

**DESIGN REVIEW BOARD**  
**PACKET OF MATERIALS**  
**MEETING MARCH 8, 2018**

- Cover page with date
- Agenda
- Minutes for approval
- Applications
- Supporting Documents

**Agenda  
Design Review Board  
March 8, 2018  
Council Chambers – Municipal Building  
93 Cottage Street  
6:00 P.M.**

- I. CALL TO ORDER**
- II. EXCUSED ABSENCES**
- III. ADOPTION OF THE AGENDA**
- IV. APPROVAL OF MINUTES**
  - a. February 8, 2018
- V. PUBLIC COMMENT PERIOD**
- VI. BUILDING PERMIT REMINDERS**
- VII. REGULAR BUSINESS**
  - a. **Certificate of Appropriateness**  
**Application:** DRB-2018-04  
**Applicant:** Tom Hulbert, Black Friar Inn  
**Project Location:** 10 Summer Street, 104-052-000  
**Proposed Project:** Changes to Exterior Appearance of a Nonhistoric Building
  - b. **Certificate of Appropriateness (Continuation)**  
**Application:** DRB-2017-03  
**Applicant:** Oli's Trolley  
**Project Location:** 1 West Street, 104-038-000  
**Proposed Project:** Installation of Signage
  - c. **Certificate of Appropriateness**  
**Application:** DRB-2018-05  
**Applicant:** Eric Allvin, Holbrook House  
**Project Location:** 74 Mount Desert Street, 104-413-000  
**Proposed Project:** Changes to Exterior Appearance of a Historic Building
- VIII. BOARD MEMBER COMMENTS AND SUGGESTIONS FOR THE NEXT AGENDA**
- IX. ADJOURNMENT**

**Minutes  
Design Review Board  
February 8, 2018  
Town Council Chambers – Municipal Building  
93 Cottage Street  
6:00 P.M.**

**I. CALL TO ORDER**

*The meeting was called to order at 6:00 P.M. Members present: Barbara Sassaman, Chair; Andrew Geel, Member; Emily Dwyer, Member; Pancho Cole, Member; Peter Bono, Secretary; and Mr. Demers, Vice Chair arriving at 6:06 P.M.*

**II. EXCUSED ABSENCES**

*There were none.*

**III. ADOPTION OF THE AGENDA**

*Mr. Cole moved to adopt the agenda as proposed. Mr. Bono seconded the motion and the Board voted 5-0 to approve the motion.*

**IV. APPROVAL OF MINUTES**

**a. January 25, 2018**

*Mr. Cole moved to approve the minutes of January 25, 2018 as proposed. Mr. Bono seconded the motion and the Board voted 5-0 to approve the motion.*

**V. PUBLIC COMMENT PERIOD**

*There was none.*

**VI. BUILDING PERMIT REMINDERS**

*The applicants were reminded that they would need to apply for and receive a building permit prior to commencing any of the activities approved at the meeting.*

**VII. REGULAR BUSINESS**

**a. Certificate of Appropriateness**

**Application:** DRB-2018-02

**Applicant:** Stewart Brecher Architects

**Project Location:** 119 Main Street, 104-402-000

**Proposed Project:** Changes to Exterior Appearance of a Historic Building

*The applicant explained that the plan was to separate the existing double doors and reposition them so the interior stairs could meet the code requirements. A new interior wall is being installed to separate two interior spaces and requires two separate exits.*

*Mr. Demers moved to approve the application as proposed with the option that the upper transom may be a wood panel; and a design could be frosted, etched or colored on the*

*glass in the sidelight. Ms. Dwyer seconded the motion and the Board voted 6-0 to approve the motion.*

**b. Certificate of Appropriateness**

**Application:** DRB-2018-03

**Applicant:** Peter Gross for The First, NA

**Project Location:** 102 Main Street, 104-512-000

**Proposed Project:** Changes to Exterior Appearance of a Historic Building

*The applicant explained the project and the Board noted that the changes were an improvement to the existing approved project.*

*Mr. Cole moved to approve the application as proposed. Mr. Bono seconded the motion and the Board voted 6-0 to approve the motion.*

