



**LEBANON PLANNING BOARD
MARCH 16, 2026 - 6:30 PM
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

To participate in this meeting, please join live via Microsoft Teams or call 929-229-9356 (Access Code: 383 590 071#). If you have trouble accessing this meeting, please [email Tim Corwin](#).

- 1. Call to Order**
- 2. Notice of Regional Impact**
- 3. Public Hearing Items**
 - A. Robert S. & Carolyn M. Townsend, Co-Trustees, 125 Storrs Hill Road (Tax Map 134, Lot 17), zoned RL-2:** Request for a two-lot minor subdivision. **PB2026-12-MIN**
 - B. Farcast Holdings, LLC, 41 Glen Road (Tax Map 115, Lot 7), zoned GC:** Request for a Conditional Use Permit pursuant to Sections 302.4 and 305.2 of the Zoning Ordinance for a proposed conversion of the existing building to a mixed-use facility including a makerspace, café and office space. **PB2026-13-CUP**
- 4. Other Business**
 - A.** Review Draft Amendments to the Subdivision Regulations and additional Draft Amendments to the Site Plan Review Regulations re: Phased Development, Plan Expiration, and Exemption Periods
- 5. Approval of Minutes**
 - A.** February 9, 2026
 - B.** February 23, 2026
- 6. 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.



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

PLANNING BOARD

March 16, 2026 Meeting

Staff Memorandum – PB2026-12-MIN

APPLICATION INFORMATION

Agenda Item: 3.A

Application ID:
PB2026-12-MIN

Application Type:
2-lot Minor Subdivision

Property Location:
125 Storrs Hill Road

Tax Map/Lot #:
134-17

Property Owner:
Robert S. & Carolyn M. Townsend

Applicant:
Robert S. & Carolyn M. Townsend

Property Size (existing):
+/-70.6 acres (*per subdivision plat*)

Zoning District:
Rural Lands Two (RL-2) District

Overlay District(s):
none

LEGAL NOTICE

Robert S. & Carolyn M. Townsend, Co-Trustees, 125 Storrs Hill Road (Tax Map 134, Lot 17), zoned RL-2: Request for a two-lot minor subdivision. PB2026-12-MIN

APPLICATION MATERIALS

- ▶ Application form (1 page)
- ▶ Letter dated February 4, 2026, from Scott Sanborn, of Cardigan Mountain Land Surveys (project description; 1 page)
- ▶ Letter dated February 4, 2026, from Scott Sanborn, of Cardigan Mountain Land Surveys (waiver requests; 1 page)
- ▶ Subdivision Regulations - Technical Checklist – Minor Subdivision (3 pages)
- ▶ Certified Notification List (2 pages)
- ▶ Fee Schedule (2 pages)
- ▶ Plan set titled, "Proposed Subdivision for Robert S. & Carolyn M. Townsend Rev. Trust Dated May 4, 2006," prepared by Cardigan Mountain Land Surveys, LLC, dated February 3, 2026, Project #: 25-4089,8292 (2 sheets)

COMPLETENESS REVIEW

The Planning and Development Department has reviewed the application in accordance with Section 7.7.C.3.a of the Lebanon Subdivision Regulations and recommends that the Board find that the application is complete enough to accept jurisdiction and to commence review.

APPLICATION OVERVIEW

The subject property is a +/-70.6 acre parcel with frontage on Storrs Hill Road, a Class V road (shown in red in Figure 1 below), Baker Lane, a Class VI road (shown in green in Figure 1 below), and Old Kings Highway, a Class VI road (shown in yellow in Figure 1 below). The property is currently improved with a one-family dwelling constructed in 1965 (according to City assessing records) and accessory structures including poles barns of 2,100 sq. ft. & 884 sq. ft., among others.

The property is served by private well and septic.

Figure 1. Aerial view of subject property highlighting frontages.



The applicant proposes to subdivide the property into two (2) lots as follows:

- Lot 1 (proposed Tax Map 134, Lot 17, Plot 300): +/-4.24 acres (having sufficient Class V road frontage on Storrs Hill Road; improved with the existing one-family dwelling, the 884 sq. ft. pole, and other smaller accessory structures)
- Lot 2 (Tax Map 134, Lot 17): +/-66.4 acres (having Class V road frontage on Storrs Hill Rd that is currently insufficient to satisfy the minimum zoning requirement; improved with a 2,100 sq. ft. pole barn and other smaller structures)

APPLICABLE LAND USE REGULATIONS

A. ZONING ORDINANCE:

- Section 313.3 - *the RL-2 District Table of Area, Dimensions and Coverage*

The proposed lots comply with the applicable zoning dimensional requirements, except with respect to frontage. In the RL-2 District, Class 3 lots require minimum frontage on a Class V road or better of 200 ft. Currently, what is proposed to be Lot 2 has only approximately 35 ft. of frontage on Storrs Hill Road (a

Class V road) which terminates at the end of pavement, the approximate location of which is marked by the yellow star in Figure 2. At that point, the right-of-way becomes a Class VI road known as Old King's Highway (which then becomes a Class V road at its intersection with Hetzel Road).

Prior to recording the plat, a portion of Old Kings Highway will need to be classified from Class VI to Class V in order to provide proposed Lot 2 with the requisite amount of frontage on a Class V road, as required by the Zoning Ordinance. The Board's approval of the applicant's subdivision application will need to include a condition of approval requiring the applicant to petition the City Council to reclassify a portion of Old Kings Highway to a Class V road.

Figure 2. Bird's eye view of subject property (looking south).



©2025 Eagleview (image taken 4/24/2025)

B. SUBDIVISION REGULATIONS:

- Section 9 – Minor Subdivision¹:
 - 9.5 – Application Submission Requirements
- Section 12 – General Requirements:
 - 12.1 – Character of the Land

¹ “Minor subdivision” is defined in Section 5 (“Definitions”) of the Subdivision Regulations as, “**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 and not involving the creation of new streets or the extension of existing streets.” (emphasis added)

- 12.4 – Impact Fees
- Section 13 – Design Standards:
 - 13.3 – Lot Layout, Drainage and Driveways
 - 13.4 - Lots/Lot Area/On-Site Septic System Requirements
 - 13.8 – Utilities

The application and proposed subdivision meet the applicable submission and design requirements except with respect to the Sections from which the applicant has requested partial waivers, as described below.

WAIVER REQUESTS

As set forth on the attached letter dated February 4, 2026, from Scott Sanborn, the applicants request waivers from the following requirements of the Subdivision Regulations *as these requirements relate/apply to the proposed +/-66.4 acre lot (Lot 2)*:

1. **Section 9.5.A.5** – requiring the plat to depict, “[t]he location of all existing structures, easements, permanent and intermittent watercourses, flood plains and wetlands, rock outcrops, wooded areas, and other significant existing features on the property.”
2. **Section 9.5.A.7** – requiring the plat to depict, “[t]he boundary lines of the overall tract, and for each of the proposed lots, including bearings and distances, as determined by an actual field survey certified by a licensed land surveyor[.]”
3. **Soil data** (*misidentified in the applicant’s waiver request letter as “Section 9.5.A.7”*):
 - a. **Section 9.5.C.2**: “Where private individual wastewater systems are proposed, the Applicant shall perform soil tests complying with requirements of Section 13.4 of these Regulations.”
 - b. **Section 13.4.A**:
 - “1. For each lot in the proposed subdivision requiring a subsurface sewage disposal system, soil data shall be provided using Site Specific Soil Maps for New Hampshire and Vermont SSSNNE Special Publication No. 3, June, 1997.
 2. The tests and soil mapping for required soil information shall be performed by a certified soil scientist.
 3. The report of the certified soil scientist shall establish that there is at least 4,000 square feet of contiguous area suitable for the placement of an individual sewage disposal system on each lot.”

Pursuant to Section 7.15 (“Waiver of Regulations”), the Board may grant the requested waivers from 9.5.A.5, 9.5.A.7, and 9.5.C.2 if it finds, by majority vote, that either:

- A. Strict conformity would pose an unnecessary hardship to the Applicant and waiver would not be contrary to the spirit and intent of the regulations; or
- B. Specific circumstances relative to the subdivision, or conditions of the land in such subdivision, indicate that the waiver will properly carry out the spirit and intent of the regulations.

Per Section 7.15, requests for waivers must be in writing and must “address items A and/or B above, depending on which criteria are being relied upon to justify the request.” In lieu of utilizing the standard

Application for Waivers form, the applicants have provided their written waiver requests by means of the above-referenced letter which does not identify or specifically address the waiver criteria.

With respect to the requested waiver from Section 13.4.A.1-3, the applicable standard is set forth in Section 13.18 ("Modifications or Waivers of Design Standards") which provides as follows: "A subdivider may request the modification or waiver of a design standard contained in Section 13. The Board may grant such request if it determines that compliance is not required to meet the purpose and intent of these Regulations and that the public good will not be adversely affected."

For future consideration, staff recommends that the Planning Board amend the Subdivisions Regulations to clarify and reconcile the various waiver-related provisions.

STAFF COMMENTS

ASSESSING

No comment at this time.

BUILDING INSPECTION

No comment at this time.

ENGINEERING / PUBLIC WORKS

In connection with a petition that will need to be submitted by the applicants to reclassify a portion of Old Kings Highway from Class VI to Class V, the Department of Public Works may recommend that the City Council approve any such reclassification contingent upon the applicants making certain improvements to the right-of-way and/or providing an easement over Lot 2 to provide a turnaround for plow trucks, emergency and fire trucks, and other City vehicles. The applicants' performance of any such City Council-imposed conditions of approval should be made a condition of the Board's subdivision approval.

FIRE

No comment at this time.

PLANNING & ZONING:

- The proposed lots comply with the minimum lot area requirements for Class 3 lots in the RL-2 District, as set forth in Section 313.3 of the Zoning Ordinance. (A class 3 lot is a lot that is not served by City sewer.) Lot 1 meets the minimum frontage requirement.
- Lot 2 only has approximately 35 ft. of frontage on a Class V road where a minimum of 200 ft. is required. Consequently, the applicants will need to seek and obtain approval from the City Council to reclassify a portion Old Kings Highway from a Class VI road to a Class V road to the extent necessary to ensure that Lot 2 meets the minimum frontage requirement. The applicants will be responsible for petitioning the City Council for the reclassification and for providing whatever technical information is required. The applicants will also be responsible for complying with any conditions imposed by the City Council, if so specified by the Council, including but not limited to extending the gravel roadway and providing a turnaround easement for City vehicles on Lot 2. Note that if the reclassification is not approved, the plat will not be recorded as Lot 2 will not meet the zoning requirements, and the subdivision approval will consequently expire.
- The legal status of the electric fence and "temporary shed" depicted within Bakers Lane is unknown at this time, but is not germane to the Board's decision-making. Approval of the subdivision plat does

not in any way impact the legal status of these encroachments (whether the status is legal or illegal) and staff has recommended conditions of approval to this effect (see conditions A.4 and B.3.c).

- Lot 2 may be utilized for any use allowed in the RL-2 District. See the RL-2 District Table of Use, Section 313.2 of the Zoning Ordinance. The existing pole barn is permissible in connection with the agricultural use of the property.
- The Planning and Development Department recommends certain changes to the plat which are identified in proposed condition of approval B.3 below.

POLICE

No comment at this time.

STAFF RECOMMENDATIONS

If the Board moves to approve this application, then based on the information reviewed by City staff, the Planning and Development Department recommends that the Board approve the application with the following conditions:

A. General Conditions

1. This approval shall be considered void unless all conditions precedent have been met, and the plat has been recorded in the Registry of Deeds, within two (2) years from the date of the Notice of Action (Section 7.12.B). *Note: the plat to be recorded is the sheet in the plan set subtitled "conveyance plan".*
2. Future development on the new lots shall be subject to City of Lebanon Impact Fees, pursuant to Section 213 of the Zoning Ordinance. The Impact Fee shall be calculated at the time of Building Permit issuance based on the Impact Fee Schedule adopted on May 20, 2024, and such fees shall be due and payable at the time of issuance of a Certificate of Occupancy. In accordance with RSA 674:39, development shall be exempt from any future changes in impact fees and methodology for five years from the date of approval; however, any building permits which are issued after the end of that five-year period shall be fully subject to whatever impact fees and methodology are in effect at the time of building permit issuance.
3. All future construction shall substantially conform with and shall be subject to the requirements and specifications of the recorded plat (Section 7.9.A.2).
4. This approval does not affect or change the legal status of any existing encroachments into, improvements within, or use of the City's rights-of-way, including but not limited to the status of the electric fence and temporary shed located in Baker Lane (as depicted on the subdivision plat). Any rights the applicants may or may not have to encroach into, or retain structures within, or to use the abutting rights-of-way (both Class V and Class VI) are not germane to the applicants' subdivision and remain wholly unaffected by the Planning Board's approval of the subdivision and by the recording of the plat. To be clear, the Planning Board's approval of the subdivision cannot and does not confer approval or ratification of any encroachment into, improvements located with, or use of Bakers Lane, Storrs Hill Road, and Old Kings Highway that may exist at the time of subdivision approval, and regardless of whether any such encroachments, improvements, and uses are or are not depicted on the subdivision plat.

B. Conditions to be Satisfied Prior to the Signing and Recording of the Plat

1. The applicants shall obtain approval from the City Council to reclassify Old Kings Highway from a Class VI road to a Class V road to the extent necessary to ensure that Lot 2 has a minimum of 200 ft. of frontage on a Class V road, and shall satisfy any conditions of approval that the City Council imposes in connection with any such reclassification.
2. NHDES approval of all subdivision lots less than five (5) acres in size shall be obtained and a copy of such approval shall be provided to the Planning Board. (9.5.C.2)
3. The applicants shall provide a revised plat depicting the following changes to the satisfaction of the Planning and Development Department:
 - a. Depict the Class V frontage for Lot 2, following reclassification of Old Kings Highway pursuant to condition B.1.
 - b. Depict a turnaround easement on Lot 2 in metes and bounds, if a turnaround easement is required by the City Council in connection with the reclassification of Old Kings Highway pursuant to condition B.1.
 - c. Add condition of approval A.4 as a plan note.
 - d. Revise Note 2 regarding the current status of Old Kings Highway (*with respect to which Note 2 is inaccurate/incorrect*).
 - e. Within the Lot 2 inset, depict approximate location of pole barn.
 - f. Change the title of the plat from "Proposed Subdivision" to "Minor Subdivision".
 - g. Contact the Assessing Department to confirm the proposed tax map/lot number for the new lots are acceptable/correct, and update plat as needed.
 - h. Add a note indicating that the plat was approved pursuant to the City of Lebanon Subdivision Regulations last revised June 28, 2021.
 - i. Add Planning Board number (PB2026-21-MIN).
 - j. Provide the date and description of the plat revisions. (9.5.A.1)
4. The applicants shall provide a digital record drawing of the revised plat (Cad .dwg format using NH State Plane Coordinate system or an alternative approved by the City's GIS Coordinator).
5. The applicants shall submit two (2) mylars of the approved plat, as revised pursuant to these conditions of approval, together with applicable recording fees to the Planning & Development Department in accordance with Planning & Development Department recording procedures. (8.1.D & 7.11)
6. The applicants shall submit the executed deed for Lot 2 and a revised deed for Lot 1 together with applicable recording fees to the Planning & Development Department to be recorded contemporaneously with the plat.
7. If a turnaround easement on Lot 2 is required by the City Council in connection with a reclassification of Old Kings, the applicants shall submit the executed easement deed with applicable recording fees to the Planning & Development Department to be recorded contemporaneously with the plat.

Attachments

cc: Robert S. & Carolyn M. Townsend
Scott Sanborn, Cardigan Mountain Land Surveys, LLC

APPLICATION FOR

SPECIAL EXCEPTION	☐	☐	SITE PLAN REVIEW
VARIANCE	☐	☒	SUBDIVISION
MOTION FOR REHEARING	☐	☐	LOT LINE ADJUSTMENT
APPEAL OF AN ADMIN. DECISION	☐	☐	CONDITIONAL USE PERMIT

☐ OTHER _____

PROPERTY OWNER (APPLICANT):

NAME: Robert S. & Carolyn M. Townsend, co-Trustees TEL.#: [REDACTED]

MAILING ADDRESS: [REDACTED]

E-MAIL ADDRESS: [REDACTED]

CO-APPLICANT, AGENT, OR LESSEE:

NAME: Scott Sanborn, Cardigan Mountain Land Surveys [REDACTED]

MAILING ADDRESS: [REDACTED]

E-MAIL ADDRESS: [REDACTED]

PROJECT LOCATION:

TAX MAP #: 134 LOT#: 17 PLOT #: ZONE: RL-2

STREET ADDRESS OF PROJECT: 125 Storrs Hill Road

IS THIS PROPERTY LOCATED IN THE: **WETLANDS** ☐ YES ☒ NO **HISTORIC DISTRICT** ☐ YES ☒ NO
FLOOD PLAIN ☐ YES ☒ NO

SCOPE OF PROJECT:

Subdivision of 70.6± acre parcel into two lots of 4.24 acres and 66.4± acres

TYPE OF OCCUPANCY:

EXISTING ☐ VACANT ☒ ONE FAMILY ☐ TWO FAMILY ☐ MULTI-FAMILY ☐ COMMERCIAL ☐ INDUSTRIAL
 PROPOSED ☐ VACANT ☒ ONE FAMILY ☐ TWO FAMILY ☐ MULTI-FAMILY ☐ COMMERCIAL ☐ INDUSTRIAL
 IF USE IS **COMMERCIAL** OR **INDUSTRIAL**, PLEASE NOTE **SPECIFIC** USE: _____

SIGNATURE BLOCK:

FOR PLANNING BOARD APPLICATIONS ONLY: I, the undersigned, hereby submit this application on the date noted below with the knowledge and understanding that the Planning Board shall determine if the submitted application is complete according to its regulations at its next regularly scheduled meeting on March 16, 2026, unless I personally request in writing, that the Board delay its determination of completeness to a later date.

PROPERTY OWNER: Robert S. Townsend Carolyn M. Townsend DATE: 2-5-2026

NOTE: IF, AS OWNER, YOU WISH TO DESIGNATE AN AGENT TO ACT ON YOUR BEHALF, PLEASE READ THE FOLLOWING AND SIGN BELOW: I hereby designate the person listed above as my agent for the purpose of procuring the necessary local permits for the proposed work as described herein. Representations made by my agent may be accepted as though made by me personally, and I understand that I am bound by any official decision made on the basis of such representation.

PROPERTY OWNER: _____ DATE: _____

DATE RECEIVED	FILE # (MAP/LOT)	APPLICATION #	
2026-0209	134-17	PB2026-12-MIN	[REDACTED]

Cardigan Mountain

LAND SURVEYS, LLC

Scott C. Sanborn
LLS #848

(603) 523-7535
cmls@valley.net

32 Peaslee Road
Orange, NH 03741

4 February 2026

Lebanon Planning Board
51 North Park Street
Lebanon, NH 03766

**Re: Proposed 2 Lot Minor Subdivision, Robert & Carolyn Townsend Trust
Storrs Hill Road, Lebanon, Assessors Parcel 134-17**

To whom it may concern;

This letter accompanies an application for a minor subdivision of the above referenced 70.6+/- acre property. The proposed Lot 1 is 4.24 acres, leaving a remainder Lot 2 of 66.4 +/- acres. The property lies on the southerly side of Storrs Hill Road, partly on the city-maintained portion and partly along the unmaintained "Old King's Highway" extension of Storrs Hill Road. The premises include an existing residence, along with a couple of outbuildings, horse riding rings and pasture. The balance of the land is largely open hay field, with lesser areas unmaintained but still mostly open. The proposal places the residence on its own smaller lot (Lot 1), leaving the large remainder parcel (Lot 2) as essentially agricultural land. Only Lot 1 has been surveyed; the "back lands" are shown from existing surveys and site features taken from available GIS data.

The premises encompass a broad hilltop with gentle slopes. Given the large lot size, no detailed site information has been provided for Lot 2. Lot 1 has slopes under 15%, with the "fall line" running roughly parallel with Storrs Hill Road. Soils are generally well-drained with varying depths to bedrock. No wetlands were observed on Lot 1.

Lot 1 also requires NHDES subdivision approval, application has been submitted with review pending as of this writing. The minimum lot size and loading calculations for Lot 1 are shown on the submitted Topography & Soils plan, along with the results of a test pit conducted by septic designer Thomas Ange, to demonstrate a suitable 4,000 sq. ft. effluent disposal area.

The lot is in the RL-2 zoning district and complies with dimensional requirements. Both lots will continue to utilize their existing accesses.

Thank you for your consideration. Please call if there are any questions or additional information is required.

Very truly yours,



Scott C. Sanborn

Cardigan Mountain
LAND SURVEYS, LLC

Scott C. Sanborn
LLS #848

(603) 523-7535
cmls@valley.net

32 Peaslee Road
Orange, NH 03741

4 February 2026

Lebanon Planning Board
51 North Park Street
Lebanon, NH 03766

**Re: Proposed 2 Lot Minor Subdivision, Robert & Carolyn Townsend Trust
Storrs Hill Road, Lebanon, Assessors Parcel 134-17**

Waiver Requests

Dear Board Members,

The applicant respectfully requests waivers to the following sections of the Easton Subdivision Regulations in association with this proposed subdivision:

Section 9.5.A(5)

A waiver is requested for an actual field survey of the large remainder, Lot 2, due to its large size and that no physical development is proposed thereon.

Section 9.5.A(7)

A waiver is requested for the location of natural features on the large remainder, Lot 2, due to its large size and that no physical development is proposed thereon. Existing improvements near the road are shown on the submitted plan.

Section 9.5.A(7)

A waiver is requested for conducting test pits and showing soil mapping of large remainder, Lot 2, due to its large size and that no physical development is proposed thereon.

Thank you for your consideration

Very truly yours,



Scott C. Sanborn

CITY OF LEBANON, NH SUBDIVISION REGULATIONS – TECHNICAL CHECKLIST MINOR SUBDIVISION	
PROJECT NAME: Robert S. & Carolyn M. Townsend Rev. Trust dated May 4, 2006	
APPLICANT: Scott Sanborn, Cardigan Mt. Land Surveys	DATE: 2/4/2026
GENERAL SUBMISSION REQUIREMENTS:	

All applications to the Planning Board for Subdivision Review must be submitted by 12:00 Noon on the day of the filing cutoff. [§7.7.C] Submissions must be accompanied by the following information or review of the application may be delayed:

- ☒ A properly completed and signed Application Form. [§7.7.A(1)]
- ☐ The appropriate filing fees. [§7.7.A(2)]
- ☒ A written project description. [§7.7.A(3)]
- ☒ A list of the names and mailing addresses of all persons to be notified, by certified mail, of the public hearing. [§7.7.A(4)]
- ☒ A completed and signed Technical Checklist. [§7.7.B]
[Applicants must complete the entire checklist to ensure that all necessary information and materials have been provided with the application or that written requests for waivers have been properly provided in accordance with Section 7.15 of the Subdivision Regulations, as appropriate.]
- ☒ One (1) set of project plans to be distributed for Staff Review. [§9.5.A]
[A Staff Review meeting is held at City Hall one (1) week following the cutoff date. Staff Review meetings begin at 2:00PM, unless otherwise noted. All revised and/or additional information or materials must be submitted within one (1) week following the Staff Review meeting.]
- ☒ A digital copy of Subdivision plan in .PDF format. [§9.5.B]

NOTE: Applications shall contain sufficient information to enable the City Staff and the Planning Board to evaluate the proposed development for compliance with the Zoning Ordinance, the Planning Board's Regulations, and other applicable City Codes, and for the Planning Board to make an informed decision.

All required application materials shall be submitted as a single inclusive package, including any appropriate waiver requests as permitted by the Regulations. Submission of a complete application package ensures that the review process by City Staff is as efficient and effective as possible.

The purpose of the filing deadline is to provide adequate time for City review of the proposal. Submission of any altered, additional, or substitute application materials required by the Regulations, subsequent to the filing deadline, other than as directed by City Staff, shall cause the application to be deemed untimely filed, and such application shall not be heard until a subsequent month.

CITY OF LEBANON, NH
SUBDIVISION REGULATIONS - TECHNICAL CHECKLIST
MINOR SUBDIVISION

PLAN SUBMITTAL TECHNICAL CHECKLIST:

NOTE: Minor Subdivision plans shall include the information described below pursuant to Section 9 of the Lebanon Subdivision Regulations. Plans shall be submitted on sheets no larger than 24" x 36". Plan sets with multiple sheets shall include sheets of uniform size and be bound on the left edge. When more than three (3) sheets are required, an additional cover sheet shall be attached including a table of contents. The scale of the plans shall be appropriate to the size of the overall development. All lettering shall be of a size and type that is legible.

In order to facilitate the use of the City's Geographic Information System (GIS) for planning purposes, all surveys and engineered plans submitted for Subdivision Review shall utilize the NH State Plane Coordinate system and shall reference the North American Vertical Datum of 1988 (NAVD 88), unless prior approval to use an alternate coordinate system and/or vertical datum is granted by the Planning Office.

A written request for waiver shall be required, pursuant to Section 7.15 of the Subdivision Regulations, for any submission requirement for which the information or data is not provided by the applicant. [§9.5.C(5)]

Plan Requirements	Info. Provided	Waiver Sought
9.5.A(1) - - Name of the City and County in which the subdivision is proposed; - A Locus - North arrow; - Scale of the plat; - Date of the plat and of any revisions to the plat shall be shown on the first page or cover page, if applicable; (NOTE: The date on the plat at the time of initial submission for application review shall be included on all subsequent submissions to the City. Any subsequent change(s) to the plat shall include a revision date and description of the revision(s).)	☒ ☒ ☒ ☒ ☒	☐ ☐ ☐ ☐ ☐
9.5.A(2) - Names and mailing addresses of Applicant(s); Owner(s) of Record of subject properties; Owners of abutting properties, including tax map and lot references; and Holders of any easements, rights-of-way, or other restrictions.	☒	☐
9.5.A(3) - Names and business addresses of the surveyor, including license number and seal, and of every engineer, architect, soil scientist, or wetlands scientist whose professional seal appears on any plan or document submitted to the Board.	☒	☐
9.5.A(4) - Zoning District in which the subdivision is located, including district boundaries if in more than one district.	☒	☐
9.5.A(5) - Boundary lines of the overall tract, and each of the proposed lots, including bearings and distances as determined by an actual field survey by a licensed land surveyor, including the date of the completion of the survey. All dimensions shall be shown in feet and decimals. Monuments shall be referenced on the plat as required under Section 13.5(A) of the Regulations.	☒ <i>Lot 1</i>	☒ <i>Lot 2</i>
9.5.A(6) - The area of all proposed lots shall be shown in square feet and acres.	☒	☐

CITY OF LEBANON, NH
SUBDIVISION REGULATIONS - TECHNICAL CHECKLIST
MINOR SUBDIVISION

Plan Requirements (cont.)	Info. Provided	Waiver Sought
9.5.A(7) - Location of all existing structures, easements, permanent and intermittent watercourses, flood plains and wetlands, rock outcrops, wooded areas, and other significant existing features on the property. Indicate those natural and man-made features to be removed, retained, or altered. Wetlands on the property, if any, shall be delineated by a NH Certified Wetlands Scientist, whose seal and signature shall appear on the plat.	☒ Lot 1	☒ Lot 2
9.5.A(8) - If the application covers only a part of the applicant's entire holding, a map of the entire tract shall be drawn at a scale of not smaller than 1" = 400', showing all existing streets and an outline of the platted area.	☒	☐
9.4 - A statement shall be placed on the plat as follows: "A parcel of land which has been reviewed and approved as part of a minor subdivision shall not be eligible for further subdivision review under the Minor Subdivision procedures for a period of three (3) years from the date of the minor subdivision approval."	☒	☐
Supporting Documents and Information, Where Applicable	Info. Provided	Not Applicable
9.5.C(1) - Proposed covenants or deed restrictions as may be intended to apply to the property in whole or in part to be recorded in the Registry of Deeds.	☐	☒
9.5.C(2) - Where private individual wastewater systems are proposed, the applicant shall perform soil tests complying with requirements of Section 13.4 of the Regulations. For all proposed lots less than 5 acres in size, the applicant shall have a soil investigation made and a report prepared to establish the existence of at least 4,000 square feet of contiguous area meeting NHDES requirements. NHDES approval of all subdivision lots less than 5 acres in size shall be obtained and provided to the Board prior to the recording of the approved plat. Soil maps and information shall be in accordance with the most current USDA Natural Resource Conservation Service County Soil Maps. Maps prepared by field investigation shall be stamped and signed by a Certified Soil Scientist.	☒ Lot 1	☒ Lot 2
9.5.C(3) - Any access driveway to a State highway shall be approved by the NHDOT and provided to the Board prior to the recording of the approved plat.	☐	☒
9.5.C(4) - Approvals, as prescribed by law, from any other City agency which may have jurisdiction, including but not limited to, wetland permits.	☐	☒

NOTE: THE APPLICANT IS RESPONSIBLE FOR PROVIDING THE REQUIRED INFORMATION PURSUANT TO SECTION 9 OF THE SUBDIVISION REGULATIONS. PLEASE BE AWARE THAT THIS CHECKLIST IS FOR INFORMATION AND GUIDANCE ONLY AND DOES NOT REPRESENT THE LAW DICTATING SUBMITTAL REQUIREMENTS NOR IS IT COMPLETE AND INCLUSIVE THEREOF.

