

**Minutes
Design Review Board
October 25, 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; Pancho Cole, Member; Peter Bono, Secretary; and Steve Demers, Vice Chair.

Also present: Janna Richards, Planning Director.

II. EXCUSED ABSENCES

Mr. Bono moved to excuse Mr. Geel. Mr. Cole seconded the motion and the Board voted 4-0 to approve the motion.

III. ADOPTION OF THE AGENDA

Mr. Cole moved to adopt the agenda as proposed. Mr. Demers seconded the motion and the Board voted 4-0 to approve the motion.

IV. APPROVAL OF MINUTES

a. September 27, 2018

Mr. Bono moved to approve the minutes of September 27, 2018 as proposed. Mr. Cole seconded the motion and the Board voted 4-0 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-2018-38

Applicant: 108 Cottage Associates, LLC

Project Location: 32 Holland Avenue, Tax Map104, Lot 233-000

Proposed Project: Installation of signage, installation of fences, changes to exterior appearance of a nonhistoric Building, and installation of outdoor display

Mr. Paradis introduced himself and asked it was be easiest if he explained each portion of the project separately. The Board agreed to discuss each element of the application one at a time.

Mr. Paradis noted that he had originally proposed a 4' X 8' sign but that could exceed the maximum wall area requirement, depending on how the Board calculated. He added that he could do a 3'-6" X 7' sign which would meet the wall area calculation. The Board agreed they preferred the smaller sign.

Mr. Paradis described the fence around the propane fill station. He noted that the current location was illegal, and the fence could be green or black, and he was fine with either. He added that the fence needed to be transparent so the tanks inside were visible, and two gates were required.

The Board discussed adding as much screening as possible without violating the standards the state requires. The Board agreed the 6' high chain link fence with two gates and as much screening as possible was appropriate.

Mr. Paradis explained the parking change. His previous approval was for 10' X 20' parking spaces with a 26' aisle width. In order to enlarge the sidewalk, he was now proposing 10' X 19' parking spaces with a 25' aisle width. The Board didn't have any issues with the parking amendment.

Mr. Paradis explained the plant displays. He described them as being 7' tall, 4' wide and 6' long with a 2' arc on one end. His plan was to have four of these displays, they would be on wheels, located between the doors and wheeled inside the building or kept outside depending on the weather and space availability. He also requested approval of sunshades over the displays that would have removable canvas sides. The canvas would be removed during the day and used in the evenings to secure the space. He added that they come in three colors, red, green, or black.

The Board discussed the sunscreen installations. Mr. Paradis explained that they were not attached to the building and would be 10' long, 8' high, and 8' wide.

Mr. Bono read section 125-114 D. which talks about the standards for awnings and canopies. The Board agreed that the sunshades were different from what was described and intended in that section and this application was appropriate as the applicant was proposing to use it.

The final piece of the application Mr. Paradis noted was the existing automobile repair garage needed one garage door replaced and Mr. Paradis was either going to replace it with a black door or a white door as it is now. He wanted approval to do either if possible and he would replace the second door as well if he decides to install a black door. The Board agreed either was appropriate.

Mr. Bono moved to approve the 3'-6" X 7' sign as proposed; a black 6' tall, 16' X 16' fence enclosure to be landscaped on the Holland Avenue side as much as possible; the parking spaces reduced from 20' long to 19' long, and the parking aisle reduced from 26' to 25'; a 12' wide sidewalk; the sunshades as described; and garage doors on the automobile repair garage in white or black. Mr. Cole seconded the motion and the Board voted 4-0 to approve the motion.

VIII. BOARD MEMBER COMMENTS AND SUGGESTIONS FOR THE NEXT AGENDA

Ms. Sassaman informed the Board that she would be giving an update to the Planning Board on the proposed amendments to Appendix A and the overlay district.

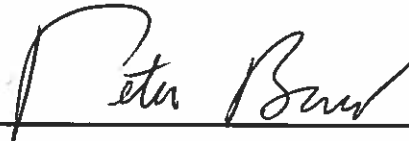
Ms. Richards reminded the Board that the Jackson Lab site visit was scheduled for Monday, October 29, 2018 at 3:00PM with a rain date of October 31, 2018 at 11:00AM.

The Board thanked Ms. Richards for her time with the Town of Bar Harbor and wished her well in the future.

IX. ADJOURNMENT

Mr. Cole moved to adjourn the meeting at 7:05 P.M. Mr. Bono seconded the motion and the Board voted 4-0 to approve the motion.

Signed as approved:



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

Date