



**Long Range Planning Committee Meeting**  
**June 7, 2023**  
**8-9:30 am**

**Hybrid Meeting:**

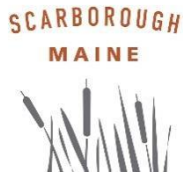
**In Person: Council Chambers A**

**Virtually via Zoom:**

To view the meeting via Zoom, [Click Here](#)

Members of the public may attend virtually or in person. Committee members are expected to attend in person unless the member meets one of the circumstances established in the Committee's remote participation policy.

- I. Review Minutes, May 3, 2023
- II. Review Minutes May 25, 2023
- III. Review and discuss possible recommendations to Ordinance Committee - Commercial Design Standards – Draft Ordinance Landscape.
- IV. Review and discuss possible recommendations to Ordinance Committee - Commercial Designs Standards – Draft Ordinance Materials.
- V. Staff Updates
- VI. Public Comment
- VII. Adjournment



**Long Range Planning Committee Meeting**  
**May 3, 2023**  
**8-10:00 am**

**Hybrid Meeting:**

**In Person:** Council Chambers B

**Virtually via Zoom:**

To view the meeting via Zoom, [Click Here](#)

Members of the public may attend virtually or in person. Committee members are expected to attend in person unless the member meets one of the circumstances established in the Committee's remote participation policy.

In Attendance: Allen Paul, Rick Shinay, Ken Johnson, Rachel Hendrickson, Marvin Gates (via Zoom), Autumn Speer, Karen Martin (via Zoom), Eric Sanderson

Allen Paul opened the meeting at 8:02AM. The Agenda was noted to have today's date as May 5<sup>th</sup> instead of May 3<sup>rd</sup>. The Agenda date was changed to May 3<sup>rd</sup>.

I. Review Minutes, March 3, 2023

Motion made by Ken Johnson to approve the March 3, 2023 minutes, seconded by Rick Shinay. Motion passes 4-0-0.

II. Elect Vice-Chair

Motion by Allen Paul to elect Rick Shinay as vice chair, seconded by Ken Johnson. Motion passes 4-0-0.

III. Appoint Liaison to the Transportation Committee

Allen Paul noted that he is the current Long Range Planning Committee liaison to the Transportation Committee, and that until a replacement is nominated, vetted by the Appointments & Negotiations Committee, and gone through 1<sup>st</sup> and 2<sup>nd</sup> reading by Council, he will remain in that post. The appointment of the new liaison will likely not occur until Summer (July timeframe). The Committee appointed Marvin Gates who will be recommended to the Appointments & Negotiations Committee for consideration.

#### IV. Review Acceptance of the Comprehensive Plan Documentation

Karen Martin gave an overview of the state approval of the Comprehensive Plan. In short, the Planning division of the Department of Agriculture, Conservation, and Forestry (DACF), which reviews Comp Plans for consistency with state law, requested more information from the town. Items the state requested clarification on were implicit staff or policy the town has had followed for many years (certified Code Enforcement Officers, following state law, etc.). Much of this information was either already in place or in the plan, and Karen worked over the last year to provide answers to DACF's questions.

The result was addition of one column to the approved implementation plan/table of the Comp Plan. The additional column notes the page of the plan that depicts the information required by state law (the "policy" noted in the implementation table). Additionally, Karen and Planning Department staff provided written responses and updated plan data working through this table. These pieces of information do not change any wording in the 2021 Council approved Comp Plan and were noted by the Committee to be more "procedural" in working with the state to identify pertinent sections that meet state law. Finally, Karen gave an overview that some of the state data set associated with the Comp Plan was lost from the town's website when it was updated last year. This data has been restored and the most recent figures provided.

The DACF Comp Plan certification process includes sending the newly certified plans to various state agencies. Upon this distribution, the town received several letters from state agencies requesting further information. In DACF's letter approving the Comp Plan, they recommend the town provide responses to these inter agency questions. This is another item for the Committee to consider whether the Council should act on providing further information after the Plan is approved.

The Committee noted that the Plan remains approved unconditionally. Whether Council chooses to amend the plan to provide responses to the inter agency comments is irrelevant with respect to the plan's approval with the state. Ken Johnson and Rick Shinay were generally in favor of providing a response, with Ken indicating at a minimum the town could indicate it will make an effort to address these items leading up to our next plan. Rachel Hendrickson agreed with Ken and suggested inclusion of a "state review process" section with a prologue noting that that particular section identifies items in the plan that the state had questions on. The most updated Capital Improvement Plan was included in what was provided to DACF, which the Committee supported.

A motion was made by Marvin Gates to table the discussion to the June meeting, seconded by Rick Shinay. With tabled motions not allowed to be discussed, Rick withdrew his second.

A motion was the made by Ken Johnson to have a joint workshop with Council, seconded by Rick Shinay. The Committee discussed the motion, noting that a joint meeting would not be productive as the Committee would need to make some decisions and provide information to Council ahead of any meeting. Rachel emphasized that the Committee's charge is to decide whether "inclusion of additional materials" referenced in the state approval letter of the plan requires a Council action or amendment. The Committee was generally not comfortable making a recommendation to Council at this point, and requested staff come up with several options for recommendations to Council for review. At the conclusion of this discussion, Ken Johnson withdrew his motion. The consideration will be discussed and further reviewed at the June meeting.

V. Commercial Design Standards Tour Results

Autumn gave an overview of the results of the tour. Generally, the Committee seemed to like limiting EIFS and Dryvit, and liked wall projections, tripartite architecture and red brick. Infill was also discussed with respect to development in Eight Corners (i.e. Starbucks/Marden's). There is an opportunity with this type of infill development to have single rows of accessible parking and wrap the building around any additional parking. Rachel suggested staff show the Committee recent building architecture of proposed and approved Planning Board projects, including Opechee Construction's hotel on Southborough Drive, The Downs Haigis/Market multi building commercial development, and AR Building. Limiting the length of "strip mall" types of buildings was discussed. The Committee was requested to go through existing language provided by staff pulled from the Site Plan Review Ordinance and Design Standards in preparation for the June meeting.

VI. Commercial Designs Standards – Draft Ordinance Materials Review

VII. Commercial Design Standards – Draft Ordinance Landscape Review

VIII. Staff Updates – New Calendar

IX. Public Comment

X. Adjournment

Prior to adjournment, Allen Paul noted the July meeting is the day after the Holiday (July 5<sup>th</sup>). He suggested to allow folks to travel back and have the most members attend, that this meeting be moved to the following Wednesday, July 12<sup>th</sup>. The Committee members agreed and staff will update calendars accordingly.

Marvin Gates made a motion to adjourn, seconded by Rick Shinay. Motion passes unanimously and the meeting was adjourned at 10:00 AM.

DRAFT



**Long Range Planning Committee Meeting**  
**May 25, 2023**  
**8-9:00 am**

**Virtual Meeting Only via Zoom:**

To view the meeting via Zoom, [Click Here](#)

In Attendance: Allen Paul, Ken Johnson, Marvin Gates, Portia Hirshman, Rachel Hendrickson Autumn Speer, Karen Martin, Eric Sanderson (all via Zoom)

Allen Paul opened the meeting just past 8:00 am. Portia Hirshman was elevated to a voting member.

- I. Review and provide a recommendation to Town Council concerning the Comprehensive Plan and addendums necessary for State completion.

Autumn Speer gave a brief description of what was required by the state for certification and provided staff recommendations for requirements and additional items for review.

Marvin gates made a recommendation to accept staff recommendation as follows:

1. The Long Range Planning Committee recommends Town Council accept inclusion of Supplemental Submission A and Supplemental Submission B as addendums to the approved Comprehensive Plan and providing a link to the approved FY 2023 CIP on the Comprehensive Plan website page.
2. The Long Range Planning Committee recommends adding the written comments as review information on the Comprehensive Plan website page under the Title "Additional Review Comments".

Motion seconded by Portia Hirshman. Motion passes 4-0-0.

