

## PLANNING BOARD

Monday, August 14, 2006  
Belmont Corner Meeting House  
Belmont, New Hampshire

Members Present: Chairman P. Harris; J. Pike, G. Flack, C. Patten and J. Marden.  
Members Absent: R. Caldwell and W. Peterson.  
Alternates Absent: C. Shibles.  
Staff: C. Daigle, R. Ball and E. Murphy.

The chairman opened the meeting at 7:00 p.m.

### **CHRISTINE LONG:**

P. Harris explained that Ms. Christine Long is interested in being an alternate on the Planning Board. C. Shibles is the only alternate currently on the Board and there still are openings for alternate members. Ms. Long was interviewed by the Board in April but not all members were present so he has asked her back so that all the members could meet her.

Ms. Long stated that she grew up in Belmont and returned to live here in 1993. She is a doer not a complainer. She lives on Bean Hill Road and has noticed numerous developments springing up. She is concerned about development around town and wants to maintain Belmont's rural character. She understands that development is needed to keep the tax structure inline but she doesn't want Belmont to become a little suburb of Laconia and Concord. She has the time and will make the commitment to the Board to help maintain the balance between growth and Belmont's rural character.

J. Pike explained that the Board worked on a plan to preserve Belmont and its rural character and at town meeting the voters did not adopt the ordinance. After the ordinance was defeated and more developments appeared the citizens wanted to know what they could do about growth. P. Harris stated that he hears comments from citizens on what is wrong with the town and he explains to them that the town is run by citizens and it takes everyone to run a town. Ms. Long agreed and stated that there are not a lot of people willing to volunteer or work but she is willing to. P. Harris stated that the Board is trying to preserve the quality of life in Belmont. J. Marden stated that he thinks Ms. Long would be an asset to the Board. She has a child in school and that may be an avenue to get other parents with school age children involved. P. Harris agreed and stated that the Board is made up of a diverse group and Ms. Long would add more diversity. Diversity helps the Board get different perspectives on projects and make informed decisions. He stated that Ms. Long will be essential to the Board.

**MOTION:** J. Marden moved to appoint Christine Long as an Alternate member of the Planning Board.

The motion was seconded by C. Patten and carried. (5-0)

**BOARD'S ACTION-MINUTES:**

**MOTION:** On a motion by C. Patten, seconded by G. Flack, it was voted to approve the minutes of the July 24, 2006, meeting as submitted. (5-0)

**2007 BUDGET:**

C. Daigle explained that the Board received a copy of this year's budget. She stated that the salaries include the 4% raises given to all town employees. The only increase is for telephone service. All departments have to pay an additional amount due to the increase in overall cost of phone service to the town hall. The increase is \$500.

C. Daigle stated that as part of her contract last year the Board agreed to establish a capital reserve account. The Town is doing that this year for employees that may retire and it can be included in that account. The Board agreed that she should be included in that account.

J. Marden wanted to know about the building permit revenues. \$40,000 was appropriated and \$23,596.03 is the actual figure. C. Daigle explained that to date \$23,596.03 has been collected which is on target with the revenue estimate. J. Pike wanted know where that revenue goes. C. Daigle explained that it goes into the general fund the same as land use revenue.

The Board had questions about the tax map updates. C. Daigle explained that every year Cartographic updates the tax maps to reflect any subdivisions, boundary line adjustments and mergers that have been done in the last year. They also plot structures on the lots that have been built or added onto in the last 12 months. This is used extensively when reviewing building permits. J. Marden wanted to know if R. Ball could do map updates with his GPS system. C. Daigle stated that they choose to contract it out. R. Ball's work load is extensive and he would not have time to dedicate to doing it.

J. Marden noted that there is nothing in the budget for transportation. C. Daigle stated that it is included under training. The actual title for that account is Training, Mileage, Vehicle Maintenance and Fuel and Professional Dues. The Land Use vehicle fuel is shared with the assessor. Mileage and training for staff and Board members are also covered under this line item. J. Marden wanted to know if Board members can be reimbursed for site views. C. Daigle stated that it is not included in the budget but the Board could vote to do so.

P. Harris stated that the budget request is reasonable and within limits with a 1.26% operation increase and a 4.79% payroll increase. C. Daigle stated that she has not included any additional Capital funds because they have \$20,000 raised this year towards their next planning project which the Board anticipates to be an economic development plan.

J. Marden wanted to know if the new aerial photos have been done. R. Ball stated that they are planning to have them done this fall.

**MOTION:** C. Patten move to accept the 2007 budget as written and to send a request to the Town Administrator to set up a severance account for C. Daigle.

The motion was seconded by J. Pike and carried. (5-0)

### **STAFF REPORT:**

#### **LETTER FROM BOARD OF SELECTMEN:**

The Board received a letter from the Board of Selectmen stating that the town has acquired tax lot 231-009 on Hurricane Road for the purpose of operating a gravel pit. J. Marden wanted to know where the access would be. R. Ball stated that initially it would be through the old entrance with an easement across the Weeks and Pikes property.

#### **CAPITAL IMPROVEMENT PROGRAM (CIP):**

C. Daigle informed the Board that the first CIP meeting will be Thursday August 17<sup>th</sup> at 4:30. They have scheduled their meetings for three consecutive Thursdays. There are not very many new requests so they may not need all three meetings. There is a request for a Pumper ladder truck with money from Comstar. The Police station project is in there but no money amount has been determined.

The goal is to have the CIP ready for a public hearing at the September meeting. Then it goes to the Board of Selectmen and the Budget Committee.

