



**LEBANON PLANNING BOARD
JANUARY 25, 2021 - 6:30 PM
REMOTE VIA MICROSOFT TEAMS
LEBANONNH.GOV/LIVE**

1. Call to Order

- A. Review of meeting procedures and NH RSA 91-A "Right-to-Know" requirements.

2. Study Items

- A. Discussion Re: Housing affordability/workforce housing definitions
- B. Review and discussion of draft amendments to Site Plan Review Regulations and Subdivision Regulations.
- C. Concise Statements for Proposed Zoning Amendments: Prepare concise statements in accordance with section 1000.4.C of the Zoning Ordinance with regard to proposed zoning amendments for placement on the March ballot. Statement will indicate the Board's approval/disapproval of the proposed amendments and state reasons for such.

3. Committee Reports

- A. **Planning Board Subcommittees:**
 - Planning Board Capital Improvement Program (VACANT/VACANT/Garland/L. Stavis)
 - Planning Board Development Regulations Update (M. Hall/K. Romano/ VACANT / J. Monroe)
- B. **City Council Subcommittees:**
 - Class VI Roads Advisory Committee (J. Monroe)
 - Lebanon Energy Advisory Committee (J. Monroe)
- C. **Other Subcommittees:**
 - City Council Representative (J. Winny/K. Liot Hill)
 - Heritage Commission (VACANT)
 - Pedestrian & Bicyclist Advisory Committee (VACANT)
 - Upper Valley Lake Sunapee Regional Planning Commission (B. Garland/L. Stavis)
 - UV Sub-Committee of the Connecticut River Joint Commissions (B. Garland)
 - Upper Valley Transportation Management Association (VACANT)
 - Mascoma River Local Advisory Committee (K. Romano)
 - Steering Committee for the Implementation of the Master Plan (B. Garland/VACANT /VACANT/J. Monroe)
 - West Lebanon Revitalization Advisory Committee (L. Stavis)
 - Planning & Development Department – Task Status (D. Brooks/ M. Goodwin/T. Corwin/R. Owens)

4. Other Business

- A. Review of minor alterations to approved site plan for Trustees of Dartmouth College/Michaels Student Living, LLC, 401 Mount Support Road (Tax Map 24, Lot 2) (PB2020-07-SPR)

5. Approval of Minutes

A. None

6. Adjournment

The order of agenda items is subject to change.

Due to the current situation with the COVID-19 Pandemic, the City of Lebanon is offering its meetings via Microsoft Teams. Members of the public are encouraged to attend 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 Microsoft Teams software or by phone. Please visit LebanonNH.gov/Live for full details.

THE AGENDA, IN ITS ENTIRETY IS AVAILABLE ON THE CITY'S WEBSITE AT LEBANONNH.GOV

**Agenda
Planning Board
January 25, 2021**

**Agenda Item #2A
Study Items**

Discussion Re: Housing affordability/workforce housing definitions



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

MEMORANDUM

TO: Lebanon Planning Board

FROM: David Brooks, Director of Planning & Zoning

RE: Affordable and Workforce Housing Information

DATE: January 11, 2020

Planning Board members

During a recent conceptual review of a development project, the Board asked for additional information regarding the definitions of “affordable housing” and “workforce housing”. This memo provides the NH statutory definitions of those terms as well as the most recent data from the US Department of Housing and Urban Development (HUD) for additional context into the issue of affordability in Lebanon.

In RSA 674:58, the State of New Hampshire defines the following terms:

- I. "Affordable" means housing with combined rental and utility costs or combined mortgage loan debt services, property taxes, and required insurance that do not exceed 30 percent of a household's gross annual income.
- IV. "Workforce housing" means housing which is intended for sale and which is affordable to a household with an income of no more than 100 percent of the median income for a 4-person household for the metropolitan area or county in which the housing is located as published annually by the United States Department of Housing and Urban Development. "Workforce housing" also means rental housing which is affordable to a household with an income of no more than 60 percent of the median income for a 3-person household for the metropolitan area or county in which the housing is located as published annually by the United States Department of Housing and Urban Development. Housing developments that exclude minor children from more than 20 percent of the units, or in which more than 50 percent of the dwelling units have fewer than two bedrooms, shall not constitute workforce housing for the purposes of this subdivision.

In other words, housing that is “affordable” is housing that costs no more than 30% of a household’s gross annual income. For rental units, “workforce housing” is housing that is affordable for a 3-person household with an income of no more than 60% of area median income. For ownership units, “workforce housing” is housing that is affordable for a 4-person household with an income of no more than 100% of area median income.

Each year, the US Department of Housing and Urban Development (HUD) publishes the Area Median Family Income (AMFI or AMI) for various metropolitan or non-metro county areas. Data for New Hampshire is reported by New Hampshire Housing Finance Authority. Lebanon is part of the non-metro Grafton County, NH Fair Market Rent (FMR) Area.

The Median Family Income data is used to determine eligibility for federally subsidized housing based on area median income and household size. It is also used as a criterion in relation to evaluating Low-Income Housing Tax Credit (LIHTC) project applications, among other uses.

For 2020, HUD reported an Area Median Family Income for Grafton County of \$92,600 for a 4-person household, which represents 100% of AMI. For comparison purposes, the AMI for New Hampshire statewide is \$96,700; for NH metro areas, the AMI is \$106,000; and for NH non-metro areas, the AMI is \$85,300.

In addition to publishing HUD data, New Hampshire Housing Finance Authority also calculates annual Housing Purchase and Rent Limits for the state's metropolitan and non-metro County areas. Based on the definition of workforce housing for ownership units, this translates to an estimated maximum affordable purchase price in Grafton County of \$327,000. For rental units, this translates to an estimated maximum affordable monthly rent of \$1,250.

For context, the average price of new ownership units in one Lebanon development is nearly \$375,000 or roughly 20 percent above estimated maximum affordable purchase price. In addition, the rental cost for a two-bedroom unit in several Lebanon area apartment complexes starts at roughly \$2,000/month or roughly 60 percent above estimated maximum affordable monthly rent.

2020 AREA INCOME LIMITS

Low Income - 80%
 Very Low Income - 50%
 Extremely Low Income - 30%

Effective Dates

Section 8 Program: 4/1/2020
 HOME Program: 7/1/2020

Revised Date

6/26/2020

Household Size (Persons)

Area	Income Limit	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
HUD Metropolitan FMR Areas									
Boston-Cambridge-Quincy, MA-NH HMFA NH Portion HUD Median Family Income - \$119,000 HOME	80% of AMFI	\$67,400	\$77,000	\$86,650	\$96,250	\$103,950	\$111,650	\$119,350	\$127,050
	60% of AMFI	\$53,760	\$61,440	\$69,120	\$76,740	\$82,920	\$89,040	\$95,160	\$101,340
	50% of AMFI	\$44,800	\$51,200	\$57,600	\$63,950	\$69,100	\$74,200	\$79,300	\$84,450
	30% of AMFI	\$26,850	\$30,700	\$34,550	\$38,350	\$41,450	\$44,500	\$47,600	\$50,650
	30% of AMFI	\$26,850	\$30,700	\$34,550	\$38,350	\$41,450	\$44,500	\$47,600	\$50,650
Lawrence, MA-NH HMFA NH Portion HUD Median Family Income - \$98,000 HOME HERA Special* HERA Special*	80% of AMFI	\$54,900	\$62,750	\$70,600	\$78,400	\$84,700	\$90,950	\$97,250	\$103,500
	60% of AMFI	\$41,160	\$47,040	\$52,920	\$58,800	\$63,540	\$68,220	\$72,960	\$77,640
	50% of AMFI	\$34,300	\$39,200	\$44,100	\$49,000	\$52,950	\$56,850	\$60,800	\$64,700
	30% of AMFI	\$20,600	\$23,550	\$26,500	\$29,400	\$31,800	\$35,160	\$39,640	\$44,120
	30% of AMFI	\$20,600	\$23,550	\$26,500	\$29,400	\$31,800	\$34,150	\$36,500	\$38,850
	60% of AMFI	\$42,900	\$49,020	\$55,140	\$61,260	\$66,180	\$71,100	\$76,020	\$80,880
	50% of AMFI	\$35,750	\$40,850	\$45,950	\$51,050	\$55,150	\$59,250	\$63,350	\$67,400
Portsmouth-Rochester, NH HMFA HUD Median Family Income - \$102,800 HOME HERA Special* HERA Special*	80% of AMFI	\$54,950	\$62,800	\$70,650	\$78,500	\$84,800	\$91,100	\$97,350	\$103,650
	60% of AMFI	\$42,720	\$48,840	\$54,960	\$61,020	\$65,940	\$70,800	\$75,720	\$80,580
	50% of AMFI	\$35,600	\$40,700	\$45,800	\$50,850	\$54,950	\$59,000	\$63,100	\$67,150
	30% of AMFI	\$21,350	\$24,400	\$27,450	\$30,500	\$32,950	\$35,400	\$39,640	\$44,120
	30% of AMFI	\$21,350	\$24,400	\$27,450	\$30,500	\$32,950	\$35,400	\$37,850	\$40,300
	60% of AMFI	\$43,200	\$49,380	\$55,560	\$61,680	\$66,660	\$71,580	\$76,500	\$81,420
	50% of AMFI	\$36,000	\$41,150	\$46,300	\$51,400	\$55,550	\$59,650	\$63,750	\$67,850
Western Rockingham Co., NH HMFA HUD Median Family Income - \$112,200 HOME	80% of AMFI	\$54,950	\$62,800	\$70,650	\$78,500	\$84,800	\$91,100	\$97,350	\$103,650
	60% of AMFI	\$47,160	\$53,880	\$60,600	\$67,320	\$72,720	\$78,120	\$83,520	\$88,920
	50% of AMFI	\$39,300	\$44,900	\$50,500	\$56,100	\$60,600	\$65,100	\$69,600	\$74,100
	30% of AMFI	\$23,600	\$26,950	\$30,300	\$33,650	\$36,350	\$39,050	\$41,750	\$44,450
	30% of AMFI	\$23,600	\$26,950	\$30,300	\$33,650	\$36,350	\$39,050	\$41,750	\$44,450
Manchester, NH HMFA HUD Median Family Income - \$83,600 HOME HERA Special* HERA Special*	80% of AMFI	\$47,800	\$54,600	\$61,450	\$68,250	\$73,750	\$79,200	\$84,650	\$90,100
	60% of AMFI	\$35,880	\$40,980	\$46,080	\$51,180	\$55,320	\$59,400	\$63,480	\$67,560
	50% of AMFI	\$29,900	\$34,150	\$38,400	\$42,650	\$46,100	\$49,500	\$52,900	\$56,300
	30% of AMFI	\$17,950	\$20,500	\$23,050	\$26,200	\$30,680	\$35,160	\$39,640	\$44,120
	30% of AMFI	\$17,950	\$20,500	\$23,050	\$25,600	\$27,650	\$29,700	\$31,750	\$33,800
	60% of AMFI	\$37,500	\$42,840	\$48,180	\$53,520	\$57,840	\$62,100	\$66,420	\$70,680
	50% of AMFI	\$31,250	\$35,700	\$40,150	\$44,600	\$48,200	\$51,750	\$55,350	\$58,900

Nashua, NH HMFA	80%	of AMFI	\$54,950	\$62,800	\$70,650	\$78,500	\$84,800	\$91,100	\$97,350	\$103,650
	60%	of AMFI	\$46,620	\$53,280	\$59,940	\$66,600	\$71,940	\$77,280	\$82,620	\$87,960
	50%	of AMFI	\$38,850	\$44,400	\$49,950	\$55,500	\$59,950	\$64,400	\$68,850	\$73,300
	30%	of AMFI	\$23,350	\$26,650	\$30,000	\$33,300	\$36,000	\$38,650	\$41,300	\$44,120
HOME	30%	of AMFI	\$23,350	\$26,650	\$30,000	\$33,300	\$36,000	\$38,650	\$41,300	\$44,000
Hillsborough Co., NH (part) HMFA	80%	of AMFI	\$52,750	\$60,250	\$67,800	\$75,300	\$81,350	\$87,350	\$93,400	\$99,400
	60%	of AMFI	\$39,540	\$45,180	\$50,820	\$56,460	\$61,020	\$65,520	\$70,020	\$74,580
	50%	of AMFI	\$32,950	\$37,650	\$42,350	\$47,050	\$50,850	\$54,600	\$58,350	\$62,150
	30%	of AMFI	\$19,800	\$22,600	\$25,450	\$28,250	\$30,680	\$35,160	\$39,640	\$44,120
HOME	30%	of AMFI	\$19,800	\$22,600	\$25,450	\$28,250	\$30,550	\$32,800	\$35,050	\$37,300
Non-Metro County FMR Areas										
Belknap County, NH	80%	of AMFI	\$47,800	\$54,600	\$61,450	\$68,250	\$73,750	\$79,200	\$84,650	\$90,100
	60%	of AMFI	\$35,880	\$40,980	\$46,080	\$51,180	\$55,320	\$59,400	\$63,480	\$67,560
	50%	of AMFI	\$29,900	\$34,150	\$38,400	\$42,650	\$46,100	\$49,500	\$52,900	\$56,300
	30%	of AMFI	\$17,950	\$20,500	\$23,050	\$26,200	\$30,680	\$35,160	\$39,640	\$44,120
HOME	30%	of AMFI	\$17,950	\$20,500	\$23,050	\$25,600	\$27,650	\$29,700	\$31,750	\$33,800
Carroll County, NH	80%	of AMFI	\$47,800	\$54,600	\$61,450	\$68,250	\$73,750	\$79,200	\$84,650	\$90,100
	60%	of AMFI	\$35,880	\$40,980	\$46,080	\$51,180	\$55,320	\$59,400	\$63,480	\$67,560
	50%	of AMFI	\$29,900	\$34,150	\$38,400	\$42,650	\$46,100	\$49,500	\$52,900	\$56,300
	30%	of AMFI	\$17,950	\$20,500	\$23,050	\$26,200	\$30,680	\$35,160	\$39,640	\$44,120
HOME	30%	of AMFI	\$17,950	\$20,500	\$23,050	\$25,600	\$27,650	\$29,700	\$31,750	\$33,800
Cheshire County, NH	80%	of AMFI	\$48,450	\$55,400	\$62,300	\$69,200	\$74,750	\$80,300	\$85,850	\$91,350
	60%	of AMFI	\$36,360	\$41,520	\$46,740	\$51,900	\$56,100	\$60,240	\$64,380	\$68,520
	50%	of AMFI	\$30,300	\$34,600	\$38,950	\$43,250	\$46,750	\$50,200	\$53,650	\$57,100
	30%	of AMFI	\$18,200	\$20,800	\$23,400	\$26,200	\$30,680	\$35,160	\$39,640	\$44,120
HOME	30%	of AMFI	\$18,200	\$20,800	\$23,400	\$25,950	\$28,050	\$30,150	\$32,200	\$34,300

