



TOWN OF FREEPORT, MAINE
 Planning Department
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TO: FREEPORT PROJECT REVIEW BOARD
 FROM: CAROLINE PELLETIER, TOWN PLANNER
 RE: STAFF REPORT
 DATE: WEDNESDAY, OCTOBER 19, 2022

Daniel Residence – Design Review Certificate	
Property Location:	Tax Assessor Map 10, Lot 2 (19 South Street)
Zoning Information:	Village Mixed Use 2 (VMU-2), Design Review District II – Class C & 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 19 South Street. Modifications to the design of a previously approved addition (approved by the Project Review Board on 10/20/21) are proposed. Originally, an 11 foot x 33 inch addition was proposed; the dimensions will now be 11 feet x 69 inches. The addition will infill the area of the existing stairs and recessed entrance and provide a small addition along the front of the building. The addition will have a peaked roof with shingles. The expansion of the previously approved design will bring this portion of the structure 36 inches closer to the road.

As the same with the past approval, the addition will be constructed of wood and sided with white vinyl to match the existing siding. No windows or doors are proposed and the new section of façade will be solid. The addition is currently on posts and the area below will be enclosed with a white vinyl skirting which will look like siding. The existing brick steps and walkway will be removed. The area of the walkway will be grassed over.

The building is also on the Freeport Village Overlay District. The Codes Officer will review the application for compliance with those standards at such time that a building permit is applied for.

There are no outstanding items with this application.

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 overall 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 overall structure 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 relationship of height to width of the 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 facade of the addition will be eleven feet in length and will not have any openings on the front. 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.

No openings are proposed for the front façade of the addition. 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 addition will have a peaked roof with shingles that will connect to the existing roofline. 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 addition will be sided in vinyl as is the remainder of the house. Vinyl skirting is proposed to cover the area below where there are posts. 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 site is already developed and the addition is being added to a portion of the front façade. The addition will comply with the setback requirements of the applicable zoning district. 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 existing brick steps and walkway will be removed. The area of the walkway will be grassed over. 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 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 Dennis and Ruth Daniel, exterior alterations including a building addition at 19 South Street (Tax Assessor Map 10, Lot 2), to be built substantially as proposed, application dated 10/28/2022, finding that it meets the standards of the 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 their 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 installation, the applicant obtain any applicable permits from the Freeport Codes Enforcement Officer.

Thos Moser Building – Main Street	
Property Location:	Tax Assessor Map 12, Lot 28
Zoning Information:	Village Commercial II (VC-II), Design Review District I – Class B Building, & Color 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 and material changes at 149 Main Street. Since changes in styles and materials are proposed, a Design Review Certificate is required. Changes can be summarized as follows:

Front Steps/Entry – replacement of existing stone walkway with a brick pavers; replacement of brick steps with stacked granite steps; and, replacement and addition of white, code compliant railings, made of composite material, including balusters and newel posts at the base.

Side Entrance – steps and porch surfaces will be repaired with replacement composite decking which will be gray in color; replacement railings and newel posts with a change from wood to composite material and in the style and color to match the front railings.

Side Accessible Entrance – steps, porch and ramp surfaces are currently wood and will be replaced with composite decking which will be gray in color; replacement railings and newel posts with a change from wood to composite material and in the style and color to match other proposed new railings.

All dimensions will remain as close to possible to existing conditions, however, will be adjusted as needed for minimum code compliance.

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 of 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 proportions of the 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 façade will remain unchanged. 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. 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 existing stone walkway will be replaced with a brick paver walkway. New stacked granite steps will be installed at the front entrance. Railings on the front porch, steps and accessible ramp will be replaced with code compliant railings including balusters, newel posts and white composite material. The two side porches and accessible ramp will be resurfaced using gray composite material. 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 walkway will have a change in material however will remain in the same location as the existing. 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 Tom Curtin, Tom's Home Repair, representing the Urban Trust, for exterior building alterations at 149 Main Street (Tax Assessor Map 12, Lot 28), to be built substantially as proposed, application dated 09/22/22, 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 their 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 the start of construction, the applicant obtain any applicable permits from the Freeport Codes Enforcement Officer.

