

**CONWAY PLANNING BOARD**

**MINUTES**

**JULY 9, 2020**

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CONWAY PLANNING BOARD

MINUTES

JULY 9, 2020

A meeting of the Conway Planning Board was held on Thursday, July 9, 2020 beginning at 7:00 pm at the Conway Recreation and Parks Department, 176 Main Street, Conway, NH. Those present were: Chair, Steven Hartmann; Selectmen's Representative, Steven Porter; Vice Chair, Benjamin Colbath; Secretary, Sarah Frechette; Bill Barbin; Ailie Byers; Earl Sires; Alternate, Steven Steiner; Planning Director, Thomas Irving; and Planning Assistant, Holly Meserve.

**REVIEW AND ACCEPTANCE OF MINUTES**

**Mr. Porter made a motion, seconded by Mr. Barbin, to approve the Minutes of June 11, 2020 as written. Motion carried with Ms. Frechette abstaining from voting.**

**OTHER BUSINESS**

**North Conway Water Precinct (PID 218-37) – NHRSA 674:54**: Patrick Preece, Chief, North Conway Fire Department and Chris Simon of Samyn-D'Elia Architects gave an overview of the proposed new North Conway Fire Station located at 70 Norcross Circle in North Conway Village. **Mr. Porter made a motion, seconded by Ms. Frechette, that a site plan review is not necessary. Motion carried unanimously.**

**JOSEPH E. SULLIVAN, III (PID 214-12) – 2-UNIT SUBDIVISION REVIEW (FILE #S20-08)**

Ron Briggs of Briggs Land Surveying appeared before the Board. Mr. Hartmann appointed Mr. Steiner as a voting member for this application. This is an application to create two residential units. **Mr. Porter made a motion, seconded by Mr. Steiner, to accept the application of Joseph E. Sullivan, III for a unit subdivision review as complete. Motion carried unanimously.**

Mr. Briggs reviewed the project. Mr. Hartmann asked for Board comment; Mr. Sires asked what is the intended use of the property. Mr. Briggs answered to have two separate units. Mr. Sires stated one is listed as a short-term rental and asked if the other unit will be listed as well. Mr. Briggs stated he is not sure, but he believes both are vacant at this time.

Ms. Frechette asked if they anticipate any problems with the abutter regarding the driveway. Mr. Briggs answered in the negative. Mr. Hartmann asked for public comment; there was none. There were no waiver requests.

**Mr. Barbin made a motion, seconded by Mr. Steiner, to conditionally approve the 2-unit subdivision for Joseph E. Sullivan, III conditionally upon North Conway Fire Chief approval; North Conway Water Precinct water and sewer approval; labeling the water lines on sheet 2; labeling underground gas tanks on plan; submitting copy of recorded easement for driveway encroachment onto PID 214-13 and indicating CCRD Book and Page of recorded easement on plan or relocating driveway and acquiring driveway permit for relocating driveway; submitting four copies of revised plans with original stamps and signatures; submitting a Mylar for recording; submitting 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 October 8, 2020. Motion carried unanimously.**

**Adopted: July 23, 2020 – As Written**  
**CONWAY PLANNING BOARD – JULY 9, 2020**

**LLOYD AND DIANE DREW (PID 202-119 & 120) – BOUNDARY LINE ADJUSTMENT REVIEW (FILE #S20-09)**

Josh McAllister of HEB Engineers appeared before the Board. Mr. Hartmann appointed Mr. Steiner as a voting member for this application. This is an application to convey 0.52 of an acre to PID 202-120 (23 Longview Terrace) from PID 219-119 (45 Longview Terrace) and convey 15 square feet of land and 4.76 feet of frontage to PID 202-119 (45 Longview Terrace) from PID 202-120 (23 Longview Terrace).

**Mr. Hartmann made a motion, seconded by Ms. Frechette, to accept the application of Lloyd and Diane Drew for a boundary line adjustment review as complete. Motion carried with Mr. Porter abstaining from voting.** Mr. McAllister reviewed the project. Mr. Hartmann asked for Board comment; there was none. Mr. Hartmann asked for public comment; there was none.

