

FINAL

**LEBANON PLANNING BOARD
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA MICROSOFT TEAMS
LEBANONNH.GOV/LIVE
MONDAY, OCTOBER 27, 2025 6:30PM**

MEMBERS PRESENT: Andrew Faunce (Chair), Kellen Appleton, Patrick Kennelly, Wes Achord, Don Collins, Kathie Romano (alt) (REMOTE)

MEMBERS ABSENT: Richard Ford Burley (Vice Chair), Karen Zook (City Council Rep), Steven Cole (alt)

STAFF PRESENT: Tim Corwin (Deputy Planning Director)

1. CALL TO ORDER

Chair Faunce called the meeting to order at 6:30pm. Mr. Corwin reviewed the City's meeting in-person and REMOTE attendance policies and procedures. Ms. Romano said she is out of town. She said no one was in the room with her during the meeting.

2. CONCEPTUAL REVIEW

A. Stewart Shops Corp, 97 N. Main Street (Tax Map 72, Lot 30) & EB Realty II LLC, 99 N. Main Street (Tax Map 72, Lot 31), zoned CB: Conceptual review of a proposed redevelopment of the properties for a convenience store and vehicular refueling station use. PB2025-46-CON

Mr. Chuck Marshall (Director of Real Estate for Stewart Shops) was present on behalf of the applicant. Mr. Marshall gave an overview of the concept for the project, which he said would redevelop an existing retail site into a convenience store and gas station. He explained how trucks would enter and exit the site and how the current parking configuration would be redesigned. The group discussed how the required 15-foot landscape buffer might impact whether parking spaces could be located in the front of the building. Mr. Marshall said there is no formal landscape design yet, and the group discussed what trees might have to be removed and where new trees might be planted. Mr. Corwin said the project team could request waivers from the perimeter landscaping and "no parking in the front yard" requirements when the site plan is developed.

The group discussed the issues that exist with cars entering and exiting the site as it currently is configured, and ways that a new parking lot configuration could ease those issues. The group discussed the City's plan to install a rotary at the intersection adjacent to the project site and what impact that might have on traffic in and out of the site. The suggestion was made to add a bike rack to the project plan.

B. Robert J. Oakes, Laplante Road (Tax Map 138, Lot 27), zoned R-3, RL-1, and RL-2: Conceptual review of a proposed 13-unit planned unit residential development (PURD). PB2025-48-CON

Mr. John Noonan was present on behalf of the applicant. He gave an overview of the conceptual plans for a 13-unit residential development off Laplante Road. He said the units would be condominiums and an HOA (homeowners' association) would be in place for residents. He said they discussed with the Planning Department whether they would consider the project a subdivision because each condo unit would be similar to a lot. He said the shared septic system would be privately owned but they would grant an easement to the City and use municipal water for the development. He described the topography of the site and said they would require an AOT (Alternation of Terrain) permit.

Mr. Noonan said the lower portion of the site includes wetland areas. The group discussed whether some of the units could be combined into duplexes, and the impact duplexes could have on the septic system usage. The group discussed how people who want to live in Lebanon are interested in having properties they can own as opposed to rent or lease.

Ms. Sarah Riley (Chair of the Lebanon Conservation Commission) discussed the 100-foot wetland buffer on the site and the potential impact the project might have on the high-impact wetlands on the site. She said the buffer is not supposed to be part of the buildable area, and Mr. Corwin said encroachment into the wetland buffer is permissible by special exception from the Zoning Board. He said site plan review would be required if one of the homes is located within the buffer. He said, if the project is considered a subdivision and each unit was similar to a lot, the plans might only be subject to subdivision review and not full site plan review, so the special exception might not be required. Ms. Riley said it would be ideal if the plan could be configured where no building occurred within the 100-foot buffer. She said driveways and roadways could be shortened to reduce the impact on the wetlands.

The group discussed whether it could participate in a site walk to view the project area. Mr. Collins suggested the applicant contact abutters proactively and tell them about the project before they submit their application and before abutters receive the required notice about the project from the City.

