

CITY OF LEWISTON
PLANNING BOARD MEETING
MINUTES for June 25, 2012

- 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. Chairperson, Lucy Bisson, chaired the meeting.

Members in Attendance: Lucy Bisson, Bruce Damon, Kevin Morissette, Eric Potvin, Trinh Burpee, Walter Hill and Paul Robinson

Associate Member Present: Michael Marcotte and Sandra Marquis

Staff Present: David Hediger, City Planner and Cathy Lekberg, Administrative Assistant, Economic & Community Development

II. **ADJUSTMENT TO THE AGENDA:**

The following motion was made:

MOTION: by **Bruce Damon** to move the Stepping Hill Subdivision de minimis change to first on the agenda. Second by **Paul Robinson.**

VOTED: 7-0 (Passed)

III. **CORRESPONDENCE:** None

V. **OTHER BUSINESS:**

- a) Stepping Hill Subdivision – De Minimis Change

David read staff comments to the Board.

Gerry Morin explained the amendment to the Board. He said he would like to deed a portion of his land at 276 Merrill Road to the abutting property at 5 Taylor Road which is owned by his Daughter Heather Letourneau. Both lots are within the Stepping Hills Subdivision located in the low density residential district.

The following motion was made:

MOTION: by **Bruce Damon** pursuant to Article XIII, Section 3(k) of the Zoning and Land Use Code to grant approval to Gerry Morin the amendment of "Stepping Hills Subdivision-Revision 2, Lot 3 & 4 Reconfiguration" as a de minimis change, subject to any concerns raised by the Planning Board or staff. Second by **Walter Hill.**

VOTED: 7-0 (Passed)

IV. PUBLIC HEARINGS:

- a) An application submitted by Sebago Technics, Inc. on behalf of Parallax Partners, Inc. for the construction of a 113 room hotel located at 15 Lincoln Street.

David read staff comments to the Board.

Chris Branch of Sebago Technics and Chris Thompson of Parallax Partners, Inc. were present to represent the project.

Chris Branch said this project has been in progress since last fall when they came before the Board and there were many revisions to it since then. He explained that the hotel would be constructed in two phases. The first phase would be four stories high and have 90 rooms and the second phase would add an additional 23 rooms for a total of 113 rooms. The parking would be in various areas around the hotel. The hotel would be allowed 14 parking spaces in the Lincoln Street parking garage across the street. He told the Board that they have met with Yvon's Car Wash and Atlas Supply Company are satisfied with the changes they have made. He stated all of the traffic and access for trucks to their businesses are acceptable.

Chris Branch stated they will be using natural gas in the building and the electrical will be all underground. He explained that the site lighting has not been decided on yet and should be a condition of the Board's approval.

Chris Branch also stated they were working with the City to interconnect site improvements with the trails.

Bruce asked about the use of the red building on the canal and parking would impact this building. Chris stated he did not think it would. He stated that people staying at the hotel will most likely park in the parking garage rather than the lot there. He stated that it only would be a problem when there is an event such as the Balloon Festival.

Bruce questioned Yvon's gasoline pumps and whether this is an encroachment and David stated yes, they were on City property and Chris Branch showed it on the rendering. David stated that the City is aware that they are on City property. Lincoln Jeffers stated the public easement is owned by Franklin Properties.

Eric asked about the design materials and Chris Thompson stated it was brick and fiber cement panel look. Eric stated he would like to see more brick than cement panels and Lucy agreed that more brick would look better. Mike asked if the windows would be on the riverfront side and Chris Thompson stated they would. Mike asked if there would be any trees in front of the Hotel and Chris Thompson stated there will be trees and that the rendering from the architects was incomplete and the trees were not included on it.

Bruce asked if the signage would also be facing the Auburn side of the river and Chris Thompson stated yes but was not sure which side.

Mike asked when the construction would begin and Chris Thompson said early September. Chris Branch said it would take about a year to complete. He told the Board they would allow the Balloon Festival to utilize this area for this year.

