
15 Daniel Donley, LBK owner, and Dan Nash, Advanced Geomatics & Design, appeared in support of the
16 application.
17

18 Mr. Donley explained the background and goals for the site application.
19

20 Mr. Nash noted all the permit applications that have been filed. He also described drainage features of the
21 property, and the lack of involvement in wetlands.
22

23 Mr. Reichert requested copies of the permits.
24

25 *A MOTION by Nathan Reichert that the Lebanon Minor Site Plan Committee **APPROVE** the application*
26 *of **LBK Properties, LLC, 0 Mechanic Street (Tax Map 89, Lot 4), zoned IND-L (PB2023-26-MSP)**,*
27 *for Site Plan Review pursuant to Sections 3.1.C and 3.2 of the Lebanon Site Plan Review Regulations for*
28 *a proposed restaurant conversion of a previous office space to a restaurant together with associated site*
29 *improvements, including any and all submissions and testimony provided for and during the public hearing,*
30 *with the following conditions:*
31

32 **Conditions to be Satisfied Prior to Application for a Building Permit**
33

- 34 1. The applicant shall provide a copy of the applicable wetlands and shoreline protection documents
35 as needed.
36

37 **Conditions to be Satisfied Prior to the Issuance of a Certificate of Occupancy**
38

- 39 2. All improvements depicted on the plan set shall be completed and shall be constructed as depicted
40 on the approved plan, including any modifications to the plan as may be approved by the Minor
41 Site Plan Committee in accordance with the Site Plan Review Regulations.
42

43 **General Conditions**

- 44 3. All required landscape plantings shall meet the minimum size requirements for such plantings set
45 forth in Section 6.2.B of the Site Plan Review Regulations at the time of installation.
46

47 *The motion was seconded by Alan Lowe.*
48 **The MOTION was approved (4-0).*
49

1 Mr. Donley asked for additional information regarding drainage.

2
3 **4. Other Business**

4
5
6 **5. Approval of Minutes**

7
8 A. June 8, 2023

9
10 *A MOTION by Brian Vincent to approve the Minor Site Plan Review Committee minutes of June 8,*
11 *2023, as presented.*

12
13 *The motion was seconded by Jeffrey Libby.*

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

15
16 **6. Adjournment**

17
18 *A MOTION by Jeffrey Libby to adjourn the meeting.*

19 *The motion was seconded by Brian Vincent.*

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

21
22 The meeting was adjourned at 2:14 PM.

23
24 Respectfully submitted,

25
26 Holly Howes

27 Recording Secretary