



TOWN OF FREEPORT, MAINE
 Planning Department
 30 Main Street
 Freeport, ME 04032
 Phone: 207-865-4743
www.freeportmaine.com

TO: FREEPORT PROJECT REVIEW BOARD
FROM: CAROLINE PELLETIER, TOWN PLANNER
RE: STAFF REPORT
DATE: WEDNESDAY, June 17, 2020

KLIF LLC – Exterior Alterations	
Property Location:	Tax Assessor Map 11, Lot 102.
Zoning Information:	Village Commercial I (VC-I), Design Review District I – Class C.
Review Type(s):	Design Review
Waivers Requested:	None

Background: The applicant is seeking approval of a Design Review Certificate for exterior alterations at their property at 13 Bow Street. The building is currently classified as Class C in Design Review District I and per Section V.A of the Freeport Design Review Ordinance, a Design Review Certificate is required for the proposed changes: “7. Any material change in the exterior appearance of existing Class C buildings by addition, reconstruction or alteration, if subject to view from a public street or public right of way within the Districts;”

The applicant was last before the Board in October, when they received approval to replace windows, doors and remove one chimney. The applicant is now proposing the removal of the second chimney (rear of building) and to install solar panels on the roof. The area where the chimney will be removed will be repaired with 3 tab asphalt shingles. Currently, the Design Review Ordinance does not contain a specific reference to solar panels, however per Section V.A.7, is before the Board as a material change.

Design Review Ordinance: Chapter 22 Section VII.C.

1. Scale of the Building. The scale of a building depends on its overall size, the mass of it in relationship to the open space around it, and the sizes of its doors, windows, porches and balconies. The scale gives a building "presence"; that is, it makes it seem big or small, awkward or graceful, overpowering or unimportant. The scale of a building should be visually compatible with its site and with its neighborhood.

The scale of the building will not be altered. Based upon this information, the Board finds that this standard has been met.

2. Height. A sudden dramatic change in building height can have a jarring effect on the streetscape, i.e., the way the whole street looks. A tall building can shade its neighbors and/or the street. The height or buildings should be visually compatible with the heights of the buildings in the neighborhood.

The height of the building will not be altered. Based upon this information, the Board finds that this

standard has been met.

- 3. Proportion of Building's Front Facade.** The "first impression" a building gives is that of its front facade, the side of the building, which faces the most frequently used public way. The relationship of the width to the height of the front facade should be visually compatible with that of its neighbors.

The proportion of the building's front façade will not be altered. Based upon this information, the Board finds that this standard has been met.

- 4. Rhythm of Solids to Voids in Front Facades.** When you look at any facade of a building, you see openings such as doors or windows (voids) in the wall surface (solid). Usually the voids appear as dark areas, almost holes, in the solid and they are quite noticeable, setting up a pattern or rhythm. The pattern of solids and voids in the front facade of a new or altered building should be visually compatible with that of its neighbors.

The rhythm of solids to voids in the front facades will not be altered. Based upon this information, the Board finds that this standard has been met.

- 5. Proportions of Opening within the Facility.** Windows and doors come in a variety of shapes and sizes; even rectangular window and door openings can appear quite different depending on their dimensions. The relationship of the height of windows and doors to their width should be visually compatible with the architectural style of the building and with that of its neighbors.

The proportions of openings within the facility will not be altered. Based upon this information, the Board finds that this standard has been met.

- 6. Roof Shapes.** A roof can have a dramatic impact on the appearance of a building. The shape and proportion of the roof should be visually compatible with the architectural style of the building and with those of neighboring buildings.

The roof shape will not be altered. Based upon this information, the Board finds that this standard has been met.

- 7. Relationship of Facade Materials.** The facades of a building are what give it character, and the character varies depending on the materials of which the facades are made and their texture. In Freeport, many different materials are used on facades - clapboards, shingles, patterned shingles, brick - depending on the architectural style of the building. The facades of a building, particularly the front facade, should be visually compatible with those of other buildings around it.

The proposal includes the removal of the second chimney (rear of building) and to install solar panels on the roof. The area where the chimney will be removed will be repaired with 3 tab asphalt shingles. The solar panels will be installed on three sections of the roof, with varying visibility. Based upon this information, the Board finds that this standard has been met.

