



Town of Gorham
PLANNING BOARD WORKSHOP NOTES
DECEMBER 5, 2011

A workshop meeting of the Gorham Planning Board was held on Monday, December 5, 2011, at 6:30 p.m. in the Municipal Center Council Chambers, 75 South Street, Gorham, Maine.

The Clerk called the roll, noting that in attendance were Edward Zelmanow, Chairman, Thomas Fickett, Christopher Hickey, Andrew McCullough, Melinda Shain, and Corey Theriault. Absent was George Fox. Also present were Zoning Administrator David C.M. Galbraith, Town Planner Thomas Poirier and Planning Board Clerk Barbara Skinner.

REVIEW NOVEMBER 7, 2011 WORKSHOP NOTES

There were no comments or corrections to the November 7, 2011 Workshop Notes.

1. Update of Planning Board Proposed Zoning Amendments

Mr. Poirier explained that the Board has been provided with two proposed Ordinance changes which the Board's Ordinance Committee reviewed at its November 21, 2011 workshop. One of the changes eliminates the requirement for site walks and permits the Board some discretion in determining when site walks are needed. The second Ordinance change involves the addition of a new criterion "N," under Site Plan Review, to deal with wildlife, scenery, and unique and critical areas. Once the Board has reviewed the proposed language this evening and has made any changes it deems appropriate, the next step is to for the Planning Board Chairman to forward the proposed language by letter to the Town Council Chairwoman.

Mr. Hickey asked why there is no waiver provision in the proposed site walk language. Mr. Poirier said, as Ms. Shain has suggested, waiver criteria would need to be identified. He said generally during site plan review a site walk is required, although the Board may hold a site walk for larger subdivisions. Mr. Poirier noted that the Board's Streets and Ways subcommittee occasionally held a site walk for private ways.

The Board agreed on the following language, which deletions ~~struck out~~ and additions underlined.

1. Site Walk Revisions

Chapter IV: Site Plan Review, Section VIII – Procedures for Major Developments

D. Review Procedure

4. Site Walk – ~~The Planning Board shall hold an on-site inspection of the proposed site for each application for site plan review of a major development.~~ Site walks may be called by the Planning Board Chairman or by a majority vote of the members of the Planning Board. The site walk shall be held within ~~fifteen (15)~~ thirty (30) days of the Planning Board's calling for a site walk.

~~At least five (5) days prior to the site walk, the Planning Director~~ The Town Planner shall provide informational packets to the members of the Planning Board.

The applicant and/or his representative shall attend the site walk. The applicant shall be responsible for assuring that the major features of the proposed development (i.e., roads, buildings, waterways, etc.) or such other features as requested by the Planning Board can be visually identified at the physical site location. ~~can be located on the face of the earth.~~

2. New Section "N," Site Plan Review Criteria

This amendment is designed to incorporate some of the areas identified at the Planning Board's workshop by the representative of Maine's Inland Fisheries and Wildlife Department.

Chapter II: Site Plan Review, Section IX – Approval Criteria and Standards

N. Wildlife, Scenery and Unique and Critical Areas

The proposed use will not have an adverse impact on significant scenic vistas or on significant wildlife habitats, or unique and critical natural areas as currently identified by the Maine Department of Inland Fisheries and Wildlife.

Ms. Shain confirmed that the applicant will need to review the criteria established by IF&W in order to determine compliance of its proposal to that criteria. In response to Mr. Hickey, Mr. Poirier said that staff will oversee compliance based on the circumstances of an application.

Mr. Poirier said that the next step will be to forward the proposed amendments to the Town Council for consideration.

Adjournment.

The workshop adjourned at 6:55 p.m. to proceed to the regularly scheduled meeting.

Respectfully submitted,

Barbara C. Skinner, Clerk of the Board
_____, 2011