



**LEBANON PEDESTRIAN AND BICYCLIST ADVISORY  
COMMITTEE  
MAY 5, 2026 - 7:00 PM  
COUNCIL CHAMBERS, CITY HALL OR  
REMOTE VIA VIRTUAL PLATFORM  
LEBANONNH.GOV/LIVE**

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**1. Call to Order**

- A. To participate in this meeting, please [join live via Microsoft Teams](#) or call 929-229-5356 (access code: 800 454 102#). If you have trouble accessing this meeting, please [email Catheryn Hembree](#).

**2. Approval of Minutes**

- A. April 7, 2026

**3. Open to the Public**

**4. Study Items**

- A. **Discussion Re Planning Board Application: DEW Properties, LLC (applicant), City of Lebanon (property owner), 14, 28 and 30 Main Street (Tax Map 72, Lots 83, 84 and 88), zoned CBD:** Applicant request a conceptual review per Section 4.3.B of the Site Plan Review regulations of a proposed 32-unit residential development and possible commercial space on the first floor. **PB2026-26-CON**
- B. Site Plan Review Regulations with Councilor Kellen Appleton
- C. Ways To Go 2026 Updates

**5. Other Business**

- A. Updates from Other Boards
- Planning and Development
  - Planning Board
  - City Council
  - Police Reports
  - Mascoma River Greenway Coalition
  - Class VI Roads
  - Communications Plan

**6. Future Agenda Items**

- A. Complete Streets Policy Update

**7. Adjournment**

**Lebanon Pedestrian and Bicyclist Advisory Committee Agenda  
May 5, 2026**

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**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](http://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

**PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE  
REGULAR MEETING MINUTES  
COUNCIL CHAMBERS – CITY HALL &  
REMOTE VIA VIRTUAL PLATFORM [LebanonNH.gov/LIVE](http://LebanonNH.gov/LIVE)  
7:00 PM, APRIL 7, 2026**

**MEMBERS PRESENT:** Colin Smith (Chair); Sean Dittrich (Vice Chair); Marie McCormick;  
Alan Schnur (Alt); Erling Heistad; Ben Swanson (Alt)

**MEMBERS ABSENT:** Tim Gilbert; Trenton Meckenstock; Jared Toon (Alt)

**STAFF PRESENT:** Catheryn Hembree (Associate Planner)

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1 **1) CALL TO ORDER:**

2  
3 Chair Smith called the meeting to order at 7:00 PM.

4  
5 *Alan Schnur sat as a voting member.*

6  
7 **2) APPROVAL OF MINUTES**

8 **A. March 5, 2026**

9  
10 *A MOTION was made by Mr. Dittrich to approve the meeting minutes of March 5, 2026, as amended.*

11 *Seconded by Ms. McCormick.*

12 *\*The vote on the MOTION was approved (5-0).*

13  
14 **AMENDMENTS:**

15 *To spell “Adjournment” and Ms. McCormick’s name correctly.*

16  
17 **3) OPEN TO THE PUBLIC:**

18 None at this time.

19  
20 **4) STUDY ITEMS**

21 **A. Capital Improvement Projects discussion with the Department of Public Works**

22  
23 Jay Cairelli, Public Works Director; and Rod Finley, City Engineer, reviewed a number of projects being  
24 undertaken at this time. There was discussion regarding upcoming paving, street sweeping, and line  
25 striping projects.

26  
27 **B. Difficult Intersections discussion with the Department of Public Works**

28  
29 The Committee reviewed difficult intersections in the City with the DPW and how to consider them for  
30 future CIP projects or grant opportunities.

31  
32 Paul Coats, Recreation Director, reviewed concerns about speeds along the Rail Trail and the Mascoma  
33 Greenway. There is a lack of trail etiquette occurring amongst users. More visible signage is needed for  
34 education on this item. He noted that the State does not have a provision that allows the City to post a  
35 speed limit in an area where it cannot enforce the speed limit. The Greenway is governed by the Bureau  
36 of Rail & Transit. Even if speed limit signs could be posted along the Greenway, it is unclear if the Police  
37 could then find a way to reasonably enforce this. There is not much that can be done along the Northern  
38 Rail Trail.

1 The Committee discussed an interest in better education around trail etiquette, such as different types of  
2 signage that could be included. Mr. Coats stated that he would look into this further.

3  
4 Mr. Schnur suggested that the Lebanon Police Department could keep data on e-bikes versus pedal bikes  
5 in terms of the crash data report each month.