Brett Pierce and Kerry Michaels – Cunningham Road – Shoreland Stabilization	
Property Location:	Tax Assessor Map 5A, Lot 34 (23 Cunningham Road)
Zoning Information:	Medium Density Residential I (MDR-1) and Shoreland Area (SA)
Review Type(s):	Shoreland Zone Permit
Waivers Requested:	None

Background: The applicant is seeking approval for a Shoreland Zoning Permit (for Shoreland Stabilization) to address ongoing shoreline erosion. Three sections of the shoreline will be stabilized – 265 feet, 100 feet and 30 feet in length. Stabilization methods will include the use of coir logs, rip rap and native plantings. Review of the project is required by the Project Review Board, per Section 305, Table 1 (line 16) of the Town of Freeport Shoreland Zoning Ordinance.

Section 306 of the Town of Freeport Shoreland Zoning Ordinance

([050322 chapter 65 shoreland zoning ordinance adopted.pdf \(freeportmaine.com\)](#)) has standards for the various allowable Shoreland Area land uses. These are the standards under which the Board must review the application.

In addition to municipal review, permitting from both the Maine Department of Environmental Protection and the Army Corps of Engineers are required. The applicant is aware of this and those applications have been submitted to the applicable agencies. Those agency reviews are independent of the Board’s process with their own standards and should either of those agencies require substantial changes, the applicant may need to return to the Project Review Board for additional review and approval.

Project Information: The project is at a residential property on Cunningham Road. Stabilization methods will include the use of coir logs, rip rap and native plantings. For the section using coir logs, the logs will be secured using hemp rope and duckbill anchors. This method will require about 398 sf of fill below the Highest Annual Tide (HAT) line. The second section will be stabilized using rip rap which will extend about two-feet below the HAT line and four-feet above the HAT. The third section will also be stabilized using rip rap, however will extend about one-foot below the HAT line and two-feet above, with about 628 square feet of wetland impact. The bottom row of riprap will be installed either in a trench or pinned to the ledge, with a 1:1 slope to minimize wetland impact. The design, including the different stabilization techniques for each of the areas, was designed to minimize wetland impact and use the least amount of hardscape necessary.

Four existing trees, over three-inch DBH (*Definition of DBH: The diameter of a standing tree measured four and a half (4.5) feet from ground level*) will need to be removed. No new cleared openings in the tree canopy are proposed. Replanting will meet the minimum rating of 16 points in a 1,250 sf area. Areas where vegetation is removed will be replanted with native species. Plantings will be installed in disturbed areas and along the top of the bank as detailed in the plans included in the packet.

The submission states that it is not financially feasible to access the site by barge to complete the work, due to the location of the existing driveway access. The area disturbed to provide temporary construction access will be less than 12 feet in width and will be revegetated at the end of the project.

Proposed Findings of Fact – Chapter 65 Town of Freeport Shoreland Zoning Ordinance - Section 306. Land Use Standards

Notwithstanding the standards of the underlying zoning district(s), all land use activities within the Shoreland Zone, shall also conform with the following provisions if applicable:

A. Space Standards:

Not applicable as no structures or changes to the lot are proposed. Based upon this information, the Board finds that this standard has been met.

B. Principal and Accessory Structures

Not applicable as no structures or changes to the lot are proposed. Based upon this information, the Board finds that this standard has been met.

C. Piers, Docks, Wharves, Bridges and Other Structures and Uses Extending Over or Below the Normal High-Water Line of a Water Body or Within a Wetland

Not applicable as no Piers, Docks, Wharves, Bridges and Other Structures and Uses Extending Over or Below the Normal High-Water Line of a Water Body or Within a Wetland are proposed. Based upon this information, the Board finds that this standard has been met.

D. Campgrounds.

Not applicable as no campgrounds are proposed. Based upon this information, the Board finds that this standard has been met.

E. Individual Private Campsites.

Not applicable as no individual private campsites are proposed. Based upon this information, the Board finds that this standard has been met.

F. Parking Areas:

Not applicable as no parking areas are proposed. Based upon this information, the Board finds that this standard has been met.

G. Roads and driveways

Not applicable as no roads and driveways are proposed. Based upon this information, the Board finds that this standard has been met.

H. Signs:

Not applicable as no signs are proposed. Based upon this information, the Board finds that this standard has been met.

I. Storm Water Runoff

The applicant is proposing shoreland stabilization to stabilize three areas of eroding shoreline. Methods of stabilization include rip rap, coir logs and revegetation using native species. No changes resulting in an increase of stormwater run-off are proposed. Based upon this information, the Board finds that this standard has been met.

