

Minutes — Design Review Board
Thursday, March 25, 2021 at 4:00 P.M.
Council Chambers (via Zoom) – Municipal Building — 93 Cottage Street

**Meeting was conducted remotely, via video (Zoom), due to COVID-19
(as authorized under MRSA §403-A, approved by the Legislature via LD 2167)**
**Meeting was broadcast on Spectrum channel 7 in Bar Harbor
and on <https://townhallstreams.com> (select Bar Harbor from dropdown menu),
where it is also archived for future viewing**

Present were Chairman Barbara Sassaman, Vice-chair Andrew Geel, Secretary Pete Bono and Member Pancho Cole. The other three seats on the board are vacant at this time.

Town staff present included Planning Director Michele Gagnon, Code Enforcement Officer Angela Chamberlain, Deputy Code Enforcement Officer Mike Gurtler, Assistant Planner Steve Fuller and Planning and Code Enforcement Administrative Assistant Tammy DesJardin.

I. CALL TO ORDER

Chairman Sassaman called the meeting to order at 4:02 PM.

II. EXCUSED ABSENCES

With all four appointed members present, there were no absences to excuse.

III. ADOPTION OF AGENDA

Mr. Cole moved to approve the agenda. Mr. Geel seconded the motion, which then carried unanimously (4-0) on a roll-call vote.

IV. APPROVAL OF MINUTES

- a. February 11, 2021
- b. March 11, 2021

It was noted that the March 11 meeting minutes were not yet available for review and approval.

Mr. Cole moved to approve the minutes from February 11, 2021 as submitted. Vice-chair Geel seconded the motion, which then carried unanimously (4-0) on a roll-call vote.

V. PUBLIC COMMENT

To make public comment, please email fuller@barharbormaine.gov
Assistant Planner Fuller reported no public comment had been received prior to the meeting.

VI. BUILDING PERMIT REMINDERS

Chairman Sassaman reminded applicants that, if approved for a Certificate of Appropriateness, they would still need to apply for and obtain a building permit from the Code Enforcement Office.

VII. REGULAR BUSINESS

a. Certificate of Appropriateness

Application: DRB-2021-10 (Sand Bar Cottage sign)
Applicant/Owner: Sand Bar Cottage, LLC
Project Location: 106 West Street (Tax Parcel 104-070-000)
Proposed Project: Installation of signage (new, larger sign to replace existing sign, in same location using existing support and lighting)

Brandon Monroe was present on behalf of the applicant. Chairman Sassaman confirmed that it was a straightforward change from one sign to another, and that it was a black-and-white color scheme.

There were no questions from the board. Mr. Cole moved to approve the application as submitted, and Vice-chair Geel seconded the motion. It then carried unanimously (4-0) on a roll-call vote.

b. Certificate of Appropriateness

Application: DRB-2021-12 (Adelmann balcony/fence)
Applicant/Owner: Timothy Adelmann
Project Location: 224 Main Street (Tax Parcel 104-487-000)
Proposed Project: Changes to exterior appearance of non-historic building and installation of fencing (adding a fire escape balcony on the third floor and adding fencing in the courtyard area of the property)

There was a slight delay in the meeting while Mr. Cole contacted the applicant by telephone in order to get him to join the meeting. In the interim, Planning Director Gagnon formally introduced Administrative Assistant DesJardin to the board members and explained how she is often the first point of contact for Design Review Board applicants.

While waiting, the board moved ahead to the agenda item about an update on the proposed Land Use Ordinance Amendment relating to signage. Assistant Planner Fuller explained that the proposed amendment had been removed from the June 2021 warrant and that staff was now looking at getting it on the November 2021 ballot.

Assistant Planner Fuller said a question had been raised during the Warrant Committee's review of the amendment about the adequacy of the public notice, specifically as it related to a provision involving vacancy/no vacancy neon signs. Moreover, he explained, there was a concern about neon signage in general at the Warrant Committee level.

Assistant Planner Fuller said staff's position, framed by discussion with the Design Review Board, was that it would have allowed lodging businesses anywhere in town to have small (2 square feet) neon signs indicating vacancy or no vacancy. He noted it expanded on an existing provision for such signs that was limited to business and corridor districts. He spoke about the time frame going forward. He said the board should have a discussion in the future about the neon signage issue.

