

**CITY OF LEWISTON
PLANNING BOARD MEETING
MINUTES for February 8, 2000 - Page 1 of 11**

I. ROLL CALL AND WELCOMING OF NEW MEMBER, MURIEL MINKOWSKY:

This meeting was called to order at 7:02 p.m. and chaired by **Tom Peters**. After the roll call, **Tom Peters** then introduced **Muriel Minkowsky**. This is her first Planning Board Meeting. She comes to the Planning Board with 19 years experience as a special education teacher with District No. 39 in the Buckfield area and she also has volunteered her time with local hospitals.

Members In Attendance: John Cole, Tom Peters, Dennis Mason, Muriel Minkowsky, and Lewis Zidle.

Staff Present: James Lysen, Planning Director; James Fortune, Planning Coordinator; Gil Arsenault, Deputy Development Director; James Andrews, Community Development Director, Michael Myatt, Housing/CD Officer, and Doreen Asselin, Administrative Secretary.

Members Absent: Rob Robbins and Mark Paradis.

II. READING OF THE MINUTES:

Draft of the Minutes from the January 11, 2000 Planning Board Meeting. There were no minutes for the January 25, 2000 Planning Board Meeting, since this meeting had been canceled due to inclement weather.

The following changes were made to the minutes.

- On Page No. 6, Item VI. Other Business, A. New Business, Paragraph 1. On the fourth line from the bottom of that paragraph, the year should be changed from "2004" to read "2003".
- On Page No. 7 under Item No. 2 the second paragraph under the motion, the time shall be changed from "5:00 p.m." to read "6:00 p.m."
- On Page No. 9, Item No. 7 in regards to the amendments for demolition delay and the Planning Board's request for a legal opinion from City Attorney **Robert Hark**. This issue was taken off the agenda, but will be placed back on. The Historic Preservation Committee will be seeking a legal opinion from City Attorney **Robert Hark** (in the form of a letter) on the proposal before the amendments are put forward at a Public Hearing before the Planning Board. Once this opinion arrives, it shall be forwarded on to Planning Board Chairperson **Tom Peters** and then this item will be placed back on the agenda. **Jim Lysen** made reference to his letter to **William Livengood** from the MMA dated February 8, 2000 along with the amendment and a full section of the code. **Tom Peters** asked **Jim Lysen** to hold off on forwarding this letter to the Planning Board Members, until this item is put back on the agenda. The following motion was made.

MOTION: by **Dennis Mason**, seconded by **John Cole** to accept the Planning Board Meeting Minutes of January 11, 2000, as amended, and place them on file.

VOTED: 4-0.

III. CORRESPONDENCE: *Letter from **Shawn K. Bell** of **Bonneau & Geismar LLC** requesting a tabling of the development review proposal for the **Bob's Discount** project at 1750 Lisbon Street.*

This is also pertains to Item No. V. Determination of Completeness and Final Hearing, as listed on the agenda.

MOTION: by **John Cole**, seconded by **Dennis Mason** to accept the above correspondence and to grant the motion to table this item until the next regularly scheduled Planning Board Meeting of February 22, 2000 and place it on file to be read at the appropriate time.

VOTED: 4-0.

Also included as correspondence is "The 2000 Annual Workshop for Certified Local Governments, Historic Preservation Commissions, Planners, Elected Officials and Preservationists" Issue for Friday, 3/3/00 from 8:30-3:30 p.m. at the Bates Mill Complex, Mill No. 2 in Lewiston, Maine and the Calendar, which were received in Friday's mailing. These items were both received prior to this meeting. The following motion was made.

MOTION: by **Dennis Mason**, seconded by **Muriel Minkowsky** that the Planning Board moves to accept the above items and place them on file.

VOTED: 4-0.

Additional correspondence handed out at this meeting included: a. Correspondence dated January 12, 2000 from Great Falls TV in reference to either videotaping or live cablecasts; b. Correspondence from **Sue Meservier** of ERA Worden Realty dated February 7, 1999 in reference to Central Maine Eye Care; c. Exhibit "A" of the Proposal to Conditionally Re-Zone 16 Wellman Street from the Neighborhood Conservation "A" ("NCA") District to the Office-Service ("OS") District; and d. A map showing the Proposal to Re-Zone the parcels along the west side of LaFayette Street from the Neighborhood Conservation "A" ("NCA") District to the Industrial Office ("IO") District.

