

**CITY OF LEWISTON**  
**PLANNING BOARD WORKSHOP**  
Monday, June 9, 2014 – 5:30 P.M.  
City Council Chambers – First Floor  
Lewiston City Building  
27 Pine Street, Lewiston

## **AGENDA**

**I. ROLL CALL**

**II. ADJUSTMENTS TO THE AGENDA**

**III. CORRESPONDENCE**

**IV. PUBLIC HEARINGS:**

none

**V. OTHER BUSINESS:**

- a) Presentation and discussion with Bates College about proposed dormitories on Campus Avenue.
- b) Request for recommendation on the acquisition and disposition of 10 College Street.
- c) Staff update on wayfinding signs and Riverfront Master Plan improvements.
- d) Any other business Planning Board Members may have relating to the duties of the Lewiston Planning Board.

**VI. READING OF THE MINUTES:** Motion to adopt the April 14, 2014 and May 12, 2014 draft minutes

**VII. ADJOURNMENT**



## CITY OF LEWISTON

### Department of Planning & Code Enforcement



**TO: Planning Board**  
**FROM: David Hediger, City Planner**  
**DATE: June 5, 2014**  
**RE: June 9, 2014 Planning Board Agenda Item V(a)**

**Presentation and discussion with Bates College about proposed dormitories on Campus Avenue.**

Representatives of Bates College have asked for the opportunity to review the status of their plan to construct several dormitories on Campus Avenue, including the potential for closing a portion of Franklin Street Street.

Bates is seeking feedback from the Board the proposed plans as they work toward final submittal.

**NO ACTION NECESSARY**

**Bates College Campus Housing Project**  
**June 09, 2014**  
**City Planning Workshop**  
**5:30 PM**

## **AGENDA**

### **1. Project Introduction**

- Bates College (Lewiston, ME)
- Architect: Ann Beha Architects (Boston, MA)
- 55 & 65 Campus Avenue Housing
  - 230-260 student beds plus Retail Commons functions (Campus Store and Office Services)
  - 98,000 GSF total in two (2), 4-story buildings
  - Project site is bound by Campus Avenue to the north, Bardwell Street to the west and Central Avenue to the east
  - Start of construction: September 2014
  - Occupation date: August 2016
  - Key landscape features: campus green, paved terraces, Franklin Walk, neck-downs at Campus Avenue crossings, rain gardens
  - Building footprints, combined: 23,875 GSF
  - Zoning: Institutional Office
  - Setbacks: min. 30 ft front setback, min. 20 ft side/rear setbacks; min. 10 ft front/side/rear yards
  - Net change, off-street parking
  - Net change, on-street parking

### **2. Site Plan**

### **3. Landscape Plan**

### **4. Storm water & Erosion Control Plan**

### **5. Site Lighting**

- Dark sky guidelines and IES illumination standards
- Lighting for wayfinding and as necessary to achieve code for safety and security.
- Campus standard pole mount lighting along roadways outside of ROW (Bardwell St., Franklin St., Central Ave, and Campus Ave.), pathways and within the parking lot.
- Full cutoff luminaires for parking areas.
- Building-mounted lighting at entries and walkways will be controlled by a building management system or photocell and may also be reduced or turned off during periods of non-use to conserve energy.
- Target illumination on stair treads 10fc





# CITY OF LEWISTON



## Department of Planning & Code Enforcement

**TO: Planning Board**  
**FROM: David Hediger, City Planner**  
**DATE: June 5, 2014**  
**RE: June 9, 2014 Planning Board Agenda Item V(b)**

### **Acquisition/disposition of 10 College Street**

Pursuant to Article VII, Section 4(h) of the Zoning and Land Use Code, the board shall review and make a recommendation to the city council with regard to the acquisition and disposition of all public ways, lands, buildings and other municipal facilities.

The property at 10 College Street is a vacant lot of approximately 3,920 square feet with 55' of frontage located in the Downtown Residential (DR) district. It is owned by Deutsche Bank AG, New York. On March 20, 2012 the City Council took action against Deutsche Bank AG, New York condemning the multifamily structure. On June 8, 2012 the City began the process of demolishing the structure. The City has since received \$38,000 payment for back taxes, utilities, demolitions costs and attorney's fees.

The attorney representing Deutsche Bank AG, New York recently contacted the city attorney inquiring whether the City would be interested acquiring the property for \$1.00. Administration and various staff departments have no expressed or no concerns acquiring the property.

