

FINAL

**LEBANON PLANNING BOARD
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA MICROSOFT TEAMS
LEBANONNH.GOV/LIVE
MONDAY, MARCH 16, 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.

2. NOTICE OF REGIONAL IMPACT

Mr. Corwin presented the following applications that were received by the Planning and Development Department on or before March 16, 2026:

- **Lebanon Poker Room & Casino, LLC, 369 Miracle Mile (Tax Map 103, Lot 11), zoned GC:** Pursuant to Section 9.1 of the Site Plan Review Regulations, applicant requests a modification to a previously approved Site Plan (PB2025-43-SPA) to change the number and type of Electric Vehicle (EV) parking spaces to be installed. PB2026-17-SPA
- **Carter Golf, LLC, 53 Poverty Lane (Tax Map 117, Lot 10), zoned R-3:** Request for a three (3)-lot Minor Subdivision. PB2026-18-MIN
- **Gerald & Anne Marie Rader and City of Lebanon, 54 Winter Street (Tax Map 77, Lot 81) and 0 Winter Street (Tax Map 77, Lot 82), zoned R-3:** Request for approval of a Lot Line Adjustment. PB2026-19-BLA
- **Choice Storage, LLC, 0 Etna Rd (Tax Map 26, Lot 17), CWM All Waste, LLC, 40 N Labombard Rd (Tax Map 51, Lot 10), Chaloux Properties, LLC, 32 Labombard Rd (Tax Map 51, Lot 11), Route 120 Hotel, LLC, 35 Labombard Rd (Tax Map 64, Lot 21), Chaloux Properties, LLC, 25 Labombard Rd (Tax Map 64, Lot 25), Klubio, LLC, 39 Labombard Rd (Tax Map 51, Lot 14), TLL Realty, LLC, 41 Labombard Rd (Tax Map 51, Lot 1) & Notch Climbing Real Estate, LLC, 33 Labombard Rd (Tax Map 51, Lot 15), zoned IND-L and RL-3:** Request for a Conditional Use Permit pursuant to Section 508 of the Zoning Ordinance for a proposed Planned Business Park and for Preliminary Major Subdivision review of a proposed 4-lot subdivision of 0 Etna Road (Tax Map 26, Lot 17) and 2-lot subdivision of 40 North Labombard Road (Tax Map 51, Lot 10). PB2026-21-PMAJCUP – Completeness review only on April 13, 2026; public hearing to commence at the May 11, 2026 meeting

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

A MOTION was made by Wes Achord that the applications of Lebanon Poker Room & Casino, LLC, 369 Miracle Mile (Tax Map 103, Lot 11) PB2026-17-SPA; Carter Golf, LLC, 53 Poverty Lane (Tax Map 117, Lot 10) PB2026-18-MIN; Gerald & Anne Marie Rader and City of Lebanon, 54 Winter Street (Tax Map 77, Lot 81) and 0 Winter Street (Tax Map 77, Lot 82) PB2026-19-BLA ; and Choice Storage, LLC, 0 Etna Rd (Tax Map 26, Lot 17), CWM All Waste, LLC, 40 N Labombard Rd (Tax Map 51, Lot 10), Chaloux Properties, LLC, 32 Labombard Rd (Tax Map 51, Lot 11), Route 120 Hotel, LLC, 35 Labombard Rd (Tax Map 64, Lot 21), Chaloux Properties, LLC, 25 Labombard Rd (Tax Map 64, Lot 25), Klubio, LLC, 39 Labombard Rd (Tax Map 51, Lot 14), TLL Realty, LLC, 41 Labombard Rd (Tax Map 51, Lot 1) & Notch Climbing Real Estate, LLC, 33 Labombard Rd (Tax Map 51, Lot 15) PB2026-21-PMAJCUP do not have the potential for regional impact. The MOTION was seconded by Patrick Kennelly.

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.

Roll Call Vote:

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

Voting Against – None

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

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

Mr. Corwin noted that the north side of the lot currently has frontage along Storrs Hill Rd (Class V road) and Old Kings Highway (Class VI road). He said if a subdivision of the lot is granted, the applicant will need to petition the City Council to reclassify part of Old Kings Highway from Class VI to Class V in order for Lot 2 to meet the requirement of having at least 200 feet of frontage on a Class V Road. If approved by the City Council, the plat can then be recorded in the subdivision. He said this petition is separate from the subdivision application.

