

**DESIGN REVIEW BOARD
PACKET OF MATERIALS
MEETING FEBRUARY 25, 2016**

Cover page with date

Agenda

Minutes for approval

Applications

Supporting Documents

**Agenda
Design Review Board
February 25, 2016
Council Chambers – Municipal Building
93 Cottage Street
4:00 P.M.**

I. CALL TO ORDER

II. ADOPTION OF THE AGENDA

III. APPROVAL OF MINUTES (February 11, 2016)

IV. BUILDING PERMIT REMINDERS

V. REGULAR BUSINESS

a. Certificate of Appropriateness

Application: DRB-2016-04

Applicant: Judith C. Noonan

Project Location: 156 Main Street, 104-496-000

Proposed Project: Installation of Sign

b. Certificate of Appropriateness

Application: DRB-2016-05

Applicant: Sean Qualls

Project Location: 682 State Highway 3, 207-044-000

Proposed Project: Installation of Sign

c. Certificate of Appropriateness

Application: DRB-2016-06

Applicant: Michael Boland

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

Proposed Project: Changes to Exterior Appearance of Non-historic Building

VI. OTHER BUSINESS

VII. BOARD MEMBER COMMENTS AND SUGGESTIONS FOR THE NEXT AGENDA

VIII. ADJOURNMENT

IX. Workshop for Land Use Ordinance Appendix A and Appendix B

The Design Review Board strives to hold meetings that are accessible to all. Please contact Bar Harbor Planning Department, 93 Cottage Street, Bar Harbor, by calling 288-3329 or emailing planner@barharbormaine.gov if you have any questions about this process or to let us know what accommodations you may require to facilitate your participation.

Minutes
Design Review Board
Thursday, February 11, 2016
Council Chambers – Municipal Building
93 Cottage Street
4:00 P.M.

I. CALL TO ORDER

The meeting was called to order at 4:00 P.M. Members present: Barbara Sassaman, Chair; Steve Demers, Vice Chair; Erin Early Ward, Secretary; Pancho Cole, Member and James Collier, Member. Also in attendance was Bob Osborne, Planning Director.

II. ADOPTION OF THE AGENDA

Secretary Early Ward moved to adopt the agenda. Mr. Collier seconded the motion. The Board voted five in favor and none against the motion.

III. APPROVAL OF MINUTES

a. January 28, 2016

Vice Chair Demers moved to approve the January 28, 2016 minutes and Secretary Early Ward seconded the motion. The Board voted four in favor and none against (with one abstention) the motion to approve the minutes.

IV. 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.

V. REGULAR BUSINESS

a. Certificate of Appropriateness

Application: DRB-2016-03

Applicant: H&P Enterprises, LLC

Project Location: 16 Mt. Desert Street, 104-452-000

Proposed Project: Construction of New Building

Peter Hastings spoke to the Board about their project and their wish to construct a four story building for use as hotel, retail space and employee housing. The treatment of the roofing, siding and other items such as the building's profile were discussed to clarify what is proposed.

The Board worked through the criteria found in 125-114B Standards relating to visual compatibility. The primary issue was that the four-story building as proposed is vertically massive compared to other building in the area. A considerable amount of discussion centered on the idea that the proposed building doesn't visually relate well neighboring buildings and that a solution should be found that would allow the building to not appear as a full four-story building.

After a considerable amount of discussion the Board and applicant discussed tabling the item until March when a revised plan could be presented that could reduce the sense of mass that the current design conveys.

It was suggested that there should be both an option for four-story and three-story designs, and the Board is open to looking at both designs. It was also suggested that the transition points for building mass and setbacks in the neighborhood should be identified more clearly for the next meeting.

The Board indicated that they are fine with the color and surface treatments. The Board expressed no issues with the design of the breezeway.

No action was taken and the Chair moved on to the next item.

VI. BOARD MEMBER COMMENTS AND SUGGESTIONS FOR THE NEXT AGENDA

NONE

VII. ADJOURNMENT

Mr. Cole moved to adjourn the meeting at 5:20 P.M. Ms. Early Ward seconded the motion and the Board voted five in favor and none against the motion.

