

Town of Gorham
Planning Board Minutes
March 31, 2016

Members Present: Wayne Flynn (Chair), Reuben Rajala, Mike Waddell (Alt), Paul Robitaille and Patrick LeFebvre (Ex-Officio)

Members Excused: Dennis Arguin, Barney Valliere

Members Absent: Dan Buteau and Earl McGillicuddy (Alt)

Members of the Public Present: John Scarinza (Code Enforcement Officer), Robin Frost (Town Manager), Burke York, Steve Grone and Jay Holmes

Call to order: The meeting was called to order at 7:05 by Chairman Flynn

The Chairman appointed Mike Waddell to replace board member Barney Valliere.

Acceptance of Minutes of March 24, 2016 – Mike Waddell made a motion to accept the minutes with a correction of the word “he” to “Mike” on line 4 under new business. The motion received a second from Reuben Rajala. All members voted in favor with the exception of Paul Robitaille who abstained.

As there were two members of the public present, Chairman Flynn agreed to do New Business first.

New Business –

Jay Holmes Preliminary Site Plan Review - Burke York presented preliminary, conceptual plans for Site Plan Review for property located at Tax Map U6, Lot 1 at 153 Main Street. Jay Holmes owns the property and would like to build a single story, 20' x 30' building at the west end of the property for a tourist accommodation for up to 5 people. The lot currently has Jay's Quick Lube on it. The building will be built on a slab lifted 2.5 feet above the current grade to be above flood level. Jay informed the board that his original site plan approval for Jay's Quick Lube had 4 parking spaces in front of that building with 5 spaces to the left as well as street parking. The area where he would like to build the new structure was not included in the parking on the original plan expressly for a possible future expansion. He doesn't plan to start construction until 2017. He hopes to have weekly rentals as opposed to nightly and doesn't plan to have long term rentals. However, he believes that the ordinance would allow long term rentals in that zone. His intent is to target the ATV / 4 wheeler business. He plans to install fencing between the Quick Lube

building and the rental building as a buffer and will landscape it. His eventual plan is to phase out the Quick Lube and expand on the rental business. He doesn't plan to install any additional lighting (other than entryway lighting) and will only have one small sign. The board members felt the plan was well done and that the project appeared to be a good idea.

Steve Grone Preliminary Subdivision – Burke York presented preliminary subdivision plans for Mr. Grone's property on the corner of Church & Wilson Streets (U4, L19). The property currently has a single family home on it that will be razed to allow the lot to be subdivided into two smaller lots. Each lot will have a driveway on Wilson Street which he will submit driveway permit applications for. He intends to build a duplex building with each unit having 3 bedrooms (1300 sq ft each) on each lot for rental purposes. There is currently water & sewer on the lot and he understands he will need to talk to the Water & Sewer Department for additional hookups. Both lots will meet current zoning requirements. He is looking for a timeline so he can have all the plans completed and get the current building razed by 8/30/2016. The board felt the plan appeared to meet all requirements and that an 8/30/2016 schedule would work. The board will hold a public hearing on April 21, 2016 for this project if the application is received in time for noticing requirements.

Case #01-2016 – Gagnon – Minor Subdivision

Burke York presented plans for a minor subdivision on Marion's Way. Peter & Kelly Gagnon previously purchased 2 lots (R1, Lots 2I & 2J) from the original 2003 subdivision which they merged together. They recently purchased a third 1.8 acre lot (R1, L2K) which they also merged with the previous two lots. They now wish to carve out a 1.2 acre parcel (part of the original 1.8 acre lot) to sell. They have applied to the State of NH for minor subdivision and have received approval. Both remaining lots will meet current zoning requirements. The board went through the Subdivision Checklist. On a motion to approve from Mike Waddell with a second from Paul Robitaille, Chairman Flynn called for a roll call vote: Mike Waddell – Yes Reuben Rajala – Yes Paul Robitaille – Yes Patrick LeFebvre – Yes Wayne Flynn – Yes
Chairman Flynn signed the paper plans and the mylar.

Code Enforcement -

- 1) It appears that Berlin City may have a recon/body shop in the former Carriers Building (Lead Mtn) and possibly a staging area for incoming/outgoing cars. Also, it appears that Steelelements may no longer be working out of there. John will swing by to see what is happening there.
- 2) Berlin City has many little signs all over all of their properties again. When they came in for a variance for signs, John asked at that time that they give us an overall plan and stick to it. John questioned if there was a mechanism to fine them for all these little signs without permits. RSA 676 allows fines to be levied per violation (sign). John will make contact.

New Business (Cont) –

- 1) Mike Waddell attended his Coos County Planning Board meeting where each of the members received the OEP Planning Board manual which he has reviewed. He would like to see all the members of the Gorham Planning Board receive a copy of the manual. Also, the manual indicates that the Board of Selectmen must appoint their own alternate to the Planning Board and as of yet they have not done that. He would like to see an alternate appointed to the board to be sure that the BOS have representation on the board should Selectmen LeFebvre be unable to attend a meeting. Patrick LeFebvre asked Town Manager Frost to add that to the next BOS meeting agenda.
- 2) Mike Waddell has done some research regarding Capital Improvement plans as this has come up in discussion with the board over the past few meetings. Mike has found that RSA 674:5 states that the legislative body must authorize the Planning Board to start capital improvements. It is unclear if this was ever done and will require further research before the planning board can move forward with a capital improvements plan to begin to address Town roads.

Old Business – None

Public Comment – Town Manager Frost wanted to bring to the board's attention that there is an issue with Evans Street. It appears that Evans Street was never laid out to the length that was accepted by the Town. Approximately 100' of the road was never developed. Several plans have been obtained from the Coos County Registry of Deeds and are now with the Town's Attorney. There is a new owner of approximately 7 acres of land that was owned by Gorham Land Company who wishes to access his property from Evans Street. A review of the plans indicate that his property does have frontage on Evans Street. However, the road was never developed and a fire hydrant appears to be right where the middle of the road should be. It appears that the Town may have to build that road as was approved and accepted. As further information becomes available, she will update the board.

Next Meeting – The board has a meeting scheduled on April 5, 2016 with Tara Bamford. The board has added a meeting on April 21, 2016 to hear the minor subdivision for Grone.

Adjournment: On a motion from Mike Waddell with a second from Reuben Rajala, the board voted to adjourn at 8:15.

Respectfully submitted,



Michelle M. Lutz

April 1, 2016