



**LEBANON HERITAGE COMMISSION
MARCH 11, 2026 - 6:00 PM
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

1. Call to Order

- A. To participate in this meeting, please join live via Microsoft Teams or call 929-229-5356 (access code: 348 168 696#). If you have trouble accessing this meeting, please [Catheryn Hembree](#)

2. Approval of Minutes

- A. February 11, 2026

3. Public Review

- A. **NBKS, LLC.:** Request for Certificate of Approval pursuant to Article IV, Section 411 "*Pattern Zones Overlay District*" of the Zoning Ordinance to approve architectural compliance for two (2), 3-story structures, each with 4 residential units at 66 Maple Street, Tax Map 73, Lot 07, West Lebanon, NH in the R3 zone. HC2026-01

4. Study Items

- A. 250th Anniversary Update
B. Standing Dana House and Soldiers Memorial Update
C. Public School Local History Curriculum and Engagement

5. Other Business

- A. Updates from Other Boards:
Planning Board

6. Open to the Public

7. Future Agenda Items

8. Adjournment

The order of agenda items is subject to change.

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

**LEBANON HERITAGE COMMISSION
CITY COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE
WEDNESDAY FEBRUARY 11, 2026 6:00 PM**

MEMBERS PRESENT: Nicole Ford Burley (Chair and City Historian), Matt Smith (Vice Chair), Brian Ware, Nicole Dittrich, Roxanne Benzel (REMOTE), Wes Achord (Planning Board Representative)

MEMBERS ABSENT: Karen Zook (Alt. Council Rep)

STAFF PRESENT: Catheryn Hembree (Associate Planner, Planning Department)

1 **1. CALL TO ORDER**

2 Chair Ford Burley called the meeting to order at 6:00pm. Ms. Hembree reviewed the City's
3 meeting in-person and REMOTE attendance policies and procedures.

4

5 Chair Ford Burley said

6

7 **2. APPROVAL OF MINUTES – January 14, 2026**

8

9 Amendment: Remove Wes Achord from attendees and add his name to Members Absent.

10

11 *A MOTION was made by Roxanne Benzel to approve the January 14, 2026 Meeting Minutes*
12 *as amended. The MOTION was seconded by Matt Smith.*

13

14 ** The MOTION was approved (5-0 with Achord abstaining).*

15

16 **3. PUBLIC REVIEW - None**

17

18 **4. STUDY ITEMS**

19

20 Chair Ford Burley said they would discuss **Item 4D (Dana House Update)** and **Item 5B**
21 **Soldiers Memorial Building** first, which is out of the order of the agenda.

22

23 **D. Standing Dana House Update**

24 City Custodian Rich Adams reported that the power was turned back on in Dana House earlier
25 this month. He said ground water had been seeping into the annex. He said the dehumidifiers
26 have not been turned on. He noted that the basement is dry and not retaining water.

27

1 Mr. Adams said minor damage is evident to the exterior of the property. The group discussed the
2 state of the Dana House and what maintenance might be done once the weather gets warmer.
3 Chair Ford Burley gave an overview of the land swap that has been proposed between the City
4 and the SAU88 School District. The group discussed whether lead paint testing had been done on
5 the Dana House.

6
7 **5B Soldiers Memorial Building**

8 Mr. Adams said the City does not have a ramp and the restrooms/staircases are not accessible.
9 He said a plan is underway to make the Soldiers Memorial Building accessible to persons with
10 mobility issues. Chair Ford Burley said Ms. Rebecca Owens (who writes grants for the City) had
11 said the project may be eligible for the Moose Plate grant funds. She said the funds are not
12 enough to make the building fully accessible but might be enough to build a ramp. Chair FB said
13 the Dana House is not eligible for the National Registry of Historic Places (because it has not
14 been on its location for 50 or more years), but the Soldiers Memorial Building is part of the
15 Historic District.

16
17 Mr. Ware said he talked to the Marine Reserve group, who is using the building for monthly
18 meetings. He suggested perhaps a member of the Marine Reserve could be at the next Open
19 House to provide visitors with more information about the artifacts in the building. The group
20 discussed other SMEs who could be present at the Open Houses.

21
22 The group discussed how many people needed to be present as guardians or docents when
23 visitors were present at the Soldiers Memorial Building. Chair Ford Burley said the Guardian is
24 looking for a Deputy Guardian who can help open the building to visitors. Chair Ford Burley
25 suggested the Commission speak with the Guardian about having additional hosts/docents at the
26 facility.

27
28 Ms. Hembree said she would forward a document from Ms. Owens that outlines the funding that
29 has already been spent on the building.

30
31 **B. Historic District Highway Signs**

32 Chair Ford Burley gave an overview of the process to apply for a sign, which could
33 commemorate a person, a place, or a structure, for educational purposes. Chair Ford Burley
34 asked members to continue to think of locations to be discussed at a future meeting.

