

Town of Conway

Minutes of the Conway Planning Board Meeting, March 3, 2016

Present: Chairman Joseph Strzegowski, Mary McClintock, and David Chichester.

Absent: Sue McFarland, Tami Borton and Andy Jaffe (A).

Guest: Jean Franklin

Chairman Strzegowski opened the meeting at 7:10 p.m. in the Conway Town Office.

1. The minutes of the February 18, 2016, regular meeting were approved as written. Unanimous.
2. The PB reviewed the draft of this year's Planning Board section of the Town's Annual Report, written by Ms McClintock. Voted to accept as written. Unanimous.

- **ACTION ITEM**

Ms McClintock will send the report to the Town Administrator.

3. Mr. Strzegowski reported that he and Meg Burch, Chair of Conway's *AdHoc* Pipeline Committee, met with the Selectboard to discuss the role the committee would play at the upcoming DPU meeting on the subject of "property access." The conclusion was that the Planning Board would have no role nor anything to present to the hearing.
4. Mr. Strzegowski indicated that there was nothing new to report from the Town's *AdHoc* Pipeline Committee.
5. As a cell tower update, Mr. Strzegowski reported that a crane had been used to achieve heights to simulate cell tower transmissions at the Transfer Station and at OESCO properties. It was an attempt to see if these tests could reveal appropriate sites, on behalf of Verizon, for construction of a cell tower. Results not available to date.
6. Mr. Strzegowski had previously invited members of the Zoning Board of Appeals to meet jointly to discuss the roles, responsibilities and jurisdictions of the respective boards. This was in anticipation of a pending case situation in town potentially involving setback issues, particular zoning questions and the possible issuance of a variance. Mr. Strzegowski had sent an email to Mr. O'Rourke with a section of the State law as basis for discussion. Unfortunately, no one from the ZBA attended the meeting.

- **ACTION ITEM:**

Mr. Strzegowski will contact Mr. O'Rourke to set up a joint meeting.

7. There was discussion of whether the Energy Committee was still interested in pursuing a change in the Zoning Bylaws pertaining to the Solar Overlay definitions. Members of the Energy Committee had previously met with the PB to explore whether the existing site at the Grammar School might be expanded to include adjacent property more suitable for a larger solar installation. This would require a Zoning Bylaw change at the Town Meeting. An update is needed at this time.

- **ACTION ITEM:**

Mr. Strzegowski will contact the Energy Committee to get an update on their intentions and determine if they will seek to request a change.

8. Discussion continued from last meeting about proposing changes to the Zoning Bylaws regarding issuance of Special Permits to limit the number of vehicles allowed on the premises of car dealers. It was agreed that this subject could be included in the public hearing and timeline used for the Solar overlay changes, if that should go forward. It was also noted that there is now identical language on this topic in both the Zoning Bylaws and General Bylaws and changes would have to be effected in both cases.
9. In anticipation of presenting Zoning Bylaw and General Bylaw revisions at the next Town Meeting, scheduled for May 9th, there was discussion about the procedural steps and timing of actions that would need to be followed. Timing might look something like this:
 - a) The Planning Board would have to approve the text of the changes, or at least substantially so, at its next meeting on March 17th. A placeholder designation could be drafted temporarily.
 - b) A public hearing would be held on April 21st. There would have to be posting of a public notice in the Recorder by April 7th and April 14th, including notices in town and notices mailed to abutting towns. No public hearing would be necessary for the General Bylaw change.
 - c) Based on information received at the public hearing, the PB would have to officially approve the changes at a properly held meeting...perhaps, April 21st, following the hearing.

- **ACTION ITEMS**

Mr. Strzegowski will draft placeholder language for Zoning Bylaw changes pertaining to the Solar Overlay (assuming the Energy Committee wishes to proceed with that) and used vehicle limitations for both Zoning and General Bylaws. It was noted that Town Meeting Warrant Articles are due for submission to the Town Administrator by March 11th.

There being no further business, the members voted unanimously to adjourn the meeting at 8:05 p.m.

NEXT MEETING: The next regularly scheduled meetings will be on Thursday, March 17, 2016, and April 7, 2016, 7:00 p.m. at the Conway Town Office.

Respectfully submitted,
David I Chichester