- 8. Rhythm of Spaces to Building on Streets.** The building itself is not the only thing you see when

you look at it; you are also aware of the space where the building is not, i.e., the open space which is around the building. Looking along a street, the buildings and open spaces set up a rhythm. The rhythm of spaces to buildings should be considered when determining visual compatibility, whether it is between buildings or between buildings and the street (setback).

Rhythm of spaces to buildings on the streets are not being altered. Based upon this information, the Board finds that this standard has been met.

9. Site Features. The size, placement and materials of walks, walls, fences, signs, driveways and parking areas may have a visual impact on a building. These features should be visually compatible with the building and neighboring buildings.

No change to any site features are proposed. Based upon this information, the Board finds that this standard has been met.

10. In addition to the requirements of the Freeport Sign Ordinance, signs in the Freeport Design Review District shall be reviewed for the following: materials, illumination, colors, lettering style, location on site or building, size and scale. Minor changes that do not alter the dimensions or lettering style of an existing sign need not be reviewed, i.e. personal name changes for professional offices, or changes in hours of operation. See Special Publication: "Sign Application Requirements".

No new signs are proposed. Based upon this information, the Board finds that this standard has been met.

Conclusion: Based on these facts the Board finds that this project meets the criteria and standards of the Design Review Ordinance.

Proposed Motion: Be it ordered that the Freeport Project Review Board approve the printed Findings of Fact and Design Review Certificate for KLIF LLC for exterior alterations at 13 Bow Street (Tax Assessor Map 11, Lot 102), to be substantially as proposed, application dated 05/27/20, finding that it meets the standards of Freeport Design Review Ordinance, with the following Conditions of Approval:

- 1) This approval incorporates by reference all supporting plans that amend the previously approved plans submitted by the applicant and his/her representatives at Project Review Board meetings and hearings on the subject application to the extent that they are not in conflict with other stated conditions.
- 2) Prior to any construction, the applicant obtain a building permit from the Freeport Codes Enforcement Officer.

Girr Residence – Exterior Alterations	
Property Location:	Tax Assessor Map 13, Lot 81
Zoning Information:	Design Review District II – Class A, Village Mixed Use I (VMU-1), & Freeport Village Overlay District
Review Type(s):	Design Review Certificate
Waivers Requested:	None

Background: The applicant is seeking approval of a Design Review Certificate for exterior alterations at their property at 85 Bow Street. The proposal includes the removal and replacement of an existing porch.

Procedure: Since the applicant is proposing to remove the front porch and replace it with something similar, the applicant is proposing this as a reconstruction application as opposed to a demolition request. Since this is a Class A building, a demolition request would include a four-month notice period. In this case, the porch is rotting and will be removed and rebuilt in the same location with the same footprint.

Section II of the Freeport Design Review Ordinance has the following definition: “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.”

With a reconstruction, Section V.A.3 of the Design Review Ordinance would require that a Design Review Certificate be issued for “3. Any material change in the exterior appearance of existing buildings classified as A or B by additions, reconstruction or alteration;”

Additional Information: The applicant’s submission does include details on the replacement porch. Although the porch is being replaced in the same location with the same dimensions and footprint, it will need to be built in compliance with current building codes. The rotting wood structure will be removed and the new porch will use four concrete footings. A railing is proposed for the reconstructed porch, as it is required per code in areas which the deck is 30 inches above grade (side and rear). In those sections, the applicant is proposing a stainless-steel cable railing system. New roofing will match the existing in terms of style and material.

The applicant is proposing to maintain trim detail, although any new trim is proposed to be Azek PVC whereas the existing is wood. The existing trim detail (between the existing columns) will be removed and reused or rebuilt with wood material as needed. The columns will also be rebuilt with wood and retain the same detail. The wood slats covering the area beneath the deck will be reused/replaced as needed. For the decking surface, Azek composite decking is proposed.

This property is also located in the Freeport Village Overlay District. Section I of the Standards for the Freeport Village Overlay District has the following standard: “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.” A plot plan has been included in the submission.

Proposed Findings of Fact:

Design Review Ordinance: Chapter 22 Section VII.C.

1. **Scale of the Building.** The scale of a building depends on its overall size, the mass of it in relationship to the open space around it, and the sizes of its doors, windows, porches and balconies. The scale gives a building "presence"; that is, it makes it seem big or small, awkward or graceful, overpowering or unimportant. The scale of a building should be visually compatible with its site and with its neighborhood.