Signed as approved:

Erin Early Ward, Secretary
Design Review Board, Town of Bar Harbor

Date



Town of Bar Harbor
Design Review Board Application
Certificate of Appropriateness

DRB Application Number:
DRB-16-04

Date: 2-10-2016

Map & Lot: 104-496

RECEIVED

GENERAL INFORMATION:

FEB 10 2016

Project Location:
street address 156 Main St

TOWN OF BAR HARBOR
PLANNING/CODE ENFORCEMENT

APPLICANT INFORMATION

Name: Judith C. Noor Address: 6 Jordan Pt
City: Bar Harbor State: ME
Email: heyvude4997@gmail.com
Phone: 207-226-4997

PROPERTY OWNER INFORMATION

Name: David Andro Address: 3085 Rosanna St
City: Las Vegas State: NV
Email:
Phone:

ARCHITECT / ENGINEER / SIGN MAKER INFORMATION

Name: Sierra Signs Address: 887 US-10
City: Hancock State: ME 04840
Email: sierra@signs.com
Phone: 207 422 3339

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

Judith C. Noor
Signature of Applicant

Signage Review
 Town of Bar Harbor
 Design Review Board
 Required Application Materials
 Section 125-67(BB)

Detailed Project Description:

Installation of hanging sign
 per attached specifications

CLOSURE: SEASONAL

OPEN YEAR ROUND

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

Submittals Required

Provided

Road Frontage Calculation – Length of Road in Front of Property in Linear feet.	
Signage Plan – Measurements of all existing signage and total square feet of signage	
X A scaled drawing of each face of the sign showing the size, color, material, and design of the lettering. If the drawing is not in color, color samples for each principal color must be provided.	
X A scaled drawing, photo, or photo simulation showing the location of signs on the building, or, if freestanding, the signs relationship to the building.	
X Details of all sign and mounting materials, including type, color, and composition. If a colored rendition of a sign is not submitted, paint chips or product samples must be provided for each proposed sign.	
A scaled drawing, photo or photo simulation of the building and the neighboring buildings showing color, materials, and relative scale of buildings.	
X Cut sheets with a photometric chart demonstrating any proposed lighting for signage will comply with Section 125-67(Z).	
✓ Letter of Authorization if applicant is different than the building owner.	
n/a Multitenant Signage Plan as required. Please refer to Planning Department for copy of a Multitenant Signage Plan.	
Details of all seasonal closures for signs and buildings.	
<p>NOTE: Applications are due seven days in advance of the next regularly scheduled Design Review Board meeting.</p> <p>Applicants are strongly encouraged to hold a pre-application meeting with Planning or Code Enforcement staff.</p>	



27" x 40" x 1/2" Komatex double sided hanging sign with digitally printed vinyl graphics applied.

Sign: \$414.00 (includes stainless hanging hardware)

Deluxe black metal scroll arm: \$115.00



Customer: _____ Scale: NTS _____ Notes: NONE
 File: _____ Drawn by: *Tina Sargent*
 Folder: _____ Date: _____ Approved By: _____

© 2004 Sierra Signs & Designs. All rights reserved. This drawing is the property of Sierra Signs & Designs. No part of this drawing may be reproduced without the written permission of Sierra Signs & Designs.

10/15/2015

Town of Bar Harbor
Signage Review board
93 Cottage St
Bar Harbor ME 04609

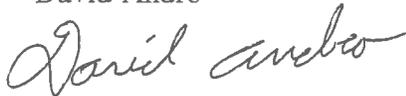
RE: BRA Harbor
156 Main Street

Dear Board Members:

Please be advised that I have authorized Judith C. Noonan, owner of BRA Harbor, to have an outdoor sign attached to the front of my building at 156 Main Street.

Sincerely,

David Andro

A handwritten signature in cursive script that reads "David Andro". The signature is written in black ink and is positioned below the printed name "David Andro".

