

CITY OF LEWISTON
STAFF REVIEW MEETING
Thursday, August 27, 2015 – 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:**
- V. OTHER BUSINESS:**
 - A. To reconsider a previously approved proposal by Janelle Turcotte to create a second single family house lot at 211 Pond Road off a frontage right-of-way.
- VI. READING OF THE MINUTES:** Motion to adopt minutes from the August 13, 2015 meeting.
- VII. ADJOURNMENT:**



**STAFF REVIEW COMMITTEE MEETING
CITY OF LEWISTON**

**211 Pond Road
Frontage Right of Way**

The Lewiston Staff Review Committee will hold a hearing on Thursday, August 27, 2015 at 9:00 a.m. in the Third Floor Conference Room of the City Building to reconsider a previously approved proposal by Janelle Turcotte to create a second single family house lot at 211 Pond Road off a frontage right-of-way.

Maps and data are available in Planning & Code Enforcement on the Third Floor at the City Building between 8:00 a.m. and 4:30 p.m., Monday through Friday. Written comments may be submitted to David Hediger, City Planner, in the Planning & Code Enforcement Department on or before the hearing date, and oral comments will be accepted at the hearing.

The City of Lewiston is an EOE. For more information, please visit our website @ www.ci.lewiston.me.us and click on the Non-Discrimination Policy.

August 12, 2015

David Hediger
Deputy Director, City of Lewiston
City Building
27 Pine Street 3rd Floor
Lewiston, ME 04240

RE: 211 Pond Road, Lavender Drive, Lewiston

Dear Mr. Hediger and City Staff,

Please see the attached Development Review Application, as well as Suggested Parcel Description and agreement for 211 Pond Road and Lavender Drive.

As you may recall, the property at 211 Pond Road was subdivided in 2007 and right of way access to a back lot was created.

Since construction on the right of way has yet to begin, the prior approval for the back lot has expired. The attached application is being submitted seeking the same approval as originally granted. It is understood that the new expiration rules grant two years to start and five to finish the site improvements.

Thank you, and please contact me with any questions,



Janelle Turcotte
211 Pond Road
Lewiston, ME 04240

PROJECT DATA

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

IMPERVIOUS SURFACE AREA/RATIO

Existing Total Impervious Area _____ N/A sq. ft.
Proposed Total Paved Area _____ sq. ft.
Proposed Total Impervious Area _____ sq. ft.
Proposed Impervious Net Change _____ sq. ft.
Impervious surface ratio existing _____ % of lot area
Impervious surface ratio proposed _____ % of lot area

BUILDING AREA/LOT COVERAGE

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

ZONING

Existing _____ NCA
Proposed, if applicable _____

LAND USE

Existing _____
Proposed _____

RESIDENTIAL, IF APPLICABLE

Existing Number of Residential Units _____
Proposed Number of Residential Units _____
Subdivision, Proposed Number of Lots _____

PARKING SPACES

Existing Number of Parking Spaces _____
Proposed Number of Parking Spaces _____
Required Number of Parking Spaces _____
Number of Handicapped Parking Spaces _____

ESTIMATED COST OF PROJECT

DELEGATED REVIEW AUTHORITY CHECKLIST

SITE LOCATION OF DEVELOPMENT AND STORMWATER MANAGEMENT

Existing Impervious Area _____ sq. ft.
Proposed Disturbed Area _____ sq. ft.
Proposed Impervious Area _____ 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 created 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 _____ N/A _____ passenger car equivalents (PCE)
(Since July 1, 1997)

Total traffic estimated in the peak hour-proposed (Since July 1, 1997) _____ 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 NCA zoning district.
2. Parcel Area: 2.08 acres / _____ square feet(sf).

Regulations	Required/Allowed	Provided
Min Lot Area	<u>7500</u>	<u>7500+</u>
Street Frontage	<u>75 FEET</u>	<u>75'+</u>
Min Front Yard	<u>15'</u>	<u>15'</u>
Min Rear Yard	<u>10'</u>	<u>10'</u>
Min Side Yard	<u>10'</u>	<u>10'</u>
Max. Building Height	<u>35'</u>	<u>N/A</u>
Use Designation	<u>SINGLE FAM.</u>	<u>SINGLE FAM.</u>
Parking Requirement	1 space/ per _____ square feet of floor area	
Total Parking:	<u>N/A</u>	<u>/</u>
Overlay zoning districts (if any):	<u>N/A</u>	<u>/</u>
Urban impaired stream watershed?	YES/NO If yes, watershed name <u>N/A</u>	

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>8-12-15</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: 211 POND ROAD / LAVENDER DRIVE