Coos County, NH		80%	of AMFI	\$47,800	\$54,600	\$61,450	\$68,250	\$73,750	\$79,200	\$84,650	\$90,100
		60%	of AMFI	\$35,880	\$40,980	\$46,080	\$51,180	\$55,320	\$59,400	\$63,480	\$67,560
	HUD Median Family Income - \$61,900	50%	of AMFI	\$29,900	\$34,150	\$38,400	\$42,650	\$46,100	\$49,500	\$52,900	\$56,300
		30%	of AMFI	\$17,950	\$20,500	\$23,050	\$26,200	\$30,680	\$35,160	\$39,640	\$44,120
	HOME	30%	of AMFI	\$17,950	\$20,500	\$23,050	\$25,600	\$27,650	\$29,700	\$31,750	\$33,800
Grafton County, NH		80%	of AMFI	\$51,900	\$59,300	\$66,700	\$74,100	\$80,050	\$86,000	\$91,900	\$97,850
		60%	of AMFI	\$38,940	\$44,460	\$50,040	\$55,560	\$60,060	\$64,500	\$68,940	\$73,380
	HUD Median Family Income - \$92,600	50%	of AMFI	\$32,450	\$37,050	\$41,700	\$46,300	\$50,050	\$53,750	\$57,450	\$61,150
		30%	of AMFI	\$19,500	\$22,250	\$25,050	\$27,800	\$30,680	\$35,160	\$39,640	\$44,120
	HOME	30%	of AMFI	\$19,500	\$22,250	\$25,050	\$27,800	\$30,050	\$32,250	\$34,500	\$36,700
Merrimack County, NH		80%	of AMFI	\$49,950	\$57,100	\$64,250	\$71,350	\$77,100	\$82,800	\$88,500	\$94,200
		60%	of AMFI	\$37,500	\$42,840	\$48,180	\$53,520	\$57,840	\$62,100	\$66,420	\$70,680
	HUD Median Family Income - \$89,200	50%	of AMFI	\$31,250	\$35,700	\$40,150	\$44,600	\$48,200	\$51,750	\$55,350	\$58,900
		30%	of AMFI	\$18,750	\$21,400	\$24,100	\$26,750	\$30,680	\$35,160	\$39,640	\$44,120
	HOME	30%	of AMFI	\$18,750	\$21,400	\$24,100	\$26,750	\$28,900	\$31,050	\$33,200	\$35,350
	HERA Special*	60%	of AMFI	\$39,000	\$44,580	\$50,160	\$55,680	\$60,180	\$64,620	\$69,060	\$73,500
	HERA Special*	50%	of AMFI	\$32,500	\$37,150	\$41,800	\$46,400	\$50,150	\$53,850	\$57,550	\$61,250
Sullivan County, NH		80%	of AMFI	\$47,800	\$54,600	\$61,450	\$68,250	\$73,750	\$79,200	\$84,650	\$90,100
		60%	of AMFI	\$35,880	\$40,980	\$46,080	\$51,180	\$55,320	\$59,400	\$63,480	\$67,560
	HUD Median Family Income - \$76,900	50%	of AMFI	\$29,900	\$34,150	\$38,400	\$42,650	\$46,100	\$49,500	\$52,900	\$56,300
		30%	of AMFI	\$17,950	\$20,500	\$23,050	\$26,200	\$30,680	\$35,160	\$39,640	\$44,120
	HOME	30%	of AMFI	\$17,950	\$20,500	\$23,050	\$25,600	\$27,650	\$29,700	\$31,750	\$33,800

* Income Limit for any project in a HUD impacted area whose current Income Limit would be less than last year's Income Limit or less than the area's FY 2008 Income Limit multiplied by the ratio of the area's Current Year Median Income and the area's FY 2008 Median Income. HUD impacted areas are areas with Section 8 Income Limits held harmless by HUD in FY 2007 and FY 2008.

New Hampshire Housing provides this table for your convenience. Project Managers should use the specific rent and income limits applicable to their funding sources and follow the specific program rules provided by the US Department of Housing and Urban Development.

Other Median Family Incomes:	New Hampshire Statewide	\$96,700	U S	\$78,500
	New Hampshire Metro	\$106,000	U S Metro	\$81,200
	New Hampshire Non-Metro	\$85,300	U S Non-Metro	\$62,300

2020 Workforce Housing Purchase and Rent Limits, [RSA 674:58 - 61](#)

This is an update to information that New Hampshire Housing provided to the Legislature in 2008 as it deliberated on the Workforce Housing statute. The purpose of this table is to assist municipalities in implementing the NH Workforce Housing statute, RSA 674:58 - 61. This analysis incorporates statutory requirements, and includes reasonable market assumptions for the targeted households' income levels such as interest rate, downpayment, mortgage term, taxes, and insurance. Please note that this table provides information about the estimated **maximum** affordable amounts for purchase and rent.

Ownership				Renters		
80 % of 2020 HUD Median Area Income Family of four		100 % of 2020 HUD Median Area Income Family of four		60 % of 2020 HUD Median Area Income Adjusted for a family of three		
Income	Estimated Maximum Affordable Purchase Price ¹	Income	Estimated Maximum Affordable Purchase Price ¹	Income	Estimated Maximum Affordable Monthly Rent ²	
HUD Metropolitan Fair Market Rent Areas (HMFA):						
Boston-Cambridge-Quincy MA-NH	\$95,200	\$354,500	\$119,000	\$443,500	\$64,260	\$1,610
Hillsborough Co. NH (Part)	\$75,280	\$247,000	\$94,100	\$309,000	\$50,810	\$1,270
Lawrence, MA-NH	\$78,400	\$274,000	\$98,000	\$342,500	\$52,920	\$1,320
Manchester, NH	\$66,880	\$239,000	\$83,600	\$298,500	\$45,140	\$1,130
Nashua, NH	\$90,880	\$315,300	\$113,600	\$394,000	\$61,340	\$1,530
Portsmouth-Rochester, NH	\$82,240	\$291,000	\$102,800	\$364,000	\$55,510	\$1,390
Western Rockingham Co, NH	\$89,760	\$320,000	\$112,200	\$400,000	\$60,590	\$1,510
County Fair Market Rent Areas (Non Metro):						
Belknap County	\$65,920	\$242,000	\$82,400	\$302,500	\$44,500	\$1,110
Carroll County	\$57,520	\$225,000	\$71,900	\$281,000	\$38,830	\$970
Cheshire County	\$69,200	\$223,000	\$86,500	\$278,500	\$46,710	\$1,170
Coos County	\$49,520	\$165,500	\$61,900	\$206,500	\$33,430	\$840
Grafton County	\$74,080	\$261,500	\$92,600	\$327,000	\$50,000	\$1,250
Merrimack County	\$71,360	\$239,000	\$89,200	\$298,500	\$48,170	\$1,200
Sullivan County	\$61,520	\$205,500	\$76,900	\$257,000	\$41,530	\$1,040

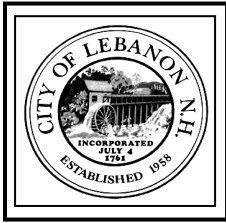
¹ Estimated maximum price using 30% of income, 5% down payment, 30 year mortgage at 3.55%, 0.7 points, PMI, and estimated 2020 taxes for the area and hazard insurance.

Estimated maximum gross monthly rental cost (rent + utilities), using 30% of income.

**Agenda
Planning Board
January 25, 2021**

**Agenda Item #2B
Study Items**

**Review and discussion of
draft amendments to
Site Plan Review Regulations
and
Subdivision Regulations**



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

MEMORANDUM

TO: Planning Board

FROM: Planning Staff

RE: Proposed Amendments to the Site Plan Review and Subdivision Regulations – Fire, Accessibility, Multifamily Development, and Lighting

DATE: January 19, 2021 for Meeting on January 25, 2021

It is the responsibility of the City of Lebanon, via staff and its Planning Board, to occasionally review and update its Development Regulations, including Site Plan Review (SPR) and Subdivision (SUB) Regulations. The purpose of amendments is to fulfill the City's Sustainability Principles, implement strategies and actions stated in the Lebanon Master Plan, and adjust to changing conditions, knowledge/best practices and technology (e.g., housing demand, natural resource management, and City services capacity). An overall goal is to support continuous improvement of the Regulations' clarity, user-friendliness, certainty and flexibility. The intent of each amendment proposed in the attached draft 'redline' is explained more in depth below and will also be presented with examples where appropriate to the Planning Board.

Background

The proposed amendments were drafted by Planning staff as part of an iterative process with the assistance of the Planning Board's Development Regulations Sub-Committee (DRSC). Over the course of 2020, the DRSC met eleven times. Part of the DRSC's role was to consider each amendment in the context of scenarios for which the amendment could apply. Members and staff drew upon direct experience with development applications, wherever possible, and upon exemplar regulations in peer communities.

There was substantial discussion about mandatory (required) versus permissible (voluntary) standards, with the former tending to be the "minimum allowed" and the latter framed as "additional performance" to be encouraged where possible to more fully achieve the regulation's intent. There was similar discussion about the thresholds triggering various changes. To maintain momentum in the DRSC's review pipeline, many amendments were highlighted as being apt for full Planning Board review. We expect that where there was consensus on amendments, DRSC members will help to explain collective determination to colleagues on the Planning Board, but that the bulk of the work session will be dedicated to considering amendments that were not as decisive.

Draft Amendments

For the Board's consideration, attached are the following:

- A redline highlighting proposed amendments to the Site Plan Review Regulations; and
- A redline highlighting proposed amendments to the Subdivision Regulations.

SITE PLAN REGULATIONS

General "clean-up" and corrections in the text were incorporated where noted, with the primary amendments as follows.

ARTICLE I ENACTMENT AND GENERAL PROVISIONS

Section 1.3 – Interpretation, Conflict, and Separability *Clarifies prescriptive vs. permissive language.*

ARTICLE II DEFINITIONS *Additional definitions related to Complete Streets, transportation.*

ARTICLE IV PROCEDURE

Section 4.1 – Fees *Updates reference to fee schedule.*

Section 4.7 – Review for Complete Application *Requires review of site plan applications by City Departments (reflecting current practice) and requires written comments from the Fire Department.*

ARTICLE V SUBMISSION REQUIREMENTS

Section 5.1 – Drawings and Other Submittals *Additional labeling of site design and construction details, corresponding to amendments in Article VI; requires submission of an impact study for multi-family developments of a certain size.*

Section 5.2 – Additional Information *Utility coordination for electric vehicle charging; allows Planning Board to require an impact study for multi-family and mixed-use developments.*

ARTICLE VI DESIGN AND CONSTRUCTION REQUIREMENTS

Section 6.1 – General Requirements *New reference for site plan design to correspond to adopted community plans and to support improvements appropriate to significance of modifications.*

Section 6.2 – Landscaping Standards

B. Perimeter Landscaping *Clarifies exemption for properties in the CB and LD districts and redefines minimum area.*

D. Landscaping Around Buildings *Emphasizes primary entrance accessibility, to match LD standard, and place-making. Limits service equipment allowed in front yard.*

E. Landscaping of Parking Areas *Clarifies language, requires unbroken rows to have regular landscaping beds, and for such to concurrently address other site needs (e.g., walkways, snow storage, and low impact development).*

I. Maintenance and Materials *Adds standards for landscaping within wildland-urban interface areas by reference to the International Wildland Urban Interface Code.*

Section 6.3 – Utilities and Fire Protection *Staff is working with the Fire Department to update the regulations and references set forth in Section 6.3. Additional changes may be recommended based on further review and input from the Fire Department.*

Section 6.5 – Coordination of Roads, Parking, Loading, Recreation, and Safety

B. Design Standards *New sub-section. References existing City Complete Streets policy and federal guidance, and aligns site signage requirements to federal MUTCD standards.*

C. Orientation and Form *New sub-section. Emphasizes visibility to and accessibility from the public way, variation of massing, and reduced frontage-area visual impact but increased integration of functions for parking structures.*

D. Access and Traffic *Defines sidewalk requirements more. New on-site pedestrian facilities sub-section addresses convenience, visibility, parking area safety, crossing safety, and connectivity. Limits new curb cuts, for traffic management. Requires coordination with transit where applicable. Establishes sightline criteria. Updated emergency vehicle access requirements and standards (note that additional changes may be recommended based on further review and input from the Fire Department).*

E. Parking and Loading Areas *Supports existing low impact development requirements with consideration of pervious surfaces. Limits parking in front yard, guides parking lot orientation, and encourages consideration of shared parking and electric vehicle facilities.*

H. Multifamily Open Space and Recreational Facilities *Requires multi-family developments of a certain size to provide recreation facilities or open space. (Partially relocated from Section 6.7 Lighting.)*

I. Bicycle Storage and Parking *New sub-section. Requires outdoor bike racks and covered bike parking in relationship to required vehicle parking, with separate guidance for residential and non-residential development.*

Section 6.7 – Lighting *Simplifies mounting height requirement. Adds outdoor lighting Color Correlated Temperature standard aligned with City lighting policy.*

Section 6.9 – Premature and Scattered Development *Clarifies procedures relating to making a premature and scattered development determination, and establishes areas of study and information for when a project is required to prepare an impact study.*

SUBDIVISION REGULATIONS

Section 5 – Definitions *Clarifies existing definitions of “major” and “minor” subdivision for consistency with the definition of “subdivision”.*

Section 6 – Jurisdiction *Exemption from subdivision review expanded to include multi-building, multi-family developments under single ownership, and to require Planning Board review of condominium conversions only if the Planning Director determines that the underlying existing use of the property will be materially altered by the conversion.*

Section 13.3 - Lot Layout, Drainage and Driveways *Adds standard for maximum driveway grade.*

Section 13.5.E – Streets Layout *Includes new and updated standards for designing and demonstrating adequate emergency vehicle access.*

Section 13.12 – Fire Protection *Updates relevant fire code references.*

Staff Recommendations and Proposed Schedule

Following discussion of the draft proposals at the January 25, 2021 Planning Board work session, staff recommends that the Planning Board schedule a public hearing on the proposed amendments to the Regulations for the Board's February 22, 2021 work session.

