

LEWISTON CITY COUNCIL WORKSHOP AGENDA

Tuesday, June 9, 2015

City Council Chambers

6:00 pm Workshop

Pledge of Allegiance to the Flag.

Moment of Silence.

1. Resolve, Supporting the Process Now Underway with the Joint Charter Commission - 15 minutes
2. Lewiston Auburn Economic Growth Council Progress Report - 15 minutes
3. Day Care Parking Issue- 15 minutes
4. Franklin Property Land Use Code Amendments - 15 minutes

EXECUTIVE SESSION

Executive Session to discuss labor negotiations regarding the city's six employee unions.

LEWISTON CITY COUNCIL
WORKSHOP AGENDA
TUESDAY, June 9, 2015
6:00 P.M.
CITY COUNCIL CHAMBERS, LEWISTON CITY HALL

1. Resolve, Supporting the Process Now Underway with the Joint Charter Commission – 15 minutes

The Joint Charter Commission has requested that the City Council consider a Resolve showing support for the process now underway (see attached). The Resolve takes no position on whether the communities should consolidate; rather, it simply indicates the Council's support for the current process that may result in presenting a consolidated charter to the public for a vote in November 2016. The request comes forward as a part of an effort of the Joint Charter Commission to raise funds to support their work, including a potential matching grant from the Office of the Governor who has made Lewiston and Auburn's support for the process a condition for such funding. I anticipate that members of the Commission will be present on Tuesday to present this request.

2. Lewiston Auburn Economic Growth Council Progress Report – 15 minutes

The agreement between Lewiston, Auburn, and the Growth Council requires the two Managers/Administrators to meet periodically with the Growth Council's President to review progress on the overall scope of services. This meeting was held recently. This also leads to a report to the respective Councils on progress. John Holden will be present on Monday to brief the Council and review the attached progress report with you.

3. Day Care Parking Issue -- 15 minutes

Councilors and staff have been contacted by an individual looking to establish a day care operation in an existing building on Atlantis Way who has raised concerns over the City's parking requirements for such facilities. A memorandum from City Planner David Hediger is attached. We are seeking guidance from the Council on whether there is interest in potential changes to the ordinance.

4. Franklin Property Land Use Code Amendments – 15 minutes

We would like to continue our discussions with the Council regarding potential amendments to the City's land use code relating to subdividing certain Franklin owned land that is leased to building owners. Please see the attached information from Planning.

5. Executive Session – Labor Negotiations – All Units.



CITY OF LEWISTON, MAINE

DATE

COUNCIL RESOLVE

Resolve, Expressing the Support of the City Council of the City of Lewiston for the Process Now Underway to Develop a Plan and Charter for the Possible Consolidation of the Cities of Lewiston and Auburn for Presentation to the Voters in November 2016.

Whereas, the Cities of Lewiston and Auburn are recognized leaders in the State of Maine for intergovernmental cooperation, working together to cost effectively provide a wide range of services from water pollution control to public transportation; and

Whereas, at a joint Lewiston Auburn City Council meeting held on May 1, 2013, the Councils discussed the concept of municipal consolidation as the next step in cooperation; and

Whereas, following the discussion held at this joint meeting, residents of both Lewiston and Auburn organized successful petition campaigns for the purpose of creating a Joint Charter Commission to explore and formalize a consolidation effort; and

Whereas, members of a joint charter commission were elected in June 2014 and have been working diligently since then; and

Whereas, the commission has tentatively selected the general election of November 2016 as the date where the communities will vote on a charter that would formally consolidate the two communities into a single local government; and

Whereas, it is right and appropriate that the residents of Lewiston and Auburn have the opportunity to vote on whether to approve a joint charter and consolidate the two communities;

Now, therefore, be it resolved by the City Council of the City of Lewiston that

We support the process now underway to develop a plan and charter for a consolidated Lewiston Auburn that is tentatively scheduled to be presented to the voters of our community in November 2016. We urge all residents to become informed about and participate in this process in order to be prepared to vote on whether or not to adopt a joint charter and become one municipality.



Scope of Services Progress Report June 3, 2015

LAEGC and its Scope of Services

The Cities of Auburn and Lewiston jointly with LAEGC signed a Memorandum of Understanding and “Scope of Services” (attached) in June, 2014. That MOU and attached Scope of Services clarifies and defines LAEGC’s role and services to each City. This is a Progress Report prepared as per Section 1.5 of that Agreement. A draft of this Report was reviewed, as per Section 1.5, by the Auburn City Manager and Lewiston City Administrator.

Issues

The following issues were identified as critical to transforming the economic development system in Lewiston Auburn:

- Building capacity for functioning within a system composed of many networks and building leadership capacity for economic and community development among organizations and networks
- Building capacity and resources for business intelligence, working smarter – data, research, digital technologies and information resources
- Incorporating new funding models – and reducing reliance on government entities
- Building capacity for understanding emerging trends and adapting accordingly
- Greater focus on workforce
- Greater focus on place based economic development and including worker and resident recruitment and retention strategies

The design of the *Economic Growth Strategy* (a “Level I Priority” within the Scope of Services) and its presentation is organized to address those issues. Furthermore, LAEGC has and will continue to evolve to meet these issues and implement the *Strategy* within the constraints of its funding. LAEGC has met many of the specific priority points in the Scope of Services as it has reorganized in the past five months. This has included significant transformation in its expertise, staff competencies, and a new model to contract for professional services as needed to meet needs of the Strategy. The Strategy itself, organized under the themes People, Place, and Prosperity (Expanding, Development, and Attracting Business) focuses attention on workforce and place based economic development.

Priorities

The Scope of Services recognized limited financial and thus professional capacity at LAEGC and thus identified the following priorities. *We offer status and update on each here, in italics.*

Level I Priority Hire New President

LAEGC hired a new President who took his position January 1, 2015.

Level I Priority Economic Development Strategy (EDS)

The Strategy is under development. As currently envisioned, the Strategy shall be a guiding document for LAEGC and all agencies and organizations working towards these common goals. It is intended as a living and working document and LAEGC will ensure the community is engaged. LAEGC will take on leadership for its continued advancement.

Level I Priority Organization Plan including staffing, management, financing, and communications

Since hiring of the new President, LAEGC has reorganized and put into place new staff each with clear and new roles and responsibilities directed at meeting the intent of the Scope of Services. It has and will continue regular updates with each City Council. LAEGC has engaged the public through its Face Book and to some degree our web site. The President has reported to each City Council on at least two occasions and shared his comments publicly (and on the web site).

The agency is exploring two innovative avenues for alternate funding, in-line with our core mission of economic development in LA. As an example, LAEGC has also secured funding and collaboration as a Blackstone Accelerates Growth (BxG) Hub for Entrepreneurship and Innovation.

Level II Priority Hiring of additional staff to carry out work and organizational plan

Management of LAEGC has become "flatter." Stephanie Lewis has been re-assigned and promoted to Vice President and Chief Financial Officer. LAEGC hired Maura Moody in March, 2015, as its Office Manager and Public Relations Coordinator. On April 27, 2015, Scott Benson was hired as Economic and Business Development Director. John Belisle remains on staff as Loan Officer and has, since July 1, 2014 (Fiscal Year 2015).

Together, with the Strategy in place, LAEGC staff will be revising and updating our internal organizational plan with input and collaboration from city economic development staff in Auburn and Lewiston.

Level II Priority Marketing plan

A detailed marketing plan is underway. It was critical to focus on the larger Strategy before full detailed development of a marketing plan. At the same time there has been immediate marketing activities including a much strong presence on social media and outreach to new markets, business, and investors. LAEGC has also worked with the Chamber's Regional Image Committee and in cooperation with the Chamber taken on this initiative and established a Committee of its own to focus on the Regional Image

effort. That Committee was established in May, will reach out to the community for participation, and has a clear objective and timeline.

Level II Priority Business visitation program

A business visitation program will be systemized and coordinated with city staff and LAEGC as part of implementation of the Strategy. The formation of that Program has begun as the President has met with the Directors of Economic Development in each City and the LA Career Center Director and Staff. The Economic & Business Development Director will be taking on leadership for organizing a systemic method to coordinate business visits among these key economic development service providers.

