

Minutes — Design Review Board
Thursday, March 24, 2022 at 4:00 PM
Remote Meeting (via Zoom)

Under the Board's Remote Participation Policy, the March 24, 2022 meeting was conducted remotely, via Zoom, due to the urgent issue of the continuing COVID-19 pandemic and the declarations of a public health emergency by both the United States and Maine departments of Health & Human Services.

*Members of the public were able to view the proceeding by visiting <https://www.townhallstreams.com> and selecting **Bar Harbor** from the dropdown menu. Instructions on how to attend the Zoom meeting and to offer comment during the public comment portion of the March 24, 2022 meeting were posted online in advance of the meeting at: <https://www.barharbormaine.gov/271/Design-Review-Board>.*

Design Review Board members present were Chairperson Barbara Sassaman and members Pancho Cole, Maya Caines and Andrea Lepcio. Town staff members present were Code Enforcement Officer Angela Chamberlain, Deputy Code Enforcement Officer Mike Gurtler, Assistant Planner Steve Fuller and Administrative Assistant Tammy DesJardin.

I. CALL TO ORDER

Chairperson Sassaman called the meeting to order at 4:02 PM.

II. EXCUSED ABSENCES

Both Vice-chairperson Andrew Geel and Secretary Pete Bono were absent. Mr. Bono had notified the Board in advance of the meeting that he would be unable to attend the meeting that day.

III. ADOPTION OF AGENDA

Mr. Cole moved to adopt the agenda, which was seconded by Ms. Caines. The motion then carried unanimously, 4-0, on a roll-call vote.

IV. APPROVAL OF MINUTES

- i. February 10, 2022
- ii. March 10, 2022

Assistant Planner Fuller informed Board members that the two sets of minutes were not yet available for Board review or approval, and so the Board moved on to its next agenda item.

V. PUBLIC COMMENT

To make comment, please email designreview@barharbormaine.gov (goes to all board members and town staff), or attend meeting via Zoom (see above)

No members of the public were in attendance at the Zoom meeting. It was noted for the record that no emails were received in advance of the meeting, either. Assistant Planner Fuller stated for the record that information about how to either email comment in advance of the meeting or how to attend the meeting via Zoom and offer comment in that way was posted in advance of the meeting.

VI. BUILDING PERMIT REMINDERS

Chairperson Sassaman reminded the applicants in attendance that they would need to apply for, and obtain, building permits for any of the work approved by the Board before starting that work.

VII. REGULAR BUSINESS

i. Certificate of Appropriateness

Application: DRB-2022-07 (Holbrook House Inn cottage)
Applicant: Eric Allvin
Owner: ME Properties
Project Location: 74 Mount Desert Street (104-413-000)
Proposed Project: Changes to exterior appearance of non-historic building (renovation of cottage building behind main inn building, replacing/relocating windows and door, add new siding)

Eric Allvin was present as the applicant. He explained what was proposed in his application. Chairperson Sassaman asked a question about egress windows; Code Enforcement Officer Chamberlain explained there are some exceptions to egress window requirements. She said the matter could be examined and discussed in detail when Mr. Allvin applied for a building permit.

Mr. Cole moved to approve the application as submitted, with the modification that the double-hung windows could be enlarged, if necessary, to meet code requirements. Ms. Caines seconded the motion, which then carried unanimously (4-0) on a roll-call vote.

Chairperson Sassaman thanked Mr. Allvin for all the work he has done previously on the property, in addition to this latest work, saying that everything he had done had made the property better. "You've really done a lovely job on that building," she said.

ii. Certificate of Appropriateness

Application: DRB-2022-08 (Port Harbor Inn signage)
Applicant: Lee White, Bangor Neon
Owner: Giri Bar Harbor Kebo, Inc.
Project Location: 40 Kebo Street (107-002-000)
Proposed Project: Installation or changes in signage (replacing existing, internally illuminated sign faces in three locations with re-branded sign faces of the same dimensions)

Lee White from Bangor Neon was present as the applicant on behalf of the property owner. He explained the signage involved in the application. It was noted that although the agenda item and one page of the application referred to "Port Harbor Inn," the actual name that will appear on the new signage is "Port Inn" (the agenda item above has been modified accordingly, for the record).

Chairperson Sassaman noted that one of the pages in the application showed the graphics would take up 31 percent to 33 percent of the sign face, respectively (depending on the size of the sign). Reference was made to §125-67 BB. (3) (i) of the Land Use Ordinance, and its prohibition in this particular geographic location on Type 2B of cabinet signage with light limiting face. Chairperson Sassaman noted Mr. White had measured more liberally than he needed to, and in doing so had picked up much of the opaque area surrounding the translucent letters (to be lit). Looking just at the lettering area, Chairperson Sassaman said it seemed clear that it would fall to 20% or less translucent, thereby making it Type 2A (cabinet signage with light limiting face; not prohibited at the location). There were a few other questions about the application which Mr. White answered.

Mr. Cole moved to approve the application as submitted, with the understanding that the signage is for the "Port Inn" and not the "Port Harbor Inn". Chairperson Sassaman seconded the motion, which then carried unanimously (4-0) on a roll-call vote.

iii. Certificate of Appropriateness

Application: DRB-2022-09 (Harbor Lights signage)
Applicant: Christopher Maller
Owner: Christopher S. Maller Revocable Trust
Project Location: 18 Hamor Lane (216-050-000)
Proposed Project: Installation or changes in signage (installing new sign for Harbor Lights Retirement Community)

Christopher Maller was present as the applicant and property owner. When Chairperson Sassaman invited him to give the Board a summary of what his application entailed, he replied, "Putting up a sign." Asked how far his sign would be from the road/sidewalk, Mr. Maller said approximately 10 feet from the sidewalk. There was a question about sign visibility given the speed at which most drivers travel. In response to a question, Mr. Maller said there would be no lighting for the sign.