Immediately following adoption of the amendments, staff will publish the revised Development Regulations and ensure that there is public access to the new, current references, in addition to access to prior document versions that may still be in active use due to pending projects.

The amendments are undergoing concurrent review by the City's legal counsel. Upon approval or if there are suggestions for modifications to the attached drafts, such notice will be shared with the Planning Board prior to any public hearing.

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SITE PLAN REVIEW REGULATIONS – DRAFT AMENDMENTS

ARTICLE I – ENACTMENT AND GENERAL PROVISIONS

[...]

Section 1.3 – Interpretation, Conflict, and Separability

- A. In the interpretation and application of these Regulations, the provisions shall be held to be minimum requirements, except where they are expressly stated to be maximum requirements. More stringent provisions may be required if it is demonstrated that different standards are necessary to promote the public health, safety, and welfare.
- B. Where the conditions imposed by any provisions of these Regulations are either more restrictive or less restrictive than comparable conditions imposed by these Regulations or other ordinances, laws, or regulations, the regulations which are more restrictive and impose higher standards or requirements shall govern.
- C. To facilitate the understanding of hierarchy in provisions, restrictiveness is typically prefaced by prescriptive or permissive language. “Must” or “shall” is used for an obligation, “must not” or “shall not” is for a prohibition, “may” is for a discretionary action, “should” is for a recommendation, and “includes” or “including” is used to mean by way of illustration but not limitation.
- D. The provisions of these Regulations are separable. If a section, sentence, clause, or phrase of these Regulations is adjudged by a court of competent jurisdiction to be invalid, the decision shall not affect the remaining portions of these Regulations.

[...]

ARTICLE II – DEFINITIONS

[...]

Car-sharing: A private motor vehicle or fleet that is owned, maintained and administered by an organization and made available by membership for short-term use through a fully automated self-service reservation system requiring a one-time written agreement by the customer.

[...]

Complete streets: The design, construction and operation of travel corridors in a way that aims to: establish continuous and convenient connections; accommodate the mobility needs of all transportation users and modes; enable context sensitive as well as equitable and safe access; promote an integrated network of connected facilities (including stormwater, sewer and other utilities, where possible); and create attractive public spaces for the health, well-being, and economic development benefit of the community, at large.

[...]

Electric vehicle (EV): A vehicle which uses one or more electric motors for propulsion, including battery, fuel cell electric or plug-in hybrid EVs per NH RSA Title XX Chapter 236.

Electric vehicle charging (EV charging station): The electric components or clusters of component assemblies designed specifically to charge an *electric vehicle* battery by transferring electric energy to a battery or a storage device in the vehicle.

Electric vehicle parking: parking spaces adjacent to *electric vehicle charging* that are signed as designated for the exclusive use of actively charging *electric vehicles*.

[...]

Maximum extent practicable (MEP): To show that a proposed development has met a standard to the maximum extent practicable, the applicant must demonstrate the following: (1) all reasonable efforts have been made to meet the standard, (2) a complete evaluation of all possible management measures has been performed, and (3) if full compliance cannot be achieved, the highest practicable level of management is being implemented. ~~Pervious Cover: A land surface with a high capacity for infiltration.~~

Pervious: A land surface with a high capacity for infiltration.

[...]

Parking, bicycle: A dedicated accessory space, fixture or structure located with convenient access to a principal building's main entrance and its associated transportation network, such as a public street, way, or trail, and which is dedicated for the secure storage of bicycles.

Parking, long-term bicycle: *Bicycle parking* in a weather-protected facility, intended for at least 4 hours of utilization as workday, overnight, or similar long-term bicycle storage by residents, non-residential occupants, and employees.

Parking, short-term bicycle: *Bicycle parking* provided by a bicycle rack located in a publicly accessible, highly visible location intended for transient or short-term utilization by visitors, guests, patrons, and deliveries to the principal building or use, including events.

Place-making: The act of highlighting, designing and arranging buildings, streets, natural resources, and other distinct elements on the site, such as parks, plazas, public amenities, waterfront, and outdoor markets in a manner that augments and reinforces the area's character, connects residents and passerby with the community, promotes pedestrian activity, and fosters positive user interactions.

[...]

Recreational facility: Usable outdoor private or open space convenient to most occupants and which creates or enhances existing recreational opportunities on or near the site, including but not limited to a park, outdoor dining area, landscaped courtyard, playground or sports area, fitness facility, trail system, or accessible connection to such amenities.

[...]

Screen: Landscaping or fencing, ~~or both~~ and/or similar elements, designed to conceal from view all or part of a structure or site that, in the judgment of the Planning Board, is unattractive or otherwise warrants mitigation of the effect of its appearance.

[...]

Streetscape: Improvements in or adjacent to a public way, usually along sidewalks or front yard space, installed to support community livability, create visual interest and foster cohesive community identity when achieved as a coordinated set of design elements, such as textured or patterned surfaces, outdoor lighting, seating, tree plantings, accent flags, and planters.

[...]

Traffic calming: General term for a variety of physical design measures intended to modify driver behavior, slow vehicles, aesthetically enhance corridors, and reduce the noise and safety effects of motorized vehicle traffic. Relates to adopted City Traffic Calming Policy.

Transit: Any vehicle that is used primarily for the transportation of the general public and has a seating capacity of 10 or more passengers.

[...]

Universal design: A general term for buildings and systems that integrate easy-to-use, convenient design and inclusive mobility for people of all ages and physical capabilities; it complements design required by the Americans with Disabilities Act (ADA) and includes age-friendly considerations such as per AARP Livable Communities guidance.

[...]

ARTICLE IV – PROCEDURE

[...]

Section 4.2 – Fees

The Planning Board has established, and from time to time may amend, a schedule of fees, which is ~~hereby attached to these Regulations and made a part hereof~~ on file at the Planning & Development Department and available on the City's website.

[...]

Section 4.7 – Review for Complete Application

[...]

C. Review by the Planning & Development Department

1. Engineering Review Determination. Upon submission of an application, the Planning Director shall determine whether the application requires engineering review. Upon such determination, the Planning & Development

Department shall forward the application to the Reviewing Engineer. As soon as possible thereafter, the Reviewing Engineer shall provide the Planning & Development with a cost estimate of the Reviewing Engineer's services. The Planning & Development Department shall then provide the cost estimate to the applicant.

2. Other Department Review. Upon submission of an application, the Planning & Development Department shall forward the application to the Fire Department, Police Department, Department of Public Works and any other Department as may be determined by the Planning Director, for review and comment.

2.3. Initial Completeness Determination

- a. The Planning & Development Department shall review the application for completeness pursuant to the requirements of Section 4.7.A and Section 5.1. If the Planning & Development Department finds that the application is complete, or lacks only those items or documents for which waiver requests have been submitted, then the Planning & Development Department shall make a preliminary determination of whether the waiver requests meet the standards of Section 7.2 of these Regulations, and if so, then the Planning & Development Department shall recommend to the Board acceptance of the application for review.
- b. If the Planning & Development Department finds that the application is not complete or that one or more of the waiver requests do not meet the standards of Section 7.2, the Planning & Development Department shall so advise the Applicant, who can elect to complete the missing submission requirements. Missing submission requirements, including any necessary waiver requests, shall be delivered to the Planning & Development Department by close of business on the fourth Monday of the month (or the following business day if the office is closed) for submission to the Board the following month. Submission of additional or revised materials by this date is necessary to ensure that the Planning & Development Department has adequate time to review application materials and to prepare a staff report, as needed, for each application listed on the Board's agenda.
- c. If the applicant elects not to complete the missing requirements, fails to deliver all missing submission requirements prior to the deadline as described above, or, if applicable, fails to pay engineering review fees, the Planning & Development Department shall recommend that the Board deem the application incomplete. Prior to acting on the recommendation, the Board shall give the applicant a reasonable opportunity to be heard on the limited issue of completeness.

[...]

ARTICLE V – SUBMISSION REQUIREMENTS

Section 5.1 – Drawings and Other Submittals

[...]

An application for Site Plan Review shall include the following information:

[...]

- E. Paper copies of the proposed Site Plan drawing (the number to be determined by the Planning ~~Office~~ & [Development Department](#) on an as-needed basis).

[...]

Site Plan drawings shall include the following information (NOTE: The submission requirements described in paragraphs E.1 through E.4 below shall not be waivable under the procedures set forth in Article VII - “Waiver Procedure” of these Regulations):

[...]

4. The following information shall be provided on the first page (or cover page, if applicable) of the Site Plan:
 - a. The name of the City and County in which the development is proposed;
 - b. A north arrow;
 - c. The scale of the plan;
 - d. The date of the plan and of any revisions to the plan;
(NOTE: The date on the plan at the time of the initial submission to the City for application review shall be included on all subsequent submissions to the City. Any subsequent change(s) to the plan shall include a revision date and description of the revision(s).)
 - e. The following basic site information in TABLE FORM:
 - (1) Zoning designation for the subject property;
 - (2) Tax Map and Lot number(s) for the subject property;
 - (3) Area of lot;
 - (4) Gross floor area of existing and proposed buildings/ additions;
 - (5) Number of existing and proposed [on- and off-street parking spaces as a table. The table must show required \(minimum\) and permitted \(maximum\) and the calculations for each, future proposed, and existing parking capacity. If the site is part of an existing development or subdivision, the master table must such information for all related sites and phases, individually and as a project total:](#)

- (6) Number of existing and proposed short- and long-term bicycle storage spaces and for commercial projects, the number of shower/locker facilities;

 - (~~7~~6) Number of existing and proposed loading spaces;
 - (~~8~~7) Height of existing and proposed buildings/additions;
 - (~~9~~8) Number of stories and gross square footage of each;
 - (~~10~~9) Proposed use;
 - (~~11~~0) Required and proposed front, side, and rear yard setbacks;
 - (~~12~~1) Maximum allowable lot coverage with existing and proposed calculations, and;
 - (~~13~~2) Indication as to whether or not the parcel is subject to any City Overlay Districts pursuant to Article IV of the Zoning Ordinance (for example, the Wetlands Conservation District or Flood Plain District) or to NHDES Comprehensive Shoreland Protection jurisdiction.
- 5. A current survey certified by a land surveyor licensed in New Hampshire, depicting the perimeter boundaries of the lot(s) of the proposed site, including compass bearings, distances, and lot areas, and depicting the location of any existing improvements on the property and the width and location of any rights-of-way and/or easements on the property.
- 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.
- 7. The shape, size, height, and location of all existing structures, located on the site and within 200 feet of the site. 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.
- 8. The 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. The plan shall indicate those natural and man-made features that are to be removed, retained, or altered. Wetlands on the property shall be delineated by a NH Certified Wetlands Scientist, whose seal and signature shall appear on the plan. In addition, documentation in the form of the 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 to the Planning ~~Office~~ & Development Department.
- 9. The Zoning District, Tax Map and Lot number, and use of abutting properties within 200 feet of the site boundary; the location of roads,

pedestrian and bicycle facilities, streets,; and the location of curb cuts and vehicle accesses~~driveways~~ within 200 feet of the site boundary.

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, ~~width, and~~ the inside radii of all curves. ~~P~~Vehicle and bicycle parking spaces shall be numbered. Loading spaces and facilities used in connection with any structures on the site shall be shown. The total square footage and percentage of the lot covered by impervious cover shall also be shown. Such elements related to traffic and access must demonstrate coordination with utilities, landscaping, open space/recreation, snow storage, and other plan features.
11. Parking area safety countermeasures 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.
121. The size and location of all existing and proposed public and private utilities. Applications may not be submitted that rely on the use of utilities planned or under construction unless the proposed utilities are part of the application.
 - a. If a Site Plan is proposed to be served by public wastewater services, no Planning Board approval shall become final until a Notice of Permitted Allocation has been obtained pursuant to City Code Chapter 136. In order to avoid delays, the Applicant is encouraged to submit a Sewer Use Permit Application and obtain a Notice of Permitted Allocation prior to submission of the Site Plan Review application in order to verify the availability of sewer capacity and to reserve such capacity for the proposed development.
 - b. If a Site Plan is proposed to be served by public water supply, no Planning Board approval shall become final until a Water Use Permit has been obtained pursuant to City Code Chapter 182. In order to avoid delays, the Applicant is encouraged to apply for and obtain a Water Use Permit prior to submission of the Site Plan Review application in order to verify the availability of water capacity and to reserve such capacity for the proposed development.
132. A plan for outdoor lighting showing the proposed location mounting height, fixture type, lamp type, and wattage of all exterior free-standing or building-mounted light fixtures, as well as analyses and illuminance-level diagrams, to include average and minimum foot-candle measurements, showing that the proposed installation conforms to the lighting level standards in these Regulations. Manufacturer's specification information shall be provided for each proposed light fixture and lamp. The plan shall also include drawings

of all relevant building elevations, showing the location and height of all building-mounted fixtures, the portions of any walls or architectural features to be illuminated, the illumination levels of the walls or architectural features, and the aiming points for any remote light fixtures.