A MOTION was made by Andrew Faunce that the application of Robert S. & Carolyn M. Townsend, Co-Trustees, 125 Storrs Hill Road (Tax Map 134, Lot 17) PB2026-12-MIN is complete enough for the Planning Board to accept jurisdiction and commence review. The MOTION was seconded by Kellen Appleton.

Roll Call Vote:

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

Voting Against – None

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

Mr. Scott Sandborn (surveyor) and Mr. Robert Townsend and Ms. Elizabeth Jetty (owners) were present on behalf of the applicant. Mr. Sandborn described the proposed division of the lot as presented in the agenda materials. He said no changes are proposed to the infrastructure of the

structure currently on the property. He said the road that is considered Class VI (dirt road) is in fairly good condition and has sustained truck traffic.

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

A MOTION was made by Wes Achord that the Lebanon Planning Board approve waivers for the application of Robert S. & Carolyn M. Townsend, Co-Trustees, for a proposed two (2)-lot Minor Subdivision of 125 Storrs Hill Road (Tax Map 134, Lot 17), PB2026-12-MIN, from the following Sections 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.1-3: soil testing and data requirements.***

In support of its decision with respect to the waivers requested from 9.5.A.5, 9.5.A.7, and 9.5.C.2, the Board finds that the applicants have demonstrated the requested waiver satisfies Criteria A set forth in Section 7.15.

In support of its decision with respect to the waiver requested from Section 13.4.A.1-3, the Board finds that, pursuant to the standard set forth in Section 13.18, compliance is not required to meet the purpose and intent of the regulations and that the public good will not be adversely affected.

The MOTION was seconded by Don Collins.

The group discussed whether the second lot will be required to have septic.

Chair Faunce closed the public hearing.

Roll Call Vote:

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

Voting Against – None

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

A MOTION was made Kellen Appleton to approve the application of Robert S. & Carolyn M. Townsend, Co-Trustees, for a proposed two (2)-lot Minor Subdivision of 125 Storrs Hill Road (Tax Map 134, Lot 17), zoned RL-2, PB2026-12-MIN, as shown on a 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), including any and all supplemental submissions and testimony provided during the public hearing.

In support of its decision, the Board finds that the applicants have submitted plans, testimony, and technical data prepared by a licensed land surveyor that together satisfactorily demonstrate compliance with the applicable requirements of the Subdivision Regulations except as have been waived or as may reasonably be addressed through the imposition of certain conditions of approval, set forth below.

This approval is subject to 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 Highway, the applicants shall submit the executed easement deed with applicable recording fees to the Planning & Development Department to be recorded contemporaneously with the plat.**

The MOTION was seconded by Don Collins.

Roll Call Vote:

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

Voting Against – None

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

A MOTION was made Kellen Appleton that the Lebanon Planning Board authorizes the Chair to sign the Minor Subdivision plat of Robert S. & Carolyn M. Townsend, Co-Trustees, PB2026-12-MIN, titled “Conveyance Plan - 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, as revised per the Planning Board’s conditions of approval.

The MOTION was seconded by Don Collins.

Roll Call Vote:

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

Voting Against – None

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

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-CU

Mr. Corwin said Staff recommends that the application is complete enough for the Board to accept jurisdiction and to commence review.

A MOTION was made by Kellen Appleton that the application of Farcast Holdings, LLC, 41 Glen Road (Tax Map 115, Lot 7) PB2026-13-CU 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, Appleton, Collins

Voting Against – None

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

Mr. Corwin explained one proposed use of the space (makerspace) has been determined by the Zoning Administrator to be that of a craftsman shop, which requires a special exception by the Planning Board.

Chad Engbert and Jim Wasser (arch). Mr. Engbert said the project involves converting the former Pearce Jewelers building into a community craftsman space (activities may include furniture making, 3D printing, laser cutting, etc). He said the office tenant rental and the café would generate revenue to offset the costs of the community use. He said there would be rules for membership and participants related to selling products that are created at the facility because he said it is not meant for mass production. He said a similar craftsman model facility is located in Clarmont, N.H.

