

FINAL

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

MEMBERS PRESENT: Tim Corwin (Deputy Planning Director), Rebecca Owens (Senior Planner), Matthew Isham (Deputy Police Chief), Charlie Parker (Fire Department), Erica Douglas (Solid Waste Manager)

MEMBERS ABSENT: Brian Vincent (City Engineer)

OTHERS PRESENT: Nathan Reichert (Planning Director-Remote), Calvin Hunnewell (Inspector-Remote)

1. Call to Order

Mr. Corwin called the meeting to order at 1:41 PM.

2. Notice of Regional Impact

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

Mr. Corwin stated that the above application does not have regional impact.

A MOTION by Tim Corwin that the application of Gordon E. Bagley, Jr. TTEE, 695 Dartmouth College Hwy (Tax Map 99, Lot 8), zoned RL-1, does not have the potential for regional impact. The motion was seconded by Rebecca Owens.

Roll Call Vote:

Voting in Favor – Ms. Douglas, Ms. Owens, Mr. Isham, Mr. Parker, Mr. Corwin

Voting Against – None

***The MOTION was approved (5-0).**

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**

Mr. Corwin stated that the application is complete enough for the Minor Site Plan Committee to accept jurisdiction and commence review.

A MOTION by Tim Corwin that the application of Gordon E. Bagley, Jr. TTEE, 695 Dartmouth College Hwy (Tax Map 99, Lot 8), zoned RL-1, is complete enough for the Minor Site Plan Committee to accept jurisdiction and commence review.

The motion was seconded by Douglas Isham.

****The MOTION was approved (5-0).***

Jeff Goodrich of Pathways Consulting, LLC, appeared in support of the application.

Mr. Goodrich provided an overview of the application. Currier Mobile Home Park owned by Gordon Bagley, who was unable to attend due to health concerns, is the subject of the application. The wastewater disposal systems have been under replacement for at least fifteen years to achieve compliance. The request will complete the project to achieve compliance for all units except Unit 19, which may be relocated.

Mr. Corwin requested that the units being relocated be identified by their original location and new location to clarify the rendering.

Mr. Goodwin stated that the park was originally created piecemeal, and this project is intended to correct previous anomalies.

Mr. Corwin invited comments from the other members.

Mr. Reichert inquired about the turnover rate for the other homes in the park and the plan for dealing with it. Mr. Goodwin stated that there is a large demand for mobile home units at present, and the owners are staying for many years. There would be little turnover.

Ms. Douglas agreed with updating the rendering and inquired if the driveway surfaces would be gravel. Mr. Goodwin stated that they would.

Ms. Owens inquired if the septic systems require pumping. Mr. Goodwin stated that pumping every two years would be usual.

Ms. Douglas inquired if there would be any increase of impervious surface and suggested showing that. Mr. Goodwin stated that he would review it. Ms. Douglas commented on stormwater management.

Mr. Corwin commented on conditions of approval. The park is not completely in line with Section 503 requiring certain provisions for surfaces related to manufactured housing, and there would be conditions of approval to satisfy them.

Mr. Corwin noted that there was no one with public comment.

Mr. Corwin enumerated the items requiring conditions of approval.

A MOTION by Tim Corwin that the Minor Site Plan Committee **APPROVE** the application of Gordon E. Bagley, Jr. TTEE, regarding 695 Dartmouth College Hwy (Tax Map 99, Lot 8), zoned RL-1, PB2023-31-MSP, for Minor Site Plan Review 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, together with associated site improvements, including any and all submissions and testimony provided for and during the public hearing, with the following conditions:

Conditions to be Satisfied Prior to Application for a Building Permit

1. Applicant shall make the following revisions to the plan set to the satisfaction of the Planning and Development Department and the City Engineer:
 - a. Identify where the relocated units are being relocated from;
 - b. Provide a gravel detail or note;
 - c. Review and confirm the accuracy of the Site Information on Sheet 2 of the plan set;
 - d. Provide a nonporous pad for each relocated manufactured housing unit per Section 503.5.A (of the Zoning Ordinance); and
 - e. Relocate each manufactured housing unit so that it is at least 20 ft. from the surface of the interior road per Section 503.5.C.
2. Applicant shall work with the City Engineer to demonstrate satisfactory compliance with the stormwater management requirements of Section 6.6 of the Site Plan Review Regulations. Conditions to be Satisfied Prior to the Issuance of a Building Permit.
3. Applicant shall obtain all applicable state approvals including but not limited to on-site wastewater disposal approvals and all other NH DES approvals, etc.

General Conditions:

4. Applicant shall comply with the requirements of Section 503.4 relative to meeting local and state regulations for water supply source, sewage disposal, provision of utilities and providing for disposal of household garbage and rubbish.

The motion was seconded by Rebecca Owens.

Roll Call Vote:

Voting in Favor – Ms. Douglas, Ms. Owens, Mr. Isham, Mr. Parker, Mr. Corwin

Voting Against – None

****The MOTION was approved (5-0).***

4. Other Business

Mr. Corwin confirmed that the Montessori School at 112 Etna Road would be coming before the committee.

5. Approval of Minutes

A. June 22, 2023

A MOTION by Nathan Reichert to approve the Minor Site Plan Committee Minutes of June 22, 2023, as presented.

The motion was seconded by Charlie Parker.

Roll Call Vote:

Voting in Favor - Mr. Isham, Mr. Parker, Mr. Corwin, Mr. Reichert

****The MOTION was approved (4-0-1). Erica Douglas abstained***

6. Adjournment

A MOTION by Nathan Reichert to adjourn the meeting.

The motion was seconded by Charlie Parker.

****The MOTION was approved (5-0).***

The meeting was adjourned at 2:22 PM.

Respectfully submitted,

Holly Howes
Recording Secretary