

CITY OF LEWISTON
STAFF REVIEW MEETING
Thursday, November 17, 2016 – 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

IV. PUBLIC HEARINGS:

An application submitted by Ryan Rhoades on behalf of Messbecher, LLC to convert the single-family dwelling at 487 Main Street into a mixed-use structure with two dwelling units and approximately 1,000 square feet of office space.

V. OTHER BUSINESS

VI. READING OF THE MINUTES: Motion to adopt minutes from the September 29, 2016 and October 6, 2016 meetings

VII. ADJOURNMENT

Nov. 10, 2016

Dear City of Lewiston Planning Staff and Abutters of 487 Main St.,

We are writing to request a change of use from residential, to mixed-use office consisting of two residential units and four units of commercial space. This building will host small, one-person businesses like massage therapists, talk therapists, bookkeepers and similar professionals.

The two, one bedroom residential units will be located on the second and third floors. Three offices will be located on the first floor. One office will be located on the second floor.

The existing footprint of building and driveway will not change.

Sincerely,

The membership of
Messbecher, LLC:

Ryan Rhoades

Sara Goodrich

Scope of Project,
487 Main st. Lewiston Maine
Project Budget: \$8,000

- Door closers attached to all means of escape corridor doors at office entrances and apartment entrances.
- Concrete paver pathway from parking lot to front office door 36" wide x 40' long on South facing corner of building.
- Interconnected smoke detectors installed and existing replaced, located as per code.
- Sprinkler installed over natural gas furnace.
- Heating units to be installed for new zone on third floor.
- Insulation of third floor ceilings and gable ends with blown in cellulose or spray foam product by outside contractor TBD.
- Kitchen created in third floor, including new plumbing for sink, and dishwasher.
- Bathroom created in third floor apartment, including toilet, tub surround and sink.
- Electrical upgrades to be completed by electrical contractor Anchor Electric.
- Plumbing upgrades to be completed by Burt Tardiff and Son Plumbing LLC
- Interior and exterior Repainting and minor cosmetic upgrades
- Uplit sign showing tenant business names and address of building to be installed in front yard. Electrical work to be completed by Anchor Electric.
- Existing propane gas appliances removed from commercial 1st floor kitchen space.
- Parking lot lined to conform to minimum parking requirements

487

73

WALKWAY
CONCRETE PAVED
3' x 44'

8 SPACES
PARKING

173

Zoning
OR
RE00000028
487 MAIN ST
(Addr Pt ID 16032)

