



APPLICATION REVIEW COMMITTEE TOWN OF BELMONT, NH

Meeting Minutes
Belmont Mill
Thursday, July 21, 2022 – 8am

Members Present: Police Chief Mark Lewandoski, Town Planner Sarah Whearty, Land Use Technician Karen Santoro, DPW Director Craig Clairmont and Fire Chief Michael Newhall.

Members Absent: Building Official Russell Wheeler, Assistant Public Works Director Brian Jackes, Town Administrator Alicia Jipson, Assessing Administrator/Administrative Assistant Colleen Akerman and Assistant Fire Chief Deb Black.

Others Present: Corey Guwca, Pike Industries; Hayden McLaughlin; Peter Howard, Dubois & King; Rob Turpin, Misiaszek Turpin pllc; Nick Sceggell, Dubois & King; Tom Cochran, Laconia Housing Authority; Marty Swinton, Laconia Housing Authority

S. Whearty opened the meeting at 8:03 a.m. She 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.

The members of the ARC introduced themselves to the applicants.

Pike Industries, Inc.: Review of an Earth Excavation Compliance Hearing request for active excavation off 310 Depot Street (Ambrose pit), Tax Lot 231-011-000-000, # 15-22R

Corey Guwca, Environmental Manager (NH) for Pike Industries briefly outlined the project. The application is for an Earth Excavation Compliance Hearing on an existing permit.

Property is located in the Rural Zone within the Aquifer & Groundwater Protection Zone.

Property is part of an active excavation approval for gravel and sand and stockpiling of materials.

The proposal is for a 5-year Compliance Hearing as required by the conditions of approval.

S. Whearty asked about the status of the bond for the reclamation security. C. Gucwa confirmed that the bond automatically renews on an annual basis. S. Whearty reminded the applicant that annual reports are due by September 1st, and to submit progress plans to the town when submitted for the Alteration of Terrain (AoT) permit as they have been doing. It was noted that the permit term is to March 7, 2041.

There being no further questions or comments, S. Whearty thanked the applicant for attending and encouraged continued contact with staff to the benefit of the proposal. S. Whearty noted the application deadline for the PB meeting is 4pm, Tuesday, August 2nd for the Monday, August 22nd meeting.

GHM Properties, LLC.: Review of a Site Plan request for a new steel building for maintenance of vehicles and equipment. The property is in the Commercial and Rural Zones, Tax Lot 224-042-000-000, #16-22R.

Property is located in the Commercial and Rural Zones partially within the Aquifer & Groundwater Protection Zone.

Property is currently developed with Belknap Landscape. The proposal includes construction of a new steel building for maintenance of vehicles and equipment.

Hayden McLaughlin, owner; Peter Howard, Dubois & King; and Rob Turpin, Misiaszek Turpin pllc were present for the application. Hayden McLaughlin outlined the application to the committee. The application is for a new steel building and includes a new, relocated driveway entrance, paved driveway and parking areas. H. McLaughlin noted that they have a State DOT permit for the new driveway, it will greatly improve sight lines. C. Clairmont confirmed that the project would require an updated NHDOT driveway permit.

Chief Lewandoski commented that as they are planning the building and the site, to keep security in mind. The police have been dealing with an increase in thefts of both property and auto parts, he said that they should think about a security system or camera system when they get to that point of the project.

R. Turpin asked about the building size and the need for fire alarms and/or a sprinkler system. Fire Chief Newhall asked about the size of the building (12,800sf) which includes cold storage area. Chief Newhall explained that some walls could be sheet rocked to create firewall so that sprinklers may not be required, however an alarm would still be required. Chief Newhall asked what would be kept in the cold storage area. H. McLaughlin stated generally small equipment, fertilizers, hand tools. He clarified they have a rated hazardous materials area included in the building.

S. Whearty clarified that due to the fact that the property is split zoned (Commercial and Rural) that the dimensional requirements for each zone will apply within each zone (Article 5, pg. 5-7, footnote 5). [After the meeting S. Whearty confirmed that lot coverage would be applied the same way. 75% in commercial zone, 30% in rural zone.]

S. Whearty asked about traffic flow and whether it would be a one-way loop. P. Howard acknowledged the proposed road is wide enough for two-way traffic but would most likely be one-way. S. Whearty asked that there be adequate striping and signage to direct traffic.

