

**Town of Gorham  
Planning Board Minutes  
July 21, 2022**

**Members Present:** Paul Robitaille (Chairman), Abby Evankow, Michael Waddell (Ex-Officio), Peter Gagnon, Wayne Flynn and Dan Buteau.

**Members Excused:** Brian Ruel

**Members Absent:** Earl McGillicuddy and Reuben Rajala

**Members of the Public:** Victoria Hill (Board Secretary) Michelle Lutz (Assessing Clerk), Tara Bamford, (Consultant)(Remote) and John Scarinza (CEO)(Remote) Burke York (York Land Services), Yves Zornio (Selectman), Tom Cote, Kim Riendeau and Jacob Buteau.

**Call to order:** The meeting was called to order by Chairman Robitaille at 6:34 pm

**Appointment:** Chairman Robitaille appointed Wayne Flynn as a full voting member.

**Review and Accept Minutes:** On a motion from Abby Evankow with a second from Mike Waddell, the board voted to approve minutes as presented from June 16, 2022.

**New Business: Case #07-2022** Mr. York presented the minor site plan sketch submitted by **Unity Christian School** for the purpose of relocation of the school to the Riverside Assembly of God located at 450 Main Street. The school will be offered to k-12 students with the anticipated enrollment of 25-40 students. Burke reviewed the notes on the sketch. The current building is not connected to town sewer. Burke supplied the board with copies of correspondence with DES concerning the septic plan for increase in loading. The applicants plan to ask for a waiver for the required sewer hook-up. This waiver request is based on the anticipated expense of a major highway crossing. They have spoken to DOT about the driveway, no application has been submitted, they will apply if approved for a school. Trash is currently being picked up by town. During the TRC meeting, the director of Public Works expressed concern about the amount of trash that will be created by this new use. Note #9 on the site plan indicates that the public works director may require private removal. Mr. Robitaille reminded the applicant to include notes to include "No Parking on Route 16".

On a motion from Mike Waddell and seconded by Wayne Flynn, the board accepted the application as complete. All members voted in favor.

On a motion from Peter Gagnon with a second from Abby Evankow, the board voted to open the public hearing. All members voted in favor at 6:57 pm. When John Scarinza, CEO, asked if the board ok with the proposed septic/ sewer set up? The board affirmed they are ok. John met with the pastor and reminded him they will need upgrades in basement for egress. The main assembly room has only one egress as well and should be upgraded.

On a motion from Mike Waddell and seconded by Wayne Flynn, to approve the plan as presented. Dan Buteau asked to be recused from the vote. All members, besides Mr. Buteau, voted in favor.

**Case #04-2022** 1 Exchange St U5-L7 **Pine Stick, LLC** Submission of Application and Site Plan was presented by Burke York of York Land Services. The plan is for fourteen units, 10 units will be long term rentals and four short term rentals. No commercial space. The applicants have contracted for a plan from a fire engineer. All notes from the submitted plan were reviewed. No proposed changes to lighting. Mr. Robitaille reference the TRC meeting asking for snow to be moved by shovel or snowplow. Snow moved by plow or backdrag is too hard on PW equipment. Concerns were raised by public works director about an increase in rubbish may result in the need for owners to have trash handled privately.

Checklist for Site Plan Application A2: Tara Bamford asked for a detailed sheet in a scale appropriate to the scope of development. Burke responded there were no additional changes that would have required additional

sheets. Wayne Flynn and Dan Buteau both stated that the plan is adequate.

Submission requirement #3 to cover all fees and costs, invoice needs to be sent by planning office.

A6: Tara noted that the egress is missing from the plan, Mr. Waddell stated that the hang up is the plan from fire engineer. Tara felt that the plan shouldn't have been submitted yet. She reminded the board that Ordinance 5.01 (F) Non-conforming uses, Structures and Lots. *Additions to Structures of Record: A legally pre-existing structure that is nonconforming only with respect to setback requirements on one or more sides due to the adoption of amended setback requirements may be enlarged on the nonconforming side(s) one time only provided that the width of the addition is no more than 50% of the width of the existing structure on the nonconforming side(s). In no case may the extension or addition be any closer to the lot line on the nonconforming side than the existing structure.*

B4: Snow removal plan needs to be submitted or have Denise Vallee, town manager, sign a letter allowing snow to be pushed into public areas.

A10: Parking plan is submitted. Mr. Gagnon mentioned that the plan is flawed but is a plan. Mike Waddell reminded the board to reference the 2020 Parking Study. An agreement will be needed from the railroad in order to access some parking shown on the parking plan. Mr. Robitaille stated that some of town parking areas are not plowed and the railroad has a 40' ROW. Mr. Waddell informed the board that the BOS now requires a survey of any town roads to be paved and a formal agreement from the railroad will be needed. In addition, overnight parking is not permitted between Nov. 15 and April 15 for snow removal. The BOS will be addressing this situation. Mr. Waddell asked Mr. York if the owner has any private property for parking.

A11: Landscaping plan waiver requested.

On a motion from Abby Evankow, with a second from Wayne Flynn to continue the review of the submission of application to August 18<sup>th</sup> and allow staff to schedule public hearing if five items identified are submitted in time. 1. Fees paid 2. Dumpster/screening on plan 3. Show where snow is to be stored 4. Size and setbacks of new structure 5. Parking plan

#### **Code Enforcement Update –**

John updated the board on the following: STR inspections just about complete.

Property in Cascade has been deemed unsafe. They have issued a notice to vacate.

He reported on a trash complaint from the public works director at 18 Spring Road. This is a STR which has applied, but not passed, the inspection.

**Old Business** – Mr. Robitaille read a letter of resignation from Meagan Poirier as an alternate member of the board. Mr. Robitaille has received an email complaint from the applicant of recent driveway permit on Highland Ave. He replied to applicant and town manager. The complaint has shared with the Board of Selectmen. The BOS are going to attempt to diffuse the situation.

**Public Comment:** Tom Cote mentioned that parking is also a concern for his building next door to 1 Exchange St.

**Next Meeting – August 18, 2022 at 6:30 pm**

**Adjournment** – On a motion from Abby Evankow with a second from Mike Waddell, the board voted unanimously to adjourn at 8:40 pm by roll call vote.

Respectfully submitted,

Victoria Hill  
Planning Board Clerk