

**CITY OF LEWISTON
PLANNING BOARD MEETING
MINUTES for January 26, 1999 - Page 1 of 6**

I. ROLL CALL:

This meeting was called to order at 7:02 P.M. and chaired by Tom Peters.

Members in Attendance: Rob Robbins, Dennis Mason, Tom Peters, Mark Paradis, and John Cole.

Staff Present: James Lysen, Planning Director; Dan Stevenson, Planning Coordinator; and Doreen Asselin, Administrative Secretary; Gil Arsenault, Deputy Development Director; Gregory Mitchell, Director of Development; and Jim Andrews, Community Development Director.

Members Absent: Harry Milliken and Lew Zidle.

II. CORRESPONDENCE:

All correspondence was in the form of memorandums prepared by Planning Board Staff. The following motion was made.

MOTION: by Dennis Mason, seconded by John Cole to accept the correspondence and place on file.

VOTED: 5-0.

III. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) SCHEDULE

Community Development Director, Jim Andrews reviewed the tentative schedule for the CDBG process for FY 2000, which was included in the Planning Board packets. In November 1998, the applications were distributed for this process and were due on 1/22/99. This schedule presents meetings for the 1999 calendar year. Planning Board Members Harry Milliken and Rob Robbins are the CDBG Sub-Committee Members. The first item on the schedule, Review Committee Meeting, has an incorrect date. The date should be changed from 2/2/99 to 2/1/99.

Jim Andrews requested to have this schedule adopted and to have the Planning Board schedule Public Hearings in March 1999 for the adoption of the CD Plan and then to submit final recommendation to the City Council. The following motion was made.

MOTION: by Rob Robbins, seconded by Dennis Mason to accept the CDBG schedule, as submitted and corrected, and to schedule the Public Hearings for Thursday, 3/11/99, and Tuesday, 3/23/99 with both meetings to be held at 7:00 p.m.

VOTED: 5-0.

IV. PUBLIC HEARINGS:

- A. *A proposal to amend Appendix A of the Zoning and Land Use Code, Article XII, Performance Standards, Section 16, Signs, to allow for the reasonable intensification of signage needed for multi-screen cinemas.*

Gil Arsenault, Deputy Development Director, referenced Greg Mitchell's memorandum dated 12/31/98 and reviewed his memorandum dated 1/21/99. He stated that the City of Auburn's signage is more liberal in some instances and less liberal in other instances to the City of Lewiston's code. Under the new standards, 36 square feet per cinema would be allowed. If the complex decides to close, the sign must be removed within 180 days. If the number of cinemas is reduced, the sign must be reduced accordingly also within 180 days. However, if more screens are added, the owner could get more square feet of signage up to the maximum of 360 square feet. John Cole suggested that the language in the ordinance referring to the total sign area *per theater* should be changed to *per premises*. The Board and Staff discussed issues related to preventing hazard conditions to both traffic and pedestrians from sign installations. Gil Arsenault mentioned it would not be an issue at this site, but Staff will be looking into this issue when it conducts a review of the entire sign ordinance.

MOTION: by Dennis Mason, seconded by Mark Paradis to send a favorable recommendation to the City Council concerning the proposal to amend Article XII, Performance Standards, Section 16(c)(2)(b)(1)(ii), Signs, as amended to reflect the change from *per theater* to *per premises*, and to further recommend that the hearing be scheduled for first and second reading at the City Council's earliest convenience.

VOTED: 5-0.

