

**SANFORD PLANNING BOARD MINUTES
MEETING – April 4, 2018 – 6:30 P.M.
City Hall Annex Third Floor Chambers**

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

MEMBERS ABSENT: Jace Clarke (w/notice)

STAFF PRESENT: Elizabeth Della Valle, AICP, Director of Planning & Development
Barbara Bucklin, Admin. Asst., Planning Department

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

I. CALL TO ORDER

Chair Horr called the meeting to order at 6:31 PM.

II. OPENING STATEMENT

Chair Horr overviewed meeting procedures.

III. MINUTES – March 21, 2018 and June 7, 2017

March 21, 2018

Vice Chair McAdam made a motion to approve the minutes as written.

Board member Connolly seconded the motion.

A vote was taken and the motion passed 4-0-2 (Board members McAdam and Littlefield abstained from the vote because they were not at the meeting).

June 7, 2017

This set of minutes was not available for tonight's meeting.

IV. HEARINGS and BUSINESS

- 1. File #13-18-T: Sanford Airport Solar, LLC** is requesting amendments to the city's zoning map and land use tables to support their solar project to be located at the Sanford Seacoast Regional Airport.

Chair Horr called for a representative to speak on the application.

Board member Connolly informed the Board of her membership on the Airport Advisory Committee. There was no concern by the Board or the applicant so Board member Connolly continued to sit on the Board for the review of this application.

Aaron Svedlow, representing the applicant explained that in order to proceed with the solar project, they were requesting ordinance changes.

David Brenneman, TRC, representing the applicant, overviewed the details of the original project location; why the applicant needed to expand out into other zones, which was due to findings by the Department of Inland Fisheries and Wildlife; and identified the areas the project would be located. The Rural Mixed Use (RMU) zone, where some of the areas the project would be located, does not allow utility solar so they are requesting this change to the ordinance as well as requesting a parcel abutting the airport property be rezoned from Rural Residential (RR) to Airport Development (AD).

Chair Horr asked if anyone present would like to speak in favor of the application.

Allison Rogers, City Airport Manager, presented the background behind putting solar power at the airport and explained how the city will benefit from having the project on city property.

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

Chair Horr asked if anyone present would like to speak against the application; there was no one.

Chair Horr asked if anyone present wanted to make general comments; no one did.

Chair Horr closed the public hearing.

Chair Horr asked if there were any comments or questions.

Beth Della Valle, City Planner, updated comments she made in her memo to the Board.

Topics of discussion and responses were:

- Was there going to be any interference with the cell tower on Marc Drive? *Because both projects are low voltage there should be no interference from either project.*
- How long is the service life of the solar panels? *It is 25-35 years.*
- Was there going to be any glare for pilots from the solar panels located at the airport? *The applicant has worked closely with the FAA (Federal Aviation Administration) to address this and the project is within the FAA requirements.*
- Is this project in line with the comprehensive plan? *The comprehensive plan does support this project.*
- Are the panels split up into different areas? *There are two different groupings of arrays.*
- Have arrangements been made in regards to rerouting the trails? *Discussions have taken place with both the trails committee and the Sno-Goers Club on the rerouting of trails affected by this project.*
- Was there still availability at the airport if other large projects were proposed in this area? *There are still parcels of land available at the airport for other projects.*
- Does the applicant plan on keeping the city informed of the construction process, similar to what is being done at the new high school construction site? *The applicant is planning events and communications to keep the city apprised of the construction progress of the solar project.*
- How soon will this project be in operation? *Construction is set to begin later this year with the hope of being online by end of 2019, but no later than 2020.*

Chair Horr asked if there were any other questions or comments; there were none.

Planner Della Valle read her recommendation: The Planning Board recommend that the City Council approve the requested amendment of the zoning map from RR to AD and the text amendment to allow utility scale solar in the RMU zone because both proposals are consistent with the Comprehensive Plan and will allow construction of a proposed utility scale solar farm.

