



# APPLICATION REVIEW COMMITTEE

## TOWN OF BELMONT, NH

**DRAFT**

ARC Meeting Minutes  
Belmont Mill  
Thursday, April 18, 2024

**Members Present:** Town Planner Karen Santoro; Police Chief Mark Lewandoski; Building Official Glenn Caron Assessing Administrator/Administrative Assistant Colleen Akerman; Town Administrator Alicia Jipson; Land Use Tech Rod Cameron; and Deputy Fire Chief Donald Pickowicz.

**Members Absent:** Public Works Director Craig Clairmont; and Assistant Public Works Director Brian Jackes.

K. Santoro opened the meeting at 8:04 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.

### **REVIEW MEETING:**

**Andy Eastman:** Review of an application for Subdivision approval. Property is located at 114 Ladd Hill Road, Tax Lot 206-008-000-000 in the Rural Zone. ARC Case# 03-24R

Andy Eastman was present to discuss his proposal. He stated that he had 17.9 acres on Ladd Hill Road that he would like to subdivide into 3 acre lots with private septic. He stated that they went before the Planning Board a few years ago with this proposal, but the Board wanted the lots to hook into the Town sewer, and that would not be financially feasible. He noted that the property across the street was approved for one acre lots.

K. Santoro stated that the lot owner across the street, Lakeview Golf Course, went in front of the Zoning Board and was granted a variance, additionally it is an open space subdivision. She stated that he could request a waiver from the sewer requirement, but staff would most likely not support it. She also noted that the lots would need to adhere to the 4.1 ratio, where a lot length shall not exceed 4 times the average width of the lot. Because of the lack of detail in the submitted proposal, K. Santoro recommended that Mr. Eastman resubmit his ARC application with a more detailed explanation of the project. At that meeting, the DPW Director would have the chance to weigh in on the project as well.

**Winnisquam Storage, LLC:** Review of an application for Site Plan approval to expand the existing self-storage facility. Property is located at 307 Daniel Webster Highway, Tax Lot 102-003-000-000. ARC Case# 04-24R.

Brandon Richards, from Fieldstone Land Consultants, was present to discuss this application, along with Matt Smith from Wiley Management. B. Richards stated that the applicant is proposing an expansion of their site plan to add two more storage buildings. There will be lighting installed on the proposed buildings. Updated landscaping will consist of one tree and four shrubs along the property line. Two new stormwater management areas will be installed. There are no other proposed additions.

K. Santoro asked about security. M. Smith stated that there will be cameras installed on the new units, as well as heat detectors in every unit. They are planning to update all of the cameras on site as well.

G. Caron stated that he had no comments at this point.

R. Cameron asked if they planned on installing solar on these units. M. Smith stated that it was possible, as of now they were waiting for Eversource to install a meter for the existing solar.

A. Jipson stated that she had no concerns or comments.

There being no further questions or comments, K. Santoro thanked the applicants for attending and encouraged continued contact with staff to the benefit of the proposal.

**MINUTES:** Amend/Approve prior meeting minutes of February 15, 2024 and December 21, 2023.

**MOTION:** R. Cameron moved to approve the minutes of February 15, 2024 as written.  
M. Lewandowski seconded the motion.  
Vote: All in favor, motion carried (7-0)

**MOTION:** A. Jipson moved to approve the minutes of December 21, 2023 as written.  
M. Lewandowski seconded the motion.  
Vote: All in favor, motion carried (7-0)

### **Adjournment**

**MOTION:** M. Lewandowski moved to adjourn the meeting.  
R. Cameron seconded the motion.  
Vote: All in favor, motion carried (7-0)

*Meeting adjourned at 8:21 a.m.*

Respectfully submitted,



Susan M. Austin  
Land Use Assistant