- B. *Review of the Fiscal Year 2000 Lewiston Capital Improvement Program (LCIP) and forwarding of a recommendation to the City Council.*

Jim Lysen referred to his memorandum dated 1/20/99 that mentioned the late additions to the program, which were: \$5,000,000 to support the interior and exterior improvements to the Bates Mill Complex including parking and a L/A Transit Committee request for bus replacement scheduled for FY 2001 and 2002. He mentioned some projects have been shifted to future years. There being no further comments from the Planning Board, this item was opened to the public. Peggy Rotundo, a College Street resident and Chairperson of the Lewiston School Board, spoke on her behalf in reference to the school projects presented in the LCIP. She said she was mainly concerned with health and safety issues of the children at the public schools. She mentioned the inadequacy of the intercom system at the Lewiston Middle School. She also mentioned her concerns for the

children at the McMahon School playground area that currently has no playground equipment. She is hoping for a redesign of the playground and parking lot areas. She also expressed concerns for asbestos tile removal from that school.

Lori Beaulieu, a Lewiston resident and PTO representative who has children attending McMahon School, also expressed concerns with the playground equipment and parking at McMahon School, therefore would like this item prioritized to expedite future construction. She also mentioned that the children at that school have raised \$8,800.00 in support of playground equipment. The public comment portion of this meeting was closed and turned back to the Planning Board for their comments.

Dennis Mason questioned Page No. 8 of the letter to the Mayor dated 1/15/99 in reference to the Public Works - Waste Management/Disposal's requested need for a \$125,000 roll-off truck. Jim Lysen stated that he would contact Steve Johnson and get finalized details to include in the next Planning Board packet. Also, Dennis Mason questioned Page 7 of the letter to the Mayor in reference to Public Works - Municipal Garage and the request for \$400,000 for equipment replacement: he asked for more details about this request.

It was decided that this topic would be tabled until the next regular scheduled Planning Board meeting of 2/9/99 and the following motion was made:

MOTION: by Dennis Mason, seconded by Mark Paradis to move to continue the Public Hearing of the Lewiston Capital Improvement Program (LCIP) to the 2/9/99 Planning Board Meeting.

VOTED: 5-0.

V. REVIEW AND RECOMMENDATION ON ACQUISITION OF MUNICIPAL PROPERTY:

A. Bates Mill Complex Redevelopment - 60-84 Lincoln Street and 140-168 Lincoln Street.

Greg Mitchell began this presentation by stating that on 1/5/99, the Planning Board sent a favorable recommendation to the City Council on the funding for the calendar year 1999 mill redevelopment initiative. This request is a component of the 1999 redevelopment effort and calls for the acquisition of properties on Lincoln Street to create accessory parking spaces for the Bates Mill Complex. There is a total of 11 properties slated for acquisition. Federal law requires a 90-day notification for the relocation of the tenants living in these properties. The

Lewiston Housing Authority is providing support for relocation. Child's Linen and F.X. Marcotte are not slated for acquisition, as they both reflect investment in their property and are consistent with the development of the mill. The time-frame is 9-12 months for development. Jim Morin, Deputy Fire Chief, submitted a concern and to review the proposed parking lot designs to make sure that they have proper access to Fire Department connections and for fire suppression purposes. The following motion was then made:

MOTION: by Dennis Mason, seconded by Mark Paradis to send a favorable recommendation to the City Council regarding the acquisition of properties at 60-84 Lincoln Street and 140 through 168 Lincoln Street.

VOTED: 5-0.

B. 343 Lisbon Street.

James Lysen referred to his memorandum dated 1/21/99. The assessed value of the property discussed is \$38,350 and Steve Wheeler, the property owner, has offered the property to the City for \$9,000. Staff recommends that the eventual utilization of the building/property be consistent with the recommendations of the Downtown Master Plan. This area is one of Lewiston's Gateway areas. This building is a contributing structure within the Lisbon Street Historic Commercial District and has been designated both as a National Register District and as a local Historic District. Chris Branch, Public Works Director, suggested making sure the building is free of environmental problems. After discussion concerning pros and cons of acquisition and either mothballing or demolition, the following motion was made:

MOTION: by Dennis Mason, seconded by Mark Paradis to recommend that the City Council take no action with respect to the acquisition of the property at 343 Lisbon Street pending the development of and recommendations from the Downtown Master Plan.

VOTED: 5-0.

