

REPORT OF THE
GORHAM TOWN COUNCIL
REGULAR MEETING
October 2, 2018

Chairman Hartwell opened the meeting with the Pledge of Allegiance to the Flag. There were 10 Members of the public in attendance at the start of the meeting.

Roll Call: Chairman Hartwell, Councilors Shepard, Stelk, Hager, Smith, Benner and Phillips. Also in attendance were Town Manager Ephrem Paraschak and Town Clerk Laurie Nordfors.

Moved by Councilor Benner, seconded by Councilor Shepard and VOTED to accept the minutes of the September 5, 2018 Regular Town Council Meeting. **7 yeas**

Open Public Communications

Cassidy St. Gernquist, Pleasant Street, discussed her concerns about the Ordinance that does not allow her pet pig Wilber to reside in her home. She has had the pig since he was 6 weeks old and he is a family pet. She would like the Council to consider changing the Ordinance to allow farm animals in her area.

Councilor Communications

Councilor Phillips reported that the GHS building committee met last week and they are working still through the plans. The next meeting will be October 9, 2018

Councilor Benner attended the Eco Maine Board meeting in September and reported that there will be an increase in recycling fees when bringing items to Eco Maine in the future.

Councilor Stelk alerted residents that there is a survey available to take on our web-site from the Gorham Village Alliance. She urged people to participate.

Councilor Hager gave his thanks to Councilors Stelk and Benner on their years of service to the Council and the Town of Gorham. This meeting is the last full meeting for both Benner and Stelk.

Town Manager Report

Town Manager Ephrem Paraschak reminded residents of the upcoming election on November 6, 2018. He reported that polls will be open from 7:00am-8:00pm and reminded people the Absentee Ballots are now available in the Town Clerk's Office until November 1st. He also reported that the Gorham Police Departments Citizens Police Academy is coming up and he highly recommends it. You can find more information on the GPD website. Councilor Phillips added that there will be three Meet the Candidate Nights held at the Gorham Municipal Center, October 9th for Town Council, October 16th for School Committee and October 22 for State Legislatures.

School Committee Report

Stewart McCallister, Vice Chairman reported that K-12 enrollment number stand at 2782 students, which is 26 more students than last year and 19 less than what was projected. He also reported that the Building Committee continues to meet and is narrowing in on final program and design options. Once complete, they can move to an initial estimate for the work. The hope is for that by the end of November or early December there will be initial estimates that can be used to narrow the scope of the work and make adjustments to keep projected costs as low as possible while still meeting the needs of our growing population. The Athletic Capital Campaign Committee has been meeting on its own and will continue to do so. So far the group is focused on creating a campaign plan, a clear case statement and setting the foundations for a successful campaign. The hope is to do a “soft launch” of the work later this winter with a “hard launch” in early spring. The Gorham Schools will be participating in a regional substitute job fair, partnered with Cape Elizabeth, Westbrook, South Portland and Scarborough, to be held on October 20 at the Westbrook Middle School. Anyone interested in substituting in various positions across all these districts should attend. October 11th is Bus Driver, Custodian and Maintenance appreciation week. Be sure to thank these incredible staff or the important work they do for our students every day. There will be no school on Friday, October 5 and Monday October 8th. The next School committee meeting will be held on October 10, 2018.

Chairman Hartwell opened public hearing #1. There were no comments from the public and the hearing was closed.

Item # 9379 Moved by Councilor Benner, seconded by Councilor Shepard and ORDERED, that the Town Council approve a renewal liquor license for Gorham House of Pizza, LLC, 2 State Street. **7 yeas**

Chairman Hartwell opened public hearing #2. There were no comments from the public and the hearing was closed.

Item # 9380 Moved by Councilor Phillips, seconded by Councilor Hager and ORDERED, that the Town Council approve renewal applications for the following Automobile Graveyard/ Junkyard Permits for 2019;

| | | |
|-----------------|-------------------------------|-------------------------|
| STEVE LUCE | LKQ CORP/GORHAM AUTO | 192 NARRAGANSETT STREET |
| JIM STONE | CASCO FEDERAL CREDIT UNION | 375 MAIN STREET |
| GARY NELSON | CHET’S AUTO SALES | 475 OSSIPEE TRAIL |
| GORDON REICHERT | REICHERT’S AUTO BODY | 112 SHAWS MILL ROAD |
| SHAWN MOODY | MOODYS/INSURANCE AUTO AUCTION | 200 NARRAGASETT STREET |
| JOHN DUMBROCYO | DUMBO ENTERPRISES | 86 LONGFELLOW ROAD |

Item #9380 VOTED 7 yeas

Chairman Hartwell opened public hearing #3. There were no comments from the public and the hearing was closed.