Board member Cormier made a motion to recommend as read by Planner Della Valle

Chair Horr seconded the motion.

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

2. **File #999-18-T(3): The Planning Director** is recommending revisions to Chapter 280: Zoning Ordinance regarding child care and adult day care services.

Chair Horr called for a representative to speak on the application.

Planner Della Valle gave the history of how this request came about, which was a result of a discussion with the Code Enforcement Officer about concerns that past changes to the childcare section of the ordinance may have omitted prior allowances to this service as well as to adult day services.

Planner Della Valle read comments from adult/child care providers into the record from Andy Orazio, YMCA.

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

Chair Horr asked if anyone present would like to speak against the application; there was no one.

Chair Horr asked if anyone present would like to make general comments.

Neal Meltzer, Executive Director for Waban, suggested the Board may want to consider incorporating the need to meet state licensing requirements. Mr. Meltzer also suggested ways to determine the size of daycares rather than the current ordinance requirements.

Andy Orazio, YMCA CEO, supported Mr. Meltzer's comments and added the Board may want to ensure child care providers/adult day services are licensed providers.

Chair Horr asked if there were any additional comments from the public; there were none.

Chair Horr closed the public hearing.

Board member Littlefield informed the Board that she does work at the 'Y'. She felt that adult day services could be better defined in the ordinance and explained why.

Board member Cormier asked what the catalyst was that brought this recommendation before the Board.

Board member Connolly informed the Board there was a Waban location by her house as well as a day home about one hundred feet from her house.

Planner Della Valle asked the Board if they wanted to make a distinction between adult day services and one that is more social/recreational and, if so, if there was a need to treat them differently in regard to zoning standards or use allowances. Discussion followed.

Planner Della Valle asked if the Board wanted her to add the term 'licensing' into the recommendation.

Discussion then covered whether or not to limit the number of adults/children to 49.

Jennifer Rowell, 65 Twombly Road, who operates a licensed home daycare, gave her background. She feels the 49 cap is redundant because the State has guidelines for the number of children allowed to provide care for.

Board Cormier felt that following state ratio would be beneficial because of the need for these services.

Board member Georgius felt the Board should not just limit the changes to child care; they need to add adult day services as well.

Planner Della Valle asked the Board to think through some of the recommended changes, especially in the rural zones, to make sure this is what the Board wants in these zones; discussion followed.

Board member Littlefield asked if outdoor space counted towards the square footage ratio in the state guidelines

Mr. Orazio, YMCA, said there are guidelines in the State regulations that address both indoor and outdoor square footage; discussion followed. The biggest concern for Board members was allowing more than 49 children in rural areas.

Chair Horr made a motion to table this item to the next meeting.

Board member Connolly seconded the motion.

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

V. OTHER BUSINESS

1. PLANNING DIRECTOR'S REPORT

Planner Della Valle discussed:

- the reason for no work session discussion at tonight's meeting
- Stenton Mill area award – report possibly completed by April 24
- Rob Reinken's proposed project on School Street
- W.T. Grant building on the corner of Mid-Town Mall and building behind changed ownership
- Gravel pit update: two sets of paired reviews, still waiting for GSG submittal – Pepin Bernier Road ready for review; Pepin Agway Pit will be coming forward; Genest gravel pit needs to revise their submittal
- Proposal for adding a planner to the planning department made it through the budget review process

VI. COMMUNICATIONS

Board member Connolly asked if there was any update on the Jagger Mill building on Jagger Mill Road.

Board member Georgius asked what the item was that was taken off tonight's agenda.

Chair Horr read an email from Board member Clarke. He had no issues with tonight's agenda items.

Chair Horr mentioned the CDBG grant that Lee Burnett is working on.

Board member Cormier said his coworker runs a robotic league with her 4H group in NH and he was able to assist her with GIS mapping with the information he learned from being on the Planning Board.

VII. ADJOURN

The meeting adjourned at 8:23 P.M.