Level II Priority 3-year operating budget FY 2016, 2017, 2018

An FY 2016 budget was submitted to each City Council on March 13, 2015. This budget meets the expectations in the Scope of Services, has no increase, and is designed to allow for direct economic development and marketing. A more detailed and projected FY 2017-20 operating budget will be completed as part of the FY 2017 budget request.

Progress on Scope of Services by Service Area

The Scope of Services outlines seven “Service Areas”. This Progress Report includes a summary of each Service Area, taken directly from the Scope of Services, *followed by a report and status of each service, activity, and tasks in italics.*

1. Economic Development Strategy

As noted above the Strategy is under development. The Scope of Services noted that the development of such a Strategy would be a 4-6 month process and indeed, drafts of the Strategy will be under final (draft) development in June 2015. LAEGC has proposed that the Strategy will be a living, working document and intends to have semi-annual reviews on the status of implementation.

The Scope of Services identified the following “**Functions/Services**”

- Collaborate with the Cities, economic development stakeholders, and partner organizations
- Monitor economic trends (local, state and national) to assess opportunities and priorities
- Coordinate the development of the joint Economic Development Strategy (EDS)
- Integrate with and clarify roles of L/A Future Forum and Benchmark L/A with regard to the EDS
- Track and measure progress of strategic goals and initiatives and communicate progress with the Cities, stakeholders, and public
- Periodically coordinate a review of the EDS

We believe the current process and plans for on-going monitoring of the Strategy meets the above Services.

The following “Tasks/Projects” were identified in the Scope of Services. *Following each, in italics is a report and current status of each as part of this Progress Report.*

1. Establish, in consultation with the LAEGC Board, and EDS Steering Committee
The LAEGC Board was used, in general, as the Steering Committee and was kept abreast of the development of the Strategy as it took place. We also used the input from the LA Future Forum to set forth the vision for the Strategy. Various other organizations and groups were engaged and asked for input to the Strategy including, for example but not limited to, the Auburn Business Development Corporation and Lewiston Development Corporation. The June LAEGC Board Meeting will include a status report and dialogue on the ongoing use of Benchmarks LA.
2. Solicit and contract, in consultation with the Steering Committee, an independent, qualified economic development strategy consultant to provide research, analysis, and development support of the EDS
As a matter of practice and to preserve limited funds available, the task of preparing the Strategy was taken on by LAEGC staff. Some limited outside and consulting fees were paid for focused input, for example as part of the Build Maine Conference or for input of a business site consultant.
3. Identify and engage stakeholders
This was the approach taken. A series of five community engagement sessions were held between March and the end of May. Additional meetings by LAEGC President and interested community groups, business, and organizations further influenced the input to the Strategy. As we continue to craft more specific action-oriented items within the Strategy, LAEGC will be engaging various “groups” of stakeholders including, for example but not limited to, City Staff, LA Arts, USM LAC, etc.
4. LAEGC to assist EDS process with administrative, coordination and committee support services
See above. As LAEGC took on the role of creating the Strategy this activity was not required.
5. Develop Draft EDS
As noted this is now under development.
6. Review/adopt EDS by LAEGC Board, and City Councils
Presentations and review by the LAEGC Board will take place in July with follow up presentations to each Council in August or September. The definitive “roll out” of the Strategy is a matter of discussion at the June LAEGC Board Meeting and for input from each City. We want to restate, here, as has been stated publicly a number of times that LAEGC considers the Strategy a working-living document. It will be presented. It will, however, evolve with input from the community—most notably our primary clients, each City Council. To that end, LAEGC intends to “monitor” and actively communicate and report on the status of the Strategy and its evolution. As a matter of practice the “publishing” of the Strategy will be integrated into the revised LAEGC web site, the timing of which is planned for late summer or early fall launch to coincide with the work on the regional image effort.

We should note that the Scope of Services proposed that funding for the Strategy “will be separately identified and budgeted within LAEGC contracted services and will require additional funds than what is currently provided.” That has not and will not be the case and LAEGC incorporated the work of the preparing the Strategy within existing budget. LAEGC will continue to monitor progress on the Strategy as part of its base funding.

2. Joint Economic Development Coordination

The Scope of Services calls for “LAEGC [to] work to coordinate efforts on projects, interests and/or issues that are deemed to be of a joint nature. LAEGC will act as steward of and monitor the application of the Joint Economic Development Protocol.”

The Scope of Services identified the following “**Functions/Services.**”

- Lead and support cities in joint economic development activities
- Establish a protocol and process for efficiently handling business inquiries. This should foster a “no wrong door” procedure for handling business and investor inquiries that recognizes that inquiries will come in from many sources/directions but need to be effectively referred to the persons(s) best in a position to address.
- Administer, Facilitate and Maintain the Joint Economic Development Protocol and TIF Policies

LAEGC has continued to and expanded to foster these services. The Economic Growth Strategy, of course, represents the primary “joint” work at this time. At the same time, LAEGC has handled “leads” and projects as per the established protocol and has worked to reinforce that protocol. In the case of one business expansion, LAEGC has focused first on expansion in the “home community” with intent to meet the business client’s needs for space and desired building attributes in either city. LAEGC has discussed with City Staff review of each City TIF District and Development Programs and intends to offer recommendations to make the most use of the TIF program for each District and City.

The Scope of Services further outlines “**Anticipated Activities.**” *Again, in italics, we comment on the approach and current status of each as part of this Progress Report.*

1. Facilitate periodic review of Joint Economic Development Protocol and TIF Policy
We have not yet offered any recommendations on the existing Protocol or Policy. We have reviewed both with City Staff and accepted it as presented. As we finalize the Growth Strategy we will review the Protocol and TIF Policy with City Staff and offer recommendations, if any. The new LAEGC staff looks forward to offering their combined years of experience on protocols and TIF Programs together with the years of experience of the cities’ economic development directors in reviewing and offering input on possible updates or innovative revisions to the joint TIF Policy and each city’s TIF Programs.
2. Lead implementation of Joint Economic Development Protocol
See 1, above.

3. Track client contacts and results

We have instituted new methods to track these and will report them as requested and certainly as part of our December Progress Report.

4. Recommendation to Cities of issues, projects, processes or policies that would enhance joint economic development

We expect to make such recommendations following the release of the Strategy, as we implement the Strategy, and as it evolves. Recommendations on TIF Programs and other programs have been subject of some meetings but formal recommendations will be forthcoming.

The following “**Tasks/Projects**” were identified in the Scope of Services. *We have added, in italics, the approach and current status of each as part of this Progress Report.*

A. Review of Joint Economic Development Protocol and TIF Policy

B. Work with Cities’ economic development staff to develop clear, efficient process for business referrals

The “**Expected Outcome**” for this Service Area was a “revised Joint Economic Development Protocol and TIF Policy including process for handling business inquiries.”

As noted above, we have accepted the established Protocol and TIF Policy at this time. We intend to review these and make recommendations by December 31, 2015.

3. Marketing and Promotion

The Scope of Services is clear that, “LAEGC shall be responsible for marketing and promoting of Lewiston and Auburn for economic development including business retention, expansion and attraction.” Yet it recognizes that there are many other organizations and agencies that promote or market LA. LAEGC’s role is to coordinate those efforts, reduce redundancies, and vest (and invest) in the brand for the community.

The Scope of Services identified the following “**Functions/Services**.”

- Marketing and promoting the communities and their assets
 - Develop marketing and collateral materials which promote the cities and their economic growth – with emphasis on web, digital, and social media
 - Coordinate with and support Visitor/Tourism promotion efforts within and outside of the community.
 - Assist in the marketing and promotion of the cities industrial/commercial parks, Auburn-Lewiston Municipal Airport, and key properties for redevelopment
 - Assist/support marketing and promotion activities of the Cities’ downtowns
- Share information that recognizes and celebrates the Cities’ economic progress
- Maintain of Economic Development/Community Promotion website and social media sites

- Actively lead/coordinate community branding “image” efforts
- Collaborate/Participate with other community promotion efforts
- Create an Advisory Group for Economic Development Marketing and Promotion and engage stakeholders, interested business representatives and marketing professionals to provide advice and guidance in marketing/promotion efforts
- Better utilize Great Falls TV for economic development communications, marketing, and promotion

LAEGC has made significant improvements to our social media presence, primarily on Face Book. We have used that online presence to promote the community (Cities) and various economic and community development projects. The LAEGC website is in need of significant overhaul. That work is budgeted as part of our FY2016 budget and timed to coincide with progress on the regional branding initiative. That initiative is becoming clearer as this Progress Report is prepared.