MOTION: by **John Cole**, seconded by **Dennis Mason** that the Planning Board move to accept the above correspondence and place this correspondence on file to be read and acted upon at the appropriate time.

VOTED: 4-0.

IV. PUBLIC HEARINGS:

A. *Review and consider a conditional re-zoning proposal from **John Bolduc** for 16 Wellman Street.* **Jim Fortune** read his memorandum dated January 31, 2000. He said that **John Bolduc** has submitted a proposal to conditionally re-zone the property at 16 Wellman Street from the Neighborhood Conservation "A" ("NCA") District to the Office Service ("OS") District. Also included in the packet was the Proposal for Conditional Re-Zoning prepared by **John Bolduc**.

John Bolduc, who is the petitioner on this project, was also present at this meeting to do a presentation. He said that the property was previously a storage facility. It has been unoccupied for a couple of years now. He would like to revitalize the building and wants to use the building for storage with offices above (the additional office area would be 30' x 30'), which equals to 1/3 of the overall footage of the first floor. **Jim Lysen** said that there are only three (3) zones that allows storage in Lewiston. **John Bolduc** does not want to offend the neighborhood. The building is 100' x 30'. He said that this structure needs work and that the building would definitely need a new roof. He would like to change the garage door. He wants to use this as warehousing.

Muriel Minkowsky questioned parking. **John Bolduc** said that this project would not entail traffic. There would be an opening from the Wellman Street side. Parking would be on Bardwell Street, where there is currently a day care facility that will be relocating (Lever's Day Care). **John Bolduc** said that he would have adequate parking for his use. This is kind of like a dry storage area. He said maybe/possibly one (1) to two (2) cars would need parking for the office area.

Lewis Zidle arrived at this meeting at 7:17 p.m.

Jim Lysen said that the storage of materials such as hazardous materials and explosives would be prohibited. This is a contractors office. Everything will be stored inside the building. In 1988, this piece of property went through conditional zoning. This project will still need to go to the City Council. This will allow for the adaptive reuse of this structure.

Tom Freeman, Sr. (a resident who resides on the corner of Pettingill and Googin Streets) said that he is concerned with the zoning of this property and how it will affect the citizens in the future. **Jim Lysen** said that if anything is violated and the building is not being used, the zoning would then automatically revert back to "NCA". **Tom Freeman** also said that this building is a nuisance to the City and a menace. With revitalization, this would be a plus to the Wellman Street area. **Tom Freeman** asked if parking would be on the Bardwell Street side? **John Bolduc's** response was "Yes". **John Bolduc** also said that the way the lot is situated, he would like to have an opening from the Wellman Street side (a warehouse exit with 8'x10' doors).

Ray Faucher, a resident of 171 Pettingill Street, mentioned that on Page No. 2 of the Proposal for Conditional Re-Zoning, in the second paragraph, last sentence, there is a typo. The word, *Parerall*" needs to be changed to read, *"parallel"*. **Ray Faucher** is concerned with parking and the daycare center. **John Bolduc** re-assured **Ray Faucher** that he does not foresee himself selling the property. Also, parking from the daycare center will be eliminated when the daycare center relocates over on Mollison Way. Access to both Bardwell Street and Wellman Street will allow the vehicles the right-of-way parallel with Russell Street to move more freely. **Ray Faucher** then questioned if the daycare would be converted back to a house. This is a residential house.

Tom Freeman said that the biggest problem he has is with Bates College students parking on Bardwell Street. **Gil Arsenault** agreed that there could be conflicts down the road, if and when **Tom Bolduc** sells and passes this property on to heirs.

Ray Faucher asked **John Bolduc** if he has any intentions of paving. **John Bolduc** responded that he would like to pave and plant shrubs and that lighting would be minimal.