35
36 **C. 250th Anniversary**

37 Ms. Benzel said the committee is meeting tomorrow at noon to discuss plans.

38
39 **A. Barn Tax Incentive Program (RSA 79D)**

40 Ms. Dittrich said she crafted a flyer to describe the program. She said she would send it to all the
41 members. She asked Commission members to provide their input/comments. The group
42 discussed whether the information could be out in time for people to apply for the program to
43 meet the April 15, 2026 deadline for applications. The group discussed whether this year could
44 be a year to inform barn owners in preparation for application for next year. The group agreed to
45 publicize the fact that information about the program is available (and provide contact
46 information for interested parties) and plan to mail the flyer to barn owners next year.

47

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

5. OTHER BUSINESS

A. Master Plan Chapter with Planning Board Meeting Rescheduled

Chair Ford Burley said the proposed revised Historic Master Plan chapter will be discussed at the February 23, 2026 Planning Board meeting.

C. Public School Engagement

Mr. Smith and Ms. Dittrich said they did not have an update on this item at this time. The group discussed whether a local history program could be presented at one or more of the area summer camps.

D. Master Plan Action Items

Chair FB noted the Master Plan Action Items that have already been discussed at this meeting and suggested several other items could be discussed during future meetings.

E. Pattern Zones

Ms. Hembree said a property owner is presenting a design for pattern housing for a vacant lot on Maple Street in West Lebanon. She asked the members to review the Zoning Board ordinance and familiarize themselves with what the Heritage Commission is responsible for related to Pattern Zoning (exterior/architectural review). Chair Ford Burley said there is a study of the Maple Street neighborhood online.

Mr. Achord discussed the recent Planning Board discussion about preservation of the smokestack at the Woolen Mill project in Lebanon. He suggested the Heritage Commission could provide recommendations to the Planning Board similar to what was provided for the Brickyard Project / kiln preservation last year.

A MOTION was made by Matt Smith to extend the meeting to 7:40pm. The MOTION was seconded by Wes Achord.

** The MOTION was approved (6-0).*

Mr. Achord read the language for the condition of approval for the issuance of a certificate of occupancy for the kiln preservation for the Brickyard project as an example of what the Commission could provide for the Woolen Mill project / smokestack preservation:

“The Heritage Commission recommended that the applicant shall adequately document the structure and the current condition of the kilns, the applicant and subsequent property owner shall make reasonable efforts to maintain the structural integrity of the kilns...in perpetuity. The applicant and any subsequent property owner shall allow and maintain pedestrian access to the kiln area. In collaboration with the City, the applicant shall produce interpretive materials to document the history of the site and educate the public.”

1 Mr. Achord said the Planning Board also requested the applicant of the Woolen Mill project to
2 include signage to indicate the areas of the site that are open to the public. He said this is another
3 opportunity to provide information to the public about the historic aspects of the site.
4

5 *A MOTION was made by Roxanne Benzel that the Heritage Commission recommends to the*
6 *Lebanon Planning Board that a condition of approval be added to the Woolen Mill project*
7 *that the applicant shall adequately document the structure and the current condition of the*
8 *smokestack. The applicant and subsequent property owner shall make reasonable efforts to*
9 *maintain the structural integrity of the smokestack in perpetuity. The applicant and any*
10 *subsequent property owner shall allow and maintain pedestrian access to the area. In*
11 *collaboration with the City, the applicant shall produce signage to educate the public.*
12

13 *The MOTION was seconded by Matt Smith*
14

15 ** The MOTION was approved (5-0 with Ware abstaining).*
16

17 Roxanne Benzel said she is traveling on business and that is why she is attending remotely.
18

19 **6. OPEN TO THE PUBLIC – None**
20

21 **7. FUTURE AGENDA ITEMS**
22

23 **8. ADJOURNMENT**
24

25 Chair Ford Burley adjourned the meeting at 7:47pm.
26

27 Respectfully Submitted,
28 Paula Roux
29 Recording Secretary
30
31
32
33

PUBLIC HEARING NOTIFICATION LIST

IN ACCORDANCE WITH RSA 676:4, THE CITY SHALL NOTIFY THE FOLLOWING PERSONS, BY CERTIFIED MAIL, OF PUBLIC HEARINGS BEFORE THE PLANNING BOARD: ALL ABUTTERS; THE APPLICANT; PROPERTY OWNER; HOLDERS OF CONSERVATION, PRESERVATION, OR AGRICULTURAL PRESERVATION RESTRICTIONS (AS DEFINED UNDER RSA 477:45) ON THE SUBJECT PROPERTY; HOLDERS OF EASEMENTS, RIGHTS-OF-WAY, AND OTHER RESTRICTIONS ON THE SUBJECT PROPERTY; AND EVERY ENGINEER, ARCHITECT, LAND SURVEYOR, SOIL SCIENTIST, OR WETLANDS SCIENTIST WHOSE PROFESSIONAL SEAL APPEARS ON ANY PLAT SUBMITTED TO THE BOARD.