6  
7 **5) OTHER BUSINESS**

8  
9 Mr. Schnur noted that, for the month of February, there was one crash involving either a pedestrian or a  
10 bicyclist. This leads to a total of one for the year to date, compared to three from the beginning of 2025 to  
11 February of 2025. He noted that there is no information yet from the 2025 data in terms of details such as  
12 how many of the crashes were pedestrians versus bicyclists.

13  
14 **6) FUTURE AGENDA ITEMS**

15  
16 As discussed during the meeting.

17  
18 **7) ADJOURNMENT:**

19  
20 *A MOTION was made by Ms. McCormack to adjourn the meeting. Seconded by Mr. Dittrich.*  
21 *\*The vote on the MOTION was approved (5-0).*

22  
23 **The meeting was adjourned at 8:50 PM.**

24  
25 Respectfully submitted,  
26 Kristan Patenaude, Recording Secretary

VIA ELECTRONIC MAIL

April 23, 2026

City of Lebanon  
Planning and Development  
51 N. Park Street, 5<sup>th</sup> Floor  
Lebanon, NH 03766

Re: Application for Conceptual Review

Enclosed please find an Application for Conceptual Review for property located at 14, 28 and 30 Main Street in West Lebanon ("Property"), along with a site plan and Abutters List. When the fees are calculated, please send me an Invoice and we will pay it promptly.

The Property is currently owned by the City. DEW Properties, LLC is working with Twin Pines Housing Trust on a 32-unit affordable housing project on the Property, with possible commercial use on the first floor, to be retained by DEW Properties or its affiliate.

The Project is consistent with the City of Lebanon's Master Plan because it encourages the revitalization of the Central Business District ("CBD"), discussed in Chapter 3 of the Master Plan. It will bring residents and new life to currently under-utilized lots along Main Street in the CBD. The Project also serves the objectives in Chapter 7 of the Master Plan by fostering a diverse range of housing opportunities for prospective residents, which will be affordable for the City's workforce.

For your convenience, I am providing the contact information for the Applicant's team:

DEW Properties, LLC  
c/o Donald Wells  
277 Blair Park Road, Suite 130  
Williston, VT 05495  
802-373-5600  
[dwells@dewconstruction.com](mailto:dwells@dewconstruction.com)

Robert Wells  
802-999-6510  
Email: [rwells@dewproperties.com](mailto:rwells@dewproperties.com)

Pamela Moreau  
802-999-4590  
[pmoreau@dewconstruction.com](mailto:pmoreau@dewconstruction.com)

We look forward to reviewing this proposed plan with you on May 11<sup>th</sup>.

Thank you for your attention to this matter.

Very truly yours,

A handwritten signature in black ink, appearing to read "P. Moreau", written over a horizontal line.

Pamela Moreau, Esq.

Enclosures

**CITY OF LEBANON  
APPLICATION FOR**

<b>SPECIAL EXCEPTION</b>	<input type="checkbox"/>	<input type="checkbox"/>	<b>SITE PLAN REVIEW</b>
<b>VARIANCE</b>	<input type="checkbox"/>	<input type="checkbox"/>	<b>SUBDIVISION</b>
<b>MOTION FOR REHEARING</b>	<input type="checkbox"/>	<input type="checkbox"/>	<b>LOT LINE ADJUSTMENT</b>
<b>APPEAL OF AN ADMIN. DECISION</b>	<input type="checkbox"/>	<input type="checkbox"/>	<b>CONDITIONAL USE PERMIT</b>

OTHER Conceptual Plan Review

**PROPERTY OWNER (APPLICANT):**

NAME: The City of Lebanon

MAILING ADDRESS:

E-MAIL ADDRESS:

**CO-APPLICANT, AGENT, OR LESSEE:**

NAME: DEW Properties, LLC c/o Donald Wells

MAILING ADDRESS:

E-MAIL ADDRESS:

**PROJECT LOCATION:**

TAX MAP #: 72

LOT#: 83, 84, 88

PLOT #:

ZONE:

STREET ADDRESS OF PROJECT: 14, 28 and 30 Main Street

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

**SCOPE OF PROJECT:**

Demolition of existing buildings; construction of a 32-unit affordable housing project, with the possibility of a compatible commercial use on the first floor (currently unknown).

**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: a use compatible with residential housing

**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 \_\_\_\_\_, 20\_\_\_\_, unless I personally request, in writing, that the Board delay its determination of completeness to a later date.

