

CONWAY PLANNING BOARD

MINUTES

OCTOBER 9, 2008

A meeting of the Conway Planning Board was held on Thursday, October 9, 2008 beginning at 7:03 pm at the Conway Town Office in Center Conway, NH. Those present were: Chair, Steven Porter; Selectmen's Representative, Robert Drinkhall; Vice Chair, Martha Tobin; Theodore Sares; Dana Hysten; Alternate, John Edgerton; Planning Director, Thomas Irving; and Planning Assistant, Holly Meserve.

REVIEW AND ACCEPTANCE OF MINUTES

Copies of the Minutes of September 25, 2008 that were sent to the Board were missing page 5, therefore, the Board agreed to review the Minutes of September 25, 2008 at the next meeting.

JAMES DESCHAMBEAULT – 2-LOT SUBDIVISION REVIEW (PID 242-9) FILE #S08-08

Ron Briggs of Briggs Land Surveying appeared before the Board. This is an application to subdivide 34.29 acres into two-lots. Mr. Sares stated that Mr. Deschambeault is doing some work for him and asked if the Board thinks he should step down. Mr. Porter asked if Mr. Sares could make an unbiased decision. Mr. Sares answered in the affirmative. The Board didn't see any reason why Mr. Sares could not act on the application. **Mr. Drinkhall made a motion, seconded by Mr. Sares, to accept the application of James Deschambeault for a 2-lot Subdivision Review as complete. Motion unanimously carried.**

Mr. Porter asked for Board comment; there was none. Mr. Porter asked for public comment; there was none. **Mr. Sares made a motion, seconded by Mr. Drinkhall, to conditionally approve the 2-lot subdivision for James Deschambeault conditionally upon NHDES Subdivision Approval and indicating approval on plan; indicating NHDOT Driveway Permit approval number on plan; submitting a Mylar; when the conditions have been met, the plans can be signed out-of-session; and this conditional approval will expire on January 22, 2009. Motion unanimously carried.**

RIVER RUN COMPANY, INC / THE STATION HOUSE – FULL SITE PLAN REVIEW (PID 218-56) FILE #FR08-07

Diane Smith of Thaddeus Thorne Surveys and Joe Berry, owner, appeared before the Board. Sheila Duane of the River Run Company was in the audience. This is an application to demolish the existing gas station and construct a 4,623 square foot/6-lodging unit building and associated infrastructure. **Ms. Tobin made a motion, seconded by Mr. Drinkhall, to accept the application of the River Run Company, Inc / The Station House for a Full Site Plan Review as complete. Motion unanimously carried.**

Mr. Irving stated that there are a number of waivers and staff has no objections save for the waiver for the curbing along the southern edge. Mr. Irving stated that the concern is curbing should be there to help keep a clear line and not have parking on the greenspace. Mr. Berry stated that he would like to withdraw that waiver request.

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Mr. Hylen asked if the footprint matched the architectural drawings. Ms. Smith stated that they would be revising the east elevation to match the footprint of the building. Mr. Berry stated that they would like to continue the public hearing in order to review the change with the architect. Mr. Porter asked for public comment; there was none.

Mr. Porter read the waiver requests for §123-20.F/§131-67.C.8.a/§123-27; §123-20.F/§131-67.C.8.f; §123-20.G; §123-21.A.1; §123-22.C; and §123-29.A.2 & A.3. **Mr. Drinkhall made a motion, seconded by Mr. Sares, to grant the waiver request for §123-20.F/§131-67.C.8.a/§123-27; §123-20.F/§131-67.C.8.f; §123-20.G; §123-21.A.1; §123-22.C; and §123-29.A.2 & A.3.** Mr. Porter asked for Board comment; there was none. Mr. Porter asked for public comment; there was none. **Motion unanimously carried.**

Ms. Tobin made a motion, seconded by Mr. Edgerton, to continue the Full Site Plan Review for the River Run Company, Inc / The Station House until November 13, 2008 with new information to be submitted by end of business October 31, 2008. Motion unanimously carried.

