

**CITY OF LEWISTON**  
**PLANNING BOARD MEETING**  
Monday, June 8, 2020 – 5:30 P.M.  
Lewiston City Government  
27 Pine Street, Lewiston, ME

# AGENDA

**Remote Meeting Information:**

In accordance with An Act To Implement Provisions Necessary to the Health, Welfare and Safety of the Citizens of Maine in Response to the COVID-19 Public Health Emergency, as enacted to read: Sec. G-1 1 MRSA §403-A Public proceedings through remote access during declaration of state of emergency due to COVID-19, the meeting will be held through ZOOM video conferencing. To participate in the meeting please go to <https://www.lewistonmaine.gov/2020PB>

Information regarding this application is available at <http://www.lewistonmaine.gov/209/Planning-Board> Questions and comments on the application or meeting may be sent to [dgreene@lewistonmaine.gov](mailto:dgreene@lewistonmaine.gov) or by calling 207-513-3000, ext. 3223.

**1. ROLL CALL**

**2. ADJUSTMENTS TO THE AGENDA**

**3. CORRESPONDENCE**

**4. PUBLIC HEARINGS:**

- a. Sebago Technics, an agent for Lewiston Public Schools has submitted a development review application to construct 19,450 sf., two story building addition to Lewiston High School at property located at 156 East Avenue.  
**(Postponed to the June 22, 2020 Planning Board meeting)**
- b. Planning Board recommendation on a zoning text amendment to Article XII, Performance Standards, Section 9, Adult Business Establishment, Tattoo Establishment and Drinking Place Standards.

**5. OTHER BUSINESS:**

- a. Request for the Planning Board to make recommendations to the City Council on the disposition of City-owned properties.
- b. Update on Design Lewiston

**6. READING OF THE MINUTES:** Motion to adopt the April 27, 2020 and June 1, 2020 draft minutes

**7. ADJOURNMENT**

The next scheduled Planning Board meeting is June 22, 2020



## CITY OF LEWISTON MAINE

### Department of Planning and Code Enforcement

TO: Planning Board

FROM: James Buzzell, Land Use Planner

DATE: June 8, 2020

RE: Drinking Establishments Text Amendment

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Article XII. Performance Standards, Section 9 of the Zoning and Land Use Code (the Code) regulates the location and density of adult business establishments, tattoo establishments, and drinking places by establishing separation requirements as regards proximity to each other and proximity to certain other uses. (See: Article XII, Sec. 9) Currently, the Code requires a 300 foot separation between one adult business establishment, tattoo establishment, or drinking place and any two other such establishments located in the Centreville zoning district, with the separation requirement increasing to 500 feet in all other zoning districts. The Code further stipulates that any adult business establishment, tattoo establishment, and/or drinking place be located at least 300 feet away from the main entrance of a “public or private school, school dormitory, church, chapel or parish house” regardless of zoning district. (Ibid)

The Planning Board has requested proposals to relax some of the separation requirements for drinking places. To that end, staff is presenting two proposed changes, first to the separation between drinking places and second to the separation between drinking places on the one hand and schools, school dormitories, churches, chapels, and parish houses on the other. These proposals may be considered and acted upon independently of each other, or they may be adopted as one whole.

#### **Distance Between Drinking Places**

The first proposal eliminates the required separation between adult business establishments, tattoo establishments, and drinking places within the Centreville, Mill, and Riverfront zoning districts. Because adult business establishments and tattoo establishments are not permitted uses in these zones, this change would only impact the separation of drinking places located in this part of the City; separation requirements for all three uses would remain unchanged in all other zoning districts.

#### **Distance Between Drinking Places and Conflicting Uses**

The second proposal provides for an exception to the required separation from schools, dormitories, churches, chapels, and parish houses in commercial zones and in the downtown. Staff is proposing a two-part change: proposed subsection (a) (1) eliminates the 300 foot separation requirement only if each of the following three conditions is met:

- 1.) The school, school dormitory, church, chapel, or parish house locates in a commercial zoning district;
- 2.) The commercial zoning district includes drinking places as permitted uses; and
- 3.) The zoning district was established prior to the school or religious facility locating in it.

Under the current ordinance, if a school, school dormitory, church, chapel, or parish house locates within 300 feet of a legally established drinking place, said drinking place would be rendered nonconforming and would become subject to all restrictions placed on nonconforming uses pursuant to Article VI of the Code. This amendment eliminates that possibility, but only in commercial zones which allow drinking places. No changes are proposed to the required distance between adult business establishments, tattoo establishments, or drinking places and established dwellings in a residential zoning district.

Proposed subsection (a) (2) eliminates the separation requirements between drinking places and schools and religious facilities located in the Centreville, Riverfront, and Mill zoning districts.

**ACTION NECESSARY**

Make a motion pursuant to Article VII, Section 4 (c) and Article XVII, Section 5 of the Zoning and Land Use Code to send a favorable recommendation to the City Council for a text amendment to Article XII, Performance Standards, Section 9, Adult Business Establishment, Tattoo Establishment and Drinking Place Standards.

# AN ORDINANCE PERTAINING TO PERFORMANCE STANDARDS FOR DRINKING PLACES

## THE CITY OF LEWISTON HEREBY ORDAINS:

Appendix A of the Code of Ordinances of the City of Lewiston, Maine is hereby amended as follows:

### APPENDIX A ZONING AND LAND USE CODE ARTICLE XII. PERFORMANCE STANDARDS

#### Sec. 9. Adult business establishment, tattoo establishment, and drinking place standards.

The regulation of the density of adult business establishments, tattoo establishments, and drinking places is intended to permit the location of such establishments within the community, yet ensure that they will not become overly concentrated in neighborhoods or areas outside the downtown to the detriment of other uses. Therefore, in addition to the regulations of ~~a~~Article XI, adult business establishments, tattoo establishments, and drinking places shall conform to the following standards:

- ~~(1) — The minimum distance between an adult business establishment, tattoo establishments, and/or drinking place and any two other adult business establishments, tattoo establishments, and/or drinking places in the same or adjoining zoning district shall be 300 feet for businesses located within the Centreville district as measured along the ordinary course of travel between the main entrance of each premises.~~
  - ~~(a) — Drinking places with 5,000 square feet or greater on the first floor are exempt from the above referenced standard. Drinking places of 5,000 square feet or greater shall not be included in the locational criteria determinations for drinking places of less than 5,000 square feet or adult business establishments.~~
- (21) Except for business located in the Centreville, Mill, or Riverfront zoning districts, The minimum distance between an adult business establishment, tattoo establishments, and/or drinking place and any two other adult business establishments, tattoo establishments, and/or drinking places in the same or adjoining zoning district shall be 500 feet for businesses located in any other district as measured along the ordinary course of travel between the main entrance of each premises.
- (32) Except as provided in subsection 3(a) below, An adult business establishment, or drinking place may not be located within 300 feet, as measured along the ordinary course of travel between the main entrance of each premises, of a public or private school, school dormitory, church, chapel or parish house, or legally-established dwelling in a residential zoning district, in existence prior to the establishment of the business.
  - (a) The restriction in this section does not apply to drinking places if a proposed public or private school, school dormitory, church, chapel or parish house:
    - (1) Locates in a commercial zone that includes restaurants or bars as permitted

uses and that had been established prior to the public or private school, school dormitory, church, chapel or parish house locating in the commercial zone; or

- (2) Is located in the Centreville, Mill or Riverfront zoning district pursuant to Title 30-A, section 4301, subsection 5-A.

### **REASON FOR THE PROPOSED AMENDMENT**

The purpose of this amendment is to provide greater flexibility in the locational requirements for drinking places by relaxing setback standards in commercial zoning districts and the downtown. Furthermore, the amendment aims to clarify the performance standards for drinking places by bringing the Zoning and Land Use Code in line with state statute.

### **CONFORMANCE WITH 2017 COMPREHENSIVE PLAN**

The proposed text amendment is compatible with the 2017 Legacy Lewiston Comprehensive Plan for the following reasons:

- The Comprehensive Plan (The Plan) acknowledges that the Downtown area is not capturing its share of revenue from eating and drinking places, and encourages such establishments to locate in the downtown. “The city could capture more of these sales and has the potential to attract an additional 14,000 square feet of total restaurant space, or about two full restaurants and two to five smaller eating and drinking establishments by 2021.” (Economy, page 39)
- The Plan recommends that the City “invest wisely” in the “significant amount of underutilized land within the downtown” and areas “supported by existing infrastructure” in order to reduce the costs of public services and to encourage concentration in “the heart of the community.” (Prioritize Economic Vitality, page 164) This change helps bring us closer to that goal by eliminating inflexible setbacks between different uses in the downtown which might otherwise push incompatible uses apart, contributing to sprawl.
- By providing flexibility in the regulation of drinking places, the amendment simplifies the Zoning and Land Use Code as envisioned in the Comprehensive Plan. It moves commercial zones and the downtown away from strict “mandated separation” of uses and towards a greater mix of uses. (Regulatory Barriers, page 226)



## CITY OF LEWISTON

### Department of Planning & Code Enforcement

**TO: Planning Board**  
**FROM: David Hediger, Director of Planning and Code Enforcement**  
**DATE: June 5, 2020**  
**RE: Disposition of City Owned Properties**

Pursuant to Article VII, Section 4(h) of the Zoning and Land Use Code, the Board shall review and make a recommendation to the City Council with regard to the acquisition and disposition of all public ways, lands, buildings and other municipal facilities. In addition, City Policy 38, Property Disposition, Section 3.1.1 notes that once (City) Administrator has determined a property to be surplus, the Planning Board will be asked to review and make a recommendation on whether to proceed with its disposition. A recommendation from the Planning Board will remain valid for three years; however, should circumstances change during this period, the Administrator may seek an updated review and recommendation.

The City has tax acquired many properties over the years. Many of these properties are undevelopable due to zoning, environmental restrictions, and/or lack of access. It is not uncommon for the City to sell properties when approached by an individual entity through direct negotiations to support a specific project. However, it has been a number of years since the City revisited its list of City owned properties to determine whether retention or sale of such properties is in the best interest of the City. In some cases, previous recommendations from the Board are no longer valid having been made over three years ago.

