

PLANNING BOARD

Monday, March 24, 2008
Belmont Corner Meeting House
Belmont, New Hampshire

Members Present: Chairman P. Harris; G. Flack, W. Peterson, C. Patten and C. Long.
Members Absent: R. Caldwell and R. Davis.
Alternates Absent: W. Rollins.
Staff: C. Daigle, R. Ball and E. Murphy.

The chairman opened the meeting at 7 p.m.

PLAN SUBMISSION MEETING AND PUBLIC HEARING – ARCHIE ST. HILAIRE FOR BBI WASTE INDUSTRIES: Request for site plan approval to add additional parking, install larger fuel tank

and add a contractor's yard. Property is located at 43 Industrial Drive, Tax Lot 235-043 in the "I" Zone. PB # 0708.

C. Daigle explained that as a result of the Aquifer Amendment being passed BBI Waste Industries needs a Conditional Use permit before they can proceed.

BOARD'S ACTION – ARCHIE ST. HILAIRE FOR BBI WASTE INDUSTRIES:

MOTION: G. Flack moved to Table the site plan submission meeting and public hearing until April 28, 2008 to allow the applicant to apply for a Conditional Use permit.

The motion was seconded by W. Peterson and carried. (5-0)

OTHER BUSINESS:

BOARD'S ACTION-MINUTES:

MOTION: On a motion by C. Patten, seconded by C. Long, it was voted to approve the minutes of the March 10, 2008, meeting as submitted. (4-0-1) G. Flack abstained.

STAFF REPORT:

CUSTOMER SERVICE QUESTIONNAIRE APPROVAL:

C. Daigle explained that in order to better serve the public the Land Use Office will be providing a customer service questionnaire. The questionnaire will be sent to applicants that have gone through the land use process. Questionnaires will also be available on the web and in the office. They can be mailed back or deposited in a drop box outside the land use office.

EARTH EXCAVATION REGULATIONS AMENDMENTS AND PROCESS:

C. Daigle explained that she has completed the initial draft of the Earth Excavation Regulations. Belmont has 20 active pits many of them are grandfathered or were issued permits in the 70's or 80's. The only pits with active permits are Ambrose, Blue Sky and Merrill. When the new regulations are completed staff can work with pit owners to assist and educate them in the process of obtaining the necessary permits. They will coordinate with the State so that the Town and State permits are issued the same year. Every year an intent to excavate report is required by April 1st. At the end of each tax year pit owners are required to submit a written report on what was actually excavated.

P. Harris stated that the process will be beneficial to both the pit owners and the town especially when it comes time to sell. The process will assure everyone that all the records are in order. C. Daigle agreed that having the permit will help with security because it can be adjusted when areas are opened or reclaimed. It will also help keep the Town abreast of road conditions before they deteriorate. Repairs can be made to the road before they need extensive repair. The road conditions can be looked at during the permitting process. Aquifer education is also an important part of these reviews.

PIKE'S EARTH EXCAVATION PERMIT TAX LOT 123-025:

C. Daigle explained that every year the Board has reissued the excavation permit for Pike Industries on the Everett Weeks property. The Board discussed issuing the permit for another year and putting them on notice that they will be subject to the new zoning regulations and upcoming Earth Excavation Regulations.

MOTION: G. Flack moved to grant Pike Industries a one year Earth Excavation permit.

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

ALTERNATE POSITIONS:

MOTION W. Peterson moved to reappoint W. Rollins as an alternate for a one year term.

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

P. Harris stated that Mr. Otto is present tonight because he has shown an interest in being an alternate on the Planning Board.

Mr. Otto stated that he has lived in Belmont for 7 years and owns a local excavating business. He would like to participate more in the town. He currently is active in the snowmobile club. The Board wanted to know if he had any land use experience and what his thoughts were on growth and conservation. Mr. Otto stated that he has no land use experience but wants to get involved. He works with the snowmobile club to keep the trails open and works with the State on the permitting process.

