

SANFORD PLANNING BOARD MINUTES
MEETING – June 15, 2016 – 7:00 P.M.
City Hall Annex Third Floor Chambers

MEMBERS PRESENT: Lenny Horr, Chair
John McAdam, Vice Chair
Edward Cormier, Secretary (Arrived at 7:15 P.M.)
Dianne Connolly
Sarah Littlefield
Jennifer Georgius

MEMBERS ABSENT: None

STAFF PRESENT: Elizabeth Della Valle, AICP, Director of Planning & Development
Michael Casserly, Asst. City Engineer
Matthew Hill, City Engineer, Director of Public Works

STAFF ABSENT: None

I. CALL TO ORDER

Chair Horr called the meeting to order at 7:15 PM. Chair Horr overviewed meeting procedures.

II. NEW BUSINESS

1. Review Goodall Brook Project.

Chair Horr called for a representative to present the application.

Planner Della Valle presented an overview of the project. The work being done is part of an \$84,526 grant awarded by the Department of Environmental Protection and a match of funds from the City.

Rick Boisvert, who owns a piece of property along Goodall Brook in Sanford was interested in learning more about the project.

Board member Georgius asked what the short and long term benefits were for this project. Mike Casserly, Assistant City Engineer said the city would receive a better designation of water quality; he then explained the differences of designations.

Discussion took place on the following:

- Additional movement of water
- Reduction in phosphorus
- How to identify a healthy water system
- What the construction would consist of and the location of work being done
- If volunteers would be working on this project
- The timeline for the project

A motion was made by Chair Horr to appoint Board member Georgius to the Goodall Brook Committee.

Board member Cormier seconded the motion.

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

III. OLD BUSINESS

1. Update Planning Board By-Laws

Planner Della Valle explained the proposed changes to the by-laws.

Chair Horr called for a motion.

Board member Cormier made a motion to accept the changes to the by-laws as amended.

Board member Connolly seconded the motion.

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

IV. PLANNING DIRECTOR'S REPORT

- Planner Della Valle told the Board the different requests she has been dealing with. She then updated the Board on upcoming projects:
 - Waban expansion for autism therapy center
 - Mousam Valley Mushrooms potential lot split
 - New additional building at 636 Main Street
 - Mousam Falls Apartments
- Membership components of the Design Review Committee was also discussed.

A motion was made to appoint Jack (John) McAdam (as Chair), Lenny Horr, Dianne Connolly, and Ed Cormier as Board member representatives; Steve Cabana, Matt Bertrand, and Thom Gagne as citizen members; if Matt is not interested then asking Kelly Tarbox or Nal Terro as a replacement; Beth Della Valle and Mike Casserly as staff members; and David Joy as a peer representative by Board member Cormier.

Chair Horr seconded the motion.

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

- City forms for Board members Georgius and Littlefield.

V. MINUTES – September 9, 2015 and April 20, 2016

April 20, 2016

Board member Cormier made a motion to accept the April 20, 2016 minutes as written.

Vice Chair McAdam seconded the motion.

A vote was taken and the motion passed 4-0-2; Board members Littlefield and Georgius abstained as they were not members of the Board for this meeting.

September 9, 2015

Vice Chair McAdam made a motion to accept the September 9, 2015 minutes as written.

Board member Connolly seconded the motion.

A vote was taken and the motion passed 3-0-3; Board members Littlefield, Georgius, and Cormier abstained as they were not members of the Board for this meeting.

VI. ADJOURN

The meeting adjourned at 8:13 P.M. and went into work session.

Non-agenda item:

Comments:

Board member Connolly wanted to know if there is an ordinance or anything in writing that says a project coming forth to the trails committee must be put through the Planning Board in regards to design.

Planner Della Valle stated she didn't believe there was, but added that a project would require Planning Board review if it triggers one of the development review standards. She said in most cases this doesn't happen, but a project does need to go through the City Council.

Board member Connolly said she is bringing this up because there has been a problem at the Railroad Avenue/Pleasant Street intersection. She wondered if, in the future, the Planning Board needs to look at the designs and plans that are brought forth to the trails committee before going to the City Council.

After discussion, it was decided to have Planner Della Valle look into the best way to implement this process and come before the Board with a recommendation.