

# **Town of Gorham**

## **Planning Board Minutes**

### **January 28, 2021**

**Members Present by Remote Connection:** Paul Robitaille (Chairman), Abby Evankow, Adam White (Alt Ex-Officio), Dan Buteau, Jeff Schall, Peter Gagnon, Reuben Rajala and Earl McGillicuddy

**Members Excused:** Barney Valliere and Brian Ruel

**Members Absent:** Wayne Flynn

**Members of the Public Present by Remote Connection:** Tara Bamford, John Scarinza and Michelle Lutz (Board Secretary)

**Due to the COVID-19 Pandemic and per Emergency Order #12 issued by Governor Sununu on March 23, 2020 and by Executive Order 2020-04, all members listed as present attended the meeting electronically with both video and audio capability. The public was able to attend the meeting in the same manner. All votes were taken by roll call as required.**

**Call to order:** The meeting was called to order at 6:00 by Chairman Robitaille

**Appointments** – Chairman Robitaille appointed Earl, Reuben and Peter as full voting members.

**Non Public Session** – On a motion from Adam with a second from Reuben, the board voted to enter non-public session at 6:01 pm per RSA 91-A:3 II (I) to consider legal advice provided by legal counsel.

**Public Session** – The board returned to public session at 6:34.

Announce any action taken in non-public session. On a motion from Adam White with a second from Jeff Schall, the board voted to seal the minutes of the non-public session for 1 year.

**Recess** – On a motion from Abby with a second from Dan, the board voted to recess the meeting to allow the members to join the meeting under the previously posted zoom link.

**Reconvened Planning board meeting: Chairman Robitaille called the reconvened meeting to order at 6:35 via zoom.**

**Members Present:** Earl McGillicuddy, Brian Ruel, Paul Robitaille (Chairman), Peter Gagnon, Reuben Rajala, Dan Buteau, Jeff Schall, Adam White and Abby Evankow

**Members Absent:** Wayne Flynn

**Members of the Public present by remote connection:** Burke York, Ron Cook, Deidre Blair, Holly Fontaine, Lindsay Swanson, Diane Holmes, Edith Tucker, Terry MacGillvray, Steve Jackson, Jesse Lutz, Matt Bowman, Jack Jennings, Jason Hunter, Mike Pelchat, Mike Scontsas, Jeremy Hinton, Denise Vallee (Town Manager), Dave Brooks, Kelsey Christian, Marybeth Smith, Diane Bouthot, John Scarinza, Caroline Daniels, Bridget Denzer and Tara Bamford

**Review & Accept Minutes of December 17, 2020:** At the request of the secretary and on a motion from Abby Evankow with a second from Dan Buteau, the board voted to pass over the minutes.

#### **Case #01-2021 – 20 Glen Road LLC – Site Plan Review**

Burke York presented plans for a brewery and bike shop at 20 Glen Road. They intend to have a beer garden for the summer months. They plan to add an island to create 2 separate entrances which is pending DOT approval. A dumpster will be installed near the propane tanks and enclosed. They intend to employ approximately 8 people. Based on the proposed number of patrons and employees for both businesses they would need 43 spaces. They have 41 spaces on-site with additional public parking within 400'. There will be bike racks for bicycle parking. Tara Bamford reviewed the plans and matched it against the Site Plan Review regulations and Zoning Ordinance. That review noted several missing items that need to be addressed for the plan to be considered complete. Those notes are attached to and will become part of the minutes. The board went through her notes with Burke which he will address before the board meets on February 18, 2021 to decide if the plan is complete and can be accepted and a public hearing to follow. The Technical Review Committee met previously and identified some concerns which were addressed as well such as a Dumpster will be installed for rubbish, there is a water shutoff near the street that will end up in the new island so Water & Sewer Superintendent Jeff Tennis cautioned about that. He is also meeting with the applicants regarding the possibility of having a PH tank for pre-treatment to handle the by-product of the process of brewing before it enters the public sewer system. John Scarinza cautioned about the off-site parking using the public parking on Railroad Street as it would mean people walking across the railroad tracks. Abby made a motion to require the items in Tara's notes A3, A5, A6, A8, A9, A10, A11, A12 and A15 to be addressed before the public hearing in February and to waive Item B3. The motion received a second from Brian Ruel and Chairman Robitaille called for a roll call vote:

Dan – Yes      Abby – Yes      Brian – Yes      Earl – Yes      Jeff – Yes      Peter – Yes      Reuben – Yes  
Adam – Yes

Brian then made a motion to accept the plan and to continue the case to February 18, 2021 and if all items are addressed prior to that meeting, a public hearing will follow. All members voted in favor

#### **Case #02-2021 – Summer Fun Inc – Site Plan Review**

Abby Evankow recused herself from this case. Dan Buteau also recused himself from this case.

