

CONWAY PLANNING BOARD

MINUTES

AUGUST 11, 2016

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CONWAY PLANNING BOARD

MINUTES

AUGUST 11, 2016

A meeting of the Conway Planning Board was held on Thursday, August 11, 2016 beginning at 7:07 pm at the Conway Town Office in Center Conway, NH. Those present were: Chair, Robert Drinkhall; Selectmen's Representative, Steven Porter; Vice Chair, Steven Hartmann; Secretary, Kevin Flanagan; Sarah Verney; Raymond Shakir; Planning Director, Thomas Irving; and Recording Secretary, Karen Hallowell.

REVIEW AND ACCEPTANCE OF MINUTES

Mr. Hartmann made a motion, seconded by Mr. Shakir, to approve the Minutes of July 28, 2016 as written. Motion carried 5-0-1 with Ms. Verney abstaining.

DAVID AND DIANE SMITH (FILE #S16-10) – BOUNDARY LINE ADJUSTMENT REVIEW (PID 272-35 & 36)

Dimitri Savchick, representing the property owner, appeared before the Board. This is an application to convey 3.25 acres from PID 272-36 to PID 272-35 on Davis Hill Road and Henderson Road, Center Conway (PID 272-35 & 36).

Mr. Savchick first reviewed the properties proposed for the boundary line adjustment. Mr. Savchick next advised that they are also seeking a waiver for utility bonding at this time because neither of these lots are going to be on the market in the short term. The property that is on Henderson Road is probably going to be the one that will be sold and, when they get to the point where they have a buyer and a house is designed, then they would seek to install utilities at that time.

Mr. Porter made a motion, seconded by Mr. Flanagan, to accept the application of David and Diane Smith for a Boundary Line Adjustment Review as complete. Motion carried unanimously.

Mr. Drinkhall asked for Board comment. There were no Board comments.

Mr. Drinkhall asked for public comment. There were no public comments.

Mr. Irving read the waiver request for §131-14.B. Mr. Irving reviewed that there is no immediate plan to offer the lots for sale. If this changes or if a conveyance occurs, the utility requirements will have to be met in accordance with the applicable provisions of the final plat.

Phil Murphy stated he is in the process of building a house on Henderson Road and the lots being discussed today surround where he is building his house. There are two accesses on Henderson Road and another one on Davis Hill and with the change requested today he would like to know

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how this change will impact or affect his property. Mr. Savchick explained that they are adjusting the boundaries to the lot and there will be one single driveway. Mr. Irving explained that with this application there are no new roads and all they are doing is a boundary line adjustment. The lot that is being discussed that currently fronts the road that Mr. Murphy's property fronts –that frontage is not going to change. They are getting one curb cut and they could get that even without this boundary line adjustment. Mr. Savchick next reviewed the map with Mr. Murphy.

Mr. Hartmann made a motion, seconded by Mr. Porter, to grant the waiver request for §131-14.B. Motion carried unanimously.

Mr. Porter made a motion, seconded by Mr. Shakir, to conditionally approve the boundary line adjustment for David and Diane Smith conditionally upon Center Conway Fire Chief approval; Conway Police Chief approval; indicating NHDES Subdivision approval number on plan; submit four copies of revised plans with original stamps and signatures; when the conditions have been met, the plans can be signed out of session; this conditional approval will expire on November 17, 2016. Motion carried unanimously.

**JOURNEY CHURCH OF THE CHRISTIAN AND MISSIONARY ALLIANCE AND
STEPHEN AND OLGA MORRILL/BRUCE DAVID MORRILL/BRADFORD AND
MARGARET MORRILL/GARY AND CAROLINE FOLLMER (FILE #S16-09) –
BOUNDARY LINE ADJUSTMENT REVIEW (PID 261-46 & 52)**

Josh McAllister of HEB Engineers appeared before the Board. This is an application to convey 2.09 acres from PID 261-46 (Journey Church) to PID 261-52 (Morrill/Follmer). This application was accepted as complete on July 28, 2016.

Mr. McAllister reviewed a map of the area for the boundary line adjustment and explained this boundary line adjustment provides more frontage for the larger lot (Morrill lot) that is mostly out of the wetlands. Also, for reference, the deed for the Journey Church has a right for this larger property in the rear to have access for the construction of a town standard road in the future. To provide that location for lot 261-52, the boundary line adjustment adds 2.09 acres to the lot to the rear and has been situated so that it allows room for a future construction of a town road should that be desired by the owners of the rear lot without any zoning concerns and so that it meets setback requirements. This is the intent of the boundary line adjustment.

Mr. Drinkhall asked for Board comment. There were no Board comments.

Mr. Drinkhall asked for public comment. Tracy McCarthy stated that she lives across the street from this project. She has no clue of the relationship between the boundary line adjustment and the future of the larger lot. She wants a better understanding of what this boundary line adjustment does and if it will lead to development of the larger parcel. Mr. Irving explained that no development of the Morrill property is being proposed or considered this evening. It is only for the residual part of the lot that is for the Journey Church. The current lot that belongs to the Journey church will become smaller by the exchange of land.

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Ms. McCarthy stated that it appears that all this is doing is facilitating the future development of the larger parcel. Mr. Irving stated it is providing them with some frontage. Mr. McAllister explained that it is taking a previous existing condition on the deed which reads shall provide access or construction of a town standard road and provides them enough area by taking it from the Journey Church and adding to the rear property and bringing it to Route 113.

