

Addendum 1 of the Zoning Ordinance of Freeport, Maine

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Freeport Village Design Standards

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I n t r o d u c t i o n

P u r p o s e

This document summarizes the site design and architectural standards for buildings in the Freeport Village Overlay District. It is intended to assist the property owner, architect/designer and builder. Following these procedures from the start through to final inspection will ensure that your building and the buildings of your neighbors reflect the overall vision for Freeport Village.

The purpose of such a thorough and meticulous approach to traditional designs is to lead you down the most efficient route to the goal of an appropriate and harmonious design for your building. The intent is also to ensure that your efforts result in a building that maintains and increases its value, maintains the value of your neighbor's homes and businesses, and that gives joy not only to you, but to all who pass through in years to come.

A p p l i c a b i l i t y

The Freeport Village Overlay District is defined on a map titled *Freeport Village Overlay District*, found in the Freeport Zoning Ordinance. This map is reproduced in this document for reference purpose only.

These Freeport Village Design Standards do not apply to lots within the VC-1 District, which is generally described as the core of the historic Freeport Village retail area. These Freeport Village Design Standards do apply to lots within the Design Review District that are also in the Freeport Village Overlay District but fall outside the VC-1.

The various standards included in this document apply differently depending on use. Each section states how the standards of that section apply to various uses. For example, the landscaping standards apply only to new multi-family dwelling units and conversions of single family residences or duplexes to a multi-family regardless of whether the building is expanded to create the new units. For the purposes of this Ordinance, the replacement of a mobile home is not considered a new one family dwelling and is not subject to Section 2.

For the purposes of these Design Standards, the following uses will be referenced:

1. existing one and two family dwelling unit(s) and mobile homes – **See Section 1**
2. new one and two family dwelling unit(s) – **See Section 2**
3. new multiple family dwelling units and building additions that create new units that require Site Plan Review and/or Subdivision Review – **See Section 3**
4. subdivisions along a public road, and developments that create a new public road, and/or developments requiring Site Plan Review along a public road, and developments that create a new public road – **See Section 3A,**
5. new commercial or mixed use developments in the Village Mixed Use Districts requiring Site Plan Review approval and/or Subdivision approval – **Sections 4.1, 4.3 & 4.4 pages**
6. building additions that create new units in the Village Mixed Use Districts so as to require Site Plan Review and/or Subdivision approval - **Sections 4.1, 4.3 & 4.4.**
7. New construction (residential, commercial, and/or mixed use) in the Village Mixed Use District 1 (VMU-1) so as to require Site Plan Review and/or Subdivision approval – **Section 4.2.**

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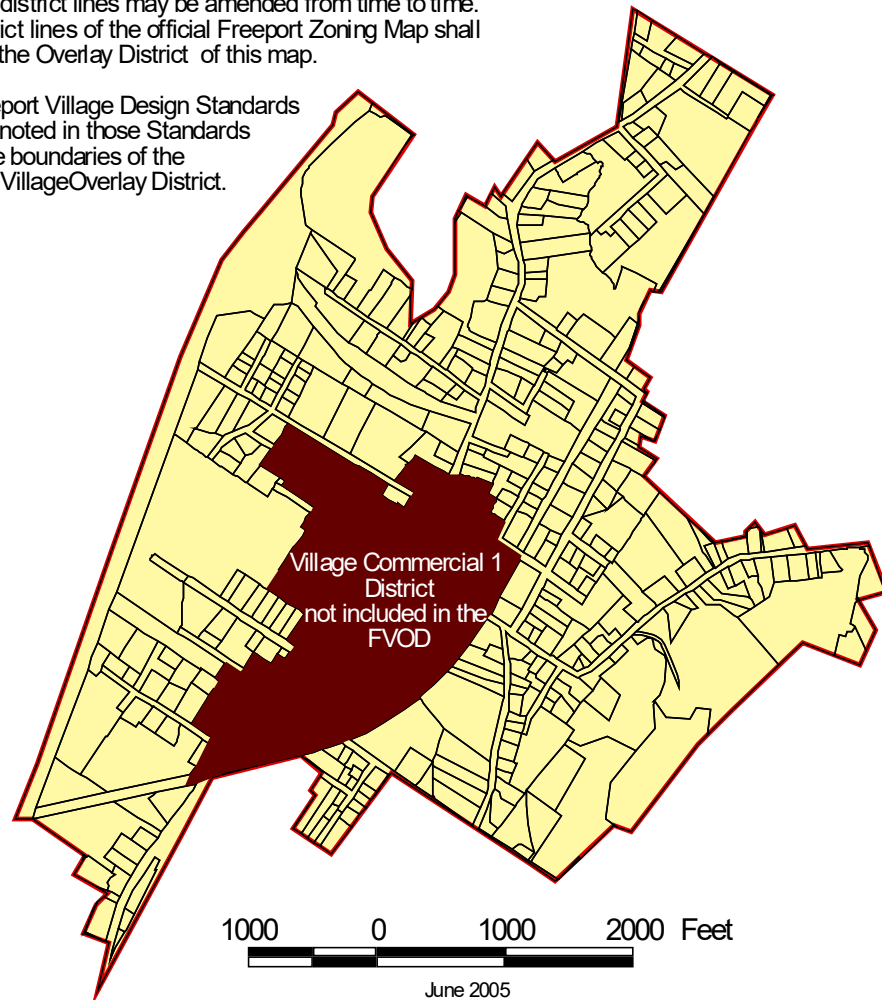
Freeport Village Design Standards Applicability Chart	Section 1	Section 2	Section 3	Section 3A	Section 4.1	Section 4.2	Section 4.3	Section 4.4
Existing one and two family dwelling unit(s) and mobile homes	Yes	n/a	n/a	n/a	n/a	n/a	n/a	n/a
New one and two family dwelling unit(s)	Yes	Yes	n/a	n/a	n/a	n/a	n/a	n/a
New multiple family dwelling units and building additions that create new units that require Site Plan Review and/or Subdivision Review	Yes	Yes	Yes	n/a	n/a	n/a	n/a	n/a
Subdivisions along a public road, and developments that create a new public road, and/or developments requiring Site Plan Review along a public road, and developments that create a new public road	Yes	Yes	Yes	Yes	n/a	n/a	n/a	n/a
New commercial or mixed use developments in the Village Mixed Use Districts requiring Site Plan Review approval and/or Subdivision approval	Yes	Yes	Yes	Yes	Yes	n/a	Yes	Yes
Building additions that create new units in the Village Mixed Use Districts so as to require Site Plan Review and/or Subdivision approval	Yes	Yes	Yes	Yes	Yes	n/a	Yes	Yes
New construction (residential, commercial, and/or mixed use) in the Village Mixed Use District 1 (VMU-1) so as to require Site Plan Review and/or Subdivision approval	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

FREEPORT VILLAGE OVERLAY DISTRICT

Note:

The area highlighted in yellow depicts the properties included in the Freeport Village Overlay District (FVOD). This District encompasses the following Zoning Districts: Village I (V-I), Village Commercial II (VC-II), Village Commercial II (VC-II), Village Commercial III (VC-III), and Village Commercial IV (VC-IV), as these district lines may be amended from time to time. The District lines of the official Freeport Zoning Map shall override the Overlay District of this map.

