

**CITY OF LEWISTON
PLANNING BOARD MEETING
MINUTES for January 12, 2004 - Page 1 of 3**

I. ROLL CALL: This meeting was held in the City Council Chambers on the First Floor of City Hall, was called to order at 7:07 p.m. and was chaired initially by John Cole.

- **Members in Attendance:** Jeffrey Gosselin, Lucy Bisson, John Racine, Tom Truchon, and Jim Horn.

- **Members Absent:** Roger Lachapelle.

- **Staff Present:** Gil Arsenaault, Director - Planning & Code Enforcement; David Hediger, City Planner; and Eric Cousens, Land Use Inspection Officer.

- **Student Member Absent:** Wade Morgan.

- **Others Present:** John Cole.

II. ELECTION OF OFFICERS: *Election of Chairman, Vice Chairman, and Secretary.* John Cole opened the meeting and acknowledged that he is sitting there with no authority as his term has expired. He complimented staff for the seamless transition over the past year through staff changes during a busy year. John said that he has seen as many as 80 rezonings during his time on the board and this shows the necessity to look more comprehensively at the zoning throughout the city and possibly adjust the comprehensive plan. John Cole is presiding only over the election of a chairperson to take his place.

The following motions were made to elect this years Planning Board officers.

Chairman

MOTION: by **Jim Horn**, seconded by **none** that the Planning Board elect Lucy Bisson as its Chairman.

VOTED: No vote was taken.

MOTION: by **Lucy Bisson**, seconded by **Tom Truchon** that the Planning Board elect Jeffrey Gosselin as its Chairman.

VOTED: 4-0-1 (*Jeffrey Gosselin abstained and is now the Chairman of the Planning Board*).

Vice Chairman

MOTION: by **Jim Horn**, seconded by **Jeffrey Gosselin** that the Planning Board elect Lucy Bisson as its Vice Chairman.

VOTED: 5-0 (*Lucy Bisson is the Vice Chairman of the Planning Board*).

Secretary

MOTION: by **Jeffrey Gosselin**, seconded by **Lucy Bisson** that the Planning Board defer the election of a Secretary until the expected new members are appointed.

VOTED: 5-0.

III. ADOPTION OF PLANNING BOARD RULES AND PROCEDURES: David Hediger introduced the amended Planning Board Rules of Procedure Handbook.

MOTION: by **Jeffrey Gosselin**, seconded by **John Racine** that the Planning Board adopt the Lewiston Planning Board Rules of Procedure, as submitted.

VOTED: 5-0.

IV. ADJUSTMENTS TO THE AGENDA: None.

V. CORRESPONDENCE: The following item was distributed at this meeting: Correspondence from Christopher J. Osterrieder, P.E., Project Engineer, Deluca-Hoffman Associates, Inc. to David Hediger, City Planner - City of Lewiston dated January 12, 2004 in regards to Auburn Savings and Loan - Proposed Lewiston Branch - Staff Comments, Lewiston, Maine. The following motion was made.

MOTION: *by Lucy Bisson, seconded by John Racine that the Planning Board accept this item, place it on record, and read it at the appropriate time.*

VOTED: 5-0.

VI. HEARINGS:

A. An application submitted by Todd and Amy Mulherin for a proposed amendment to the Pond Ridge Acre Subdivision to create two lots at 541 Pond Road. David Hediger read the Staff comments at the request of Chairman Gosselin. David then displayed the plan for pond ridge and explained it to the board. Chairman Gosselin asked the applicant if they would like to speak in favor of their proposal. **George Greenwood** stated, “ No, not at this time.” Chairman Gosselin opened the public portion of the meeting. There was no public present so the public portion was closed without comment. Discussion by the board followed. The following motion was made.

MOTION: *by Lucy Bisson, seconded by John Racine that the application to create two lots at 541 Pond Road meets all the necessary approval criteria contained under Article XIII, Sections 4 and 5 of the Zoning and Land Use Code; determines that the application is complete; grants approval to the modification/waiver checklist; and grants approval of this project to Mr. and Mrs. Mulherin (Pond Ridge Acre Subdivision).*

VOTED: 5-0.