Moved by Councilor Benner, seconded by Councilor Shepard and VOTED to waive the reading of the order. **7 yeas**

Item #8484 (old business) Moved by Councilor Hager, seconded by Councilor Shepard and ORDERED, that the Town Council amend the commercial Narragansett Development District into a Mixed Use District as follows:

CHAPTER 1: SECTION 1-5- DEFINITIONS

| | |
|---|---|
| <u>Commercial School:</u> | <u>A for-profit business facility or institution which provides instruction or tutoring by previous arrangement for a particular skill or subject to a group of students in a classroom or similar type setting and may include private lessons as an ancillary service. By way of example only, commercial schools may include schools for performing arts, fine arts, photography, driving, pottery, business, beauty, sports, language or driving.</u> |
| <u>Office of a Contractor or Tradesman:</u> | <u>The principal place of business for a contractor or tradesman where administrative, marketing, and financial operations occur. No storage of materials or equipment shall occur on site as part of this use.</u> |
| <u>Hotel:</u> | <u>A facility offering travelers and other paying guests short-term lodging accommodations to the general public and providing additional services, such as restaurants, entertainment, conference center, and recreational facilities.</u> |
| <u>Conference Center or Banquet Hall</u> | <u>A facility designed with multiple rooms or buildings for the use of conferences, seminars, weddings, family gatherings, parties, and like or similar events.</u> |
| <u>Automotive Salvage and Repair</u> | <u>A business facility designed for the storage, repair, or disassembly of severely damaged automotive vehicles for resale in their entirety or as spare parts; or rebuilding, restoration, or crushing.</u> |

CHAPTER 1: SECTION 1-16 - NARRAGANSETT MIXED-USE DEVELOPMENT DISTRICT

A. PURPOSE

To allow a ~~wide range of non-residential~~ mixed-use zoning district subject to performance standards with the following objectives:

- 1) Promote innovative and attractive ~~non-residential~~ mixed-use planned development with access off internal streets when feasible;

- 2) Promote good quality commercial, light industrial, and specialty enterprises and/ or mixed use growth which produce sustainable growth in the economic base and job opportunities;
- 3) Promote efficient use of land and of such public facilities as streets, ~~and~~ utilities, and when economically feasible extension of public water and sewer:
- 4) Promote commercial and residential development which complements uses within Gorham Village and is compatible in respect to the character ~~and scale~~ of Gorham Village.

B. PERMITTED USES

- 1) Commercial/~~Light Industrial~~ Uses
 - ~~a)~~ Retail stores;
 - ~~b)~~ Shopping centers;
 - e a) Drive-through services;
 - ~~d b)~~ Business or professional offices;
 - e c) Research and development laboratories, which are exclusively located indoors;
 - f d) Production, fabrication, processing, assembling, packing, storing and distribution of:
 - 1) Precision electrical or precision mechanical equipment;
 - 2) Optical goods, business machines, precision instruments, surgical and dental instruments;
 - 3) Pharmaceutical, toiletry and cosmetics;
 - 4) Any other use of the same general character as any of the uses listed above.
 - ~~g e)~~ Printing, engraving, bookbinding and other similar services;
 - ~~h f)~~ Offices for executive, administrative and data processing activities.
 - i) ~~Bed and Breakfast Establishment with public dining as an accessory use~~
 - j g) Inn, motel, & hotel;
 - ~~k-h)~~ Commercial schools;
 - ~~l)~~ Motorcycle sales and service; Mini park facilities; (we need a decent definition for this as nobody seems to know what it is. Municipal parks should be included but...)
 - ~~m i)~~ Indoor / outdoor recreational facilities;
 - ~~n j)~~ Utility substations;
 - ~~o k)~~ Schools, day care homes and centers, nursery schools, hospitals, churches or any other institutions of an educational, philanthropic, fraternal or social nature with less than 2,000 sq.ft. of gross floor area or less than 200 vehicles trips in a day;
 - p l) Office of a contractor or tradesman;
 - ~~q m)~~ Conference center or banquet hall;
 - ~~r n)~~ Automotive repair;
 - s o) Business services;
 - t p) Repair services which are exclusively located indoors;
 - ~~v q)~~ Uses and buildings that are accessory to the above-mentioned uses, including caretaker units and parking lots, are also permitted uses.