Peter Howard discussed the retention pond with S. Whearty. S. Whearty requested 25- and 50-year storm data, not the 2-year storm. She noted the 25-year storm would be a full analysis and the 50-year storm can be a summary.

The new entrance, driveway and parking areas were reviewed. It was noted that they are 24' wide, is it intended that they handle two-way traffic? H. McLaughlin showed the committee the intent is to come in the drive and loop around the buildings one way. S. Whearty commented that striping and a sign may be a good idea.

K. Santoro requested that the lot coverage calculations be added to the plan for the proposed conditions. She also inquired about the well that appears to be in the new paved area. P. Howard informed the committee that it is an old well, and will most likely be abandoned when the proposed new well is drilled.

S. Whearty explained to the applicant that the current use (Contractor's Yard) is a preexisting "grandfathered" use, to expand the use would require Special Exception. There are two ways to approach it, either a Special Exception for expanding the use, or, apply for a Special Exception for a Contractor's Yard in the Commercial and Rural Zones for the parcel in its entirety.

There being no further questions or comments, S. Whearty thanked the applicant for attending and encouraged continued contact with staff to the benefit of the proposal. S. Whearty noted that the application deadline for the ZBA meeting is 4pm, Wednesday, August 3rd for the Wednesday, August 24th meeting. The application deadline for the PB meeting is 4pm, Tuesday, August 2nd for the Monday, August 22nd meeting.

Laconia Housing & Redevelopment Authority: Review of a Site Plan request for walkway and parking improvements, a new shed, and new dumpster locations at 24-72 Randlett Street. The property is in the Residential Multi-Family Zone, Tax Lot 204-013-000-000, #17-22R.

Nick Sceggell, Dubois & King; Tom Cochran, Laconia Housing Authority; and Marty Swinton, Laconia Housing Authority were present for this application.

Property is located in the Residential Multi-Family Zone not within the Aquifer & Groundwater Protection Zone.

Property is currently developed with a residential development affordable housing units and community center.

The proposal includes walkway and parking improvements, a new shed, and new dumpster locations.

N. Sceggell outlined the application to the committee, he commented that the improvements are to improve the accessibility for the residents, to improve the paved surface, add some parking, dumpsters and a storage shed. He said that there would be no change in drainage patterns even with the increase in impervious surface. The plan is to repair and/or improve the existing catch basins to handle the runoff.

S. Whearty commented that it should qualify as a Minor Project which will qualify the project for waivers of the Soil Map and Report; Topographic Plan; Aquifer Plan; and Stormwater Management and Erosion

Control Plan. She did ask that N. Sceggell add a brief summary to the application of what they plan to do regarding drainage which he outlined (repair catch basins; upgrade pipe size; etc).

N. Sceggell outlined that the road is a one-way loop at the top. They may adjust the width of the road to accommodate the parking and reduce the increase in impervious area. Chief Newhall noted that fire equipment would need to be able to pass and to be aware of the width. Chief Newhall commented that the removal of stairs and replacement with ramps will make their jobs easier when responding to calls at the location. He stated that they currently have a Knox box with master key in place and it works well.

T. Cochran said that Aquarion, who provides water to the complex, may be upgrading their piping and possible cost sharing (for the repaving). C. Clairmont commented that they would not need a driveway permit for the repaving as it is a private road off a private road and does not intersect a town road. The portion of Orchard Hill that was recently repaved has a driveway permit as it intersects Plummer Hill Rd.

S. Whearty reminded the applicants that building permits will be required for the shed and the gazebo.

There being no further questions or comments, S. Whearty thanked the applicant for attending and encouraged continued contact with staff to the benefit of the proposal. S. Whearty noted the application deadline for the PB meeting is 4pm, Tuesday, August 2nd for the Monday, August 22nd meeting.

Other Business:

No other business was discussed.

Minutes:

MOTION: On a motion by Chief Lewandoski, seconded by Chief Newhall, it was voted unanimously to adopt the minutes of June 23, 2022 as written. (5-0)

Adjournment: The meeting adjourned at 8:56 am.

Prepared by,

Karen Santoro
Land Use Technician