

September 11, 2019

Minutes for Design Review Committee

Members present:

Staff

Beth Della Valle, Planning Director

Joe Scala, Asst. Planner

Jo-Ann C Cavanaugh, Architect

Mike Casserly, Assistant Engineer

PLANNING BOARD

Lenny Horr, Chair

Dianne Connolly

COMMITTEE MEMBERS

Steve Cabana

Kelly Tarbox

Paula Peters

Thom Gagne

Meeting called to order by Lenny at 5:01 PM

1. Previous minutes were discussed, Dianne made a motion to approve the minutes and Steve seconded, accepted unanimously by 6 members.
2. Continued discussion of past reviews and potential adjustment of standards/process of review.
3. SANFORD DOWNTOWN DESIGN DISTRICT MAP 9/5/19- proposed amended boundaries were discussed.
  - Recommend to add in proposed shaded yellow area and additional lots in circled areas on map to planning board.
  - Committee was comfortable with the map as proposed meaning the bright red areas would remain in the district with the ADDITION of the following areas. (Designated on map)
  - Emerson St. - lot Owned by city of Sanford abutting Cumberland Farms.
  - West Elm St. - 3 lots
  - Washington St. - Two lots (designated on map in blue and circled)

In addition:

Dianne proposed adding in the area up to Bougie Lane and back to the Mousam River, also the cleaners building across the street due to the potential commercial development.

The committee agreed to go one lot deep from Spruce St. to North Ave. on the left side only. The right side of the street would end at Bougie Lane. These proposed changes will be presented to the planning board.

4. SPRINGVALE VILLAGE DESIGN DISTRICT MAP 9/5/19

- Discussion of old college dormitories, Beth made reference to the zoning and the nonconforming use of the property as it is. It was determined that if anything was to be developed on the property it would probably be brought back to the design district. It will be left out of the design district for the time being.

- The committee decided to add in five additional lots along the railroad Avenue area.
- The committee decided to leave out the lot owned by Dianne Connolly and other surrounding single-family zoned areas. ( designated on map)

#### **6:00 PM**

##### 5. Steve Eberle of Canvas Works on behalf of Downeast Flowers

The applicant is proposing to replace the existing awning on the storefront. The new awning will be a permanent fixture made of welded galvanized steel frame and covered in fire retardant vinyl fabric. The color is to be tennis green. The awning will have a 48" wide overhang, the dimensions are 25' 4" by 30" high with an 8" solid valance. The applicant brought a sample awning to the meeting.

Tom motioned for approval, Paula seconded the motion. The committee recommended approval for the new awning, all in favor 6-0 vote.

6:20 PM Resume discussion on proposed revisions of standards and guidelines

##### 6. Proposed revision of design standards.

- The committee discussed the proposed revision of Design standards items 1, 2, a, b, c and d.
- The committee agreed to recommend items 1, 2, a, b and c.
- Item d will not be recommended for consideration to the Planning Board at this time because the proposed item needs more work.

Beth mentioned she will send out the most recent ordinances and subsections of ordinances for committee members to refer to.

7. Thom brought up the issue of additional items pertaining to items the committee is currently reviewing during our meetings. How do we address these issues at/during the meeting? It was agreed that we would add the item as a condition of the recommendation.

- Applicants are given a list of potential items that may reflect upon the current item they're dealing with in their application for review.
- Beth will send out a blank DRC application for committee members to review.

Steve questioned why the wall mural project was still on the table. Beth understood they will try to present at the next meeting in October, if not it is suggested they be taken off the agenda completely.

Steve motioned to recommend to Planning Board both design district map modifications/ revisions.

Seconded by Lenny

Dianne was recused from the vote due to her property being part of the discussion of Springvale design district map.

5-0 votes in favor.

Steve motioned to recommend design review standards dated September 6, 2019 items 1,2,a,b and c to planning board. Item d is on hold for further review from the committee.

