

Adopted: February 22, 2001 – As Amended

CONWAY PLANNING BOARD

MINUTES

FEBRUARY 8, 2001

A meeting of the Conway Planning Board was held on Thursday, February 8, 2001, beginning at 7:05 p.m. at the Conway Town Office in Center Conway, NH. Those present were: Chair, Sheila Duane; Selectmen's Representative, Gary Webster; Secretary, Conrad Briggs; John Waterman; Robert deFeyter; Arthur Bergmann; Alternate, Martin Frank; Planning Director, Thomas Irving; and Recording Secretary, Holly Meserve.

REVIEW AND ACCEPTANCE OF MINUTES

The Minutes of January 11, 2001, should be amended as follows: page 1, paragraph 3 under Article 147-20, line 2 should read, "...it is fatally flawed. Mr. deFeyter..."; and page 2, paragraph 4 under Knox, line 8, should read, "...removed anyway. Mrs. Eastman had a concern with granting of the waivers on the Knox property that may affect their property in the future. Motion unanimously...".

At the request of the Planning Board, Mildred Eastman was asked to clarify her concerns (see attached letter dated February 6, 2001). **Mr. Webster made a motion, seconded by Mr. Frank, to adopt the Minutes of January 11, 2001 as amended. Motion unanimously carried.**

Mr. deFeyter made a motion, seconded by Mr. Bergmann, to continue the Minutes of January 25, 2001, until the next meeting. Motion unanimously carried.

C.N. BROWN – MINOR SITE PLAN REVIEW CONTINUED (1999 TAX MAP 215, PARCEL 13/OLD TAX MAP 69, PARCEL 19) FILE #MR00-19

Mr. Bergmann stepped down at this time. Mr. Irving stated that the applicant has submitted a request for a continuance, as well as two letters to allow the review to go over the 65-day requirement per RSA and the 90-day requirement per the Site Plan Review Regulations.

Mr. deFeyter made a motion, seconded by Mr. Webster, to continue the application until February 22, 2001. Motion unanimously carried. Mr. deFeyter stated that he still has a concern with the light on the back of the building. Mr. Irving stated that the lighting issue will be resolved.

ALTERNATE VEHICLE SYSTEMS, LLC – FULL SITE PLAN REVIEW CONTINUED (1999 TAX MAP 253, PARCEL 82/OLD TAX MAP 12, PARCEL 40-8) FILE #FR01-02

Mr. Bergmann rejoined the Board at this time. Edgar Allen of Thaddeus Thorne Surveys and Bob Gillis, applicant, appeared before the Board. The Board reviewed the changes. Ms. Duane read a waiver request for Article 123-30.D.(6). Ms. Duane read the requirements to grant a waiver. Ms. Duane appointed Mr. Frank as a voting member for this evening. **Mr. Frank made a motion, seconded by Mr. Briggs, to approve the waiver request for Article 123-30.D.(6). Motion unanimously carried.**

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Ms. Duane asked for public comment; there was none. **Mr. Frank made a motion, seconded by Mr. Briggs, to conditionally approve the application for Alternative Vehicle Systems, LLC conditionally upon adding all granted waivers to the plans; adding a gate that is 20 feet wide at the driveway; a performance guarantee for 50% of all site improvements; when the conditions have been met, the plans can be signed out-of-session; and this conditional approval will expire in 30-days. Motion unanimously carried.**

OTHER BUSINESS

Amendment to Chapter 123: Mr. Irving stated that he amended Chapter 123 to remove any mention of staff reviews because the Town no longer allows staff reviews and then renumbered the chapter accordingly. **Mr. Briggs made a motion, seconded by Mr. Webster, to accept the changes as administrative. Motion carried with Mr. deFeyter and Mr. Bergmann abstaining from voting.**

Committee for Ordinance and Regulation Amendments: After a brief discussion, **Mr. Bergmann made a motion, seconded by Mr. Frank, to establish a committee for ordinance and regulation amendments. Motion carried with Mr. deFeyter, Ms. Duane and Mr. Waterman voting in the negative. Mr. Bergmann made a motion, seconded by Mr. Frank, to amend the motion to have up to four (4) citizens-at-large on the committee. Motion carried with Mr. Waterman and Mr. deFeyter voting in the negative.**

Consultant Selection Committee: Mr. Irving stated that this committee will be subject to Town vote, but he would like to get the ball rolling in case it does pass. **Mr. Briggs made a motion, seconded by Mr. Webster, to establish a Consultant Selection Committee with the Chair to appoint the two Planning Board representatives. Motion carried with Mr. Bergmann voting in the negative.**

Master Plan Community Feedback Committee: Mr. Irving stated that he would like to wait to establish this committee until there is a consultant.

Resignation of Stacy Sand: Ms. Duane read the attached resignation letter from Stacy Sand. **Mr. deFeyter made a motion, seconded by Mr. Bergmann, to accept Ms. Sand's letter of resignation with regrets. Motion unanimously carried.**

Trailers: **Mr. Frank made a motion, seconded by Mr. Briggs, to take the issue of storage trailers off the table. Motion unanimously carried.**

Meeting adjourned at 8:30 p.m.

Respectfully Submitted,

Holly L. Meserve
Recording Secretary

February 6, 2001

Conway Planning Board
Town of Conway
P.O. Box 70
Center Conway, NH 03813-0070

Re: Russell & Lynn Knox
Minor Site Plan Review
(1999 Tax Map 246 Parcel 15
old Map 11 Parcel 59-8)
File #MR01-01

Dear Conway Planning Board:

We own the Portland Glass property, which abuts the Knox's property. At the January 11, 2000 meeting, the applicant asked for a waiver of Article 123-30.A.3 which states (the buffer area shall not be used for merchandise display, vehicle parking or storage, or any other use which conflicts with the purpose and standards of this landscaping section). There was much discussion among the Board member and applicants about snow removal, wheel stops and parking within the buffer area.

