



**LEBANON ECONOMIC DEVELOPMENT COMMISSION
JUNE 11, 2025 - 4:00 PM
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

- 1. Call to Order**
The June 11, 2025 Economic Development Commission meeting is hereby called to order.
- 2. Approval of Minutes**
 - A. May 14, 2025
- 3. New Business**
 - A. Redevelopment of West Lebanon Main Street Properties
 - B. Discuss Potential Zoning Amendments for Fall 2025
- 4. Future Agenda Items**
- 5. Next Meeting Date**
 - A. July 9, 2025
- 6. Other Business**
- 7. Adjournment**

Meetings are open for in-person and remote attendance. Members of the public who wish to attend remotely may do so by going to LebanonNH.gov/Live where you will find instructions on how to enter the meeting. Members of the public will be able to participate and ask questions through the City's virtual platform or by phone. Please note: Should technical difficulties occur during the meeting that disrupt virtual or phone connection(s), the meeting will continue without remote access capabilities.

Any person with a disability who wishes to attend this public meeting and needs additional accommodation, please contact the ADA coordinator at City Hall by calling 603-448-4220 at least 72 hours in advance so that the City can make any necessary arrangements.

DRAFT

**ECONOMIC DEVELOPMENT COMMISSION
WEDNESDAY, MAY 14, 2025 – 4:00PM
Meeting Room #1 – City Hall – or remote via Virtual Platform
MINUTES**

EDC MEMBERS PRESENT: Chip Brown, Andrew Key, Dean Cashman, Councilor Chris Simon (City Council Rep), Dan Nash

EDC MEMBERS ABSENT: Tracy Hutchins (Upper Valley Business Alliance)

STAFF PRESENT: Deputy City Manager David Brooks

1
2 **1. CALL TO ORDER:**

- 3 • The May 14, 2025, Economic Development Commission meeting was called to order at 4:00pm.
4

5 **2. APPROVAL OF MINUTES:**

- 6 A. January 22, 2025
7

8 *Motion by Mr. Key to approve the meeting minutes of January 22, 2025, as presented.*

9 *Second by Mr. Cashman.*

10 **The Vote on the MOTION was approved (4-0-1 with Councilor Simon abstaining).*
11

12 **3. NEW BUSINESS:**

- 13 A. Review of Proposed Northern Lebanon Environmental Overlay District Zoning Amendment
14

15 Mr. Nash explained that the Conservation Commission will be holding a special meeting on May 22nd regarding
16 this proposed Overlay District. He stated that this appears to have been rushed and likely requires further study. This
17 came about because there are high value, preserved wetlands near Centerra and Altaria, and the Conservation
18 Commission wanted more protections regarding housing and recreation use. The Conservation Commission
19 convinced City Council that further review was needed and the Council allowed them to prepare an Overlay District
20 to address their concerns. There are two listening sessions, on May 20th and 28th. On June 4th, there will be a City
21 Council meeting to hear this item, leading to a potential vote on June 18th.
22

23 Mr. Brooks explained that this is an outcome of the Route 120 North Lebanon Study which came from the 2012
24 Master Plan. The study included a recommendation for some underlying zone changes and a recommendation that
25 there be additional natural resource protections. The Planning Department convened the Chair and Vice Chair of the
26 Planning Board and Conservation Commission who came up with this Environmental Overlay District. This is now
27 moving through the zoning amendment process and will hopefully pair up with the underlying zoning changes,
28 which have been under review since last Fall. Regarding the proposed zoning changes, the underlying Zoning at
29 Centerra is Light Industrial and the suggestion from the Route 120 study was to change a portion of it to Central
30 Business District. Some of the perimeter areas of Centerra are proposed to be changed to GC1. All of Altaria and
31 most of Etna Road corridor were also proposed to be changed to GC1.
32

33 Mr. Brooks explained that the proposal is to incorporate certain Light Industrial uses into the GC1 district in order to
34 avoid non-conforming uses.
35