**VIII. BOARD MEMBER COMMENTS AND SUGGESTIONS FOR THE NEXT AGENDA**

*The Board discussed their schedules and it was determined that there would not be a quorum at the February 22, 2018 meeting because Mr. Bono, Ms. Dwyer, and Mr. Geel would all be out of town on that date.*

**IX. ADJOURNMENT**

*Mr. Geel moved to adjourn the meeting at 6:26 P.M. Mr. Demers seconded the motion and the Board voted 6-0 to approve the motion.*

*Signed as approved:*

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**Peter Bono, Secretary**  
**Design Review Board, Town of Bar Harbor**

**Date**



Town of Bar Harbor  
Design Review Board Application  
Certificate of Appropriateness

DRB Application Number: DRB-18-04

Date: 2-15-18

Map & Lot: 104-52

RECEIVED

FEB 15 2018

TOWN OF BAR HARBOR  
PLANNING/CODE ENFORCEMENT

GENERAL INFORMATION:

Project Location:  
street address  
10 SUMMER ST.

APPLICANT INFORMATION

Name: TOM HULBERT Address: 10 SUMMER ST  
City: BAR HARBOR State: MAINE  
Email: STAY@BLACKFRIARINN.COM  
Phone: 207.610.4790

PROPERTY OWNER INFORMATION

Name: TOM HULBERT Address: 10 SUMMER ST  
City: BAR HARBOR State: MAINE  
Email: STAY@BLACKFRIARINN.COM  
Phone: 207.610.4790

ARCHITECT / ENGINEER / SIGN MAKER INFORMATION

Name: OWNER Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_  
Email: \_\_\_\_\_  
Phone: \_\_\_\_\_

TYPE OF PROJECT

- Demolition or Relocation of Historic Building
- Changes to Exterior Appearance of Nonhistoric Building
- Installation or Changes in Outdoor Storage/Display/Vending Machines
- Changes to Exterior of Appearance of Historic Building
- Installation or Changes in fences and freestanding walls
- Seasonal Closure
- Construction of New Building or Expansion of Nonhistoric Building
- Installation or Changes in Sign or Awning

- The purpose of design review is to provide for the regulation of building and site design within designated areas of the Town of Bar Harbor as proposed in the Town's adopted Comprehensive Plan.
- If the applicant for the project is not the building owner, the applicant must submit a Letter of Authorization from the property owner which states the applicant is approved to seek permits for the project.
- **Applicant shall submit 10 copies of the application and \$26 for review fees.**

PLEASE BE ADVISED: A building permit must be obtained prior to the installation of DRB or CEO approved signage. Contact the Code Enforcement Office with any questions regarding the building permit process at (207) 288-3329

T. Hulbert  
Signature of Applicant

Changes to the Exterior Appearance of Non-Historic Building  
 Town of Bar Harbor  
 Design Review Board  
 Required Application Materials  
 Section 125-114

Detailed Project Description: AFTER THE FACT APPROVAL FOR REPLACING TWO WINDOWS WITH A LARGER ONE WINDOW, WHICH IS A SLIDING 10 FOOT GLASS DOOR, THAT OPERATES AS A WINDOW. NO ACCESS. AND INSTALLATION OF IRON TRELLIS TO COVER OPENING

CLOSURE:  SEASONAL                       OPEN YEAR ROUND

A complete application to the Design Review Board shall contain the following information:

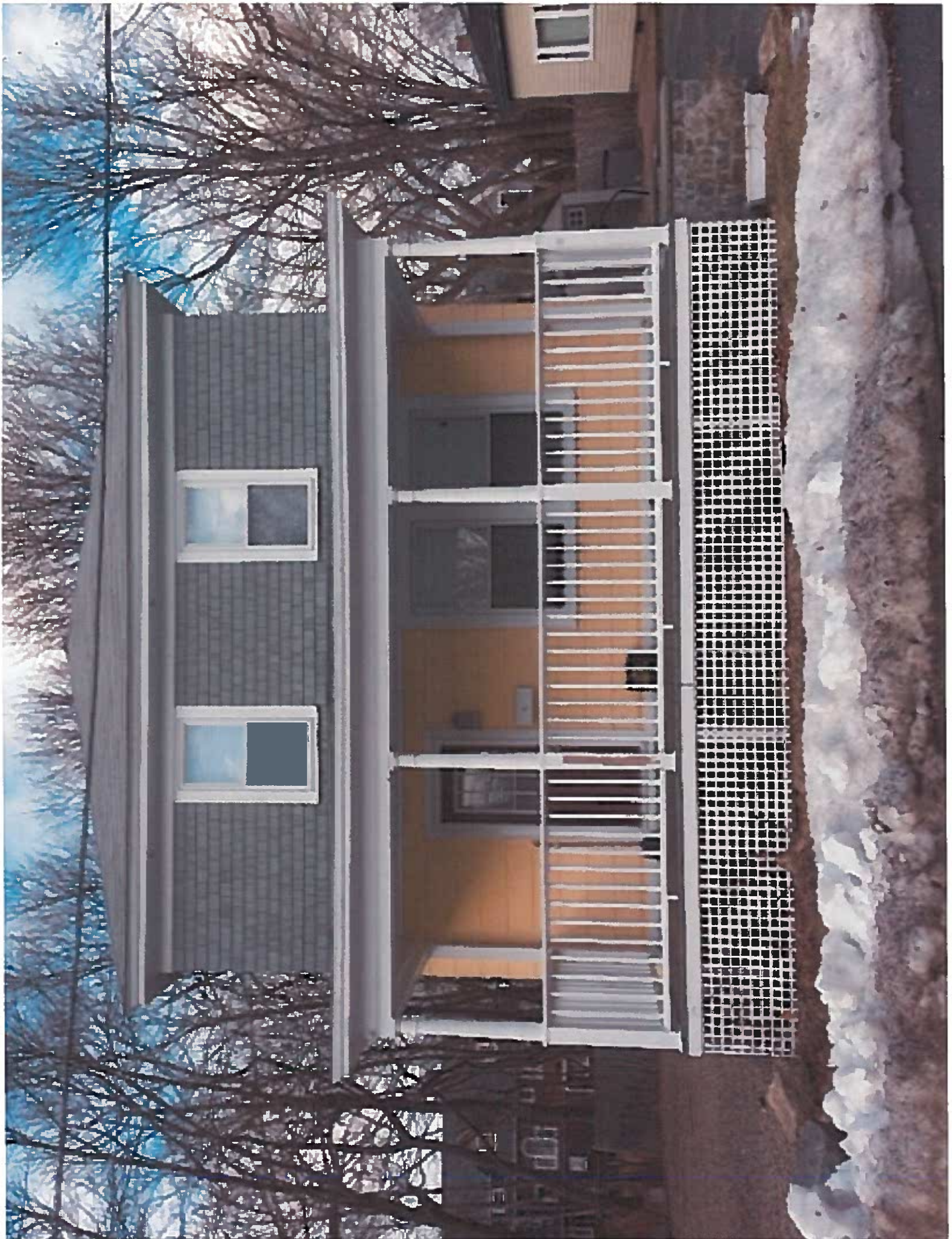
Submittals Required	Provided
Color photographs or photo simulations of the existing building or site showing all façades to be altered as seen from a public street.	
Color photographs or photo simulations of the buildings adjacent to the subject property.	
Detailed building plans drawn to scale showing the exterior of any new building or addition including elevation drawings of all façades that can be seen from a public street together with plans for all portions of the exterior of any existing building seen from a public street that are proposed to be modified. The drawings shall provide information on the various building details covered in the standards, such as roofing materials, siding, windows, doorways, detailing and trim, etc.	
Details of all exterior materials, including type, color, and composition. Paint chips or product samples shall be provided for each proposed use.	
Details on the design, color, and location of lighting fixtures together with information on proposed lighting levels shall be provided for new exterior lighting or changes in exterior lighting seen from a public street.	NO LIGHTING CHANGES
A pictorial exhibit showing the neighboring buildings within the block face identifying the existing patterns and relationships, including setbacks from the street, building heights, building scales, front façade proportions, window proportions, building spacing, and materials.	
<b>NOTE:</b> Applications are due seven days in advance of the next regularly scheduled Design Review Board meeting. Applicants are strongly encouraged to hold a pre-application meeting with Planning or Code Enforcement staff.	

