

**Cover Page
for Thursday June 12, 2025,
Design Review Board Meeting**

*Project Information is available at https://www.barharbormaine.gov/ 271/Design-Review-Board	Material Issued	Issued on 6/6/2025
ITEMS		
Cover page with date	✓	
June 22, 2025, Meeting Agenda	✓	
Minutes for approval: <ul style="list-style-type: none"> • May 22, 2025 	✓	
Applications: <ul style="list-style-type: none"> • Certificate of Appropriateness Application: DRB-2025-16 • Certificate of Appropriateness Application: DRB-2025-17 	✓	

**Town of Bar Harbor
Agenda — Design Review Board
Thursday, June 12 at 4:00 PM
93 Cottage Street
Bar Harbor, Maine**

I. CALL TO ORDER

II. EXCUSED ABSENCES

III. ADOPTION OF AGENDA

IV. APPROVAL OF MINUTES

a. May 22, 2025

V. PUBLIC COMMENT

To make comment, please email designreview@barharbormaine.gov (goes to all board members and town staff)

VI. BUILDING PERMIT REMINDERS

VII. REGULAR BUSINESS

a. Certificate of Appropriateness

Application: 2025-16

Applicant/Owner: Olivia Geandreau

Project Location: 35 Cottage Street, Bar Harbor, ME 04609, 104-140-000

Proposed Project: Move previously approved sign from 37 ½ Cottage Street to the other side of the building at 33 Cottage Street. The sign has vinyl and LED accents. Sign will extend horizontally over the middle window, as before.

b. Certificate of Appropriateness

Application: 2025-17

Applicant/Owner: Bar Harbor Food Pantry

Project Location: 34 Kennebec Place, Bar Harbor, ME 04609, 219-029-001

Proposed Project: Install grass pavers, add gutters, and downspouts, and install signage.

VIII. OTHER BUSINESS

IX. BOARD MEMBER COMMENTS AND SUGGESTIONS FOR THE NEXT AGENDA

X. ADJOURNMENT

**Town of Bar Harbor
Minutes — Design Review
Board Thursday, May 22 at
4:00 PM 93 Cottage Street
Bar Harbor, Maine**

I. CALL TO ORDER

The meeting was called to order at 4:00 PM. Members present included Chair Barbara Sassaman and member Pancho Cole. Members Bo Jennings and Kate Macko were present via Zoom.

II. EXCUSED ABSENCES

Member Mike Rogers and Secretary Andrea Lepcio were excused. Vice-Chair Erin Cough was unexcused.

III. ADOPTION OF AGENDA

Pancho Cole moved to adopt the agenda. Kate Macko seconded and the motion passed 4-0 in a roll call vote.

IV. APPROVAL OF MINUTES

a. May 8, 2025

Kate Macko moved to approve the minutes from May 8, 2025. Pancho Cole seconded and the motion passed 4-0 in a roll call vote.

V. PUBLIC COMMENT

There were none.

VI. BUILDING PERMIT REMINDERS

The applicant was 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: 2025-15

Applicant/Owner: Melissa Frost

Project Location: 1543 State Highway 102, Bar Harbor, ME 04609, 219-029-001

Proposed Project: Addition to existing non historic building

The applicant, Melissa Frost was present. She presented her application.

Board members did not have any questions.

Bo Jennings moved to approve the application DRB-2025-15. Pancho Cole seconded and the motion passed 4-0 in a roll call vote.

VIII. OTHER BUSINESS

Bo Jennings asked the Staff Planner about the status of comments on the proposed Design Review Board amendment. Staff Planner Hailey Bondy explained the Planning Staff was still working on incorporating comments and would have an update soon.

IX. BOARD MEMBER COMMENTS AND SUGGESTIONS FOR THE NEXT AGENDA

There were none.

X. ADJOURNMENT

Chair Sassaman moved to adjourn the meeting at 4:05 PM. Pancho Cole seconded.



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

DRB Application Number: _____

Date: _____

Map & Lot: _____

104-140

Project Address: 35 Cottage St

Applicant Name: Olivia Geandreau **Address:** 20 Ash Pl

City: Bar Harbor **State:** ME

Email: ogeandreau@gmail.com

Phone: (207) 460-6104

Property Owner Name: Criterion Theatre **Address:** 35 Cottage St

City: Bar Harbor **State:** ME

Email: info@critteriontheatre.org

Phone: _____

Architect/Designer Name: Tidal Graphics **Address:** 101 Main St, C

City: Southwest Harbor **State:** ME

Email: info@tidalgraphics.com

Phone: (207) 244-0711

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"/> Changes to Exterior of Appearance of Historic Building | <input type="checkbox"/> Installation or Changes in Outdoor Storage/Display/Vending Machines |
| <input type="checkbox"/> Construction of New Building or Expansion of Nonhistoric Building | <input type="checkbox"/> Installation or Changes in fences and freestanding walls |
| <input checked="" type="checkbox"/> Installation or Changes in an internally illuminated sign or awning | |

FEE

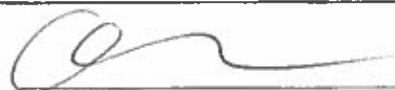
Project Cost: \$ 0

\$ 31.00 for Residential and Commercial projects less than 1 million.