Completed By: Scott Sanborn
[Signature]

Planning office Use Only:		
Date Received ___/___/___	Checklist Complete YES or NO	Checked by: _____

(Last Revised 06/01/2025)

GRAFTON COUNTY
REGISTRY OF DEEDS

STATE OF NEW HAMPSHIRE		
DEPARTMENT OF REVENUE ADMINISTRATION		REAL ESTATE TRANSFER TAX
****5 THOUSAND 2 HUNDRED AND 63 DOLLARS		
MO. DAY YR.	770959	AMOUNT
05/31/2006		\$ ****5263.00
VOID IF ALTERED		

002

WARRANTY DEED

KNOW ALL MEN BY THESE PRESENTS: That TADMOR FARM, LLC, a New Hampshire limited liability company, successor by conversion to Tadmor Farm, Inc., with a principal place of business in Lebanon, Grafton County, New Hampshire, for consideration paid, grants to Robert S. and Carolyn M. Townsend, Co-Trustees of the Robert S. and Carolyn M. Townsend Revocable Trust dated May 4, 2006, of said Lebanon, whose mailing address is 125 Storrs Hill, Lebanon, New Hampshire 03766, with WARRANTY covenants,

A tract of land, with any buildings and improvements thereon, situated on the southerly side of Storrs Hill Road, formerly referred to as the Old King's Highway, in Lebanon, Grafton County, New Hampshire, described as follows:

Being all and the same premises conveyed to Harry S. Townsend and Hugh Townsend by deed of Phillip Townsend dated January 25, 1915, and recorded in the Grafton County Registry of Deeds, in Book 531, Page 490, EXCEPTING AND RESERVING:

1. Lot 1 as shown on a plan entitled "Subdivision Plan for TADMOR FARM, INC. Storrs Hill Road, City of Lebanon, Grafton County, New Hampshire" dated April 11, 2005, last revised June 10, 2005, by Pathways Consulting, LLC as Project No. 10618B, recorded in the Grafton County Registry of Deeds as Plan No. 11905, containing 3.04 acres, more or less, conveyed to Higety Real Estate Holdings, LLC by deed of Tadmor Farm, LLC dated September 19, 2005 and recorded in Book 3194, Page 340; and
2. Lot 2 as shown on the above-referenced plan, containing 3.00 acres, more or less, conveyed to Eric H. Townsend by deed of Tadmor Farm, LLC dated October 7, 2005 and recorded in Book 3204, Page 3.

The premises herein conveyed were conveyed to Norman S. Townsend and Ruth W. Townsend by deed of Hugh Townsend dated April 1, 1964 and recorded in Book 1005, Page 429. This tract was the first tract in the deed and was referred to therein as the "Foster Place" and the "Brooks Lot." The premises herein conveyed are a portion only

of the premises conveyed to Tadmor Farm, Inc. by deed of Norman S. Townsend and Ruth W. Townsend dated December 31, 1975 and recorded in said Registry in Book 1280, Page 195.

IN WITNESS WHEREOF, I have hereunto set my hand this 18th day
of May, 2006.

TADMOR FARM, LLC

By: Robert S. Townsend
Robert S. Townsend, Manager
Duly Authorized

STATE OF NEW HAMPSHIRE
GRAFTON, SS.

This instrument was acknowledged before me on May 18, 2006, by
Robert S. Townsend, as Manager of Tadmor Farm, LLC.

Before me,

Katherine M. Symancyk
Notary Public Commissioner of Deeds
My commission expires:

KATHERINE M. SYMANCYK, Commissioner of Deeds
My Commission Expires June 22, 2010

F:\WP\deeds\Townsend\warranty.robert.carolyn.wpd

Joel A. Dupuis REGISTER
GRAFTON COUNTY REGISTRY OF DEEDS

CERTIFIED NOTIFICATION LIST

Notice shall be sent by certified mail to the Owner; Applicant, if different from Owner; Abutters; Holders of conservation, preservation, or agricultural preservation restrictions (as defined under RSA 477:45) on the subject property; the holders of easements, rights-of-way, and other restrictions; and every engineer, architect, land surveyor, or soil or wetlands scientist whose seal appears on any plan submitted to the Board; and any other persons required by RSA 676:4, I(d). The names and mailing addresses shall be furnished by the Applicant.

672:3 Abutter. – "Abutter" means any person whose property is located in New Hampshire and adjoins or is directly across the street or stream from the land under consideration by the local land use board. For purposes of receiving testimony only, and not for purposes of notification, the term "abutter" shall include any person who is able to demonstrate that his land will be directly affected by the proposal under consideration. For purposes of receipt of notification by a municipality of a local land use board hearing, in the case of an abutting property being under a condominium or other collective form of ownership, the term abutter means the officers of the collective or association, as defined in RSA 356-B:3, XXIII. For purposes of receipt of notification by a municipality of a local land use board hearing, in the case of an abutting property being under a manufactured housing park form of ownership as defined in RSA 205-A:1, II, the term "abutter" includes the manufactured housing park owner and the tenants who own manufactured housing which adjoins or is directly across the street or stream from the land under consideration by the local land use board.

Source. 1983, 447:1. 1986, 33:2. 2002, 216:1, eff. July 15, 2002.

PLEASE PROVIDE NAMES & MAILING ADDRESSES FOR ALL PERSONS LISTED ABOVE.

Map & Lot Number: 134-17	Map & Lot Number: 134-17
Property Owner: Robert S. & Carolyn M. Townsend Rev. Trust 125 Storrs Hill Road Lebanon, NH 03766	Applicant, Co-Applicant, Agent , or Lessee: Scott Sanborn Cardigan Mountain Land Surveys, LLC 32 Peaslee Road Orange, NH 03741
Map & Lot Number: 134-17	Map & Lot Number: 134-16
Septic Designer (test pit log) Thomas Ange Clearwater Septic Design, LLC 28 Aspen Lane New London, NH 03257	Michael & Joan Townsend, Trustees 136 Storrs Hill Road Lebanon, NH 03766
Map & Lot Number: 134-18	Map & Lot Number: 163-18
Eric A. & Jessica K. Streit 27 Stagecoach Road Lebanon, NH 03766	J.M. Smyrski & M.K. Wieler, Trustees 39 Dunsinane Drive Lebanon, NH 03766

Map & Lot Number: 163-19	Map & Lot Number: 163-20
Mark V. & Leslie D. Zagarola, Trustees 45 Dunsinane Drive Lebanon, NH 03741	Patrick E. Flanagan 49 Dunsinane Drive Lebanon, NH 03766
Map & Lot Number: 163-31	Map & Lot Number: 134-26
Susan L. & Eric R. Cole 450 Poverty Lane Lebanon, NH 03741	W. J. Simms & R.E. Simms, Trustees 32 Stagecoach Road Lebanon, NH 03766
Map & Lot Number: 163-17	Map & Lot Number: 163-16
D.T. & B.B. Robinson, Trustees 27 Dunsinane Drive Lebanon, NH 03766	Stella Lee 8 Stagecoach Road Lebanon, NH 03766
Map & Lot Number: 134-28	Map & Lot Number: 136-17
Hayley J. Very 26 Stagecoach Road Lebanon, NH 03766	Heidi A. & Dennis D. Bundy 110 Storrs Hill Road Lebanon, NH 03766
Map & Lot Number: 136-17-100	Map & Lot Number: 165-8
Richard J. Stanton, Jr. 117 Storrs Hill Road Lebanon, NH 03766	Ronald J. Sanville 47 Cross Road Lebanon, NH 03766
Map & Lot Number: 134-17-100	Map & Lot Number: 134-17-200
Joan & Samantha Townsend, Trustees 135 Storrs Hill Road Lebanon, NH 03766	Eric H. Townsend 131 Storrs Hill Road Lebanon, NH 03766
Map & Lot Number:	Map & Lot Number:

(Revised 2/8/2024)

FEE SCHEDULE LEBANON PLANNING BOARD

Adopted January 24, 2022

LOT LINE ADJUSTMENT (Boundary Line Adjustment)		
		TOTALS
FILING FEE	\$25.00	\$25.00
ADVERTISING FEE	\$100	\$100
NOTIFICATION FEE (see note on page 2)	\$5.00 + Current USPS rate per certified notice (see below) X _____ notices	\$5.00 \$ _____ abutter certified(s)
TOTAL DUE		\$202.02

MINOR SUBDIVISION		
		TOTALS
FILING FEE	\$150.00	\$150.00
ADVERTISING FEE	\$100.00	\$100.00
NOTIFICATION FEE (see note on page 2)	\$5.00 + Current USPS rate per certified notice (see below) X <u>17</u> notices	\$5.00 \$ \$107.68 (abutter certified(s))
TOTAL DUE AT TIME OF FILING		\$ \$357.68

**Engineering Review fees may also be required. See note on page 2.

PRELIMINARY REVIEW OF A MAJOR SUBDIVISION		
		TOTALS
FILING FEE	\$200.00	\$200.00
NUMBER OF LOTS* _____	\$30.00 per lot*	
ADVERTISING FEE	\$100.00	\$100.00
NOTIFICATION FEE (see note on page 2)	\$5.00 + Current USPS rate per certified notice (see below) X _____ notices	\$5.00 \$ _____ (abutter certified(s))
TOTAL DUE AT TIME OF FILING		\$

*Or units when the subdivision does not create individual lots.
**Engineering Review fees will also be required. See note on page 2.

FINAL REVIEW OF A MAJOR SUBDIVISION		
		TOTALS
FILING FEE	\$500.00	\$500.00
FIRST FIVE (5) LOTS*	\$75.00 per lot*	
NUMBER OF LOTS 6+*	\$150.00 per lot*	
ADVERTISING FEE	\$100.00	\$100.00
NOTIFICATION FEE (see note on page 2)	\$5.00 + Current USPS rate per certified notice (see below) X _____ notices	\$5.00 \$ _____ (abutter certified(s))
TOTAL DUE TIME OF FILING		\$

*Or units when the subdivision does not create individual lots.
**Engineering Review fees will also be required. See note on page 2.

SITE PLAN REVIEW		
		TOTALS
FILING FEE	\$250.00	\$250.00
SQUARE FOOTAGE	\$75.00 per 1,000 sq. ft. (gross floor area)	75
ADVERTISING FEE	\$100.00	\$100.00
NOTIFICATION FEE (see note on page 2)	\$5.00 + Current USPS rate per certified notice (see below) X _____ notices	\$5.00 \$ _____ abutter certified(s)

SITE PLAN REVIEW		
TOTAL DUE AT TIME OF FILING		
**Engineering Review fees will also be required. See note on page 2.		

SITE PLAN REVIEW AMENDMENT (WITH STRUCTURAL CHANGES)		
		TOTALS
FILING FEE	\$250.00	\$250.00
SQUARE FOOTAGE	\$75.00 per 1,000 sq. ft. (gross floor area)	
ADVERTISING FEE	\$100.00	\$100.00
NOTIFICATION FEE (see note below)	\$5.00 + Current USPS rate per certified notice (see below) X _____ notices	\$5.00 \$ _____ (abutter certified)
TOTAL DUE AT TIME OF FILING		\$
**Engineering Review fees may also be required. See note below.		

OTHER		
-SITE PLAN REVIEW AMENDMENT (WITH NO STRUCTURAL CHANGES) -EXTENSION REQUESTS -CONDITIONAL USE PERMITS & -CONCEPTUAL SITE PLAN REVIEW (if required per section 4.3.B of Site Plan Regs)		
		TOTALS
FILING FEE	\$250.00	\$250.00
ADVERTISING FEE	\$100.00	\$100.00
NOTIFICATION FEE (see note below)	\$5.00 + Current USPS rate per certified notice (see below) X _____ notices	\$5.00 \$ _____ (abutter certified)
TOTAL DUE AT TIME OF FILING		
**Engineering Review fees may also be required. See note below.		

MINOR SITE PLAN REVIEW		
		TOTALS
FILING FEE	\$150.00	\$150.00
NOTIFICATION FEE (see note below)	Current USPS rate per certified notice (see below) X _____ notices	\$ _____ (abutter certified)
TOTAL DUE		\$

ENGINEERING REVIEW FEES:

After an application to the Planning Board is submitted and the filing fees identified above have been paid, the Planning & Development Department will determine the scope of required engineering review and will obtain an estimated cost from the reviewing engineer. A cost estimate of the review fees will usually be generated within two (2) – three (3) business days. Once conveyed to the applicant, the estimated review fees shall be paid by the applicant within five (5) business days, and an escrow account shall be established by the Planning & Development Department. No plans will be reviewed unless and until the review fee estimate is paid, if required.

Please note that escrow fees are only an estimate of what services will cost and actual costs of review may be less or more than the amount initially estimated. Any unused portion of the escrow will be returned to the applicant at the end of the approval process if such a surplus remains. Additionally, in the event the escrow amount does not cover the full cost of services the Applicant shall pay any remaining costs as a condition of approval. See also Section 4.7 of the Site Plan Review Regulations and Section 7.7 of the Subdivision Regulations.

NOTIFICATION FEE: CURRENT FEE as of July 2024 is \$6.04 per certified notice

THE CERTIFIED NOTIFICATION FEE IN ALL SECTIONS ABOVE INCLUDES THE FOLLOWING: ALL ABUTTERS, THE APPLICANT, PROPERTY OWNER, HOLDER OF CONSERVATION, PRESERVATION, OR AGRICULTURAL PRESERVATION RESTRICTION(S); AND EVERY ENGINEER, ARCHITECT, LAND SURVEYOR OR SOIL SCIENTIST WHOSE PROFESSIONAL SEAL APPEARS ON ANY PLAT SUBMITTED TO THE BOARD AND ANY OTHER PERSONS REQUIRED BY RSA 676:4, I(d).

(for Registry use)

All bearings on this plat are referenced to approximate NH State Plane Grid North as determined by SBAS corrected differential GPS observation



Notes

- Only Lot 1 has been surveyed for this plat; the noted survey standard applies only to this portion of the premises shown hereon. The remaining lands (Lot 2) are shown from existing surveys, deeds, aerial photos and LIDAR ground imagery for a general representation of the lot.

- Roads:

The rights widths and status of roads have not been independently investigated. The following are assumed for the purpose of this proposed subdivision plat:

Storrs Hill Road appears to be city maintained to the end of the asphalt surface as mapped hereon. Some written evidence suggesting an unusually wide original easement width was noted. Existing road-side stone walls and survey monuments are varying distances from the travel surface but have been held for the purpose of area calculation and zoning setbacks. Underlying title has not been ascertained.

Baker Lane is listed as a "confirmed Class VI" road on the City of Lebanon Draft Class VI Road Map. Existing road-side stone walls, consistent with information from previous surveys, have been held for the purpose of area calculation and zoning setbacks. Underlying title has not been ascertained.

The Old King's Highway (formerly one and the same with Storrs Hill Road) is not listed as either Class VI or discontinued on Lebanon's above referenced road map. There is no apparent public maintenance past the portion now known as Storrs Hill Road (see above); status is unknown and has not been investigated.

- The three boundary corners labeled "flat stone..." (See Note 3) were flat granite slabs found at corners labeled "nubul set" on Reference Plan A. According to the owners of the premises, shortly after these were established, they were replaced with the granite slabs so as not to have farm equipment damaged by the exposed iron rods. The slabs at located at their centers are consistent with the record measurements and have been accepted as original monuments.
- This flat stone was pointed out by the owner of the subject premises to this surveyor as the recognized boundary marker. Its source is unknown, neither Reference Plan A nor B indicate a boundary marker at this point. Deed descriptions both current and ancient call for the road as the boundary; the two referenced plans show the property lines as the roadside walls on each respective side of the road, which is consistent with city assessors' maps. A projection of the existing road-side wall was used to determine the intersection of the Baker Lane sideline with Storrs Hill Road.
- The subject property is not presently served by municipal water or sewer.
- No conservation, preservation, or agricultural restrictions or easements on or over the subject property were noted in Registry of Deeds indices.
- Monuments indicated as "set" were established on 12/19/2025 and bear an identification tag of the surveyor of record.
- The premises are not subject to the provisions of the Shoreland Water Quality Protection Act, NH RSA 483-B.
- The premises are not shown in a special flood hazard zone on FEMA Flood Insurance Rate Maps.

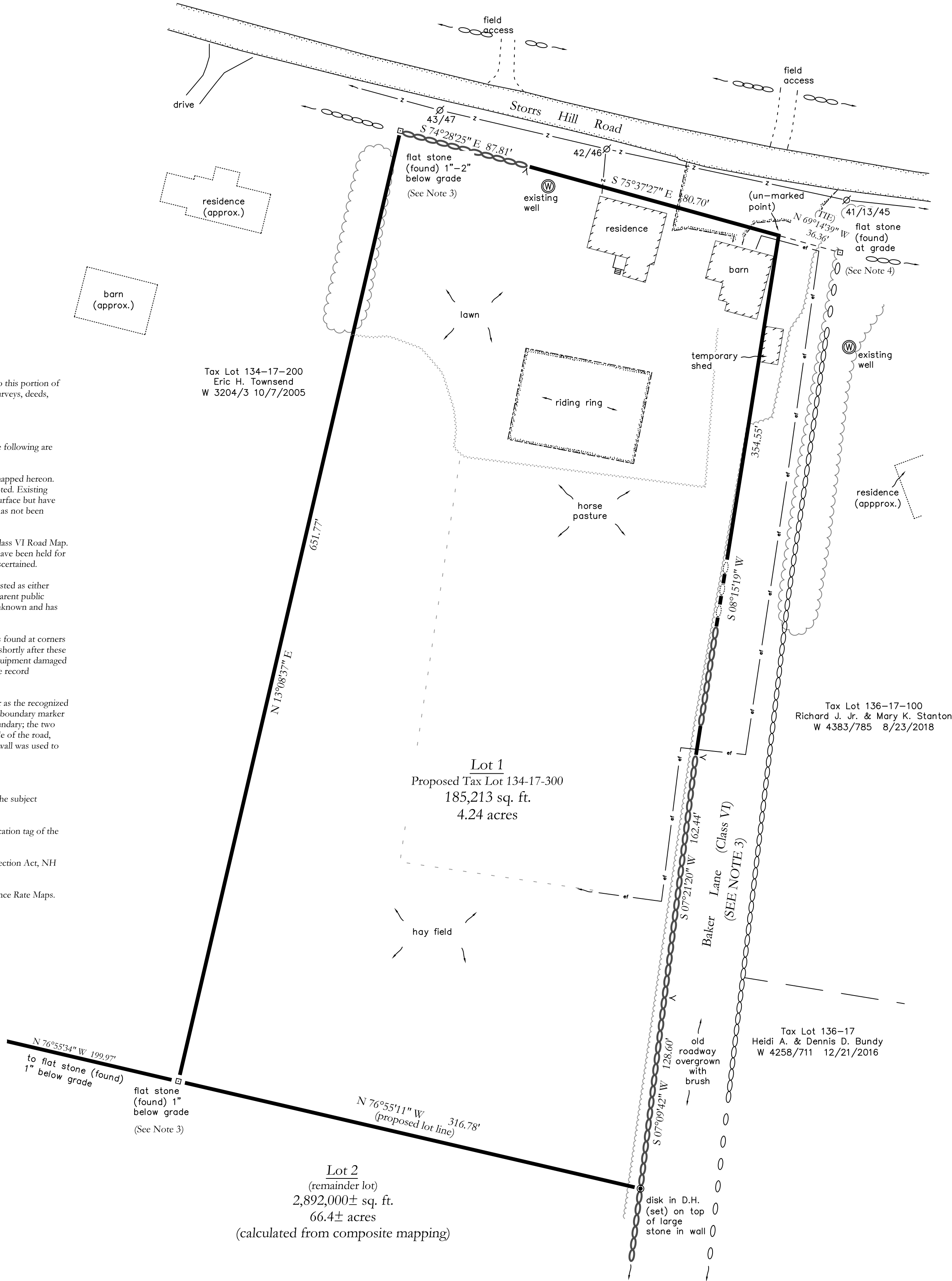
LEGEND

- Flat Granite Slab (SEE NOTE 3)
- Drill Hole (D.H.)
- Iron Pipe (I.P., inside dia. noted)
- Iron Rod or Pin (I.R.)
- Utility Pole
- Well
- Stone Wall
- Stone Wall Rudiments or Remains
- Barbed Wire Fence
- Electric Fence
- Culvert
- Existing Gravel Surface
- Existing Asphalt Surface
- Woods Road or Trail
- Overhead Utility Line
- Test Pit

Mathematical "Tie" Line (not property line)
Deed Reference Key: [type] [Vol. #]/[Page #] [date of execution]

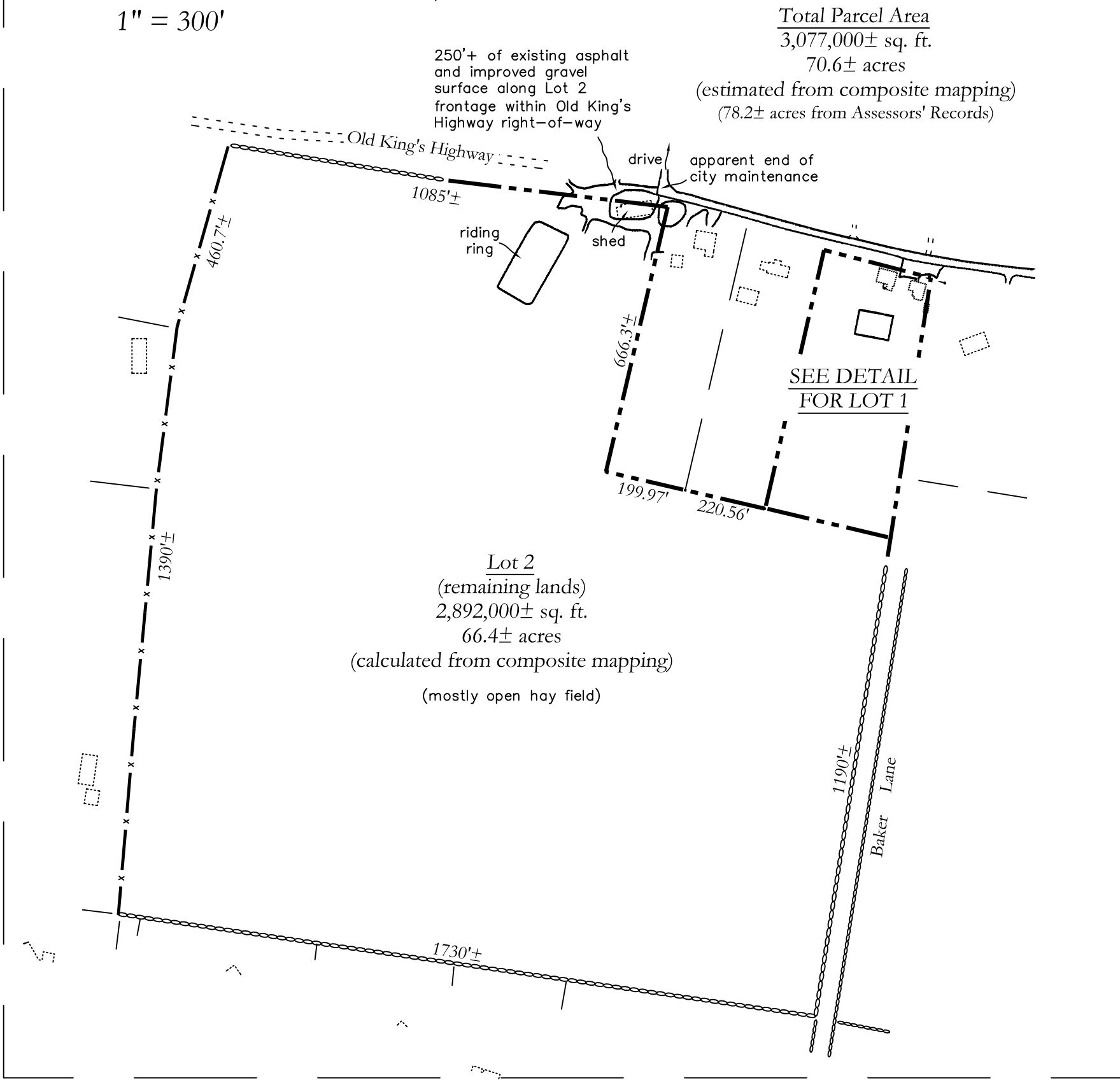
Reference Plans

- "Subdivision Plan for Tadmor Farm, Inc." dated April 11, 2005 by Pathways Consulting, LLC, recorded as Plan # 11905 at GCRD.
- Property of Howard & Madeline Townsend, Bruce C. & Merinda C. Townsend" dated September 1987 by T&M Surveys, Inc., recorded as Plan # 4632 at GCRD.



PROPERTY OVERVIEW/VICINITY MAP

1" = 300'

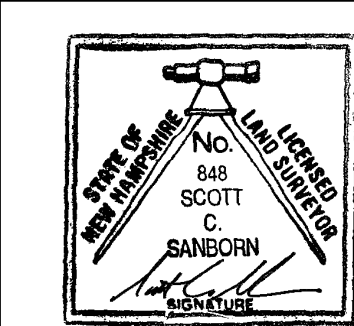


Abutter/Notification List

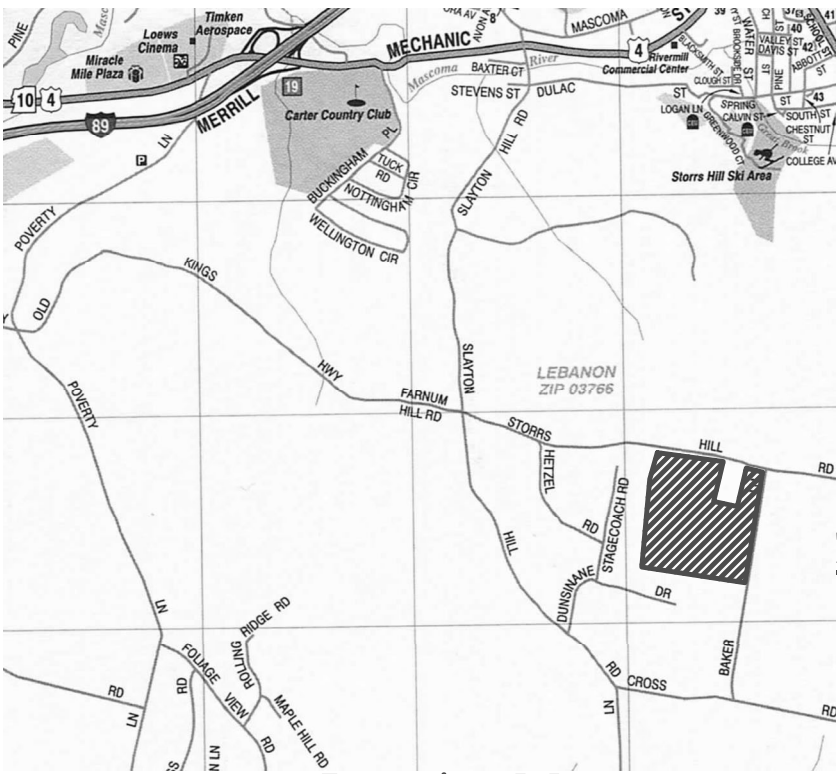
ID	Site Address	Owner Name	Co-Owner Name	Owner Address	Owner City	Owner State	Owner Zip
134-16	136 STORRS HILL RD	TOWNSEND, MICHAEL & JOAN TTEES		136 STORRS HILL RD	LEBANON	NH	03766
136-18	110 STORRS HILL RD	BUNDY, HEIDI A & DENNIS D		110 STORRS HILL RD	LEBANON	NH	03766
163-18	38 DUNSINANE DR	WIELER, MARY KAY		38 DUNSINANE DR	LEBANON	NH	03766
163-19	45 DUNSINANE DR	ZAGAROLA, MARK V & LESLIE D TTEES		45 DUNSINANE DR	LEBANON	NH	03766
163-20	49 DUNSINANE DR	FLANAGAN, PATRICK E		49 DUNSINANE DR	LEBANON	NH	03766
163-31	0 CROSS RD	COLE, SUSAN L & ERIC R		450 POVERTY LN	LEBANON	NH	03766
134-26	32 STAGECOACH RD	SIMMS W J & SIMMS R E TTEES		32 STAGECOACH RD	LEBANON	NH	03766
163-17	27 DUNSINANE DR	ROBINSON D T & B B TTEES		27 DUNSINANE DR	LEBANON	NH	03766
163-16	8 STAGECOACH RD	BENT J L TTEE+		8 STAGECOACH RD	LEBANON	NH	03766
134-28	26 STAGECOACH RD	VERY HAYLEY J		26 STAGECOACH RD	LEBANON	NH	03766
136-17	109 STORRS HILL RD	BUNDY, HEIDI A & DENNIS D		110 STORRS HILL RD	LEBANON	NH	03766
136-17-100	117 STORRS HILL RD	STANTON, JR, RICHARD J		117 STORRS HILL RD	LEBANON	NH	03766
165-8	47 CROSS RD	SANVILLE, RONALD J		47 CROSS RD	LEBANON	NH	03766
134-17-100	135 STORRS HILL RD	TOWNSEND, JOAN & SAMANTHA TTEES		135 STORRS HILL RD	LEBANON	NH	03766
134-17-200	131 STORRS HILL RD	TOWNSEND, ERIC H		131 STORRS HILL RD	LEBANON	NH	03766
Additional notifications:							
ID	Name	Address1	Address2	City	ST	Zip	
Subject 134-17	Robert S. & Carolyn M. Townsend Rev. Trust	125 Storrs Hill Road		Lebanon	NH	03766	
Surveyor:	Scott C. Sanborn	Cardigan Mt. Land Surveys, LLC	32 Peaslee Road	Orange	NH	03741	
Septic Designer:	Thomas M. Arge	Cleanwater Septic Design, LLC	28 Aspen Lane	New London	NH	03257	

The Subdivision Regulations of the City of Lebanon and the Notice of Action are a part of the plat, and approval of this Plat requires the completion of all the requirements of the Notice of Action and said Subdivision Regulations excepting only any modification or waiver set forth in the Notice of Action.