- II. Public Comment

None

- III. Adjournment

Marvin Gates made a motion to adjourn, seconded by Ken Johnson. Motion passes unanimously and the meeting was adjourned at 9:15 AM.

4.26.23

BLACK – CHAPTER 405 SITE PLAN REVIEW - ~~Strike through~~ = Duplications

GREEN - PROPOSED

BLUE – COMMERCIAL DESIGN STANDARDS - ~~Strike through~~ = Duplications

## SECTION: LANDSCAPE STANDARDS

### PURPOSE

Scarborough's commercial districts shall be unified by a rich variety of street trees, flowering shrubs, and masses of color.

Landscaping shall be used to complement the architecture, enhance the human scale, reinforce circulation paths, highlight entrances, provide shade, and add color and seasonal interest. Greenspace shall be designated to preserve the natural features or resources of a site, to provide areas for active or passive recreation, or for visual and aesthetic benefits.

~~Landscaping shall be used to complement the architecture, enhance human scale, reinforce circulation paths, highlight entrances, provide shade, and add seasonal interest.~~

~~Enhance the attractiveness and scale of commercial development through the use of colorful plant materials with interesting forms and massing.~~

~~Landscaping shall be an integral part of all site plan developments. Trees, shrubs, and other landscape elements can be used to accentuate buildings, create a sense of identity, and provide human scale.~~

~~Reinforce the identity of Scarborough's commercial districts through the use of plant materials in scale with their surroundings.~~

### LANDSCAPE PLAN REQUIRED

If site improvements will create ten (10) or more new parking spaces or create 2,000 sq. ft. or more of new building footprint, a landscape plan shall be prepared by a landscape architect registered in Maine.

~~As part of the Site Plan application for site improvements involving parking lots with more than ten cars and/or more than 2,000 SF of building, a landscape plan shall be prepared by a landscape architect registered in Maine, or other qualified professional familiar with local growing conditions.~~

The Planning Board, at their discretion, may require a peer review of landscape plans.

Landscaping for Multiple Building Developments shall be coordinated with all other

elements of the site. As part of the application for Site Plan approval, applicants shall submit a master landscape plan that shows how landscaping will be used to complement proposed buildings, reinforce circulation paths, help define pedestrian use areas, highlight entrances, provides shade, and adds seasonal interest to the landscape. See **Landscaping Chapter** for further standards on landscape materials.

Plantings used in stormwater treatment ponds should be designed by a qualified professional familiar with the growing requirements of wetland species.

The planting plan shall illustrate how plantings shall be coordinated with the location of underground and overhead utilities and lighting.

### FOUNDATION AND WALL PLANTINGS

Trees and plantings shall be coordinated with the on-site architecture by complementing the building elevations without blocking storefronts, signs, or lighting and reinforce wayfinding by emphasizing entrances and circulation patterns.

~~Coordination with Architecture. Trees shall be carefully selected and located to complement the building elevation without blocking storefronts, signs, or lighting.~~

Planting beds are **required** ~~recommended~~ along exposed building edges, foundations and uninterrupted walls. Plantings shall provide either a formal pattern or a naturalistic blend of heights, colors, and textures for visual relief.

Plantings shall be massed to soften edges, comers, and pavement areas, and to integrate the building into the landscape.

Planting design shall stress simplicity in form and limit the number of species.

Shrubs and perennials shall generally be planted in large masses or 'drifts,' rather than as individual specimens, to provide a pleasing effect for both motorists and pedestrians.

Trees shall be sited to achieve full maturity and display their natural form

The installation of special planting beds is encouraged in appropriate areas for visual accents in the landscape. These can include daylily beds, butterfly gardens, bog gardens, fragrant gardens, shade gardens, yellow foliage gardens, early blooming gardens, texture gardens, etc.

~~Trees shall be used throughout Scarborough's commercial district, planted within the right of way, near buildings, and throughout parking lots.~~



Large rocks shall be used as landscape elements very sparingly and only as accents in mass plantings. Where used, they shall be buried for at least half of their depth.

Extensive areas of bark mulch shall not be used as a substitute for live ground cover. Where mulch is used, it shall consist of dark, decomposed shredded bark, with pieces less than 1" in any one dimension.

### INTERNAL WALKWAY PLANTINGS

Areas adjacent to walkways shall be landscaped with trees, shrubs, benches, flower beds, ground covers, or other such materials.

Walkways in parking lots shall include landscaped islands to provide visual relief, shade, and scale. Shrubs shall be used with care to avoid blind spots. Special features, such as benches, flower beds, planters, and artwork can be used to enhance the walkway.

### BUFFER YARDS AND SCREENING - GENERAL

~~Help define areas where pedestrians are safely separated from the road.~~

~~Provide screening for less attractive parts of a site or incompatible land uses.~~

Buffers shall be provided to shield structures and uses from the view of abutting properties, where the abutting properties would otherwise be adversely impacted.

~~Buffering shall be used to minimize any adverse impacts or nuisances on the site or from adjacent areas.~~

~~Buffering or screening will be required in certain areas to ensure compatibility between unharmonious land uses, particularly between commercial and residential properties.~~

Buffers may include fences, plantings, berms, **grade changes** and walls used to minimize any adverse impacts and nuisances on a given site or abutter.

~~Plantings, earth berms, Stone walls, grade changes, fences, distance, and other means can be used effectively to create the necessary visual and psychological separation.~~

The selection of the proper type of buffer shall result from a thorough understanding of existing site conditions, distances to property lines, the intensity of the proposed land use, and the degree of concern expressed by the Planning Department, Planning Board, and abutting landowners. Discussions regarding the need for buffers and appropriate sizes and types shall begin at the sketch plan review.

Buffers and screens shall be considered an integral part of the Site Plan. Stone walls, plantings, fencing, land forms, etc. used for buffers shall be similar in form, texture, scale,

and appearance to other landscape elements. Structural measures (e.g., screening walls) shall likewise be related to the architecture in terms of scale, materials, forms, and surface treatment.

Buffers shall be maintained in a condition that assures their continual effectiveness. Where plantings do not survive, or grow to a point where they no longer serve as effective buffers, they shall be replaced to meet the intent of the approved plan. Walls, fencing, or other forms of screening likewise shall be maintained in good condition.

### BUFFER YARDS AND SCREENING - ROUTE ONE CORRIDOR

Properties located along Route One shall comply with the recommendations of Guiding Growth and Public Improvements on Route One.

~~Special landscaping and buffer requirements pertain to development along the Route One Corridor. Sites abutting Route One shall provide a green strip buffer along Route One at a depth of no less than 15 feet from the sideline of Route One.~~

~~This 15 ft. may include trees, grass, plantings, berms, and mounds as well as sidewalks, fences or other landscape elements. The trees and plant materials within this buffer shall also conform to the planting schedule of the document entitled: Guiding Growth & Public Improvement on Route One, Scarborough, Maine, authored by Terrence J. Dewan & Associates, dated June 1993.~~

### BUFFER YARDS AND SCREENING - RESIDENTIAL ADJACENCY

In cases where the Scarborough Zoning Ordinance requires buffers for commercial or industrial developments that abut residential zoning districts or uses, the Applicable Reviewing Authority may require evergreen or deciduous trees within these buffer areas.

~~Plant materials and other landscape elements shall be used to create suitable buffers between residential and commercial properties. The design of buffers shall consider the appearance from both commercial and residential viewpoints. Evergreen plantings are particularly effective for year-round buffering.~~

An evergreen buffer requires three (3) rows of staggered plantings. The rows shall be eight (8) feet apart and the evergreens planted six (6) feet on center. Deciduous buffers require trees with a minimum of 3-inch caliper and rows and spacing to be determined by the Board based on the characteristics of the site and uses.

### BUFFER YARDS AND SCREENING - PARKING LOTS

~~The Space between the roadway and the front of the building shall be attractively landscaped with trees, flowering shrubs, fencing, stone walls, and other elements.~~

Plantings, trees, and other landscape elements shall separate parking lots from neighboring streets to minimize views of vehicles and paved areas, while still enabling views of the building.