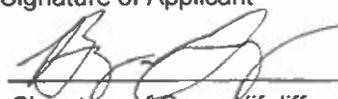
\$ 66.00 Commercial projects more than 1 million

PLEASE BE ADVISED: A building permit must be obtained prior to the construction and/or installation. Contact the Code Enforcement Office with any questions regarding the building permit process at (207) 288-3329

NOTE: Applications are due 14 days in advance of the next regularly scheduled Design Review Board meeting.



Signature of Applicant



Signature of Owner (if different from Applicant)

**Town of Bar Harbor
Design Review Board
Required Application Materials
Section 125-114**

Brief Project Description:

Please provide a brief description of the project.

move previously approved sign from 37 1/2 Cottage St to other side of the building / 33 Cottage St. Sign has vinyl + LED accents. Sign will extend horizontally over middle window, as before. Adding vinyl logo across 4 windows and one logo on door. Measure approx 32" x 10.5" per sticker.

Road Frontage: 22 ft, 6 in

Open Seasonally

Open Year Round

ALL Applications must include:

Please provide materials in the order listed below and check the "provided?" column.

Requirement	Provided?		Reserved for Planning Staff Review
	Y	N	
1 NARRATIVE —Description of the building's use, location, setbacks, adjacent structures, dimensions, materials, colors, etc.	✓		
2 PHOTOS OF EXISTING BUILDING —color photographs or simulations of the existing building, structure, or site showing all facades that can be seen from the public street.	✓		
3 PHOTOS OF ADJACENT PROPERTIES —color photographs or simulations of the adjacent buildings to the subject property, including those across the street and next door. These photos should depict setbacks from the street, building heights, front façade proportions, building scaping and materials, and existing patterns and relationships.	✓		
4 DETAILED PLANS —Drawings, photos, or simulations of proposed changes that are planned for the property. This should depict all sides of the new structure that will be visible from the road.	✓		
5 SCALED SITE PLAN —Scaled drawing, photo, or simulation of the site showing all proposed and existing structures, including fences, buildings, storage areas, etc. This site plan should take required property setbacks into account.	✓		
6 MATERIALS —Details of all external materials, including type, color and composition. Paint chips or product samples shall be provided for each addition.	✓		
7 LIGHTING —Details of any new or proposed changes to lighting and lighting levels.	✓		

If NO was selected in the above table for any of the requirements, please describe why it was not included.

**Town of Bar Harbor
Design Review Board
Required Application Materials
Section 125-114**

Are you Demolishing or relocating a historic building?

No

Yes

If no, you have completed the application.

If yes, please provide the documents requested in the table below.

Required Submittals for Demolition or Relocation of a Historic Building ONLY:

In addition to the table on page 2, please provide materials in the order listed below and check the "provided?" column

	Requirement	Provided?		Reserved for Planning Staff Review
		Y	N	
1	STATEMENT FROM DESIGN PROFESSIONAL —Please provide a statement from an engineer or architect outlining the structural condition of the building, the condition of the building systems, and issues with the renovation or use of the building that affect the feasibility of renovation or relocating the building.			
2	MSHP NOTIFICATION —Please provide written evidence that the Maine State Historic Preservation Office and local historical organizations have been notified of the application for a Certificate of Appropriateness to demolish the building and copies of any correspondence with or from these groups.			

If NO was selected in the provided section for any of the requirements above, please describe why it was not included.

Description of Sign for 35 Cottage Building, sign will be located at 33 Cottage:

We will be moving the existing business, Langosta, a small restaurant, with previously approved illuminated sign to a bigger location nearby, with the same landlord/building owner. We would like to move the existing sign. The new location of the sign will be at 33 Cottage St, to the right of the Criterion Theatre. The sign, in it's currently approved location, is located on the left side of the Criterion, at 37 1/2 Cottage St.

The sign and lighting elements will remain the same. The sign is designed to compliment the theatre marquee, and is black and gold with teal lettering and pink and yellow accents. Have included photos of current placement of sign for the design, and new placement, above main entry door, at height of current sign. Will be adding new vinyl across the four windows, in a similar style to the vinyl that was previously there, and would like to add our logo from the sign to the main entry door.


