

**CONWAY PLANNING BOARD**

**MINUTES**

**AUGUST 9, 2018**

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**CONWAY PLANNING BOARD**

**MINUTES**

**AUGUST 9, 2018**

A meeting of the Conway Planning Board was held on Thursday, August 9, 2018 beginning at 7:00 pm at the Conway Town Office in Center Conway, NH. Those present were: Chair, Steven Hartmann; Selectmen's Representative, Steven Porter; Vice Chair, Michael Fougere; Secretary, Sarah Verney; Raymond Shaker; Steven Steiner; Benjamin Colbath; Planning Director, Thomas Irving and Recording Secretary, Holly Meserve.

**REVIEW AND ACCEPTANCE OF MINUTES**

**Mr. Colbath made a motion, seconded by Mr. Steiner, to approve the Minutes of June 14, 2018 as written. Motion unanimously carried.**

**Mr. Porter made a motion, seconded by Mr. Colbath, to approve the Minutes of July 12, 2018 as written. Motion carried with Ms. Verney abstaining from voting.**

**OTHER BUSINESS**

**1675 WMH, LLC/Settler's R2, Inc/13 Green Street Properties, LLC/Rock Development, LLC/Barnes Development, LLC/Town of Conway (PID 235-78.01, 82, 85, 89, 90 & 92) – Request for a concurrent site plan and boundary line adjustment review:** Mark Lucy of White Mountain Survey and Engineering was in attendance. Mr. Irving stated the applicant would like to submit a concurrent site plan and boundary line adjustment review; the Board previously approved this request on May 24, 2018, however, there are a few other properties involved.

**Mr. Shakir made a motion, seconded by Mr. Fougere, to accept a submission from 1675 WMH, LLC/Settler's R2, Inc/13 Green Street Properties, LLC/Rock Development, LLC/Barnes Development, LLC/Town of Conway for a concurrent site plan and boundary line adjustment application. Motion carried unanimously.**

**NORTH CONWAY LIBRARY/E & C MAINE REALTY LLC (FILE #FR18-04) – FULL SITE PLAN REVIEW (PID 218-62 & 63)**

Josh McAllister of HEB Engineers and Ed Bergeron of North Conway Library appeared before the Board. This is an application to construct a 6,826 square foot addition to the library and redesign the existing parking lots to become a shared parking lot at 2709 and 2719 White Mountain Highway and 28 Mechanic Street, North Conway. Mr. McAllister gave a brief overview of the project.

**Mr. Porter made a motion, seconded by Mr. Colbath, to accept the application of North Conway Library/E & C Maine Realty LLC for a Full Site Plan Review as complete. Motion carried unanimously.**

**Adopted: September 13, 2018 – As Written**  
**CONWAY PLANNING BOARD – AUGUST 9, 2018**

Mr. McAllister stated the expansion would allow better use of the library space as it is rather cramped. Mr. McAllister stated this project also includes the expansion of the parking lots across the two properties; it creates more parking in the area. Mr. Bergeron stated this is the oldest library in town; it was constructed in 1909 with the latest addition in 1984. Mr. Bergeron stated a benefactor has made a donation to the library for this expansion.

Mr. Bergeron stated this expansion allows the library to become more digital by adding more workstations. Mr. Bergeron stated this addition also provides a meeting room as the Library Trustees currently hold their meetings at the Observatory building. Mr. Bergeron stated there would be a net increase in parking for everyone.

Mr. Hartmann asked for Board comment; Mr. Porter asked if the addition would be architecturally compatible to the existing building. Mr. Bergeron stated the addition would very much mimic the existing building, and there will be a lot of glass on the Mechanic Street side. Mr. Porter stated he believes this is a much-needed addition. Ms. Verney stated that she agrees this is a much-needed addition, and asked if this would be a public parking lot. Mr. Bergeron stated it would be hard to keep the public out of it.

Mr. Colbath stated he thinks the addition is needed as well, and asked who would be responsible for the parking lot. Mr. Bergeron stated there will be easements with each other, and we will share the maintenance of the parking lot. Mr. Colbath asked if the parking would be posted as private. Mr. Bergeron answered in the negative. Mr. Fougere stated there is currently signage that indicates it is library parking only. Mr. Bergeron stated we are giving that up to create more parking spaces.

Mr. Shakir asked what is the capacity of the meeting room. Mr. Bergeron answered approximately 50 people. Mr. Shakir asked if the meeting room would be available for public use. Mr. Bergeron stated they have yet to determine that, they find it necessary for their own use as they have been meeting at the Observatory.

Mr. Colbath asked about the waiver for the trees. Mr. McAllister stated the number of trees required are met, the waiver is to not have to plant trees behind the trees that exist within the Pine Street right-of-way and are not located on the applicant's property.