LAEGC has established a Marketing Committee. That Committee is charged to “seek additional community members and is charged with oversight and selection of Consultants for Regional Image Brand, if funded; oversight and approval of Consultant recommendations; and other marketing or brand recommendations as requested by Board or President. The LAEGC Marketing Committee is to make its recommendations by December 31, 2015.

The current FY2016 City budgets do not include funding for study or focus groups (consulting) for the regional image. Yet, there have been a number of research projects including community surveys completed over the last 15 years, the most recent as late as August 2014. LAEGC is proposing to work with the Chamber, make use of the existing and recent studies to prepare brand and graphic materials for a ‘regional image.’ At the same time, LAEGC and the Chamber will update our brand, graphics, logos, websites, etc. to align with this regional image and brand. LAEGC will seek City and community input and acceptance of its new brand and “look” in a manner that will allow integration, coordination, and make most use of the renewed brand—for the LA Maine community and the cities. This will be coordinated through the LAEGC Marketing Committee. Thus, a new regional brand will be initiated within the currently available budget at LAEGC and the Chamber.

LAEGC has reached out to Great Falls TV and will revisit with them as the marketing plan is developed. GFTV took part in filming parts of the Build Maine Conference at the invite of LAEGC and as part of our community engagement effort.

The Scope of Services further outlines “**Anticipated Activities.**” *Again, in italics, the approach and current status of each as part of this Progress Report.*

1. Develop and annual marketing and promotion plan
An LAEGC Marketing Plan will be prepared as part of and following the completion of the Economic Growth Strategy as LAEGC’s role in “marketing” is confirmed and clarified
2. Maintenance and publication of joint marketing materials
These will be redeveloped as the new brand and logo is established.

3. Creation and maintenance of websites and social media sites
These will be redeveloped as the new brand and logo is established. LAEGC's Face Book page has been update and is updated almost daily at this time.
4. Development of and attendance at marketing and promotion events.
LAEGC has and is scheduled to attend various business and economic development marketing events. In the past six months that has included state events such as Maine Real Estate and Economic Development, Maine Trade Day, and others. The President has made one and will be making a second visit to reconnect with business and business contacts from Atlantic Canada before the end of June, 2015. Our FY2016 budget reflects plans to do more such events with intent to expand the breadth of these events.
5. Facilitate/organize the annual business to business trade show, Annual Dinner, and Business Forum
We held LAEGC's Annual Dinner in May and plans are underway for the B2B Trade Show on June 18.
6. Preparation and issuance of media releases/events
LAEGC has issued press releases in regards to the System Logistics and Elmet investments as well as re-posted these from our web site and Face Book. LAEGC also played a lead role in promoting the Build Maine conference and the 'Raising Ali' documentary.
7. Creation and staff support for an economic development marketing advisory group
LAEGC reorganized its budget and staff to create a full time Office Manager and Public Relations Coordinator. The result has been the noted increase in social media and event coordination. At the same time, the realignment has and will allow for contractual services for specific marketing activities, such as event planning and leadership for the Annual Dinner and B2B Trade Show. LAEGC has also established a Marketing Committee (see above).

The following "Task/Project" was identified in the Scope of Services. *We have added, in italics, the approach and current status of each as part of this Progress Report.*

[The] Cities will discuss and consider consolidating the services and resources of Great Falls TV (GFTV) under the LAEGC to provide for additional marketing, business and community promotion. *As noted above, LAEGC has met with GFTV and awaits the completion of its Growth Strategy and Marketing Plan to propose how best to integrate the use of GFTV into LAEGC Scope of Services.*

We would like to add that the Scope of Services noted that, "LAEGC currently budgets approximately \$15,000 for Marketing and Promotion beyond staff costs. This level of funding is insufficient to fully implement the activities specified above." LAEGC has proposed an additional budget allocation for direct Foreign Direct Investment and the regional branding (marketing) initiative. The proposed FDI marketing funds will be directly used as leverage and "match" to a 1-time grant program. LAEGC will return to each City Council as it prepares for its application for those funds.

4. Business Development; Retention, Expansion, and Attraction

The Scope of Services stated that, “LAEGC shall be responsible for leading, coordinating and supporting public sector and private sector efforts to grow, improve, retain, and attract businesses in Lewiston-Auburn.” *This has been and is a basic tenet of LAEGC’s role and continues to be.*

Specifically, The Scope of Services identified the following “**Functions/Services.**”

- Assist existing business with retention and/or expansion
- Lead the development, coordination, and support of a business visitation program to identify existing businesses needs and concerns
- Lead the provision and coordination of services and activities to support business attraction to the Cities
- Work with workforce development partners (education, workforce, labor, and training stakeholders) to develop, support, and implement programs, policies, and services to meet the workforce needs to grow the economy in the two Cities
- Work with local, state, and regional partners/stakeholders for support of entrepreneurs and business start-ups
- Encourage the involvement of the private and non-governmental sectors in economic development efforts

To date, since January 1, LAEGC has continued to work with existing business clients and reach out to others. Additionally, LAEGC has met with City Staff and the LA Career Center to propose how to systematically establish a business visitation program. To date that process is still in development. To date, LAEGC has met with approximately 45 existing business as part of specific business visits. In each case, refers have been made, as requested, to appropriate agencies and contacts. At the same time, we have kept City staff in direct communications with these visits.

LAEGC has continued to serve as the direct point of contact for new business interests and state agencies with “leads” of business seeking new or expanded locations. Since January 1, LAEGC has responded or is currently working with six such contacts.

LAEGC has secured funding to support the establishment of LA as a “hub” of the statewide Blackstone Accelerates Growth program—to deliver entrepreneurial development programming to the community. Under BxG LAEGC has begun to reach out and will coordinate various entrepreneurial projects and programs in place around LA and sponsor additional programs.

Specific “**Anticipated Activities**” identified in the Scope of Services include, *with our current progress in italics:*

1. Seek and support new business development. Track #'s of businesses assisted, outcomes, common trends and noted community needs/issues
LAEGC has reached out to a number of businesses since January (see above), in coordination or follow up communication and coordination with City Staff. A report of business issues will be part of our December 31, 2015 Progress Report.
2. Jointly maintain and update inventory of developable properties (land and buildings) in the industrial, commercial and downtown sectors of the cities and make information available through the LAEGC website
This is under development as is a complete overhaul of LAEGC website.
3. Lead the development, coordination, and support of a Business Visitation Program
As noted above, a systematic and coordinated business visitation program is under development while LAEGC conducts business visits.
4. Provide an Annual Report of Business Development
This will be presented in our December 31 Progress Report.
5. Lead the provision and coordination of services, activities, and information to support business attraction to the Cities
This is under development as we complete the first round of the Economic Growth Strategy, consider the regional branding effort, and redevelopment LAEGC website(s). As part of this activity we expect to (and have briefed the cities) apply for funds from the Maine International Trade Center for support of "Foreign Direct Investment"—one component of business attraction.
6. Provide information and links to resources on the LAEGC website to support workforce, entrepreneurial, and business start-up development
This will be provided when the LAEGC website is redeployed (as part of FY 2016 budget).

The "Tasks/Projects" that were further identified, in the Scope of Services, under the Business Development; Retention, Expansion, and Attraction Service Area, follow directly the above referenced "Activities". *Thus we have no more to report.*

5. Targeted Growth Opportunities

The Scope of Services noted that the **Economic Growth Strategy** should include "targeted "growth and industrial sector opportunities." The Scope of Services identifies some sectors recommended for targeting. *LAEGC has completed an Economic Development Profile. The Profile was used, in part, to help identify target sectors and was presented as part of the community meetings around the development of the Strategy. At the time of this Progress Report additional analysis and research is underway. The Strategy will identify "targeted growth strategies."*

Specific "Anticipated Activities" identified in the Scope of Services include, *with our current progress in italics follow:*

1. Create advisory committee(s) to oversee the EDS for targeted opportunities
LAEGC has not established such committees. LAEGC is anticipating the creation of a business development advisory committee to serve in such a capacity but has not yet fully developed the role or focus of such a committee.
2. Selection of and working with professional consultant as part of the EDS
As noted earlier in this Report, LAEGC chose to internalize the development of the Strategy, making use of the experience of the new President and more recently newly hired Economic & Business Development Director.

