

CITY OF LEWISTON  
STAFF REVIEW COMMITTEE MEETING  
FINAL MINUTES for August 18, 2016

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- I. **ROLL CALL:** The meeting was held in the Third Floor Conference Room of City Hall and was called to order at 9:00 a.m.

**Staff In Attendance:** David Hediger Deputy Director/City Planner, Ryan Barnes, Project Engineer, Paul Ouellette, Fire Inspector, Robert Ullrich, Sergeant of Police and Deborah Nichols, Administrative Assistant, Code/Planning.

**Other Attendees Present:** Kat Perry, Coordinator, Androscoggin  
Children's Advocacy Center  
George & Joanne Bouchard  
The Grays

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

- III. **CORRESPONDENCE:** None

- IV. **NEW BUSINESS:**

An application by Sexual Assault Prevention & Response Services to transition a former St. Mary's Hospice House located at 56 Lafayette Street into a Children's Advocacy Center that conducts forensic interviewing/response for children who report allegations of child abuse in our communities.

Kat Perry gave a summary of the proposed project for the Children's Advocacy Center. She stated the space was donated for the project from St. Mary's Hospital, but will need renovations. The space was previously used as a hospice house for St. Mary's.

David said there are currently five parking spaces and this is a change of use due to commercial use in a residential zone. Both of the neighbors at 60 and 52 Lafayette of whom waivers are being procured are in agreement.

Paul asked about the usage which would be primarily an office environment/ forensic interview room, a waiting room and a meeting space. The second floor will have two offices. The space has been reviewed for electrical by Gerry Caron. A permit will be needed for a porch demolition if they are going to demolish it and ramp, fence and sign permits will be necessary. The smoke detectors are all in working order and a permit for an outside light in the back area will also be needed.

There was a discussion about the possible demolition of the porch. If the porch is renovated, a permit will be needed.

The neighbors in attendance commented they are in favor of the project.

The following motion was made:

**MOTION:** by Ryan Barnes to approve an application submitted by the Children's Advocacy Center of Androscoggin, Franklin & Oxford Counties to establish an office in the existing structure at the property located at 56 Lafayette Street, with the following conditions: waivers granted for the buffer at 52 and 60 Lafayette Streets, St. Mary's to provide 5 parking spots at 102 Campus Street, and permit applications for demolition, fence, ramp, sign and any interior renovations.  
Second by Paul Ouelette.

**VOTED: 4-0 (Passed)**

V. **OTHER BUSINESS:** None

VI. **READING OF MINUTES:**

The following motion was made:

**MOTION:** by **Ryan Barnes** to adopt the minutes from August 13, 2015, August 27, 2015, October 1, 2015, January 28, 2016, May 19, 2016 and July 28, 2016. Second by **Paul Ouellette**.

**VOTED: 4-0 (Passed)**

VII. **ADJOURNMENT:** The meeting adjourned at 9:24 a.m.

Respectfully Submitted:



Cathy Lekberg, Administrative Assistant  
Planning/Code Department