J. Marden had concern about RSA 674.5 on Authorization. The RSA states “In a municipality where the planning board has adopted a master plan, the local legislative body may authorize the planning board to prepare and amend a recommended program of municipal capital improvement projects projected over a period of at least 6 years. As an alternative, the legislative body may authorize the governing body of a municipality to appoint a capital improvement program committee, which shall include at least one member of the planning board and may include but not be limited to other members of the planning board, the budget committee, or the town or city governing body, to prepare and amend a recommended program of municipal capital improvement projects projected over a period of at least years. The capital improvements program may encompass major projects being currently undertaken or future projects to be undertaken with federal, state, county and other public funds. The sole purpose and effect of the capital improvements program shall be to aid the mayor or selectmen and the budget committee in their consideration of the annual budget.”

J. Marden was concerned that it was not adopted because he could not find it in the Town Reports. C. Daigle stated that it was authorized in the by Town Meeting and she would send him a copy.

#### **LAKES REGION PLANNING COMMISSION (LRPC):**

C. Daigle explained that she received a letter from LRPC concerning the current upsurge of development

that could have regional impact. They will be having a meeting to determine why they are happening and to outline what constitutes regional impact.

The Board has received notification from Canterbury because of the regional impact that a large development proposed could have on Belmont. She explained that she talked to the Police Chief about the project and he stated that he has no concerns because the police department doesn't respond to Canterbury often. She also referred the developer to the Fire Chief to find out what his concerns would be. J. Pike stated that there is an impact to the school system. J. Marden stated that it is a 55 plus community so there should be minimal impact to the schools.

The Board discussed the need to develop a list of standards to determine what constitutes a regional impact. J. Pike stated that when a developer comes for approval the fire department outlines what safety items are necessary for that particular project but doesn't consider the full impact the development has on the community. More development in Belmont and surrounding towns means more calls and more mutual aid calls. R. Ball explained that when the departments review projects they are reviewing the technical aspect of the project not the increase in calls. J. Pike stated that he understands that but with mutual aid when surrounding towns allow development there is an increase in mutual aid responses. Belmont in turn has to purchase more equipment and hire more manpower because of their increase in work load. Belmont is subsidizing other towns because we have the ability to do so. He reiterated the fact that development in surrounding towns does have regional impact.

C. Daigle stated that she will attend the LRPC meeting and work on examples of standards bring back for the Board's review.

**WINNIPESAUKEE RIVER BASIN:**

C. Daigle explained that she has contacted Winnipisaukee river basin about the new fees for towns that regulate biosolids. She explained that Belmont regulates it through Special Exception and they have agreed to reduce the fees back to the same as other towns that don't regulate it.

**NORTHEAST TIRE TAX LOT 101-011:**

C. Daigle stated that the State is upgrading Rte 3 and are having the businesses bring their driveways back into compliance to what they were originally approved for. The State is allowing Northeast tire to keep their driveway but they have to install an island. This will reduce their parking and they will have to relocate their office. They were recently given a permit to raise the roof now they want to add a second floor with a mezzanine for the storage of snow tires and the new office. Both these need Zoning Board approval. The mezzanine is inside the building and used for cold storage. It will not be increasing traffic or customer. P. Harris stated that they will have to build to code. J. Marden wanted to know if they are changing the roof line. C. Daigle stated that the roofline will not change. C. Patten stated that this is similar to other tire warehouses.

**MOTION:** C. Patten moved that the mezzanine only is a minor change to the site plan and further site plan approval is not necessary.

The motion was seconded by J. Pike and carried. (5-0)

**SCHOOL BOARD MEETING:**

C. Daigle stated that the School Board has invited the Town Administrator, Board of Selectmen, Planning Board and Town Planner to a joint meeting on September 28<sup>th</sup> at 7:00.

**NONPUBLIC SESSION – RSA 91-A:2,i (c):**

**MOTION:** On a motion by P. Harris, seconded by J. Marden it was voted unanimously by roll call vote to go into nonpublic session under RSA 91-A:2,i (c) at 8:10 pm.

The Board reviewed a decision from Town Counsel.

**MOTION:** J. Marden moved to come out of nonpublic session at 8:20.

The motion was seconded by J. Pike and carried by roll call vote. (5-0)

No action was taken during nonpublic session.

**CAMPGROUNDS:**

C. Daigle explained that as directed she has drafted two regulations, campground and RV Resort. Under campground regulations sites shall not be occupied for more than 3 consecutive weeks. Under RV Resort regulations sites are not limited by the number of consecutive weeks that they may be occupied. But occupancy must be on a temporary basis. RV Resorts would require a special exception, require more parking, have larger sites and have to meet regular road standards. J. Pike stated that he doesn't think that Belmont should allow campgrounds because they could develop into permanent residences. C. Patten stated that he agrees with J. Pike. P. Harris stated that he cannot see a fair way to allow them. The Board discussed the differences in requirements between a manufactured home park and a campground. A manufactured home park has to meet stricter standards for roads, water and septic. The Board is concerned that a campground/RV resort could become year round residence for some of its tenants. C. Daigle stated that the proposed standards for campgrounds are less restrictive than for RV resorts which have to meet many of the same standards as manufactured home parks. P. Harris suggested adding to the regulations that they have to meet the State's standards as well as the Town's. J. Pike stated that he is still concerned that once they allow campgrounds people could stay in them all year long. C. Daigle suggested adopting the two sets of campgrounds regulations then at Town Meeting the voters can decide if they want to allow them at all. By having two sets of regulations they will still be applicable to expansions on existing campgrounds if the voters choose not to allow new campgrounds.

**MOTION:** J. Marden moved to notice for Public Hearing the two campground regulations as proposed. The motion was seconded by J. Pike and carried. (5-0)

**ADJOURNMENT:**

**MOTION:** On a motion by C. Patten, seconded by G. Flack, it was voted unanimously to adjourn at

8:35 p.m. (5-0)

Respectfully submitted,

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Elaine M Murphy  
Administrative Assistant