

**CITY OF LEWISTON
PLANNING BOARD MEETING
MINUTES for December 22, 2003 - Page 1 of 2**

I. ROLL CALL: This meeting was held in the City Council Chambers on the First Floor of City Hall, was called to order at 7:00 p.m., and was chaired by Rob Robbins.

- **Members in Attendance:** Rob Robbins, Jeffrey Gosselin, Jim Horn, Roger Lachapelle, and Tom Truchon.
- **Members Absent:** John Cole, John Racine, and Lucy Bisson.
- **Staff Present:** David Hediger, City Planner and Eric Cousens, Land Use Inspection Officer.
- **Student Member Absent:** Wade Morgan.

II. ADJUSTMENTS TO THE AGENDA: Adjustments to Section V. Other Business, Sub-section A.

III. CORRESPONDENCE: The following items were distributed at this meeting: A. Correspondence from Mike Gotto, Technical Services, Inc. to David Hediger, City Planner - City of Lewiston dated December 12, 2003 along with attachments, which consisted of the Revised Storm Water Analysis and Sheet 1, Topographic Site Plan of the New Parking Area and Sheet 2, Detail Sheet of New Parking Area; B. Correspondence dated December 12, 2003 from Scott M. Coulombe, Plant Manager - White Rock Distilleries regarding Drainage Issues; C. The Planning Board Project Development Review Form from Paul Ouellette of the Lewiston Fire Department in regards to White Rock Distilleries, Inc.; and D. A letter dated December 12, 2003 from Michael Gotto. The following motion was made.

MOTION: by **Jim Horn**, seconded by **Jeffrey Gosselin** that the Planning Board accept these items, place them on record, and read them at the appropriate time.

VOTED: 5-0.

IV. HEARINGS:

A. A proposal to amend Appendix A, Zoning and Land Use Code, Article II, Section 2. Definitions - "Frontage". David Hediger presented the proposed amendment. Rob Robbins and Jeffrey Gosselin discussed the original intent and planning justification of the existing language with David Hediger. The existing language of "for lots of record at the time of adoption or subsequent amendment of this code" is unclear. Staff supports this change. The petitioners of the proposed amendment, Thomas and Diane Guay of 122 No Name Pond Road spoke in favor of the amendment.

MOTION: by **Jeffrey Gosselin**, seconded by **Roger Lachapelle** that the Planning Board send a favorable recommendation to the City Council to amend Appendix A, Zoning and Land Use Code, Article II, Section 2. Definitions - "Frontage" with the additional change that all references to the rural access standards be eliminated.

VOTED: 4-0-1 (Opposed - Jim Horn).

B. A proposal to construct a 24-space, 7,915 square foot parking lot at 31 Saratoga Street for White Rock Distilleries, Inc. David Hediger summarized the staff comments. TSI and Chris Branch, Director of Public Services have come to an agreement on the drainage concept. The planned retention pond will be a detention pond due to its proximity to a sewer line and/or manhole. David Hediger asked that should the project be approved, it be contingent upon satisfying Public Services regarding drainage; Mike Gotto of TSI was comfortable with this condition. Mike Gotto offered to answer any questions or concerns the board may have and explained in greater detail the drainage concerns of public services. Rob Robbins addressed the staff comments in which there was reference made to Appendix A, Article XIII, section 2(a)(13), in the third paragraph of proposal B; The correct reference is to Appendix A, Article XIII, section 2(a)(15)(b).

MOTION: by **Jeffrey Gosselin**, seconded by **Tom Truchon** that the application to construct a 24-space, 7,915 square foot parking lot at 31 Saratoga Street for White Rock Distilleries, Inc. meets all the applicable criteria contained under Article XIII, Section 4 of the Zoning and Land Use Code; determines that the application is complete; and grants approval to the modification/waiver checklist, subject to the following conditions:

1. Drainage must be addressed to Public Service's satisfaction.
2. Correct reference to Staff comments.
3. That the Maine Department of Environmental Protection sign off on the City's delegated approval of the project.

VOTED: 5-0.

V. OTHER BUSINESS:

A. Discuss the January 2004 meeting schedule and the 2004 meeting schedule. The next meeting will be held on January 12, 2004. Discussion of the 5-6 meetings that will be missed due to holidays that fall on Monday in 2004 followed. Staff and the board feel that it is important to meet twice a month. Mike Gotto from TSI spoke in favor of adjusting the meeting schedule to have two (2) meetings per month. The Board foresees a busy year and missing meetings due to holidays will lengthen the scheduled meetings. Discussion of the new board members for 2004 followed as Rob Robbins and John Cole's terms expire in 2003. Gildace Arsenaault entered after staffing the Board Of Appeals Hearing. The Board and staff discussed concerns of having a lengthy and potentially controversial agenda for January 12, 2004, the first meeting for the new board. The concensus was that staff should schedule a workshop/orientation for the new members to familiarize themselves with planning board procedure and their new responsibilities. Roger Lachapelle suggested providing the MMA handbook to board members. Staff stated that orientations have been conducted for the Board Of Appeals and that it has proved to be invaluable. Staff will attempt to schedule the orientation meetings prior to January 12, 2004.

B. Any other business Planning Board Members may have relating to the duties of the City of Lewiston Planning Board. Presentation of plaque in appreciation of Rob Robbin's five (5) years of service as a Planning Board member.

VI. READING OF THE MINUTES: Reading of the minutes from the November 17, 2003 and December 1, 2003 Planning Board Meetings.

MOTION: by **Roger Lachapelle**, seconded by **Jeffrey Gosselin** that the Planning Board accept the Planning Board Minutes for November 17, 2003 and December 1, 2003, as submitted.

VOTED: 5-0.

VII. ADJOURNMENT: The following motion was made to adjourn.

MOTION: by **Roger Lachapelle**, seconded by **Jeffrey Gosselin** to adjourn this meeting at 8:08 p.m.

VOTED: 5-0.

The next scheduled Planning Board Meeting is for Monday, January 12, 2004.

Respectfully submitted,

David R. Hediger
City Planner - City of Lewiston

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