J. Septic Waste Disposal

Not applicable as no septic waste disposal systems are proposed. Based upon this information, the Board finds that this standard has been met.

K. Essential Services

Not applicable as no new utility connections are proposed. Based upon this information, the Board finds that this standard has been met.

L. Mineral Exploration

Not applicable as no mineral exploration is proposed. Based upon this information, the Board finds that this standard has been met.

M. Agriculture

Not applicable as no agriculture is proposed. Based upon this information, the Board finds that this standard has been met.

N. Clearing of Vegetation for Activities Other than Timber Harvesting

Four existing trees, over three-inch DBH (Definition of DBH: The diameter of a standing tree measured four and a half (4.5) feet from ground level) will need to be removed. No new cleared openings in the tree canopy are proposed. Replanting will meet the minimum rating of 16 points in a 1,250 sf area. Based upon this information, the Board finds that this standard has been met.

O. Hazard Trees, Storm-Damaged Trees, and Dead Tree Removal

Four existing trees, over three-inch DBH (Definition of DBH: The diameter of a standing tree measured four and a half (4.5) feet from ground level) will need to be removed. No new cleared openings in the tree canopy are proposed. Replanting will meet the minimum rating of 16 points in a 1,250 sf area. Based upon this information, the Board finds that this standard has been met.

P. Exemptions to Clearing and Vegetation Removal Requirements

No exemptions for clearing are included in this project. Based upon this information, the Board finds that this standard has been met.

Q. Revegetation Requirements

Four existing trees, over three-inch DBH (Definition of DBH: The diameter of a standing tree measured four and a half (4.5) feet from ground level) will need to be removed. No new cleared openings in the tree canopy are proposed. Replanting will meet the minimum rating of 16 points in a 1,250 sf area. Areas where vegetation is removed will be replanted with native species. Plantings will be installed in disturbed areas and along the top of the bank as detailed in the plans included in the packet. Based upon this information, the Board finds that this standard has been met.

R. Erosion and Sedimentation Control

Three sections of the shoreline will be stabilized – 265 feet, 100 feet and 30 feet in length. Stabilization methods will include the use of coir logs, rip rap and native plantings. For the section using coir logs, the logs will be secured using hemp rope and duckbill anchors. This method will require about 398 sf of fill below the Highest Annual Tide (HAT) line. The second section will be stabilized using rip rap which will extend about two-feet below the HAT line and four-feet above the HAT. The third section will also be stabilized using rip rap, however will extend about one-foot below the HAT line and two-feet above, with about 628 square feet of wetland impact. The bottom row of riprap will be installed either in a trench or pinned to the ledge, with a 1:1 slope to minimize wetland impact. The design, including the different stabilization techniques for each of the areas was designed to minimize wetland impact and use the least amount of hardscape necessary. Based upon this information, the Board finds that this standard has been met.

S. Water Quality

The shoreland stabilization project should improve the water quality by reducing sediments runoff from the land. Based upon this information, the Board finds that this standard has been met.

T. Shoreline Stabilization

Vegetation may be removed in excess of the standards in Section 306.N of this Ordinance in order to conduct shoreline stabilization of an eroding shoreline, provided that a permit is obtained from the Project Review Board. Construction equipment must access the shoreline by barge when feasible as determined by the Project Review Board.

- (a) When necessary, the removal of trees and other vegetation to allow for construction equipment access to the stabilization site via land must be limited to no more than twelve (12) feet in width. When the stabilization project is complete the construction equipment accessway must be restored.
- (b) Revegetation must occur in accordance with Section 306.Q

Three sections of the shoreline will be stabilized – 265 feet, 100 feet and 30 feet in length. Stabilization methods will include the use of coir logs, rip rap and native plantings. For the section using coir logs, the logs will be secured using hemp rope and duckbill anchors. This method will require about 398 sf of fill below the Highest Annual Tide (HAT) line. The second section will be stabilized using rip rap which will extend about two-feet below the HAT line and four-feet above the HAT. The third section will also be stabilized using rip rap, however will extend about one-foot below the HAT line and two-feet above, with about 628 square feet of wetland impact. The bottom row of riprap will be installed either in a trench or pinned to the ledge, with a 1:1 slope to minimize wetland impact. The design, including the different stabilization techniques for each of the areas was designed to minimize wetland impact and use the least amount of hardscape necessary. The submission states that it is not financially feasible to access the site by barge to complete the work, due to the location of the existing driveway access. The area disturbed to provide temporary access (less than 12 feet in width) for construction will also be revegetated at the end of the project. Based upon this information, the Board finds that this standard has been met.

