

**CITY OF LEWISTON  
PLANNING BOARD MEETING  
MINUTES for July 18, 2005 - Page 1 of 6**

**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, Tom Truchon, John Racine, Stephen Morgan, and Jonathan Earle.

**Members Absent:** Roger Lachapelle and Jim Horn.

**Associate Member Absent:** Tom Peters.

**Staff Present:** Gil Arsenault, Director of Planning & Code Enforcement; David Hediger, City Planner; Eric Cousens, Land Use Inspection Officer; and Doreen Christ, Administrative Secretary of Planning & Code Enforcement.

**II. ADJUSTMENTS TO THE AGENDA:** None.

**III. CORRESPONDENCE:** Staff Memorandum from Eric Cousens, Land Use Inspection Officer and Gil Arsenault, Director of Planning & Code Enforcement dated July 13, 2005.

**IV. HEARINGS:**

*Out of sequence to the Agenda, Sub-Item D. was heard first.*

**D. A proposal for an eight- (8-) lot, residential subdivision located at 669 Old Greene Road/52 No Name Pond Road.** Gil Arsenault briefly summarized this request to the Board.

Present at this meeting were **Roger Richard** on behalf of **Gregory** and **Jane McMorrow**, along with an abutting neighbor, **David Footer**.

This application has been submitted to subdivide the above parcel into eight (8), single-family house lots.

Gil Arsenault stated that due to some last minute items that need to be reviewed, Roger Richard is requesting a tabling of this item until the next Planning Board Meeting. There were no objections from the Board. Therefore, there was a brief discussion as to the scheduling of the next Planning Board Meeting date.

The following motion was made.

**MOTION:** by **Jeffrey Gosselin**, seconded by **John Racine** to schedule the next Planning Board Meeting date for Monday, August 8, 2005.

**VOTED:** 5-0 (Passed).

The following motion was then made to amend the above motion.

**MOTION:** by **John Racine**, seconded by **Stephen Morgan** that the Planning Board, at the request of the applicant, Roger Richard, table this item for the next regularly scheduled Planning Board Meeting to be held on Monday, August 8, 2005.

**VOTED:** 5-0 (Passed).

*The remainder of the items were heard, in accordance with the Agenda listing.*

**A. A proposed Amendment to the City of Lewiston Zoning and Land Use Code, Article XII, Section 16 (b)(2)(b) to allow institutional signs in non-residential districts to project more than twenty-five (25) feet above adjacent grade.** Eric Cousens presented this item to the Board by reading this portion of the Staff Memorandum dated July 13, 2005.

Eric Cousens stated that, at Library Director **Rick Speer's** request, changes were made. The signs will be changed seasonally. These changes allow institutional signs in non-residential districts to project more than 25 feet above sidewalks.

This item was opened to the public for those in support and then for those in opposition. There being none for either support or opposition, this item was then closed to the public portion and brought back to the Board.

This is mostly a single-purpose amendment to basically allow a banner to project more than 25 feet. This request is for an insignificant sign and has been requested to look for sign provisions and guidelines.

The following motion was made.

**MOTION:** by *Steve Morgan*, seconded by *Tom Truchon* that the Planning Board send a favorable recommendation to the City Council on the amendment to the City of Lewiston Zoning and Land Use Code, Article XII, Section 16(b)(2)(b) to allow wall-mounted banner signs for institutional uses in non-residential zoning districts to project more than 25 feet above the adjacent grade.

**VOTED:** 5-0 (Passed).

**B.** A proposal to construct an 18,000 square foot office building at 420 Main Street. Gil Arsenault presented this item and read this portion of the Staff Memorandum dated July 13, 2005.

This application has been submitted to construct an 18,000 square foot, three- (3-) story professional office building. This lot is currently vacant land, with the exception of a single-family home located to the rear of the lot on Whipple Street. The main access is from the rear property.

No specific tenants have been identified.

The proposed 18,000 square foot building requires 60 parking spaces, of which, there are 61 proposed. Three (3) handicapped parking spaces are required. One of these spaces must be van accessible. The Site Plan currently indicates two (2) handicapped spaces, of which each, is van accessible. The plan needs to be changed to provide a third handicapped accessible space with a 5' access isle.

