

Minutes
Design Review Committee Meeting
August 26, 2106

Member in attendance:

<i>Planning Board:</i> Lenny Horr, Chair Jack McAdam, Vice-Chair Dianne Connolly	<i>Citizen Members:</i> Kelly Tarbox Tom Gagne	<i>Staff support:</i> Beth Della Valle, Planning Director Mike Casserly, Assistant City Engineer (arrived about 5:10) David Joy, Hamilton & Joy, Architects	<i>Members of the public:</i> Harland Eastman	<i>Applicant:</i> absent
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The meeting was called to order at 5:10; the applicant had not arrived yet.

Beth Della Valle took the time while waiting to update everyone on the recent adoption by the City Council of revisions to the land use ordinances. The design guidelines were condensed and reorganized, separating those that are the same for Sanford and Springvale from those that differ for the two areas. The three main revisions addressed:

- 1) added in reference to the orientation of the building to the street
- 2) lighting standards, including shielding and directing light downward
- 3) landscaping the streetscape, using native trees on Main Street and keeping ornamental plantings on side streets and as accents.

There was also talk about demand management options for parking standards, including consideration for car pools and multiple shifts. The second round of zoning ordinance revisions will address the site plan review process, with an eye towards identifying uses not needing full Site Plan Review in the use table, particularly the conditional use and permitted with review categories. The third round of amendments will look at standards. The goal is to have zoning, subdivision, and site plan all in one chapter. The City is also planning to create a technical manual to aid applicants with interpreting standards on road construction, community character, etc. David Joy commented that it would be helpful to both the committee and applicants to use illustrations as part of that manual, which everyone agreed was important. The ordinance revision has numerical rather than alphabetical 'numbering' making future updates easier. After the standards are revised, the application form will be revised to include reference to each submission requirement, with check boxes for the applicant to indicate whether the submission has been provided or a waiver is requested and for the Planning Director to indicate agreement that the item has been provided.

The minutes from the August 2, 2016 meeting were reviewed. Motion to approve was made by Dianne Connolly, seconded by Jack McAdam, and approved 4 - 0.

Beth outlined the proposal to be reviewed based on her previous meeting with Joe and Sam Sevigny. The site is at 2 Mill Street in Springvale where Corner Post Land Surveying formerly had its offices. The upper parking lot was owned by the Springvale Public Library, and 7E properties has purchased both parcels. The new building will have 15, 2-bedroom apartments. The parking requirement is 1.5 spaces per unit. The building will appear as a three story structure viewed from the Mousam River, and two story viewed from Main Street. The site is within both the shoreland and floodplain zones. Parking standards are met, but current use of the parking lot must be reviewed to confirm that spaces in the lot were not included as part of other site plan permits. The Corner Post building will be demolished. There are existing sidewalks. Impervious cover amounts are being looked at and will probably be above 35%, requiring best management practices. Underground electrical service from the street is proposed. There will be 2 light poles at the lower end of the parking area and one light that is directed downward on the building 'front' facing the river. One issue the Committee will want to discuss with the applicant is the design of the side/back of the building facing Main Street, which will be viewed most by the public. It is proposed to be as ornate as the front side facing the river.

Dianne Connolly asked if work on the dam on Mill Street was going to happen at the same time. She also questioned the ownership of and responsibility for that dam; Beth will research this and report back.

Beth also listed several items to be considered; 7E will locate a dumpster on the site, which will need to be screened, care must be taken with any work in the shoreland zone. Other discussion points include the use of ornamental plantings, condition/nature of the retaining wall, proposed siding (clapboard?) with brick foundation proposed, as well as a sign on the building, no fence by/near the fire hydrant.

Harland Eastman questioned the use of the upper parking lot, which is often full, by others than tenants. Beth will find out how much the library and restaurant (at corner of Mill and Main streets) need, looking to see if there is something in the files indicating use of this lot in past approvals. Mr. Eastman indicated that the building was originally used as a wool storage building for the Goodall Mills. The interior framing of the roof is notable for its beam work. The building has also been used as an auto body shop and a restaurant. The upper parking lot once had a Victorian-style apartment building.

Beth will request more information and elevations for the committee for its next meeting. Since the applicant did not attend the meeting (subsequent email indicated they missed the notification for the meeting), the meeting will be re-scheduled and a substitute secretary will be appointed since Kelly Tarbox will be on vacation.

Discussion then turned to the proposed new Cumberland Farms building on the site of the Emerson School. The closing on the property is scheduled for the week of September 28th. The applicant is still working out some State controlled issues; DEP is ok, but some DOT issues are still outstanding. The City is working with the applicant and the State to get these wrapped up. David suggested that some of the granite from the old school could be used in the new Gateway Park, cut into pieces to fit into the hillside along Riverside Avenue, to create a level, handicap accessible area at the top of the slope and seating further down the slope. Tom said he heard from Hazen Carpenter that a local contractor had

volunteered to help move and store the granite pieces. Beth said the idea of a 'good-bye' day, as suggested by Dianne, was still being discussed. Tom suggested that the 'date stone' on the Emerson School should be incorporated into the new high school. The Historical Society already has the marble plaque from the interior of the building. The new Cumberland Farms building will have black light poles and a stone façade on the lower part of the building. Plans are available for viewing in the Planning Department.

Dianne Connolly made a motion to adjourn at 6:50, seconded by Jack McAdam. The vote was 7-0.

Respectfully submitted,

Kelly Tarbox, Secretary