

Planning and Development

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**Approved/Amended Minutes
Historic Preservation Commission
Wednesday, March 6, 2019
City Hall Conference Room
Regular Meeting
4:00 PM**

1. Call to Order: Chair Kelley Archer called the meeting to order at 4:00 PM, with the following members in attendance:
Present: Chair Kelley Archer; Stephen Ryan; Rob Biggs; Ernest Lowell; Katherine Gaudet (arrived at 4:20 PM); Julia May (arrived at 4:25 PM)
Also Present: Roger Gay, City Council Liaison; Emily Cole-Prescott, City Planner
Excused Absences: Diana Huot; Maggie Edwards
Associate Member Ernest Lowell was appointed as a regular member for the purposes of discussion and voting on applications on this evening's agenda.
2. Review of Minutes of Previous Meeting: September 6, 2018 Minutes: **Rob Biggs made a motion to waive the reading of the minutes of the previous meeting [September 6, 2018] and to approve the minutes that were included in the Commission's meeting packet. Stephen Ryan seconded the motion, and it carried unanimously.**
3. New Business
 - c. Review of Previously Approved Staff Level Approvals: It was noted that several approval letters were missing from this packet, and E. Cole-Prescott will forward in an email to the Commission. **Stephen Ryan moved to accept the review of the staff-level approval applications. Rob Biggs seconded the motion, and it carried unanimously.**
 - a. Application Review & Public Hearing (pending finding of complete application): 7 Vernon Street (Tax Map 39 Lot 22) – Application for Certificate of Appropriateness (COA) for removal of current wood shaker siding and replacement siding
 - Applicant: Shawn Googins
The Planning & Development Department had noticed the public hearing and sent abutter notices for this application on February 28th. No member noted conflict of interest with application review.
E. Cole-Prescott introduced the application, indicating that the COA application request is for removal of current wood siding and replacement with vinyl siding. The current wood siding has already been removed from the structure. Although there was not a violation issued for the removal by the Code Enforcement Department, one of the Code Officers asked the applicant to apply for a COA, which the applicant promptly filed. **Chair Archer moved that the Historic Preservation Commission (HPC) grant the applicant a waiver to section 230-413(I)(4)(h), and further find the application for a Certificate of Appropriateness for replacement siding complete. Stephen Ryan seconded the motion, and it carried unanimously. Without objection, Chair Archer opened the public hearing to receive public comment.** Shawn Googins, applicant, shared a sample of the vinyl replacement siding he proposes to use on the structure. Chair Archer asked for questions from the public.
Roger Gay, Council Liaison for the HPC, asked what other options for siding were proposed. Julia May asked the applicant if he had considered using wood siding on the structure. Chair Archer asked if the applicant has the wood siding that has been removed, to which the applicant

replied in the negative. Shawn Googins noted that he had considered using wood siding, but the cost to replace with wood siding would be almost double that of replacement with vinyl siding. Shawn Googins also indicated that the current wood siding was rotten, and pictures showing the rot had been submitted with the application.

There was no other public comment at this time, so, **without objection, Chair Archer closed the public hearing.**

Chair Archer shared information about Vernon Street from the National Register, noting 16 contributing assets on the street. She noted that as of 1998, vinyl siding was on four of the structures. There are now five structures with vinyl siding, and four of these structures had vinyl siding before registration of the street as a Historic District.

Kate Gaudet noted that many of the homes surrounding this structure have wood siding. Chair Archer noted that this structure was built in 1849, and the City's Assessing records in Vision should be updated to reflect the correct date of construction. Chair Archer noted that the action of removing wood siding took away some of the character on Vernon Street that was more than 160 years old.

In response to questions about the construction and siding removal, the applicant noted that the house is currently wrapped in Tyvek. HPC members noted a presentation they had attended about how wood siding can outlast vinyl siding if properly maintained. HPC members asked if the applicant had considered other types of siding for the structure, such as fiber cement siding. Rob Biggs asked about the window materials on site, and the applicant noted that there are a mix of windows currently on the structure. Chair Archer and the Commission reviewed photos submitted with the application, showing the mix of windows currently on the structure.

Without objection, Chair Archer re-opened the public hearing for public comment.

Neil Dumont, of 38 Beach Street, noted that he is a contractor, and cedar shakes are generally \$375 per square ft., clapboard is next in line as far as pricing. There is a Cedar impressions shake that is a vinyl material, and the cost of that is generally about \$225 per square ft. Vinyl siding in general is about \$175 per square ft., depending on the grade of vinyl used.

Chair Archer proposed that the applicant return to the Commission with three quotes for siding, for the Commission's review. Chair Archer noted that although the Commission is charged with historic preservation, the like item, which is wood, has not been addressed with this proposal.

It was also noted that a different material could be used on the rear of the structure that is not visible from a public way. Shawn Googins noted that three sides of the structure are visible from a public way, because of how the structure is situated on the lot.

Chair Archer proposed a special meeting on Wednesday, March 20th at 4:00 PM.

Chair Archer moved to table the application until the next available meeting. Stephen Ryan seconded the motion, and it carried, without objection.

- b. Application Review & Public Hearing (pending finding of complete application): 38 Beach Street (Tax Map 32 Lot 105) – Application for Certificate of Appropriateness to enclose existing screen porch with new walls and windows & new deck, and replacement front entryway
 - Applicant: Nelson Dumont

The Planning & Development Department had noticed the public hearing and sent abutter notices for this application on February 28th. No member noted conflict of interest with application review.

