New Hampshire Department of
BUSINESS AND
ECONOMIC AFFAIRS

MEMORANDUM

TO: Alicia Jipson, Town Administrator, Town of Belmont
Debra Shackett, Administrator, Belknap County Board of Commissioners
Shanna Saunders, Executive Director, Lakes Region Planning Commission
Members, Council on Resources and Development (CORD)

FROM: Heather Shank, Director, Division of Planning and Community Development
Brendan McDowell, Principal Planner, Office of Planning and Development

DATE: August 25, 2026

SUBJECT: Surplus Land Review
2026-004 SLR – Belmont

The Council on Resources and Development (CORD) will hold a public meeting on the attached request on December 3, 2026, at 3 pm in the Caswell Conference Room at the Department of Business and Economic Affairs (DBEA), 100 N. Main Street, Concord.

Please review the request and provide any comments in writing to Brendan.M.McDowell@livefree.nh.gov as soon as possible.

Please note, the application is also reviewed by the following organizations:

- The Department of Natural and Cultural Resources/NH Division of Historical Resources, in accordance with RSA 227-C:9.
- Members of the Public Water Access Advisory Board, in accordance with RSA 233-A.
- The Lakes Management and Protection Program, through the Rivers and Lakes Program Coordinator, in accordance with RSA 483-A:5, II.
- The Rivers Management and Protection Program, through the Rivers and Lakes Program Coordinator, in accordance with RSA 483:8, VII and 14.

For more information, see DBEA – Office of Planning & Development – CORD.

100 North Main Street, Suite 100
Concord, New Hampshire 03301
603.271.2341
visitnh.gov nheconomy.com choosenh.com

New Hampshire DOT

STATE OF NEW HAMPSHIRE
INTER-DEPARTMENT COMMUNICATION

From: Louis Barker
Railroad Planner

Date: August 20, 2026

At: Bureau of Rail and Transit

Thru: Julie Mathews, P.E.
Railroad Operations Engineer

Shelley Winters
Deputy Commissioner 08/24/26

Subject: Surplus Land Review
Concord-Lincoln Railroad Corridor, Belmont

To: Lucy Lange, Commissioner
Department of Business and Economic Affairs

The Bureau of Rail & Transit proposes to lease approximately 825 feet of water frontage on the state-owned Concord-Lincoln Railroad Corridor in the Town of Belmont to an abutter for installation, use and maintenance of a dock in accordance with RSA 228:57-a. This law allows leasing of state-owned railroad waterfront to landowners whose property abuts the railroad property, and for which the proposed use does not adversely impact the use of said state-owned railroad property by the State or its Railroad Operators.

Explanation: The Sun Lake Village Association has submitted a proposal for five additional seasonal finger docks (up to 6 slips) in a multiple slip configuration. The request is for a lease of an additional 450 (375 previously approved. January 12, 2023 - 2023 SLR 001, + the additional 450 for a total of 825) feet of frontage along the boundary of Sun Lake Village and State property to cover the number of slips requested. Bureau staff met with the applicant and inspected the site. The Bureau is willing to enter into a lease for waterfront access to include the additional 450 linear feet at the edge of the railroad corridor, provided that the lessee continues to meet Department of Environmental Services criteria, obtains an updated dock permit and maintains the pedestrian at-grade crossing and protection including, but not limited to, a crossing surface and signage. In addition, the applicant is aware that access crosses the Belmont segment of the WOW Trail and appropriate safety measures will be required to mitigate impacts to the trail facility. The lease will also include a termination clause and a requirement to remove any improvements in the event the location of the dock lease adversely impacts future use of the corridor.

Please submit this request to the Council on Resources and Development to determine if this land is surplus to the needs and interests of the State.

Feel free to contact me with any questions.

Enc.

a. Topo
b. Tax Map – Mosaic
c. Aerial Photo
d. Sun Lake Plan Phase 2 Diagram, dated August 4, 2026
e. Railroad Valuation Section 21, Sheet 60, Engineering Station 1330+67
f. New Hampshire Council on Resources and Development, 2023 SLR 001, dated January 24, 2023

cc: Eric Sargent, Administrator, Bureau of Right-of-Way

Council on Resources and Development
REQUEST FOR SURPLUS LAND REVIEW ACTION

Name of Requesting Agency: Transportation

Agency Contact Person: Louis A. Barker
Address: NHDOT, Bureau of Rail & Transit, PO Box 483, Concord, NH 03302
Phone Number: (603) 271-2425
E-Mail: Louis.barker@dot.nh.gov

Applicant Contact Person: Don House
Address: Sun Lake Village Docks LLC 51 Sun Lake Drive, Belmont, NH 03220
Phone Number: (508) 344-4612
E-Mail: Donhouse@metrocast.net

Location of Property: US Route 3, Belmont NH

Acreage: 825 linear feet

Requested Action: Lease

Term of Lease or Easement: Remaining 3 years of current Term with option for 5 year renewal

Please complete ALL questions below, submit one digital copy and one hardcopy original of the complete application to the Office of Strategic Initiatives, Johnson Hall, 3rd Floor, 107 Pleasant Street, Concord, NH 03301, michael.klass@osi.nh.gov.

