

**CITY OF LEWISTON
STAFF REVIEW MEETING**

Thursday, November 13, 2014, 2014 – 9:00 A.M.
Third Floor Conference Room
Lewiston City Building
27 Pine Street, Lewiston, ME

AGENDA

- I. ROLL CALL**
- II. ADJUSTMENTS TO THE AGENDA**
- III. CORRESPONDENCE**
- VI. PUBLIC HEARINGS:**
 - A. To review an application submitted by Stoneybrook Consultants, LLC on behalf of Colonial Pine Real Estate, LLC for the construction of a 26 space parking lot at 33 Sabattus Street/ 96 Oak Street.
- V. OTHER BUSINESS:**
- VI. READING OF THE MINUTES:** No minutes available at this time.
- VII. ADJOURNMENT:**



Stoneybrook Consultants, Inc.

456 Buckfield Road
Turner, Maine 04282
(207) 514-7491 voice
(207) 514-7492 fax

November 4, 2014

David Hediger, City Planner
Department of Planning & Code Enforcement
City of Lewiston
27 Pine Street
Lewiston, ME 04240-7201

Re: Parking Lot - 33 Sabattus Street

Dear David:

On behalf of Colonial Pines Real Estate, LLC, I have attached a Development Review Application for a parking lot expansion for property at 33 Sabattus Street. The property is located at the intersection of Sabattus Street and Oak Street. This site was formerly occupied by two buildings with an associated parking lot. The buildings have been removed and the site contractor is now in the process of constructing a retaining wall, backfilling the foundation area and stabilizing the site. The applicant would like to pave the disturbed area and use the site as parking for tenants of existing buildings in this area.

The property is shown on Tax Map 195 as Lots 40 and 42. These parcels are said to contain 12,200 square feet by tax records. The property is located in the Centreville Zoning District. Commercial parking lots are a permitted use in this district. This district allows 100% of the site to be impervious and there are no required yards or setbacks. Based upon the Tax Map, the existing buildings were about 3 feet from the Sabattus Street right of way and were sited along the Oak Street right of way. Prior to the removal of the buildings, the site contained 10,100 square feet of total impervious area. The current impervious area ratio is 0.83.

We have attached a Schematic Plan of the site which was created from information shown on the City's GIS Mapping System. The schematic plan shows a conceptual layout for the parking spaces and conceptual grading information. As

proposed, this lot will provide parking spaces for 26 vehicles. All areas disturbed and not paved will be seeded to grass or mulched. At least three street trees will be planted in the green space along Oak Street. Three new exterior lights will be installed as shown on the Schematic Plan. No other utility services will be required.

The site contractor has proposed to slope the entire parking lot towards the proposed driveway entrance. At this location, stormwater will be directed to a new catch basin and the new catch basin will be connected to the new stormdrain system recently installed in Oak Street. This layout will keep all stormwater flow in the new parking lot instead of running out of the site onto Oak Street.

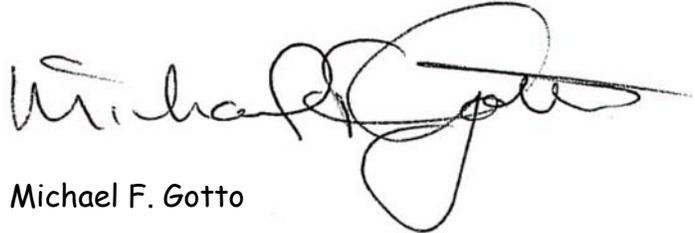
The total area to be disturbed will be 11,700 square feet and most of this disturbance has already occurred with the building demolition project. Since the total area disturbed is less than 1 acre, MDEP stormwater permits will not be required by this project. Improvements shown will create 8,900 square feet of impervious area, which will result in a decrease from the existing conditions by 1,200 square feet. The proposed condition impervious area ratio will be 0.73.

Proposed improvements will be constructed as the contractor stabilizes the site from the building demolition and are expected to be completed by December. Final landscaping and pavement surface may not be completed until Spring of 2015. The total project cost is expected to be \$28,000. Costs for these improvements will be funded from the applicant's existing cash flow.

We trust you will find this application complete for processing and we will plan to attend the next available Staff Review Committee meeting to answer any additional questions that the Committee may have.

Respectfully Yours

STONEBROOK CONSULTANTS, INC.

A handwritten signature in black ink, appearing to read "Michael F. Gotto", with a long horizontal stroke extending to the right.