Mr. Otto wanted to know if the Board calls alternates when they need them. P. Harris explained that the alternates are expected to attend as many meetings possible. This helps familiarize them with the procedures and laws. If a member is absent then an alternate is appointed as a voting member for that night. Alternates are allowed to take part in the discussion but cannot vote unless appointed. W. Peterson stated that the Board is bound by regulations and laws and attendance at meetings helps them learn and understand these procedures and laws. Mr. Otto wanted to know if site views are done as a Board or individually. P. Harris stated that they usually don't go on site views as a group. The members receive informational packets on the applications about a week before the meeting. This gives the members an opportunity to review the application before the meeting. Every member brings something to the Board making it a thorough and fair Board.

MOTION: C. Patten moved to appoint W. Otto as an alternate for a two year term.

The motion was seconded by P. Harris and carried. (5-0)

NEW AMENDMENTS CERTIFICATION FORMS:

The Board signed the certified copy of the Zoning Amendments adopted at Town Meeting this year.

JOINT MEETING:

C. Daigle reminded the Board of the joint meeting with the Zoning Board, Conservation Commission, Board of Selectmen and School Board scheduled for April 14th at 7PM.

CONDITIONAL USE PERMIT PROCESS:

C. Daigle explained that with the adoption of the Aquifer Ordinance, Conditional Use permits are required if a permitted use is involved in one or more of the following:

1. Storage, handling, and use of regulated substances in quantities exceeding 100 gallons or 800 pounds of dry weight at any one time, provided that an adequate spill prevention, control and countermeasure (SPCC) plan, in accordance with Article 7.F,8 (c), is approved by the Belmont Fire Department;
2. Any use that will render impervious more than 15% or 2,500 square feet of any lot, whichever is greater.

Things to consider in granting a Condition Use permit are:

1. Determine that the proposed use is not a prohibited use.
2. The Conditional Use is in compliance with the Performance Standards in Article 7.F as well as all applicable local, state and federal requirements.
3. The Planning Board may, at its discretion, require a performance or other surety bond, in an amount and with conditions satisfactory to the Board, to ensure completion of construction of any facilities required for compliance with the Performance Standards.

TOWN NEWS:

C. Daigle explained that she and Code Enforcement Officer, Steve Dalton, have been working on ways to get more information out to the public since there is no more Belmont Better Times. They want to keep the citizens updated with the latest information. They want to put some snippets on the website each week with news from each department. For example, the Land Use office could put up what

applications have been approved at a public meeting. The Tax Collector could use it to remind people to license their dogs, the Water Department could let people know they are flushing hydrants and the Public Works Department can let the public know what roads they will be working on. Just a few sentences once a week would keep the public informed on what is happening. Each department would be responsible to submit a few sentences once a week and the Town's receptionist, Sharill Conley, would post it on the web.

W. Peterson suggested putting something in the local papers, like the Winnisquam Echo that comes out once a week or the free Laconia Daily Sun. There was also discussion about having a mass email where citizens can choose to be on a weekly mailing to get the updates.

AQUIFER INSPECTION/EDUCATION PROCESS:

The Board received a draft copy of the Aquifer Protection Inspection checklist that C. Daigle and S. Dalton have been working on. The packet would be a form of introducing themselves to the business owners over the aquifer. They would be required to provide a hazardous materials inventory. It would also help familiarize the businesses with the State laws if they are not aware of them even though most of the businesses already follow the State regulations. S. Dalton would do an initial inspection and then have the businesses do a self inspection the following year. He would send a letter to all businesses over the aquifer asking each of them to list any regulated material they have on site. If they do not have any then there would be no need for an inspection. The businesses would be informed that they can contact the Land Use Department if they have any question. P. Harris stated that the list and location of the regulated substances would also be a benefit for the fire department.

ADJOURNMENT:

MOTION: On a motion by C. Patten, seconded by G. Flack, it was voted unanimously to adjourn at 8:11 p.m. (5-0)

Respectfully submitted,

Elaine M Murphy
Administrative Assistant