This parcel of land is in both the Community Business (CB) and the Neighborhood Conservation "B" (NCB) District.

There were a number of modifications, which have been requested. Staff is in support of these modifications, which are listed in the Staff Memorandum dated July 13, 2005. Other concerns raised, are as follows and need to be reflected on the Site Plan: 1. The required installation of street trees and landscaping, 2. Location of the CB and NCB Districts, 3. The maximum building height, 4. A note indicating the two- (2-) year expiration of approval provisions; 5. Lighting, 6. The front walkway from Main Street, and 7. An approval signature block..

There are no concerns from both the Police and Fire Departments. Eric Cousens stated that Mike LePage had done a preliminary review of the storm drainage. The drainage has been reviewed to Public Services satisfaction.

Gil Arsenault stated that traffic was not specifically addressed, only by a waiver and commented that Staff does not believe this project will generate 100 or more passenger car equivalents at the peak hour.

Present at this meeting were the applicant, *Jean Dupuis*, *Arthur Montana* from A.R.C.C. Land Surveyors, Inc., and *Norm Chamberlain* from Taylor Engineering Associates.

Arthur Montana stated that a survey has been done by another surveyor. There are two (2) curb cuts on Main Street and 3-4 on Whipple Street. The lot ratio is 75 percent. Modifications are requested for yard setback and building (from 30' to 21' to reduce the front setback on Main and Whipple Streets, the side from 20' to 10' to reduce the side setback, the front yard from 15' to reduce the yard along Whipple Street to 10.5', and side yard from 10' to reduce the side yard to approximately 2'.

Drainage was addressed by Norm Chamberlain. There will be a six (6) foot stockade fence on the rear boundary of where it is residential. The parking lot will be located down a couple of feet with a retaining wall. An underground retention system will be provided. The plan is to use the interceptor along the cemetery to manage the peak.

Jean Dupuis stated that the appearance of the building has not been cast in stone. This is currently an empty lot located beside 436 Main Street (New Beginnings).

This item was then opened to the public in support. There was none present. This item was then opened to the public for those in opposition. Again, there were none present. This item was then brought back to the Board.

Tom Truchon asked if all the abutters were notified. The response was "Yes". Eric Cousens stated that one (1) abutter was concerned with his garden area.

The following motion was made.

**MOTION:** by **John Racine**, seconded by **Steve Morgan** that the Planning Board determines the application for the Jean Dupuis Office Building (an 18,000 square foot professional office building) at 420 Main 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 Jean Dupuis, including the stormwater issues.

**VOTED:** 5-0 (Passed).

**C. A proposal to renovate Bates Mill - Mill No. 2 Storehouse and Mill No. 6 and associated traffic.** Gil Arsenault presented this item and read this portion of the Staff Memorandum dated July 13, 2005.

This application was submitted by Stephen Myers of Platz Associates on behalf of Bates Mill LLC & Mill 3 Development Company LLC to renovate the Bates Mill No. 2 Storehouse located at 36 Chestnut Street and Mill No. 6 located at 70 Lincoln Street and associated traffic and was brought to the Planning Board because of the traffic issue.

The Mill No. 2 Storehouse is a four- (4-) story structure. The first floor is proposed to contain a restaurant. The upper floors to this building will be occupied by telecommunications, backroom operations, or offices.

Mill No. 6 is a three- (3-) story structure. The first floor of Mill No. 6 is proposed to house a restaurant and fitness center, Androscoggin Savings Bank will occupy its' second floor for backroom operations, and the third floor is proposed to be offices. 223 spaces are needed for parking.

This project requires a traffic movement permit, due to the result of increased traffic from the reuses of these mill buildings. A traffic study was completed by Gorrill-Palmer Consulting Engineers, Inc. Due to the proposed reuse, it is forecasted to generate 162 trip ends, 373 trip ends, and 411 trips ends for the AM, PM, and Saturday peak hours. Gorrill-Palmer's recommendations are, as follows: 1. Provide a lead protected phase for the westbound traffic on Chestnut Street at Canal Street to clear left-turning traffic. 2. The City may wish to investigate the Ash Street approach to Canal Street. The Police Dept. Staff has recommended the installation of a stop sign at this intersection. The installation of two (2) stop signs at this intersection has been recommended. 3. Narrow the northbound Lincoln Street travel lane over the Cross Canal No. 1 bridge adjacent to Mill Street at its intersection with Lincoln Street with paint. 4. Extend the stop bar for Mill Street at Lincoln Street to the extent of the paint.