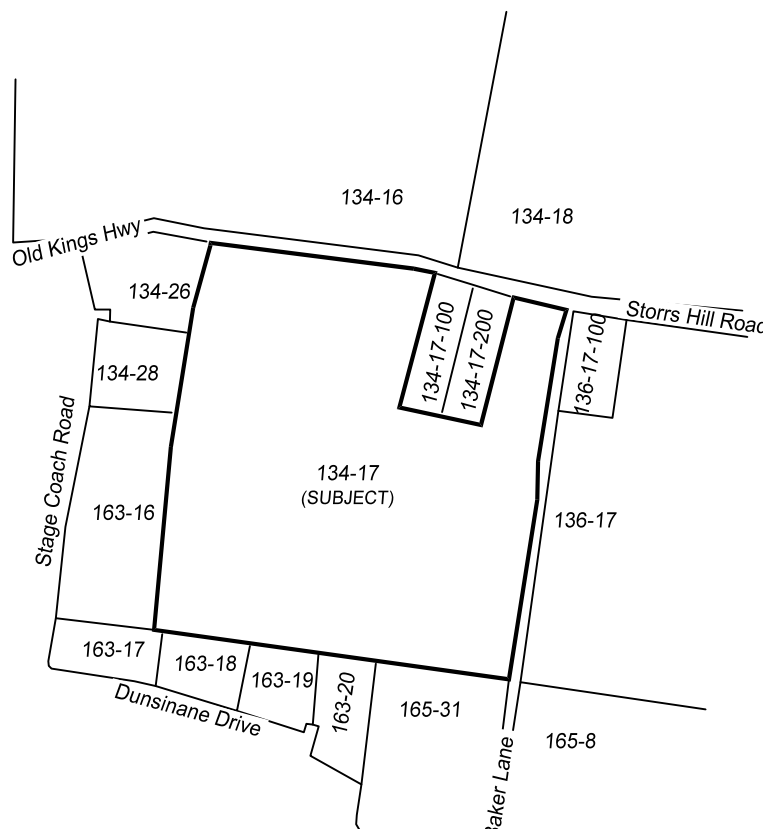
A parcel of land which has been reviewed and approved as part of a minor subdivision shall not be eligible for further subdivision review under the Minor Subdivision procedures for a period of three (3) years from the date of the minor subdivision approval.



This plat is certified only when stamped with an official seal and signed in accordance with NH RSA 310-A:67, II. Certification is only pertinent to conditions and boundaries of the subject property as of the date of the final check (unless otherwise noted), and is limited pursuant to any notations included on the plat. No opinion of marketability of title is implied.



Location Map

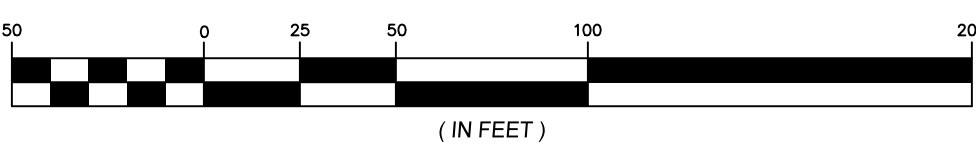


Vicinity Map
(From Lebanon GIS Maps)
(no scale)

Conveyance Plan

Proposed Subdivision For: Robert S. & Carolyn M. Townsend Rev. Trust Dated May 4, 2006 Robert S. & Carolyn M. Townsend, Co-Trustees Address: 125 Storrs Hill Road Lebanon, NH 03766	
Property Location: 125 Storrs Hill Road City of Lebanon Grafton County New Hampshire	Record Tide: W 3285/443 5/18/2006 Assessors Parcel: 134-17 Survey Standard: NHLSA Category 1, Condition 2 Precision of Closure, Control Traverse: 1/≥15,000 Precision of Closure, Plat Description: 1/≥100,000
Project #: 25-4089,8292	Field Survey by Leica TS-13 Total Station, Emlid Reach RS2 GPS Data Collection by Carlson SurvCE v. 6.16
By Field Survey Drafted Final Check	Date(s) SCS 8/12 - 12/9/2025 SCS 12/7 - 12/29/2025 SCS 3 February 2026
Revisions	Date

SCALE: 1"= 50'

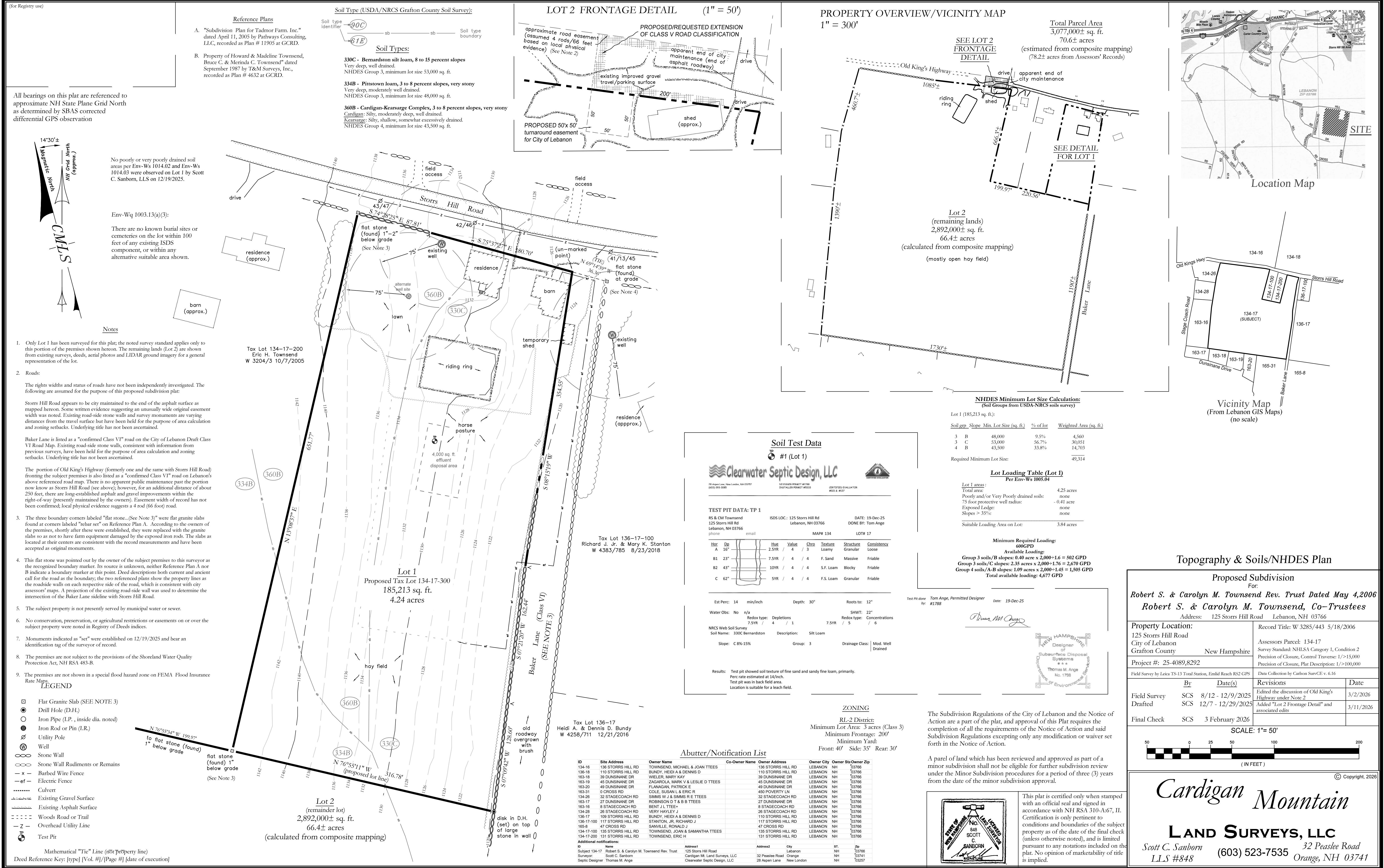


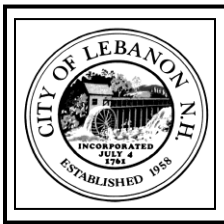
© Copyright, 2026

Cardigan Mountain

LAND SURVEYS, LLC

Scott C. Sanborn
LLS #848
(603) 523-7535
32 Peaslee Road
Orange, NH 03741





CITY OF LEBANON ~ PLANNING & DEVELOPMENT

PLANNING BOARD

March 16, 2026 Meeting

Staff Memorandum – PB2026-13-CUP

APPLICATION INFORMATION

Agenda Item: 3.B

Application ID: PB2026-13-CUP

Application Type: Conditional Use Permit for a proposed makerspace/craftsman's shop use

Property Location & Tax Map:
41 Glen Road (Tax Map 115, Lot 7)

Applicant & Property Owner:
Farcast Holdings, LLC

Zoning District: GC

Future Land Use Map:
General Commercial

Property Size (per City Assessor):
+/-0.77 acres (33,541 sq. ft.) (property is non-conforming to min. 50,000 sq. ft. lot size required in GC District per §305.2 of the ZO)

Existing Improvements and Use:
A two and ½ story, 9,386 sq. ft. (gross) commercial building constructed in 1993 (per City Assessor records); the prior jewelry wholesalers use approved by Special Exception in 1991 (ZB-13-2-91)

Proposed Use: continuation of jewelry appraisal use; new uses to include a makerspace, café and office space

Overlay District:
Riverbank Protection District

Other Approvals Required:
Building & Zoning Permit

Attachments:

- ZBA Notice of Decision for ZB-13-2-91
- PB Notice of Decision and approved plan set (4 pages)
- Application materials (21 pages)

LEGAL NOTICE

Farcast Holdings, LLC, 41 Glen Road (Tax Map 115, Lot 7), zoned GC: Request for a Conditional Use Permit pursuant to Sections 302.4 and 305.2 of the Zoning Ordinance for a proposed conversion of the existing building to a mixed-use facility including a makerspace, café and office space. PB2026-13-CUP*

*The CUP is required for the “makerspace” use which is considered a “craftsman’s shop” use for zoning purposes. The proposed café/restaurant use and office space use are permitted in the GC District and do not require Planning Board approval.

COMPLETENESS REVIEW

In order to accept jurisdiction and commence review of the applicants' proposal, the Planning Board must first determine that the application is complete. NH RSA 676:4, I(c)(1). The Planning and Development Department has reviewed the application and recommends that the Board find that the application is complete enough to accept jurisdiction and to commence review.

BACKGROUND

The subject property is +/-0.77 acres, is located on Glen Road across from the western end of Riverside Community Park, and is improved with a two and 1/2-story commercial building constructed in 1993 pursuant to a Site Plan approved by the Planning Board in 1991. The building's gross square footage according to the City's assessing records is 33,541 sq. ft. (8,412 sq. ft. of which is identified as “living area”). A copy of the Planning Board's Notice of Decision and the approved site plans are attached for reference.

The building was built for and, until recently, occupied by a jewelry wholesaler, which included a retail component approved by Special Exception from the Zoning Board in 1991 (ZB-13-2-91). A copy of the ZBA Notice of Decision is attached for reference. The jewelry wholesale and retail use has vacated the building, although a portion of the first floor remains occupied by a jewelry appraisal use.

As shown on the cover sheet of the plan set submitted with the application materials, the applicant proposes the following uses of the existing building:

- First floor: jewelry appraisal (*existing*), “clean makerspace”, and café

STAFF MEMORANDUM

PB2026-13-CUP
41 Glen Rd (115-7)
March 16, 2026 PB Mtg
Agenda Item 3.B
Page 2 of 5

Figure 1. Street view of property.



©2024 Google, <https://lebanonnh.mapgeo.io/> (image date: July 2024)

Figure 2. Bird's eye view of subject property (looking north).

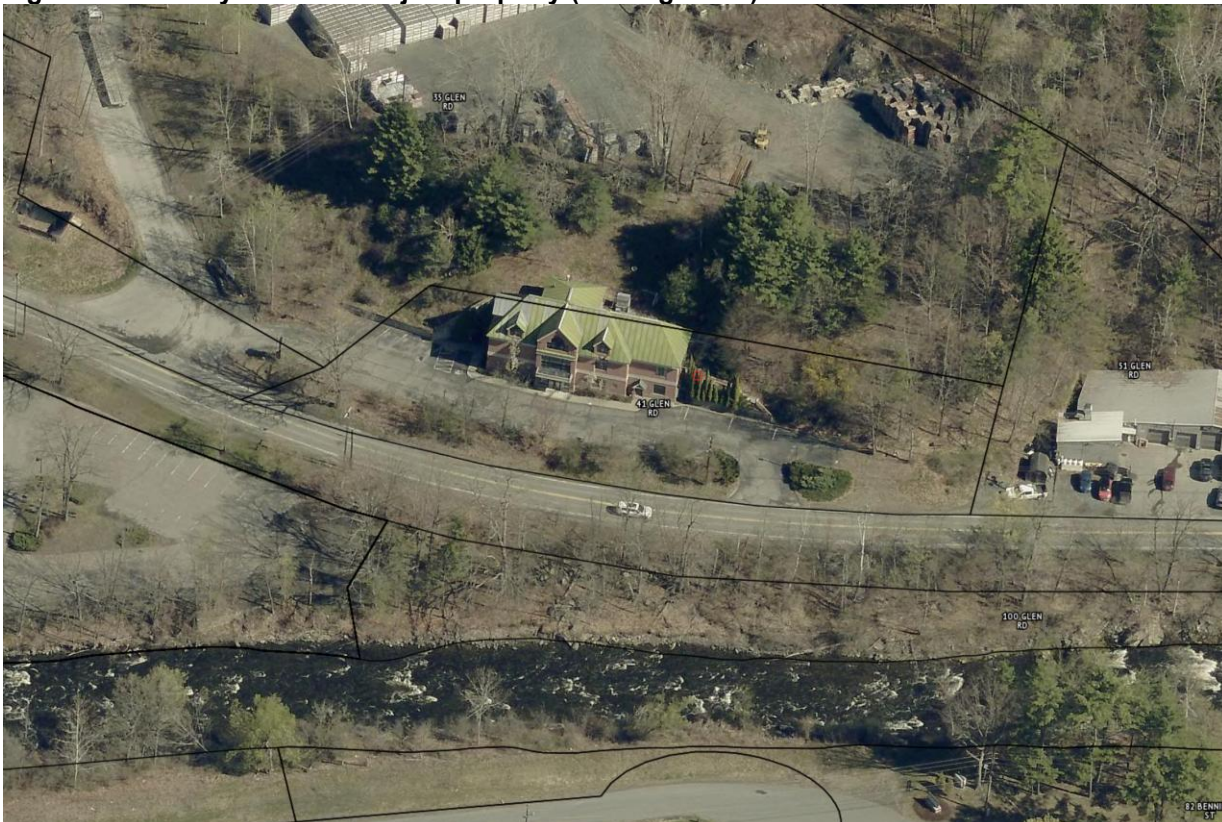


Image ©2025 Eagleview (image taken 4/28/2025)

- Second floor: “dirty makerspace” and a “coworking” office space
- Third floor: office space

SUMMARY OF REQUEST

The applicant’s proposed mix of uses is permitted “by right” except with respect to the proposed “makerspace” use on the first and second floors, which is considered a “craftsman’s shop” as that term is defined in Appendix A of the Zoning Ordinance. A “craftsman’s shop” requires a Conditional Use Permit from the Planning Board. See attached letter dated February 6, 2026, from Chad Ingerick for a more fulsome description of the applicant’s proposed use of the building. Additional information can be found in the applicant’s Conditional Use Permit Support Statement narrative as well as within the plan set.

Proposed site improvements include installation of EV chargers in two of the existing parking spaces, installing three bike staples to provide bicycle parking, and restriping the parking spaces.

ZONING ORDINANCE REQUIREMENTS

“Craftsman’s shop” is allowed in the General Commercial (GC) District by Conditional Use Permit from the Planning Board pursuant to Section 305.2 of the Zoning Ordinance. Appendix A defines “craftsman’s shop” as follows: “A facility occupied as a workplace by person(s) engaged in handicraft or artisan activities such as jewelry making, artists, weaving, wood carving, pottery, sculpture and the like, including the sales of crafts or other artisan products made on the premises.”

Per Section 302.4.B of the Zoning Ordinance, the Planning Board may grant a Conditional Use Permit if it finds that the proposal meets the Enhanced Performance Standards set forth in Section 302.4.D as follows:

1. The site is suitable for the proposal. This includes:
 - a. Adequate vehicular and pedestrian access for the intended use.
 - b. The availability of adequate public services to serve the intended use including emergency services, pedestrian facilities, safe access, and other municipal services.
 - c. The absence of environmental constraints (floodplain, steep slope, etc.) proposed to be impacted by the intended use.
 - d. The availability of appropriate utilities to serve the intended use including water, sewage disposal, stormwater treatment, electricity, and similar utilities.
2. External impacts: The external impacts of the proposed use on abutting properties and the neighborhood shall be commensurate with the impacts of adjacent existing uses or other uses permitted in the zoning district. This shall include, but not be limited to, water runoff, drainage, traffic, noise, odors, vibrations, dust, fumes, hours of operation, and exterior lighting and glare. In addition, the location, nature, design, and height of the structure and its appurtenances, its scale with reference to its surroundings, and the nature and intensity of the use, shall not have an adverse effect on the surrounding environment nor discourage the appropriate and orderly development and use of land and buildings in the neighborhood. The proportion of the site proposed to be occupied by impervious surfaces shall be minimized to the extent necessary to preclude unreasonable risk of runoff, erosion, sedimentation, and other potentially adverse on-site or off-site effects.

NOTE: The criteria set forth in Section 302.4.D.3, 4 and 5 relate to new construction and, since no new construction is proposed, are inapplicable to the subject application.

The applicant has submitted written testimony addressing the Section 302.4.D criteria in an attachment to the Conditional Use Permit Support Statement included in the attached application materials.

Per Section 302.4.E of the Zoning Ordinance, the Planning Board “may impose conditions as it finds reasonably appropriate to safeguard the neighborhood and the general public or otherwise serve the purposes of this Ordinance, including such measures as set forth in Section 802.4 (“Special Conditions”).” Section 802.4.B of the Zoning Ordinance provides as follows:

[T]he Board may attach whatever conditions it deems necessary to the approval decision in order to assure compliance with the purposes of this Ordinance. Such conditions may include but are not necessarily limited to:

1. Increasing the required lot size or yard dimensions in order to protect the adjacent properties.
2. Limiting the coverage or height of building because of obstruction to view and reduction of light and air to adjacent properties.
3. Controlling the location and number of vehicular access points to the property.
4. Increasing the street width adjacent to the property.
5. Increasing the number of on-site off street parking or loading spaces required.
6. Requiring suitable on-site landscaping and screening where necessary to reduce noise and glare and to maintain the property in character and keeping with the surrounding area.
7. Specifying a time limit for initiation of construction, alteration, or enlargement of a structure to house an exception.
8. Providing for specific layout of facilities on the property such as location of the building, parking areas, access to the building so as to minimize effect on adjoining property.
9. Specifying standards for operation of this [conditional use] so that it will be no more objectionable to the neighborhood by reasons of noise, odors, vibrations, flashing lights or hours of operation than will be the operation of a permitted use at that site.
10. Specifying the length of time of the [conditional use] and time of occupancy during the year, or hours of operation.

STAFF COMMENTS & RECOMMENDATIONS

- A. The Zoning Administrator has determined that the proposed mix of uses satisfies the minimum on-site parking requirements set forth in Section 607.1 of the Zoning Ordinance.
- B. If the Board moves to approve the application, staff recommends inclusion of the following conditions:
 1. *[Condition re: status of 1991 ZBA and Planning Board approvals TBD]*
 2. The applicant shall obtain a zoning permit and building permit from the Planning & Development Department.
 3. Prior to application of a Building and Zoning Permit, the applicant shall revise the plan set to provide a construction detail of the proposed bicycle parking apparatus.

4. Impact fees calculated pursuant to Section 213 of the Zoning Ordinance shall be assessed prior to the issuance of a building permit and shall be paid prior to the issuance of a Certificate of Occupancy.
5. Prior to issuance of a Certificate of Occupancy, the applicant shall make the proposed site improvements shown in the plan set including installation of EV chargers and bicycle parking.
6. The craftsman's shop use shall not emit noise, odors, dust, and smoke that is obnoxious, harmful or a nuisance to abutting properties or the neighborhood.
7. The applicant shall obtain a sign permit prior to the installation of any signage as required by Section 608 of the Zoning Ordinance and shall comply with all applicable requirements of Section 608.

Attachments

cc: Farcast Holdings, LLC (via e-mail)
James Wasser, Studio Nexus Architects (via e-mail)
File



City of Lebanon

NOTICE OF DECISION LEBANON ZONING BOARD OF ADJUSTMENT

On August 5, 1991, at a duly noticed meeting of the Lebanon Zoning Board of Adjustment, there appeared Fred & Kate Pearce and their architect, Geoffrey Thornton, seeking a special exception from the terms of Article III, Section 303.5 to permit a retail showroom in connection with their proposed light industry and warehouse distribution facility on the Glen Road, West Lebanon, NH in the Light Industrial zone. #ZB-13-2-91.

Based on testimony given, plans presented and inspection of the site, the Lebanon Zoning Board of Adjustment makes the following findings of fact:

1. The Pearces currently manufacture jewelry in their home in Lyme, NH and own a retail store known as Ultimate Reflections in the Powerhouse Complex, West Lebanon, NH.
2. The applicant wishes to combine these operations at one location - the property in question.
3. The applicants have been jewelry wholesalers for + 25 years. They will sell at retail only things they manufacture or distribute from this facility.
4. The retail showroom will be less than 20% of the gross area of this building.
5. The maximum number of employees in the retail operation at a given time will be three. Maximum hours of operation will be 10AM to 6PM six days a week, two evenings until 9PM, and 12PM to 5PM on Sunday.
6. A plan dated 7/17/91, entitled, "Pearce Building" drawn by Geoffrey Thornton was submitted and is incorporated herein by reference. *209 Approved, revised plan 10/21/91*
7. Parking requirements of the Ordinance are met.
8. Estimated numbers of customers per day is 15-20 on the average.

As a result of the above findings of fact, documentation, testimony and inspections, the Board concludes:

- A. That the special exception is specifically authorized by a provision of this ordinance.
- B. That all special conditions required of the special exception have been met. Said special conditions are as set forth in Section 303.5 (1) and (2) of the Lebanon Zoning Ordinance.
- C. That there are no existing violations of this ordinance on the property.
- D. That the character of the area shall not be adversely affected.
- E. That no hazard or nuisance will be created.
- F. That the capacity of existing or planned community facilities and services (including streets and highways) will not be adversely affected.
- G. That granting of the special exception will not result in undue municipal expense.
- H. That the proposed special exception will be developed in a manner compatible with the spirit and intent of the ordinance.
- I. That the general welfare of the City will be protected.

Now therefore, be it resolved the Lebanon Zoning Board of Adjustment hereby GRANTS the request of Fred and Kate Pearce for a special exception as referenced above.

A special exception shall expire if: (1) the use is not in place within one year of the date of issuance of a zoning permit; or (2) if the use is discontinued for any reason for more than two (2) years. In such cases, a new application for a special exception must be completed.

SIGNED: 

Kathy Schonberger, ChairMAN

DATED: 9/3/91

NOTE: Application for rehearing on any question of the above determination may be taken within 20 days of this notification by the party to the action of persons directly affected, thereby, according to New Hampshire Revised Statutes Annotated, Chapter 677:2.



W. J. +
Thornton

City of Lebanon

NOTICE OF DECISION CITY OF LEBANON, NEW HAMPSHIRE PLANNING BOARD

NOTICE IS HEREBY GIVEN THAT THE REQUEST OF:

ESTATE OF NETTA GILSON

FOR site plan review

AS REVIEWED BY THE PLANNING BOARD IN ACCORDANCE WITH THE:

CITY OF LEBANON SITE PLAN REVIEW REGULATIONS

ON November 4, 1991

HAS BEEN APPROVED

AFTER THE FOLLOWING MOTION WAS PASSED BY A MAJORITY MEMBERS
OF THE PLANNING BOARD:

Ann Schneider moved to accept the application of the Estate
of Netta Gilson for site plan review as being complete.

The motion was seconded by Ronald Bailey and the vote on the
motion passed 9-0 in favor.

Ann Schneider moved to approve the site plan of Netta Gilson
for construction of a 9,100 square foot jewelry
manufacturing, storage, and retail facility, located on Glen
Road, West Lebanon, NH in the LI zone. The plan is drawn by
Metz and Thornton Architects, dated 10/14/91 and last revised
11/4/91.

The following conditions are made a part of this approval:

1. That during construction, the applicant shall post a
bond, in the form and amount as determined by City
Staff, to cover erosion and grading both on-site and
off-site and to cover construction of the retaining
wall.

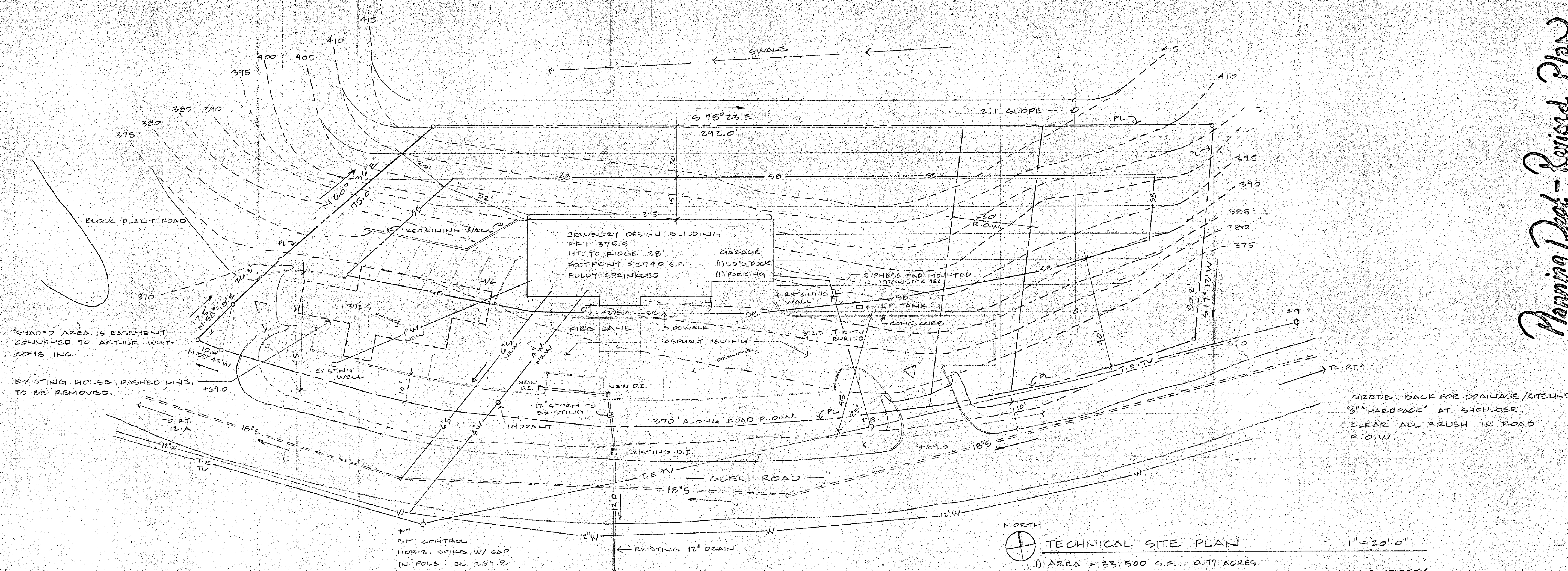
Notice of Decision
Estate of Netta Gilson

2. That the curbing at the driveway returns be granite.
3. That the waiver from 15 feet to 10 feet on the landscape setback to parking be granted.
4. That the Route 12A impact fee be required in the amount of \$1,228.78.
5. That the applicant will pay for a peer review of the design of the retaining wall, not to exceed \$5,000.00
6. That the existing well on the property shall be capped or filled in.
7. All roof drainage shall be tied into the City storm water drain and not dumped on the ground.

The motion was seconded by Ronald Bailey and the vote on the motion passed 5-4 in favor with Norm Dobson, Frederick Baker and Treat Arnold opposed.