BRA Harbor



Sagegrass
GALLERY





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

DRB Application Number:
DRB-16-05

Date: 2-18-16

Map & Lot: 207-44

RECEIVED

FEB 18 2016

TOWN OF BAR HARBOR
PLANNING/CODE ENFORCEMENT

GENERAL INFORMATION:

Project Location: 682 St. Hwy. 3
street address Bar Harbor, ME. 04609

APPLICANT INFORMATION

Name: Sean Qualls Address: 682 St. Hwy. 3
City: Bar Harbor State: ME.
Email: live-simple@live.com
Phone: 207 479 4673

PROPERTY OWNER INFORMATION

Name: James McFarland Address: P.O. Box 543
City: Ellsworth State: ME.
Email: Jim@hmvcpas.com
Phone: 207 667 5529

ARCHITECT / ENGINEER / SIGN MAKER INFORMATION

Name: Banner City Graphics Address: 148 Main St.
City: Bucksport State: ME.
Email: bannercity@roadrunner.com
Phone: 207 469 6242

TYPE OF PROJECT

- | | | |
|--|---|--|
| <input type="checkbox"/> Demolition or Relocation of Historic Building | <input type="checkbox"/> Changes to Exterior Appearance of Nonhistoric Building | <input type="checkbox"/> Installation or Changes in Outdoor Storage/Display/Vending Machines |
| <input type="checkbox"/> Changes to Exterior of Appearance of Historic Building | <input type="checkbox"/> Installation or Changes in fences and freestanding walls | <input type="checkbox"/> Seasonal Closure |
| <input type="checkbox"/> Construction of New Building or Expansion of Nonhistoric Building | <input checked="" type="checkbox"/> Installation or Changes in Sign or Awning | |

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- **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) _____

Sean Qualls
Signature of Applicant

Signage Review
Town of Bar Harbor
Design Review Board
Required Application Materials
Section 125-67(BB)

Detailed Project Description: Install Two Free Standing Banner Signs to advertise a Carpet Cleaning Service.

CLOSURE: [] SEASONAL OPEN YEAR ROUND

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

Submittals Required	Provided
Road Frontage Calculation – Length of Road in Front of Property in Linear feet.	125'
Signage Plan – Measurements of all existing signage and total square feet of signage	See attached
A scaled drawing of each face of the sign showing the size, color, material, and design of the lettering. If the drawing is not in color, color samples for each principal color must be provided.	" "
A scaled drawing, photo, or photo simulation showing the location of signs on the building, or, if freestanding, the signs relationship to the building.	" "
Details of all sign and mounting materials, including type, color, and composition. If a colored rendition of a sign is not submitted, paint chips or product samples must be provided for each proposed sign.	" "
A scaled drawing, photo or photo simulation of the building and the neighboring buildings showing color, materials, and relative scale of buildings.	" "
Cut sheets with a photometric chart demonstrating any proposed lighting for signage will comply with Section 125-67(Z).	no lights
Letter of Authorization if applicant is different than the building owner.	See attached
Multitenant Signage Plan as required. Please refer to Planning Department for copy of a Multitenant Signage Plan.	NA
Details of all seasonal closures for signs and buildings.	See attached
<p>NOTE: Applications are due seven days in advance of the next regularly scheduled Design Review Board meeting.</p> <p>Applicants are strongly encouraged to hold a pre-application meeting with Planning or Code Enforcement staff.</p>	

Sign Review Submittal requirements

1. Road frontage: 125 ft.
2. No existing sign, new banner sign is 3ft. by 6ft. for a total of 18 Sq. Ft.
3. Color and text of sign (see attached) material: Banner
4. See attached pictures
5. Signs to be free standing. They will be attached to two black fence posts with plastic zip ties.
6. There are no buildings or signs that are neighboring this property
7. No lights
8. See attached letter.
9. NA
10. Sign is not seasonal.