The Freeport Village Design Standards apply as noted in those Standards within the boundaries of the Freeport Village Overlay District.



Legend

 Freeport Village Overlay District

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Design Standard Certificate

Any new construction, addition, or reconstruction of buildings or structures within the Freeport Village Overlay District must comply with the applicable standards set forth in these Design Standards. Prior to commencement of the construction or reconstruction, the applicant must obtain a Design standard Certificate. The process for obtaining a Design Standard Certificate is forth on page 25 of these Design Standards

Project Review Board

In considering Site Plan Review and Subdivision applications for permits, the Staff Review Board and/or the Project Review Board shall use the standards of Sections 3 and 3A of these Design Standards. A Design Standard Certificate shall be required before a permit to proceed is issued in the *Freeport Village Overlay District*.

Administrative Review

The Codes Enforcement Officer shall have the authority to review and make decisions on applications for a project in the *Freeport Village Overlay District* not requiring Site Plan Review and/or Subdivision approval using the standards of Sections 1 and 2 as applicable. Either the Codes Enforcement Officer or the applicant may request that the application be reviewed by the Project Review Board. A Design Standard Certificate shall be considered a permit to proceed in the *Freeport Village Overlay District* as described in these Design Standards. Refer to page 29 of these Design Standards for information on the Approval process, submission requirements and the Action on applications for a Design Standard Certificate.

Definitions

Words and terms used in these Design Guidelines shall have the meanings set forth below. Words and terms which are not defined below but are defined in the Zoning Ordinance of the Town of Freeport, Maine or the Subdivision Ordinance of the Town of Freeport, Maine shall have the meanings set forth in those ordinances. Words or terms which are not defined either below or in the Zoning Ordinance or the Subdivision Ordinance or the Design Review Ordinance shall have their customary dictionary meanings. Where the definitions set forth below include regulations, restrictions, limitations, prohibitions, criteria or standards, the definitions constitute enforceable requirements of these design standards.

Building Wherever the word "building" is used, it also refers to all structures, excluding walls, fences, posts for mailboxes or lighting, patios.

District In these Design Standards, District refers to the Freeport Village Overlay District.

Reconstruction The rebuilding, or constructing again, of a building or part of a building. The reconstruction may or may not be a return to the original design of the building.

Visually Compatible It is not the intent that all buildings in a neighborhood should look the same, but that a mix of styles, sizes, etc. that blend together well shall be allowed.

SECTION 1

Setback Requirement Reductions

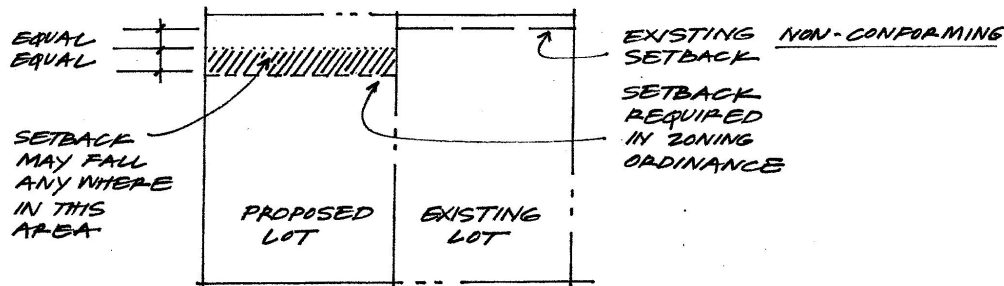
Front Setback- Front setback will be as described in the Zoning Ordinance for the appropriate district except for conditions where the proposed lot is adjacent to an existing lot with a non-conforming front setback. In this case, the proposed lot may increase or decrease the front setback up to half the distance between the existing non-conforming setback and the required setback.

In the case that lots on both sides have existing non-conforming front setbacks, the minimum setback will average the difference between the two non-conforming setbacks to create a mitigating setback. The proposed setback can be set anywhere between this mitigating setback line and the required setback.

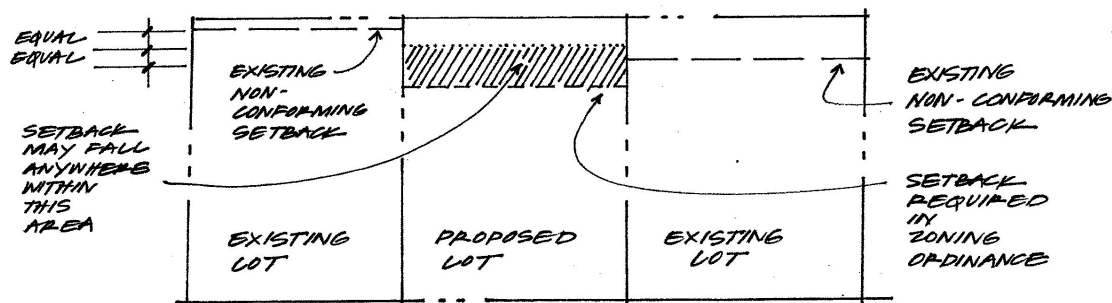
In the case where buildings are non-conforming with regard to the front setback, the building may be expanded in the front, provided the building doesn't protrude any closer to the front property line more than the existing building.

In order to encourage the use of open or screened porches in the District, open or screened porches may be built in the front setback, up to a distance of 3' from the edge of sidewalk. Occupied space on an upper floor over the porch may not sit within the front setback.

EXAMPLES:



One non-conforming side lot



Both non-conforming side lots

Side and Rear Setback

Side setback shall be 10', accessory structures such as sheds and detached garages shall be 5'
Rear setback shall be 15', accessory structures such as sheds and detached garages shall be 5'.

SECTION 2

1. All of the standards included in Section 1 are applicable to construction allowed in Section 2,

2. Minimum Height Requirement, and

One story building shall have a roof pitch of no less than 6 in 12.

Exceptions:

Bell towers, antennae, cupolas, steeples, chimneys, widow's walks, weathervanes and other subordinate roof appendages, not integral to the overall building mass, are excluded from the minimum height requirement.

