



APPLICATION REVIEW COMMITTEE

TOWN OF BELMONT, NH

MEETING AGENDA

Thursday, November 17, 2022, 8:00 A.M.
Belmont Mill Tioga Room - 14 Mill Street

Meeting Minutes
Belmont Mill
Thursday, November 17, 2022 – 8am

Members Present: Town Planner Sarah Whearty, Land Use Technician Karen Santoro, DPW Director Craig Clairmont (8:20am) and Assistant Fire Chief Deb Black.

Members Absent: Building Official/Code Enforcement Mark Ekberg, Fire Chief Michael Newhall, Police Chief Mark Lewandoski; Assistant Public Works Director Brian Jackes, Assessing Administrator/Administrative Assistant Colleen Akerman, Town Administrator Alicia Jipson.

Others: Scott & Meredith Krauchunas; Kim Ledoux

S. Whearty opened the meeting at 8:08 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.

1. **Review Meeting:**

- A. **Scott Krauchunas:** Review of a Subdivision review request to subdivide one lot into two. The property is in the Residential Single-Family and Rural Zones, Tax Lot 105-007-000-000, #23-22R.

Applicant Scott Krauchunas briefly explained the application. They own 36 acres on Ladd Hill Road, the lot also has frontage on Union Road. The proposal is to subdivide an approximately five-acre parcel for future sale.

S. Whearty explained to the applicant the subdivision regulations require that any part of a subdivision project within 500 feet of existing sewer must connect to the town sewer. This includes future lots created from the parent lot. C. Clairmont went to the location this morning to measure the distance to the existing sewer. He said that the lot appears to be

within 500' of the sewer on Union Rd. It was also noted that sewer runs along Ladd Hill. The applicant noted that the existing house on the lot is not connected to sewer, it has a septic system.

The applicant asked if the existing house would need to connect to the sewer. S. Whearty explained that the regulations require it, however they could ask the Planning Board for a waiver of the sewer connection requirement. She suggested that the applicant could file a conceptual plan application to discuss this option with the Planning Board at the December meeting. S. Whearty clarified that it would not be a binding decision but they could get an idea of the Board's feeling about a sewer connection waiver for either one or both of the lots.

D. Black noted that she had no concerns at this time. K. Santoro had no other concerns at this time.

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, November 29th for the Monday, December 19th meeting.

2. **Minutes:**

Amend/Approve prior meeting minutes – August 25, 2022 & October 27, 2022

C Clairmont made a motion to approve the minutes of August 25, 2022 and October 27, 2022 as written.

D. Black seconded the motion.

All in favor (4-0)

3. **Other Business:**

None.

Meeting adjourned at 8:42 a.m.

Respectfully submitted,



Karen Santoro
Land Use Technician