



APPLICATION REVIEW COMMITTEE TOWN OF BELMONT, NH

ARC Meeting Minutes
Belmont Mill
Monday, November 20, 2023

Members Present: Town Administrator Alicia Jipson; Town Planner Karen Santoro; Assistant Public Works Director Brian Jackes; Fire Chief Deb Black; Building Official/Code Enforcement Mark Ekberg; Assessing Administrator/Administrative Assistant Colleen Akerman; and Land Use Tech Rod Cameron.

Members Absent: Police Chief Mark Lewandoski; DPW Director Craig Clairmont.

Others Present: Bryan Bailey, LLS, Bryan L. Bailey Associates, Inc., Gary Cartier; Cynthia DeRoy, Jon Pike; Jennifer Bouchard, Brett Allard, Esq., Shaughnessy Allard, PLLC.

K. Santoro opened the meeting at 8:00 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:

Cartier Family Revocable Trust: Review of an application for a Subdivision (2 Lots). Property is located at 105 Hurricane Road, Tax lot 223-054-000-000, in the Rural Zone. ARC Case #20-23R.

Bryan Bailey, LLS and Gary Cartier presented the application to subdivide the original sixty-eight point thirty-six (68.36) acre parcel of land at 105 Hurricane Road (*tax lot 223-054-000-00 noted as seventy point ninety-six (70.96) acres on Belmont Axis GIS*) into two lots to create a five point twenty-six (5.26) acre lot and a sixty-eight point thirty-six (68.36) acre remainder lot, according to the submitted plan entitled "Subdivision Plan – Topography, Land of Cartier Family Revocable Tr., Land Located at 105 Hurricane Rd., Belmont NH" prepared by Baily Associates, dated: October 2023 and the ARC meeting application. P. Bailey and G. Cartier stated that there is no intention to further subdivide the property at this time. P. Bailey noted that the original parcel frontage on Hurricane Road is sixty (60.00) feet and the existing driveway entrance and private right-of-way (row) will be shared between the two lots. An interior

driveway branch will be constructed off the existing private row to provide access to the proposed residence on the new lot.

M. Ekberg asked if there is a plan to subdivide the larger lot in the future. G. Cartier responded that he does not intend to subdivide the larger lot at this time.

B. Jackes asked if the existing driveway permit will be updated to reflect the driveway use by two (2) lots. B. Bailey responded that he will be updating the driveway permit.

D. Black asked about the access for emergency vehicles. G. Cartier stated that quite a few emergency vehicles had used the private row in the past to attend to his parents.

K. Santoro noted that there were some minor corrections to make on the plan including correcting the minimum lot size required in the rural zone from two (2) acres to three (3) acres and the wetlands setback from fifty (50) feet to thirty-five (35) feet. She also said that the correct wetlands setback needed to be delineated on the plan.

C. Akerman stated that the current use needed to be calculated and submitted in order to go forward with the application.

A. Jipson had no additional comments.

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

Cynthia DeRoy & Stephanie Atherton: Review of an application for a Subdivision (2 Lots). Property is located at 386 Bean Hill Road, Tax Map 230-079-000-000, in the Residential Single Family Zone. ARC Case #21-23R.

Bryan Bailey, LLS, of Bryan L. Bailey Associates, Inc, presented the application to the ARC Committee for the applicant, Cynthia DeRoy, who was seated in the audience, and Stephanie Atherton, who was not in attendance.

B. Bailey discussed the plan to subdivide the original five point zero-two (5.02) acre parcel of land at 386 Bean Hill Road into two lots to create a two point thirty-seven (2.37) acre remainder lot with the existing one and one half (1-1/2) story wood frame house and a two point sixty-six (2.66) acre new lot, according to the submitted plan entitled "Subdivision Topography Plan, Land of DeRoy and Atherton, Land Located at 386 Bean Hill Road, Belmont NH" prepared by Baily Associates, dated: October 2023.

