

PLANNING BOARD

Monday, January 26, 2009
Belmont Corner Meeting House
Belmont, New Hampshire

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

The chairman opened the meeting at 7 p.m. and appointed W. Rollins as a voting member for tonight's meeting.

PLAN SUBMISSION MEETING AND PUBLIC HEARING – JANIS POWELL: Request to extend or reapprove subdivision approval for one year (11/27/09) to subdivide one lot into a total of two lots. Property is located at 263 Durrell Mountain Road, Tax Lot 212-050 in the "R" Zone. PB # 0109P.

Ms. Janis Powell presented the application.

Ms. Powell explained that due to her surveyor being ill some items on the final conditions of approval have not been completed. He is working on the mylars now.

C. Daigle stated that there have be no changes to the ordinances that affect this application.

BOARD'S ACTION – JANIS POWELL:

MOTION: R. Davis moved to waive the extension submission deadline and consider this an extension of the original application.

The motion was seconded by W. Peterson and carried. (4-0)

MOTION: W. Peterson moved that the application be accepted as complete for the purpose of proceeding with consideration and making an informed decision. However, additional information shall be requested as necessary and must be submitted to complete review and act on the application. Action on this proposal shall occur by 4/1/09 subject to extension or waiver.

The motion was seconded by R. Davis and carried. (4-0)

The chairman opened the public hearing and asked if anyone in the audience had any questions or comments. There being none, he closed the public hearing.

MOTION: W. Peterson moved that the application for extension be granted Final, conditional approval as it appears to meet all of the technical requirements of the Ordinances and Regulations of the Town of Belmont with the following conditions:

1. All conditions of the original approval remain in effect.
2. Compliance hearing shall be held by Board as necessary.
3. Extension is to 11/27/09.
4. No changes shall be made to the approved plans unless application is made in writing to the Town.
5. The Planning Board shall have the power to modify or amend its approval upon its own motion to do so.
6. Approval is subject to expiration, revocation and changes in the Ordinances.

The motion was seconded by R. Davis and carried. (4-0)

PLAN SUBMISSION MEETING AND PUBLIC HEARING – ELIZABETH BASCOM: Request for site plan approval for a 10 unit assisted living facility. Property is located at 87 Horne Road, Tax Lot 110-006 in the “R” Zone. PB # 0209P.

Mrs. Elizabeth Bascom presented the application.

Mrs. Bascom explained they are taking the existing Faith Christian Academy building and renovating it to create a 10 unit assisted living facility. Phase 1 will be the ten units, two of which will be occupied by staff. There will be no external changes except possibly the installation of underground propane tanks if they convert the heating source. Phase 2 will be renovating the bottom floor for additional units. They will come back to the Board for that. The unique quality of this building is that all egress routes are at ground level. She has talked with the State’s Life Safety Official and will meet all their requirements. C. Daigle stated that a fire detection system and fire suppression system are being required. She explained that staff supports the waivers because the applicant is utilizing an existing building that has existing parking. Mrs. Bascom explained that there is a gravel area that will provide eleven unmarked parking spaces or twelve with signs. The driveway goes around the building and can provide three additional parking spaces utilizing the double lanes out back. She has talked to an elder care representative who stated that clients using this type of facility don’t usually drive so that eliminates the need for additional handicap parking. Mrs. Bascom also stated that there is additional parking available in the field that can be used during functions. She will be keeping records of the parking situation and will provide that as part of Phase 2. She is asking for a waiver for handicap spaces because valet service will be provided for the handicapped. Handicap parking spaces need to be paved and due to financial restrictions she does not have the resources at this time. C. Daigle stated that the ADA waiver is between the Building Safety Official and the applicant. Mrs. Bascom stated that she has talked to the

Building Official about staff providing valet service to the handicap ramp and then parking the car.

W. Peterson wanted to know if there would be ten single units or would there be some doubles for husbands and wives. Mrs. Bascom stated there could be some double for a total of thirteen people. There will be two live in personal and 2 staff. W. Rollins wanted to know how many parking spaces will be for staff. Mrs. Bascom stated that one will be for the live in and two for staff. P. Harris stated that the Code Enforcement Officer is requiring four handicapped spaces. Mrs. Bascom stated that she has talked to Mr. Dalton and he will sign off on the handicap spaces because she is providing valet service and she will add the additional parking as part of Phase 2. C. Daigle wanted to clarify that the three additional parking spaces in the rear of the building are part of this approval. Mrs. Bascom stated that they are for a total of fourteen parking spaces.

Mrs. Bascom informed the Board that she has received her DES approval. C. Daigle wanted to know if they just have to have the system designed in case of failure or if they had to put in a new system now. Mrs. Bascom stated that she just has to have an approved design in case of failure. She will meter the water and have that information available for review as part of Phase 2.

BOARD'S ACTION – ELIZABETH BASCOM:

MOTION: W. Peterson moved to grant the following waivers:

- a. Surveyor seal/signature. The property has been surveyed, the developed portion of the lot is away from all property lines and there are minimal exterior property alterations proposed.
- b. Additional Soils Information. There are minimal exterior property alterations proposed and no known soils or drainage issues.
- c. Utilities/Fire Plan. There are minimal exterior property alterations proposed and on the condition that all required fire, health and life safety requirements of the Fire and Code Enforcement Officers are complied with.
- d. Stormwater Management Plan & Report. There are minimal exterior property alterations proposed and no known soils or drainage issues.
- e. Road and Sidewalk plan. There are no roads or sidewalks proposed.
- f. Landscaping plan. There are minimal exterior property alterations proposed.
- g. Additional Reports. The information provided seems adequate with additional information being provided during the public hearing portion of the review.

