



BELMONT LAND USE OFFICE

TO: Aquifer Inspections
FROM: Belmont Planning Board
RE: Aquifer Inspection Program

This letter is to introduce property and business owners to the Aquifer Protection Ordinance (APO) adopted by Belmont Voters on March 11, 2008. The Ordinance applies to the commercial and industrial use of Regulated Substances occurring on properties located in the Belmont Aquifer Protection District. A copy of both the APO and District Map are available on our website and in the Land Use Office.

Brief highlights of the Aquifer Protection Ordinance:

- **Purpose** is to protect the public health, safety, and general welfare, to preserve, maintain, and protect from contamination existing and potential groundwater supply areas.
- **Regulated substance** is defined as petroleum, petroleum products, and substances listed under 40 CFR 302, 7-1-05 edition, excluding the following substances: (1) ammonia, (2) sodium hypochlorite, (3) sodium hydroxide, (4) acetic acid, (5) sulfuric acid, (6) potassium hydroxide, (7) potassium permanganate, and (8) propane and other liquefied fuels which exist as gases at normal atmospheric temperature and pressure.
- **Existing businesses** may continue whether or not they would be permitted to locate in the Aquifer District under the new APO.
- **Performance Standards** are included for the safe use, handling, storage and disposal of regulated substances.
- **Prohibited Uses** are listed, and in some instances can become an allowed use if proper safeguards are in place, i.e. storage of regulated substances in greater than household quantities (i.e., 55-gallons) is Prohibited unless in a free-standing container within a building or above ground with secondary containment adequate to contain 110% of the container's total storage capacity.
- **A Conditional Use Permit** in two certain instances. But existing uses do not need to apply for the permit.
- **Exempted** uses are clearly identified as being exempt from the APO.
- **An Inspection Program** for all businesses using regulated substances, even those that existed at the time the APO was adopted, has been established and implemented.

The inspection program process was developed to be efficient for the business and property owners and the Town. Once the initial inspection is made, such tools as self-inspection reports and a rotating inspection schedule are utilized to minimize the amount of time the program will require in the future for affected business owners. We also hope you will take this opportunity to let us know if there are other ways in which the Town can provide assistance to your business. We will be including additional information to business owners on water quality measures as we move through the program.

For businesses that have not completed the initial registration, please complete the attached Facility and Site Information survey to provide a brief overview of the facility and submit the completed survey and other requested information to the Land Use Office. This will allow us to accurately categorize the business in relation to the new Ordinance.

You may find that the information provided and requested as well as the regulation of such substances is very similar to contacts you may have received from NH Department of Environmental Services (DES). As a business owner you are probably aware that Regulated Substances are already regulated by DES. The Belmont Ordinance does not expand the type of substances that are regulated, but creates an opportunity for the Town to work cooperatively with local businesses to protect the quality of water for our community as a whole. This service may also assist you in meeting your DES requirements.

If you are the property owner, but not the business/facility owner, please complete the initial section of the Survey providing us with contact information for the business and we will direct our inquiry to them. We will however, keep you copied on the project as we move forward to help assure you, as the landowner, that the commercial and industrial uses occurring on the property are environmentally compliant. If no commercial or industrial use exists on the property please indicate that on the survey and return for our records. If you own more than one such regulated property, please use one survey form for each property.

We greatly appreciate your cooperation in this important goal and encourage you to contact us with questions or comments as we move through this process. Quality water resources for both Belmont's current and future needs is a paramount concern to everyone. It is evident from the inspections completed to date that the Belmont business community takes their water quality responsibilities very seriously and is successful in their stewardship efforts.

In addition to our aquifer inspection program please let us know if you are interested in:

- Being listed on our Belmont Business Index. If your business is not listed, or if changes have occurred in your information, just complete a Business Info Sheet from our website or Land use Office and we'll add or correct your business info. This list is voluntary, but gives your business one additional way to advertise. It is posted on the Town's website and copies of the index are available in the Town Hall.
- A copy of our recently updated Belmont street map.
- A copy of the Land Use Staff and other Town Departments Contact Info.

Please remember that we encourage all of our customers to use our Customer Service Questionnaire (available on the website and in the Land use Office) to provide feedback to the Land Use Department and Elected Officials on how we can improve our Land Use services or provide additional assistance. Thank you again, and please do not hesitate to contact our office at any time that we may be of assistance to your business pursuits within the community.



Town of Belmont Aquifer Protection Inspection Checklist

March 2008

Section 1 – Facility and Site Information

Facility Information

Facility Owner: _____ Date: _____

Facility Name: _____

Facility Address: _____

Property Owner (if different): _____

Contact Name: _____

Title: _____ Phone: _____ E-Mail _____

Type of Business: _____

North American Industry Classification System (NAICS) # _____

Products and Services Produced: _____

Site Information

Property Size: _____

Number and size of buildings/storage areas: _____

Number and size of paved surfaces: _____

Number of Employees: _____

-OVER-

Section 1 (cont.)**Site Map**

Attach a site map of the Facility and label it “Figure 1”

The following is a list of items that if applicable to your Facility must be included on your site map:

1. Site Boundary
2. Outline of buildings, sheds, or other storage structures, pavement
3. Stormwater structures, controls, and drainage flow direction
4. Location of fueling stations
5. Location of loading/unloading areas
6. Location of wastewater disposal systems- sewer line or septic system
7. Location of Waste storage and disposal areas – including dumpsters, used oil storage tanks, and other waste storage
8. Location of liquid storage areas including – underground and above ground storage tanks, and their filling and discharge or distribution lines
9. Location of any other outdoor structures or processing service areas that may impact groundwater or have the materials exposed to precipitation