

Minutes
Design Review Committee Meeting
November 9, 2017

Members in attendance:

| | | | |
|-------------------------|-------------------------|-------------------------------------|----------------|
| <i>Planning Board:</i> | <i>Citizen Members:</i> | <i>Staff support:</i> | <i>Other:</i> |
| Lenny Horr, Chair | Tom Gagne | Beth Della Valle, Planning Director | Barry Johndro, |
| Jack McAdam, Vice-Chair | Steve Cabana | Mike Casserly, Assistant City | Aubuchon |
| Dianne Connolly | Kelly Tarbox | Engineer (arrived at 5:35) | Hardware |

The meeting was called to order at 5:00.

The minutes from the October 12, 2017 meeting were approved on a motion by Steve, seconded by Dianne (5:0).

The Design Review Committee reviewed a request by Aubuchon Hardware to make outside changes to the storage portion of its building on Main Street. No Planning board review is required, but the site is in the Springvale Design District and so requires a recommendation by the Design Review Committee prior to the issuance of a building permit.

The applicant presented the reasons for its request. The building has window “walls” on two sides, many of which have been damaged. The area is very difficult to heat due to the amount of glass. The area is sprinkled with a “wet” system and so must be kept warm. Two of the windows are currently boarded over due to damage.

Beth identified areas in the ordinance addressing windows and street display, including:

- 280-15-11.4.2.3.2.1 maintaining any historic elements
- 280-15-11.5.12.2 sign sizes (this item is NA as no additional signage is proposed)
- 280-15-11.6.2.4.6 proportional spacing of openings
- 280-15-11.6.2.4.1 blank exterior walls to be avoided
- 280-15-11.6.2.4.2 scale and vertical openings on street side
- 280-15-11.6.2.4.3 false windows, plantings
- 280-15-11.6.2.4.7 specifically address requirements in Springvale, including avoiding modern windows, consistent style with the building, shutters and awnings

Several black and white copies of the various elevations were reviewed with suggestions being sketched on them by both the applicant and committee members. Consensus was reached on ways to affect the improvements requested while being consistent with the design standards. These are:

Main Street side –

1. Two sets of two vertical windows (matching the upstairs windows) will be placed on the lower level, centered beneath the spaces between the upstairs windows.

2. Three gooseneck lights matching those already on the sales part of the building will be installed in the center space between these windows. Two more lights will be placed on the far sides of the two windows.
3. Two or three planters will be placed along this façade, likely three beneath the three light fixtures.
4. Consideration will be given to creating “shadow box” type displays in the Main Street windows.
5. The wall will be sided with vertical siding of two colors as shown in the original proposal.

Parking Lot side –

1. Transom will be removed over the existing glass door, which will remain as is.
2. One matching window (those on the front of the building) will be installed to the left of the door.
3. Two false windows will be placed to the right, one centered beneath the upstairs single window and one with its left edge aligned with the upstairs roofline (this is apparent in the sketch)
4. This wall will be sided with vertical siding of two colors, matching that on the front of the building.

Majorie Ave side –

1. The bigger glass door and the transom/screens above these doors will be removed.
2. Siding matching that on that side of the building will be used.

The applicant will revise his building permit application accordingly and deliver these to Beth so she can pass them onto the Code Enforcement Department to revise the current building permit application.

The next meeting is scheduled for December 14, 2017 to continue review of the St. George’s Episcopal Church application. Beth may have a draft of the technical assistance brochures being prepared by David Joy. Beth reminded committee members to let Barbara Bucklin know early if any copies of application materials are needed.

Motion to adjourn was made at 6:32 by Lenny, seconded by Tom, and approved 6:0.

Respectfully submitted

Kelly Tarbox