

SANFORD PLANNING BOARD MINUTES
MEETING – November 1, 2017 – 6:30 P.M.
City Hall Annex Third Floor Chambers
Amended
Amended with Corrections

MEMBERS PRESENT: Lenny Horr, Chair
John McAdam, Vice Chair
Edward Cormier, Secretary
Sarah Littlefield (arrived at 6:57 P.M.)
Jace Clarke*

MEMBERS ABSENT: Dianne Connolly (w/notice)
Jennifer Georgius (w/notice)*

STAFF PRESENT: Elizabeth Della Valle, AICP, Director of Planning & Development

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

I. CALL TO ORDER

Chair Horr called the meeting to order at 6:40 PM.

II. OPENING STATEMENT

No opening statement was made.

III. MINUTES – October 4, 2017 and October 18, 2017

There were no minutes ready for approval.

IV. HEARINGS and BUSINESS

A. PUBLIC HEARINGS & BUSINESS

- i. **Old Business: File #999-17-T(2): Reconsideration of the recommended changes to sign regulations** contained in Chapter 280: Zoning to respond to City Attorney's recommended modifications.

Chair Horr overviewed the item. He said the Board voted at the last meeting to send the sign ordinance to the city council for their review and approval but the Planning Board is now being asked to reconsider their recommendation to respond to the city attorney's recommended changes.

Beth Della Valle, Planning Director informed the Board that she had discussed the proposed ordinance with the city's attorney and he had suggested some modifications to the draft ordinance that she felt the Board should review so she is asking the Board to reconsider their decision at the last meeting.

Planner Della Valle then outlined the process of reconsideration by the Board.

Chair Horr made a motion the Planning Board reconsider their vote on the sign ordinance.

Vice Chair McAdam seconded the vote.
A vote was taken and the motion passed 4-0.

Planner Della Valle updated the Board on MDOT's (Maine Department of Transportation) review process and her discussion with the city attorney. The following recommendations for changes were:

- Remove some specific terms for signs that are content-based (i.e. agricultural, organizational, real estate)
- Formatting and phraseology
- Made suggestion to clarify statement about temporary signs by simply stating that temporary signs are allowed
- Addition of substitution clause
- Cannot use candelas as standard for internally lit signs

Planner Della Valle stated if the Board agreed with these changes, the Board could make a vote.

Vice Chair McAdam made a motion that the Planning Board accept the 10/27/2017 amended version of the sign ordinance.

Chair Horr seconded the motion.

A vote was taken and the motion passed 4-0.

V. OTHER BUSINESS

1. PLANNING DIRECTOR'S REPORT

Planner Della Valle informed the Board the Planning Department will be moving across the hall into the city manager's former office suite. She told the Board the office will be closed a couple of days before and after the move.

Planner Della Valle updated the Board on the progress of the T & D Wood Energy application.

Upcoming applications:

- Genesis nursing home

Kristen Grant, with Maine Sea Grant, who was a project leader at the Stenton Mill Revitalization workshop asked Beth Della Valle if she would be interested in hosting a workshop on facilitation training. The training will be held January – March timeframe.

Planner Della Valle and Mike are reviewing the conditions of approval for the Pepin Bernier pit.

VI. COMMUNICATIONS

There were no communication items.

VII. ADJOURN

The meeting adjourned at 7:11 P.M. and went into work session.

*Amended: Added Jace Clarke to members present and add that Jennifer Georgius was absent with notice.