

**Town of Bar Harbor
Minutes — Design Review Board
Thursday, March 13 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 in person included: Chair Barbara Sassaman, Vice-Chair Erin Cough, Mike Rogers, and Pancho Cole. Members present via zoom included Kate Macko

II. EXCUSED ABSENCES

Secretary Andrea Lepcio and Bo Jennings are excused.

III. ADOPTION OF AGENDA

Mr. Cole moved to adopt the agenda. Vice-Chair Cough seconded, and the motion passed 5-0.

IV. APPROVAL OF MINUTES

a. February 27, 2025

Vice-Chair Cough moved to approve the minutes from February 27, 2025. Mr. Cole seconded, and the motion passed 5-0.

V. PUBLIC COMMENT

There were 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: 2025-04

Applicant : Mount Desert Island High School (MDIHS)

Owner: Mount Desert Island Regional School System (MDIRSS)

Project Location: 1081 Eagle Lake Road, Bar Harbor, ME 04609, 244-011-000

Proposed Project: Replace existing entrance sign with illuminated/digital sign

MDI High School Director of Maintenance Scott Watson was present. The Board discussed allowable illumination. Regulations currently limit illuminated areas to 30% of sign areas. The sign will feature digital LED lettering displaying non-flashing, stationary text. The existing sign's base from the 1980s is intended to be retained, with improvements to enhance visibility and provide easy message updates without manual letter changes. The Board required assurance that illumination would comply with the 30% standard.

The meeting's remote participation option via Zoom was "zoom-bombed" during Scott Watson's presentation. Design Review Board member Kate Macko, who attended the meeting remotely, announced her support for all the applications presented at the March 13 DRB meeting before Staff Planner Sands shut down the Zoom meeting.

Chair Sassman moved to grant conditional approval to the Mount Desert Island High School (MDIHS) project- DRB-2025-04 contingent upon confirmed compliance with the illumination limit of 30% of the sign. Member Cole seconded, and the motion passed 5-0.

b. Certificate of Appropriateness

Application: 2025-05

Applicant : Hatsana Phanthavong

Owner: Hatsana Phanthavong

Project Location: 30 Rodick Street, Bar Harbor, ME 04609, 104-394-000

Proposed Project: Update to previous permit, will be one pergola instead of two.

The applicant was present. Chair Sassman asked the applicant to describe the project to the board. The applicant explained that they originally planned two separate pergolas but now propose one continuous pergola extending along the street, due to a change in circumstances involving the adjacent "Vacationland" property. The pergola is planned to use the same materials and color previously approved and will include signage at the front entrance. The board did not have further questions.

Member Cole moved to approve the 30 Rodick Street project- DRB-2025-05 with the pergola to be white, black or grey. Vice-Chair Cough seconded and the motion passed 5-0.

c. Certificate of Appropriateness

Application: 2025-06

Applicant : Holy Redeemer Church

Owner: Diocese of Portland

Project Location: 56 Mount Desert Street Bar Harbor, ME 04609, 104-419-000

Proposed Project: Installation of an on-site paved parking lot

Member Mike Rogers filed a motion to recuse himself from application 2025-06 since his firm prepared the applicant's submission. Staff Planner Sands called a roll call, and the motion passed 4-0.

The applicant Rob Krieg and owner Father Phillip Clement were present. Rob Krieg explained the proposed project to the board. The current site is an open lawn space. The applicant explained to the board that the project would help alleviate parking congestion and include a landscape buffer to help screen the parking lot from the street. Chair Sassman asked if any street parking would be removed, but the applicant had not thought of this. The board had no further questions.

Member Cole moved to approve the Holy Redeemer project-2025-06 as presented. Vice-Chair Cough seconded, and the motion passed 4-0.

VIII. OTHER BUSINESS

The Planning Department updated the board on their progress with edits for the proposed Design Review Board amendment.

IX. BOARD MEMBER COMMENTS AND SUGGESTIONS FOR THE NEXT AGENDA

There was none

X. ADJOURNMENT

Chair Sassman moved to adjourn the meeting at 4:29 PM.

Signed as approved:


Andrea Lepcio, Secretary
Design Review Board, Town of Bar Harbor

4/10/25
Date