LANGOSTA
TACOS | CANTINA

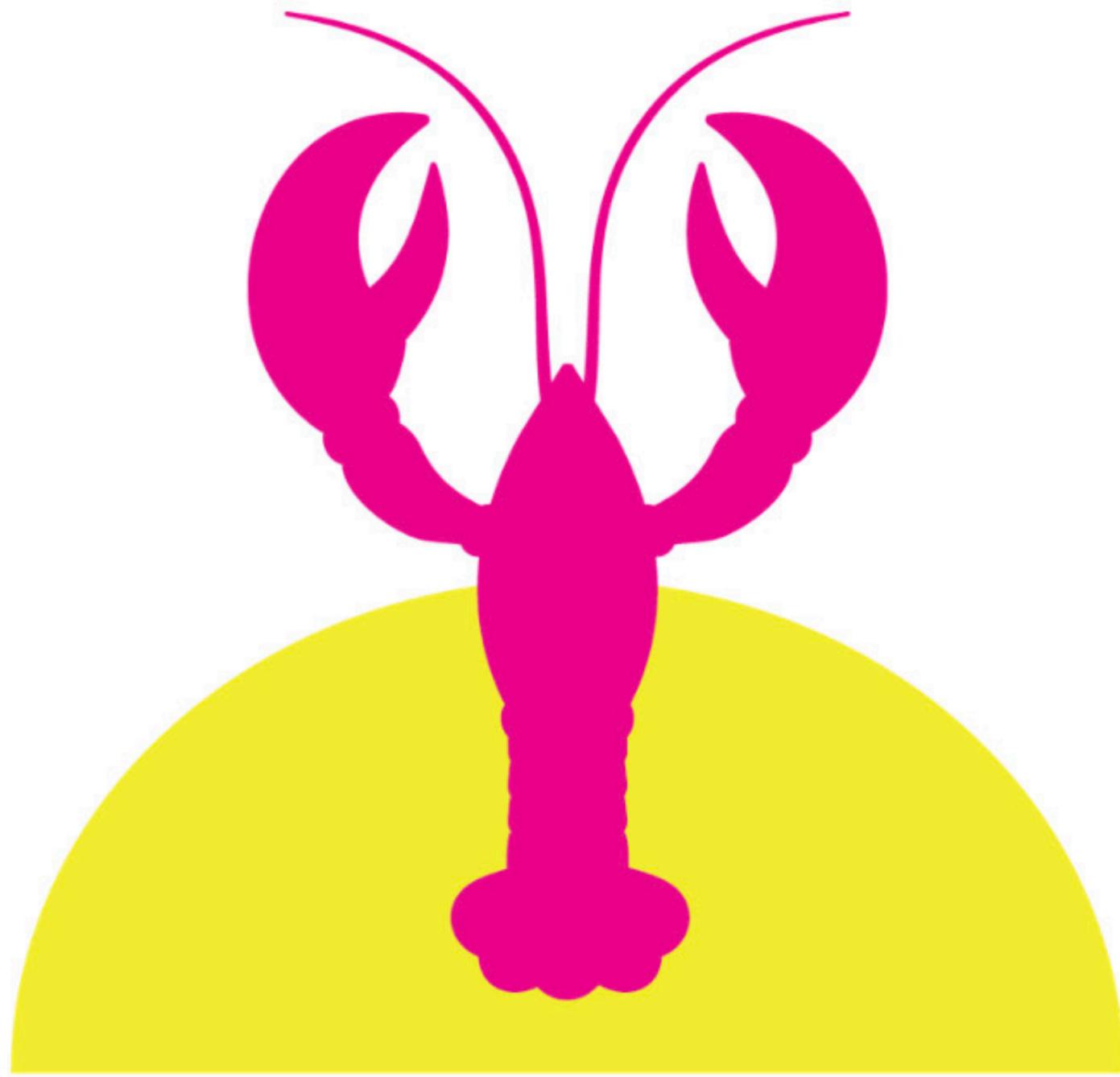
CRITERIO
MUSIC FILM
& MORE





OWN
R

FOGTO
FOO



LANGOSTA

TACOS | CANTINA

LANGOSTA

BURRITOS

L A N G O S S T A

T A C O S

L A N G G O S T A

M A R G A R I T A S

L A N G O S T A

C O C K T A I L S



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

DRB Application Number: _____

Date: _____

RECEIVED MAY 29 2025

Map & Lot: _____

104-363

Project Address: 34 Kennebec Place, Bar Harbor, ME 04609

Applicant Name: Bar Harbor Food Pantry **Address:** PO Box 434

City: Bar Harbor **State:** ME

Email: tom@bhfp.org Tom Reeve, Executive Director

Phone: 207-812-6695

Property Owner Name: Same **Address:** _____

City: _____ **State:** _____

Email: _____

Phone: _____

Architect/Designer Name: Same **Address:** _____

City: _____ **State:** _____

Email: _____

Phone: _____

TYPE OF PROJECT

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

FEE

Project Cost: \$ 15,000

\$ 31.00 for Residential and Commercial projects less than 1 million.