Tom Peters said that a list of conditions are needed. Some of the concerns are: a. Limiting to the amount of hours of operation (6:00 a.m. to 8:00 p.m.), b. Lighting to not be directed at the neighbors, c. The noise levels will need to be shielded. d. This would be for storage only. There will be no pre-construction on-site (interior only) with the windows closed.

e. A swinging gate would be placed just for after hours of operation on the thorough way to stop traffic from going through (Bardwell Street - Wellman Street). f. There will be no windows/doors left open. There is only one (1) window in the building. g. With the coming/going of delivery vehicles, there will be no tractor-trailer trucks. h. Delivery will be restricted to certain hours.

There is 70 feet to the garage door from off of the Bardwell Street side.

John Cole said that if **Mr. Bolduc** does decide to sell, this would have to come back to the Board for review. If **Mr. Bolduc** sells, the transferee returns here. The transferee would have to fall between the guidelines. Staff has the power to enforce it. When crafted, it is to protect the neighborhood. **Jim Lysen** noted that in the Proposal for Conditional Re-Zoning on Page No. 3, the use of home occupations has been eliminated as a use. Also, under this Section (A.), uses 1, 2, and 3 remain with added conditions (B.) through (J.). Any other improvements will have to come back to the Planning Board. The conditions shall run with the land. This agreement is the boiler plate. You do need a right, title, and interest in the property. After this lengthy discussion, the following motion was made.

MOTION: by **John Cole**, seconded by **Lewis Zidle** to send a favorable recommendation to the City Council to conditionally re-zone 16 Wellman Street from the Neighborhood Conservation "A" ("NCA") District to the Office-Service ("OS") District, subject to the terms listed in the conditional zoning agreement, as amended.

VOTED: 5-0.

- D. *Continuation of Public Hearing (from 01/11/00) for a proposal to allow self-storage buildings as a conditional use in the Highway Business (HB) District.*

The reading of the memorandum prepared by **Jim Fortune** and dated for January 31, 2000 was waived, but the project was summarized for **Muriel Minkowsky**. It was mentioned that the Town of Windham was dealing with self-storage problems. **Jim Lysen** made reference to the Self-Storage Facilities map posted on the City Council Chambers' wall for current permitted areas (UE and OS) and proposed to be permitted (HB). Buildings can be prohibited. If it is a constructed building, you do need to go by the BOCA Code. You need to re-zone with conditions.

Gary Boilard, who is the applicant and was present at this meeting, wants to include definitions in the ordinance. **Tom Peters** again said that these self-storage facilities should not be in a high visibility area.

Gary Boilard made his presentation. He is proposing two (2) options that would deal with the design of self-storage facilities. The two (2) options are: 1. Require such facilities proposed for the HB District to be at least partially or fully enclosed to screen the storage bay doors from public view. Additional buffering or screening could also be required. 2. Require a pitched roof for the individual storage buildings and require the storage bay doors to face away from the street. Additional screening and buffering could also be required. Differing from **Tom Peters**, **Gary Boilard** feels that for safety and sale reasons, these self-storage facilities should be placed in high visibility areas. **Gary Boilard's** proposed location is on outer Sabattus Street across from BJ's Ice Cream Shoppe.

Tom Peters agreed that there is a demand for self-storage facilities. **Tom Peters** concern is with this being located in other areas besides what **Gary Boilard** is proposing.

Gil Arsenault said that this site would need to be conditionally re-zoned and could serve as a model for others. **Gary Boilard** said that he has an option for this site. **Jim Lysen** added that **Gary Boilard** has a certain amount of risk as he goes through this process.

There was no public present at this meeting to comment on this item.

It was decided that **Gary Boilard** come up with a preliminary plan and come back to Development Review. This would save him some money. This will go to the City Council to get approval. **Gary Boilard** is proposing 26,000 square feet of building area.

A preliminary process would take longer, but would also save money. Engineering plans will be needed. It was decided by all (Planning Board Members and Staff and the Petitioner, **Gary Boilard**) to withdraw this current request and petition back with a conditional request for re-zoning. The Planning Board will initiate the request. If **Gary Boilard** goes through with a Conditional Re-Zoning Request, he would be entitled to credit as to what has already been paid.

This conversation ended with the withdrawal request being agreed upon by **Gary Boilard**.

Out of sequence to the agenda, the following item was discussed.

VI. OTHER BUSINESS:

A. New Business:

1. *Presentation and discussion by the Community Development Division concerning the Citizen Participation Plan (5-Year Consolidation Plan).*

This item was presented by both **James Andrews** and **Michael Myatt** from the Community Development Division, Development Department, City of Lewiston.