U. Soils

This is a shoreline stabilization project and no new land uses are proposed. Based upon this information, the Board finds that this standard has been met.

V. Archaeological Sites

The Maine Historic Preservation Commission did a review of the proposed project. In a letter dated 08/29/2022, Kirk Mahoney notes that a portion of the project is the location of a “shell midden (prehistoric) site 14.117”. Consultation with Dr. Arthur Speiss at the state of Maine is recommended and the applicant has indicated that they have been in contact with the State and will work with the state to protect the site. 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 Town of Freeport Shoreland Zoning Ordinance.

Proposed Findings of Fact – Chapter 65 Town of Freeport Shoreland Zoning Ordinance - Section 404. Administering Permits

The Project Review Board, the Coastal Waters Commission, or the Codes Enforcement Officer shall approve an application for a permit, only upon finding that the use, activity or structure complies with all requirements of this Ordinance and that it meets the following criteria:

1. Will maintain safe and healthful conditions;
2. Will not result in water pollution, erosion, or sedimentation to surface waters;
3. Will adequately provide for the disposal of all wastewater;
4. Will not have an adverse impact on spawning grounds, fish, aquatic life, bird or other wildlife habitat;
5. Will conserve shore cover and visual, as well as actual, points of access to inland and coastal waters;

6. Will protect archaeological and historic resources as designated in the comprehensive plan;
7. Will not adversely affect existing commercial fishing or maritime activities in a Marine Waterfront District;
8. Will avoid problems associated with floodplain development and use; and
9. Is in conformance with the provisions of Section 306, Land Use Standards.

The project is for shoreline stabilization at a residential property on Cunningham Road. This work will be completed to stabilize the existing eroding shoreline and will thereby improve the water quality in the area. Vegetation removal has been minimized as possible and replanting using native species is proposed. The property is not within the Marine Waterfront District and there is no public access to the water. The Maine Historic Preservation Commission did a review of the proposed project. In a letter dated 08/29/2022, Kirk Mahoney notes that a portion of the project is the location of a "shell midden (prehistoric) site 14.117". Consultation with Dr. Arthur Speiss at the state of Maine is recommended and the applicant has indicated that they have been in contact with the State and will work with the state to protect 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 Town of Freeport Shoreland Zoning Ordinance.

Proposed Motion: Be it ordered that the Freeport Project Review Board approve a Shoreland Zoning Permit for Brett Pierce and Kerry Michaels for a Shoreline Stabilization Project at a residential property at Tax Assessor Map 5A, Lot 34 (23 Cunningham Road), to be built substantially as proposed in an application dated 09/20/22, finding that it meets the standards of Section 306 & Section 404 of the Town of Freeport Shoreland 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 their 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 the start of any sitework for the project, the applicant obtain any applicable permits from the Freeport Codes Enforcement Officer.

Mast Landing LLC – Conway Street / Rogers Road - Site Plan Amendment	
Property Location:	Tax Assessor Map 22, Lot 24 (Conway Street and Rogers Road; formerly 6 & 8 Desert Road)
Zoning Information:	Commercial IV (C-IV)
Review Type(s):	Site Plan Amendment
Waivers Requested:	None

Background: The applicant is seeking approval for a Site Plan Amendment at The Beacon Residences – a previously approved multiple-family residential (144 units) project on Conway Street & Rogers Road. As the project was constructed, some changes have been made to the site plans and since the changes were beyond the threshold for Staff Approval under Section 602 of the Freeport Zoning Ordinance, the applicant is returning to the Board for a Site Plan Amendment. Many of the changes are after-the-fact, however, overall, the general layout and the number of units remain the same and therefore only a Site Plan Amendment is requested and not an amendment to the previously approved subdivision plan.