- r) Medical or quick care facilities
- s) Light Industrial
- 2) Commercial Uses which are only permitted as part of a mixed use development
 - a) Retail stores with less than 7,000 sq.ft. of gross floor area;
 - b) Shopping centers with individual stores having less than 7,000sq.ft. of gross floor area ;
- 2-3) ~~Residential Other~~ Uses –as part of a mixed use development.
 - a) Multi-family housing as part of a mixed use development.
 - b) Residential uses on the ~~second~~ upper floors with commercial uses located on the first floor.
 - a) Mini park facilities;
 - b) Indoor recreational facilities;
 - e) Utility substations;
 - d) Schools, day care homes and centers, nursery schools, hospitals, churches or any other institutions of an educational, philanthropic, fraternal or social nature;
 - e) Uses and buildings that are accessory to the above mentioned uses, including caretaker units and parking lots, are also permitted uses.

C. SPECIAL EXCEPTION USES

- a) Schools, day care centers, nursery schools, hospitals, churches or any other institutions of an educational, philanthropic, fraternal or social nature with more than 2,000 sq.ft. of gross floor area or less than 200 vehicles trips in a day;

€ D. DIMENSIONAL STANDARDS

- 1) ~~Net Acreage Development Standards~~ able Area - The ~~density~~ developable area of all ~~developments~~ lots shall be based on the ~~established net acreage~~ gross lot area of the proposed site. ~~Net acreage shall be determined in accordance with Chapter I., Section V. (Net Acreage). Deductions under this net acreage provision shall be subtracted from the gross acreage of the proposed site.~~
- 2) ~~Non-residential Density~~ - The total gross floor area of all the non-residential uses shall not exceed thirty percent (30%) of the gross area of the parcel dedicated to such uses. No more than seventy percent (70%) of the gross lot area of the non-residential parcel may be covered with buildings, structures, accessory uses such as parking lots and other impervious surfaces.
- 3 2) Non-residential Space Standards
 - a) Minimum lot size – ~~Twenty Fifty~~ thousand (50,000 20,000) square feet.
 - b) Minimum street frontage - ~~One hundred-fifty (150 100)~~ feet.

- c) Minimum front yard – ~~8~~ 50 feet along Narragansett Street ~~or three (3) times the building height whichever is greater~~, and a 25 feet minimum or 65 feet maximum for all other streets.
- d) Minimum side and rear yard - ~~50~~ 20 feet or two (2) times the building height whichever is greater.
- e) Maximum building height - 50 feet or four stories, whichever is ~~less~~ greater.

4.3) Mixed-use Residential Space Standards - Space standards for existing residential uses shall be the same as for the Suburban Residential District. mixed-use development.

- a) Minimum lot size – 20,000 sq.ft.
- b) Minimum net acreage per dwelling unit: 6,000 sq.ft.
- c) Minimum street frontage - Seventy-five (75) feet.
- d) Minimum front yard - 50 feet along Narragansett Street and a 25 feet minimum or 50 feet maximum for all other street.
- e) Minimum side and rear yard - 20 feet or two (2) times the building height whichever is greater.
- f) Maximum building height - 50 feet or four stories, whichever is greater.
- g) Residential gross floor area shall be limited to 40 % of the total gross floor area of a mixed use structure or development.

5.4) Notwithstanding the provisions of this subsection C, an auxiliary public utility structure is exempt from the minimum lot size, street frontage, net acreage, gross floor area, and dedicated open space requirements of this district.

D E. PERFORMANCE STANDARDS

1) Lot Layout

- a) Lots abutting multiple streets shall be oriented so the front of the building faces the street of lower classification. Lots with frontage on Narragansett Street shall meet the standards listed in item 6 within this section. For lots with frontage on both Narragansett Street and another street, the buildings, parking lots and access drives shall be located a minimum of 75' feet from Narragansett Street.
- b) Large parcels shall be developed to create a business or office park environment. Mixed-uses are permitted in an office/business park type of development.

