

**Town of Gorham**  
**Planning Board Minutes**  
**December 17, 2015**

**Members Present:** Wayne Flynn, Reuben Rajala, Mike Waddell Chair), Paul Robitaille and Jeff Schall (Ex Officio)

**Members Excused:** Dan Buteau, Earl McGillicuddy

**Members Absent:** Barney Valliere

**Members of the Public Present:** John Scarinza (Code Enforcement Officer)

**Call to order:** The meeting was called to order at 7:00 by Chairman Waddell

**Acceptance of Minutes of November 17, 2015** – On a motion from Paul Robitaille with a second from Wayne Flynn, the board voted to accept the minutes as presented. Mike Waddell abstained.

**Work Session** – Tara Bamford (North Country Council)

**Sign Ordinance** - Tara presented the board with updated sign regulations based on the board's prior recommendations. Items discussed were:

- 1) how often signs can change. (the board decided to go with the Industry standard of 4 second as opposed to 1 minute).
- 2) Off-Premise signs
- 3) Moveable signs
- 4) Animated signs
- 5) Flags
- 6) Inflatable signs,
- 7) Temporary signs
- 8) # of allowed free standing signs (the board decided to change the ordinance from 2 to 1), and
- 9) "aggregate" square footage. Considerable time was spent discussing what the "aggregate" size referred to. Based on the ordinance it appeared that it did not refer to an individual sign but to all signs on the lot.

Tara will rework the changes to address 1) a limit of 3 signs per lot, 2) a maximum of 1 free standing sign per lot, 3) a maximum of 1 off premise sign, 4) maximum sign size of 60 sq ft for signs within 5-50 feet of the ROW, 5) signs beyond 50 feet from the ROW will have their size determined by formula, 6) a maximum size of 100 sq ft for a common (shared, cluster) sign. The board set January 20, 2016 for their public hearing

**Master Plan** - The board also discussed updating the Master Plan. The board's secretary requested pricing from June Garneau and Tara Bamford to begin updating the Master Plan. Both agencies recommended planning on approximately \$15,000 with a project time frame of about 1 ½ to 2 years. Based on discussion, the

board will ask for \$7,500 in the 2016 budget for the first phase of the project. Tara felt that should cover developing a survey and meetings to discuss changes.

**Code Enforcement** – John stopped by Lydia’s regarding her lights on her sign. He has seen first hand how blinding they are to traffic traveling on Route 16 South. He left her a message to contact him.

**Old Business:**

Paul Robitaille updated the board on his meeting with the Board of Selectmen regarding appointing a member of the board to attend the TAC meetings. He also attended a meeting regarding the rest areas which was attended by 2 members of the Board of Selectmen as well as the Town Manager. He was disappointed with the input from those individuals. He has also found out that the section of Route 2 from Randolph to Jefferson which was removed from the NCC Regional Plan has been reinstated and funded.

**New Business**

Paul and the secretary informed the board about change in legislation regarding Attached Dwelling Units that would allow single family homes to have attached dwelling units without requiring a familial relationship. This could potentially allow for single family homes to have rental units attached to their homes. Tara felt this was only proposed legislation but the secretary found that it has at least passed the Senate. Tara will look into this and the board will discuss it again at another meeting.

**Public Comment:**

None.

**Adjournment** – On a motion from Wayne Flynn with a second from Paul Robitaille, the board voted to adjourn at 9:40

Respectfully submitted,



Michelle M. Lutz  
December 18, 2015