MCFARLAND FAMILY, LLC
P.O. BOX 543
ELLSWORTH, ME 04605

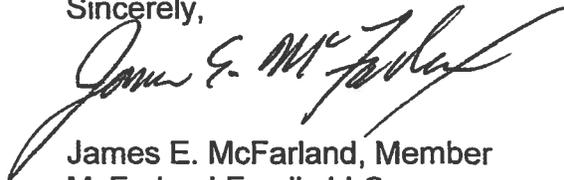
February 15, 2016

Sean Qualls
682 State Highway #3
Bar Harbor, ME 04609

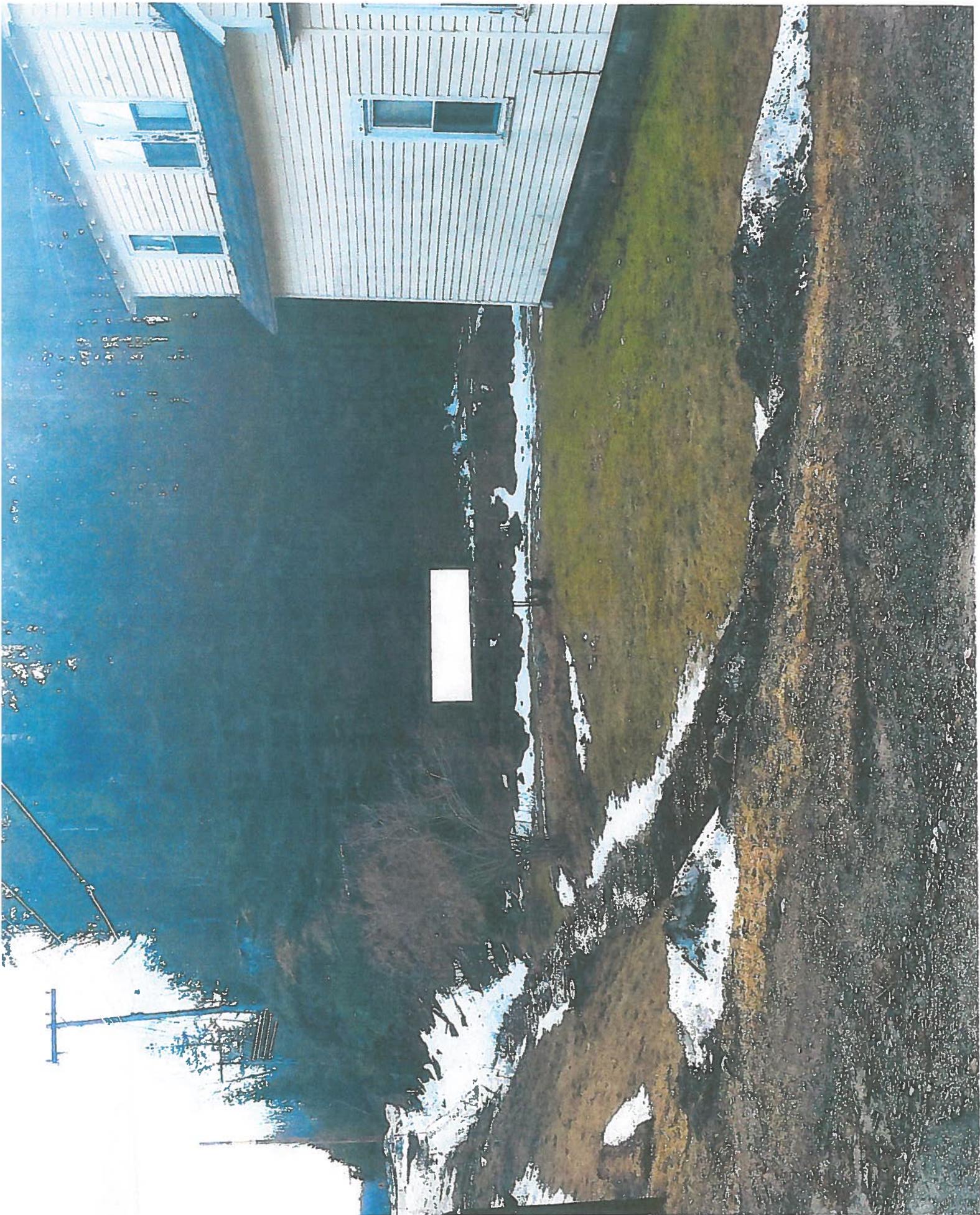
Dear Sean:

You have our permission to place a sign to promote your carpet cleaning business on our property at 682 Highway #3, Bar Harbor, ME 04609 (parcel ID# 207-044-000).

Sincerely,

A handwritten signature in black ink, appearing to read "James E. McFarland". The signature is fluid and cursive, with a long, sweeping underline that extends to the left.

