



**LEBANON HERITAGE COMMISSION
APRIL 8, 2026 - 6:00 PM
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

1. Call to Order

- A. To participate in this meeting, please join live via Microsoft Teams or call 929-229-5356 (access code: 476 019 791). If you have trouble accessing this meeting, please [Catheryn Hembree](#)

2. Approval of Minutes

- A. March 11, 2026

3. Public Review

- A. None

4. Study Items

- A. Website Walkthrough
B. Landmark Properties
C. 250th Anniversary Update
D. Standing Dana House and Soldiers Memorial Update
E. Public School Local History Curriculum and Engagement

5. Other Business

6. Open to the Public

7. Future Agenda Items

8. Adjournment

The order of agenda items is subject to change.

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

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

DRAFT

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

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

MEMBERS ABSENT: Karen Zook (Alt. Council Rep, Nicole Dittrich

STAFF PRESENT: Catheryn Hembree (Associate Planner, Planning Department)
William Collishaw, Purcell Rentals

1 **1. CALL TO ORDER**

2
3 Chair Ford Burley called the meeting to order at 6:02pm. Ms. Hembree reviewed the City's
4 meeting in-person and REMOTE attendance policies and procedures.

5
6 Chair Ford Burley said Mr. Ware and Ms. Benzel will participate in the voting for this meeting.

7
8 **2. APPROVAL OF MINUTES – February 11, 2026**

9
10 *A MOTION was made by Brian Ware to approve the February 11, 2026 Meeting Minutes as*
11 *presented. The MOTION was seconded by Wes Achord.*

12
13 ** The MOTION was approved (5-0).*

14
15 **3. PUBLIC REVIEW**

16
17 **A. NBKS, LLC.: Request for Certificate of Approval pursuant to Article IV, Section**
18 **411 “Pattern Zones Overlay District” of the Zoning Ordinance to approve**
19 **architectural compliance for two (2), 3-story structures, each with 4 residential units**
20 **at 66 Maple Street, Tax Map 73, Lot 07, West Lebanon, NH in the R3 zone.**
21 **HC2026-01**

1 Mr. Shannon Purcell and Gretchen Walsh (Purcell Properties) and Ms. Julia Hanson
2 (GreenStaxx) were present on behalf of the applicant. Mr. Purcell gave an overview of the
3 project.

4
5 Ms. Hanson explained the benefits of using modular construction. She explained why this type of
6 construction would be applied to the project on Maple Street. She gave an overview of the style
7 of architecture that the team plans to use for the project. Ms. Walsh described the nature of the
8 architecture of the homes in the Maple Street/surrounding neighborhood.

9
10 Chair Ford Burley reminded the group that the Commission should stay focused on the
11 character/nature of the area. Ms. Hembree confirmed that the lot is large enough to participate in
12 the pattern zone overlay district program. She explained the steps involved in developing a
13 pattern zone project.

14
15 The group discussed the architectural elements of single- and multi-family homes in the
16 surrounding area. Mr. Smith noted that the architecture in the area has always stayed in keeping
17 with trends. He asked if the current proposed design could adopt some additional architectural
18 elements of the homes in the area (for example, pitched roofs, front porches, set-back distances,
19 etc). Ms. Walsh said the design has not been finalized and these elements can be considered
20 during the development of the project. Mr. Purcell said the team is willing to make changes to
21 deliver a building to the neighborhood that is well received by the community.

22
23 Chair Ford Burley opened the public comment portion of the meeting.

24
25 Mr. Tim and Ms. Deb Herndon (neighbors to the project) said they were hoping the project
26 would not resemble the nearby modern-looking apartments near Mascoma Bank. Mr. Herndon
27 agreed that the roofline, similar set-back, and porch elements should be part of the new project to
28 match the surrounding homes.

29
30 Mr. William Collishaw (abutter to the project) said he is concerned about the appearance of the
31 roofline and the division and privacy between his property and the project property. He asked
32 what was planned (for example, fencing) to protect his privacy. Mr. Purcell said some type of
33 screening (either a fence or trees) would be installed. He confirmed that the plans provided are
34 not finalized. Mr. Achord explained that site plan review during a Planning Board meeting would
35 be a better time to raise these kinds of questions.

36
37 Ms. Hembree explained that since this project involves a triplex where the applicant is seeking a
38 special exception to utilize the pattern zoning, the Heritage Commission can make a
39 recommendation to the Planning Board regarding the plan. The group discussed how adding a
40 porch would increase the cost of the project. Ms. Hembree said the Commission can comment on
41 the color choices for the paint/materials used for the project. The group agreed that an example
42 project from Lowell, Mass., (that was provided by the applicant at the meeting) best matched the
43 nature of the architecture in the Maple Street neighborhood.