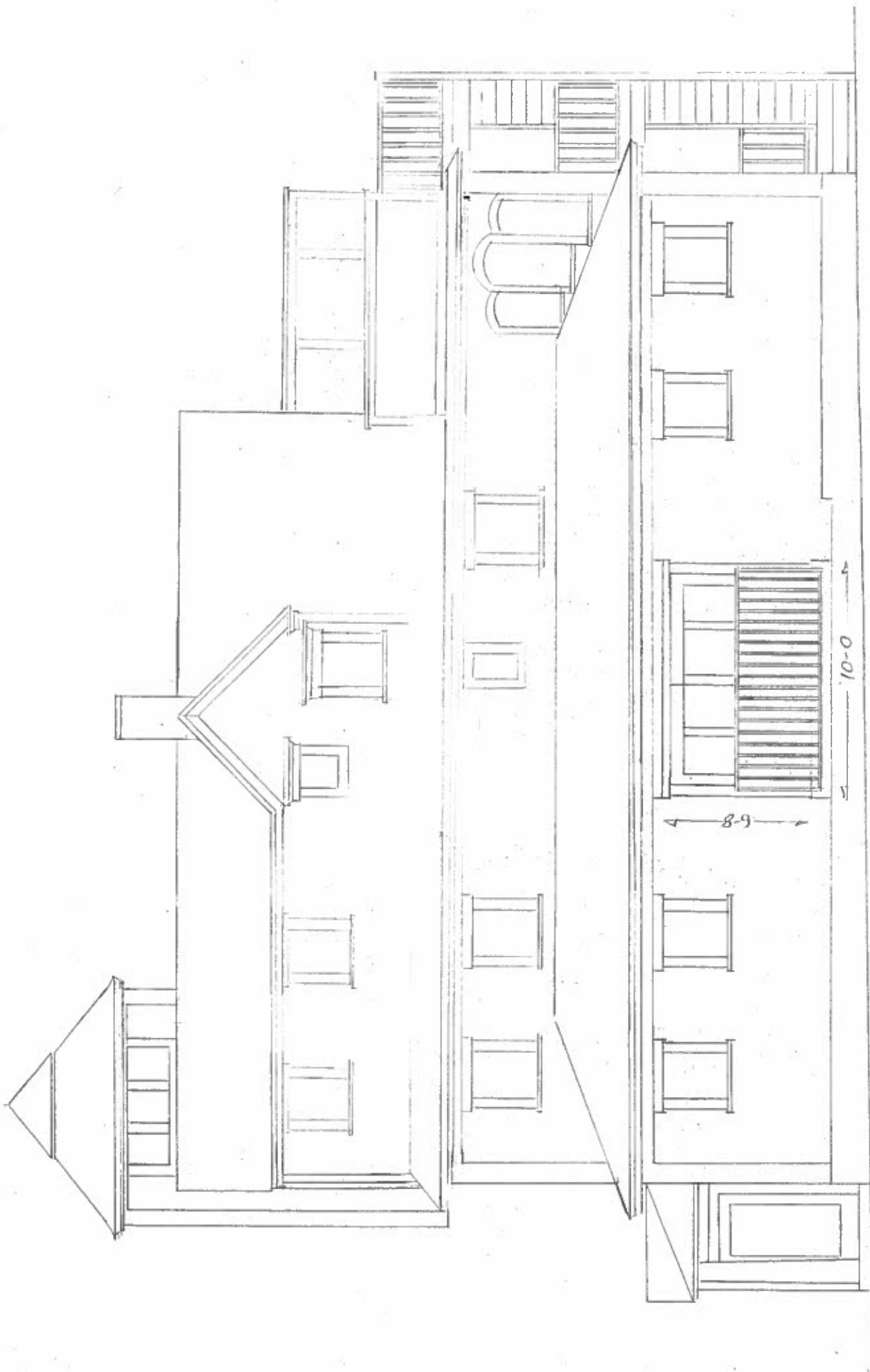
The two windows replaced were the same as the combination of the two windows that sit on either side of the new door/window. All paint colors utilized match existing paint colors on the building. A mallard brown and an orange tan paint that is the prominent trim color on the building. The exterior materials utilized on the exterior of the building is cedar shake siding shingles and wood trim. The photo of the building show the paint colors used. The trellis is made of iron and painted black. There are no changes to existing lighting.