James E. McFarland, Member
McFarland Family LLC





CARPET CLEANING

(207) 479-4673



← 6' →

↑ 3' ↓



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

DRB Application Number: DRB-16-6

Date: 2/18/2016

Map & Lot: 104-402

RECEIVED
FEB 18 2016

GENERAL INFORMATION:

Project Location: 119 MAW STREET
street address

APPLICANT INFORMATION

TOWN OF BAR HARBOR
PLANNING/CODE ENFORCEMENT

Name: Michael Boland Address: 8 Barbary Lane
City: Bar Harbor State: ME
Email: _____
Phone: _____

PROPERTY OWNER INFORMATION

Name: Bar Harbor Main & Newton Address: Po Box 10
City: Bar Harbor State: ME
Email: michael.charles.boland@gmail.com
Phone: 207 266 0540

ARCHITECT / ENGINEER / SIGN MAKER INFORMATION

Name: _____ Address: _____
City: N/A 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
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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:

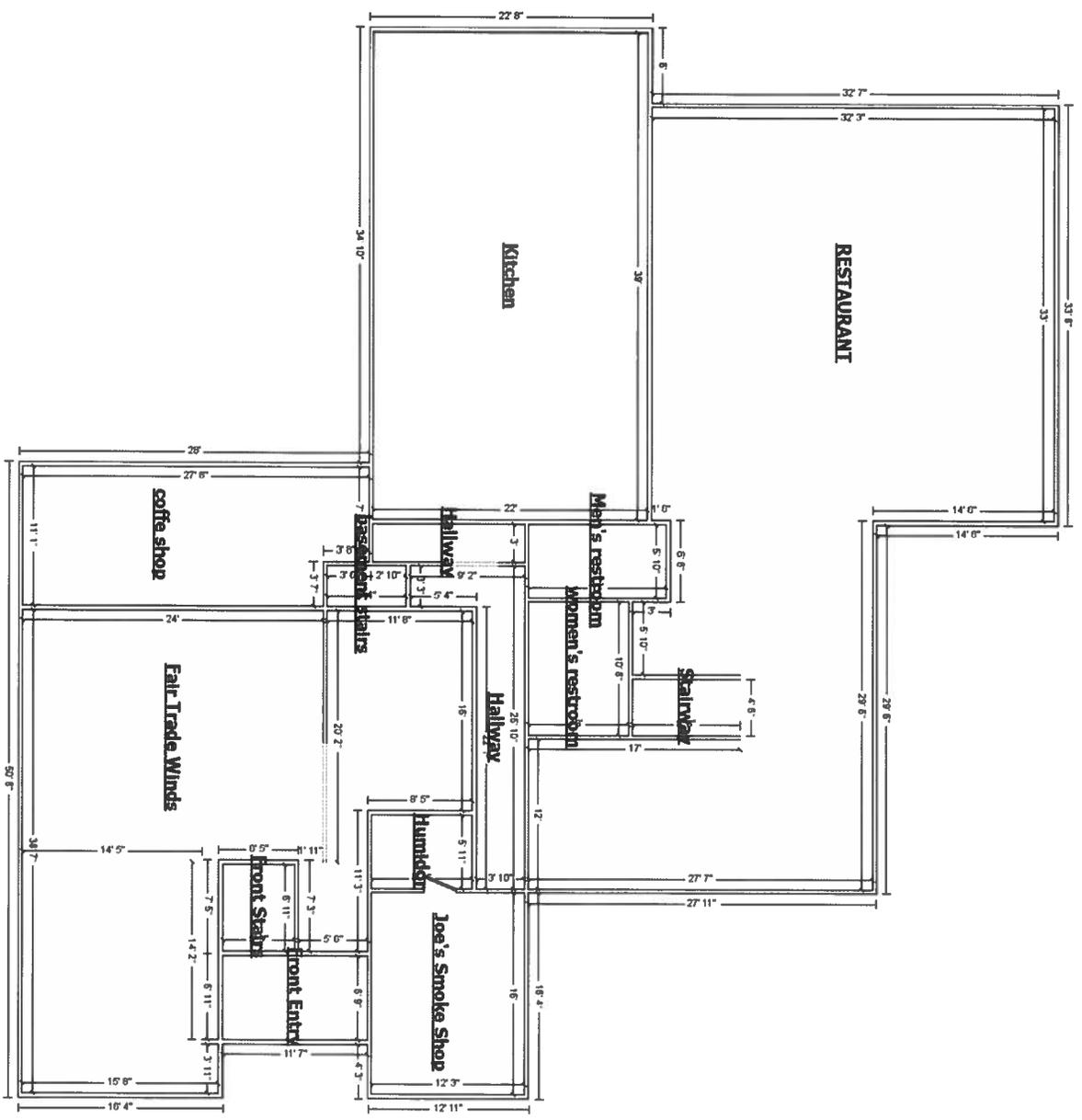
Change fixed doors to working doors.
- put in large window panes, cottage style.