36 There was concern expressed regarding making the wildlife corridor 1,000' wide, versus the 100' wide as
37 recommended in the study. This could lead to issues at the wildlife crossing points. Some of the building lots will
38 become unusable. This is not reasonably distributed within the region. There is also a proposal for an additional 100'
39 buffer for wetlands, which seems to be much larger than normal. There is no justification to apply this extra 100'
40 buffer to low and moderate value wetlands in this area but not elsewhere in the City. Mr. Nash agreed that there are
41 high and very high-value wetlands in the City that do have these widths of wetland buffers.
42

43 Mr. Nash stated that the patches of steep slopes in the proposed Overlay area are difficult to regulate. It is unclear
44 how these could be defined in the District to then prohibit development.
45

1 Councilor Simon stated that this Overlay will impact all businesses that are already in place. He stated that he is not
2 in favor of this proposal for the Centerra and Altaria areas. He could see some use for the proposed changes for the
3 Etna Road area, depending on what the property owners report back.
4

5 Mr. Nash stated that he would like the Commission to make a statement to the City Council that the proposed
6 restrictions anticipated by the Zoning Overlay District are contrary to the interests of economic development and
7 appear to be without technical basis. The Commission does not support the Overlay District as proposed. There was
8 agreement on the Commission to this statement.
9

10 ***Motion by Mr. Key that the Commission adopt the statement and authorize the Chair to present it to the City Council***
11 ***on June 4th.***

12 ***Second by Mr. Brown.***

13 ****The Vote on the MOTION was approved (5-0).***
14

15 B. Redevelopment of West Lebanon Main Street Properties
16

17 There was discussion regarding the redevelopment of West Lebanon Main Street properties. Mr. Brooks explained
18 that there is interest in reacting to a proposal for the area. Several developers were directly reached out to, after there
19 was no response from the RFP, and only one has remained engaged.
20