Should the City acquire said property, staff recommends the property be sold pursuant to the City's Property Disposition Policy. The property is nonconforming with respect to the minimum lot size of 5,000 SF in the DR district; therefore, it is undevelopable as single lot (without obtaining a variance from the Board of Appeals, an unlikely outcome). Therefore, this lot of most value to an abutting property. In addition, Public Works has noted there is an 1865 document that identifies the centerline of the 4' diameter brick and stone sewer crossing the property, but it does not identify a width of the easement within the document. Therefore, should the property be sold, Public Works recommends an easement be described as being 15' wide on either side of the sewer line, which may limit the use of the parcel to surface parking only or green space.

### **ACTIONS NECESSARY:**

1. Make a motion pursuant to Article VII, Section 4(h) of the Zoning and Land Use Code to send a favorable recommendation to the City Council for the acquisition



**From:** David W. Merritt [<mailto:dmerritt@houser-law.com>]  
**Sent:** Thursday, May 29, 2014 4:24 PM  
**To:** Anne M. Torregrossa  
**Subject:** RE: 10 College

Yes.

David W. Merritt  
Attorney

**H O U S E R**

& ALLISON, APC

45 School Street, 2<sup>nd</sup> Flr

Boston, MA 02108

P: (617) 371-0922 F: (617) 371-0923

[www.houser-law.com](http://www.houser-law.com)

Offices in Orange, Los Angeles, & San Diego Counties,

Boston, Las Vegas, Newark, New York, Phoenix, Portland, Seattle & Twin Cities.

Admitted to Practice in Massachusetts.

This electronic message contains information from the law firm of Houser & Allison, APC. The contents may be privileged and confidential and are intended for the use of the intended addressee(s) only. If you are not an intended addressee, note that any disclosure, copying, distribution, or use of the contents of this message is prohibited. If you have received this e-mail in error, please contact me at [dmerritt@houser-law.com](mailto:dmerritt@houser-law.com).

**From:** Anne M. Torregrossa [<mailto:ATorregrossa@brannlaw.com>]  
**Sent:** Thursday, May 29, 2014 4:24 PM  
**To:** David W. Merritt  
**Subject:** RE: 10 College

Is "nominal" a dollar?

**From:** David W. Merritt [<mailto:dmerritt@houser-law.com>]  
**Sent:** Thursday, May 29, 2014 8:28 AM  
**To:** Anne M. Torregrossa  
**Subject:** 10 College

Hi Anne:

I have received approval from my client to deed the property over to the City for nominal consideration.

To make this happen, I will need to have the name of the grantee for the deed. Because this is a nominal deed transfer I don't think a P&S is necessary.

For now, I am going to get in touch with the folks who handle conveyancing on behalf of my client and give them your contact information to finalize the transfer.

Thanks,

David W. Merritt  
Attorney

**H O U S E R**

& ALLISON, APC

# PROPERTY DISPOSITION

## 1.0 Purpose

The purpose of this Policy is to provide guidelines for City staff to follow in handling and processing real property in the City's possession which is considered excess to the City's needs.

## 2.0 Policy

It is the City's policy to periodically review real property in the City's possession to determine whether retention, sale, or lease of such property is in the best interest of the City and to respond in a timely fashion to requests from private parties seeking to purchase or lease such property.

## 3.0 Determination of Willingness to Sell or Lease City-Owned Property

### 3.1 City Initiated Sale or Lease

- 3.1.1 The Planning and Code Department of the City will periodically review real property currently owned by the City but not in active use for municipal purposes to determine whether these properties should be retained or considered for sale or lease. Once properties have been identified for which there is no current City use, the Department will notify the City Administrator.
- 3.1.2 The City Administrator will then notify all Department Heads of the property or properties being considered for sale and offer them the opportunity to indicate any potential use or need their department might have for the property, including its potential for land banking against future uses.
- 3.1.3 After consideration of the responses of the various Departments, the Administrator will make a determination if the property should be declared surplus or retained for potential future use.

### 3.2 Private Sector Request to Purchase or Lease

- 3.2.1 All requests from the private sector for the purchase or lease of City property shall be directed to the City Administrator.
- 3.2.2 The Administrator shall notify all Department Heads of the request and provide them with the opportunity to identify any current or potential use which the City may have for the property.
- 3.2.3 After consideration of the responses of the various Departments, the Administrator will make a determination of whether the property should be declared surplus or retained for current or potential future use.
- 3.2.3 Once the Administrator has determined a property to be surplus, the Planning Board will be asked to review and make a recommendation on whether to proceed with its disposition. A recommendation from the Planning Board will remain valid for three years; however, should

## PROPERTY DISPOSITION

- 5.5 **Direct Negotiation.** Where alternative methods have failed to produce an acceptable sale and/or in instances where the City has been directly approached by an individual or organization with a proposal that matches or exceeds the City's expectations for development on the parcel, the City may entertain direct negotiations with a private party who expresses interest in purchasing a property.
- 5.6 The City Administrator shall recommend to the City Council the disposition method or methods to be used at the time the Council is asked to approve disposition of the property.