- c) Mixed uses developments can consist of a mix of residential and commercial lots and/or a mix of residential and commercial buildings.

2) Buffer yards

- a) Screening of non-residential uses - Non-residential uses shall be screened from adjacent residential zoning districts and developments by a buffer yard of twenty (20) feet in width containing at least three (3) canopy trees, six (6) under story trees and nine (9) shrubs per one hundred (100) feet of length along the perimeter of the lot line adjacent to the residential use.
- b) Screening along public roadways - Development adjacent to public roadways shall be screened as follows:
1. ~~Abutting an arterial or collector~~ Narragansett Street and Bernard Rines Bypass - A buffer yard of ~~ten forty~~ (\pm 40) feet in width containing at least ~~one four~~ (\pm 4) canopy trees, ~~two eight~~ (\pm 8) under story trees, and ~~three twelve~~ (\pm 12) shrubs per one hundred (100) feet of frontage.
 2. Abutting a local street and facing non-residential or mixed-uses - A buffer yard of ten (10) feet in width containing at least one (1) canopy tree per one hundred (100) feet of frontage.
 3. Abutting a public street and facing a residential use - A buffer yard of fifteen (15) feet in width containing at least two (2) canopy trees, four (4) under story trees and six (6) shrubs per one hundred (100) feet of frontage.
- c) Canopy trees shall be deciduous, shade or evergreen trees planted at 3 to 3 1/2 inches in caliper with a mature height of at least 35 feet. Under story trees shall be deciduous shade, fruit or evergreen trees planted at 2 to 2 1/2 inches in caliper with a mature height of at last 12 feet.
- d) Alternative buffers and screening - In lieu of compliance with the above buffer yard and screening requirements, a developer may submit a detailed plan and specifications for landscaping and screening which will afford a degree of buffering and screening equivalent to or exceeding that provided by the above requirements.
- e) Parking lot landscaping - At least ten percent (10%) of the interior surface of any parking area containing twenty (20) or more parking spaces shall consist of landscaped islands which shall be composed of shrubs and trees and other landscaping materials. The interior surface of a parking area shall be derived by computing the area within the general perimeter of contiguous areas containing parking spaces, maneuvering areas behind the spaces and landscaping areas within such perimeter, except that required setback areas and required buffers shall not be included in the interior area computation.

- f) Screening of refuse collection facilities - Uses within the development shall provide secure, safe, and sanitary facilities for the storage and pickup of refuse. Such facilities shall be convenient to collection and shall be appropriate to the type and size of use being served. All refuse storage facilities shall be screened by a solid wall, fence, tight evergreen hedge, or combination of the above. Such screening shall be of sufficient height and design to effectively screen the facility from the view from adjacent residential uses and streets and from adjacent properties.
- g) Maintenance of landscaping - All required landscaping and screening shall be maintained or replanted as necessary so as to continue its effectiveness.

3) Parking Lot Standards

- a) Parking lots between the front wall of any building and the street shall be limited to one row of parking spaces, the access driveway, and walkway into the building.
- b) All other parking shall be located to the side and rear of the building.

4) Lot access

- a) Entrances to uses in this district shall be combined to the maximum extent possible.
- b) For lots with frontage on both Narragansett Street and another street the access drives shall be located off the street of lower classification unless the Planning Board finds that no safe alternative exists.
- c) A parcel that does not have frontage on Narragansett Street shall not be granted vehicular access from Narragansett Street except in cases where:
 - 1. Access will be provided through a combined entrance with another parcel which has frontage on Narragansett Street.
 - 2. The driveway will meet State and Local requirements.
 - 3. The Planning Board determines that the increased use will not have a negative impact on Narragansett Street traffic flow.

5) Public Utilities

- a) All large scale developments and subdivisions shall connect to public sewer and water meeting the requirements of the Portland Water District and the Town of Gorham.
 - 1. The Planning Board may grant a waiver for the requirements of the extension of public sewer if the lot is located greater than 100' feet from the nearest connection to a public sanitary sewer and the connection to the public sanitary sewer would cause an undue hardship to the developer, as determined by the Planning Board.