1. **What is the current use of this property?**

   Waterfront access, previously approved 375 feet. Additional 450 feet requested.

2. **What is the proposed use of this property if surplused?** Please note if proposed use is intended to create a public benefit.

   Private Dock and recreation facility per the terms of RSA 228:57-a

3. **Does the proposed use of this property entail new development?** ☐ **Yes** ☒ **No**
   a. If yes, is it consistent with adjacent and existing development? ☐ Yes ☐ No
   b. Please describe how the proposed new development differs from or is similar to its surroundings. Also indicate how it may initiate a future change in the use of the property or surroundings.

   Subdivision approval over 20 years ago. Some of the parcels improved 2005-2020

4. **Are there any structures located on this property?** ☒ **Yes** ☐ **No**
   a. If yes, please describe the structures including how many and what kind.

   Dock for 4 slips.

5. **Are there historical architectural or archaeological resources identified on this site?** ☒ **Yes** ☐ **No**
   a. If yes, describe the resource(s)?

   Railroad itself is eligible for National Historical Register. Boston, Concord & Montreal RR.

b. If no, contact the NH Division of Historical Resources prior to application submission.

6. Is there any existing development or structures on adjacent sites? ☒ **Yes** ☐ **No**

a. If yes, describe the use and number of structures of adjacent sites.
If no, where is the nearest development? (Describe distance, use, and number)

Houses on qualifying property that corresponds to this request.

7. Does the site represent the entire state property in this location? ☐ **Yes** ☒ **No**

a. If no, please describe its relationship to the entire state holding (percentage of total acreage, percentage of overall rail length, etc).

<0.01%, request 825 feet, rail line is approximately 73 miles.

8. Is access to this property available? ☒ **Yes** ☐ **No**

a. If yes, how is the site accessed? (from rail, water, across applicant's property, etc)

Applicant has entered into a Crossing Agreement with the State of New Hampshire to cross the railroad.

b. If yes, is there a potential for public access interruption? ☐ **Yes** ☒ **No**

9. Are there water resources related to this property such as:

Lakes/Ponds - ☒ **Yes** ☐ **No** **Rivers** - ☐ **Yes** ☐ **No** **Wetlands** - ☐ **Yes** ☐ **No**

a. If yes, please indicate the size or extent of such resources.

Lake Winnisquam

b. If yes, is the property located within 250 feet of a lake/pond or river?

Yes

c. If yes, please describe any municipal regulations and/or Shoreland Water Quality Protection Act (RSA 483-B) provisions that apply to the development of the property.

RSA 228:57-a

d. If there are water resources, please describe current public or private access from the site to the water body. ☒ Public ☒ Private ☐ No Access Available

Currently subject to railroad operations from April 1 to December. Winter recreation during off season shutdown per an Agreement between NHDOT and NHDNCR.

e. How would the proposal affect the access opportunities described in d?

Proposed private access will include safety features at both crossings of the railroad and the Belmont segment of the WOW trail.

10. Please identify any other significant resources or sensitive environmental conditions known to be located on or adjacent to this property.

	Yes (property)	Yes (adjacent property)	No
a. Steep slopes	☐	☒	☐
b. Wetlands (Prime and NWI)	☐	☐	☒
c. Threatened or endangered species	☐	☐	☒
d. Wildlife Action Plan Critical Habitats	☐	☐	☒
e. Increased impervious surface	☐	☐	☒
f. Potential stormwater flow changes	☐	☐	☒
g. Agricultural soils of prime, statewide, or local importance	☐	☐	☒
h. Potential river channel change	☐	☐	☒
i. Other special designations	☐	☐	☒

Please provide a description for any "yes" responses to question #10.