21 **4. FUTURE AGENDA ITEMS:**
22

23 As discussed during the meeting.
24

25 **5. NEXT MEETING DATE:**

26 A. June 11, 2025
27

28 The Commission agreed to meet on June 11, 2025.
29

30 **6. OTHER BUSINESS**
31

32 None at this time.
33

34 **7. ADJOURNMENT.**
35

36 ***Motion by Mr. Key to adjourn the meeting.***

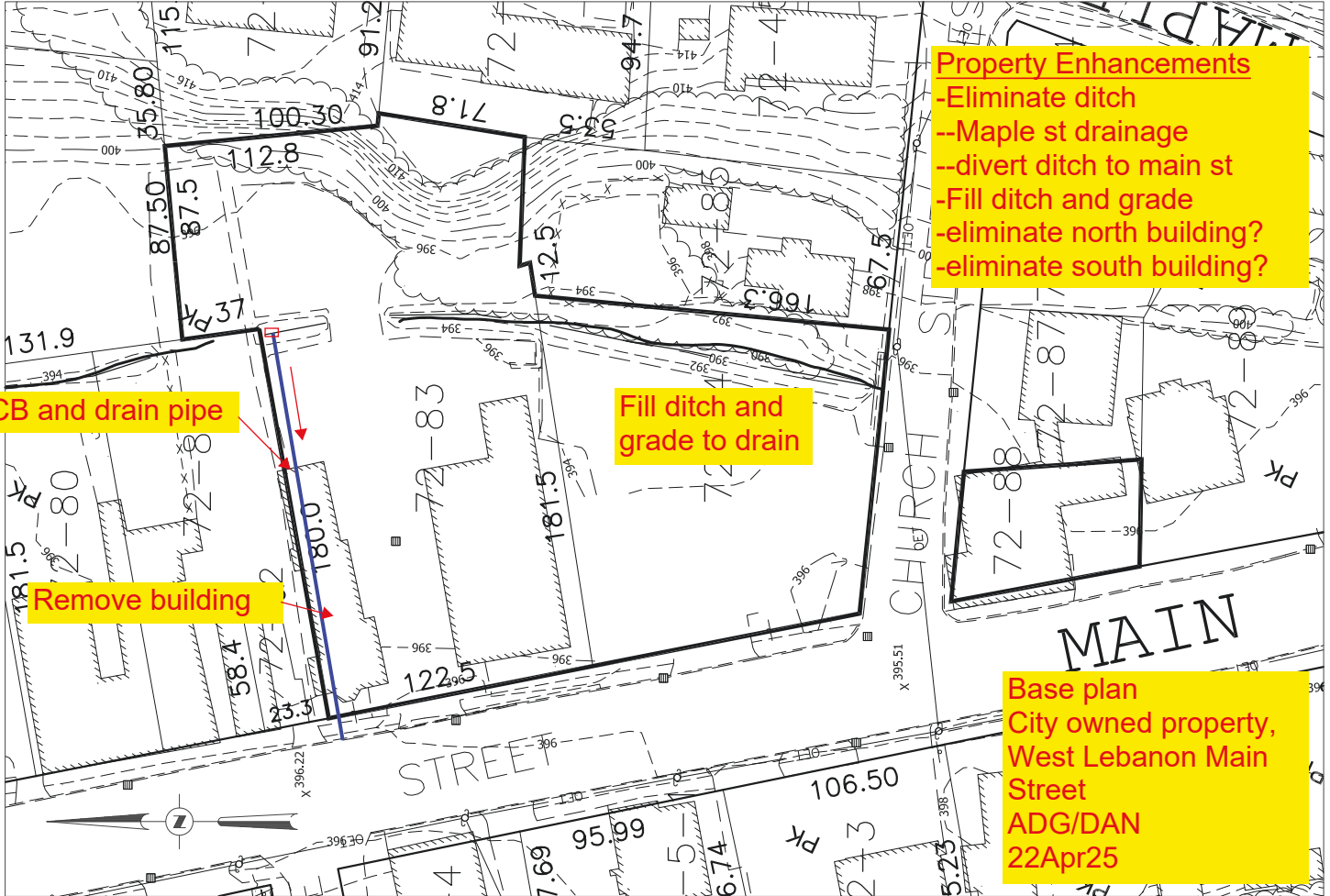
37 ***Second by Mr. Brown.***

38 **** The Vote on the MOTION was approved (5-0).***
39

40 ***The meeting was adjourned at 5:03PM.***
41

42 Respectfully submitted,
43 Kristan Patenaude





Property Enhancements

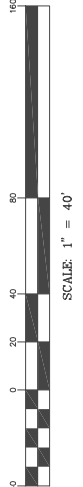
- Eliminate ditch
- Maple st drainage
- divert ditch to main st
- Fill ditch and grade
- eliminate north building?
- eliminate south building?