### 6.0 Council Approval of Disposition

- 6.1 The final decision to accept a bid, proposal, or offer to purchase City-owned property must be made by the City Council.
- 6.2 The normal process for transferring a city-owned property will be by way of municipal quitclaim deed. Warranty deeds may be approved in instances where such action is recommended by the City Administrator for good and reasonable cause.



## CITY OF LEWISTON

### Department of Planning & Code Enforcement



**TO: Planning Board**  
**FROM: David Hediger, City Planner**  
**DATE: June 5, 2014**  
**RE: June 9, 2014 Planning Board Agenda Item V(c)**

#### **Staff update on wayfinding signs and Riverfront Master Plan improvements.**

**Wayfinding signs:** staff is working with City of Auburn staff to develop a request for proposals for the construction and installation of wayfinding signage in both communities. The intent of this signage is to assist visitors to our community in finding their way to key locations, including our downtown and riverfront. The signage system was designed in conjunction with the City of Auburn and the Androscoggin Land Trust and benefited from grants received by the Land Trust to undertake the work. Staff will provide an update of implementation efforts including the request for proposals process and the need for an overall policy to guide its implementation.

**Riverfront Master Plan:** last time an update was provided on improvements related to the riverfront, staff heard from both the City Council and Planning Board a desire for water access and the amphitheater improvements to be made. With the water access designed and permitted, staff is looking for suggestions on the amphitheater and next steps and will provide update on the overall project.

**NO ACTION NECESSARY**

## **Wayfinding Sign Policy Draft 06.05.14**

### **Purpose**

The purpose of this policy is to outline the criteria needed to implement wayfinding signage in the city of Lewiston.

### **Objective**

The objective of this program is to encourage and invite the local community and also tourist to explore the city of Lewiston through the implementation of wayfinding signs. Wayfinding signs can increase pedestrian and vehicle navigability as well as acting as a marketing tool for attractions. In the city of Lewiston the signs will help direct individuals whether in a car or on foot through both pedestrian signs and signage suitable for drivers. In order to accomplish this there needs to be a design plan, standards, and a method of inclusion of what is allowed on the signs.

### **Initial Policy**

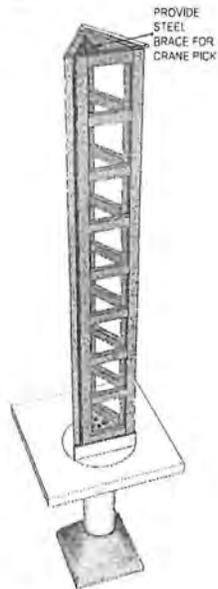
Initially, to gain recognition in the community, the City may want a simple policy of what to include as well as their placement. Due to the complexity of deciding what should be included or not included, as discussed in the next section, an initial simpler wayfinding sign policy may be implemented before moving forward with the more in depth policy of inclusion.

- 1) Inclusion
  - a. Municipal Properties or Agencies
    - i. Parks
    - ii. Police
    - iii. Hospitals
    - iv. Schools
    - v. City Hall
    - vi. Bus Station
    - vii. Parking
    - viii. Library
  - b. Districts
    - i. Riverfront
    - ii. Downtown/Centreville
- 2) Placement
  - a. Most studies and examples suggest 3 to 5 places per sign
- 3) Upkeep
  - a. This will be the responsibility of the city of Lewiston

- 6) Educational and non-profit institutions can be added only if such institution is willing to negotiate a fee structure for the signage.
- 7) Some communities do not have individual business names on them and instead refers to them as, food service, historic village area, lodging, camping, vehicular fuel, shopping, public parking, parks, performance venues, hiking or walking trails, boating access, museums, etc.
- 8) Criteria to consider for uses/attractions uses:
  - a. The operation must be open to the general public,
  - b. The operation must be open to the public at least (X) consecutive weeks per year.
  - c. The operation must be open at least five days a week during its operating season.
  - d. The operation must advertise its location, operating season, hours, and contact information in public material available locally.
  - e. Has an attendance of (X) per year or more, and can provide validated statements of this attendance. An attraction must be able to provide basic needs to the public such as: first floor handicap access.
  - f. Attractions must maintain, at a minimum, typical 9 a.m. – 5 p.m. business hours, with the exception of non-profit event and performance/sporting event venues that meet attendance criteria.
  - g. An attraction must be open to the general public for eight consecutive months of the year. An eligible attraction may only use one primary name or brand name to identify itself on a vehicular directional sign and will be subject to the use of the designated fonts.
  - h. Public/private higher educational facilities that provide accredited degree programs will be permitted as an attraction on wayfinding signs, wherein they meet a local enrollment requirement of (X) students per year.
  - i. Public maintained parks and outdoor public spaces will be considered an attraction if they offer free public performances, visitor information, or host free publicly-attended and organized events.