Amendments to the previously approved plans include: building alterations to the clubhouse and maintenance buildings; changes to HVAC equipment, locations and screening; addition of a pool equipment enclosure; modifications to the pool and patio; sidewalks; dumpster enclosure; EV charger area; change in ground sign location; and, other associated modifications. There will be an overall decrease in the amount of impervious area on the site of about 3,091 sf. Changes in footprints of buildings, patios and fenced areas are shown on site plan sheets C101 & C102.

The changes in the building sizes for the clubhouse and maintenance building have resulted into changes in the appearance, although the materials use on the exterior façade did remain the same. Does the Board feel that the design of the facades will comply with the requirements of Section 527 - Performance Standards for Commercial Districts of the Freeport Zoning 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 general layout of the site, building and site features remains unchanged. No additional clearing resulted from these changes. There was an overall decrease in the amount of impervious area on the site and the building square footages decreased. Based upon the changes presented, the Board finds that the proposal still complies with the standards of Section 412 (Commercial District IV) and Section 527 (Performance Standards for Commercial Districts) of the Freeport Zoning Ordinance. 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 general layout of the site, building and site features remain unchanged. No additional clearing resulted from these changes. The proposal complies with the standards of Section 412 (Commercial District IV) and Section 527 (Performance Standards for Commercial Districts) of the Freeport Zoning Ordinance. This parcel is not within the Design Review District. 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 to the site has not changed from what was previously approved. 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 general layout of the site, building and site features remain unchanged. Minor alterations to some interior sidewalks and the EV vehicle charging area are proposed. 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.

There was an overall decrease in the amount of impervious area on the site and the building square footages decreased. No changes to the previously approved stormwater management plans are proposed. 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 utilities 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.

A minor shift of the location of the previously approved ground sign is 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.

Dumpsters and utility areas including pool equipment will be screened with a new style of fencing and in the same general area. 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.

No change to exterior lighting is proposed. 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.

No changes to the previously approved landscaping plan are proposed. 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:

- (1) Will maintain safe and healthful conditions;
- (2) Will not result in water pollution, erosion, or sedimentation to surface waters;
- (3) Will adequately provide for the disposal of all wastewater;
- (4) Will not have an adverse impact on spawning grounds, fish, aquatic life, bird or other wildlife habitat;
- (5) Will conserve shore cover and visual, as well as actual, points of access to inland and coastal waters;
- (6) Will protect archaeological and historic resources as designated in the comprehensive plan;
- (7) Will not adversely affect existing commercial fishing or maritime activities in the Marine Waterfront District;
- (8) Will avoid problems associated with floodplain development and use; and
- (9) Is in conformance with the standards of Section 306, Land Use Standards, of the Town of Freeport Shoreland Zoning Ordinance.

This parcel is not within the Marine Waterfront District or the Shoreland Zone. The building will be connected to public utilities. There are no areas of flood plain identified on the site. A stormwater management and erosion control plan was previously submitted and reviewed and approved by the Town Engineer. There are no known historic or archaeological resources that will be negatively impacted by this project. 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 and Site Plan Amendment for Mast Landing LLC for modifications to the previously approved site plan for the Residences at Crosstree, located on Conway Street and Rogers Road (Tax Assessor Map 22, Lot 24), application dated 09/28/2022, to be built substantially as proposed, finding that it meets the standards of 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 their 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) Past conditions of approvals are still applicable.

Freeport Town Hall – Main Street – Design Review Certificate & Site Plan Amendment	
Property Location:	Tax Assessor Map 11, Lot 130 (30 Main Street)
Zoning Information:	Village Commercial I (VC-I), Design Review District One – Class A & Color Overlay District
Review Type(s):	Site Plan Amendment
Waivers Requested:	None

Background: The applicant is seeking approval of a Design Review Certificate and Site Plan Amendment for alterations at the Freeport Town Hall (permitted use of municipal facility). Changes to the building are proposed including gutter replacement, the removal of stairs, removal of an existing ramp, and the addition of new accessible entrances including ramps. Site alterations include modifications to the existing vehicular and pedestrian areas, plantings, lighting, retaining walls, new benches, the addition of a granite block seating wall, and stormwater management.

The steps at both of the main building entrances will be removed and replaced with accessible walkways and smooth face gray granite retaining walls.

The existing parking spaces located near the side building entrance will be removed and additional parallel parking spaces will be added along the side of the town hall access driveway. The existing parking lot will be restriped and two electric vehicle charging stations will be installed. the overall result will be an increase in five parking spaces.

