

**SANFORD PLANNING BOARD MINUTES**  
**MEETING – November 18, 2015 – 7:00 P.M.**  
**City Hall Annex Third Floor Chambers**

**MEMBERS PRESENT:** John McAdam, Chair  
Lenny Horr, Vice Chair  
Kelly Tarbox, Secretary  
Richard Bergeron  
Lucas Lanigan  
Dianne Connolly  
Dana Peterson

**MEMBERS ABSENT:** None

**STAFF PRESENT:** Elizabeth Della Valle, AICP, Director of Planning & Development  
Steve Buck, City Manager  
Matthew Hill, P.E., City Engineer/Public Works Director  
Michael Casserly, Asst. City Engineer

**STAFF ABSENT:** None

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**I. CALL TO ORDER**

Chair McAdam called the meeting to order at 7:00 PM.

Board member Tarbox wanted to inform everyone that she is an abutter to this project. She is alerting everyone so if the applicant, any Board members, or any other public has an issue with her reviewing the project as a Board member they can state their concerns now before discussion begins. No one had issues with Board member Tarbox sitting as a Board member for the review of this project.

**II. PUBLIC HEARING**

1. **File #16-15-RZ: City of Sanford School Department, c/o Kylie Mason, RLA, Sebago Technics, Inc., 75 John Roberts Road, Suite 1A, South Portland, Maine.**

Chair McAdam called for a representative to present the project.

David Theoharides, Sanford School Superintendent addressed the Board.

Kylie Mason, Sebago Technics, representing the applicant presented an overview of the project.

After the presentation, Chair McAdam asked Board members if they had any questions.

Board member Bergeron asked if the vernal pools have been identified and would they be displaced by the construction of the school. Ms. Mason replied the vernal pools were identified and explained the plan for the vernal pools.

Board member Connolly asked about the relocation of Blanding turtles and river snakes. Ms. Mason explained where the turtles were located and the radius in which they can be found; she then stated where river snakes were found. Discussion also took place on flash flooding.

Board member Peterson complimented the stormwater management plan the applicant designed. He then asked if any inventory of historical resources on the property was done regarding the shoreland zone. Ms. Mason responded that the Maine Historic Preservation Society requested a report from the applicant and signed off on the report.

Board member Lanigan asked if there were any proposed traffic signals at the entrances. Ms. Mason replied there were not at this time and explained why. Discussion also took place on whether or not a flashing yellow light would be located at the entrances or if the speed limit would be reduced.

Board member Tarbox asked if there was going to be any on-going evaluation of the traffic situation at the Main Street entrance. Ms. Mason responded there were notes on the plan that this could be addressed in the future. Discussion then took place on the construction of the intersection with Old Mill Road.

Chair McAdam made reference to a comment from the Site Plan Review Committee meeting regarding traffic concerns and also stated that kids' safety is an issue and hoped the city would take this into consideration.

Board member Peterson agreed and asked if the Planning Board can make a recommendation that the city strongly consider moving the signal; Board member Lanigan further commented on the issue.

Steve Buck, City Manager stated everyone involved in the project is well aware of the traffic issues and knows the city needs to address this as well as other traffic light issues throughout the city, independent of this project. Mr. Buck stated the city is actively pursuing alternatives to address these concerns and issues.

Board member Peterson asked Mr. Buck if Planning Board support would help the city's request to MEDOT. Mr. Buck replied it would; discussion took place.

Board member Connolly asked where the 15 M.P.H flasher lights would be located. Ms. Mason stated these would be located on Route 4 but not on Route 109. Discussion followed.

Chair McAdam asked if anyone present would like to speak against the application; there was no one.

Chair McAdam asked if anyone present would like to speak in favor of the application; again, there was no one.

Planner Della Valle read a letter dated November 18, 2015 addressed to Steve Buck, Sanford City Manager regarding the new high school proposal from Elaine Finch, an abutter on Meadow View Drive (attached).

