

**SANFORD PLANNING BOARD MINUTES**  
**MEETING – May 2, 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  
Jace Clarke

**MEMBERS ABSENT:** Sarah Littlefield (w/notice)

**STAFF PRESENT:** Elizabeth Della Valle, AICP, Director of Planning & Development  
Michael Casserly, Asst. City Engineer

**STAFF ABSENT:** None

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**I. CALL TO ORDER**

Chair Horr called the meeting to order at 6:32 PM.

**II. OPENING STATEMENT**

Chair Horr overviewed meeting procedures.

**III. MINUTES**

There were no minutes for approval.

**IV. HEARINGS and BUSINESS**

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

Chair Horr called for a representative to present the project.

Planning Director Della Valle reminded the Board a public hearing was held and closed a couple meetings ago and that the Board discussed a proposed amendment and directed her to make further amendments. Planner Della Valle put together a draft amendment proposing:

- Included the section on nonconforming uses to provide background
- Corrected a couple of citations in the Rural Residential (RR) and Rural Mixed Use (RMU) districts

- To increase minimum lot size from two (2) acres to eight (8) acres in the RR and RMU districts
- To increase the minimum frontage from 250 feet (or 300' in the resource conservation area in RR Zone) to 450 feet
- To eliminate the option of locating a facility on a local road
- To expand the front setback from 40 feet in the RR Zone (or 75 feet in the RMU Zone) to 100 feet and require the setback to be vegetated
- Expand the side and rear setbacks from a combined 40 feet to a combined 75 feet and require the setback to be vegetated
- Set a limit (or cap) of 75 children or adults
- Require the expanded number of children or adults to be accommodated in an existing facility
- There are adequate provisions for water supply and wastewater disposal to serve the proposed number of children or adults

Planning Director Della Valle explained her concerns for allowing a larger facility in the rural designation. She recommended the Board continue to review the proposed amendment and advise her to revise it as they see appropriate, and then recommend the City Council adopt the proposed amendment.

Planning Director Della Valle read communication received from Andy Orazio, CEO, YMCA late this afternoon into the record.

Discussion took place on:

- The size of the cap to place on the number of children/adults
- Large facilities being located in a rural area instead of areas that accommodate traffic
- Standards to be met to site larger facilities
- Types of development in the different quadrants of the city that are zoned RR
- Existing conditional use standards
- Restricting locations to place day care centers
- A straw poll was taken on whether to place a cap on the number of children/adults allowed followed by a straw poll on the cap number

After discussion, the Board decided to table the proposal for more consideration.

Chair Horr made a motion to table the item to a later date. Board member Cormier seconded the motion. A vote was taken and the motion passed 6-0.

- 2. The Planning Director is requesting** review and approval of the Airport Master Plan by the Planning Board.

Board member Connolly disclosed that she is also a member of the Airport Advisory Committee but has no financial gain by being on the committee. The Board found there was no conflict of interest and Board member Connolly could take part in the review of this proposal.

Chair Horr called for a representative to present the project.

Planning Director Della Valle explained that this item is being discussed because there have been questions on the interpretation of which developments require major site plan review and approval and those that are allowed to be reviewed by the Planning Director and the Airport Manager in the Airport Development Zone for facilities/lots delineated on the Airport Master Plan.

Allison Rogers, Airport Manager gave a presentation of the master plan.

Member Georgius motioned to approve findings of fact and approve the master plan.

Member McAdam seconded the motion.

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

## **V. OTHER BUSINESS**

### **1. PLANNING DIRECTOR'S REPORT**

Planning Director Della Valle discussed:

- Brownfields Grant with Advisory Committee
- Southern Maine Planning & Development Commission has an upcoming meeting 6/13/18
- Stenton Trust Mill
- 3 Zone Changes at next City Council meeting

## **VI. COMMUNICATIONS**

Three Rivers Land Trust Annual Meeting 5/9/2018.

## **VII. ADJOURN**

Secretary Cormier motioned to adjourn.

Member Connolly seconded the motion.

The meeting adjourned at 8:15 P.M.

  
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Jace Clarke for Edward Cormier  
Secretary, Planning Board

Date

2/19/20