



APPLICATION REVIEW COMMITTEE

TOWN OF BELMONT, NH

Meeting Minutes
Belmont Mill
Thursday, December 16, 2021 – 8am

Members Present: Town Administrator K. Jeanne Beaudin, Police Lieutenant Stephen Akerstrom, Public Works Director Craig Clairmont, Land Use Technician Richard Ball, and Town Planner Sarah Whearty, PE.

Members Absent: Police Chief Mark Lewandoski, Fire Chief Michael Newhall, Building Official Russell Wheeler

Others Present: Thomas Selling, P.E., Bernie Temple, Charles Morgan

S. Whearty thanked everyone for attending and explained that staff members comprising the Application Review Committee (ARC) are present to assist the applicant in a preliminary discussion regarding their proposal. The discussion is non-binding on the applicant and the Town. The ARC has no regulatory authority. The meeting is intended to allow staff to gain a better understanding of the proposal and to provide applicants with early input on their proposal. Staff members remain available to continue to provide assistance during the application process. The meeting is a public meeting, but not a public hearing and staff is not authorized by local or State law to accept public comments as part of this review. The following is a brief synopsis of the property discussions held.

Matthew & Heather Gault: Review for Site Plan proposal, Light Manufacturing, convert existing 30' x 84.5 single-story garage into a two-story, wood-framed commercial structure for manufacturing and related, assembly, storage, and office space in addition to the existing residential duplex. Property located in the Commercial Zone, 682 Laconia Road, Tax Lot 230-043-000-000. #20-21R

Thomas Selling, P.E. was present for this application.

Lot: Property is located in the Commercial Zone (abutting RS Zone), partly within (garage is also partly w/in) the Aquifer & Groundwater Protection Zone and Floodplain, no Current Land Use with uses including: Duplex with detached 2,520sf garage (6-bay).

Proposed Use: Use is permitted, requires Planning Board approval.

Mr. Selling explained that the owners would like to convert their existing 30'x84.5' single-story garage into a two-story commercial structure to construct floating golf greens. They plan to abide by the Aquifer Protection District rules due to partly being within the Aquifer & Groundwater Protection Zone. They plan to have a total of five (5) employees on site, three (3) laborers and the two (2) owners.

They plan to access the site via a driveway off Seavey Road. The existing gravel drive has existing ditch lines and culverts they plan to maintain. They will upgrade the existing driveway to an eighteen (18) foot wide gravel drive. They will have an 18-wheeler coming to the site daily to pick up orders and make deliveries. Mr. Selling has checked the sight distances and truck turning movements for accessing the property utilizing the 18-foot gravel drive off Seavey Road.

The business uses internet marketing and word of mouth to spread the word about their product which has gained international interest. They will not have retail on site. The owners will assemble and construct the product inside the new commercial structure. Due to the size of the product, there may be times that final assembly is required to take place outside.

The owners are also proposing two (2) contractor yards, one (1) is approximately 44,000sf and the other is 23,000sf. They do not intend to fence in the contractor yards as they feel the yards are interior to the site which provides a buffer. Eight (8) gravel parking spaces are proposed.

A dumpster (4 yds) has already been installed on the site. It will be shown on the plan. It has been installed on a concrete pad. They will fence/screen the dumpster.

The wood shed on timber blocks will be removed.

Due to the minimal land disturbance/lot coverage change there is not extensive stormwater management proposed. He anticipates requesting multiple waivers during the Site Plan review process.

Mr. Selling described some of the items that will be stored onsite including: latex carpet glue (inside), latex paint (inside), 1-gallon containers of acetone (inside), pressure treated wood (outside), aluminum (outside), steel (outside), and fiberglass (outside). The larger contractor yard would be used for storing some of these materials. The smaller contractor yard would be for long-term storage of trailers, templates for construction, etc.

C. Clairmont explained that the proposed 18-foot-wide gravel drive off Seavey will require a new driveway permit and a 5-foot paved apron. During the driveway permit process, the adequacy of existing drainage will be reviewed.