THE APPLICANT SHALL PROVIDE NAMES & MAILING ADDRESSES FOR ALL PERSONS LISTED ABOVE.

MAP & LOT NUMBER: <u>73-7-100</u>	MAP & LOT NUMBER: <u>73-3</u>
PROPERTY OWNER/APPLICANT: NBKS, LLC 21 School Street Lebanon, NH 03766	ABUTTER/OTHER: Timothy G. & Deborah A. Herndon 61 Maple Street West Lebanon, NH 03784
MAP & LOT NUMBER: <u>73-7</u>	MAP & LOT NUMBER: <u>73-8</u>
ABUTTER/OTHER: NBKS, LLC 21 School Street Lebanon, NH 03766	ABUTTER/OTHER: William & Judith Collishaw 64 Maple Street West Lebanon, NH 03784
MAP & LOT NUMBER: <u>73-12</u>	MAP & LOT NUMBER: <u>73-13</u>
ABUTTER/OTHER: Erik A. & Melodie L. Swanson 5 Timothy Avenue West Lebanon, NH 03784	ABUTTER/OTHER: Tyler D. Reney 9 Timothy Avenue West Lebanon, NH 03784
MAP & LOT NUMBER: _____	MAP & LOT NUMBER: _____
ABUTTER/OTHER:	ABUTTER/OTHER:
MAP & LOT NUMBER: _____	MAP & LOT NUMBER: _____
ABUTTER/OTHER:	ABUTTER/OTHER:
MAP & LOT NUMBER: _____	MAP & LOT NUMBER: _____
ABUTTER/OTHER:	ABUTTER/OTHER:

(Last Revised 10/09/09)

Dear Lebanon Heritage Commission,

Purcell Properties is a third-generation property management company based in the Upper Valley. We own the multifamily building located at 68 Maple Street in West Lebanon, as well as the adjacent vacant parcel at 66 Maple Street. We are interested in subdividing the 66 Maple Street parcel into two distinct lots, with the intent of constructing a 4-unit multifamily building on each lot. This project will be one of the first to build under the new Pattern Zone regulations. Given the strong demand for housing in the Upper Valley, we believe it is important to utilize this parcel to expand the supply of quality multifamily housing in the area.

Project Summary

- Applicant/Owner: Purcell Properties
- Properties: 68 Maple Street (existing multifamily) and 66 Maple Street (adjacent vacant parcel), West Lebanon
- Request: Subdivide 66 Maple Street into two lots under the Pattern Zone regulations
- Proposed Development: Construct one 4-unit multifamily building on each lot (8 total units)
- Design Goal: New England-style multifamily buildings that align with neighborhood character
- Status: Preliminary feedback from the Planning Department has been encouraging
- Purpose: Add much-needed multifamily housing in West Lebanon while maintaining appropriate building design and appearance

We have consulted with the City of Lebanon Planning Department to confirm that our proposed site layout is consistent with the requirements of the City's Pattern Zone Overlay regulations. While we have not yet received formal approval from the Zoning Board (subdivision) or the Planning Board (site plan review), our informal discussions with City staff have been encouraging regarding the overall feasibility of the project. A preliminary site plan has been prepared and is shown below on the site survey of 66 Maple Street.

Before proceeding further, the Planning Department advised us to consult with the Heritage Commission to ensure the proposed building design will be appropriate for the neighborhood and can receive façade approval.



Figure 1: 66 Maple St site plan, West Lebanon, NH

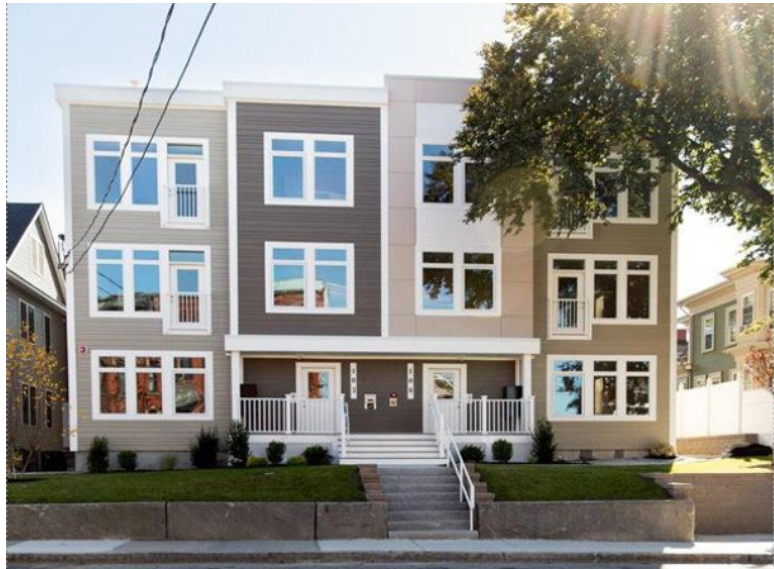
Proposed Building Design & Façade Approach

