

CONWAY PLANNING BOARD

MINUTES

MARCH 24, 2022

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CONWAY PLANNING BOARD

MINUTES

MARCH 24, 2022

A meeting of the Conway Planning Board was held on Thursday, March 24, 2022 beginning at 7:00 pm at the Conway Town Office, Conway, NH. Those present were: Chair, Benjamin Colbath; Selectmen's Representative, Steven Porter; Vice Chair, Ailie Byers; Secretary, Sarah Frechette; Bill Barbin; Eliza Grant; Erik Corbett; Planning Director, Jamel Torres; and Planning Assistant, Holly Whitelaw. Alternate Ted Phillips was in attendance.

REVIEW AND ACCEPTANCE OF MINUTES

Mr. Barbin made a motion, seconded by Ms. Byers, to approve the minutes of March 10, 2022 work session as written. Motion carried with Ms. Frechette abstaining from voting.

Mr. Porter made a motion, seconded by Ms. Frechette, to approve the minutes of March 10, 2022 regular meeting as written. Motion carried unanimously.

AGENDA OUT-OF-ORDER

Mr. Colbath made a motion, seconded by Ms. Grant, to take Other Business out-of-order. Motion carried unanimously.

OTHER BUSINESS

Edward E. Minyard Revocable Trust/Sunny Skye Revocable Trust (File #NA22-02) – Change-of-Use (PID 202-181): Shawn Bergeron of Bergeron Technical Services appeared before the Board. Edward Minyard and Joy Tarbell were in attendance. This is an application to allow the change of use from a restaurant and tavern, four motel rooms, and a caretaker's unit to seven (7) residential dwelling units. Mr. Bergeron reviewed the project.

Mr. Colbath asked for Board comment; Mr. Porter commended the applicants for going through this process; it is nice to see a property not sit vacant, and this is a good project. Ms. Grant agreed with Mr. Porter, and stated she supports this project and the Intervale neighborhood supports this project.

Mr. Porter made a motion, seconded by Mr. Barbin, that the Planning Board determined that based on the provisions of §110-4.A.(5), regarding applicability, that the change of use from a restaurant and tavern, four motel rooms, and a caretaker's unit to seven (7) residential dwelling units 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.

**Adopted: April 14, 2022 – As Written
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**MEMORIAL HOSPITAL AT NORTH CONWAY NH (FILE #FR20-09) – PUBLIC HEARING
– NOTICE OF REVOCATION (PID 215-60)**

Lawrence Carbonaro This is a request to revoke the full site plan (File #FR20-09 approved February 11, 2021) for the 18-space parking area only [approval still valid for the modification to the existing parking area, and the reconstruction of the building entrance] at 3107 White Mountain Highway, North Conway (PID 215-60). Mr. Torres stated to Mr. Carbonaro that there is new electrical equipment that they will need to discuss outside of the meeting. **Mr. Porter made a motion, seconded by Ms. Frechette, to revoke the Planning Board approval granted February 11, 2021[File #FR20-09] for the 18-space parking area only. Motion carried unanimously.**

SACO WOODS CONDOMINIUM (FILE #FR22-03) – FULL SITE PLAN REVIEW (PID 261-50)

Dan Lucchetti of HEB Engineers appeared before the Board. This is an application to reconstruct and expand existing parking lots and make drainage system improvements. **Mr. Porter made a motion, seconded by Mr. Colbath, to accept the application of Saco Woods Condominium for a full site plan review as complete. Motion carried unanimously.**

Mr. Lucchetti reviewed the project. Mr. Colbath asked for Board comment; Mr. Porter stated that staff has recommended sidewalks and curbing adjacent to the parking spaces and asked if the applicant is willing to provide that. Mr. Lucchetti stated there are underground utilities along that edge of pavement and they don't want to put a concrete sidewalk on top of them. Mr. Torres stated he was not aware of the utilities; he was just trying to provide safer access for the residents.

Mr. Lucchetti read a waiver requests for §110-6.A; §110-6.B.2; §110-6.B.4; §110-20.G.; §110-20.I.; §110-26; §110-29; and §110-30. **Mr. Porter made a motion, seconded by Mr. Corbett, to grant the waiver requests for §110-6.A; §110-6.B.2; §110-6.B.4; §110-20.G.; §110-20.I.; §110-26; §110-29; and §110-30. Mr. Colbath asked for Board comment; there was none. Motion carried unanimously.**

Mr. Colbath asked for public comment; there was none. **Mr. Porter made a motion, seconded by Ms. Grant, to conditionally approve the full site plan for Saco Woods Condominium conditionally upon Town Engineer approval; revising the plans so the maximum grade and negative grade to ditch line meets the -2% requirement; provide an 8'-long by 6'-tall stockade fence for dumpster screening; revising Waivers Granted table as necessary; submitting \$200 for Inspection Fees; a performance guarantee for all on-site improvements; a performance guarantee for all off-site improvements [if necessary]; when the conditions have been met, the plans can be signed out-of-session; and this conditional approval expires on March 23, 2023. Motion carried unanimously.**

**NORTH CONWAY BANK NKA TD BANKNORTH (FILE #FR22-01) – FULL SITE PLAN
REVIEW CONTINUED (PID 246-23)**

Nicole Duquette of Greenman-Pedersen, Inc. and Jason Poulin from Bergmeyer appeared before the Board. This is an application to demolish existing structure and infrastructure and construct a 2,873 square foot bank facility with two, drive through teller lanes and an ATM lane with associated infrastructure. This was continued from February 10, 2022.