Staff is requesting the Board to provide recommendations to the City Council for the disposition of numerous City owned properties. When reviewing these properties, the Board may consider

- The proposed use of the property;
- The value of any proposed improvements to the property;
- The impact of the sale or lease of the property on the assessed value of the adjacent property in the same ownership; and
- The extent to which the sale or lease will support overall City policy (i.e. comprehensive plan) in the area or neighborhood within which the property is located.

Staff suggests the Board may want to review all the properties as a whole and to make a single motion as to which properties should be disposed of.

The final decision to accept a bid, proposal, or offer to purchase City-owned property must be made by the City Council.

#### **ACTIONS NECESSARY:**

Make a motion pursuant to Article VII, Section 4(h) of the Zoning and Land Use Code to send a favorable recommendation to the City Council for the disposition of the attached properties (including, if any, specific conditions raised by the Planning Board or staff).

# PROPERTY DISPOSITION

## 1.0 Purpose

The purpose of this Policy is to provide guidelines for City staff to follow in handling and processing real property in the City's possession which is considered excess to the City's needs.

## 2.0 Policy

It is the City's policy to periodically review real property in the City's possession to determine whether retention, sale, or lease of such property is in the best interest of the City and to respond in a timely fashion to requests from private parties seeking to purchase or lease such property.

## 3.0 Determination of Willingness to Sell or Lease City-Owned Property

### 3.1 Planning Board and Finance Committee Responsibilities

**3.1.1 Planning Board.** Once the Administrator has determined a property to be surplus, the Planning Board will be asked to review and make a recommendation on whether to proceed with its disposition. A recommendation from the Planning Board will remain valid for three years; however, should circumstances change during this period, the Administrator may seek an updated review and recommendation.

**3.1.2 Finance Committee.** The Finance Committee shall be notified of real property dispositions with the exception of those involving vacant lots that do not meet minimum space and bulk standards for construction that are assessed at \$10,000 or less and are to be transferred to the owners of an abutting property so that the Committee may consider sending a recommendation to the City Council. For properties assessed at more than \$10,000, the Purchasing Agent will solicit a recommended means of disposition from the Finance Committee.

### 3.2 City Initiated Sale or Lease

**3.2.1** The Planning and Code Department of the City will periodically review real property currently owned by the City but not in active use for municipal purposes to determine whether these properties should be retained or considered for sale or lease. Once properties have been identified for which there is no current City use, the Department will notify the City Administrator.

**3.2.2** The City Administrator will then notify all Department Heads of the property or properties being considered for sale and offer them the opportunity to indicate any potential use or need their department might have for the property, including its potential for land banking against future uses.

# PROPERTY DISPOSITION

**3.2.3** After consideration of the responses of the various Departments, the Administrator will make a determination if the property should be declared surplus or retained for potential future use.

## **3.3 Private Sector Request to Purchase or Lease**

**3.3.1** All requests from the private sector for the purchase or lease of City property shall be directed to the City Administrator.

**3.3.2** The Administrator shall notify all Department Heads of the request and provide them with the opportunity to identify any current or potential use which the City may have for the property.

**3.3.3** After consideration of the responses of the various Departments, the Administrator will make a determination of whether the property should be declared surplus or retained for current or potential future use.

## **4.0 Procedure for Disposition of Surplus Property – Substandard Lots**

**4.1** Vacant lots that do not meet minimum space and bulk standards for construction may, at the discretion of the City Administrator, be offered for sale or lease to abutting property owners. If one or more of these owners express an interest in the property, the City Administrator shall make a recommendation to the City Council on the disposition of the property.

**4.2** The following factors will be considered in determining whether the property should be sold:

**4.2.1** The proposed sale price or lease rate, if any, as compared to an estimate of the value of the property prepared by the City Assessor;

**4.2.2** The proposed use of the property;

**4.2.3** The value of any proposed improvements to the property;

**4.2.4** The impact of the sale or lease of the property on the assessed value of the adjacent property in the same ownership; and

**4.2.5** The extent to which the sale or lease will support overall City policy in the area or neighborhood within which the property is located.

## **5.0 Procedure for the Disposition of Surplus Property – Potentially Developable**

In instances where surplus property may be redeveloped or developed, that property may be marketed by one of a number of methods based on the nature and estimated value of the property and any specific plans or policies which development of the property might either further or hinder. The following methods may be used to market the property, including a combination of two or more.

**5.1 Request for Proposals.** The City may use a Request for Proposals process. This process is generally best suited to significant development parcels for which the City has specific expectations as to the nature, type, and value of the anticipated development.

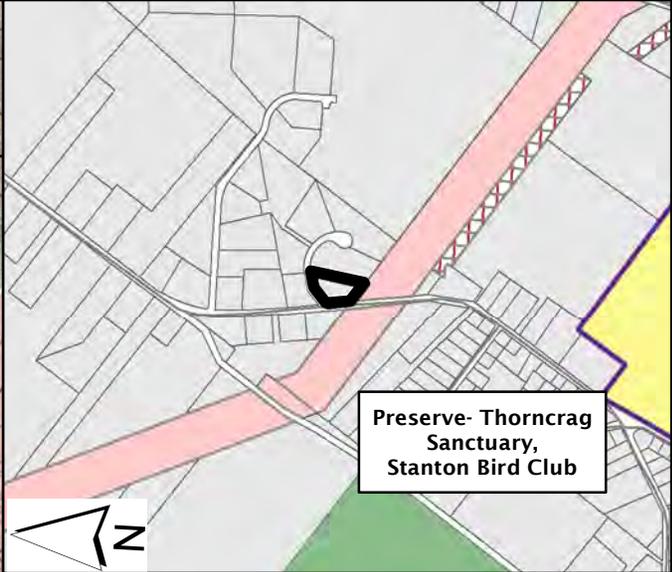
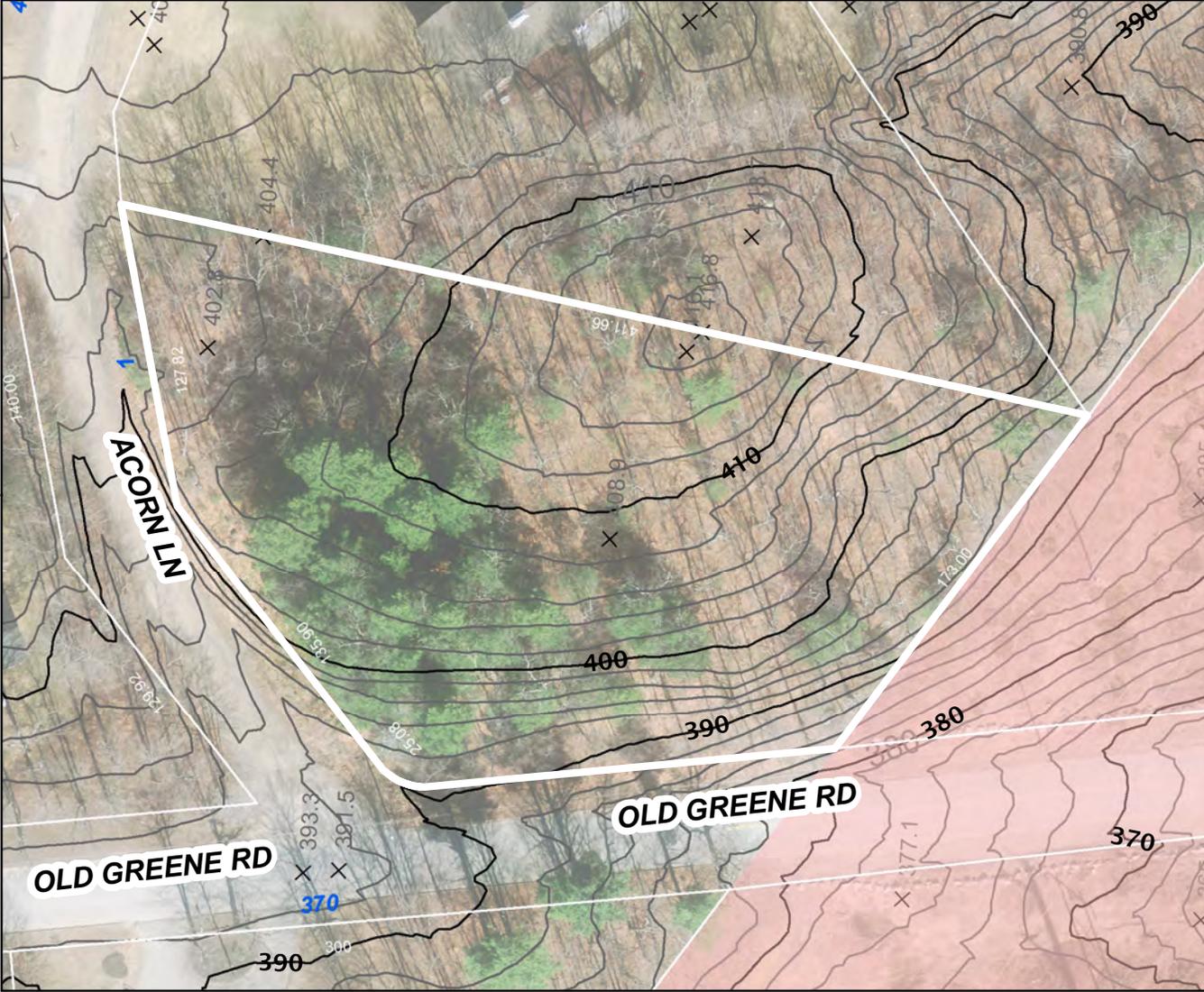
## PROPERTY DISPOSITION

- 5.2 **Real Estate Broker.** The City may contract with a real estate broker to find a buyer. This method may be most applicable to individual properties or groups of properties that the City is seeking to redevelop or develop for a specified purpose such as single family housing and/or multi-family housing renovation.
- 5.3 **Formal Bid.** The City may advertise for formal bids. This method may be most applicable in instances where the City believes that multiple parties may be interested in the property and the nature of the development or redevelopment is such that the City does not anticipate placing additional restrictions on what is to happen on the property after its sale.
- 5.4 **Self-Brokerage.** The City may employ a sell by owner approach. This would generally be applicable to situations such as the sale of individual lots within a residential or commercial subdivision.
- 5.5 **Direct Negotiation.** Where alternative methods have failed to produce an acceptable sale and/or in instances where the City has been directly approached by an individual or organization with a proposal that matches or exceeds the City's expectations for development on the parcel, the City may entertain direct negotiations with a private party who expresses interest in purchasing a property.
- 5.6 The City Administrator shall recommend to the City Council the disposition method or methods to be used at the time the Council is asked to approve disposition of the property.