E. Cole-Prescott introduced the application, indicating that the COA application request is for enclosure of the existing 120 square ft. screened porch with new windows and walls to match existing; new 96 s.f. deck in the rear of the structure; re-roofing in sections to match existing; front entryway repairs. E. Cole-Prescott indicated that she included the deck construction in the rear in her plan review because the applicant had included it and it is possible the deck may be slightly visible from a public way while driving from Beach Street into the downtown.

Chair Archer moved to find the application complete. Kate Gaudet seconded the motion, and it carried without objection.

Chair Archer moved to open the public hearing for the application for 38 Beach Street.

Rob Biggs seconded the motion, and it carried unanimously.

Nelson (Neil) Dumont, applicant, noted that that the major revision is for the screened porch. The hip roof will not be changing, and the lower portion will be done with pine rack siding, which will match what is currently on the structure. The three windows in the living room will be wrapped, to provide a historic look. The applicant noted that the rear deck will not be visible from a public way because of how it will be set back, and the Commission noted that structures on the rear of the site not visible from a public way are not part of the Commission's jurisdiction. About the front steps, Neil Dumont noted that he would like to retain wood on the steps, and is planning to install a colonial baluster railing system to match the authenticity of the structure, and to meet today's code requirements. Neil Dumont explained that he is looking to preserve the house, and to have the enclosed porch section as heated space. He noted that work needs to be done to the porch because it is currently separating from the house. Neil Dumont noted that the overall integrity of the house is good.

Rob Biggs asked about the location of the driveway, and Neil Dumont clarified the driveway location that serves 38 Beach Street.

There were no additional comments from the public. **Chair Archer moved to close the public hearing. Rob Biggs seconded the motion, and it carried unanimously.**

Chair Archer shared research from the National Register, that noted there were 12 contributing assets along Beach Street up to the vicinity of Winter Street. This structure was part of the Women's Union in 1925, and was willed to Katherine Goodwin in 1926.

Upon questions of the existing pillars on the screened porch, Neil Dumont explained some of the existing materials on the porch, which do not match the architectural design of materials from the 1920s.

Julia May moved to adopt the findings of fact for a Certificate of Appropriateness for 38 Beach Street. Ernest Lowell seconded the motion, and it carried unanimously.

Chair Archer moved to grant a Certificate of Appropriateness to Neil Dumont of 38 Beach Street, listed on page 47 of the March 6, 2019 packet. Julia May seconded the motion. It passed without objection.

- d. Discussion – HPC Regular & Associate Members, Vice Chair & 2 potential new applicants: Chair Archer noted possible new membership, and indicated she would forward the applications she has received. She noted future Board membership and potential options for future officers on the Commission. She encouraged members to think about upcoming membership and nominations.

4. Other Business
 - a. 90 Temple Street – RFP of Preservation Consultant/Fundraiser (1/7/19 City Council Workshop – Council consensus to move forward) – Chair Archer reported that this item was discussed with the Council in workshop on January 7, 2019. There will be an RFP for a preservation consultant and a fundraiser.
 - b. 2019 CLG Grant Update: There is an upcoming April 1st deadline for the CLG grant, and Chair Archer asked if any of the members would be interested in completing the grant application paperwork for the Museum in the Streets. This is a 60/40 grant.
 - c. Inquiries
 - Saco Island Archaeological Survey: Chair Archer provided a copy of the documentation she was able to obtain for the Planning & Development Department's files for Saco Island. She obtained permission from the State Historic Preservation Office before sharing the document.
 - 154 Main Street Illumination: There were blinking lights on site, and the Code Enforcement Office has since asked that the lights not be blinking, but remain constant.
 - Small Dog Park: Chair Archer explained that Parks & Recreation Director Ryan Sommer will be filing a COA for a small dog park to add near the current dog park. She has spoken with him about fulfilling work from a previous COA, for a buffer requirement.
 - d. ZOR – Historic Ordinance Review: Chair Archer noted that she is on the Steering Committee for this project. Chair Archer encouraged members to write up their revisions to the current Historic Preservation ordinance, section 230-413 of the City's Zoning Ordinance, and to review other sections of the ordinances where historic preservation is mentioned. She encouraged members to send their edits to her and to the City Planner.
 - e. Historic District Infills Discussion: 415 Main Street; 401 Main Street; 402 Main Street: Chair Archer reported that she has spoken with someone who had questions about an in-fill on the corner of Cleveland and Main Streets for a single family residence. E. Cole-Prescott also met with the applicant and will follow up appropriately from this point forward. About 401 Main Street: There was a contract zone for this site, and there is an easement on file for the church for parking on Sundays. Chair Archer has informed the Planner about this item, and there is a note about it. The Commission asked City Staff to research the matter of the fence and landscaping and report back.
 - f. Historic Preservation Financial Reports: E. Cole-Prescott reported the financials received from the Finance Department. Chair Archer noted that additional reimbursement should be received soon from Saco Main Street. Stephen Ryan suggested looking at funding for building signs. Rob Biggs shared a new façade grant program in the works with the downtown and the City.
5. Old Business
 - a. Non-compliant COAs: Discussion
 - b. Staff – COA of Clark Insurance Billboard: Approval for the billboard has expired.
 - c. Biddeford Saco Mills District – 6 Saco Properties: Legal Update & Revision Discussion: Chair Archer explained that there is a historic district between Saco and Biddeford, where six Saco properties are located. Chair Archer shared the map boundaries of both the local historic district and this district for comparison purposes.
6. Tabled Items: None.
7. Adjournment: Without objection, the meeting adjourned at 5:45 PM.

Respectfully submitted,

Emily Cole-Prescott
City Planner