A new crosswalk over the driveway is proposed to provide improved pedestrian connectivity from the parking lot to the building.

In the front lawn area abutting Main Street, the area will be reconfigured including the replacement of existing walkways with new concrete walkways which will provide for improved pedestrian circulation and expected increased use of the front lawn area. The new walkways will converge to a circular area with pink and gray granite benches and raingardens which will be used to treat stormwater. A block seat wall will also be installed in the lawn area to provide additional seating for improved utilization of the outside space. The existing flagpole and monument will be relocated and retained and an area for an outdoor art display (with various sculptures) will be added. New street trees near Main Street are also proposed.

Small areas of impervious surface will be added to the site, as needed for the pedestrian and vehicular improvements.

The existing bioretention pond (along the Depot Street driveway) will be retained and continue to provide additional stormwater treatment for the site. This pond was upgrade in 2021, and the upgrades are reflected in the submission as well as additional vegetation that is proposed for this area.

New pedestrian level bollard style, full cut-off, LED lighting is proposed and some existing lighting fixtures will be removed. A photometrics plan has been included in the submission to demonstrate that the requirements of Section 521.A Exterior Lighting of the Freeport Zoning Ordinance have been met.

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.

No changes to the scale of the building are proposed. 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.

No changes to the height of the overall structure is proposed. 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 proportions of 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 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.

No changes to any openings are proposed. 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.

No changes to the shape of the building are proposed. 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 front and side stairs to the building will be removed and concrete ramps with granite retaining walls are proposed to provide access to the building. The existing gutters will be replaced with new aluminum gutters. 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 location of the building is existing and although the general layout will remain the same, the front lawn area will be altered with new walkways, plantings and outdoor seating. 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 site has been designed to comply with the space and bulk standards of the Freeport Zoning Ordinance. The location of the building is existing and although the general layout will remain the same, site alterations are proposed, including: modifications to the existing vehicular and pedestrian areas, plantings, lighting, retaining walls, new benches, the addition of a granite block seating wall, and stormwater management. 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 Findings of Fact: Section 602.F.1 of the Town of 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 location of the building is existing and although the general layout will remain the same, site alterations are proposed, including: modifications to the existing vehicular and pedestrian areas, plantings, lighting, retaining walls, new benches, the addition of a granite block seating wall, and stormwater management. The changes are intended to improve accessibility, vehicular and pedestrian circulation and activate the front yard area as a usable village green space. 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.

No new buildings 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 off Main Street will be retained with some minor modifications to the existing driveway. 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 parking lot will be restriped and two electric vehicle charging stations will be installed. The existing parking spaces located near the side building entrance will be removed and additional parallel parking spaces will be added along the site of the town hall access driveway. The overall result will be an increase in five parking spaces. 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.

In the front lawn area abutting Main Street, the area will be reconfigured with site improvements including raingardens which will be used to treat stormwater. Small areas of impervious surface will be added to the overall site, as needed for the pedestrian and vehicular improvements. The existing bioretention pond (along the Depot Street driveway) will be retained and continue to provide additional stormwater treatment for the site. This pond was upgrade in 2021, and the upgrades are reflected in the submission as well as additional vegetation that is proposed for this area. 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 utilities 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 new signs 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.

New pedestrian level bollard style, full cut-off, LED lighting is proposed and some existing lighting fixtures will be removed. A photometrics plan has been included in the submission to demonstrate that the requirements of Section 521.A Exterior Lighting of the Freeport Zoning Ordinance have been met. 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 departments 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.

In the front lawn area abutting Main Street, the area will be reconfigured including the replacement of existing walkways with new concrete walkways which will provide for improved pedestrian circulation and use of the front lawn area. The new walkways will converge to a circular area with granite (pink and gray granite) benches and raingardens which will be used to treat stormwater. A block seat wall will also be installed in the lawn area to provide additional seating for improved utilization of the outside space. The existing flagpole and monument will be relocated and retained and an area for an outdoor art display (with various sculptures) will be added. New street trees near Main Street are also proposed. 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:
- (1) Will maintain safe and healthful conditions;
 - (2) Will not result in water pollution, erosion, or sedimentation to surface waters;
 - (3) Will adequately provide for the disposal of all wastewater;
 - (4) Will not have an adverse impact on spawning grounds, fish, aquatic life, bird or other wildlife habitat;
 - (5) Will conserve shore cover and visual, as well as actual, points of access to inland and coastal waters;
 - (6) Will protect archaeological and historic resources as designated in the comprehensive plan;
 - (7) Will not adversely affect existing commercial fishing or maritime activities in the Marine Waterfront District;
 - (8) Will avoid problems associated with floodplain development and use; and
 - (9) Is in conformance with the standards of Section 306, Land Use Standards, of the Town of Freeport Shoreland Zoning Ordinance.