A traffic scoping session was conducted, along with a peer review.

Public Services has recommended that erosion control measures be addressed for Mill No. 6.

The applicant, **Steve Myers** of Platz Associates, was present at this meeting, representing the owners of the two (2) properties.

Steve Myers showed the Board the location of the project on his plan. There are no changes to the site. The north side has been completed, along with Mill Street. Chestnut Street is in the process of being completed. Mill No. 6 is at the corner of Cross Canal. The state has been doing the Lincoln Street improvements. The only changes being done to the site of Mill No. 6 is a sidewalk and an opening for a side entrance to the building. The City is obligated to provide parking and rent to the tenants at Mill No. 2. Davinci's Restaurant will be moving to Mill No. 6. There will be a surface parking lot provided across from F.X. Marcotte.

This item was then opened to the public for those in support of this project and then to those in opposition. There was no public in attendance for this item, for or against; therefore, this item was brought back to the Board and the following motion was made.

**MOTION:** by **Steve Morgan**, seconded by **John Racine** that the Planning Board determines the application for the Bates Mill (renovations to the Mill No 2 Storehouse and Mill No. 6 and associated traffic) at 36 Chestnut Street and 70 Lincoln 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 Bates Mill LLC & Mill 3 Development Co., LLC, subject to traffic conditions.

**VOTED:** 5-0 (Passed).

**E. An amendment to the Latulippe Development to subdivide Lot No. 9 into two (2) lots at 8 East Merrill Road.** Eric Cousens presented this item to the Board by reading this portion of the Staff Memorandum dated July 13, 2005.

This application was brought to this Board by **Rick Valentine** of Surveyworks, Inc. on behalf of Bill Plourde. The amendment to the Latulippe Development Subdivision will divide Lot No. 9 into two (2), single-family house lots. The proposal is to split the lot so that a front lot will retain the required frontage off of East Merrill Road and a rear lot will gain its frontage from a proposed right-of-way (R.O.W.). The Latulippe Development Subdivision contains a total of nine (9) lots. This current proposal will create a tenth lot, containing Lots 9A and 9B. Lot 9A will be approximately 5.6 acres and Lot 9B will be approximately 4.38 acres.

There were no comments received from Public Services. The Fire Department is requiring that any driveway over 150 feet in length be constructed with a 20 foot wide travel surface and a turnaround at the end. There were no concerns from the Police Department.

**Bill Plourde** was present at this meeting.

This item was opened to the public for those in support. There were none. This item was then opened to the public for those in opposition. There were none. This item was then brought back to the Board for deliberation or a motion.

The following motion was made.

**MOTION:** by **Tom Truchon**, seconded by **John Racine** that the Planning Board determines the application for the Latulippe Development Subdivision (an amendment to divide Lot No. 9 into two-single family house lots) at 8 East Merrill 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, Sections 4 and 5 of the Zoning and Land Use Code; and grants approval to Bill Plourde, subject to any concerns raised by the Board or Staff.

**VOTED:** 5-0 (Passed).

**V. OTHER BUSINESS:**

**A. A discussion on the discontinuance and disposition of a portion of South Lisbon Street near 25 South Lisbon Street.** This item was presented by Gil Arsenault. As stated in the Staff Memorandum from Assistant City Administrator Gregory Mitchell, this property includes a 1,800 SF, single-story warehouse. The property line is located in the middle of the warehouse, which effectively places the structure half in the street ROW and half on their property.

The request is to create a parcel large enough for the warehouse to be located on its own parcel, therefore discontinuing a 2,238 SF portion of one side of South Lisbon Road. The odd shape of the street discontinuance matches the current shape of the parcel and maintains a 50 foot ROW to support the long-term transportation needs of this area of the City. The property owner has agreed to pay a one-time amount of \$8,000 to compensate the value for the area of the street discontinuance. Investment for this property

includes the elimination of three (3) garage doors to improve traffic safety for vehicles entering and exiting this site, expansion of the building to the rear for office space and a bathroom area, and connection to water/sewer utilities. This item will be going before the Staff Review Committee (S.R.C.), if approved by this Board. There were some issues with the land.