SIGNED: Norm B. Dobson
Norman B. Dobson, Chairman

DATED: Nov 7 1991



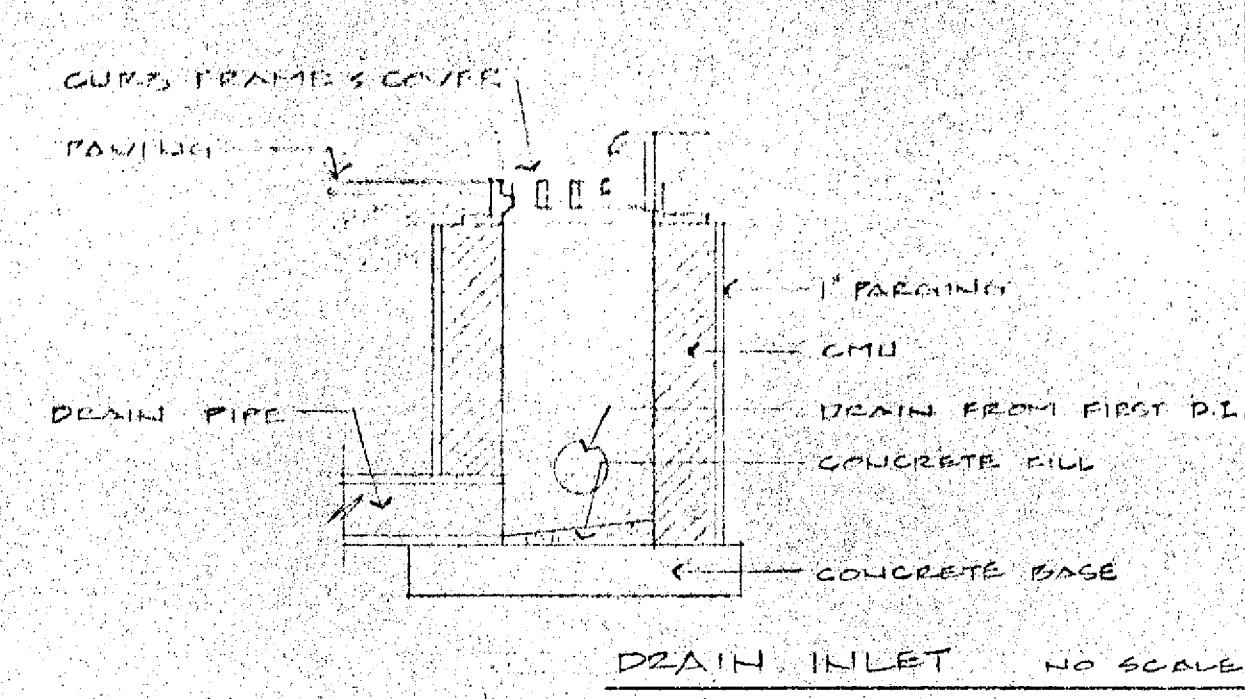
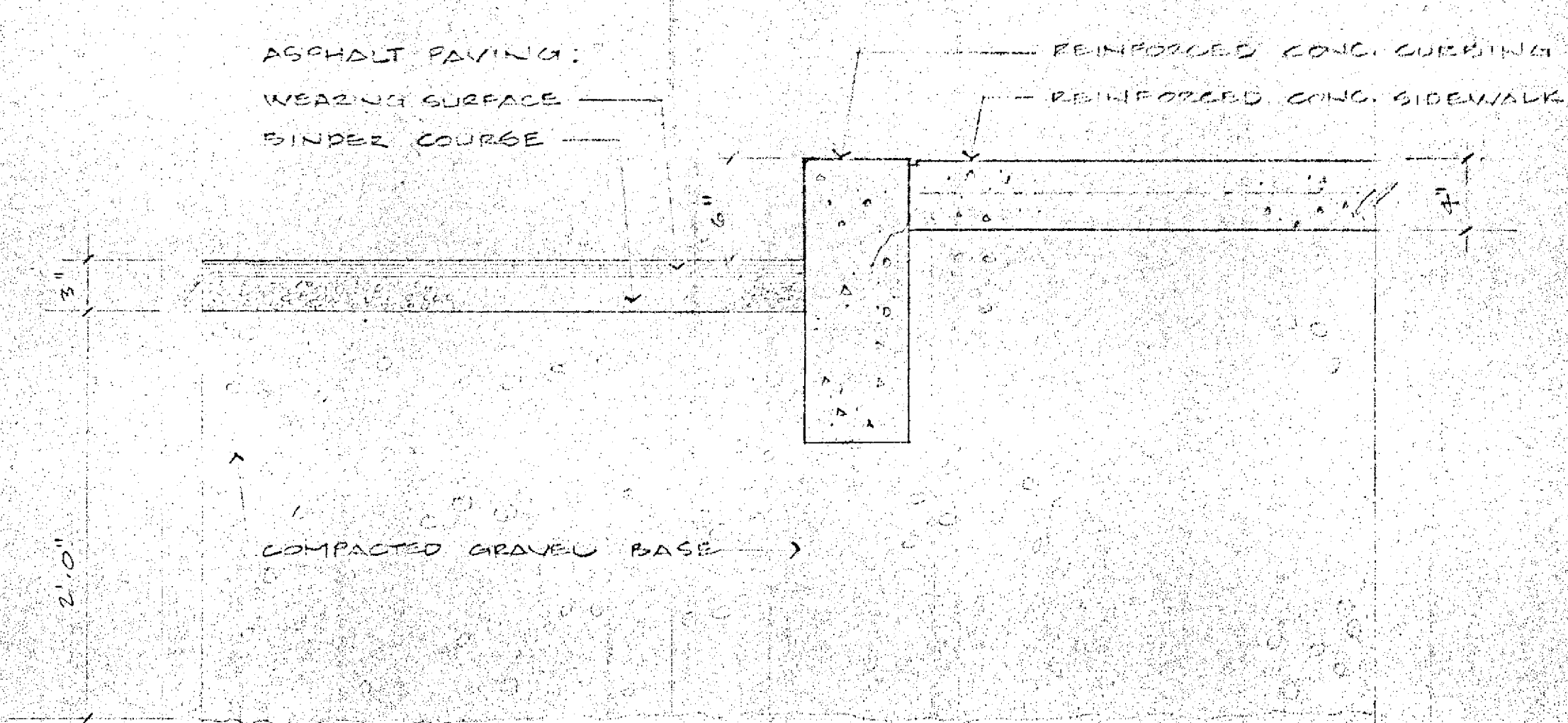
TECHNICAL SITE PLAN 1"=20.0'

1) AREA = 33,500 S.F. = 0.77 ACRES
 2) EXISTING CONTOURS ARE DASHED & SHOWN IN ENTIRETY.
 3) NEW CONTOURS ARE SOLID LINES.
 4) TAKEN FROM SURVEY BY K.A. LECHE ASSOC. INC. JUNE 15, 1991
 5) PAVING IS 10' FROM PROPERTY LINE (15' REQUIRED) A WAIVER IS REQUESTED.
 6) LP TANK = 300 GALLON BURIED LP GAS TANK ABOVE RETAINING WALL

EROSION CONTROL:
 BANK TO BE STABILIZED BY SEEDING & MULCHING IMMEDIATELY FOLLOWING ROUGH GRADING. STAKED HAY BALES AND CATCH FENCES AT TOE OF SLOPE. SITE TO BE GRADED DOWN FROM HIGH POINT AT VEHIC ENTRANCE TO FORM A CATCHMENT BASIN.

BUILDING AREAS:
 FOOTPRINT = 2740 S.F.
 TOTAL, EXCLUDING BASEMENT = 6360 S.F.
 TOTAL, INCLUDING BASEMENT = 9100 S.F. (GROSS)
 RETAIL = 1900 S.F. = 15.4% OF GROSS TOTAL

SITE COVERAGE:
 BUILDING 2740 S.F.
 PARKING 11,064 S.F.
 TOTAL 13,804 S.F. = 41% OF TOTAL LOT AREA
 LAND IS NOT IN WETLANDS OR 100 YR FLOODPLAIN DISTRICT.



SIDEWALK & PAVING DETAIL 1/2" = 1'-0"

NOTE: PAVING & BASE TO CONFORM TO STANDARD SPEC. FOR ROAD & BRIDGE CONSTRUCTION.

APPLICATION FOR

SPECIAL EXCEPTION	☐	☐	SITE PLAN REVIEW
VARIANCE	☐	☐	SUBDIVISION
MOTION FOR REHEARING	☐	☐	LOT LINE ADJUSTMENT
APPEAL OF AN ADMIN. DECISION	☐	☒	CONDITIONAL USE PERMIT
☐ OTHER _____			

PROPERTY OWNER (APPLICANT):

NAME: Farcast Holdings LLC, Chad Ingerick

MAILING ADDRESS:

E-MAIL ADDRESS:

CO-APPLICANT, AGENT, OR LESSEE:

NAME: James Wasser (Studio Nexus Architects)

TEL.#:

MAILING ADDRESS:

E-MAIL ADDRESS:

PROJECT LOCATION:

TAX MAP #: 115

LOT#: 7

PLOT #:

ZONE: GC

STREET ADDRESS OF PROJECT: 41 Glen Road West, Lebanon, NH 03784

IS THIS PROPERTY LOCATED IN THE:

WETLANDS☐ YES ☒ NO**HISTORIC DISTRICT**☐ YES ☒ NO**FLOOD PLAIN**☐ YES ☒ NO**SCOPE OF PROJECT:**Conversion of a jewelry-making industrial, retail and office space into a makerspace with a café,
co-working space and a separate office tenant**TYPE OF OCCUPANCY:**EXISTING ☐ VACANT ☐ ONE FAMILY ☐ TWO FAMILY ☐ MULTI-FAMILY ☒ COMMERCIAL ☒ INDUSTRIALPROPOSED ☐ VACANT ☐ ONE FAMILY ☐ TWO FAMILY ☐ MULTI-FAMILY ☒ COMMERCIAL ☒ INDUSTRIALIF USE IS **COMMERCIAL** OR **INDUSTRIAL**, PLEASE NOTE **SPECIFIC**

USE: Makerspace, cafe and offices

SIGNATURE BLOCK:

FOR PLANNING BOARD APPLICATIONS ONLY: I, the undersigned, hereby submit this application on the date noted below with the knowledge and understanding that the Planning Board shall determine if the submitted application is complete according to its regulations at its next regularly scheduled meeting on March 16, 2026, unless I personally request, in writing, that the Board delay its determination of completeness to a later date.

PROPERTY OWNER: ☒DATE: 2/8/26

NOTE: IF, AS OWNER, YOU WISH TO DESIGNATE AN AGENT TO ACT ON YOUR BEHALF, PLEASE READ THE FOLLOWING AND SIGN BELOW: I hereby designate the person listed above as my agent for the purpose of procuring the necessary local permits for the proposed work as described herein. Representations made by my agent may be accepted as though made by me personally, and I understand that I am bound by any official decision made on the basis of such representation.

PROPERTY OWNER: ☒DATE: 2/8/26

DATE RECEIVED

FILE # (MAP/LOT)

APPLICATION #

02/09/2026

115-7

PB2026-13-CUP



City of Lebanon, New Hampshire

APPLICATION FOR CONDITIONAL USE PERMIT

SUPPORT STATEMENT

Office Use Only Date Received: _____ Application No.: _____

I. APPLICATION CHECKLIST

- ☒ [Application form](#)
 - ☒ [Public Hearing Notification List](#)
 - ☒ [Filing fee](#)
 - ☒ This form, fully completed
 - ☒ A written narrative providing responses to the information required per sections II, III.A, and III.B below
 - ☒ A scaled site plan identifying existing and proposed conditions and improvements including but not limited to buildings, structures, relevant setbacks and measurements, natural features, utilities, parking, access drives, landscaping, and lighting
- Note: existing and proposed conditions shall normally be shown on separate plan sheets unless otherwise approved by Planning & Development Department staff, with the same orientation and scale (i.e. sheets should appear as if layered upon the same base drawing).*
- ☒ *Optional: photos and any other materials in support of the application*

II. PROJECT DESCRIPTION

The applicant requests a Conditional Use Permit as provided for in Article(s) III, Section(s) 304.4 D., of the Lebanon Zoning Ordinance.

Please describe the proposed project and/or the proposed use with as much detail as possible. With respect to a proposed use, provide as much information as possible regarding the nature of the use as well as operational details (e.g. hours of operation, number of employees, etc.).

III. CONDITIONAL USE PERMIT CRITERIA

In order to obtain a Conditional Use Permit, an applicant must demonstrate to the Planning Board that the proposal satisfies the applicable General and Specific criteria set forth in Sections A and B below.

A. General Criteria

A conditional use permit shall be granted only if the Planning Board determines that the proposal conforms to **all** of the Enhanced Performance Standards set forth in Section 302.4.D of the Lebanon Zoning Ordinance, as listed below.

Makerspace Project Proposal Application

February 6, 2026

Chad Ingerick
41 Glen Rd.
West Lebanon, NH 03784

City of Lebanon Planning Board
51 N Park Street
Lebanon, NH 03766

Overview

The project, currently named the Leb Lab, is a proposed mixed-use facility combining a makerspace with digital fabrication equipment, a coworking area, and a small cafe. The project is intended to provide a technology-themed area where creations, shared workspace, educational programming, and projects for novice and experienced patrons can occur. A small cafe area will offer light food and beverage service for sale.

The use is designed to support learning, youth opportunity, small-scale entrepreneurship, remote work, and community engagement. All activities will take place indoors and will be managed and supervised by on-site staff.

Background

Makerspaces are areas where members can access various resources including tools, software, classes and space to work on creative projects. They can provide great community benefit by providing accessibility to otherwise expensive machinery, by introducing young intellects to the possibilities of tech products, and by hosting space for creativity and educational programs. Members and visitors will be able to complete projects with step by step instructions, many of which will be geared toward users with no prior experience. In efforts to maximize inclusivity and maintain affordable membership prices, the Leb Lab hopes to combine complimentary uses: (1) the makerspace machinery, (2) the cooperative work space, and (3) a small food/beverage service area. The goal is to provide a safe way to get more people interested in the creative and fun world of technology, reach a broad cross section of the community all while creating a thriving creative ecosystem that sustains itself.

Nature of the Use

The proposed use includes the following components:

1. **Makerspace**

An indoor makerspace on the first floor, equipped with modern digital fabrication tools (such as 3D printers, laser cutters, CNC routers, robots and related equipment). Access to tools will be limited to registered users who have completed required orientation or training. No outdoor operations are proposed.

2. **Coworking Space**

Shared desk space available for daily or monthly rental by individuals or small teams on the second floor. The coworking area is intended primarily for quiet office work, design, and project planning.

3. **Café Area**

A small café on the first floor offering coffee and light refreshments for on-site consumption. The café is intended to serve both members of the public and users of the makerspace and coworking areas.

The use is comparable in scale and intensity to a professional office space and an educational workshop including a small cafe.

Public Use Vs. Member Use

The cafe space and main atrium on the first floor will be open to the public. However, visitors and members will be required to sign in upon entry to ensure they are familiar with the safety procedures. Both visitors and members will be restricted to tool access based on safety and training requirements. Tools that require training will have an access reader that checks the user's training history and controls power to the machine.

Hours of Operation

Proposed hours of operation are as follows:

Makerspace and co-working:

- **Monday–Friday:** 8:00 AM – 8:00 PM
- **Saturday-Sunday:** 8:00 AM – 6:00 PM

Café:

- **Monday–Friday:** 8:00 AM – 3:00 PM
- **Saturday-Sunday:** 8:00 AM – 2:00 PM

Staffing

The Leb Lab is expected to employ approximately 2-4 employees, most as part time. These include:

- One space manager or supervisor
- Café staff
- Makerspace instructors or technicians

At least one staff member will be present on site at all times during public operating hours. Staff will be responsible for customer service, safety oversight, and equipment supervision.

Occupancy and Intensity of Use

- Estimated maximum occupancy: **[20–25] persons at one time**, including staff
- Typical daily occupancy is expected to be significantly lower and spread throughout the day
- The makerspace and coworking areas will operate primarily by reservation, class schedule, or membership, which naturally limits simultaneous use

Parking Estimate

Based on the proposed use and anticipated occupancy:

- Estimated peak parking demand: **[10–18] vehicles**
- Parking demand is expected to be staggered due to:
 - Different peak hours for café, classes, and coworking
 - Users arriving and departing throughout the day
 - Some users remaining on site for extended periods (coworking)

The parking demand is expected to be comparable to a small café or professional office use of similar size.

Traffic and Site Impacts

- The project is expected to generate low to moderate vehicular traffic
- No delivery or service vehicles beyond standard café supply deliveries are anticipated
- Delivery of larger materials like plywood will occur infrequently
- No outdoor storage, outdoor equipment use, or outdoor seating is proposed unless separately approved

Noise, Safety, and Environmental Considerations

- All activities will occur indoors
- Fabrication equipment is electrically powered

- Noise levels are expected to be consistent with an indoor workshop or office environment
- All equipment use will follow established safety procedures, with staff oversight and user training required

Public Benefit and Compatibility

The Leb Lab will provide educational opportunities, support workforce skill development, and offer flexible workspace for residents and small businesses. The proposed use is compatible with mixed-use, commercial, and light office environments and does not involve heavy manufacturing, outdoor activity, or high-intensity commercial use.

Applicants must specifically address each numbered and lettered criterion specifically. Applicants are advised that responses should be supported by evidence (in the form of data, engineering or environmental studies, annotated maps, etc.), or, in the absence of evidence, detailed explanations and reasoning.

NOTE: *The Board may require supporting evidence for projects that will also require Site Plan Review. For such projects, applicants are consequently advised to apply to the Planning Board for the Conditional Use Permit and for Site Plan Review simultaneously.*

1. The site is suitable for the proposal. This includes:
 - a. Adequate vehicular and pedestrian access for the intended use.
 - b. The availability of adequate public services to serve the intended use including emergency services, pedestrian facilities, safe access, and other municipal services.
 - c. The absence of environmental constraints (floodplain, steep slope, etc.) proposed to be impacted by the intended use.
 - d. The availability of appropriate utilities to serve the intended use including water, sewage disposal, stormwater treatment, electricity, and similar utilities.
2. External impacts: The external impacts of the proposed use on abutting properties and the neighborhood shall be commensurate with the impacts of adjacent existing uses or other uses permitted in the zoning district. This shall include, but not be limited to, water runoff, drainage, traffic, noise, odors, vibrations, dust, fumes, hours of operation, and exterior lighting and glare. In addition, the location, nature, design, and height of the structure and its appurtenances, its scale with reference to its surroundings, and the nature and intensity of the use, shall not have an adverse effect on the surrounding environment nor discourage the appropriate and orderly development and use of land and buildings in the neighborhood. The proportion of the site proposed to be occupied by impervious surfaces shall be minimized to the extent necessary to preclude unreasonable risk of runoff, erosion, sedimentation, and other potentially adverse on-site or off-site effects.
3. Character of the site development: The proposed layout and design of the site shall not be incompatible with the established character of the neighborhood and shall mitigate any external impacts on abutters, the neighborhood, and nearby public ways and infrastructure. This shall include, but not be limited to, the relationship of the building(s) to the street, the amount, location, and screening of off-street parking, the treatment of yards and setbacks, the buffering of adjacent properties, and provisions for vehicular and pedestrian access to and within the site.
4. Character of the buildings and structures: The design of any new buildings or structures and the modification of existing buildings or structures on the site shall not be incompatible with the established character of the neighborhood. This shall include, but not be limited to, the scale, height, and massing of the building or structure, the roof line, locations of access, and visual compatibility with the area.
5. Preservation of natural, cultural, historic, and scenic resources: The proposed use and layout of the site, including all related development activities, shall to the greatest extent practicable preserve identified natural, cultural, historic, and scenic

resources on the site and shall not degrade such identified resources on abutting properties. This shall include, but not be limited to, identified wetlands, floodplains, significant wildlife habitat and documented wildlife corridors, stonewalls, mature tree lines, identified historic buildings or sites, scenic views, and viewsheds.

B. Specific Criteria

The Conditional Use Permit is authorized by Article III, Section 305 of the Zoning Ordinance.

Please list and respond to any criteria set forth in the above article and section of the Zoning Ordinance that apply to the proposed use or project.

Applicants must address each criterion specifically. Applicants are advised that assertions should be supported by evidence (in the form of data, engineering or environmental studies, annotated maps, etc.), or, in the absence of evidence, detailed explanations and reasoning.

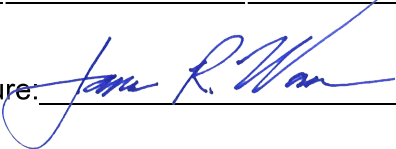
☒ If the article and section of the Zoning Ordinance authorizing the Conditional Use lists no specific criteria, please check this box.

IV. ACCURACY AND COMPLETENESS

☒ By checking this box, the applicant(s) affirm that they have included in their application all of the relevant materials listed in the checklist and have responded to the Conditional Use Permit Criteria truthfully and to the best of their abilities.

Applicant's Name: James Wasser

Date: 2/9/2026

Applicant's Signature: 

Applicant's Name: _____

Date: _____

Applicant's Signature: _____

302.4D. Conditional Use Approval Standards

1. The site is suitable for the proposal. This includes:

a. Adequate vehicular and pedestrian access for the intended use.

The existing access remains without changes. There are two curb cuts along Glen Road and sidewalks are continuous along the face of the building, though there are none along Glen Road.

b. The availability of adequate public services to serve the intended use including emergency services, pedestrian facilities, safe access, and other municipal services.

There is an Advance Transit Stop at 128 Glen Road Plaza approximately 1,200' away. Glen Road is a well-maintained municipal road and the West Lebanon fire station is 1-1/4 miles away. In addition, the building is of non-combustible (Type II) construction, fully sprinklered and alarmed.

c. The absence of environmental constraints (floodplain, steep slope, etc.) proposed to be impacted by the intended use.

Though the property backs up to a steep slope there will be no expansion of the existing building or the existing site. The site is within the Shoreland Protection zone of the Mascoma River, however there will be minimal impacts to the site and no increase in impervious area. A Shoreland Protection permit is not required.

d. The availability of appropriate utilities to serve the intended use including water, sewage disposal, stormwater treatment, electricity, and similar utilities.

The site is served by municipal water, sewer, and storm. An existing transformer which served the previous industrial use is adequate to provide for the building's electrical needs.

2. External impacts: The external impacts of the proposed use on abutting properties and the neighborhood shall be commensurate with the impacts of adjacent existing uses or other uses permitted in the zoning district. This shall include, but not be limited to, water runoff, drainage, traffic, noise, odors, vibrations, dust, fumes, hours of operation, and exterior lighting and glare. In addition, the location, nature, design, and height of the structure and its appurtenances, its scale with reference to its surroundings, and the nature and intensity of the use, shall not have an adverse effect on the surrounding environment nor discourage the appropriate and orderly development and use of land and buildings in the neighborhood. The proportion of the site proposed to be occupied by impervious surfaces shall be minimized to the extent necessary to preclude unreasonable risk of runoff, erosion, sedimentation, and other potentially adverse on-site or off-site effects.

There will be no expansion of the existing building or increase in impervious area. The impacts from the use as a makerspace, small café (coffee and pastries, only) and offices will be minimal to the surrounding neighborhood (which consists of a real estate office, a concrete block plant/a landscape supply store, Glen Road Plaza, Powerhouse Mall and an

automotive store) and are commensurate to the Jewelry manufacturing and retail store previous. The site itself backs up to a steep slope and is completely surrounded by trees.

3. Character of the site development: The proposed layout and design of the site shall not be incompatible with the established character of the neighborhood and shall mitigate any external impacts on abutters, the neighborhood, and nearby public ways and infrastructure. This shall include, but not be limited to, the relationship of the building(s) to the street, the amount, location, and screening of off-street parking, the treatment of yards and setbacks, the buffering of adjacent properties, and provisions for vehicular and pedestrian access to and within the site.

There will be minimal changes to the existing site (re-striping the parking lot). The site is well-screened by the steep slope and mature landscaping. The building is within the setbacks and has easy vehicular access.

4. Character of the buildings and structures: The design of any new buildings or structures and the modification of existing buildings or structures on the site shall not be incompatible with the established character of the neighborhood. This shall include, but not be limited to, the scale, height, and massing of the building or structure, the roof line, locations of access, and visual compatibility with the area.

The only changes to the exterior of the building is a new entry door, sidelights and transom in the style of the original window they replace and the replacement of a deteriorated entry awning with a new awning covering both an existing door and the new entry (see elevations).

5. Preservation of natural, cultural, historic, and scenic resources: The proposed use and layout of the site, including all related development activities, shall to the greatest extent practicable preserve identified natural, cultural, historic, and scenic resources on the site and shall not degrade such identified resources on abutting properties. This shall include, but not be limited to, identified wetlands, floodplains, significant wildlife habitat and documented wildlife corridors, stonewalls, mature tree lines, identified historic buildings or sites, scenic views, and viewsheds.

With the minimal changes to the building's exterior and the site and the uses compatible with what was on the site previously and of the surrounding neighborhood, the natural, cultural, historic and scenic resources are being preserved.

CERTIFIED NOTIFICATION LIST

Notice shall be sent by certified mail to the Owner; Applicant, if different from Owner; Abutters; Holders of conservation, preservation, or agricultural preservation restrictions (as defined under RSA 477:45) on the subject property; the holders of easements, rights-of-way, and other restrictions; and every engineer, architect, land surveyor, or soil or wetlands scientist whose seal appears on any plan submitted to the Board; and any other persons required by RSA 676:4, I(d). The names and mailing addresses shall be furnished by the Applicant.

672:3 Abutter. – "Abutter" means any person whose property is located in New Hampshire and adjoins or is directly across the street or stream from the land under consideration by the local land use board. For purposes of receiving testimony only, and not for purposes of notification, the term "abutter" shall include any person who is able to demonstrate that his land will be directly affected by the proposal under consideration. For purposes of receipt of notification by a municipality of a local land use board hearing, in the case of an abutting property being under a condominium or other collective form of ownership, the term abutter means the officers of the collective or association, as defined in RSA 356-B:3, XXIII. For purposes of receipt of notification by a municipality of a local land use board hearing, in the case of an abutting property being under a manufactured housing park form of ownership as defined in RSA 205-A:1, II, the term "abutter" includes the manufactured housing park owner and the tenants who own manufactured housing which adjoins or is directly across the street or stream from the land under consideration by the local land use board.

Source. 1983, 447:1. 1986, 33:2. 2002, 216:1, eff. July 15, 2002.

PLEASE PROVIDE NAMES & MAILING ADDRESSES FOR ALL PERSONS LISTED ABOVE.

Map & Lot Number: 115-7	Map & Lot Number:
Property Owner: Farcast Holdings, LLC 41 Glen Road West Lebanon, NH 03784	Applicant, Co-Applicant, Agent, or Lessee: James Wasser Studio Nexus Architect + Planners, PC PO Box 275 White River Junction, VT 05001
Map & Lot Number: 115-8	Map & Lot Number: 116-6
Richard P. Brown, Jr. 53 Glen Road West Lebanon, NH 03784	City of Lebanon 51 North Park Street Lebanon, NH 03766
Map & Lot Number: 101-36	Map & Lot Number: 101-38
Betco Block and Products, Inc. 331 Newman Springs Road, Suite 236 Red Bank, NJ 07701	27 Glen, LLC 44 South Main Street Hanover, NH 03755

Map & Lot Number: 115-11	Map & Lot Number:
CTR Powerhouse, LLC 23 South Main Street Hanover, NH 03755	
Map & Lot Number:	Map & Lot Number:
Map & Lot Number:	Map & Lot Number:
Map & Lot Number:	Map & Lot Number:
Map & Lot Number:	Map & Lot Number:
Map & Lot Number:	Map & Lot Number:
Map & Lot Number:	Map & Lot Number:
Map & Lot Number:	Map & Lot Number:

(Revised 2/8/2024)

FEE SCHEDULE LEBANON PLANNING BOARD

Adopted January 24, 2022

LOT LINE ADJUSTMENT (Boundary Line Adjustment)		
		TOTALS
FILING FEE	\$25.00	\$25.00
ADVERTISING FEE	\$100	\$100
NOTIFICATION FEE (see note on page 2)	\$5.00 + Current USPS rate per certified notice (see below) X _____ notices	\$5.00 \$ _____ abutter certified(s)
TOTAL DUE		\$202.02

MINOR SUBDIVISION		
		TOTALS
FILING FEE	\$150.00	\$150.00
ADVERTISING FEE	\$100.00	\$100.00
NOTIFICATION FEE (see note on page 2)	\$5.00 + Current USPS rate per certified notice (see below) X _____ notices	\$5.00 \$ _____ (abutter certified(s))
TOTAL DUE AT TIME OF FILING		\$

**Engineering Review fees may also be required. See note on page 2.

PRELIMINARY REVIEW OF A MAJOR SUBDIVISION		
		TOTALS
FILING FEE	\$200.00	\$200.00
NUMBER OF LOTS* _____	\$30.00 per lot*	
ADVERTISING FEE	\$100.00	\$100.00
NOTIFICATION FEE (see note on page 2)	\$5.00 + Current USPS rate per certified notice (see below) X _____ notices	\$5.00 \$ _____ (abutter certified(s))
TOTAL DUE AT TIME OF FILING		\$

*Or units when the subdivision does not create individual lots.
**Engineering Review fees will also be required. See note on page 2.

FINAL REVIEW OF A MAJOR SUBDIVISION		
		TOTALS
FILING FEE	\$500.00	\$500.00
FIRST FIVE (5) LOTS*	\$75.00 per lot*	
NUMBER OF LOTS 6+*	\$150.00 per lot*	
ADVERTISING FEE	\$100.00	\$100.00
NOTIFICATION FEE (see note on page 2)	\$5.00 + Current USPS rate per certified notice (see below) X _____ notices	\$5.00 \$ _____ (abutter certified(s))
TOTAL DUE TIME OF FILING		\$

*Or units when the subdivision does not create individual lots.
**Engineering Review fees will also be required. See note on page 2.

SITE PLAN REVIEW		
		TOTALS
FILING FEE	\$250.00	\$250.00
SQUARE FOOTAGE	\$75.00 per 1,000 sq. ft. (gross floor area)	75
ADVERTISING FEE	\$100.00	\$100.00
NOTIFICATION FEE (see note on page 2)	\$5.00 + Current USPS rate per certified notice (see below) X _____ notices	\$5.00 \$ _____ abutter certified(s)

SITE PLAN REVIEW		
TOTAL DUE AT TIME OF FILING		
**Engineering Review fees will also be required. See note on page 2.		

SITE PLAN REVIEW AMENDMENT (WITH STRUCTURAL CHANGES)		
		TOTALS
FILING FEE	\$250.00	\$250.00
SQUARE FOOTAGE	\$75.00 per 1,000 sq. ft. (gross floor area)	
ADVERTISING FEE	\$100.00	\$100.00
NOTIFICATION FEE (see note below)	\$5.00 + Current USPS rate per certified notice (see below) X _____ notices	\$5.00 \$ _____ (abutter certified)
TOTAL DUE AT TIME OF FILING		\$
**Engineering Review fees may also be required. See note below.		

OTHER		
-SITE PLAN REVIEW AMENDMENT (WITH NO STRUCTURAL CHANGES) -EXTENSION REQUESTS -CONDITIONAL USE PERMITS & -CONCEPTUAL SITE PLAN REVIEW (if required per section 4.3.B of Site Plan Regs)		
		TOTALS
FILING FEE	\$250.00	\$250.00
ADVERTISING FEE	\$100.00	\$100.00
NOTIFICATION FEE (see note below)	\$5.00 + Current USPS rate per certified notice (see below) X _____ notices	7x \$6.04 \$5.00 \$ 43.28 (abutter certified)
TOTAL DUE AT TIME OF FILING		\$398.28
**Engineering Review fees may also be required. See note below.		