\$ 66.00 Commercial projects more than 1 million

PLEASE BE ADVISED: A building permit must be obtained prior to the construction and/or installation. Contact the Code Enforcement Office with any questions regarding the building permit process at (207) 288-3329

Signature of Applicant

NOTE: Applications are due 14 days in advance of the next regularly scheduled Design Review Board meeting.

Signature of Owner (if different from Applicant)

**Town of Bar Harbor
Design Review Board
Required Application Materials
Section 125-114**

Brief Project Description:

Please provide a brief description of the project.

Install grass pavers, add gutters and downspots, and install signage

Road Frontage: Kennebec & Rodick

Open Seasonally

Open Year Round

ALL Applications must include:

Please provide materials in the order listed below and check the "provided?" column.

Requirement	Provided?		Reserved for Planning Staff Review
	Y	N	
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2 PHOTOS OF EXISTING BUILDING —color photographs or simulations of the existing building, structure, or site showing all facades that can be seen from the public street.	X		
3 PHOTOS OF ADJACENT PROPERTIES —color photographs or simulations of the adjacent buildings to the subject property, including those across the street and next door. These photos should depict setbacks from the street, building heights, front façade proportions, building scaping and materials, and existing patterns and relationships.	X		
4 DETAILED PLANS —Drawings, photos, or simulations of proposed changes that are planned for the property. This should depict all sides of the new structure that will be visible from the road.	X		
5 SCALED SITE PLAN —Scaled drawing, photo, or simulation of the site showing all proposed and existing structures, including fences, buildings, storage areas, etc. This site plan should take required property setbacks into account.		X	
6 MATERIALS —Details of all external materials, including type, color and composition. Paint chips or product samples shall be provided for each addition.	X		
7 LIGHTING —Details of any new or proposed changes to lighting and lighting levels.		X	

If NO was selected in the above table for any of the requirements, please describe why it was not included.

No scaled plan handy. No lighting changes

**Town of Bar Harbor
Design Review Board
Required Application Materials
Section 125-114**

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No

Yes

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Bar Harbor Food Pantry

Narrative

Pavers

The original plan was to pave the entire frontage. The contractor suggested to not pave the westernmost portion of the property due to substrate quality and runoff concerns with the western slope.

We would like to install concrete grass pavers (see photos) over 300 sq ft. This will allow for parking lot runoff to drain into the substrate, as well as provide green space in front of the building, softening the look. An 8ft x 8ft pad of regular pavers will be installed in the area to allow for a cardboard dumpster to be placed in the same location that a dumpster was previously located (see drawing).

Gutters

The small roof above the easternmost entrance and the street facing roof of the westernmost addition will require gutters to reduce drippage. The roof above the door will have a rain chain directing the water towards Rodick. The downspout for the addition will direct the water towards the grass pavers, reducing runoff (see sketch).

Signage

Above the large window, we wish to install a sign that would be approximately 8 feet wide and a foot high. The sign would say 34 KENNEBEC PL. and would be a white background with letters in Sherwood Green (HC-118) to match the doors. The sign would be either plastic or wood, depending on the manufacturer's suggestion.