Mr. McAllister read a waiver request for §130-36.A. **Ms. Frechette made a motion, seconded by Ms. Byers, to accept the waiver request for §130-36.A. Motion carried with Mr. Porter abstaining from voting.**

**Mr. Barbin made a motion, seconded by Mr. Steiner, to conditionally approve the boundary line adjustment for Lloyd and Diane Drew conditionally upon North Conway Fire Chief approval; North Conway Water Precinct water and sewer approval; Kearsarge Lighting Precinct approval; submitting a Mylar for recording; 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 October 8, 2020. Motion carried with Mr. Porter abstaining from voting.**

**CMR PROPERTIES, LLC (PID 214-84.1 & 84.2) – CONCURRENT SITE PLAN AND 2-UNIT SUBDIVISION REVIEW (FILE #FR20-01 & #S20-04)**

Josh McAllister of HEB Engineers appeared before the Board. Mr. Colbath joined the Board at this time; Mr. Steiner is no longer a voting member. This is an application to demolish the existing Cranmore Fitness Center and associated infrastructure and construct a four-story, 90-room, 117,408 square foot hotel with associated infrastructure at 165 Skimobile Road, North Conway.

**Mr. Porter made a motion, seconded by Mr. Colbath, to accept the application of CMR Properties, LLC for a concurrent site plan and 2-unit subdivision as complete. Motion carried unanimously.**

**Mr. Porter made a motion, seconded by Mr. Colbath, to that the Planning Board determined that based on the provisions of §110-4. A.(5), regarding applicability, that allowing access via existing driveway across PID 214-84.1 for proposed hotel is not subject to a 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.**

Mr. McAllister reviewed the project. Mr. Hartmann asked for Board comment; Mr. Hartmann asked how many additional parking spaces are being added. Mr. McAllister stated the total number of parking spaces prior to this development is 1,518 and we are providing 1,590. Mr. Hartmann asked they are putting in more than required. Mr. McAllister answered in the affirmative.

Mr. Sires asked about the lighting impact. Mr. McAllister stated the waiver is for the ski area lights; we essentially treated the hotel development area as its own parcel. Mr. McAllister stated the light does not go to the property line that they share with themselves; they tried not to have an impact on the commonly owned land.

**Adopted: July 23, 2020 – As Written**

**CONWAY PLANNING BOARD – JULY 9, 2020**

Mr. Sires asked where is the rec path located. Mr. McAllister reviewed the location. Ms. Frechette asked if the employee parking was going to be paved. Mr. McAllister stated it would be gravel. Mr. McAllister stated that the parking lot around the hotel will be paved, but the existing ski area parking will remain gravel.

Mr. Hartmann stated he is having a hard time with the parking. Mr. McAllister stated they meet the parking requirement of 99 parking spaces for the hotel. Mr. Irving stated the Town of Conway does not have parking requirements for ski areas, therefore, they are requesting an alternative parking standard.

Mr. Porter asked when does this site need to have asphalt. Mr. McAllister stated under the Kearsarge Brook project they paved the pine lot; they are taking steps and has been part of the conversation. Mr. McAllister stated there is six acres of gravel; they are phasing the project as they go.

Mr. Steiner asked about the restaurant. Mr. McAllister stated there is not a restaurant inside this building. Mr. Steiner asked what are the accommodations for the foot traffic. Mr. McAllister stated there are pathways throughout the property. Mr. Steiner asked about sidewalks into Town. Mr. McAllister stated we are not considering any improvements off the site.

Mr. Hartmann asked for public comment; Cheryl Ferris who lives at the end of the Grove Street stated she has concerns with traffic. Ms. Ferris stated she can sit at the Grove Street/North-South Road intersection for 10-minutes and asked if there has been any thought on a signalized light. Ms. Ferris stated she is also concerned with being able to see this project from her home; we don't need another hotel.

Mr. McAllister stated the Zoning Board of Adjustment required a traffic study, which was completed. Mr. McAllister stated the study analyzed the two closest signals, and the impact on the Kearsarge Road and Pine Street intersections were negative; there was no expected increase in traffic.

Ms. Frechette stated the intersections analyzed are to the north where most of the traffic comes from the South. Mr. McAllister stated other intersections were analyzed as well. Mr. Irving stated as part of the special exception the Town Engineer received a comprehensive traffic study and it was determined improvements were not warranted.