Lucy opened the item up the public and there was none.

Eric stated that this project will set a precedent and that the cement panel is not a 100 year material. He recommended using more brick if possible and also said they were pleased that the set back was changed moving the building closer to Lincoln Street.

The following motion was made:

MOTION: by **Paul Robinson** to find that the application meets all of the necessary criteria contained in the Zoning and Land Use Code, including Article IX, Sections 3(9), (10), and (11) and Article XIII, Section 4 of the Zoning and Land Use Code and to grant approval to Parallax Partners, Inc. for the construction of a 113 room hotel located at 15 Lincoln Street and accessory parking lot improvements at 34 Water Street, subject to the following condition:

A revised lighting plan and detail sheet must be provided to staffs satisfaction prior to any building permits being issued or construction activity commencing Second by **Bruce Damon**.

VOTED: 7-0 (Passed)

- b) An application submitted by Summit Environmental Consultant, Inc. on behalf of KTI Bio Fuels, Inc. for the Phase II Site Improvement Project located at 38 Alfred Plourde Parkway.

David read staff comments to the Board.

Mike Walsh of Summit Environmental Consultants, Inc. explained the new improvements to the Board. They brought a rendering of these improvements. The improvements included the removal of wood debris in the work area, installation of a gravel working surface and concrete pad for a new screening picking machine and upgrades to the storm water management at the site.

Lucy asked where the debris would be stored when the work is being done and Mike said they would be working on the perimeter first and working their way inward so work would still be going on. He stated this could take a few years to complete.

Bruce asked about the current runoff and would it go into the Hart Brook watershed and David stated no.

Paul asked about the entrance to the facility and would that be paved and Bill Walsh stated it has already been paved.

Bruce asked about the dust complaints and David stated they have since purchased a sweeper and there are no more complaints.

Lucy opened the item up to the public and there was none.

Bruce asked if the screening fence would not be put back up until the end of the project and Mike Walsh stated it would be put back up this year once the stormwater improvements were completed.

Bruce asked about the lease agreement and maintenance of the stormwater systems if KTI sells the property and David stated it would be the property owners responsibility even if KTI sells it.

The following motion was made:

MOTION: by **Eric Potvin** to find that the application meets all of the necessary criteria contained in the Zoning and Land Use Code, including Article X, Section 3 and Article XIII, Section 4 of the Zoning and Land Use Code and to grant approval to KTI Bio Fuel, Inc. for the Phase II Site Improvement Project including the removal of wood debris within the work area, installation of a gravel working surface, installation of a concrete pad for a new screening picking machine, and upgrades for storm water management at the site located at 38 Alfred A. Plourde Parkway, subject to the following condition:

1. The 30' tall litter fence as shown on the approved site plan must be installed this year upon completion of the stormwater improvements.

Second by **Trinh Burpee**.

VOTED: 7-0 (Passed)

- c) An application by Stoneybrook Consultants, Inc. on behalf of Budget Document Technology for an 8,000 square foot addition to their existing building located at 251 Goddard Road.

David read staff comments to the Board.

Mike Gotto said that David did a good job of explaining the project and he asked the Board if they had questions.

Bruce asked how big the existing facility was and Mike Gotto stated 4,293 SF. Bruce asked where the storm water would go and Mike Gotto showed a site

plan of the area where it would run. Water is being directed outside of the Hart Brook watershed.

Lucy opened it up to the public and there were no comments.

Eric asked if there were a total of 26 parking spaces for phase 1 and Mike Gotto stated yes. Paul asked if the parking was for customers and Mike Gotto stated it was mostly for employees. He stated that the expansion was for office space and the old office space would be for additional warehousing.

The following motion was made:

MOTION: by **Paul Robinson** to find that the application meets all of the necessary criteria contained in the Zoning and Land Use Code, including Article XIII, Section 4 of the Zoning and Land Use Code and to grant approval to Budget Document Technology for an 8,000 square foot addition to their existing building located at 251 Goddard Road.
Second by **Kevin Morissette**.