Michael F. Gotto

cc: Clay McClafferty

PROJECT DATA

The following information is required where applicable, in order to complete the application

IMPERVIOUS SURFACE AREA/RATIO

Existing Total Impervious Area	10,100 sq. ft.
Proposed Total Paved Area	8,900 sq. ft.
Proposed Total Impervious Area	8,900 sq. ft.
Proposed Impervious Net Change	-1,200 sq. ft.
Impervious surface ratio existing	83 % of lot area
Impervious surface ratio proposed	73 % of lot area

BUILDING AREA/LOT COVERAGE

Existing Building Footprint	0 sq. ft.
Proposed Building Footprint	0 sq. ft.
Proposed Building Footprint Net change	0 sq. ft.
Existing Total Building Floor Area	0 sq. ft.
Proposed Total Building Floor Area	0 sq. ft.
Proposed Building Floor Area Net Change	0 sq. ft.
New Building	No (yes or no)
Building Area/Lot coverage existing	0 % of lot area
Building Area/Lot coverage proposed	0 % of lot area

ZONING

Existing	Centreville
Proposed, if applicable	N/A

LAND USE

Existing	Vacant/Parking
Proposed	Parking

RESIDENTIAL, IF APPLICABLE

Existing Number of Residential Units	N/A
Proposed Number of Residential Units	N/A
Subdivision, Proposed Number of Lots	N/A

PARKING SPACES

Existing Number of Parking Spaces	N/A
Proposed Number of Parking Spaces	26
Required Number of Parking Spaces	N/A
Number of Handicapped Parking Spaces	0

ESTIMATED COST OF PROJECT

\$28,000

DELEGATED REVIEW AUTHORITY CHECKLIST

SITE LOCATION OF DEVELOPMENT AND STORMWATER MANAGEMENT

Existing Impervious Area	10,100 sq. ft.
Proposed Disturbed Area	11,700 sq. ft.
Proposed Impervious Area	8,900 sq. ft.

1. *If the proposed disturbance is greater than one acre, then the applicant shall apply for a Maine Construction General Permit (MCGP) with MDEP.*
2. *If the proposed impervious area is greater than one acre including any impervious area crated since 11/16/05, then the applicant shall apply for a MDEP Stormwater Management Permit, Chapter 500, with the City.*
3. *If total impervious area (including structures, pavement, etc) is greater than 3 acres since 1971 but less than 7 acres, then the applicant shall apply for a Site Location of Development Permit with the City. If more than 7 acres then the application shall be made to MDEP unless determined otherwise.*
4. *If the development is a subdivision of more than 20 acres but less than 100 acres then the applicant shall apply for a Site Location of Development Permit with the City. If more than 100 acres then the application shall be made to MDEP unless determined otherwise.*

TRAFFIC ESTIMATE

Total traffic estimated in the peak hour-existing (Since July 1, 1997) N/A passenger car equivalents (PCE)

Total traffic estimated in the peak hour-proposed (Since July 1, 1997) N/A passenger car equivalents (PCE)
 If the proposed increase in traffic exceeds 100 one-way trips in the peak hour then a traffic movement permit will be required.

Zoning Summary

1. Property is located in the Centreville zoning district.
2. Parcel Area: _____ acres / 12,200 square feet(sf).

Regulations	<u>Required/Allowed</u>	<u>Provided</u>
Min Lot Area	<u>None</u> /	<u>12,200</u>
Street Frontage	<u>25'</u> /	<u>251'</u>
Min Front Yard	<u>None</u> /	<u>0</u>
Min Rear Yard	<u>None</u> /	<u>0</u>
Min Side Yard	<u>None</u> /	<u>0</u>
Max. Building Height	<u>150'</u> /	<u>0</u>
Use Designation	<u>Parking</u> /	<u>Parking</u>
Parking Requirement	1 space/ per <u>0</u> square feet of floor area	
Total Parking:	/	<u>26</u>
Overlay zoning districts (if any):	_____ / _____ / _____	
Urban impaired stream watershed?	YES <input checked="" type="radio"/> NO <input type="radio"/> If yes, watershed name _____	

DEVELOPMENT REVIEW APPLICATION SUBMISSION

Submission shall include payment of fee and fifteen (15) complete packets containing the following materials:

1. Full size plans containing the information found in the attached sample plan checklist.
2. Application form that is completed and signed.
3. Cover letter stating the nature of the project.
4. All written submittals including evidence of right, title and interest.
5. Copy of the checklist completed for the proposal listing the material contained in the submitted application.