*The **tasks and expected outcomes** of this Service Area includes a “targeted industry analysis” as part of the Economic Development Strategy and a focused efforts and plans to address the retention, expansion, and attraction for those targeted opportunities. Those outcomes are under development at this time and will be included in the **Strategy**.*

6. Project Financing and Portfolio Management

The Scope of Services states that, “the LAEGC shall develop and manage financing resources and programs designed to provide ‘gap’ and other financing for businesses locating or expanding in Lewiston Auburn.” It continues and states, “The LAEGC shall administer and manage the Cities’ business lending/grant programs, as assigned. The LAEGC will endeavor to identify, develop and expand the amount and availability of business support resources in the community.”

*LAEGC has continued to manage its loan portfolio and has deployed eight loans of \$790,610 and approved two loan modifications resulting in eleven new jobs and 116 retained jobs since July 1, 2014. LAEGC has, prior to January 1 had talks with the City of Auburn in regards to administering or developing new lending or grant programs. LAEGC has assisted with underwriting of Lewiston loan funds. LAEGC is positioned to review, advise, and recommend or develop increased efficiencies and loan programs within each city and expects that work to be a component of implementing the **Strategy**.*

Specific “**Anticipated Activities**” identified in the Scope of Services include, *with our current progress in italics:*

- Act as a business financing clearinghouse for the Cities
- Serve as a navigator to businesses seeking financial resources in support of growth or development
- Seek and advocate for additional community resources, including private and/or grant funding, targeted for economic development financing and projects
- Manage assigned loan/grant programs from the Cities, development corporations, State/Federal agencies or private institutions
- Staff support of LAEGC Loan Committee/Business Financing Advisory group

LAEGC has continued to act as this “clearinghouse.” As a result of meetings in Lewiston a draft “guide” to starting and financing your local business is in development. This guide is a simple “one pager” that will help guide and channel business investment inquiries. LAEGC has applied for additional loan capital from the Finance Authority of Maine. As noted earlier, LAEGC is prepared to review and make recommendations on creative financing using tax increment financing or other funding sources.

Specific “**Anticipated Activities**” included activities directly related to the above and LAEGC has continued to provide those activities.

The Scope of Services called for a “**task**” that included the “expansion of the LAEGC Loan Committee to a Business Financing Advisory group which will not only providing loan review but also business financing assistance and advice to businesses and the LAEGC.” *We have not proceeded on this at this time.*

The “**expected outcome(s)**” include an “annual Report of loan program(s) activity and results” and a “review and recommendation (as appropriate) to Cities of Loan Program Guidelines. *These will be undertaken as part of our December 31, 2015 Progress Report.*

7. Administration, Advocacy and Governance

This service area recognized the overall leadership, coordination, and partnerships LAEGC has in the community. It references LAEGC’s role in providing “administrative support for other development related agencies serving Lewiston Auburn including, but not limited to, the Auburn Business Development Corporation (ABDC), Lewiston Development Corporation (LDC), and the Lewiston and Auburn Railroad Company (LARC).”

Specifically, The Scope of Services identified the following “**Functions/Services.**”

- Provide logistical support (meetings/agendas/minutes/accounting, etc.) to the LAEGC and development corporations
 - Auburn Business Development Corporation, Lewiston Development Corporation, Lewiston and Auburn Railroad Company
 - Staff and support numerous (currently 10) standing committees of the LAEGC and Development Corporations
- Provide technical assistance/support to city staff and airport manager in negotiating incentives/lease terms relating to economic development projects
- Administer the Foreign-Trade Zone (F-TZ)
- Serve as Liaison for economic development to the Auburn-Lewiston Municipal Airport Committee
- Support and coordinate the goals and efforts of L/A Future Forum and Benchmark L/A
- Support other economic/community development-related issues, initiatives and projects that arise and as requested by the Cities

- Monitor regional and state policies and inform Cities of issues that may impact economic development

LAEGC has continued to manage the above as well as review and consider alternative approaches and its own role in each. LAEGC has engaged each “group” in the development of the Economic Growth Strategy, in part, to help define its own role and strategic opportunities for the implementation of the Strategy. For example, ABDC, LDC, and LARC have had more than two Board Meetings, each, discussing their own current and strategic future direction. LAEGC will continue to facilitate these strategic discussions in order to establish the most efficient and effective economic development “team” in Maine.

LAEGC has and will continue to emphasize community engagement in the Growth Strategy, its implementation, and evolution. To that end, staff have supported and coordinated with other organizations and agencies including, to only name a few, USM Lewiston Auburn College, Bates College, Kaplan University, Central Maine Community College, Tree Street Youth, Museum LA, LA Arts, Grow L+A, and others.

LAEGC has monitored state and regional policies but, frankly, in this first five months of transition, has not played a major role. LAEGC will expand its monitoring, leadership, and engagement in the coming year as the Strategy is put forth.

Specific “**Anticipated Activities**” identified in the Scope of Services include:

1. Coordinated and efficient administration of the Cities’ joint economic development programs, development corporations and activities
As noted above in this Report, LAEGC has begun to explore and discuss with City Staff and other organizations ways to become most efficient and effective in our collective economic development efforts. Many more of these details will be identified as we begin to outline specific action within the Growth Strategy and many more will evolve over time.
2. Conduct annual briefing to Cities and stakeholders on regional, state, and federal issues and policies that may impact economic development in the Cities
LAEGC will propose a briefing on such issues in November, 2015 as part of its reorganization and plans to move its “annual dinner” to the fall. This move is being made as a matter of efficiency for the organization, to spread out the timing and planning necessary for the “annual dinner” and the B2B Trade Show.

The expected outcome under this Service Area is “annual reporting to the Cities on LAEGC operations, use of funds, and outcomes. *This Progress Report is the first of those with subsequent and then annual reports to be issued in December of this year and then annually thereafter.*



CITY OF LEWISTON

Department of Planning & Code Enforcement



TO: City Council
FROM: David Hediger, City Planner
DATE: June 3, 2015
RE: Parking requirements for daycare facilities

As the Council is aware, a day care center provider recently contacted staff and the Council regarding the City's code requirements for childcare facilities. Prior to contacting the City, the provider negotiated a lease for approximately 9,000 square feet of space to operate center for 200 children. Upon contacting the City, the applicant was advised of the City's following parking requirements:

Article XII, Section 20(b)(3) *Child care facility standards. Off-street parking/drop-off and pick-up areas.*

Day care centers:

One on-site parking stall for each staff person.

All proposed child care facilities shall also provide adequate drop-off and pick-up areas. These areas shall be safe and convenient, and shall not conflict with on-site pedestrian and vehicular movements. All drop-off and pick-up shall occur on-site. The following standards shall be used to determine the number of drop-off and pick-up areas required for each type of child care facility.

One parking space shall be provided for drop-off and pick-up purposes based on a ratio of one space per six children, if staggered drop-off and pick-up times are implemented, or one space per three children if there are no staggered times. However, these spaces shall not be arranged in a stacked manner.

In the event that the code enforcement official determines that a proposed child care facility has less demand for drop-off, pick-up and parking due to interurban transit use, car and van pooling, bus service, foot traffic, etc. the above requirements may be reduced to reflect the anticipated demand.

The site the applicant is interested in does not provide enough parking for 200 children and associated staff based upon these provisions (200 children require 33 spaces plus one space per employee). The provider has since indicated they will look to start with the 123 children and 18 staff (requiring 39 spaces, which the site can fulfill).

