

**CONWAY PLANNING BOARD**

**MINUTES**

**MARCH 12, 2020**

**PAGES**

- |   |   |
|---|---|
| 1 | Review and Acceptance of Minutes <ul style="list-style-type: none"><li>• February 27, 2020 – Adopted as Written</li></ul>   |
| 1 | Michael J. Valladares (PID 207-14.5 & 210-15) –<br>Boundary Line Adjustment and 2-Lot Subdivision Review<br>(File #S20-02) <ul style="list-style-type: none"><li>• Conditionally Approved</li></ul>   |
| 1 | Other Business <ul style="list-style-type: none"><li>• CMR Properties, LLC (File #NA20-02) – §110-4.A.(5)</li><li>• Conway Community Building (PID 259-13)/1808 East Main Street Discussion</li><li>• Amendment to Subdivision Review Regulations</li><li>• Planning Board Meeting Dates canceled</li></ul> |

**CONWAY PLANNING BOARD**

**MINUTES**

**MARCH 12, 2020**

A meeting of the Conway Planning Board was held on Thursday, March 12, 2020 beginning at 7:01 pm at the Conway Town Office in Center Conway, NH. Those present were: Selectmen's Representative, Steven Porter; Vice Chair, Sarah Frechette; Secretary, Benjamin Colbath; Steven Steiner; Raymond Shakir; Bill Barbin; Planning Director, Thomas Irving; and Planning Assistant, Holly Meserve.

**REVIEW AND ACCEPTANCE OF MINUTES**

**Mr. Shakir made a motion, seconded by Mr. Barbin, to approve the Minutes of February 27, 2020 as written. Motion carried with Ms. Frechette abstaining from voting.**

**MICHAEL J. VALLADARES (PID 207-14.5 & 210-15) – BOUNDARY LINE ADJUSTMENT AND 2-LOT SUBDIVISION REVIEW (FILE #S20-02)**

Ron Briggs of Briggs Land Surveying appeared before the Board. This is an application to convey 50.48 acres to PID 207-14.5 from PID 210-15; and create two, 1.72 acre lots from the remaining 3.44 acres at 1097 and 1239 Green Hill Road, Center Conway (PID 207-14.5 & 210-15). **Mr. Steiner made a motion, seconded by Mr. Colbath, to accept the application of Michael J. Valladares for a boundary line adjustment and subdivision review as complete. Motion carried unanimously.** Mr. Briggs gave an overview of the application.

Mr. Porter asked for Board comment; there was none. Mr. Porter asked for public comment; there was none. There were no waivers requested.

**Mr. Colbath made a motion, seconded by Mr. Steiner, to conditionally approve the Boundary Line Adjustment and 2-Lot Subdivision for Michael J. Valladares conditionally upon Town Engineer approval; East Conway Fire Chief approval; indicating NHDES Subdivision approval on plan; submitting a Mylar for recording; submitting a \$25 check made payable to the Carroll County Registry of Deeds for the LCHIP fee; submitting four copies of revised plans with original stamps and signatures; a performance guarantee for all on-site improvements; a performance guarantee for all off-site improvements; when the conditions have been met, the plans can be signed out-of-session; and this conditional approval will expire on June 25, 2020. Motion carried unanimously.**

**OTHER BUSINESS**

**CMR Properties, LLC (File #NA20-02) – §110-4.A.(5):** Josh McAllister of HEB Engineers appeared before the Board. This is a request to modify the previously approved building and deck area resulting in a 3,489 square foot, two-story addition with 116 restaurant seats and 28 lounge seats at 167 Skimobile Road, North Conway (PID 214-84.2). Mr. McAllister reviewed the project.

Adopted: May 14, 2020 – As Written

CONWAY PLANNING BOARD – MARCH 12, 2020

**Ms. Frechette made a motion, seconded by Mr. Steiner, that the Planning Board determined that based on the provisions of §110-4. A.(5), regarding applicability, that the modification of the previously approved building and deck area resulting in a 3,489 square foot, two-story addition with 116 restaurant seats and 28 lounge seats is not subject to a 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 carried unanimously.**

**Conway Community Building (PID 259-13)/1808 East Main Street Discussion:** Mr. Irving stated this is relative to the former recreation property; the Board of Selectmen is considering disposing of that property. Mr. Porter asked for Board comment; Mr. Shakir asked if the Town currently owns that property. Mr. Porter answered in the affirmative. Mr. Shakir asked is there any estimate of what this property could be sold for, and what it would bring in annually.