We are currently working with GreenStaxx, who is serving as our designers/architects for this project. GreenStaxx designs and builds sustainable multifamily modular homes and has completed several projects throughout New England, including in established and historical neighborhoods with distinct architectural character.

The building size we envision is similar to a traditional triple-decker, which provides an efficient and balanced multifamily layout commonly found in New England. While one GreenStaxx example in Cambridge, MA used a more contemporary façade, we are specifically seeking a more traditional New England exterior, similar to a GreenStaxx project completed in Lowell, MA.



Single triple-decker
Modern design
Cambridge, MA



Double triple-decker
Traditional design
Lowell, MA



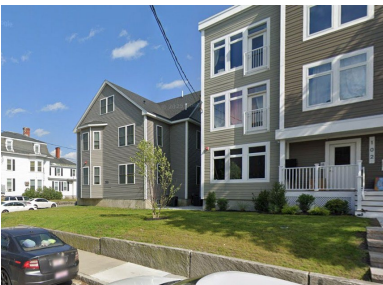
Traditional designs
Left of contemporary build



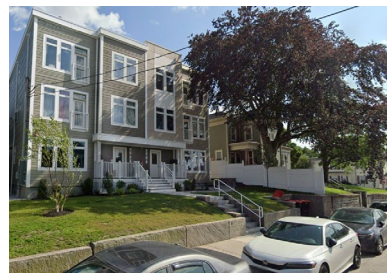
Contemporary façade and
Adjacent traditional design
Allston St, Cambridge, MA



Looking down Allston St
Facing contemporary build



Complementary palate
Seen with adjacent property



Soft and natural colors
Traditional design
Westford St, Lowell, MA



Looking down Westford St
Facing GreenStaxx build

Neighborhood Context

We believe the proposed buildings can fit well within the character of this West Lebanon neighborhood. While traditional homes are present, there is also a wide range of building types, styles, and eras of construction in the immediate area.

Nearby examples include:

- Multifamily development at 16 Tracy Street
- A newer single-family home at 37 Highland Avenue
- Meadowbrook Village Apartments, with garden-style buildings
- Multifamily buildings on Butternut Lane, ranging from single-story to three-story structures
- Traditional homes at 3 Mack Avenue, 5 Timothy Avenue, and 61 Maple Street
- Split-level ranch homes on Pasture Lane
- Community buildings including Mount Lebanon Elementary School (5 White Avenue) and Olivet Baptist Church (44 Maple Street)



		
3 Mack Ave	5 Timothy Ave	61 Maple St
		
Single family homes on Pasture Lane		
		
Mt Lebanon Elementary School 5 White Ave		Olivet Baptist Church 44 Maple St

Overall, our goal is to build an updated version of a New England triple-decker-style multifamily building, with an exterior that reflects traditional colors, proportions, and architectural lines.

We appreciate the Heritage Commission’s feedback on our proposed concept and façade approach for the buildings at 66 Maple Street. Please feel free to contact us with any questions, concerns, or recommendations as we continue refining the design.

Thank you,

Gretchen Walsh
Office Manager
Purcell Properties



GSX Triple Decker

- Modular-ready
- Standardized, replicable unit plans
- Passive House / Stretch code ready
- Studio, 1BR, 2BR & 3BR unit options
- Single, double, and 6x building plans available

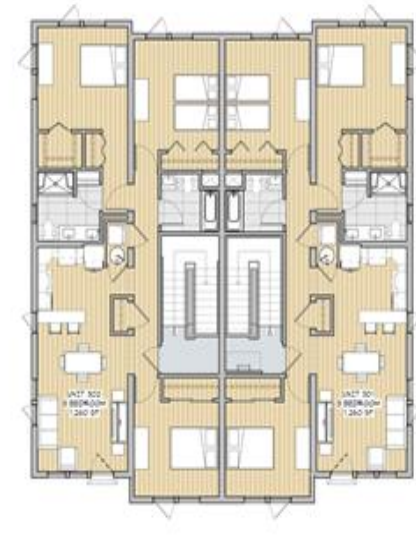




FIRST FLOOR PLAN



SECOND FLOOR PLAN



THIRD FLOOR PLAN





Double Triple Decker in Lowell, MA with more traditional New England look



Single Triple Decker in Cambridge, MA with modern look