PROPERTY

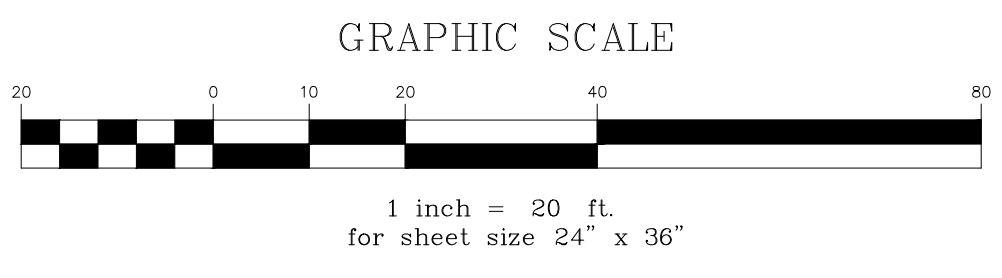
OWNER: \_\_\_\_\_ DATE: \_\_\_\_\_

**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: Andrew Hosmer DATE: 04/22/2026

<b>DATE RECEIVED</b>	<b>FILE # (MAP/LOT)</b>	<b>APPLICATION #</b>	
2026-04-27	72-83,72-84 & 72-88	PB2026-26-CON	



Stamp	
Date	
Description	
No.	
208 Flynn Avenue, Suite 2A, Burlington, VT 05401 • 802-863-6225 85 Mechanic Street, Suite E2-3, Lebanon, NH 03766 • 603-442-9333 388 Broadway, Suite 11, Saratoga Springs, NY 12866 • 518-205-9141 <a href="http://www.engineeringventures.com">www.engineeringventures.com</a>	
DEW Properties 277 Blair Park Rd # 30 Williston, VT 802-764-2360	
Concept Plan 14, 28, & 30 Main St. West Lebanon, Grafton County, New Hampshire	
EV Project #	25289
Drawn By:	AM
Checked By:	AM
Scale:	1" = 20'
Date:	4/20/2026
<h1>SK2</h1>	

## Introduction

Site Plan Review Regulations are a document of the Planning Board. These regulations govern the requirements of any development other than individual one and two unit homes (as well as the procedure for site plan review).

The planning board periodically reviews and revises these regulations, recently as a part of its Development Regulations Subcommittee.

Compiled below are portions of the Site Plan relevant to the Pedestrian and Bicycle Committee.

A link to the full regulations can be found here:

<https://lebanonnh.gov/DocumentCenter/View/877/Site-Plan-Regulations-PDF>

## Suggested Questions To the Committee

How can site plans be leveraged to emphasize pedestrian and bicycle access?

How does the Ped/Bike Committee receive information about site plans? How do we provide commentary?

What standards are we holding our designs to in terms of pedestrians and cyclists - safe vs convenient/centered, precise specs vs prioritization?

Are the regulations/requirements meeting their implied purpose? Are there ways to create better outcomes for pedestrians and cyclists while not increasing cost/effort during the site design process?

## Regulations

### *4.3.D: Notice of Conceptual Review:*

- D. Notice. Public notice of a required conceptual review shall be provided pursuant to Section 4.8. Notice of a required conceptual review shall also be provided to the following:
1. Conservation Commission
  2. Pedestrian & Bicyclist Advisory Committee
  3. Tree Advisory Board
  4. Heritage Commission (if located within the Historic District)

The applicant is not required to appear before any of these bodies for purposes of conceptual review. Comment by these bodies is optional and may be provided in writing or in person by a duly appointed representative of such body, provided that consideration or discussion by any of the foregoing bodies may only occur at a public meeting with notice of the meeting provided to the applicant. The failure of any of these bodies to provide comment shall not delay or in any way hinder the Planning Board's review of the application.

Public notice is not required for optional conceptual reviews.

### *5.1.E Checklist for Complete Submissions*

rest of the site boundary.

10. Proposed streets, driveways, emergency vehicle accesses, parking spaces, and sidewalks, with indication of dimensions and direction of travel. Show required sight distances at curb cuts and dimensions for the inside radii of all curves. Vehicle and **bicycle parking** spaces shall be numbered. Loading spaces and facilities used in connection with any structures on the site shall be shown. The total square footage and percentage of the lot covered by impervious cover shall also be shown.
11. Parking area safety measures including raised crosswalks/speed tables, signage, walkway lighting, striping and similar markings such as dedicated pedestrian/bicycle crossings and lanes through parking areas, fire lanes,

compact and/or **electric vehicle parking/charging**, parking wayfinding, ADA signage and access aisles.