The above referenced section of code is specific to child care facilities. Parking requirements for all other uses are regulated under Article XII, Section 17, which provides options for uses not able to provide adequate parking on site, including the following:

- Required or provided off-street parking shall be located on the same lot with the principal building or use, or within 500 feet measured along lines of public access, except that where off-

street parking cannot be provided within these limits, the board of appeals may permit such off-street parking to be located a reasonable distance from the principal buildings or use, measured along lines of access if such off-lot parking areas shall be held in fee simple by the owner of the use served, or in such other tenure as assures continued availability for parking as long as the particular land will be needed for such use, provided that if tenure is other than ownership in fee simple, the form of tenure shall be approved by the planning director before the request is considered by the board of appeals. Evidence of fee simple ownership or approved tenure shall be required, and such lots shall be located within nonresidential districts; and/or,

- When it has been determined that a specific use requires less parking spaces than otherwise required, the additional parking spaces based on the listed use may be just shown as reserved on the plans. In addition, a developer may implement transportation demand management programs to reduce the need for off-street parking. The programs could involve strategies to involve more interurban transit use, car and van pooling, employee pick-up plans, flexible work hour schedules, subscription bus service and other similar incentives. These programs must be approved by the reviewing body prior to implementation and may not reduce the number of required spaces by more than 25 percent. For projects classified as major under this Code utilizing the transportation demand management program provisions, or projects classified as minor under this Code that are proposing expansion, the reduced number of spaces must also be shown as reserved on the plans. Reserved parking spaces for all projects shall not be used for any purpose other than open space, and the reserved area may not be used to meet the minimum open space ratio. If the use changes with respect to the need for the additional spaces, or if the transportation demand management program is not successfully implemented, the additional number of spaces shall be constructed in accordance with the applicable design standards within 60 days of the change of use or determination that the transportation demand management program has not been successfully implemented. For projects classified as minor under this Code utilizing the transportation demand management program, but not proposing any expansion, the occupancy permit shall be contingent on the satisfactory implementation of program. The required additional spaces shall be provided within 60 days of a determination that the program has not been successfully implemented. Otherwise, the use must cease or be converted to one that meets the required parking standards.

It is my understanding the Council is may be interested in considering amending the parking provisions for daycare facilities. Staff generally agrees that Lewiston's parking provision should provide greater flexibility for businesses and property owners. However, the provisions of Section 17 are not applicable for daycare facilities and present their own challenges for property owners and developers. The operator has not provided any evidence as to why the parking requirements should be reduced, and therefore, it's not apparent to staff that less parking is warranted. Furthermore, staff knows from working with other day care operators that parking during peak hours at child care facilities often becomes a cluster and challenging. Staff suggests that if an amendment were considered, monitoring of the site and analysis by a professional traffic engineer may be warranted to demonstrate parking demand (greater or lesser); that the ability for off-site parking or leased parking on another site in proximity to the center should exist; or, possibly, allow for on-street parking to be counted toward a specific uses demand.

Staff will be available at the meeting to discuss this item.

MEMORANDUM

TO: Mayor Robert E. Macdonald
Members of the City Council
FR: Gildace J. Arsenault, Director of Planning and Code Enforcement
RE: Franklin Property Trust, LLC Division of Land

DT: June 4, 2015

Background

On December 16, 2014, Franklin Property Trust, LLC (FT) and the City of Lewiston (City) entered into an agreement regarding the demolition of a number of dangerous buildings located wholly or partly on land owned by FT. In addition to these dangerous buildings, the agreement contained provisions for the subdivision of FT land. The agreement states that FT shall engage a surveyor and/or other consultants at its expense to prepare a plan of subdivision of the land. The plan shall be subject to municipal approval which shall not be unreasonably withheld or conditioned. The agreement also states that, if the City's current zoning ordinance does not permit subdivision pursuant to the plan or if the Planning Board denies FT's application, Code Enforcement and the City Administrator will propose an amendment to the City's zoning ordinance to allow the subdivision and will diligently pursue the adoption of such amendment.

At a March 10, 2015 workshop, the Council discussed the zoning and land use issues associated with the creation of individual house lots and some concern was expressed that most of the lots created would not satisfy one or more provisions of the Zoning and Land Use Code. Since that workshop, staff has evaluated the individual lots that would result from the division of Franklin Property Trust land. The evaluation was based on our municipal maps and assumptions were made as to the likely locations of the property lines for the individual homes.

Creation of Individual Parcels

Our Zoning and Land Use Code states that no division of land shall be made where any lot is smaller than the minimum size required for the district in which the lot is located or has less than the minimum required frontage, setback or yard space. The majority of the proposed individual house lots will not satisfy one or more of the minimum required space and bulk requirements (i.e. frontage, setbacks, yards, etc.).

Therefore, the first action needed in order to satisfy the FT/City agreement is to amend the Code to allow for the creation of new nonconforming lots to include nonconforming structures. We are preparing an amendment to accomplish this. That amendment will be drafted so as to limit its applicability so that it does not undermine our overall subdivision standards. For example, it may be limited only to situations existing before the adoption of our subdivision ordinance and where multiple residential buildings are located on land in single ownership.

Non-Conforming Uses

We estimate that eight–eight (88) lots will be created with a combination of single family homes, two family homes, or three unit multifamily buildings. Seventy-eight (78) of these lots will be located in zoning districts (Mill District, Riverfront District, Neighborhood Conservation “A” District, Urban Enterprise District, and Community Business District) that do not permit the existing residential uses (i.e. nonconforming uses).

In accordance with our Code, a nonconforming use that is located in a structure that is damaged to an extent less than 80 percent of the market value of the structure may be reconstructed as it existed; but, if the damage equals or exceeds 80 percent of the market value, it may only be reconstructed, upon the receipt of development approval and a building permit, in full conformance with the space and bulk regulations of the district in which it is located. Any reconstruction of a nonconforming use must be no larger than the previous structure, and the intensity of use shall not be increased. Any reconstruction permitted must be begun within one year and be completed within two years of the date of the damage or destruction. The board of appeals may extend the period for reconstruction upon a showing that work could not begin or be completed for reasons outside the control of the owner.

Nonconforming Lots

Nine (9) of the properties that will be created may be on lots that are nonconforming to such an extent that the homes, as a matter of right, will not be able to be replaced if damaged or destroyed to an extent that equals or exceeds eighty (80) percent of the market value.

Should the Council desire, a provision could be added to the Zoning and Land Use Code to provide, by right, an opportunity to replace the structure, again to the same size and footprint as previously existed. Any reconstruction would have to begin within one year and be completed within two years of the date of damage or destruction. Again, we would recommend that any such provision be limited to single-family detached dwellings, two-family dwellings, and three unit multifamily dwellings since this provision would be applicable throughout the City.

These changes would basically allow any destroyed one, two, or three unit structure anywhere in the City to be rebuilt provided that it is no larger than the previous structure.

Mr. Hediger and I will be in attendance at the March 10, 2015 workshop to answer any questions that you may have.

