MEETING MINUTES
of the
APPLICATION REVIEW COMMITTEE
TOWN OF BELMONT, NH
THURSDAY,, AUGUST 20, 2020 – 8:00 AM
CORNER MEETING HOUSE

Members Present: Jeanne Beaudin (Town Administrator), Alicia Jipson (Assistant Town Administrator), Steven Paquin (Building Inspector/Health Officer), Craig Clairmont (Public Works Director), Richard Mann (Police Captain), Richard Ball (Land Use Technician), Deborah Black (Assistant Fire Chief)

Members Absent: Dari Sassan (Planner)

Others Present: James Clifford, Phil Brouillard

Introductions
Mr. Ball opened the meeting at approximately 7:55 AM. He thanked everyone for attending and explained that staff members comprising the Application Review Committee (ARC) are present to assist the applicants in a preliminary discussion regarding their proposals. He said that the discussion is non-binding on the applicants and the Town, and that the ARC has no regulatory authority. Mr. Ball said 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. He said that staff members remain available to continue to provide assistance during the application process and that 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. Staff Members introduced themselves.

Case 11-20R – NGP Management, LLC
NGP Management (NGP) intends to move the Dunkin’ at the Belknap Mall to 223 Daniel Webster Highway, Tax Lot 101-28 – the former Pasta Patio. Staff will bring this case to the August 24 Planning Board Meeting to ask the Board whether a new site plan is required. Staff does not believe that it is as the previous approval was for a restaurant with a drive-through window and was designed as such. NGP wanted to come to the ARC so that if the P/B requires a site plan they won’t lose a month.

James Clifford of NGP was not sure what he could add. The intention is to operate fully under the current conditions and if changes need to be made, they will come before the Planning Board as necessary. Chief Lewandoski asked about cameras and alarms. Mr. Clifford said that they will have them in place and will work with the Police Dept. when installing them.

Case 10-20R – Mountain Lake Village, LLC
Mountain Lake Village (MLV) wants to extend the approval of their 18-lot subdivision off Mile Hill Road another year until August 2021. To complete the project, a subdivision in Laconia needs to be approved as the Belmont lots are accessed through Laconia. This is an open Space Subdivision – the open space lots already have been transferred to the Town. Mr. Brouillard was present to discuss the application.

Mr. Brouillard has been to the Laconia Conservation Commission and Technical Review Committee with his proposal for a 33-lot subdivision. MLV is waiting for soils to be mapped to inform an Alteration of Terrain permit application. Covenants are being written. They hope to be at the October Laconia Planning Board meeting. Start time for the project may be as early as fall or winter of this year. There is currently in place a Memorandum of Understanding regarding sewer and water from Laconia for the Belmont lots. An Intermunicipal Agreement is still to be worked out with Laconia regarding winter maintenance.

Mr. Brouillard understands that all of the conditions that have been in place since approval are to remain in place.

Minutes
Amend/Approve prior meeting minutes – June 25, 2020

MOTION: On a motion by Chief Lewandoski, seconded by Ms. Beaudin, it was voted unanimously to adopt the minutes of June 25, 2020 as written. (8-0)

Adjournment
The meeting adjourned at approximately 7:25 AM.

Prepared by,

Richard Ball
Land Use Technician