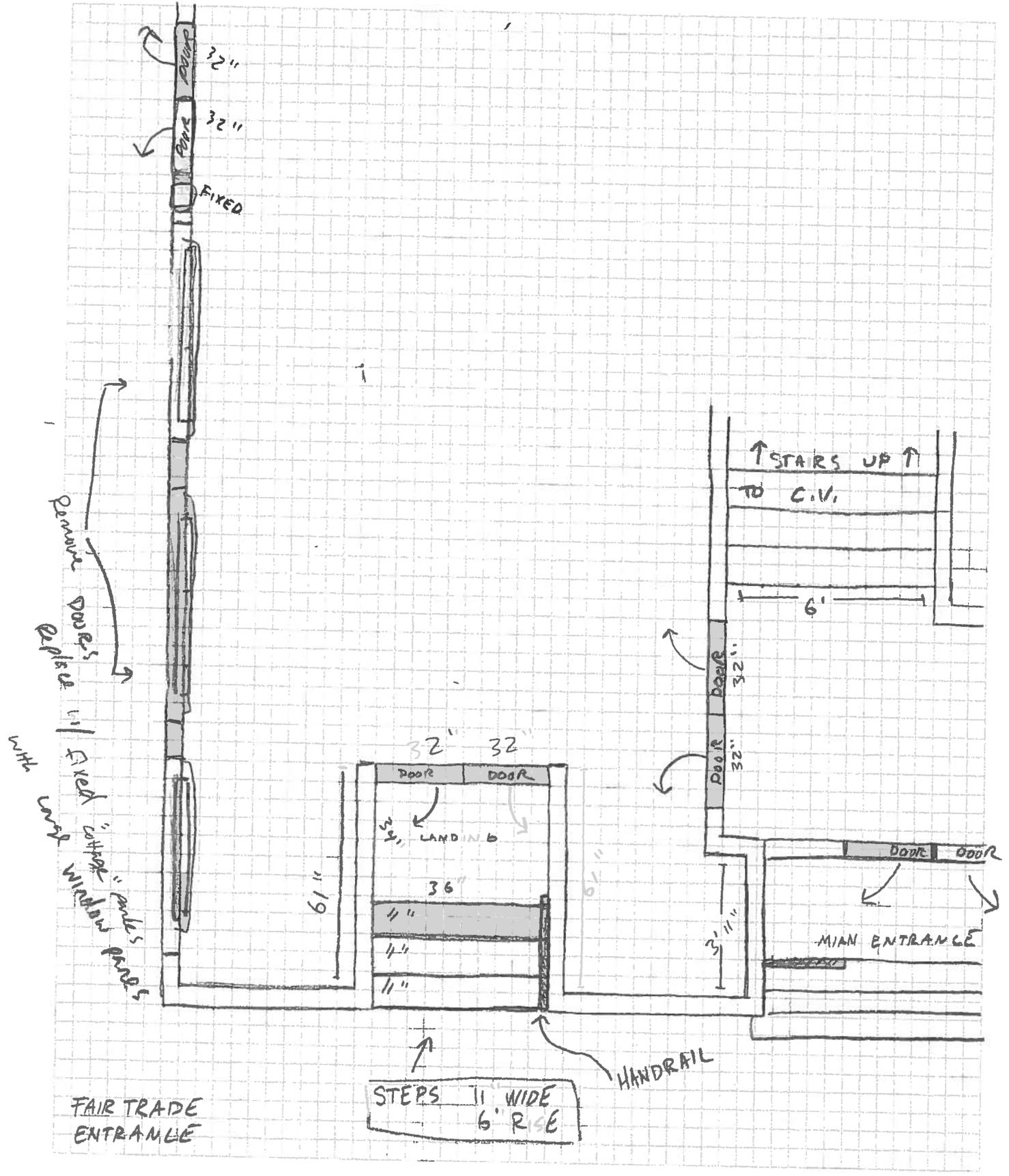
- All trim and cladding remain the same, w/shingles.