B. Bailey noted that both lots meet the one-hundred and fifty (150) foot frontage requirement and the existing residence meets the twenty-five (25) foot setback requirement. He also stated that both driveways meet sightline requirements.

K. Santoro stated that the fifty (50) foot wetlands setback, noted on the plan, was incorrect and should be thirty-five (35) feet. She also noted that the wetlands setback-line needed to be delineated on the plan.

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

JCB LLC: Review of an application for a Subdivision (10 Lots). Property is located at 36 Horse Point Road, Tax Lot 201-011-000-000, in the Commercial & Residential Single Family Zones. ARC Case # 22-23R.

Jennifer Bouchard and attorney Brett Allard, Shaughnessy Allard, PLLC. presented the application to subdivide the twenty point eight (20.80) acre parcel of land at 36 Horse Point Road into ten (10) single family residential lots accessed by a private road off of the Horse Point Road and Leslie E. Roberts Drive access easements across State of New Hampshire Department of Transportation (NH DOT) lands (Parcel Nos. 104-001-000-000, 201-010-000-000, and 201-015-000-000) to the JCB, LLC property (201-011-000-000). As shown on the subdivision plans prepared by A.C. Engineering & Consulting, Civil Engineers and Land Planners, dated: August 4, 2023.

B. Allard and J. Bouchard described the proposed subdivision as a high-end, private, single-family residential development that would likely be managed through a homeowner's association (HOA). The goals of the development include:

- preservation of vegetated visual buffers around the property and individual lots,
- access road and property maintenance, and solid waste management through an HOA and,
- access to the Lake Winnisquam shoreline across the NH DOT rail corridor for each new lot.

M. Ekberg asked if there had been any consideration for potential overflow vacation parking. J. Bouchard responded that they are proposing a private development with dedicated parking and no on-street parking.

B. Jackes noted that access to existing sanitary sewer service needed to be researched and a plan developed if connection to a sanitary system was feasible. He stated that the Town Beach facilities were serviced by a subsurface sewage disposal system. B. Jackes stated that an 8-inch ductile iron potable water service would be required if the development chose to utilize public water. An agreement to purchase water from the City of Laconia would be required otherwise private well would be acceptable if they met the design criteria.

B. Allard and J. Bouchard, both stated that the development intended to access public utilities if available.

D. Black noted that the length of the proposed private roadway would require a minimum of two hydrants. She also asked what the anticipated size of the houses would be. J. Bouchard responded that the largest houses could be up to 4,000 square feet and the smallest could be 2,500 square feet.

A. Jipson noted concern that the Winnisquam Scenic Trail might be impacted by the proposed development and access road. J. Bouchard stated that the proposed development would do everything necessary to protect the trail as she regarded it as an asset to the proposed subdivision.

A. Jipson also asked for clarification on whether the proposed access across the rail corridor to the lakeshore was going to be one access way or multiple access ways. B. Allard stated that the intention was to obtain individual access ways for each lot including individual docking facilities on the waterfront.

K. Santoro noted that the maximum length for dead-end roadway is one-thousand (1,000) feet. She also stated that each lot, and in particular lots with wetlands, required ten-thousand (10,000) contiguous square feet. Because the property straddled both the commercial and residential zones, the development would need to apply for relief to maintain a residence in the commercial zone. She also pointed out that lot one

(1) would require relief from the 4:1 allowable lot geometry described in Subdivision Regulations - §9. B.1. Design Standards.

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 October 21, 2023

MOTION: M. Ekberg moved to accept the minutes of October 21, 2023 as written.
C. Akerman seconded the motion.
Vote: All in favor, motion carried (7-0)

MOTION: D. Black moved to adjourn the meeting.
B. Jackes seconded the motion.
Vote: All in favor, motion carried (7-0)

Meeting adjourned at 8:45 a.m.

Respectfully submitted,

Roderick E. Cameron
Land Use Technician