Topic -



CUSTOMER
PARKING
- ONLY
No vehicles
allowed
except those
of the
University

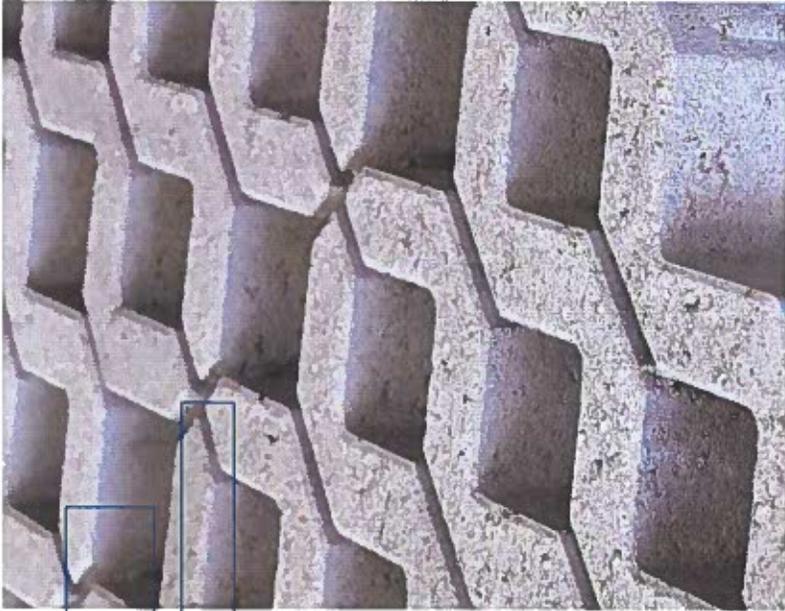
Soil Pavers for
Dumpster

Grass Pavers

Storm Water Management

Turf Paving System

The open grid design of Duragreen® stones make them the natural choice for projects where erosion control, soil stabilization, and the maintenance of green areas is important. Duragreen® can be used for driveways, boat ramps, shoreline stabilization, and service access lanes. Topsoil and grass or aggregate can be placed in the 3" x 3" grid openings.



PRODUCT INFORMATION

Pallet wt	1,861 lbs
Sq ft per pallet	72.8 sq ft
Layers per pallet	7
Sq ft per layer	10.4 sq ft

Note: Duragreen® Stones are not covered by the Genest Lifetime Warranty.

UNIT DIMENSIONS



Height	3 5/8" (90 mm)
Width	15 3/8" (390 mm)
Length	23 3/4" (600 mm)
Units/Pallet	28
Units/Layer	4
Sq ft/Unit	2.56

STACKED BOND



Important:
Install with grooved face up.