**FRAM DONUTS, INC/DUNKIN DONUTS – FULL SITE PLAN REVIEW CONTINUED
(PID 277-287) FILE #FR08-06**

This is an application to construct a 1,700 square foot/18-seat restaurant and associated infrastructure. This application was accepted as complete on August 28, 2008. Mr. Irving stated that the railroad right-of-way is owned in fee by the Conway Scenic Railroad and had an issue with the driveway being on their property. Mr. Irving read a letter from Russ Seybold of the Conway Scenic Railroad dated October 5, 2008 to the Board. Mr. Irving stated that the applicant has requested a continuance in order to address the Conway Scenic Railroad's concerns.

Mr. Drinkhall made a motion, seconded by Ms. Tobin, to continue the Full Site Plan Review for Fram Donuts/Dunkin Donuts until December 11, 2008 with new information to be submitted by end of business November 26, 2008. Motion unanimously carried.

OTHER BUSINESS

Gerard and Joyce Cote/Conway Professional Building (PID 265-141) – §123-4.A.5 (File #NA08-10): Bill Jones of Remax Presidential and Gerard Cote appeared before the Board. Mr. Jones stated that the owners would like to request that the Board approve the existing parking lot layout, drainage layout and proposed dumpster enclosure. Mr. Jones stated that Mr. Cote purchased the property 22-years ago with 17 approved parking spaces, but it currently has 23 parking spaces. Mr. Jones stated when they listed the property for sale they realized there were seven parking spaces over what was approved. Mr. Jones stated that a dumpster has been added as well. Mr. Irving stated he couldn't approve the changes because of the amount of area.

Mr. Edgerton made a motion, seconded by Mr. Sares, that the Planning Board determined that based on the provisions of §123-4. A. 5., regarding applicability, that the existing parking layout, drainage layout and dumpster enclosure are not subject to a Minor or 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 unanimously carried.

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Discussion regarding amendment to §123-29.A. in regard to landscaping and buffer areas: Mr. Irving stated he submitted to the Board at the last meeting a proposal to add provisions for buffering residential properties from commercial uses. Mr. Irving stated if the Board is not proposing any changes he would suggest the Board hold a Public Hearing on November 13, 2008. **Mr. Drinkhall made a motion, seconded by Ms. Tobin, to hold a Public Hearing for §123-29.A on November 13, 2008. Motion unanimously carried.**

Temporary Event Sign and Special Event Signage Zoning Amendment Discussion: Mr. Irving stated that the amendment would allow temporary events to have 20 square feet of signage affixed to the tent or on the site during a temporary event. Mr. Irving stated currently the only signage allowed for temporary events has to cover their existing signage. Mr. Sares asked who is asking for this amendment. Mr. Irving answered Staff.

Mr. Porter stated that it seems reasonable. Mr. Hylen asked if the signage is for during the event only or would it be allowed weeks before. Mr. Irving stated that restrictions for Special Events would be determined by the Board of Selectmen. Mr. Sares stated a Special Event could be a considerable amount of time rather than a Temporary Event. Mr. Irving answered in the affirmative. The Board agreed that it should be a part of the changes to the Zoning ordinance when the Board discusses Zoning Ordinance amendments.

2009 Planning Board Dates: Mr. Irving asked if the Board would approve the 2009 Planning Board dates. Mr. Irving stated that Staff is requesting that the first meeting of January 2009 be eliminated. **Mr. Edgerton made a motion, seconded by Mr. Sares, to accept the proposed Planning Board calendar for 2009. Motion unanimously carried.**

Committee Reports: There was none.

Randy Cooper – Discussion regarding zoning changes relating to campgrounds in the Floodplain Conservation District: Since Randy Cooper was not in attendance, **Mr. Sares made a motion, seconded by Mr. Drinkhall, to defer the discussion regarding zoning changes relating to campgrounds in the Floodplain Conservation District until November 13, 2008. Motion unanimously carried.**

October 23, 2008 Planning Board meeting: The Board agreed to cancel the meeting of October 23, 2008 since there were no new applications and there were no continued applications on that date. The next meeting will be November 13, 2008.

Meeting adjourned at 7:35 pm.

Respectfully Submitted,

Holly L. Meserve
Planning Assistant