

CONWAY PLANNING BOARD

MINUTES – WORK SESSION

JULY 14, 2022

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MINUTES - WORKSESSION

JULY 14, 2022

A work session of the Conway Planning Board was held on Thursday, July 14, 2022 beginning at 6:00 pm at the Conway Town Office, Conway, NH. Those present were: Chair, Ben Colbath; Selectmen's Representative, Steven Porter; Vice Chair, Ailie Byers; Erik Corbett [via video]; Eliza Grant; Bill Barbin; Mark Hounsell; Planning Director, Jamel Torres; and Planning Assistant, Holly Whitelaw. Alternate Ted Phillips and Steven Hartmann were in attendance.

ARCHITECTURAL STANDARDS DISCUSSION

Mr. Torres read the proposed amendments to §110-30.A [attached]. Mr. Hounsell stated there are too many words, it loses the simplicity of it. Mr. Hounsell stated he is not sure what we are going to achieve, and could add more confusion. Mr. Colbath stated when we are more specific about architectural details, they are more likely to get it right the first time. Mr. Colbath stated this provides more examples.

Ms. Grant stated a reason for listing a few styles is for the push back we get. Ms. Grant stated a diversity of styles is a reminder that you don't have to construct a rectangle. Mr. Corbett stated it raises our standards a bit so we don't end up with big box squares, and this is a step in the right direction. Mr. Hounsell asked how do we make a box store look New England. Mr. Hounsell stated he thinks what we have serves our need. Mr. Torres stated Conway has done a pretty decent job, but he does get calls from developers that don't know what New England style is.

Mr. Colbath asked for public comment; Luigi Bartolomeo, retired Architect, stated this list is of residential styles of architecture and this Board addresses commercial. Steve Hartmann joined the meeting at this time. Mr. Bartolomeo stated the ordinance addresses large scale commercial developments in the best way that it can. Mr. Bartolomeo stated he's not sure the list is necessarily applicable to larger scale commercial developments. Mr. Bartolomeo stated it is the architect's job to give the owner a real handsome building that draws the public in and serves its purpose.

Ms. Byers stated we get told they don't know what New England architecture is, so we are trying to give them options. Ms. Grant stated she agrees most are home styles, and she is open to adding more terms if you think it should be included. Ms. Grant stated she is worried about our villages, and pieces of the village being redeveloped.

Mr. Torres read the proposed amendments to §110-30.C.(1)(b) [attached]. Mr. Hounsell stated he likes this one. Mr. Porter suggested adding a size to the regulations. Mr. Bartolomeo stated Meredith has the best architectural regulations in the State. Mr. Colbath asked Mr. Torres to add square footage to the list of items to be reviewed.

Mr. Porter made a motion, seconded by Ms. Grant, to hold a public hearing August 25, 2022 on architectural design. Motion carried unanimously.

ZONING AMENDMENTS

Mr. Hounsell stated he would like to see Inclusionary Zoning Districts and Short-Term Rentals addressed. Ms. Grant suggested revisiting the density requirements.

MASTER PLAN UPDATE

Mr. Torres stated the Board of Selectmen has authorized \$100,000 in arbor funds. Mr. Torres stated there will be a press release tomorrow and we will be taking responses up until September 9, 2022.

Meeting adjourned at 6:59 pm.

Respectfully Submitted,

Holly L. Whitelaw
Planning Assistant

Planning Staff Report for the July 14, 2022 Planning Board Work Session

To: Planning Board
Prepared By: Jamel Torres, Planning Director
Date: 7/7/22

Staff has prepared this report to assist the Planning Board during their work session on July 14, 2022. This report includes proposed amendments to Section 110-30, Architectural Design in the Site Plan Review Ordinance and some ideas to start a discussion related to proposed zoning amendments in 2023.

Proposed Amendments – Architectural Design

During the April work session, the Planning Board reviewed proposed amendments to this section in the Site Plan Review Ordinance. After a lengthy discussion, staff was instructed to draft additional amendments to this section of the ordinance. To this end, staff offers the following new language –

➤ §110-30.A. - Architectural Design

The purpose of these regulations is to provide design standards for developments or renovations of commercial properties that complement the overall New England or Mountain Town ambiance of the community. Examples of New England architecture includes, but is not limited to, Cape Cod, Salt Box, Colonial, Greek Revival, Federal, Italianate, Shingle and Queen Anne styles. Examples of Mountain Town architecture includes, but is not limited to, Mountain Modern, Post and Beam, Scandinavian Modern and Adirondack styles. Applicants must demonstrate that new or renovated buildings incorporate architectural features that are compatible with the architectural features of existing buildings in the area or is in keeping with the purposes and dimensional requirements of the underlying zoning district. It is not intended that the details of the existing buildings be duplicated precisely, but those features should be regarded as examples of the extent, nature, and scale of details that would be appropriate on new buildings or alterations.

➤ §110-30.C.(1)(b) - Large Commercial Structures

In large commercial structures (over ~~200~~ 100 feet in length), building elevations shall be designed to give the appearance of multiple attached buildings, utilizing architectural elements such as dormers, gables, wall plane projections & recesses, molding, trim design, etc.

Discussion – Zoning Amendments in 2023

As requested, staff has started a list of potential zoning amendments for 2023. These can be found below. Board members should start to think about which of these, or any additional, amendments should be prioritized for next year’s Town vote in April.

- Transfer of Development Rights (TDR) Ordinance
- Planned Unit Development (PUD) Ordinance
- Inclusionary Zoning Districts – Requiring a specific percentage (i.e., 10%) to be affordable/workforce housing within a development.
- Mixed-Use Zoning Language – specific areas in Town? Perhaps a maximum square footage for commercial uses within these zones?
- Chapter 195 – Affordable Housing Ordinance – Ideas
 - Allow for an expedited review process with PB?
 - Increased height allowance?
 - Increased density with in-lieu fee structure? Fee to be deposited into Town’s (future) affordable housing fund.
- Definitions:
 - Short-Term Rental
 - Long-Term Rental
 - Modular Structure
 - Murals/ Art vs. Signs
 -

Master Plan Update

Staff has finalized the Request for Qualifications for the upcoming Master Plan Update. The anticipated schedule is as follows –

Issuance of RFQ – On or before July 15, 2022

Receipt of Planning Firm Responses – September 9, 2022

Short List to be Interviewed – Week of September 26, 2022

Contract Award – On or before October 28, 2022