This five-year plan needs to be completed and submitted by May 15, 2000. This five-year plan is similar to what is submitted on a yearly basis and the plan came about in 1994. It is a five-year projected plan. In 1995, HUD required the consolidated plan. HUD requires that each community adopt a plan that encourages citizens to participate in the development of the consolidated plan and comment on the final product. The Community Development Division will use the citizen participation plan to ensure collaboration with citizens, community groups, and City departments in creating the City of Lewiston's Five-Year Consolidated Plan.

Michael Myatt will be the project manager of this plan. Two (2) Public Hearings will be scheduled and will appear in the local newspaper. One ad will run two (2) weeks prior to the Public Hearing and the other will run the day before the meeting. These two (2) Public Hearings will be held on February 22, 2000 and March 21, 2000. A 30-day comment period will be needed. The City Council has the final say.

There, being no public present for comments, the following motion was made.

MOTION: by **Dennis Mason**, seconded by **John Cole** moves that the Planning Board send a favorable recommendation to the City Council to adopt the Citizen Participation Plan for the 5-Year Consolidation Plan.

VOTED: 5-0.

There was a five-minute break from 8:40-8:45 p.m.

IV. PUBLIC HEARINGS:

C. Review and recommendation of the FY2001 Lewiston Capital Improvement Program.

Tom Peters said the Charter requires the Planning Board to forward its recommendations to the Mayor and the City Council and in accordance with Section 6.05 of the City Charter, the Planning Board is required to set priorities for the undertaking of projects. He also said that after review of this item, he would be writing a letter to the Mayor and the City Council Members, which will include an overview and statement on the issues discussed. There were only two (2) people present during this discussion. One (1) was a citizen with no comments and the other was from the press. **Mark Paradis**, Planning Board Member, was the representative present at all the LCIP meetings.

Section II:

The first issue was on Page 17 - Development (Economic Development - Land Acquisition Fund). **Dennis Mason** was concerned on the proper use of City funds and why the City is financing government projects in the City (U.S. Postal Service Distribution Facility). **Tom Peters** responded that the City would be chipping in \$250,000 for Lewiston only. This is to attract the postal facility to the area. This shows the postal service that Lewiston is serious about it. This will create 800 additional jobs to this area. **John Cole** said that he felt this to be a political issue and it is up to the City Council to decide.

Pages 19-21 - Lewiston-Auburn Emergency 9-1-1 (Time Synchronization Equipment, Computer Upgrade, and Data Storage System). **Dennis Mason**, who has experience in this field, questioned if the cost to the City may be excessive. He is concerned with the amount of money requested.

Pages 23-25 - Fire Department (Fire Apparatus Replacement and Vehicle Replacement).

On the project description form for fire apparatus replacement, it was questioned on Page 24, where the replacement cost of \$300,000 comes from on the 1981 Continental Pumper. It was placed in the budget for \$125,000 per year, for a total cost of \$625,000 over the next five (5) years. Also, on Page 25 it was decided that this is an inappropriate use of money for vehicle replacement. This needs to be brought to the City Council's attention. The justification of time of project and segment states that the 1986 Chevy Cube Van is too large for the needs of the Fire Alarm Division, a smaller vehicle such as a 4x4, half-ton pickup truck with an extended cab would be more efficient. The pickup truck would also be used by the training officer, and would be used to transport hoses back to central station after a fire. This is not considered a high priority item, but the Planning Board said that the pick-up truck makes more sense than the purchasing of a 4x4 Sport Utility Vehicle (SUV).

Page 34 - LMRC (Parking Garage Phase II). This is needed. Parking is needed in order to attract tenants for the Bates Mill Complex.

Pages 36 & 37 - LMRC (Boiler Plant Exterior Rehab and Property Acquisition).

Previously, the boiler was not maintained correctly. The new person is now running this correctly and is saving money. **Dennis Mason** asked, "Shouldn't the money come from the proceeds of the mill and not the taxpayers?" **Tom Peters** response was that the money is going back to the general fund. This item needs to be done in conjunction with the sale of Mill Nos. 3, 6, and 7.