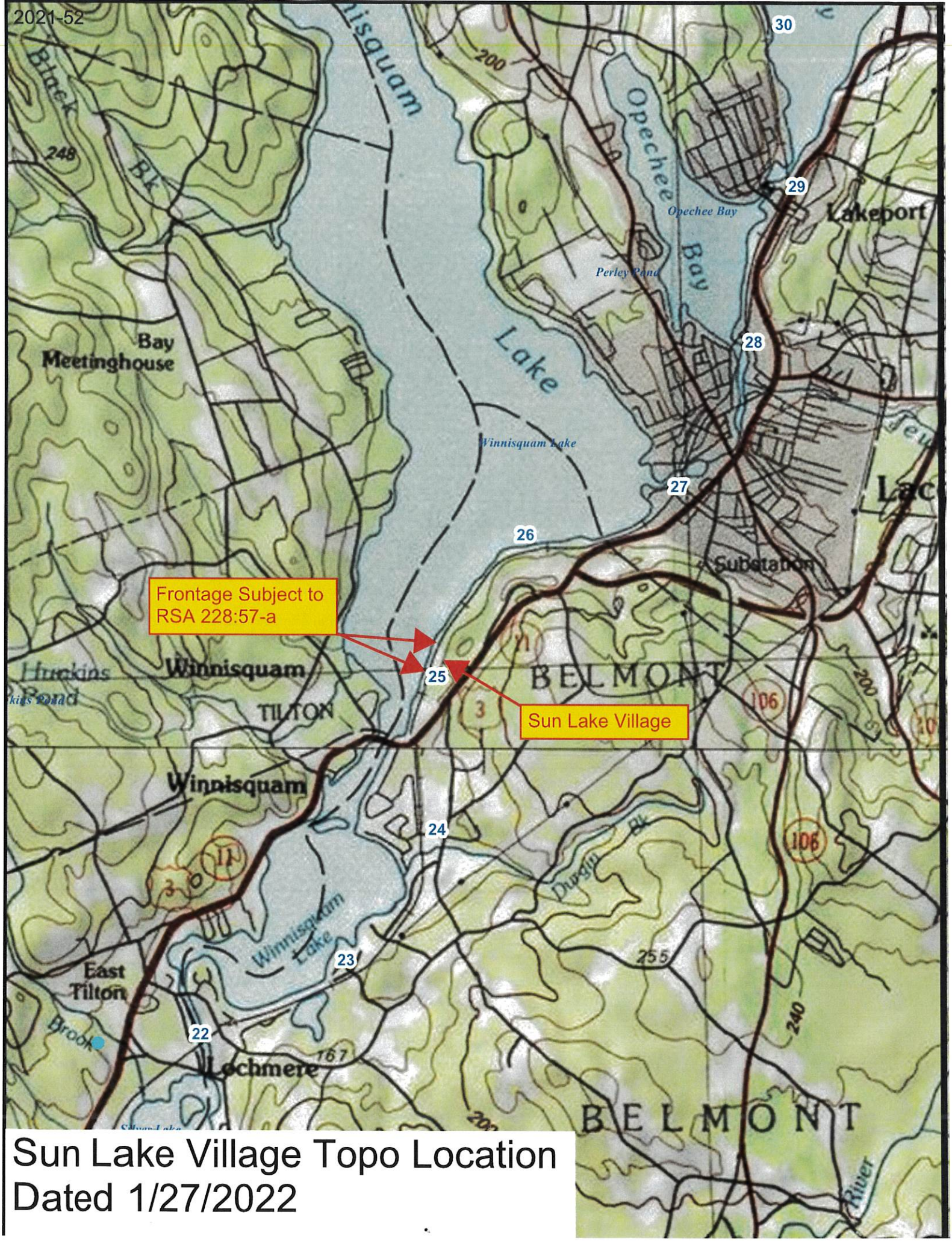
Slope from abutting property to level of railroad 6-8 feet. Engineered stairway design with appropriate setbacks installed under terms of original lease.

11. Attach photographs and maps of the property. Maps should highlight the requested property location and help to adequately place the property within its municipality.

a. Municipal tax map copy showing all abutters
b. General location map with scale, north arrow, nearby roads, and water bodies/features*
c. Aerial Photograph*
d. Any site plans for new or proposed development prepared at the time of application
e. Maps depicting rail lines, wetlands, conservation lands, rare species and exemplary natural communities or topographic features are welcome but not required

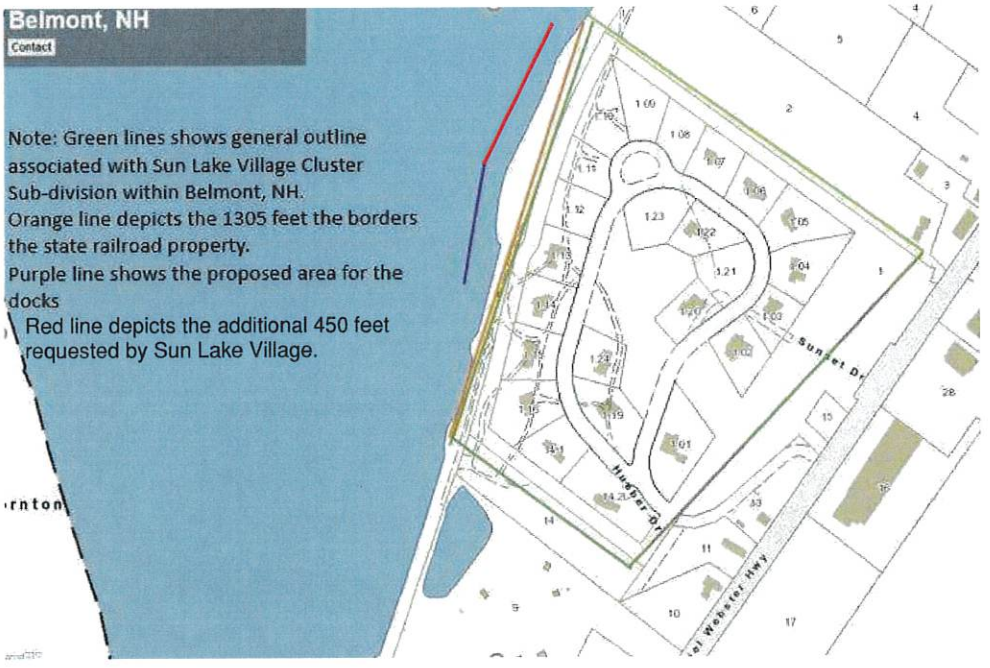
* Maps can be created with GIS, Google, NH GRANIT, or any other readily available mapping service.