PROPOSED DEVELOPMENT ADDRESS and PARCEL #: _____

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

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

	Lake Auburn Watershed (Auburn only)				
	Taylor Pond Watershed (Auburn only)				
Right Title or Interest					
	Verify	X			
	Document Existing Easements, Covenants, etc.				
Technical & Financial Capacity		N/A			
	Cost Est./Financial Capacity				
	Performance Guarantee				
State Subdivision Law					
	Verify/Check				
	Covenants/Deed Restrictions				
	Offers of Conveyance to City				
	Association Documents				
	Location of Proposed Streets & Sidewalks				
	Proposed Lot Lines, etc.				
	Data to Determine Lots, etc.				
	Subdivision Lots/Blocks				
	Specified Dedication of Land				
Additional Subdivision Standards					
	Single-Family Cluster (Lewiston only)				
	Multi-Unit Residential Development (Lewiston only)				
	Mobile Home Parks				
	Private Commercial or Industrial Subdivisions (Lewiston only)				
	PUD (Auburn only)				
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					

SUGGESTED PARCEL DESCRIPTION
Proposed back-lot conveyance – Pond Road – Lewiston, Maine
Robert J. Turcotte & Sonya E. Turcotte
to
Eric Potvin & Janelle Turcotte

A certain lot or parcel of land situated on the southeasterly side of the Pond Road in the City of Lewiston, County of Androscoggin, State of Maine, being more particularly bounded and described as follows:

Beginning at a Point on the northeasterly line of land, now or formerly, of Robert J. Turcotte and Sonya E. Turcotte (Deed Reference: Book 1128, Page 184), said Point of Beginning being a distance of three hundred (300') feet southeasterly, as measured from the said southeasterly sideline of the Pond Road, along the northeasterly line of land, now or formerly of said Robert J. Turcotte and Sonya E. Turcotte (Deed Reference: Book 1128, Page 184);

Thence, in a southwesterly direction, parallel with the Pond Road, a distance of one hundred forty-six (146'+/-) feet, more or less, to the southwesterly line of land, now or formerly of said Robert J. Turcotte and Sonya E. Turcotte (Deed Reference: Book 1128, Page 184);

Thence, in a southeasterly direction along the said southwesterly line of land, now or formerly of said Robert J. Turcotte and Sonya E. Turcotte (Deed Reference: Book 1128, Page 184), a distance of three hundred ten (310'+/-) feet, more or less, to the southeasterly corner of land, now or formerly of said Robert J. Turcotte and Sonya E. Turcotte (Deed Reference: Book 1128, Page 184);

Thence, in a northeasterly direction, along the southeasterly line of land, now or formerly of said Robert J. Turcotte and Sonya E. Turcotte (Deed Reference: Book 1128, Page 184), a distance of one hundred forty-six (146'+/-) feet, more or less, to the northeasterly corner of land, now or formerly of said Robert J. Turcotte and Sonya E. Turcotte (Deed Reference: Book 1128, Page 184);

Thence in a northwesterly direction along the said northeasterly line of land, now or formerly of said Robert J. Turcotte and Sonya E. Turcotte (Deed Reference: Book 1128, Page 184), a distance of three hundred fourteen (314'+/-) feet, more or less, to the *Point of Beginning*.

Containing 1.05 acres, more or less.

For Source of Title see deed conveyed by Roger B. Ouellette & Nancy Ouellette to Robert J. Turcotte and Sonya E. Turcotte, dated October 22, 1974, recorded at the Androscoggin County Registry of Deeds in Deed Reference Book 1128, Page 184.

Also conveying to these grantees, heirs, successors and assigns, the right to use, in common with the grantor, heirs, successors and assigns, a certain sixty (60') foot wide right-of-way or easement for ingress and egress over remaining land of the grantor. Said sixty (60') foot wide right-of-way or easement lying northeasterly of and adjoining the northeasterly line of the remaining land of the grantor, and running southeasterly from the Pond Road to the northwesterly line of the lot described above. Said right-of-way or easement to be used in common with others for all purposes which a public or private road may be used, and shall include, without limitation, the right of ingress and egress by foot and by vehicle of any sort whatever; the right to construct, maintain, repair, grade, excavate, fill and pave the full width of the right of way or easement; the right to install within the right-of-way or easement, both above and below ground utility services to include, without limitation, facilities necessary or convenient for the transmission of electricity, gas, telephone communications, cable television, computer communications, sewerage, water and such similar services which are currently available or in the future may become available, both above or below ground.

The above described right-of-way or easement is not limited to any current use of the property served by the right-of-way or easement, but shall serve any lawful purpose to which said property of the grantor may be put in the future.

Also, by acceptance of this deed and as part of the consideration therefore, grantee agrees to pay his pro-rata share of the cost of maintaining the right-of-way or easement described herein and any extension thereof. Said pro-rata share shall be calculated by dividing the costs of maintenance among the number of lots using the right-of-way or easement, which ratio will change as additional lots are created.

Also, by acceptance of this deed, the grantee acknowledges that the grantors reserve the fee to the sixty (60') foot right-of-way or easement, and the rights conveyed herein are not exclusive to the grantee, but similar rights may be conveyed to others by these grantors, their heirs or assigns, as future lots are created.

The premises hereinabove described are conveyed subject to any easements and restrictions of record and together with the benefit of all rights, easements, privileges, and appurtenances of record belonging thereto.