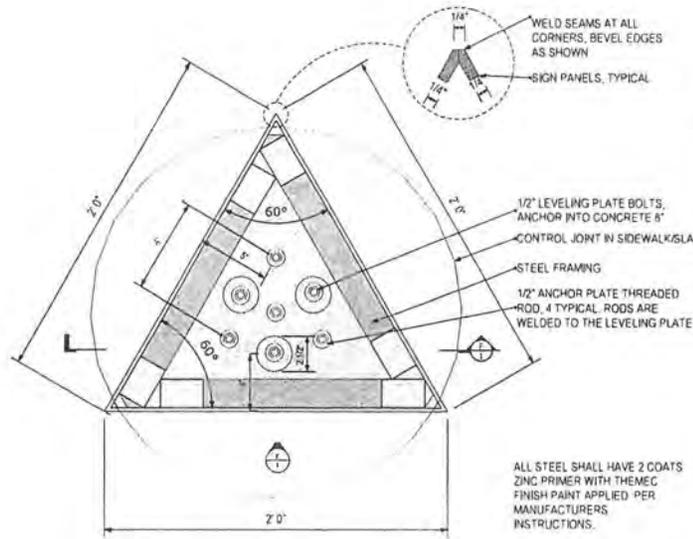
**A**  
1  
COMPLETED SIGN  
1/8" = 1'-0"



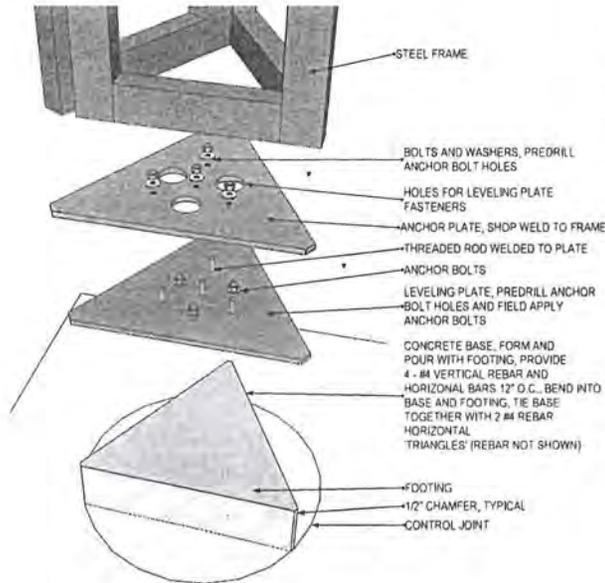
**B**  
1  
FRAME AND BASE  
1/8" = 1'-0"



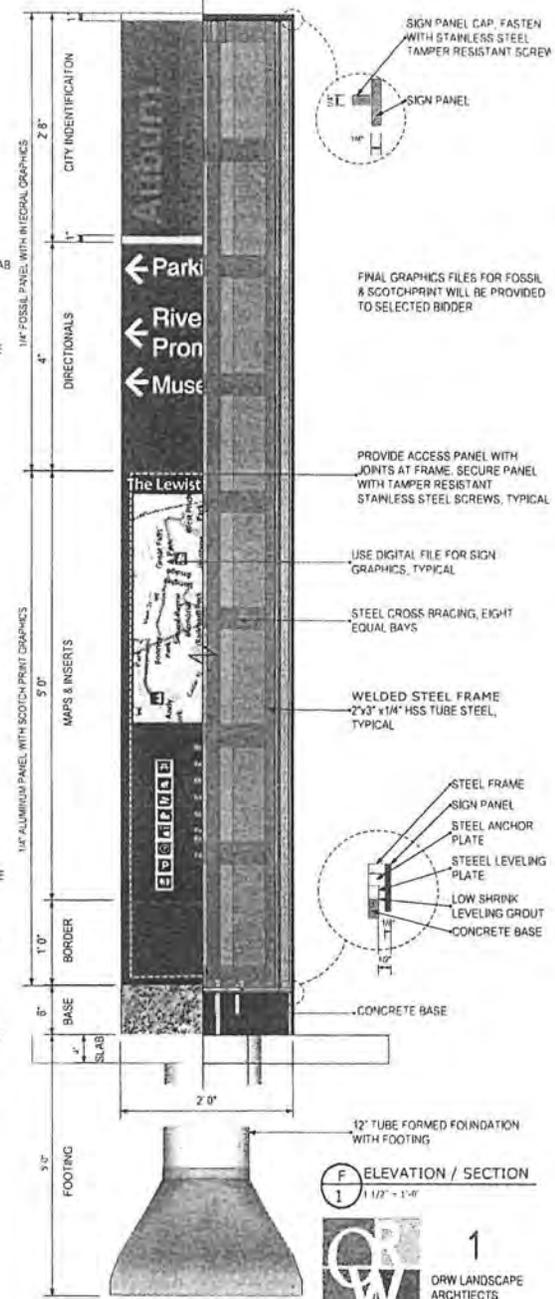
**C**  
1  
EXPLODED ASSEMBLY  
1/8" = 1'-0"