### 6.0 Council Approval of Disposition

- 6.1 The final decision to accept a bid, proposal, or offer to purchase City-owned property must be made by the City Council.
- 6.2 The normal process for transferring a city-owned property will be by way of municipal quitclaim deed. Warranty deeds may be approved in instances where such action is recommended by the City Administrator for good and reasonable cause.

# 1 Acorn Lane



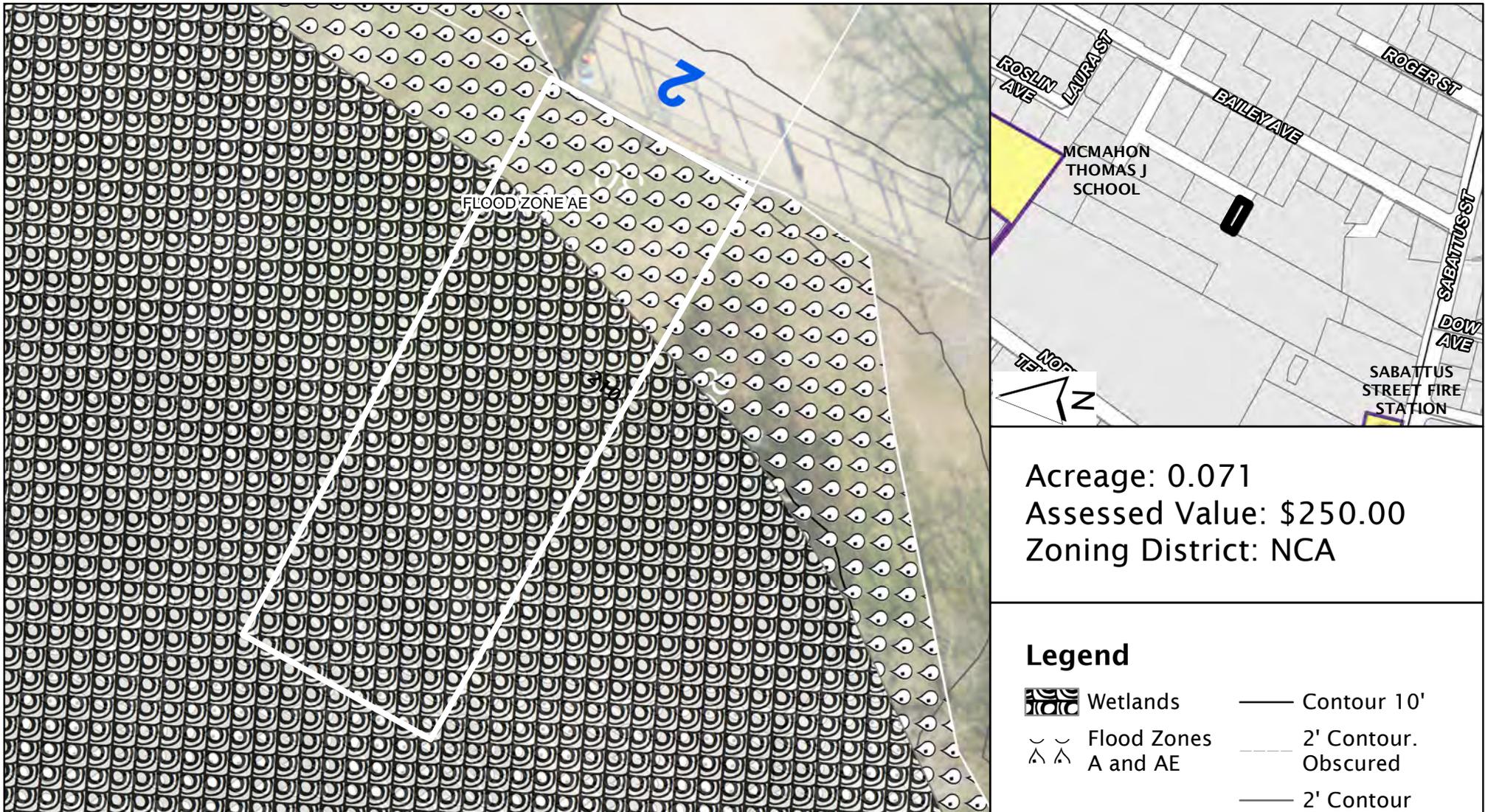
**Acreage: 1.38**  
**Assessed Value: \$24,840.00**  
**Zoning District: RA**

### Legend

-  Wetlands
-  Flood Zones A and AE
-  Contour 10'
-  2' Contour Obscured
-  2' Contour

undeveloped land tax acquired in FY13, no bids received 2013-038. Developable for single family dwelling. Association with private road.

# 2 Roslin St



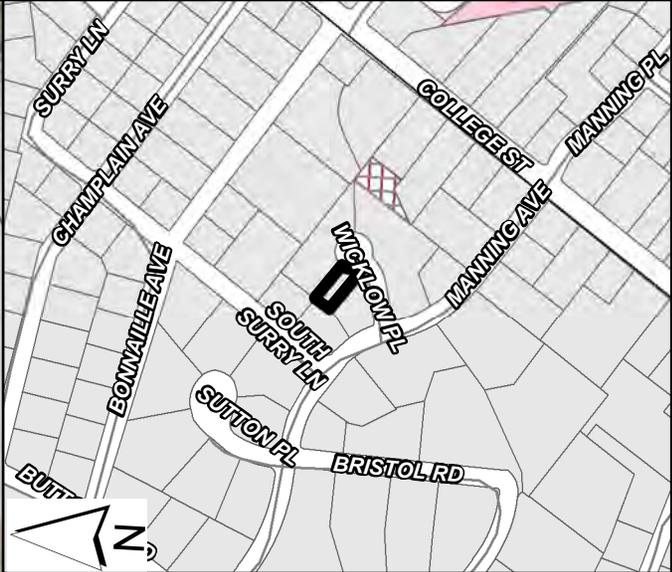
Acreage: 0.071  
Assessed Value: \$250.00  
Zoning District: NCA

### Legend

- |  |  |
|--|--|
|  Wetlands             |  Contour 10'          |
|  Flood Zones A and AE |  2' Contour. Obscured |
|  |  2' Contour           |

undeveloped land on paper street; likely not developable due to lack of frontage; maybe desirable to abutters

# 4 Wicklow Pl



Acreage: 0.139  
Assessed Value: \$19,000.00  
Zoning District: NCA

### Legend

- Wetlands
- Flood Zones A and AE
- Contour 10'
- 2' Contour. Obscured
- 2' Contour

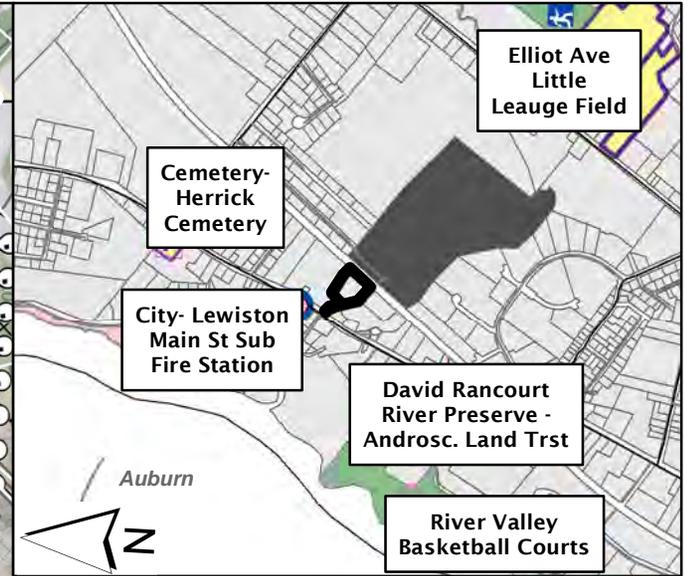
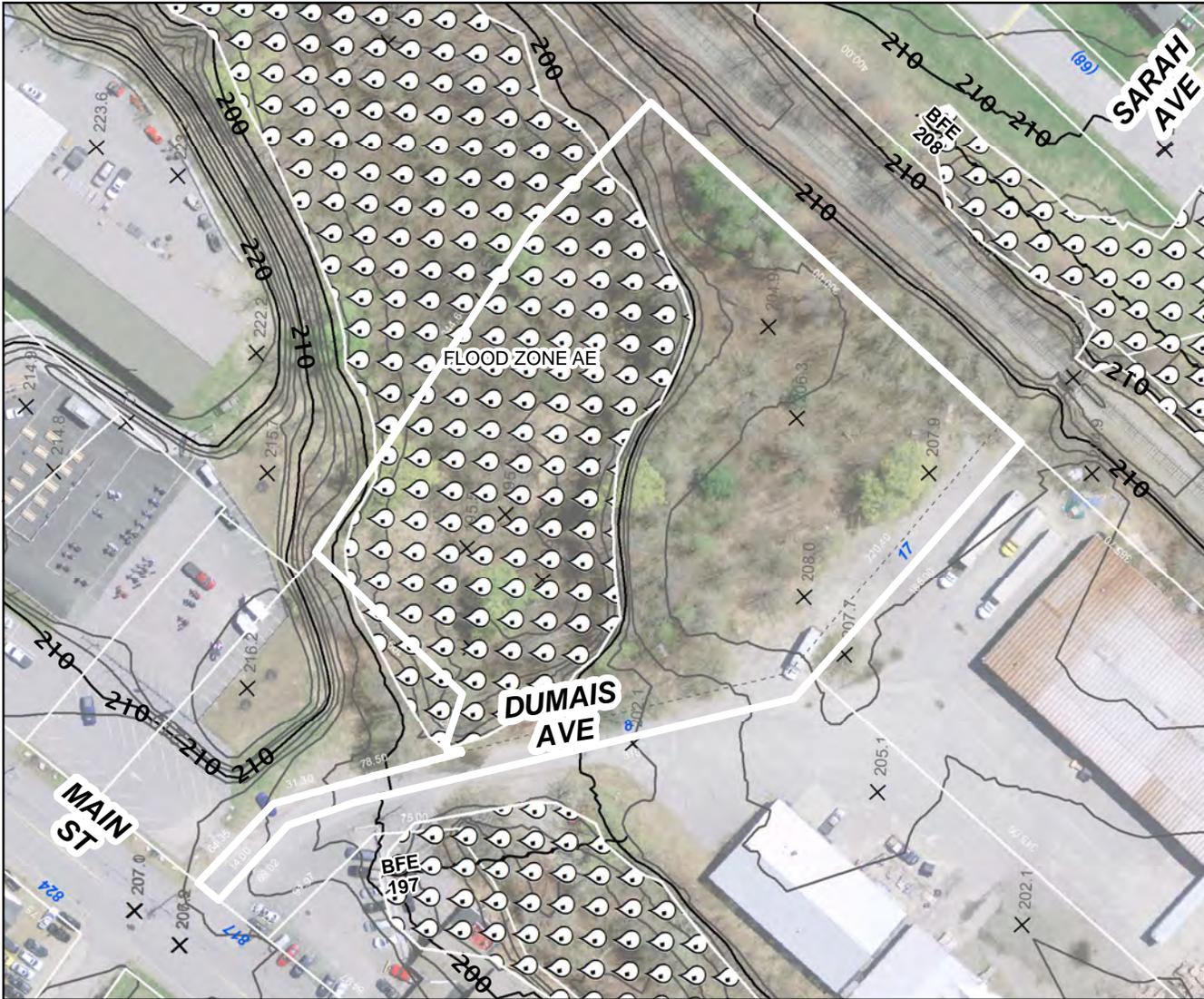
Fy20 tax Acquired, undeveloped; developable

