

**CITY OF LEWISTON
PLANNING BOARD MEETING
MINUTES for August 9, 2004 - Page 1 of 4**

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 Jeffrey Gosselin.

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

Members Absent: Roger Lachapelle, John Racine, and Thomas Peters

Staff Present: David Hediger, City Planner and Eric Cousens, Land Use Inspection Officer.

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

II. ADJUSTMENTS TO THE AGENDA: None.

III. CORRESPONDENCE: Distributed at this meeting were the following items: A. An E-mail from George Merrill, Fire Department, to David Hediger in regards to 555 Sabattus Street, Maine Family Federal Credit Union and B. Correspondence from Mike Gotto, Technical Services, Inc. to David Hediger regarding two (2) responses to Fire Department Comments - Maine Family Federal Credit Union.

The following motion was made.

MOTION: by *Lucy Bisson*, seconded by *Tom Truchon* that the above correspondence and Staff comments be placed on file and read at the appropriate time.

VOTED: 6-0.

IV. HEARINGS:

A. *A proposal for the construction of a 7,716 square foot addition to the Maine Family Federal Credit Union and an 88-space parking lot at 555 Sabattus Street and the discontinuance of Farwell Street from Sabattus Street to the entrance of Maine Family Federal Credit Union.* Chairman Gosselin introduced the project. David Hediger provided a summary of his Staff Memorandum dated August 5, 2004. Chairman Gosselin asked why Farwell Street is a dead end? *Mike Gotto* from Technical Services, Inc. (TSI) explained the dead end was created in 1997 due to traffic safety concerns at Sabattus and Farwell Streets. Mr. Gotto then stated that David Jones, Director of Public Works, initiated the idea of discontinuing Farwell Street and TSI designed the site to accommodate this. The goal of the new design is to address traffic flow concerns and eliminate the existing Sabattus Street exit. The Church will utilize the lot for weekend overflow parking through an access road from the rear of the church. Lucy Bisson asked if the credit union would rent office space. Mike Gotto explained that all of the space is for the credit union use and there is no rental space. There is an agreement with Grants Bakery for the maintenance of Farwell Street. John Butler asked about the Fire Department's concerns and it was decided to open the public portion and address fire's concerns at that time.

This item was opened to the public portion in favor. There was none. There was also no opposition. General comments were then made.

George Merrill, LFD Battalion Chief explained the requirement for a 20' wide access way to enter the site with a fire truck even if there are pulled over vehicles. He then suggested a 1" raised concrete island dividing the entrance/exit traffic instead of the vegetated island. This would allow the truck to drive over the island for emergency access but still achieve the traffic flow goal of separation. A 50' outside turning radius is also possible, however the site cannot accommodate a 50' centerline radius. Break away signage was also discussed for the center island to direct traffic, but also to allow emergency access. Mike Gotto suggested that the board require TSI to work with the Fire Department on a compromise on the islands and provide breakaway signage on the raised island, if necessary.

Bob Faunce of TSI explained the buffer negotiations with neighbors. **Priscilla Fontaine**, 282 Russell Street asked if there will be additional water on her property. Mike Gotto explained that the stormwater detention planned for onsite has been engineered to ensure that there will not be more water leaving the site after the development than there is currently. Mrs. Fontaine then asked how church traffic will get to the parking lot. Mike Gotto explained the access road from the rear of the church property. John Butler asked about additional fencing or buffering along the Peters and Bolduc property lines. Bob Faunce offered to speak to the additional property owners for their buffer preference.

The public portion was closed and brought back to the Board.

Steve Morgan suggested that the sidewalk along the outside of the entrance just be striped and not raised and curbed. This would allow the Fire Department to use the space for emergencies and allow safe pedestrian flow.

The following motions were made.

MOTION: by **John Butler**, seconded by **Lucy Bisson** that the Planning Board determines the application for the construction of a two-story addition to the Maine Family Federal Credit Union and an 88-space parking lot at 555 Sabattus Street to be complete; grants approval of the modification/waiver checklist; that this application meets all of the necessary approval criteria contained under Article XIII, Section 4 of the Zoning and Land Use Code; and grants approval to the Maine Family Federal Credit Union, subject to the following conditions recommended by Staff:

1. That vehicular signage is added to the Site Plan to direct traffic through the site.
2. That the eight (8) parking spaces adjacent to Farwell Street must be striped appropriately to the dimensions of 9' x 18".
3. That street trees shown on the Site Plan along Sabattus Street have been removed due to road improvements and replaced.
4. That the Site Plan legend indicate that there are four (4) lilac trees proposed on the property, as shown on the Site Plan.
5. That bituminous curbing should be labeled on the Site Plan where proposed.
6. That a buffer be provided to the Bolducs satisfaction or a 6' stockade fence.
7. The developer satisfy the fire department access requirements.

VOTED: 6-0.

