

**SANFORD PLANNING BOARD MINUTES
MEETING – July 18, 2016 – 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
Michael Casserly, Asst. City Engineer

STAFF ABSENT: None

I. CALL TO ORDER

Chair Horr called the meeting to order at 6:42 PM.

II. PUBLIC HEARINGS

1. **File #999-15-T(7): The Planning Director is requesting** that the Planning Board hold a public hearing on the first of three sets of proposed amendments to update Chapter 280: Zoning and eliminate Chapter 272: Site Plan Review.

Chair Horr called for a representative to present the application.

It was noted that this is the continuation of the public hearing and there is no one present to testify.

The Board had the following issues:

- Do design standards apply to single-family homes in the design districts
- Definition of abandoned signs
- Regulations of residential scale wind power and solar panels
- Clarification on home occupation definition
- If a bus driver could be defined as a childcare provider
- Definition of incinerator
- Number of blank pages around page 95 of their handout
- Add internet to list of essential services

Planner Della Valle discussed the following:

- Peer review – Planner Della Valle asked the Board to direct her to insert comparable language to development review fees into the zoning ordinance; Board member Cormier made a motion for Planner Della Valle to do so, Vice Chair McAdam seconded the motion; all Board members agreed.
- Development review
- Design review
- Groundwater performance standards
- Childcare homes
- Medical marijuana dispensary

Planner Della Valle then explained her recommendations for city council adoption:

- All the items discussed above
- Numbering and citations
- Add graphics back in
- Assemble maps of various districts and attach them
- Review the text to see if any was inadvertently dropped

Planner Della Valle told the Board she did not create a definition for agricultural buildings and she did not have a chance to ask Shirley about adult entertainment or about the interpretation of road and highway construction in the land use table.

Discussion took place on:

- Shirley's (Codes Enforcement Officer) concerns on becoming a voting member on the Site Plan Review Committee
- Whether or not a definition needed to be created for agricultural buildings
- Parking provisions for grades K-8

Planner Della Valle asked if there were any other questions; there were none.

Chair Horr closed the public hearing.

III. NEW BUSINESS

1. **File #999-15-T(7): The Planning Director is requesting** that the Planning Board hold a public hearing on the first of three sets of proposed amendments to update Chapter 280: Zoning and eliminate Chapter 272: Site Plan Review.

Based on the discussion that took place during the public hearing, the Board felt they were ready to make a motion.

Chair Horr called for a motion.

Board member Littlefield made a motion that the Planning Board recommend approval with the following conditions:

- Add a section on peer review fees
- Add the modification around groundwater performance standards for the Bernier Road well
- Review the text to see if anything was inadvertently dropped and to put it back in
- Correct the numbering
- Add citations
- Add graphics
- Assemble as many of the overlay maps as possible and add them to the packet

Board member Cormier seconded the motion.

Board member Connolly had a question about the parking issue.

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

IV. OLD BUSINESS

There were no old business items.

V. PLANNING DIRECTOR'S REPORT

- Update on the medical marijuana ordinance
- Update on the new Marc Motors facility
- Update on the Goodall Mansion

VI. MINUTES – September 16, 2015

There were no minutes ready for approval.

VII. ADJOURN

The meeting adjourned at 8:12 P.M.