The scale of the building will not be altered as the proposal includes removing and replacing an existing porch, in the same location and same size and scale. A railing system will be required (per code) for portions of the reconstructed porch. Based upon this information, the Board finds that this standard has been met.

2. **Height.** A sudden dramatic change in building height can have a jarring effect on the streetscape, i.e., the way the whole street looks. A tall building can shade its neighbors and/or the street. The height of buildings should be visually compatible with the heights of the buildings in the neighborhood.

The height of the building and porch will not be altered. Based upon this information, the Board finds that this standard has been met.

3. **Proportion of Building's Front Facade.** The "first impression" a building gives is that of its front facade, the side of the building, which faces the most frequently used public way. The relationship of the width to the height of the front facade should be visually compatible with that of its neighbors.

The proportions of the front façade will not be altered. The proposal includes removing and replacing an existing porch, in the same location and same size and scale. A railing system will be required per code, for portions of the reconstructed porch. Based upon this information, the Board finds that this standard has been met.

4. **Rhythm of Solids to Voids in Front Facades.** When you look at any facade of a building, you see openings such as doors or windows (voids) in the wall surface (solid). Usually the voids appear as dark areas, almost holes, in the solid and they are quite noticeable, setting up a pattern or rhythm. The pattern of solids and voids in the front facade of a new or altered building should be visually compatible with that of its neighbors.

The rhythm of solids to voids in the front façade will be retained. Based upon this information, the Board finds that this standard has been met.

5. **Proportions of Opening within the Facility.** Windows and doors come in a variety of shapes and sizes; even rectangular window and door openings can appear quite different depending on their dimensions. The relationship of the height of windows and doors to their width should be visually compatible with the architectural style of the building and with that of its neighbors.

Proportions of openings within the facility will remain unchanged. Based upon this information, the Board finds that this standard has been met.

- 6. Roof Shapes. A roof can have a dramatic impact on the appearance of a building. The shape and proportion of the roof should be visually compatible with the architectural style of the building and with those of neighboring buildings.**

The roof shape of the building will not be altered. The roofline of the reconstructed porch will match the existing roof. Trim details and the porch roof overhang will be retained. Based upon this information, the Board finds that this standard has been met.

- 7. Relationship of Facade Materials. The facades of a building are what give it character, and the character varies depending on the materials of which the facades are made and their texture. In Freeport, many different materials are used on facades - clapboards, shingles, patterned shingles, brick - depending on the architectural style of the building. The facades of a building, particularly the front facade, should be visually compatible with those of other buildings around it.**

The rotting wood structure will be removed and the new porch will use four concrete footings. A railing is proposed for the reconstructed porch and will be a stainless-steel cable railing system. New roofing will match the existing in terms of style and material. Any new trim is proposed to be Azek PVC. The existing trim detail (between the existing columns) will be removed and reused or rebuilt with wood material as needed. The columns will also be rebuilt with wood and retain the same detail. The wood slats covering the area beneath the deck will be reused/replaced as needed. For the decking surface, Azek composite decking is proposed. Based upon this information, the Board finds that this standard has been met.

- 8. Rhythm of Spaces to Building on Streets. The building itself is not the only thing you see when you look at it; you are also aware of the space where the building is not, i.e., the open space which is around the building. Looking along a street, the buildings and open spaces set up a rhythm. The rhythm of spaces to buildings should be considered when determining visual compatibility, whether it is between buildings or between buildings and the street (setback).**

The rhythm of spaces to building on the street will not be altered as the reconstructed porch will be in the same location. Based upon this information, the Board finds that this standard has been met.

- 9. Site Features. The size, placement and materials of walks, walls, fences, signs, driveways and parking areas may have a visual impact on a building. These features should be visually compatible with the building and neighboring buildings.**

No changes to any site features are proposed. Based upon this information, the Board finds that this standard has been met.

- 10. In addition to the requirements of the Freeport Sign Ordinance, signs in the Freeport Design Review District shall be reviewed for the following: materials, illumination, colors, lettering style, location on site or building, size and scale. Minor changes that do not alter the dimensions or lettering style of an existing sign need not be reviewed, i.e. personal name changes for professional offices, or changes in hours of operation. See Special Publication:**

"Sign Application Requirements".

