

**SANFORD PLANNING BOARD MINUTES
MEETING – August 2, 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
Jennifer Georgius
Sarah Littlefield

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 6:33 PM.

II. OPENING STATEMENT

No opening statement was made.

III. MINUTES – July 19, 2017

Chair Horr called for a motion.

Board member Connolly made a motion to accept the minutes as written.

Chair Horr seconded the motion.

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

IV. HEARINGS and BUSINESS

A. PUBLIC HEARINGS & NEW BUSINESS

- i. **Public Hearing Item: File #999-17-T(1): The Planning Director is recommending** the following revision to the City's zoning map: Rezone tax map M28 Lot 6 from Industrial Reuse (IR) to Residential Development (RD).

Chair Horr called for a representative to present the project. This is a continuation of the public hearing.

Chair Horr asked if anyone present wished to speak in favor of this application; there was no one.

Chair Horr asked if anyone present, neither for nor against the application, would like to speak; again, there was no one.

Planner Della Valle requested to continue the public hearing to the next meeting.

Planner Della Valle said that the owner of the property, Gene Cormier, and his realtor, Gary Samia were not able to attend tonight's meeting and requested the meeting be continued to the September 6 meeting.

Chair Horr made a motion to table this item and continue the discussion on September 6.

Board member Georgius seconded the motion.

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

V. OTHER BUSINESS

1. PLANNING DIRECTOR'S REPORT

- a. Margaret Chase Smith School addition, current high school and current junior high school renovations and modification**
- b. Requesting approval to create a policy of including a deadline for submittals on conditioned approvals**

Chair Horr made a motion to approve a policy that would include a deadline of three weeks to satisfy all the conditions of approval.

Board member Connolly seconded a motion.

Planner Della Valle requested adding the following exceptions:

- With the ability to be flexible with legitimate reasons
- If they have to get a permit from an outside agency

It was decided to redo the motion with the requested additions.

Board member Connolly made a motion to approve three weeks' time to satisfy the conditions of approval with two exceptions:

1. Waiting for an approval from an outside agency
2. Flexibility to extend the date for good cause.

Chair Horr seconded the motion.

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

- c. Status on the conflict between York Hospital Medical Office Building and CMP regarding buffer area**

VI. COMMUNICATIONS

Site walk will be taking place to do a preliminary assessment on the area identified as part of the Workforce Housing Charrette.

Board members Clarke and Littlefield gave their thoughts on the workshop they attended for Planning Boards.

Applications are up 100% from where the department was a year ago at this time.

VII. ADJOURN

The meeting adjourned at 6:55 P.M. and went into work session.