Please paste any maps and photographs submitted as part of this application here.



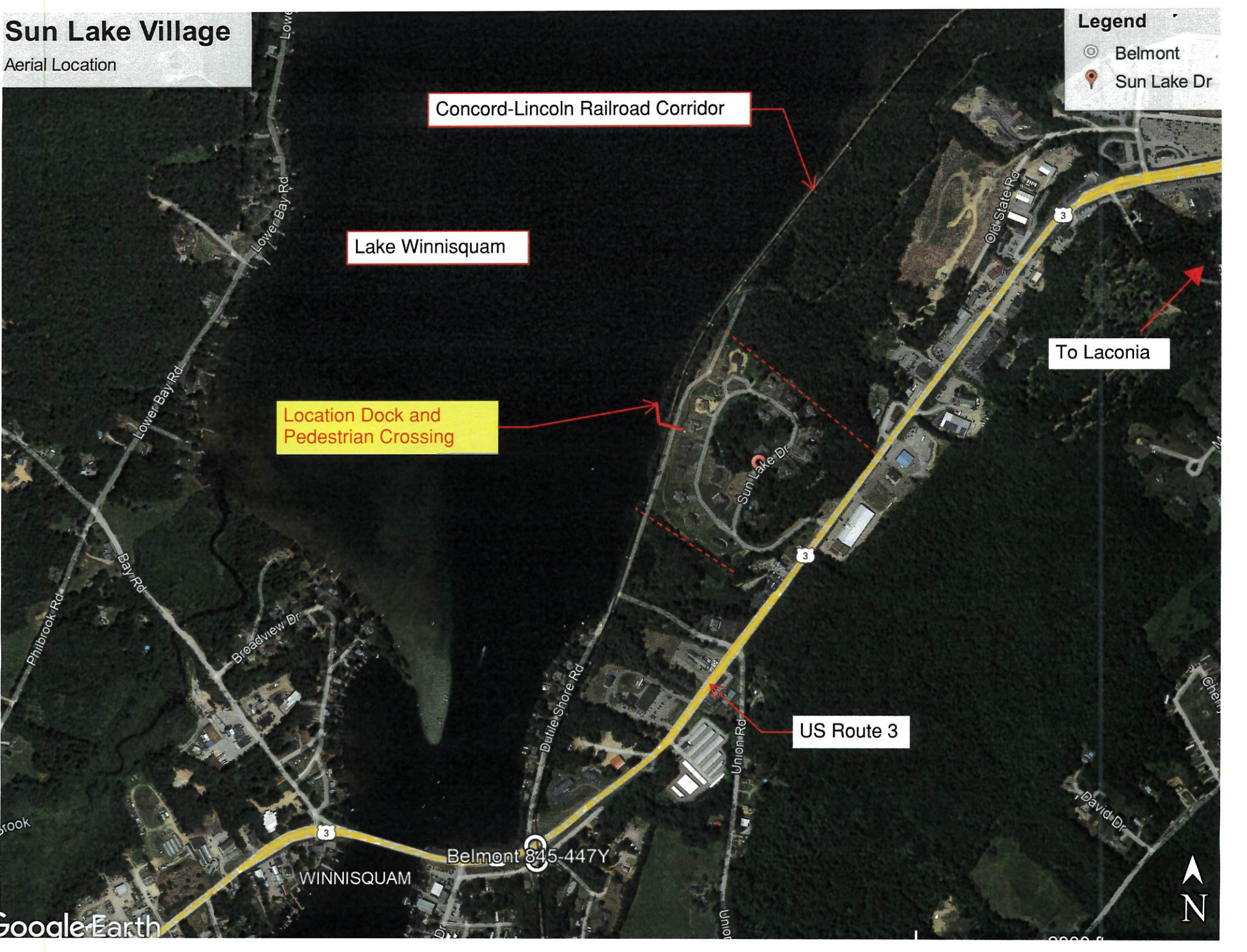
Sun Lake Village Topo Location
Dated 1/27/2022