# 8 Doyon Ave



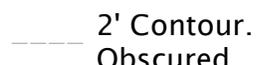
On paper streets; not developable due to lack of frontage

# 8 Dumais Ave



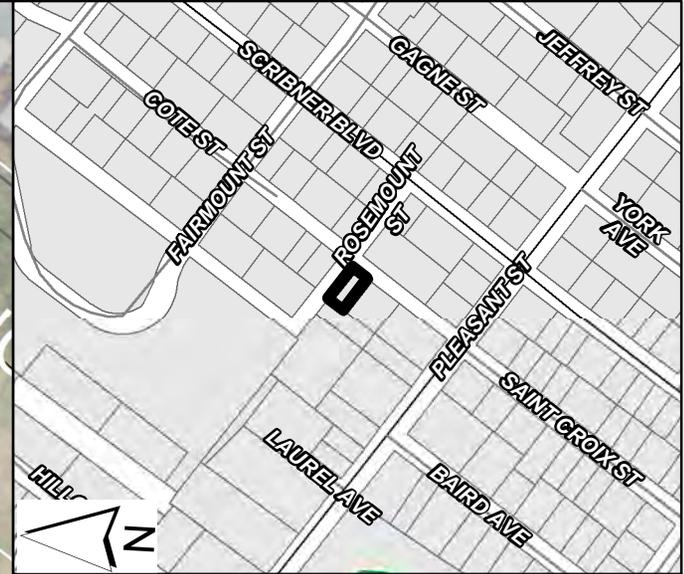
Acreage: 2.19  
 Assessed Value: \$33,600.00  
 Zoning District: HB

## Legend

-  Wetlands
-  Flood Zones A and AE
-  Contour 10'
-  2' Contour. Obscured
-  2' Contour

Not developable due to lack of frontage; may be desirable to abutters

# 10 Cote Street



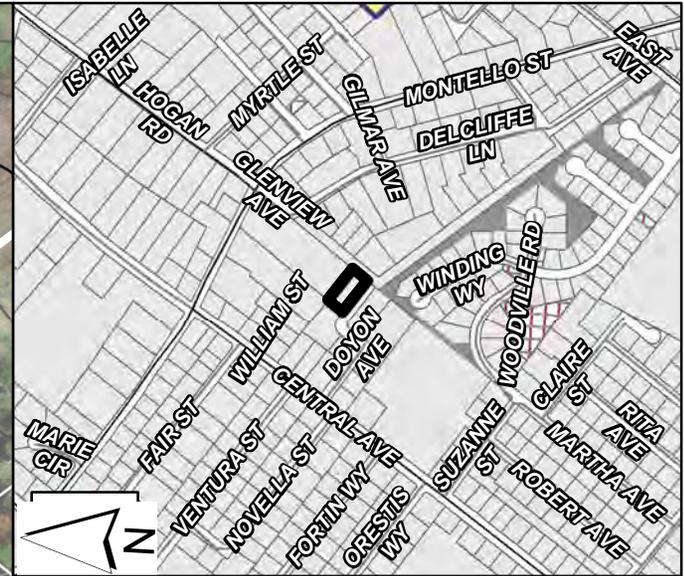
Acreage: 0.11  
Assessed Value: \$6,500.00  
Zoning District: NCA

## Legend

- |   |   |
|---|---|
|  Wetlands                |  Contour 10'             |
|  Flood Zones<br>A and AE |  2' Contour.<br>Obscured |
|   |  2' Contour              |

Undeveloped Paper street

# 12 Doyon Ave



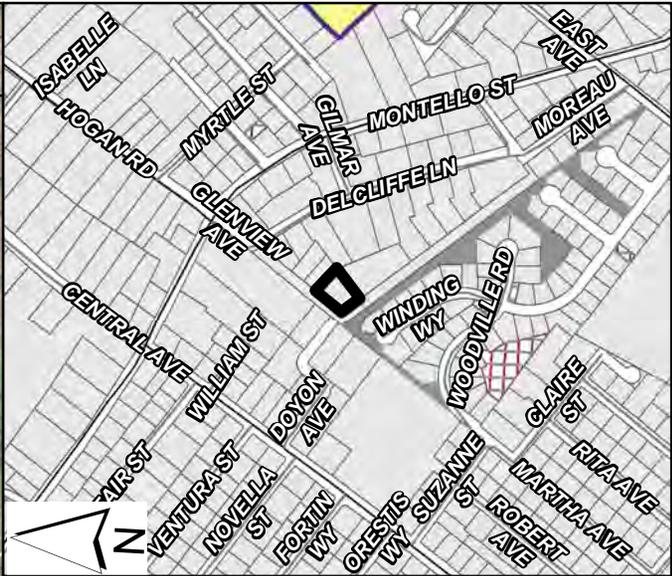
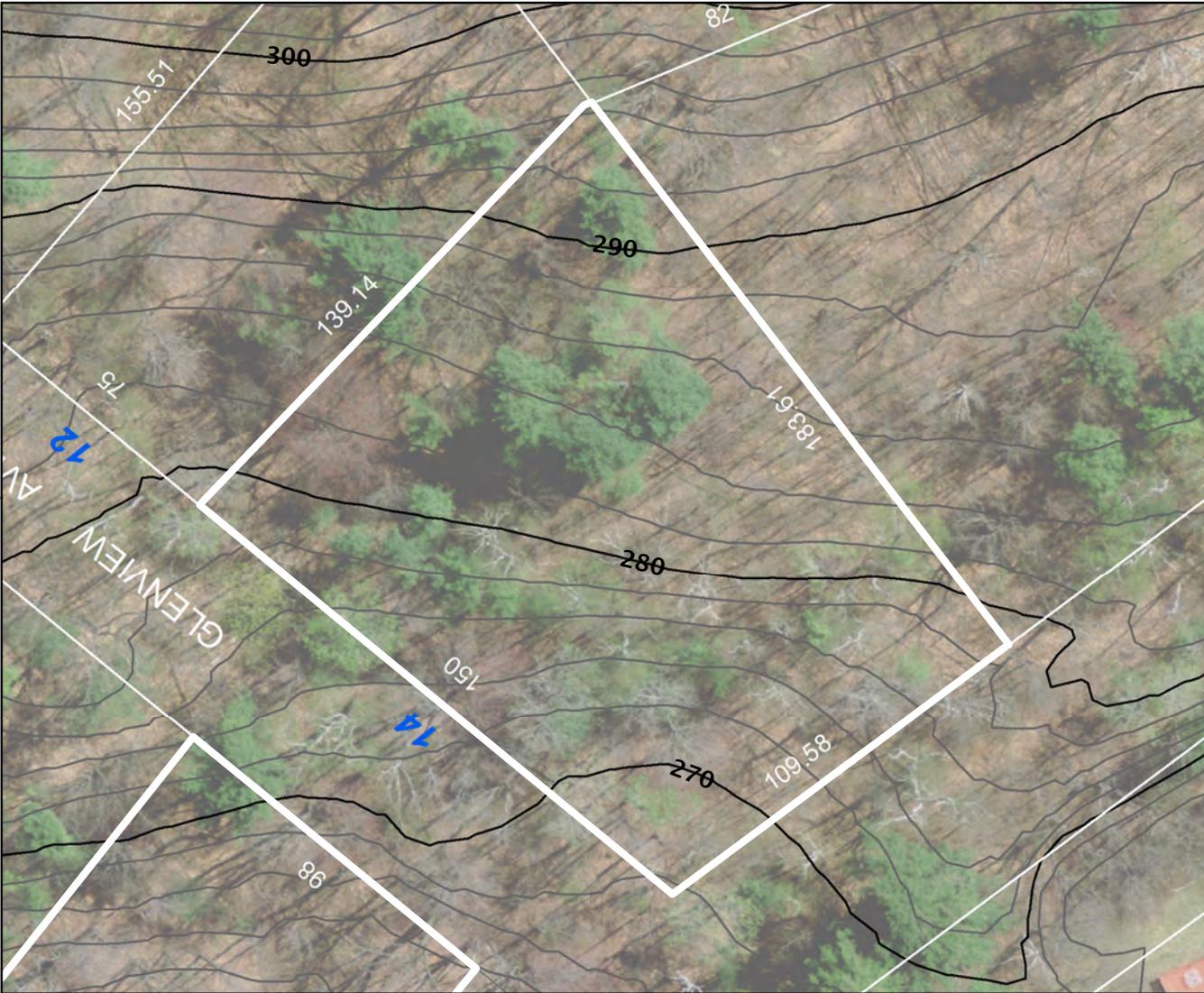
Acreage: 0.44  
Assessed Value: \$7,150.00  
Zoning District: NCA