~~Parking lots shall be separated from the street by plantings, earth berms, walls, and/or other landscape elements to minimize the view of vehicles, while still allowing the public to see the building.~~

~~Between 10 and 15% of the parking lot shall be landscaped. The higher percentage shall be used for larger lots (more than 40 cars) and those that are most exposed to public view. Planting islands shall be a minimum of 9' in width. All parking lot landscaping shall be hearty and appropriate for parking lot conditions. Natural groupings or clusters of trees are also encouraged. See Landscaping for further standards.~~

Where front parking is permitted between the building and the road it shall be screened by trees, berms, fencing, shrubs, low walls, perennial masses, or a combination of these elements. The height of the screening shall be approximately 3 feet to minimize the view of the parking lot and vehicles, while providing a clear view of the building and signage.

~~**Screening.** Where front parking is permitted between the building and the road, it shall be screened by berms, fencing, low walls, trees, shrubs, perennial masses, or a combination of elements. The ultimate height of the screen shall be 3± feet to minimize the view of the vehicle while still providing a clear view of the building and signage.~~

Shrubs, perennials, annuals, ornamental grasses, etc. used along the roadways should be planted in masses or 'drifts' that emphasize colors and textures, rather than used as single specimens.

~~Landscaping is necessary in parking lots to improve the visual appearance, reduce the scale of paved areas, define edges, provide shade, and add seasonal interest. Trees, shrubs, and ornamentals shall be planted in large groups, or drifts, appropriate to the scale of the space.~~

## PARKING LOT LANDSCAPING

~~Parking areas shall be landscaped and screened in accordance with the following standards:~~

~~Increase the attractiveness of parking lots by reducing their scale, providing shade, and adding seasonal interest.~~

Landscaping is necessary in parking lots to enhance their appearance, lessen the scale of paved areas, define edges, and provide shade and cover.

Paved surfaces of parking areas shall be separated from buildings by a minimum of five (5) feet of landscaping and a five (5) foot walkway. Beyond the 5-foot minimum, the width of the landscaping shall be proportional to the height of the building.

The scale and impervious area of parking lots with more than 15 spaces shall be broken up with trees, landscaped islands, grade changes, low walls, or other features.

At a minimum, between 10% and 15% of the parking lot shall be landscaped. The higher percentage (15%) shall be used for larger parking lots consisting of 40 or more spaces. The lower percentage of 10% shall be used for smaller parking lots containing fewer than 40 parking spaces. ~~Driveways leading into and around parking lots are not calculated in determining the area of a lot. The Planning Board will have discretion in the amount of landscaping required.~~

Planting islands shall be a minimum of 9 feet in width.

Trees in parking lots shall be planted in informal groups, straight rows, or concentrated in certain areas. Trees shall be planted at least five feet from the end of parking lot islands for both motorist visibility and tree health.

The following standards shall apply within parking areas:

- ~~a. At a minimum, between 10% and 15% of the parking lot shall be landscaped. The higher percentage (15%) shall be used for larger parking lots consisting of 40 or more spaces. The lower percentage of 10% shall be used for smaller parking lots containing fewer than 40 parking spaces.~~

~~Planting islands shall be a minimum of 9 feet in width. All parking lot landscaping shall be hearty and appropriate for parking lot conditions and snow storage.~~

~~Landscaped areas used for separation between banks of parking stalls shall be a minimum of nine feet in width.~~

~~10-15% of the total area of a parking lot shall be landscaped. In general, larger and more visible parking lots shall have more intensive landscape treatments.~~

~~Trees in parking lots shall be planted in informal groups, straight rows, or irregular groupings as space permits, or concentrated in certain areas. Trees shall be planted a minimum of five feet from the end of parking lot islands.~~

### STREET TREES

~~Planting plans shall emphasize large shade trees within or near the right-of-way in order to create a more unified streetscape.~~

Large spreading deciduous trees shall be planted in appropriate locations along town roads and private access drives to define the edge of the travel way, provide shade for pedestrians, clean the air, and add scale to transportation corridors and commercial developments.

~~Large spreading deciduous trees shall be planted in appropriate locations along Scarborough's roads to define the edge of the travel way, provide shade for pedestrians, clean the air, and add scale to commercial corridors.~~

Trees shall be planted a minimum of 5' from the edge of the roadway. Trees and other

landscaping planted at intersections shall preserve an adequate sight triangle as determined by the traffic engineer.

Planting plans for commercial properties along Route One shall be coordinated with the recommendations in Guiding Growth and Public improvements on Route One, ~~which was adopted as part of the Scarborough Comprehensive Plan, 1994.~~

### SCREENING - SERVICE AREAS

~~In particular, buffers shall be used to screen garbage collection areas, loading areas, waste storage, commercial vehicle parking and the like.~~

Service areas shall be screened to minimize visibility from sensitive viewpoints such as public and private roadways, main entrances, abutting neighborhoods, public open spaces, and pathways in these situations. Service areas shall be screened with architectural elements such as walls or fences. Screening may be further enhanced with evergreen trees, shrubs, and earth berms.

Structural screens and fencing shall complement the design of the main structure by repetition of materials, detailing, scale, and color.

Where chain link fencing is required for safety, it shall be landscaped and painted black or a similar dark color, or coated with dark vinyl.

Plastic slats in chain link fencing are not permitted.

Gates shall be designed to prevent sagging.

The planting plan shall show screening for transformers, propane tanks, and similar utilitarian elements.

### PRESERVATION AND REMOVAL

Existing natural groupings or clusters of trees shall ~~also~~ be preserved in parking areas.

Wherever practical, existing specimen trees, tree clusters or other significant vegetation shall be preserved. The landscape plan shall illustrate which vegetation will be preserved and what protection measures will be implemented. Further, transplanting and reusing on-site trees and other vegetation is strongly encouraged.

~~Wherever practical, existing or unique trees or other significant plantings shall be preserved. The landscape plan shall illustrate which vegetation will be preserved and what protection measures will be taken during construction. Transplanting and reusing trees and other plantings is strongly encouraged.~~

~~Existing healthy trees and shrubs shall be preserved or transplanted to another area of the~~

~~site wherever possible.~~

### CLEAR ZONES ESTABLISHED

~~Trees along all walkways shall be trimmed to provide adequate sight distance and to remove potential obstacles.~~

~~The lower branches of trees planted near pathways and sidewalks shall be at least eight feet above the pavement to minimize interference with pedestrian movement throughout the year.~~

~~Where trees abut pedestrian walkways or places where people will be walking in parking lots, their lower branches shall be pruned to at least eight feet above the paved surface to avoid becoming an obstacle.~~

Trees and shrubs in and near parking areas **and walkways** shall be trimmed and maintained so that they do not block views needed for safe movement of motorists and pedestrians. **Vertical clearances of at least eight feet shall be maintained.**

Shrubs in parking lot islands shall **not exceed 3'** in height to avoid blocking visibility.

### PLANT MATERIAL STANDARDS AND INSTALLATION

A varying, but simple, collection of plant materials and species is encouraged to create a distinctive, yet low maintenance environment. ~~A list of suggested plantings in Scarborough is included in an appendix to this ordinance.~~ **Plantings plans shall strike a balance between monoculture (the use of a single species) and too much variety.**

~~A variety of plant materials that exhibit seasonal color and interesting texture is encouraged to create a distinctive, yet low maintenance environment.~~

~~A variety of appropriate shrubs and ornamental plantings shall be used throughout the commercial districts to add seasonal color, provide visual interest, help define spaces, screen undesirable elements, and emphasize circulation routes.~~

Plant materials shall meet the following minimum sizes, unless alternative sizes are required given a particular site or location:

<b>VEGETATION</b>	<b>MINIMUM SIZE</b>
Canopy Trees	2 ½" caliper
Flowering Trees	2" caliper
Evergreen Trees	5 to 7' in height
Deciduous Shrubs	24" in height
Evergreen Shrubs	18" height / spread
Perennials	2 year clumps

Ornamental Grasses	2 year clumps
Ground Covers	3" pots

The Planning Board may require larger plants for special locations, such as within the Route One ROW and along Haigis Parkway. The use of bare root plant material shall be avoided.