The motion was seconded by R. Davis and carried. (4-0)

MOTION: R. Davis moved that the application be accepted as complete for the purpose of proceeding with consideration and making an informed decision. However, additional information shall be requested as necessary and must be submitted to complete review and act on the application. Action on this proposal shall occur by April 1, 2009 subject to extension or waiver.

The motion was seconded by W. Peterson and carried. (4-0)

The chairman opened the public hearing.

P. Harris wanted to know how they are going to handle trash disposal. Mrs. Bascom explained that there are three storage buildings on site and there will be no toxic waste. C. Daigle wanted to know how they will be removing it from the site. Mrs. Bascom stated they will be going with a commercial dumpster or staff will bring it to the transfer station. C. Daigle stated that the trash has to be stored in a closed and secure facility and cannot be put out for curbside pick up. The purpose of a dumpster is for cleanliness and to ensure that the trash is removed weekly. Also for safety reasons in the event that there is a fire the trash is not stored with other items.

P. Harris wanted to know about the on site fuel sources. Mrs. Bascom stated that there are two large oil tanks in the basement but they may be converting to propane. If they convert to propane then the propane tanks will be buried. C. Daigle stated that they will need a permit if they convert fuel sources.

C. Daigle wanted to know if the engineer will be providing the sight distance for the driveway. Mrs. Bascom stated that he will calculate the sight distance. W. Rollins wanted to know if the sight distance could be improved by cutting some trees. The Board didn't think so because of the hill. W. Rollins suggested that the growth be maintained so it doesn't block visibility. C. Daigle noted the engineer should provide a recommendation on any way to improve the distance.

MOTION: R. Davis moved to grant the following waiver:

1. One parking space based on minimal size of project.

The motion was seconded by W. Peterson.

W. Rollins had concerns about the number of parking spaces. There needs to be enough parking spaces for employees and for those assisted living residents that still drive as well as for their visitors. In the summertime there will be enough parking if they utilize the field but what happens in the winter. P. Harris stated as the facility grows and the finances increase they will provide those extra parking spaces. W. Peterson stated that if there is a problem then the town will hear the complaints and will have to check into the parking situation. The applicant would have to come back to the Board to address any concerns. Mrs. Bascom stated that they will plow the snow further back into the field to allow for more parking.

The motion carried. (4-0)

The Board discussed the location of the dumpster and the fuel source. They discussed the fact that there is a lot of waste associated with ten units and for safety and health reasons they recommend having a dumpster. They also wanted to know if staff would be the responsible for removing the trash from the units and transporting it to the dumpster. Mrs. Bascom stated that staff would take care of the

trash.

W. Peterson wanted to know if there should be signage to and from the facility because of the limited visibility. C. Daigle stated that she will check with the Public Works Director to see if signage would be required.

P. Harris stated that it is a good change of use going from a school to an assisted living facility. Mrs. Bascom agreed stating that safety is a main concern when designing a facility of this type. The layout of this building has good egress and large windows which is something they looked for.

The chairman asked if anyone in the audience had any questions or comments. There being none, he closed the public hearing.

MOTION: W. Peterson moved that the application be granted Final, conditional approval as it appears to meet all of the technical requirements of the Ordinances and Regulations of the Town of Belmont with following conditions:

Conditions to be complied with or secured (as appropriate) prior to plan being signed and decision recorded. No site improvements or approved uses shall commence and no building permit shall be issued until plan is signed and decision recorded.

1. Plan:
 - a. Change title to Site Plan.
 - b. Identify owner & applicant.
 - c. Correct plan date to 2009.
 - d. Add abutters names and registry info and add info for abutting lots not shown.
 - e. Add zoning district and required property line setbacks.
 - f. Show fuel/waste facilities as applicable.
 - g. Add maximum number of tenants.
 - h. Add driveway sight distances.
 - i. Add 3 additional parking spaces behind the building.
2. Requires Special Exception for use.
3. Requires State license/approval.
4. NH DES permit.
5. Payment of decision recording fee.
6. Applicant shall sign and follow Inspection Schedule prepared by Planning staff.
7. Compliance hearing shall be held by Board as necessary.

Construction conditions to be complied with once plan has been signed and decision recorded:

8. Property owner shall install all required traffic control and fire and life safety facilities and systems required by the Board and/or by other applicable Codes and Regulations.

General conditions to be complied with subsequent to plan being signed and decision recorded:

9. Landscaping shall be maintained, shall be kept in a sightly manner and not allowed to deteriorate.
10. All exterior lighting shall be shielded from abutters and traffic.
11. Permits must be obtained for all signage, and signs for inactive, closed or abandoned uses shall be removed within 30 days.
12. No changes shall be made to the approved plans unless application is made in writing to the Town.
13. The Planning Board shall have the power to modify or amend its approval upon its own motion to do so.
14. Approval is subject to expiration, revocation and changes in the Ordinances.

The motion was seconded by W. Rollins and carried. (4-0)

STAFF REPORT:

BUDGET:

C. Daigle explained that at the end of the budget year the Board turned back \$6,233.23 to the Town.

DELIBERATIVE SESSION:

C. Daigle reminded the Board that the Town's Deliberative Session will be February 2, 2009 in the Middle School cafeteria at 6:30 PM. The deliberation session will consist of an explanation, discussion and debate of the warrant articles. It gives the voters an opportunity to propose debate and adopt amendments to the warrant articles. Those warrant articles will then be voted on Tuesday, March 10, 2009.

ADJOURNMENT:

MOTION: On a motion by W. Peterson, seconded by R. Davis, it was voted unanimously to adjourn at 8:00 p.m. (4-0)

Respectfully submitted,

Elaine M Murphy
Administrative Assistant