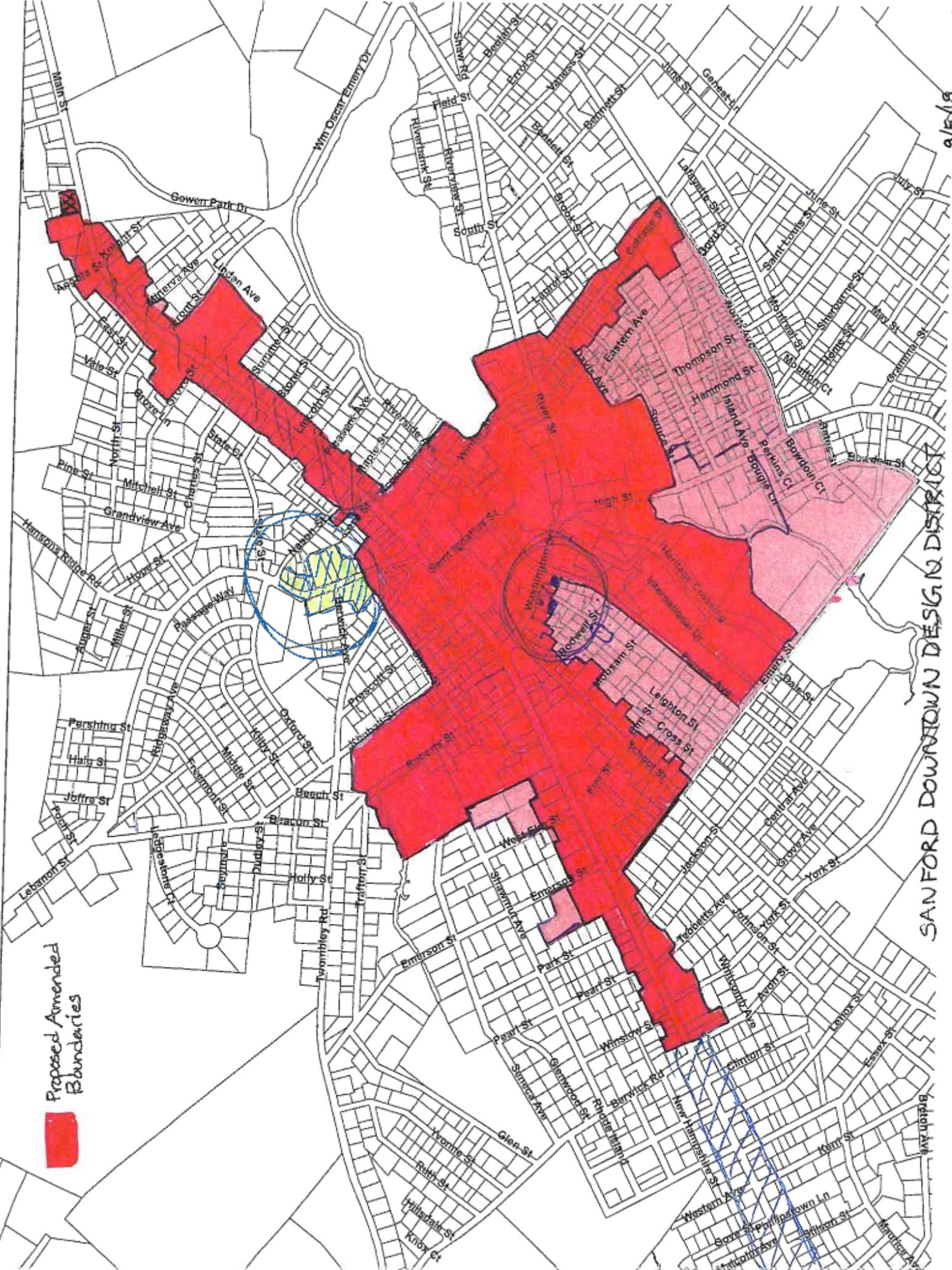
Seconded by Lenny  
6-0 votes in favor

DRC committee meeting adjourned at 7:02 **PM** by Lenny Horr.