Mr. Hartmann asked for public comment; Tom Eastman of the Conway Daily Sun asked how much is the addition expected to cost. Mr. Bergeron answered \$2.5 million. Mr. Eastman asked when construction would begin. Mr. Bergeron stated hopefully this fall and will be open within a year. Suzanna West asked if handicap parking spaces would be provided. Mr. Bergeron answered in the affirmative and stated there would be a handicap ramp and an elevator as well.

Mr. McAllister read the waiver requests for §110-20.F/§130-66.C.8.f; §110-21.A; §110-28; §110-29.A.2; §110-29.A.3; and §110-29.D.8. **Mr. Porter made a motion, seconded by Mr. Steiner, to grant the waiver requests for §110-20.F/§130-66.C.8.f; §110-21.A; §110-28; §110-29.A.2; §110-29.A.3; and §110-29.D.8.** Mr. Hartmann asked for Board comment; there was none. **Motion carried unanimously.**

**Mr. Porter made a motion, seconded by Mr. Steiner, to conditionally approve the full site plan review for North Conway Library/E & C Maine Realty, LLC conditionally upon Town Engineer approval; North Conway Water Precinct approval; submitting copies of recorded cross-easements for the shared driveways and parking benefitting PID 218-62, 63 & 93 and indicate book and page on plan; submitting four copies of revised plans sets; submitting \$200 for Inspection Fees; 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 November 8, 2018. Motion carried unanimously.**

**ALBERT JR AND ELIZABETH EATON (FILE #S18-08) – BOUNDARY LINE ADJUSTMENT REVIEW (PID 268-153 & 154)**

Wes Smith of Thaddeus Thorne Surveys appeared before the Board. This is an application to convey 2.18 acres to PID 268-154 from PID 268-153 on Brownfield Road and Sunset Shores Road, Center Conway. Mr. Smith gave a brief overview of the project. **Mr. Porter made a motion, seconded by Mr. Colbath, to accept the application of Albert Jr. and Elizabeth Eaton for a Boundary Line Adjustment Review as complete. Motion carried unanimously.**

Mr. Hartmann asked for Board comment; there was none.

Mr. Hartmann asked for public comment; Patricia Dick asked who would own the three-acre parcel. Mr. Smith stated the Eaton's own both lots. Ms. Dick asked would there be a right-of-way to the lake. Mr. Smith stated there would not be a right-of-way to the lake for the larger parcel, and the smaller parcel would own the lake frontage. Mr. Irving stated any existing easements would be maintained.

Mr. Smith read the waiver request for §130-23.T and §130-23.U. **Mr. Porter made a motion, seconded by Mr. Steiner, to grant the waiver request for §130-23.T and §130-23.U.** Mr. Hartmann asked for Board comment; there was none. **Motion carried unanimously.**

**Mr. Porter made a motion, seconded by Mr. Colbath, to conditionally approve the boundary line adjustment for Albert Jr. and Elizabeth Eaton conditionally upon submitting a copy of a recorded utility easement to PID 268-152.004 over PID 268-153 & 154 and indicating book and page on plan; removing the ice house and trailer from the plan shown on PID 268-154 and removing Note #12 from the plan; modifying note #4 to state “A Town of Conway construction permit is required before installing or modifying any utilities”; indicating underground utility location for each lot on the plan; submitting a Mylar for recording; submitting a \$25 check made payable to the Carroll County Registry of Deeds for the LCHIP fee; submitting four copies of revised plans sets; submitting 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 November 8, 2018. Motion carried unanimously.**

**KENNETT COMPANY/CONTINUUM DEVELOPMENT (FILE #DR18-01) – DESIGN REVIEW (PID 262-72)**

Shawn Bergeron of Bergeron Technical Services, Wayne Jones and Beach Engineering and Mike Black of Continuum Development appeared before the Board. Paul DegliAngeli, Town Engineer, was in attendance. This is a design review of the proposed Pine Hill Senior Care community on Eagle's Way and White Mountain Highway, North Conway (PID 262-72).

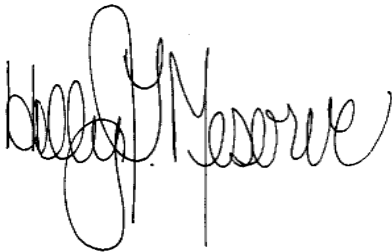
Mr. Bergeron gave an overview of the project. The Board discussed the project in general and addressed building heights, parking, trail access and topography.

**OTHER BUSINESS CONTINUED**

**Upper Saco Valley Land Trust (PID 261-33, 262-71.01 and 262-71.2) - Lot merger: Mr. Colbath made a motion, seconded by Mr. Steiner, to approve the lot merger for Upper Saco Valley Land Trust. Motion carried unanimously.**

Meeting adjourned at 8:30 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Holly L. Meserve". The signature is fluid and cursive, with a large initial "H" and "M".

Holly L. Meserve  
Recording Secretary