Board member Peterson asked if the location of the former Congregational Church could be found and asked if the area could be avoided. He believed it was around the entrance of the school. The church location is referenced in the [History of Sanford, 1785](#). Discussion took place on the request.

Planner Della Valle read the suggested finding of facts, including additional items not listed in the summary report:

- The application was reviewed by the Site Plan Review Committee (SPRC) on November 10, 2015. The SPRC forwarded the application to the Planning Board with the recommendation for Planning Board approval with the condition of the various issues raised by staff are addressed.
- The applicant secured a Maine Department of Transportation (DOT) traffic movement permit for the proposed project on January 17, 2014.
- The applicant is in the process of securing both a Maine Department of Environmental Protection (DEP) site location of development and natural resource protection act permits and has worked with the State closely on this project and anticipates approval before the end of the calendar year.
- The Planning Board must find the application meets the following standards of Section 272-1-8. The standards that are listed in Section 272-1-8 are:
  - A. Utilization of the site
  - B. Access to the site
  - C. Access into the site
  - D. Internal vehicular circulation
  - E. Pedestrian circulation
  - F. Stormwater management
  - G. Erosion control
  - H. Water supply
  - I. Sewage disposal
  - J. Utilities
  - K. Natural features
  - L. Groundwater protection
  - M. Exterior lighting
  - N. Waste disposal
  - O. Landscaping
  - P. Shoreland relationship
  - Q. Technical and financial capacity
  - R. Buffering
  - S. Airport encroachment
- The application requires a shoreland permit from the Planning Board to address the 75 foot setback requirement in the Shoreland Zone for a section of the service road near the Mousam River. The Planning Board may reduce the setback to no less than 50 feet.
- The applicant also requires a shoreland permit for the proposed parking near softball field #1 and development in the area of the softball field #1 and the track/football field. Parking areas and recreational areas are only allowed in the floodplain with a Planning Board permit.
- The Planning Board must find that, within the shoreland zone, the proposed use:
  - a) Maintains safe and healthful conditions
  - b) Will not result in water pollution, erosion, or sedimentation
  - c) Provides for disposal of all wastewater
  - d) Will not affect wildlife habitat
  - e) Will conserve shore cover
  - f) Will protect archaeological and historic resources
  - g) Will not adversely affect commercial fishing activities
  - h) Will avoid problems with floodplain
  - i) Is in conformance with 270-13 Land Use Standards
- The applicant is seeking the following waivers from the Planning Board:
  - Submission of three copies of the written application
  - Requirement to provide the name, registration number, and seal on all plans prior to Planning Board approval (sealed copies will be provided on the approved site plan)

- Submission of review and inspection fees
- Reduction of required parking by 30%, including the number of handicap spaces which meet ADA but not City standards. This reduction is authorized under Section 272-2-40.B(4).

Planner Della Valle then read the suggested motion:

That the Planning Board moves to grant major site plan and shoreland zoning approval for the Sanford School Department, under File #16-15-RZ, the Sanford High School Technology Center, at 917 Main Street Suite 200, Sanford to construct a new 330,000 sf high school and technical center, along with an access road and athletic fields, on a 131.9 acre property owned by the applicant and located off Route 109 in Sanford. The Board has reviewed and approved the Findings of Fact and conditions the approval on the following:

1. That the application fee has been paid.
2. That the applicant has obtained all permits from any applicable state agency.
3. That after all conditions have been satisfied, the applicant will provide four (4) paper copies of the approved site plan for certification by the Director of Planning & Development and distribution as follows: Planning Department, Engineering Department, Code Enforcement Officer, and applicant. The applicant will also provide a CAD of the approved plan, including state plane coordinates.