No new signage is proposed. Based upon this information, the Board finds that this standard has been met.

Conclusion: Based on these facts the Board finds that this project meets the criteria and standards of the Design Review Ordinance.

Proposed Motion: Be it ordered that the Freeport Project Review Board approve the printed Findings of Fact and Design Review Certificate for Laura Girr, for the reconstruction of a porch at 85 Bow Street (Tax Assessor Map 13, Lot 81), to be built substantially as proposed, application dated 05/20/2020, finding that it meets the standards of Freeport Design Review Ordinance, with the following Conditions of Approval:

- 1) This approval incorporates by reference all supporting plans that amend the previously approved plans submitted by the applicant and his/her representatives at Project Review Board meetings and hearings on the subject application to the extent that they are not in conflict with other stated conditions.
- 2) The Board finds that this is an application for reconstruction, as the applicant will be removing and replacing an existing porch, in the same location and with the same dimensions, and any required changes per Code.
- 3) Prior to the start of any construction, the applicant obtain a building permit from the Freeport Codes Enforcement Officer.

Freeport Housing Trust – Site Alterations	
Property Location:	Tax Assessor Map 20, Lot 74C
Zoning Information:	Design Review District II – Class C, Medium Density Residential II (MDR-II) & Freeport Village Overlay District
Review Type(s):	Site Plan Amendment & Design Review Certificate
Waivers Requested:	None

Background: The applicant is seeking approval of a Design Review Certificate and Site Plan Amendment for site alterations at their property at 60 Bow Street. Only a portion of the property is in Design Review District II including the first section of Quarry Ridge Road and building one (limited visibility). The remainder of the parcel and structures are not in the Design Review District.

The applicant has the property under contract to purchase and is proposing changes as part of their rehabilitation of the property and efforts to provide greater accessibility. The site currently contains 34 multifamily dwelling units on approximately 14 acres. Most of the property is not visible from the road.

The site plan portion of the project includes:

- Reconstruction of the road entrance where it connects to Bow Street. The location of the entrance will not change; however they will need to obtain any applicable permits from Freeport Public Works for any work in the right-of-way. New guardrails are also proposed
- New curbing will be added to the north side of the road to help with drainage
- Sidewalks will be widened and incorporate improvements for drainage and accessibility
- Lighting fixtures will be replaced with LED cut-off fixtures
- Parking will be realigned resulting in 60 spaces; 54 spaces are required
- Drainage improvements

- Replacement and supplemental landscaping
- Site changes will result in an increase of 423s f of impervious area

Since minor changes to stormwater management are proposed, the project is being reviewed and approved by the Town Engineer. His review comments will be forthcoming.

Building improvements will be made and will mostly be interior. They are proposing new roofing and would like approval for either asphalt shingles or metal roofing. Again, only building one is in the Design Review District and it is only be partially visible from the right-of-way.

This property is also located in the Freeport Village Overlay District. Since this is an existing, previously approved project, only site plan amendments are proposed, no new units are proposed and no building additions are proposed, it does not appear that this application triggers the applicability of any sections of the Freeport Village Overlay District design standards.

Proposed Findings of Fact:

Design Review Ordinance: Chapter 22 Section VII.C.

- 1. Scale of the Building. The scale of a building depends on its overall size, the mass of it in relationship to the open space around it, and the sizes of its doors, windows, porches and balconies. The scale gives a building "presence"; that is, it makes it seem big or small, awkward or graceful, overpowering or unimportant. The scale of a building should be visually compatible with its site and with its neighborhood.**

The scale of the buildings will not be altered. Based upon this information, the Board finds that this standard has been met.

- 2. Height. A sudden dramatic change in building height can have a jarring effect on the streetscape, i.e., the way the whole street looks. A tall building can shade its neighbors and/or the street. The height or buildings should be visually compatible with the heights of the buildings in the neighborhood.**

The height of the buildings will not be altered. Based upon this information, the Board finds that this standard has been met.

- 3. Proportion of Building's Front Facade. The "first impression" a building gives is that of its front facade, the side of the building, which faces the most frequently used public way. The relationship of the width to the height of the front facade should be visually compatible with that of its neighbors.**

No changes to the building's front façade are proposed. Based upon this information, the Board finds that this standard has been met.