2. The Planning Board may grant a waiver for the requirements of the extension of public water if the lot is located greater than 200' feet and the proposal meets the Determination of Unreasonable Costs under Chapter 2, Section 2 - Provision of Public Water Supply, D. Exemption from Public Water Supply Requirements.
- b) All developments are required to have underground utilities.
- 6) Narragansett Street - Design Standards - Buildings with frontage along Narragansett Street shall conform to the below standards:
 - a) All non-residential principal buildings and structures with frontage along Narragansett Street shall be designed in a traditional New England Village style.
 - b) All buildings shall be designed so that the front wall of the building and any wall facing Narragansett Street that is not a front wall has the visual appearance of a front façade. The façade shall incorporate pedestrian scale design features such as doors and windows to create a “village character.” Windows or architectural treatments designed to simulate windows shall comprise no less than twenty (20) percent of the exterior wall surface. The façade shall be designed to avoid large blank wall space.
 - c) Roofs shall be designed to maintain the New England village character. All new buildings and additions shall have pitched or gabled roofs to the extent practical. If a pitched roof is not practical, false building fronts shall be used to imitate pitched roofs. Accessory buildings, canopies, and other structures shall have roof lines that are visually compatible with the roof line of the principal building.
 - d) Buildings shall be compatible with the “village character.” The exterior surface of all facades that are visible from a public street shall use traditional New England materials or materials which replicate traditional materials such as vinyl clapboard siding, masonry units that replicate shake or clapboard siding, or metal or plastic roofing that simulates shake or shingle roofing. The use of flat concrete block, corrugated or flat metal, fiberglass, or plastic panels, reflective materials, stucco, or products such as T-111 or plywood on facades visible from public streets is not permitted. The treatment of accessory buildings and structures shall be compatible with the principal building and shall use similar materials, details, and level of trim.
7. Narragansett Mixed-Use Development District – Design Standards
Except as outlined above, all buildings, structures and lots within the Narragansett Mixed-Use Development District shall comply with the below standards.
 - a) Building and Other Structure Materials:

- 1) The predominant exterior building materials shall be of high quality materials, including, but not limited to, wood or vinyl clapboard siding, masonry units that replicate shake or clapboard siding, brick, sandstone, wood, native stone and tinted/textured concrete masonry units and/or glass products or metal or plastic roofing that simulates shake or shingle roofing. Simulated material may be substituted for any of the aforementioned building materials.
- 2) At least three different building materials shall be used for the primary façade of a building facing the primary street the building accesses. The Planning Board may waive the building material to two different materials if it finds the building design has enough architectural detail to sufficiently break-up the massing of the building. Glass for use in windows and doors shall not be considered one of the required building materials. All façades that have frontage on a street shall be considered a primary façade.
- 3) Building(s) shall be located on the property with the principal building entrance oriented toward the primary focal point of the property/development.
- 4) Exterior building materials shall not include smooth-faced concrete block, tilt-up concrete panels, or T-111. Prefabricated steel panels are excluded unless they contain architectural details with intricate designs. Metal roofs may be allowed if compatible with the overall architectural design of the building.
- 5) Customer Entrances: The customer entrance(s) shall be clearly defined and highly visible by using features such as canopies, porticos, overhangs, recesses/projection, and raised corniced parapets over the door, arcades, arches, wing walls. Integral planters are highly encouraged.
- 6) Roof Design: Roofs shall be designed to reduce the apparent exterior mass of a building, add visual interest and be appropriate to the architectural style of the building. The following design elements are highly encouraged: variations within one architectural style; visible roof lines and roofs that project over the exterior wall of a building enough to cast a shadow on the ground; and overhanging eaves, sloped roofs and multiple roof elements. Architectural methods shall be used to conceal flat roof tops. All roof-top mechanical equipment shall be screened so that it is not visible from grade.
- 7) Building and Other Structure Colors: Exterior colors shall be of low reflectance, subtle, neutral or muted earth tone colors. The use of high intensity colors such as black, neon, metallic or fluorescent colors for the facade and/or roof of the building are prohibited except as approved for building trim.