The ultimate form and height of plantings shall be considered so they will not create unsafe conditions or block sight lines for pedestrians, bicyclists, or motorists as they mature.

Trees shall be planted in locations where their root development and branching patterns will not interfere with window displays, signage, underground or overhead utilities, streets, and sidewalks.

~~The use of flowering shrubs, evergreen shrubs, perennials, annuals, vines, ornamental grasses, and other plant material is highly recommended, in addition to street trees, evergreen trees, and ornamental trees. A listing of plantings that is suitable for Scarborough is provided at the end of this chapter. See **Scarborough Plant Materials List**, pp. 10-11.~~

Plant material shall be selected with consideration to public health and safety. Plants to be avoided include those with poisonous fruits, large thorns, or invasive growth patterns, or shrubs that could provide hiding places along pathways or block the view of moving vehicles.

~~The selection of plantings shall consider ultimate height and spread, maintenance, pest and disease tolerance and their nuisance potential (severe thorns, excessive leaf litter, etc.).~~

Trees shall be resistance to insect infestation, drought, disease, roadside salt, and auto emissions.

~~All plant material shall be suitable to Scarborough's growing conditions. A list of street trees for Scarborough is included in the Scarborough Plant Materials List, pp. 9-10.~~

Landscape materials surrounding parking lots and in islands shall be able to tolerate large quantities of snow stored during winter months. Delicate plant material shall not be used in areas where they are likely to be buried under snow.

All parking lot landscaping shall be hearty and appropriate for parking lot conditions. Trees that may damage automobiles (dripping sap, messy fruit, or hard seeds such as acorns) are discouraged in or around parking lots.

The installation of underground irrigation is encouraged in front setbacks, public spaces, and other highly visible areas. It shall be coordinated so it does not cause overflow or flooding in pedestrian use areas, such as walkways, sidewalks, or parking lots.

## APPROVED PLANT SPECIES LIST

Invasive species shall not be used. Invasive plant list can be found here: [Maine Natural Areas Program Invasive Plant Fact Sheets](#)

Native species shall be used to the greatest extent possible in all landscaping designs. The plants on this list have been derived from a number of sources to inspire a greater landscape variety in Scarborough. The final selection of materials shall consider the specific growing requirements and characteristics of each plant and the conditions of the site.

<b>Preferred Native Species</b>		<b>Acceptable Alternative Species</b>	
Scientific Name	Common Name	Scientific Name	Common Name
<b>DECIDUOUS TREES</b>			
<i>Acer rubrum</i>	Red Maple	<i>Aesculus hippocastan</i>	Baumanii Horsechest
<i>Acer saccharum</i>	Sugar Maple	<i>Acer campestre</i>	Hedge Maple
<i>Acer x freemani</i>	Armstrong Maple, Autumn Blaze Maple, Freeman's Maple	<i>Acer tataricum</i>	Tartarian Maple
<i>Amelanchier (arborea)</i>	Shadblow	<i>Acer triflorum</i>	Three-flower Maple
<i>Betula borealis</i>	Northern Birch, Dwarf White Birch	<i>Carpinus betula fastig.</i>	Upright Hornbeam
<i>Betula nigra</i>	River Birch	<i>Cercidiphyllum japon.</i>	Katsura Tree
<i>Betula papyrifera</i>	Paper birch	<i>Cladrastis lutea</i>	Yellowwood
<i>Betula populifolia</i>	Gray birch	<i>Corylus colurna</i>	Turkish Filbert
<i>Carpinus caroliniana</i>	American Hornbeam	<i>Ginkgo biloba</i>	Maidenhair Tree
<i>Crataegus crus-galli</i>	Cockspur Hawthorn	<i>Gleditsia triacanthos</i>	Thornless Honey Locust
<i>Fraxinus americana</i>	White Ash	<i>Prunus accolade</i>	Accolade Cheery
<i>Gymnocladus dioicus</i>	Kentucky Coffee Tree	<i>Prunus maackii</i>	Amur Chokecherry
<i>Liriodendron tulipifera</i>	Tulip Poplar Tree	<i>Quercus robur</i>	Upright English Oak
<i>Magnolia acuminata</i>	Cucumber Tree	<i>Sophora japonica</i>	Regent Scholartree
<i>Quercus alba</i>	White Oak	<i>Tilia cordata</i>	Littleleaf Linden
<i>Quercus bicolor</i>	Swamp White Oak	<i>Ulmus parvifolia</i>	Lacebark Elm
<i>Quercus coccinea</i>	Scarlet Oak	<i>Zelkova serrata</i>	Greenvase Zelkova
<i>Quercus imbricaria</i>	Shingle Oak		
<i>Quercus palustris</i>	Pin Oak		



<i>Quercus rubra</i>	Red Oak		
<i>Quercus shumardi</i>	Shumard Red Oak		
<i>Tilia americana</i>	American Basswood, American Linden		
<i>Ulmus americana</i>	Princeton American Elm		
<b>ORNAMENTAL TREES</b>			
<i>Amelanchier canadensis</i>	Serviceberry	<i>Acer campestre</i>	Hedge Maple
<i>Carpinus carolineanum</i>	American Hornbeam	<i>Aesculus carnea</i>	Red Horsechestnut
<i>Celtis occidentalis</i>	Hackberry	<i>Carpinus betulus</i>	European Hornbeam
<i>Cornus florida</i>	Flowering Dogwood	<i>Cornus kousa</i>	Kousa Dogwood
<i>Cotinus obovatus</i>	American Smoketree	<i>Cornus mas</i>	Cornealian cherry Dogwood
<i>Crataegus crus-galli</i>	Cockspur Hawthorne	<i>Crataegus viridis</i>	Winter King Hawthorne
<i>Halesia carolina</i>	Carolina Silverbell	<i>Maackia amurensis</i>	Maackia
<i>Larix laricina</i>	Larch, Hackmatack, Tamarack	<i>Magnolia loebneri</i>	Loebner Magnolia
<i>Magnolia acuminata</i>	Cucumber Tree	<i>Magnolia stellata</i>	Star Magnolia
<i>Nyssa sylvatica</i>	Tupelo	<i>Malus species</i>	Crabapple
<i>Nyssa sylvatica</i>	Black Gum	<i>Phellodendron arboretum</i>	Amur Corktree
<i>Ostrya virginiana</i>	Ironwood	<i>Prunus sargentii</i>	Sargent Cherry
<i>Prunus pennsylvanica</i>	Pin cherry	<i>Prunus subhirtell</i>	Higan Cherry
<i>Prunus serotina</i>	Black cherry	<i>Sorbus alnifolia</i>	Korean Mountain Ash
<i>Sorbus americana</i>	American Mountain Ash		
<b>EVERGREEN TREES</b>			
<i>Abies balsamea</i>	Balsam Fir	<i>Picea abies</i>	Norway Spruce
<i>Abies concolor</i>	White Fir	<i>Picea omorika</i>	Serbian Spruce
<i>Abies fraseri</i>	Fraser Fir	<i>Picea pungens</i>	Colorado Spruce
<i>Picea glauca</i>	White Spruce		
<i>Picea pungens</i>	Blue Spruce		
<i>Picea rubens</i>	Red Spruce		
<i>Pinus resinosa</i>	Red/Norway Pine		
<i>Pinus strobus</i>	Eastern White Pine		
<i>Thuja occidentalis</i>	American Arborvitae		
<i>Tsuga canadensis</i>	Canadian Hemlock		
<i>Tsuga caroliniana</i>	Carolina Hemlock		
<b>FLOWERING &amp; ORNAMENTAL SHRUBS</b>			