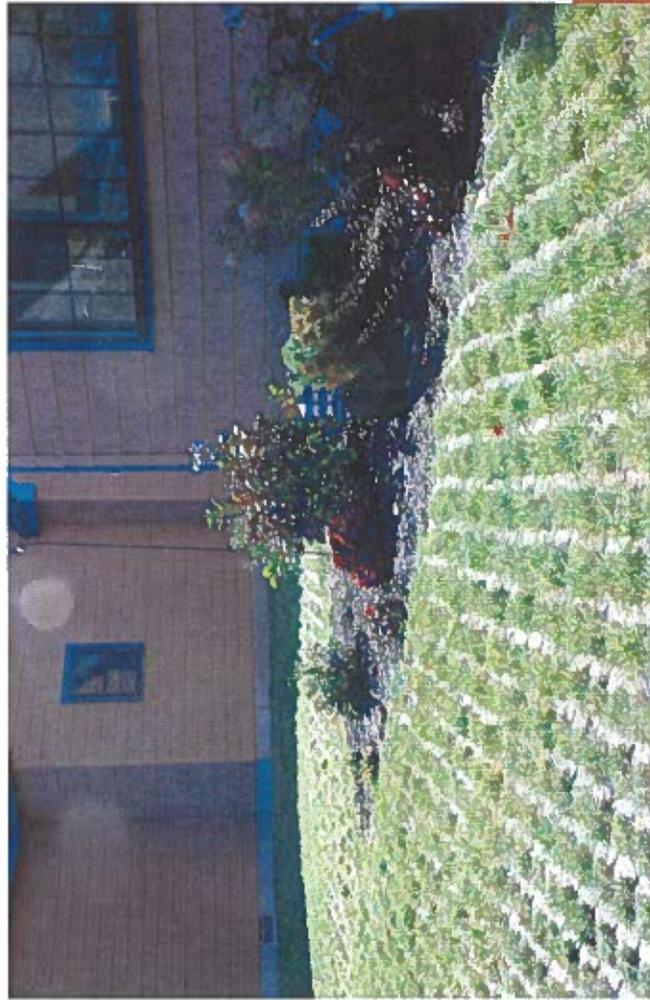
COLOR OPTIONS



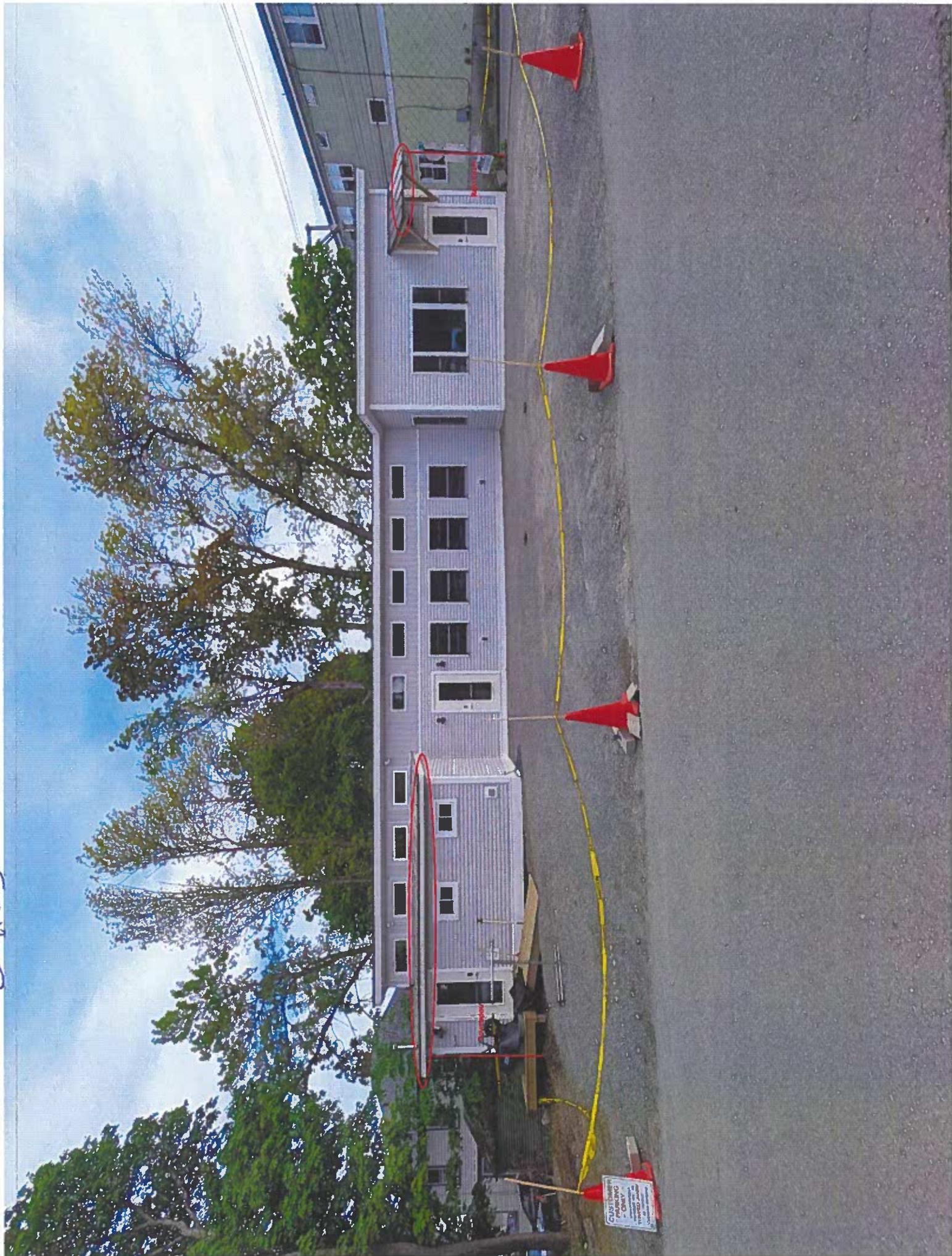
Natural



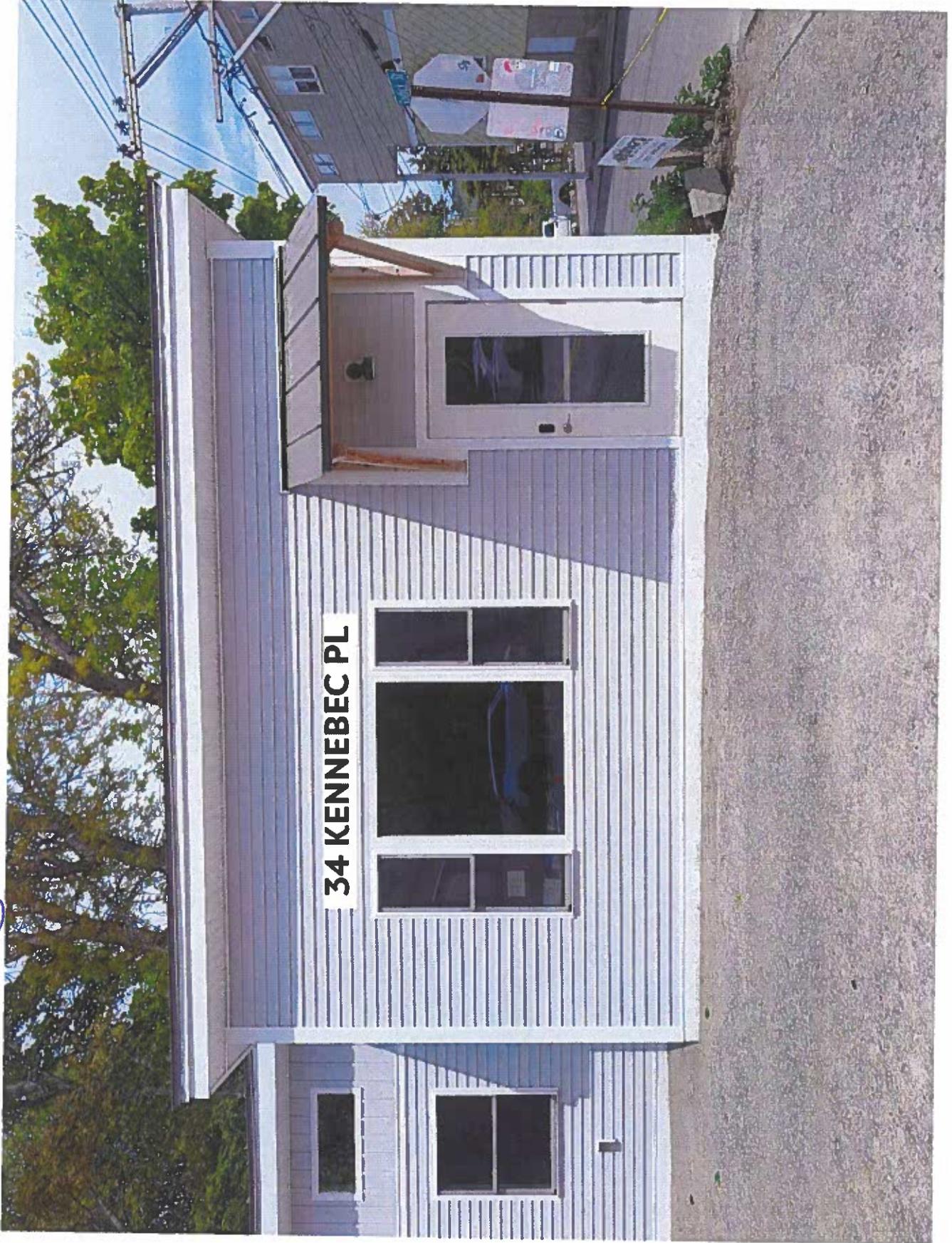
Becomes permeable when installed according to ICPI specifications for permeable pavements with open-graded base and sub-base for infiltration and storage.