MINOR SITE PLAN REVIEW		
		TOTALS
FILING FEE	\$150.00	\$150.00
NOTIFICATION FEE (see note below)	Current USPS rate per certified notice (see below) X _____ notices	\$ _____ (abutter certified)
TOTAL DUE		\$

ENGINEERING REVIEW FEES:

After an application to the Planning Board is submitted and the filing fees identified above have been paid, the Planning & Development Department will determine the scope of required engineering review and will obtain an estimated cost from the reviewing engineer. A cost estimate of the review fees will usually be generated within two (2) – three (3) business days. Once conveyed to the applicant, the estimated review fees shall be paid by the applicant within five (5) business days, and an escrow account shall be established by the Planning & Development Department. No plans will be reviewed unless and until the review fee estimate is paid, if required.

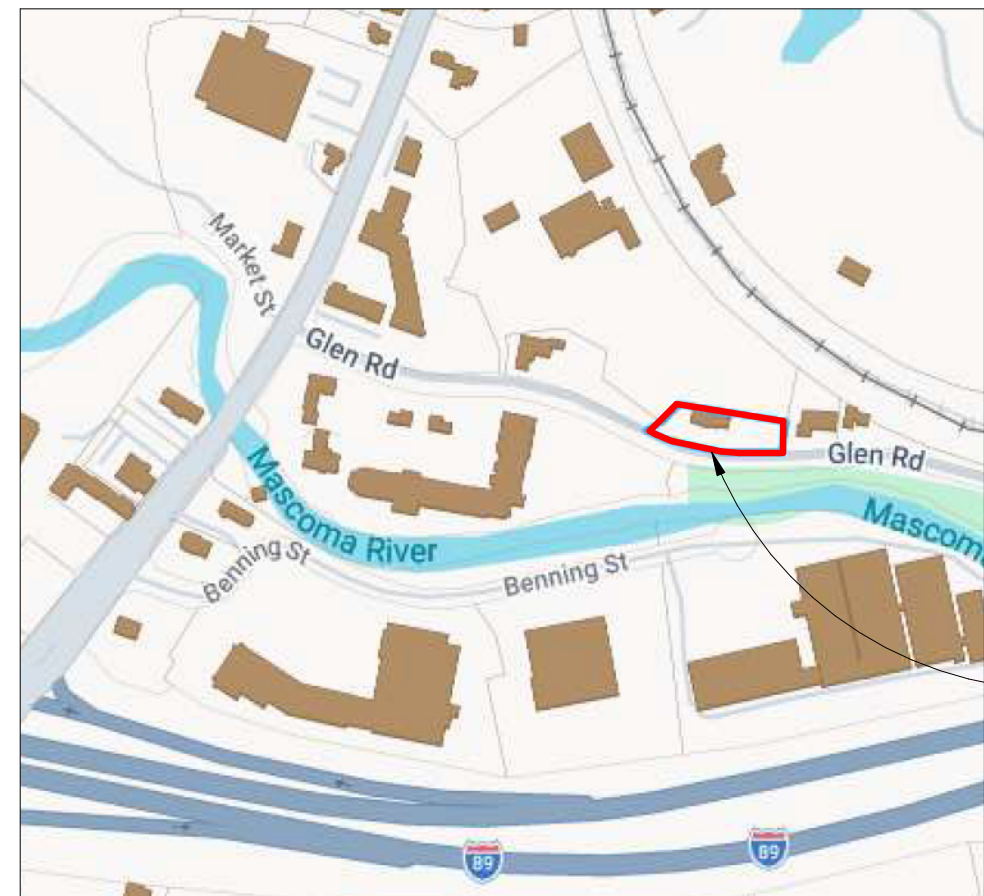
Please note that escrow fees are only an estimate of what services will cost and actual costs of review may be less or more than the amount initially estimated. Any unused portion of the escrow will be returned to the applicant at the end of the approval process if such a surplus remains. Additionally, in the event the escrow amount does not cover the full cost of services the Applicant shall pay any remaining costs as a condition of approval. See also Section 4.7 of the Site Plan Review Regulations and Section 7.7 of the Subdivision Regulations.

NOTIFICATION FEE: CURRENT FEE as of July 2024 is \$6.04 per certified notice

THE CERTIFIED NOTIFICATION FEE IN ALL SECTIONS ABOVE INCLUDES THE FOLLOWING: ALL ABUTTERS, THE APPLICANT, PROPERTY OWNER, HOLDER OF CONSERVATION, PRESERVATION, OR AGRICULTURAL PRESERVATION RESTRICTION(S); AND EVERY ENGINEER, ARCHITECT, LAND SURVEYOR OR SOIL SCIENTIST WHOSE PROFESSIONAL SEAL APPEARS ON ANY PLAT SUBMITTED TO THE BOARD AND ANY OTHER PERSONS REQUIRED BY RSA 676:4, I(d).

LEBANON MAKERSPACE

41 GLEN ROAD, GRAFTON COUNTY
WEST LEBANON, NH 03784



1 VICINITY PLAN
1" = 500'-0" +/-

DRAWING INDEX	
SHEET NUMBER	SHEET NAME
GENERAL	
G-1	COVER SHEET, PROJECT TEAM & DRAWING INDEX
ARCHITECTURAL	
A0-1	EXISTING SITE PLAN
A0-2	PROPOSED SITE PLAN
A2-1	FIRST FLOOR PLAN
A2-2	SECOND FLOOR PLAN
A2-3	THIRD FLOOR PLAN
A4-1	EXTERIOR ELEVATIONS

PROJECT TEAM

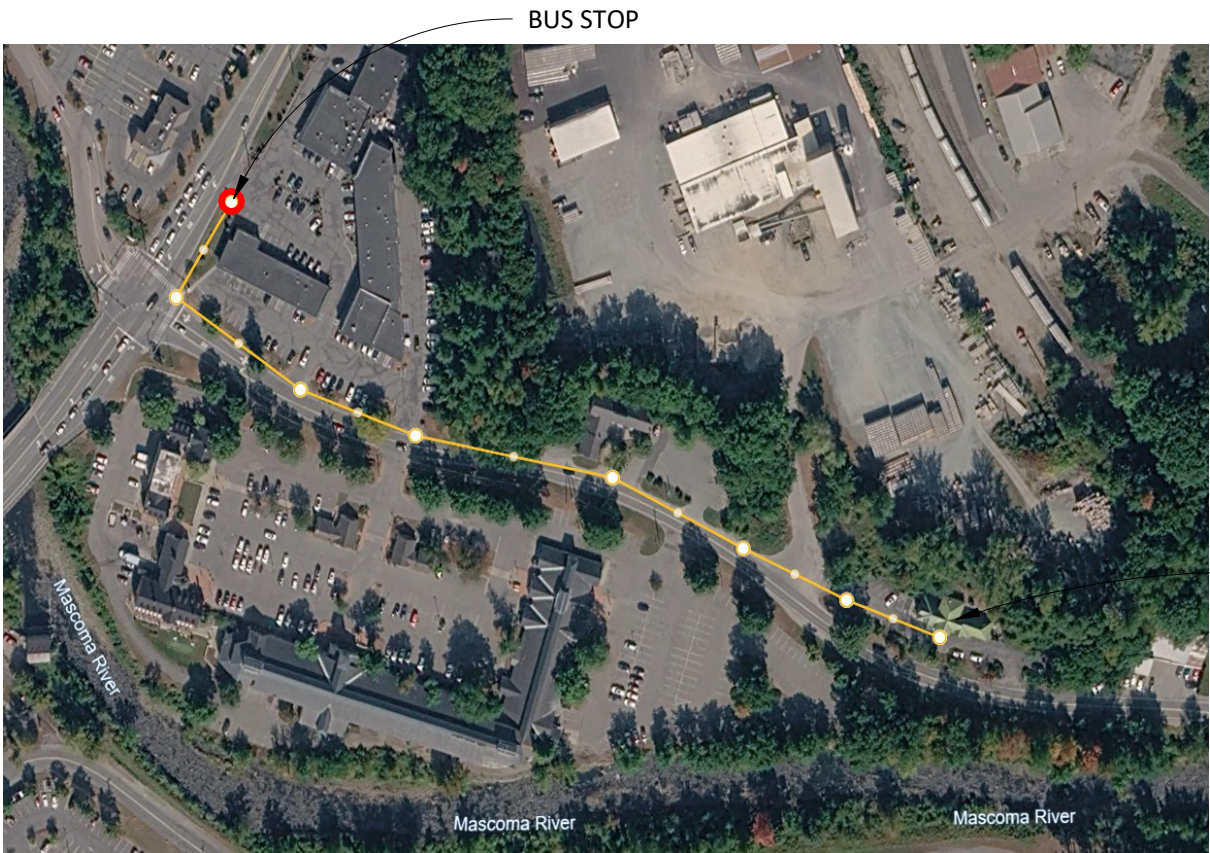
OWNER:

FARCAST HOLDINGS LLC
41 GLEN RD WEST
LEBANON, NH 03784

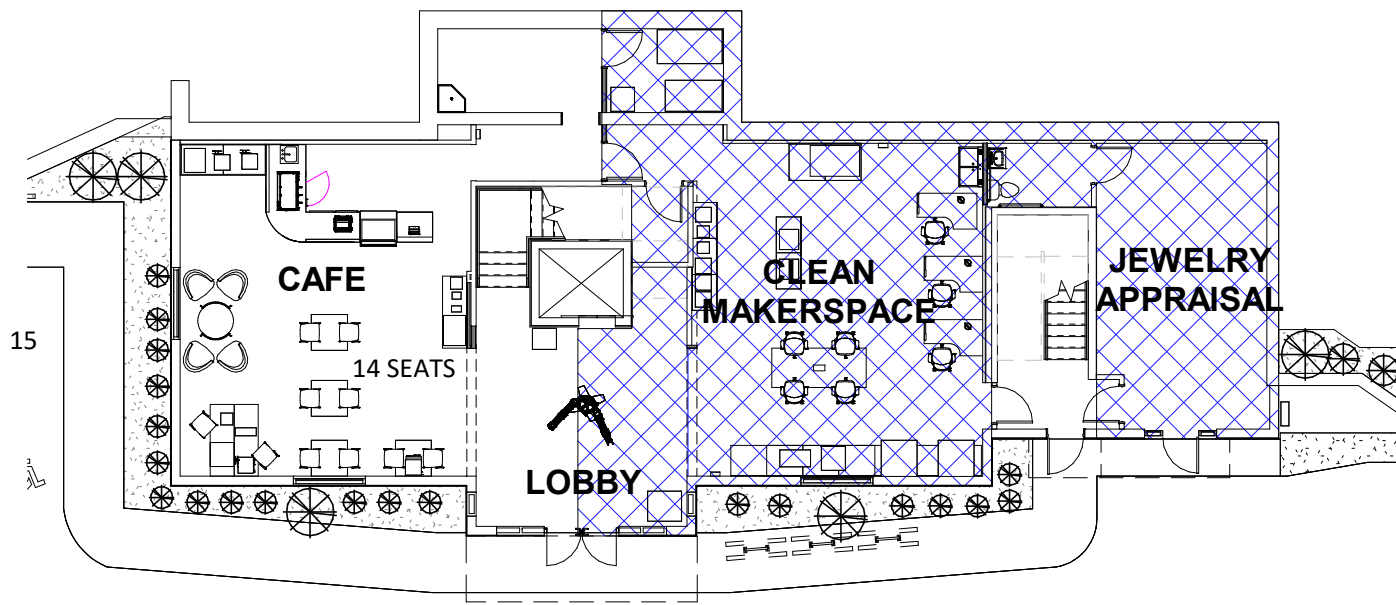
CONTACT: CHAD INGERICK
EMAIL: cingerick@gmail.com
PHONE: 315.719.4353

ARCHITECT:
STUDIO NEXUS
ARCHITECTS + PLANNERS, LLC
46 SOUTH MAIN STREEET, SUITE 206
PO BOX 275
WHITE RIVER JUCTION, VT 05001

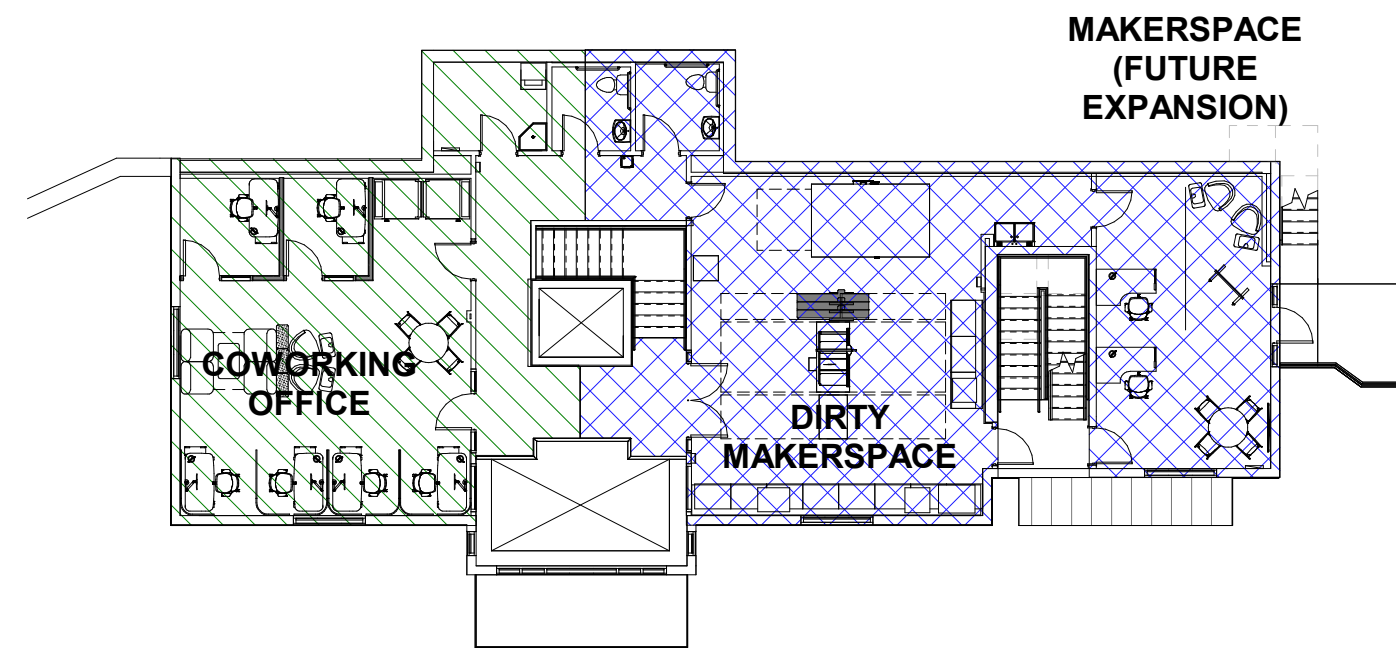
CONTACT: JIM WASSER
EMAIL: jimw@studionexusarch.com
PHONE: 802.275.5110 EXT. 101



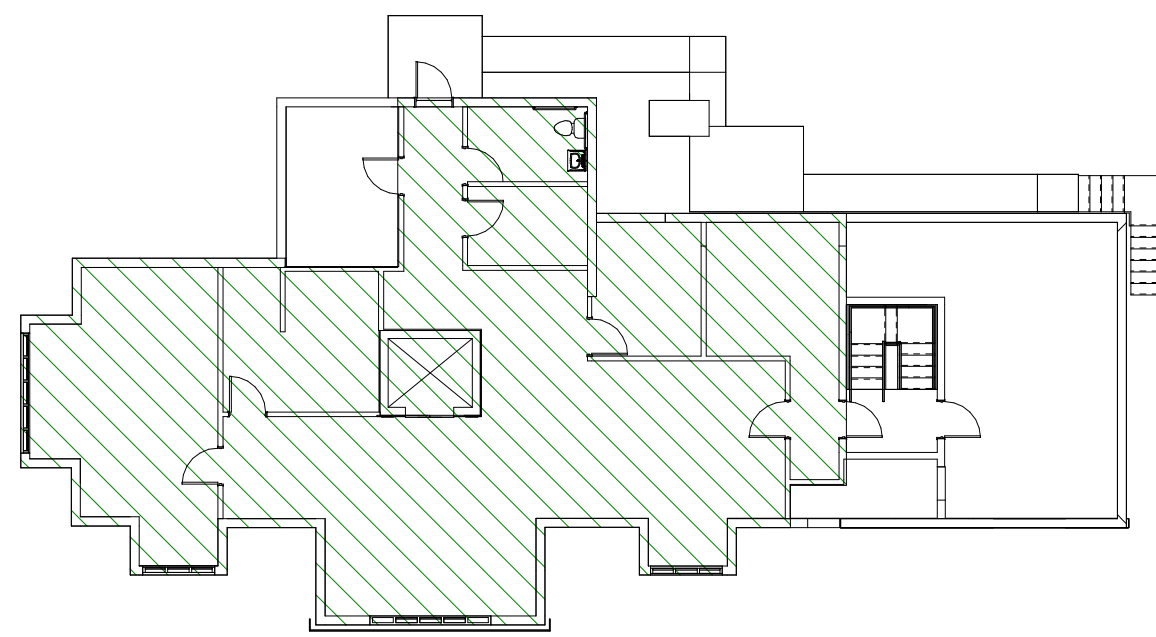
ADVANCED TRANSIT BUS STOP LOCATION MAP



4 FIRST FLOOR PLAN - PARKING
1/16" = 1'-0"
CAFE 14 SEATS X 0.33 = 4.6 SPACES
OTHER COMMERCIAL/LIGHT INDUSTRIAL 1,620 GSF X 600 SF/ = 2.7 SPACES
TOTAL: 7.2 SPACES



5 SECOND FLOOR PLAN - PARKING
1/16" = 1'-0"
OTHER COMMERCIAL/LIGHT INDUSTRIAL 1,498 GSF/600 SF/ = 2.5 SPACES
OFFICE 1,066 GSF/250 SF/ = 4.3 SPACES
TOTAL: 6.8 SPACES



6 THIRD FLOOR PLAN - PARKING
1/16" = 1'-0"
OFFICE 1,917 GSF/250 = 7.7 SPACES

PROJECT LOCATION

PARKING REQUIREMENTS:
Parking Calculations: Restaurant 0.33 Spaces per seat; Office 1/250 GFA; Light Industrial and Other Commercial 1/600 GFA
Café: 14 Seats x 0.33 = 4.6 Spaces
Office (Co-work, Flex & 3rd flr): 1,066 + 1,917 = 3,488; 3,488/250 = 11.9 Spaces
Other Commercial/Light Industrial (Clean/Dirty Makerspaces, Jewelry Appraisal): 1,049 + 1,135 + 485 + 450 = 3,119; 3,119/600 = 5.2 Spaces

Shared Parking:

Land Use	Weekday	Weekday	Weekend	Weekend
	Daytime	Evening	Daytime	Evening
Office	11.9 (100%)	1.2 (10%)	1.2 (10%)	0.6 (5%)
Restaurant	2.3 (50%)	4.6 (100%)	4.6 (100%)	4.6 (100%)
Other Uses (Makerspaces)	5.2 (100%)	5.2 (100%)	5.2 (100%)	5.2 (100%)
Totals	20 Spaces	11 Spaces	11 Spaces	11 Spaces

Existing Parking Spaces: 19
Total Required per Code: 22 Spaces; 20 Spaces with shared parking
Parking Spaces Provided:
19 Spaces including 2 EV - Installed spaces per 607.8.C.9 (Counts as 2 additional spaces)

	Required/ Allowable	Existing	Proposed
Zoning District; No overlay districts		GC	Same
Tax Map & Lot Number		115-7	Same
Allowable Uses	Office, Restaurant, Personal Service, Craftsman Shop (Conditional Use)	Office, Retail Store, Light Industrial	Office, Restaurant, Personal Service, Craftsman Shop (Conditional Use)
Minimum Lot Size	50,000 SF	0.77 Acres or 33,541 SF	Same
Frontage	150'	380' +/-	380' +/-
Building Gross Floor Area		8,761 SF	Same
Gross Area per Floor		First floor: 2,711 GSF Second floor: 2,589 GSF Basement: 2,554 GSF	Same
Number of Building Stories and Height	45'	3 Stories, 38'	Same
Setbacks		42' to Building; 37' to Entry	
Front	40'	Awning	Same
Rear	20'	~25'	Same
Side	20'	~50'	Same
Impermeable Coverage		14,570 SF (43%)	Same
Maximum Building Coverage	30%	3,467 SF (10.3%) Includes Overhangs	3,520 sf (10.5%)
Parking Spaces	20	19	19 + 2 EV Installed spaces per 607.8.C.9.a
EV Installed Spaces	<10 New Spaces; 0 req'd	0	2
EV Ready Spaces	<10 New Spaces; 0 req'd	0	0
EV Capable Spaces	<10 New Spaces; 0 req'd	0	0
Loading Spaces		0	0
Short Term Bike Parking	10% of 20 (2)	0	2
Long Term Bike Parking	25% of 20 (5)	0	5



**STUDIO
NEXUS**

ARCHITECTS + PLANNERS

PO Box 275, White River Junction, VT 05001
802 275 5110 | studionexusarch.com

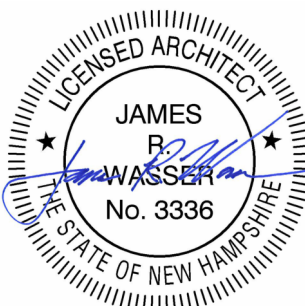
FARCAST HOLDINGS, LLC

**Lebanon
Makerspace**

41 Glen Road
West Lebanon, NH 03784

ISSUED FOR:

SITE PLAN REVIEW



JIM WASSER'S ELECTRONIC OR DIGITAL SEAL OR SIGNATURE IS EFFECTIVE ONLY AS TO THAT VERSION OF THIS DOCUMENT AS ORIGINALLY PUBLISHED BY STUDIO NEXUS ARCHITECTS & PLANNERS, LLC. JIM WASSER IS NOT RESPONSIBLE FOR ANY SUBSEQUENT MODIFICATION, CORRUPTION OR UNAUTHORIZED USE OF SUCH DOCUMENT. TO VERIFY THE VALIDITY OR APPLICABILITY OF THE SEAL OR SIGNATURE, CONTACT JIM WASSER.

ISSUE DATE: FEBRUARY 9, 2026

REVISIONS		
NO.	DESCRIPTION	DATE

**COVER SHEET,
PROJECT TEAM &
DRAWING INDEX**

SCALE: As indicated

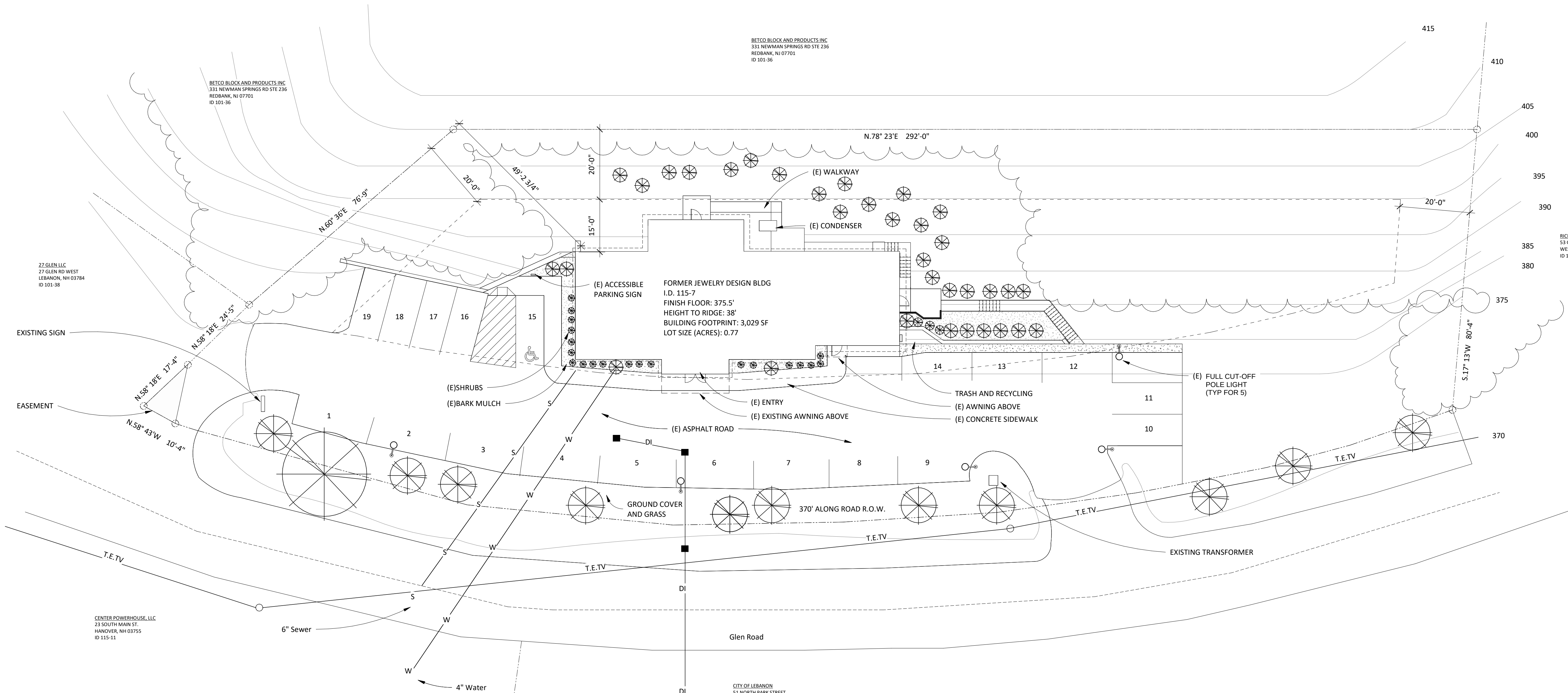
PROJECT NUMBER: 2517



G-1

COPYRIGHT 2025: STUDIO NEXUS ARCHITECTS + PLANNERS, P.C.

C:\Users\dougs\Documents\R25 2517 Lebanon Makerspace_marcus\F36H3.rvt



1 ARCHITECTURAL SITE PLAN
1/16" = 1'-0"

SITE PLAN LEGEND:

FENCE — X — X —

PROPERTY LINE - - - - -

SETBACK - - - - -

TOPOGRAPHY-MAJOR ———

TREE LINE ———

UTILITY C — G — W — S — E —

UTILITY OVERHEAD - - - - - C - - - - - E - - - - -

EXISTING "DARK SKY" FREESTANDING
PARKING LOT LIGHT



STUDIO
NEXUS

ARCHITECTS + PLANNERS

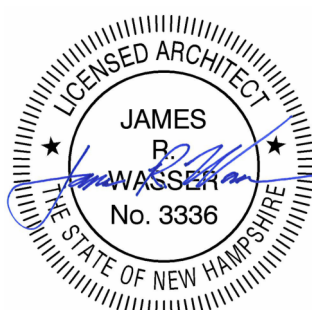
PO Box 275, White River Junction, VT 05001
802 275 5110 | studionexusarch.com

FARCAST HOLDINGS, LLC

Lebanon
Makerspace

41 Glen Road
West Lebanon, NH 03784

ISSUED FOR:
SITE PLAN REVIEW



JIM WASSER'S ELECTRONIC OR DIGITAL SEAL OR SIGNATURE IS EFFECTIVE ONLY AS TO THAT VERSION OF THIS DOCUMENT AS ORIGINALLY PUBLISHED BY STUDIO NEXUS ARCHITECTS & PLANNERS, LLC. JIM WASSER IS NOT RESPONSIBLE FOR ANY SUBSEQUENT MODIFICATION, CORRUPTION OR UNAUTHORIZED USE OF SUCH DOCUMENT. TO VERIFY THE VALIDITY OR APPLICABILITY OF THE SEAL OR SIGNATURE, CONTACT JIM WASSER.