44
45 ***A MOTION was made by Nicole Benzel that the Heritage Commission finds the design of 66***
46 ***Maple Street (Tax Map 73, Lot 07), West Lebanon, NH appropriate as presented at the March***
47 ***11, 2026 meeting with the following alterations:***

- 1 • *Addition of a porch;*
- 2 • *Increased setback to be consistent with the neighboring structures; and*
- 3 • *Pitched roof instead of the proposed flat roof*

4
5 *The MOTION was seconded by Brian Ware.*

6
7 ** The MOTION was approved (5-0).*

8
9
10 **4. STUDY ITEMS**

11
12 **A. 250th Anniversary Update**

13 Ms. Benzel said a steering committee has met and is brainstorming ideas for ways to
14 celebrate. She mentioned plans include events at the Farmers Market on July 2 and a parade
15 on July 4. She said civic and community groups are being contacted to participate in the
16 parade. She said they are planning food to be provided in Colburn Park. Mr. Smith said the
17 Historical Society would like to add a banner to the fence around Colburn Park. He asked
18 Ms. Hembree to help with the permitting and rules related to that.

19
20 **B. Dana House and Soldiers Memorial Update**

21 Chair Ford Burley said a Soldiers Memorial working group was formed (including her, the
22 Guardian, City Manager Andrew Hosmer, Planning Board members and others) to discuss a
23 long-term plan about making the building more accessible and usable by the community. She
24 said they discussed the establishment of a 501C3 “Friends of Soldiers Memorial” fund. She
25 said they will explore surveying the property to determine lot lines. She said they learned
26 they do not need to make the second floor accessible, so an elevator is not needed. She said
27 the group will meet on a regular basis.

28
29 **C. Public School Local History Curriculum and Engagement**

30 Mr. Smith said the 4th grade social studies program at Hanover Street School would like to
31 add materials that are relevant to local history to the kiosk (located on the Lebanon Mall) this
32 spring. Mr. Smith said the kiosk materials have not been updated in two years.

33
34 **5. OTHER BUSINESS**

35 **A. Updates from Other Boards: Planning Board**

36 Mr. Achord said the language provided by the Heritage Commission related to the
37 preservation of the Woolen Mill smokestack was appreciated by the Planning Board. He
38 said the Board decided to add a condition of approval related to the preservation of the
39 smokestack.

40
41 Chair Ford Burley said the updated Historic Resources Chapter of the Master Plan was
42 accepted by the Planning Board.

43
44 Chair Ford Burley noted that the latest issue of the Lebanon Times includes an article she wrote
45 on Ferdinand Davis and his architectural career in the area and also in Pomona, Calif.

1 Ms. Hembree said Preferred Building Systems (a modular building company) is excited to work
2 with the City on pattern zoning designs. She said they asked her to send five house plans (that
3 are pictured on their website) that match what the City is looking for.

4
5 Chair Ford Burley said the new fire station building is open. She said it is a state-of-the-art
6 building. She said a wall-sized image of the previous fire station from many years ago is right
7 inside the main entrance.

8

9 **6. OPEN TO THE PUBLIC - none**

10

11 **7. FUTURE AGENDA ITEMS - none**

12

13 **8. ADJOURNMENT**

14

15 Chair Ford Burley adjourned the meeting at 7:32pm.

16

17 Respectfully Submitted,

18 Paula Roux

19 Recording Secretary

20

21

22



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

MEMORANDUM

TO: Heritage Commission
FROM: Planning and Development Department Staff
RE: Soldiers Memorial Open House Dates
DATE: March 31, 2026

The Heritage Commission, in partnership with the Soldiers Memorial Guardian, need to determine what dates this summer the building will be open to the public. The following dates are stated on the Soldiers' Memorial Building page on the City's website.

- *Presidents' Day, once a month on a Thursday during Lebanon Farmers Market season (May through September), Memorial Day, July 4, and Veterans Day*

The website states "once a month" but that would total 5 open house nights. In 2025, the Heritage Commission hosted two Farmers' Market Open House nights. The wording on the website will be edited to list the exact dates the Heritage Commission decides on and does not need to be once a month during Farmers' Market season, unless they decide to do so.

The Farmers Market opening day is May 14th and it closes on September 24th. Hours of operation are from 4pm – 7pm.

2026 Farmers Market Dates:

May 14, 21 and 28

June 4, 11, 18, and 25

July 2, 9, 16, 23, and 30

August 6, 13, 20, and 27

September 3, 10, 17, and 24

Task:

The Heritage commission needs to pick out what dates to host the public at the soldiers memorial building. Once the Commission has dates picked out, staff will confirm with the Guardian.