- 143. A plan for the location of free-standing or building-mounted signs, including the location, mounting, aiming, and shielding of any remote light fixtures for externally-lit signs. For internally-lit signs, relevant information concerning the method of illumination and the opacity of the sign background shall be provided, showing that the proposed installation conforms to the requirements of these Regulations.
- 154. The 100-year flood elevation, floodway, and flood plain limits, where relevant.
- 165. A landscaping plan showing proposed new plantings to be installed and existing natural vegetation to be retained. The combination of existing and new plantings must meet or exceed the required total as set forth in these Regulations. The plan shall show in detail the number, size (height and/or caliper), and species (botanical and common names), of all proposed shrubs and trees. Existing trees over 12 inches in diameter, measured 4.5 feet above the ground surface, and within 25 feet of the disturbed area, must be counted and shown on the plan, if included towards fulfilling the landscaping requirements. All calculations for square footage of perimeter landscaping shall be shown. All landscape plans shall show parking lot shading calculations by depicting new trees and shrubs at their 10-year crown size.
- 176. All existing and proposed surface and subsurface storm drainage facilities, including City storm drainage facilities located within 200 feet of the site. Plans for retention, detention, slow release, and treatment of storm water shall be provided, in accordance with the requirements of section 6.6.
- 18. All existing and proposed public and private amenities on the project site or adjacent streets, including **streetscape** installations along sidewalks, plazas, and other outdoor areas. Label the item(s) and note dimensions on the landscape plan; provide specifications for proposed on-site installations on detail sheets in the drawing set.
- 197. See Section 6.6. (Stormwater Management) for additional submission requirements.
- 2018. Plans for snow removal and storage.
- 2119. A plan for the development showing provisions for automobile, ~~public~~ transit, bicyclist, and pedestrian access and circulation that supports **complete streets** including alignment with the City of Lebanon's Complete Streets Policy (2017). Identify safe, interconnected, and accessibility-compliant provisions for building entrances, on- and off-site circulation, signage, on- and nearby off-site pedestrian crossings, related

pavement/surface markings, and **traffic calming**. Such plan shall show means of access to the site and any proposed changes to, including proposed connections with, ~~existing~~ and planned public streets, ~~or~~ sidewalks, **transit stops, and formal paths/trails**. Plans shall include any 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.

~~220.~~ 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. 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 & Development Department with the application submission.)

~~231.~~ Where applicable, phasing lines and schedules for construction and completion of buildings, parking facilities, landscaping, and other required improvements.

~~24.~~ Depict any current and proposed easements, rights-of-way, and deed restrictions including those related to sewer, electrical utility, shared access, etc.

~~252.~~ For multi-family structures, plans for on-site **recreational facilities**.

~~236.~~ Plans for fire protection including turn radius, if requested by the Lebanon Fire Department, ~~if the site is not connected to a City water main.~~

F. A digital copy of the Site Plan drawings (.PDF format) shall be provided depicting the information required under Paragraph E above.

G. The following supporting documents and information:

1. An estimated timetable, to include phasing schedules (where applicable), for construction and completion of buildings, parking facilities, landscaping, and other required improvements.
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 Institute of Transportation Engineers' Trip Generation Manual) shall prepare and submit a Traffic Impact Study in accordance with standard traffic analysis conventions as set forth by the NH Department of Transportation. The Board may, in 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.

3. Written requests for waivers from all applicable provisions of these Regulations shall be provided pursuant to Article VII - "Waiver Procedure."
4. For multi-family dwelling developments and mixed-use developments resulting in a net increase of [TBD] dwelling units or more, the application shall include the information and impact statements identified in Section 6.9.B.

Section 5.2 – Additional Information

The Board may require such additional information as may be reasonably necessary for the purpose of these Regulations including, but not limited to, the information noted below:

- A. Where deemed appropriate, the Planning Board may require the applicant to obtain and provide a letter stating agreement by the public utilities and cable television companies to serve the site, including for planned installations of electric vehicle charging. This letter shall include the size and location of existing off-site public utilities with which connections are planned or located within 100 feet of the site.
- B. Depending on the complexity of the proposed project, the Board may require the submission of a digital copy of the site plans in a CAD .dwg file or similar format for City Staff to more effectively and efficiently review the proposed development.
- C. Such investigative studies or reviews as deemed necessary by the Board in accordance with Section 4.7(F) of these Regulations.
- D. For all developments other than multi-family dwelling developments and mixed-use developments resulting in a net increase of [TBD] dwelling units or more, the Planning Board may require the information and impact statements identified in Section 6.9.B if the Board has reason to believe such development could have a significant impact on municipal or school services or finances.

In the event that additional information is so required, and if the Board's request is not made to the Applicant prior to the public hearing, the Board may continue the public hearing to a specified date, time, and place. Additional information provided by the applicant, whether or not such information was required by the Board, shall be submitted to the Planning ~~Office~~ & Development Department at least two (2) weeks prior to the date to which the Board continued the public hearing in order to provide City staff with sufficient time to review and comment on the information. Submitting information to the Board less than two (2) weeks prior to the date to which the Board continued the public hearing may result in a delay in the review of such information by City staff and the Planning Board.

ARTICLE VI – DESIGN AND CONSTRUCTION REQUIREMENTS

The Planning Board shall approve the proposed site plan only upon determination that the following requirements have been met:

Section 6.1 – General Requirements

- A. The site shall be of such character that it can be used safely for the construction and installation of the improvements, proposed by the Applicant, without excessive grades, inadequate drainage, and other hazardous conditions. Site clearing shall be kept to the minimum required for the construction of buildings and improvements, taking into consideration the need for pedestrian and vehicular safety and the need for natural light and air. Natural cover shall be retained to the extent possible and reasonable. The overall intensity of site development shall be harmonious with the municipality, the neighborhood, and adjacent properties.
- B. Site and structural improvements should be in harmony with the performance and community character goals stated in the municipal master plan and any current, adopted design standards, vision plans or similar expressions of the master plan and relevant regional/state references.
- C. A modification or set of modifications to an existing developed property that requires site plan review under these regulations may require the applicant to propose commensurate modifications that bring the property into greater compliance with the regulations.

Section 6.2 – Landscaping Standards

[...]

B. Perimeter Landscaping

1. On all parcels subject to these Regulations, a minimum landscaped area along the front, side, and rear property lines shall be provided, ~~except within the Central Business District and Lebanon Downtown District where proposed development of the site does not allow.~~ This area shall be a minimum of 15 feet in width for the length of each property line, ~~and shall total at least 20% of the entire lot area. Landscaping around buildings or in parking lots that does not fall within the perimeter zone shall not be counted toward this requirement.~~ Development in the Central Business (CB) District and Lebanon Downtown (LD) District shall provide the required perimeter landscaping except within those portions of the minimum landscaped area proposed to be occupied by a building or parking area.

[...]

D. Landscaping Around Buildings

1. Landscaping around buildings shall be provided to a minimum width of 10 feet and planted with trees, shrubs, and ground cover appropriate to the

architecture in order to buffer parking areas, define entrances, provide foundation planting, and soften large expanses of walls or long roof lines.

2. As part of the landscape design, functional features (such as patios, entrance walks, and loading areas that cross through the landscaped area to the building) may be permitted if they are necessary for the normal functioning of the building. [Entrance walks must provide direct \(short, safe and convenient\) access between the primary public pedestrian corridor and at least one primary building entrance.](#)
3. The landscape design on large multifamily and commercial properties should demonstrate at least one **place-making** element that enhances pedestrian-level engagement and offers visibility on the principal frontage. Where a multifamily or commercial use property provides front yard additional to the minimum required front yard setback, the development must provide such **streetscape** enhancements. Elements may include but are not exclusive to: usable public open space such as a plaza, or pocket park with seating; landscaping integrated with structural elements (e.g., awning, gazebo, vegetated wall, trellis, shade pergola, or **screen**); distinct or custom outdoor lighting, plant hangers, banners, or **bicycle parking**; interactive design (e.g., play equipment); hardscape installations like terracing and water features; attractive wayfinding; permanent or rotating public art space and installations; and/or other amenities that contribute to and are compatible with the primary neighborhood character and function.
4. Service areas, equipment storage, utility boxes, fuel storage, waste enclosures, and similar functions shall not be located in the front yard. Exceptions may be allowed where adequate **screening** is proposed.

E. Landscaping of Parking Areas

~~In order to~~ To moderate summer temperatures due to heated pavement, and to minimize the visual effects of parking areas, [and provide separated space for pedestrians to walk through parking lots, and support on-site stormwater management, parking lots shall be dispersed by landscaped beds and integrated with pedestrian access, as follows:-](#)

1. ~~those~~ Those areas containing one or two rows of parking spaces shall be planted with deciduous trees along the perimeter, so placed to shade 30% of the total parking area, and supplemented with shrubs, perennials, or understory trees to visually **screen** the parking area.
2. The end of each row of parking shall have a landscape bed to protect any vehicle parked next to a travel lane. End beds shall be at least 8 feet in width, except for corner radii, and shall be long enough to protect [tree roots](#) and vehicles parked in the adjacent parking space, and be planted with deciduous trees for shade.
3. Any parking area containing three or more rows of parking shall be planted along the perimeter as stated above, and also shall have landscape islands

placed between each double row of parking spaces, exclusive of aisles. These landscape islands shall have a minimum width of 8 feet, shall extend the length of the row of parking spaces, shall be planted with deciduous trees for shade, and shall terminate on each end with a landscape bed. If linear landscape islands are not practicable, then other interior landscape islands of equivalent size and evenly distributed throughout the parking lot may be allowed.

4. [Any row of parking longer than 100 feet \(e.g., with 11 perpendicular parking spaces\) shall be dispersed every 100 feet or less by a landscaped bed that is at least 8 by 8 feet, exclusive of curbing.](#)
5. The perimeter of the parking area shall be delineated by the curbing, pavement edge, and fencing that encircles the parking area.
6.
 - a. The number of trees required to meet the 30% shading requirement for parking areas shall be calculated on a minimum crown diameter of 30 feet, which each tree shall have attained within 10 years from planting.
 - b. Trees at maturity must have a trunk diameter of at least 12 inches, measured 4 feet above the ground surface.
7. [Required landscaped islands and beds shall be designed to concurrently fulfill other site plan regulation requirements, such as for pedestrian facilities, lighting, snow storage and drainage, utility boxes, and stormwater management \(e.g., LID\) features, so as to limit parking capacity impacts from such features and maximize land use efficiency.](#)
8. The perimeter of the parking area, parking islands, and medians shall incorporate Low Impact Development (LID) design features to the maximum extent practicable. Bioretention features, such as vegetated swales, and rain gardens, located in these areas shall be designed to retain, degrade, and absorb pollutants. Appropriate soil mix and vegetation that is suitable for high salinity and moisture shall be used. Curb cut inlets shall be located in strategic locations to allow for infiltration before stormwater conveyance. Reference New Hampshire Stormwater Manual, Volume 1 & 2 (December 2008 or current version), for specific design guidelines for stormwater best management practices.

[...]

I. Maintenance and Materials

1. The Property Owner shall be responsible for maintaining all landscaping, to include grass and mulch, in good, healthy condition so as to present a neat and orderly appearance. The Property Owner shall replace any unhealthy or dead plant materials in conformance with the landscape plan approved by the Board as part of the site plan.

2. The Property Owner shall plant materials appropriate to the particular location's, soil ~~and~~-moisture conditions , and proximity to substantial open space and wildlands~~of the particular location~~.

All plant stock intended to fulfill these landscaping requirements must be hardy to Zone 4 or lower.

If a property is within a wildland-urban interface area, perimeter landscaping should be selected according to the current version of Appendix F of the International Wildland Urban Interface Code, Characteristics of Fire-Resistive Vegetation.

Plants tolerant of salt shall be planted in areas where they are likely to be exposed to dust and salt, such as in parking areas or along driveways. Suggested salt-tolerant species are listed below:

Shade Trees for Dusty, Salty Locations

<i>Acer ginnala</i>	Amur maple
<i>Crataegus spp.</i>	Hawthorne
<i>Fraxinus pennsylvanica</i> 'Patmore'	Patmore ash
<i>Fraxinus pennsylvanica</i> 'Summit'	Summit ash
<i>Fraxinus pennsylvanica</i>	Green ash
<i>Gleditsia triacanthos</i>	Honey locust
<i>Tilia cordata</i> 'Greenspire'	Greenspire linden
<i>Tilia cordata</i>	Littleleaf linden

[...]

- M. Protection of Landscaped Areas

Landscaped areas provided within and adjacent to all parking and vehicular areas shall be protected by curbing, wheel stops, or fencing, with exception to areas with LID features, when deemed to be acceptable by the Reviewing Engineer.

- N. Low Impact Design (LID) Features

- ~~1.~~ LID design features may replace required landscaping components as approved by the Planning Board.

Section 6.3 – Utilities and Fire Protection

- A. Provisions shall be made for the site to be serviced by necessary utilities, which may include water for fire and domestic use.

1. In appropriate cases, the Fire Department may require the provision of fire hydrants, fire ponds, fire pumps and/or dry hydrants. The Fire Department shall approve all hydrants, including the type of hydrant, type of control valves, and location of hydrants.

2. Water lines serving any hydrant shall meet the standards specified by the municipal public works staff responsible for water system specifications.
3. Hydrants must be located in access areas, i.e., roads, that are a minimum of 26 feet in width, or with comparable accessibility, such as a bump-out.
4. The maximum distances between hydrants shall be as shown as required by the Uniform Fire Code and the Fire Department shall be consulted for verification.