3. Architecture

Character

The architectural expressions of existing residential buildings in Freeport are predominately those of historic styles dating from the late 18th and 19th and 20th centuries. There are notable examples of New England Colonial, Federal, Greek revival, Queen Anne, Gothic revival, Italianate, Shingle Style and simple farmsteads and maritime homes. Homeowners are encouraged to use any one style of this eclectic mix to aid in the design of their home. In doing so, they are encouraged to incorporate the dominant features of the preferred style, and mixing dominant features of different styles is discouraged. For example, a federal fan should not be added to a colonial cape. Additions to existing homes shall harmonize with the existing, original style of home and not introduce a competing style to the overall design.

The Freeport Historical Society is available to assist homeowners interested in constructing an historical style of house. Homeowners are encouraged to enlist designers and homebuilders as participants in creating an overall harmonious and comprehensive character for the community.

Foundations

Foundation walls faced with granite, brick or natural stone shall be visible up to 24 inches in height. If a concrete foundation is used, up to 18" of exposure is allowable. When site conditions require that foundation walls be extended substantially above ground, the surface exposed beyond the maximums stated above shall be clad with a siding material consistent with that of the other parts of the façade.

Exterior Walls

Exterior walls shall reflect the quality of permanence. The use of traditional wood clapboard siding or simulated-wood (such as vinyl siding), or composite materials with the appearance of wood siding is the basic standard. Vertical and diagonal siding patterns integrated into the overall building design are acceptable. Diagonal siding, industrial metal siding, standing seam

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metal siding, or asphalt shingle siding is prohibited. Windows, doors, and other openings in wall areas shall be trimmed.

Brick or stone masonry walls or partial walls are acceptable, but the employment of these features within the design must be carefully integrated to avoid the appearance of mid 20th century tract homes with first-story brick and second-story horizontal siding. Brick material shall be of New England character, normally red to reddish brown in color, and shall be laid with three courses in eight inches. The use of economy shapes, square brick or elongated brick is not permitted. Nominal brick size shall be $2\frac{3}{8} \times 3\frac{5}{8} \times 7\frac{5}{8}$. Multi-color brick products or patterns composed of different colors of bricks are prohibited, and any pattern in the brick masonry shall be muted with all patterns composed of brick of the same color.



Horizontal siding with trim at openings and along building edges.

Windows and Doors

Modern technology has made possible greater use of glass in residential construction, when compared with that of older historic structures. These standards recognize this development and encourage the liberal use of glass in windows and doors, including passive solar designs, in the construction or renovation of dwellings. However, the placement, rhythm, framing, subdivisions and shapes of doors and windows shall be visually compatible with existing residential patterns.



Recognizable front door with rectilinear windows

In general, rectilinear window and door openings are the basic standard. Shapes of windows other than squares or rectangles are permitted; with the restriction that they may not exceed 2.5 feet in diameter, length, width or height and that their placement is limited to one such window per façade. These windows are not permitted in facades adjacent to those in which those shapes are already employed. The use of reflective or

heavily tinted glass is prohibited in residential structures.

Large expanses of glass shall be subdivided to create a rhythm or pattern, harmoniously proportionate with existing architectural character of the district. It is required that large

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expanses of glass face internal or private areas of the home site, rather than the public face of the residence.

The incorporation of a recognizable front door facing the street is required. Sliding glass doors or patio doors leading to exterior spaces are acceptable only in locations leading to usable outdoor space not facing the public space.

Roofs

Roofs are dominant architectural forms in the townscape, particularly as viewed when approaching town or from higher elevations. Roof forms such as gable, hipped or slight variations are acceptable. Buildings shall have a roof pitch in the ranges of 6 in 12 to 12 in 12. Roof dormers with pitched or shed roof forms are permitted, and skylights within the roof plane are acceptable. Shed roofs that are integrated with the building form are also acceptable.



Preferred roof materials are asphalt shingle, fire treated wood shingles, natural slate or composite material made to resemble slate, or metal standing seam. Roof colors shall be those colors found on residential buildings within the village.

Chimneys

Concrete block chimneys and exposed metal chimney flues on the side of the house facing the street are prohibited. Metal chimney flues on the sides of houses shall be enclosed and sided with the same or similar siding as the house. Exposed metal chimney flues out of the roof are permitted. Direct vents are not considered chimneys.

Exterior Stairs

Residential buildings shall not have more than one exterior stairway leading to a second or higher story of a building. The design of the exterior stair shall match the design of the primary structure.

Garages

The garage building form, architectural character, materials and finishes shall be consistent with those of the primary residential building. Garages must be setback at least 4' from the front of the primary structure.

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Porches and Decks

Open or screened porches may sit within the front setback. The minimum porch length should be appropriate to the building style. Porches may wrap around corners of the front façade, especially at corner lot locations. Second floor space may extend above porch areas provided the setback requirements are met. Porches shall have open railings with vertically proportioned balusters or other patterns, or solid face and shall be consistent with the local building codes. The height of porch railings shall be consistent with local building codes. Full height walls surrounding porches are not permitted. Screens in the warmer months and storm windows in the cold months are permitted, this does not include the installation of combination storm and screen windows.



Front Porch facing street.

Fencing and Site Walls

Fences are not required for new residences within the district. If fences are constructed they shall use the following standards:

Façade – Fences shall be post and rail type with wood, wood composite, stone or masonry posts and wood top and bottom rails. Infill between rails shall be vertical pickets or other patterns consistent with older residence within the district. Fences in these locations shall not exceed 42 inches in height and shall be located within two feet of the residential side of the sidewalk.

Side and Rear Elevations – Fences in these locations shall be vertical or horizontal wood patterns with post and rail construction. They shall not exceed six feet in height. Chain link fence enclosures for animals are allowed provided the fencing meets the rear and side setback requirement for primary structures and are only allowed behind the primary structure.

In general site walls should be used for the purposes of retaining earth to adjust grades on the site, and to allow for acceptable slopes on sidewalks. Site walls (retaining walls) shall be natural stone, pre-cast concrete made to resemble stone or brick masonry. The use of other modular concrete material is not permitted for the wall face. Pre-cast concrete wall caps are permitted. Site walls (retaining walls) shall not exceed 42 inches in height and shall be located no closer than two feet of the sidewalk.

SECTION 3

1. All of the standards included in Section 1 and 2 are applicable to construction allowed in Section 3, and
2. Lighting, and

All proposed lighting, including building, street, parking lot, pedestrian and security lighting, shall use full cut-off lighting fixtures. This means that the source of the light (light bulb) is not directly visible. This can be achieved by using shields or by using frosted glass.

3. Landscaping

G e n e r a l L a n d s c a p e P r i n c i p l e s

The proposed planting on the site plan shall develop an environment that complements the architecture, reinforces circulation paths, highlights entrances, provides shade, and adds seasonal interest. Freeport Village should be unified by a rich variety of street trees, flowering shrubs, and masses of color.

Trees in Freeport Village shall be planted at building entrances, throughout parking lots, and in open spaces. Large shade trees shall be planted within or near road right-of-ways to create a more unified and pleasant streetscape.