<i>Aesculus parviflora</i>	Bottlebrush Buckeye	<i>Cotinus coggygria</i>	Common Smoketree
<i>Amelanchier arborea</i>	Downy Serviceberry	<i>Cotoneaster adpressa</i>	Creeping Cotoneaster
<i>Aronia arbutifolia</i>	Red Chokeberry	<i>Deutzia gracilis</i>	Slender Deutzia
<i>Ceanothus americanus</i>	New Jersey Tea, Redroot	<i>Enkianthus campanulat.</i>	Redveined Enkianthus
<i>Clethra anifolia</i>	Sweet Pepperbush	<i>Forsythia 'Sunrise'</i>	Sunrise Forsythia
<i>Comptonia peregrina</i>	Sweetfern	<i>Hydrangea paniculata</i>	Panicle Hydrangea
<i>Cornus racemosa</i>	Gray dogwood	<i>Viburnum sargentii</i>	Sargent Viburnum
<i>Cornus sericea</i>	Redosier Dogwood		
<i>Hamamelis virginiana</i>	Common witchhazel		
<i>Ilex verticillata</i>	Winterberry		
<i>Juniperus communis</i>	Common Juniper		
<i>Kalmia angustifolia</i>	Sheep Laurel		
<i>Myrica pennsylvanica</i>	Bayberry		
<i>Physocarpus opulifolius</i>	Ninebark		
<i>Potentilla fruticosa</i>	Bush Cinquefoil		
<i>Prunus maritima</i>	Beach Plum		
<i>Rhododendron canadense</i>	Rhodora		
<i>Rosa blanda</i>	Meadow Rose		
<i>Rosa carolina</i>	Pasture Rose, Carolina Rose		
<i>Rosa palustris</i>	Swamp rose		
<i>Rosa virginiana</i>	Virginia Rose		
<i>Vaccinium corymbosum</i>	Highbush Blueberry		
<i>Viburnum dentatum</i>	Southern Arrowwood		
<i>Viburnum nudum</i> L. var. <i>cassinoides</i>	Withe-rod Viburnum, Wild Raisin		
<i>Viburnum prunifolium</i>	Blackhaw Viburnum		
<i>Viburnum trilobum</i>	American Cranberrybush		
<i>Xanthorhiza simplicissima</i>	Yellowroot		
<b>GROUNDCOVERS</b>			
<i>Amelanchier spicata</i>	Running Serviceberry		
<i>Arctostaphylos uva-ursi</i>	Bearberry		
<i>Cornus canadensis</i>	Bunchberry		
<i>Gaultheria procumbens</i>	Checkerberry, Wintergreen		
<i>Juniperus horizontalis</i>	Creeping Juniper		
<i>Mitchella repens</i>	Partridgeberry		

<i>Vaccinium angustifolium</i>	Lowbush Blueberry		
<b>PERENNIALS</b>			
<i>Achillea millefolium</i>	Yarrow	<i>Astilbe varieteis</i>	Astilbe
<i>Actaea rubra</i>	Red Baneberry	<i>Hemerocallis</i> species	Daylilies
<i>Anemone canadensis</i>	Canadian Anemone	<i>Malva alcea</i> 'fastigiata'	Hollyhock Mallow
<i>Aquilegia canadensis</i>	Eastern Red Columbine	<i>Perovskia atriplicifolia</i>	Russian Sage
<i>Asclepias tuberosa</i>	Butterfly weed	<i>Sedum telephium</i>	Autumn Joy Sedum
<i>Columbine aquilegia</i>	Columbine		
<i>Coreopsis lanceolata</i>	Lanceleaf Coreopsis		
<i>Coreopsis verticillata</i>	Moonbeam Coreopsis		
<i>Echinacea purpurea</i>	Purple coneflower		
<i>Eutrochium purpureum</i>	Joe Pye Weed		
<i>Iris versicolor</i>	Blue Flag Iris		
<i>Liatris spicata</i>	Gayfeather		
<i>lobelia cardinalis</i>	Cardinal Flower		
<i>Lupinus perennis</i>	Wild Lupine		
<i>Monarda didyma</i>	Scarlet Bee Balm, Oswego Tea		
<i>Monarda fistulosa</i>	Wild Bergamot		
<i>Polygonatum pubescens</i>	Solomon's Seal		
<i>Rudbeckia hirta</i>	Black-Eyed Susan		
<i>Symphyotrichum novae-angliae</i>	New England Aster		
<i>Symphyotrichum novi-belgii</i>	New York Aster		
<b>FERNS</b>			
<i>Adiantum pedatum</i>	Maidenhair Fern		
<i>Athyrium angustum</i>	Lady Fern		
<i>Dennstaedtia punctilobula</i>	Hayscented Fern		
<i>Matteuccia struthiopteris</i> var. <i>pensylvanica</i>	Ostrich Fern		
<i>Onoclea sensibilis</i>	Sensitive Fern		
<i>Osmundastrum cinnamomeum</i>	Cinnamon Fern		
<i>Osmunda claytoniana</i>	Interrupted Fern		
<i>Osmunda regalis</i> var. <i>spectabilis</i>	Royal Fern		
<i>Polystichum acrostichoides</i>	Christmas Fern		
<b>GRASSES</b>			

Ammophila breviligulata	Beachgrass	Deschampsia caespitosa	Tufted hair Grass
Andropogon gerardii	Big Bluestem	Miscanthus sinensis	Purple Silver Grass
Calamagrostis canadensis	Bluejoint Grass		
Deschampsia cespitosa	Tufted Hairgrass		
Deschampsia flexuosa	Crinkled Hairgrass		
Panicum virgatum	Switchgrass		
Schizachyrium scoparium	Little Bluestem		

### MAINTENANCE AND GUARANTEE PERIOD

~~The applicant shall use plant material and species that require a low degree of maintenance and that are hearty and resistant to insect infestation, drought, disease, road salt, and auto emissions, and are tolerant of local winter conditions.~~

~~The use of plant materials and landscape elements that require a low degree of maintenance is strongly encouraged. All plantings shall be resistant to insect infestation, drought, disease, roadside salt, and auto emissions, and hardy to Maine winters.~~

~~The use of plant materials and landscape elements that require a low degree of maintenance is strongly encouraged. Vegetation to consider includes drought resistance, tolerance to auto emissions, disease resistance, and relatively light leaf litter.~~

~~All lawns and plant materials shall be guaranteed for a period of not less than 2 years. The developer shall submit a copy of a guarantee and a contract with the landscape contractor, indicating the terms of the guarantee period, or may obtain a letter of credit.~~

~~All plant material shall be allowed to achieve their natural forms without excessive pruning. Shaping evergreen shrubs into tight geometrical forms shall be avoided.~~

~~The use of plant materials and landscape elements that require a low degree of maintenance is strongly encouraged. Planting characteristics to be considered include: drought resistance (except where irrigated), tolerance to auto emissions, disease and insect resistance, lack of thorns that could trap debris, and relatively light leaf litter for ease of fall cleanups.~~

~~Where plant materials specified on the planting plan do not survive or are damaged, they shall be replaced and/or reinforced in accordance with the two-year performance guarantee to maintain conformance with the approved planting plan and to provide the necessary landscape effect.~~

~~Landscape plans presented to the Applicable Reviewing Authority shall anticipate a 3 to 8 year growing cycle to achieve maturity for shrubs and 15 to 20+ years for trees. The plan shall be designed and plantings selected with due consideration for maintenance requirements.~~

A written maintenance plan shall be provided for the landscape elements to be installed on the site. The plan shall include initial installation, guarantee period, replacement policy, annual maintenance, and irrigation provisions. ~~All lawns and plant materials shall be guaranteed for a period of not less than 2 years.~~

~~The planting plans presented to the Planning Board shall anticipate a 3-8 year growing cycle to achieve maturity for shrubs, and ~~ts~~ 20 years or more for trees. Proper maintenance shall be assured so the site continues to improve as the landscaping achieves maturity. The Site Plan shall be designed and plantings selected with due consideration for maintenance requirements.~~

~~As part of the Site Plan application for buildings > 2,000 SF, a written maintenance plan shall be provided for all landscape elements to be installed on the property. Topics to be addressed shall include (but not be limited to) initial installation, guarantee period, replacement policy, periodic and seasonal maintenance, special considerations, use of pesticides and fertilizers, irrigation, and seasonal displays~~

DRAFT

4.26.23

BLACK – CHAPTER 405 SITE PLAN REVIEW – ~~Strike through~~ = Duplications

GREEN – PROPOSED

BLUE – COMMERCIAL DESIGN STANDARDS – ~~Strike through~~ = Duplications

### APPLICABILITY

In addition to complying with the foregoing performance and design standards, all site plans for properties located in the Residence and Professional Office District (RPO), the Local Business District (B-1), the Town and Village Centers District (TVC), the General Business District (B-2), the Highway Business District (B-H), the Haigis Parkway District (HP), and any commercial uses within the Traditional Neighborhood Development Overlay (TND) shall comply with the more specific Design Standards for Scarborough's Commercial Districts.