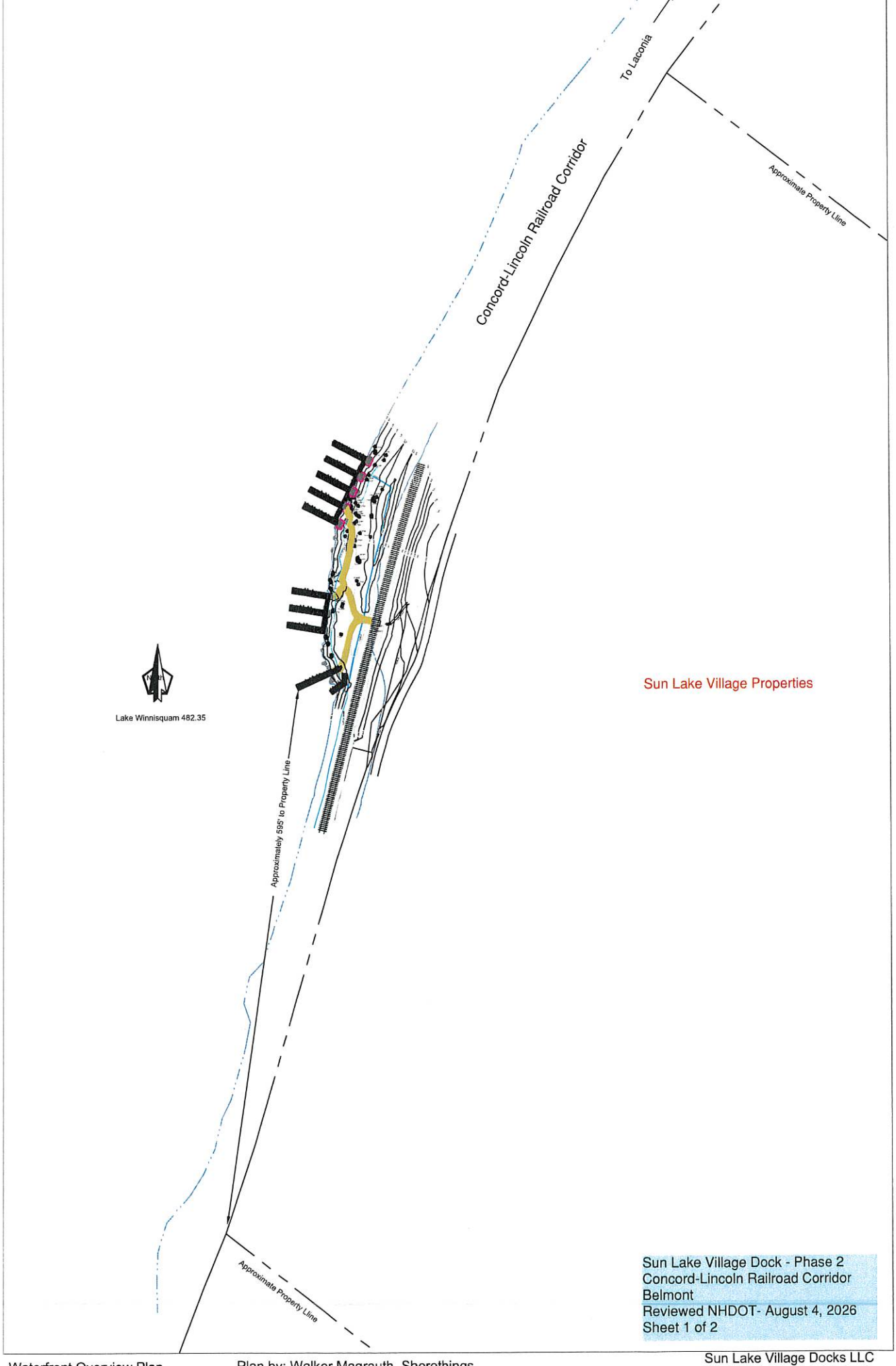
ATTACHMENT



The above map shows the layout of the 24 lots within the cluster division the area surrounding the individual lots is the common area that is owned jointly by all the homeowners. The purple line represents the 375 feet of shoreline to be leased.
Red line depicts the additional 450 feet requested by Sun Lake Village.

Amended Lease Length and Location
Railroad Valuation Section 21, Sheet 60
Crossing at Approx Sta 1333+68, MP 25.35
Concord-Lincoln RR Corridor - Belmont
2026-24 Date: July 7, 2026


Sun Lake Village
Aerial Location
Legend
Belmont
Sun Lake Dr
Concord-Lincoln Railroad Corridor
Lake Winnisquam
To Laconia
Location Dock and
Pedestrian Crossing
US Route 3
Lower Bay Rd
Old State Rd
Sun Lake Dr
Philbrook Rd
Broadview Dr
Dutile Shore Rd
Union Rd
David Dr
Belmont 845-447Y
WINNISQUAM
Google Earth
N

