

CONWAY PLANNING BOARD

WORK SESSION MINUTES

MARCH 10, 2022

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A work session of the Conway Planning Board was held on Thursday, March 10, 2022 beginning at 6:00 pm at the Conway Town Office, Conway, NH. Those present were: Chair, Benjamin Colbath; Selectmen's Representative, Steven Porter; Vice Chair, Ailie Byers; Bill Barbin; Eliza Grant; Erik Corbett; Alternate, Ted Phillips; Planning Director, Jamel Torres; and Planning Assistant, Holly Whitelaw. Paul DegliAngeli, Town Engineer, was in attendance.

ALTERNATE MEMBER

Mr. Colbath appointed Mr. Phillips as a voting member.

WORK SESSION

The Board reviewed the attached memo from Mr. Torres dated 3/3/22. There was a brief discussion regarding the number of parking spaces for restaurant seats; the Board agreed to change the parking calculations for restaurant seats from 1 space per 3 seats to 1 space per 2 seats.

Ms. Grant made a motion, seconded by Mr. Porter, to hold a public hearing on April 14, 2022 to amend §110-21.A.(1) of the site plan review regulations in regards to parking. Motion carried unanimously.

The Board discussed that majority of the applications submitted request a waiver of §110-29.D.(8) of the ordinance; due to the width of road rights-of-way it is not easy to plant street trees within 15-feet from the edge of pavement. The Board agreed the ordinance should be changed to require all street trees to be located no more than 5-feet from the property line along all public and private rights-of-way.

Mr. Porter made a motion, seconded by Mr. Colbath, to hold a public on April 14, 2022 to amend §110-29.D.(8) of the site plan review regulations in regards to street trees. Motion carried unanimously.

The Board had a brief discussion regarding Electric Vehicle Parking Requirements, and agreed to think on this as an amendment to the ordinance. The Board agreed to send the items they wish to discuss at work sessions to Mr. Torres.

Meeting adjourned at 7:00 pm.

Respectfully Submitted,

Holly L. Whitelaw
Planning Assistant

Planning Staff Report for Planning Board Work Session

Prepared By: **Jamel Torres, Planning Director**

Date: **3/3/22**

Staff has prepared this report to assist the Planning Board during their work session on March 10, 2022. This report includes proposed amendments to the following sections in the Site Plan Review Ordinance:

- §110-21.A.(1) - Number of parking spaces
- §110-29.D.(8) - Street tree requirements

This report also includes some ideas related to electric vehicle charging requirements for proposed developments in Town.

Proposed Ordinance Amendments –

§110-21.A.(1) - Number of Parking Spaces

Staff has identified that the required parking spaces for a restaurant in Town is inadequate and more spaces per restaurant/bar seat should be required. To this end, staff is suggesting that the Site Plan Review Ordinance be amended to require 1 space per 2 seats, instead of 1 space per 3 seats. This proposed requirement is supported by the Institute of Transportation Engineers, Parking Generation standards.

§110-29.D.(8) - Street Tree Requirements

Staff has identified that applicants in the past have consistently requested a waiver from the existing requirement for a street tree to be located within 15-feet from the edge of pavement of all public right-of-ways. To this end, staff is suggesting that the Site Plan Review Ordinance be amended to require all street trees to be located no more than 5-feet from the property line along all public and private right-of-ways.

Something to Consider –

§110-21.F. - Electric Vehicle Parking Requirements (Proposed New Subsection)

Given that personal transportation is responsible for a significant portion of greenhouse gas emissions across the country, staff has identified the increased adoption of electric vehicles (EVs) as a key strategy to help reduce these emissions. A crucial step in increasing the number of EVs on the State's roads, thereby increasing energy efficiency and reducing greenhouse gas emissions, is to expand EV charging infrastructure. Staff recognizes that municipalities play a crucial role in expanding EV charging infrastructure through the development review process (i.e., site plan review). To this end, staff is recommending that the Planning Board authorize staff to research and develop new standards requiring new development and redevelopment to, at a minimum, prepare for EV charging station installation.

If the Board authorizes staff to research and develop new EV charging station requirements, staff suggests the following categories –

- Dwelling Units
 - Single and 2-Family Dwellings
 - Multi-Family Dwellings
 - Hotel, Motel, Lodging House
- Commercial Projects
 - Hospital, Nursing/Convalescent Home
 - Restaurant
 - Private Club or Lodge
 - Office
 - Business Service Establishment
 - Retail
 - Personal Service Establishment
 - Mall