DRB-17-34



Neokraft Signs Inc.  
685 Main Street  
Lewiston, Maine 04240  
Telephone: 207.762.8054  
Facsimile: 207.762.0009  
1.800.336.2286  
http://www.neokraft.com  
Custom Sign Fabrication

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PRESENTATION

TOWN OF BAR HARBOR @3108

LOCATION: VISITOR INFORMATION SYS.  
BAR HARBOR, ME  
DRAWING NO.: 1 OF 1  
DRAWN BY: DS REF: SM  
DATE: 08.01.2017  
REVISED: 02.09, 02.14.2018  
QUOTE: Q3108  
GEN REF: 18866

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PAINTED 1/4" ALUMINUM PANEL, HIGH-INTENSITY REFLECTORIZED VINYL COPY  
SCALE: 1 1/2" = 1'-0" (1) REQUIRED



**Town of Bar Harbor  
Design Review Board Application  
Certificate of Appropriateness**

DRB Application Number:  
DRB-18-05

Date: 3-1-18

Map & Lot: 104-413

**GENERAL INFORMATION:**

Project Location: Holbrook House  
street address 74 Mt Desert St

**RECEIVED**

MAR 01 2016

TOWN OF BAR HARBOR  
PLANNING/CODE ENFORCEMENT

**APPLICANT INFORMATION**

Name: Eric Allvin Address: 74 Mt Desert St  
City: Bar Harbor State: ME 04609  
Email: Eric@holbrookhouse.com  
Phone: 412-8780

**PROPERTY OWNER INFORMATION**

Name: \_\_\_\_\_ Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_  
Email: SAME  
Phone: \_\_\_\_\_

**ARCHITECT / ENGINEER / SIGN MAKER INFORMATION**

Name: \_\_\_\_\_ Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_  
Email: \_\_\_\_\_  
Phone: \_\_\_\_\_

**TYPE OF PROJECT**

- Demolition or Relocation of Historic Building
- Changes to Exterior Appearance of Historic Building
- Construction of New Building or Expansion of Nonhistoric Building
- Changes to Exterior Appearance of Nonhistoric Building
- Installation or Changes in fences and freestanding walls
- Installation or Changes in Sign or Awning
- Installation or Changes in Outdoor Storage/Display/Vending Machines
- Seasonal Closure

- The purpose of design review is to provide for the regulation of building and site design within designated areas of the Town of Bar Harbor as proposed in the Town's adopted Comprehensive Plan.
- If the applicant for the project is not the building owner, the applicant must submit a Letter of Authorization from the property owner which states the applicant is approved to seek permits for the project.
- **Applicant shall submit 10 copies of the application and \$26 for review fees.**

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Eric Allvin  
Signature of Applicant

Changes to the Exterior Appearance of Historic Building  
 Town of Bar Harbor  
 Design Review Board  
 Required Application Materials  
 Section 125-114

**Detailed Project Description:**

Current renovation of bedrooms and want to install a new window on the South Elevation. Anderson 400 Series AN 351 40" X 20" red rock trim

**CLOSURE:**  SEASONAL                       OPEN YEAR ROUND

A complete application to the Design Review Board shall contain the following information:

Submittals Required	Provided
Color photographs or photo simulations of the existing building or site showing all façades to be altered as seen from a public street.	
Color photographs or photo simulations of the buildings adjacent to the subject property.	
Detailed drawings, sketches, and/or photos or photo simulations of the existing historic building or structure focusing on the architectural details of any façades which are proposed to be altered.	
A site plan drawn to scale and meeting the requirements of Section 125-66 and showing the location of the building on the lot, all site improvements, and the relationship of the proposed building to adjacent buildings.	
Detailed building plans drawn to scale showing the exterior of any new building or addition including elevation drawings of all façades that can be seen from a public street together with plans for all portions of the exterior of any existing building seen from a public street that are proposed to be modified. The drawings shall provide information on the various building details covered in the standards, such as roofing materials, siding, windows, doorways, detailing and trim, etc.	
Details of all exterior materials, including type, color, and composition. Paint chips or product samples shall be provided for each proposed use.	
Details on the design, color, and location of lighting fixtures together with information on proposed lighting levels shall be provided for new exterior lighting or changes in exterior lighting seen from a public street.	
A pictorial exhibit showing the neighboring buildings within the block face identifying the existing patterns and relationships, including setbacks from the street, building heights, building scales, front façade proportions, window proportions, building spacing, and materials.	

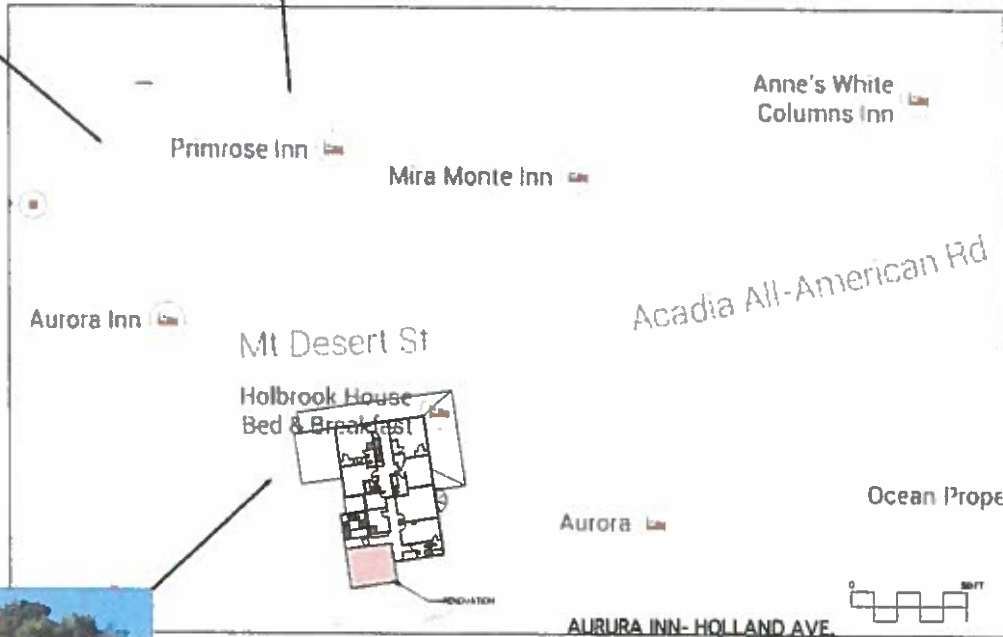
**NOTE:**  
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 Applicants are strongly encouraged to hold a pre-application meeting with Planning or Code Enforcement staff.



AURORA INN- HOLLAND AVE.



PRIMROSE INN- MT. DESERT ST.