In determining whether a project is designed in accordance with the Commercial Design Standards, the Applicable Reviewing Authority may engage the services of appropriate professionals to review (at the applicant's expense) the materials submitted.

In the event of a conflict or inconsistency between any requirement of the Design Standards and a requirement of this Ordinance, the Scarborough Zoning Ordinance, the Scarborough Shoreland Zoning Ordinance, or the Scarborough Subdivision Regulations, the more restrictive requirement shall apply.

## **SECTION: ARCHITECTURAL DESIGN STANDARDS**

### PURPOSE

~~The purpose of these standards is to encourage architecture within Scarborough's commercial districts that draw its inspiration from traditional New England examples. Building design shall reinforce a human scaled environment through careful consideration of architectural forms, massing, detailing, number and use of materials, and color.~~

The architecture of the building(s) and the aesthetics of the signage on a site shall follow traditional New England building forms and shall be designed to complement the neighborhood or village in which the site is located.

Architecture that offers a positive experience from three perspectives: by the motorist driving along the road corridor, by the pedestrian viewing the buildings up close, and in relation to surrounding buildings that tie into the community's identity. This includes the following:

- Good neighborhood buildings that thoughtfully consider scale, form, orientation, height, setback, massing, materials, and architectural features.

- Buildings that are designed to human scale that address the comfort, enjoyment, and safety of the users.
- Buildings that are designed as permanent, positive additions to the commercial district, constructed of high quality, long lasting materials.
- Street corners that are treated as special places.
- Architecture that utilizes energy conservation measures wherever possible.
- Older buildings that are restored and/or reused to maintain the integrity of Scarborough's historic heritage.

### ARCHITECTURAL PLANS REQUIRED

All elevations of proposed buildings shall be evaluated as part of the design review. The Planning Board may request perspectives of the building to illustrate the three-dimensional relationship between the front and side elevations. Elevations and perspective drawings shall include all landscape elements (trees, shrubs, lighting, street furnishings, etc.) that will be seen in conjunction with the facade.

Any structure subject to site plan review shall be designed by an architect licensed in the State of Maine.

### GENERAL

New and renovated buildings shall be designed to fit the individual characteristics of their particular site. The architecture shall be influenced by traditional New England building forms and town-making patterns, the specific needs of the intended users, the nature of the intended use, and other site-specific factors. Contemporary architectural styles are appropriate, provided they meet these standards.

Buildings shall present an inviting, human-scaled façade to the street, internal drives, parking areas, and abutting properties.

~~Buildings and site elements shall be designed to human scale. The forms, massing, and openings of buildings shall be proportional to the size of a human figure. Many architectural elements can add scale to a building: watertables, integral planters, recessed openings, windows with divided panes, building mounted light fixtures, dormers, cupolas, projecting rooflines, covered walkways, colonnades, and similar features.~~

~~Many existing commercial buildings may be coming before the Planning Board for Site Plan approval as they undergo major renovations or additions. This is an opportunity to add visual interest to the building and to strengthen its relationship with the site and nearby~~

~~structures. The Town expects high quality architectural and site design for all renovated structures.~~

### FRONT FAÇADE AND BUILDING ENTRANCE

Building entrances shall be designed to be visible from the street and provide unobstructed areas for pedestrians.

The facade containing the main entrance shall be treated as a front façade. ~~and shall be designed in a manner that is consistent with the design standards.~~ The front facade shall contain a clearly defined, highly visible customer entrance and three or more of the following elements to add scale to the building:

- canopies
- overhanging rooflines to provide shelter for pedestrians
- recesses or projections in keeping with the scale of the building
- arcades
- raised corniced parapets over entrances
- gables and donners
- pilasters
- peaked roof forms
- outdoor sifting or dining areas
- display windows that are visible from the sidewalk
- architectural details such as moldings which are integrated into the building design
- other features which are designed to add scale and visual interest to the facade.

~~Wherever possible, entrances shall be clearly visible from the street and reinforced through site and architectural features designed to direct visitors to the building.~~

~~When multiple entries are provided, each pedestrian entrances to each building shall be clearly delineated to convey a sense of individuality. This can be accomplished by architectural detailing, roofline breaks, landscaping, lighting or a combination of these elements. Where covered walkways are used, they should extend the full length of the facade.~~

### TRANSPARENCY

~~For retail structures,~~ The front facade or any other facade that faces a public or private street shall have display windows, entry areas, or other transparent features along 40% or more of its horizontal length.

This standard may be waived if other architectural elements are used to provide scale and visual interest to the front facade in keeping with these Design Standards.

### ARTICULATION - GENERAL



No uninterrupted length of any facade shall exceed 100 horizontal feet. Facades greater than 100 feet in length shall incorporate wall plane projections or recesses having a depth of at least 3% of the length of the facade and extending at least 20 percent of the length of the facade. Where the plane of a wall is broken, the offset shall be proportional to the building's height and length.

Strong shadow lines, changes in rooflines, pilasters and other architectural details, patterns in the surface material, and wall openings can all be effectively used to add visual interest and scale to the facade. Projections used to break up the mass of the building shall extend to the ground.

Blank walls facing public roads, residential neighborhoods, or abutting properties are prohibited. Where rear or side facades are visible from adjacent properties or roadways they shall be designed to match or complement the architectural treatment of the primary facade to give it scale and visual interest.

### ARTICULATION – CORNER STRUCTURES

The architectural treatment of the street corner of the building shall emphasize its prominent position. This can be accomplished by greater massing and height, unique detailing, lighting, and other facade treatment to emphasize the front corner of the building. This corner treatment shall be designed to be visible from both streets. Where practical, an entrance to the building shall be located on the corner.

Buildings on corners shall be a minimum of two stories or twenty feet (20') in height to add mass and visual prominence to the street.

~~Buildings located on corners are particularly important because they help define the character of two streets. These high-visibility locations shall be emphasized by quality architecture and site development.~~

Both facades of corner buildings shall be designed as **front facades** according to the standards in **Facade Design, p. 5**. ~~Blank or unadorned facades facing streets on corner buildings are prohibited.~~ The facade of the upper floor(s) shall be visually related to the ground floor through repetition of design elements, e.g., color, materials, window treatment, and detailing that will unify the structure and help frame the ground floor.

### MATERIALS

Building materials shall be treated as important design elements that define the appearance of the structure and strengthen the sense of identity throughout Scarborough. The use of materials that give the appearance of New England architectural forms are strongly encouraged.