ZONING: **OR**

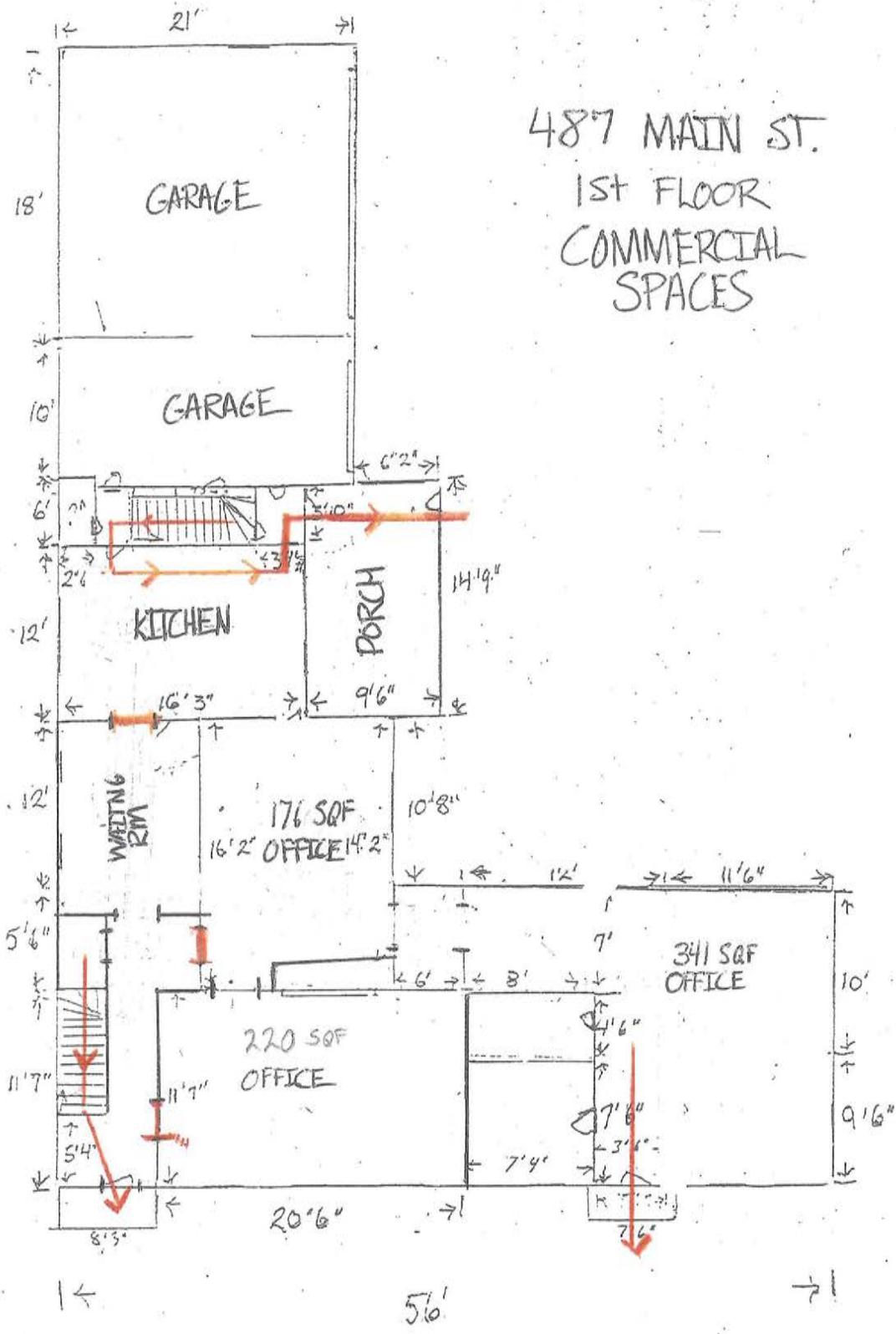
173

73

SITE PLAN
 487 MAIN ST. LEWISTON
 OWNER: MESSBECHER LLC
 CONTACT: RYAN RHOADES
 207.577.2366
 PURPOSE: CONVERSION OF SINGLE
 FAMILY HOME TO 2: 1 BEDRM
 RESIDENTIAL UNITS and
 1,000 sq. ft. COMMERCIAL
 SPACE.

