

**Minutes of the
Conway Planning Board Meeting
Thursday, April 20, 2017
Town Office – 32 Main St.**

Members Present: Co-Chairs Joe Strzegowski and Mary McClintock, Sue McFarland, Beth Girshman (Associate)

Members Absent: Dave Chichester, Andy Jaffe

Meeting called to order at 7:05pm by Joe Strzegowski

1. The Minutes of the April 6, 2017, meeting were approved as written.

2. Preparation for Pre-Town Meeting and Annual Town Meeting

Discussion: Mr. Strzegowski and Ms. McClintock offered present the proposed bylaw revisions at Pre-Town Meeting and Annual Town Meeting. Ms. McClintock will present the introduction/reasons for the proposed bylaws. Mr. Strzegowski will present the technical details. It was suggested that the proposed bylaws be sent to Tom Lesser for his review and feedback prior to Town Meeting.

Actions Assigned:

Mr. Strzegowski will send the proposed bylaws to Tom Lesser and will bring 25 copies of the full bylaw to Pre-Town Meeting.

Ms. McClintock will bring 100 copies of the summary handout to Pre-Town Meeting.

3. Bylaw change comments from Legal Counsel – Adopt Rules (technical assistance) (Public hearing)

Mr. Strzegowski reported that Town Legal Counsel recommends that the Planning Board adopt rules related to technical assistance, including assessing fees for technical consultants. The Planning Board agreed to discuss this after Annual Town Meeting.

4. DLTA grants from FRCOG – Group (Retail Marijuana, Short Term Residential Rentals, Economic Development Planning)

Peggy Sloan from FRCOG will meet with the Planning Board at the May 18th Planning Board meeting to discuss these grants and issues.

5. Mail/Email:

The Planning Board received a letter from the Division of Fisheries and Wildlife about a Draft Priority Habitat Map of rare species that is available for public comment from April 3, 2017 to June 3, 2017. See attached.

6. New Business not reasonably anticipated 48 hours in advance

Kurt Thibault emailed the Planning Board asking about procedures for approval of a farm brewery. Mr. Strzegowski referred him to the Select Board and invited him to attend the Planning Board meeting to ask any questions about zoning bylaws. Mr. Thibault attended the

meeting and explained his plans for a farm brewery to grow hops and produce beer. He is seeking federal, state, and local licensing. Ms. McClintock explained the basic “15/50” provisions of Conway’s zoning bylaws (no business may have more than 15 employees on site at any one time or more than 50 customers on site at any one time). If he expects regularly to have more than 50 customers on site, he will need to apply for a special permit from the Planning Board.

Town Administrator Tom Hutcheson contacted Mr. Strzegowski about a complaint related to the Peter LaFogg gravel removal issue at 543 Williamsburg Road. Mr. Hutcheson asked for the December 6, 2016 letter of conditions by the Building Commissioner for the Peter LaFogg property to clarify what is allowed or not allowed in terms of gravel removal. Mr. Strzegowski forwarded the letter to Mr. Hutcheson. (See attached)

There being no further business, the members voted unanimously to adjourn the meeting at 8:15 p.m.

Next Scheduled Meetings of the Planning Board: May 4th 18th, 2017 (1st and 3rd Thursdays)

Additional Meetings: The Planning Board will attend Pre town Meeting – May 1st and Annual Town Meeting May 8th (Monday)

Respectfully submitted,

Mary McClintock

Attachments:

Draft Priority Habitat Map of rare species letter

Dec. 6, 2016 Letter with Order of Conditions re: Peter LaFogg property