20. A plan for the development showing provisions for automobile, **transit**, bicyclist, and pedestrian access and circulation. Such plan shall show both existing and proposed means of access to the site including connections with, public streets, sidewalks, **transit** stops, and formal paths/trails. Plans shall include any **traffic calming** and traffic control devices necessary in conjunction with the site development, as well as the location of all existing **transit** routes and **transit** stops located or passing within 1/4 mile (1,320 feet) of the property.
21. Construction detail drawings including, but not limited to, pavements, walks, steps, curbing, drainage structures, water and/or sewer utilities, ground-mounted signage (e.g., fire lanes, ADA parking, commercial), surface treatments, **transit** shelters, energy generation units (e.g., solar), bike rack style, **electric vehicle charging**, outdoor lighting, outdoor furniture, retaining walls, tree boxes and other site systems or structures. Accompanying specifications and cutsheets may be required. Where applicable, roadway, drainage, water and sewer utility profile drawings shall be provided at a scale of 1"=40 feet (horizontal) and 1"=4 feet (vertical) and typical cross-section drawings shall be provided at a scale of 1"=5 feet (horizontal and vertical), unless prior approval to use an alternate scale is granted by the Reviewing Engineer. (NOTE: Ordinarily, only two (2) sets of such construction drawings shall be provided to the Planning and Development Department with the application submission.)

### 6.5.D Access and Traffic

2. The traffic patterns on, at, and around the site shall be coordinated so as to compose a safe and efficient system for vehicles, pedestrians, and bicyclists, in support of ***complete streets***, including alignment with the City of Lebanon's Complete Streets Policy (2017). There shall be proper arrangement of roadways, loading areas, and parking areas within and around the site, in relation to existing and planned streets, so the proposed development of the site shall not endanger the safety or welfare of vehicles,

pedestrians, or bicyclists. There shall be adequate traffic access to and from City streets to ensure the safety of vehicles, pedestrians, and bicyclists.

The development, except for those in rural lands and heavy industrial zoning districts, shall install sidewalks along the street frontage(s) in order to support a walkable community that has continuous connections between existing and planned sidewalks.

- a. When a location's posted vehicular traffic speeds are 25 mph or greater, there must be a 5-foot wide pedestrian facility on at least one side of the street. When the posted limit is 35mph or greater, the sidewalk must be separated from the road by at least an additional 2-foot wide landscaped median.
- b. Sidewalks must be at least 5 feet wide (not including curb) and free of barriers and obstructions including signage, utilities, lighting and landscaping. Wider sidewalks should be considered for primary routes in new construction.
- c. On-site pedestrian areas may be merged with public sidewalks along the principal frontage, for a wider route overall, in order to create a broad walking surface in high traffic locations. Pavement and concrete are preferred; alternative sidewalk surfacing materials such as pavers may be considered, such as for additional width beyond 5 feet. If the project is along a major connecting route and a sidewalk is not currently feasible, provide at minimum a level 5-foot shoulder right-of-way for potential future improvements.

9. **Transit.** If a property borders an existing, recommended, or proposed *transit* stop or dedicated *transit* route, supporting on- and off-site street design elements (see below) must be detailed in the application. Implement recommendations for Lebanon in current plans, policies, or programs adopted by the City of Lebanon, including but not limited to the Master Plan and 2010 Bus Stop Design Study. The applicant must demonstrate coordination with the *transit* authority and City officials to verify service, identify key elements, and address such in the proposed design. Elements for appropriate design may include: pavement markings, crosswalks between stops, adjacent sidewalks and site access for pedestrians/bus riders, snow removal accessibility and responsibility for stops, curb height, spacing of *transit* stops, dimensions of *transit* stop space (e.g., for bus shelter pad), bulb-out or pull-out, sidewalk tip-down, distance from intersections and drive accesses, shelters, street furniture, signage, and lighting. Safe access must be provided to and from the main development entrance(s) to the *transit* stop. Pedestrian access to the *transit* stop must limit crossing points and distance over parking facilities, driveways, and vehicular rights of way. Specifications must adhere to City construction and lighting policies for elements in the public way.

## 6.5.I: Bicycle Parking

### BICYCLE STORAGE AND PARKING

The intent of this section is to enhance bicycle usage, support transportation efficiency by reducing reliance on vehicles for short-distance travel, and implement City goals, including the Complete Streets Policy. The requirements of this section apply to new developments as well as to changes to or expansions of use at existing developments that require a new or amended site plan approval.