B. In the event that a site is not serviced by City water mains, then the following standards shall apply in order to provide minimum requirements for water supply for firefighting, and a reasonable degree of protection to life and property.

1. ~~A.~~ There shall be located on site a water-storage facility capable of delivering required fire flows as determined by using the Insurance Services Organization (ISO) formula for required fire flow. Such storage and delivery systems shall meet the requirements of the currently adopted International Fire Code (IFC) and National Fire Protection Association (NFPA) Standard #22, *Water Tanks for Private Fire Protection*, and NFPA Standard #24, *Private Fire Service Mains and Their Appurtenances*, and NFPA Standard 1142, Standard on Water Supplies for Suburban and Rural Fire Fighting.

2. ~~B.~~ If ~~proper~~ improvements to be constructed are to be sprinklered, either by the currently adopted International Fire Code building code requirements or the Applicant's choice, water-storage capacity and sprinkler system design shall be determined by IFC standards and NFPA Standard #13 s including NFPA 13, Standard for the Installation of Sprinkler Systems, and NFPA Standard 1142, Installation of Sprinkler Systems, or NFPA Standard #13D, Residential Sprinkler Systems for One- & Two-Family Houses, or NFPA Standard #13R, Residential Sprinkler Systems. In no case shall storage capacity be less than 10,000 gallons of usable water.

3. ~~C.~~ The supply of water for firefighting purposes shall be located and maintained so as to be accessible year-round to Fire Department apparatus. The supply system shall comply with the requirements of applicable sections of the IFC as adopted in Chapter 72 of the City Code~~Such supply shall be within a 1,000-foot hose lay of all structures.~~

~~D.C.~~ Provisions shall be made for buildings on the site to be serviced by the municipal fire alarm system when such structures are located within 2000 feet of the existing system~~The Board shall obtain from the Fire Department its comments on compliance with these standards and any other life safety codes.~~

Nothing contained herein shall relieve the Applicant of complying with applicable provisions of the Lebanon Building Code adopted by the City of Lebanon under Ordinance #36 and the City's Fire Prevention Code, Chapter #72 of the City Code~~23.~~

Section 6.5 – Coordination of Roads, Parking, Loading, Recreation, and Safety

A. Construction Standards

Construction requirements shall be in accordance with *Standard Specifications for Road and Bridge Construction*, as published by the State of New Hampshire Department of Transportation, and the *Guide for the Development of Bicycle Facilities*, as published by the American Association of State Highway and Transportation Officials.

B. Design Standards

1. Accessible Design. Conform with the latest accepted or adopted roadway and multimodal design standards available, including but not limited to:
 - a. The City of Lebanon's Complete Streets Policy (2017) and its cited¹ design standards.
 - b. Americans with Disabilities Act (ADA) *Standards for Accessible Design* and *ANSI Standards*.
 - c. *Universal design* best practices that are inclusive of the needs of users with limited vision, mobility devices, and disabilities, in conjunction with ADA standards, such as for non-visual wayfinding with audible and tactile cues (e.g., detectable warning strips), contrasting color delineation of pedestrian, bike and other zones and edges, flush curbs on shared streets, and related design elements.
 - d. U.S. Federal Highway Administration (FHWA) *Bikeway Selection Guide* (2019).

¹ American Association of State Highway and Transportation Officials (AASHTO) - *Guide for the Development of Bicycle Facilities* (4th Edition, 2012)
Guide for the Planning, Design and Operations of Pedestrian Facilities (2004)
A Policy on Geometric Design of Highways and Streets (2011)
American Planning Association (APA) & American Society of Civil Engineers (ASCE) - *U.S. Traffic Calming Manual* (2009)
Federal Highway Administration (FHWA) - *Manual of Uniform Traffic Control Devices* (MUTCD)
PEDSAFE: Pedestrian Safety Guide and Countermeasures Selection System
Guidance on Bicycle and Pedestrian Facility Design Flexibility
Institution of Transportation Engineers (ITE) - *Designing Walkable Urban Thoroughfares: A Context Sensitive Approach* (2010)
Neighborhood Street Design Guidelines (2010)
National Association of City Transportation Officials (NACTO) - *Urban Bikeway Design Guide* (2nd Edition, 2012)
Urban Street Design Guide (2013)
U.S. Architectural and Transportation Barriers Compliance Board (the Access Board) - *Accessible Rights-of-Way: A Design Guide*
Active Transportation Alliance
Complete Streets Complete Networks: A Manual for the Design of Active Transportation

e. FHWA Small Town and Rural Multimodal Networks (2016).

2. Signage and markings. All traffic control applications, signs and devices are to be pursuant to the Manual on Uniform Traffic Control Devices (MUTCD), current edition. Ensure the visibility of crosswalk areas around high pedestrian traffic areas on-site through high visibility and contrasting surface treatment (stamped concrete, pavers, solid painted area, and other textures), curb extensions, and similar measures to protect pedestrian safety. Use a consistent design throughout the site.
3. Internal Access Drives/Roads. Except as otherwise required by law, such as for truck, fire or service routes, the travel lanes of any on-site access should not be more than 10.5 feet wide.

C. Orientation and Form

1. Orientation to frontage. Buildings and building facades, including those in multi-tenant shopping plaza arrangements, must be visually and physically oriented to public ways including sidewalks to prioritize convenient pedestrian access and appeal from the right of way. Buildings shall also include orientation to public open spaces, trails and waterways including the Mascoma River, Northern Rail Trail and Mascoma River Greenway, as secondary physical and visual access opportunities where appropriate.
2. Highlight entrances. At least one primary entrance to the building shall face the public way on which the lot has frontage. If the lot has frontage on both a primary street and secondary street, as defined above, the main entrance shall be oriented toward the primary street. If the lot has frontage on more than one primary street, the main entrance to the building shall be oriented toward the street that carries the greatest volume of pedestrian and vehicular traffic. An entrance on a corner along the primary street also meets the intent of this standard to provide a convenient and welcoming pedestrian access from the public way.
3. Adaptable entrance design and building massing. Pedestrian entrances shall be provided at least every 60 linear feet along the ground floor of the primary façade unless such egress would create safety or security concerns for the building's use. In such instances, a significant architectural feature that creates varied massing, such as a bay window or other feature, must be provided every 60 linear feet. No structure may be longer than 350 feet unless a pedestrian passage is provided at the ground floor level between the exteriors of each side (front and back) of the structure. This may be waived in industrial zoning districts.
4. Structured parking, garage and carport design.
 - a. When parking structure (e.g., parking garage) is located on a lot with frontage, the portion(s) with frontage, shall be designed to include attractive fenestrations, high-quality materials, and varied design elements. At least 1/3 of frontage-facing elements in new construction shall be **screened** by occupied active interior space for

other uses at the ground floor level (retail, lobby, etc.), or at least 1/3 of the frontage must have variation in massing, substantial transparency and additional architectural detail that is distinct from the rest of the building and which visually enhances the remainder of the ground floor level. Occupied uses shall have a depth of at least 20 feet.

b. The visibility of multi-unit garages and carports (e.g., multifamily) from the street should be minimized by placement, scale and/or screening. Garages should be placed underneath or at the rear of multi-unit structures. Garages should be grouped in small clusters rather than as unbroken lines or 'corridors' or rows around the perimeter of the development. When parking is provided as individual garages (not structured parking), then garage doors should not comprise more than 1/3 of the façade at the ground floor level.

c. The installation of rooftop photovoltaic solar panels, consideration of electric vehicle charging/parking and car-sharing parking opportunities, and coordination with bicycle storage requirements are encouraged.

DB. Access and Traffic

1. The public ~~highways~~streets providing access to the site shall be sufficient and have adequate capacity and features for the safety of vehicles, pedestrians and bicycles. This will include the main traffic arteries that must be utilized for travel to and from the site. The Board shall not approve a proposed site plan without such sufficient and adequate access capacity and features.
2. The traffic patterns on, at, and around the site shall be coordinated so as to compose a safe and efficient system for vehicles, pedestrians, and bicyclists. There shall be proper arrangement of roadways, loading areas, and parking areas within and around the site, in relation to existing and planned streets, so the proposed development of the site shall not endanger the safety or welfare of vehicles, pedestrians, or bicyclists. There shall be adequate traffic access to and from City streets to ensure the safety of vehicles, pedestrians, and bicyclists.
3. Improvements to off-site existing streets may include signal devices, sidewalks, crosswalks, and other features, if as necessary, to mitigate the increased traffic generated by the development of the site.
4. All projects proposed for development, except for those in rural lands and heavy industrial zoning districts, shall install sidewalks along the street frontage(s).

a. When a location's posted vehicular traffic speeds are 25 mph or greater, there must be a 5-foot pedestrian facility on at least one side of the street. When the posted limit is 35mph or greater, the facility

must be separated from the road, such as by a 2-foot landscaped median.

b. Sidewalks must be at least 5 feet wide (not including curb) and free of barriers and obstructions including signage, utilities, lighting and landscaping.

a.c. On-site pedestrian areas may be merged with public sidewalks along the principal frontage, for a wider route overall, in order to create a broad walking surface in high traffic locations. Pavement and concrete are preferred; alternative sidewalk surfacing materials such as pavers, may be considered, such as for additional width beyond 5 feet. If the project is along a major connecting route and a sidewalk is not currently feasible, provide at minimum a level 5-foot shoulder right-of-way for potential future improvements.

5. Each site shall provide adequate access from public highways and sufficient maneuvering room for fire, police, and other emergency vehicles. The Fire Department shall provide information indicating whether or not this requirement is satisfied by the proposed plan per Ordinance #72, the City's Fire Protection Code, which adopts the International Fire Code. Related requirements are as follows: ~~Minimum access requirements shall include a 50-foot turning radius and 22 foot fire lanes at the rear of the buildings.~~

a. All buildings shall be accessible on all sides to fire trucks and other fire fighting equipment. See Fire Lanes below. Exceptions require Fire Department and Planning Board approval.

b. Fire lanes are required for every commercial, industrial, public or semi-public building [that is located in a high density urban area and/or where it is extremely important to have 24 hour access for emergency apparatus], where access is not otherwise supported through the IFC standards. Where provided, the fire lane must be 22 feet in width at minimum, and a turnaround area with adequate turn radius must serve the access. Provide CAD AutoTURN data or a similar basis of design for the turn radius, if requested by Lebanon Fire Department.

c. A permanently designated open access roadway is required for fire apparatus, of ≤ 6 percent grade with an all-weather surface not less than 20 feet of unobstructed width and adequate turning radius, capable of supporting the loads of fire apparatus, having a minimum clearance of 13 feet 6 inches.

a.d. Dead end accesses such as cul-de-sacs must be designed per IFC criteria.

The Planning Board will not approve any site plan until it is in receipt of a written communication from the Fire Department stating that they have reviewed the plan and stating their opinion as to whether the plan provides for adequate firefighting access and for full compliance with applicable life safety standards including Ordinance 72, the City's Fire Protection Code.

6. On-site pedestrian facilities shall be provided and address the following:

- a. Convenience. Well-marked and convenient pedestrian facilities that minimize walking distances must be provided between the primary building entrance(s), parking areas, principal frontage and adjacent public sidewalks. Minimize walking distances, to the extent practical depending on site grade, siting of common open space and similar elements. For sites with multiple buildings, uses, or residential unit entrances at the ground floor level, pedestrian walkways should connect each function, where appropriate. A common route with spur paths may meet this requirement.
- b. Visibility. Pedestrian routes must be continuous and clearly demarcated such as by contrasting paint, material changes or textured surfacing, reflectors, safety signage, landscaping, and/or attractive barriers. Surface materials must provide traction and facilitate general maintenance and snow removal.
- c. Parking area safety. Pedestrian aisles through parking lot vehicle circulation areas must be distinctly marked or paved, continuous and safe. Pedestrian facilities through parking lots must be provided and, where applicable, must be separated from vehicle circulation areas for at least every four rows of parking, or at a maximum spacing of 200 feet between walkways. When the walkway is integrated with landscaped islands between rows, the landscaped island must be at least 12 feet wide. Walkways must be at least 4 feet wide.
- d. Crossing safety. Pedestrian crossings are required when the walking route crosses vehicle circulation areas. To identify crossing points, and support visibility, safety, and wayfinding, the transition area at street or drive crossings and between parking lot walkways and entrances, shall be highlighted through curb extensions (bump outs), contrasting materials, planters, pedestrian-scale lighting such as decorative bollards, and landscaping, including adherence to Sec. 6.5.B. Any raised crossings must meet requirements for drainage and snow removal equipment and should be flush with the height of the adjoining sidewalk and at least 10 feet wide to allow the front and rear wheels of a passenger vehicle to be on top of the table at the same time.
- e. Connectivity. Connect neighboring commercial properties at the side and rear lot lines with pedestrian facilities (path or sidewalk) when public routes are not available within 100 feet. Locate facilities to connect to existing parks and trails, and/or according to City plans for connectivity improvement needs, where they exist. Alternatives

may be permitted where it is determined that there is insufficient potential for utilization, steep slopes, or other contextual challenges. For adjacency to conservation properties, work with the Conservation Commission to accommodate accesses, where deemed by the Commission to be appropriate. Prioritize use of new or existing corridors, such as sewer easements. At minimum, seek and obtain public access easements for future non-motorized access.

