

Design Review Meeting
Minutes for June 10, 2020

Members in attendance:

Planning Board:

Lenny Horr - chair

Dianne Connolly

Committee members:

Steve Cabana, Kelly Tarbox, Thom Gagne, Evelyn Libby, Oliver Jones III

Staff:

Beth Della Valle – City planner

Molly Kirchoff -Asst Planner

Mike Casserly – Asst city engineer

JoAnn Cavanaugh – Architectural advisor

Meeting called to order by Lenny at 5:08 pm

Agenda item 1 – minutes for February 13, 2020

All committee members did not have a chance to review. Lenny made motion to table until next meeting, second by Dianne. Vote 7-0 to table.

Agenda item 2 – Caring Unlimited 965 Main st

Applicant and design review committee had a discussion previously regarding improvements to their property at 965 Main St and the committee provided some direction and items to review. The owner also needed to review how standards affected their source of funding and what was covered. Main issues are the sliding glass door in the building facing Main St replacing with standard sized windows also the removal of wood shingles and replacing with gray vinyl siding

that looks like shingles, maintain decorative trim, replace small roof over entry way, replace attic windows with low maintenance windows, painting as needed.

Susan Giambalvo talks to the committee, Steve asks about the front window and framing needed to fit the window, also the cedar shakes. Dianne has a couple of concerns with the lead windows, and the overhang trim. Susan would preserve the leaded panels, and replace the old trim. Thom asks about the new windows in the front will the windows open? And there will be screens. Evelyn asks about windows in the front above the entry. – no changes planned. Oliver asks about adding vegetation – none will be added. Kelly asks about second story will it be vinyl siding- yes. Lenny – no comment.

Steve makes motion to recommend replacement of windows on the front of the building as proposed as well as residing the front with cedar shake style siding as presented, also repair and paint of the trim where they will be retaining the ornamental featured of said trim and the trim color to match the color of the siding as close as possible, further recommending replacing some existing cedar shakes with vinyl cedar shake siding that will match the front of the building in terms of color and style, replacement of stairs on side entry, and reroofing of “L” entry area AKA Apt 104B with black architectural singles. Lenny asks for second – Dianne seconds. Thom asks for a detailed description of the trim under the eaves, Dianne wants to add description of black railings to be replaced and preserve the five light windows at the read entrance. Dianne asks about keeping the flag pole – Susan would like to take it out for maintenance reasons. Steve asks to verify and reread the motion, motion passes by a vote of 7-0.

Agenda item 3- City of Sanford – the city is proposing improvements to the mid-town mall parking lot.

Beth reads into the record an email from Benjamin Meggs sent to city staff, and planning board. He is expressing concerns over the administration of the CDBG grant which is paying for the improvements being presented to the DRC. Meggs has retained legal counsel and requested the DRC postpone review as he is concerned the proposed plan is not complete. Beth points out to the committee that compliance with CDBG is outside of the DRC purview and other design elements can be reviewed when completed. The committed is polled and all members agree to review project as presented. Meggs did not participate in this meeting, JoAnn recused herself from this review due to her business relationship with Meggs Properties.

Presentation of project is made by Ian Housel, Seth Campbell of Aceto architects, John Brannigan and Andrew Tidemount of Affinity LED lighting.

Project background by Ian covers 2/3 of mid town mall parking lot (owned by city) to refit parking lot lighting with LED lighting, redesign islands, replant vegetation, create pedestrian

walkway from Main St to the Riverside St area. Seth Campbell describes in detail the proposed improvements. John Brannigan described in detail the lighting system proposed to be installed.

The committee asks questions about the appearance of the lighting, how the design affects the parking.

Motion by Steve to recommend approval of the parking lot improvement and pedestrian way for the project area as presented in meeting, second by Dianne. Motion passes by a vote of 7-0.

Agenda item 4 – Project to beautify downtown with downtown legacy funds

There is not enough time tonight to take up this issue (this is discussion only) so it will be taken up at a later meeting. Steve make motion to table, second by Dianne motion passes by vote of 7-0.

Steve makes motion to adjourn, seconded by Dianne committee votes 7-0 to adjourn at 7:18pm.

Meeting minutes submitted by Lenny Horr