

COUNTY OF YORK

STATE OF MAINE

CITY OF SACO

The following are minutes of the March 9, 2009 City Council Meeting.

I. CALL TO ORDER – On Monday, March 9, 2009 at 7:00 p.m. a Council Meeting was held in the City Hall Auditorium.

II. ROLL CALL OF MEMBERS - Mayor Roland Michaud conducted a roll call of the members and determined that the Councilors present constituted a quorum. Councilors present: Margaret Mills, Ronald E. Morton, Sandra Bastille, Arthur Tardif, Eric Cote and Marston Lovell. Councilor Leslie Smith Jr. was excused this evening.

Mr. Richard R. Michaud, City Administrator and Lucette S. Pellerin, City Clerk were also in attendance this evening.

III. PLEDGE OF ALLEGIANCE

IV. GENERAL: *Recognition of Thornton Academy Basketball Team – Champions*

The Thornton Academy 2009 Champion Basketball Team was recognized by the Mayor and Council for their outstanding basketball season. The players were wished continued success in all their future endeavors.

V. APPROVAL OF MINUTES:

Minutes were not presented this evening.

VI. AGENDA ITEMS:

A. *Maine Municipal Association Presentation – “Local Government Begins with You”*

Mr. Michael Stearns, MMA Director, spoke regarding the Citizen Education Program.

Early in 2008, a Citizen Education Working Group, which included some members of the MMA Executive Committee, MMA staff, and a leading regional marketing consultant, was formed to initiate a citizen education program for municipalities in Maine. In October of 2008, the MMA Executive Committee adopted the following goal for a Citizen Education Program initiative: “To enhance citizens’ understanding of participation in and appreciation for, local government.”

For 2009, MMA staff is working with 5 “pilot communities” including Saco to test the initiative’s logo, created to provide a ‘branding’, or identification, for the program:

**B. York County Emergency Management Discussion – Bob Bohlmann,
Director York County EMA**

Mr. Bohlmann was not able to be in attendance this evening.

**C. (Public Hearing) Zoning Ordinance Amendment - §1104, 1110 & 1112
Electronic Submission and Financial Guarantees**

These two proposed amendments update and clarify language pertaining to the submittal of plans, and the establishment of a financial guarantee prior to the start of a development. The City Engineer and GIS Coordinator have drafted language specifying the format of both paper and electronic plan submittals, and the Planning Office has drafted language clarifying the specific types of financial guarantees that are permissible.

The Planning Board reviewed the proposed amendments on December 16, 2008, and forwards a positive recommendation for each.

Councilor Mills moved, Councilor Lovell seconded, to open the Public Hearing on the document titled, ‘Amendment to Zoning Ordinance Sections 1104, 1112, and 1110 dated Dec. 16, 2008’. The motion passed with six (6) yeas.

There being no comments from the public Councilor Mills moved, Councilor Bastille seconded, to close the Public Hearing and Be it Ordered that the City Council set the Second and Final reading of the document titled, Amendment to Zoning Ordinance Sections 1104, 1112, and 1110 dated Dec. 16, 2008, for March 16, 2009. Further move to approve the Order. The

**Amendments to Zoning Ordinance Sections 1104, 1112 and 1110- Dated
December 16, 2008**

The underlined passages are proposed as new language; language proposed for deletion is ~~struck through~~.

ARTICLE 11 – SITE PLAN REVIEW

Section 1104. Submission Requirements

(Under 1104-1. Basic Information)

1. A fully executed and signed copy of the application for site plan review.
2. Twelve (12) copies of a site plan on paper not larger than 24 by 36 inches nor smaller than 11 by 17 inches, drawn at a scale sufficient to allow review of the items listed under the approval criteria herein, but at not more than 50 feet to the inch for that portion of the total tract of land being proposed for development. (Amended 2/19/02)

The site plan shall be prepared by an engineer, architect, landscape architect, or land surveyor registered in Maine using the following standards:

- a. Plan units; decimal feet, NAD83, Maine State Plane West, vertical datum NAVD1988
- b. Georeferencing; drawing features should be tied into state plane coordinates
- c. Rotation of grid north maintained. Plan data should not be “rotated” in any way which might compromise data coordinate integrity. (Alternately, a ‘dview, twist’ or similar CAD display operation will allow for convenient plotting/layout fitting while still properly maintaining spatial reference.)
- d. Coordinates shall be shown on at least four corners of the site plan. Coordinates shall be referenced to the Maine State Coordinate System. (Amended 11/18/08)