Pages 40-42 - Parks & Recreation (Lighting L.A.P.). This is an item concerning health, safety, and welfare. Reference was made to the correspondence included with the form and dated for 11/22/99. The condition of the insulation on the underground wiring feeding the light poles and considering the shallow depth of the existing cables could create a dangerous shock hazard to anybody using the grounds. **Tom Peters** said that this needs to be done. **Gil Arsenault** commented that it is a potential hazard and that it was inspected by the City of Lewiston Chief Electrical Inspector, **Mark Larlee**.

Page 42 - Parks & Recreation (Pierce Street Park). **Dennis Mason** expressed concern that the people in this area of the City needs this for the welfare of the neighborhood.

Page 46 - School Department (Lewiston High School). This project is for improvements to re-pave the Lewiston High School parking lots, erosion control, and guard rails. The entrance is very narrow and it is not up to code. The opening should be widened. It is not wide enough for vehicles to easily make right-hand turns into the lot. The expenditures were questioned. Also, the entrance is not lite up enough. This should be considered a high priority item as it presents safety issues. The Planning Board suggests that these modifications be undertaken.

Pages 48 & 49 - School Department (Martel and Montello Schools). The project presented for Martel School is for a front entry renovation. The project for Montello School is to reconfigure the entrance for greater visibility and security at the main entrance. This would improve the aesthetics of both schools and improve security.

Page 50 - School Department (Pettingill School). This is considered a high priority item. It concerns health, safety, and welfare factors and it is putting children at risk. There is inadequate indoor air quality, high CO2 levels. Air testing has revealed unacceptable levels of CO2 in the basement classrooms of the school. Ventilation is needed in the basement. It is recommended that students be removed from this area. The Planning Board urges the City Council to pass this matter and implement modification and safeguards *immediately*. There may possibly be State of Maine renovation funds available to do this.

Page 61 - Public Works Department (Upgrade of Lisbon Street Cross Walkways). It was suggested that the downtown renovation guidelines be looked at before proceeding on this item.

Page 69 - Public Works Department (Upgrade of Lisbon Street Walkways and Park Street Esplanade). A study of this area is recommended.

Page 70 - Public Works Department (CSO Nine Minimum Control). **Dennis Mason** said that this is not a capital improvement project. This needs to come into compliance with State and Federal Regulations as outlined in the City's NPDES Permit. Funding is out of the CSO budget.

Page 77 - Public Works Department (Bikeway/Pedestrian Path Franklin Pasture to Railroad Park). **Dennis Mason** asked, "What is PE?" The response was preliminary engineering.

Page 80 - Public Works Department (Sabattus Street - Randall Road to Grove Street). The Planning Board questioned the City's percentage of costs in matter. The Federal/State percentage amount should be changed from 80 percent to 90 percent, as stated by **James Lysen**.

Page 81 - Public Works Department (East Avenue Reconstruction Project from Pleasant Street to Webster Street). It was suggested that this item be linked with the item on Page No. 46. **Tom Peters** suggested that this could change the entrance to the Lewiston H.S.

Page No. 95 - Public Works Department (Hamel Road Bridge Replacement). This bridge is under water during certain periods. The culvert under the bridge is undersized. This bridge needs attention now to avoid future safety issues.

Page 99 - Public Works Department (Pine Street Angled Parking). This item is okay to the Planning Board. It will increase the number of parking spaces, which is needed in this area.

Page 101 - Public Works Department (Pond Road Traffic Calming). This includes the traffic overpass project for the Bates College area. Traffic calming is needed in both these areas. A traffic engineer needs to look at these areas. **Jim Lysen** said that the traffic will slowly be fed into side streets. **Tom Peters** agreed that the whole plan needs to be looked at. **Dennis Mason** said traffic does need to get off these streets. In closing, members of the Planning Board said that the whole picture needs to be looked at. **Chris Branch**, from the Public Works Department, will be responsible for this item.

Page 108 - Public Works Department (No Name Pond Watershed Management Fund). New Planning Board Member, **Muriel Minkowsky** questioned the acquisition of land on this item. **James Lysen's** response to this was that properties are acquired as they become available in order to protect the land. There is a potential source of matching funds. It is placed in the LCIP for \$50,000 per year for the replacement of septic systems. The solution is to utilize funds. There will be an update at the next Planning Board Meeting scheduled for February 22, 2000. **Tom Peters** said that this should be sent to the City Council to buy more property. By acquiring more land, the septic systems are eliminated and the developed land can be returned to its vegetative state, thereby reducing non-point source pollution and improving the water quality in No Name Pond.