- 8) Mechanical Equipment and Service Areas. The location of loading docks and service areas shall be to the sides and/or rear of a building, except when a site abuts Narragansett Street, in which case the said areas shall be located to the sides of the building that do not face Narragansett Street or the Bernard Rines Bypass.
 - 9) The architectural design of the buildings shall incorporate features which screen, contain and conceal all heating, ventilation, air conditioning units, trash enclosures, dumpsters, loading docks and service yards. Landscaping, fencing, berms and similar features may be used to accomplish this goal.
 - 10) Fencing, screening, landscaped berms, natural features or combination thereof, shall be utilized to shield from the view of abutting residential properties and public ways all loading and unloading operations, storage and repair work areas, commercial vehicle parking, and waste disposal and collection areas. Screens at least as high as the equipment they hide shall be of a color and material matching or compatible with the dominant colors and materials found on the facades of the principal building. Chain link or cyclone fencing (with or without slats) shall not be used to satisfy this requirement.
 - 11) Equipment that would remain visible despite the screening due to differences in topography (i.e., a site that is at a lower grade than surrounding roadways) shall be completely enclosed except for vents needed for air flow, in which event such vents shall occupy no more than 25% of the enclosure façade.
- 7) Bike paths/greenway systems – the applicant shall provide for convenient and safe pedestrian and bicycle access to and within the development. The requirement for off-site sidewalk extension shall be modified by the Planning Board or Site Plan Review Committee provided the following conditions are met:
- a) For projects under site plan review the costs for off-site sidewalks exceeds a cost of \$1,000 per 2,000 sq.ft. of gross commercial floor area or for projects proceeding under subdivision review the costs for off-site sidewalks exceeds a cost of \$10,000 per lot. Subdivision lots that have been reviewed under this provision are not required to be reviewed again under site plan review.
 - b) In place of a full sidewalk extension, the applicant is required to extend the nearest sidewalk the following lengths towards the proposed development:
 1. For roads with existing closed drainage systems and curbing the applicant shall extend the sidewalk 200' for each 5,000 sq.ft. of gross floor area under site plan review or 400' for each lot;
 2. For roads without existing closed drainage systems and curbing the applicant shall extend the sidewalk 100' and close in the drainage

- system for each 5,000 sq.ft. of gross floor area under site plan review or 250' for each lot;
3. For existing public roads with sidewalks in poor condition as determined by the Public Works Director or his designee, an applicant can request that half of the required extension be utilized to repair the existing sidewalk network on a foot by foot exchange.

E F. DENSITY BONUS PROVISIONS AND STANDARDS

~~A maximum density bonus of thirty percent (30%) for non residential and/or mixed uses shall be granted by the Planning Board if the proposed density bonuses promote the purposes of said district. Density bonuses shall be applied to gross floor area and maximum impervious surface requirements.~~

- 1) ~~Parking—Placement of bi-level parking garages or ground-level lots behind structures effectively concealing these parking areas from the street shall qualify for a bonus of fifteen percent (15%) above the allowable base density.~~
- 2) ~~Traditional architecture—Developing a site design which incorporates a traditional village scale, massing and streetscape compatible with historic Gorham Village shall qualify for a bonus of ten percent (10%) above the allowable base density.~~
- 3) ~~Dedicated open space/mini park facilities—Increasing the dedicated open space area by a minimum of ten percent (10%) of the total gross acreage of the tract shall qualify for a bonus of five percent (5%) above the allowable base density.~~
- 4) ~~Bike paths/greenway systems—Providing for convenient and safe pedestrian and bicycle access to and within the development shall qualify for a bonus of five percent (5%) above the allowable base density.~~
- 5) ~~Day care—Development of a public use day care facility for children of employees shall qualify for a bonus of up to five percent (5%) above the allowable base density. The developer must enter into a binding agreement with the town to dedicate the facility for day care and to provide a viable management and operations structure.~~
- 6) ~~Public transportation/public transit—Providing public transportation to town residents shall qualify for a bonus of up to five percent (5%) above the allowable base density.~~
- 7) ~~Public art—Use of art features such as sculptures, special landscaping, fountains, and murals which lend identity and individuality to the development in a positive manner shall qualify for a bonus of up to five percent (5%) above the allowable base density on a per square foot basis.~~
- 8) Residential Density Bonus –The applicant can buy bonus dwelling units above what is allowed under the net acreage calculation provided that the Planning Board finds the residential units are adequate for the development proposed and do not exceed minimum net acreage of one dwelling unit per 2,000 sq.ft. The bonus units shall require the developer to pay a Development Transfer Fee. The Development Transfer Fee shall be calculated by multiplying the number of

bonus units determined by the Planning Board times the per unit Development Transfer Fee established by the Town Council. The total Development Transfer Fee for the subdivision or project shall be divided by the total number of approved dwelling units in the subdivision or project to determine the Development Transfer Fee for each dwelling unit. The per dwelling unit Development Transfer Fee shall be paid to Town at the time of the issuance of the building permit for each dwelling unit in the project.