## Legend

- |   |                         |   |                         |
|---|-------------------------|---|-------------------------|
|  | Wetlands                |  | Contour 10'             |
|  | Flood Zones<br>A and AE |  | 2' Contour.<br>Obscured |
|   |                         |  | 2' Contour              |

On paper streets; not developable due to lack of frontage

# 14 Glenview Ave



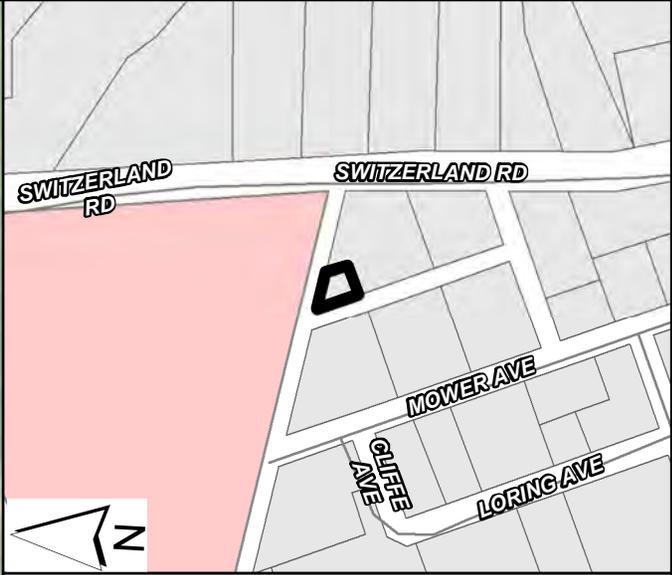
Acreage: 0.49  
 Assessed Value: \$4,800.00  
 Zoning District: SR

### Legend

-  Wetlands
-  Flood Zones A and AE
-  Contour 10'
-  2' Contour Obscured
-  2' Contour

On paper street. No abutters. Across paper street from 12 Doyon. Not developable due to lack of frontage

# 17 White Ave



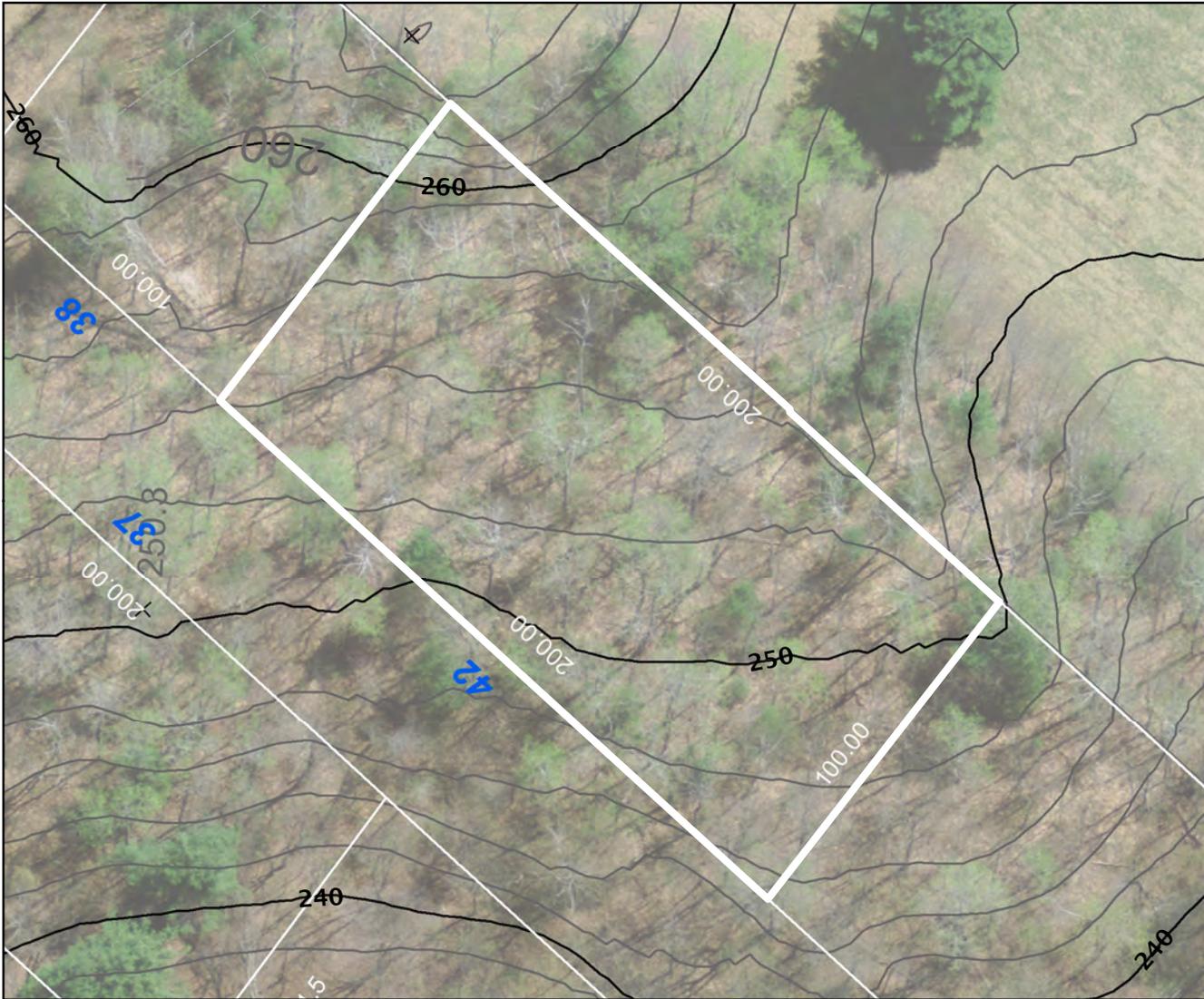
Acreage: 0.061  
Assessed Value: \$720.00  
Zoning District: NCA

### Legend

- Wetlands
- Flood Zones
- A and AE
- Contour 10'
- 2' Contour. Obscured
- 2' Contour

Corner of 76 Switzerland, undeveloped; on paper street; not developable due to lack of frontage

# 42 Raiche St



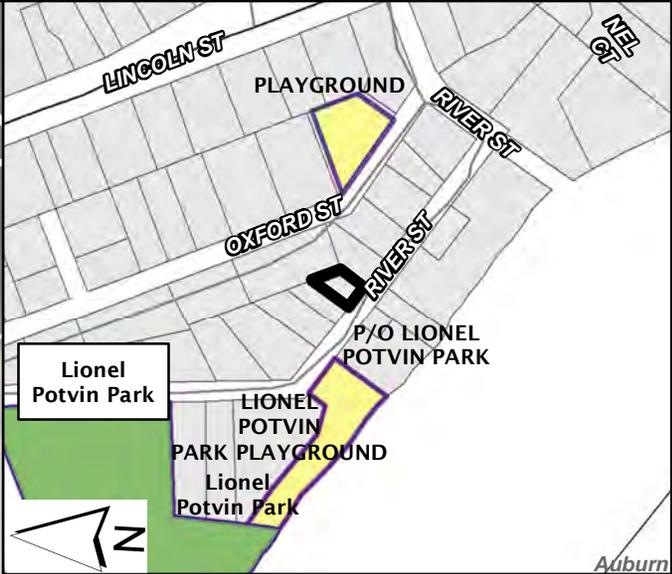
Acreage: 0.464  
Assessed Value: \$6,600.00  
Zoning District: SR

### Legend

- |  |  |
|--|--|
|  Wetlands             |  Contour 10'          |
|  Flood Zones A and AE |  2' Contour. Obscured |
|  |  2' Contour           |

Fy20 tax Acquired, undeveloped. On paper street; not developable due to lack of frontage

# 48 River Street



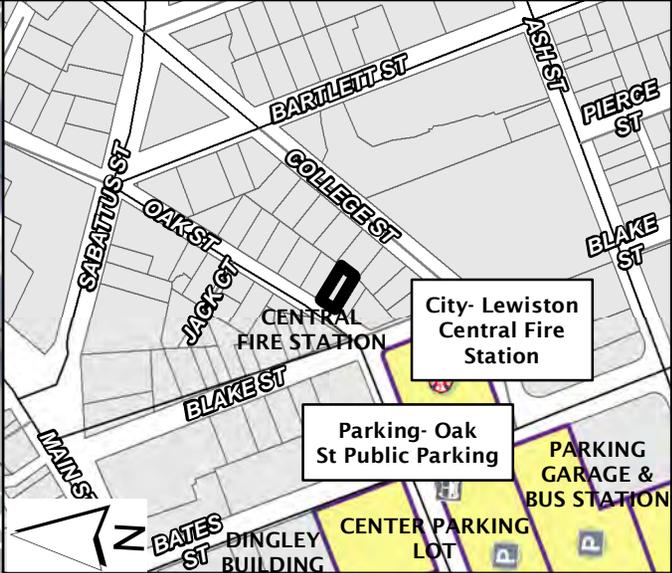
Acreage: 0.04  
Assessed Value: \$7,000.00  
Zoning District: RF

