AGENDA
HERITAGE COMMISSION
JULY 10, 2019

AGENDA ITEM #4A
PUBLIC HEARINGS

CITY OF LEBANON
HERITAGE COMMISSION – HISTORIC DISTRICT REVIEW
Staff Memorandum – for July 10, 2019

HC2019-03
APPLICATION INFORMATION

Property Owner(s):
City of Lebanon

Applicant(s):
City of Lebanon
ReVision Solar Impact Partners, LLC

Application Type:
Historic District Review

Map(s) / Lot(s) #:
91-246

Property Location(s):
51 North Park Street, Lebanon

Property Size (Ac./Sqft.):
+/-0.523 Ac./ 22,800 SF (91-246)

Zoning District(s):
Central Business District (CBD)

Overlay District(s):
Wetlands Conservation: ........ N/A
Flood Plain: ........................ N/A
Steep Slopes: ........................ N/A
Airport Protection: .................. N/A
Historic District: .................... Yes
Landfill Reclamation: .............. N/A
DES Shoreland Protection: ....... N/A

DRAWINGS AND OTHER SUBMISSIONS

► Project Scope of Work summarizing proposed improvements, including installation of photovoltaic (solar energy) panels on the building roof.
► Property Photographs
► Draft Layout Plan

COMPLETENESS REVIEW

This application has been reviewed in accordance with Section 408 of the Lebanon Zoning Ordinance. The Planning Office recommends that the Heritage Commission accept the application as complete enough to accept jurisdiction and commence review.

APPLICATION OVERVIEW

The property located at 51 North Park Street is occupied by Lebanon’s City Hall and the Lebanon Opera House. The owner, the City of Lebanon, is applying for decision by the Heritage Commission to grant a Certificate of Approval for installation of 115 solar photovoltaic (PV) 315Watt panels on a mounting system to be located on the entirety of the building’s flat roof portions. According to the applicant, the panels will not be visible from the ground surface as they will be “inside and below the upper edge of the parapet wall”. In addition, the panels will be served by a conduit running from the roof to a SolarEdge SE43.2k inverter unit that will be mounted indoors, in the northwest corner of the basement, adjacent to the existing electrical system.

The property has an existing approximately 49,018-square foot (gross), 5-level building with an active basement level as well. The original building was constructed in 1923-24 in the New Federal Style and remains essentially intact.

The building is a contributing structure in the Colburn Historic District, which was listed on the National Register of Historic Places in 1986. Since the building is situated within the Historic District, Heritage Commission review of the application is required pursuant to Section 408 of the Zoning Ordinance.

STAFF COMMENTS

The subject building has been proposed to undergo a series of renovations. The timeline for the project phases is not identified in the application for historic district review, or necessarily known at this time. In
general, it is understood that roof improvements concurrent with the PV panels, such new insulation, smokestack removal, and HVAC equipment replacements are also planned, and that a structural assessment for roof load capacity has been completed to satisfaction. The structure can accommodate the addition of PV panels without affecting roof integrity and based on the application's project summary, the panels will not affect the building's roof form, in terms of the roofline perspective from the street level. The inverter conduit is also sited appropriately at the rear of the structure. Staff considers the proposed project to be in conformance with historic district criteria.

For informational purposes and to further support the Commission's evaluation, it is recommended, though not required, for the applicant to identify the product specification/cutsheet and panel dimensions, or photographs of the product installed in a similar circumstance, and to bring these for display at the Commission's July 10th review. In addition, it is recommended that the applicant note whether the inverter conduit will be painted or similarly concealed if it will be visible on the exterior.

**ZONING ORDINANCE**

According to Section 408.4, no building permit (when applicable) shall be issued prior to the receipt of a Certificate of Approval when activities requiring a Certificate are proposed. The Heritage Commission's review procedures for processing applications for Certificates of Approval are outlined in Section 408.7 of the Zoning Ordinance (see attached regulations included on the reverse page of the subject application's Public Hearing Notification List).

Following a determination of completeness for a new project proposal, the Commission shall review the application using the criteria set forth in Section 408.6, while keeping in mind the purposes for which the Historic District regulations have been established as set forth in Section 408.2.

Elements in the subject proposal that require Heritage Commission review and approval per Sections 408.4, 408.5, and 408.6 include, in summary:

1. alterations to existing buildings that affect the exterior of a building and require a building permit
2. alterations to existing buildings, whether or not a building permit is required, that change roofing [plane], replace windows, or change exterior stairs and overhangs
3. the building's contribution to the Historic District and resulting need to protect associated significant buildings by reviewing whether the alterations are sensitive to measures pursuant to the "Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings" ("NPS Standards").

The owner and applicant will apply for a building permit following Commission review. The Commission shall evaluate the design of the proposed alterations as relates to the context of the site's history, compatibility with surrounding buildings in, and standards for, the Historic District.

The Planning Office recommends approval of the subject application as proposed.
CITY OF LEBANON
APPLICATION FOR

SPECIAL EXCEPTION ☐ ☐ SITE PLAN REVIEW
VARIANCE ☐ ☐ SUBDIVISION
MOTION FOR REHEARING ☐ ☐ LOT LINE ADJUSTMENT
APPEAL OF AN ADMIN. DECISION ☐ ☐ OTHER (Heritage)

PROPERTY OWNER (APPLICANT):

NAME: City of Lebanon
TEL#: 603-442-6140

MAILING ADDRESS: 51 North Park Street, Lebanon NH 03766
E-MAIL ADDRESS: Tad.Montgomery@LebanonNH.gov

CO-APPLICANT, AGENT, OR LESSEE:

NAME: ReVision Solar Impact Partners, LLC
TEL#: 603-632-1263

MAILING ADDRESS: 78 Main Street, Enfield NH 03748
E-MAIL ADDRESS: anita@revisionenergy.com

PROJECT LOCATION:

TAX MAP #: 91
LOT #: 246
PLOT #: ZONE: CBD

STREET ADDRESS OF PROJECT: 51 N Park Street, Lebanon NH 03766

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

SCOPE OF PROJECT:
Solar PV system consisting of 115 REC 315Watt panels and a SolarEdge SE43.2k inverter mounted in the northwest corner of basement just outside the electrical room. The solar panels will not be visible as they will be inside and below the upper edge of the parapet wall on the roof of city hall

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: city hall / opera house

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: [Signature]
DATE: 6/24/2019

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: [Signature]
DATE: 6/24/2019

DATE RECEIVED FILE # (MAP/LOT) APPLICATION # FEE - $ AMOUNT DATE PAID VOUCHER #
6/24/19 91-246 HC2019- NA NA

(Owner Signed) 03 (Last Revised 10/09/09)
City Hall - 51 N Park St

The historical appearance of City Hall / Lebanon Opera House will not change with the installation of solar panels. The panels will be mounted on the interior below the upper edge of the parapet wall.

Solar Panels: (115) REC 320 Watt panels
Conduit run: single conduit on west side of building from roof to storage room outside of electrical room