Chair Faunce said some of the Study Items on the meeting agenda will not be discussed at this meeting. He said the Board will discuss Study Item C related to Agriculture and Agritourism tonight. Mr. Corwin said the Master Plan discussion (Agenda Item 3B) would be discussed at the Board's November 10, 2025 meeting and the discussion about the CIP Policies and Procedures for 2027-2032 (Agenda Item 3A) would occur at the January 26, 2026 meeting.

Chair Faunce noted that Vice Chair Ford Burley has a training commitment (not related to the Planning Board) which has caused him to miss the last few meetings, and which will continue for another few meetings. He asked the other members to consider stepping in to lead the Planning Board meetings if he was unable to attend and if Dr. Ford Burley was not present.

The group discussed Planning Board Committee Assignments next, which is Item 4A on the meeting agenda and which is out of the order of the published meeting agenda.

4. COMMITTEE REPORTS

A. Planning Board Committee Assignments

Ms. Appleton said they would be interested in participating on the Development Regulations Subcommittee. Mr. Achord said he would be interested in serving on the Heritage Commission. He also said he would be willing to stand in for Vice Chair Ford Burley if needed. He said he might be able to join the Upper Valley Lake Sunapee Regional Planning Commission. Mr. Collins said he would be interested in serving on the Conservation Commission and he would consider joining the Mascoma River Local Advisory Committee.

3. STUDY ITEMS

C. Review of Agriculture/Agritourism Related Statutes and Regulations and Discussion of Potential Amendments to the Site Plan Review Regulations

Mr. Corwin gave an overview of the regulatory issues related to agriculture and agritourism. He said, often, there is not much attention given to regulatory situations that arise on agricultural sites (for example, farms that include retail produce stands or that rent out their facilities as event venues). He said the Planning Department has prepared zoning amendments to ensure that the City's definition of agriculture (in the zoning ordinance) matches the state's definition. He said currently, no agritourism activities require site plan review. He asked the Planning Board to consider the following questions, which he had provided in a memo to the Board members at the start of the meeting:

QUESTIONS FOR THE PLANNING BOARD

1. Should primary agricultural buildings and structures (e.g. a barn for animals, a storage building for farm equipment, a building for the processing of products grown on-site) continue to be excluded from the definition of "land development" (and therefore continue to be exempt from Site Plan Review)? Or is the existing exemption too broad and consideration should be given to limiting the exemption (e.g. only buildings of a certain size are exempt)?
2. Should accessory agricultural buildings and structures – including those used for agritourism - also continue to be exempt from Site Plan Review? If so, should site improvements for accessory agricultural uses also be excluded?
3. Should site improvements continue to be excluded? Or should the definition of "land development" be amended to clarify that site improvements undertaken in connection with an agricultural use (which includes accessory agriculture uses, which in turn includes agritourism uses) are also exempt?

The group discussed how much limit might or should be put on agritourism activities and accessory uses. They discussed how these activities (for example, apple picking) might impact abutters when newly implemented in a neighborhood community. They discussed which metrics might trigger site plan review, and the challenges that the City might have in enforcement of that kind of review. The group discussed how difficult farming is to make a living and how the City should try to encourage farmers to find ways to supplement their income, potentially through accessory uses.

Mr. Corwin asked that the members of the Development Regulations Subcommittee discuss these issues and submit any comments or input from those discussions related to revisions to the site plan review regulations to him.

5. OTHER BUSINESS - None

6. APPROVAL MINUTES – September 22, 2025

Amendments: Page 4, Line 15: Change “hosing” to “housing”

A MOTION was made by Andrew Faunce to approve the September 22, 2025 Planning Board Meeting minutes as amended. The MOTION was seconded by Kellen Appleton.

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

7. ADJOURNMENT

A MOTION was made by Andrew Faunce to adjourn the meeting at 9:05pm. The MOTION was seconded by Kellen Appleton.

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

The meeting adjourned at 9:05pm.

Respectfully submitted,
Paula Roux
Recording Secretary