

**CITY OF LEWISTON
PLANNING BOARD MEETING**
Monday, January 28 2019 – 5:30 P.M.
City Council Chambers – First Floor
Lewiston City Building
27 Pine Street, Lewiston, ME

AGENDA

- 1. ROLL CALL**
- 2. ADJUSTMENTS TO THE AGENDA**
- 3. CORRESPONDENCE- None**
- 4. PUBLIC HEARINGS: None**
- 5. OTHER BUSINESS:**
 - a. Planning Board Workshop on the 2020 LCIP
- 6. READING OF THE MINUTES:** Motion to adopt the January 14, 2019 draft minutes
- 7. ADJOURNMENT**

The next scheduled Planning Board meeting is February 11, 2019

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CITY OF LEWISTON

Department of Planning & Code Enforcement



TO: Lewiston Planning Board

FROM: Doug Greene, City Planner

DATE: January 25, 2019

RE: Planning Board Workshop in FY 2020 Lewiston Capital Improvement Plan.

As the Planning Board is aware, the City's Charter and the Zoning and Land Use Code require the Planning Board to review and provide a recommendation on LCIP to the City Council.

Specifically, Section 6.05. of the City Charter states the following:

- (a) Submission to council. The administrator shall each year prepare and submit to the council a five-year capital program, including the capital program proposed for the school department, at least five and one-half (5 1/2) months prior to the end of the current fiscal year. The administrator shall concurrently refer the capital program to the planning board for its review.
- (c) Planning board review. The planning board shall review the proposed capital program each year, and following public hearing thereon, shall forward its recommendations to the city council at least four and one-half (4 1/2) months prior to the end of the current fiscal year.

Article VII, Section 4(e) of the Zoning and Land Use Code states:

The board shall review the annual capital program and report to the city council in accordance with Section 6.05 of the City Charter its findings regarding the needs of the city for the improvement, replacement and alteration of existing facilities and the acquisition or construction of additional facilities and the order in which such projects should be undertaken. The board shall hold at least one public hearing prior to making its recommendations to the city council.

The workshop on January 28th will provides the Board an opportunity to learn about the plan and provide initial comments and questions. A public hearing will be scheduled February 11, 2019 for the Planning Board to provide a recommendation to the City Council regarding adoption of the LCIP. If necessary, the City Administrator or Finance Director will be invited to the February 11th workshop to answer questions.

CITY OF LEWISTON
PLANNING BOARD MEETING
MINUTES for JANUARY 14, 2019

- I. **ROLL CALL:** The meeting was held in the City Council Chambers on the first floor of City Hall and was called to order at 5:30 p.m.

Members in Attendance: Normand Anctil, Sandra Marquis, Pauline Gudas, Kristine Kittridge, Benjamin Martin and Lucy Bisson

Members Absent: John Butler

Associate Member Present: Michael Reed and Paul Robinson

Staff Present: David Hediger, Director of Planning & Code, Douglas Greene, City Planner and Linda Tripp, Administrative Assistant

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

- III. **CORRESPONDENCE:** None

- IV. **PUBLIC HEARINGS:** None

- V. **OTHER BUSINESS:**

- a) **ELECTION OF OFFICERS:** Election of Chairperson, Vice Chairperson and Secretary

The following motion was made:

MOTION: by **Benjamin Martin** to elect Pauline Gudas as Chairperson.
Second by **Sandra Marquis**.

VOTED: 7-0-1 (Passed. Pauline Gudas abstained)

The following motion was made:

MOTION: by **Sandra Marquis** to elect Lucy Bisson as Vice Chairperson. Second by **Paul Robinson**.

VOTED: 7-0-1 (Passed. Lucy Bisson abstained)

The following motion was made:

MOTION: by **Lucy Bisson** to elect John Butler as Secretary. Second by **Kristine Kittridge**.

VOTED: 8-0 (Passed)

- b) Annual Discussion of Planning Board Protocol and Procedures.

- c) Discuss Update of Design Regulations

VI. READING OF MINUTES: Adoption of the December 10, 2018 draft minutes.

The following motion was made:

MOTION: by **Benjamin Martin** to accept the December 10, 2018 draft minutes as presented. Second by **Kristine Kittridge**.

VOTED: **6-0 (Passed. Lucy Bisson and Paul Robinson abstained)**

IX. ADJOURNMENT: The following motion was made to adjourn.

MOTION: by **Lucy Bisson** that this meeting adjourns at 6:30 p.m. Second by **Kristine Kittridge**.

VOTED: **8-0 (Passed)**

The next regularly scheduled meeting is for Monday, January 28, 2019 at 5:30 p.m.

Respectfully Submitted:

John Butler, Secretary