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Ms. Duquette stated the driveway is being moved further east to the edge of the property, and they are still doing the offsite improvements by extending the center lane. Ms. Duquette stated they added a direct entrance to the drive thru, which will cause the loss of some greenspace but will still meet the greenspace requirements. Ms. Duquette stated a window was added on the drive thru side of the building. Ms. Duquette stated the NHDOT is now okay with having a connecting sidewalk to the existing sidewalk.

Mr. Colbath asked for Board comment; Mr. Porter stated he liked the entrance where it has moved. Mr. Colbath asked if there would be speed bumps in the straight away. Ms. Duquette answered in the negative and stated they usually get taken out by the snowplows. Mr. Poulin submitted a revised elevation showing the change in the driveway thru window, it was moved to be between lines C & D, and a faux window was added.

Ms. Duquette read a waiver request for §110-26.D. **Ms. Byers made a motion, seconded by Ms. Grant, to grant the waiver request for §110-26.** Mr. Colbath asked for public comment; there was none. Mr. Colbath asked for Board comment; Ms. Frechette stated she would like to see the light stay on their property. **Motion carried with Ms. Frechette voting in the negative.**

Ms. Duquette read a waiver request for §110-29.D.8. **Ms. Byers made a motion, seconded by Mr. Porter, to grant the waiver request for §110-29.D.8.** Mr. Colbath asked for Board comment; there was none. **Motion carried unanimously.**

Ms. Duquette read a waiver request for §110-30.A. **Mr. Porter made a motion, seconded by Ms. Byers, to grant the waiver request for §110-30.A.** Mr. Colbath asked for Board comment; there was none. **Motion carried with Ms. Grant and Ms. Frechette voting in the negative.**

Ms. Duquette read a waiver request for §110-30.C.1. **Mr. Porter made a motion, seconded by Mr. Corbett, to grant the waiver request for §110-30.C.1.** Mr. Colbath asked for Board comment; there was none. **Motion carried with Ms. Grant and Ms. Frechette voting in the negative.**

Mr. Barbin made a motion, seconded by Mr. Corbett, to conditionally approve the full site plan for TD Banknorth conditionally upon Town Engineer approval; North Conway Fire Chief approval; North Conway Water Precinct water and sewer approval; NHDOT Driveway Permit and indicate permit number on plan; depicting the proposed greenspace area on the site plan (sheet 4 of 17) and landscape plan (sheet 15 of 17); revising Waivers Granted table as necessary; \$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 March 23, 2023. Motion carried unanimously.

GREP WHM II, LLC (FILE #FR21-15 & #S21-19) – CONCURRENT SITE PLAN AND 3-UNIT SUBDIVISION REVIEW CONTINUED (PID 235-87)

Randy Miron of Bohler Engineering and Chris Meier of Cooper Cargill Chant appeared before the Board. This is an application to demolish existing restaurant and site features and construct a 5,450 square foot restaurant, a 2,400 square foot bank and a 5,148 square foot retail building with associated infrastructure and create three commercial units. This was continued from December 9, 2021; and February 10, 2022.

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Mr. Miron stated the parking analysis was updated, evergreen plantings were added and staff had a comment regarding additional street trees which were added. Mr. Miron stated the snow storage areas were modified and a snow removal note was added. Mr. Miron stated faux windows were added to the restaurant building on the blank wall facing Settlers' Green, and a raised parapet was added to screen the mechanical units on top of the building.

Chris Meier of Cooper Cargill Chant stated the applicant and the abutter, Settlers' Green, have agreed to a connecting drive location. Mr. Colbath asked if there will be a stop line. Mr. Miron agreed to adding a stop line. Mr. Colbath asked what type of street trees were being added. Mr. Miron answered a mixture of conifers and deciduous.

Mr. Colbath asked for Board comment; there was none. Mr. Colbath asked for public comment; Tom Eastman of the Conway Daily Sun asked if they considered housing above the retail store. Mr. Meier stated they have looked at it, but it just doesn't work on this site. Mr. Meier stated they are willing to look at affordable housing in a place that makes more sense, but above a restaurant along Route 16 is really not the place.

Mr. Torres asked about the park element in northeast corner. Mr. Meier stated it is not an easement area, just an area on the plan.

Mr. Barbin made a motion, seconded by Ms. Byers, to conditionally approve the full site plan for GREP WMH II, LLC conditionally upon Town Engineer approval; North Conway Fire Chief approval; North Conway Water Precinct water and sewer approval; NHDOT Driveway Permit and indicating permit number on plan; submitting copies of recorded connecting drive easements for both connecting drives and indicate book and page on plan; revising plans as necessary to depict the revised connecting drive [to PID 235-85]; indicating additional street trees along White Mountain Highway to the north of the proposed full-access driveway, and add a stop bar within the vehicular connection to abutting property [PID 235-85]; submitting \$200 for Inspection Fees; a performance guarantee for all on-site improvements; a performance guarantee for all off-site improvements [if necessary]; when the conditions have been met the plans can be signed out-of-session; and this conditional approval will expire on March 23, 2023. Motion carried unanimously.

OTHER BUSINESS CONTINUED

Selectmen's Report: There was discussion regarding potential changes for Short-Term Rentals, and the Historical Committee has drafted letter to be sent out.

Meeting adjourned at 8:05 pm.

Respectfully Submitted,

Holly L. Whitelaw
Planning Assistant