### Legend

- Wetlands
- Flood Zones
- A and AE
- Contour 10'
- 2' Contour. Obscured
- 2' Contour

Not developable due to insufficient lot area and lack of frontage

# 67 Oak St



Acreage: 0.06  
 Assessed Value: \$10,600.00  
 Zoning District: DR

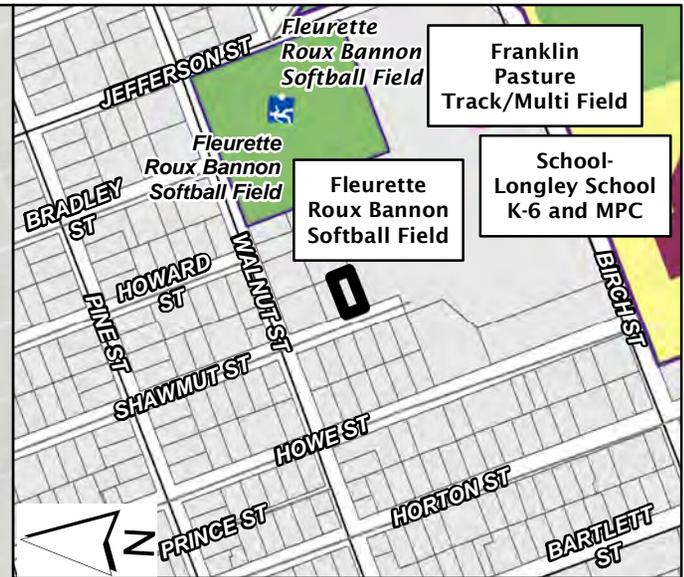
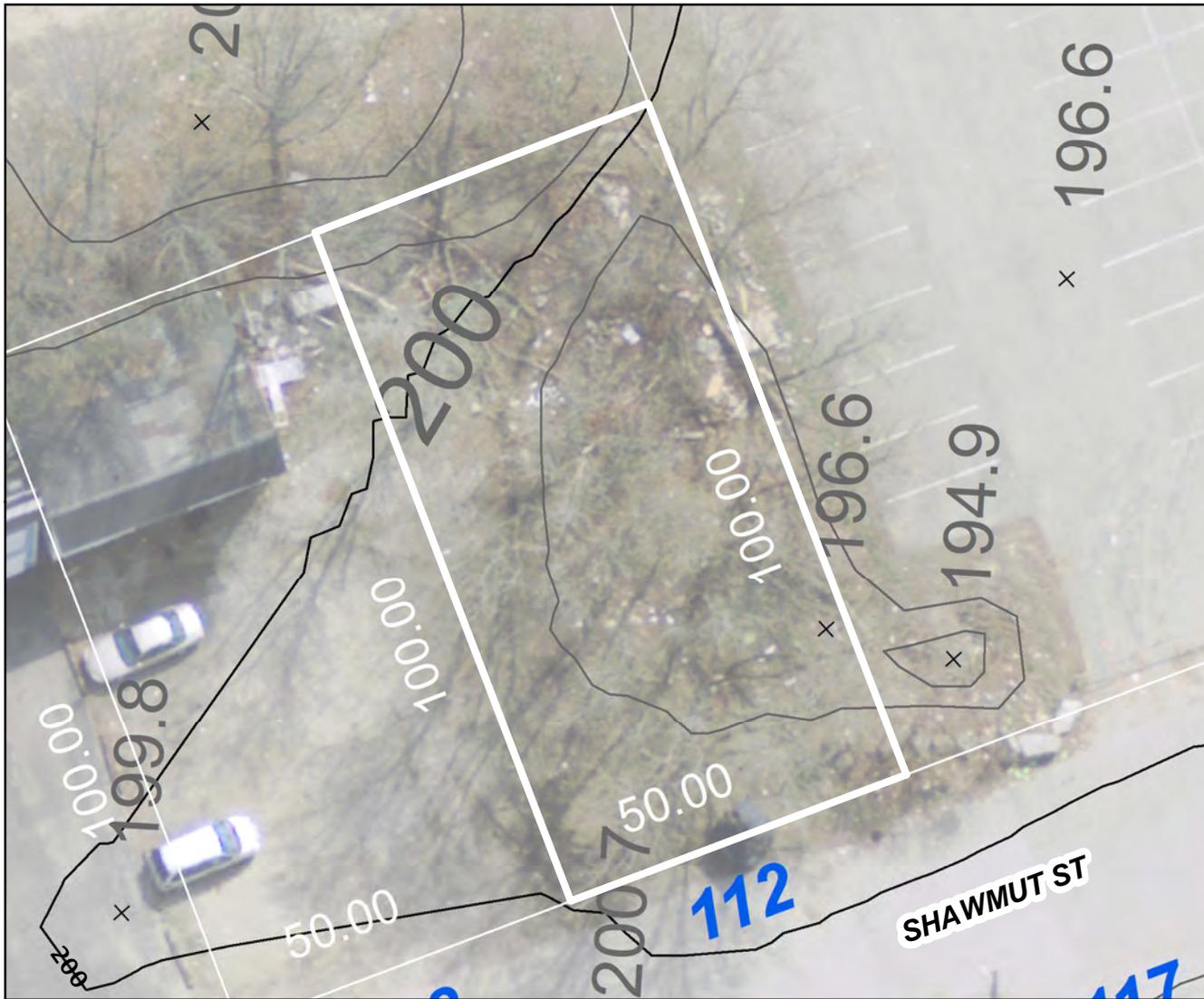
### Legend

-  Wetlands
-  Flood Zones A and AE
-  Contour 10'
-  2' Contour. Obscured
-  2' Contour

Lacks required frontage



# 112 Shawmut Street



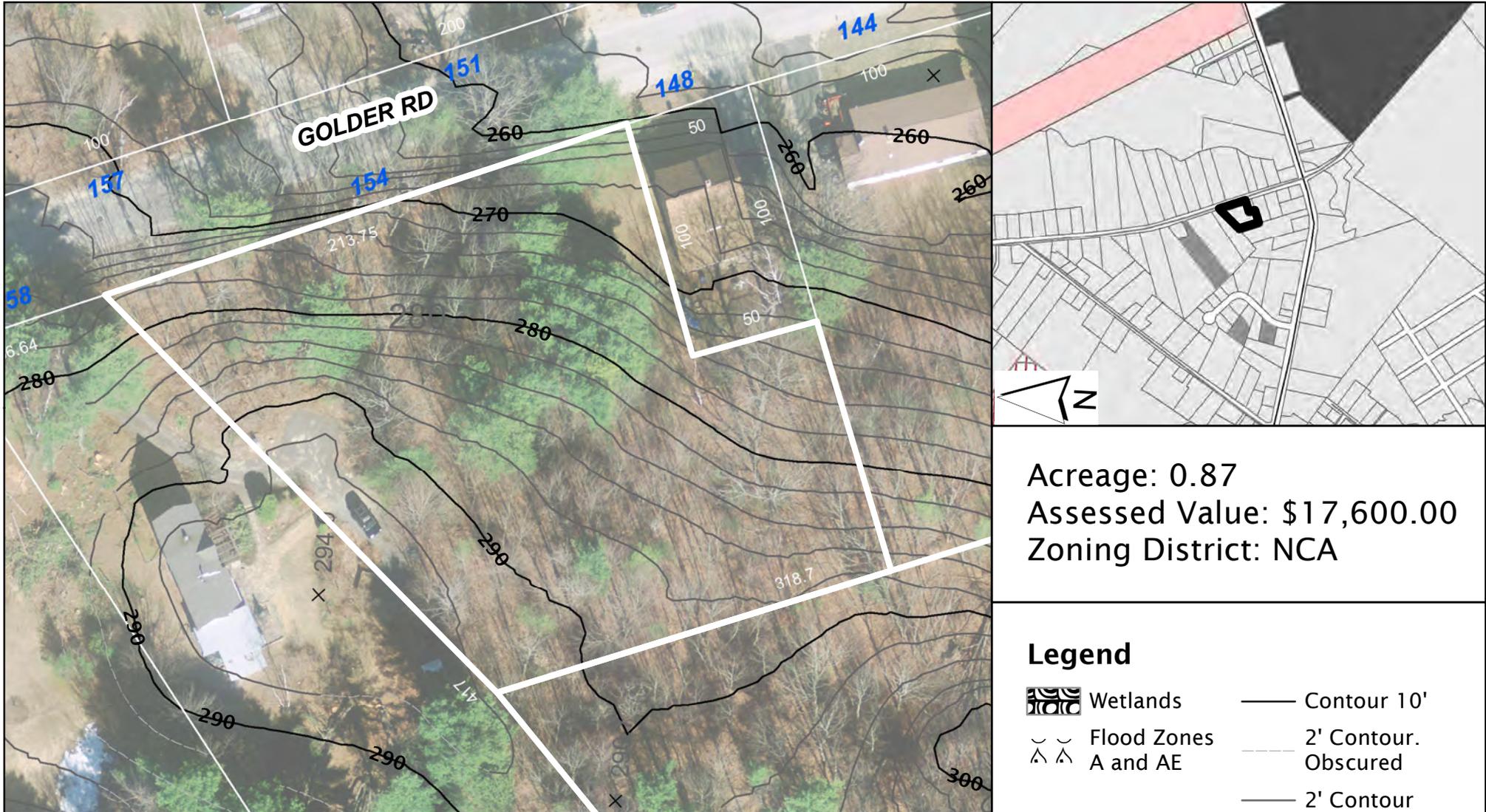
Acreage: 0.115  
 Assessed Value: \$13,560.00  
 Zoning District: NCB

## Legend

- |  |                      |  |                     |
|--|----------------------|--|---------------------|
|  | Wetlands             |  | Contour 10'         |
|  | Flood Zones A and AE |  | 2' Contour Obscured |
|  |                      |  | 2' Contour          |