1. When a calculation yields a fractional number of required spaces, the number of spaces shall be rounded up to the nearest whole number.
2. **Residential Development.** Multi-family dwellings with more than five (5) units must provide:
  - a. **Short-term bicycle parking** for at least 15 percent of units (e.g., 50 units = 8 spaces)
  - b. **Long-term bicycle parking** for at least 30 percent of all building units.
3. **Non-Residential Development.** Other uses, including municipally owned buildings, must provide, except where otherwise noted:
  - a. Secure **short-term bicycle parking** or **long-term bicycle parking** for at least ten (10) percent of the number of automobile parking stalls approved by the Planning Board. Alternatively, provide spaces for at least 5 percent of building occupants (measured at average daily peak), whichever is greater, but in no case may the total be less than two (2) rack spaces.
  - b. At least 25 percent of the spaces as **long-term bicycle parking** when the total number of **bicycle parking** spaces required exceeds 20 spaces.
  - c. Shower facilities. Provision of at least one (1) shower, available to all genders, is encouraged. Larger projects, with either 50 vehicle parking spaces required or at least 50 employees must provide at least one (1) shower. Provision of changing and locker space with shower facilities is encouraged.

- d. ***Bicycle parking*** wayfinding signage.
- 4. Facilities must adhere to the Bike Storage Design Guide (see Appendix A).
- 5. ***Bicycle parking*** should be located with convenient access to a principal building's main entrance and/or to a ***recreational facility*** and its associated transportation network, such as a public street or path.
- 6. Locate parking/storage in a well-lit, highly visible area.
- 7. Shared ***bicycle parking*** facilities are encouraged.
- 8. ***Bicycle parking*** may be required by the Planning Board for commercial uses whenever any new use is established, or any existing use is expanded for which more than ten (10) automobile parking spaces are required.
- 9. The Planning Board may adjust any of the amounts in this section upward or downward based on factors such as the site context, including location, layout, the types of users or residents, the amount of vehicle parking provided, and other pertinent factors.

#### ***6.10.10: Lebanon Downtown District:***

*Only applies to developments within the Downtown District*

- 1. **Pedestrian Access.**
  - a. Each building entrance must be designed to prioritize convenience and directness for that respective entrance's anticipated main source(s) of pedestrian traffic, such as ***transit*** stops and parking areas. The primary building entrance, or the entrance that will accommodate most pedestrians entering a building, must be inviting and prominent in appearance, demonstrate visibility from the primary public right-of-way, and support the accessibility function required of all entrances. Pedestrian access includes paths, sidewalks, trails, or other features. Universally-accessible design strategies are appropriate for all pedestrian access features.
  - b. Where pedestrian access is provided through an on-site parking area, the walkway or pedestrian aisle must be clearly demarcated by contrasting paint, material changes or textured surfacing, reflectors, safety signage, landscaping, or attractive barriers. The transition area between pedestrian access and building entrance, particularly for on-site crosswalks, shall be highlighted through curb extensions (bump outs), planters, pedestrian-scale lighting such as decorative bollards, or similar features to enhance accessibility, visibility, safety, wayfinding, and landscaping.

## Definitions

**Complete streets.** The design, construction and operation of travel corridors in a way that aims to: establish continuous and convenient connections; accommodate the mobility needs of all transportation users and modes; promote an integrated network of connected facilities (including stormwater, sewer and other utilities, where possible); and create public spaces to benefit the health, well-being, and economic development of the community at large.

**Parking, bicycle.** A dedicated accessory space, fixture (e.g., a rack), or structure dedicated for the secure storage (whether short-term or long-term) of bicycles.

**Parking, long-term bicycle.** *Bicycle parking*/storage in a weather-protected facility, intended for at least 4 hours of utilization as workday, overnight, or similar long-term bicycle shelter by residents, visitors, and employees.

**Parking, short-term bicycle.** *Bicycle parking* provided by a bicycle rack located in a publicly accessible, highly visible location intended for transient or short-term utilization by visitors to the principal building or use.

**Place-making.** The act of highlighting, designing and arranging buildings, streets, natural resources, and other distinct elements on the site, such as parks, plazas, public amenities, waterfront, and outdoor markets in a manner that augments and reinforces the area's character, connects residents and passersby with the community, promotes pedestrian activity, and fosters positive user interactions.

**Shared streets.** Shared roadway spaces between motor vehicles, pedestrians, and bicycles. The sidewalk and street are typically at the same level. The overall feel of the area signifies to automobile drivers that they are "guests" and should yield to pedestrians and other uses.

**Streetscape.** Improvements in or adjacent to a public way, usually along sidewalks or front yard space, installed to support community livability, create visual interest and foster cohesive community identity when achieved as a coordinated set of design elements, such as textured or patterned surfaces, outdoor lighting, seating, tree plantings, accent flags, and planters.

**Traffic calming.** General term for a variety of physical design measures intended to modify driver behavior, slow vehicles, aesthetically enhance vehicular corridors, and reduce the noise of motorized vehicle traffic. Relates to adopted City Traffic Calming Policy.

**Transit.** Any vehicle that is used primarily for the transportation of the general public and has a seating capacity of 10 or more passengers.