654762



Sign



Bar Harbor Food Pantry
Design Review Board Application
34 Kennebec Place

Adjacent Properties

Photos of Existing Building—From Kennebec Pl



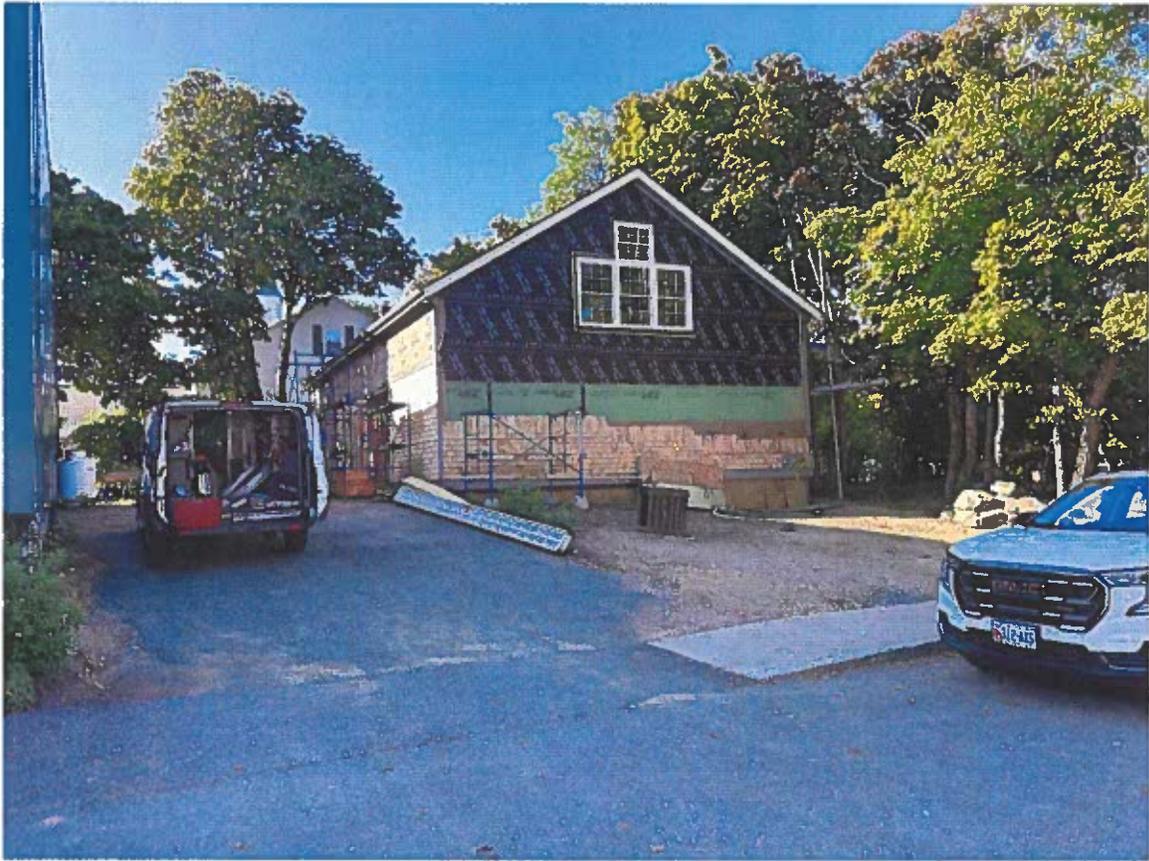
Photos of Existing Building—From Rodick St