VI. REVIEW OF PLANNING BOARD RULES AND PROCEDURES - SCHEDULING OF A WORKSHOP

The Planning Board Members were informed that there is a meeting scheduled with Bob Hark, the City Attorney to be attended by Jim Lysen and Gil Arsenault on Thursday, 1/28/99 concerning Planning Board rules and procedures. It was agreed that a separate workshop to discuss this matter is necessary and a meeting in April (4/13/99) was proposed. Staff will also report back at the next regular scheduled meeting of 2/9/99 on the Planning Board Jurisdiction over Municipal Projects.

Jim Lysen reviewed the Planning Board calendar. Jim Lysen also mentioned that in reference to the Paper Streets, there were only four (4) requests submitted. Tom Peters mentioned that at least ten (10) are needed for review for each meeting. These meetings are to take place every six (6) months, with the first meeting taking place this year on 3/9/99. Jim Lysen went on to say that in May 1999 there is a proposed meeting on the amendments to traffic standards and then in June/July, the No Name Pond Watershed Management Plan is scheduled. Jim Lysen reminded everyone that starting in July, there may be a summer schedule of one (1) meeting per month. It was suggested to post the calendar in City Hall and to notify the City Clerk's Office.

VII. OTHER BUSINESS:

A. *New Business:*

1. *Review of Proposed Amendments to the Code Concerning Modifications and Scheduling of Public Hearing.*

This item was under discussion to schedule/propose a date for a Public Hearing. The following motion was made.

MOTION: by Dennis Mason, seconded by Mark Paradis to schedule a Public Hearing on the Proposed Amendments to the Code Concerning Modifications for Tuesday, 2/23/99.

VOTED: 5-0.

2. *Superior Court Decision Concerning Daniel Samson vs. City of Lewiston in Reference to the Clay Pit on Cotton Road.*

Jim Lysen briefed the Board on this issue where the court found in the City's favor.

3. *Update on the Vacation/Preservation of Proposed (Paper) Streets.*
James Lysen mentioned that Dexter Street did not receive from the Planning Board, the required four (4) votes in the affirmative to constitute an action. It was proposed that at the 3/9/99 meeting that the Planning Board can re-examine Dexter Street and take an action. Tom Peters emphasized that paper streets should be looked at every six (6) months, with a need to look at ten (10) at a time. Tom Peters suggested bringing ten (10) to the 3/9/99 meeting.

Also, in the memorandum dated 1/25/99 from Mike Paradis, there is a listing of proposed (paper) streets that are recommended to either vacate or preserve (refer to this memorandum in the Planning Board packet), as of the Street Committee Meeting held on 1/19/99; consistent with the Planning Board's recommendation existing for Dexter Street.

B. Old Business:

1. *Comprehensive Plan Update:* This plan will be brought to the Board in April 1999.
2. *West View Bluffs:* Gil Arsenault said that this item is in the hands of the developer.
3. *Access Management:* No new development.
4. *Planning Board Jurisdiction over Municipal Projects:* This topic will be brought up at the next workshop.

VIII. READING OF THE MINUTES

A. *Draft Minutes of 12/8/98.*

Reviewed by the Planning Board Members and Staff, with the following action made.

MOTION: by Dennis Mason, seconded by Mark Paradis to adopt and accept, as amended, and place on file.

VOTED: 5-0.

B. *Draft Minutes of 1/5/99.*

These minutes were also reviewed by the Planning Board Members and Staff, with the following action taken.

MOTION: by Dennis Mason, seconded by Mark Paradis to accept, as modified, and place on record.

VOTED: 5-0.

Tom Peters requested that Staff re-double their efforts regarding the drafting of Board Minutes.

IX. ADJOURNMENT

This meeting adjourned at 9:18 p.m.

MOTION: by Mark Paradis, seconded by Dennis Mason to adjourn this meeting at 9:18 p.m.

VOTED: 5-0.

Respectfully submitted,

Dennis Mason, Secretary

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