ISSUE DATE: FEBRUARY 9, 2026

REVISIONS		
NO.	DESCRIPTION	DATE

EXISTING SITE PLAN

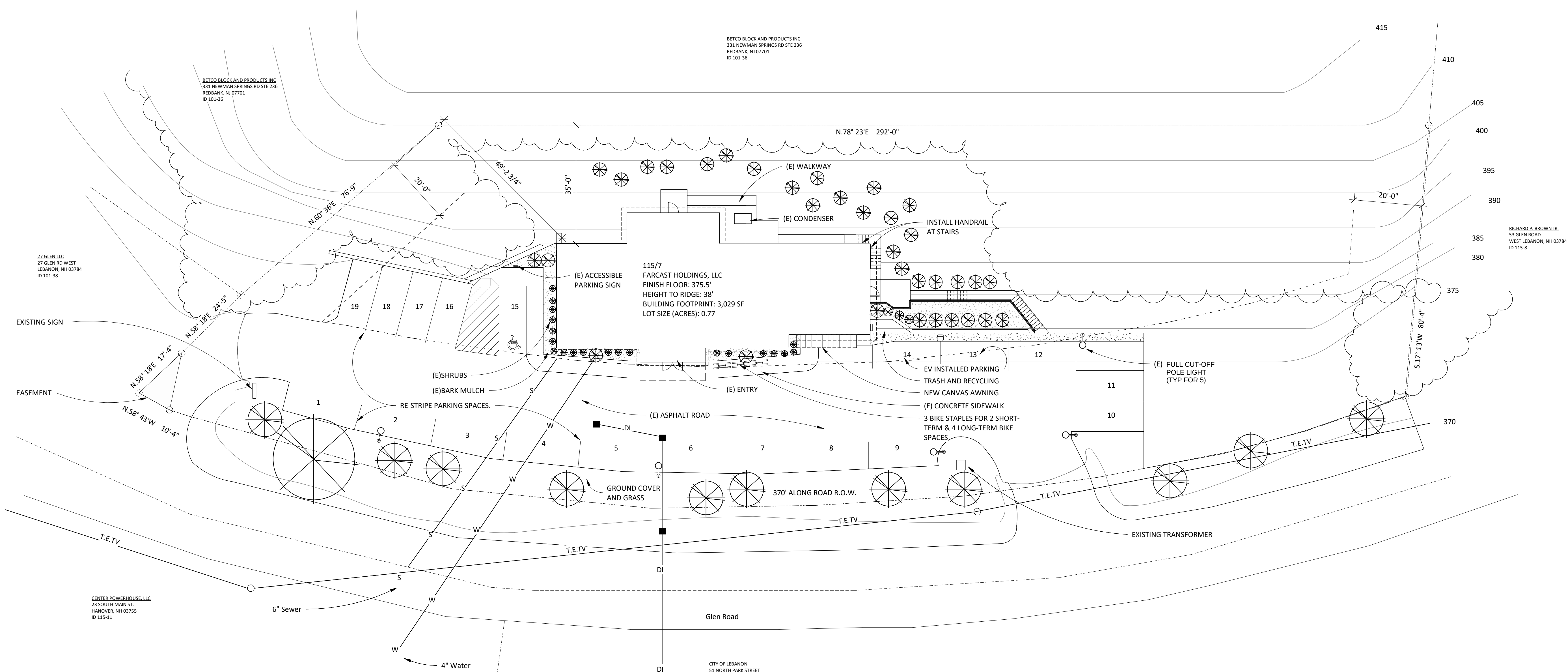
SCALE: As indicated

PROJECT NUMBER: 2517



A0-1

C:\Users\dougs\Documents\R25 2517 Lebanon Makerspace_marcusjF36H3.rvt



SITE PLAN LEGEND:

- FENCE — X — X —
- PROPERTY LINE — — — — —
- SETBACK - - - - -
- TOPOGRAPHY-MAJOR — — — — —
- TREE LINE ~ ~ ~ ~ ~
- UTILITY C — G — W — S — E —
- UTILITY OVERHEAD - - - - - C - - - - - E - - - - -
- EXISTING "DARK SKY" FREESTANDING PARKING LOT LIGHT



STUDIO
NEXUS

ARCHITECTS + PLANNERS

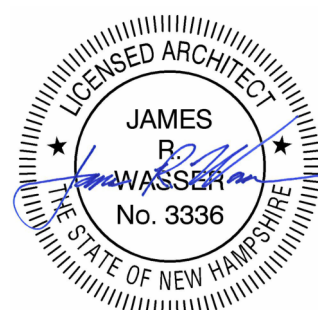
PO Box 275, White River Junction, VT 05001
802 275 5110 | studionexusarch.com

FARCAST HOLDINGS, LLC

Lebanon
Makerspace

41 Glen Road
West Lebanon, NH 03784

ISSUED FOR:
SITE PLAN REVIEW



JIM WASSER'S ELECTRONIC OR DIGITAL SEAL OR SIGNATURE IS EFFECTIVE ONLY AS TO THAT VERSION OF THIS DOCUMENT AS ORIGINALLY PUBLISHED BY STUDIO NEXUS ARCHITECTS & PLANNERS, LLC. JIM WASSER IS NOT RESPONSIBLE FOR ANY SUBSEQUENT MODIFICATION, CORRUPTION OR UNAUTHORIZED USE OF SUCH DOCUMENT. TO VERIFY THE VALIDITY OR APPLICABILITY OF THE SEAL OR SIGNATURE, CONTACT JIM WASSER.

ISSUE DATE: FEBRUARY 9, 2026

REVISIONS		
NO.	DESCRIPTION	DATE

PROPOSED SITE
PLAN

SCALE: As indicated

PROJECT NUMBER: 2517

A0-2



COPYRIGHT 2025: STUDIO NEXUS ARCHITECTS + PLANNERS, P.C.

C:\Users\dougs\Documents\R25 2517 Lebanon Makerspace_marcusjF36H3.rvt

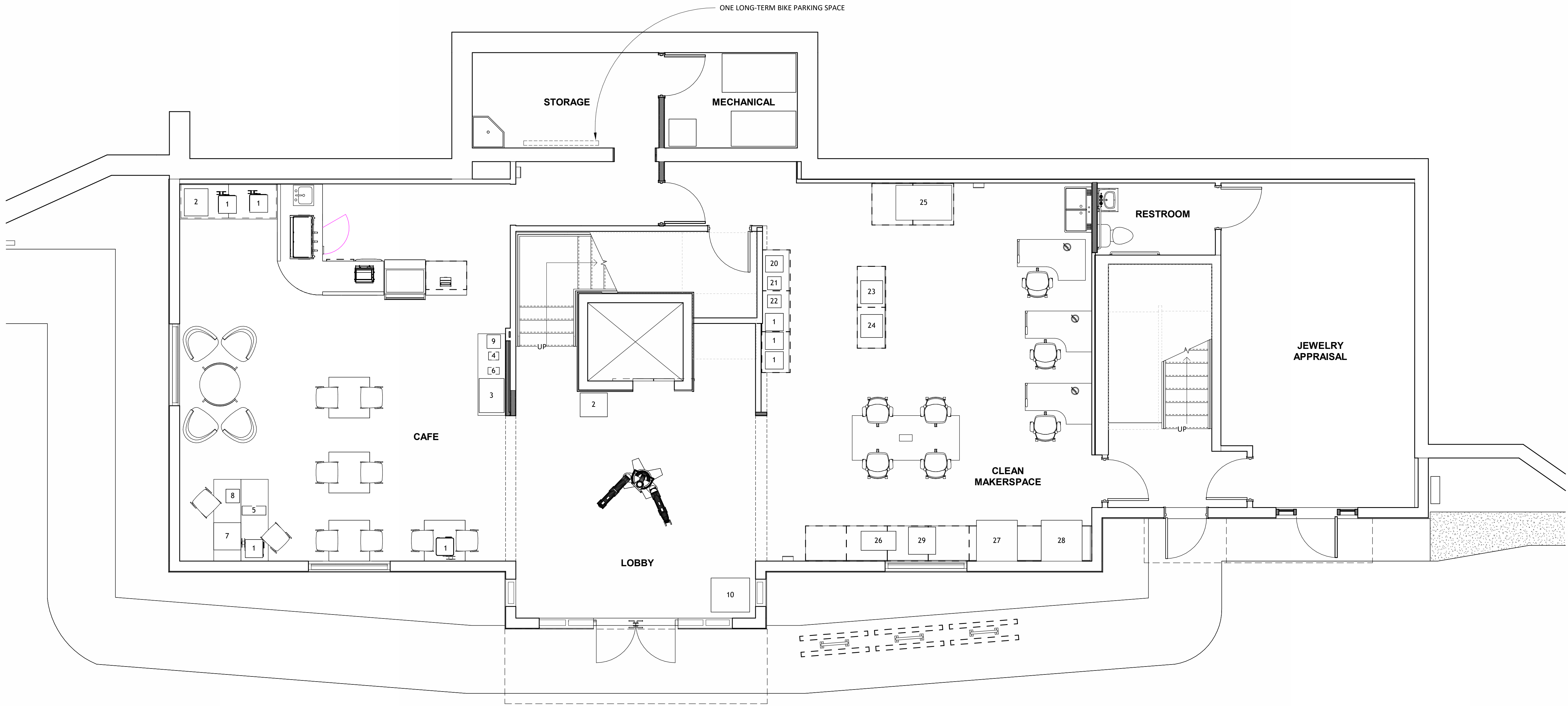


2 CAFE AXON



3 CLEAN MAKERSPACE AXON

First Floor Equipment Schedule		
Number	Type	Model
1	3D Printers	Small FDM - Bambu P2S
2	3D Printers	Small Delta FDM - FLSUN S1 Pro
3	Diode Laser	xTool S1
4	Diode Laser	xTool F2
5	Vinyle Cutter	Cricut Maker 4
6	Mug Press	Mug Press
7	Robot Arm	uFactory uArm
8	Vacuform	Mayku Formbox
9	3d Scanner	Einstar Rockit 3D Scanner
10	3D Printers	Wasp 4070
20	3D Printers	Form 4 SLA
21	3D Printers	Form Wash
22	3D Printers	Form Cure
23	3D Printers	Bambu Lab H2D
24	3D Printers	Bambu Lab H2S
25	Laser	xTool P3 80W
26	Laser	Xtool F2 Ultra UV
27	Robot Arm	uFactory xArm6
28	Robot Arm	uFactory xArm6 Lite
29	Vacuform	MY YARD Formart 2
50	Dust Collection	Jet Dust Collector
51	Vacuum Pump	Quincy 25HP Vac Pump
52	Air Compressor	Quincy 60 Gal Air compressor



1 FIRST FLOOR PLAN
1/4" = 1'-0"



STUDIO
NEXUS

ARCHITECTS + PLANNERS

PO Box 275, White River Junction, VT 05001
802 275 5110 | studionexusarch.com

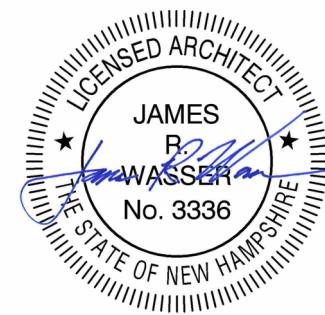
FARCAST HOLDINGS, LLC

Lebanon
Makerspace

41 Glen Road
West Lebanon, NH 03784

ISSUED FOR:

SITE PLAN REVIEW



JIM WASSER'S ELECTRONIC OR DIGITAL SEAL OR SIGNATURE IS EFFECTIVE ONLY AS TO THAT VERSION OF THIS DOCUMENT AS ORIGINALLY PUBLISHED BY STUDIO NEXUS ARCHITECTS & PLANNERS, LLC. JIM WASSER IS NOT RESPONSIBLE FOR ANY SUBSEQUENT MODIFICATION, CORRUPTION OR UNAUTHORIZED USE OF SUCH DOCUMENT. TO VERIFY THE VALIDITY OR APPLICABILITY OF THE SEAL OR SIGNATURE, CONTACT JIM WASSER.

ISSUE DATE: FEBRUARY 9, 2026

REVISIONS		
NO.	DESCRIPTION	DATE

FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"

PROJECT NUMBER: 2517



PROJECT
NORTH

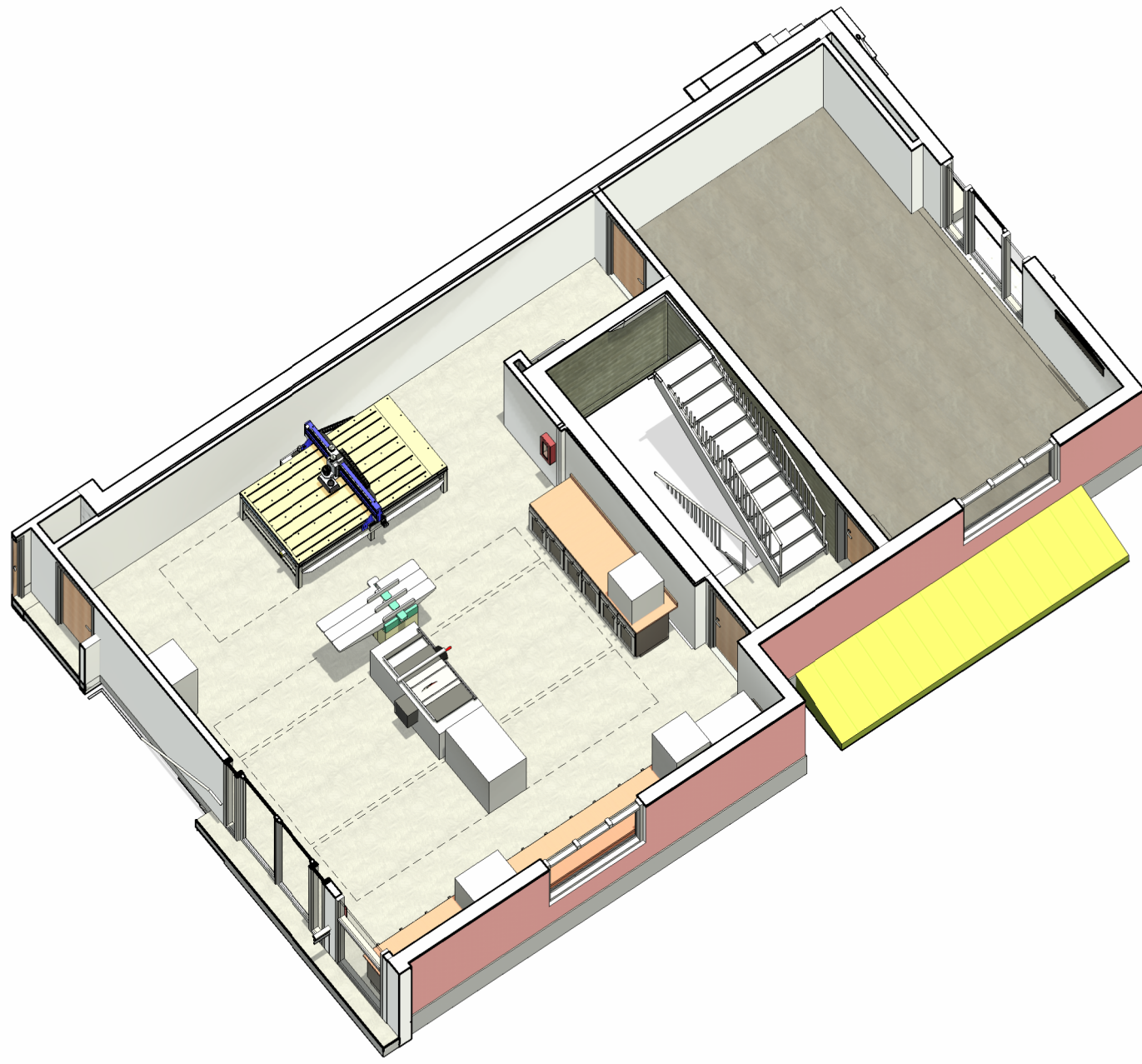
A2-1

COPYRIGHT 2025: STUDIO NEXUS ARCHITECTS + PLANNERS, P.C.

C:\Users\dougs\Documents\R25 2517 Lebanon Makerspace_marcusjF36H3.rvt

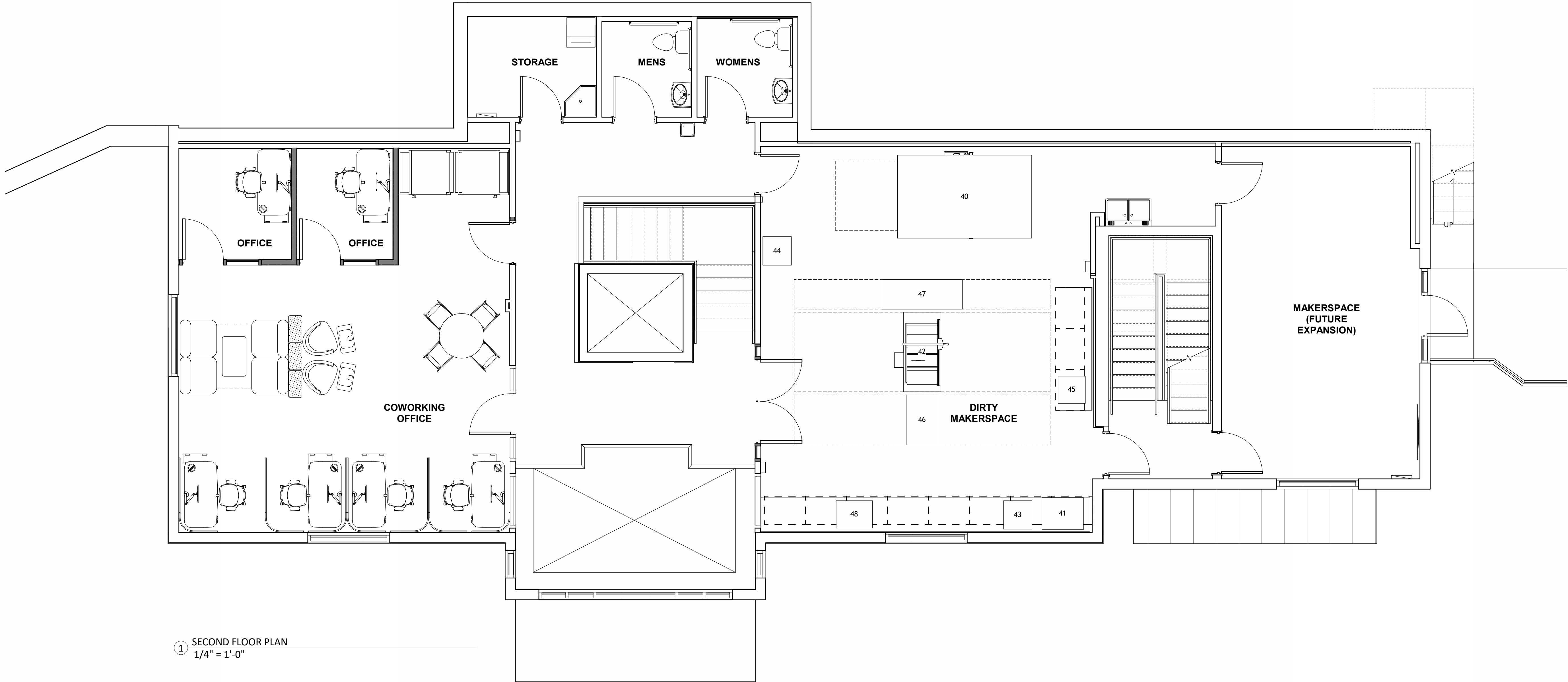


2 COWORKING OFFICE



3 DIRTY MAKERSPACE

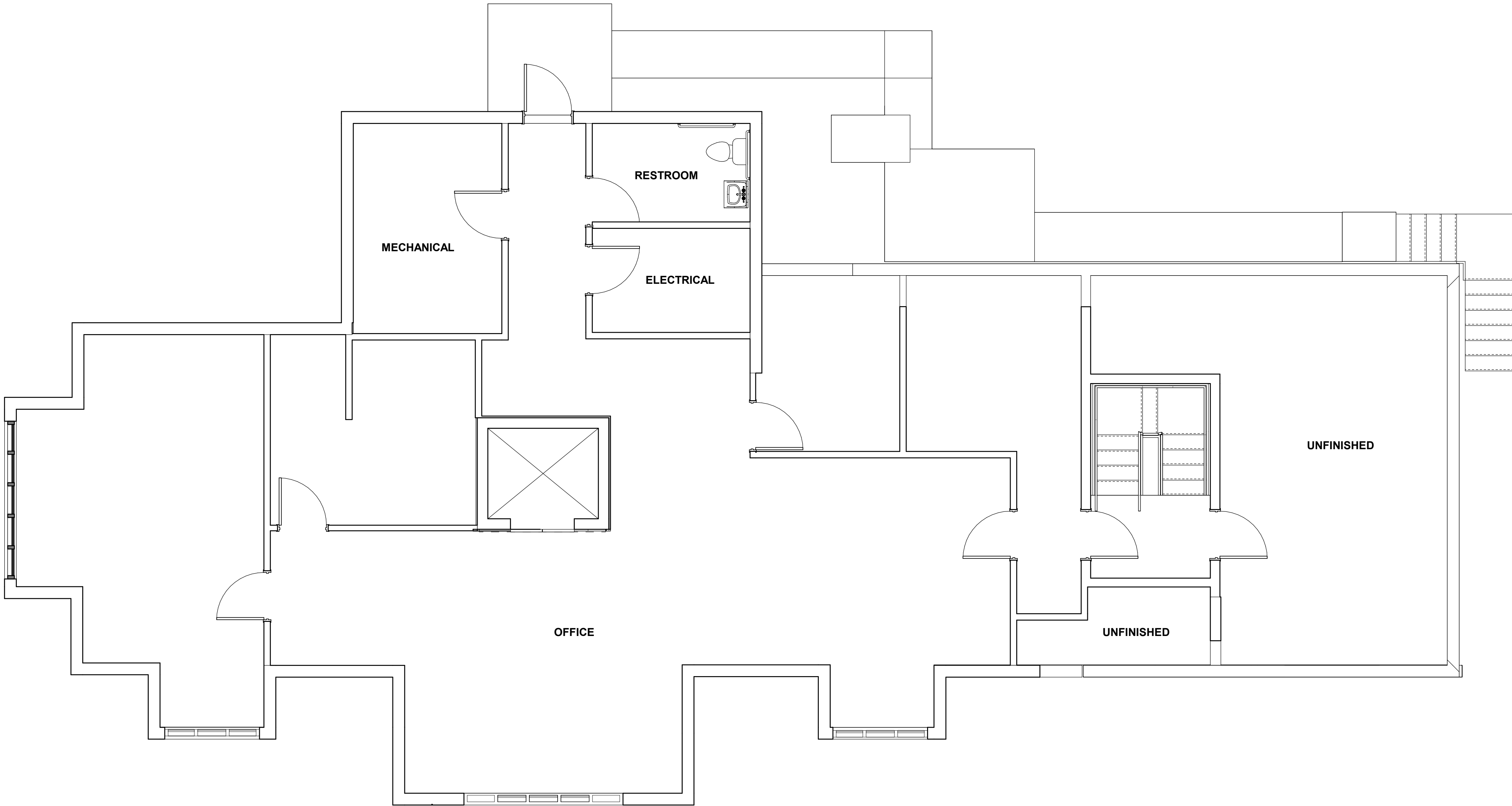
Second Floor Equipment Schedule		
Number	Type	Model
40	CNC Machine	Stepcraft Q.408
41	CNC Machine	STEP-CRAFT M.700
42	Saw	SawStop Table Saw
43	Drill Press	JDP-20S Drill Press
44	Saw	14 CX Bandsaw
45	Saw	Kapex Miter Saw
46	Planer	Jet 20" Planer
47	Jointer	Jet 6" Jointer
48	Router Table	JessEm Router Table



1 SECOND FLOOR PLAN
1/4" = 1'-0"



C:\Users\dougs\Documents\R25 2517 Lebanon Makerspace_marcusjf36h3.rvt



1 THIRD FLOOR PLAN
1/4" = 1'-0"



STUDIO
NEXUS

ARCHITECTS + PLANNERS

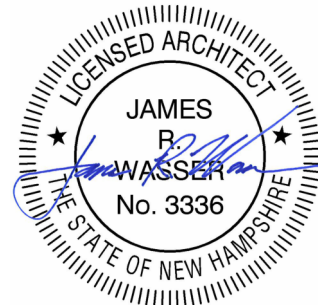
PO Box 275, White River Junction, VT 05001
802 275 5110 | studionexusarch.com

FARCAST HOLDINGS, LLC

Lebanon
Makerspace

41 Glen Road
West Lebanon, NH 03784

ISSUED FOR:
SITE PLAN REVIEW



JIM WASSER'S ELECTRONIC OR DIGITAL SEAL OR SIGNATURE IS EFFECTIVE ONLY AS TO THAT VERSION OF THIS DOCUMENT AS ORIGINALLY PUBLISHED BY STUDIO NEXUS ARCHITECTS & PLANNERS, LLC. JIM WASSER IS NOT RESPONSIBLE FOR ANY SUBSEQUENT MODIFICATION, CORRUPTION OR UNAUTHORIZED USE OF SUCH DOCUMENT. TO VERIFY THE VALIDITY OR APPLICABILITY OF THE SEAL OR SIGNATURE, CONTACT JIM WASSER.

ISSUE DATE: FEBRUARY 9, 2026

REVISIONS		
NO.	DESCRIPTION	DATE

THIRD FLOOR PLAN

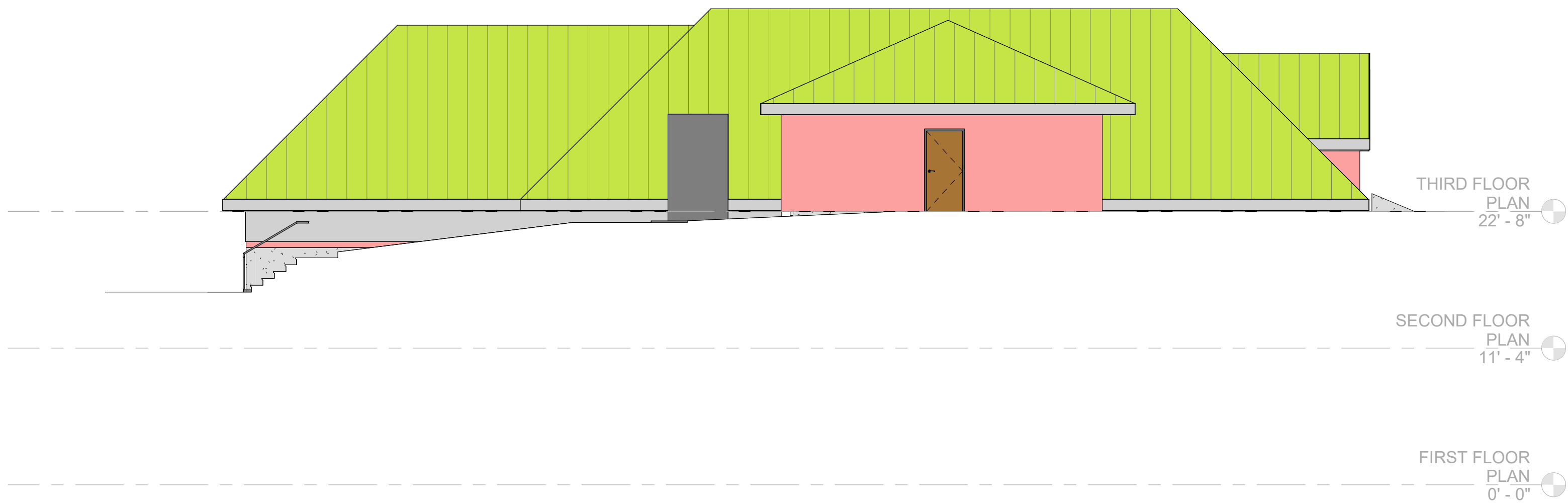
SCALE: 1/4" = 1'-0"

