

**SANFORD PLANNING BOARD MINUTES  
MEETING – December 16, 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  
Michael Casserly, Asst. City Engineer

**STAFF ABSENT:** Matthew Hill, P.E., City Engineer/Public Works Director

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*~There is no recording for this meeting. All information was taken from notes taken at the meeting.~*

**I. CALL TO ORDER**

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

**II. PUBLIC HEARING**

There were no public hearing items.

**III. NEW BUSINESS**

**1. Adoption of 2016 Planning Board Calendar.**

The Planning Board voted to adopt the 2016 Planning Board Calendar as written.

**2. Acceptance of Board Member Lanigan's Resignation.**

The Planning Board accepted Board member Lanigan's resignation. Mr. Lanigan has been elected to the city council.

**3. Discussion on level of review for Springvale Nurseries Expansion Revision.**

Before discussion started, Board member Tarbox recused herself and left the room as she is part owner of Springvale Nurseries.

Beth Della Valle, Planning Director asked the Board to consider authorizing staff review of a minor site plan application to locate two portable greenhouses, approximately 4,380 s.f., at the rear of 1274 Main Street. Planner Della Valle continued to explain the request to the Board.

Board member Lanigan made a motion that the Planning Board accept the applicant's request as a Finding of Fact to waive the formal submission requirements as itemized in the attached application packet and authorize the Planning Director under Section 272-1-5-D to review and grant site plan approval to the request from Springvale

Nurseries to site two greenhouses (approximately 4,380 s.f.) at the rear of 1274 Main Street subject to the following conditions:

- a) That the applicant receive approval from the City Fire Marshal for the size and location of the structure.
- b) That the applicant comply with any and all building and fire safety codes.
- c) That the waiver request for the number of copies of proof of ownership, information on setbacks, letters from the sewer and water districts, street/right-of-way information, elevations, location of nearest hydrant, ground floor elevations, and the submittal of stamped envelopes has been granted.

Board member Connolly seconded the motion.

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

**4. Discussion on level of review for Geotechnical Partnership, Inc. garage rebuild and site changes.**

Beth Della Valle, Planning Director asked the Board to consider authorizing staff review of a minor site plan application to remove an approximately 16'x20' garage and replace it with a larger, two-bay garage plus some additional storage space at 805 Main Street (tax map L26, lot 32).

The Planning Board authorized staff level review and accepts the applicant's request as a Finding of Fact to waive the formal submission requirements and authorizes the Planning Director under Section 272-1-5-D to review and grant site plan approval to the request from Geotechnical Partnership, Inc. to remove an approximately 16'x20' garage and replace it with a larger, two-bay garage plus some additional storage space at 805 Main Street (tax map L26, lot 32) subject to the following conditions:

- a) That the applicant prepares a site design that does not exceed, and hopefully reduces, the existing impervious cover of 45%.
- b) That the applicant comply with any and all building and fire safety codes.

**IV. OLD BUSINESS**

There were no old business items.

**V. APPROVAL OF MINUTES – August 5, 2015**

The Planning Board voted to approve the minutes of August 5, 2015 as written.

**VI. PLANNING DIRECTOR'S REPORT**

No information available.

**VII. ADJOURN**

The meeting adjourned at 7:45 P.M. (approximately)

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Ed Cormier for Kelly Tarbox  
Secretary, Planning Board

Date