Section III:

Page 59 - Public Works Department (Renovations to Existing District Court).

Dennis Mason asked, "Are we buying the District Court?" **Tom Peters** response was, "the City owns it".

After review and discussions on the items listed above, **Tom Peters** said that in his statement to the Mayor and the City Council, he would be prioritizing specific items. The items with the highest priority would include health, safety, and welfare items, those being in Section II, Pages 40-41 and Page 50. Other items voted as a priority because of primary funding of the projects will be primarily from non-City of Lewiston tax money, which includes federal, state, and other funding sources, such as in Section II, Page No. 81. The next on the priority list are projects integral to other projects. Last on the list is other items that raised questions, concerns, or issues the Planning Board will wish to bring to the attention of the City Council, such as in Section II, Page Nos. 20, 21, 46, 80, and 101.

MOTION: by **John Cole**, seconded by **Dennis Mason** to send a favorable recommendation to the City Council to adopt the FY2001 Lewiston Capital Improvement Program (LCIP), subject to the recommendations and comments to be contained in a letter to be drafted by Planning Board Chair, **Tom Peters**, reflecting a summarization of questions, concerns, or issue that the Planning Board wanted to bring to the City Council's attention.

VOTED: 5-0.

VI. OTHER BUSINESS:

B. Old Business:

1. *Update concerning the East-Side Corridor and Grove Street/Sabattus Street Connector.* **Dennis Mason** gave an update on this item. He said that this would make better access to Russell Street. It would open up industrial and developable land. This meeting was held to come up with recommendations on what would be permissible and acceptable, etc. This meeting received good citizen input, especially on Grove Street. The next meeting date is scheduled for Thursday, March 9, 2000. There will be a formal presentation on this item.
2. *Update on rules and procedures concerning possible televised Planning Board meetings on the local cable television access channel.* See correspondence dated January 12, 2000 from Great Falls TV. This item is to be removed from the agenda.
3. *Update concerning current Planning Board Members and their terms of office.* Enclosed in the Planning Board packets was an updated listing. The only change to be made to this listing is to update **Doreen Asselin** with any new e-mail addresses so that they can be included on this listing. This item will be removed from the agenda.
4. *City property acquisition and disposition process.* To be dealt with at the March 28, 2000 Planning Board Meeting.
5. *John F. Murphy Homes, Inc. - Consistency of the Zoning and Land Use Code with respect to the Federal Fair Housing Act.* To be dealt with at the April 11, 2000 Planning Board Meeting.
6. *Supreme Judicial Court of Maine decision concerning Planning Board jurisdiction with respect to Rena W. Perkins et. al. vs. the Town of Ogunquit and Robert W. Scanlon, Jr.* To be dealt with at the April 11, 2000 Planning Board Meeting.
7. *No Name Pond Watershed Plan Update.* To be updated at the February 22, 2000 Planning Board Meeting.
8. *An ordinance pertaining to front setback requirements in the Downtown Business (DB) District.* This date is to be assigned.
9. *Comprehensive Plan Update.* To be dealt with at the March 28, 2000 Planning Board Meeting.

10. *Update concerning the West View Bluffs development.* According to **Gil Arsenault**, he is not sure where the developer is. This item is frozen and will be taken off the agenda.
11. *Traffic Management Standards.* **Jim Lysen** said that he received, in today's mail - February 8, 2000, the traffic authority papers. These will be forwarded to the Planning Board when they are executed. This item is to be removed from the agenda.

VI. OTHER BUSINESS:

A. *New Business:*

1. *Workshop to discuss proposed re-zoning for the west side of LaFayette Street.*

This item is in conjunction with the correspondence previously presented earlier in this meeting from ERA Worden Realty dated February 7, 2000. This correspondence references Central Maine Eye Care, which is located at 181 Russell Street. Central Maine Eye Care currently has a purchase option on the property adjacent at 189 Russell Street to be used for additional parking and expansion of their current facility. Central Maine Eye Care would like both these properties re-zoned to the Office Residential (OR) District.

