



MEETING MINUTES

of the

APPLICATION REVIEW COMMITTEE

TOWN OF BELMONT, NH

THURSDAY, APRIL 22, 2021 – 8:00 AM
Belmont Mill 4th Floor Tioga Room - 14 Mill Street

Members Present: Alicia Jipson (Assistant Town Administrator), Deb Black (Assistant Fire Chief), Craig Clairmont (Public Works Director), Richard Ball (Land Use Technician), and Dari Sassan (Town Planner)

Others Present: Daniel Mullen

Introductions

Mr. Sassan opened the meeting at approximately 8:00 AM. He 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. Sassan 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. Mr. Sassan said that the submission deadline for the May 24, 2021 Planning Board meeting is 4:00 PM May 3, 2021. Attendees introduced themselves.

Case 09-21R – Andrew & Tina Thurber– 222-074-000-000

Mr. Sassan said that the applicant is proposing to subdivide one 3-acre parcel from the existing 16-acre lot. He said that the lot is in the Rural District and that it is within the Aquifer and Groundwater Protection Zone, but not within the Floodplain. He said that at least a portion of the property is presently in current use.

Mr. Mullen said that the applicant intends to seek a waiver from mapping soils, topography and wetlands on the parent parcel, with the intend of doing so only for the proposed 3-acre parcel. He identified that a driveway with adequate sight distance is shown on the plan.

Ms. Jipson indicated that a new current use map may be necessary, and she asked if the subdivided lot will remain in common ownership with the parent lot. Mr. Mullen said that he expects the lot will eventually be transferred. He said that the remaining larger lot will measure 13 acres and that over 11 acres will remain in current use. Mr. Mullen said that the plan includes information about current use.

Ms. Black and Mr. Ball said that they do not have any questions at this time. Mr. Clairmont said that Hurricane Road is a new road and that appropriate care should be taken to protect the road during and after construction of driveway and development of the lot.

Mr. Sassan said that the Land Use Office would likely recommend approval of a waiver from requiring topographic and wetland delineation of the entire parent parcel. He noted that the plan identifies the wetlands scientist in the notes, but that the plan submitted for subdivision approval will also require the wetland scientist's stamp.

Mr. Sassan said that the full listing of subdivision requirements is set forth in Section 5 of the Subdivision Regulations and that any waivers should be submitted using the Town's waiver request form. He explained that the applicant has now fulfilled the ARC requirement, he encouraged the applicant to contact the Land Use Office for questions or assistance as he compiles his Planning Board submission.

Minutes

MOTION: On a motion by Mr. Ball, seconded by Mr. Clairmont, it was voted unanimously to adopt the minutes of March 25, 2021 as written.

Adjournment

The meeting adjourned at approximately 8:11 AM.

Prepared by,

Dari Sassan
Town Planner