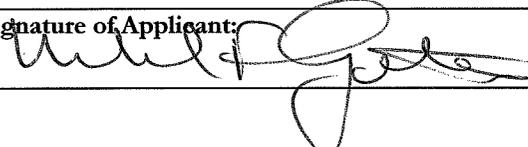
Refer to the application checklist for a detailed list of submittal requirements.

L/A's development review process and requirements have been made similar for convenience and to encourage development. Each City's ordinances are available online at their prospective websites:

Auburn: www.auburnmaine.org, under City Departments/ Planning and Permitting/Land Use Division/Zoning Ordinance
Lewiston: <http://www.ci.lewiston.me.us/clerk/ordinances.htm>. Refer to Appendix A of the Code of Ordinances

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, I certify that the City's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

This application is for development review only; a Performance Guarantee, Inspection Fee, Building Permit Application and other associated fees and permits will be required prior to construction.

Signature of Applicant: 	Date: <u>4/9/14</u>
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Development Review Checklist

City of Auburn Planning and Permitting Department
City of Lewiston Department of Planning and Code Enforcement



THE FOLLOWING INFORMATION IS REQUIRED WHERE APPLICABLE TO BE SUBMITTED FOR AN APPLICATION TO BE COMPLETE

PROJECT NAME: Sabattus Street Parking

PROPOSED DEVELOPMENT ADDRESS and PARCEL #: 33 Sabattus Street; #195-40 & 42

Required Information		Check Submitted		Applicable Ordinance	
		Applicant	Staff	Lewiston	Auburn
Site Plan					
	Owner's Names/Address	✓			
	Names of Development	✓			
	Professionally Prepared Plan	✓			
	Tax Map or Street/Parcel Number	✓			
	Zoning of Property	✓			
	Distance to Property Lines	✓			
	Boundaries of Abutting land	✓			
	Show Setbacks, Yards and Buffers	N/A			
	Airport Area of Influence (Auburn only)	N/A			
	Parking Space Calcs	N/A			
	Drive Openings/Locations	✓			
	Subdivision Restrictions	N/A			
	Proposed Use	✓			
	PB/BOA/Other Restrictions	N/A			
	Fire Department Review	N/A			
	Open Space/Lot Coverage	✓			
	Lot Layout (Lewiston only)				
	Existing Building (s)	N/A			
	Existing Streets, etc.	✓			
	Existing Driveways, etc.	✓			
	Proposed Building(s)	N/A			
	Proposed Driveways	✓			
Landscape Plan					
	Greenspace Requirements	N/A			
	Setbacks to Parking	N/A			
	Buffer Requirements	N/A			
	Street Tree Requirements	✓			
	Screened Dumpsters	N/A			
	Additional Design Guidelines	N/A			

	Planting Schedule	✓			
Stormwater & Erosion Control Plan					
	Compliance w/ chapter 500	N/A			
	Show Existing Surface Drainage	✓			
	Direction of Flow	✓			
	Location of Catch Basins, etc.	✓			
	Drainage Calculations	N/A			
	Erosion Control Measures	✓			
	Maine Construction General Permit	N/A			
	Bonding and Inspection Fees	N/A			
	Post-Construction Stormwater Plan	N/A			
	Inspection/monitoring requirements	N/A			
	Third Party Inspections (Lewiston only)	N/A			
Lighting Plan					
	Full cut-off fixtures	✓			
	Meets Parking Lot Requirements	N/A			
Traffic Information					
	Access Management	✓			
	Signage	N/A			
	PCE - Trips in Peak Hour	N/A			
	Vehicular Movements	✓			
	Safety Concerns	N/A			
	Pedestrian Circulation	✓			
	Police Traffic	N/A			
	Engineering Traffic	N/A			
Utility Plan					
	Water	N/A			
	Adequacy of Water Supply	N/A			
	Water main extension agreement	N/A			
	Sewer	N/A			
	Available city capacity	N/A			
	Electric	N/A			
	Natural Gas	N/A			
	Cable/Phone	N/A			
Natural Resources					
	Shoreland Zone	N/A			
	Flood Plain	N/A			
	Wetlands or Streams	N/A			
	Urban Impaired Stream	N/A			
	Phosphorus Check	N/A			
	Aquifer/Groundwater Protection	N/A			
	Applicable State Permits	N/A			
	No Name Pond Watershed (Lewiston only)	N/A			