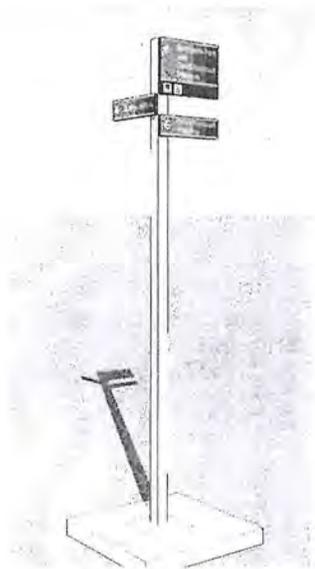
**D**  
1  
PLAN  
1/8" = 1'-0"



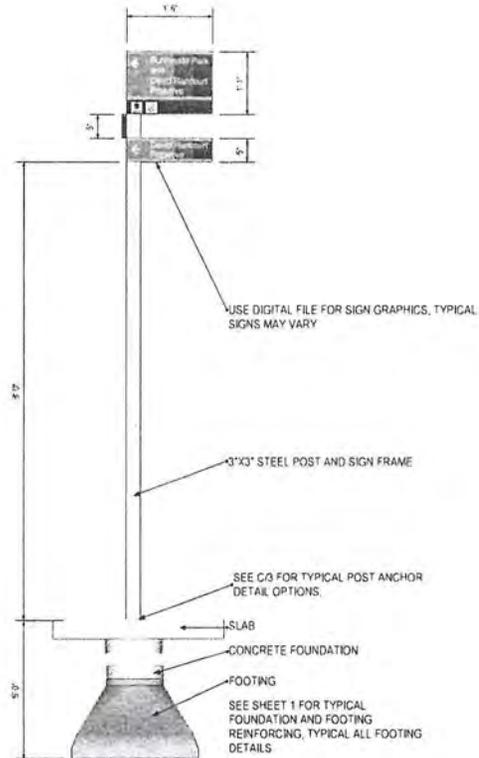
**E**  
1  
ENLARGED EXPLODED ASSEMBLY  
1/8" = 1'-0"