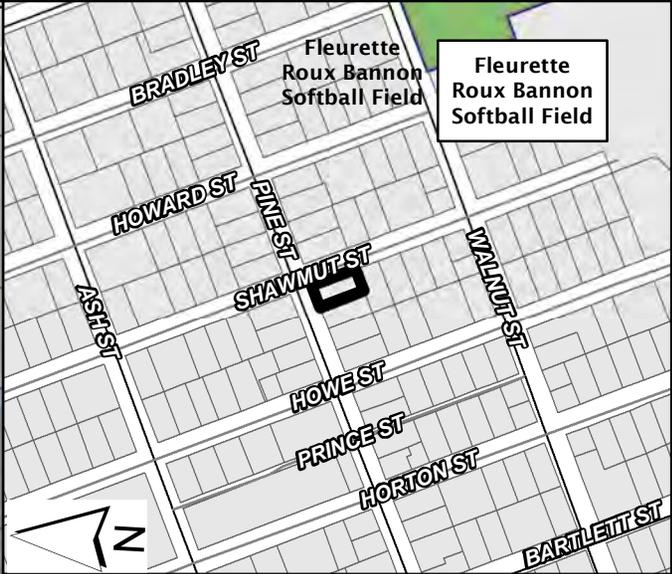
Adjacent to Colisee parking lot. Developable

# 154 Golder Rd



Fy20 tax Acquired, undeveloped, developable

# 159 Pine Street



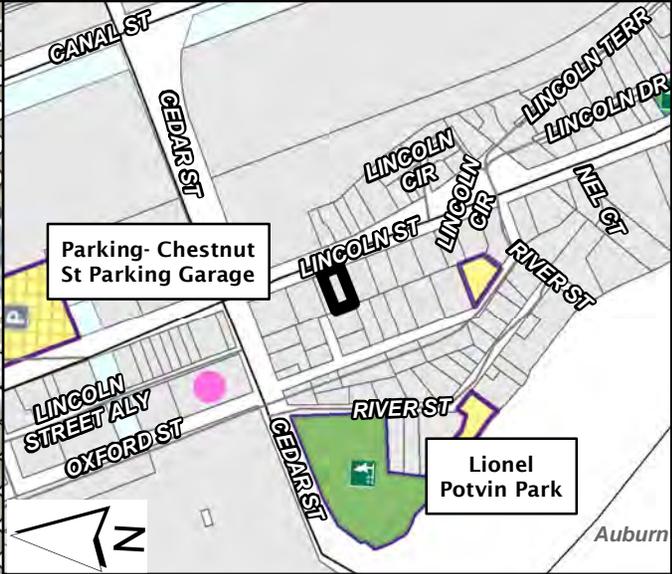
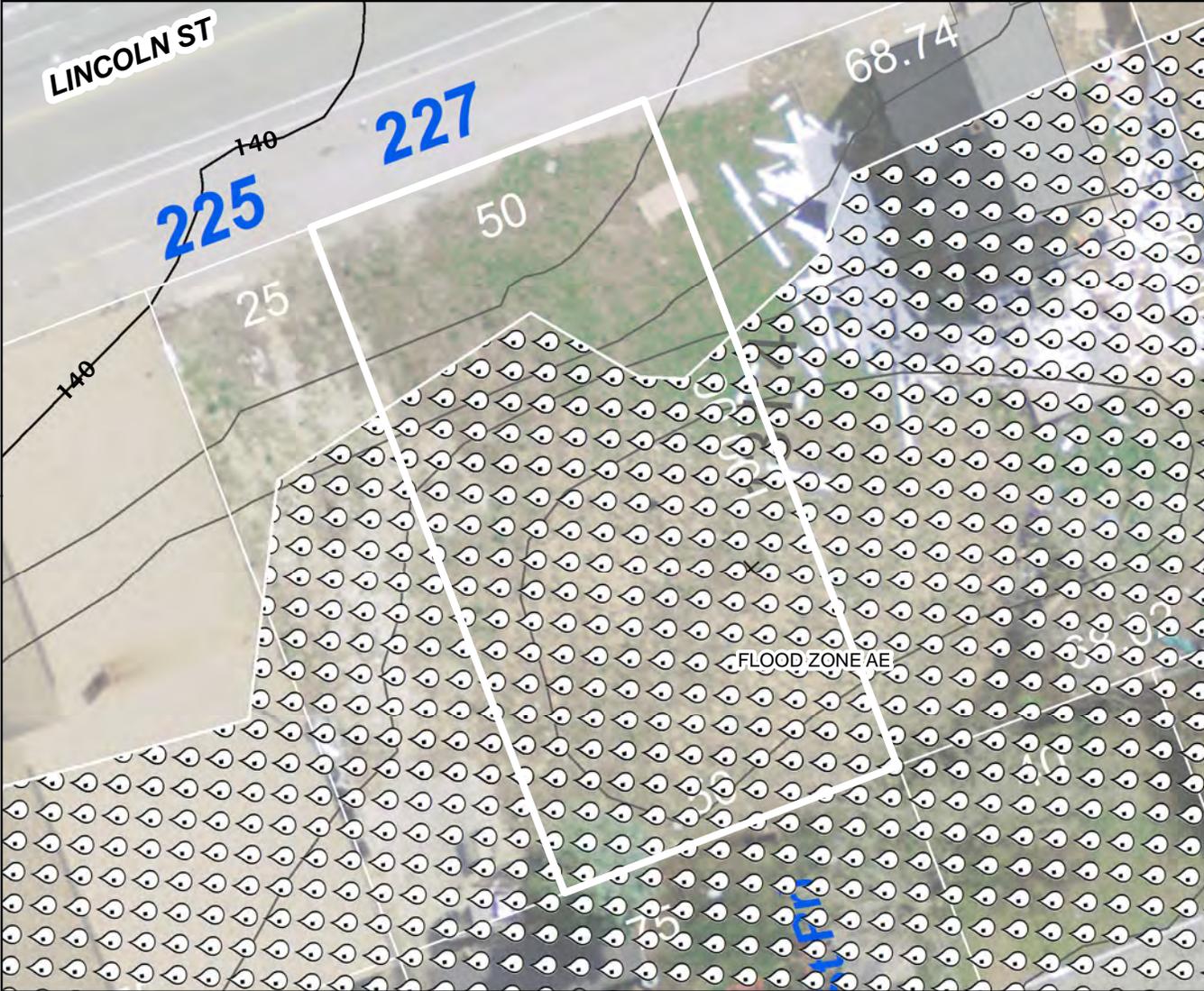
Acreage: 0.12  
Assessed Value: \$17,040.00  
Zoning District: CB

### Legend

- Wetlands
- Flood Zones
- A and AE
- Contour 10'
- 2' Contour. Obscured
- 2' Contour

Development potential limited (no residential) due to lot size and current zoning

# 227 Lincoln Street

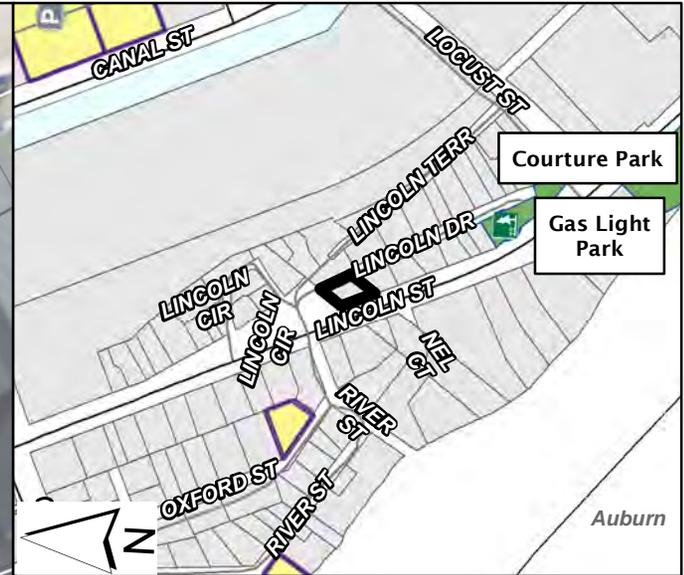
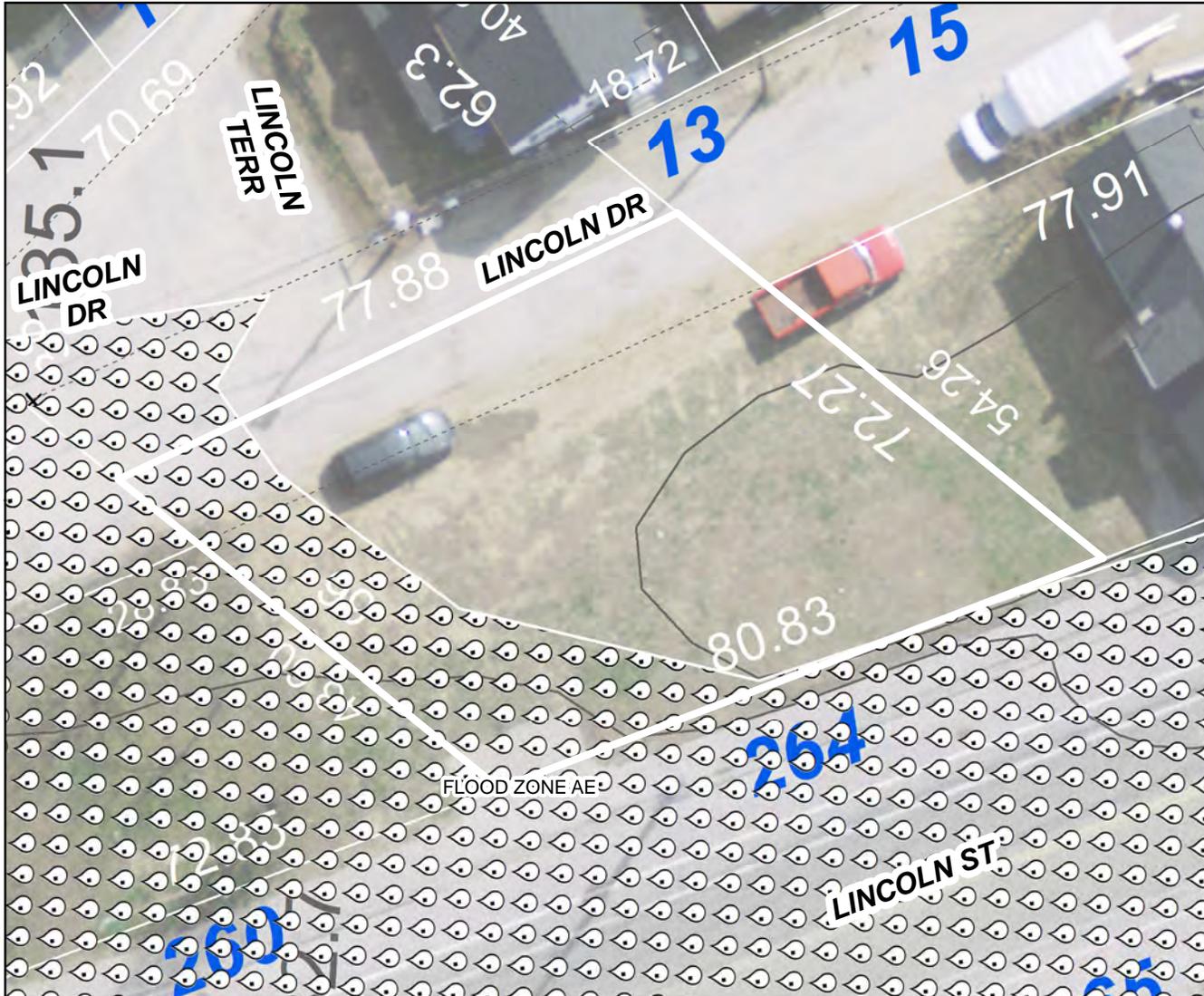


