

**MINUTES**  
**ORDINANCE COMMITTEE MEETING**  
**Meeting of January 30, 2018 – 8 a.m.**  
**Conference Room A**

Present: Councilor Sherrie Benner, Chair; Councilor Ron Shepard.

Also Present: Town Manager, Ephrem Paraschak; Zoning Administrator, David Galbraith; Town Planner, Tom Poirier; Fire Chief, Bob Lefebvre; 1 member of the public, Jon Smith; Executive Assistant to the Town Manager/HR, Jessica Hughes.

Not Present: Councilor Marla Stelk.

1. **Consideration of minutes of December 19, 2017 Committee meeting.**

A motion was MADE by Councilor Shepard, SECONDED by Council Chair Benner, and VOTED to accept the minutes of the December 19, 2017 Ordinance Committee as distributed. Unanimous vote.

2. **Current Business.**

A. Density standards in the Village.

Tom Poirier provided a memo defining a suggested, new small dwellings overlay district. The committee discussed the memo and shared input that the committee wanted a provision preventing the tear down of historical homes. Tom Poirier advised that the existing Comprehensive Plan does not accommodate tear downs. Bob Lefebvre supports a larger density and feels there is a distinct difference between Land Use Code and Fire Regulations/Building Code requirements. Jon Smith inquired what the new district translates to and expressed interest in discussing a separate item of density in the Gorham Village Center district, as he is limited by current uses of several of his properties. Council Chair Benner advised that she sponsored an item for the next Town Council meeting to discuss expanding mixed use/density standards in the Urban Residential and Village Commercial districts. Bob Lefebvre suggested making 6-7 multifamily unit dwellings from small dwellings overlay district.

The Planning staff will need direction on the map of the district provided and properties to include in the district and will create two separate maps to accommodate two villages. Council Chair Benner suggested including Old Robie School in the district. Tom Poirier shared that the intent of the new district is to provide flexibility for older homes to have another use. Jon Smith shared that preservation of homes versus tying the district to a suggested geographic area/map may provide more opportunities for development.

Planning staff will have a draft of density standards/new district at the next Ordinance Committee meeting, and Tom Poirier will research further the concept of mixed use/density standards as a separate item for the Gorham Village Center district.

B. Consider adding fireworks to the required list of permits for seasonal burnings and implement a "Shall Notify" list.

Bob Lefebvre shared that he sees a need for a 'shall notify' list and that it will be difficult to enforce; Councilor Shepard and Council Chair Benner agreed that they support the list and understand the challenges with enforcement.

Bob Lefebvre will verify how long it will take to update and implement a process moving forward to update the fireworks permit listing on the Fire Department webpage with Gorham Fire staff, as well as collaborate with the Town Website Manager Jessica Hughes, Police Department and Gorham Times to promote awareness of how fireworks affect the community and neighborhoods.

A motion was MADE by Councilor Shepard, SECONDED by Council Chair Benner and VOTED to recommend no changes to the existing Fireworks Ordinance to the Town Council. Unanimous.

3. **Items Referred by Town Council to Committee for Future Meetings/Action.**

- A. Review the Victualer's Ordinance and Special Amusement Ordinances and recommend updates, if any, to Town Council (referred by Town Council on January 2, 2018).

4. **Other Business.**

The committee did not discuss other business.

5. **Schedule next meeting and discuss agenda items for next meeting.**

The next meeting of the Committee is scheduled for Tuesday, February 27, at 8 a.m. The Committee discussed and requested that the following items be placed on the agenda for discussion:

- A. Density standards in the Village.
- B. Mixed Use/density standards in the Gorham Village Center District.
- C. Review the Victualer's Ordinance and Special Amusement Ordinances and recommend updates, if any, to Town Council (referred by Town Council on January 2, 2018).

6. **Adjournment**

There being no further business, a motion was MADE by Council Chair Benner, SECONDED by Councilor Shepard and VOTED to adjourn. Time of adjournment: 9:14 a.m.

Respectfully submitted,

Jessica Hughes, Executive Assistant to Town Manager & HR