

CONWAY PLANNING BOARD

MINUTES/WORK SESSION

FEBRUARY 24, 2000

A meeting of the Conway Planning Board was held on Thursday, February 24, 2000, beginning at 7:05 p.m. at the Conway Town Office in Center Conway, NH. Those present were: Chair, Catherine Woodall; Selectmen's Representative, Gary Webster; Vice Chair, Sheila Duane; Stacy Sand; John Waterman; Planning Director, Thomas Irving; and Recording Secretary, Holly Meserve.

MASTER PLAN

Mr. Irving reviewed the attached agenda. Mr. Irving stated that the purpose of this meeting is to present on-going tasks the Town must perform for growth management. Mr. Irving stated that he has met with each Planning Board member and have discussed some items that he has discovered. Mr. Irving stated that he looks to both staff and Planning Board members for time and effort. Mr. Irving stated that some time would be wasted because of the inconsistencies in the ordinance. Mr. Irving stated that those inconsistencies have to be remedied. Mr. Irving submitted the attached sheet to track deficiencies.

Mr. Irving stated that there are many things that need to be changed now. Mr. Webster stated that he would like to see the deficiency list posted. Mr. Irving stated that it could be posted. Ms. Woodall stated that she thinks this is a good idea. Mr. Irving stated that the form is for the Planning Board and Town Staff. Mr. Webster stated that it should be provided to the consultants. Mr. Irving stated as well as the applicants. Ms. Woodall stated as long as they are a logical ordinances and not those they want to change because they don't agree with it. Mr. Webster stated that he could understand that.

Mr. Waterman stated that they should also be addressing enforcement and follow through. Mr. Waterman stated that some ordinances are too restrictive and there are a lot of waivers being requested. Ms. Sand stated that we need to be careful when addressing waivers because they allow us to see that this may be a unique circumstance. Mr. Waterman stated that there should be some sort of community survey to bring together different point of views. Mr. Irving stated that we need to enhance that feedback system. Mr. Irving asked if there should be a Citizen Advisory Committee. Ms. Woodall stated that she would prefer to see it this way because we deal with this all the time. Ms. Sand stated that we are the advisory board for the community.

Mr. Irving stated it could be used if you want help, but it appears the Board thinks they can handle it. Mr. Irving stated that it is a good way of recruiting and training future Planning Board members. Mr. Irving stated that he is trying to lighten the Board's load a little bit. Ms. Woodall asked if the purpose of this is for interpretation. Mr. Irving answered in the affirmative as well as discovering items that are out-of-date or wrong. Ms. Woodall stated that she sees this as a clarification of what it there. It was the consensus of the Board to go with this form. Mr. Irving stated that this is not a mechanism to change the ordinance for specific projects.

Mr. Irving read from the attached document on the Master Plan Process (item #3). Mr. Irving stated that we want to keep updating the Master Plan. Mr. Irving stated that that is the only way it is going to work. Mr. Irving reviewed the attached *Proposed Draft Master Planning Process for the Town of Conway*. Ms. Woodall asked what do we have for a demographic study. Mr. Irving answered through the Census Bureau and the Office of State Planning. Mr. Irving stated we don't have current information, but we have all the information available to us through those two organizations. Ms. Woodall asked if we have age groups. Mr. Irving answered in the affirmative and stated that this information is available over the computer.

Ms. Woodall asked if there is any other way to obtain more accurate information. Mr. Irving answered in the affirmative and stated that it is very expensive. Ms. Woodall stated that demographics of the community are very important. Mr. Irving agreed. Martin Franke asked if the Advisory Committee would be a part of the monitoring. Mr. Irving answered in the affirmative and stated that that is their function.

Adopted: May 10, 2000 – As Amended
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Mr. Irving stated they would have an interest because they were a part of the planning process. Mr. Irving reviewed the attached participation form. Ms. Duane asked how it would be distributed. Mr. Irving stated that he is asking the Board how they should be distributed. Mr. Waterman stated that the form should ask how they would suggest making the changes. Mr. Irving stated that that is too demanding and we want to receive them back.

Ms. Sand stated that there are a lot of people who are not year round residents. Mr. Webster stated that there are full- and part-time residents as well as second homeowners. Mr. Webster stated that we also should get feedback from business owners that do not live here. Mr. Franke stated that the form should ask if they are interested in participating. Mr. Irving agreed and stated that there should be three tiers of participation: Committee, Primary feedback group, and Passive feedback group. Mr. Webster stated that we should be using the Town's website.

The following is a list of ways to circulate the form:

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| 1. Utilize media, radio and television | 7. Chamber of Commerce/Newsletters |
| 2. Email/website | 8. Employees |
| 3. Contact and attend community group meetings | 9. Churches |
| 4. Grocery Stores | 10. Libraries |
| 5. Schools | 11. Gibson Center |
| 6. Service Clubs | |

The Board discussed stakeholders as possibly being:

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| 1. Retirees | 5. Parents |
| 2. Residents | 6. Students |
| 3. Property owners | 7. Registered voters |
| 4. Service clubs | 8. Churches |

Mr. Irving stated that one, we are trying to recruit people; and two, we want to keep them informed. Ms. Woodall asked what specifically are we recruiting them for. Mr. Irving answered feedback and to be a part of a task force. The Board discussed non-residents contributing. Mr. Irving stated that we want to maintain feedback to see why they keep coming. Mr. Webster stated as we work through this we will get there, but it is not going to be tonight.

NEXT WORK SESSION

The next work session will be held on Thursday, March 23, 2000.

Respectfully Submitted,

Holly L. Meserve
Recording Secretary