	Lake Auburn Watershed (Auburn only)	N/A			
	Taylor Pond Watershed (Auburn only)	N/A			
Right Title or Interest					
	Verify	✓			
	Document Existing Easements, Covenants, etc.	N/A			
Technical & Financial Capacity					
	Cost Est./Financial Capacity	✓			
	Performance Guarantee	N/A			
State Subdivision Law					
	Verify/Check	N/A			
	Covenants/Deed Restrictions	N/A			
	Offers of Conveyance to City	N/A			
	Association Documents	N/A			
	Location of Proposed Streets & Sidewalks	N/A			
	Proposed Lot Lines, etc.	N/A			
	Data to Determine Lots, etc.	N/A			
	Subdivision Lots/Blocks	N/A			
	Specified Dedication of Land	N/A			
Additional Subdivision Standards					
	Single-Family Cluster (Lewiston only)	N/A			
	Multi-Unit Residential Development (Lewiston only)	N/A			
	Mobile Home Parks	N/A			
	Private Commercial or Industrial Subdivisions (Lewiston only)	N/A			
	PUD (Auburn only)	N/A			
A jpeg or pdf of the proposed site plan					
Final sets of the approved plans shall be submitted digitally to the City, on a CD or DVD, in AutoCAD format R 14 or greater, along with PDF images of the plans for archiving					

QUITCLAIM DEED WITHOUT COVENANT

KNOW ALL BY THESE PRESENTS, that 200 Elm Realty, LLC, (Grantor) a Maine limited liability company, in consideration of one dollar (\$1.00) and other good and valuable consideration paid by MECAP, LLC (Grantee), whose mailing address is 84 Middle Street, Portland, Maine, 04101, the receipt whereof it does hereby acknowledge, does hereby remise, release, and forever quitclaim unto the said Grantee, its heirs and assigns forever, whatever right, title and interest the Grantor has, if any, in and to the following described premises located at 33 Sabattus Street, Lewiston, Maine 04240:

Certain lots or parcel of land with the buildings thereon situated in Lewiston, Androscoggin County, Maine, bounded and described as follows:

Parcel 1: 35-37-41 Sabattus Street, Lewiston

Beginning at the intersection of the southwesterly line of Sabattus Street with the northwesterly line of Oak Street and thence the line runs in a southwesterly direction along said line of Oak Street fifty-three and one tenth (53.1) feet to land conveyed by Fred J. McCarthy to J.B. Lamontagne by deed dated August 17, 1923, recorded in the Androscoggin County Registry of Deeds in Book 337, Page 87; thence the line runs in a northwesterly direction parallel with Sabattus Street along said land conveyed to Lamontagne a distance of forty-five and three tenths (45.3) feet to a point; thence the line turns at a right angle and runs in a southwesterly direction a distance of three and five tenths (3.5) feet to a point; thence the line turns at a right angle and runs in a northwesterly direction a distance of thirteen and five tenths (13.5) feet to a point; thence the line turns at a right angle and runs in a southwesterly direction a distance of thirty-five and two tenths (35.2) feet to land now or formerly Henry Evans; thence the line runs in a northwesterly direction along said line of Evans a distance of sixteen (16) feet, more or less, to land conveyed by said McCarthy to Arthur S. Crowell by deed dated October 5, 1925, recorded in said Registry of Deeds in Book 354, Page 201; thence the line runs in a northeasterly direction along said Crowell land a distance of eighty-six and three tenths (86.3) feet to said line of Sabattus Street; thence the line turns at a right angle and runs in southeasterly direction along said line of Sabattus Street eighty-nine and seven hundredths (89.07) feet to the point of beginning.

Parcel 2: 31-41 Sabattus Street (Westerly side of Oak Street), Lewiston

Beginning at a point in the westerly line of Oak Street, fifty-three and one tenth (53.1) feet southerly of the southerly line of Sabattus Street; thence running westerly, parallel with the southerly line of said Sabattus Street, forty-five and three tenths (45.3) feet; thence southerly at a right angle three and five tenths (3.5) feet; thence westerly at a right angle thirteen and five tenths (13.5) feet; thence southerly at a right angle, thirty-five and two tenths (35.2) feet to the northerly line of land now or formerly of one Evans; thence easterly by said Evans land, forty-six and sixty-five hundredths (46.65) feet to said westerly line of said Oak Street; thence northerly by said westerly line of Oak Street, forty-four and four tenths (44.4) feet to the point of commencement.