~~Building materials shall be treated as significant design elements that define the appearance~~

~~of the structure and strengthen the sense of identity throughout Scarborough. The use of materials that give the appearance of New England architecture is strongly encouraged.~~

Traditional, high-quality building materials common to northern New England (e.g., brick, clapboard, shingles or other similar products) shall be used as the primary siding material. Contemporary materials that have the same visual characteristics (e.g., cement plank clapboards or vinyl siding) are acceptable if attention is paid to detailing (e.g., corners, trim at openings, changes in material). Painted MDO plywood is acceptable when used in combination with traditional materials to give it scale. Long-term maintenance needs shall be a consideration in the selection of all building materials

Highly reflective or processed materials (e.g., metal or plastic panels, brushed aluminum, bronzed glass, concrete block, T-111, untreated plywood, dryvit, etc.) and multicolored brick (incorporating occasional white bricks in a random pattern) shall not be used on the primary or front-facing facade.

### COLORS

Traditional colors commonly found in New England villages are appropriate for all components of the building. Facade colors shall be low reflectance. The use of high intensity, high reflectance, chrome, metallic, or fluorescent colors or black is prohibited as the primary color.

Where trim is used, it shall be a color that complements to the building's primary color. Neon tubing shall not be allowed as an exterior trim or accent material.

Arbitrary changes in materials or embellishments that are not in keeping with the rest of the building are discouraged.

### WINDOWS AND DOORS

Windows, door openings, ventilation openings, and other forms of exterior fenestration in frame construction shall be trimmed.

Windows should be vertical in orientation, or square.

If shutters are used, they must be sized to fit the openings and provided for all windows on a given wall.

### AWNINGS AND CANOPIES

Awnings and canopies can enhance the appearance and function of a building by providing shade, shelter, shadow patterns, and visual interest. Where awnings are used, they shall complement the design, materials, color, and appearance of the

building.

Where awnings are used, both fixed or retractable, they shall be an integral element of the architecture. Awnings shall be located directly over windows or doors to provide protection from the elements.

Awnings and canopies shall not be made of reflective materials, such as metal or plastic. Their color shall match or complement the facade of the building

Graphics used on awnings for identification or advertising shall be designed as an integral part of the signage program for the property, and shall be coordinated with other sign elements in terms of typeface, color, and spacing. Awnings shall not be used as advertising features or light sources. Backlit awnings are prohibited. Graphics on canopies are counted toward the total signage area.

### FUNCTIONAL ELEMENTS

All vents, downspouts, flashing, electrical conduits, meters, HVAC equipment, service areas, loading docks, service connections, and other functional elements shall be treated as integral parts of the architecture, starting at the conceptual building design phase. When these elements need to be part of the facade (e.g., downspouts, vents) they shall be incorporated into the architecture through detailing or matching colors.

Meters, utility banks, HVAC equipment, and other exterior service elements shall be contained in service closets, behind walls, or located out of view from the public.

Building elevations presented for Planning Board review shall show the location and treatment of all functional elements.

### ROOFLINES

Rooflines shall be designed to provide diversity in the form of the building and add visual interest to the streetscape. Specifically, rooflines shall be designed to reduce the mass of large buildings, emphasize building entrances, provide shelter or shade for pedestrians, and incorporate elements unique to Maine and New England.

~~Rooflines shall be designed to provide diversity in the form of the building and add visual interest to the streetscape. When used properly, rooflines can reduce the mass of large buildings, emphasize entrances, and provide shelter and shade for the pedestrian.~~

Buildings with pitched roofs are strongly encouraged. Where pitched roofs are used, the minimal pitch shall be at least **5/12**. Projecting rooflines shall be designed to create strong shade/ shadow patterns.

False mansard, A-frames, and other non-traditional roof forms shall not be used as the

primary roofline.

Flat roofs, especially on single-story isolated buildings, are discouraged in most applications. Where flat rooflines are used, the design shall create no horizontal line greater than 100 feet without a break, using features found on traditional New England buildings.

~~See pp. 15-16 *Large Scale Buildings* for additional design standards. Flat roofs on multi-story office buildings are appropriate when designed in conformance with the *Office Building* design standards.~~

In the HP, RH and BOR Districts, flat roofs are anticipated and acceptable on office, research and hi-tech buildings which are three or more stories in height. In these instances, changes in the roofline, pilasters, trim and other architectural detailing shall be used to vary and break up a flat roofline.

Where parapets are used to break up a flat roofline, the height of the parapet shall be at least five percent of the total length of the wall.

Variations in rooflines, detailing, and building heights shall be included to break up the scale of connected linear buildings.

### ROOF MATERIALS

Composite asphalt shingles and standing-seam non-glare metal are preferred for visible roofing. High gloss roofing materials shall not be used. Roofing materials shall complement the color and texture of the building's facade. Roof colors shall be muted earth tones or a color that is darker than the facade. Stripes and patterns on the roof are strongly discouraged.

### ROOFTOP SCREENING

Mechanical and other equipment mounted on rooftops must be screened from public view or grouped in a location where visibility is limited. Where used, screening for roof-mounted equipment shall be designed as an integral part of the architecture to complement the building's mass and appearance.

Roof mounted signs are prohibited by the Sign Regulations in the Zoning Ordinance.

### ADDITIONAL REQUIREMENTS - FRANCHISE DESIGN

~~Large retail buildings, linear commercial buildings, national franchise buildings, and service stations shall all comply with the specific requirements for such structures found in the *Design Standards for Scarborough's Commercial Districts, January 27, 2003*.~~

National franchises (e.g., restaurants, service stations, retail stores) are a welcome and permitted use within Scarborough's commercial districts. However, the design of these buildings can contribute to the loss of identity for Scarborough by the repetition of generic architectural forms that are found throughout the country. Buildings for these types of uses shall reflect an awareness of New England architectural traditions in their form, detailing, and materials.

Architectural forms primarily derived from building styles from other regions of the country are prohibited. New England regional prototypes from national franchises are permitted, provided they meet the Design Standards. Buildings that are stylized to the point where the structure is a form of advertising are not acceptable.

Applicants shall provide the Planning Board with illustrations that demonstrate how site features and accessory structures will be coordinated with the principle building. These may include dumpster screens, storage buildings, refrigeration lockers, playgrounds, signage, and lighting.

#### ADDITIONAL REQUIREMENTS - LARGE SCALE RETAIL – OVER 20,000 SQ FT

Due to their visibility and mass, large scale buildings (20,000 square feet or greater), such as 'big box' retail or grocery stores, can greatly enhance or detract from the visual character of the commercial district. These buildings shall be designed as attractive pieces of commercial architecture that are consistent with the scale and form found in Scarborough traditional buildings.

~~Large structures shall be designed to break up their mass into smaller visual components through the use of projections, recesses, and varied facade treatments.~~

Architectural details shall be used to reduce the scale and uniformity of large buildings. Elements such as colonnades, pilasters, gable ends, canopies, display windows, and light fixtures can be effective measures to add human scale.

~~Horizontal facades greater than 100 feet in length shall incorporate wall plane projections or recesses having a depth of at least 3% of the length of the facade and extending at least 20% of the length of the facade. Nor uninterrupted length of any facade shall exceed 100 horizontal feet.~~

~~Other devices to add interest to long walls include strong shadow lines, changes in rooflines, pilasters and architectural details, patterns in the surface material, and wall openings. All facade elements shall be coordinated with the landscape plan to ensure balance, proportion, and continuity.~~

~~Ground floor facades that face public streets shall have display windows, entry areas, or other such transparent features along 40% or more of their horizontal length.~~

All sides of a large-scale building that face an abutting public or private street shall feature at least one customer entrance to facilitate pedestrian access, minimize walking distances from cars, and reduce the scale of facades. Where a building abuts more than two streets, this requirement shall apply to only two sides of the building, including the side facing the primary public street and another side facing a second street.

Large-scale buildings shall ~~contribute to the establishment or enhancement of the pedestrian environment by provide~~ ing at least two of the following:

- Patio/seating area
- Pedestrian area with benches
- Window shopping walkway
- Outdoor playground area
- Kiosk area
- Water fountain
- Clock tower
- Other focal features or amenities that enhance the pedestrian environment.