Photos of Adjacent Properties—Private Residence from Kennebec Place



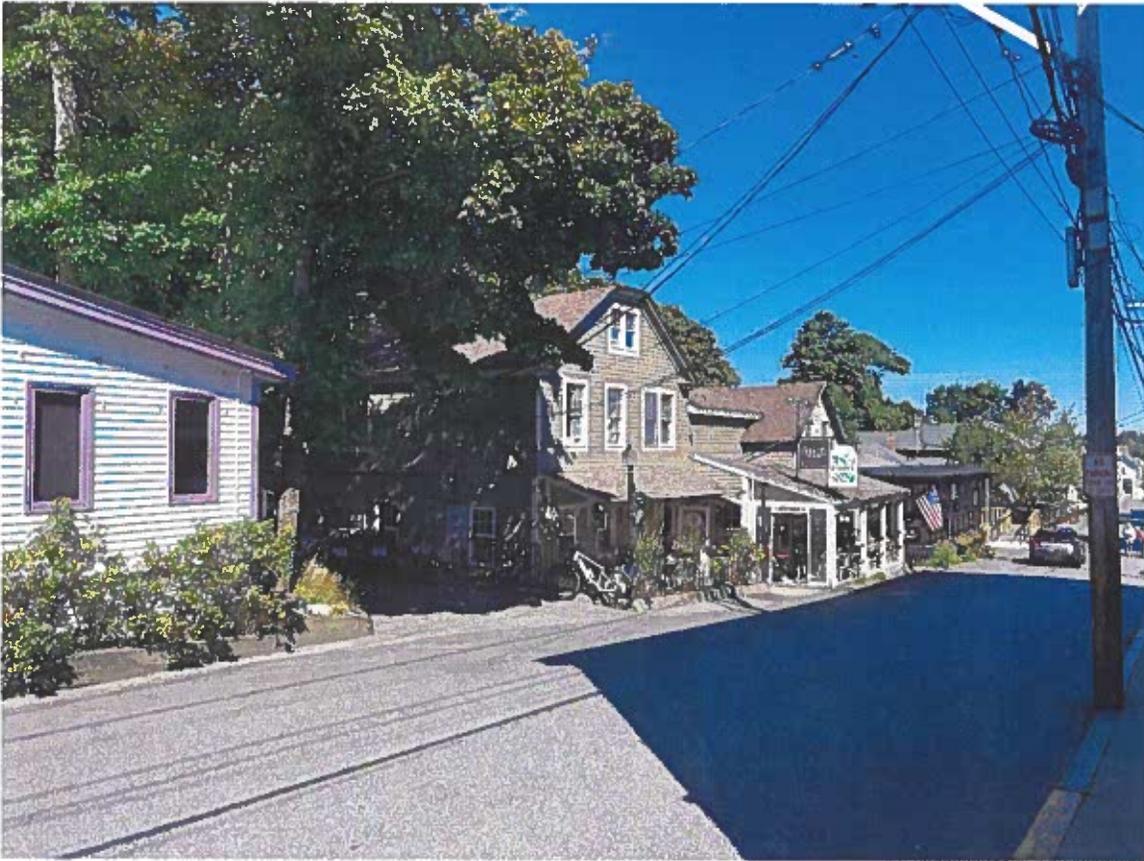
Photos of Adjacent Properties—Hidden Barn Books to the south from Kennebec Place



Photos of Adjacent Properties—Reel Pizza to the south from Kennebec Place



Photos of Adjacent Properties—Thrive to the north from Rodick Street



Photos of Adjacent Properties—36 Kennebec Place mixed use to the east from Kennebec Place

