

Planning and Development

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Approved Minutes
Historic Preservation Commission
Wednesday, May 22, 2019
City Hall Auditorium
4:00 PM

1. Call to Order: Chair Kelley Archer called the meeting to order at 4:00pm. Diana Huot was appointed as a voting member for purposes of this meeting.
Present: Chair Kelley Archer; Stephen Ryan; Katherine Gaudet; Diana Huot; Ernest Lowell
Also Present: Roger Gay, City Council Liaison; Maggie Edwards, Administrative Assistant; Emily Cole Prescott, City Planner
Excused Absences: Julia May; Rob Biggs
2. Review of the May 10, 2019 meeting minutes: **Chair Archer moved to table the review of the minutes until the next meeting, seconded by Ernest Lowell. Motion carried unanimously, 5-0.**
3. Staff Level Approvals: None were presented at this meeting.
4. New Business
 - a. **224 Main Street (Map 38 Lot 52): Request for Extension of COA Approval.**
Applicant: Peg Poulin Horton.

Chair Archer read an overview of the project and noted that the age of the building was 1825, and not 1900. She asked that this be corrected on the property card.

Applicant, Peg Poulin Horton, is requesting an extension of her existing COA approval for the façade improvements at 224 Main Street. The Commission had granted approval of this project at their September 2018 meeting. The City's zoning ordinance Section 230-413(j) (6) states that approvals are valid for a period of 6 months, and that the applicant can request for a 6-month extension provided that the request is made before the approval expires.

Chair Archer moved to find the application complete, based on the documentation received and reviewed at the September 2018 meeting. Katherine Gaudet seconded the motion, and it carried unanimously, 5-0.

Chair Archer moved to re-adopt the Certificate of Appropriateness approval for 224 Main Street, originally issued in September 2018, and extend the approval for another six months. Katherine Gaudet seconded the motion, and it carried unanimously, 5-0.

Old Business & Updates:

- a. **Continued application review & Public Hearing: 103 Beach Street (Map 32, Lot64): Certificate of Appropriateness to construct 7 condominium units within three buildings with associated site improvements**

Emily C. Prescott provided an overview of the project: Applicant Gary Collin, Collin Homes, Inc., requests review of a Certificate of Appropriateness application to construct a 7-unit townhouse condominium to be used as a rental property behind the existing two-family residential structure

located at 103 Beach Street. The conceptual plan shows the townhomes developed toward the rear of the property, with a division of the property into two lots. The structures as proposed will be visible from Pepperrell Park. Aerial photos of the area, and other materials were provided to the Commission at two previous meetings. The applicant has provided some revised materials for consideration at this meeting.

Chair Archer moved to open the public hearing. Diana Huot seconded the motion, and it carried unanimously, 5-0.

Dan Collin, applicant: He brought a sample of the vinyl window they are proposing, and also provided some cost comparisons: wood vs. vinyl, etc. A sample of the vinyl siding was also provided. He provided an analysis of the number of homes in the surrounding area which currently have vinyl materials. This analysis included homes both in and outside of the Historic District.

Chair Archer asked if these were to be apartments or condos. Gary Collin, applicant: They would own, and rent them out.

Chair Archer: Are there any changes to the stormwater?

Andy Morrell, BH2M: There are no changes to the stormwater.

It was clarified that although there are not changes proposed now to stormwater, stormwater requirements would be addressed during the Planning Board review of the site plan application.

No other member of the public chose to speak at this time.

Chair Archer appointed Ernest Lowell as a regular voting member for this hearing.

Without objection, Chair Archer closed the public hearing.

Commission discussion:

Much was mentioned about the vinyl siding and windows, and the Commission encouraged the applicant(s) to use something other than vinyl, such as composite materials.

The Commission's goal of retaining the integrity of the Historic District was reviewed.

Gary Collin, applicant: The Commission is charged with preserving, protecting and restoring. Each generation is different. We are in the year 2019. We are this generation. Vinyl is more efficient today.

There was discussion about the materials proposed. Chair Archer asked questions about how to protect the Historic District now and into the future, and Katherine Gaudet noted that the ordinance does not specifically prohibit the use of vinyl siding, especially on new construction.

Emily Cole-Prescott suggested that the Commission refer to the ordinance standards provided in the project review memo and review the proposal per those standards.

Chair Archer moved that the HPC grant a Certificate of Appropriateness to applicant Collin Homes, Inc. at 103 Beach Street for the proposal specified in the application materials based on the findings of fact and the conditions of approval dated May 22, 2019. Katherine Gaudet seconded the motion, and it carried, 3-2, with Katherine Gaudet, Ernest Lowell and Diana Huot voting in favor of the motion, and Stephen Ryan and Chair Archer voting in opposition to the motion.

b. Continued application review & public hearing: 415 Main Street (Map 32 Lot 161): Certificate of Appropriateness – New Single-Family Residence. Applicant William Kany.

Emily Cole Prescott presented the overview of the project: The applicant, William Kany, has presented a Certificate of Appropriateness application for a proposed single-family residential structure with two-car garage. The style of structure is a two-story colonial. The size of the lot is .45 acres, and the proposed structure will be situated to face Cleveland Street. Based on the sketch of the lot provided, access to the site is also on Cleveland Street.

The Commission found the application complete at the May 8, 2019 meeting. At that meeting, the Commission asked that the applicant make revisions to the plan to specify materials, add windows to the proposed garage, and propose a different material for the windows. The applicant has submitted an updated plan indicating the siding materials and showing the location of windows on the garage, for the Commission's consideration.

William Kany brought a sample of the aluminum clad windows (black) that he is proposing, along with a sample of the LP Smart siding (composite) he will be using.

Without objection, Chair Archer opened the public hearing.

Roger Gay, City Councilor, thanked the applicant for the revisions to the proposal.

No other member of the public chose to speak about the application.

Without objection, Chair Archer closed the public hearing.

Chair Archer moved to approve the Certificate of Appropriateness for William Kany, for 415 Main Street, based on the findings of fact and conditions of approval dated May 22, 2019, noting the aluminum clad windows and the LP Smart siding and trim. Katherine Gaudet seconded the motion, and it carried unanimously, 5-0.

Respectfully submitted by

Maggie Edwards
Board Secretary