John Colbath, member of the Board of Selectmen, stated that there is interest in the property by a private school, and that school could ask for a tax exemption. Mr. John Colbath stated the initial rough estimate for the property is \$250,000, but nothing has been done officially to determine that number.

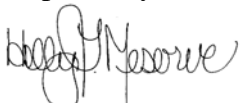
Mr. Shakir stated any type of private entity would bring in a tax revenue. Mr. John Colbath answered in the affirmative. There was discussion regarding the use of the property for tennis courts, which could be a town facility or a private entity. Mr. John Colbath stated the Board of Selectmen tabled their discussion regarding this property until more information is obtained.

Ms. Frechette stated if we as a town do not want our children recreating there, then it should be sold. Mr. Porter stated the Conway Conservation Commission also has to vote on this. **Mr. Steiner made a motion, seconded by Ms. Frechette, to recommend that the Board of Selectmen sell the property. Motion carried with Mr. Shakir abstaining from voting.** Mr. Shakir stated he would like to bring this subject matter up again when we get more information in terms of the unknowns. Mr. Irving stated he would have to discuss that with the Board of Selectmen.

**Amendment to Subdivision Review Regulations:** Mr. Irving reviewed a proposed amendment to the definition of a driveway (attached). **Mr. Barbin made a motion, seconded by Mr. Colbath, to hold a public hearing on the definition of driveway in the subdivision regulations on March 26, 2020. Motion carried unanimously.**

**Planning Board Meeting Dates canceled:** Mr. Porter made a motion, seconded by Ms. Frechette, to cancel the Planning Board meetings of April 23; May 28; and June 25, 2020. **Motion carried unanimously.**

Meeting adjourned at 7:39 pm.  
Respectfully submitted,



Holly L. Meserve, Planning Assistant

## Town of Conway

**To:** Conway Planning Board  
**From:** Thomas Holmes, Town Manager  
**cc:** Krista Day, Administrative Assistant  
**Date:** February 28, 2020  
**Re:** Selling Old Recreation Center on East Main Street.

---

Dear Hon. Board,

The Board of Selectmen directed me to request Planning Board approval for selling the Old Rec building at 1808 East Man Street (Mat 259-13) in accordance with RSA 41-14 a.

As you may be aware, the town received a long-delayed deed to the property and it was recorded at Carroll County Registry of Deeds on Feb. 7, 2020 in Book 3489 Page 589.

The Selectmen request that the Planning Board render their decision prior to the Town election on April 14<sup>th</sup>.

Thank You.

Sincerely,



Thomas Holmes

## Town of Conway

**To:** Conway Select Board  
**From:** Thomas Irving, Planning Director  
**cc:** Thomas Holmes, Krista Day  
**Date:** March 13, 2020  
**Re:** Selling Old Recreation Center on East Main Street.

---

Dear Hon. Board,

Please be advised that pursuant to your request in accordance with RSA 41-14 a., the Planning Board at their meeting on March 12, 2020 unanimously recommended selling the Old Rec building at 1808 East Man Street (Map 259-13).

Respectfully,

Thomas Irving



## MEMO

TO: Planning Board  
FROM: Tom Irving, Planning Director  
CC: File  
DATE: 03/12/20  
RE: Subdivision Amendments

### Message:

Please review the following draft amendment to the Driveway definition. This amendment facilitates driveways to parking areas shared by unit subdivisions that accommodate duplex and single family dwellings.

Existing definition:

#### DRIVEWAY

An area located on a lot, tract or parcel of land and built for access to a garage or off-street parking space, serving not more than two single-family dwellings. Driveways may be allowed for access to parking lots to serve multifamily buildings and such driveways shall meet commercial standards and may be a maximum of 200 feet in length.

Proposed definition (changes highlighted):

#### DRIVEWAY

An area located on a lot, tract or parcel of land and built for access to a garage or off-street parking space, serving not more than two ~~single-family dwellings~~ **lots, tracts or parcels of land**. ~~Driveways may be allowed for access to parking lots to serve multifamily buildings and such driveways shall meet commercial standards and may be a maximum of 200 feet in length.~~ **Driveways may be allowed for access to parking areas in unit subdivisions containing single family, duplex and multifamily residential structures provided that such driveways and parking areas shall meet commercial standards and such driveways may be a maximum of 200 feet in length.**

If it is the pleasure of the Board, you might want to consider calling for a public hearing at your March 26<sup>th</sup> Planning Board meeting.