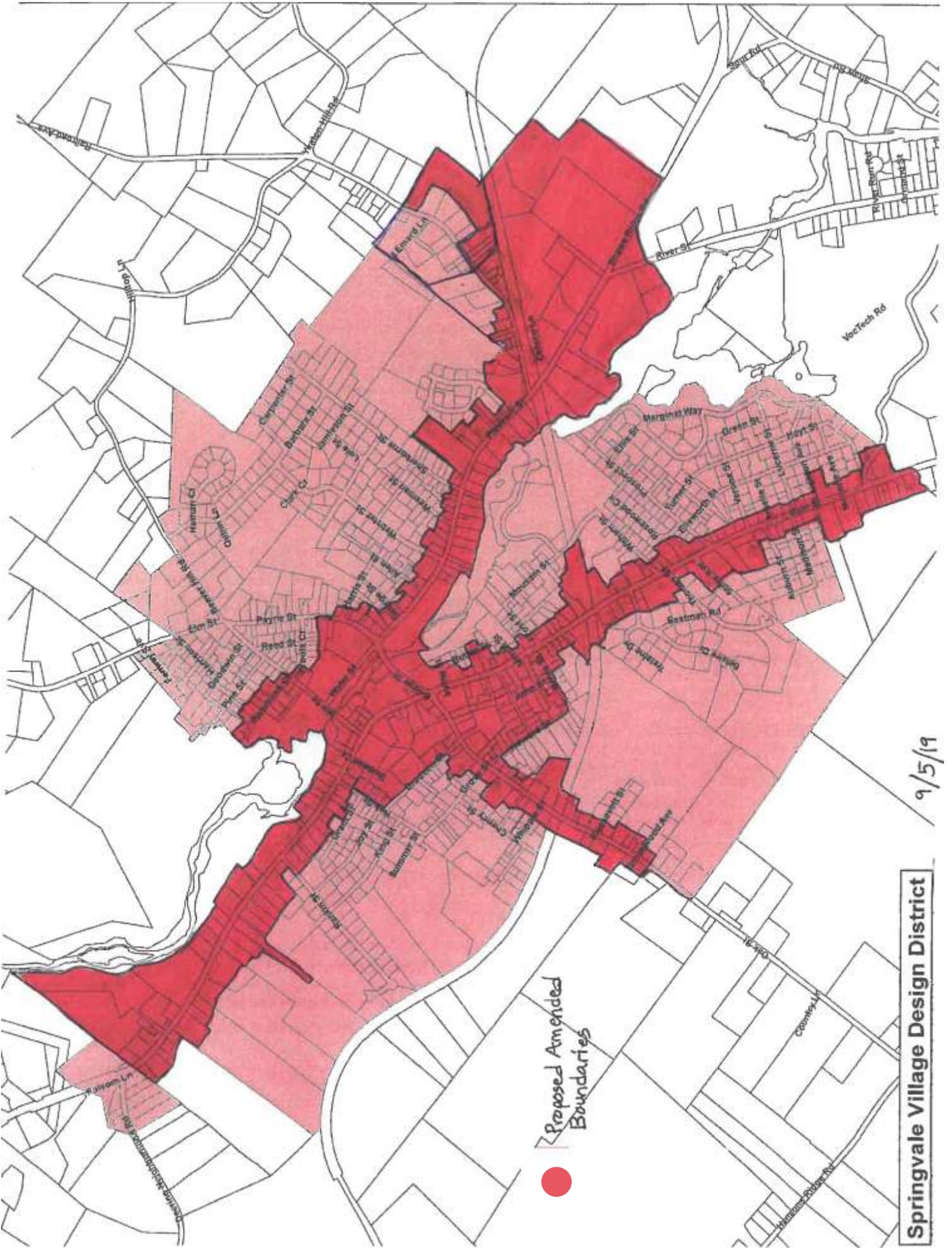
The next meeting is scheduled for October 9, 2019

Minutes submitted by Paula Peters

Proposed Amended Boundaries



SANFORD DOWNTOWN DESIGN DISTRICT



9/5/19

**Springvale Village Design District**