

**CONWAY PLANNING BOARD**

**MINUTES**

**DECEMBER 14, 2017**

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CONWAY PLANNING BOARD

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DECEMBER 14, 2017

A meeting of the Conway Planning Board was held on Thursday, December 14, 2017 beginning at 7:00 pm at the Conway Town Office in Center Conway, NH. Those present were: Chair, Robert Drinkhall; Selectmen's Representative, Steven Porter; Vice Chair, Michael Fougere; Secretary, Sarah Verney; Steven Hartmann; Raymond Shakir; Steven Steiner; Planning Director, Thomas Irving; and Recording Secretary, Holly Meserve.

**REVIEW AND ACCEPTANCE OF MINUTES**

**Mr. Hartmann made a motion, seconded by Mr. Porter, to approve the Minutes of October 26, 2017 as written. Motion carried with Ms. Verney, Mr. Fougere and Mr. Hartmann abstaining from voting.**

**CONWAY BUSINESS PARK, LLC (FILE #S17-06) – 2-LOT SUBDIVISION REVIEW (PID 277-182)**

Kevin Tilton of HEB Engineers and Paolo Wieser appeared before the Board. This is an application to subdivide 4.87 acres into two-lots of 4.87 acres and 2.58 acres at 166 Hobbs Street, Conway. Mr. Tilton reviewed the application. **Mr. Porter made a motion, seconded by Mr. Fougere, to accept the application of Conway Business Park, LLC for a 2-lot subdivision review as complete. Motion unanimously carried.**

Mr. Irving stated the applicant will need to show compliant driveways to each lot on the subdivision plan, but knowing that these lots have to come in for site plan approval to be developed he is suggesting that a note be placed on the plan that states surety for driveway improvements will be provided as part of site plan approval.

Mr. Drinkhall asked for public comment; Bayard Kennett stated both of the lots have a purchase and sales agreement and the one on the corner will be in for site plan in January or February. Mr. Drinkhall asked for Board comment; there was none.

Mr. Irving read the waiver request for §130-36. **Mr. Porter made a motion, seconded by Mr. Fougere, to grant the waiver requested for §130-36.** Mr. Drinkhall asked for Board comment; there was none. **Motion unanimously carried.**

**Mr. Shakir made a motion, seconded by Mr. Hartmann, to conditionally approve the 2-lot subdivision for Conway Business Park, LLC conditionally upon Town Engineer approval; Conway Village Fire Department Fire Chief approval; Conway Village Fire District water and sewer approval; showing a compliant driveway for each lot on the plan; adding a note to the plan that states “Surety for the driveway improvements shall be provided as part of site plan approval”; a performance guarantee for all site improvements; submitting four copies of revised plans with original stamps and signatures; submitting a Mylar for recording; submitting a check for \$25 made payable to the Carroll County Registry of Deeds for the L-CHIP fee; when the conditions have been met, the plans can be signed out-of-session; and this conditional approval will expire on March 9, 2018. Motion unanimously carried.**

**OTHER BUSINESS**

**Pleasant Property Management, LLC – §110-4.A.5 (File #NA17-12):** Alex Johnston of GoSolar appeared before the Board. This is a request to allow solar panels on the roof at 24 Pleasant Street, Conway (PID 276-274). Mr. Irving stated this is not one of the traditional roofing materials so he could not approve this administratively.

Mr. Drinkhall asked for Board comment; Mr. Shakir stated it is a material that is put on the roof, it is not a roofing material. Mr. Irving agreed and stated it is not a conventional material that is put on a roof. Mr. Johnson stated the panels will be flush to the roof and will not be standing up. There was no public in attendance.

**Mr. Shakir made a motion, seconded by Mr. Porter, that the Planning Board determined that based on the provisions of §110-4. A.(5), regarding applicability, that the installation of solar panels on the roof is 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.**

Mr. Irving asked if the Board would like him to draft a change to the ordinance that would allow solar panels to be reviewed and approved administratively. A majority of the Board wanted the process for solar panels to remain the same.

**Set public hearing for proposed and petitioned zoning amendments: Mr. Steiner made a motion, seconded by Mr. Fougere, to hold a public hearing on the proposed zoning amendments and any petitioned zoning amendments that might be received on January 25, 2018. Motion carried unanimously.**

Meeting adjourned at 7:22 pm.

Respectfully Submitted,



Holly L. Meserve  
Recording Secretary