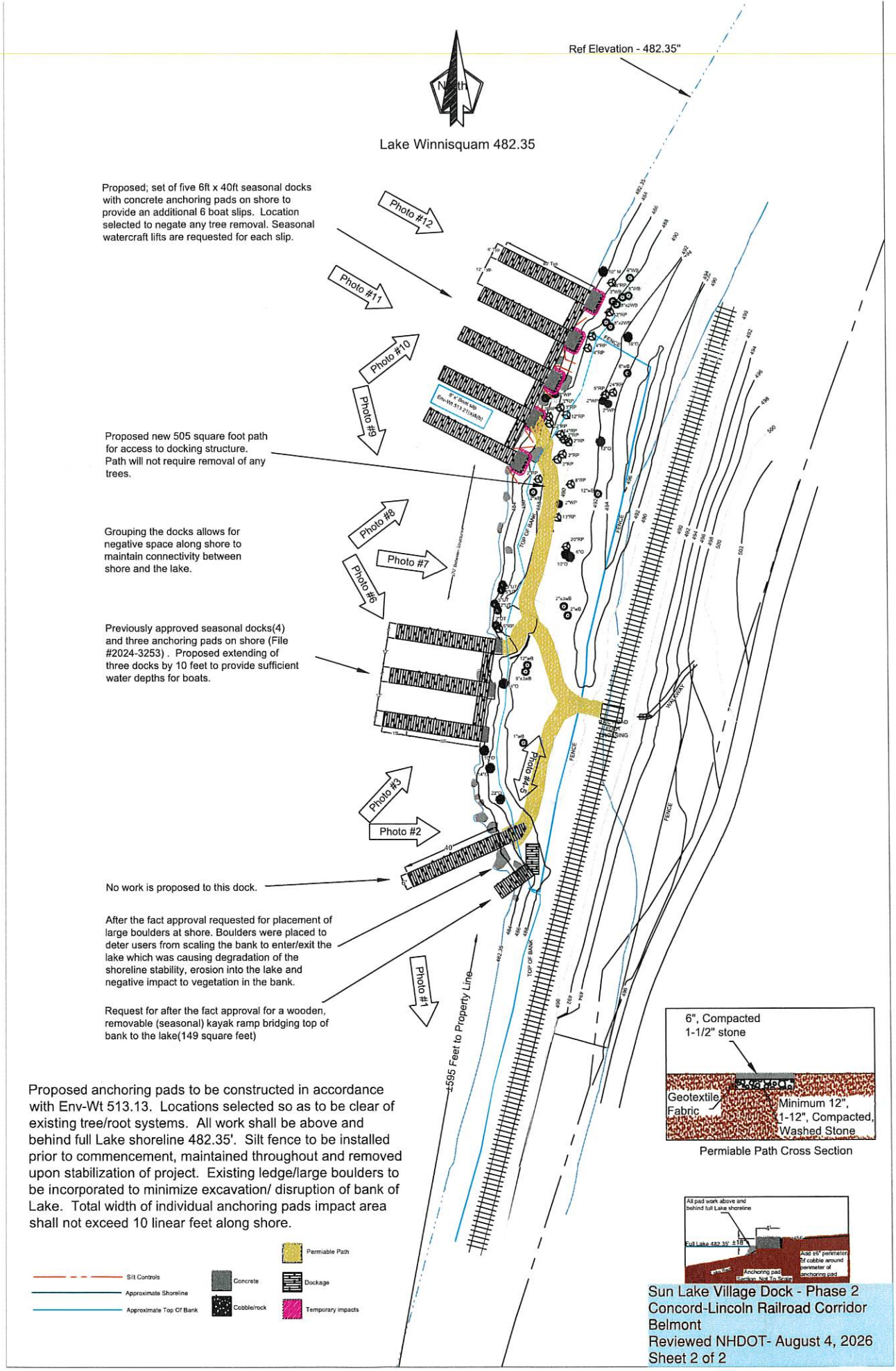


Sun Lake Village Dock - Phase 2
Concord-Lincoln Railroad Corridor
Belmont
Reviewed NHDOT- August 4, 2026
Sheet 1 of 2