This parcel is not within the Marine Waterfront District or the Shoreland Zone. The building is connected to public utilities. Rain gardens are proposed for the treatment of stormwater in the front lawn area and an existing bioretention pond will be retained. No known historic or archaeological resources will be negatively impacted by this project. 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 the Town of Freeport, for the proposed site and building alterations

at the Freeport Town Hall at 30 Main Street (Tax Assessor Map 11, Lot 130), application dated 09/28/22 to be built substantially as proposed, finding that it meets the standards of the 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 their 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.

1. **Historic Property Name(s):** Oxnard House
2. **Street Address:** 149 Main Street
3. **Tax Parcel:** 12-28
4. **Survey Date:** 5/23/2019

Architectural Data

5. **Style and/or Form:** Vernacular with Stick-style elements, Central Hall
6. **Stories:** 2
7. **Appendages and Additions (Porches, Ells, Dormers, etc.):** Bay windows, front and side porches
8. **Windows:** 2/2 double-hung wood windows (non-historic)
9. **Roof Configuration and Materials:** Hip, asphalt
10. **Chimneys:** Brick, interior
11. **Exterior Wall Materials:** Wood clapboards
12. **Foundation:** Granite
13. **Outbuildings and Barns:** Attached barn/garage with hipped roof and two modern garage bay openings
14. **Alterations:** Replacement windows, fenestration on barn
15. **Site Features:** Dry stone wall along south corner and along steps leading from sidewalk to stone path to front door, paved driveway and parking area south of house
16. **Significant Architectural Elements of Style:** Decorative truss on porch, squared bay windows, brackets supporting deep eaves, wide cornice with decorative panel above windows

Historical Data

17. **Construction Date:** c.1900
18. **Architect/Builder (If Known):**
19. **Significant Person:**
20. **Historic Context:** Rare example of residence with Stick-style features in Freeport. Attached barn does not retain enough integrity to contribute to this property.

1. **Historic Property Name(s):** Oxnard House
2. **Street Address:** 149 Main Street
3. **Tax Parcel:** 12-28
4. **Survey Date:** 5/23/2019

Photos





1. **Historic Property Name(s):** Grove Street School
2. **Street Address:** 30 Main Street
3. **Tax Parcel:** 11-130
4. **Survey Date:** 5/23/2019

Architectural Data

5. **Style and/or Form:** Shingle, school
6. **Stories:** 1
7. **Appendages and Additions (Porches, Ells, Dormers, etc.):** Rear ell, front porch, cupola
8. **Windows:** 6/6 double-hung wood (non-historic)
9. **Roof Configuration and Materials:** Hip, asphalt shingles
10. **Chimneys:** None
11. **Exterior Wall Materials:** Wood shingles
12. **Foundation:** Brick
13. **Outbuildings and Barns:** None
14. **Alterations:** Rear ell extended when converted to town hall, replacement windows
15. **Site Features:** Park-like area in front of façade, paved walkways on north and west sides of building, large parking lot on west, rear of lot is wooded
16. **Significant Architectural Elements of Style:** Steeply pitched roof, continuous use of shingles (no corner boards), simple window surrounds, plain porch posts

Historical Data

17. **Construction Date:** 1894
18. **Architect/Builder (If Known):** John Calvin Stevens
19. **Significant Person:** John Calvin Stevens (1855-1940) was one of the most prominent and prolific architects working in Maine. He is particularly known for his Shingle style buildings.
20. **Historic Context:** Served as Grove Street School until 1983. The building was converted to the Town Hall in 1986. Good example of the Shingle style applied to a school building.

1. **Historic Property Name(s):** Grove Street School
2. **Street Address:** 30 Main Street
3. **Tax Parcel:** 11-130
4. **Survey Date:** 5/23/2019

Photos

