

**CITY OF LEWISTON  
PLANNING BOARD MEETING MINUTES  
for January 12, 2009 – Page 1 of 3**

**I. ROLL CALL:** This meeting was held in the City Council Chambers on the First Floor of City Hall, was called to order at 5:30 p.m., and was chaired by Acting Chairman Stephen Morgan.

- **Members in Attendance:** Stephen Morgan, Jonathan Earle, Denis Fortier, Lucy Bisson, and Paul Robinson **Absent:** Roger Philippon and David Vincent

- **Associate Members Present:** Bruce Damon and Trinh Burpee **Absent:** None.

- **Staff Present:** Gildace Arsenault, Director of Planning and Code Enforcement; David Hediger, City Planner; and Joline Boulay, Senior Principal Clerk of Planning & Code Enforcement.

**II. ELECTION OF OFFICERS:** Election of Chairman, Vice Chairman, and Secretary.

The following motions were made to elect this years Planning Board officers.

**Chairman:**

**MOTION:** *by Denis Fortier, that the Planning Board elect Stephen Morgan as its' Chairman. Second by Lucy Bisson.*

**VOTED:** 7-0 (Passed).

**Vice Chairman:**

**MOTION:** *by Steve Morgan, that the Planning Board elect Lucy Bisson as its' Vice Chairman. Second by Denis Fortier.*

**VOTED:** 7-0 (Passed).

**Secretary:**

**MOTION:** *by Lucy Bisson, that the Planning Board elect Jonathan Earle as its' Secretary. Second by Denis Fortier.*

**VOTED:** 7-0 (Passed).

*Bruce Damon and Trinh Burpee were full voting members for the entire meeting.*

**III. ADOPTION OF PLANNING BOARD RULES AND PROCEDURES:**

The following motion was made.

**MOTION:** *by Lucy Bisson that the Planning Board adopt the Lewiston Planning Board Rules and Procedures as presented. Second by Denis Fortier.*

**VOTED:** 7-0 (Passed).

**IV. ADJUSTMENTS TO THE AGENDA:** None.

**V. CORRESPONDENCE:** A letter from SYTD Design Consultants dated January 12, 2009.

**MOTION:** *by Lucy Bisson, that the Planning Board accept the above item, place it on record, and read them at the appropriate time . Second by Denis Fortier.*

**VOTED:** 7-0 (Passed).

**VI. HEARING:** *A proposal submitted by SYTDesign on behalf of Bates College for the renovation, expansion and change of use of Hedge Hall and Roger Williams Hall from residences halls to classroom and faculty office space.*

David Hediger read his Staff Memorandum dated January 8, 2009.

This proposal is for the renovation, expansion and change of use of Hedge Hall and Roger Williams Hall from residence halls to classroom and faculty office space. The expansion of Hedge Hall consists of a 1,270 s.f. four-story addition. The Roger Williams expansion consists of a 2,025 s.f. two and four story addition. Peter Biegel, project manager for SYTDesign Consultants spoke on behalf of Bates College giving a brief overview to the location of the halls and distributed a rendering of the additions to the buildings. Peter referenced that the other buildings on campus would be placed offline with the proposed improvements. Denis Fortier questioned what exactly "off line" meant. Pamela Wichroski, Director of Capital Planning and Construction, stated that the buildings would remain empty and the long

term plan would be a new site with future development. Paul Robinson questioned the estimated completion of the project. Peter stated the estimated time of completion would be in the winter of 2010.

This item was then opened to the public for those in support and those in opposition.

Marc Duchette, owner of Russell Street Variety, 88 Russell Street questioned whether the offline properties would remain on the tax roll. David stated that the properties would remain off the tax roll if used by Bates.

There were no concerns from the Police, Fire, and Public Works Departments.

There being no further comments or concerns, the public portion of this meeting was then closed and brought back to the Planning for the following motion.

**MOTION:** by **Bruce Damon**, that the Planning Board determines the application submitted by SYTDesign on behalf of Bates College for the renovation, expansion and change of use of Hedge Hall and Roger Williams Hall from residences halls to classroom and faculty office space was granted approval and this application meets all of the necessary approval criteria contained under Article XIII, Section 4 of the Zoning and Land Use Code with the following conditions:

1. No signed mylars are released and no construction activity occurs until the stormwater system has been designed to Public Service's satisfaction.
2. A note is added to cover sheet of the plan set stating the approval of the development plan and any building permit issued for development within the scope of this Code shall expire after a period of twenty-four (24) months after the date of approval if substantial development has not begun. An extension request must be made at least sixty (60) days prior to the time of expiration.

Second by **Denis Fortier**.

**VOTED:** 7-0 (Passed).

#### **VII. OTHER BUSINESS:**

**A. Discussion with administration regarding proposed Strategic Plan.** Jim Bennett gave a brief overview of the proposed strategic planning goals and asked the Planning Board and Board of Appeals if they had any input or new ideas to contact Rick Speer or himself, and that their input was much appreciated.

**B. Discussion with the board regarding planning board packets and distribution of packets.** David asked the Board if approval letters could be sent via e-mail versus hard copies. The Board was in agreement. Staff will no longer maintain binders for packets. Packets will be distributed and will be the responsibility of the Board member to bring information from the binder when needed.

**C. Any other business Planning Board Members may have relating to the duties of the Lewiston Planning Board.** David asked if anybody was interested in being on the Forestry Board to complete Jim Horn's term. Bruce Damon volunteered. David spoke with Kathy Montejo in regards to the rotation of the term.

#### **VIII. OLD BUSINESS:**

**A. Zoning and Land Use updates, including zoning matrix, SR districts and open space provisions.** No update.

**B. A discussion about permitted uses and storefront appearances in the Centreville (CV) zoning district.** No updates.

**C. A discussion regarding Urban Design Standards.** No updates.

- IX. MINUTES:** *Draft Meeting Minutes for Planning Board Meetings held on September 22, 2008, Workshop/Public Meeting held October 27, 2008, Meeting held on November 3, 2008, Workshop/Public Meeting November 10, 2008 with changes, Meeting held November 24, 2008 with changes and December 15, 2008 with changes.*

The following motion was made.

**MOTION:** by **Lucy Bisson** that the Planning Board approves the Planning Board Meeting Minutes held on September 22, 2008, Workshop/Public Meeting held October 27, 2008, Meeting held on November 3, 2008, Workshop/Public Meeting November 10, 2008, Meeting held November 24, 2008 and December 15, 2008.  
Second by **Denis Fortier**.

**VOTED:** 6-0 (Passed).

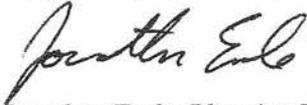
**Paul Robinson abstained.**

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

**MOTION:** by **Lucy Bisson** that the Planning Board adjourn this meeting at 7:25 p.m. Second by **Stephen Morgan**.

**VOTED:** 7-0 (Passed).

Respectfully submitted,



Jonathan Earle, Planning Board Secretary

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