

SANFORD PLANNING BOARD MINUTES
MEETING – June 19, 2019 – 6:30 P.M.
City Hall Annex Third Floor Chambers

MEMBERS PRESENT: Lenny Horr, Vice Chair
Jace Clarke, Secretary
John McAdam
Dianne Connolly
Elizabeth Kilkenny
Thomas Morgan (arrived @ 6:36 PM)

MEMBERS ABSENT: Jennifer Georgius, Chair (w/notice)

STAFF PRESENT: Elizabeth Della Valle, AICP, Director of Planning & Development
Joseph Scala, Planner
Michael Casserly, Asst. City Engineer (Arrived at 6:34 PM)
Barbara Bucklin, Admin. Asst., Planning Department

STAFF ABSENT: None

I. CALL TO ORDER

Vice Chair Horr called the meeting to order at 6:30 PM.

II. OPENING STATEMENT

Vice Chair Horr overviewed meeting procedures.

III. MINUTES – June 13, 2019

The minutes were not available for approval.

IV. HEARINGS and BUSINESS

Vice Chair Horr mentions conversation with Director Della Valle to reverse items on agenda and begin with item #2.

- 1. File #999-19-T(3): The City of Sanford is proposing amendments to these sections of Chapter 280: Zoning. Submission and Approval Standards regarding site plan regulation of gravel pits**

Vice Chair Horr motioned to table
Member Connolly seconded the motion
Motion passed 6-0 (Chair Georgius absent)

2. **File #16-19-RS: Stephen Dumont, TPD Construction Co., c/o Doug Reynolds,** Gorrill Palmer, 707 Sable Oaks Drive, Suite 30, South Portland is requesting major subdivision/site plan approval to amend a previously approved site plan to construct two buildings, one 6,445 s.f. mixed-use building and one 12,792 s.f.12-unit residential building, with associated site work on property owned by the applicant and located on Country Club Road 1 (Tax Map R15, Lot 103C, Urban Zone).

Vice Chair Horr called for a representative to present the application.

Director Della Valle overviewed what took place at the June 13th, 2019 Planning Board meeting:

Chris DiMatteo, Gorrill Palmer, representing the applicant updated the Board on what has been done to meet the Board's concerns

Planning Board went into discussion on the following:

- Traffic movement and the potential of vehicles blocking the exit out of the parking lot for this mixed-use building.
- How to minimize the impact of this proposal on Mr. McEwen's property.
- How the Urban Zone is written in regards to buffers, mixed-uses, and other standards that are itemized in other Zones;
- How to create a vegetative buffer between the two properties
- if the proposed residential building and site work could be shifted to create a bigger buffer
- What the Board is trying to accomplish with the buffer

Planning Director Della Valle reviewed and finalized Finding of Facts with the Planning Board

Motion: The Planning Board accepts the information in the summary reports dated May 31, 2019 and June 13, 2019 and finds that the application for File #16-19-RS to construct a mixed-use commercial and residential development at Route 4/Country Club Road has satisfied the requirements of §280-16-6.7, Major Site Plan and §275-5 for Major Subdivision, grants the requested waivers, and authorizes the issuance of a building permit subject to the following conditions:

1. That, no later than July 10, 2019, unless other arrangements are made with the Planning Director, the applicant shall provide 5 copies of revised plans and documents to the Planning Department:
 - a. Addressing concerns raised by the Assistant City Engineer in his June 5 and June 11, 2019 memos regarding:
 - i. Shared arrangements for stormwater, plowing, and other maintenance, including DEP's assertion of the need for an amended permit, and

- provision of book and page number where executed agreements are recorded at the Registry of Deeds;
 - ii. Crosswalks and other arrangements for pedestrians in the vicinity of the site;
 - iii. Proposed retaining walls;
 - iv. Adjusting the height of existing signs;
 - v. Striping in the front portion of the site; and
 - vi. Clarifying surface material for proposed sidewalks.
 - b. Adjusting circulation by reducing the length of the landscaped island to create more room to navigate the queue for the drive-thru, the bypass lane, and a dedicated exit lane, all striped and signed accordingly. This will result in the loss of two (2) proposed parking spaces, leaving a total of 77 parking spaces on the site.
 - c. Addressing concerns raised by the Superintendent of the Water District to:
 - i. Install separate 6" fire and 2" domestic water service lines to the residential building (Building B);
 - ii. Add separate water meters in the commercial building (Building A); and
 - iii. Ensure that all new or dewatered water lines larger than 2" in diameter be tested and disinfected in accordance with AWWA C600, AWWA C651 and all Sanford Water District standards and add specific erosion control procedures in plan notes, identified by the Assistant City Engineer.
 - d. Addressing concerns raised by the Superintendent of the Sewerage District to:
 - i. Pay all sewer connection fees prior to issuance of a building permit;
 - ii. Provide a documented maintenance schedule for all grease traps on site.
 - e. Addressing concerns raised by Planning Department regarding:
 - i. Addition of one (1) more elm tree along Route 4;
 - ii. Replacement of sugar maple with another red maple sourced from a nursery in Zone 4 in frontage along Country Club Road 1;
 - iii. Extension of 6' fence closer to Country Club Road 1 and working with abutter to plant eight (8) evergreen trees on the abutter's property, three (3) south of the home and five (5) north of the home; and
 - iv. Clarification of labels in noted areas throughout the landscape plan.
 - v. Addition of motion activated light at the rear entrance of the apartment building.
- 2. Submit copies of approved Maine Department of Environmental Protection (DEP) and Maine Department of Transportation (DOT) permits to the Planning Department, once secured, along with a copy of the approved plans, if they differ from those approved by the Planning Board, and be prepared to seek an amendment of Planning Board approval, should the DEP or DOT require modification of the plan.
- 3. Pay all review fees.
- 4. Establish an inspection escrow fee with the Public Works Department in an amount acceptable to the Assistant City Engineer.
- 5. Set up a preconstruction conference with the Code Enforcement Director and the Assistant City Engineer.
- 6. If installation of approved landscaping for each phase of construction is not completed by September 15th (the end of the growing season) of the scheduled year of completion for

