

CONWAY PLANNING BOARD

MINUTES

NOVEMBER 14, 2013

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CONWAY PLANNING BOARD

MINUTES

NOVEMBER 14, 2013

A meeting of the Conway Planning Board was held on Thursday, November 14, 2013 beginning at 7:00 pm at the Conway Town Office in Center Conway, NH. Those present were: Chair, Steven Porter; Selectmen's Representative, Carl Thibodeau; Vice Chair, Steven Hartmann; Eric Porter; Kevin Flanagan; Ray Shakir; Planning Director, Thomas Irving and Recording Secretary, Holly Meserve.

REVIEW AND ACCEPTANCE OF MINUTES

Mr. Hartmann made a motion, seconded by Mr. Shakir, to approve the Minutes of October 10, 2013 as written. Motion unanimously carried.

OTHER BUSINESS

Donald Whitelaw/DW Electrical Contractors (PID 253-80) - §123-4.A.5 (File #NA13-12): Josh McAllister of H.E. Bergeron Engineers and Donald Whitelaw appeared before the Board. This is a request to construct a 28' x 50' second story addition for storage and office space at 419 East Conway Road.

Mr. McAllister stated the issue is lack of space for the electrical company and the goal is to spread out a bit to provide more office space. Mr. McAllister stated that the building envelope on this lot is non-existent between the wetland setbacks and the road right-of-way. Mr. McAllister stated to construct a second floor would normally qualify as a site plan review, but there is very little you can do with this property. Mr. McAllister stated that the applicant is willing to plant four street trees; relocate a dumpster out of the setback; install a stockade fence along the western property line; and re-loam and seed a portion of the property that has become gravel. Mr. McAllister stated that it is a good faith effort to bring this site more into conformance as the site will never be able to come into full site plan conformance.

Mr. Irving stated that the property was developed prior to the creation of the Industrial-2 District which requires larger setbacks; and with the wetland setbacks there is nowhere on this site that would not need variances and waivers. Mr. Shakir asked the location of the office space. Mr. Whitelaw answered on the second floor. Mr. Shakir asked about building elevations. Mr. McAllister stated that they do not have building elevations. Mr. Irving stated that the architectural restrictions do not apply to the Industrial-2 District. Mr. Porter asked the overall height. Mr. Irving stated that it would match the existing second floor. Mr. Whitelaw agreed.

Mr. Hartmann asked with the exception of setbacks, what else keeps the lot nonconforming. Mr. Irving stated the location of the building. Mr. Irving stated even though 90% of the lot is green, a waiver of green space would be necessary because the lot is within the Wetland and Watershed

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Protection Overlay District. Mr. Irving stated a waiver for two curb cuts would be necessary as well. Mr. Irving stated the only thing they are changing that does not make it more conforming is they are adding square footage, but it doesn't necessarily make it more nonconforming.

Mr. Hartmann made a motion, seconded by Mr. Steve Porter, that the Planning Board determined that based on the provisions of §123-4. A. 5., regarding applicability, that the construction of a 28' x 50' second story addition is not subject to a Minor or Full Site Plan Review because it has been demonstrated that the change of use and/or physical changes to the site are insignificant relative to the existing development. Motion unanimously carried.

Maureen Tessier – Lot Merger (PID 276-235 & 236): Mr. Hartmann made a motion, seconded by Mr. Flanagan, to approve the lot merger for Maureen Tessier merging PID 276-235 & 236. Motion unanimously carried.

2014 Planning Board Dates: Mr. Flanagan made a motion, seconded by Mr. Steve Porter, to approve the 2014 Planning Board dates and submittal deadlines. Motion unanimously carried.

Committee Reports:

Sign Advisory Committee: Mr. Thibodeau stated that there is now a full slate for the Sign Advisory Committee. Mr. Irving stated that Andrew Chalmers agreed to be on the advisory committee. Mr. Steve Porter made a motion, seconded by Mr. Hartmann, to appoint Carl Thibodeau and Andrew Chalmers to the Sign Advisory Committee. Motion unanimously carried.

Mr. Irving read the Planning Board rules of procedures when establishing a committee. Mr. Irving stated that the Board needs to determine the assignment of the Committee. **Mr. Thibodeau made a motion, seconded by Mr. Steve Porter, that the Sign Advisory Committee's assignment is to review the sign regulations and make a determination as to whether or not it is advisable to rewrite the zoning ordinance relative to signage and if a rewrite is deemed advisable determine how much it would cost and recommend that the Planning Board request that the BOS put a money article on the Town Warrant to hire a consultant to facilitate the rewrite process or if the committee determines that a rewrite is not advisable, make recommendations on minor amendments that could be addressed by the Planning Board without hiring a consultant. Motion unanimously carried.**

There was a discussion on time frames to report back to the Planning Board amongst the Board members and Mary Seavey who was in attendance. **Mr. Thibodeau made a motion, seconded by Mr. Hartmann, that the Committee is to provide its recommendation regarding a rewrite on or before January 10, 2014 so the Planning Board can decide on a recommendation to the Board of Selectmen regarding a money article for the 2014 Town Warrant. Motion unanimously carried.**

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Mr. Porter made a motion, seconded by Mr. Flanagan, that the Committee is to provide its recommendation regarding a rewrite on or before June 30, 2014 so the Planning Board can decide on a recommendation to the Board of Selectmen regarding a money article for the 2015 Town Warrant. Motion unanimously carried.

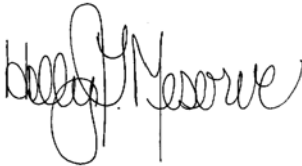
Mr. Steve Porter made a motion, seconded by Mr. Hartmann, that if the Committee determines that minor amendments rather than a rewrite is advisable the Committee Chairperson shall report once a month to the Planning Board on its progress and shall submit its recommended amendments in writing on or before September 1, 2014. Motion unanimously carried.

Mr. Steve Porter made a motion, seconded by Mr. Hartmann, that the Committee shall remain in place until April 14, 2015, but the tenure of the Committee may be amended by a duly adopted motion of the Planning Board. Motion unanimously carried.

Mr. Flanagan made a motion, seconded by Mr. Steve Porter, that the Sign Advisory Committee would meet on Thursday, November 21, 2013 at 7:00 pm at the Town Hall. Motion unanimously carried.

Meeting adjourned at 8:02 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Holly L. Meserve". The signature is written in a cursive style with a large initial "H" and "M".

Holly L. Meserve
Recording Secretary