7. Access management. Minimize curb cuts along a property edge onto the public right-of-way and provide a continuous circulation system within the property. Link a road or driveway with the overall site circulation patterns of adjacent parcels. For improvements to existing developments, redundant access points must be evaluated for closure or limited access, such as for fire lanes. A driveway intersecting a street that constitutes the principal frontage of a lot is not permitted when the lot abuts another street or can be accessed by a shared driveway on an adjacent property with an existing or planned curb cut/access. Prioritize use of connections to secondary cross-streets. Service drives for loading and drop-off zones shall be designed as alleys at the rear of a lot or subdivision whenever possible.
8. In some cases where traffic speed and volume are low, an internal roadway/drive may be designed as a woonerf or shared street, without sidewalks or striped lanes, where vehicle, bicycle, and pedestrian movement are mixed and movement is adequately controlled through **traffic calming** and safety features as well as landscape and amenity elements to the satisfaction of staff and Planning Board review.
9. Transit. If a property borders or is planned to host an existing, proposed, or planned (i.e., mentioned in an active plan) **transit** stop or dedicated **transit** route, considerations for internal and exterior street design must be detailed in the application. Compare designs and correspondence with the transit authority and City officials to verify service, and select appropriate design for pavement markings, crosswalks between stops, adjacent sidewalks and site access for pedestrians/riders, snow removal accessibility and responsibility for stops, curb height, spacing of **transit** stops, dimensions of **transit** stop space (e.g., for bus shelter pad), bulb-out or pull-out, sidewalk tip-down, distance from intersections and drive accesses, shelters, street furniture, signage, and lighting. Safe access must be provided to and from the main development entrance(s) to the **transit** stop. Access to the **transit** stop must limit crossing over parking facilities, driveways, and vehicular rights of way, and specifications must adhere to City construction and lighting policies for elements in the public way.
10. Sightlines. To ensure sightlines are maintained at pedestrian crossings on or between public and private streets, provide at least 15 feet of no parking on either side of the crossing, if there is not a curb extension at the crossing. Trees, structures, signs, and other visual obstructions must also be set back from all pedestrian crossings for appropriate visibility. Where surface markings do not provide enough visibility or there is a high volume of pedestrian traffic, such as between a building entrance and parking facility,

pedestrian crossing signs shall be installed on both sides of the crossing/crosswalk.

EG. Parking and Loading Areas

1. At its discretion, the Board may require that parking areas and areas for internal circulation on the site shall be physically delineated (for instance, by curbing or wheel stops) so as to protect adjacent vegetation and pedestrians.
2. Parking areas shall be finished with improved materials. The Planning Board may modify the requirements contained herein when it is appropriate as relates to safety/visibility, water quality, drainage, and/or aesthetic considerations.
 - a. Porous pavements should be considered for feasibility for commercial and industrial applications for general and overflow parking areas in new development, in support of general requirements for stormwater management under Section 6.6 and landscaping for parking areas under Section 6.2.
 - b. Where provided, *pervious* pavement shall be appropriately sited and designed for traffic and vehicle loading conditions. Porous pavement will generally not be included in the calculation of impervious surface areas for site development. Construction quality assurance during installation and production of porous pavements, and long-term operations and maintenance will be required to ensure success. Porous or **pervious** surfaces shall be designed and constructed in accordance with NH Stormwater Manual, Volumes 1 & 2 (December 2008 or current version), Stormwater and Antidegradation for specific design guidelines for stormwater best management practices, and be accompanied by an Owner's Project Requirements (OPR) manual or a property maintenance schedule (e.g., surface cleaning).
 - ~~a.c.~~ Impervious cover cross-sections shall include a minimum of 2 inches of bituminous pavement over 6 inches of crushed stone and 12 inches of bank-run gravel for light-duty parking areas (for example, small retail uses, office uses, and multifamily uses); and 3 inches of bituminous pavement over 6 inches of crushed stone and 18 inches of bank-run gravel for heavy-duty parking areas (for example, large retail uses, shopping centers, and industrial uses). ~~The Planning Board may modify the requirements contained herein when it is appropriate because of water quality, drainage, and/or aesthetic considerations, so that the safety of pedestrian and vehicle traffic is assured.~~
3. Parking spaces shall measure a minimum of 9 x 18 feet. Where the parking spaces are perpendicular to a landscape bed, it is encouraged for them to they may measure 16 feet in length on the pavement, with an additional 2 feet of unobstructed overhang into the landscape bed, to reduce paved

[impervious surface area](#). Parking spaces perpendicular to a sidewalk area may overhang the sidewalk, provided that the sidewalk is a minimum of 6 feet wide, excluding curbing.

4. Aisles between parallel rows of [90-degree](#) spaces shall be a minimum of 24 feet wide. [Where the proposed building is 30 feet high or taller, the width of the closest aisle to the building footprint shall be a default minimum of 26 feet per International Fire Code.](#)
5. Alternative parking designs may be considered as recommended by the Reviewing Engineer. The Board may modify the requirements contained herein when it is appropriate to use a substitute for paving because of water quality, drainage, and/or aesthetic considerations, so long as the safety of pedestrian and vehicular traffic is assured.
6. All loading areas shall be designed so as not to interfere with other planned circulation on the site and so as to provide adequate space and facilities.
7. [No new parking or circulation areas for vehicles shall be located in the front yard for new construction or existing developments where material changes are proposed, with the exception of multifamily development with less than 5 units. Where a lot abuts more than one street, this restriction shall only apply to the front yard along the principal frontage.](#)
8. [Large parking lots with multiple driving aisles shall be oriented perpendicular to the building to reduce the number of traffic aisles that a pedestrian must cross to reach the building.](#)
9. [Minimize the negative environmental, visual, and safety aspects as well as land use and runoff inefficiencies of expansive surface parking facilities. Site plans that require the creation of new parking facilities in the GC, NC, or any mixed use districts shall submit a letter outlining correspondence with abutting owners on the possibility of having a minimized, shared parking facility based on the calculations outlined in section 607.6 of the Zoning Ordinance. Shared structure and surface parking are particularly encouraged for large projects exceeding 100,000 square feet of gross floor area.](#)
10. [Provision of **electric vehicle charging** facilities, or capacity for future facilities, should be considered where feasible, and particularly for developments proposing 50 or more vehicle parking spaces.](#)

[FD.](#) Snow Removal, Curbing, and Floodproofing

1. Curbing used in the Central Business [\(CB\) District](#) and [Lebanon Downtown \(LD\) District](#) shall be granite. Curbing in all other zones shall be concrete or granite. The Board may modify the requirements contained herein when it is appropriate because of water quality, drainage, aesthetic, or practical considerations, so long as the safety of pedestrian and vehicular traffic is assured.

G. Groundwater Protection

The quality of groundwater shall not be adversely affected by the proposed development. This requirement shall be established by the Applicant showing that the proposed development will not violate the rules and regulations of the New Hampshire Division of Water Supply and Pollution Control with regard to groundwater.

H. Multi-family Open Space and Recreational Facilities

1. Site plans for multi-family dwelling developments shall make adequate provision for the on-site **recreational facility** needs of the residents of the proposed development. The plan shall be designed to minimize the likelihood that public safety will be endangered by the extensive use of internal roads and parking areas for recreation.
2. In all zoning districts except the Central Business (CB) and Lebanon Downtown (LD) Districts, site plans for multi-family dwelling developments resulting in a net increase of [TBD] dwelling units or more shall provide open space as required by and in accordance with Section 12.2 ("Open Space and Recreation Area") of the Subdivision Regulations.

~~F~~I. Bicycle Storage and Parking

The intent of this section is to support bicycle and transportation efficiency, reduce vehicle distance traveled, and improve public health. Requires multi-family and non-residential development to provide bicycle facilities and parking with user-friendly and intuitive function, visibility, accessibility, security, lighting, weather protection, and conflict prevention. The requirements of this section shall apply to new development, changes of use, and expansion of use.

1. Residential development, multi-family dwellings with more than five (5) units must:
 - a. provide covered short-term **bicycle parking**/storage facilities for at least 15 percent of occupants (e.g., 50 units = 8 spaces)
 - b. provide long-term bicycle storage for at least 30 percent of all regular building occupants, but with no less than one (1) long-term bicycle storage space per dwelling unit.
2. Non-residential development, including municipally owned buildings must:
 - a. provide secure **short-term bicycle parking** or **long-term bicycle parking** for at least ten (10) percent of the number of automobile parking stalls approved by the Planning Board OR provide spaces for at least 5 percent of building occupants (measured at average daily peak), whichever is greater, but in no case may the total be less than two (2) rack spaces.

- b. for **bicycle parking** spaces required in excess of 20 spaces, at least 25 percent of the spaces must be provided as long-term **bicycle parking**.
- c. provide bicycle facility wayfinding
- d. provide shower and changing/locker storage facilities, where feasible. Facilities should be accessible in the building, or within 200 yards of the building entrance (such as in tenant properties with shared facilities). One facility is equivalent to at least one shower stall and five locker units. When provided, there should be at least one facility for every four (4) bike spaces required.
- 3. When a calculation yields a fractional number of required spaces, the number of spaces shall be rounded up to the nearest whole number.
- 4. Facilities must adhere to Lebanon's Bike Storage Design Guide.
- 5. Locate parking/storage in a well-lit, highly visible area.
- 6. Shared **bicycle parking** facilities are encouraged.
- 7. **Bicycle parking** may be required by the Planning Board for commercial uses whenever any new use is established, or any existing use is expanded for which more than ten (10) automobile parking spaces are required.
- 8. The Planning Board may adjust any of the amounts in this section upward or downward based on factors such as the site location, site characteristics and layout, the type of users and residents, the amount of vehicle parking provided, and other pertinent factors.

[...]

Section 6.7– Lighting

A1. Purpose

The purpose of this section is to guide property owners and applicants in appropriately lighting their non-residential and multi-family development proposals.

New lighting technologies have produced lights that are extremely powerful and thus need to be installed sensibly so that they do not create problems of excessive glare, light trespass, skyglow, and higher energy use. Outdoor lighting along roadways, walkways, parking lots, and other public areas shall be designed and located with consideration to fixture and lamp type, mounting height, spacing, and distribution of light in order to: assure adequate illumination for the safety and security of drivers, pedestrians,

bicyclists, and other passersby; avoid adverse impacts to adjacent properties and on wildlife habitat; assure that light pollution does not limit the ability of citizens to enjoy the nighttime sky; and minimize the unnecessary use of electricity.

~~Outdoor lighting shall be located, mounted, aimed, and shielded in such a way that adjacent uses are suitably protected from light trespass. Such lighting shall not interfere with traffic on nearby highways. The standards and guidelines contained in the most current edition of the *Illuminating Engineering Society of North America (IESNA) Lighting Handbook* shall be utilized to determine the appropriateness of exterior lighting levels and conformity with these Regulations.~~

B2. General Requirements

Proposed lighting installations may be approved only if the Board finds that they are designed to prevent light trespass onto adjacent properties or streets, minimize light directed skyward, and do not result in excessive lighting levels.

Outdoor lighting shall be located, mounted, aimed, and shielded in such a way that adjacent uses are suitably protected from light trespass. Such lighting shall not interfere with traffic on nearby highways. The standards and guidelines contained in the most current edition of the *Illuminating Engineering Society of North America (IESNA) Lighting Handbook* shall be utilized to determine the appropriateness of exterior lighting levels and conformity with these Regulations.

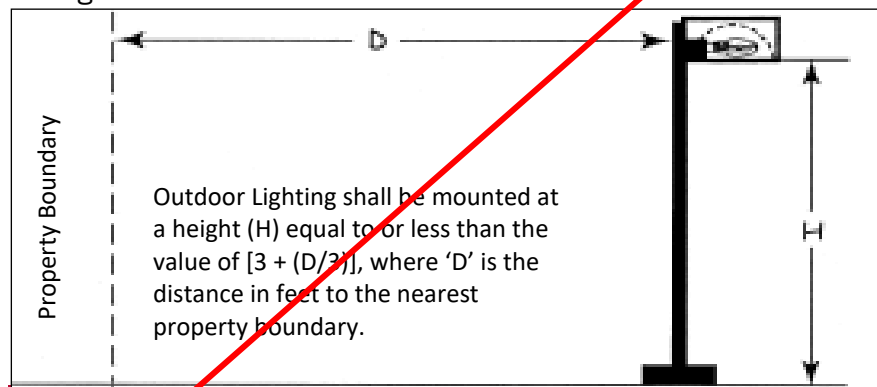
All light fixtures, including fixtures mounted inside buildings or structures, shall be located, mounted, aimed, and shielded so as to minimize glare perceptible to drivers, pedestrians, bicyclists, and other passersby within adjacent streets or rights-of-way. In addition to these general standards, the following shall also apply:

1. Lighting installations shall be designed to provide the minimum illumination necessary to facilitate the use of the site. Except as otherwise stated in the special provisions of this section or unless approved by the Board, lighting levels shall not exceed the minimum level of illumination recommended by the IESNA for the proposed use and level of activity.
2. Light fixtures shall be located, mounted, aimed, and shielded so as to not cause light trespass upon adjacent properties or onto streets or rights-of-way in excess of the following levels: The light intensity at adjoining streets or commercial property boundaries shall not exceed 0.5 foot-candles at grade level, and the light intensity at adjoining residential property boundaries shall not exceed 0.1 foot-candles at grade level.
3. Lighting installations shall utilize fully-shielded fixtures, as defined herein, or full cut-off fixtures, as defined by the IESNA, so as to

produce no light above a horizontal plane through the lowest direct light-emitting part of the fixture.

4. Lighting installations shall include timers, dimmers, sensors, and/or other energy-saving technologies to reduce overall energy consumption. Non-essential lighting shall be turned off or reduced after normal business hours, leaving only necessary lighting for security purposes. (Non-essential lighting includes, but may not be limited to, display, aesthetic, parking, and/or sign lighting as determined by the Board.)

- 5e. ~~The mounting height of all light fixtures shall be equal to or less than the value of $(3+D/3)$, where 'D' is the distance in feet to the nearest property boundary.~~ The maximum mounting height of the light fixture shall not exceed fifteen (15) feet in residential zoning districts or twenty (20) feet in commercial, institutional, or mixed zoning districts.