MAINE REAL ESTATE
TRANSFER TAX PAID

Parcel 3: 94 1/2-96 1/2 Oak Street (a/k/a 91-94 Oak Street), Lewiston

Commencing on the westerly side of Oak Street at a point about one hundred and one and one half (101 1/2) feet southwesterly from the southerly line of Sabattus Street at a southeasterly corner of land now or formerly of Mary E. Dixon; thence southwesterly by said Oak Street fifty-five (55) feet, more or less, to other land now or formerly owned by the heirs of Martha E. Dixon; thence at about a right angle northwesterly by the northerly line of said last described lot ninety-eight (98) feet, more or less, to land formerly owned by Mrs. Quimby and now or formerly owned by one Libby; thence northeasterly by said Libby land forty (40) feet, more or less, to land also now or formerly owned by their heirs of Martha E. Dixon; thence southeasterly one hundred and ten (110) feet, more or less, to Oak Street and the point of beginning.

Being all of the same premises described in a deed from Normand H. Begin and Pauline C. Begin to Raymond P. Cote dated December 4, 2003 and recorded in the Androscoggin County Registry of Deeds in Book 5738, Page 242. Reference should also be made to a Release Deed from Northeast Bank as foreclosing mortgagee to Daniel R. Bosse, LLC to be recorded in said Registry.

To have and to hold the same, together with all the privileges and appurtenances thereunto belonging, to the said Grantee, his heirs and assigns to their use and behoof forever.

IN WITNESS WHEREOF, 200 Elm Realty, LLC, the said Grantor, has caused this instrument to be executed by CHRISTOPHER HICKEY its duly authorized Manager, this 29th day of the month of September, 2014.

Signed, Sealed and Delivered in the presence of:

Kelly Beaudin

200 Elm Realty, LLC

By: [Signature]
Name: CHRISTOPHER HICKEY
Manager AUTHORIZED SIGNATORY

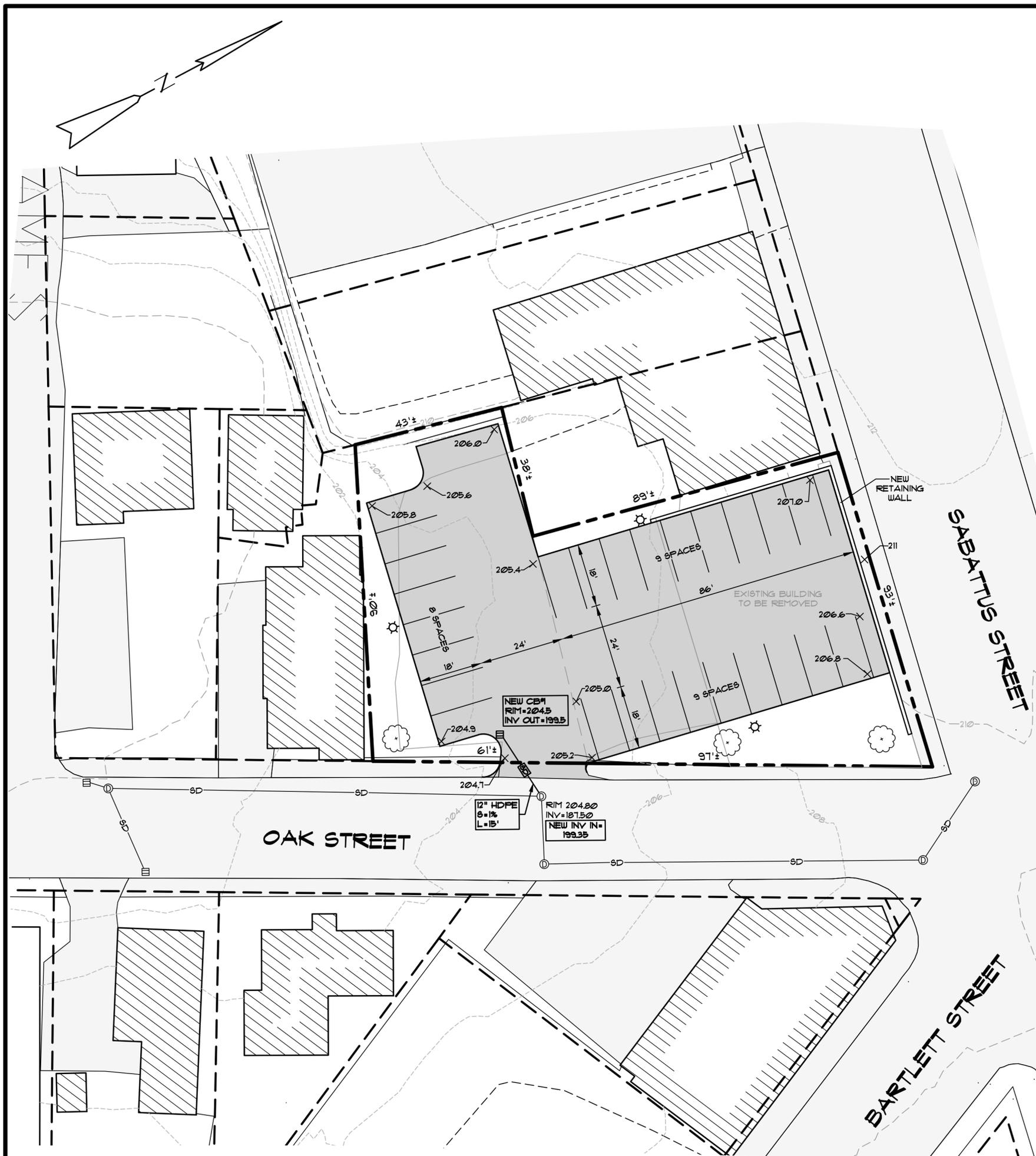
STATE OF Massachusetts
COUNTY OF Suffolk, ss.