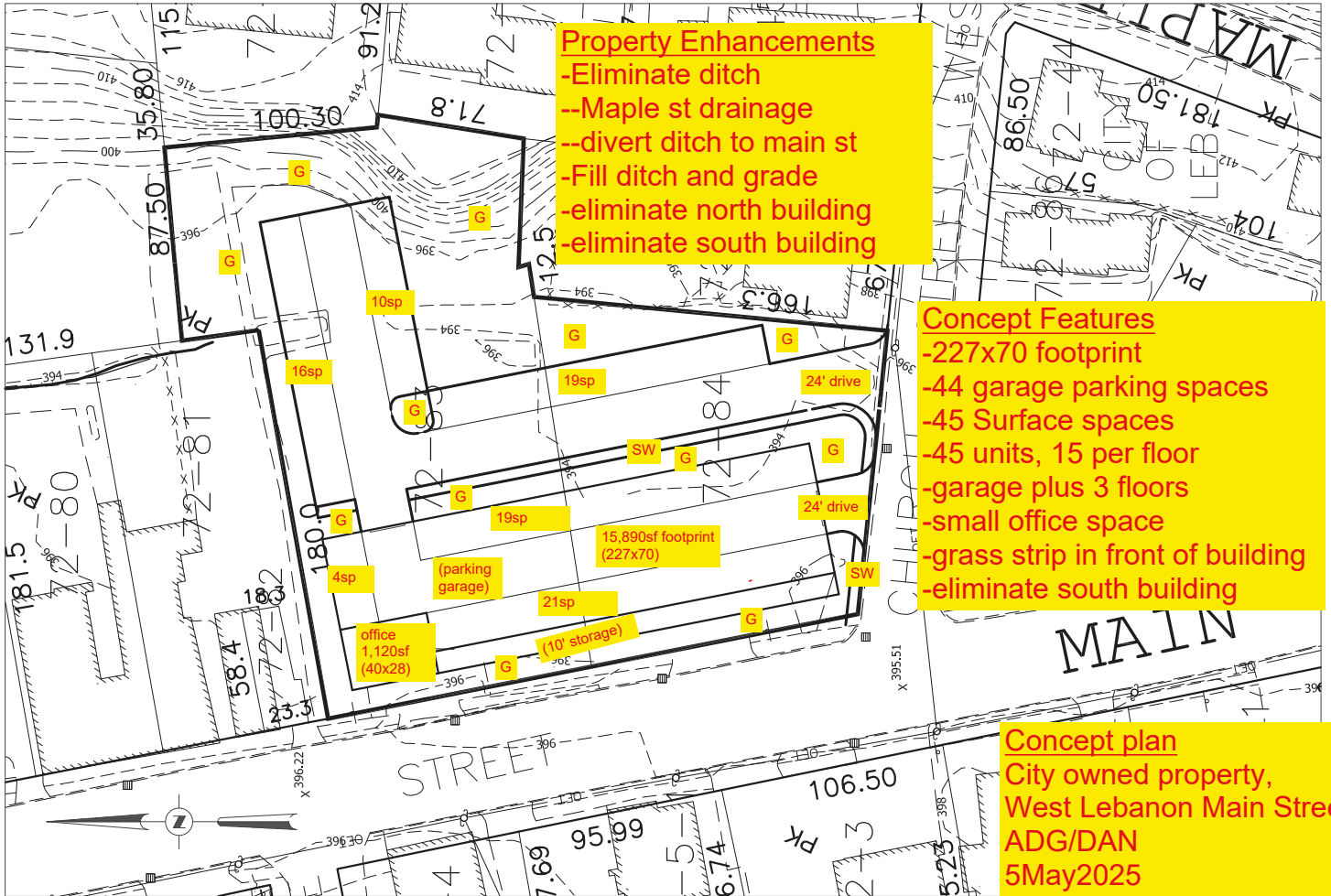
CB and drain pipe

Fill ditch and grade to drain

Remove building

Base plan
 City owned property,
 West Lebanon Main
 Street
 ADG/DAN
 22Apr25





Property Enhancements

- Eliminate ditch
- Maple st drainage
- divert ditch to main st
- Fill ditch and grade
- eliminate north building
- eliminate south building

Concept Features

- 227x70 footprint
- 44 garage parking spaces
- 45 Surface spaces
- 45 units, 15 per floor
- garage plus 3 floors
- small office space
- grass strip in front of building
- eliminate south building