**F**  
1  
ELEVATION / SECTION  
1/8" = 1'-0"



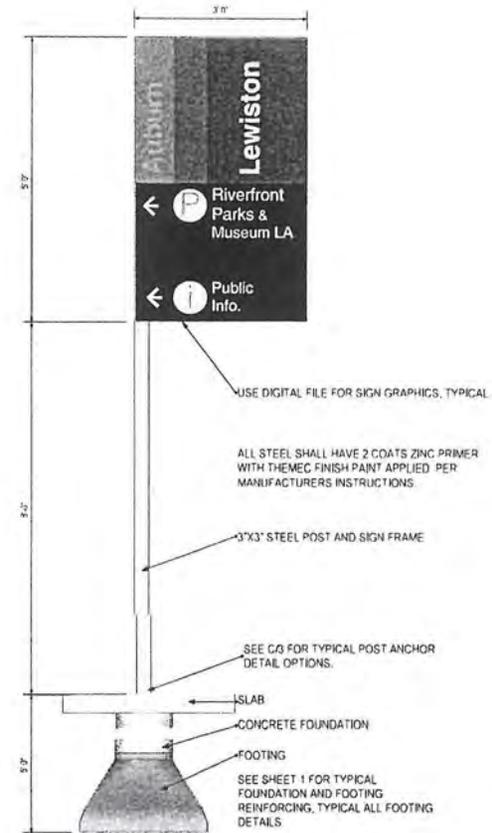
**A** COMPLETED SIGN  
4 NTS



**B** ELEVATION  
4 1/2" x 1'-0"



**C** COMPLETED SIGN  
4 NTS



**D** ELEVATION  
4 1/2" x 1'-0"

PLANT SCHEDULE - BASE SCOPE						
KEY	QTY	BOTANICAL NAME	COMMON NAME	SIZE	ROOT	COMMENTS
<b>LARGE CANOPY TREES - STANDARD</b>						
AS	15	ACER SACCHARUM	SUGAR MAPLE	3-3.5" CAL	B&B	
CS	15	CELTIS OCCIDENTALIS	COMMON HACKBERRY	3-3.5" CAL	B&B	
QB	18	QUERCUS BICOLOR	SWAMP WHITE OAK	3-3.5" CAL	B&B	
QR	15	QUERCUS RUBRA	NORTHERN RED OAK	4-4.5" CAL	B&B	
UA	17	ULMUS 'ACCOLADE'	ACCOLADE ELM	3-3.5" CAL	B&B	
<b>EVERGREEN TREES</b>						
PS	15	PINUS STROBUS	EASTERN WHITE PINE	14-16' HT	B&B	
<b>SHRUBS</b>						
HA	40	HAMAMELIS 'ARNOLD PROMISE'	ARNOLD PROMISE WITCHHAZEL	5-6' HT	B&B	
TH	57	TAXUS MEDIA HICKSII	HICKS YEW	3' HT	B&B	
<b>RAIN GARDEN</b>						
NS	7	NYSSA SYLVATICA	BLACK GUM	3-3.5" CAL	B&B	
CP	11,650	CAREX PENNSYLVANICA	PENNSYLVANIA SEDGE	PLUG	CONT	RC 4800SF TOTAL
PA	12,400	POLYSTICHUM ACROSTICHODES	CHRISTMAS FERN	PLUG	CONT	ALSO IN SMALL BEDS ON CAMPUS AVE

**PLANTING NOTES:**

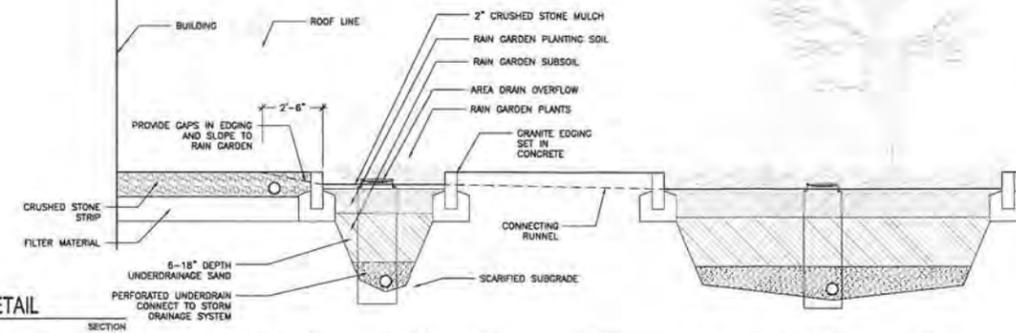
- LANDSCAPE ARCHITECT SHALL STAKE ALL TREES AND SHRUB LOCATIONS IN THE FIELD WITH THE SITE SUPER TO ADVISE ON UTILITY LOCATIONS. THIS SHALL BE PERFORMED PRIOR TO THE TREES AND SHRUBS ARRIVING ON SITE.
- LAWN AREAS SHALL BE SOODED.
- NURSERY SOURCES: TREES SHALL BE SOURCED FROM THE FOLLOWING NURSERIES: HALKA NURSERY, MILLSTONE TOWNSHIP PA; HAMMILL NURSERY, HONEY BROOK PA; MOON NURSERY, CHESAPEAKE CITY MD. ANY OTHER SOURCES MUST BE APPROVED BY THE LANDSCAPE ARCHITECT.
- HERBACEOUS RAIN GARDEN PLANTS SHALL BE LANDSCAPE PLUGS BY NORTH CREEK NURSERIES, LANDBERG, PA 610 255-0100. HERBACEOUS PLUGS ARE MOST EFFICIENTLY INSTALLED WITH A 2" DRILL BIT TO EXCAVATE HOLES.
- IF THERE IS A DISCREPANCY BETWEEN THE QUANTITY OF PLANTS SCHEDULED AND THE QUANTITY OF PLANTS DRAWN, THEN THE QUANTITY OF PLANTS DRAWN SHALL DETERMINE FINAL QUANTITIES.
- PROVIDE 8 PERCOLATION TESTS AT TREE PLANTING LOCATIONS.