Coordination with Utilities. The proposed planting on the site plan shall illustrate how plantings will be integrated with underground and overhead utilities and lighting.

Variety. The use of plant materials that exhibit seasonal color and interesting texture is required to create a distinctive, yet low maintenance environment. Proposed planting on the site plan shall strike a balance between monoculture (the use of a single species) and too much variety.

Integration. Plantings shall be massed to soften edges, corners, large, blank walls and elevations and pavement areas, and to integrate the building into the landscape.

Tree and Plant Protection. Every effort shall be made to preserve existing or unique trees or other plant material, especially in locations visible to the public. The site plan shall illustrate the location of all individual existing trees over 12" in caliper. The site plan shall illustrate trees over 12" in caliper that will be removed as well as illustrate all trees over 12" in caliper or masses of significant existing vegetation that will be preserved and what protection measures will be taken during construction.

Safety. The mature form and height of plant materials shall be considered so they will not create unsafe conditions or block sight lines for pedestrians, bicyclists, or motorists. The lower branches of trees shall be at least eight feet above the pavement to minimize interference with pedestrian movement.

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Root Zones. Trees shall be planted in locations where their root development and branching patterns will not interfere with window displays, signage, underground or overhead utilities, streets, and sidewalks.

Roadside Plantings. Trees shall be planted a minimum of 5' from the edge of the roadway. Trees and other landscaping planted at intersections shall preserve an adequate sight triangle, as determined by the applicant's traffic engineer and/or the Town's reviewing engineer

Minimum Plant Sizes. Unless otherwise required by site conditions and approved by the Project Review Board, plant materials shall meet the following size Guidelines:

Canopy Trees	2" – 2 1/2" caliper
Flowering Trees	2" – 2 1/2" caliper
Evergreen Trees	4'-5' height
Deciduous Shrubs	24" – 30" height
Evergreen Shrubs	18" – 24" ht. or spread
Perennials	2 year clumps or cuttings
Ornamental Grasses	2 year clumps
Ground Covers	3" pots or flats

Landscape Maintenance

The proposed plants illustrated on the site plan shall anticipate a 3-8 year growing cycle to achieve maturity for shrubs, and 15-20 years for trees. Proper maintenance shall be assured so the site continues to improve as the landscaping achieves maturity. The proposed plants illustrated on the site plan should be designed and plantings selected with due consideration for maintenance requirements.

Maintenance Plan. As part of the application, at the request of the Staff Review Board or the Project Review Board or CEO, a written maintenance plan shall be provided for all landscape elements to be installed on the property. Topics to be addressed include initial installations, guarantee period, replacement policy, periodic and seasonal maintenance, special considerations, use of pesticides and fertilizers, irrigation, and seasonal displays.

Replacement Planting. Where plant materials specified on the site plan do not survive or are damaged, they shall be replaced and/or reinforced in accordance with the one-year performance guarantee to maintain conformance with the approved site plan and to provide the necessary landscape effect.

Guarantee Period. All lawns and plant materials installed in Freeport Village shall be guaranteed for a period of not less than 1 year. Any plant material that is damaged or dies within 12 months of planting shall be replaced with the same or similar species of plant and guaranteed for another 12 months.

Shrubs and Ornamental Plantings

A variety of shrubs and ornamental plantings should be used throughout Freeport Village to add seasonal color, provide visual interest, help define spaces, screen undesirable elements, and emphasize circulation routes.

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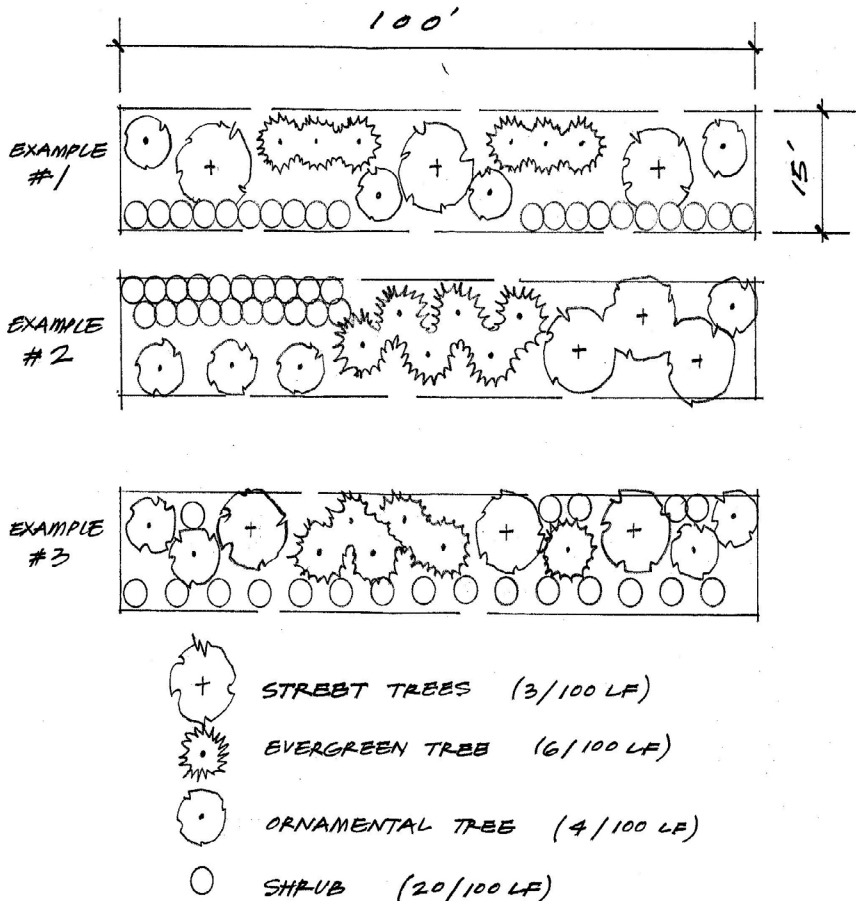
Types of Plantings. A listing of suitable plantings are provided in these Standards. Selection of plant material shall be from that list. See Plant Materials List.

Selection. The selection of plantings shall consider ultimate height and spread, maintenance, pest and disease tolerance, and their nuisance potential (e.g., leaf litter, thorns, insect attraction).

B u f f e r s

Buffers are required on any lot used for any use other than a one-family or two-family dwelling which abuts a lot occupied by a one-family or two-family dwelling; except that the Project Review Board may reduce the width of the buffer if existing buildings or driveways are within 15 feet of the property line. Additional buffers may be required, at the discretion of the Project Review Board, and the additional buffers shall comply with these standards. Buffers shall be a minimum of 15' in width and shall contain the following plant material, as a minimum, for every 100 lineal feet; however, the Staff Review Board and/or the Project Review Board may alter the plant material or substitute with a non-plant material provided the abutting property owner and the applicant agree that the alternative plant material will provide an adequate buffer:

3 Street trees	2/ 1/2" – 3" caliper minimum
6 Evergreen trees	5' – 7' ht. minimum
4 Ornamental trees	8' – 10' ht minimum.
20 shrubs	3' – 4' ht minimum.