Concept plan

City owned property,
 West Lebanon Main Street
 ADG/DAN
 5May2025

PROPOSED 2026 ZONING AMENDMENTS

1. Section 408: Historic District – Heritage Commission Sponsored (staff)
The Heritage Commission is desiring more guidance in their regulations when it comes to making decisions on cases. They wish to harmonize the local ordinance to match with the national guidelines. This will give more black and white rules when deciding rather than being opinion based. They are looking to update Sections 408.4 “Certificate of Approval Required” and 408.6 “Criteria for Review”.
 - Major Sub
2. Window Signs –
 - a. Each business having windows shall not cover more than fifty (50) percent of the glass area of each window with signage. Animated illumination or effects, electronic, blinking, flashing, and/or scrolling window signs shall be prohibited.
 - b. Proposed Definition: Window sign: Any sign that is affixed to the interior or exterior of the window or windowpanes or within five (5) feet of the interior of the window or windowpanes and is visible from the exterior of the structure.
 - Minor Sub Amendment
3. EV Regulations – LEAC/Sherry B. Sponsored
 - a. Draft Amendment attached to rear of this document. The goal of this amendment is to increase the number of Low-power Level 2 chargers (LPL2). LEAC’s EV Subcommittee state This should save money for developers, drivers, and our community as a whole while reducing stress on the electrical grid and lowering greenhouse gas emissions compared with the current Zoning regulations. More detailed explanation in Sherry’s email from April 30, 2025.
 - b. Move out of Zoning Ordinance (except for one- and two-family regulations), concurrently with adoption of EV regs in the Site Plan Review Regs?
 - c. Major Sub
4. **USES:**
 - a. Create use category for mini-storage/self-storage (i.e. separate from warehouse)
 - create definition and add to use tables
 - keeping of “pods” included in this definition?
 - Minor Sub. Amendment
 - b. Definition of light industry - includes computer software development - also allow this in the CB or LD or GC? Amend to definition of office to broaden beyond professional office? Or add a new use category for general business office use?
 - Minor Sub. Amendment
 - c. Amend car wash uses to Class 1 and 2 lots only? (i.e. need definition to require municipal sewer)
 - Minor Sub. amendment
 - d. Add commercial kitchen as a use
 - create definition and add to use tables – no customer facing portion of the site
 - minor sub
 - e. Recreate Food Service Uses:
 - a. “Take-out refreshments”? (only permitted as an incidental use to “restaurant”) (see also sandwich shop)

- redo restaurants/drive thru/food service definitions to simplify
- minor sub amendment

5. STATUTORY AMENDMENTS

- a. **Mandates manufactured housing in "most" residential zoning districts**** Rewrite of Manufactured Home Subdivision Statutes. Chapter 23 (HB 1361) - Do we meet this requirement? Are amendments needed?**

1. Wait until decision made at state level.

b. TBD DEPENDING ON WHAT'S SIGNED INTO LAW OVER THE SUMMER

6. MISC & Technical Amendments

- a. Off-street parking space definition

- i. clarify what is meant by "marked"
- ii. move both the "marked" requirement and the maneuverability requirement into 607

- b. Zoning permit required for fences over 3'5" (and retaining walls)

- c. Section 1000:

- i. clarify that with respect to petitioned amendments:
 - i. the petitioner shall bear the responsibility of presenting the amendment throughout the process (i.e. to council and to the other land use boards),
 - ii. that the petitioner shall pay 675:6 notice fees and another other applicable fees (i.e. add fee for petitioned zoning amendments to Chapter 68?)

- d. Address dwelling unit density by PB provisions in CB, LD, etc.
-Add "MSPC" to 306.5, 307.5, 311B.7, and 607.4

- e. Allow shared driveway for more than 2 lots

- f. Clarify that R-O-1 District subject to commercial district sign regulations

- g. Eliminate minimum parking requirements?

- h. Lot width definition

- i. expand from 20 ft. to 22 ft. to match requirements of driveway regulations

- i. Section 901.1 – does not currently require a zoning permit for a change of use to an *existing* building

- i. ID expiration period for a zoning permit?

7. COTTAGE REGS: (staff)

need to harmonize ZO, SPR and SUB regs based on Barrows St experience

Talks with Keene about their cottage regulations; Tim McNamara and Barrow St Team

-Major Sub

8. Short-term Rentals? (questions being asked about whether they are allowed, minor concerns, but not out-right complaints) Do we regulate and disincentive investors?