Thank you.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	
1	Franklin Property Trust: Land and Structures 06/04/2015															
2	ADDRNO	STNAME	ZONE	OWNER1	OWN_ADDR1	Conforming Lot	Non Conforming Lot	Rebuild as a matter of right?	Frontage	Lot Size (y/n)	Net Lot Area (y/n)	Setbacks (y/n)	Parking (Y/N)	Use	Flood plain (y/n)	
3	5	LINCOLN CIR	M	LAMBERT DENIS	5 LINCOLN CIRCLE	y	n	y/one year	25+	na	na	na	y	1	n	
4	10	LINCOLN CIR	M	URWIN ALBERT	10 LINCOLN CIRCLE	y	n	y/one year	25+	na	na	na	y	1	n	
5	3	LINCOLN CIR	M	CALABINE CONLON D	9089 GUINEA RD	y	n	y/one year	25+	na	na	na	y	2	n	
6	1	LINCOLN CIR	M	PARKER BERNARD J	1 LINCOLN CIRCLE	y	n	y/one year	25+	na	na	na	y	2	n	
7	5	LINCOLN DR	M	POISSONNIER RICHARD	5 LINCOLN DRIVE	y w/7 Lincoln Dr	n	y	25+	na	na	na	y	3	y	
8	1	LINCOLN DR	M	MACDONALD KARIN	1 LINCOLN DRIVE	y	n	y/one year	25+	na	na	na	y	1	n	
9	3	LINCOLN DR	M	CURIT BRENDA S	3 LINCOLN DRIVE	y	n	y/one year	25+	na	na	na	y	1	y	
10	37	LINCOLN DR	M	SAMSON CHRISTIE	37 LINCOLN DRIVE	y	n	y/one year	25+	na	na	na	y	1	y	
11	35	LINCOLN DR	M	JACOBSEN ROBIN T	C/O MICHAEL & SANDRA JOLY	y	n	y/one year	25+	na	na	na	y	1	y	
12	33	LINCOLN DR	M	GRAVEL HECTOR	33 LINCOLN DRIVE	y	n	y/one year	25+	na	na	na	y	1	y	
13	31	LINCOLN DR	M	SMITH JEANNINE L	31 LINCOLN DRIVE	y	n	y/one year	25+	na	na	na	y	1	y	
14	27	LINCOLN DR	M	GAGNON JEAN PAUL RENE	27 LINCOLN DRIVE	y	n	y/one year	25+	na	na	na	y	1	y	
15	25	LINCOLN DR	M	VYE RICHARD M	25 LINCOLN DRIVE	y	n	y/one year	25+	na	na	na	y	1	y	
16	23	LINCOLN DR	M	POULIN ROGER HENRY JR	23 LINCOLN DRIVE	y	n	y/one year	25+	na	na	na	y	1	n	
17	15	LINCOLN DR	M	JAMES DAPHNE	15 LINCOLN DRIVE	y	n	y/one year	25+	na	na	na	y	1	n	
18	248	LINCOLN ST	M	M & L REAL ESTATE LLC	10 S BRANCH DRIVE			Demolition of house							1	n
19	230	LINCOLN ST	M	BURNS GERALD C	290 MAINE ST	y	n	n	25+	na	na	na	n	1	n	
20	242	LINCOLN ST	M	MCKEONE DANIEL	242 LINCOLN ST	n	y	n	<25	na	na	na	n	1	n	
21	236	LINCOLN ST	M	O'DONNELL ANDREA M	C/O MARK CHARETTE/DONNA BEAR	n	y	n	<25	na	na	an	n	1	n	
22	234	LINCOLN ST	M	LEMAY NORMAND A	234 LINCOLN ST	y	n	n	25+	na	na	na	n	1	n	
23	232	LINCOLN ST	M	LEMIEUX DENNIS G	232 LINCOLN ST	y	n	n	25+	na	na	na	n	2	n	
24	244	LINCOLN ST	M	RAY CORPORATION	571 SABATTUS ST STE 1	y	n	n	25+	na	na	na	n	2	n	
25	280	LINCOLN ST	M	RAY CORPORATION	571 SABATTUS ST STE 1	y	n	y	25+	na	na	na	n	3	y	
26	252	LINCOLN ST	M	WELLS JOSEPH	252 LINCOLN ST	y	n	y/one year	25+	na	na	na	y	1	n	
27	250	LINCOLN ST	M	ECCLES RICK	250 LINCOLN ST	y w/ 248 Lincoln	n	y/one year	25+	na	na	na	y	1	n	
28	246	LINCOLN ST	M	BAZINET DOROTHY	32 EATON ST	y w/248 Lincoln	n	y/one year	25+	na	na	na	y	1	n	
29	270	LINCOLN ST	M	MORIN JOHN E	19 WOODFIELD DRIVE	y	n	y/one year	25+	na	na	na	y	1	y	
30	272	LINCOLN ST	M	ST.HILAIRE JOAN J	272 LINCOLN ST	y	n	y/one year	25+	na	na	na	y	1	y	
31	274	LINCOLN ST	M	GAGNON ARTHUR E	274 LINCOLN ST	y	n	y/one year	25+	na	na	na	y	1	y	
32	276	LINCOLN ST	M	MONTMINY RACHEL A	276 LINCOLN ST	y	n	y/one year	25+	na	na	na	y	1	n	
33	268	LINCOLN ST	M	MESERVIER GERARD	268 LINCOLN ST	y	n	y/one year	25+	na	na	na	y	2	y	
34	267	LINCOLN ST	RF	FOURNIER REAL HEIRS	171 OXFORD ST	n but combine with y		Demolition of garage	none	n; lot to be mer	na	na	na	0	y	
35	245	LINCOLN ST	RF	COURTENAY LISA	70 BROAD ST			Demolition of house						1	y	
36	233	LINCOLN ST	RF	PRATT APRIL	11 BROOKSIDE MOBILE HOME PRK			Demolition of house						1	y	
37	229	LINCOLN ST	RF	HIGGINS JEFF	1248 SABATTUS ST	n	y	n	<50	n	na	n	n	2	y	
38	253	LINCOLN ST	RF	LINCOLN FUND TRUST	571 SABATTUS ST STE 1	n	y	n	50+	y	n	y	n	3	y	
39	263	LINCOLN ST	RF	FRANKLIN PROPERTY TRUST	P O BOX 7	n	y	na; part of 263 Lincoln with dwelling	25+	n	na	na	na	0	y	
40	257	LINCOLN ST	RF	DEGRAFF SHAWN C	229 ROWE STATION RD	n	y	y/one year	50+	n	na	y	y	1	y	
41	235	LINCOLN ST	RF	GAUTHIER DENISE C	P O BOX 2455	y w/243 & 245	n	y/one year	50+	y	na	y	y	1	y	
42	231	LINCOLN ST	RF	PARENT ROMEO JR	212 POND RD	y w/233 Lincoln	n	y/one year	50+	y	na	y	y	1	y	
43	249	LINCOLN ST	RF	MCWILLIAMS RICHARD	C/O SHAWN & KRISTINE COLLINS	y w/251 Lincoln	n	y/one year	50+	y	na	y	y	1	y	
44	243	LINCOLN ST	RF	GAUTHIER DENISE C	P O BOX 2455	y w/245 Lincoln	n	y/one year	50+	y	na	y	y	1	y	
45	291	LINCOLN ST	RF	MATHIEU RAYMOND D	55 FISHER AVE	n	y	y/one year	50+	n	na	y	y	1	y	
46	283	LINCOLN ST	RF	MAILHOT DONALD G	283 LINCOLN ST	n	y	y/one year	50+	n	na	y	y	1	y	
47	277	LINCOLN ST	RF	POLIQUIN FRANCOISE B	277 LINCOLN ST	n	y	y/one year	50+	n	na	y	y	1	y	
48	271	LINCOLN ST	RF	WHITTIER ROBERT N	271 LINCOLN ST	n	y	y/one year	50+	n	na	y	y	1	y	
49	267	LINCOLN ST	RF	TREMBLAY CHAD N	267 1/2 LINCOLN ST	n	y	y/one year	25+	n	na	y	y	1	y	
50	261	LINCOLN ST	RF	HOWHANNESIAN RALPH	348 ROUND THE POND RD	n	y	y/one year	25+	n	na	y	y	1	y	
51	279	LINCOLN ST	RF	MATHON JACQUELINE T	279 LINCOLN ST	n	y	y/one year	50+	n	na	y	y	2	y	
52	247	LINCOLN ST	RF	COLLINS SHAWN	247 LINCOLN ST	y w/245 Lincoln	n	y/one year	50+	y	na	y	y	2	y	
53	263	LINCOLN ST	RF	RICKARDS FERN	263 LINCOLN ST	n	y	y/one year	25+	n	na	y	y	2	y	
54	390	LINCOLN ST	UE	IVY WAYNE J	137 HOWE ST			Demolition of house						1	n	
55	398	LINCOLN ST	UE	CUMMINGS PEGGY A	69 LINCOLN ST APT 12	y w/10 Merton		Demolition of house	100+	y	na	na	na	1	n	
56	372	LINCOLN ST	UE	ROGERS TAMMY M	403 WHITE OAK HILL RD	y	n	y/one year	100+	y	na	y	y	1	y	
57	386	LINCOLN ST	UE	NADEAU DEBORAH	386 LINCOLN ST	y	n	y/one year	100+	y	na	n	y	1	n	
58	420	LINCOLN ST	UE	TURMENNE MATTHEW	19 MERTON BLVD	y	n	y/one year	100+	y	na	n	y	1	n	
59	394	LINCOLN ST	UE	BOULET DANIEL J	394 LINCOLN ST	y/w 390 Lincoln	n	y/one year	100+	y	na	n	y	1	n	
60	408	LINCOLN ST	UE	MONGEAU JEANNE B	9 MERTON BLVD	y	n	y/one year	100+	y	na	n	y	1	n	