Buffers can sit within the setback. If existing plant material is within the buffer, existing plants should be retained, if possible. Existing plants can be counted towards the buffer requirement, if the existing plants are at least the minimum size required. Each existing plant shall count as one plant in the buffer requirement, regardless of the size of the existing plant. Plant material shall to be chosen from the plants listed in the Plant Materials List.

Examples of buffer layouts

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Screening

Fence screening shall be required to hide unsightly areas from view. Unsightly areas are considered to be service yards, dumpsters, recycling bins, propane tanks, condensers units, electrical transformer units, communication equipment, etc. Opaque fencing, with openings no greater than 1", and tall enough to completely hide the unsightly area, is required. Fencing material shall be wood, composite material with the appearance of wood, or masonry. Chain link fencing is prohibited.

Landscape screening can be used in conjunction with fencing. In this case, the openings in the fencing can increase to no greater than 6", but the fence must still be tall enough to completely hide the unsightly area. The landscape screening shall be a minimum of 6' in width and tall enough to cover up to 75% of the height of the fence. Plant material to be used for screening purposes shall be chosen from the following list:

Up to 4' in height:

Plant min. 30" OC triangulated

Enkianthus campanulatus	Redveined Enkianthus
Potentilla fruticosa	Bush Cinquefoil
Taxus cuspidata 'nana'	Dwarf Japanese Yew

4' – 8' in height

Plant min. 4' OC triangulated

Euonymus alatus	Burningbush
Ilex verticillata	Winterberry
Prunus maritima	Beach Plum
Rhododendron sp.	Rhododendron sp.
Rosa rugosa	Rugosa Rose
Viburnum trilobum	American Cranberrybush

8' – 15' in height:

Plant min. 5' OC triangulated

Forsythia x. intermedia	Forsythia
Myrica pennsylvanica	Bayberry
Taxus cuspidata	Japanese Yew
Viburnum prunifolium	Blackhaw Viburnum

Taller than 15':

Plant min. 7' OC triangulated

Amelanchier canadensis	Shadblow Serviceberry
Hydrangea paniculata	Peegee Hydrangea

P l a n t M a t e r i a l L i s t

The following plant lists have been developed by two registered Landscape Architects and are known to thrive well in this region and in more built-up areas. Plant material to be used on proposed projects

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seeking a Design Standards Certificate shall be selected from the following Plant Material List. Street trees and screening plants shall be selected from the lists provided in these sections within this document. A hybrid of the same species, listed in this list, may be specified.

ORNAMENTAL TREES

Flowering trees - average height 15' – 30' unless noted

See Street Trees list for large shade trees averaging 30' – 70' in height

Acer campestre	Hedge Maple
Acer ginnala	Amur Maple
Aesculus pavia	Red Buckeye
Amelanchier canadensis	Shadblow Serviceberry
Carpinus caroliniana	American Hornbeam
Cornus kousa	Kousa Dogwood
Cornus mas	Cornealian Cherry Dogwood
Cotinus obovatus	American Smoketree
Crataegus crus-galli inermis'	Cockspur Hawthorn (thornless)
Crataegus phaenopyrum	Washington Hawthorn
Crataegus viridis	Winter King Hawthorn
Halesia carolina	Carolina Silverbell
Magnolia stellata	Star Magnolia
Malus species	Crabapple
Nyssa sylvatica	Black Tupelo (grows up to 40' and higher)
Ostrya virginiana	Hop Hornbeam, Ironwood (grows up to 40')
Phellodendron amurense	Amur Corktree
Prunus subhirtella 'Autumnalis'	Higan Cherry (non-weeping form)
Pyrus calleryana 'Bradford'	Bradford Pear (grows up to 40' and higher)
Sorbus alnifolia	Korean Mountain-Ash (grows up to 40')
Syringa reticulata 'Ivory Silk'	Japanese Tree Lilac

EVERGREEN TREES

Green year-round - average height 30' – 60' unless noted

Abies concolor	White Fir
Abies balsamea	Balsam Fir
Picea abies	Norway Spruce
Picea glauca	White Spruce
Pinus nigra	Austrian Pine
Pinus resinosa	Red/Norway Pine
Pinus strobus	Eastern White Pine (can grow much taller)
Thuja occidentalis	American Arborvitae
Tsuga canadensis	Canadian Hemlock
Tsuga caroliniana	Carolina Hemlock

ORNAMENTAL SHRUBS

Flowering plants - average height 5' – 15' unless noted

Aesculus parviflora	Bottlebrush Buckeye
Aronia arbutifolia	Red Chokecherry
Calycanthus floridus	Carolina Allspice
Clethra alnifolia	Summersweet
Cotinus coggygria	Smokebush

F r e e p o r t V i l l a g e D e s i g n S t a n d a r d s

Cotoneaster adpressa	Creeping Cotoneaster (prostrate: up to 6")
Cotoneaster horizontalis	Rockspray Cotoneaster
Deutzia gracilis	Slender Deutzia
Enkianthus campanulatus	Redveined Enkianthus
Euonymus alatus	Burning Bush, Winged Euonymus
Forsythia x. intermedia varieties	Forsythia
Hydrangea paniculata	Peegee Hydrangea (grows up to 20')
Ilex glabara	Inkberry (evergreen)
Ilex verticillata	Winterberry
Kalmia latifolia	Mountain-laurel (evergreen)
Myrica pensylvanica	Bayberry
Potentilla fruticosa	Bush Cinquefoil
Prunus maritima	Beach Plum
Rhododendron species	Rhododendron varieties (evergreen)
Rosa rugosa	Beach Rose
Viburnum dentatum	Arrowwood Viburnum
Viburnum plicatum tomentosum	Japanese Snowball
Viburnum prunifolium	Blackhaw Viburnum
Viburnum trilobum	American Cranberrybush
Xanthorhiza simplicissima	Yellowroot

E V E R G R E E N S H R U B S

Green year-round - average height 5' – 30' unless noted

Kalmia latifolia	Mountain-laurel
Juniperus communis	Common Juniper
Juniperus horizontalis	Creeping Juniper (prostrate; up to 12")
Rhododendron species	Rhododendron varieties
Pinus mugo mugo	Mugo Pine
Taxus cuspidata	Japanese Yew
Taxus x. media	Anglojap Yew

P E R E N N I A L S

Achillea millefolium	Yarrow
Aster x frikartii	New England Aster
Astilbe varieteis	Astilbe
Coreopsis verticillata	Moonbeam Coreopsis
Echinacea purpurea	Purple coneflower
Hemerocallis species	Daylilies
Iridaceae species	Iris
Liatris spicata	Gayfeather
Liliaceae species	Hosta
Malva alcea 'Fastigiata'	Hollyhock Mallow
Perovskia atriplicifolia	Russian Sage
Rudbeckia 'Goldstrum'	Black-Eyed Susan
Sedum telephium	Autumn Joy Sedum

O R N A M E N T A L G R A S S E S

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Deschampsia caespitosa
Festuca ovina 'glauca'
Miscanthus sinensis

Tufted Hair Grass
Fescue Grass
Purple Silver Grass

SECTION 3A

All of the standards included in Section 1, 2 and 3 are applicable to construction allowed in Section 3A.