- 4. Rhythm of Solids to Voids in Front Facades. When you look at any facade of a building, you see openings such as doors or windows (voids) in the wall surface (solid). Usually the voids appear as dark areas, almost holes, in the solid and they are quite noticeable, setting up a pattern or rhythm. The pattern of solids and voids in the front facade of a new or altered building should be visually compatible with that of its neighbors.**

The rhythm of solids to voids in the front façade will not be altered. Based upon this information, the Board finds that this standard has been met.

- 5. Proportions of Opening within the Facility.** Windows and doors come in a variety of shapes and sizes; even rectangular window and door openings can appear quite different depending on their dimensions. The relationship of the height of windows and doors to their width should be visually compatible with the architectural style of the building and with that of its neighbors.

Proportions of openings within the facility will remain unchanged. Based upon this information, the Board finds that this standard has been met.

- 6. Roof Shapes.** A roof can have a dramatic impact on the appearance of a building. The shape and proportion of the roof should be visually compatible with the architectural style of the building and with those of neighboring buildings.

The roof shape of the buildings will not be altered. Based upon this information, the Board finds that this standard has been met.

- 7. Relationship of Facade Materials.** The facades of a building are what give it character, and the character varies depending on the materials of which the facades are made and their texture. In Freeport, many different materials are used on facades - clapboards, shingles, patterned shingles, brick - depending on the architectural style of the building. The facades of a building, particularly the front facade, should be visually compatible with those of other buildings around it.

The only building located within Design Review District II is building one and it will be only partially visible from the right-of-way. The applicant would like approval for either asphalt shingles or metal roofing; either would be a shade of gray. Based upon this information, the Board finds that this standard has been met.

- 8. Rhythm of Spaces to Building on Streets.** The building itself is not the only thing you see when you look at it; you are also aware of the space where the building is not, i.e., the open space which is around the building. Looking along a street, the buildings and open spaces set up a rhythm. The rhythm of spaces to buildings should be considered when determining visual compatibility, whether it is between buildings or between buildings and the street (setback).

The rhythm of spaces to building on the street will not be altered. Based upon this information, the Board finds that this standard has been met.

- 9. Site Features.** The size, placement and materials of walks, walls, fences, signs, driveways and parking areas may have a visual impact on a building. These features should be visually compatible with the building and neighboring buildings.

The only portion of the property in Design Review District II includes the front portion which contains the first section of Quarry Ridge Road and building one. That portion of the road will be

repaved and there will be sidewalk alterations, replacement lighting fixtures and a new guard rail. Based upon this information, the Board finds that this standard has been met.

- 10. In addition to the requirements of the Freeport Sign Ordinance, signs in the Freeport Design Review District shall be reviewed for the following: materials, illumination, colors, lettering style, location on site or building, size and scale. Minor changes that do not alter the dimensions or lettering style of an existing sign need not be reviewed, i.e. personal name changes for professional offices, or changes in hours of operation. See Special Publication: "Sign Application Requirements".**

No new signage is proposed. Based upon this information, the Board finds that this standard has been met.

Conclusion: Based on these facts the Board finds that this project meets the criteria and standards of the Design Review Ordinance.

Proposed Findings of Fact: (Section 602.F. of the Freeport Zoning Ordinance)

- a. Preservation of Landscape: The landscape shall be developed in such a manner as to be in keeping with the character of the surrounding neighborhoods and in accordance with good development practice by minimizing tree and soil removal, retaining existing vegetation where desirable, and keeping any grade changes in character with the general appearance of neighboring areas. If a site includes a ridge or ridges above the surrounding areas and provides scenic vistas for surrounding areas, special attempts shall be made to preserve the natural environment of the skyline of the ridge. Existing vegetation and buffering landscaping are potential methods of preserving the scenic vista.**

The site currently contains 34 multifamily dwelling units on approximately 14 acres. Most of the property is not visible from the road. Minor site alterations are proposed as part of a rehabilitation of the site. Existing landscaping will be cleaned up and supplemented as shown on the site plan. No new buildings are proposed. Based upon this information, the Board finds that this standard has been met.