Mr. Porter made a motion, seconded by Mr. Flanagan, to conditionally approve the Boundary Line Adjustment Review for Journey Church of the Christian and Missionary Alliance and Stephen and Olga Morrill/Bruce David Morrill/Bradford and Margaret Morrill/Gary and Caroline Follmer conditionally upon NHDES Alteration of Terrain permit and indicate permit number on plan; NHDOT Driveway permit and indicate permit number on plan; four copies of revised plans with original stamps and signatures; a performance guarantee for all site improvements; when the conditions have been met, the plans can be signed out-of-session; and this conditional approval will expire on November 17, 2016. The motion carried unanimously.

JOURNEY CHURCH OF THE CHRISTIAN AND MISSIONARY ALLIANCE (FILE #FR16-03) – FULL SITE PLAN REVIEW (PID 261-46)

Josh McAllister of HEB Engineers appeared before the Board. This is an application to construct a 28,702 square foot/559-seat Church and associated infrastructure on East Main Street and Hutchins Drive, Conway (PID 261-46). This application was accepted as complete on April 28, 2016

Mr. McAllister gave a brief overview of the project as presented to this Board in April. Mr. McAllister next advised that what is different tonight than in April is that they are proposing to reconstruct Hutchins Drive as a town standard road as part of this project and so this project will include the site improvements for the church, parking lot, and reconstruction of the road.

Mr. McAllister next advised that, since April, there has been discussion as to what was required for this project and they had to coordinate with the NHDOT to do a traffic impact study on Route 113 to see if any improvements would be necessary. The study found that improvements would not be necessary on Route 113 at this time and this was confirmed by the NHDOT and so there will be no offsite improvements on the State highway.

Mr. McAllister read the waiver requests for §123-20.C; and §123-29.D.8. Mr. Irving read the waiver request for §123-22.B.

Mr. Hartmann asked about the requirements for parking. Mr. McAllister reviewed the parking with the Board.

Mr. Porter made a motion, seconded by Mr. Flanagan, to grant the waiver for §123-20.C; §123-22.B; and §123-29.D.8. Mr. Drinkhall asked for Board comment. There were no Board comments. Motion carried unanimously.

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Mr. Drinkhall asked for public comment. Robert McCarthy questioned that with regard to the sale of the 2.09 acres, if they are not reducing the size of the building or parking is this then coming off of the green space? Mr. McAllister responded in the affirmative and added that they still meeting the green space requirements.

Mr. Drinkhall asked for Board Comments. Mr. Hartmann asked what the building would look like. Mr. McAllister advised it is on the plan as presented.

Mr. Irving next reviewed that there are two unique conditions regarding this matter and this is due to the non transient/non community water system which typically gets planned as they go along. It is all underground. The well that will be serving the property is in situ and is shown on the plan. For this particular element he recommends that the Board make this a condition subsequent to the plan approval so that he can get started with the project and then work with NHDES to get final approval for the water system. Likewise, the NHDES septic approval will be contingent on the water supply approval. These approvals will all be required for a certificate of occupancy but, by making it a condition subsequent, it gets them an approval so they can continue with the development of the project.

Mr. Porter made a motion, seconded by Mr. Shakir, to conditionally approve the Full Site Plan Review for Journey Church of the Christian and Missionary Alliance with the following conditions precedent to final approval; Town Engineer Approval; NHDOT Driveway permit and indicating permit number on plan; NHDES Alteration of Terrain permit and indicating permit number on plan; revising lighting computations on plan; revising waivers granted table on plan as necessary; submitting payment of supplemental and engineering review fees; submitting four copies [three to remain with the Town] of revised plans sets with original stamps and signatures; a performance guarantee for all on-site and off-site improvements; when the conditions have been met, the plans can be signed out of session; and with the following conditions subsequent to final approval and prior to issuance of Certificate of Occupancy; NHDES Water System Approval, and NHDES Septic Permit Approval; and this conditional approval will expire on February 23, 2107. Motion carried unanimously.

Tom Eastman of the Conway Daily Sun questioned when construction will start. Mr. McAllister stated this is the next step in the process and they are still working through the permitting process.

OTHER BUSINESS

Joseph E. Sullivan, III/BS Investment Property Holdings, LLC (PID 230-42 & 44) File #S16-03 – Conditional Approval Expiring: Mr. Irving stated that the conditions have been met and the plans can be signed.

Mr. Porter made a motion, seconded by Mr. Hartmann, to extend the conditional approval for Joseph E. Sullivan, III/BS Investment Property Holdings, LLC until September 8, 2016. Motion carried unanimously.

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Certification of Amendments to Subdivision Regulations and Certification of Amendments to Site Plan Review Regulations – Mr. Irving reviewed amendments were made to the subdivision regulations and site plan review regulations at the last meeting. Mr. Irving distributed certifications for the amendments to the subdivision regulation and site plan regulations and the Board signed same.

Historic District Commission – Mr. Porter reported that he has been appointed by the Board of Selectmen to serve on the Historic District Commission. Mr. Porter next advised that the first meeting of Commission will probably not be held until after Labor Day and he will report on same to this Board.

Tom Eastman of the Conway Daily Sun asked about the former Methodist Church which is now a Baptist Church and if this is an issue for the Commission to discuss. Mr. Eastman stated that Selectman Seavey had commented on this building. Mr. Porter stated that Ms. Seavey did express concern and this could be something for the Commission to look at in the future. The Commission first needs to have a meeting set and prepare a mission statement.

ADJOURN

Mr. Shakir moved, seconded by Mr. Flanagan to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 7:40 pm.

Respectfully submitted,



Karen J. Hallowell
Recording Secretary