1	Franklin Property Trust: Land and Structures 06/04/2015														
2	ADDRNO	STNAME	ZONE	OWNER1	OWN_ADDR1	Conforming Lot	Non Conforming Lot	Rebuild as a matter of right?	Frontage	Lot Size (y/n)	Net Lot Area (y/n)	Setbacks (y/n)	Parking (Y/N)	Use	Flood plain (y/n)
61	440	LINCOLN ST	UE	MATHIEU RAYMOND D	55 FISHER AVE	y	n	y/one year	100+	y	na	n	y		2 y
62	8	LINCOLN TERR	M	ST.PIERRE RICHARD	8 LINCOLN TERRACE	y	n	y/one year	25+	na	na	na	y		1 y
63	769	LISBON ST	NCA	KOWALSKY REALTY LLC	9 COOT LN	y	n	y	75+	y	na	y	y		1 n
64	12	LOCUST ST	M	MESERVIER NORMAND W	12 LOCUST ST	y	n	y	25+	na	na	na	y		1 y
65	18	LOCUST ST	M	MESERVIER ARMAND R	18 LOCUST ST	y	n	y/one year	25+	na	na	na	y		1 n
66	8	LOCUST ST	M	VEILLEUX ROBERT	8 LOCUST ST	y	n	y/one year	25+	na	na	na	y		1 n
67	10	MERTON BLVD	UE	MONGEAU JEANNE B	9 MERTON BLVD	y/w 398 Lincoln	n	n	50+	n	na	n	y		1 n
68	8	MERTON BLVD	UE	GIASSON GLEN	8 MERTON BLVD	n	y	y/one year	50+	y	na	n	y		1 n
69	2	MERTON BLVD	UE	WILLIAMS EDWARD	63 JOCELYN ST	n	y	y/one year	50+	y	na	n	y		1 n
70	12	MERTON BLVD	UE	MORIN JOHN E	19 WOODFIELD DRIVE	n	y	y/one year	50+	n	na	n	y		1 n
71	4	MERTON BLVD	UE	GREGOIRE GUY	4 MERTON BLVD	y	n	y/one year	100+	y	na	n	y		1 n
72	17	MERTON BLVD	UE	ARTHUR PATRICK S	817 ALLEN POND RD	y	n	y/one year	100+	y	na	n	y		1 n
73	18	MERTON BLVD	UE	BERNIER THERESA M	18 MERTON BLVD	n	y	y/one year	50+	y	na	n	y		1 n
74	14	MERTON BLVD	UE	PARADIS CHAD	1092 SABATTUS ST	n	y	y/one year	50+	n	na	n	y		1 n
75	16	MERTON BLVD	UE	ARTHUR PATRICK S	817 ALLEN POND RD	n	y	y/one year	50+	n	na	n	y		1 n
76	15	MERTON BLVD	UE	MORRISSETTE KEVIN	15 MERTON BLVD	y	n	y/one year	100+	y	na	n	y		1 n
77	66	RIVER ST	RF	CASTONGUAY GERARD	30 BRADLEY ST APT 1	n but combine with y		Demolition of garage	none	n; lot to be mer	na	na	na		0 y
78	68	RIVER ST	RF	TREMBLAY DONALD	267 1/2 LINCOLN ST	n but combine with y		Demolition of garage	none	n; lot to be mer	na	na	na		0 y
79	78	RIVER ST	RF	DUMAIS THERESE	2056 N MOBILE ESTATES DRIVE	n but combine with y		y/one year	25+	n	y	y	y		0 y
80	70	RIVER ST	RF	LECOMPTRE RENE	C/O DAVID LECOMPTRE	n	y	y/one year	25+	n	na	y	y		1 y
81	25	SAND HILL RD	CB	GENDRON SYLVAIN	25 SAND HILL RD	n	y	y/one year	<100	y	na	y	y		1 n
82	28	SAND HILL RD	CB	HARTFORD JOSEPH	28 SAND HILL RD	n	y	y/one year	<100	y	na	y	y		1 n
83	26	SAND HILL RD	CB	BUSSIERE ARTHUR P	26 SAND HILL RD	y	n	y/one year	100+	y	na	y	y		1 n
84	23	SAND HILL RD	NCA	FLEURY RAYMOND L	23 SAND HILL RD	y	n	y	75+	y	na	n	y		1 n
85	21	SAND HILL RD	NCA	SMITH MICHAEL	21 SAND HILL RD	y	n	y	75+	y	na	y	y		1 n
86	17	SAND HILL RD	NCA	LEBLANC CAROL	17 SAND HILL RD	y	n	y	75+	y	na	y	y		1 n
87	15	SAND HILL RD	NCA	GENDRON JAMES C	15 SAND HILL RD	y	n	y	75+	y	na	y	y		1 n
88	11	SAND HILL RD	NCA	POISSON DONALD	P O BOX 7799	y	n	y	75+	y	na	y	y		1 n
89	9	SAND HILL RD	NCA	POISSON DONALD	P O BOX 7799	y	n	y	75+	y	na	y	y		1 n
90	2	SAND HILL RD	NCA	THIBAUT JOLINE	50 SYLVAN AVE	y	n	y	75+	y	na	y	y		1 n
91	3	SAND HILL RD	NCA	WILLIAMS ANITA	3 SAND HILL RD	y	n	y	75+	y	na	y	y		1 n
92	7	SAND HILL RD	UE	LABBE GERARD L	7 SAND HILL RD	n	y	y/one year	none	n	na	y	y		1 n
93	5	SAND HILL RD	UE	TREMBLAY MATTHEW	5 SAND HILL RD	y	n	y/one year	75+	y	na	y	y		1 n
94	2	SUMMER ST	UE	TIBBETT MARY	42 BRACKETT ST APT 2	y	n	y/demolition of house	50'	y	y	y	y		1 y
95	7	WILLOW CIR	UE	LABRIE DEBORAH J	P O BOX 8223			Demolition							1
96	9	WILLOW CIR	UE	SMITH JACQUELINE	9 WILLOW CIRCLE	y	n	y/one year	100+	y	na	y	y		1 n
97	6	WILLOW CIR	UE	LABRIE SHIRLEY D	6 WILLOW CIRCLE	y	n	y/one year	100+	y	na	y	y		1 n
98	4	WILLOW CIR	UE	DODSON DARREN	4 WILLOW CIRCLE	y	n	y/one year	100+	y	na	y	y		1 n
99	5	WILLOW CIR	UE	TOUCHETTE LORI-ANN	5 WILLOW CIRCLE	y	n	y/one year	100+	y	na	y	y		1 n
100	8	WILLOW CIR	UE	CHABOT PAUL J	83 SPRAGUE MILLS RD	y	n	y/one year	100+	y	na	y	y		1 n
101															
102	GREEN=rebuild as a matter of right														
103	YELLOW=demolition														
104	PINK=can not be rebuilt as a matter of right														



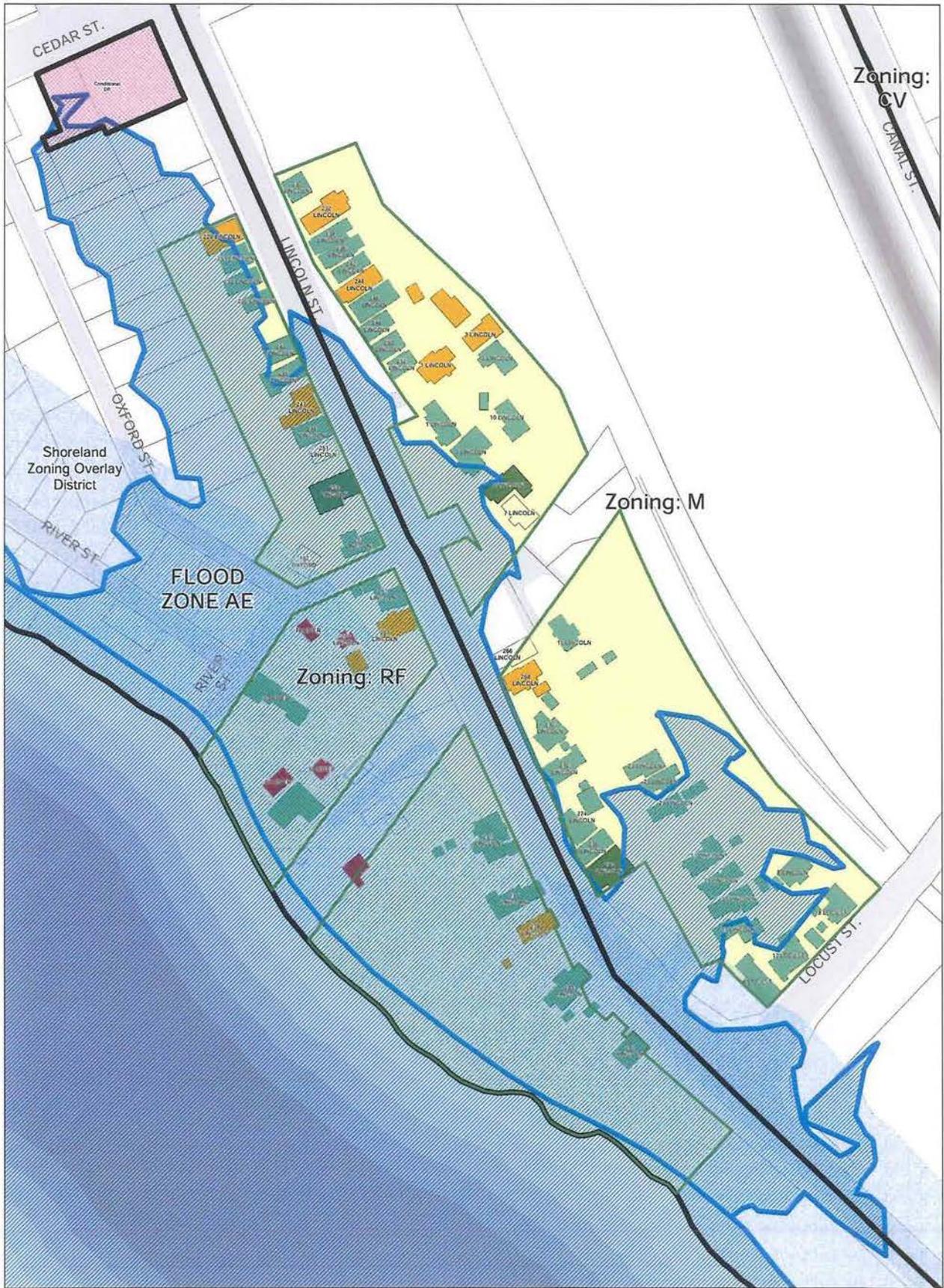
***Franklin Property Trust Land - Lewiston, Maine**