**BATES COLLEGE**  
55 & 65 CAMPUS AVENUE HOUSING

LEWISTON, MAINE 04240

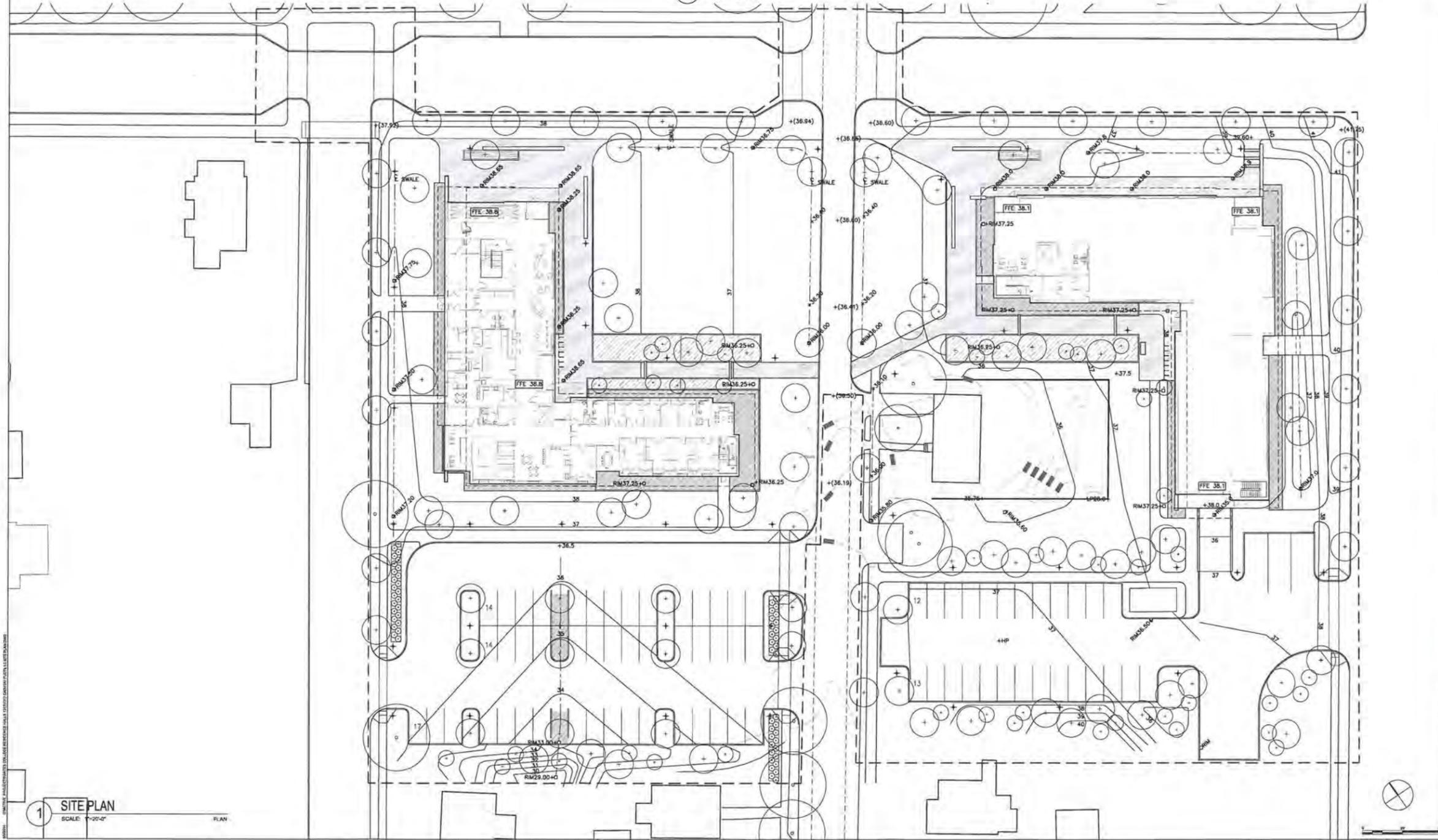
KEY PLAN

LEGEND



**2 PLANT SCHEDULE**  
SCALE: 1/32" = 1'-0"  
SCHEDULE

**3 RAIN GARDEN DETAIL**  
SCALE: 3/8" = 1'-0"  
SECTION



100% SCHEMATIC DESIGN SET

NO.	REVISION	DATE
01	XXXXXXXX	XXXXXX

**Richard Burck Associates, Inc.**  
LANDSCAPE ARCHITECTURE

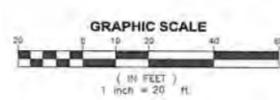
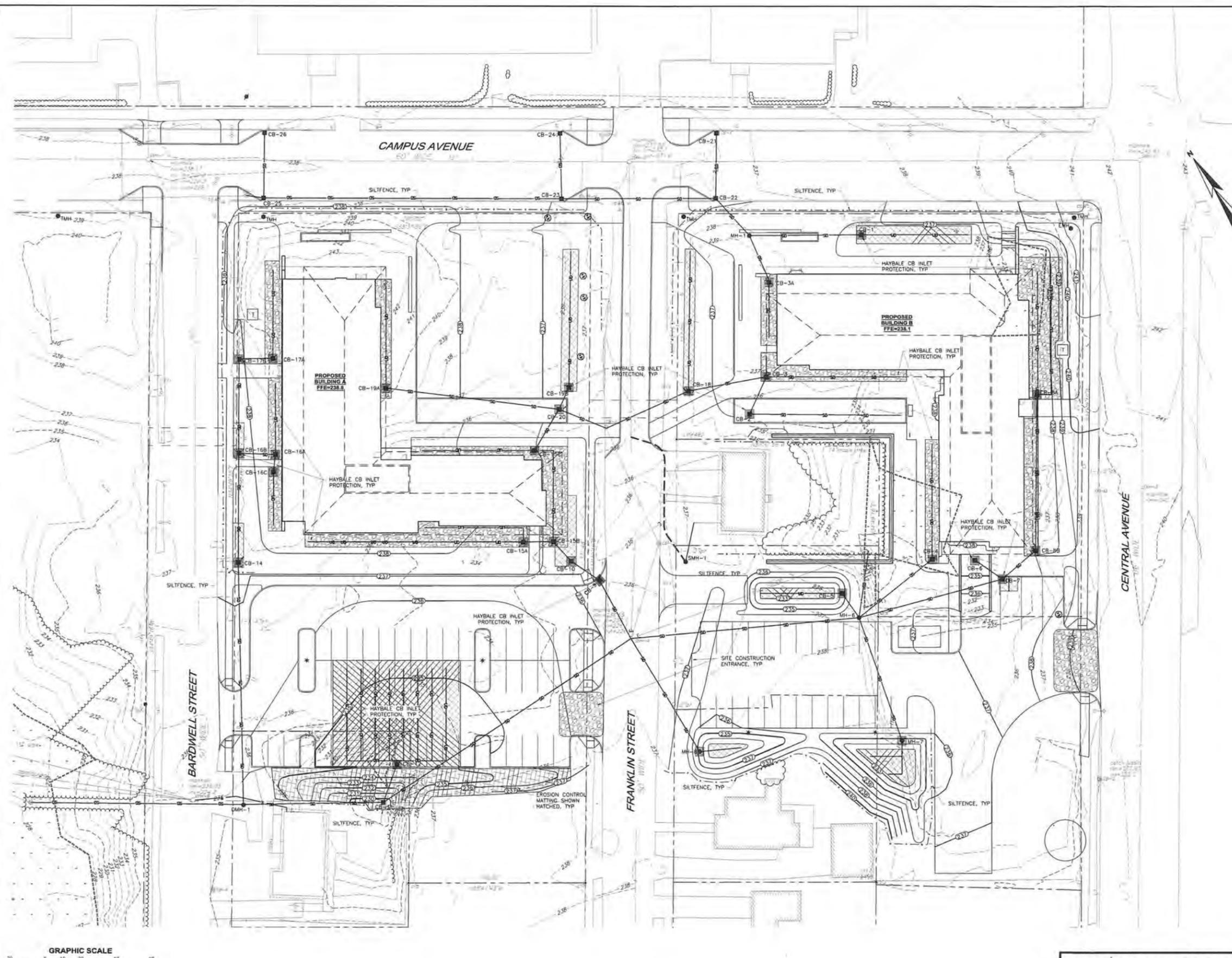
**AnnBeha Architects**  
33 Kingston Street Boston, MA 02111  
p:617.338.3000 f:617.482.9097

Job Number: 01313.01  
Project: BATES COLLEGE  
Drawn By: TM Checked By: TM  
Date: 04.21.2014  
Scale: AS NOTED  
Drawing Title: **SITE PLAN**

**L1.0**

LAST SAVED BY: MRL 6/5/2014 11:08 AM

C:\WORKS\MEL\LEWISTON\12929A-BATESCOLLEGE RESIDENCE HALL\12929A-C2.3 | 1:1 | D-DWG2907-3042 | 6/5/2014 11:53:59 AM | MRL



PLAN  
SCALE 1"=20'

**FOR PERMITTING  
PURPOSES ONLY**

**BATES COLLEGE**  
55 & 65 CAMPUS AVENUE HOUSING

LEWISTON, MAINE 04240

KEY PLAN

LEGEND

SITE PLAN REVIEW	6-5-14
DEP REVIEW	5-22-14
NO. REVISION	DATE

**WRIGHT-PIERCE**  
Engineering a Better Environment  
Offices Throughout New England  
888.621.8156 | www.wright-pierce.com



**AnnBeha Architects**  
33 Kingston Street Boston, MA 02111  
p.617.338.3000 f.617.482.9097

Job Number: 0131351  
Project: BATES COLLEGE  
Drawn By: MRL Checked By: JBN  
Date: 04.21.2014  
Scale: 1"=20'

Drawing Title:  
**SOIL EROSION &  
SEDIMENT CONTROL PLAN**

**C2.3**