Zoning
NCA

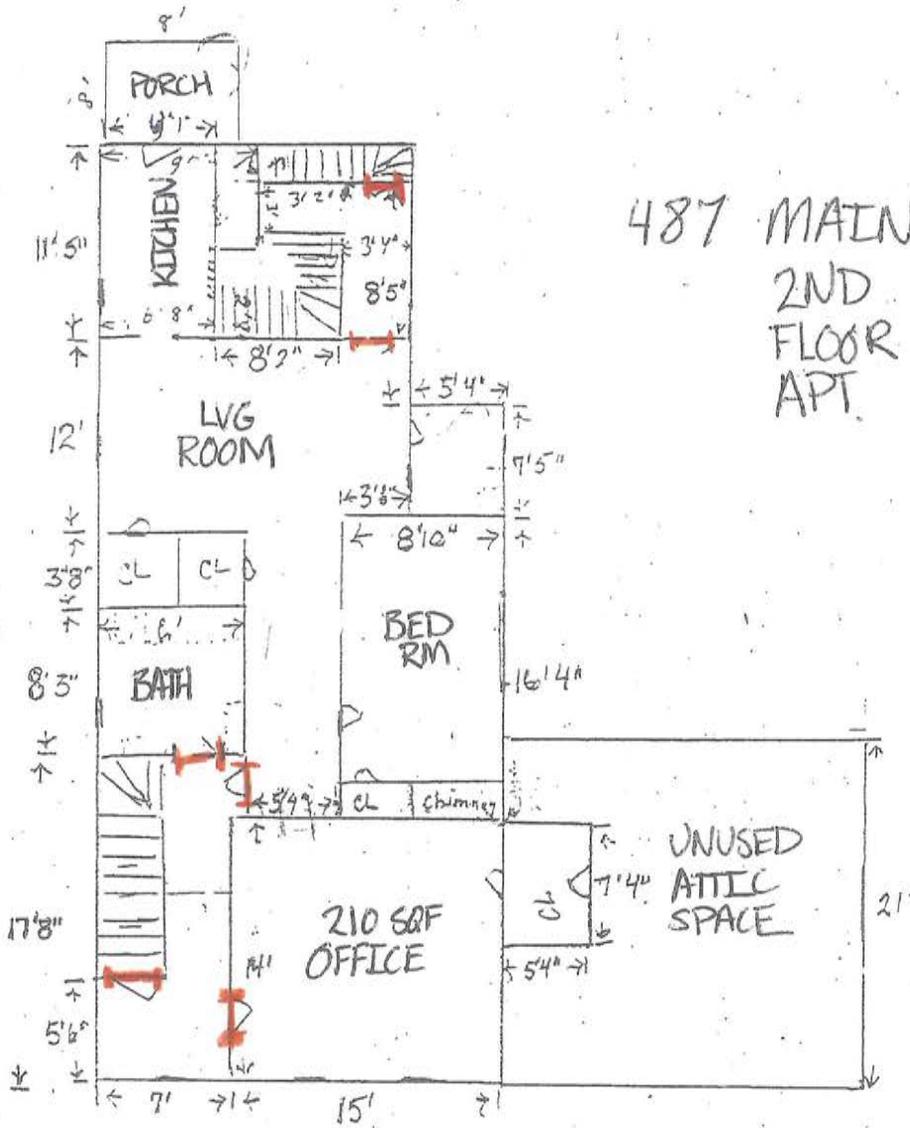




FRONT

MAIN ST.

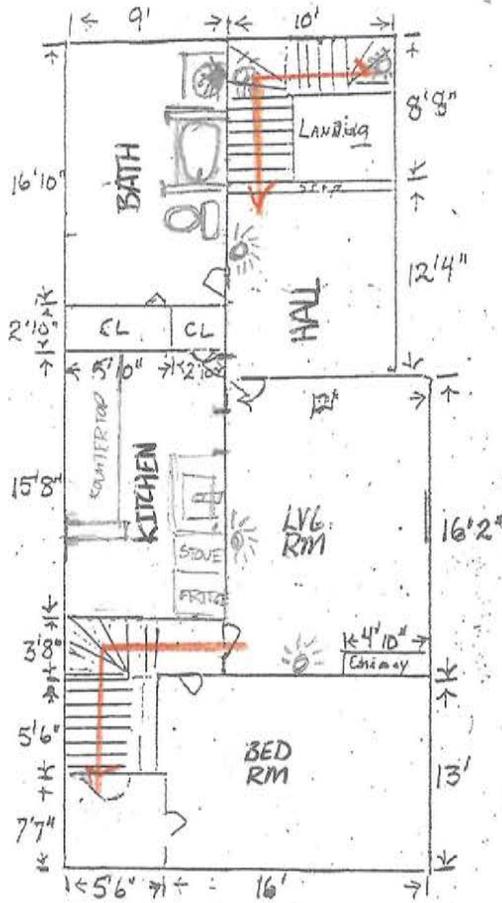
487 MAIN ST.
2ND
FLOOR
APT.



FRONT

BACK

3RD
FLOOR
APT.



FRONT

MAINE SHORT FORM WARRANTY DEED

We, **ROBERT E. JACQUES and RACHEL C. JACQUES, formerly RACHEL C. ST. PIERRE**, of Lewiston Androscoggin County, Maine, for consideration paid, grant to **MESSBECHER, LLC**, a Maine limited liability company with a mailing address of c/o Ryan H. Rhoades, 269 Park Street, Lewiston, Maine 04240, with **WARRANTY COVENANTS**, a certain lot or parcel of land, with any buildings thereon, situated in Lewiston, County of Androscoggin, and State of Maine, being further described in the attached Exhibit A.

The premises are conveyed subject to any easements and restrictions of record, and this deed includes all rights, easements, privileges and appurtenances belonging to the premises hereinabove described.

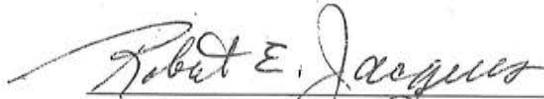
WITNESS our hands this 27th day of October, 2016.



Witness



Witness



ROBERT E. JACQUES



RACHEL C. JACQUES

STATE OF MAINE
COUNTY OF ANDROSCOGGIN, SS

Then personally appeared the above named ROBERT E. JACQUES and RACHEL C. JACQUES, formerly known as RACHEL C. ST. PIERRE, known to me, this 27th day of October, 2016 and acknowledged before me the foregoing instrument to be their free act and deed.



Notary Public

Name: _____

My commission expires: _____

CHRISTINE V. DUBOIS
NOTARY PUBLIC, STATE OF MAINE
MY COMMISSION EXPIRES
APRIL 15, 2019



Development Review Application

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



PROJECT NAME: MESSBECHER WELLNESS BUILDING

PROPOSED DEVELOPMENT ADDRESS: 487 MAIN ST.