~~Scale reductions of large buildings shall be reinforced by appropriate site features such as pedestrian shelters, large trees, clearly defined entrances, and site furnishings.~~

~~Windows shall be trimmed and include visually prominent sills, shutters or other such forms of framing.~~

Where principal buildings contain additional, separate stores which in total occupy less than 20,000 square feet of gross floor area, with separate, exterior customer entrances, the following **additional** standards shall apply:

- The street level facade of such stores shall be transparent between the height of three feet and eight feet above the walkway grade for no less than 40% of the horizontal length of the building facade of such additional stores.

**Entryways.** Each principal building shall have a clearly defined, highly visible customer entrance featuring three or more of the following:

- ~~Canopies~~
- ~~Overhangs or recesses provide shelter~~
- ~~Arcades that lead to entrances~~
- ~~Raised corniced parapets over the door~~
- ~~Peaked roof forms~~
- ~~Outdoor patios~~
- ~~Architectural details such as tile work and moldings which are integrated into the building structure and design, or~~

~~• Other features which are designed to add scale and visual interest to the buildings.~~

~~Where additional stores are located in the principal building, and customer entrances to such stores are outdoors, each additional store shall conform to the above requirements. All components used to enhance entranceways or provide a distinctive look shall be designed or detailed as integral parts of the whole building.~~

### ADDITIONAL REQUIREMENTS – LINEAR COMMERCIAL STRUCTURES

~~Linear commercial structures (e.g., strip shopping centers, multi-tenant offices, or commercial buildings) shall be designed with facade and roofline elements that reduce their scale and add architectural interest.~~

~~Buildings with multiple storefronts (e.g., strip shopping centers, one story office buildings) shall be visually unified through the use of complimentary architectural forms, similar materials and colors, consistent details, and coordinated signage.~~

~~Variations in the front setbacks are strongly encouraged to add visual interest, create spaces for common entries, outdoor eating / social spaces, and landscaped spaces.~~

~~Linear commercial buildings shall include a focal point such as raised entrance way, clock tower, or other architectural elements - to add visual interest and help reduce the scale of the building.~~

~~Linear structures shall include architectural elements designed to provide shelter, encourage pedestrian movement, and visually unite the building. These can include covered walkways, open colonnades, arcades, and similar features.~~

~~**Entrances.** Pedestrian entrances to each building shall be clearly delineated to convey a sense of individuality. This can be accomplished by architectural detailing, roofline breaks, landscaping, lighting or a combination of these elements. Where covered walkways are used, they should extend the full length of the facade.~~

~~**Rooflines.** Variations in rooflines, detailing, and building heights shall be included to break up the scale of connected linear buildings.~~

### ADDITIONAL REQUIREMENTS – AUTO ORIENTED USES

~~Service stations, car washes, and convenience stores shall be designed with facade and roofline elements that reduce their scale and add architectural interest.~~

~~Service stations, convenience stores, and similar uses shall be sited to face the street.~~

~~Pump islands and canopies shall be located in the rear or side so the primary building is the~~

major feature seen from the road.

The architecture shall be designed so all four sides are in compliance with these design ~~guidelines~~ standards. Windows or other forms of fenestration shall be included on all street ~~the façade~~ facing facades and ~~the street which shall be~~ treated as a front facade.

~~The front facade shall include a pedestrian entrance from the street.~~

Service station canopies shall be visually compatible with the main structure through consistency in roof pitch, architectural detailing, materials, and color. Pitched roofs and fascia trim are preferred for canopies. Bands of bold color on the canopy and backlighting inside the canopy are prohibited.

Openings for car washes or service bays must be integrated with the design of the building and sited on the side or rear so they are not directly visible from public roadways or adjacent residential areas.

#### ADDITIONAL REQUIREMENTS – VILLAGE: EIGHT CORNERS

Placeholder

#### ADDITIONAL REQUIREMENTS – VILLAGE: OAK HILL

Placeholder

#### ADDITIONAL REQUIREMENTS – VILLAGE: DUNSTON

Placeholder

#### ADDITIONAL REQUIREMENTS – HP, RH, BOR DISTRICTS

In the HP, RH and BOR Districts, large scale, multi- story office, research and hi-tech buildings (40,000 square feet or greater) are allowed and encouraged. ~~These buildings shall be designed as attractive pieces of commercial architecture that help define the Town of Scarborough.~~ Given the context and type of development in the HP, RH and BOR Districts, the Planning Board may apply alternative design standards to large scale office, research and hi-tech buildings which vary from a few specific sections of the Design Standards. These alternative standards are outline below. Other than these alternatives, the remainder of the Design Standards for Scarborough's Commercial Districts shall apply.



Metal panels and brushed aluminum are contemporary materials used in large scale office, research and hi-tech building construction. The Planning Board may allow non-reflective metal panels and brushed aluminum to be incorporated into the facade design of these structures. These materials shall be supplemented with the tradition, high quality building materials common to northern New England to maintain a regional vernacular and sense of identity throughout Scarborough.

~~Under the Flat Roofs Standard in the ROOFLINE Section (pp. 13), flat roofs are discouraged in most applications.~~

~~Further, roof-mounted equipment must be screen from public view in accordance with the Roof-Mounted Equipment Standard on pp. 13~~

### ADDITIONAL REQUIREMENTS - DRIVE-THROUGH USES

Drive-throughs shall be subordinate to the design of the main building to maintain the pedestrian orientation of the structure. Architectural design and circulation planning for buildings with drive-throughs require careful consideration to integrate them into the Scarborough environment.

Drive-through operations and other automobile-oriented facilities shall be designed with facade and roofline elements that reduce their scale and add architectural interest.

Where drive-through windows are allowed, they shall be incorporated into the design of the building through their scale, color, detailing, massing, and other architectural treatments.

Drive-throughs shall avoid facing public or private roadways and shall generally be located at the side or rear of the building. Where drive-throughs are located at the rear, the site should be designed to ensure the safety of the employees and patrons.

Drive-through canopies shall be visually compatible with the main structure. This can be accomplished through consistency in roof pitch, architectural detailing, materials, and color. Pitched roofs and fascia trim are preferred for canopies. Bands of bold color on the canopy and backlighting inside the canopy are prohibited.

### ADDITIONAL REQUIREMENTS - ACCESSORY USES

Non-habitable structures, such as freestanding ATMs, garages, service stations, canopies, storage units, recycling sheds, trash enclosures, cart corrals, and utility buildings shall meet the same design standards as the principal building(s) on the site. The design of freestanding structures shall be coordinated with the principal building through repetition of architectural forms, materials, colors and detailing.

Where vending machines are provided, they shall be sited in locations that are not

visible from the street. The site plan and architectural elevations shall show the location of all vending machines.

Where allowable, areas for outdoor sales, storage, or service shall be designed as an integral part of the site and architectural plan, and shall meet the Service Areas standards (~~See Site Planning, Service Areas~~).

Shopping carts must be stored inside the building, or in 'cart corrals', out of the way of pedestrian circulation. Cart storage areas shall meet the standards for accessory structures.

### ADDITIONAL REQUIREMENTS – EXISTING STRUCTURES

Applications to the Planning Board that involve renovations and additions shall show all improvements as well as the existing structure. A narrative shall accompany the application which explains the designer's intent to relate the old with the new.

Where the existing building currently meets the design standards, proposed renovations must be designed to respect the proportions, fenestration patterns, and details of the original building. ~~Where existing buildings meet the design standards,~~ Additions or renovations shall complement or match the materials, form, color, and detailing of the original structure.

Where the existing building does not meet the design standards, the owner is strongly encouraged to upgrade the entire structure. ~~Where the original building does not meet the standards, the owner shall~~ and demonstrate how the materials used in the renovation will complement the existing structure.

Renovations shall retain any distinctive architectural features or examples of skilled craftsmanship.

~~All buildings shall present an inviting, human scaled facade to the street, internal drives, parking areas, and surrounding neighborhoods. Wherever possible, entrances shall be clearly visible from the street and reinforced through site and architectural features.~~