Legend

-  Public Easements
-  Franklin Land
-  Zoning - Conditional
-  Zoning Districts

*Map has been clipped to extents of all Franklin Property Land within City for clarity.





Franklin Property Trust Land - Lewiston, Maine
Lincoln Steet/Drive Properties
 Zoning Districts and Flood Hazard Areas

1 inch = 50 feet

Legend

-  Single Family and Accessory Structures on Franklin Property Land
-  Two Family and Accessory Structures on Franklin Property Land
-  Three Family and Accessory Structures on Franklin Property Land
-  Non-Residential Use Buildings on Franklin Property Land
-  Franklin Land
-  Zoning Districts
-  Shoreland Zoning
-  Flood Zones A and AE





Franklin Property Trust Land - Lewiston, Maine
 Lincoln Steet/Merton Blvd & Sand Hill Road Properties
 Zoning Districts and Flood Hazzard Areas

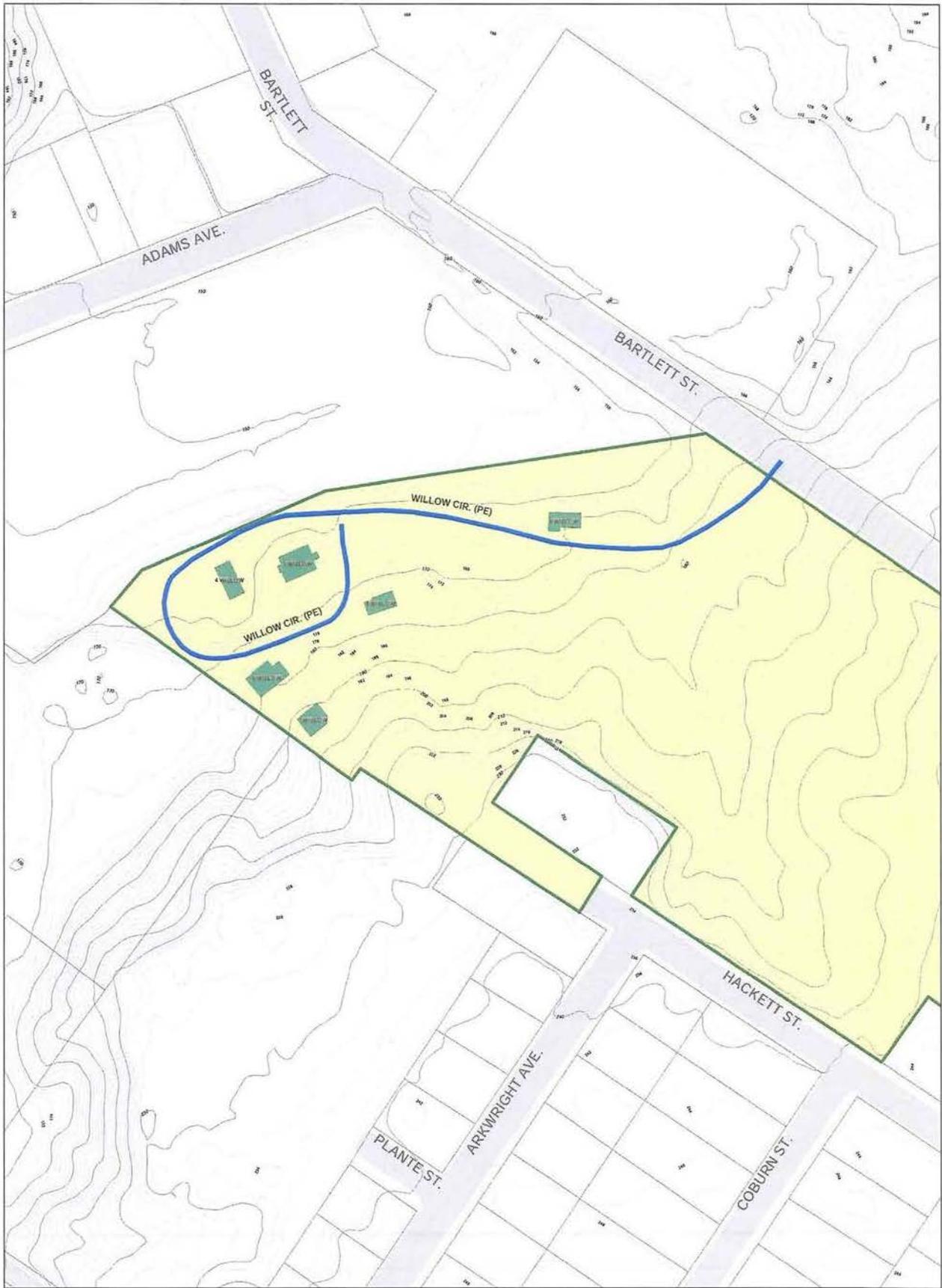
1 inch = 80 feet

Legend

- Single Family and Accessory Structures on Franklin Property Land
- Two Family and Accessory Structures on Franklin Property Land
- Three Family and Accessory Structures on Franklin Property Land
- Non-Residential Use Buildings on Franklin Property Land
- Franklin Land
- Shoreland Zoning
- Zoning Districts
- Flood Zones A and AE



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Franklin Property Trust Land - Lewiston, Maine
Willow Circle Parcel
 Building Use and Topographic Map

1 inch = 50 feet

Legend

-  Single Family and Accessory Structures on Franklin Property Land
-  Two Family and Accessory Structures on Franklin Property Land
-  Three Family and Accessory Structures on Franklin Property Land
-  Non-Residential Use Buildings on Franklin Property Land
-  Franklin Land
-  10' Topo Contour
-  2' Topo Contour
-  Public Easements



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LEWISTON CITY COUNCIL
MEETING OF JUNE 9, 2015

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. ES

SUBJECT:

Executive Session to discuss labor union negotiations regarding the city's six employee unions.

INFORMATION:

The Maine State Statutes, Title 1, section 405, define the permissible grounds and subject matters of executive sessions for public meetings.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/kmb

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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To enter into an Executive Session pursuant to MRSA Title 1, section 405 (6) (D) to discuss Labor Negotiations regarding the city's six employee unions - International Association of Firefighters, Local 785; Maine State Employees Association, Local 1989; Maine Association of Police; Lewiston Police Supervisory Command Unit; Lewiston Professional Technical Unit, Local 3855 and Lewiston Public Works Unit, Local 1458.