PROJECT NUMBER: 2517

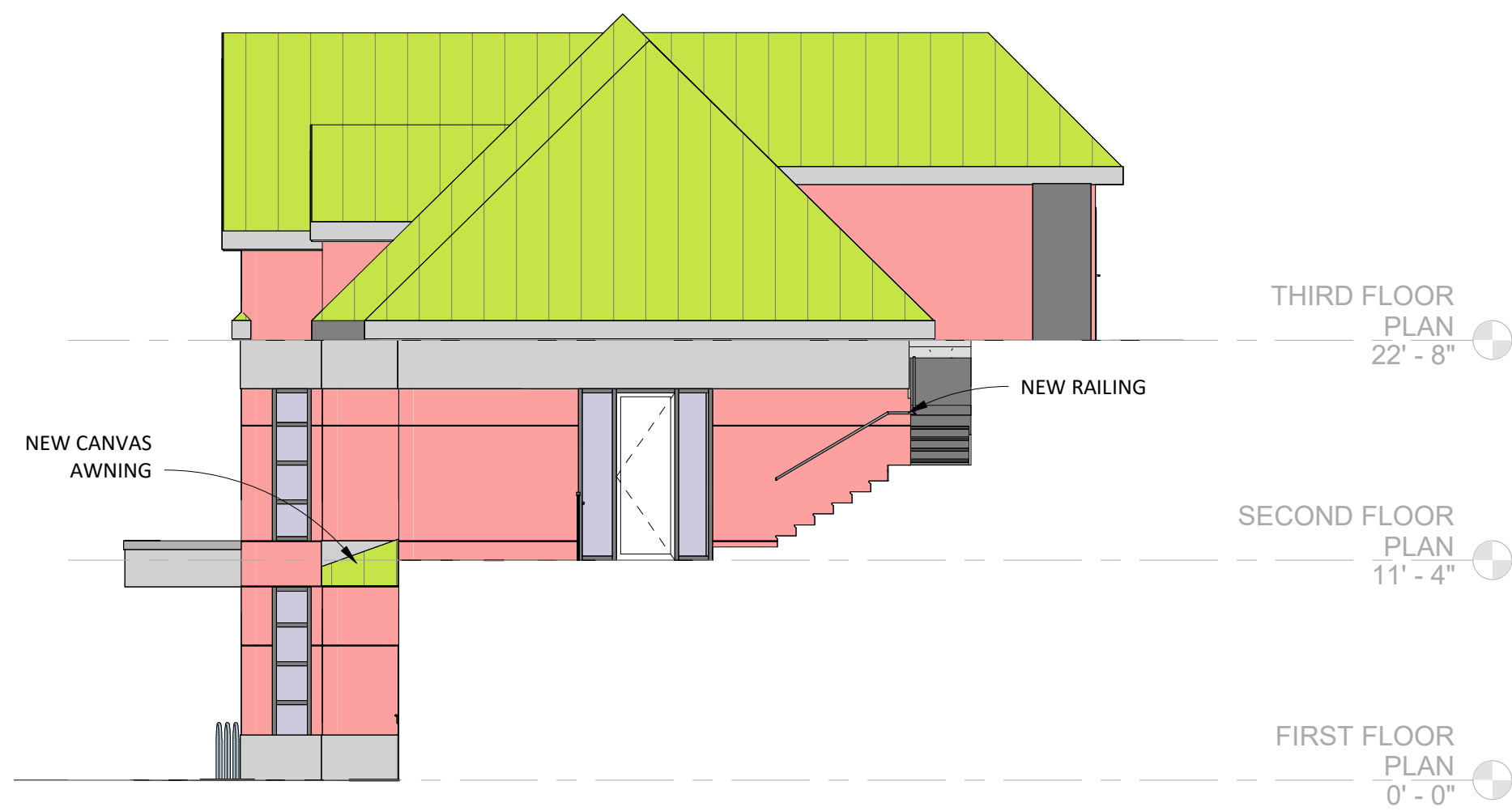


A2-3

C:\Users\dougs\Documents\R25 2517 Lebanon Makerspace_marcusjf36h3.rvt



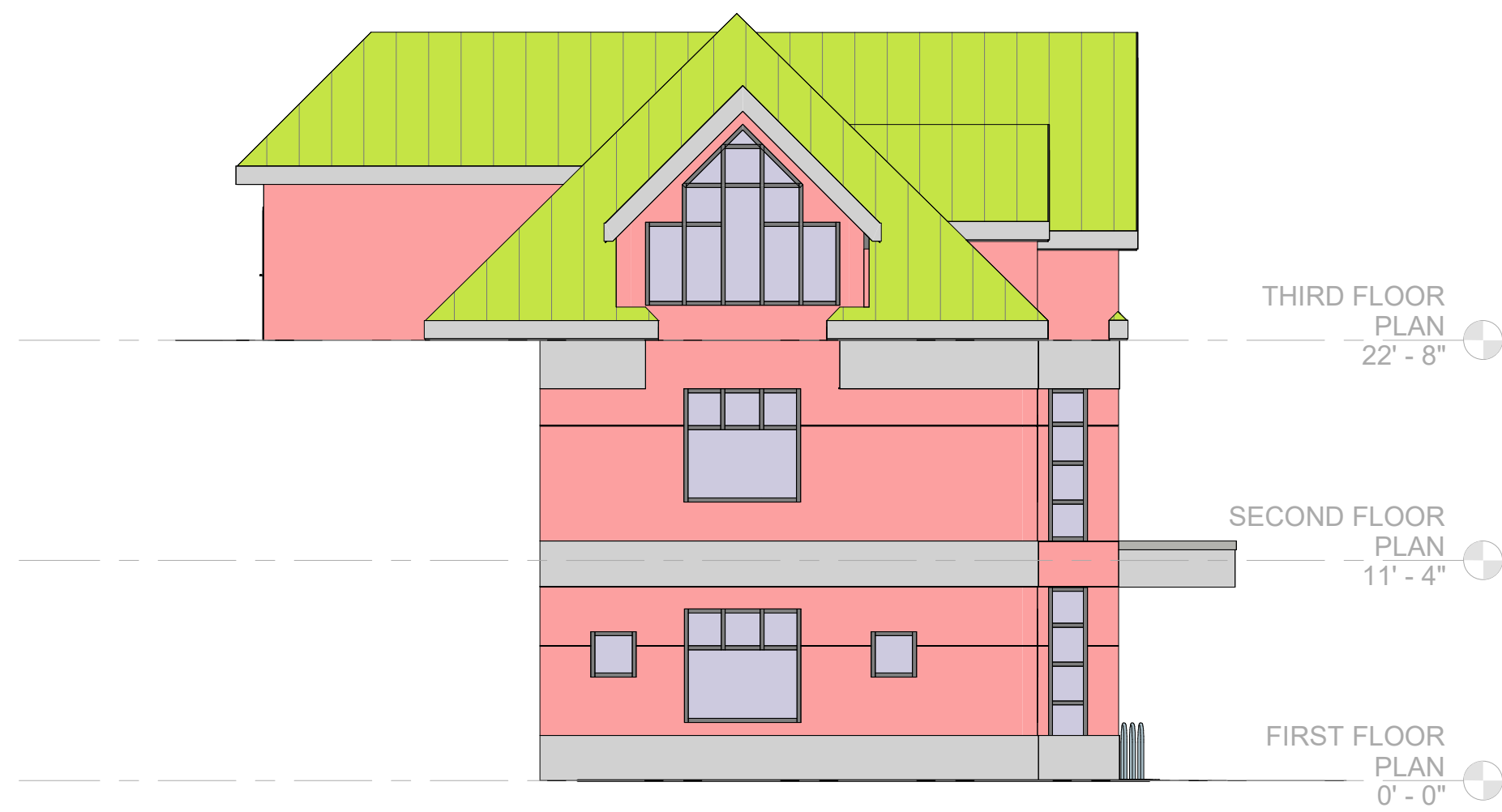
② NORTH ELEVATION
1/8" = 1'-0"



① EAST ELEVATION
1/8" = 1'-0"



③ SOUTH ELEVATION
1/8" = 1'-0"



④ WEST ELEVATION
1/8" = 1'-0"



STUDIO
NEXUS

ARCHITECTS + PLANNERS

PO Box 275, White River Junction, VT 05001
802 275 5110 | studionexusarch.com

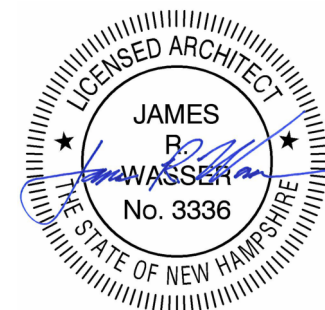
FARCAST HOLDINGS, LLC

Lebanon
Makerspace

41 Glen Road
West Lebanon, NH 03784

ISSUED FOR:

SITE PLAN REVIEW



JIM WASSER'S ELECTRONIC OR DIGITAL SEAL OR SIGNATURE IS EFFECTIVE ONLY AS TO THAT VERSION OF THIS DOCUMENT AS ORIGINALLY PUBLISHED BY STUDIO NEXUS ARCHITECTS + PLANNERS, LLC. JIM WASSER IS NOT RESPONSIBLE FOR ANY SUBSEQUENT MODIFICATION, CORRUPTION OR UNAUTHORIZED USE OF SUCH DOCUMENT. TO VERIFY THE VALIDITY OR APPLICABILITY OF THE SEAL OR SIGNATURE, CONTACT JIM WASSER.

ISSUE DATE: FEBRUARY 9, 2026

REVISIONS		
NO.	DESCRIPTION	DATE

EXTERIOR
ELEVATIONS

SCALE: 1/8" = 1'-0"

PROJECT NUMBER: 2517

A4-1

DRAFT

**LEBANON PLANNING BOARD
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA MICROSOFT TEAMS
LEBANONNH.GOV/LIVE
MONDAY, FEBRUARY 09, 2026 6:30PM**

MEMBERS PRESENT: Andrew Faunce (Chair), Wes Achord (Vice Chair), Don Collins, Patrick Kennelly, Karen Zook (City Council Rep)

MEMBERS ABSENT: Richard Ford Burley, Kathie Romano (alt), Kellen Appleton

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.

2. NOTICE OF REGIONAL IMPACT

Mr. Corwin presented the following applications that were received by the Planning and Development Department on or before February 09, 2026:

- **Robert S. & Carolyn M. Townsend, Co-Trustees, 125 Storrs Hill Road (Tax Map 134, Lot 17), zoned RL-2: Request for a two-lot minor subdivision. PB2026-12-MIN**
- **Farcast Holdings, LLC, 41 Glen Road (Tax Map 115, Lot 7), zoned GC: Request for a Conditional Use Permit pursuant to Sections 302.4 and 305.2 of the Zoning Ordinance for a proposed conversion of the existing building to a mixed-use facility including a makerspace, café and office space. PB2026-13-CUP**
- **Last One, LLC and Nous Trois, LLC, 207 Mechanic Street (Tax Map 105, Lot 115) and 213 Mechanic Street (Tax Map 105, Lot 116), zoned GC: Request for approval of a Boundary Line Adjustment between Lot 105-115 and Lot 105-116. PB2026-14-BLA**

Mr. Corwin said Staff recommends the applications do not have the potential for regional impact.

A MOTION was made by Andrew Faunce that the applications of Robert S. & Carolyn M. Townsend, Co-Trustees, 125 Storrs Hill Road (Tax Map 134, Lot 17), PB2026-12-MIN; Farcast Holdings, LLC, 41 Glen Road (Tax Map 115, Lot 7), PB2026-13-CUP; and Last One, LLC and Nous Trois, LLC, 207 Mechanic Street (Tax Map 105, Lot 115) and 213 Mechanic Street (Tax Map 105, Lot 116), PB2026-14-BLA do not have the potential for regional impact. The MOTION was seconded by Patrick Kennelly.

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

3. PUBLIC HEARING ITEMS

A. Execusuite, LLC, 22 School Street (Tax Map 92, Lot 2), zoned R-O: Applicant requests Site Plan Review to add seven (7) additional dwelling units within the existing building, together with associated site improvements. PB2026-02-SPR-

Chair Faunce noted this application had been postponed at the January 12, 2026 meeting and was to be discussed at this meeting. Mr. Corwin confirmed that the applicant is once again asking to postpone this application to the March 09, 2026 meeting.

Mr. Corwin noted Article VI, Section 6.1 provides that the Board can grant one postponement for an application; the applicant would need to provide

ARTICLE VI

APPLICATIONS

6.1 POSTPONEMENTS. The Board may postpone a completeness determination if requested by the Applicant in writing. The Board may grant only one such postponement unless the Applicant demonstrates sufficient cause to allow for a second postponement. No additional postponement shall be permitted.

provides a sufficient reason for an additional postponement. He said if the Board does not grant the second postponement at this meeting, the applicant would have to resubmit and assume all related fees (noticing fees, etc). The Board members discussed whether to deny the postponement to give the applicant more time to resubmit.

Motion by the pb deny request for postpone without prejudice and have resubmit. Wes Achord 2nd Approved 5-0

A MOTION was made by Don Collins to deny the request of Execusuite, LLC, 22 School Street (Tax Map 92, Lot 2), PB2026-02-SPR for postponement without prejudice, and to ask the applicant to resubmit for consideration. The MOTION was seconded by Wes Achord.

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

B. LWM Residential, LLC, 1 Foundry Street (Tax Map 91, Lot 263) and 43 Mechanic Street (Tax Map 106, Lot 34), zoned LD: Pursuant to Section 9.1 of the Site Plan Review Regulations, applicant requests modifications to a previously approved Site Plan (PB2022-36-SPR, PB2023-38-SPA & PB2024-35-SPA) for a proposed multi-family housing development. Applicant proposes revised parking and site configurations, together with related modifications to utilities, landscaping, grading, and other site improvements. PB2026-04-SPA

Mr. Corwin gave an overview of the site plan changes and approvals for this application. He said the application is complete enough for the Board to accept jurisdiction and commence review.

A MOTION was made by Andrew Faunce that the application of LWM Residential, LLC, 1 Foundry Street (Tax Map 91, Lot 263) and 43 Mechanic Street (Tax Map 106, Lot 34) PB2026-04-SPA, is complete enough for the Planning Board to accept jurisdiction and commence review. The MOTION was seconded by Wes Achord.

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

1 Jon Livadas (owner) and Nik Fiore (Engineering Ventures) were present on behalf of the
2 applicant. Mr. Fiore gave an overview of the changes that have been made to the plans since the
3 Board last reviewed them.

4
5 The group discussed EV charging requirements, and changes to the parking lot configurations.
6 Mr. Livadas explained how the public can access the riverfront through the site. Mr. Kennelly
7 suggested that a grassy area that is being considered for public parking could be used as
8 additional green space for the site instead of parking. The group discussed trees and landscaping
9 planned for the site. Mr. Livadas said the team received input from the Tree Advisory Board
10 today that they would be reviewing as well.

11
12 Chair Faunce suggested a signage package be added to the project plans. He said signs could be
13 posted that the area near the river adjacent to the site is open to the public. Mr. Livadas said the
14 team has not created a sign package, but he said they are open to the idea of adding public access
15 signs.

16
17 Chair Faunce also asked about the upkeep of the historic aspects of the property, notably the
18 smokestack. Mr. Livadas said his team would ensure the smokestack remains safe and
19 structurally sound. Chair Faunce asked if the applicant would hire an expert to evaluate the
20 smokestack and, if the owner plans to keep the smokestack, would they adopt a maintenance
21 plan for the smokestack and other historic aspects of the project site. Mr. Livadas asked if Staff
22 could provide some guidelines related to such a maintenance plan. Mr. Livadas said the team
23 would work with Staff to develop a maintenance plan.

24
25 The group discussed the phasing plan. Mr. Livadas confirmed that there would be changes to the
26 dates of phasing plan as part of the revised plan. Mr. Corwin said the Board cannot approve
27 changed phased construction dates as an amendment to the site plan because there are criteria
28 that must be considered when revising dates to phases of the plan. He said the revised plan could
29 be approved by the Board, with the stipulation that the revised phasing plan would be reviewed
30 at a later date.

31
32 The applicant agreed to work with Staff to address the changes to the phasing plan and other
33 considerations raised by the Board and postpone approval of the revised plan until the February
34 23, 2026 Planning Board meeting.

35
36 ***A MOTION was made by Andrew Faunce that the application of LWM Residential, LLC, 1***
37 ***Foundry Street (Tax Map 91, Lot 263) and 43 Mechanic Street (Tax Map 106, Lot 34)***
38 ***PB2026-04-SPA be continued to the February 23, 2026 Planning Board meeting. The***
39 ***MOTION was seconded by Don Collins.***

40
41 ****The MOTION was approved (5-0).***

42
43 **C. Brickyard One Nominee Trust, Hanover Street Ext (Tax Map 48, Lot 1), zoned R-1,**
44 **R-O-1, R-3 & RL-3: Applicant received Site Plan approval on December 17, 2024**
45 **(PB2024-22-SPRCUP) for a phased multi-family Planned Unit Residential**
46 **Development (PURD). Pursuant to Sections 4.9.F and 4.10 of the Site Plan Review**
47 **Regulations, applicant requests an extension of the phasing plan timelines for**
48 **obtaining building permits and for constructing required site improvements.**
49 **PB2026-05-EXT**

1 Mr. Corwin gave an overview of the proposed changes to the project plan.
2 Attorney Barry Schuster, Mr. Rich Whitehouse (VHB), and Mr. Gil Alexio (owner) were present
3 on behalf of the applicant.

4
5 Mr. Whitehouse said the request before the Board is to extend the phasing plan timelines for
6 obtaining building permits. He said there are two main requests:

- 7
8 • Request to extend building permit schedule.
- 9
10 • Request to extend active and substantial development and substantial completion timelines.

11
12 He said the applicant is requesting an extension from what's currently allowed under the City's
13 regulations to a timeline that aligns with state statute. He said that would mean an extension of
14 three years (rather than two years per City regulations) to achieve active and substantial
15 development and then seven years to achieve substantial completion (rather than five years per
16 City regulations).

17
18 Mr. Corwin explained that state law changed the extension timelines to three years to achieve
19 active and substantial development and seven years to achieve substantial completion. He said
20 the City has not yet changed its regulations to match these new timelines and that review to City
21 site plan regulations would be discussed at the February 23, 2026 meeting. Mr. Whitehouse the
22 waivers that the applicant is requesting are to waive the two- and five-year extension timeframes
23 in order to be in line with the state's regulations.

24
25 Mr. Corwin said the application is complete enough for the Board to accept jurisdiction and
26 commence review.

27
28 ***A MOTION was made by Andrew Faunce that the application of Brickyard One Nominee***
29 ***Trust, Hanover Street Ext (Tax Map 48, Lot 1), PB2026-05-EXT is complete enough for the***
30 ***Planning Board to accept jurisdiction and commence review. The MOTION was seconded by***
31 ***Patrick Kennelly.***

32
33 ****The MOTION was approved (5-0).***

34
35 Chair Faunce opened the public comment portion of the meeting. No one from the public spoke.
36 Chair Faunce closed the public comment portion of the meeting.

37
38 ***A MOTION was made by Andrew Faunce that for the application of Brickyard One Nominee***
39 ***Trust, PB2026-05-EXT, the Lebanon Planning Board approves a waiver from Section 4.10.B***
40 ***of the Site Plan Review Regulations which provides that "the Board may grant an extension of***
41 ***up to two (2) additional years beyond the original expiration date." In support of its decision***
42 ***the Board finds that the applicant has demonstrated the requested waiver satisfies Criteria B***
43 ***set forth in Section 7.1. The motion was seconded by Wes Achord.***

44
45 ****The MOTION was approved (5-0).***

46
47
48 ***A MOTION was made by Andrew Faunce that, for the application of Brickyard One Nominee***
49 ***Trust, PB2026-05-EXT, the Lebanon Planning Board approves a waiver from Section 8.4 of***

1 *the Site Plan Review Regulations which provides that “active and substantial development”*
2 *and “substantial completion” must be achieved within 2 years and 5 years of the date of the*
3 *Planning Board’s approval, respectively. In support of its decision the Board finds that the*
4 *applicant has demonstrated the requested waiver satisfies Criteria A set forth in Section 7.1.*

5
6 *The motion was seconded by Don Collins.*

7
8 **The MOTION was approved (5-0).*
9

10
11 *A MOTION was made by Patrick Kennelly that the Lebanon Planning Board approves the*
12 *application of Brickyard One Nominee Trust regarding the phased multi-family Planned Unit*
13 *Residential Development (PURD) originally approved on December 17, 2024 (PB2024-22-*
14 *SPRCUP) for property located on Hanover Street Extension (Tax Map 48, Lot 1), zoned R-1,*
15 *R-O-1, R-3 & RL-3, PB2026-05-EXT, per application materials submitted and including any*
16 *and all submissions and testimony provided for and during the public hearing.*

17
18 *The applicant requests the following:*

19 *1. An amendment to the phasing schedule and to condition #4 of the December 17, 2024*
20 *Notice of Action to extend the deadlines for the issuance of a building permit for each*
21 *building.*

22 *2. An amendment to conditions #5 and #6 of the December 17, 2024 Notice of Action to update*
23 *the vesting thresholds of 2 years to achieve active and substantial development and 5 years to*
24 *achieve substantial completion to 3 years and 7 years, respectively, consistent with recent*
25 *changes to NH RSA 674:39.*

26 *3. An additional 2-year extension for achieving “active and substantial development” per*
27 *Section 8.4.A.3 to allow “active and substantial development” to be achieved by December 17,*
28 *2029.*

29
30 *In support of its decision, the Board finds that:*

31 *1. Per Section 4.10.B, the applicant has demonstrated that an extension of time to obtain*
32 *building permits for each building is warranted, considering the totality of the circumstances,*
33 *including the extent and complexity of the conditions precedent, the extent of the progress*
34 *made by the Applicant toward satisfying the conditions-precedent and/or starting construction,*
35 *and the need for more time that is attributable to unusual circumstances beyond the control of*
36 *the Applicant rather than to the Applicant’s neglect or failure to proceed with reasonable*
37 *promptness.*

38 *2. To allow changes to conditions of approval #4 and #5 of the December 17, 2024 Notice of*
39 *Action, the applicant has demonstrated per Section 9.1 that a material change of*
40 *circumstances has occurred affecting the merits of the original application.*

41 *3. Per Section 8.4.A.3, the applicant has demonstrated good cause for an extension of time to*
42 *achieve “active and substantial development”.*

43
44 *This approval is subject to the following conditions:*

45 *1. The applicant shall comply with the Planning Board Notice of Action for the Brickyard*
46 *Planned Unit Residential Development (PURD) Conditional Use Permit and Site Plan*
47 *approvals, dated December 17, 2024 (PB2024-22-SPRCUP) and the Minor Subdivision*
48 *approval dated November 24, 2025 (PB2025-45-FMAJ) and all conditions of approval thereof,*
49 *except as may be superseded by the conditions below.*

2. Within 45 days of the Planning Board's approval, the "Building Permit Schedule" set forth on the plan sheet titled, "Overall Site Plan," prepared by Vanasse Hangen Brustlin, Inc., dated May 10, 2024, last revised February 2, 2026, Project Number 52933.00, Sheet C1.5 (Sheet 6 of 50), shall be updated to remove the original deadlines and to replace note #1 with the following: "Active and substantial development and substantial completion will be undertaken in accordance with RSA 674:39 and with the Planning Board Notice of Action dated February 9, 2026 for PB2026-05-EXT" and to identify the waivers granted from Sections 4.10.B and 8.4 of the Site Plan Review Regulations.

3. Condition #4 set forth in the Planning Board Notice of Action for PB2024-22-SPRCUP dated December 17, 2024, is hereby stricken and replaced with the following:
Pursuant to the phased development regulations set forth in Section 4.9 of the Site Plan Review Regulations, deadlines for the issuance of building permits for each building shall be as set forth on the plan sheet titled "Overall Site Plan," prepared by Vanasse Hangen Brustlin, Inc., dated May 10, 2024, last revised February 2, 2026, Project Number 52933.00, as further revised pursuant to condition of approval #2 set forth above, and as may also be further revised pursuant the Notice of Action for PB2024-22-SPRCUP dated December 17, 2024.

4. Condition #5 set forth in the Planning Board Notice of Action for PB2024-22-SPRCUP dated December 17, 2024, is hereby stricken and replaced with the following:
"Active and substantial development," as defined in Section 8.4.A.1 of the Site Plan Review Regulations, shall be achieved within _____ of the date of this approval (8.4.A.2), subject to an extension if applied for by the applicant and if approved by the Planning Board per Section 8.4.A.3. If active and substantial development is not achieved within _____ years of the date of the Planning Board's approval, the development shall be subject to any changes in the City's land use regulations.

5. Condition #5 set forth in the Planning Board Notice of Action for PB2024-22-SPRCUP dated December 17, 2024, is hereby stricken and replaced with the following:
"Substantial completion," as defined in Section 8.4.B.1 of the Site Plan Review Regulations, shall be achieved within seven (7) years of the date of this approval. If substantial completion is not achieved within seven (7) years of the date of the Planning Board's approval, the development shall be subject to any changes in the City's land use regulations.

6. Condition #27.f set forth in the Planning Board Notice of Action for PB2024-22-SPRCUP dated December 17, 2024, is hereby stricken and replaced with the following:
[The applicant shall revised the plan set to] remove the phasing plan sheets and replace the sheet titled "Overall Site Plan" (Sheet C1.5) with the revised version of Sheet C1.5 approved by the Planning Board on February 9, 2026 in connection with PB2026-05-EXT, as may be further revised pursuant to the conditions of approval set forth in the Notice of Action for PB2026-05-EXT.

7. Conditions of approval #34 through #44 set forth in the Planning Board Notice of Action for PB2024-22-SPRCUP dated December 17, 2024, under the heading "Conditions to be Satisfied Prior to the Issuance of a Building Permit" shall be satisfied prior to the issuance of any building permit for the development.

8. Conditions of approval #45 through #52 set forth in the Planning Board Notice of Action for PB2024-22-SPRCUP dated December 17, 2024, under the heading "Conditions to be Satisfied Prior to the Issuance of a Temporary Certificate of Occupancy" shall be satisfied prior to the issuance of any temporary certificate of occupancy for the development, except for the payment of impact fees per condition #50 which may be made separately for each building prior to the issuance of a Certificate of Occupancy for each building.

1 *The MOTION was seconded by Don Collins.*

2
3 **The MOTION was approved (5-0).*

4
5
6 **D. Robert J. Oakes, Laplante Road (Tax Map 138, Lot 27), zoned R-3, RL-1 & RL-2:**
7 **Pursuant to Sections 501.1 and 501.2 of the Zoning Ordinance, applicant requests a**
8 **Conditional Use Permit for a proposed 13-unit Planned Unit Residential**
9 **Development (PURD). PB2026-08-CUP - Completeness review only on February 9,**
10 **2026; public hearing to commence at the March 9, 2026 meeting.**

11
12 **E. Robert J. Oakes, Laplante Road (Tax Map 138, Lot 27), zoned R-3, RL-1 & RL-2:**
13 **Applicant requests Final Plat Review pursuant to Section 10.3 of the Subdivision**
14 **Regulations and Site Plan Review pursuant to Sections 3.1.D and 4.8 of the Site Plan**
15 **Review Regulations of a proposed Planned Unit Residential Development (PURD)**
16 **containing 13 detached dwelling units together with related site improvements**
17 **including an access road, community wells, and community septic. PB2026-09-**
18 **FMAJSPR - Completeness review only on February 9, 2026; public hearing to**
19 **commence at the March 9, 2026 meeting.**

20
21 Mr. Corwin noted that no one was present on behalf of the applicant Robert J. Oakes for either
22 Item 3D or Item 3E.

23
24 *A MOTION was made by Andrew Faunce to postpone the completion reviews for Robert J.*
25 *Oakes, Laplante Road (Tax Map 138, Lot 27), PB2026-08-CUP and Robert J. Oakes, Laplante*
26 *Road (Tax Map 138, Lot 27) PB2026-09-FMAJSPR applications to March 09, 2026 to be*
27 *followed immediately by public hearings for those applications. The MOTION was seconded*
28 *by Don Collins.*

29
30 **The MOTION was approved (5-0).*

31
32 **4. OTHER BUSINESS - None**

33
34 **5. CONCEPTUAL REVIEW**

35 **A. Choice Storage, LLC, Etna Rd (Tax Map 26, Lot 17) & 40 N Labombard Rd**
36 **(Tax Map 51, Lot 10), zoned IND-L & RL-3: Per Section 7.3 of the Subdivision**
37 **Regulations, applicant requests conceptual review of a proposed Major**
38 **Subdivision. PB2026-07-CON**

39
40 Mr. Jay Campion (owner), Mr. Paul Simon (developer/landscape architect) and Mr. Dan Nash
41 (Advanced Geomatics) were present on behalf of the applicant. Mr. Campion gave an overview
42 of the history of the applicant's proposed Planned Business Park project. He asked the Board to
43 review the current plans. He said the team would like to move forward with a full conceptual
44 plan that includes comments by the Board.

45
46 Mr. Campion noted that part of the development includes playing fields (which he said would be
47 used by the City for recreation fields) would be tied to a privately funded TIF district. Mr.
48 Campion provided an explanation of what the "privately funded TIF" is and Mr. Simon
49 explained that it is similar to Vermont's CHIP model.

1
2 Mr. Campion explained the zoning changes that have been made during the development of the
3 project plans. The group discussed the plans, which Mr. Campion said would ultimately include
4 the recreational fields, residential and commercial properties. Mr. Campion said the project
5 would include two- and three-bedroom condominiums and possibly other types of homes.
6

7 Mr. Ernst Oidtman (neighbor of Dan Nash) said he suggested all City committees and Boards
8 undertake a site walk to review the site. He said there are steep slopes and there may be soil
9 concerns. He also suggested the unused acreage be conserved as preservation land.
10

11 Mr. Campion said he has an Alteration of Terrain permit to address the soil and land issues. He
12 said there is 18-feet of material covering some of the site. He said the location has been used to
13 store fill from other construction project sites. Mr. Campion discussed the solar panels that he
14 said are to provide heat for the buildings in the plan. He said he did not know if the solar panels
15 will be part of the final plans. He said he and his team are working on developing a master plan
16 for the project.
17

18 Ms. Sarah Riley (Ward 2 - Chair of the Conservation Commission) noted that project might
19 involve a new main road coming off of Etna Road. She said that new road would involve some
20 wetlands crossings. She said the City would like to avoid impact to wetlands. Mr. Campion said
21 the plan will have to be designed so there is little impact to wetlands or include mitigation of the
22 impacts to wetlands.
23

24 **6. APPROVAL MINUTES – None**

25

26 Mr. Corwin noted that the January 12, 2026 minutes were approved at the last meeting.
27

28 **7. ADJOURNMENT**

29

30 *A MOTION was made by Wes Achord to adjourn the meeting at 8:56pm. The MOTION was*
31 *seconded by Andrew Faunce.*
32

33 **The MOTION was approved (5-0).*
34

35 The meeting adjourned at 8:56pm.
36

37 Respectfully submitted,
38 Paula Roux
39 Recording Secretary

DRAFT

**LEBANON PLANNING BOARD
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA MICROSOFT TEAMS
LEBANONNH.GOV/LIVE
MONDAY, FEBRUARY 23, 2026 6:30PM**

MEMBERS PRESENT: Andrew Faunce (Chair), Wes Achord (Vice Chair), Don Collins, Patrick Kennelly, Kellen Appleton, Karen Zook (City Council Rep), Kathie Romano (alt) (REMOTE)

MEMBERS ABSENT: None

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 participating remotely because she is out of town. She said no one was in the room with her during the meeting. Chair Faunce included Ms. Romano in voting during the meeting.

2. PUBLIC HEARING ITEMS

A. REVISED NOTICE - LWM Residential, LLC, 1 Foundry Street (Tax Map 91, Lot 263) and 43 Mechanic Street (Tax Map 106, Lot 34), zoned LD: Pursuant to Section 9.1 of the Site Plan Review Regulations, applicant requests modifications to a previously approved phased Site Plan (PB2022-36-SPR, PB2023-38-SPA & PB2024-35-SPA) for a proposed multi-family housing development including changes to parking and site configurations with related modifications to utilities, landscaping, grading, and other site improvements. Pursuant to Sections 4.9.F, 4.10, and 8.4 of the Site Plan Review Regulations, applicant also requests an additional extension of the phasing plan timelines for obtaining building permits and for constructing required site improvements, together with related waiver requests. PB2026-04-SPAEXT - Continued from February 9, 2026

Mr. Corwin said Staff and the applicant reviewed materials submitted prior to the meeting, particularly the waiver to request more than one extension for this project.

Mr. Jon Livadas (LWM Residential) and Mr. Nik Fiore (Engineering Ventures) were present on behalf of the applicant. Mr. Livadas gave an overview of the project plans. He described the remediation efforts that they have made to remove the hazardous materials that existed in the structure and on the site.

Mr. Fiore gave an overview of the most recent adjustments to the site plans, which were described in the February 09, 2026 Planning Board meeting. He said the back property line located catch basins on the Foundry Street, and said Mr. Corwin suggested a lot line adjustment, which would be

made as a separate request. He said the applicant is requesting an extension of 45 days instead of 30 days to allow the ground to thaw and to facilitate construction. He explained the trees that are being added to the site, based on the recommendation by the Tree Advisory Board. He discussed the other conditions of approval proposed by Staff and explained how the team will meet those conditions.

[Ms. Zook arrived at the meeting.]

Mr. Fiore explained the extensions to the phasing plan Phases 1 and 2 that are being requested by the applicant.