Waterfront Overview Plan

Plan by: Walker Magrauth, Shorethings
1" = 20' June 05. 2024

Sun Lake Village Docks LLC
Off Sun Lake Drive

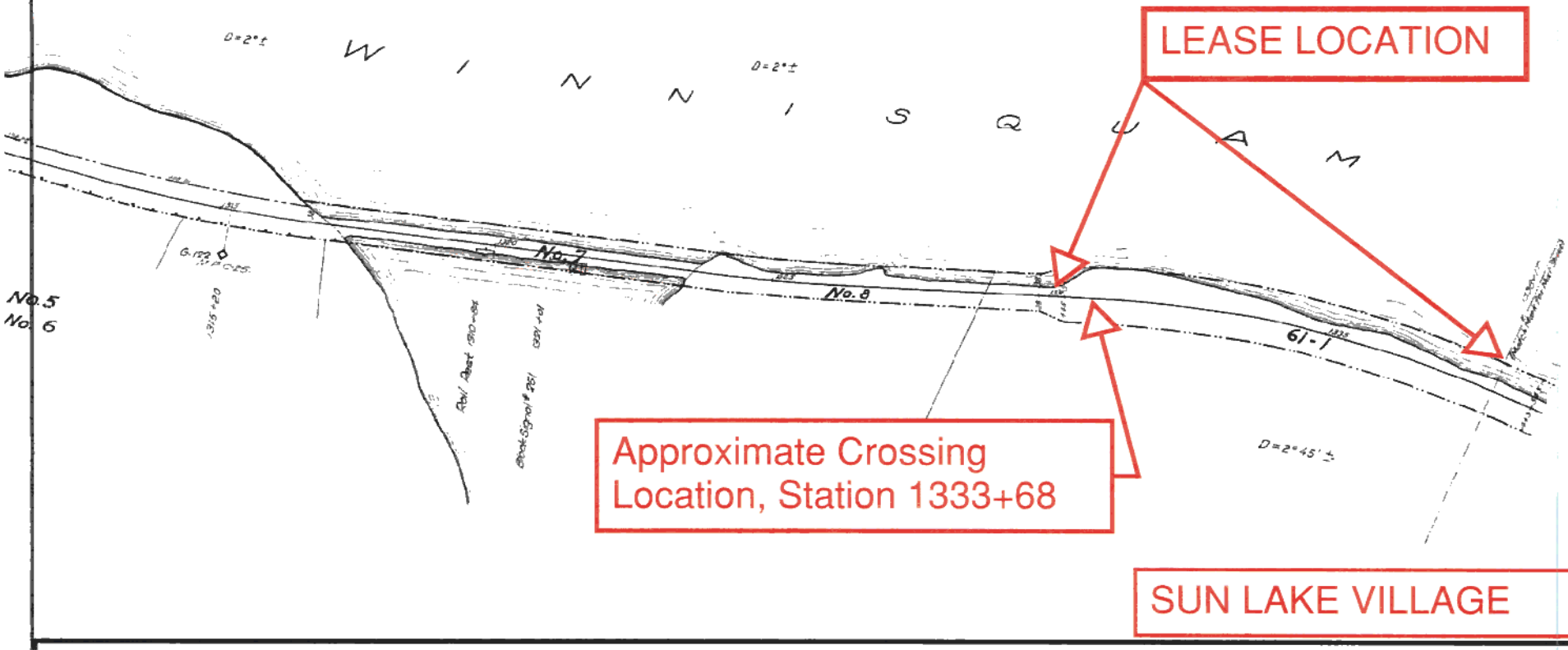


Waterfront Overview

Plan by: Walker Magrauth, Shorethings
N.T.S. June 05, 2026

Sun Lake Village Docks LLC
Off Sun Lake Drive

File # 2026-24 Attachment



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Crossing at Approx Sta 1333+68, MP 25.35
Concord-Lincoln RR Corridor - Belmont
2026-24 Date: July 7, 2026

New Hampshire Department of
BUSINESS AND
ECONOMIC AFFAIRS

New Hampshire Council on Resources and Development
NH Office of Planning and Development
100 N Main St., Concord, NH 03301

RECOMENDATION MEMORANDUM

TO: Shelly Winters, Director, NHDOT Division Aeronautics, Rail & Transit
Lou Barker, Railroad Planner, NHDOT Bureau of Rail and Transit

FROM: Stephanie N. Verdile, Principal Planner, NH Office of Planning and Development

DATE: January 24, 2023

Reference: **2023 SLR 001**
Request from the New Hampshire Department of Transportation (NHDOT), to lease 375 feet of water frontage on Lake Winnisquam at the site owned Concord-Lincoln Railroad Corridor to the Town of Belmont to an abutter for installation, use, and maintenance of a dock in accordance with RSA 228:57-a. The proposed lease is for five (5) years with an option for five (5) year renewal. The property is located at US Route 3, Belmont, NH.

On January 12, 2023, the Council on Resources and Development (CORD) voted to **recommend approval** of the above referenced Surplus Land Review Application #2023 SLR-001.

Cc via email: Taylor Caswell, Commissioner, NH Dept of Business and Economic Affairs and Chair, Council on Resources and Development Taylor.Caswell@livefree.nh.gov
Stephen LaBonte, Administrator, NHDOT Bureau of Right-of-Way, stephen.g.labonte@dot.nh.gov
Pamela Ellis, LBA Staff, Legislative Long Range Capital Planning and Utilization Committee
Pamela.Ellis@leg.state.nh.us

State of New Hampshire
DEPARTMENT OF NATURAL & CULTURAL RESOURCES
DIVISION OF HISTORICAL RESOURCES

172 Pembroke Road Concord, New Hampshire 03301
Phone: 603-271-3483 Fax: 603-271-3433
TDD Access: Relay NH 1-800-735-2964
nhdhr.dncr.nh.gov

September 13, 2026

Brendan McDowell
Business and Economic Affairs
100 North Main Street, Suite 100
Concord, NH 03301

Re: Surplus Land Review 2026-004 SLR – Belmont (2026PR00718)

Dear Mr. McDowell:

In accordance with RSA 227-C:9, the Division of Historical Resources (NHDHR) has been asked to comment on the Bureau of Rail and Transit's request that the Council on Resources and Development (CORD) consider the Bureau's proposed lease of approximately 825 feet of land within the state-owned Concord-Lincoln Railroad Corridor to an abutter in accordance with RSA 228:57-a.

