

**Minutes
Design Review Board
August 23, 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; Steve Demers, Vice-Chair; Pancho Cole, Member; Peter Bono, Secretary; and Andrew Geel, Member.

Town staff present: Janna Richards, Planning Director.

II. EXCUSED ABSENCES

There were no excused absences.

III. ADOPTION OF THE AGENDA

Mr. Cole moved to adopt the agenda with the revision to place item 6b before item 6a. Mr. Geel seconded the motion and the Board voted 5-0 to approve the motion.

IV. APPROVAL OF MINUTES

a. August 9, 2018

Mr. Bono moved to adopt the minutes as submitted. Mr. Demers seconded the motion and the Board voted 4-0-1 to approve the motion, with Mr. Geel abstaining.

V. PUBLIC COMMENT PERIOD

Ms. Sherry Rasmussen came forward to highlight improvement projects that have been conducted through public-private partnerships completed within the past year, such as Harborview Park, Grant Park and the Shore Path, and to thank those who were involved. She mentioned the potential to expand Harborview Park in the future. Ms. Rasmussen also spoke in favor of the pending Route 3 multi-use path that is slated to end near the intersection of West Street, where a new park is being proposed. She noted that there is an area between the newly proposed park and the Bar Harbor Club on West Street that could undergo streetscape improvements for both pedestrians and vehicular traffic. Ms. Richards noted that Ms. Rasmussen could speak with her about potential streetscape improvements to that area of West Street. Mr. Dick Cough noted that there is a downtown masterplan that could help with the discussion.

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

b. Certificate of Appropriateness

Application: DRB-2018-27

Applicant: Robert & Kathleen Jordan

Project Location: 81 Ledge lawn Avenue, 107-078-000

Proposed Project: Other – Conversion to TA-1

Mr. Jordan indicated that, to continue renting out an apartment on his property as a weekly rental, he needs to convert the use to a TA-1 accommodation and, per the ordinance, all transient accommodations need to be reviewed by the Design Review Board. He noted that there are no plans to change the property from the way it currently exists.

Mr. Cole moved to approve the application as submitted. Mr. Demers seconded the motion. Mr. Geel inquired as to if the applicant would be required to serve breakfast to guests as a transient accommodation. Mr. Cole explained that was not within the purview of the Design Review Board. With no further discussion, the Board voted 5-0 to approve the motion.

a. Certificate of Appropriateness

Application: DRB-2018-26

Applicant: 108 Cottage Street Associates, LLC

Project Location: 32 Holland Avenue, 104-233-000

Proposed Project: Construction of New Building

Mr. Geel asked to be recused from this agenda item. Ms. Sassaman moved to recuse Mr. Geel. Mr. Cole seconded the motion and the Board voted 4-0 to approve the motion. Mr. Geel left the room.

Mr. Greg Johnston and Mr. Paul Paradis represented the applicant. Mr. Johnston described the changes to the application since the previous meeting, which primarily included changes to landscaping along the street and building entrance, increasing the size of windows, and removal of the roof gables. He also noted that the windows comprised of approximately 28% of the exterior wall surface of the front façade.

Mr. Bono stated that he is in favor of the newly proposed windows and that he preferred the inclusion of the roof gables.

Ms. Sassaman asked questions in relation to the location of the new building on the site and the location of the sidewalk and the curb being in line with the Machias Bank curbing. It was confirmed that the sidewalk on the subject property would be in line with the Machias Bank sidewalk. It was also confirmed that the existing sign and sign pole on the property would be removed and that the applicant would come back before the Design Review Board with an installation of signage application. Ms. Sassaman indicated that she had no preference between the roof with the gables or without.

Mr. Demers indicated that he preferred the removal of the gables and that he was in favor of the re-design of the windows, although he would prefer there to be windows on the south-facing façade. There was a discussion on the color of the overhead doors. There was also a discussion on whether to include or remove the gables.

Mr. Cole moved to accept the most recent submittal of the application with the option for the applicant to build the dormers as shown in the previous application. Mr. Demers seconded the motion and the Board voted 4-0 in favor of the motion.

c. Certificate of Appropriateness

Application: DRB-2018-28

Applicant: Dick Cough

Project Location: 1 Harbor Lane & 145 West Street

Proposed Project: Installation of fence, fountain, landscaping

Mr. Geel returned to the room and rejoined the Board.

Mr. Cough provided a description of the proposed project. He indicated there was a small change in the site plan design that included moving the benches and provided the Board with a more up to date drawing. He used the site plan to explain the various components of the project, which are proposed to include a memorial for the 1947 fire, several benches, a fountain, lighting, a fence, signage, plantings, and pavers. The Board indicated that they would prefer if the lighting was within the 2700k – 3000k temperature range. There were some variations of the memorial, one of which would include columns, discussed. Ms. Sassaman confirmed that there would be no more clearing of the site than what has already been done. She made a suggestion for the types of plantings that could be placed along the berm.

Mr. Geel moved to approve the application as submitted. Mr. Cole seconded the motion and the Board voted 5-0 to approve the motion.

VIII. OTHER BUSINESS

a. Pre-Application Review

- i. The applicant (LARK Studio) is seeking an informal review and Board member questions and comments on the installation/changes in fences, freestanding walls, and landscape at the Bar Harbor Inn before requesting a Certificate of Appropriateness review.

The Board reviewed the proposed plans with Mike Rogers, who represented the applicant. Mr. Rogers provided a description of the proposal. The Board provided some minor suggestions/recommendations on the proposal. Mr. Rogers indicated that the landscaping, fencing, walls, and modifications to the pool and pool area would be reviewed as a separate application from the newly proposed building near the pool.

IX. BOARD MEMBER COMMENTS AND SUGGESTIONS FOR THE NEXT AGENDA

It was suggested that Town staff could suggest for new building construction above a certain square footage that applicants consider attending a preliminary, pre-application Board meeting to review a concept design prior to appearing before the Board for a Certificate of Appropriateness review.

Ms. Richards noted that she would send out the ordinance language for the proposed amendment to the design review overlay district to the Board electronically so they are able to review it before the next meeting.

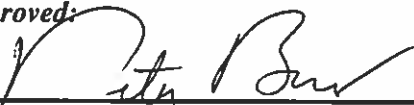


10-31-18

X. ADJOURNMENT

Mr. Cole moved to adjourn the meeting at 8:00 P.M. Mr. Geel seconded the motion and the Board voted 5-0 to approve the motion.

Signed as approved:



10-31-18

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

Date