

**Town of Gorham
 Planning Board Meeting
 May 1, 2023**

ITEM 5 - Pre-Application Discussion – Site Plan - Saxby, Tom – Tannery Brook Apartments Expansion – a request for approval of an expansion to the apartment complex. The expansion would consist of an additional 3 buildings with 36 units, as well as public utilities and associated infrastructure. Map 46, Lot 7. Zoned UR and UREXP. The applicant is represented by Andrew Morrell, P.E., with BH2M.

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PROJECT TRACKING

DESCRIPTION	COMMENTS	STATUS
Pre-Application/Sketch (optional)		May 1, 2023
Site Walk		
Public Hearing		

The following staff notes are written to assist the Applicant with compliance to the Town of Gorham Land Use Development Code and may not be all inclusive of project requirements. Staff notes are review comments and recommendations prepared by the Town Planner and, if applicable, the Town’s peer review consultant, regarding applicability to The Gorham Land Use Development Code and standard engineering practices.

The Planning Board refers to staff notes during the review process; however it shall be noted that staff recommendations are non-committal and all final decisions are those of the Planning Board and not Town Staff.

Jim Anderson, Chair, Gorham Planning Board

OVERVIEW

This is the first time this application has come before the Planning Board.

The applicant is represented by Andrew Morrell, P.E. with BH2M.

ITEMS OF NOTE

Below are topics the Planning Board may want to discuss with the applicant. The discussion topics are written as a guide for the Planning Board. It should be noted that the discussion topics are noncommittal and all decisions on relevant discussion topics are those of the Planning Board.

Comprehensive Plan

- The comprehensive plan calls for the entirety of parcel 46-7 to be included in the “Village Residential” zone, now referred to as the “Urban Residential” zone.
- The uses allowed are proposed to include different housing options including single family.
- The Future Land Use Plan states “– The development standards in the Village Residential Area should allow for medium-density residential development as well as higher density development through the use of development transfer provisions. The base density for residential development should be set at 4 units per acre with public sewerage. Development with on-site sewage disposal should not be permitted. The standards should allow a density of up to 8 units per acre with development transfer. In addition, the variable density provisions for small units should apply. Within the Village Residential Area the reuse of existing buildings for residential purposes should be allowed without density considerations as long as the property meets requirements for parking, landscaping, and buffering. The base minimum lot size requirements should be 10,000 SF with public sewerage. The minimum lot size with development transfer can be reduced to 5,000 SF. The base minimum lot frontage requirement should be 80 feet. If development transfer is utilized, the minimum lot frontage should be reduced to 60 feet. In addition to the space and bulk standards, developments utilizing development transfer should be required to meet additional design standards to assure that the overall development and individual homes are designed with a “village character”.

Zoning, Site Plan, and Subdivision

- The site plan and subdivision ordinances apply to this proposal
- The zoning is currently split on this lot. The bulk of the lot is Urban Residential, with a small portion on the northern side being Urban Residential Expansion. Both of these zoning districts allow for multi-family residential development.
- The parcel is not located within the Shoreland Zoning Overlay.
- The parcel is not located within the Manufactured Housing Overlay Zone.
- This site is within the development transfer overlay district
- Chapter 2: General Standards of Performance, Section 2.4 “Performance Standards for Multi-family Housing” apply. Standards that apply include:
 - Size and massing of structures must respect the existing streetscape and character of the neighborhood. The Planning Board may waive this requirement for structures not visible to the surrounding neighborhood

STAFF COMMENTS

Assessing Department: No comments.

Code Division: No comments.

Director of Community Development: No comments.

Economic Development Division: No comments.

Fire Department: 04/11/2023

I have revived the Plans dated March 20, 2023

1. All buildings will meet all applicable sections of NFPA 1 *Fire Code* and NFPA 101 *Life Safety Code*. Building plans shall be submitted to the Fire Inspector for review.
2. The buildings shall be protected under the Fire Suppression Systems Ordinance as applicable. The sprinkler plans shall be submitted to the Fire Department and the State Fire Marshal's Office for review and permitting. The plans submitted to the Fire Department shall be submitted at least two weeks prior to the start of the installation of the system. Sprinkler test papers will be required to be submitted to the Fire Department at the time a CO is issued.
3. The buildings shall be properly numbered in accordance with E911 standards including height, color and location. Numbers that cant been seen from the street shall require additional numbers at the street.
4. There will be a Fire Hydrant installed at the bend just before the Parking lot. When this is being installed the Contractor will meet with the Fire Department for placement of said Hydrant.
5. Fire Alarm System – Shall meet NFPA 72
6. Natural Gas – Ballads shall protect the meters.
7. Asking if the building will have decks installed on them. If so we may require a sprinkler head covering the Decks.
8. Buildings Plans – Submitted to the State Fire Marshal's office for Permitting if required by State Laws. Gorham Fire requires a copy of the Stamped plans when received.
9. Lock Box – Each Building shall have a Lock-Box installed with a Master Key for all units in the Box.
10. The Sprinkler room shall have an Exterior Door, Labeled Sprinkler Room.

Planning Division: 04/25/2023

- The site is served by public water and sewer utilities
- 32 new two bedroom market rate units are proposed
- The site contains 3 existing buildings with a total of 27 apartment units on a parcel area of 570,636 sf. (gross density) or 370,913 sf using the 65% calculation from Section 2-4 of the land use ordinance The existing residential density is 1 unit per 21,135 sf. With the proposed additional 36 units, there would be 63 units on site and the net residential density would be 1 unit per 5,888 sf. The minimum allowed base density in the zone is 1 unit per 10,000 sf for the portion of the unit in the Urban Residential zone and 1 unit per 20,000 sf for the portion located in the urban residential expansion district.
- If the applicant chooses to utilize the Town’s development transfer provision to purchase additional density, the minimum net acreage per dwelling unit for this site is 5,000 sf.
- If necessary, the Town can change the zoning boundary between the Urban Residential and Urban Residential Expansion districts so that the entirety of the parcel falls within the Urban Residential district, which would be consistent with the Comprehensive Plan
- The Town’s Growth ordinance currently caps the number of permits per common scheme of development at 10. The applicant is proposing 12 unit buildings, exceeding the annual threshold. The applicant may pursue exemptions to the growth ordinance through the following means:
 - Contract zoning
 - Creating a restrictive covenant on 2 or more units per building for age-restricted senior housing, workforce housing, or affordable housing
- Parking
 - According to the zoning ordinance, 2 units of parking per dwelling unit are required, which equals 126 total units.
 - The application materials do not identify the number of existing parking units on the site.
 - The plans call for a new parking lot to be added with 92 new parking spaces, which is more than the net additional number of new spaces required by the number of new residential units proposed.
- Traffic movement
 - There are currently 4 driveways to access the site, which is not best practice for access management.
 - The proposal calls for eliminating one existing access drive and installing a new access drive between the apartment buildings at 130 and 132 Gray Road.
 - During a project meeting held with Gorham Town staff on April 12, 2023 the applicant and staff discussed improved access management. Town staff recommended a reconfiguration of the site to as few access drives as possible, ideally one. The existing surplus access drives could be terminated and repurposed for additional parking, snow storage, or other similar use.
- The site abuts a trail connecting with a larger network of trails around Tannery Brook. A connection between the apartment complex and trail system is recommended.

Police Department: No comments.

Public Works Department: No comments.

Recreation Department: No comments.

Abutter Comments: No comments.