



APPLICATION REVIEW COMMITTEE TOWN OF BELMONT, NH

Meeting Minutes
Belmont Mill
Thursday, March 16, 2023

Members Present: Interim Town Planner Karen Santoro; DPW Director Craig Clairmont; Chief Mark Lewandowski, Police Department; Assistant Fire Chief Deb Black; Assistant Public Works Director Brian Jackes; Building Official/Code Enforcement Mark Ekberg, Colleen Akerman, Assessing Administrator, and Land Use Assistant Susan Austin.

Members Absent: Fire Chief Michael Newhall and Town Administrator Alicia Jipson.

K. Santoro opened the meeting at 8:05 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:

JB Thompson Realty Ventures: Review of application for a 7-lot subdivision located on Laconia Road. Property is in the Industrial Zone. Tax Lot 241-013-000-000, #02-23R.

Jesse Thompson was present to speak for his proposal. He stated that he purchased this lot with 79 acres off of Higgins Drive with the intention of subdividing this parcel into 7 large lots to create an industrial Park. His proposal is to put a 1,000' road at the first access point, which is a 7.5 incline. He asked what the concern would be with that level of pitch? C. Clairmont stated that that was something they would look at once he had a plan.

C. Clairmont stated that Mr. Thompson should though review the Water Regulations and Sewer Ordinance to determine what he should do with the water and sewer. He should plan around the regulations in order to save a lot of time. At this point, any new construction is delayed due to material delays. Most materials are 8 months out. C. Clairmont outlined the Town's road construction requirements. He noted that he would like to see the culverts shown on the plan. He would also suggest that he make room for snow storage.

D. Black stated that they require hydrants every 300 feet. C. Clairmont stated that they should install one at least at the top and bottom of the road.

C. Akerman provided a copy of the current use on the property. She stated that if the applicant subdivides lots and keeps the lots as the same owner and contiguous, he can keep the current use in place. Once a road comes in it's considered development. The assessing company will determine the value. Mr. Thompson asked if he would have to pay taxes before it becomes a town road? C. Akerman informed he that she would look into that for him.

K. Santoro stated that all utilities are required to be underground and they require a mailbox bank at the beginning of the road.

C. Akerman left at 8:23 AM

REM Central LLC: Review of application for a Minor Site Plan to modify the existing site plan to allow occupation by Dunkin located at 223 Daniel Webster Highway. Property is located in the Commercial District. Tax Lot 101-028-000-000, #03-23R.

Jason Hill from TFMoran was present for the applicant. He stated that his client, REM Central LLC, is proposing to open a Dunkin location with a drive thru, with attached tenant retail space. The utilities will be use of existing public sewer and private water, with a private well. They plan to construct a new bypass lane for the drive thru, install a walk-in cooler at the south side of the building, create a two-plane exit drive for left and right turn movements, gated access to the abutting lot for fire circulation, and relocation of the encroaching parking spaces to the parent lot.

K. Santoro stated that the bypass lanes come close to the existing riprap swale, she suggests a memo stating that it won't affect the drainage. Lot coverage would need to be calculated as well.

Concern for the traffic patterns in that location, particularly about left hand turns was expressed by the members of the committee. Mr. Hill stated that DOT does not require a traffic study. He stated that his plan was to compare trip generation and distribute the traffic based on that. It was noted that customers might bypass the location because of the difficulty in turning left out of that location.

D. Black stated that the applicant would need to set up a separate 911 address for the second space, he would need to submit a change of address request.

Lakeview at Belmont: Review of application for a Subdivision and Site Plan to build a Golf Course, clubhouse, three single family residential lots and nine condominium units. Property is located at 89 Ladd Hill Road in the Rural District. Tax Lots 201-066-000-000 and 201-067-000-000. #04-23R

Craig Francisco, LLS Bedford Design Consultants was present for the applicant. Mr. Francisco stated that they have been in front of ARC, ZBA and the Planning Board already. He stated that they have been granted variances for lot size and lot access.

Originally, they had proposed 10 condominiums, but now they are looking at 9, and 3 single family residential lots on a private road. There will be a small parking area to service the club house. The mailbox bank would be located in that parking lot.

C. Clairmont stated that he measured the sight distance and found it to be partially obstructed by a telephone pole. He stated that they absolutely need unobstructed sight distance. Mr. Francisco stated that they calculated it differently, but they can will recheck and if they need to, they could reposition the driveway.

Field Lane at Belmont NH LLC: Review of application for a Site Plan to build a self-storage facility with three buildings. Property is located on Field Lane in the Industrial Zone, Tax Lot 245-007-000-000. #05-23R

Craig Francisco was present for this application. He stated that this lot was created from a Subdivision in 1994. The swale design in the back of the building, keeps the water from getting to the steep slope. The proposal is to add three storage unit buildings. One of the buildings will be climate controlled. They are proposing a fire wall every 25 feet in the climate-controlled building. They have not yet fully designed the drainage. Chief Lewandowski asked if these units were to be similar to what the applicant already had on the other side of town. Mr. Francisco stated that are these similar to what is at the other location except for the climate control. Chief Lewandowski asked how much will be covered by video and audio surveillance because storage units are getting hit by homeless people all over the state. They are either sleeping in them or using them for drug storage. Chief Lewandoski recommended they install state of the art surveillance. D. Black stated that they would also need a monitored fire alarm system as well.

K. Santoro stated that on the west side of the lot it is the Rural zone, which requires a 50-foot setback, not a 15-foot setback. They will also need dumpster or ask for a waiver. Since this is in the Aquifer protection zone, he needs to include a copy of the rental agreement that shows language prohibiting storage of fluids in the storage units.

Minutes:

Amend/Approve prior meeting minutes of January 19, 2023

MOTION: M. Lewandowski made a motion to approve the minutes of January 19, 2023, as written.
C. Clairmont seconded the motion.
VOTE: All in favor, Motion carried (6-0)

Meeting adjourned at 9:42 a.m.

Respectfully submitted,

Susan Austin,
Land Use Administrative Assistant