

CONWAY PLANNING BOARD

MINUTES

JULY 14, 2022

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CONWAY PLANNING BOARD

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A meeting of the Conway Planning Board was held on Thursday, July 14, 2022 beginning at 7:00 pm at the Conway Town Office, Conway, NH. Those present were: Chair, Ben Colbath; Selectmen's Representative, Steven Porter; Vice Chair, Ailie Byers; Secretary, Erik Corbett [via video]; Eliza Grant; Bill Barbin; Mark Hounsell; Planning Director, Jamel Torres; and Planning Assistant, Holly Whitelaw. Alternates Ted Phillips and Steven Hartmann were in attendance.

REVIEW AND ACCEPTANCE OF MINUTES

Mr. Porter made a motion, seconded by Mr. Hounsell, to approve the Minutes of June 23, 2022 as written. Motion carried with Mr. Hounsell and Mr. Barbin voting as present.

REDSTONE GROUP, LLC (FILE #FR21-13) – PUBLIC HEARING – NOTICE OF REVOCATION (PID 262-86.24)

This is a request to revoke a site plan approval (File #FR21-13 approved January 19, 2022) to construct a 7,774 square foot office building with associated infrastructure on Technology Lane.

Mr. Porter made a motion, seconded by Mr. Barbin, to revoke the Planning Board approval granted January 19, 2022 [File #FR21-13] to construct a 7,774 square foot office building with associated infrastructure. Motion unanimously carried.

MARK AND TINA SHAMP/DONALD AND LISA MOCCIA (FILE #S22-02) – 2-LOT SUBDIVISION REVIEW (PID 259-24)

Wesley Smith of Horizons Engineering appeared before the Board. This is an application to subdivide 11.17-acres into two lots. **Mr. Porter made a motion, seconded by Mr. Colbath, to accept the application of Mark and Tina Shamp/Donald and Lisa Moccia for a two-lot subdivision review as complete. Motion carried unanimously.**

Mr. Smith gave an overview of the project. Mr. Smith stated there is an easement to access a lot across the State of New Hampshire land that was omitted from the plans; he will put it back on the plans. Mr. Colbath asked for Board comment; there was none. Mr. Colbath asked for public comment; Michael Santamaria asked if this was for a single-family home. Mr. Smith stated they are single lots.

Mr. Smith read a waiver request for §130-36.A. **Mr. Porter made a motion, seconded by Ms. Grant, to approve the waiver request for §130-36.A. with a notation to be placed on the plan that if the proposed street trees become dead or damaged, they will be replaced with trees that meet the standards in §130-36.A.;** Mr. Colbath asked for Board comment; there was none. **Motion carried unanimously.**

Mr. Porter made a motion, seconded by Ms. Grant, to conditionally approve the 2-lot subdivision for Mark and Tina Champ/Donald and Lisa Moccia conditionally upon Town Engineer approval; Center Conway Fire Chief approval; Conway Police Chief approval; NHDOT Driveway permits for each driveway and indicate permit numbers on plan; adding additional easement area to access an abutting property to the plan; adding additional plan note to the plan that if the proposed street trees become dead or damaged, they will be replaced with trees that meet the standards to §130-36.A.; revising waivers granted table [if necessary]; submit four copies of revised plans with original stamps and signatures; submit a Mylar for recording; submit a \$25 check made payable to the Carroll County Registry of Deeds for the LCHIP fee; 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 July 13, 2023. Motion carried unanimously.

BLUEBIRD PROJECT, LLC (FILE #FR22-06) – FULL SITE PLAN REVIEW (PID 218-69)

Kate Richardson of Bergeron Technical Services appeared before the Board. Shawn Bergeron and Kate Hickey were in attendance. This is an application to renovate the existing structure to an 8-unit apartment building with associated infrastructure. Ms. Grant stepped down at this time. Mr. Colbath appointed Mr. Phillips as a voting member.

Mr. Colbath made a motion, seconded by Mr. Porter, to accept the application of the Bluebird Project, LLC for a full site plan review as complete. Motion carried unanimously.

Ms. Richardson reviewed the project. Mr. Colbath asked for Board comment; Mr. Colbath stated it is great to see something happen with this building. Mr. Richardson stated there will not be any significant changes to the building since it is a historic building; the back of the building will be removed and replaced in kind. Mr. Colbath asked for public comment; there was none.

Ms. Richardson stated under the parking alternative standard 12 parking spaces are required, and they are proposing 14 parking spaces; that comes to one parking space per bedroom. **Mr. Hounsell made a motion, seconded by Mr. Porter, to accept the parking substitution standard. Motion carried unanimously.**

Mr. Torres stated that staff has recommended that the existing garden be maintained or relocated. Ms. Richardson stated the existing garden is a vegetable garden, and one of the current tenants takes care of that garden. Ms. Richardson stated they will be allowed to move that garden, but they don't want to not show on the plan as they don't want to maintain it if the tenant decides not to.

After a brief discussion regarding the sidewalk, Ms. Richardson withdrew the waiver request for §110-25.