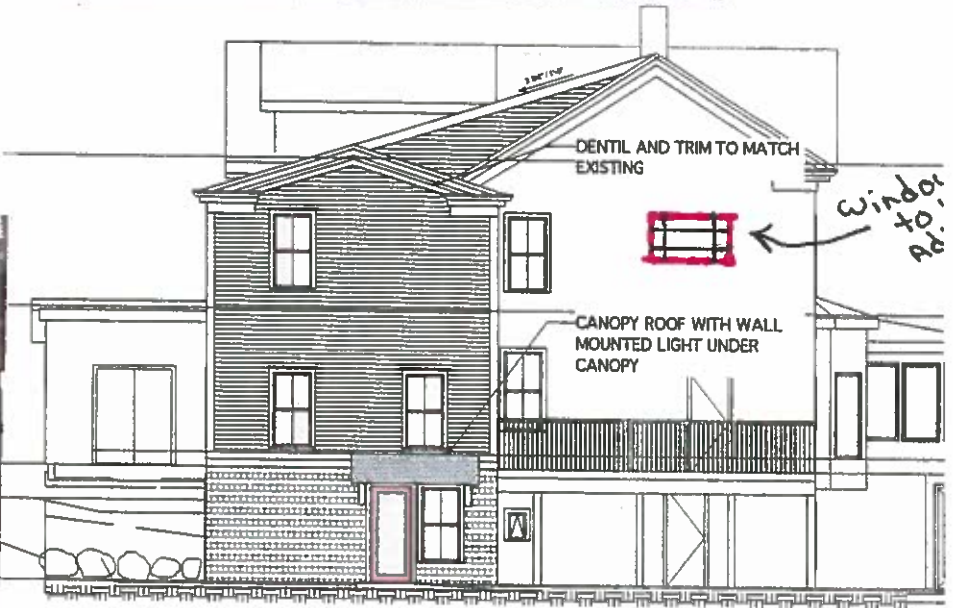
HOLBROOK HOUSE



style of  
new window



looks like there  
was a window before



SOUTH ELEVATION

A1

1/4" = 1'-0"



# CASEMENT & AWNING WINDOWS

**Table of Awning Window Sizes**  
Scale 1/8" (3) - 1'-0" (305) - 1:96

Window Dimension	2'-0 1/8"	2'-4 3/8"	2'-7 1/2"	2'-11 15/16"	3'-4 13/16"	4'-0"	4'-4 13/16"	4'-11 7/8"	5'-4 13/16"	5'-11 7/8"
Minimum Rough Opening	(613)	(721)	(800)	(913)	(1037)	(1219)	(1341)	(1521)	(1846)	(1819)
Unobstructed Glass (single sash only)	2'-0 5/8"	2'-4 7/8"	2'-8"	3'-0 1/2"	3'-5 3/8"	4'-0 1/2"	4'-5 3/8"	5'-0 3/8"	5'-5 3/8"	6'-0 3/8"
	(625)	(733)	(813)	(927)	(1051)	(1232)	(1356)	(1534)	(1660)	(1832)
	19 5/16"	23 9/16"	26 1 1/16"	31 1/8"	36"	43 3/16"	48"	55 1/16"	60"	67 1/16"
	(491)	(598)	(678)	(791)	(914)	(1097)	(1219)	(1399)	(1524)	(1703)

**CUSTOM WIDTHS - 2'-0 1/8" to 5'-11 7/8"**

**CUSTOM HEIGHTS - 1'-8" to 2'-11 15/16"**

1'-5" (432)	AR21	AR251	AR281	AR31	AR351	AR41	AR451	AR51	AR551	AR61
1'-8 1/2" (521)	AN21	AN251	AN281	AN31	AN351	AN41	AN451	AN51	AN551	AN61
2'-0 1/8" (613)	A21	A251	A281	A31	A351	A41	A451	A51	A551	A61
2'-4 3/8" (721)	AW21	AW251	AW281	AW31	AW351	AW41	AW451	AW51	AW551	AW61
2'-7 1/2" (800)	AX251	AX281	AX31	AX351	AX41	AX451	AX51	AX551	AX61	
2'-11 15/16" (913)										
3'-4 13/16" (1035)										
4'-0" (1219)										

**CUSTOM WIDTHS > 4'-11 7/8" stationary only**

AXW281	AXW31	AXW351	AXW41	AXW451	AXW51	AXW551	AXW61
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**CUSTOM HEIGHTS > 2'-7 1/2" stationary only**

**CUSTOM WIDTHS - 2'-0 1/8" to 4'-0" venting only**

**CUSTOM HEIGHTS - 2'-11 15/16" to 4'-0" venting only**

3'-4 3/8" (1035)	A335	A3535	
3'-5 1/2" (1048)			
3'-8 3/8" (924)			
4'-0" (1219)	AP32V	AP352V	AP42V

# CASEMENT & AWNING WINDOWS

## Grille Patterns

	Diamond*	Pratt A	Simulated Double-Hung	Colonial	Modified** Colonial	Modified** Colonial SCR (Simulated Check Rail)	Tall Fractional	Tall Fractional SCR (Simulated Check Rail)	Short Fractional	Short Fractional SCR (Simulated Check Rail)	Victorian
Casement											
Awning											
Picture											
Transom											

\* See also for details.