Street Trees

Street trees are to be planted on lots that front an Arterial, Collector or Minor Street, or along new roads that are created for new developments. Trees will be planted in a minimum 25 SF planting area.

Trees will be planted a minimum of 30' OC or 3.25 trees per 100 Lineal feet, matching specimens for like species. Tree species shall be chosen from the following list of Street Trees:

Acer rubrum
Acer saccharum
Carpinus betulus
Gleditsia triacanthos
Pyrus calleryana
Quercus palustris
Quercus rubra
Ulmus americana
U. japonica x U. wilsoniana
Tilia cordata
Zelkova serrata

Red Maple
Sugar Maple
European Hornbeam
Thornless Honey Locust
Cleveland Pear
Pin Oak
Red Oak
Valley Forge Elm (Liberty Elm)
Accolade Elm (Elm hybrid)
Littleleaf Linden
Zelkova

In cases where a planting of street trees already exists, and the proposed street trees are a continuation of this pattern, the proposed street trees shall match the species of the existing trees. Any one species can total up to 75% of the species of trees planted on a single street.



Street trees create an impressive edge.



Street trees along Main Street, early 20th century.

Freeport Village Design Standards

Road Standards

Collector Street

New collector Streets shall meet the provisions of Chapter 26, Street Acceptance Ordinance with the following exceptions:

Section 303 Design Standards for Streets

- | | | |
|----|--|----------------|
| 1. | Minimum Right-of-Way Width: | 50' |
| 2. | Minimum Width of Pavement: | |
| | a. Road only | 26' |
| | b. Road w/ one side of parallel parking | 35' |
| | c. Road w/ two sides of parallel parking | 44' |
| 3. | Width of Shoulders (without curb): | included in 2. |
| 4. | Minimum Center-Line Radius on Curve: | 150' |
| 5. | Minimum Tangent Length | |
| | Between Reverse Curves: | 75' |
| 6. | Design Speed: | 25 MPH |

Where there is on-street parking, the road should neck down to accommodate pedestrian crossings. The locations of pedestrian crossings shall be determined by the Project Review Board. Crosswalk markings shall be installed by the developer and shall be made of brick, pavers, embedded plastics or other material that is durable, long-lasting, is distinct in appearance from the surrounding roadway that requires minimal maintenance and must be approved by the Project Review Board.

Minor Street

New minor Streets shall meet the provisions of Chapter 26, Street Acceptance Ordinance with the following exceptions:

Section 303 Design Standards for Streets

- | | | |
|----|--------------------------------------|----------------|
| 1. | Minimum Right-of-Way width | 50' |
| 2. | Minimum Width of Pavement: | 24' |
| 3. | Width of Shoulders | included in 2. |
| 4. | Curbing (required with sidewalks) | Vertical |
| 5. | Minimum Center-Line Radius on Curve: | 150' |
| 6. | Minimum Tangent Length | |
| | Between Reverse Curves: | 75' |
| 7. | Design Speed: | 25 MPH |

Freeport Village Design Standards

Cul-de-sacs and Dead End Roads

Ideally Freeport Village will be accessible through a series of interconnected roads and street grid patterns. Cul-de-sacs and dead-end roads will be permitted by Project Review Board approval only. The applicant must prove to the Board that it is not possible to connect to an existing or proposed road to adequately serve the proposed development.

In the case of a cul-de-sac or dead-end road approval, a 50' Right-of-way must be maintained off the end of the cul-de-sac or dead-end road to the edge of the property for future road and/or bicycle and pedestrian connections.

Sidewalk Standards

Walks are to create a continuous character throughout the Village, tying together neighborhoods and commercial areas. Sidewalks are required on all new road construction, for both public and private roads. Sidewalks within Freeport Village shall conform to the Town of Freeport Sidewalk Specifications with the following exceptions:

1) New sidewalks shall have an 8" gravel base; 2 1/2" of crushed gravel and one of the following finish courses:

- a. 3" of compacted sand under a butt-jointed brick walk. Brick shall have sand swept joints and appropriate edging where the walk is not set adjacent to curbing.
- b. 1 1/2" of "B" grade bituminous material with butt-jointed brick adhered to the bituminous with a neoprene modified asphalt adhesive. Brick shall have sand swept joints and appropriate edging where the walk is not set adjacent to curbing.
- c. 4" of reinforced concrete, with control joints at least 4' OC and broom finish.
- d. 3" of bituminous asphalt; 1 1/2" layer of base bituminous with 1 1/2" of finish bituminous surface as final layer.



Freeport Village Design Standards

Bicycle Lanes and Trails

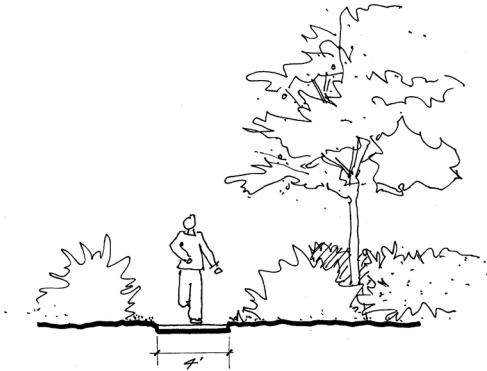
Subdivisions with more than 700' of frontage on a public road shall provide a 20' wide public ROW easement between lots @ 500' on center or at reasonable distance to provide access to desired destinations.

When required, bicycle lanes on proposed roads shall be 4' in width marked to separate vehicular and bicycle travel and further marked to indicate bicycle travel only within the bicycle lane.

The Project Review Board shall designate paths and trails as one of three options:

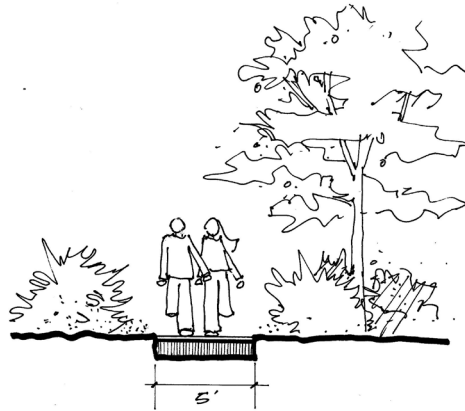
1. A Cleared Path

Minimum 4' in width cleared of plant material, smooth grade for walking, compacted sub-grade, continuous surface.



