

**SANFORD PLANNING BOARD MINUTES**  
**MEETING August 18, 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  
Gary Morse, Secretary

**MEMBERS ABSENT:** Gregory Vermette (w/notice)

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

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

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**I. CALL TO ORDER**

Chair Tarbox called the meeting to order at 7:30 P.M. The meeting was reopened after the work session.

**II. PUBLIC HEARINGS**

There were no public hearing items.

**III. NEW BUSINESS**

1. **File #07-10-R: Church of the Prince of Peace, c/o John Clifton, Pastor, PO Box 914 Sanford, Maine.**

Chair Tarbox called for a representative to present the project.

Pastor John Clifton, Church of the Prince of Peace, gave a brief overview of the proposal.

Chair Tarbox asked if staff had any comments to add.

Michael Casserly, Assistant Town Engineer, said that staff members had nothing objectionable and said the proposal was ready for approval if the Board wishes.

Chair Tarbox asked if any Board members had any questions or comments. No one did.

Chair Tarbox called for a motion.

Board member Morse made a motion that the Planning Board confirm the Finding of Facts (see attached) and find that application file #07-10-R, Tax Map R29, Lot 64 for a conditional use has been prepared in accordance with Article XIV Chapter 280 Zoning and 30-A M.R.S.A. Sec 4404 and is approved with the following conditions:

- a) The applicant will pay all outstanding application review fees.
- b) The applicant must comply with any and all building and fire code and permit requirements.
- c) No construction permits shall be issued until the conditions of this approval have been met.

Board member McAdam seconded the motion.

A vote was taken and the motion passed 6-0.

**2. File #08-10-R: Calvary Baptist Church, c/o Rev. Todd Bell, 68 High Street, Sanford, Maine.**

Chair Tarbox called the meeting to order after the work session discussion to take action on this item.

It was agreed during the work session that as long as the new building was used for educational purposes only, the proposed parking plan would be sufficient.

Chair Tarbox called for a motion.

Vice Chair Hardison made a motion that the Planning Board confirm the Finding of Facts (see attached) and find that application File #07-10-R Tax Map R29, Lot 64 for a conditional use has been prepared in accordance with Article XIV Chapter 280 Zoning and 30-A M.R.S.A. Sec 4404 and is approved with the following conditions:

- a) The applicant will pay all outstanding application review fees.
- b) The Board waives the requirement for a formal site plan and accepts the plans as presented and identified in this report.
- c) The Board has considered the parking plan presented in the information received on August 10, 2010 and finds it acceptable.
- d) The applicant must comply with any and all building and fire code and permit requirements.
- e) No construction permits shall be issued until the conditions of this approval have been met.
- f) Approval is granted based on the information contained in the application as presented for a conditional use permit.

Board member McAdam seconded the motion.

A vote was taken, and the motion passed 6-0.

**IV. OLD BUSINESS**

There were no old business items.

**V. APPROVAL OF MINUTES – June 23, 2010 and August 4, 2010**

The minutes were not available for tonight's meeting.

**VI. PLANNING DIRECTOR'S REPORT**

There was no report for tonight's meeting.

**VII. ADJOURN**

The meeting adjourned at 7:32 PM. A work session immediately followed. The meeting adjourned after the vote was taken for item #2 under New Business.

**Attachment to August 18, 2010 Minutes**

- The applicant has provided documentation from the property owner that they may use the property as described in the application and therefore have standing to submit the application.
- The application has been reviewed by the Site Plan Review Committee.
- The staff also recommends that the Planning Board waive the requirements for a major development and accept the site plan received as adequate.
- There are no State of Maine mandated site plan requirements for what are defined as Non-approved private schools pursuant to 20-A, M.R.S.A. sec 2901 et seq.

*Finding of Facts for New Business Item #2\*\*  
File #08-10-R: Calvary Baptist Church*

- The applicant has provided documentation that they own the property in question.
- The application has been reviewed by the Site Plan Review Committee.
- A public hearing at the Planning Board was held on August 4, 2010.
- As a result of the comments received from the public and subsequent discussion by the Board, the applicant was asked to provide additional information concerning parking and pedestrian traffic including provisions for safety.
- The Planning Board would need to waive the requirements for a major development and accept the site plan received as adequate.
- The Board would also need to consider a waiver for the requirement of on-site parking.
- There are no State of Maine mandated site plan requirements for what are defined as Non-approved private schools pursuant to 20-A, M.R.S.A. sec 2901 et seq.
- Any additional findings that the Board may find as a result of their review and discussion.

\*\*This item was voted on after the work session discussion.