PARCEL ID#: _____

REVIEW TYPE: Site Plan/Special Exception Site Plan Amendment
 Subdivision Subdivision Amendment

PROJECT DESCRIPTION: _____

CONTACT INFORMATION:

Applicant

Name: Ryan Rhoades
Address: 269 Park St.
Zip Code 04240
Work #: 207-577-2366
Cell #: " "
Fax #: " "
Home #: " "
Email: preservationwoodworking@gmail.com

Property Owner

Name: Ryan Rhoades
Address: Same
Zip Code Same
Work #: Same
Cell #: Same
Fax #: Same
Home #: Same
Email: Same

Project Representative

Name: Same
Address: Same
Zip Code Same
Work #: Same
Cell #: Same
Fax #: Same
Home #: Same
Email: _____

Other professional representatives for the project (surveyors, engineers, etc.),

Name: _____
Address: _____
Zip Code _____
Work #: N/A
Cell #: _____
Fax #: _____
Home #: _____
Email: _____

PROJECT DATA

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

IMPERVIOUS SURFACE AREA/RATIO

Existing Total Impervious Area	<u>5411</u>	sq. ft.
Proposed Total Paved Area	<u>133</u>	sq. ft.
Proposed Total Impervious Area	<u>5544</u>	sq. ft.
Proposed Impervious Net Change	<u>133</u>	sq. ft.
Impervious surface ratio existing	<u>41</u>	% of lot area
Impervious surface ratio proposed	<u>42</u>	% of lot area

BUILDING AREA/LOT COVERAGE

Existing Building Footprint	<u>2778</u>	sq. ft.
Proposed Building Footprint	<u>N/A</u>	sq. ft.
Proposed Building Footprint Net change	<u>0</u>	sq. ft.
Existing Total Building Floor Area	<u>0</u>	sq. ft.
Proposed Total Building Floor Area	<u>3,752</u>	sq. ft.
Proposed Building Floor Area Net Change	<u>0</u>	sq. ft.
New Building	<u>NO</u>	(yes or no)
Building Area/Lot coverage existing	<u>.21</u>	% of lot area
Building Area/Lot coverage proposed	<u>.21</u>	% of lot area

ZONING

Existing	<u>OR</u>
Proposed, if applicable	<u>OR</u>

LAND USE

Existing	<u>Single family</u>
Proposed	<u>Mixed Use</u>

RESIDENTIAL, IF APPLICABLE

Existing Number of Residential Units	<u>1</u>
Proposed Number of Residential Units	<u>2</u>
Subdivision, Proposed Number of Lots	<u>NA</u>

PARKING SPACES

Existing Number of Parking Spaces	<u>8</u>
Proposed Number of Parking Spaces	<u>8</u>
Required Number of Parking Spaces	<u>7</u>
Number of Handicapped Parking Spaces	<u>NA</u>

ESTIMATED COST OF PROJECT

\$6,000

DELEGATED REVIEW AUTHORITY CHECKLIST

SITE LOCATION OF DEVELOPMENT AND STORMWATER MANAGEMENT

Existing Impervious Area	<u>NA</u>	sq. ft.
Proposed Disturbed Area	<u>NA</u>	sq. ft.
Proposed Impervious Area	<u>NA</u>	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 (Since July 1, 1997) NA passenger car equivalents (PCE)

Total traffic estimated in the peak hour-proposed (Since July 1, 1997) NA 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 OR zoning district.
 2. Parcel Area: .30 acres / 13068 square feet(sf).

Regulations	Required/Allowed	Provided
Min Lot Area	<u>7500</u>	<u>13068</u>
Street Frontage	<u>100</u>	<u>73</u>
Min Front Yard	<u>10</u>	<u>30+</u>
Min Rear Yard	<u>10</u>	<u>50+</u>
Min Side Yard	<u>10</u>	<u>0</u>
Max. Building Height	<u>35</u>	<u>35</u>
Use Designation	<u>Single</u>	<u>Fam</u>
Parking Requirement	1 space/ per <u>300</u> square feet of floor area	
Total Parking:	<u>7</u>	<u>8</u>
Overlay zoning districts (if any):	<u>NA</u>	
Urban impaired stream watershed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> If yes, watershed name _____	

DEVELOPMENT REVIEW APPLICATION SUBMISSION

Submission shall include payment of fee and fifteen ⁷ ~~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:
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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: _____

PROPOSED DEVELOPMENT ADDRESS and PARCEL #: 487 Main St.

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

	Lake Auburn Watershed (Auburn only)	N/A			
	Taylor Pond Watershed (Auburn only)	↓			
Right Title or Interest					
	Verify	✓			
	Document Existing Easements, Covenants, etc.	✓			
Technical & Financial Capacity					
	Cost Est./Financial Capacity	✓			
	Performance Guarantee	✓			
State Subdivision Law		N/A			
	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		✓			

	Planting Schedule	NA			
Stormwater & Erosion Control Plan					
	Compliance w/ chapter 500				
	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	Existing			
	Meets Parking Lot Requirements	✓			
Traffic Information					
	Access Management	NA			
	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)	↓			