B. An application submitted by Deluca-Hoffman to construct a 2,560 square foot, two-story building with a drive-up window and a 22-space parking lot at 325 Sabattus Street. David Hediger read the Staff comments at Chairman Gosselin’s request. Jeffrey Gosselin asked the applicant for input on the application. The applicant stated that they were comfortable with the conditions of approval in the letter from Christopher J. Osterrieder, P.E., Project Engineer, Deluca-Hoffman Associates, Inc. to David Hediger, City Planner - City of Lewiston dated January 12, 2004, and that they would be happy to address any concerns that the board may have. The public portion of the meeting was opened and closed without comment. John Racine expressed concerns about traffic at the already busy intersection and asked if Staff had considered this. Lincoln Jeffers stated that the applicant’s traffic engineer as well as the city’s traffic consultant agree that there are no major traffic concerns that have not been addressed. Lucy Bisson expressed similar concerns and asked Gil Arsenault what he thought. Gil stated that Staff also had concerns, but the two traffic engineers agree that there are no major issues. Lucy Bisson also expressed concerns about increased traffic on Orange to Webster Streets. The traffic engineers felt that the roads and intersections had adequate capacity to accommodate this traffic. Staff, however, still needs a definitive number of trips per peak hour for future development purposes, but is comfortable that this number is below the 100 PCE level that would require a traffic scoping session. Jim Horn asked the applicant if they had room for any future expansion. They responded that they would have to acquire additional property to expand, but it is unlikely that they would ever expand at this location. Chairman Gosselin indicated that the applicant had answered all of the boards concerns and they were pleased to see the entrance/exit off of Orange Street vs. Sabattus Street. Jim Horn then expressed concerns that someone attempting to take a left onto Sabattus Street could be rear-ended by a speeding vehicle on Sabattus Street. He noted that vehicles tend to travel well over the speed limit in this area of town. David Hediger explained that a scoping session is not required due to the less than 100 PCE numbers. The following motion was made.

MOTION: by **Lucy Bisson**, seconded by **Tom Truchon** that the application to construct a 2,560 square foot, two-story building with a drive-up window and a 22-space parking lot at 325 Sabattus Street meets all the necessary approval criteria contained under Article XIII, Section 4 of the Zoning and Land Use Code; determines that the application is complete; grants approval to the modification/waiver checklist; and grants approval of this project to Auburn Savings and Loan subject to the following conditions:

1. A revised Site Plan is submitted to Staff indicating the location and type of buffer abutting the residential properties.
2. An agreement is reached between Auburn Savings & Loan and the City regarding the amount of traffic to be generated from the site; and
3. A revised Drainage Plan and calculations are approved by Public Services.

VOTED: 5-0.

VII. OTHER BUSINESS:

A. Discussion on Planning Board Workshop. David Hediger opened discussion. The meeting is tentatively scheduled for 5:00 p.m. the night of the next Planning Board meeting (January 26, 2004).

B. Discussion on Planning Board Schedule for 2004. Chairman Gosselin suggested moving the meetings to the 2nd and 4th Mondays of the month for 2004. This change was agreeable to the board and avoided five (5) additional holidays that would have cancelled meetings. The following motion was made.

MOTION: by **John Racine**, seconded by **Jim Horn** that the Planning Board meet on the 2nd and 4th Mondays of each month in 2004.

VOTED: 5-0 (Passed - The meetings will now be on 2nd and 4th Mondays of each month in 2004.)

C. Other business Planning Board Members may have relating to the duties of the City of Lewiston Planning Board. Brief zoning discussion.

Jim Horn excused himself for a prior obligation.

VIII. READING OF THE MINUTES: Reading of the minutes from the December 22, 2003 Planning Board Meeting.

MOTION: by **Lucy Bisson**, seconded by **Tom Truchon** that the Planning Board accept the Planning Board Minutes for December 22, 2003, as submitted.

VOTED: 3-0-1 (Lucy Bisson abstained, due to her absence at that meeting.)

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

MOTION: by **Lucy Bisson**, seconded by **Tom Truchon** to adjourn this meeting at 8:06 p.m.

VOTED: 4-0.

The next scheduled Planning Board Meeting is for Monday, January 26, 2004.

Respectfully submitted,

David R. Hediger
City Planner - City of Lewiston

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