Ms. Richardson read a waiver request for §110-20.E. **Mr. Hounsell made a motion, seconded by Mr. Barbin, to approve the waiver request for §110-20.E .** Mr. Colbath asked for Board comment; Mr. Porter stated it is beneficial for this type of setting to save the property from wear down, and asphalt is easier to maintain. Mr. Porter stated it is easier to locate parking spaces in a

multi-family development. Mr. Hounsell stated if gravel driveways are installed correctly, they handle quite well; it needs to be well-designed and well-constructed. **Motion carried with Mr. Hounsell, Ms. Byers, Mr. Corbett, Mr. Colbath, Mr. Phillips and Mr. Barbin voting in the affirmative and Mr. Porter voting in the negative.**

Ms. Richardson read a waiver request for §110-20.F/§130-66.C.(8)(b). **Mr. Porter made a motion, seconded by Mr. Hounsell, to approve the waiver request for §110-20.F/§130-66.C.(8)(b).** Mr. Colbath asked for Board comment; there was none. **Motion carried unanimously.**

Ms. Richardson read a waiver request for §110-20.F/§130-66.C.(8)(f). **Mr. Porter made a motion, seconded by Mr. Barbin, to approve the waiver request for §110-20.F/§130-66.C.(8)(f).** Mr. Colbath asked for Board comment; Mr. Colbath stated he is concerned with wear and tear to the sidewalk. Ms. Richardson stated the sidewalk along the road will have granite curbing. Mr. Hounsell stated he doesn't mind the flair, but someone will probably ride up on the sidewalk without the curbing. Mr. Richardson stated that paved section of the driveway will receive curbing and the non-paved section will not. **Motion carried unanimously.**

Ms. Richardson read a waiver request for §110-20.I. **Mr. Porter made a motion, seconded by Mr. Hounsell, to approve the waiver request for §110-20.I.** Mr. Colbath asked for Board comment; Ms. Richardson stated along the road and along the apron will have the granite curbing. Mr. Porter stated if the driveway is not paved, then it doesn't make sense to have curbing. **Motion carried unanimously.**

Ms. Richardson read a waiver request for §110-22.B. **Mr. Porter made a motion, seconded by Mr. Colbath, to approve the waiver request for §110-22.B.** Mr. Colbath asked for Board comment; Mr. Porter stated paved parking is easier to designate parking spaces when dealing with tenants. Mr. Barbin stated gravel can create a nuisance with dust and allows the ability to park on the grass.

Mr. Porter stated paving the parking area is more beneficial; it will designate the parking spaces, and keep down dust. Mr. Hounsell stated he would agree with Mr. Porter and Mr. Barbin, as this is something different than a driveway. **Motion defeated with Mr. Barbin, Mr. Phillips, Mr. Porter and Mr. Hounsell voting in the negative and Mr. Corbett, Ms. Byers and Mr. Colbath voting in the affirmative.**

Ms. Richardson read a waiver request for §110-29.A.(2). **Mr. Porter made a motion, seconded by Mr. Phillips, to approve the waiver request for §110-29.A.(2).** Mr. Colbath asked for Board comment; Mr. Porter asked if a note could be placed on the plan that the existing buffer will be maintained. Mr. Richardson agreed. **Motion carried unanimously.**

Ms. Byers made a motion, seconded by Mr. Hounsell, to conditionally approve the full site plan for the Bluebird Project, LLC conditionally upon Town Engineer approval; North Conway Water Precinct water and sewer approval; providing details and information related to the proposed “area to be mulched and landscaped with shrubbery and flowers”; providing specific calculations for the noted window percentages on all building elevations; providing granite curbing along the paved apron of the driveway where it intersects with

Pine Street; providing a paved parking area as discussed with the Planning Board; providing a plan note indicating that the property owner shall maintain the existing vegetated buffer on the site; submitting four copies [three to remain with the Town] of revised plans with original stamps and signatures; \$200 for Inspection Fees; 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 July 13, 2023. Motion carried unanimously.

OTHER BUSINESS

E & C Maine Realty, LLC (File #NA22-08): This is a request to allow a food truck at 2709 White Mountain Highway, North Conway (PID 218-97). This was continued from June 23, 2022. Ms. Grant rejoined the Board at this time. Mr. Phillips stepped down at this time. There was no one in attendance. **Mr. Porter made a motion, seconded by Ms. Byers, to deny the request without prejudice. Motion carried unanimously.**

North Conway Community Center (File #NA22-09): Heather Iworsky of ReVision Energy appeared before the Board. This is a request to allow the installation of 62 solar panels and two new wall mounted inverters at 78 Norcross Circle, North Conway (PID 218-29.101). Mr. Colbath asked for Board comment; there was none. Mr. Colbath asked for public comment; there was none.

Ms. Byer made a motion, seconded by Ms. Grant, that the Planning Board determined that based on the provisions of §110-4. A.(5), regarding applicability, that the installation of 62 solar panels and two new wall mounted inverters 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 with Mr. Colbath abstaining from voting.

Selectmen's Report: Mr. Porter stated that the new road from Home Depot to Settlers Green is now open. Mr. Porter gave a Master Plan update.

Meeting adjourned at 8:06 pm.

Respectfully Submitted,

Holly L. Whitelaw
Planning Assistant