Acreage: 0.115  
 Assessed Value: \$18,000.00  
 Zoning District: RF

- Legend**
-  Wetlands
  -  Flood Zones A and AE
  -  Contour 10'
  -  2' Contour Obscured
  -  2' Contour

Impact by floodzone, potentially developable

# 264 Lincoln Street



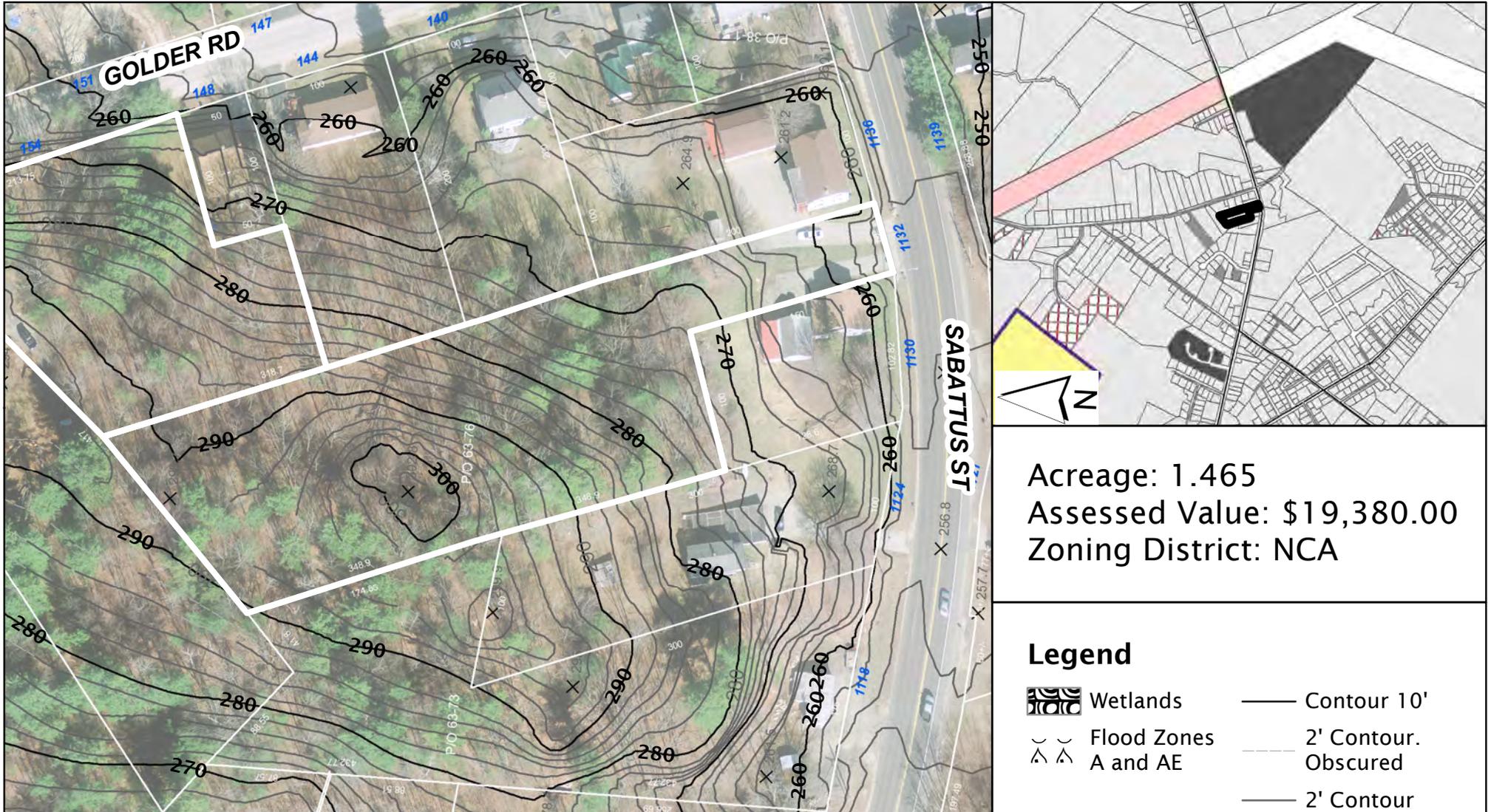
Acreage: 0.104  
 Assessed Value: \$14,640.00  
 Zoning District: M

## Legend

- |   |                         |   |                         |
|---|-------------------------|---|-------------------------|
|  | Wetlands                |  | Contour 10'             |
|  | Flood Zones<br>A and AE |  | 2' Contour.<br>Obscured |
|   |                         |  | 2' Contour              |

Ed: Retain for now. Adjacent to City owned open space at Lincoln and Lincoln Circle

# 1132 Sabattus St



Fy20 tax Acquired, undeveloped



## CITY OF LEWISTON

### Department of Planning & Code Enforcement

TO: Lewiston Planning Board

FROM: Douglas M. Greene, AICP, RLA; City Planner

DATE: June 8, 2020

RE: Update and Summary of Design Lewiston Project

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The Design Lewiston Project has experienced delays over the last several months. Staff is now moving forward to bring a final draft for review to the Planning Board and the Design Lewiston Advisory Committee. This update summarizes the proposed text amendments to the Zoning Ordinance, the zone change in the Tree Street neighborhood, the new Site Plan Review and Design Guidelines, and new applications for development project approval.

#### 1. Text Amendments to the Zoning Ordinance-

The following is a summary of the changes made to the Zoning Ordinance that will support and administer the Design Lewiston.

- a. Article II Definitions-
  - new definitions added that relate to Design Lewiston
- b. Article V- Administration and Enforcement-
  - Article V provides general guidance on various administrative and enforcement provisions. The amendment reorganizes the provisions into categories with titles that help identify the topics of each requirement.
  - The amendment also creates a new approach to how “modifications” are allowed.
- c. Article VI- Non-conformance-
  - Descriptive titles added to help identify the topic of each non-conformance requirement.
  - A new provision will allow the expansion of a non-conforming horizontal plane to the side and rear of a structure.
- d. Article IX- Appeals-
  - Descriptive titles added to help identify different types of variances.
  - Changes made to sections that relate to “modifications.”
- e. Article XI- District Regulations-
  - Reorganize by Zoning Districts (that regulate use) and Overlay Districts (that establish performance standards).

- Amend portions of the Land Use, and Space and Bulk charts to coincide with the changes coming from the new Design Standards.
- f. Article XII- Performance Standards-
    - Add a “Table of contents” with topic and page number to be more user friendly.
    - Relocate the No Name Pond Overlay performance standards from Article XI.
    - Add Section 22 for the new Design Standards.
  - g. Article XIII- Development Review and Standards-
    - Amend section (q) landscaping by requiring new development in a non-residential zone to provide trees and shrubs along street frontages.
    - Amend section (s) for open space requirements to apply only to land subdivisions.
    - Clarify section (u) for buffering.
  - h. Article XV- Historic Districts and Structures-
    - Add a change to allow minor staff approvals for signs
2. Zone Change in the Tree Street Neighborhood from Neighborhood Conservation “B” (NCB) and Community Business (CB) to Downtown Residential (DR).
  3. Amended Site Plan Review and Design Guidelines- The existing Site Plan Review and Design Guidelines is close to 30 years old. The new Design Guidelines will be a user-friendly, graphically oriented document for developers and the public to help encourage and guide quality development in Lewiston.
    - a. Part one of the document contains the Citywide Design Guidelines.
    - b. Part two contains the new Design District Standards.
  4. New Applications for Projects That Require Development Review, Conditional Use, Subdivision and Design District Standards Approvals
    - Applications will be in a fillable pdf format
    - The applications will more clearly follow the requirement for each type of development review and be easier for the applicant to fill out for the staff to review and the Planning Board to review and take action on.
    - New, separate applications for Minor and Major Development Reviews, Conditional Uses, Subdivisions, and Design District Standards, with the required level of information customized for each type of project.

Tentative Timeline-

- June 8- Update and summary to Planning Board and Design Lewiston Advisory Committee
- June 22- Planning Board Workshop for discussion
- July- Planning Board Public Hearing (Text Amendment and Zone Change recommendation to the City Council) and Adoption of the Design Guidelines
- Late July-- City Council Workshop and Public Hearing (Text Amendment and Zone Change)
- August- City Council final vote (Text Amendment and Zone Change)