- Allow a midrange to cover travel nurses and visiting professors, but not weekenders? (30-60 days?)
- Best Practices/PR? – ie C.O. for apartment (not zoning issue)

- Does PB want to tackle this issue now?
-Major Sub
9. Section 155-E – Excavation Regulations
 - Currently have 0 oversight – include in site plan regs or zoning regs?
 - Dover – PB update of excavation and reclamation plans yearly
-Major sub
 10. Section 211 -
 - a. need to amend 211.2 which allows 6 box trailers (including shipping containers) to be placed permanently.
-Major Sub – is it time to undertake this effort?
 11. Housing Champion related amendments:
 - a. Bea 504.05 Qualification Based on Adoption of Land Use Regulations
 - b. Rebecca- more information to follow after discussions with her
 12. ADUs
 - a. Lot of Record as of (date of amendment) Deleting additional lot square footage requirements as long as ADU meets setbacks. Not sure what this amendment should be
- eliminate section D?
 - [SEE APA ARTICLE HERE](#)
 -Major Sub
 13. Steep slopes – Con Com Sponsored
 - Major Sub
 14. Vernal pools - Con Com Sponsored
 - Major Sub
 15. Groundwater protection ordinance
 - Related to Septic Ordinance and Cyanobacteria Water Quality Overlays
-Major Sub Amendment
 16. 120 Study Clean Up Items
 - Break apart the “Care and Treatment of Animals” use into separate uses such as “boarding/kennels” and “small/large animal veterinary office” ect.
-can patients stay overnight for treatment without being a kennel?

EV Amendment

607.8 Electric Vehicles.

A. Purpose. The purpose of this section is to facilitate the transition to **electric vehicle** use and to expedite the establishment of convenient, cost-effective **electric vehicle infrastructure** that such a transition necessitates.

B. Applicability. **EV charging stations** are allowed as an **accessory use** in all zoning districts. When the retail charging of **electric vehicles** is proposed to be the principal use of a **lot**, then the proposed **EV charging station** shall be considered a **service station** for zoning purposes.

C. EV Infrastructure Requirements / Off-Street EV Parking Requirements. **EVSE-installed spaces, EVSE-ready spaces, and EVSE-capable spaces** shall be provided as follows:

1. One- and Two-Family Dwellings. All new **one-** and **two-family dwellings** shall provide at least one (1) **EVSE-Ready Low-power Level 2 charging** space per **dwelling unit**.
2. All new dwellings with up to three units, including Accessory Dwelling Units (ADUs), shall provide at least one (1) **EVSE-Ready Low-power Level 2 charging** space per dwelling unit.
3. Multi-Family Dwellings (four or more units). Parking for **multi-family dwellings** shall include:
 - a. For each residential unit with parking, **at least one EVSE-Ready Low-power Level 2 charging space per unit**.
 - b. **EV-Capable Low-power Level 2 spaces** for a minimum of 25% of the remaining off-street parking spaces.
4. Non-Residential Uses. Parking for uses requiring or proposing to provide 20 or more **off-street parking spaces** shall include:
 - a. **EVSE-Installed Level 2 spaces** for a minimum of 2% of proposed **off-street parking spaces**, with a minimum of two **EVSE-Installed spaces**.
 - b. **EVSE-Ready Level 2 spaces** for a minimum of 10% of proposed **off-street parking spaces**.
 - c. **EVSE-Capable Level 2 spaces** for a minimum of 20% of proposed **off-street parking spaces**.
 - d. For parking spaces dedicated for employee use, these requirements may be replaced by a minimum of one EVSE-Ready Low-power Level 2 charging space for half of employees in the largest shift who drive to work.
 - e. For existing (not “greenfield”) non-residential developments, these requirements for EV charging may be replaced by a contribution to a common fund managed by the City of Lebanon for installing public EV charging stations at a separate site, with the contribution amount to be determined by the City.
5. Where the calculations above result in a fractional parking space, it shall round up to the next whole number.

6. Where the number of **EVSE-Installed spaces** provided exceeds the minimum required, the excess spaces shall be deducted from the total number of required **EVSE-Ready spaces of a similar level (Low-power Level 2, or Level 2)**.

7. Where the number of **EVSE-Ready spaces** provided exceeds the minimum required, the excess **EVSE-Ready spaces** shall be deducted from the total number of required **EVSE-Capable spaces of a similar level (Low-power Level 2, or Level 2)**.

