

Town of Gorham
Planning Board Minutes
March 21, 2013

Members Present: Wayne Flynn, Chairman, Reuben Rajala (Alt), Mike Waddell, Dan Buteau, Paul Robitaille,

Absent: Bruno Janicki (Alt), John Losier (Alt)

Excused: Mike Guay, Barney Valliere

Others: Robin Frost, Town Manager, John Scarinza, Building Inspector, Doug Lavigne, Mr. Horr, Tim Sappington, Burke York, Don Bouchard – Horizons, Tom Cote, Steve Binette, Robert Balon

Meeting called to order: 7:05 pm by Chairman, Wayne Flynn

ROLL CALL:

Acceptance of Minutes: After review of the Minutes of March 21, 2013 it was noted that on page 2, under Work Session, the minutes need to be amended to read: “Town’s Subdivision Regulation Policy”. A Motion was made by Mike Waddell to accept the Amended Minutes of March 14, 2013 and 2nd by Dan Buteau

CASE #02-2013 – Car Sum NH FGOR dba Berlin City Toyota – Site Plan Review Presentation was made by Don Bouchard of Horizons on Behalf of Berlin City Toyota. Mr. Bouchard handed out revised/finalized drawings for the Board members to review.

Chairman Flynn interrupted the meeting to have it duly noted that Reuben arrived at the meeting @ 7:08 and he will be a voting member. Mr. Bouchard reviewed the drawings & plans with the Planning Board. The Planning Board members then

reviewed the Site Plan Review Checklist and all criteria were met. Motion to Accept completed checklist for Berlin City Toyota was made by Mike Waddell and 2nd by Reuben. All were in favor. Motion to Approve Site Plan Review was made by Mike Waddell and 2nd by Dan Buteau, conditional on sign approval & permits approved by the Planning Board and Building Inspector. All were in favor.

CASE #01-2013 - Doug Lavigne Site Plan continuation - Planning Board member Paul Robitaille recused himself from this portion of the meeting. Doug informed the Planning Board that he had hired Don Bouchard of Horizons Engineering to do the surveying of the property located at 70 Main Street. The Board members reviewed the updated plans with a few additions including a fire stairway and a stairway outside of the garage. Cosmetic updates will be made to the outside of the building. All new plumbing and wiring will be done for safety codes. All new fire blocking will be added. The Board noted that these were all positive improvements. Questions from the public: Tom Cote asked if Doug had intended to increase parking spaces? Doug said no. John Scarinza, Building Inspector asked if there was a “Snow storage plan” in place. Tim Sappington stated that a plan was not needed as there will be no increased usage of space. Snow will remain on the property. If there is an excessive amount of snow received the Condo Association will be responsible for snow removal and the hiring of someone to do so. The Planning Board members then reviewed the Site Plan Review Checklist. Mike Waddell said the application needs to be signed by Kathy Leclerc. The Board wanted the record to show that no snow removal plan is necessary, but that the snow will be contained on said property. The checklist was completed. Motion to accept completed checklist was made by Mike Waddell and 2nd by Reuben. All were in favor. Motion to Approve Site Plan was made by Mike Waddell and 2nd by Dan Buteau. All were in favor. It was noted that the Mylar still needs to be signed. Doug will bring the Mylar to Michelle at the Assessor’s office when all signatures have been obtained.

Paul Robitaille resumed his seat after the Lavigne case concluded.

Review of Commercial Building Permits: Building Inspector John Scarinza reported the following: The property located @ 433 Main Street formerly the old Munce's Quick Stop/Jay's Quicklube is at a standstill at this time. He believes they are in a reorganizing phase at this time. He advised them that they should present to the Board the plans they have in mind.

The former Wilfred's Restaurant Building: This building has been converted to living quarters instead of a restaurant. The building is current on permits. The owners will need to come before the board if they plan to convert back to commercial use from residential.

299 Main Street property: "Proposed Nail /Pedicure Salon. This is on hold until further notice. They have not approached the town for any permits! It is not ready to be a business. There is no running water or bathroom, and there are problems regarding adequate air exchange. John advised the owners that they needed to obtain a building permit and that they needed to have a site plan with adequate drawings to bring before the board immediately. The issue of parking was also brought up as being a potential problem.

New Business:

Burke York of York Land Services presented a preliminary Minor Lot Line adjustment between Dana Brouillette, Pat & Mark Boisclair, and Michael Kelley on lands formerly owned by Harold Munce. The board had concerns with the current ownership of the lots, in that, part of the plan presented required a lot merger. A lot merger cannot happen between different owners. Also, there were questions regarding the legality of the lot line adjustment without the merger having first taken place. Burke asked for a conditional approval prior to the change in ownership. The Board had concerns with this but did not rule it out entirely. The board advised Mr. York to complete the Application for a Lot Line Adjustment and comply with the necessary information on the checklist.

Adele Woods, CEO of Coos County Family Health Services was present before the Board to inquire about property located at 10 Broadway Street and the possibility of turning the property into a parking lot. She wanted to know if the property was residential or commercial. The Board advised Ms. Woods that tearing a house down in a Residential District to create parking for a Commercial building would require a Variance from the ZBA.

Wayne advised the board members of an Office of State Planning Conference being held in Manchester, NH for any board members that were interested in attending.

Old Business:

Jay Poulin was not prepared to meet with the Board tonight. The Board will advise Jay of the next scheduled meeting so that he can have the letter of recommendation ready for the Board to review with Tara Bamford.

Burke York asked the Board where the Losier plans stand. The Board stated Ms. Losier is still not compliant with the checklist conditions at this time.

Next Meeting is scheduled for April 11, 2013

Motion to adjourn was made by Mike Waddell and 2nd by Reuben. All were in favor.

Meeting adjourned @ 9:10 pm