Mr. McAllister read a waiver request for §110-6.3.2; §110-6.A.; §110-6.B.4.; §110-26.; and §110-29. **Mr. Porter made a motion, seconded by Mr. Colbath, to approve the waiver requests for §110-6.3.2; §110-6.A.; §110-6.B.4.; §110-26.; and §110-29.** Mr. Hartmann asked for Board comment; there was none. **Motion carried unanimously.**

Mr. McAllister read requests for an alternative parking lot design and for an alternative parking standard. **Mr. Barbin made a motion, seconded by Mr. Colbath, to grant the alternative parking lot design and the alternative parking standard as requested.** Mr. Hartmann asked for Board comment; there was none. **Motion carried unanimously.**

**Mr. Hartmann made a motion, seconded by Mr. Colbath, to conditionally approve the site plan for CMR Properties, LLC conditionally upon North Conway Fire Chief approval; North Conway Water Precinct water and sewer approval; indicating NHDES Wetlands Permit number on plan; revise Waivers Granted table as necessary; payment of supplemental review fees; submitting four sets [three to remain with the Town] of revised plans with original stamps and signatures; submitting a Mylar for recording; submitting \$600 for Inspection Fee Escrow; 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 8, 2021. Motion carried unanimously.**

Adopted: July 23, 2020 – As Written  
CONWAY PLANNING BOARD – JULY 9, 2020

**VICKI FADDEN/GSSG NEW HAMPSHIRE, LLC (PID 224-2 & 225-37) – CONCURRENT SITE PLAN AND UNIT SUBDIVISION REVIEW (FILE #FR20-05 & #S20-10)**

Adam Sandahl of CMA Engineers and Clay Mitchell representing GSSG New Hampshire, LLC appeared before the Board. This is an application to install 1MW solar array and create a unit subdivision. **Mr. Barbin made a motion, seconded by Ms. Frechette, to accept the application of Vicki Fadden/GSSG New Hampshire, LLC for a concurrent site plan and unit subdivision as complete. Motion carried unanimously.**

Mr. Sandahl reviewed the project. Mr. Hartmann asked for Board comment; there was none. Mr. Hartmann asked for public comment; there was none.

Mr. Sandahl read waiver requests for §110-6.A; §110-6.B.2.; §110-6.B.4. & §130-23.B, 23.C, & 23.E.; §110-20.E.; §110-21.; §110-27.; §110-29.; and §130-66.(C)(8). **Mr. Hartmann made a motion, seconded by Mr. Colbath, to approve the waiver request for §110-6.A; §110-6.B.2.; §110-6.B.4. & §130-23.B, 23.C, & 23.E.; §110-20.E.; §110-21.; §110-27.; §110-29.; and §130-66.(C)(8).** Mr. Hartmann asked for Board comment; there was none. **Motion carried unanimously.**

Mr. Sandahl stated that Eversource wants some protection for a pole, but that protection would be within the wetland buffer. Mr. Irving stated he will need to know the remedy to determine if it would need to go back to the ZBA. Mr. Irving stated then he will look to see if the resolution can be reviewed at a staff level for site plan review.

**Ms. Byers made a motion, seconded by Mr. Barbin, to conditionally approve the concurrent site plan and unit subdivision for Vicki Fadden/GSSG New Hampshire, LLC conditionally upon Town Engineer approval; NHDES Alteration of Terrain permit and indicating permit number on plan; NHDES Wetland permit and indicating permit number on plan; adding a note to the plan that a Town of Conway Driveway/Construction Permit must be acquired prior to commencing development of the site; revising Waivers Granted table as necessary; payment of supplemental review fees; submitting four sets [three to remain with the Town] of revised plans with original stamps and signatures; submitting a Mylar for recording; submitting \$600 for Inspection Fee Escrow; 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 8, 2021. Motion carried unanimously.**

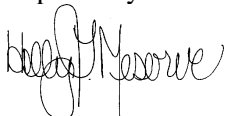
**OTHER BUSINESS CONTINUED**

**Ray Shakir – Alternate Member request:** Mr. Irving stated Ray Shakir has requested to be an alternate on the Planning Board. **Mr. Colbath made a motion, seconded by Ms. Byers, to appoint Ray Shakir as an alternate Planning Board member until April 2021. Motion carried with Mr. Barbin abstaining from voting.**

**Digital copies of plan sets:** Ms. Byers asked if digital copies of the plans could be submitted for the Board to review. After a brief discussion, it was determined that staff would ask for digital copies of the plan set as part of the staff review.

Meeting adjourned at 8:27 pm.

Respectfully submitted,



Holly L. Meserve, Planning Assistant