

CITY OF LEWISTON
STAFF REVIEW MEETING
MINUTES for February 10, 2011

- I. **ROLL CALL:** The meeting was held in the Third Floor Conference Room of City Hall and was called to order at 8:30 a.m.

Staff In Attendance: Jan Patterson, Project Engineer, Paul Ouellette, Fire Inspector, Gildace Arsenault, Director of Planning & Code, David Hediger, City Planner and Joline Boulay, Senior Principal Clerk

Staff Absent: David Chick, Sergeant of Police

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

- III. **CORRESPONDENCE:** None

- IV. **NEW BUSINESS:**

Arthur Montana, representative of ARCC Land Surveyors gave a brief overview of the the project. Arthur stated the sole intended purpose for the frontage right-of way is to create a lot in the rear of the property at 112 Old Lisbon Road.

Jan Patterson had a few concerns regarding delineations on the plan. Jan stated that the plan must show a paved apron. Note 11 & 12 reference "Hebert Lane" and it should be "Melissa Drive. Jan also stated that a note be added to the plan stating that the maintenance of the right-of-way is solely the responsibility of the lot gaining frontage from the right-of-way.

Sheri Verville, owner of 104 Old Lisbon Road was present expressing concerns regarding drainage. Arthur stated that the drainage would have no adverse effect on the property located at 104 Old Lisbon Road. Mrs. Verville stated they may plant a row of trees to create a buffer. Staff stated that a survey had been completed and survey pins should be visible.

There were no other concerns from staff.

The following motion was made:

MOTION: by Paul Ouellette to accept the application submitted by ARCC Land Surveyors, Inc. on behalf Daniel and Linda Hebert for a frontage right-of-way to create a back lot at 112 Old Lisbon Road for a single family dwelling with the following conditions:

1. Clearly delineate the 15' paved apron and show the driveway within the right-of-way.
2. Clearly delineate the erosion control measures on the property.
3. A note must be added to the plan stating the applicant will work with Public Services on the installation of a street sign upon any building permits being issued.

4. A note must be added to the plan stating that the maintenance of the right-of-way is solely the responsibility of the lot gaining frontage from the right-of-way.
5. Clearly delineate the sight distance from driveway along Old Lisbon Road.
6. Driveway must be a minimum of 20' wide and gravel 20" in depth. The plan must reflect that.
7. A note must be added to the plan that the driveway extending off the right-of-way must be 20 feet wide and provide a turnaround within 50' of the dwelling unit.
8. Signature block of approval must be added to the approved plan.

Second by Jan Patterson.

VOTED: 4-0 (Passed)

V. OTHER BUSINESS: None

VI. READING OF MINUTES:

Draft Meeting Minutes for January 13, 2011. The following motion was made.

MOTION: by **Paul Ouellette** to approve the draft minutes for January 13, 2011 as presented. Second by **Jan Patterson**.

VOTED: 4-0 (Passed)

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

MOTION: by **Jan Patterson** that this meeting adjourns at 9:05 p.m. Second by **Paul Ouellette**.

VOTED: 4-0 (Passed).

There is no scheduled meeting at this time.

Respectfully Submitted:

Joline Boulay
Senior Principal Clerk
Planning & Code Enforcement