



DRAFT
APPLICATION REVIEW COMMITTEE
TOWN OF BELMONT, NH

Meeting Minutes
Belmont Mill
Thursday, June 15, 2023

Members Present: Town Planner Karen Santoro; Assistant Fire Chief Deb Black; Building Official/Code Enforcement Mark Ekberg; DPW Director Craig Clairmont; Land Use Assistant Susan Austin; and Land Use Tech Rod Cameron.

Members Absent: Assistant Public Works Director Brian Jackes; Police Chief Mark Lewandoski; Assessing Administrator/Administrative Assistant Colleen Akerman; Town Administrator Alicia Jipson

Others Present: Michael Testa

K. Santoro opened the meeting at 8:00 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.

Review Meeting:

Dusty Haven, LLC: Review of an application for Site Plan/Subdivision approval to reclassify the property as a 4-unit condominium association, as well as subdivide a section of the lot to create a ½ acre to ¾ acre lot. Property is located at 19 Haven Lane, Tax Lot 224-026-000-000 in the Commercial Zone. ARC case# 10-23R.

Michael Testa was present to discuss his proposal. He stated that his property is on the corner of Fa Right on the corner of Farrarville Road and Haven Lane. He stated that he would like to reclassify the lot as a Multifamily lot, and convert the 4-unit apartment building to a 4-unit condominium association. He stated that he would like to carve out a half-acre house lot to be sold separately.

C. Clairmont asked if he was considering a shared driveway. M. Testa stated that it was up to the Town. C. Clairmont stated that since it was on a state road, he would need a state permit.

K. Santoro stated that the minimum lot size for a house lot is two acres. This proposal would create a non-conforming lot. The other issue is frontage. He would need 200 feet of frontage because there is no water or

sewer. There might not even be enough room for septic and a well. He would need to seek relief from the ZBA. She stated that she will forward him her notes explaining the relief he would need to seek.

D. Black stated that as far as the condos, as long as it stays 4 units, she is okay with that. She asked if there were fire alarms installed. M. Testa stated there were. D. Black stated that he will need a 911 number for the new lot, and she can look into that for him.

There being no further question or comment, K. Santoro thanked the applicant for attending and encouraged continued contact with staff to the benefit of the proposal.

Minutes: Amend/Approve prior meeting minutes of May 18, 2023

MOTION: C. Clairmont moved to accept the minutes of May 18, 2023 as written.
M. Ekberg seconded the motion.
Vote: All in favor, motion carried (5-0)

Meeting adjourned at 8:21a.m.

Respectfully submitted,



Susan Austin,
Land Use Administrative Assistant