



OLD VALUES - NEW HORIZONS

COMMUNITY DEVELOPMENT

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Design Review Subcommittee 2/4/13 Approved Minutes

Subcommittee Members in Attendance: Brenda Behling, David Demers, Mike Martel, and Paul Gosselin

Subcommittee Members Excused: Peter Griffin

Staff Present: Laura Scott, Community Development Director

The meeting was called to order at 1pm. The purpose of the meeting was to review and comment on the Design Review application for 49 Range Road (18-L-400) Major Site Plan Application Case 2012-34.

The following were there to present the application to the Subcommittee: James Wisniewski, Interiors East, Steve Haight, Haight Engineering and Peter Zohdi, Herbert and Associates.

Overview of the meetings purpose and process was done by Laura.

A motion was made by Paul and seconded by Mike for Paul to be Chair. 3-0-1 with Paul abstaining. A motion was made by Brenda and seconded by Dave for Brenda to be Vice Chair. 3-0-1 with Brenda abstaining.

The 11/26/12 draft minutes were approved 4-0.

Steve did an overview of the application. There are proposed to be 6 tenants but that could change based on the individual businesses space needs. They hope to have a mix of general office and medial office in the new building.

The overall site plan was discussed including how the proposed building and site development.

There is a cistern proposed for the site but there are discussions with Pennichuck about bringing water to the site for fire suppression and the new building.

Landscaping and lighting for the new building and site area is proposed to match and complement the existing buildings/sites landscaping and lighting. All lighting is dark-sky friendly and is down-lit.

There are no changes proposed to the freestanding sign (expansion or addition of 2nd sign). Wall signage will be the same fashion as first building.

All units will be accessible (ADA compliant).

Jim walked through the building design features. The scale, colors and design of the new building are to match that of the existing structure. Roof-mounted mechanical units are located to the rear of the building so that the roof line, which slopes back, will ensure that they are shielded from view.

Brenda asked about the existing tree buffer along the southwest side of the property. It was stated that none of those trees will be removed. The new building is essentially located where the trailer and existing disturbed area is on the site.

Brenda is concerned about the placement of the proposed building on the site and that the architecture, although complimentary with the existing building, is not in keeping with the small town New England architecture that she feels is important and what Windham has said it wants. She felt that someone needs to look at the big picture and not just the individual applications.

Paul wanted to make clear the role and purview of the Subcommittee vs that of the Planning Board and that the Subcommittee should only make recommendations to the Planning Board that they have the been given the jurisdiction over.

Laura explained that the Subcommittee can make comments to the Planning Board about "big picture" items if they were within the context of the Design Review Regulations.

Steve and Jim pointed out that this is more of an infill development than a new development and that in order to ensure that the new building matches the existing building the architecture can't be classic New England.

Paul asked about the unit entrances, parking and ADA since those were not detailed on the plans provided to the Subcommittee. Steve showed the information, which was included in the full site plan, to the members.

There were questions about the new pavement/parking areas and the required landscaped areas. It was explained that there is only 6,000sqft of new pavement and a total of approx 14,000sqft of new impervious areas since the site is already disturbed and is being redeveloped.

Laura will follow-up about the exiting dumpster and the required screening.

It was noted that the existing buildings HVAC roof units are more intrusive than those proposed because that was an existing building that was rehabbed whereas this one is new construction. It would be nice if those units could be made to blend in more with the building but that is not the focus of this application.

The Subcommittee agreed that the rehab of the existing building was done well.

The application does not propose a new dumpster or freestanding signage for the new building, which the Subcommittee and Laura raised as a concern. The applicant stated that they would bring this concern to the owners.

The existing freestanding sign was discussed and it was noted by a Subcommittee member that it would have made the site more pulled together if the wall signs and freestanding sign were the same color/designs. The wall signs are all uniform but the freestanding sign is not. Some Subcommittee members felt that having individual colors and logos on the freestanding sign were part of the marketing and branding for those businesses and not allowing that would hurt the businesses and could create traffic concerns.

The Subcommittee went through the checklist of items and unanimously agreed that all the applicable requirements have been met. The Committee made the following 4 recommendations to the applicant:

- 1) Add snow storage locations to the site plan
- 2) Add an additional dumpster for the proposed building, which is to be located by the loading area and it should be properly screened with a fence
- 3) Strongly encourage the owner to concern freestanding signage for the tenants of the proposed building
- 4) Add the lighting for the wall signs to the site plan and lighting plan calculations

The Subcommittee would like to meet with the applicant again to review and comment on the above 4 changes, if they are made by the applicant.

Paul made a motion to adjourn. Mike seconded the motion. 4-0 in favor. The meeting adjourned at 2:30pm

Submitted by Laura Scott, Community Development Director