

**SANFORD PLANNING BOARD MINUTES**  
**MEETING – January 6, 2010 – 7:30 P.M.**  
**Town Hall Annex Third Floor Chambers**

**MEMBERS PRESENT:** Kelly Tarbox, Chair  
Robert Hardison, Vice Chair  
Joseph Herlihy  
John McAdam  
David Mongeau  
Greg Vermette  
Gary Morse, Secretary

**MEMBERS ABSENT:** None

**STAFF PRESENT:** James Q. Gulnac, AICP, Planning & Development Director  
Charles Andreson, PE, Town Engineer  
Michael Casserly, Assistant Engineer

**STAFF ABSENT:** Barbara Bucklin, Administrative Assistant (w/notice)

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**I. CALL TO ORDER**

James Gulnac, Director of Planning & Community Development, called the meeting to order at 7:30 P.M.

**II. SWEARING IN OF NEW MEMBERS**

**III. ELECTION OF OFFICERS**

Mr. Gulnac called for a motion to elect a chairperson.

On a motion by Mr. Hardison and seconded by Mr. Mongeau, it was moved to have Ms. Tarbox serve as Chair to the Board for 2010.

Chair Tarbox asked if there were any nominations for Vice Chair. Board member Morse made a motion to nominate Mr. Hardison. Board member Herlihy seconded the motion. It was moved to have Mr. Hardison serve as Vice Chair to the Board for 2010.

Chair Tarbox asked the Board to elect a secretary. Board member Vermette nominated Board member Morse, seconded by Vice Chair Hardison. It was moved to have Board member Morse serve as secretary to the Board for 2010.

**IV. ADOPTION OF PLANNING BOARD BY-LAWS**

Chair Tarbox asked if everyone had a chance to read the by-laws.

Chair Tarbox had a question for staff member Gulnac regarding Section 3.2 referencing site plan review committee on page 3. Chair Tarbox asked Mr. Gulnac if he wanted to change the wording on this. Mr. Gulnac stated he couldn't change it until the ordinance was changed.

Chair Tarbox called for a motion to adopt the by-laws.

Board member Vermette made a motion to approve the by-laws as written.

Vice Chair Hardison seconded the motion.

The motion to approve the Planning Board By-Laws as written passed 7-0.

## **V. DISCUSSION & ADOPTION OF APPLICATION SUBMISSION PROCEDURES**

- a. Staff member Gulnac asked the Board to consider the information given to them and, if all Board members are comfortable with the current procedures, Mr. Gulnac would like the Board to affirm them so the procedures could be posted on the town's website for applicants to follow.

Staff member Gulnac also asked if they could make a motion to the affect that these procedures would supersede any other procedures currently outlined so all applicants will follow the same process. Discussion took place.

Board member Vermette moved the request made by staff member Gulnac.

Vice Chair Hardison seconded the motion.

A vote was taken, and the motion passed 7-0.

- b. The Board reviewed the meeting calendar for the year 2010.

Chair Tarbox asked if anyone saw any conflict with the schedule; no one did.

Chair Tarbox called for a motion.

Vice Chair Hardison made a motion to accept the 2010 Planning Board Calendar as presented.

Board member Vermette seconded the motion.

A vote was taken, and the motion passed 7-0.

## **VI. PUBLIC HEARINGS**

1. **File #10-09-R: YMCA Sanford-Springvale YMCA, c/o Ken Lamoreaux, The Sheridan Corporation, Fairfield, Maine.**

Chair Tarbox called for a representative to present the project.

Ken Lamoreaux, representing the applicant, gave an overview of the project.

Chair Tarbox asked if anyone present would like to speak in favor of the application; there was no one.

Chair Tarbox asked if anyone present would like to speak in opposition of the application; again, there was no one.

Chair Tarbox closed the public hearing.

## **VII. APPROVAL OF MINUTES**

March 18, 2009

Board member Morse made a motion to accept the March 18, 2009 minutes as written.

Board member Vermette seconded the motion.

A vote was taken, and the motion passed 6-0 (Mr. McAdam was not a member of the Board in March).

May 6, 2009

Board member Morse made a motion to accept the May 6, 2009 minutes as written.

Board member Vermette seconded the motion.

A vote was taken, and the motion passed 6-0 (Mr. McAdam was not a member of the Board in May).

May 20, 2009

Board member Morse made a motion to accept the May 20, 2009 minutes as written.

Board member Vermette seconded the motion.

A vote was taken, and the motion passed 6-0 (Mr. McAdam was not a member of the Board in May).

June 17, 2009

These minutes were not available.

**VIII. ADJOURN**

The meeting adjourned at 7:50 P.M. A work session followed.