-(2003) Image from Fairfax County, VA Outdoor Lighting Standards

6. Lighting installations used to illuminate areas such as streets, walkways, or parking lots shall utilize energy-efficient lighting such as LED (light-emitting diodes), low-pressure sodium, high-pressure sodium, metal halide lamps, or equivalent technology in terms of luminaire efficacy as measured in lumens/watt. Mercury vapor lamps shall not be used due to their inefficiency, high operating costs, and toxic mercury content.

Technological advances in outdoor lighting may allow for options not otherwise considered in these Regulations. The use of new technologies, especially those that have energy-saving properties, is encouraged. Applications that use new technologies and follow the purpose and intent of these Regulations will be considered and evaluated for approval.

7. Floodlights or spotlights shall be mounted above the object or area targeted for lighting and shall be shielded and aimed no higher than 45 degrees above straight down (half-way between straight down and the horizontal plane).

8. Uplighting is prohibited, except as allowed for the Lighting of Building Façades and Landscaping, as set forth in Paragraph 5 below.

~~3.9.~~ In order to minimize the risk of disability glare, harm to human and ecological health, and to promote visual access to dark skies, all outdoor lighting shall have a Color Correlated Temperature (CCT) of 3000 Kelvin (K) or less (warmer light), unless a compelling need for a higher CCT (cooler light) can be demonstrated based on supporting evidence. Luminaires may prove qualification by being listed as Dark Sky Friendly by the International Dark Sky Association.

[...]

~~G. Multifamily Recreational Facilities~~

~~Site plans for multifamily structures shall make adequate provision for the on-site recreational needs of the residents of the proposed development. The plan shall be designed to minimize the likelihood that public safety will be endangered by the extensive use of internal roads and parking areas for recreation.~~

[...]

Section 6.9 – Premature and Scattered Development

A. GENERAL

The Planning Board may disapprove a site plan application if it determines by majority vote that such application proposes development that is scattered or premature, so as to involve danger or injury to health, safety, or prosperity of the community by reason of the lack of water supply, drainage, transportation, schools, fire department, or other public services or which necessitates an excessive expenditure of public funds for the supply of such services.

For purposes of this section, a development shall be considered scattered or premature if it will cause, or poses an undue risk of causing, a substantial or appreciable adverse impact upon any of the factors or parameters set forth in the General or Specific Purposes of Site Plan Review, as outlined in Sections 1.4 and 1.5 of these Regulations, or as set forth in Section 6.9.B if such information is required to be submitted per Section 5.1.G.4 or 5.2.D.

If a development is determined by the Planning Board to be scattered or premature, the applicant may show through both on and off-site improvements made at the expense of the applicant, that the development is not scattered or premature or, if so, is overcome by remedial actions of the applicant.

B. AREAS OF STUDY AND INFORMATION

The following areas shall be considered in such studies and such information provided to the Board to determine the effect of the proposed development. The Planning &

Development Department may provide administrative guidelines to assist the developer in providing appropriate information.

1. Statement of impact of the proposed development on natural resources and environmental quality including, but not limited to, water quality, air quality, wetlands, soil erosion and agricultural soils and a statement of pollution control and environmental impact mitigation measures.
2. Capacity of the school system; effect on school bus transportation and distance of the proposed subdivision from the nearest elementary school.
3. Adequacy of streets and/or sidewalks in the general area of the development including major intersections providing access, and such other areas as requested by the Board.
4. Sufficiency, availability and capacity of utility services to provide water, fire protection, and sewer, and further, the impact of the development on the municipal solid waste disposal facilities.
5. (If applicable) The impact of on-site subsurface sewage disposal systems as to adjacent wells, water supply systems, and any known aquifers so designated by the United States Geological Survey.
6. Any special fire, police and public safety problems due to location and/or special conditions relative to the type of use.
7. Impact of storm drainage from the development on abutting properties and potential storm drainage problems both on the site of the development and downstream from the development.
8. Fiscal impact statement analyzing the impact of the development on municipal, school and county revenues and expenditures, including estimated potential tax revenue and estimated number of school children.

[...]

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SUBDIVISION REGULATIONS – DRAFT AMENDMENTS

SECTION 5 – DEFINITIONS

[...]

Major Subdivision. Any division of a lot, tract, or parcel of land into four (4) or more lots, plats, sites, or other divisions of land for the purpose, whether immediate or future, of sale, rent, lease, condominium conveyance or building development~~land which results in four (4) or more lots, plats, building sites, or other divisions of land, or which requires~~involves the creation of new streets, or the extension of existing~~new streets, utilities, or public improvements.~~ (See also the definition of “Subdivision” below)

[...]

Minor Subdivision. Any division of a lot, tract, or parcel of land into no more than three (3) lots, plats, building sites, or other divisions of land for the purpose, whether immediate or future, of sale, rent, lease, condominium conveyance or building development~~land which results in no more than three (3) lots, plats, building sites, or other divisions of land, each fronting on an existing Class IV or V highway, and not involving the creation of new streets or the extension of existing new streets~~the creation or extension of any new street or extension of municipal facilities nor the creation of any public improvements. (See also the definition of “Subdivision” below)

[...]

Subdivision. The definition of this term shall be as provided in RSA 672:14, as set forth below:

- A. "Subdivision" means the division of the lot, tract, or parcel of land into two (2) or more lots, plats, sites, or other divisions of land for the purpose, whether immediate or future, of sale, rent, lease, condominium conveyance or building development. It includes resubdivision and, when appropriate to the context, relates to the process of subdividing or to the land or territory subdivided.

[...]

SECTION 6 – JURISDICTION

6.1 General Subdivision.

These Regulations shall apply to ~~the subdivisions of land~~s of land within the boundaries of the City of Lebanon. The definition of a subdivision shall be as provided in RSA 672:14,~~and is intended to give the Planning Board the most comprehensive jurisdiction as permitted under state law.~~

The Board also has jurisdiction over Minor Lot Line Adjustments and Boundary Line Agreements.

6.2 **Exceptions**

- A. Subdivision review shall not be required for ~~building~~ developments consisting of more than one (1) building erected on a lot in single ownership ~~in a commercial, industrial, institutional, or mixed-use zoning district~~ including, but not limited to, residential developments involving rental units under single ownership (e.g. an apartment complex), a shopping mall, or industrial park.

6.3 **Condominium Conversion.**

When land and existing buildings under single ownership are proposed to be converted into a condominium form of ownership, and where no physical changes to the property are proposed, subdivision approval shall only be required if the Planning Director determines that be required, but the Planning Board's involvement shall be limited to such review as it deems necessary to ensure that the underlying existing use of the property will ~~not~~ be materially altered by the conversion. If the ~~Board~~ Planning Director determines that, due to the specific facts of the case, the effect of the conversion will be to materially alter the nature or intensity of the use of the property, then full review under these Regulations shall be required. The landowner, any Board member, or any person aggrieved may, within 30 days of such determination, make a written request for determination on this issue by majority vote of the Planning Board. The Board shall act on the request within a reasonable time. Such a determination shall be considered administrative, and no noticed public hearing shall be required.

[...]

SECTION 10 – MAJOR SUBDIVISION

[...]

10.4 Submission Requirements

[...]

B. Design Review - Specific Submission Requirements

1. Major Subdivision plans submitted for Design Review shall include and depict the following information in addition to the baseline information listed in Paragraph 10.4.A(1) above:

[...]

- g. The preliminary plan for existing and proposed telephone, cable, and electric utilities, including the provision of municipal fire alarm systems where supported by Site Plan Review regulation requirements.

[...]

SECTION 13 – DESIGN STANDARDS

[...]

13.3 Lot Layout, Drainage and Driveways

Lot layout will result in the permanent division of land. It is in the public interest that the lot layout shall be functional, economical and aesthetically pleasing. Lots shall be laid out in relation to the topography and graded sufficiently to provide adequate drainage for the purpose intended without the diversion of water onto other lots or onto property adjoining the subdivision. Excessive grading and disturbance of natural cover will not be permitted. Steep driveways in excess of 10% shall be avoided unless authorized by review staff pursuant to the International Fire Code unless authorized by review staff pursuant to the International Fire Code. The configuration of the lots shall provide lots that are functional for land uses intended. A lot layout resulting in unusual shapes solely to satisfy minimum area requirements of the Zoning Ordinance will not be approved.

- A. The subdivider shall demonstrate on each lot that there is a feasible location for a safe and convenient access for a driveway without unreasonable grades.

[...]

13.5 Streets

[...]

E. Layout:

1. Arrangement: The arrangement of streets in the subdivision shall provide for the continuation of streets of adjoining subdivisions and for proper projection of streets into adjoining properties which are not yet subdivided, in order to make possible necessary fire protection, movement of traffic and construction or extension, presently or later required, of needed utilities and public services such as sewers, water and drainage facilities. Where, in the opinion of the Board, topographic or other conditions make such continuance undesirable or impracticable, the above conditions may be modified. Streets that end at properties which are not subdivided or serviced yet and which are anticipated to be continued at a future time must be designed to ensure appropriate emergency vehicle turn-around and maneuverability in the interim, such as via a temporary paved "T", "Y" or cul-de-sac configuration to be approved by the Lebanon Fire Department.
2. Where a fire and emergency equipment 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 Department.
3. Fire lane signage including "No Parking Any Time" signs shall be installed and based on Lebanon Fire Department approval of design and placement.

4. Dead-ends must be designed according to the International Fire Code and use required turnarounds parameters such as for hammerheads, cul-de-sacs, "Y".
25. Topography: Streets must be logically related to the topography so as to produce usable lots, reasonable grades and safe intersections in appropriate relation to the proposed use of the land to be served by such streets. Adequate provisions shall be made to control the drainage of each lot by an adequate storm water system, subject to approval of the Board.
36. Horizontal and Vertical Curves: No horizontal curve shall have a center line radius less than that shown in Appendix A. For changes in grade exceeding one (1) percent, a vertical curve shall be provided insuring a minimum sight distance of two hundred (200) feet.
47. Grades, Guardrails and Shoulders: Street grades shall be at least one (1) percent to provide satisfactory drainage. The maximum allowable grade for local service streets shall be ten (10) percent. In no case shall a grade greater than five (5) percent be allowed at or within fifty (50) feet of any intersection.
- The Board may require safety features as deemed necessary, such as guardrails and extended shoulders. For collector streets, the maximum allowable grade shall be eight (8) percent. Cul-de-sac turnarounds shall not have more than a three (3) percent grade in any direction.
58. Intersections: Street intersections shall be as nearly at right angles as possible, and no intersection shall be at an angle of less than sixty (60) degrees.
69. Tangents: A tangent of at least one hundred (100) feet in length shall be introduced between reverse curves on all proposed streets.
107. Street Intersections: Where a street intersects another street that intersection shall be at least 150 feet distant from the next street intersection.
118. Private Streets: There may be private streets in a subdivision. The subdivider shall satisfy the Board that such private streets shall be properly designed and maintained to provide access for police, fire and other emergency vehicles.
129. Street Names: Each street shall be identified by a name shown on the Preliminary Layout. Proposed streets which are in alignment with existing and named streets shall bear the names of the existing streets. In no case shall the names for a proposed street duplicate existing street names irrespective of the suffix, be it street, avenue, boulevard, driveway, place or court. Street names shall be based on historic or geographic significance to the extent possible.
130. Lot Number: All lots shall be numbered for identification. The building number shall be assigned under City Ordinance #60 "Numbering of Buildings."

[...]

13.12 Fire Protection

In the event that a subdivision is not serviced by City water mains, then the currently adopted version of the National Fire Protection Association (NFPA), including the following standards, shall apply in order to provide minimum requirements for water supply for firefighting, and a reasonable degree of protection to life and property.

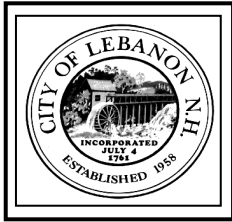
- A. There shall be located in the subdivision a water storage facility capable of delivering required fire flows as determined by using the ISO formula for required fire flow. Such storage and delivery systems will meet the requirements of NFPA Standard #22, Water Tanks for Private Fire Protection, ~~and~~ NFPA Standard #24, Private Fire Service Mains and Their Appurtenances, and NFPA Standard 1142, Standard on Water Supplies for Suburban and Rural Fire Fighting. In no case shall storage capacity be less than ~~10,000 gallons~~ the quantity of usable water per code.
- B. If proper improvements to be constructed are to be sprinklered, either by Building Code requirements or applicant's choice, water storage capacity shall be determined by NFPA #Standard 13, Installation of Sprinkler Systems (for commercial and/or multifamily), or NFPA #Standard 13D, Installation of Sprinkler Systems in One and Two-Family Dwelling and Mobile Homes. In the event that the proposed project does not fit within either national code, then the Fire Department shall determine what is required to meet the intent of these two codes.
- C. The supply of water for firefighting purposes shall be located and maintained so as to be accessible year-round to Fire Department apparatus. Such supply shall be within a 500 feet hose lay of all structures for residential development and within 300 feet hose lay of all structures for commercial and industrial development.
- D. The Board shall obtain comments from the Fire Department on compliance with these standards.

Nothing contained herein shall relieve the subdivider of complying with applicable provisions of Ordinance ~~3622~~, the Lebanon Building Code, or Ordinance 72, the City's Fire Protection Code.

**Agenda
Planning Board
January 25, 2021**

**Agenda Item #2C
Study Items**

Concise Statements for Proposed Zoning Amendments



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

MEMORANDUM

TO: Planning Board

FROM: Planning & Development Department Staff

RE: Preparation of Concise Statements for Zoning Ordinance Amendments

DATE: January 19, 2021

A public hearing before the City Council has been scheduled for January 20, 2021 to consider the adoption of proposed amendments to the City's Zoning Ordinance that include changes to the R-1 and R-3 Districts ("Ballot Amendments"). Section 1000.4.A of the Zoning Ordinance requires that any amendment which alters the Article III Table of Uses or the Table of Area, Dimensions and Coverage for the R-1, R-2, R-3, RL-1, RL-2, and/or RL-3 Districts shall be placed on the ballot at the annual City election in March for consideration by Lebanon voters.