The group discussed the number of parking spaces available. They discussed whether additional water and sewer services will be used with the proposed use. Mr. Engbert explained that laser cutters are the biggest source of heat and they are self-contained. He said the building is sprinklered and there is appropriate ventilation so fire/air safety concerns are being addressed. Mr. Engbert explained the safety training that will be required for use of the machines by participants. Mr. Corwin confirmed that the special exception for retail showroom that was made in 1991 would be superseded by the current approval, if granted by the Board.

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

Chair Faunce closed the public hearing.

The following MOTION was made by Wes Achord:

On March 16, 2026, at a duly-noticed meeting of the Lebanon Planning Board, there appeared representatives of Farcast Holdings, LLC, regarding 41 Glen Road (Tax Map 115, Lot 7), zoned GC, regarding a requested 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

I. FINDINGS OF FACT

Based on testimony given, application materials presented, and supporting documents submitted, the Planning Board makes the following findings of fact:

1. The subject property 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 9,386 sq. ft. (8,412 sq. ft. of which is identified as "living area").

2. 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). The jewelry wholesale and retail use has vacated the building, although a portion of the first floor remains occupied by a jewelry appraisal use.

3. 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**
- Second floor: "dirty makerspace" and a "coworking" office space**
- Third floor: office space**

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.

4. 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.

5. "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. 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.

6. The applicant has submitted testimony addressing the Section 302.4.D criteria in an application received by the Planning and Development Department on February 9, 2026.

II. CONCLUSIONS OF LAW

As a result of the above findings of fact and based on testimony given, application materials presented, and supporting documents submitted, the Planning Board concludes the following with respect to the Enhanced Performance Standards set forth in §302.4.D of the Zoning Ordinance:

1. The site is suitable for the proposal. (§302.4.D.1)

2. The external impacts of the proposed use on abutting properties and the neighborhood is commensurate with the impacts of adjacent existing uses or other uses permitted in the zoning district. (§302.4.D.2)

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

III. DECISION

Now therefore be it resolved, the Planning Board, on this 16th day of March, 2026, hereby GRANTS / DENIES the request of Farcast Holdings, LLC, for a Conditional Use Permit per Section 305.2 of the Zoning Ordinance to convert a portion of the existing building at 41 Glen Road (Tax Map 115, Lot 7), zoned GC, to a craftsman's shop use as set forth above and per testimony, plans, and materials submitted, and per the following conditions:

- 1. The plan set submitted in support of the Conditional Use Permit application, titled "Lebanon Makerspace," prepared by Studio Nexus, dated February 9, 2026, Project Number: 2517, supersedes and replaces the approved site plan for the subject property approved by the Planning Board in 1991. The 1991 Special Exception for a retail showroom is moot and is likewise superseded by this Conditional Use Permit.**
- 2. The applicant shall obtain a Building and Zoning 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.**

The MOTION was seconded by Don Collins.

Roll Call Vote:

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

Voting Against – None

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

At 7:35pm, Chair Faunce called for a recess.

At 7:39pm, the meeting resumed.

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

Mr. Corwin explained the changes in NH State law that affected the requirements in City land use regulations. He said Staff and others have taken a closer look at the previously suggested amendments to City site plan regulations. He gave an overview of the new considerations Staff has made in relation to the site plan regulations. Mr. Corwin said, after legal review, he recommends the changes for phased development be reviewed more thoroughly by the Board and be voted on at a later meeting.

He said some feedback from City engineers and others have caused the amendments to be updated since the last time the Board has reviewed them. He said he would send a final draft of the new changes to the Board members and asked them to review them. He said the hearing to review the amendments is scheduled for the Planning Board's March 23, 2026 meeting, but he said the hearing can be continued so there is no pressure for the Board to approve at that meeting.

The Board members had a long discussion about how to develop, manage, and update the content of the Master Plan.

5. Approval of Minutes - February 9, 2026 and February 23, 2026

Chair Faunce said these minutes would be approved at the next meeting.

6. ADJOURNMENT

A MOTION was made by Patrick Kennelly to adjourn the meeting at 8:41pm. The MOTION was seconded by Kathie Romano.

Roll Call Vote:

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

Voting Against – None

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

The meeting adjourned at 8:41pm.

Respectfully submitted,

Paula Roux

Recording Secretary