- b. Relation of Proposed Buildings to the Environment: The design and layout of the buildings and/or other development areas shall encourage safety, including fire protection. Proposed structures shall be related harmoniously to the terrain and to existing buildings and land uses in the vicinity which have a visual relationship to the proposed buildings. Visual compatibility, not uniformity with the surrounding area, shall be emphasized. Special attention shall be paid to the scale (mass), height and bulk, proportions of the proposed buildings, the nature of the open spaces (setbacks, landscaping) around the buildings, the design of the buildings (including roof style, facade openings, architectural style and details), building materials and signs.**

If the structure is in the Design Review District, the Project Review Board shall incorporate the findings of the standards or the Design Review Ordinance in its Site Plan Review findings.

The site is already developed and no changes to any building footprints are proposed. The project includes mostly minor site changes that are part of a site rehabilitation project. The front portion of the parcel, including a portion of the road and building one, are Class C in Design Review District II. Limited changes to the exterior building facades are proposed. Based upon this information, the Board finds that this standard has been met.

- c. **Vehicular Access:** The proposed layout of access points shall be designed so as to avoid unnecessary adverse impacts on existing vehicular and pedestrian traffic patterns. Special consideration shall be given to the location, number, and control of access points, adequacy of adjacent streets, traffic flow, sight distances, turning lanes, and existing or proposed traffic signalization and pedestrian-vehicular contacts. The entrance to the site shall meet the minimum sight distance according to MDOT standards to the greatest extent possible

Vehicular access is existing from a driveway entrance on Bow Street. Reconstruction of the entrance (where it connects to Bow Street) is proposed. The location of the entrance will not change; however they will need to obtain any applicable permits from Freeport Public Works prior to starting any alterations in the right-of-way. New guardrails along sections of the road are proposed. Based upon this information, the Board finds that this standard has been met.

- d. **Parking and Circulation:** The layout and design of all means of vehicular and pedestrian circulation, including walkways, interior drives, and parking areas shall be safe and convenient and, insofar as practical, shall not detract from the proposed buildings and neighboring properties. General interior circulation, separation of pedestrian and vehicular traffic, service traffic, drive-up facilities, loading areas, and the arrangement and use of parking areas shall be considered.

The existing site has 67 parking spaces. Parking will be realigned resulting in 60 spaces; 54 spaces are required. There will also be an increase in the number of accessible spaces being provided with 5 of the 60 being ADA compliance in accordance with Section 514 of the Freeport Zoning Ordinance. Based upon this information, the Board finds that this standard has been met.

- e. **Surface Water Drainage:** Adequate provisions shall be made for surface drainage so that removal of surface waters will not adversely affect neighboring properties, down-stream conditions, or the public storm drainage system. The increase in rate of runoff in the post development condition shall be held to a zero or less percent of the predevelopment condition unless an engineering study has been performed as described in Section 529.2 above. On-site absorption shall be utilized to minimize discharges whenever possible. All drainage calculations shall be based on a two year, ten year and twenty-five year storm frequency. Emphasis shall be placed on the protection of floodplains; reservation of stream corridors; establishment of drainage rights-of-way and the adequacy of the existing system; and the need for improvements, both on-site and off-site, to adequately control the rate, volume and velocity of storm drainage and the quality of the stormwater leaving the site. Maintenance responsibilities shall be reviewed to determine their adequacy.

The site is already development and minor stormwater management improvements are proposed including some new and replacement curbing to control water flow, cleaning of drainage swales, replacement of an existing retaining wall and the addition of a catch basin in the upper portion of the property. A stormwater narrative was included in the submission and plans have been

reviewed by the Town Engineer. Based upon this information, the Board finds that this standard has been met.

- f. **Utilities:** All utilities included in the site plan shall be reviewed as to their adequacy, safety, and impact on the property under review and surrounding properties. The site plan shall show what provisions are being proposed for water supply, wastewater, solid waste disposal and storm drainage. Whenever feasible, as determined by the Project Review Board, all electric, telephone and other utility lines shall be installed underground. Any utility installations above ground shall be located so as to have a harmonious relationship with neighboring properties and the site.

No changes to utility connections are proposed. Based upon this information, the Board finds that this standard has been met.

- g. **Advertising Features:** The size, location, texture and lighting of all exterior signs and outdoor advertising structures or features shall not detract from the layout of the property and the design of proposed buildings and structures and the surrounding properties, and shall not constitute hazards to vehicles and pedestrians.

No changes to any signage are proposed. Based upon this information, the Board finds that this standard has been met.