A Walking Path

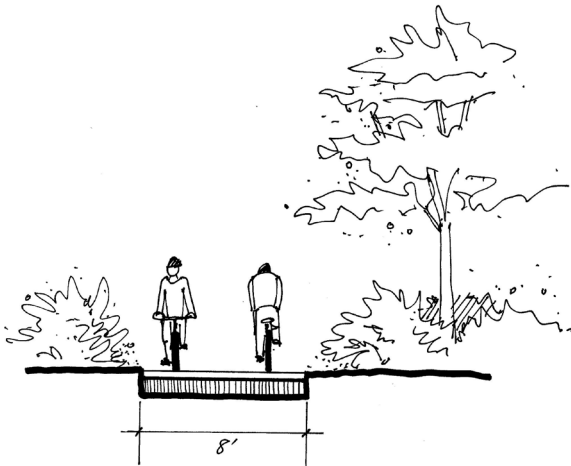
Minimum 5' in width, cleared of plant material, smooth grade for walking, compacted sub-grade, 8" gravel base; 2 1/2" of crushed gravel, with a finish layer of 2" of stone dust or 2" of bituminous asphalt.



2. A Bicycle Trail

Minimum 8' in width, cleared of plant material, smooth grade for walking, compacted sub-grade, 8" gravel base; 2 1/2" of crushed gravel, with a finish layer of 2" of stone dust or 2" of bituminous asphalt.

If the proposed trail is connecting to an existing trail, the new trail shall match the existing trail in width and material at the point of connection.



SECTION 4

1. All of the standards included in Section 1, 2, 3 and 3A are applicable to construction to which Section 4 is applicable. In case where the standards of this section conflict, the standards of this section shall apply.

2. **Setbacks and Build-To Requirements for Village Mixed Use District 1**

Front Build-to line - The purpose of a build-to requirement is to retain and create a consistent line of buildings along the street, that encloses the street and sidewalk while allowing for variation from building to building. The façade of the building shall occupy a minimum of 60 percent (60%) of the front build-to line.

Location and/or Use	Build-to Line
Bow St., and School St. Commercial 1 st floor Residential 1 st floor	property line – 10' 7' – 17'
All other streets	10' 25'

Parking is prohibited in the front of buildings, with the exception of on-street parking. The area between the sidewalk and the structure shall be used for street trees, pedestrian amenities such as benches or other street furniture, landscaping, art, or expanded sidewalks. The Project Review Board shall have the authority to vary the front build-to line if strict compliance to this standard would result in a building that was out-of-place with the surrounding buildings. In determining an appropriate build-to line in these cases, the Board may increase or decrease the build-to line up to half the distance between the existing non-conforming build-to line and the required build-to line.

Side Build-to line commercial, multi-family residential or mixed use developments – The purpose of side build-to lines are to enhance the village by developing compact shopping and living areas that are pedestrian friendly. Buildings may be built to the property line if the adjacent property is vacant or has existing commercial or mixed use buildings. Buildings may be built up to 10' from the property line to allow a walkway from the sidewalk to rear parking, or 18' if access to rear parking is required. Proposed commercial or mixed use buildings that are adjacent to an existing single family or two family structure shall have a 10' setback requirement unless the owner of the single family or two family home submits a notarized affidavit granting permission to build closer to the property line. Any other spaces wider than 10' shall be developed as a public area that may be owned either publicly or privately. Public areas at a minimum shall provide seating, shade, and

Freeport Village Design Standards

landscaping. Extra amenities such as a drinking fountain, trellis or pergola, playground, public performance space, water features such as fountains or pools, and a gazebo are encouraged where the space permits.

Side setback requirement – setback requirement – single family and two family – 10' accessory structures such as sheds and detached garages shall be 5'.

Rear setback requirement – 15', accessory structures such as sheds and detached garages shall be 5'

3 . B u i l d i n g H e i g h t

Minimum building height of 1 ½ stories

4 . A r c h i t e c t u r a l S t a n d a r d s

The purpose of this section is to encourage rehabilitation of existing structures and new development that will maintain and improve the existing New England village character of Freeport through the incorporation of design elements that are compatible with and sensitive to existing nearby buildings of historical, architectural, and neighborhood significance and character.

More specifically, the purpose of these standards is to:

- Retain Freeport's historic, small town New England appeal.
- Encourage better design and site planning within Freeport village.
- Encourage compatibility of development with both community and neighborhood characteristics.
- Encourage a scale of new development which is generally in character with the existing surrounding neighborhoods and with Town development.
- Protect investment in the preservation and rehabilitation of existing historically significant structures.
- Create an interesting and viable mixed use neighborhood in the downtown area.

A. Buildings with facades that exceed 50 feet in width shall include features that modulate the façade walls in increments of thirty feet or less, in order to create variety and interest along the public way. These features may include:

1. Recess and/or project portions of the façade, for the entire height of the building, up to two feet from the build-to line.
2. In combination with #1, increase or decrease the height of portions of the facade.
3. If appropriate for the building use(s), recess storefronts or entrances from the overall front of the building.
4. Provide canopies or awnings at sidewalk level.
5. Use different but compatible materials on different portions of the façade; for example, alternate wood clapboard and wood shingles.
6. Use different but harmonious colors on different portions of the façade.
7. Use a small number of different details and/or door and window arrangements, shapes and/or sizes along the façade.
8. Use horizontal or vertical trim bands to relieve long facades.

Use a minimal number of these features judiciously so that a larger building shall present a human-scaled appearance along Town streets while remaining a unified design composition. The intent of this standard is to encourage buildings with architectural relief and interest.

Freeport Village Design Standards

- B. Commercial facades at the pedestrian level along public streets shall be designed using traditional storefront design as exhibited by many of the retail buildings along Main Street in downtown Freeport.
 - 1. Sidewalk-level storefronts of commercial facades shall have display windows comprising at least 60 percent of the storefront surface area.
 - 2. Display windows shall have bulkheads extending from grade to between 12” and 24” above grade, and the glass shall extend from the top of the bulkhead to at least 8 feet above grade.
 - 3. Multi-faceted display windows, and transom windows above the display windows, are encouraged.
 - 4. Mirrored or reflective glazing materials are prohibited.
 - 5. All windows shall be detailed with sills, frames, and other architectural features appropriate to traditional storefront design.
- C. Walls that are perpendicular to a public street that are not flush with an adjacent building shall have windows that occupy at least 25 percent of those portions of the walls that are within 15 feet of the façade line.
- D. Upper floors shall have windows that occupy at least 25 percent of the wall area on the façade, and 20 percent for sidewalls.
- E. The main building entrance shall be located on a public street, or shall have a porch and canopy, or other architectural treatment, that announces a side or recessed entrance by extending to the sidewalk or street. Main entrances shall be defined by features such as transom windows, sidelights, recesses, lighting, architectural details, signs, or awnings.
- F. Secondary entrances, not including emergency exits, shall be defined with features such as awnings, signs, lighting, or plantings.
- G. Buildings located at street intersections should be built or renovated to accentuate the corner with a corner entrance, corner display window, or other distinctive architectural feature.