It is the opinion of the DHR that the proposed lease would result in ***No Historic Properties Affected***. Therefore, the DHR does not have concerns regarding the proposal.

Please feel free to contact me should you have any questions regarding our comment.

Sincerely,

Nadine Miller
Deputy State Historic Preservation Officer

LAKES REGION PLANNING COMMISSION

103 Main Street, Suite #3
Meredith, NH 03253
Tel 603.279.8171
www.lakesrpc.nh.gov

September 10, 2026

Brendan McDowell, Office of Planning and Development
100 North Main St. Suite 100
Concord, NH 03301

Re: Surplus Land Review 2026-004 SLR-Belmont

Dear Brendon,

LRPC staff have completed your request for surplus land review action regarding Sun Lake Village Docks and their proposal for five additional seasonal finger docks in a multiple slip configuration including the leasing of an additional 450 feet totaling 825 feet of frontage along the boundary of Sun Lake Village and State property.

Finding/recommendation #1- The review indicated that there will be 450 linear feet at the edge of the railroad corridor including at-grade crossing and protection including but not limited to a crossing surface and signage.

- It is recommended to include a design for the crossing surface and signage or outline actions/timeline for determining the necessary designs. Designs should include proper protections for lake quality including proper erosion control with maintenance requirements.

Finding/recommendation #2- The review indicated that appropriate safety measures will be required to mitigate impacts to the trail facility (WOW Trail).

- It is recommended to indicate what the proposed safety measures will be for this action, and may include signage and reflective warnings regarding the crossing visible to both WOW trail users and vehicular crossing users.

For any questions, please contact Matt Rose, Environmental Planner 603-279-5336 or mrose@lakesrpc.nh.gov.

From: Gendreau, Sydney
To: McDowell, Brendan
Cc: Sales, Tracie; Michele Tremblay; Larry Spencer
Subject: RE: Surplus Land Review 2026-004 - Belmont
Date: Wednesday, August 26, 2026 9:25:19 AM

Hello Brendan,

I hope you are doing well! On behalf of the Rivers Management Advisory Committee (RMAC), I would like to confirm that 2026 CORD SLR 004 Belmont was found outside of the jurisdiction of the RMAC. If you have further questions regarding this property, please contact RMAC Chair Michele L. Tremblay at mlt@naturesource.net.

Best,
Sydney

Sydney Gendreau
Watershed Planning Assistant
New Hampshire Department of Environmental Services (NHDES)
(603) 271-1522
Sydney.E.Gendreau@des.nh.gov
Pronouns: she, her, hers

NHDES would greatly appreciate your feedback and wants to hear from you. Please take a moment to fill out our short (five question) NHDES Customer Service Satisfaction Survey.

From: McDowell, Brendan <Brendan.M.McDowell@livefree.nh.gov>
Sent: Tuesday, August 25, 2026 3:28 PM
To: Shank, Heather <Heather.R.Shank@livefree.nh.gov>
Cc: McDowell, Brendan <Brendan.M.McDowell@livefree.nh.gov>
Subject: Surplus Land Review 2026-004 - Belmont

Good afternoon,

Please see the attached Surplus Land Review (SLR) request. This item will be heard on the December 3, 2026 CORD meeting agenda. If you have comments, please submit by November 24, 2026 to Brendan McDowell, cc'd above.

If you have questions on CORD, please see the OPD website: CORD -Office of Planning & Development

Best,

From: Andrew Cadorette
To: McDowell, Brendan; Shank, Heather
Subject: RE: Surplus Land Review 2026-004 - Belmont
Date: Wednesday, August 26, 2026 12:35:50 PM
Attachments: image002.png

EXTERNAL EMAIL WARNING! This email originated outside of the New Hampshire Executive Branch network. Do not open attachments or click on links unless you recognize the sender and are expecting the email. Do not enter your username and password on sites that you have reached through an email link. Forward suspicious and unexpected messages by clicking the Phish Alert button in your Outlook and if you did click or enter credentials by mistake, report it immediately to helpdesk@doit.nh.gov!

Hello Brendan. Thank you for sharing.

NH Housing has no comments on this Surplus Land Review.

Andy

Andrew Cadorette
Senior Manager, Marketing and Outreach
Homeownership Division

acadorette@nhhousing.org
D 603.310.9287
NHHousing.org

From: McDowell, Brendan <Brendan.M.McDowell@livefree.nh.gov>
Sent: Tuesday, August 25, 2026 3:28 PM
To: Shank, Heather <Heather.R.Shank@livefree.nh.gov>
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