

7-12-23 Historic Preservation Meeting Minutes

Attendees: Jeff Cabral (Chair), Julie Larry, Erin Ware, Alison Tobey, Leah Schaffer (Vice Chair – Presenting)

Approval of minutes

Larry – motion to approve minutes from June 14

Ware – Second motion passed unanimously

New business – 64 Alfred Street

- Leah Schaffer presented the project with Steve Lautaud
- City has
- Propose to use lot as a community space – similar to 315 Main St.
- 2 food trucks that may become more permanent or Steve may choose to redevelop
- Have a three year agreement with Heart of Biddeford and other groups to preserve the lot as a community space – everything would be temporary and able to be removed at the end of the three year period
- Schaffer shared existing lot conditions
- Proposing a hard scaped pad for food trucks during the day on Jefferson St. with a hard surface on the building side of the lot for tables/gathering space
- Dumpster pad on parking lot side
- Temporary shed on the parking lot side – gabled structure with asphalt roof with cedar shakes
- Final structure is a wattle fence along the edge from food truck side along the corner of the property back to 56 Alfred St.
- Chose wattle due to soft nature and didn't want something that read as a street wall to make the property seem more approachable. Will be built in 5–6-foot-long panels so it can be repaired easily or removed easily. Fence will be roughly 3 feet high
- Will put shrubbery/plants around the fence on the street facing side
- Proposed an archway to define an entry point
- Using permeable pavers to create the hard surface
- Larry asked if shed would be used for storage
 - Schaffer said that it would be storage as a location for food location drop offs through Youthful Maine
- Larry asked what would remain in the winter
 - Schaffer said that the tables would be moved in the Winter, but food trucks would continue to come in and out
- Cabral asked what was meant by food location drop off
 - Schaffer said that some non-perishables may be stored but the location would be used for food pantry food distributions through Youthful Maine
- Distribution timing is dependent on staff levels – weekly to monthly

- Currently putting together a maintenance plan – Steve would be responsible for overall maintenance, but will work with groups to create a sustainable maintenance plan
- Cabral asked when the trucks would be on-site
 - 6 a.m. to 10 p.m.; start date is dependent on when final approval is issued
- Larry asked for elaboration on signage and lighting
 - Don't have specific signage at this point
 - Will have string lights put up over the patio space and will have lights from the food trucks. May look at solar lights for walkway.
- Looking to be on the planning board agenda for an initial plan review and then august for a full site plan review
- Cabral asked if there would be an entry way that opens and closes
 - Schaffer said that the entry will be fully open to the parking lot
- Larry said that the current proposal looks rural for a downtown setting and hopes that the parcel should feel more like a “garden oasis” in a downtown and less rural.
 - Schaffer said that they would like to do community gardening and would like to view the space as a garden/open space that has food trucks
 - Wanted to keep the fence and site overall moveable and temporary given the three-year plan. May consider more permanent structures depending on success of the area
- Schaffer said that the fence is designed to give the feel of a separate space and separate the property from the road/intersection
- Larry made a motion to approve the certificate of appropriateness
 - Conditions: all permits obtained from code enforcement and submission of signage, lighting, and alterations would come before the board
- Ware seconded the motion passed unanimously (Larry, Ware, Cabral, Tobey voted)

Other Business

- Mr. Favreau noted that early next week there should be a draft set of architectural survey materials and Rand Clark of 140 Elm Street would like to workshop with the group. Mr. Favreau asked if the Commission would be able to meet before the scheduled August meeting
- Mr. Favreau stated that the Department has an Owl to support meetings and suggested that meetings occur in the conference room with the Owl. The Owl would better allow facilitation of hybrid meetings.

Larry motioned to adjourn

Schaffer seconded the motion passed unanimously