

**Minutes
Design Review Board
June 13, 2019 at 6:00 P.M.
Council Chambers – Municipal Building
93 Cottage Street**

Chairperson Barbara Sassaman, Vice-chair Steve Demers, board members Francis “Pancho” Cole and Andrew Geel were present. Secretary Peter Bono was absent. The sixth and seven seats on the board are currently vacant.

Town staff present were Planning Director Michele Gagnon and Code Enforcement Officer Angela Chamberlain.

I. CALL TO ORDER

Chairperson Sassaman called the meeting of the Design Review Board to order at 6:00 PM.

II. EXCUSED ABSENCES

Secretary Bono was excused.

III. ADOPTION OF THE AGENDA

Cole moved to adopt the agenda with item VII e dropped. Geel seconded the motion. The motion carried unanimously (4-0).

IV. APPROVAL OF MINUTES (May 23, 2019)

Geel moved to adopt the minutes of May 23, 2019. Pancho seconded the motion. The motion carried unanimously (4-0).

V. PUBLIC COMMENT

There were no comment

VI. BUILDING PERMIT REMINDERS

Sassaman reminded the applicant 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-19-31 (Acadia Inn)
Applicant: Kevin McKeen Minuteman Signs, Inc.
(for Witham Family Hotels)
Project Location: 98 Eden Street/101-012-000
Proposed Project: Installation or changes in sign or awning**

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The applicant's signs can be 30% or less translucent face and 70% or greater opaque background but it cannot be a cabinet with a translucent face. This means that the grey would have to be opaque.

Pancho moved that we accept this application as submitted with the modification that the area on the two signs – the roadside sign and the building sign – shall remain grey, black, or other nontransparent/opaque background. Demers seconded the motion. The motion carried unanimously (4-0).

b. Certificate of Appropriateness

**Application: DRB-19-32 (Bar Harbor Villager Motel)
Applicant: Kevin McKeen Minuteman Signs, Inc.
(for Witham Family Hotels)
Project Location: 207 Main Street/104-464-000
Proposed Project: Installation or changes in sign or awning**

Pancho moved that we accept this application as submitted with the proviso that the lamp illuminating from behind, because of the light, be around 2700 or 3000 (kelvin). Geel seconded the motion. The motion carried unanimously (4-0).

c. Certificate of Appropriateness

**Application: DRB-19-33
Applicant: Amy Tilbury/Bar Harbor Cheesecake Co.
Project Location: 116 Cottage Street/104-161-000
Proposed Project: Changes to exterior appearance of nonhistoric building
Installation or changes in sign or awning
Seasonal closure**

Sassaman moved that we accept this application as submitted with the following: any of the three options a, b, c, and 1, 2, and 3 are fine and are the owners decision; the colors as submitted for the building are appropriate; the gutters are added into this and are appropriate for this building and not limited to but suggested that white, brown, or black be the colors for the gutter, the window boxes are approved as submitted; the sign hanger that exist may be removed or replaced if it is similar to the existing bracket; the sign hanger may be moved to facilitate keeping the bottom of the sign ten feet above the public way; the font on the hanging signs will be used for the window sign or similar to that and the window sign letter are somewhere between 6 ½ and 10 inches tall; the color of the

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window signs is the burgundy of the sign color; and the hanging sign will be removed in the winter. Pancho seconded the motion. Discussion ensued. Sassaman amended her motion and added that any lighting for the sign, if they reuse any lighting for the sign, they must be in compliance with the dark sky code and that the white option for the gutter is removed. Pancho seconded the amended motion. The motion carried unanimously (4-0).

d. Certificate of Appropriateness

Application: DRB-19-34 (Ciao previously the Blue Door)
Applicant: Marie and Kyle Yarborough
Project Location: 135 Cottage Street/104-029-000
**Proposed Project: Changes to exterior appearance of nonhistoric building
Installation or changes in sign or awning**

Demers moved that we approve this application as submitted with the understanding that the sign will remain year round, with the option to take it down. There is no lighting. Pancho seconded the motion. The motion carried unanimously (4-0).

e. Certificate of Appropriateness

Application: DRB-19-35
Applicant: Simon and Lisa John
Project Location: 7 Holland Avenue/104--017-000
**Proposed Project: Demolition or relocation of historic building
Construction of new building or expansion of nonhistoric
building**

This was removed from the agenda.

VIII. OTHER BUSINESS

- a. DR Overlay District Map and Adjustment of DRB Jurisdiction -** Sassaman said that on June 5, 2019, the Planning Board voted to not move the proposed amendments to council. The planner explained that the Planning Board had a discussion trying to determine if the proposed Design Review Board amendment complied with one of the four pathways of how an amendment can be brought forth. The Planning Board agreed that it did. There were general concerns on the amendments as it pertained to the gateway area/Route 3 section.

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- b. **Vacancies** – Sassaman explained that presently there are two vacancies on the board and members should make an effort to recruit new members. Geel indicated that his term is up for renewal and that he is unsure if he will be available to serve again.
- c. **Calendar** – The calendar gets set in October for the next calendar year. Sassaman explained that for the month of January and February – the board could schedule one meeting per month, and also keep it to one meeting per month for November and December. For the other months, there would be two meetings. The fourth week of January and February could be reserved for workshops.

IX. BOARD MEMBER COMMENTS AND SUGGESTIONS FOR THE NEXT AGENDA

It was discussed that the board should set priorities. Items mentioned that needs to be worked on include: the handbook, off-premise signs; type I and III; proposed amendments for the expansion for jurisdiction; upstairs and downstairs color list does not match; and Appendix A. Sassaman will work on the color list.

Sassaman indicate that the board should ask Brecher and Withman, if they would be willing to come to the board to further explain the comments they made at the June 5, 2019 Planning Board meeting.

X. ADJOURNMENT

Geel motioned to adjourn at 7:17 PM. Pancho seconded the motion. The motion carried unanimously (4-0).

Signed as approved:



8-8-19

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

Date