MOTION: by **Lucy Bisson**, seconded by **Tom Truchon**, that the Planning Board sends a favorable recommendation for the City Council's consideration regarding, the discontinuance of Farwell Street from Sabattus Street to the entrance of Maine Family Federal Credit Union.

VOTED: 6-0.

B. A proposal for the construction of an 11,900 square foot building to be used for bread distribution and retail sales at 24 Landry Road. Chairman Gosselin asked for a summary of the staff comments. David Hediger summarized his Staff Memorandum dated August 5, 2004. Lucy Bisson asked what brand of bread they will be distributing. Mike Gotto did not know.

The public portion was opened in support of this item, however, there was none. Traffic was discussed. The traffic is minimal and will not be an issue.

The following motion was made.

MOTION: by **John Butler**, seconded by **Lucy Bisson** that the Planning Board determines the application for the construction of an 11,900 square foot building for the George Weston Company and Cape Town Center LLC to be used for bread distribution and retail sales at 24 Landry Road to be complete; grants approval of the modification/waiver checklist; that this application meets all of the necessary approval criteria contained under Article XIII, Section 4 of the Zoning and Land Use Code; and grants approval to the George Weston Company and Cape Town Center LLC, subject to the following conditions recommended by Staff:

1. That outdoor lighting is added to the Site Plan.
2. That the dumpster location is screened.
3. That the address of the property (24 Landry Road) be added to the Site Plan.
4. That a revised Watershed Plan be submitted appropriately labeling the watershed areas.
5. That a buffer be provided along the westerly property line abutting a property in residential use or submit written acknowledgment from the impacted abutter indicating a buffer is not necessary.

VOTED: 6-0.

V. OTHER BUSINESS:

A. A review and discussion of Discovery Drive (Lot Nos. 4 and 5) buffer improvements.

Chairman Gosselin introduced the issue and stated that he would recuse himself if a motion was made due to a conflict. Greg Mitchell explained history and the progress made thus far. Mr. Mitchell and property owner **Roger Roberge** were in agreement that they will likely have a complete resolution by the next Planning Board Meeting in September.

B. A discussion with City Administrator James Bennett regarding land acquisitions/dispositions and capital expenditures. City Administrator James Bennett explained that he understands that the board has concerns with whether or not policy on the above is being followed. He then explained that the board has more than one important role, but is not involved in all roles in the process. The issue is coming up because of the more complicated economic development deals that the City has been involved in. He explained that the best way to make developers comfortable with going forward is to have a contract with the City to assure them that the City will do their part in making the deal happen. This is not violating any of the zoning and land use provisions. Chairman Gosselin explained that the board would like to see "subject to planning board review and approval" as a condition of approval on some of the City Council approvals on projects requiring Planning Board review. Mr. Bennett explained that the Planning Boards review of major projects is required, *but raising the "red flag"* as a condition of approval is not beneficial to anyone. Mr. Bennett explained that Appendix A, Article VII, section (g) and (h) are more for long term improvements /city plans, not for quick turnover economic development projects. For example a new Fire Station or land acquisition for increased green space in the Heritage Initiative is the traditional planning board role. Mr. Bennett suggested that staff propose changes to the language so the original intent is more clear. Lucy Bisson raised concerns with how the Bates Mill subdivision was handled. Mr. Bennett explained that it was consistent with the policy and standard established by the planning board, but was subject to planning board approval. Without board approval it could not have happened. Mr. Bennett then suggested that staff look at current policy and clean it up.

C. A discussion on the scheduling of Planning Board Workshops. David Hediger summarized progress on the Zoning Matrix. Also, Chris Branch would like to explain some things to the board before he resigns from the Director of Public Services position. September 13, 2004 at 4:30 was agreed to by the majority of board members for Chris Branch to speak and the second meeting in September at the same time for the zoning matrix discussion.

D. Any other business the Planning Board Members may have relating to the duties of the Board. The correspondence from Normand Boulay received by Planning & Code Enforcement on 07/23/2004 was discussed.

VI. READING OF THE MINUTES: Reading of the minutes from the June 28, 2004 and July 12, 2004 meetings.

- JUNE 28, 2004:

The following motion was made:

MOTION: by **Lucy Bisson**, seconded by **Tom Truchon** that the Planning Board accept the Planning Board Minutes dated June 28, 2004, as submitted.

VOTED: 6-0.

JULY 12, 2004:

The following motion was made.

MOTION: by **Lucy Bisson**, seconded by **John Butler** that the Planning Board accept the Planning Board Minutes dated July 12, 2004, as submitted.

VOTED: 6-0.

VII. ADJOURNMENT: This meeting adjourned at 9:50 p.m. The next regularly scheduled Planning Board Meeting is for Monday, September 13, 2004.

Respectfully submitted,

Roger Lachapelle,
Planning Board Member & Secretary

DMC:dmc

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