R. Ball asked if the contractor yard would be gravel. Mr. Selling explained that no, it would remain as is but the owners intend to cut the brush.

S. Whearty reviewed a few outstanding violations at the site. Mr. Selling represented that all operations have ceased and the owner has met with Assistant Fire Chief Deb Black to resolve some of the complaints. Mr. Selling stated that the owners have purchased the required exit signage and have removed items identified by Code Enforcement Officer, Mark Ekberg. Mr. Selling noted that he has identified at least one (1) floor drain that is not registered with the State and he has explained to the owners that it needs to be filled with concrete/decommissioned.

The owners have contracted Bryan Bailey to design a septic and well to serve the shop facility. They are proposing one bathroom and office space on the second floor.

Mr. Selling briefly explained the general operations and stated that noise generation should not be a problem because the cutting tools will remain inside and most of the other activity on site consists of stapling, taping, and riveting.

The NHDOT driveway permit for Laconia Road will be updated, however, the owners do not intend to access the site via Laconia Road. It was mentioned that shipping and receiving will take place on the proposed drive off Seavey via an 18-wheeler. C. Clairmont reminded everyone about spring road posting which could pose a problem for the shipping and receiving. The driveway off of Laconia Road may be a viable back-up option in the spring when an 18-wheeler cannot access the site via Seavey Road.

The owners do not plan to have a gate across the driveway off Seavey at this time but they may look into signs to dissuade people from coming on-site.

Mr. Selling mentioned that the duplex has an 8-bedroom septic design. He asked what the maximum number of bedrooms they could have in that structure is. S. Whearty said she would find out and get that information to him.

S. Whearty noted that the next Planning Board application closing date is 4pm, Tuesday, January 4th for the Monday, January 24th meeting.

There being no further question or comment, S. Whearty thanked the applicants for attending and encouraged continued contact with staff to the benefit of the proposal.

Vault Motor Storage: Review for Site Plan proposal, Interior Boat Storage and Interior Warehousing (vehicle, recreational and off-road vehicle, watercraft and trailer) and Review for Conditional Use Permit (exceed 15% impervious surface) to construct a 98,000sf two-story heated storage building with associated drainage, parking and circulation. Property located in the Industrial Zone, 1213 Laconia Road, Tax Lot 241-006-000-000. #21-21R

Bernie Temple and Charles Morgan were present for this discussion.

Lot: Property is located in the Industrial Zone, is in the Aquifer & Groundwater Protection Zone, is not in the Floodplain, is not in Current Land Use with uses including: residence and former gravel pit.

Proposed Use: Use is permitted, requires Planning Board approval.

Mr. Temple gave a brief presentation on their proposal. The existing site has a residence and an old gravel pit. They hope to save the house to rent out. They are proposing a 2-story, 98,000SF heated storage building. The second floor will be used for storage initially but they are including loading areas and additional parking to leave their options open in the future. The proposed building will be served by a private septic and well.

C. Clairmont stated that a new NHDOT driveway permit is required.

R. Ball mentioned that an Alteration of Terrain (AOT) permit will be required but no Earth Excavation permit, from the Town, will be required.

S. Whearty asked if they have plans to stabilize the ledge face during and after excavation. Mr. Temple said the blasting will be done in accordance with all applicable regulations. They will likely do steps to catch falling debris. Mr. Temple mentioned that they could install fencing or boulders at the top of the slope.

Mr. Temple mentioned that at this time no waivers are being requested.

S. Whearty noted that the next application closing date is 4pm, Tuesday, January 4th for the Monday January 24th meeting.

There being no further question or comment, S. Whearty thanked the applicants for attending and encouraged continued contact with staff to the benefit of the proposal.

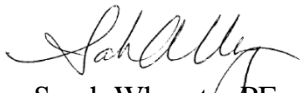
Other Business:

Minutes:

MOTION: On a motion by R. Ball, seconded by J. Beaudin, it was voted unanimously to adopt the minutes of November 18, 2021 as written. (5-0)

Adjournment: The meeting adjourned at 8:49am.

Prepared by,


Sarah Whearty, PE
Town Planner