211 Pond Road – Proposed Back Lot

Sonya E. Turcotte
To
Janelle Turcotte & Eric Potvin

I knowingly agree to the sub-division of the property located at 211 Pond Road, Lewiston Maine as described in the "Suggested Parcel Description" dated 3 June 2007 in order to create a new "back-lot" and Right Of Way access; also to transfer ownership of the rear lot to Janelle Turcotte and Eric Potvin as described in the "Suggested Parcel Description".

Signed: Sonya E. Turcotte

Date:

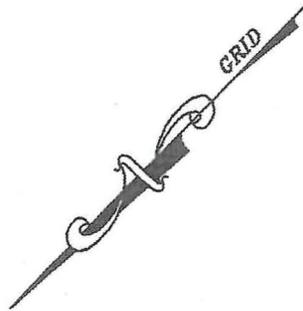
Sonya E. Turcotte

6/4/07

NF
**ROBERT
 BLANCHETTE**
 858/159

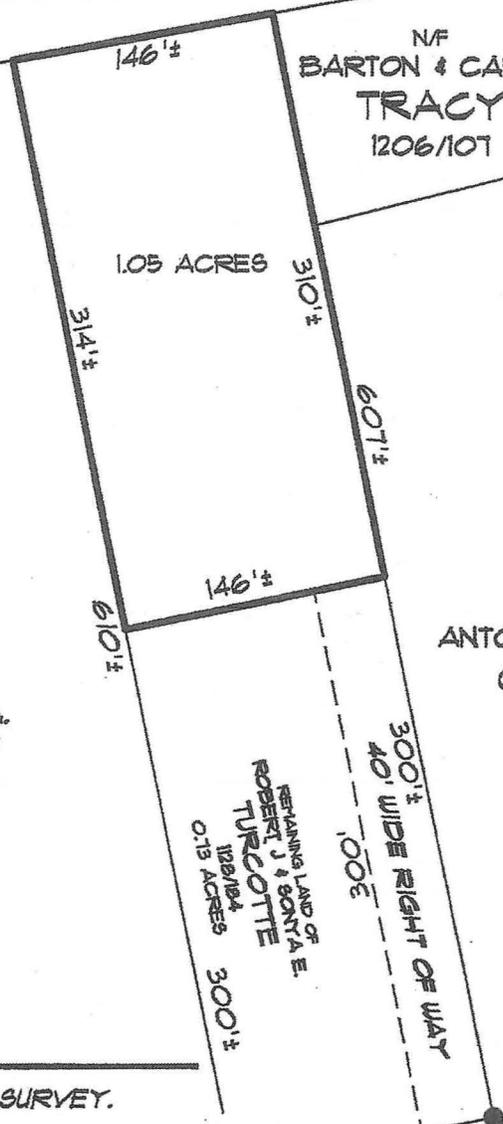
Proposed Deed Sketch

NF
**BARTON & CAROL
 TRACY**
 1206/107



NF
**MICHELE A.
 LEMAY**
 4620/339

NF
**ANTONIO & JANICE
 GAGNE**
 3199/167

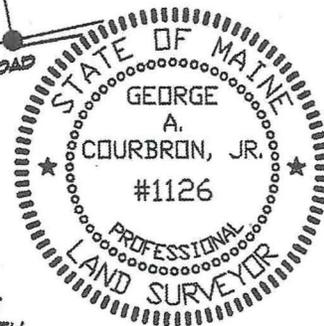


NOTES:

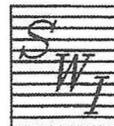
1.) THIS IS NOT A BOUNDARY SURVEY.

THE SOLE PURPOSE OF THIS SKETCH PLAN IS TO SERVE AS A VISUAL AID IN THE REVIEW OF THE ACCOMPANYING PROPOSED PARCEL DESCRIPTION, AND WAS PREPARED WITHOUT THE BENEFIT OF A BOUNDARY SURVEY AT THE REQUEST OF THE CLIENT AND IS SUBJECT TO VARIATIONS THAT A BOUNDARY SURVEY MAY REVEAL. NO MONUMENTS WERE SET AT THE CORNERS SHOWN ABOVE BY THIS SURVEYOR.

2.) AT THE REQUEST OF THE CLIENT NO INDEPENDENT INVESTIGATION WAS MADE TO DETERMINE COMPLIANCE WITH LOCAL AND/OR STATE LAND USE REGULATIONS BY THIS SURVEYOR. THEREFORE PRIOR TO THE USE OF THIS DESCRIPTION YOU ARE STRONGLY ADVISED TO CONFER WITH THE LOCAL CODE ENFORCEMENT OFFICER AND/OR LEGAL COUNSEL AS TO COMPLIANCE WITH LOCAL REGULATIONS.



Site: Pond Road , Lewiston, Maine
 Prepared For: Eric Potvin & Janelle Turcotte
 11 Islington Street
 Boston, Ma. 02134
 Date: June 04, 2007
 Scale: 1" = 100'
 File #: 07-4016



Prepared By:
SurveyWorks, Inc.
 Land Use Consultants
 528 RIVER ROAD
 Greene, Maine 04236
 Tel. (207) 946-4480
 Fax (207) 946-4483