

SANFORD PLANNING BOARD MINUTES
SPECIAL MEETING – February 1, 2017 – 6:30 P.M.
City Hall Annex Third Floor Chambers

MEMBERS PRESENT: Lenny Horr, Chair
John McAdam, Vice Chair
Edward Cormier, Secretary
Dianne Connolly
Sarah Littlefield
Jennifer Georgius

MEMBERS ABSENT: None

STAFF PRESENT: Elizabeth Della Valle, AICP, Director of Planning & Development

STAFF ABSENT: Michael Casserly, Asst. City Engineer (w/notice)

I. CALL TO ORDER

Chair Horr called the meeting to order at 6:35 PM.

II. ADOPTION OF PLANNING BOARD BY-LAWS

Beth Della Valle, Planning Director updated the Board on the proposed changes made to the by-laws based on comments she received from Board members. Discussion took place on other recommendations to get a consensus on whether or not the Board wanted them included in the bylaws.

Chair Horr called for a motion on adopting the by-laws.

Vice Chair McAdam made a motion to adopt the by-laws as amended at tonight's meeting.

Board member Connolly seconded the motion.

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

III. PUBLIC HEARINGS

There were no public hearing items.

IV. NEW BUSINESS

There were no new business items.

V. OLD BUSINESS

There were no old business items.

VI. MINUTES – November 18, 2015 and December 16, 2015

Vice Chair McAdam made a motion to approve both sets of minutes, November 18, 2015 and December 16, 2015, as written.

Board member Connolly seconded the motion.

A vote was taken and the motion passed 3-0 (Board members Cormier, Littlefield, and Georgius were not on the Board at this time).

VII. PLANNING DIRECTOR'S REPORT

Planner Della Valle updated the Board on the following:

- Tom's of Maine site change application
- Flemish Weavers addition
- O'Reilly's amended letter
- Workforce housing charrette
- Design Review Committee Standards
- Utility extension in RD zone study
- Recreational marijuana
- Update on Owen Excavation
- Kiwanis zone change request application

VIII. ADJOURN

The meeting adjourned at 8:15 P.M. and went into work session.