At the December 14, 1999 Planning Board Meeting, Bates College presented an overview of the Bates College Campus Plan. In their proposal, they were interested in re-zoning three (3) parcels (70, 80, and 84 LaFayette Street). At that meeting, the Planning Board requested that a proposal to re-zone parcels on the western side of LaFayette Street be presented at this meeting, which the information was included in the Planning Board packets. In the Ordinance Pertaining to Zoning Boundaries, a correction needs to be made to change, under Section 1. Zoning Map, the reference to Highway Business (HB) District to the Industrial Office (IO) District. The map entitled, "Proposal to Re-Zone from "NCA" to "IO", reflects the Planning Board's request for re-zoning and this map was distributed at the Planning Board Meeting. This item was brought to the Planning Board to be scheduled for a Public Hearing. The following motion was made.

MOTION: by **Tom Peters**, seconded by **Muriel Minkowsky** that the Planning Board schedule a Public Hearing on Re-Zoning for the West Side of LaFayette Street and Central Maine Eye Care at 181 and 189 Russell Street to be heard at March 14, 2000 Planning Board Meeting.

VOTED: 4-0-1 (Cole).

After this item was discussed, **Jim Lysen** mentioned the correspondence previously mentioned and voted on at the beginning of this meeting. That correspondence included "*The 2000 Annual Workshop for Certified Local Governments, Historic Preservation Commissions, Planners, Elected Officials, and Preservationists*". **Jim Lysen** reminded the Planning Board that this is scheduled for Friday, March 3, 2000, there is a \$10.00 fee, and that this will end with a tour of the Bates Mill Complex given by **Allan Turgeon**, Property Manager.

Also, the next Planning Board Meeting is scheduled for Tuesday, February 22, 2000 in Meeting Room "A" and will begin at 6:00 p.m. with a tour of **Bill Johnson's** new medical office building. A calendar was included in the Planning Board packets. This will be updated to include the summer schedule with combined meetings.

2. *Continue discussions concerning the recent formation of the Mayor's Downtown Advisory Committee and future meetings concerning downtown re-zoning.* An organizational meeting is needed along with another meeting on specifics. The updated space and bulk standards will be presented, but these can come back. The meetings with LePage Bakeries and **Robert Roy** still need to be done. **Tom Peters** said that ideas and thoughts need to be heard. **Jim Lysen** added that there are dramatic changes being made to the downtown. The proposals for re-zoning need to be finalized. The initial meeting of the M.D.R.A.B. is scheduled for 6:00 p.m. on Monday, March 6, 2000 in Meeting Room "A" on the Third Floor of the City Building. A joint meeting is now scheduled from 6:00-7:00 p.m. with the M.D.R.A.B. on Tuesday, March 14, 2000 before the Planning Board Meeting that evening.

IV. PUBLIC HEARINGS:

- C. *Continuation of a Public Hearing to consider a proposal to amend the Zoning and Land Use Code concerning Lot Layout and Configuration.* Enclosed in the Planning Board packets was a revised proposal which incorporates both lot width and the circle diameter methods to ensure that lots will not have strange or odd-shaped boundaries and that they will have the required buildable area. Also drawn up and included in the packets were some examples of odd-shaped lots, which can be adopted into the Site Plan Review and Design Guidelines. **Jim Lysen** said that this gives the Board some flexibility and control on certain cases. **Gil Arsenault** mentioned that this needs to get out to the community. **Jim Lysen** said that they are trying to craft something that was never a problem in the beginning. There was no public present on this topic. The following motion was made.

MOTION: by **Dennis Mason**, seconded by **Muriel Minkowsky** that the Planning Board moves to send a favorable recommendation to the City Council to adopt the proposal at the March 21, 2000 City Council Meeting.

VOTED: 5-0.

After this motion was made, it was mentioned that the code amendment will need to also go to the City Council.

VIII. ADJOURNMENT:

The following motion was made to adjourn.

MOTION: by **Dennis Mason**, seconded by **John Cole** to adjourn this meeting at 10:20 p.m.

VOTED: 5-0.

Respectfully submitted,

Mark Paradis, Secretary

DMA:dma

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