



MEETING MINUTES

of the

APPLICATION REVIEW COMMITTEE

TOWN OF BELMONT, NH

THURSDAY, JULY 22, 2021 – 8:00 AM
BELMONT MILL • FOURTH FLOOR • TIOGA ROOM • 14 MILL STREET

Members Present: Jeanne Beaudin (Town Administrator), Alicia Jipson (Assistant Town Administrator), Mike Newhall (Fire Chief) Deb Black (Assistant Fire Chief), Craig Clairmont (Public Works Director), Richard Ball (Land Use Technician), Russell Wheeler (Building Inspector), Stephen Akerstrom (Police Lieutenant) and Dari Sassan (Town Planner)

Others Present: Jeff Cloutier, Richard Fraser, Michael Campione and Ed Crawford

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 August 23, 2021 Planning Board meeting is 4:00 PM August 2, 2021. ARC Members introduced themselves.

Case 13-21R – Pike Industries Inc. – 236-011-000-000

Mr. Sassan said that the applicant is due for a 5-year compliance hearing for the earth excavation operation at 246 Depot Street. He said that the lot is in the Industrial District, that it is within the Aquifer Protection District, and that none of the parcel is within current use.

Mr. Fraser said that the operation has been in existence since May of 1981. He said that between 11 and 14 acres are currently opened for excavation. He said that a reclamation bond has always been maintained for the site, adding that the current bond is in the amount of \$56,000. Mr. Fraser said that the Planning Board most recently issued an approval in 2011, which expires in 2031. He said that a small excavation area was started this year and that more material has been stockpiled, but otherwise not much has changed since the last compliance hearing 5 years ago.

Department representatives did not have questions or concerns. It was noted that the application for a compliance hearing at the August 23, 2021 Planning Board meeting has already been submitted and that the applicant would appear at that meeting.

Case 14-21R – Tap Public House – 122-057-000-000

Mr. Sassan said that the applicant is proposing to continue to offer seasonal outdoor seating into the future. He said that the lot is in the Commercial District, and that it is in the Aquifer Protection District. Mr. Sassan said that the Planning Board had agreed to allow for expedited approval of outdoor seating to assist restaurants bring in business during the COVID emergency, but that such allowances were provided in

conjunction with existing Emergency Orders from the Governor. Mr. Sassan said that all such emergency orders have now lapsed, meaning that anyone wishing to add outdoor seating, will have to comply with the existing site plan review process associated with any expansion of an existing business.

Mr. Campione described his proposal, indicating that the outdoor seating he provided during the COVID emergency worked well and that he would like to continue offering it to his customers.

Ms. Beaudin said that the condition of the parking lot at the site is not directly related to the matter at hand, but that she felt it important to convey that the Board of Selectmen is concerned and has asked the Planning Board to address the situation. Mr. Campione agreed that the parking lot needs to be fixed. Mr. Wheeler said that he is concerned with the aesthetics and safety of the palates which define the outdoor seating area. It was agreed that jersey barriers would be an appropriate alternative, so as to protect patrons and employees from nearby highway traffic.

Mr. Wheeler asked if there would be a condition establishing dates during which the outdoor seating could be offered. Mr. Sassan said that during site plan review the Planning Board could potentially impose a condition establishing dates during which outdoor seating may be offered. Mr. Wheeler asked about the availability of an accessible parking space. Mr. Campione said that the accessible space was previously obstructed by outdoor seating, but that it has since been opened up. Mr. Akerstrom said that tire burnouts had previously been a problem, and he asked that Mr. Campione continue to speak with patrons about not encouraging others to burn out. Mr. Akerstrom said that he appreciates the efforts that have taken place to discourage burnouts and he asked that such efforts continue.

Mr. Ball said that the Planning Board has expressed that jersey barriers should be in place. He said that a previous proposal to add a deck was placed on hold once it was identified that the site does not comply with the parking provision requirements in site plan review. He indicated that adding outdoor seating would pose the same problem. Mr. Sassan expressed agreement with Mr. Ball, and said that it seems reasonable that the Board also withhold approval for this expansion until additional parking is provided. Mr. Campione said that in the time he has offered outdoor seating, existing parking has been adequate.

Mr. Sassan said that the outdoor seating area qualifies as a structure, as defined in the Zoning Ordinance, and that it will therefore require a Variance for relief from the front setback requirements. He advised Mr. Campione to submit application to the Zoning Board for such relief. He said that the deadline for the deadline for the August 25, 2021 Zoning Board of Adjustment meeting is 4:00 PM August 4, 2021.

Case 15-21R – Winnisquam Marine – 222-014-000-000

Mr. Sassan said that the applicant is proposing expand boat storage onto an abutting parcel on Laconia Road. He said that the lot is in the Commercial District with a small sliver in the Rural District and that it is not in the Aquifer Protection District. Mr. Sassan said that interior boat storage is permitted in the Commercial Zone and that exterior boat storage requires a special exception. He said that site plan will be required. Mr. Crawford confirmed that all boat storage will be interior.

Mr. Crawford explained that he has acquired a parcel which abuts his current facility at 566 Laconia Road. He said that both lots are accessed with a single access road and that he seeks to develop the other lot in a manner similar to the abutting lot. Mr. Crawford said that although his conceptual plan shows three storage buildings, he would like to start by seeking approval to construct a single storage building parallel to the road. He said it would be accessed from the side facing away from the road, such that stored boats would not be visible from the road.

Mr. Wheeler asked about the approximate square footage of the building. Mr. Crawford said that the entire building footprint would measure 35' x 300' (10,500 sq. ft.), but that excluding overhang it would be approximately 8,100 square feet. He said that the building would be similar to the existing building on the abutting parcel, but that it would only accept boats on one side and it would be half as wide. Mr. Clairmont said that is required that traffic from the storage facility to the marina shall travel upon Route 106 and Route 3, thus avoiding local roads such as Dutile Road and Lamprey Road. Mr. Clairmont said that although this has generally been complied with, a few phone calls are still necessary from time to time. He asked that Mr. Crawford continue to require that staff adhere to the travel requirements. Mr. Crawford said that complying with travel routes is a protocol at the marina but that he would continue educating staff, adding that every spring it seems necessary to remind staff.

Mr. Sassan said that he understands the applicant has submitted a successful site plan review application in the recent past and that he would therefore forgo an explanation of the basic submission requirements, but that staff is available to assist with any questions he may have regarding submission requirements.

Minutes

MOTION: On a motion by Mr. Ball, seconded by Mr. Clairmont, it was voted unanimously to adopt the minutes of June 17, 2021 as written.

Other Business

Mr. Sassan announced that this would be his last ARC meeting, as he is going to work for another Town. He thanked ARC Members for their participation in the ARC process and for their teamwork in general.

Adjournment

The meeting adjourned at approximately 8:37 AM.

Prepared by,

Dari Sassan
Town Planner