

**Town of Gorham**  
**Planning Board Minutes**  
**December 19, 2013**

**Members Present:** Michael Guay, Paul Robitaille, Reuben Rajala, Mike Waddell

**Members Excused:** Dan Buteau, Barney Valliere, Earl McGillicuddy, Wayne Flynn

**Members Absent:** John Losier

**Members of the Public Present:** Robin Frost (Town Manager)

**Call to order:** The meeting was called to order at 7:07 by Chairman Guay. The chairman appointed Reuben as a full voting member.

**Acceptance of Minutes of November 21, 2013:** On a motion from Paul with a second from Reuben, all members voted to accept the minutes as presented.

**New Business**

- 1) Spring Road properties being taken for taxes: Discussion regarding the taking of parcels of unbuildable properties on Spring Road was had. Mike Waddell explained that this subject had been brought up approximately four years ago. The discussion was again prompted by the Debellis property located at 35A, Woodburn Road; it was revealed at a previous meeting that the Selectmen had in fact, taking land in the past and then sold it, and the lot then became a problem later on. It was the general consensus of the full board at that time that should the Selectmen take possession of any of the lots that are not legal, (no frontage), that they should not sell them until such time when an arrangement is made where they would be selling into a legal situation. In reviewing the current map, 38F and 38B, if they were combined with 38A that would be a legal one acre lot. 38A currently is not a legal lot; so that situation may not work. The other lots in question would definitely not work. 38C is a lot that was just turned down by the Town for development. It was decided amongst the voting board members to write a letter to the Selectmen asking them not to dispose of the said lots due to the poorly configured subdivision as it stands? Write in a Warrant Article to be voted on at the town meeting. A motion was made by Mike Waddell and seconded by Reuben to table this matter to the next meeting when there would be a full board available to vote. All were in favor. Paul recused himself from the vote. The next meeting will be a public hearing to be held on January 15, 2013.
- 2) **2014 Budget** – Budget will remain the same as 2013, \$7293.00. A motion was made by Mike Waddell and seconded by Reuben to proceed with the 2014 Budget as presented by the Town Manager, Robin Frost. All were in favor.

- 3) Proposed Zoning Ordinance Changes** Review of letter from Attorney Lynn Sabean: The following was decided upon. 1. TOURIST ACCOMMODATION: AGREE TO ADOPT ALL THE RCECOMMENDED CHANGSE PROVIDED BY LYNN SABEAN REGARDING TOURIST ACCOMMODATION. 2. HOTEL/MOTEL: AGREE TO ADOPT ALL THE RECOMMENDED CHANGES ON #2 REGARDING THE DEFINITION OF HOTEL/MOTEL FROM ATTORNEY SABEAN. 3. SECTION 4.01 B: (MULTI-FAMILY HOUSING/MOTHER IN LAW HOUSING UNIT: ) AGREE TO STAY WITH THE CHANGES THAT WERE PRESENTED BY THE BOARD TO THE TOWNS'S ATTORNEY REGARDING 4.01B6 AS WELL AS REMOVE SECTION 6 FROM 4.01B FROM THE ORDINANCE. 4. SECTION 4.02B: AGREE TO STAY WITH THE CHANGE S THAT WERE PRESENTED BY THE BOARD TO THE TOWNS'S ATTORNEY REGARDING 4.02B 4 AS WELL AS REMOVE SECTION 4 FROM 4.02 B FROM THE ORDINANCE.
- 4) RULES OF PROCEDURE:** NEED TO CHANGE/ADOPT INTO REGULATIONS REGARDING SITE PLAN REVIEW TO INCLUDE RECORDING FEES IN THE SECTION AND NOTE THE TOWN WILL BE RESPONSIBLE FOR RECORDING THE DOCUMENTS. THE APPLICANT WILL BE RESPONSIBLE FOR THE FEES; THE TOWN WILL HANDLE HAVING THE DOCUMENT RECORDED. ALSO REQUEST ALL DOCUMENTS BE SUBMITTED ELECTRONICALLY IN PDF FORMAT. ALL SUBMITTALS WILL BE SUBMITTRED IN HARD COPY AND PDF FORM. A PUBLIC HEARING WILL NEED TO BE HAD REGARDING THE RULES OF PROCEDURE. REVIEW THE RULES OF PROCEDURE AT THE NEXT MEETING. ALL WERE IN FAVOR.

**New Business:**

Chairman Guay informed the board that he had been speaking with Code Enforcement Officer, John Scarinza regarding a possible new applicant. The applicant was inquiring about a building permit to erect a building on site where the SBA Tower on the Berlin-Gorham Road is located. They stated they believed there was a previous platt submitted some time ago regarding the existing SBA tower. Mike and John could not find any information or the signed platt in question. They inquirer stated a copy of the said platt had been given to the board years ago, but the platt did not contain any signatures? In doing some research, Mike found out that two years ago when Chief Eichler was the building inspector he approved a building to be erected on said lot. Said building was constructed, but has since been taken down. At this time they are looking to construct a 4x4x4 box to hold batteries on the existing pad. The board agreed this could be approved as presented.

**Berlin City Toyota** – Chairman Guay stated that in reference to the new Berlin City Toyota sign facelift, a new Toyota sign will be placed on the front of the building replacing the current Berlin City sign. By making this change they will be compliant with Toyota. When they have completed the sign renovations they will come back before the board with the completed sign package to present to the board. The board still had some concerns regarding the lights on the sign and the brightness. Robin informed the Board that she believes the sign is compliant with the Planning Board's requirements and that Don Bouchard of Horizons was very thorough when he presented the plans to the Board.

**Continuation of Erroneous Eichler Lot Merge** – The board reviewed a letter from Attorney Ed Boutin dated November 27, 2013 and agreed with his recommendations. A Motion was made by Mike Waddell with a second from Reuben to table this matter to the next meeting when there would be a full voting board present. All were in favor. This item will stay on the agenda for the next meeting on January 15, 2014. All were in

favor except Paul who was opposed. The board would like a letter sent to the Eichlers asking them to be present at the meeting.

Review of Information received from Tara Bamford of North Country Council regarding updated recommendations and changes to the Rules of Procedure –The board reviewed all of the new updates and all were in favor of the changes and suggestions that were incorporated in the updated packet. The board agreed that this could be presented at a public meeting. This will need to be noticed on the agenda and the newspaper as a public hearing, Adoption of revised subdivision regulations

**Adjournment:** A Motion to adjourn was made by Mike Waddell which received a second from Reuben. All were in favor. Meeting adjourned @ 9:00 p.m.