The proposed Ballot Amendments are highlighted in the attached red-lined excerpt of the Zoning Ordinance. The new or revised text is blue and underlined. The text to be deleted is shown as ~~red with a strike-out~~. Please note that the redline includes only those pages of the Zoning Ordinance affected by the Ballot Amendments.

If, following the public hearing, the City Council approves motions to place the Ballot Amendments on the March 2021 municipal ballot, Section 1000.4.C of the Zoning Ordinance requires that the City Council, Planning Board, and Conservation Commission adopt concise statements either approving or disapproving each amendment. These concise statements of approval or disapproval will be indicated on the March ballot.

The Ballot Amendments include the following:

- 1. Amend Section 308.3 and add new Section 308.4** to allow additional building height of up to ten (10) ft. in the R-1 District by Conditional Use Permit, provided that the additional height is for the purpose of accommodating parking underneath the building. At the suggestion of the Planning Board, proposed Section 308.4 requires an enhanced building setback of two (2) feet for every one (1) foot of additional building height so authorized by Conditional Use Permit. For example, if the Planning Board were to approve a building height of 50 ft. (which is 5 ft. more than the existing 45 ft. maximum), the minimum required setbacks would be increased by 10 ft. for the structure.
- 2. Amend Section 310.2, the R-3 District Table of Uses** to change "house of worship" from a use allowed by Special Exception to a permitted use. This change is consistent with all other districts that allow house of worship where, in those districts, "house of worship" is designated a permitted use and does not require a Special Exception or Conditional Use Permit.
- 3. Add new Section 310.4 ("Dwelling Unit Density")** to clarify that the permitted density in the R-3 District for senior housing complexes and PURDs is based on one dwelling unit per 10,000 sq. ft. of lot area.

On January 25th, the Planning Board will be asked to adopt a concise statement explaining the Council's position with respect to each of the Ballot Amendments, as required by Section 1000.4.C of the Zoning Ordinance. To assist the Planning Board with adopting the required concise statements, Planning staff have prepared draft concise statements for the Board's consideration (see attached). The Board is free to modify or completely rewrite the draft statements in any way that it sees fit.

The Council is expected to adopt its concise statements at its January 20, 2021 meeting, and the Conservation Commission at its January 28, 2021 meeting.

Attachments

- Draft Planning Board Concise Statements
- Excerpt of Zoning Ordinance (redline last revised January 6, 2021)

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Planning Board Concise Statements for Proposed Zoning Amendments

Amendment #1 (Additional Building Height in the R-1 District)

The Planning Board approves of and endorses the adoption of the proposed zoning amendment as it supports the goals of the Lebanon Master Plan. The proposed amendment will enable the development of needed housing in the City in a more compact form that minimizes impervious coverage and avoids the excessive disturbance of natural vegetation by facilitating the placement of parking underneath buildings.

Amendment #2 (House of Worship from Special Exception use to Permitted use)

The Planning Board approves of and endorses the adoption of the proposed zoning amendment, which will change “house of worship” from a use allowed by Special Exception to a Permitted use within R-3 District, which is consistent with all other districts in which “house of worship” is allowed.

Amendment #3 (Clarify Maximum Density Requirements in the R-3)

The Planning Board approves of and endorses the adoption of the proposed zoning amendment as it clarifies an existing ambiguity in the Zoning Ordinance.

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ZONING ORDINANCE



Ordinance #2

CITY OF LEBANON, NEW HAMPSHIRE

ADOPTED:

January 16, 2013

LAST AMENDED:

~~*March 10,*~~

~~*2020*~~ *, 2021*

SECTION 308 RESIDENTIAL ONE DISTRICT (R-1).

[...]

308.3 Table of Area, Dimensions and Coverage.**R-1 DISTRICT****Minimum Lot Size**

Class	Area	Width	Additional Area per D.U. After Two	Maximum Height
1	10,000 sq.ft.	75'	3,000 sq.ft.	45' <u>or 55' per Section 308.4</u>
2	15,000 sq.ft.	75'	5,000 sq.ft.	45' <u>or 55' per Section 308.4</u>
3	40,000 sq.ft.	100'	15,000 sq.ft.	45' <u>or 55' per Section 308.4</u>

[...]

308.4 Building Height. By ***conditional use permit*** per Section 302.4, the maximum ***building height*** for a proposed ***building*** may be increased up to 10 additional feet if the increase in ***building height*** is for the purpose of accommodating a ***parking structure*** underneath or within the proposed ***building***, and provided that the ***building*** is set back from the ***setback line*** a minimum distance equal to two (2) feet for every one (1) foot of additional ***building height*** over 45 feet.

[...]

SECTION 310 RESIDENTIAL THREE DISTRICT (R-3).

[...]

310.2 Table of Uses.

<u>Permitted Uses</u>	<u>Special Exception Uses</u> (see Section 801.3)
<u>Residential</u> 1. One-family dwelling 2. Accessory dwelling unit (ADU) per Section 610 <u>Commercial/Non-Residential</u> 3. Home business per Section 600 4. Home-based agricultural business per Section 600B.2 (lots 5 acres or more) and per Section 600B.3 (lots greater than 10 acres) 5. Hospital 6. House of worship 6.7. Public education facility 7.8. Public recreation facility 8.9. Public safety facility 9.10. Renewable energy system per Section 612 <u>Planned Developments</u> 10.11. PURD per Section 501	<u>Residential</u> 1. Two family dwelling by conversion of existing one family dwelling 2. Senior housing complex <u>Commercial/Non-Residential</u> 3. Cemetery 4. Essential service 5. Group day care facility per Section 604 6. Home-based agricultural business per Section 600B.2 (lots less than 5 acres) and per Section 600B.3 (5–10 acre lots) 7. House of worship 8.7. Nursing home

[...]

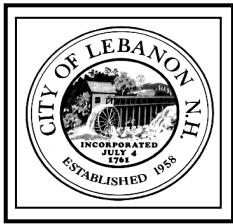
310.4 Dwelling Unit Density.

For **senior housing complexes** and PURDs per Section 501.2 (“Planned Unit Residential Development (PURD)”), one (1) **dwelling unit** is permitted per each 10,000 sq. ft. of **lot area**. Density for **senior housing complexes** may be increased per Section 603 (“Senior Housing Complexes”).

**Agenda
Planning Board
January 25, 2021**

**Agenda Item #4A
Other Business**

**Review of minor alterations to
approved site plan for
Trustees of
Dartmouth College/
Michaels Student Living, LLC,
401 Mount Support Road
(Tax Map 24, Lot 2)
PB20-2007-SPR**



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

MEMORANDUM

TO: Planning Board

FROM: Planning & Development Department Staff

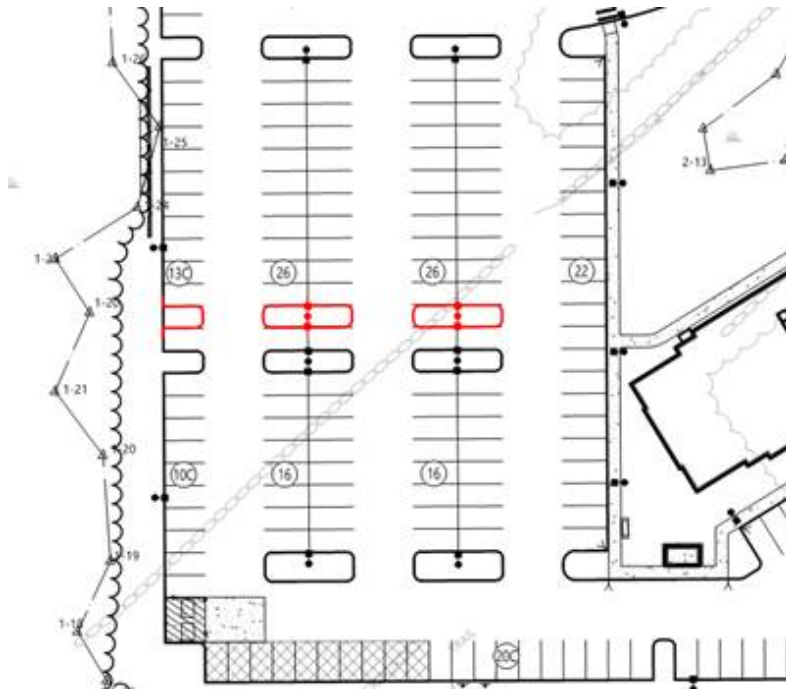
RE: Multi-Family Development, 401 Mount Support Road (Tax Map 24, Lot 2)
Minor Alteration to Approved Site Plan (PB2020-07-SPR)

DATE: January 19, 2021

This memorandum serves to make the Planning Board aware of a change to the site plan for the proposed multi-family development at 401 Mount Support Road (Tax Map 24, Lot 2), which was approved by the Board on June 22, 2020 (PB2020-07-SPR). In an e-mail to staff, the applicant has summarized the change as follows:

It was noted in a recent review of the photometric plan, that there was a slight issue with the uniformity in the area of the Building 4 parking lot. In order to address that, we are looking to shift the landscape island to the north by two spaces (see red for new space locations). Please note the following:

- No impact on open space, tree count, or tree shading.
- No additional light poles or change in pole heights required.
- No impact to drainage or other utilities.
- No impact to parking lot circulation.
- Aesthetically it actually balances the parking lot out a little better.



STAFF MEMORANDUM

PB2020-07-SPR

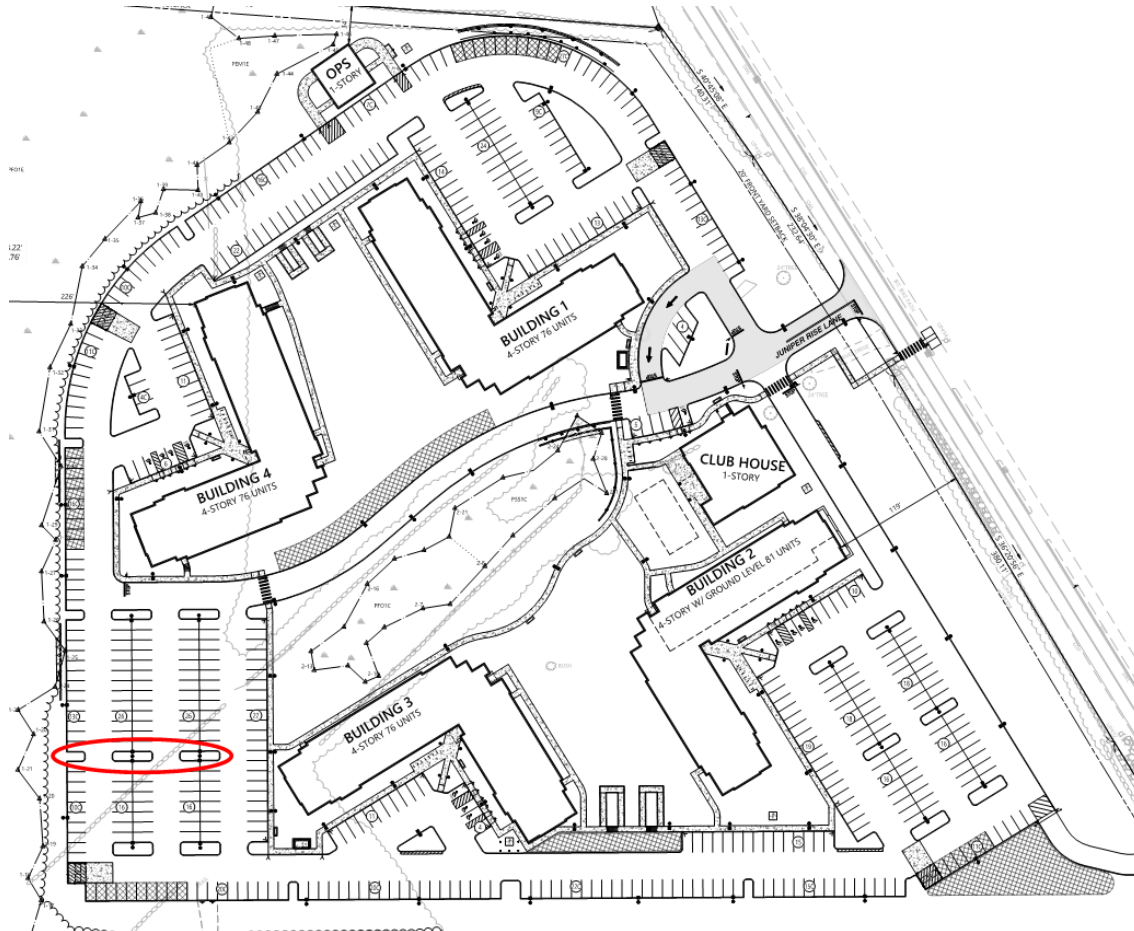
Minor Alteration

Agenda Item 4.A

January 25, 2021 Mtg

Page 2 of 2

For additional context, the location of the proposed landscaping island change is circled in red on the full site plan below:



Section 9.2 of the Site Plan Review Regulations allows the Planning Director to approve a minor alteration to an approved site plan provided that the alteration either (1) is “necessitated by unforeseen or unanticipated circumstances”, or (2) “constitutes a deviation from the plan which was constructed or installed as a result of a good-faith error, rather than negligence.”

In accordance with Section 9.2 of the Site Plan Review Regulations, the Planning & Development Department is of the opinion that the proposed change can be considered a minor alteration to the approved site plan and does not require further Planning Board review. In accordance with Section 9.2.C, the applicant, any Board member, or any person aggrieved may make a written request for an approval under this section to be reviewed by the full Board.

cc: Dave Fenstermacher, PE, VHB (via e-mail)
Kristina Vagen, Michaels Student Living, LLC (via e-mail)
File