

Minutes
Design Review Committee Meeting
November 28, 2106

Member in attendance:

<i>Planning Board:</i>	<i>Citizen Members:</i>	<i>Staff support:</i>	<i>Members of the public:</i>	<i>Applicant:</i>
Lenny Horr, Chair	Kelly Tarbox Tom Gagne	Beth Della Valle, Planning Director	Ellen McAdam Linda Brown	Joe Sevigny Sam Sevigny
Jack McAdam, Vice-Chair		Mike Casserly, Assistant City Engineer		
Dianne Connolly		David Joy, Hamilton & Joy, Architects		

The meeting was called to order at 5:05.

The minutes from the September 14, 2016 meeting were approved by a 4-0 vote.

Beth Della Valle noted that the application is classified as a major site plan and major subdivision application. It goes to the Site Plan Review Committee on December 6, 2016 and to the Planning Board for a public hearing on December 7th. The Design Review Committee (DRC) will make its recommendation to the Planning Board; the Planning Board may or may not approve, or may ask for more information.

Beth also noted items not included in the packet that will need to be provided. These include cut sheets on the lighting, and elevations of the sides of the proposed building.

Joe Sevigny outlined the project, which will include 16 units. The first floor, facing the river, will have four units and be ADA accessible. The second and third floors will have six units, and those on the second floor will also be ADA accessible. Minor changes to the plan previously reviewed included one overcast light to be added to the front center of the building, shining onto Main Street, to augment two existing poles on Main Street. Side lighting to be determined after consultation with neighbors. Doors on ground floor units will be lighted. Two poles lights with caps to prevent uplighting will be placed on the sides of the lower parking lot, lighting also the storage area and laundry. Fencing also to be addressed with neighbors, and there will be no fence along Mill Street. Applicants are still working on the rear of the building with respect to number of dormers and balconies. Beth will check to see if balconies on the upper floors count as impervious cover. Side elevations were described, indicating a drop foundation with three windows on the tall section and two of the shorter for five total. There may be other ornamentation.

Kelly Tarbox questioned whether the committee can adequately review design issues without finished elevations showing the look of the building. Beth noted that the Planning Board has the final say.

Tom Gagne questioned how the side elevation would be broken up visually. David Joy asked if final elevations could be emailed to committee members, and the applicant agreed to provide elevations to Beth by 3:30 on Wednesday, the 30th, as well as the cut sheets on the proposed lighting. Drainage, etc. information will be sent to Mike Casserly, also by Wednesday. Beth will forward the elevation details to committee members for their review and comment. She reminded committee members not to comment on other's comments, so as not to constitute a meeting, but email all comments directly to her. She will summarize them in her report to the Planning Board.

Dianne Connolly asked if parking spaces were being set aside for the Hen House Restaurant. The applicant indicated that the Springvale Public Library had previously owned the lot and had not assigned spots to the restaurant. She now owns the lot and will permit restaurant parking there, but not formally in writing. Beth noted that the issue will still have to be addressed at the Planning Board as some parking sites were factored into past approval of some site plans. Dianne also asked about the number of ADA parking spaces. The applicant stated that there will be two for the second floor, and at least one and probably two for the first floor in the rear.

Tom asked if the second floor apartments (ground floor on Maine Street side) would be ADA accessible, without steps. The applicant affirmed this. Beth asked if green colored fences were still being proposed, again affirmed by the applicant. Lenny Horr asked if a bike rack was going to be included. The applicant indicated probably not, as most of the tenants would likely be elderly, and that the storage units could be used for this, if there were younger tenants with bicycles. Beth also indicated that a complete plant list for landscaping would have to be provided before the Site Plan Review Committee meeting. David asked about the fence along the river; it will be black chain link up to the green fence along the other side. Tom asked about the existing patio area, and if it would incorporate "plantable" paving blocks. The applicant indicated that the existing slab and building will be entirely removed and that the roof of the new building would be black shingles.

Mike Casserly raised issues relating to the site, specifically that the parking aisle in the lower level was very tight. The usual standard is 26', though 24' is often accepted, but the proposed aisle is only 17 or 18' wide. This will be a Planning Board issue, but an aisle this narrow has never been accepted. Beth discussed options for finding more room, possibly reducing the front (Main Street) landscaped strip, but noting that the width of the proposed strip must still be in keeping with the width of the strip on adjoining properties in the area. Mike said that possibly using plantable blocks for the patio area would reduce the amount of impervious area, that could then go towards parking, but also noted that the DEP is usually not in favor of pervious pavers. Beth said the applicant needs to talk with Shirley Sheesley (Code Enforcement Officer) to determine if these blocks would be ok. Another option would be to reduce the amount of parking spots, and what is proposed is in excess of what is required. The applicant will work with its engineer to come up with a solution. Lenny noted that parking would also be a Planning Board issue.

Beth asked if committee members were ready to make a recommendation.

A few more comments were offered on the parking issues. These included that Main Street parking was included in the Library approval and that (public) parking within a certain linear distance can count towards the required number of parking spaces. The applicant will continue to work on the parking issue. Snow from the upper parking lot will be removed, and snow from the lower lot will be sorted to the extent there is room, then removed.

Tom Gagne made a motion to indicate that the proposed project appears to be consistent with the City's design standards. The applicant will email spec sheets on the lighting and building elevations to the Planning Director who will forward them to the committee members for their individual comments. The Planning Director will compile individual comments for Planning Board review. The motion was seconded by Jack McAdam, and passed 5-0.

Dianne moved to adjourn, seconded by Jack, the meeting ended at 5:55 pm.

Respectfully submitted,

Kelly Tarbox, Secretary