In response to questions, Assistant Planner Fuller said the concern seemed to stem from the possibility of such signs being allowed in residential districts (those where lodging uses are already allowed). He noted that everything else in the amendment is also on hold as a result of this pause.

Planning Director Gagnon noted the Warrant Committee had actually voted against the amendment, and that staff did not want to risk putting it on the ballot with that unfavorable vote listed with it. Chairman Sassaman expressed her frustration with how long the process takes and how an issue with one piece of a proposed amendment can derail an entire proposal that has multiple pieces to it.

Timothy Adelmann joined the meeting for his application, and discussion on the signage amendment ceased. He gave a rundown of what he was looking to do within this application. He said he needed to add a fire escape balcony on the third floor as a second means of egress from the building. He said the materials for the balcony would be pressure-treated wood, and that he would leave it as is.

On the subject of fencing, Mr. Adelmann said he wanted to put pine stockade fencing on top of the existing wrought iron fence so that there would be privacy for people on the inside of the fence. He said he intended to leave it as rough, unfinished wood. He said it was no longer going to be a restaurant and that he just wanted the area to serve as a sort of courtyard. Mr. Adelmann said the property will be used for vacation rentals in the future.

There was a discussion about the balcony, and what color it might be painted to better blend in with the building (Chairman Sassaman suggested dark green, for example – once the pressure-treated has worn off and the paint would be able to stick).

Mr. Bono asked about the fence, and more specific details about how the wooden fence would be attached to the existing wrought-iron fence. Chairman Sassaman suggested pipe brackets, while Mr. Cole offered another suggestion. Chairman Sassaman asked how far the new fence would extend, and Mr. Adelman confirmed it would go the whole length of where the wrought-iron fence is now. Chairman Sassaman said she was not crazy about leaving the wooden fence in an unfinished state. She said it would look cleaner painted white or a color from Mr. Adelman's building. There was agreement that green would look good (white was also discussed). Flower boxes were discussed.

Discussion continued on the fencing, and what would look most appropriate. Mr. Bono argued in favor of white paint on the wooden fence. Mr. Adelman said that would match the building color at that height, and indicated he was agreeable to white. Chairman Sassaman said that would keep it in the vernacular of the neighborhood. Others expressed agreement with and support for white fencing.

Chairman Sassaman moved to approve the application as submitted, with the following [conditions]: that the [wooden] fence that will be attached to the wrought-iron railing will be painted either white or green to match the deli building, and that the balcony off the deli building could be painted or left as pressure-treated wood. Mr. Cole seconded the motion, which without further discussion then carried unanimously (4-0) on a roll-call vote.

VIII. OTHER BUSINESS

a. Update on LUO signage amendment

This agenda item was taken care of above, under the DRB-2021-12 agenda item.

IX. BOARD MEMBER COMMENTS AND SUGGESTIONS FOR THE NEXT AGENDA

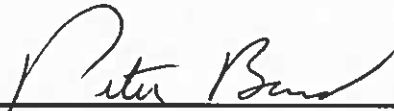
Chairman Sassaman asked that a discussion of the proposed Signage Land Use Ordinance amendment be added to the agenda for the April 8, 2021 Design Review Board meeting. This led to additional discussion about neon signage in general and its appropriate place in Bar Harbor.

There was a discussion about the Design Review Board Handbook. Planning Director Gagnon reported that, per legal counsel, the revisions did not need to be approved by the Town Council.

X. ADJOURNMENT

At approximately 4:50 PM, Vice-chair Geel moved to adjourn the meeting. Mr. Cole seconded the motion, which then carried unanimously (4-0) on a roll-call vote, with each member voicing their own unique expression of affirmation of the motion.

Signed as approved:



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

7-8-2021

Date

(See note on following page about workshop session that immediately followed the meeting)

Workshop Session
(immediately following business meeting)

I. Design Review Board handbook

The board held a workshop discussion on the Design Review Board handbook. The workshop lasted approximately 20 minutes, and was broadcast live on the Bar Harbor Planning & Code Enforcement's Facebook page. No action was taken during the workshop session.

(conclusion of workshop session)