[NOTE - A new zoning map district will be approved as part of this order]

Item #8484 was VOTED 6 yeas, 1 nay (Smith)

Chairman Hartwell opened public hearing #4. There were no comments from the public and the hearing was closed.

Item #9381 Moved by Councilor Phillips, seconded by Councilor Shepard and ORDERED, that the Town Council accept the resignation of Scott Herrick from the Planning Board, to be effective immediately, and

Be It Further Ordered, that the Town Council expresses its appreciation for his service on the Planning Board and to the Gorham Community. **7 yeas**

Item #9382 Moved by Councilor Stelk, seconded by Councilor Smith and ORDERED, that the Town Council appoint Brian Plowman to the Planning Board for the remaining term of Scott Herrick, effective immediately. **7 yeas**

Item # 9383 Moved by Councilor Phillips, seconded by Councilor Benner and ORDERED, that the Town Council accept the resignation of Megan Hills from the Baxter Memorial Library Board of Trustees, to be effective immediately, and Be It Further Ordered, that the Town Council expresses its appreciation for her service on the Board of Trustees and to the Gorham Community. **7 yeas**

Item # 9384 Moved by Councilor Benner, seconded by Councilor Stelk and ORDERED, that the Town Council appoint Megan Gardner to the Baxter Memorial Library Board of Trustees for the remaining term of Megan Hills, effective immediately. **7 yeas**

Moved by Councilor Stelk, seconded by Councilor Hager and VOTED to waive the reading of item # 9385.
7 yeas

Item # 9385

Moved by Councilor Stelk, seconded by Councilor Hager and ORDERED, that the Town Council designate Saturday, November 24, 2018 as "Small Business Saturday",

Whereas, the Town of Gorham, celebrates our local small businesses and the contributions they make to our local economy and community; according to the United States Small Business Administration, there are currently 28.8 million small businesses in the United States, they represent 99.7 percent of all businesses with employees in the United States, are responsible for 63 percent of net new jobs created over the past 20 years; and

Whereas, small businesses employ 48 percent of the employees in the private sector in the United States; and

Whereas, on average, 33 percent of consumers' holiday shopping will be done at small, independently-owned retailers and restaurants; and

Whereas, 91 percent of all consumers believe that supporting small, independently-owned restaurants and bars is important; and

Whereas, 76 percent of all consumers plan to go to one or more small businesses as part of their holiday shopping; and

Whereas, the Town of Gorham supports our local businesses that create jobs, boost our local economy and preserve our neighborhoods; and

Whereas, advocacy groups as well as public and private organizations across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

Now therefore be it resolved that that this Council proclaims, November 24, 2018, as SMALL BUSINESS SATURDAY and urges the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year. **7 yeas**

Item # 9386

Moved by Councilor Stelk, seconded by Councilor Hager and ORDERED, that the Town Council appropriate \$150 from Contingency Account 950-02-50640 to support the Greater Portland - Archangel Sister City Program Photo Exhibition.
7 yeas

Moved by Councilor Hager, seconded by Councilor Stelk and VOTED to take an item not on the agenda.
7 yeas

Moved by Councilor Benner, seconded by Councilor Hager and ORDERED that the Town Council send Chapter 2, section 2-12 – keeping of farm animals, in the Land Use Development Code to the Ordinance committee for their review.

Moved by Councilor Phillips, seconded by Councilor Shepard and VOTED to amend the order to have the Ordinance Committee review chapter 2, section 2-12 –keeping of farm animals, of the Land Use Development Code to allow the keeping of small pigs in the Urban Residential Zone. **7 yeas**

The order was VOTED as amended, 7 yeas

Moved by Councilor Stelk, seconded by Councilor Hager and VOTED to adjourn.**7 yeas**

Time of adjournment; 7:30 pm

A True Record of Meeting
10/03/2018

ATTEST _____
Laurie Nordfors, Town Clerk