VOTED: 7-0 (Passed)

d) Adoption of the Riverfront Master Plan

David read staff comments to the Board.

Bruce stated his main concern was who would be implementing the plan and also who would ensure the progress and identify goals. He thought this would be a challenge from a funding standpoint. The plan has \$720,000 to be expended but who will make certain that more investment into the plan is made. David stated the Planning Board has involvement in the plan and provides recommendations on the LCIP. He told the Board they have influence over City Council's decisions. Bruce asked if they could add items to the LCIP and David stated they could only make recommendations to administration.

Paul suggested City Council establish a committee that reviews the plan, otherwise it could fall through the cracks. City Council members leave and new members are not as knowledgeable. Paul stated we need a committee to report to the Administration and that this plan is very important to go forward.

Sandy suggested that the City seek out grants that may be available. Lincoln Jeffers stated that the City is always looking for grants for these projects and is willing to work with other organizations to secure funding.

Walter also said they need to keep this plan moving forward and possibly forming a subcommittee with some Planning Board members on it.

Lincoln stated that earlier they had formed a Downtown Advisory Committee but this committee did not have regulatory powers. All actions had to be

approved by the Planning Board and City Council and it became frustrating for that committee. David stated that the Planning Board can be the committee to provide recommendations to the City Council.

Walter stated he loves the Riverfront Plan and wants it to succeed.

Kevin stated plans will constantly change. The Planning Board should not get tied down with details but follow the vision of the plan. He suggested that the Planning Board might have additional meetings specifically to discuss the Riverfront Plan. The Planning Board could step in and assist in implementing the Plan.

Bruce suggested adding to the recommendation that the Planning Board have purview over implementation and sustainability of the plan. The Board agreed.

The following motion was made:

MOTION: by **Walter Hill** pursuant to Article VII, Section 4(b) of the Zoning and Land Use Code to send a favorable recommendation for the City Council's consideration adoption of the 2012 Riverfront Master Plan with the condition that the Planning Board have purview over implementation and sustainability of the plan. Second by **Trinh Burpee**.

VOTED: 7-0 (Passed)

Associate members Michael Marcotte and Sandra Marquis also casted votes in support of the adopting the plan.

V. OTHER BUSINESS:

- a) Cash Energy, Inc. – Office Building – De Minimus Change

David read the staff comments to the Board.

Mike Gotto explained to the Board that Cash Energy, Inc. wants to add a small 2,400 SF office and maintenance building to the property located at 10 Gendron Drive.

Lucy asked if there is a building there now and Mike Gotto stated no, just a storage shed.

Lucy opened this item up to the public and there was none.

The following motion was made:

MOTION: by **Bruce Damon** pursuant to Article XIII, Section 3(k) of the Zoning and Land Use Code to grant approval to Cash

Energy, Inc. for the construction of a 40' x 60' office and maintenance garage as a de minimis change, subject to any concerns raised by the Planning Board or staff. Second by **Paul Robinson.**

VOTED: 7-0 (Passed)

- b) Maine Power Reliability Project – Amendment to conditional use approval.

David read staff comments to the Board.

Mark Goodwin of Burns & McDonnell stated he represents the Maine Power Reliability Project and he gave a brief description of the minor shifting of the poles between Cotton Road and the Androscoggin River. He told the Board that this shifting of the poles will not come closer to any of the abutters and will not require additional clearing of trees.

Lucy asked if a public hearing would be required to approve this and David stated yes but they could limit the abutters to just the Cotton Road and Androscoggin River area. The Board agreed to have the public hearing at the next Planning Board meeting on July 9, 2012.

VI. READING OF MINUTES: No minutes were presented for the Board to act upon.

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

MOTION: by **Bruce Damon** that this meeting adjourns at 7:50 p.m. Second by **Trinh Burpee.**

VOTED: 7-0 (Passed).

The next regularly scheduled meeting is for Monday, July 9, 2012 at 5:30 p.m.

Respectfully Submitted:

Paul Robinson

Paul Robinson, Secretary

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