- h. **Special Features:** Exposed storage areas, exposed machinery installations, service areas, truck loading areas, utility buildings and structures, similar accessory areas and structures, shall be subject to such setbacks, screen plantings or other screening methods as shall reasonably be required to prevent their being incongruous with the existing or contemplated environment and the surrounding properties.

There are no special features associated with this project. Based upon this information, the Board finds that this standard has been met.

- i. **Exterior Lighting:** All exterior lighting shall be designed to encourage energy efficiency, to ensure safe movement of people and vehicles, and to minimize adverse impact on neighboring properties and public ways. Adverse impact is to be judged in terms of hazards to people and vehicular traffic and potential damage to the value of adjacent properties. Lighting shall be arranged to minimize glare and reflection on adjacent properties and the traveling public. For all proposed lighting, the source of the light shall be shielded and the light should be directed to the ground, except in the case of ground sign lighting. In the Village Commercial 1 and 2 Districts, lighting for pedestrian walkways and adjacent public sidewalks shall also be provided.

Pole lighting fixtures will be replaced in the same location with new cut-off LED light fixtures. Existing building mounted lighting fixtures will be replaced, and supplemented as required, also with cut-off LED fixtures. Based upon this information, the Board finds that this standard has been met.

- j. **Emergency Vehicle Access:** Provisions shall be made for providing and maintaining convenient and safe emergency vehicle access to all buildings and structures at all times.

All public safety department heads have reviewed the plans. Based upon this information, the Board finds that this standard has been met.

- k. **Landscaping:** Landscaping shall be designed and installed to define, soften, or screen the appearance of off-street parking areas from the public right(s)-of-way and abutting properties, to enhance the physical design of the building(s) and site, and to minimize the encroachment of the proposed use on neighboring land uses. Particular attention should be paid to the use of planting to break up parking areas. The landscape shall be preserved in its natural state, insofar as practical, by minimizing tree and soil removal, retaining existing vegetation where desirable, and keeping any grade changes in character with the general appearance of neighboring areas. Landscaping shall be provided as part of the overall site plan design and integrated into building arrangements, topography, parking and buffering requirements. Landscaping may include trees, bushes, shrubs, ground cover, perennials, annuals, plants, grading and the use of building and paving materials in an imaginative manner.

The site has existing landscaping which was previously approved. New landscaping plans were included in the submission and landscaping will be updated and supplemented as proposed. Some existing plantings, such as Norway Maples and overgrown shrubs will be removed. Based upon this information, the Board finds that this standard has been met.

- l. **Environmental Considerations:** A site plan shall not be approved unless it meets the following criteria:
- a. The project will not result in water pollution, erosion or sedimentation to surface waters;
 - b. The project will not result in damage to spawning grounds, fish, aquatic life, bird and other wildlife habitat;
 - c. The project will conserve shoreland vegetation;
 - d. The project will conserve points of public access to waters;
 - e. The project will adequately provide for the disposal of all wastewater;
 - f. The project will protect archaeological and historic resources;
 - g. The project will not adversely affect existing commercial fishing or maritime activities in the Marine Waterfront District.

This parcel is not within the Marine Waterfront District or the Shoreland Zone. No changes to any public utility connections are proposed. No known historic or archaeological resources have been identified on the site. Based upon this information, the Board finds that this standard has been met.

Conclusion: Based on these facts the Board finds that this project meets the criteria and standards of the Freeport Zoning Ordinance.

Proposed Motion: Be it ordered that the Freeport Project Review Board approve the printed Findings of Fact, Design Review Certificate and Site Plan Amendment for FHT Quarry Ridge LP, for proposed site changes associated with a rehabilitation project at 60 Bow Street (Tax Assessor Map 26, Lot 74C), to be substantially as proposed, application dated 05/27/2020, finding that it meets the standards of Freeport Design Review Ordinance and the Freeport Zoning Ordinance, with the following Conditions of Approval:

- 1) This approval incorporates by reference all supporting plans that amend the previously approved plans submitted by the applicant and his/her representatives at

Project Review Board meetings and hearings on the subject application to the extent that they are not in conflict with other stated conditions.

- 2) Prior to any work on the building, the applicant obtain a building permit from the Freeport Codes Enforcement Officer.
- 3) Prior to any work on the rehabilitation of the road entrance, the applicant obtain any applicable permits from the Freeport Department of Public Works.