Section 1112. As-Built Plans

As-built plans shall be prepared by an engineer, architect, landscape architect, or land surveyor registered in Maine. Prior to the release of the Letter of Credit and Inspection Fee Account, the developer shall submit to the Planning Office a digital copy of the Final Site Plan approved by the Planning Board, and including all approved amendments to the plan during construction. The digital data shall be a single composite AutoCAD (up to Release 2007) drawing file as well as a ‘pdf’ file, and may be submitted on CD-ROM, via e-mail, or other format acceptable to the City Planner. The following standards shall be followed:

- a. Plan units; decimal feet, NAD83, Maine State Plane West, vertical datum NAVD1988
- b. Georeferencing; drawing features should be tied into state plane coordinates
- c. Rotation of grid north maintained. Plan data should not be “rotated” in any way which might compromise data coordinate integrity. (Alternately, a ‘dview, twist’ or similar CAD display operation will allow for convenient plotting/layout fitting while still properly maintaining spatial reference.)
- d. Coordinates shall be shown on at least four corners of the site plan. Coordinates shall be referenced to the Maine State Coordinate System.
- e. AutoCAD (up to Release 2007) drawing or equivalent
- f. Any dependent external referenced (xref’s) should be bound to the drawing file(s)
- g. Drawing layers should be named in a logical fashion to allow identification of features; preferably, all drawings should be accompanied by a file that describes the layer structure
- h. Significant proposed polygon features, ie: building footprints, parking areas, driveways, should be closed 2d polylines (looped for closure). (Amended 11/18/08)

Section 1110. Financial Guarantees

The Planning Board, or in the case of a minor site plan, the City Planner, may require the posting with the city, prior to the start of site work or issuance of a site plan review permit or building permit, either an escrow account established with the City, or a

certified letter of credit, or a passbook account established at a state or federally chartered bank or credit union that names the City as either account holder or co-holder, and the consent of the City shall be required for any withdrawal. ~~performance bond~~, Said account or letter of credit shall be found suitable by the city, so as to ensure the completion of all site improvements. The ~~performance~~ financial guarantee shall include date of completion for the project. The City shall have access to the site at all times to review the progress of the work and shall have the right upon default to enter on to the site and perform the work necessary to remedy the default.

D. (Public Hearing) Liquor License – Holiday Inn Express

The Holiday Inn Express has applied for the renewal of their Liquor License/Special Entertainment Permit for a term of one year.

Councilor Lovell moved, Councilor Mills seconded, to open the Public Hearing on the Liquor License and Entertainment permit for the Holiday Inn Express. The motion passed with six (6) yeas.

There being no comments from the public Councilor Lovell moved, Councilor Mills seconded, to close the Public Hearing and be it Ordered that the City Council grant the renewal applications submitted by the Holiday Inn express for a Liquor License and Entertainment Permit for a period of one year. Further move to approve the Order. The motion passed with six (6) yeas.

VII. CONSENT AGENDA:

b. Poland Springs Water Treatment Contract

Authorize the City Administrator to negotiate a wastewater disposal contract with Poland Springs bottling plant and further authorize the City Administrator to execute said contact;

c. ME Department of Trans Agreement – PIN 14808.00 –Beach Street

Approve the ‘Municipal State Agreement Regarding Proposed Improvements to Beach Street/Ferry Road – Federal Aid Project Number STP-1480(800)X, and authorize the City Administrator to sign said agreement;

d. ME Department of Trans Agreement – PIN 8841.00 – Route One

Approve the ‘Municipal State Agreement regarding the improvements to Route 1 under Federal Project number STP-8841(00)X, and authorize the City Administrator to sign said agreement.

Councilor Lovell moved, Councilor Bastille seconded, to approve Consent Items **B, C AND D.** The motion passed with six (6) yeas.

a. Prentiss Park Concept Plan

Accept the concept plan for Prentiss Park dated February 10, 2009;

Councilor Mills moved, Councilor Bastille seconded, to **table** Item a until the next meeting. The motion passed with six (6) yeas.

VIII. ADJOURNMENT

Councilor Bastille moved, Councilor Cote seconded to adjourn. The motion passed with six (6) yeas. TIME: 7:32 p.m.

ATTEST: _____
Lucette S. Pellerin, City Clerk