The following motion was made.

**MOTION:** by **Tom Truchon**, seconded by **Steve Morgan** that the Planning Board send a favorable recommendation to the City Council to discontinue and dispose of a small portion of South Lisbon Street near 25 South Lisbon Street to Miracle Drywall.

**VOTED:** 5-0 (Passed).

**B. A discussion regarding a “de minimus” change to the Brookside View Estates**

**Subdivision.** Eric Cousens presented this item to the Board. He stated that the request is being made by Technical Services, Inc. Revised plans have been submitted.

The “de minimus” change includes adjusting the sizes of two (2) lots by including small portions of the open space within the lots. These changes will affect Lots 22 and 10. 50 feet of road frontage is being added to each of these lots. The size of the drainage easement is also being proposed to be reduced on Lots 20 and 21.

The total area within the lots will be increased from 22.19 acres to 22.70 acres. The open space area will be reduced from 36.14 to 35.63 acres.

In closing, Eric Cousens stated that this item will be going before the City Council at tomorrow nights meeting (07/19/2005) for City acceptance.

The following motion was made.

**MOTION:** by **Tom Truchon**, seconded by **Steve Morgan** that the Planning Board determines the changes on the revised plan submitted are minor in nature and approve the change as being “de minimus” in accordance with Article XIII, Section 3(k) of the Zoning and Land Use Code..

**VOTED:** 5-0 (Passed).

**C. Any other business the Planning Board Members may have relating to the duties of the Board.**

David Hediger stated that there is a need for the Planning Board to meet on Monday, August 8, 2005. There is a convenience store proposal. This proposal will require a traffic study on Lisbon Street to reduce the current four (4) lanes to three (3) or increase the lanes to five (5). A complete application has already been submitted. This application has been reviewed by all three (3) departments. The traffic issue has not been resolved. The applicant is eager to go. There was a meeting held today, 07/18/2005. There will be a massive abutter mailing for a Neighborhood Meeting sometime during the first week of August 2005. The massive mailing will include the Alfred A. Plourde Parkway to Lisbon Street. David Hediger stated that the road can accommodate this traffic with three (3) lanes. This is not a City initiative. It is a Technical Services, Inc. project. Jeffrey Gosselin asked, “What is the City’s perception on how the public will handle this?” The response was that this will require a City Council policy change. There are 15,000 vehicles per day. Gorrill-Palmer was at the meeting held earlier today. Gil Arsenault commented that this will be a fast-track project. Anything over 100 trips per day requires a traffic study. The length of area of Lisbon Street has not been determined yet. This is going to the City Council on August 9, 2005.

Other items to be included on the agenda for the August 8, 2005 meeting include: 1. The Pinette Funeral Home project. 2. The discontinuance of a portion of Shawmut Street, and 3. 669 Old Greene Road/52 No Name Pond Road.

It was also mentioned that Tom Truchon is working on the Urban Design Standards. This will be provided to the City Council and also the Planning Board for discussion.

Roger Lachapelle has shown an interest to be on the Kennedy Park Master Plan Committee.

David Hediger reminded Board Members to hold on to their information for the Roger Richards project, which was tabled for the August 8, 2005 Planning Board Meeting.

**VI. READING OF THE MINUTES:** *Reading of the Draft Minutes for June 27, 2005.* These minutes were not presented at this meeting for review, therefore, they will be listed on the agenda for the August 8, 2005 Planning Board Meeting. No action was taken.

The following motion was made to adjourn this meeting.

**MOTION:** by *Steve Morgan*, seconded by *Jonathan Earle* to adjourn this meeting.

**VOTED:** 5-0 (*Passed*).

**VII. ADJOURNMENT:** This meeting adjourned at 8:10 p.m. The next regularly scheduled Planning Board Meeting is for Monday, August 8, 2005.

Respectfully submitted,

Stephen Morgan,  
Planning Board Member & Secretary

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