

Town of Gorham Planning Board Minutes November 17, 2022

Members Present: Paul Robitaille (Chairman), Peter Gagnon, Abby Evankow, Reuben Rajala (remote), and Wayne Flynn

Members Excused: Earl McGillicuddy, Brian Ruel, and Michael Waddell (Ex-Officio), and Dan Buteau.

Members Absent: none

Members of the Public: Victoria Hill (Board Secretary) Tara Bamford (Remote) John Scarinza (remote)(CEO) Michelle Lutz (assessing clerk) Allyson Moore (representing AVRRDD), Keith Roberge and Burke Yorke (York Land Services).

Call to order: The meeting was called to order at by Chairman Robitaille at 6:30 pm

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

Review and Accept Minutes: On a motion from Peter Gagnon with a second from Wayne Flynn the board voted to approve minutes as presented from October 20, 2022.

New Business:

- a. Continuance of Submission of Application and Site Plan: 1 Exchange St U5-L7 Pine Stick, LLC Case #04-2022. On a motion by Abby Evankow with a second from Wayne Flynn to accept the continuance of submission until December 15, 2022.
- b. Preliminary Conceptual Consultation: Libby House 55 Main St U2-50. The applicant communicated to the Planning Board Clerk that they are not ready for a consultation at this time. John Scarinza wants to remind the applicant that they need to have this application “nailed down” by May 1st.
- c. Preliminary Conceptual Consultation: Lot Line Adjustment Application – Keith and Mandy Roberge & Androscoggin Valley Regional Refuse Disposal District (AVRRDD) Tax Map R8 - Lot 5. Allyson Moore, Attorney from Sulloway and Hollis, described the application to be submitted for a lot line adjustment between Keith and Mandy Roberge and AVRRDD. When Roberge purchased the property, they were informed that the seasonal camp straddled the town line. AVRRDD will be applying to adjust the lot line removing 1.26 Parcel 2 located in Success, NH Map 1612, Lot 7.1, 2516.6 acres, in the Management District zoning classification for Coos County. The board wants a deed restriction included to ensure that the camp remains seasonal. Ms. Moore reassured the board that this will be noted on the plan submitted for the meeting in December. A maintenance agreement with the town will need to be signed by the Roberges. Allyson met with Coos planning board on Wednesday evening. The Coos board will be discussing this proposal at their December 21st meeting. Michelle Lutz asked if this

would be moving the town line. Allyson Moore said it is not going to move the town line, just the lot line. Abby asked if the proposed lot adjustment will meet the setback requirements. Attorney Moore assured her that they will meet the setbacks. She will use the input from the board to use in the application. She plans to submit the application for the lot line adjustment by the deadline for the December meeting.

- d. Code Enforcement Complaint Form – draft: The board members viewed the draft and Mr. Flynn stated that the board will not need to make any comments about this form. The selectmen are the enforcement arm of the town zoning. Mr. Robitaille recommended that the clerk share this draft form with Denise for her to present to the selectmen. Code enforcement update will be removed from the planning board agenda.
- e. Voluntary Lot Merger Application: Lukaszewski U28 Lots 1 and 33. After a short discussion, Wayne Flynn, seconded by Peter Gagnon, to approve the lot line merger. All members voted in favor to approve.

Old Business –

- a. Discussion of potential zoning ordinances. Tara presented draft as written. Board discussed the proposed amendments. Two-page draft proposal discussed attached. Peter Gagnon made a motion, seconded by Wayne Flynn, to have a public hearing December 15, 2022 at 7pm to present the zoning ordinances as discussed. All members voted in favor.
- b. Budget: Michelle discussed thoughts on the 2023 budget. The proposed budget will be added to the agenda for the December Planning Board meeting.

Code Enforcement Update – Per the suggestion of the chairman, the board agreed to remove this item from the monthly agenda. The CEO will notify and update the board on an “as needed” basis.

Public Comment: Burke York presented Plat of Property Surveyed for Town of Gorham Proposed Parking. This outlines the parking availability Tax Map U5 Lot 48. The selectmen contracted with Mr. York to survey the amount of parking spots available on Railroad St. He showed proposed municipal parking available at this time. Mr. York has identified 85 10’ by 20’ parking spots. The survey will be given to the selectmen to discuss at their next meeting.

Next Meeting – December 15, 2022 at 6:30pm

Adjournment – On a motion from Peter Gagnon with a second from Wayne Flynn, the board voted unanimously to adjourn at 8:00 pm by roll call vote.

Respectfully submitted,

Victoria M. Hill
Planning and Zoning Board Clerk

Approved 12-15-2022