Phase 1	Deadlines		
Original Approval: 10/24/2022	Originally Approved	Currently Approved	Extension Request
Building Permit	06/26/2023	06/01/2026	10/24/2026
Active and Substantial Development	10/24/2024	12/01/2026	10/24/2027
Substantial Completion	10/24/2027	05/31/2027	10/24/2027

Mr. Lavidas explained the financial issues that contributed to the delay in construction and the request for additional extensions for the phases.

Mr. Fiore explained the changes in dimension of the proposed ramp that will be added. He confirmed that the development will include 155 units in total. Mr. Fiore said Advanced Transit does not want pullouts for bus stops. He explained the proposed dewatering noted in the plans will be done for the rain gardens on the site is a process to remove water from the site during construction.

Chair Faunce said the applicant was asked to address three items at the February 09, 2026 meeting.

- Changes to add landscaping towards street to the parking at the north of the site – Mr. Jon Livadas said trees/plantings have been added to the plans.
- Add signage to the area that is open to public – Mr. Fiore said they will work with Staff to ensure appropriate signage is developed and added.
- Smokestack maintenance and care – Mr. Livadas said they received a memo from the Heritage Commission today with recommendations related to adherence to the 79E statute. He said considerations are already being made to adhere to 79E. He said the buildings that were removed were agreed-upon changes (with the City) per 79E, which allows for the removal of structures that were unsafe.

The group discussed the maintenance of the smokestack at length. Mr. Livadas said the team will have an expert evaluate it and will provide maintenance for the smokestack. He said the Heritage Commission recommendation suggests the smokestack be maintained in perpetuity by current and future owners. He said the team has not had time to fully review the Heritage Commission's recommendation, but he said he feels it is excessive to expect the current and future owners to pledge to maintain the smokestack in perpetuity. The group discussed how the Planning Board can ensure routine maintenance will be done to ensure the smokestack will be kept in good condition so it is preserved and safe for the public.

Ms. Nicole Ford Burley (Chair of Heritage Commission and City Historian) said two smokestacks have come down in the Upper Valley in the last five years due to conditi demotion by neglect. She said the Heritage Commission is very supportive of the project, but feels the smokestack is an important part of the project and it is important to have a preservation plan in place to maintain the structure. She said she could help the applicant seek an expert to evaluate the structure. Mr.

Achord noted the language of the Heritage Commission's recommendation was taken from the kiln preservation language included as a condition of approval for the Brickyard project.

Chair Faunce opened the public comment portion of the meeting.

Mr. Jeremy Katz (Ward 3) said he has a managerial interest in five properties that abut this project site. He explained the challenges and financial increases that have occurred for projects in that area. He described the problems that occur for projects that are in development (vandalism, theft, etc.) in the area. He asked the Board to do anything it can to help the project to move forward.

Chair Faunce closed the public comment portion of the meeting.

Mr. Livadas noted that it is difficult to agree to a maintenance plan in perpetuity when the project team doesn't know what work and cost might be involved. The group discussed draft language presented by Mr. Corwin to address this condition. Mr. Livadas' attorney, Mr. Denis O. Robinson (who was attending the meeting remotely) said the draft language was acceptable. The group noted that a condition of approval would be that any plans to remove the smokestack would have to be brought to the Planning Board before they can be executed.

Chair Faunce closed the public hearing.

The group discussed whether to grant the waiver request to extend the timeframe for the project. Mr. Achord said he did not feel the reasons given by the applicant for the need to extend (financial challenges and changes to EV zoning) were "unforeseen" are not applicable for this applicant and project. Mr. Corwin said the requests being made today are pursuant to the current City site plan regulations.

A MOTION was made by Wes Achord that, for the application of LWM Residential, LLC, PB2026-04-SPAEXT, the Lebanon Planning Board approves waivers from Sections 4.9.F, 4.10.C, and 8.4.A.3 of the Site Plan Review Regulations to allow the applicant to request an additional extension where more than one extension request has previously been granted. In support of its decision the Board finds that the applicant has demonstrated the requested waiver satisfies criteria B set forth in Section 7.1.

The MOTION was seconded by Don Collins.

Roll Call Vote:

Voting For – Romano, Kennelly, Zook, Achord, Faunce, Collins, Appleton

Voting Against – None

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

A Motion was made by Kellen Appleton that the Lebanon Planning Board approves the application of LWM Residential, LLC, PB2026-04-SPAEXT, for a modification pursuant to Section 9.1 of the Site Plan Review Regulations to a previously approved Site Plan (PB2022-36-SPR, PB2023-38-SPA & PB2024-35-SPA) for a proposed multi-family housing development at 1 Foundry Street (Tax Map 91, Lot 263) including changes to parking and site configurations with related modifications to utilities, landscaping, grading, and other site improvements, and,

1 *pursuant to Sections 4.9.F, 4.10, and 8.4 of the Site Plan Review Regulations, for an additional*
2 *extension of the phasing plan timelines for obtaining building permits and for constructing*
3 *required site improvements, together with related waiver requests, as set forth on a plan set*
4 *titled, “Lebanon Woolen Mill,” prepared by RODE Architects, dated January 31, 2025, last*
5 *revised February 3, 2026, EV Project: 22122, and including any and all submissions and*
6 *testimony provided for and during the public hearing.*

7
8 *In support of its decision, the Board finds that:*

9 *1. Per Section 4.9.F and Section 4.10.C, the applicant HAS demonstrated that an extension of*
10 *time to obtain building permits for each building is warranted, considering the totality of the*
11 *circumstances, including the extent and complexity of the conditions precedent, the extent of the*
12 *progress made by the Applicant toward satisfying the conditions-precedent and/or starting*
13 *construction, and the need for more time that is attributable to unusual circumstances beyond*
14 *the control of the Applicant rather than to the Applicant’s neglect or*
15 *failure to proceed with reasonable promptness.*

16 *2. Per Section 8.4.A.3, the applicant HAS demonstrated good cause for an extension of time to*
17 *achieve “active and substantial development”.*

18 *In support of its decision, the Board further finds that the applicant has submitted plans,*
19 *testimony, technical data, information, reports, and studies that together satisfactorily*
20 *demonstrate compliance with the applicable requirements of the Site Plan Review Regulations,*
21 *except as may reasonably be addressed through the imposition of certain conditions of approval,*
22 *set forth below.*

23
24 *This approval is subject to the following conditions:*

25 *1. The applicant shall comply with the Planning Board Notices of Action for PB2022-36-SPR*
26 *dated October 24, 2022, PB2023-38-SPA dated December 11, 2023, and PB2024-35-SPA dated*
27 *September 30, 2024, and shall satisfy and comply with all conditions of approval thereof except*
28 *as may be superseded by the conditions below.*

29 *2. The development is subject to the Site Plan Review Regulations adopted May 13, 1991, last*
30 *revised September 13, 2021, and the Zoning Ordinance adopted January 16, 2013, last amended*
31 *January 19, 2022, which are the regulations in effect at the time application PB2022-36-SPR*
32 *was submitted. Notwithstanding the foregoing, the Planning Board approves the applicant’s*
33 *changes to the number and type of EV parking spaces as shown in the above-referenced plan set*
34 *which changes are in conformance with amendments made to Section 607.8 of the Zoning*
35 *Ordinance adopted on January 21, 2026.*

36 *3. Condition #7 set forth in the Planning Board Notice of Action for PB2024-35-SPA dated*
37 *September 30, 2024, is hereby stricken and replaced with the following:*

38 *Pursuant to Section 4.9 of the Site Plan Review Regulations, the project may be constructed in*
39 *phases per the phasing plan submitted for the February 23, 2026 meeting of the Planning*
40 *Board.*

41 *4. Within 90 days of the Planning Board’s approval, the applicant shall, with respect to the off-*
42 *site improvements at 43 Mechanic Street (Tax Map 106, Lot 34) and 39 Mechanic Street (Tax*
43 *Map 91, Lot 269) take the following action or actions:*

44 *a. Redesign the plans to eliminate the need for off-site improvements;*

45 *b. Submit a Conditional Use Permit to allow some or all of the off-site improvements per*
46 *Section 215.2.C of the Zoning Ordinance, as may be deemed permissible by the Zoning*
47 *Administrator; and/or*

- 1 *c. Submit an application for a Boundary Line Adjustment application to adjust the lot lines so*
 2 *that all improvements associated with the development are located on 1 Foundry Street (Tax*
 3 *Map 91, Lot 263).*
- 4 *5. Within 45 days of the Planning Board's approval, the applicant shall make the following*
 5 *revisions to the plan set to the satisfaction of the Planning and Development Department and*
 6 *the City Engineer:*
- 7 *a. Add the phasing plan submitted for the February 23, 2026 meeting of the Planning Board.*
 8 *b. Revise the utility plan to relocate sewer manhole 04 to the south to maintain 15 ft. of*
 9 *separation from the property line shared with 15 Blacksmith Street.*
 10 *c. Complete all plan changes required pursuant to the Notices of Action for PB2022-36-SPR*
 11 *dated October 24, 2022, PB2023-38-SPA dated December 11, 2023, and PB2024-35-SPA*
 12 *dated September 30, 2024.*
 13 *d. Depict any changes made pursuant to Condition of Approval #2 above.*
 14 *e. Remove all clouding and all other notations related to proposed changes.*
 15 *f. Amend Sheet L101 to remove the property boundary between the Mechanic Street parking*
 16 *lot and the remainder of the property.*
 17 *g. In the parking summary on the cover sheet, identify the number of required accessible*
 18 *parking spaces.*
 19 *h. With respect to the accessible ramp extending from Mechanic Street to the proposed*
 20 *courtyard, demonstrate compliance with accessibility standard, A117.1 Section 403.5.4.1*
 21 *(requiring a minimum of 60 inches between rails or the provision of an acceptable passing*
 22 *area).*
 23 *i. Amend the cover sheet to identify the date of the plan set as the date of the plan set at the*
 24 *time of initial submission in 2022 (Section 5.1.E.4.d).*
 25 *j. Add a signage plan that includes wayfinding signage to encourage public use of the*
 26 *proposed public amenities.*
 27 *k. All changes identified by the applicant at the February 23, 2026 meeting of the Planning*
 28 *Board, including but not limited to certain landscaping changes recommended by the*
 29 *Lebanon Tree Advisory Board.*
 30 *l. Update the "Building Programs" chart on the cover sheet to identify 155 total units, adding*
 31 *an additional unit to either the Mill Building or Building 3.*
 32 *m. Amend the cover sheet to provide description of plan revisions (Section 5.1.E.4.d).*
 33 *The applicant shall provide the Planning and Development Department with one (1) full size*
 34 *copy of the complete revised plan set, and a digital copy of the revised plan set saved in a*
 35 *PDF-A format for archival purposes.*
- 36 *6. Prior to commencement of construction activities, the applicant shall obtain a structural*
 37 *assessment of the smokestack performed by a qualified professional and shall prepare a plan for*
 38 *review and approval by the Planning Board for the reasonable maintenance of the smokestack*
 39 *to reasonably ensure that the smokestack remains intact and standing for the reasonably*
 40 *foreseeable future.*

41
 42 *The MOTION was seconded by Kathie Romano.*

43
 44 *Roll Call Vote:*

45 *Voting For – Romano, Kennelly, Zook, Achord, Faunce, Collins, Appleton*

46 *Voting Against – None*

47
 48 **The MOTION was approved (6-0).*

B. Greg Kutvirt (applicant), TLL Realty LLC (property owner), 41 N Labombard Road (Tax Map 51, Lot 1), zoned IND-L: Per Section 213.8.B.2 of the Zoning Ordinance, applicant requests a partial waiver of an impact fee assessed for a proposed change of use. Per Section 213.7.D of the Zoning Ordinance, applicant also requests an alternate schedule of payment for the impact fee owed. PB2026-06-AAD

Mr. Corwin noted the applicant is requesting a partial waiver of the impact fees for the property where his business is located. He said he is also requesting a 12-month repayment schedule for the impacts fees the business will be assessed.

A MOTION was made by Andrew Faunce that the application of Greg Kutvirt (applicant), TLL Realty LLC (property owner), 41 N Labombard Road (Tax Map 51, Lot 1) PB2026-06-AAD is complete enough for the Planning Board to accept jurisdiction and commence review. The MOTION was seconded by Patrick Kennelly.

Roll Call Vote:

Voting For – Romano, Kennelly, Zook, Achord, Faunce, Collins, Appleton

Voting Against – None

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

Mr. Greg Kutvirt (owner of Paddleworks Pickleball Club) was present on behalf of the applicant. He said the impact fee for the previous use at the location (FedEx facility) is massive for his much smaller, fledgling business (Pickleball courts). He confirmed he has a five-year lease on the property. He said he did not know what the fees would be for the property prior to signing the lease. Chair Faunce explained the fee is for the change in use and is a one-time transaction. Ms. Romano suggested the impact fee could be broken down and paid as the lease is renewed. Ms. Zook noted the differences in impact on City services that might be appropriate for a FedEx facility and pickleball courts, and said the fee seems higher than the costs.

Mr. Achord asked if the fee could be spread out over the five years of the lease. Mr. Corwin said there are no constraints on alternative payment arrangements in the zoning ordinance. He suggested the Board take time to consider alternative payment arrangements if they want to consider them. He noted that legal review of waiving impact fees would be required.

The group discussed whether impact fees should be waived, considering the considerable work and time that goes into the calculation of impact fees.

Chair Faunce opened the public comment portion of the meeting. No one from the public spoke.

Chair Faunce closed public comment portion of the meeting.

Chair Faunce closed the public hearing.

A MOTION was made by Andrew Faunce that the Lebanon Planning Board disapproves the request of Greg Kutvirt (applicant) and TLL Realty LLC (property owner), application PB2026-04-AAD, made pursuant to Section 213.8.B.2 of the Zoning Ordinance for a partial waiver of an impact fee assessed for the applicant's proposed change of use at 41 N Labombard Road (Tax Map 51, Lot 1) from a distribution facility/warehouse use to a health club/pickleball courts use.

In support of its decision, the Board finds that neither of the criteria available to the Board for offering a reduction or a waiver are applicable in this case.

The MOTION was seconded by Kellen Appleton.

Roll Call Vote:

Voting For – Romano, Kennelly, Zook, Achord, Faunce, Collins, Appleton

Voting Against – None

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

A MOTION was made by Patrick Kennelly that the Lebanon Planning Board approves the request of Greg Kutvirt (applicant) and TLL Realty LLC (property owner), application PB2026-04-SPA, made pursuant to Section 213.7.D of the Zoning Ordinance, to allow the impact fee assessed for the applicant's proposed change of use at 41 N Labombard Road (Tax Map 51, Lot 1) from a distribution facility/warehouse use to a health club use to be paid in equal installments over the course of twelve (12) months with the first installment to be paid at the time of the issuance of a Certificate of Occupancy and then on the same day every month thereafter until the impact fee is paid in full. This alternative payment schedule shall be memorialized by an agreement made between the applicant, property owner, and the City of Lebanon in a form substantially similar to the sample agreement attached hereto as Exhibit "A".

The MOTION was seconded by Kellen Appleton.

Roll Call Vote:

Voting For – Romano, Kennelly, Zook, Achord, Faunce, Appleton

Voting Against – Collins

****The MOTION was approved (5-1).***

C. Cornerstone Chartered Public School (applicant), MSBC 325, LLC (property owner), 325 Mount Support Road (Tax Map 48, Lot 9), zoned R-1: Pursuant to NH RSA 674:54 ("Governmental Land Uses"), applicant requests advisory Site Plan Review for a proposed change of use of a portion of the existing building to a public charter school together with related site modifications. PB2026-11-SPRGOV

Mr. Corwin said the applicant is requesting a change in use of the property to a charter school, which is a governmental use, so applicant is asking for review of its plans by the Board.

Mr. Jeremy Katz (LLC Manager of MSPC 325 LLC), Adam Bristol (Chairman of Board, Cornerstone Charter School) and Lynn Howard (Executive Director, Cornerstone Charter School) were present on behalf of the applicant.

Mr. Katz said the space in question is the northern half of a building shared by Hypertherm. He noted the growth and changes that have taken place to the Mt. Support Rd area make it ideal for a school. Mr. Bristol gave an overview of the school's goals and objectives, and the plans for the classrooms and facilities for the space. He said landscaping improvements are planned for phase 2

1 of the project. Ms. Howard said they hope to grow to encompass 144 students through grade 8 and
2 to use the entire building space. She explained all the funding for the school comes from state of
3 NH. She explained state adequacy aid follows each student, so the school (and not the City) would
4 receive adequacy aid for any Lebanon students that attend.

5
6 Chair opened public comment portion of the meeting.

7
8 Mr. Connor Abdelnoor (Ward 2) said he lives in an adjacent property to the site. He said he has
9 concerns about traffic and safety. He said he has a question about State statute RSA 674-574 in
10 relation to government use. He said because this property is privately owned and being rented to
11 another private entity, he is unsure how the government use comes into play. Mr. Corwin
12 explained that, because this is occupancy and use by a government entity, the proposal constitutes
13 a “governmental use” under the statute. He said the property does not have to be owned by the
14 government.

15
16 Mr. Abdelnoor said traffic on Mt. Support Rd is heavy and average speed is well above the posted
17 35-mile/hour limit. He said more traffic with limited ability to implement traffic safety measures is
18 concerning.

19
20 Margery Godfrey (Ward 2) said she is an educator, but she is worried about the location. She said
21 when this was approved in Jan 2025, it was approved for 16 students per grade and up to 128
22 students by 2029. She said (related to RSA 674:54 governmental land use) that the NH Supreme
23 Court has made it clear that governmental entities are not exempt from reasonable land use
24 regulation and local Boards may consider traffic safety, neighborhood impacts, and site feasibility
25 when evaluating such proposals. She noted that traffic is already congested and the school will add
26 more traffic during peak travel times. She said they have already seen dangerous situations
27 involving bus pick-ups/drop-offs and cars speeding and other violations. She also said the
28 application for the school included an intent to apply for a tax-exempt status she expressed
29 concerns about taking money out of the school district to go to a charter school. Mr. Corwin said
30 the Planning Board can address some of the issues that Ms. Godfrey brought up about traffic
31 during site plan review.

32
33 Mr. Bristol said the school wants to meet the needs of the community and to ensure the safety of
34 its students. Ms. Howard noted that the school will include students from 12 different school
35 districts, so not all students will be from Lebanon. She also noted that the school plans to
36 implement staggered pick-up and drop-off times.

37
38 The group discussed the bus drop-off plans, which Mr. Bristol noted would change as enrollment
39 in the school increased.

40
41 Mr. Matt Smith (Ward 2) asked if parents are going to wait in line to pick up students, potentially
42 causing back-up on Mt. Support Rd. Mr. Bristol explained the three-stage implementation for car
43 traffic in and out of the school site. He said the access road would be one-way, so no cars would be
44 exiting onto Dartmouth Rd or Mt. Support Rd. They would use the existing exit from the lot to
45 exit.

46
47 ***A MOTION was made by Andrew Faunce to extend the meeting to 9:50pm. The MOTION was***
48 ***seconded by Kellen Appleton.***
49

Roll Call Vote:**Voting For – Romano, Kennelly, Zook, Achord, Faunce, Collins, Appleton****Voting Against – None*****The MOTION was approved (6-0).**

Mr. Katz said he has seen cars speeding on Mt. Support Rd and had hosted the Lebanon Police Department's speed trap on a regular basis on the road. He asked that information about the court case related to RSA 67454 be reviewed by the City's legal counsel and Staff.

3. STUDY ITEMS**A. Presentation on and Review of Draft Update to Master Plan Chapter 11 (Historic Resources)**

Ms. Hembree explained the update process for Chapter 11. She noted that Chair Nicole Ford Burley and Vice Chair Matt Smith of the Lebanon Heritage Commission were present at the meeting to answer questions. Ms. Ford Burley said the Commission is taking the chapter as its road map and considers the actions items the responsibility of the Commission.

Chair Faunce noted that the partnership between the Heritage Commission and the Planning Board could be strengthened.

B. Presentation on and Review of Draft Update to Master Plan Chapter 13 (Energy)

Ms. Hembree explained the update process for Chapter 13. She noted that Mr. Jon Chaffee of Lebanon Energy Advisory Committee (LEAC) was present at the meeting to answer questions. The group discussed if the information could be streamlined, and how to transfer the information in the Master Plan chapter to the strategic plan and how to prioritize the action items. Mr. Chaffee explained the activities of LEAC team members that aim to move forward the priorities delineated in the chapter.

A MOTION was made by Andrew Faunce to endorse and adopt Chapter 11 (Historic Resources) and Chapter 13 (Energy) of the Lebanon Master Plan as presented. The MOTION was seconded by Kellen Appleton.

Roll Call Vote:**Voting For – Romano, Kennelly, Zook, Achord, Faunce, Collins, Appleton****Voting Against – None*****The MOTION was approved (6-0).**

C. Review 2024-2026 Capital Budgets to Commence 2027-2032 CIP process and Prepare Preliminary CIP Project List --Postponed to next meeting

A MOTION was made by Andrew Faunce to extend the meeting to 10:00pm. The MOTION was seconded by Kellen Appleton.

Roll Call Vote:

Voting For – Romano, Kennelly, Zook, Achord, Faunce, Collins, Appleton

Voting Against – None

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

4. PUBLIC HEARING ITEMS

A. Amendments to the Site Plan Review Regulations: A public hearing will be held for the purpose of receiving input and taking action on proposed amendments to the Lebanon Site Plan Review Regulations regarding phased development, expiration of approvals, and vesting thresholds and related requirements. Sections to be amended include 4.8 (“Procedure for Site Plan Review”), 4.9 (“Phased Developments”), 4.10 (“Expiration of Site Plan Approval”), 4.11 – new (“Reapproval of Expired Site Plan Approval”), 5.1 (“Drawings and Other Submittals”), and 8.4 (“Active and Substantial Development and Substantial Completion”). Copies of the proposed amendments are available for review at the Planning and Development Department and will be made available online at the City's website, lebanonnh.gov, prior to the public hearing. --Postponed to next meeting

5. COMMITTEE REPORTS - none

6. OTHER BUSINESS

A. Application of Brickyard One Nominee Trust, Hanover Street Ext (Tax Map 48, Lot 1), PB2026-05-EXT: Reconsideration of Motion approved on February 9, 2026, to revise wording of conditions related to the active and substantial development and substantial completion exemption periods.

Chair Faunce noted that the request is to update from language that interpolates between dates as a descriptor of the deadline to the actual date and that is the deadline correct.

A MOTION was made by Andrew Faunce that the Lebanon Planning Board amends its motion, adopted on February 9, 2026, approving the application of Brickyard One Nominee Trust regarding property located on Hanover Street Extension (Tax Map 48, Lot 1), PB2026-05-EXT, to replace conditions of approval #4 and #5 with the following:

4. Condition #5 set forth in the Planning Board Notice of Action for PB2024-22-SPRCUP dated December 17, 2024, is hereby stricken and replaced with the following:

“Active and substantial development,” as defined in Section 8.4.A.1 of the Site Plan Review Regulations, shall be achieved by December 17, 2029. If active and substantial development is not achieved by December 17, 2029, the development shall be subject to any changes in the City’s land use regulations.

5. Condition #6 set forth in the Planning Board Notice of Action for PB2024-22-SPRCUP dated December 17, 2024, is hereby stricken and replaced with the following:

“Substantial completion,” as defined in Section 8.4.B.1 of the Site Plan Review Regulations, shall be achieved by December 17, 2031. If substantial completion is not achieved by December 17, 2031, the development shall be subject to any changes in the City’s land use regulations. As originally adopted on February 9, 2026, the wording of Conditions #4 and #5 lacked clarity and did not adequately reflect the Planning Board’s intent to approve the applicant’s extension as requested. The amendments adopted herein, which are intended to clarify the conditions of approval and not to change the substance or effect of the motion adopted on February 9, 2026,

are made pursuant to the inherent authority of land use boards to correct errors within the statutory appeal period as recognized by the New Hampshire Supreme Court. See 74 Cox Street, LLC v. City of Nashua, 156 N.H. at 231 (2007).

A revised Notice of Action shall be prepared for PB2026-05-EXT to reflect the changes made to conditions of approval #4 and #5, which amend conditions of approval #5 and #6 of the Board's motion adopted on December 17, 2024, for PB2024-22-SPRCUP.

The MOTION was seconded by Patrick Kennelly.

Roll Call Vote:

Voting For – Romano, Kennelly, Zook, Achord, Faunce, Collins, Appleton

Voting Against – None

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

7. APPROVAL OF MINUTES - January 29, 2026

A MOTION was made by Andrew Faunce to approve the January 29, 2026 Planning Board Meeting minutes as presented. The MOTION was seconded by Kellen Appleton.

Roll Call Vote:

Voting For – Romano, Kennelly, Zook, Achord, Faunce, Collins, Appleton

Voting Against – None

Abstaining – Collins

**The MOTION was approved (5-0, with Collins abstaining).*

Mr. Corwin said the March 9 Planning Board meeting has been rescheduled to March 16 because of the election being held during that week.

8. ADJOURNMENT

A MOTION was made by Andrew Faunce to adjourn the meeting at 9:56pm. The MOTION was seconded by Wes Achord.

Roll Call Vote:

Voting For – Romano, Kennelly, Zook, Achord, Faunce, Collins, Appleton

Voting Against – None

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

The meeting adjourned at 9:56pm.

Respectfully submitted,

Paula Roux

Recording Secretary

CITY OF LEBANON, NEW HAMPSHIRE
Agreement for Alternate Payment Schedule for Impact Fees

AGREEMENT made this _____ day of May, 2015 by and between:

Dana Seguin, with a place of residence at 17 Summer Street, Apartment #1, Lebanon, NH 03766 (hereinafter referred to as "**Property Owner**")

and

The **City of Lebanon**, a New Hampshire municipal corporation, having its principal place of business at 51 North Park Street, Lebanon, NH 03766 (hereinafter referred to as "**City**")

WHEREAS, the **Property Owner** is the owner of lands at 4 South Park Street, Tax Map 92, Lot 8, Lebanon, NH, in the Professional Business (PB) zoning district (hereinafter referred to as "**Property**"); and,

WHEREAS, the **Property Owner** obtained approvals from the Zoning Board of Adjustment on June 2, 2014 and February 17, 2015 and also obtained approvals from the Planning Board on August 11, 2014 and March 9, 2015 for the conversion of a one family dwelling on the **Property** to an 8-unit multi-family dwelling; and,

WHEREAS, the **Property Owner** has requested to phase the Building Permits for the multi-family conversion project such that a total of five (5) residential units will be developed in the main house pursuant to Building Permit #P2015-00029, submitted on February 4, 2015, and the remaining three (3) residential units will be developed in the rebuilt 'back ell' structure under a separate Building Permit yet to be applied for; and

WHEREAS, new residential development created by conversion or modification of an existing use is subject to City of Lebanon Impact Fees pursuant to Section 213.5.E of the Zoning Ordinance and the **Property Owner** executed an Impact Fee Acknowledgment/Invoice form on May 5, 2015 (attached hereto as Exhibit A), thereby acknowledging a Total Impact Fee Assessed of \$5,996.25 for the creation of four (4) new residential units within the main house (with credit being given by the **City** for the 5th residential unit in the main house pursuant to the terms of Section 213.5.E); and,

WHEREAS, Section 213.7.D of the Zoning Ordinance provides for the establishment of an alternate, mutually-acceptable schedule of payment of impact fees; and,

WHEREAS, the **Property Owner** has submitted a written request to the **City** for an alternate, mutually-acceptable schedule of payment of impact fees for acceptance by the City Manager on behalf of the **City**;

NOW THEREFORE, the **Property Owner** and the **City** agree as follows:

1. The **Property Owner** shall be obligated to pay to the **City** the Total Impact Fee Assessed of \$5,996.25 in six monthly payments. The initial payment shall be in the amount of \$1,000.00 and shall be due and payable to the **City** prior to issuance of any Certificate of Occupancy for any of the first five (5) multi-family residential units being developed in the main house

pursuant to Building Permit #P2015-00029. Four subsequent payments of \$1,000.00 each shall be paid to the **City** on or before the 15th of each subsequent month for four (4) consecutive months after the initial payment and the final payment in the amount of \$996.25 shall be paid to the **City** on or before the 15th of the fifth month following the initial payment until the Total Impact Fee Assessed has been paid.

2. Upon receipt of this executed Agreement and receipt of the first required payment of \$1,000.00 described above, the **City** shall issue a Temporary Certificate of Occupancy for the first five (5) multi-family residential units. The **Property Owner** acknowledges that no Final Certificate of Occupancy for the first five (5) multi-family residential units shall be issued until the Total Impact Fee Assessed has been paid in accordance with this Agreement.
3. The **Property Owner** and the **City** acknowledge that this Agreement covers only the five (5) multi-family residential units to be constructed pursuant to Building Permit #P2015-00029, and that any additional Impact Fees due and payable as a result of the development of the three (3) remaining multi-family residential units approved for construction shall be addressed separately prior to the issuance of any separate Building Permit requested for those remaining three (3) units.
4. The **Property Owner** and the **City** further agree that failure by the **Property Owner** to pay the Total Impact Fee Assessed in accordance with the terms of this Agreement may result in the revocation by the **City** of the Temporary Certificate of Occupancy for the five (5) multi-family residential units.
5. Upon receipt of each monthly payment, the **City** shall apportion the Impact Fees received among the three (3) Impact Fee categories (Schools, Recreation, and Police Department) in the same relative percentages as noted on the Impact Fee Acknowledgment/Invoice form attached hereto and as further set forth on the City of Lebanon Impact Fee Schedule, as adopted by the Planning Board on July 22, 2013.
6. This Agreement shall be binding upon the successors and assigns of the respective parties.

Dated this _____ day of May, 2015

PROPERTY OWNER

By: _____
Dana Seguin

CITY OF LEBANON

By: _____
Greg Lewis, City Manager