Lindsay Swanson made a presentation to the board. They have been operating at the 177 Main Street property for about a year and they recognize that there are opportunities for improvement. Because of that, they are going to be doing guided tours which will increase their staff to approximately 40 people. They are going to require all new renters to first take a guided tour before they can rent a machine on their own. The machines will be equipped with governor's which will limit the max speed to 40 mph and they will have on-board navigation system with geo-fencing to help people to be able to see where they are, where they can be and where they are not allowed to operate. They plan to move their primary location to the 197 Main Street property. They plan to have a rendezvous site at the Rt 16 trailhead. They plan to have 150 units on site with the property at 177 Main Street to hold any new machines or those being repaired. They would like to work with local businesses and possibly include boxed lunches with their tours. They average 2.5 persons per vehicle which would require 100 parking spaces and the property has 117 spaces. The number of vehicles will be less than what Burger King had when it was open. Tara Bamford reviewed the plan to be sure it coincided with the zoning ordinance and site plan regulations. She identified items that were missing and those notes are attached and part of the minutes. John Scarinza stated the flood plain needed to be on the plan as it would be important for the location of the concrete pad and gas tank to refuel machines. He also stated the washing area needed to be delineated and a flow chart showing where the water will go to eliminate it going into the river. There is also an underground propane tank on the street side of the building they should be aware of. There is no intention of renting snow machines from the property. Paul reminded that the Burger King sign was put up before the sign ordinance was adopted and if the grandfathering period has expired, the new sign will need to be adapted to meet the new requirements. Lindsay stated that the intent was not so much to grow the business but to move to a location that would be a better fit for the business. Brian made a motion to continue the completeness review to February 25, 2021 with the items identified in Tara's notes to be submitted. All members voted in favor. If the plan is deemed complete on February 25, 2021, a public hearing will follow.

**Code Enforcement Update** – John briefed the board on the following:

- 1) A meeting was planned for January 29, 2021 with the state electrical inspector for the State Liquor Store.
- 2) He also informed the board that land at the end of Promenade Street should have or will soon change hands. That lot previously had a gravel pit on it that will no longer be grandfathered after the sale and the new owner will need to submit an application for excavation. He has informed the buyer of this.
- 3) He has also been working with a property owner who is building a new home on Gorham Hill.

**New Business** –

- 1) Steve Jackson informed the board that their property at 101A Main Street currently has 2 apartments upstairs. They would like to turn those into 7 smaller spaces for short term rentals. He asked the board if they would waive the site plan review requirement as he was not changing anything about the site. Peter asked him to describe the proposed use to which Steve stated basically a small hotel. The board did not waive the requirement. It was explained that once he had his site plan prepared and submitted to the Town Office, Michelle would schedule a meeting with the Technical Review Committee which meets prior to the submission to the planning board.
- 2) The board discussed a consulting contract with Tara Bamford and changing the site plan review regulations to add that Tara review all plans and that all fees are to be paid by the applicant.

**Old Business** –

- 1) Abby questioned if the Mt Madison parking lot across from McDonald's is going to be brought in for site plan review. John has that on his list to begin working on.
- 2) The board discussed holding meetings in person as some members would prefer to meet in person. However, due to Covid-19, some members are not comfortable meeting that way and the Medallion Opera House is not big enough to hold a meeting where there are 100 people. Hybrid meetings are also very difficult. More thought and discussion is needed on how to do this.

**Public Comment** – Deidre Blair wanted to speak regarding the plans for Summer Fun. That hearing is not scheduled until February 25, 2021 which is when she should address the concerns she may have at that time.

**Next Meeting** – The board scheduled their next meeting for February 18, 2021.

**Adjournment** – On a motion from Brian with a second from Jeff to adjourn the meeting, All members voted to adjourn at 8:55 pm

Respectfully submitted,



Michelle M. Lutz