Planner Della Valle suggested the following three (3) conditions as well:

4. That the location and copy of easements for water and gas lines – when they are finally located because utilities are still being negotiated - will be provided to the water district and the public works department, and that they will be satisfied with those documents in those locations.
5. The site plan will comply with the State Traffic Permit and any modification of that permit will be submitted to both the State and the City and be found satisfactory by both of them.
6. That construction must commence within one (1) year of the final approval [date when all the conditions have been satisfied] and a certificate of occupancy issued within three (3) years. Failure to comply with these deadlines could result in the application being declared null and void.

Board member Tarbox asked if the Board should include their recommendation of adding a signal at the high school/Old Mill Road intersection.

Planner Della Valle stated the Board could do it that way or make a separate motion regarding this item.

It was decided to forward it through a separate motion.

Board member Lanigan made a motion that the Planning Board approve the motion and conditions of approval as read by Planner Della Valle.

Board member Bergeron seconded the motion.

A vote was taken and the motion passed 7-0.

Board member Peterson then made a motion that the Planning Board make a recommendation to the City to strongly consider signaling the intersection of the high school with Old Mill Road.

Board member Connolly seconded the motion.

A vote was taken and the motion passed 7-0.

Discussion took place on the parking standard in general.

### **III. NEW BUSINESS**

- 1. File #16-15-RZ: City of Sanford School Department, c/o Kylie Mason, RLA, Sebago Technics, Inc., 75 John Roberts Road, Suite 1A, South Portland, Maine.**

All discussion and action took place under the public hearing.

### **IV. OLD BUSINESS**

There were no old business items.

### **V. APPROVAL OF MINUTES**

There were no minutes for approval.

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

Discussion took place on an upcoming comp plan proposal; Urban zone, IR zone and other ordinance updates; update on the Cumberland Farms application; and the SPRC meeting schedule.

### **VII. ADJOURN**

The meeting adjourned at 8:13 P.M.

**MEADOW VIEW CONDO ASSOCIATION**  
**6 & 11 Meadow View Drive**  
**Sanford, Maine 04073**

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November 18, 2015

Mr. Steven Buck  
Sanford City Manager  
919 Main St.  
Sanford, Maine 04073



Re: New High School Proposal

Dear Mr. Buck

My name is Elaine Finch and I live at 11B Meadow View Dr., off of Genish Drive. in the City of Sanford and am also the president of the Meadow View Home Owners Association.

I am writing to you, not only for myself, but on behalf of the members of our Association.

After discussion with our various members, great concern was expressed with the proposed Old Mills Rd. intersection/entrance and area traffic.

As president of the Association, I felt it to be my obligation to provide you with this letter.

I am requesting that the Planning Board, and the City of Sanford, revisit the proposed entrance for the school from Main Street.

After attending the informational meeting, held on November 10, 2015 at 9:00 a.m., it was stated that the D.O.T. did not warrant a traffic light at this location because it would be too close to the existing light in front of the Kentucky Fried Chicken, Burger King, Marden's etc.

If this be the case, there has to be another alternative that could be looked into.

Maybe the existing road between KFC & Burger King could be extended so that the existing light would suffice?

This is only one suggestion and there has to be other alternatives as well in order to alleviate the already existing issues and not add too them.

Many people travel this road on a day to day basis, and we all know the tricks for the Old Mills Rd. intersection and how to get to Marden 's without going by way of the existing light. There is also cutting across the bank area just to avoid the light. I will be the first to admit, I am just as guilty as anyone else in these respects.

If you are coming from Old Mills Rd. and have to take a left to get to the center of Sanford, heaven help you. Even cutting across Irving's parking lot doesn't help. Like I said, I've tried all the tricks too.

And then there is always Saturday, good luck getting onto Main St. and heading South.

As you can see, the frustration and problems already exists so let's just add more to it why don't we?!

Is this really the answer? I truly believe there has to be another alternative.

So I ask you once again, please, please, please, revisit this proposed entrance for an alternative solution.

On behalf of the Association and myself, I thank you in advance for your consideration

Elaine Finch

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Sanford Citizen &  
Meadow View Home Owners Association President