

**AGENDA
PLANNING BOARD
MARCH 23, 2020**

**AGENDA ITEM #5A
APPROVAL OF MINUTES**

FEBRUARY 24, 2020

DRAFT

**LEBANON PLANNING BOARD
MONDAY, FEBRUARY 24, 2020
20 WEST PARK STREET, LEBANON, NH
3RD FLOOR - ROOM 386 - 6:30 PM**

MEMBERS PRESENT: Bruce Garland (Chair), Jim Winny (Alt. Council Representative), Matthew Cole, Kathie Romano, Gregory Schwarz, Sarah Welsch, and Tom Martz (Alt.)

MEMBERS ABSENT: Matthew Hall (Vice-Chair), Karen Zook (Council Representative), Joan Monroe, and Laurel Stavis

STAFF PRESENT: David Brooks (Planning Director), Tim Corwin (Senior Planner), and Carl Gross, Lebanon Airport Manager

- 1 **1. CALL TO ORDER:** Chair Garland called the meeting to order at 6:30 PM.
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3 Chair Garland appointed Tom Martz for one of the absent members.
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5 **2. NOTICE OF REGIONAL IMPACT:**
6
7 Mr. Corwin stated that it was up to the Board if there is potential for regional impact regarding the 5 Airpark
8 Road application. The consensus of the Board was that there is not.
9
10 *A Motion by Sarah Welsch that the CITY OF LEBANON, 5 AIRPARK ROAD (TAX MAP 131, Lot 1),*
11 *zoned IND-L application does not have potential for regional impact.*
12 *Seconded by Kathie Romano.*
13 *The vote on the motion was 7-0.*
14
15 **3. PUBLIC HEARING:**
16
17 **A. CITY OF LEBANON, 5 AIRPARK ROAD (TAX MAP 131, Lot 1), zoned IND-L:** Request
18 for Site Plan Review to construct a 2,880 sq. ft. (32' x 90') snow removal equipment storage
19 building. #PB2020-02-SPR (**NOTE: This application will be reviewed as a Governmental**
20 **Land Use pursuant to RSA 674:54)**
21
22 Mr. Brooks introduced Airport Manager Carl Gross, who began his duties in January. Mr. Gross
23 described the location and details of the project for the Board. The proposal is for a winter equipment
24 storage building on the airport property, and the following items were confirmed for the Board:
25
26
 - No aircraft will be stored in the building.
 - The sweeper does not fit in the current building, and an additional sweeper is expected to be
27 purchased under a grant. Both will need storage.
 - The new, wider building will go up within the existing apron of the property with enough room to
28 turn the equipment.
 - The current building will be used for sand storage and smaller equipment.
 - The building construction cost is funded by two grants and is in the CIP plan for this year with
29 construction planned to begin in the middle of April.
30
31
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35 **4. STUDY ITEMS: None**

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3 **5. COMMITTEE REPORTS:**
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5 **A. Planning Board Subcommittees:**

- 6 • Planning Board Capital Improvement Program (Vacant/S. Welsch/ B. Garland/M. Cole)
7 One vacancy for this summer
8 • Planning Board Development Regulations Update (M. Hall/K, Romano/T. Martz/ J. Monroe)
9 Chair Garland expressed concern regarding two applications in the near future with multiple
10 buildings on a single site. One requires Site Plan Regulations, and the other requires
11 Subdivision and Site Plan Review Regulations. The subcommittee needs to consider what
12 makes sense for the differences among plans and what needs to be covered.

13 **B. City Council Subcommittees:**

- 14 • Class VI Roads Advisory Committee (J. Monroe)
15 • Lebanon Energy Advisory Committee (J. Monroe)

16 **C. City Council Representative (K. Zook/ J. Winny)**

17 **D. Heritage Commission (G. Schwarz)**

18 Mr. Schwarz gave a detailed report on the Commission's first Black History event, which was well
19 attended. There is an exhibit in Rauner Special Collections Library at Dartmouth, "Ties that Bind:
20 Slavery at Dartmouth," which will be up until March 15.

21 **E. Pedestrian & Bicyclist Advisory Committee (K. Zook)**

22 **F. Upper Valley Lake Sunapee Regional Planning Commission (B. Garland/L. Stavis)**

23 **G. UV Sub-Committee of the Connecticut River Joint Commissions (B. Garland)**

24 **H. Upper Valley Transportation Management Association (S. Welsch)**

25 The next meeting is this Thursday. Ms. Welsch did not attend the January meeting but the Association
26 discussed the Route 120 corridor. A presentation will be given at the February meeting.

27 **I. Mascoma River Local Advisory Committee (K. Romano)**

28 They are developing a master plan. They are still looking for two members from Canaan and one
29 from Enfield. Meetings are on a Tuesday once a month.

30 **J. Steering Committee for the Implementation of the Master Plan (B. Garland/G.
31 Schwarz/S.Welsch/J. Monroe)**

32 Mr. Brooks stated that Staff is working with boards and committees to create a report of what has
33 been accomplished to date. They will be looking for items that may become capital projects.

34 **K. Planning & Development Department – Task Status (D. Brooks/ M. Goodwin/T. Corwin/R.
35 Owens)**

36 Mr. Corwin reported that Staff has hired New Hampshire Municipal Association (NHMA) to
37 provide a presentation for the Planning Board's March meeting regarding procedural issues.
38 Board members may submit questions for the NHMA attorneys, so they can provide answers.
39 They will primarily cover issues of how a public meeting should be run and not site plan or
40 subdivision issues.

41
42 **6. APPROVAL OF MINUTES: January 27, 2020**
43

44 Page 6, line 15, strike the sentence. Page 4, line 51, the time should read 2:00-4:00, and one person, not

1 unit, came to settle in Lebanon.

2

3 *A Motion by Tom Martz to approve the January 27, 2020 Minutes as amended.*

4 *Seconded by Kathie Romano.*

5 *The vote on the Motion was 7-0.*

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7 **7. OTHER BUSINESS: None**

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10 **8. ADJOURNMENT:**

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12 *A Motion by Matthew Cole to adjourn the meeting.*

13 *Seconded by Tom Martz.*

14 *The vote on the MOTION was 7-0.*

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16 The meeting was adjourned at 7:01 PM.

17

18 Respectfully submitted,

19

20 Holly Howes

21 Recording Secretary