My concern is what effect the granting of the waiver would have on our property. The applicant has paved almost to his boundary line and the zoning ordinance has certain set back limits, which the applicant has encroached upon. Would the granting of the waiver prevent us from using our property in the future because the town would require us to set back further from our lines to effectively account for the total set back requirement for both parties? Would a new buyer of the property have the same rights as the present owner?

I would ask the board to write into the minutes of the meeting the following statement.

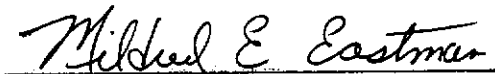
The granting of the waiver to Article 123-30.A.3 for Russell and Lynn Knox will not require David and Mildred Eastman to add additional set back requirements of their property due to the Knox's parking encroachment on the buffer zone. If the requirement of the zoning ordinance changes in the future as to require additional set back regulations for the Eastman's, than the Knox's parking will have to revert back to the original zoning ordinance requirements. Also, this statement will attach itself to any new owner of the property.

Thank you for your consideration to our request.

Regards,



David Eastman



Mildred E. Eastman

P. O. Box 655
Conway, NH 03818

Committee for Ordinance and Regulation Amendments

- Chair (Planning Board member)
- Vice-Chair (Planning Board member)
- ZBA Member
- Citizens at large ⁴(~~2~~) (up to 4)

The purpose of this committee is to address issues as they arise and as prioritized by the Planning Board. This committee is advisory in nature and provides suggested amendments to the Planning Board. The Planning Board ensures that statutory requirements are satisfied and takes all legislative actions.

This is proposed as a standing committee since ordinances and regulations are constantly evolving and it is expected that a number of amendments will likely emerge from the master planning process. Membership will evolve over time. Additional expert members may participate from time to time to provide technical expertise on given subjects being addressed.

Some current issues that should be addressed (in no particular order of priority) include:

- Storage Trailers (§147 & §123);
- Cluster Developments & PUDs (§147 & §123);
- Chapter 88/89;
- Telecommunications (§147 & §123);
- Wetlands definition and districts (§147);
- Other 2002 Warrant articles as directed by the Planning Board (§147); and
- Other amendments to (§123 & §131).

This Committee should be established as soon as possible.

Consultant Selection Committee

- **Selectmen's Representative (1)**
- **Planning Board Representatives (2)**
- **Planning Director**
- **Town Manager**
- **Citizens at large (2)**

The purpose of this committee is to prepare a recommendation for Planning Board regarding the selection of consultant(s) to assist with the preparation of the Master Plan. This committee also negotiates a contract based on cost proposals and work plans submitted by selected firm(s).

This committee is likely to be disbanded upon completion of the contract negotiations. Management of the contract will be the responsibility of the Town Manager. Coordination and assimilation of the consultant(s) contribution to the project will be the responsibility of the Planning Director.

This Committee should be established as soon as possible so it can formulate and initiate a selection strategy and take immediate action on soliciting consultant interest in the project prior to Town Meeting. Then, as soon as it is determined that the funding is available, the committee can start the formal selection process and commence negotiations.

Master Plan Community Feedback Committee

- Chair (Planning Board member)
- Vice Chair (Planning Board member)
- Citizens at large (8+)

The purpose of this resource committee is to help facilitate public response (feedback) on the issues being addressed, objectives, conclusions and recommended actions. This committee should be a community support resource to the consultant(s) and Staff. This committee will be maintained throughout the planning process.

Once the master plan becomes current this committee should be maintained to monitor progress and ensure the Master Plan Action Agenda is followed and the desired outcomes are realized. Immediate areas to be addressed could include fostering public interest and participation. Then address facilitating feedback on all reports, conclusions, recommendations, and action items that are developed as part of the master planning process.

This committee should be established as soon as the consultant, staff, and the Planning Board have come to a consensus on appropriate structure and process. It should function in a manner that complements the initiatives of the consultant(s).

To the Town of Conway and its Planning Board;

Due to changes in my personal life, I regretfully submit my resignation to the Conway Planning Board, effective immediately. I am grateful to the residents of Conway who elected me to the board and gave me the chance to serve. I am sorry that I can't fulfill my elected term, but I don't feel that I can any longer give the time necessary to be an educated representative of the public, to serve you in the way this job and this town deserves.

I am very grateful to those residents who participated in the planning process, especially those other planning board members who shared many a late Thursday night with me. Thanks also to Channel 3 whose coverage has allowed many more people to know the issues and to follow the process, and I know people are watching because I get recognized all the time.

I am also very thankful to the town staff who provided me with the technical information, detailed reports, accurate minutes to public meetings, and your time to answer my questions, that allowed me to make informed decisions. Especially, thank you Holly Meserve, your being on top of things helped me many times to get over the hurdles, and thank you Tom Irving, you've shown us what needs to get done and have led us down the path that's making it happen.

Though I must give up my leadership role in the process, I want you all to know that I'm still dedicated to the quality of life in this Valley of ours and will continue to do what I can to contribute. Thank you all again.

Sincerely,

Stacy Sand
Stacy Sand
January 30, 2001

RECEIVED
- FEB 01 2001
TOWN OF CONWAY