CLOSURE: SEASONAL OPEN YEAR ROUND

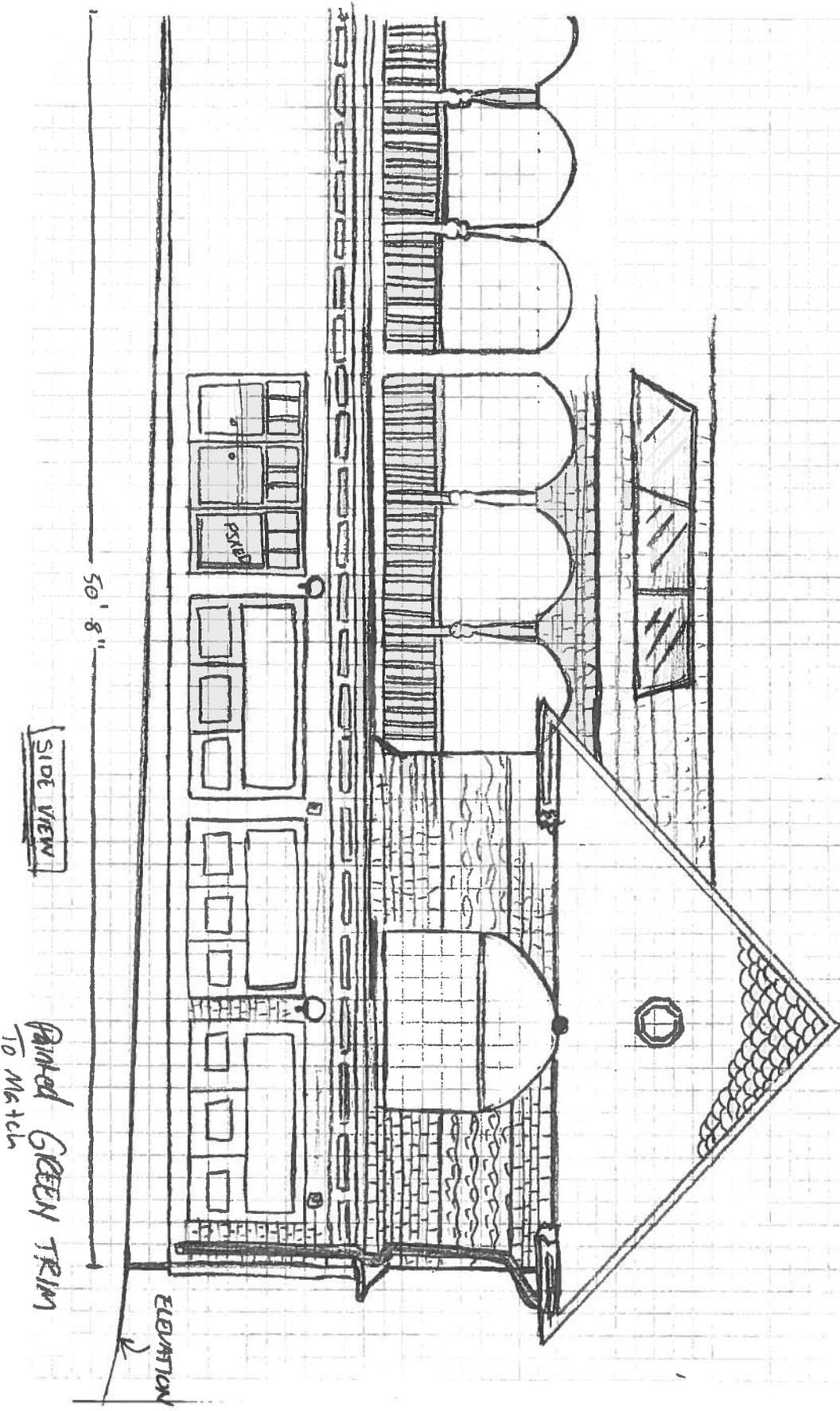
A complete application to the Design Review Board shall contain the following information:

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.	NA
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.	NA ✓
NOTE: 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.	









SIDE VIEW

Painted GREEN TRIM
10 Match

ELEVATION

ELEVATION

16' 4"

FAIR TRAPEZOID
ENTRANCE

STEPS 11" WIDE
6" RISE

MAIN ENTRANCE

* TRIM PAINTED GREEN
w/ shingles