A p p r o v a l P r o c e s s

No application for a building permit, site plan approval or subdivision approval within the Freeport Village Overlay District shall be finally approved until the applicant has received a Design Standard Certificate under these Design Standards as they are applicable. For projects which do not require site plan review and/or subdivision review, the Design Standard Certificate shall be issued by the Codes Enforcement Officer, except that either the Codes Enforcement Officer or the applicant may choose instead to have the application reviewed by the Project Review Board. For projects requiring site plan review and/or subdivision review, the Design Standard Certificate shall be issued by the Project Review Board (or Staff Review Board, where applicable).

Where the Codes Enforcement Officer has the authority to issue a Design Standard Certificate, review under these Design Standards shall be undertaken simultaneously with the processing of the application for a building permit.

Where the Project Review Board (or the Staff Review Board) has the authority to issue a Design Standard Certificate, review under these Design Standards shall be undertaken simultaneously with site plan review and/or subdivision review.

In addition to the submissions otherwise required for a building permit, site plan review or subdivision review, the applicant seeking a Design Standard Certificate shall submit the following information:

Site Plan

A plan of the site, at a scale of no greater than 1" = 50', that illustrates lot boundaries, any easements, ROW or other legal limitations set on the property, existing structures and roads, any existing trees over 12" in caliper, the location of the proposed building or renovation, any proposed landscaping including plant material, walkways, drives, walls, fences, lighting, signage, service areas, transformers, propane tanks or other utility requirements. The Plan shall also indicate the current zone, applicable setbacks, and size of lot. An applicant for site plan or subdivision approval need not submit a separate plan if the foregoing information is contained on the site plan or subdivision plan.

Elevations

Elevations, at a minimum scale of 1" = 16'-0", of all exposed sides of the proposed building or renovations. The elevations shall indicate proposed materials, roof pitches, finished grade and building height.

Photographs

For projects that involve the addition to, or reconstruction to a structure, photographs of the facades shall be submitted, in order to evaluate the existing conditions against the proposed elevations.

Freeport Village Design Standards

Action on Applications for Design Standard Certificate

- A. The application for a Design Standard Certificate shall be made in the Town Office on forms provided therefore. If Site Plan Review or Subdivision review is required, the pre-application conference is recommended with the Town Planner. Each application shall be accompanied by such sketches, drawings, photographs, descriptions, or other information showing the proposed alterations, additions, reconstruction, or changes or new construction as may be required for the Board to make a decision.
- B. The staff shall transmit the application for a Design Standard Certificate, together with the supporting information and material, to the Board at its next meeting for examination and approval. The Board shall act within 60 days from the date the applicant files a completed application and pays all required application fees and outside professional services deemed necessary. If the Board does not act within 60 days, the application is deemed to be approved and a Design Standard Certificate shall be issued.
- C. Nothing herein shall prohibit an extension of time, by a formal action for a specific period of time, for review and approval of the application if the parties have mutually agreed that more information and/or discussion are required. Unless the Board disapproves an application, a Design Standard Certificate shall be issued with or without conditions. When the Board disapproves an application, its reasons shall be issued to the applicant in written form.
- D. If an activity regulated by these Design Standards also requires a building permit, the permit shall not be issued until the Design Standard Certificate is granted.
- E. The Project Review Board shall conduct a simultaneous review if Site Plan review and/or Subdivision review is required.

Appeal Process

- A. Appeals from a decision of the Codes Enforcement officer under these Design Standards may be taken to the Project Review Board.
- B. Appeals from a decision of the Project Review Board under these Design Standards may be taken to the Board of Appeals.
 - 1. Administrative Appeals
 - a. Any person who has participated before the Project Review Board and can demonstrate particularized injury may appeal the final decision of the Project Review Board on an application for a Design Certificate to the Board of Appeals within 30 days after the Project Review Board has issued its written decision. The appeal must be in writing and must be accompanied by a filing fee which shall be established by the Town Council
 - b. The Board of Appeals shall consider the appeal at a meeting held within 60 days of receipt of the written request for an appeal. The Board of Appeals shall publish the time, date, and place of the meeting in a newspaper of area-wide circulation a minimum of 7 days prior to the meeting. Written notice of the meeting shall be sent

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to all owners of property within 200 feet from the property which is the subject of the appeal a minimum of 10 days prior to the meeting. The meeting is a public proceeding as defined by law.

- c. The Board of Appeals shall not conduct a de novo hearing, but shall review the record of the proceeding before the Project Review Board. If the Board of Appeals finds the Project Review Board record to be insufficient, the Board of Appeals may remand the matter to the Project Review Board for findings and conclusions or for further proceedings, findings and conclusions.
 - d. The Board of Appeals may allow persons to present their positions orally or in writing, based on the record of the proceedings before the Project Review Board. The Board of Appeals shall not receive new evidence, including testimony or exhibits, which is not part of the record of the proceedings before the Project Review Board.
 - e. The Board of Appeals may reverse the decision of the Project Review Board, in whole or in part, only upon a finding that the decision is contrary to the provisions of these Design Standards or that the decision is unsupported by substantial evidence in the record.
 - f. The decision of the Board of Appeals shall be in writing and shall contain findings and conclusions that clearly state, on all relevant factual and legal issues, the action taken by the Board and the reasons for such action. The Board of Appeals shall adopt its written decision within 21 days of the meeting, unless the Board makes a finding that it is unable to do so, or unless an extension has been agreed upon amongst the parties.
2. Appeals to Superior Court
Appeals of decisions of the Board of Appeals under these Design Standards shall be to Superior Court according to the provisions of the Maine Rule of Civil Procedure 80B.

Conflict Design Review Ordinance

Where these standards impose a greater restriction upon the use of land, buildings or structures, the provisions of these standards shall control.

W A I V E R S O F S T A N D A R D S

Where the project Review Board makes written findings of fact that, due to a special circumstance of a particular parcel proposed to be developed or modified in some way, the provision of certain standard is not required to provide for the public health, safety, and welfare, or is inappropriate or unnecessary to a special or unique attribute of the property, the Board may waive such standard or standards provided the waivers do not have the effect of nullifying the intent and purpose of the Freeport Comprehensive Plan, the Zoning Ordinance, the Design Review Ordinance, or these Design Standards and provided the public health, safety, and welfare will not be compromised by the waiver.