On September 29, 2014, personally appeared the above-named Christopher Hickey, the duly authorized Manager of 200 Elm Realty, LLC, in his/her said capacity, and acknowledged the foregoing instrument to be his/her free act and deed and the free act and deed of said 200 Elm Realty, LLC.

Before me, [Signature]
Notary Public/Attorney-at-Law

Printed Name: Kelly Ann Cunniff





NOTES

- 1) THIS PLAN IS BASED ON THE CITY OF LEWISTON GIS AND AS-BUILT PLANS FOR THE OAK STREET SEPARATION PHASE III PROJECT. THIS IS NOT A BOUNDARY OR EXISTING CONDITIONS SURVEY.
- 2) ALL PARKING SPACES SHOWN ARE 9' X 18'. AISLE WIDTH IS 24'. PARKING IS PROVIDED FOR A TOTAL OF 26 VEHICLES.

APPROVAL

APPROVED BY THE CITY OF LEWISTON DEVELOPMENT REVIEW COMMITTEE

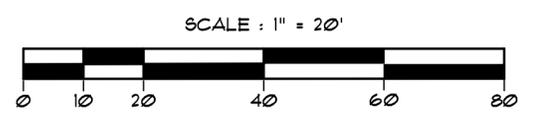
CHAIRMAN _____ DATE _____

APPROVAL PURSUANT TO APPENDIX A, ARTICLE XIII, SECTION 3 (d) OF THE CODE OF ORDINANCES OF THE CITY OF LEWISTON.

IF DEVELOPMENT HAS NOT OCCURRED AS DEFINED WITHIN THE SCOPE OF THE CITY OF LEWISTON CODE OF ORDINANCES, WITHIN 24 MONTHS OF THE DATE OF APPROVAL, DEVELOPMENT REVIEW APPROVAL SHALL EXPIRE. THE APPLICANT MAY NOT BEGIN CONSTRUCTION OR OPERATION OF THE DEVELOPMENT UNTIL A NEW APPROVAL IS GRANTED (ARTICLE XIII, SECTION 11).

LEGEND

- BOUNDARY LINE (SUBJECT PARCEL)
- BOUNDARY LINE (OTHER)
- EXISTING CONTOUR
- NEW STREET TREE
- EXISTING BUILDING
- EXISTING PAVEMENT
- NEW PAVEMENT
- NEW SPOT GRADE
- STORM DRAIN MANHOLE
- STORM DRAIN LINE
- NEW LIGHT POLE



SCHEMATIC PLAN
33 SABATTUS STREET
 LEWISTON, MAINE
 ANDROSCOGGIN COUNTY

PREPARED FOR
COLONIAL PINES REAL ESTATE, LLC
 20 CATTAIL LANE - MONMOUTH, MAINE 04259

Stoneybrook Consultants, Inc.
 456 Buckfield Road - Turner, Maine 04282
 (207) 514-7491 Voice / (207) 514-7492 Fax

DATE: NOVEMBER 2014	DRAWN BY: BRJ	SCALE: 1" = 20'	SHEET
JOB NUMBER: 14-051	CHECKED BY: MFG	CADD: 14-051 SCHI	1