8. Up to **ten (10) Level 2 EVSE-Installed spaces** may be substituted with one (1) **Level 3 EV-Installed space** (minimum **150 kW**).

9. **EVSE-Installed spaces, EVSE-Ready spaces, and EVSE-Capable spaces** are to be included in the calculation for both the number of minimum required and maximum permitted off-street parking spaces.

a. Every two (2) **EVSE-Installed spaces** provided in addition to the required minimum may be counted as four (4) **off-street parking spaces** as relates to Section 607.1 (Minimum Off-Street Parking Requirements), for reduction of total required parking not greater than 10 percent of the total amount of required parking.

Pages 183-184 and 187:

Appendix A – Definitions

ELECTRIC VEHICLE SUPPLY EQUIPMENT (EVSE) / EV CHARGING STATION (EVCS): The apparatus installed specifically for the purpose of transferring energy between the site or building wiring and the Electric Vehicle. EVSE does not include any equipment affixed to the electric vehicle.

ELECTRIC VEHICLE INFRASTRUCTURE: Structures, machinery, and equipment necessary and integral to support an **electric vehicle**, including **EV charging stations** and electrical outlets.

ELECTRIC VEHICLE (EV): An automotive-type vehicle for on-road use primarily powered by an electric motor, including any battery electric vehicle, ~~fuel-cell electric vehicle,~~ or plug-in hybrid electric vehicle, that draws current from an onboard battery charged through a building or site electrical service, **EVSE**, or other source of electric current.

EVSE-CAPABLE SPACE: An **off-street parking space** with electrical panel capacity and space for a branch circuit dedicated to the parking space that is not less than **20-ampere and 110/120-volt panel capacity for Level 1 charging, or 20-ampere and 108/240-volt for Low-Power Level 2 charging, or 40-ampere and 208/240-volt for Level 2 charging**, and is equipped with raceways, both underground and surface mounted, to enable the future installation of **EVSE**. For two adjacent EV-capable spaces, a single branch circuit is permitted.

EVSE-READY SPACE: An off-street parking space provided with a full dedicated branch circuit that includes not less than **20-ampere and 110/120-volt panel capacity for Level 1 charging, or**

20-ampere and 208/240-volt panel capacity for Low-Power Level 2 charging, or 40-ampere and 208/240-volt panel capacity for Level 2 charging plus conduit, wiring, receptacle, and overprotection devices terminating in an outlet or receptacle ~~or junction box~~ that will support an installed EVSE or support attachment of a charge cord for the vehicle and which is located in close proximity to the location of the parking space. For two adjacent EV-Ready spaces, a single branch circuit is permitted. These spaces are “ready to go” as outlets for users who bring their own charging cords or with the addition of an installed EV charging station (EVCS).

EVSE-INSTALLED SPACE: An *off-street parking space* with a dedicated branch circuit and EVSE ~~at minimum~~.

LEVEL 1 (which is not mandated but is included here for informational purposes): Charging level for *EVs* that operates on a dedicated 20-amp breaker (same kind used for conventional electrical outlets in most buildings) on a 110- or 120-volt AC circuit while drawing 1.9-3.2 kW to supply approximately 2-5 miles of range gained per hour of charging.

LOW-POWER LEVEL 2: Charging level for *EVs* that operates on a dedicated 20-amp breaker on a 208- or 240-volt AC circuit while drawing 3.3-6.1 kW to supply approximately 15+ miles of range gained per hour of charging.

LEVEL 2: Charging level for *EVs* that operates on a dedicated 40- to 100-amp breaker (same kind used by a clothes dryer or stove) on a 208- or 240-volt AC circuit while drawing 6.2+ kW to supply 19+ miles of range gained per hour of charging.

LEVEL 3: Fast or rapid charging level for *EVs* that operates on a 60-amp or higher breaker on a 480-volt AC electric circuit or higher ~~three~~-phase circuit with special grounding equipment and mounting on an equipment pad.