

Town of Gorham

Planning Board Minutes

May 20, 2021

Members Present by Remote Connection: Paul Robitaille (Chairman), Abby Evankow, Michael Waddell (Ex-Officio), Reuben Rajala, Brian Ruel, and Wayne Flynn (Alt)

Members Excused: Dan Buteau and Peter Gagnon

Members Absent: Barney Valliere and Peter Gagnon

Members of the Public Present by Remote Connection: Tara Bamford, Rene Pake, Audrey, Denise Vallee (Town Manager), John Scarinza (CEO) 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 6:31 by Chairman Robitaille

Appointment of Alternates –
Chairman Robitaille appointed Wayne Flynn as a full voting member

Review & Accept Minutes of April 22, 2021: On a motion from Abby with a second from Brian, the board voted to pass over the minutes with all members voting in favor.

New Business

CEO Scarinza explained to the board that Rene Pake will be moving her salon to the building previously occupied by Go-Solar which is a change of use. Rene explained that she would have 4 stations, 2 employees who both work part time and approximately 1 to 2 customers in the salon at a time. There are also 2 wash stations that are separate. John also explained that the lot has adequate area for snow storage and that they would be using the existing sign posts but would need to update plumbing and electrical and an inspection would be done when that is complete. The property has ample parking. Paul suggested that Rene please try to encourage her patrons to not back out of the property into traffic. On a motion from Brian with a second from Abby that as long as Rene works with John and meets all the permits, requirements and health and safety concerns, site plan review is not required.

Wayne – Yes Abby – Yes Brian – Yes Mike – Yes Reuben - yes

Work Session-

Tara provided the board with samples of language from other towns that would give the board a tool for determining what would require site plans review and what constituted a minor site plan review. Adding language to the site plan review regulations would make it very clear to the board and to the applicants just what reaches that threshold. There was considerable discussion regarding what the threshold might be that would rise to the level of requiring site plan at all. Mike felt that if the proposed use created a noticeable change that might rise to the level of requiring site plan. The general consensus of the board is to make things easier for applicants and small businesses. Adding this type of language would allow for that to happen. The board went through different scenarios to try to develop criteria for what would be exempt from site plan review, what would be considered minor site plan review and what would require full site plan review.

Code Enforcement Update –

John updated the board on the following:

- 1) The new café (Dermody Road) opened after numerous upgrades
- 2) The brew pub at 20 Glen Road is moving along slowly
- 3) John attended the Staff meeting with Department Heads where he informed them of the decision of the board to allow the 1 year trial for the ATV rental business on the Berlin/Gorham Road and asked them to notify either himself, or the Town Manager of any issues that may arise so they can address those in the future.

Driveway Permit

The board reviewed a driveway permit application from Maia Rauschenburg for property at 91 Jintown Road. The applicant is proposing to demo an existing barn and discontinue the existing driveway and build a new garage with a new driveway to that garage. It would allow for better drainage from the road. Comments from the Department Heads:
Public Works – the change would help to create better drainage to Moose Brook and would not require a culvert
Water & Sewer – Their lines are on the other side of the road so there would be no issues there

Fire/EMS – Line of sight appears clear in both directions

On a motion from Wayne to grant the request, with a second from Reuben, Chairman Robitaille called for a roll call vote

Wayne – Yes Abby – Yes Brian – yes Mike – Yes Reuben – Yes

Old Business – Paul attended the Planning Conference online and forwarded the slides to the members

Public Comment: None

Next Meeting – The board scheduled its next meeting for June 17, 2021.

Adjournment – On a motion from Brian with a second from Abby, the board voted unanimously to adjourn at 8:24 pm by roll call vote.

Respectfully submitted,



Michelle M. Lutz