APPLICATION REVIEW COMMITTEE
TOWN OF BELMONT, NH
MEETING NOTES

Belmont Mill, 4th Floor, Tioga Room,
Thursday, April 17, 2025

Members Present: Alicia Jipson, Town Administrator; Colleen Akerman, Assessing Administrator/Admin. Asst; Karen Santoro, Town Planner; Glenn Caron, Building Official; Craig Clairmont, Public Works Director; Captain Stephen Akerstrom, Police Department; Rod Cameron, Land Use Technician.

Members Absent: Deborah Black, Fire Chief; Donald Pickowicz, Asst. Fire Chief; Brian Jackes, Asst. Public Works Director.

K. Santoro opened the meeting at 8:07 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 are not authorized by local or State law to accept public comments as part of this review. K. Santoro asked the staff members present to introduce themselves.

The following is a brief synopsis of the project discussions held.

REVIEW MEETING:

RCCB, LLC: Review of a Site Plan application to construct a 70' x75' building that will be split into three commercial units. Property is located on Route 106, Tax Lot 230-114-000-000, in the Commercial Zone. ARC Case #05-25A**.**

Applicants Present: Ryan Bedard**,** RCCB, LLC , 50 Ellis Farm Road, Sanbornton, NH 03269

Ryan Bedard opened the presentation by introducing himself saying that he ran a pipe lining business. He briefly summarized the proposed site plan project to construct a 70' x75' building that will be split into three commercial units. He planned on occupying on of the units and renting the other units.

S. Akerstrom asked questions about site security. Ryan Bedard stated that a security system would be installed on site.

C. Clairmont noted that the site would require a well and septic system. Ryan Bedard acknowledged the requirement.

C. Akerman noted that the units could not be sold as condominium units. Ryan Bedard stated that the plan was to rent the units.

K. Santoro closed the discussion on the application having no further questions or comments.

White Oaks, LLC: Review of an application to amend an existing Site Plan approval to include vehicle washing and detailing service on the property. Property is located at 52 Higgins Drive, Tax Lot 241-008-000-000, in the Industrial Zone. ARC Case #06-25A.

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Applicants Present: Jon Rokeh, Rokeh Consulting, LLC, 89 King Road, Chichester, NH 03258 was present for the applicant.

Jon Rokeh opened the presentation by describing the owner's intention to apply for an amendment to the existing Site Plan approval to allow vehicle washing and detailing services on the property. He acknowledged that the unpermitted activity was occurring on the property and that the plan was to install an oil-water separator to treat the wastewater. He stated that an oil-water separator is a piece of equipment used for treating vehicle wash effluent, effectively separating oil from the wastewater before it's discharged into the on-site detention basin.

C. Clairmont restated that the on-site vehicle washing was an illegal operation.

K. Santoro stated that the site was located in the aquifer protection zone requiring an enhanced level of groundwater protection. Car wash facilities produce wastewater that needs proper treatment before disposal. This wastewater contains various contaminants from vehicles and cleaning products.

R. Cameron stated that an oil-water separator was inadequate to treat the vehicle washing wastewater for discharge into the detention basin. In particular because the chemicals being used in the process are unknow. Material Safety Data Sheets must be submitted for all the products used in the washing and detailing activities and the treatment process needs to be designed appropriately.

Jon Rokeh stated that he was considering an alternative method of managing the wastewater by installing a collection tank that would be pumped on a regular schedule and transport the wastewater to an off-site treatment facility.

K. Santoro noted that the property water bills indicated very high water usage and that the tank would likely be quite large and require frequent pumping. A copy of the last water bill will be provided to J. Rokeh to help calculate the size tank that would be necessary.

K. Santoro closed the discussion on the application having no further questions or comments.

Parent Sand and Gravel, LLC: Review of a Site Plan application to build an interior storage facility consisting of two buildings each, approximately 375'x 120' with surrounding paved access and driveways. Property is located at 98 Wareing Road, Tax Lot 245-016-000-000, in the Rural Zone. ARC Case #07-25A.

Applicants Present: George Holt, Aries Engineering, LLC, 104 Pleasant Street, Concord, NH 03301 was present for the applicant.

George Holt opened the presentation by briefly summarizing the proposed project to build an interior storage facility consisting of two buildings each, approximately 375'x 120' with surrounding paved access and driveways at the Parent sand and gravel facility off Wareing Road. The buildings would be designed to store vehicles. Each building would contain fifty (50) storage units for a total of one hundred (100) vehicle storage units.

S. Akerstrom asked if a security system would be provided. George Holt stated that a security system would be included.

R. Cameron asked about the status of the quarry reclamation plan. George Holt stated that the existing reclamation plan would be implemented.

K. Santoro closed the discussion on the application having no further questions or comments.

Minutes:

A motion to approve the February 20, 2025 meeting minutes was made and seconded. All in favor, the motion carried.

Other Business:

Seeing no other business before the Committee, K. Santoro asked for a motion to adjourn. A motion to adjourn was made and seconded. All in favor, the motion carried.

Meeting adjourned at 8:41 a.m.

Respectfully submitted,

R. E. Cameron

Roderick Cameron, Land Use Technician