There was discussion on how the lighthouse décor at the top of the sign would be treated (that is, considered as signage or not; Mr. Maller had not included that part in his sign area calculations). The 4'x8' body of the sign below the embellishment (area with lighthouses) already met the maximum sign area allowed under §125-67 BB. (5) (i), which limits freestanding signs in a 30 mph to 49 mph speed limit zone to a maximum of 32 square feet. There was discussion about the Board having an ability under the Land Use Ordinance to increase that maximum sign area, though no specific provision was cited. Chairperson Sassaman said the lighthouse décor "made the sign unique and more Bar Harbor-ish."

Ms. Caines moved to approve application DRB-2022-09 as submitted. Mr. Cole seconded the motion, which then carried unanimously (4-0) on a roll-call vote.

iv. Certificate of Appropriateness

Application: DRB-2022-10 (Project Social covered porch)
Applicant: Cody Gordon (Project Social)
Owner: Thrumcap, LLC
Project Location: 278 Main Street (108-005-000)
Proposed Project: Changes to exterior appearance of historic building (building covered porch for outdoor dining, and new roof to connect kitchen to back of main building, w/ metal roof over porch and shingles to match existing roof over other)

Cody Gordon was present as the applicant and proprietor of Project Social. He gave an overview of the application. Chairperson Sassaman noted the application referred to a "covered pergola," which she said was contradictory — that a pergola, by definition, has an open top area and is not covered. She asked a question about where the top of the metal roof would make contact with the wall of the building; she suggested that it be at least 6 inches below the window to compensate for snow/rain.

There was a question about the type of wood being used, and Mr. Gordon said it would be hemlock left in its natural state. He said it is sort of a pressure-treated version of hemlock, so sealant would not be needed. There was also a question about the collar tie being used in the construction.

Ms. Caines moved to approve the application as submitted, and Mr. Cole seconded the motion. It then carried unanimously, 4-0, on a roll-call vote.

v. **Certificate of Appropriateness**

Application: DRB-2022-11 (Sand Beach Surf Company signage)
Applicant: Chris Strout (Sand Beach Surf Company)
Owner: David B. Paine, Inc.
Project Location: 113 Main Street (107-191-000)
Proposed Project: Installation or changes in signage and exterior colors (removing existing signage, adding window signage for Sand Beach Surf Company, changing exterior colors on door and putting new lighting in place)

Chris Strout was present as the applicant, and he explained to Board members what his application entailed. He said he had chosen to go with window decals for signage to avoid the hassle of putting a hanging sign in place. Chairperson Sassaman asked about lighting, and Mr. Strout responded by explaining what he intended to put up for lighting. He said he did not think that the existing lighting was original to the building, in response to a question from Chairperson Sassaman.

Mr. Cole moved to approve the application as submitted, and Ms. Caines seconded the motion. It then carried unanimously, 4-0, on a roll call vote.

VIII. OTHER BUSINESS

Assistant Planner Fuller said there would definitely be a meeting on Thursday, April 14, as there had already been applications submitted and others were expressing interest in applications.

IX. BOARD MEMBER COMMENTS AND SUGGESTIONS FOR THE NEXT AGENDA

None.

X. ADJOURNMENT

At 4:42 PM, Ms. Caines moved to adjourn. Mr. Cole seconded the motion, which then carried unanimously (4-0) on a roll-call vote. With this vote, the Board then moved from its business meeting into the scheduled workshop session (see following page for notes).

Signed as approved: (approved 4/14/2022)



7-8-22

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

Date

Workshop — Design Review Board — Thursday, March 24, 2022
Started immediately following end of 4 PM meeting — approximately 4:45 PM
Remote Workshop (via Zoom)

1. Discussion with agent/representative(s) of Bangor Savings Bank for plans for a new building on property at the corner of Maple Avenue and Cottage Street, formerly 112 Cottage Street (104-181-000) and two adjacent/adjoining properties

David Latullipe, president of CJ Developers, Inc., was present on behalf of Bangor Savings Bank. He presented initial plans for a new building that the bank wants to construct on the corner of Cottage and Maple streets. He explained how the bank had initially looked at re-purposing the largest of the existing structures on the property, but found that it could not be done. Instead, a local couple was able to take large quantities of usable building materials out of that old structure before it was demolished.

Mr. Latullipe explained how he had used the Land Use Ordinance and the Design Review Board handbook as guides in preparing the plans for the new building, along with the other professionals involved in the process. Among the things he highlighted were that the building was being placed as close as possible to the respective street fronts, and that the pedestrian entrance to the building was placed on a prominent corner. He noted that in addition to two gable ends on the main building, a gable end was also being proposed on the end of the roof over the drive-through. He said the building would have traditional clapboard siding (grey in color), with white trim and a shingled-roof (with solar panels on the south face of the roof). He also spoke about signage and landscaping.

“We put a lot of time and effort into this,” said Mr. Latullipe, “and we think it will fit in well with the character of that corner.”

Board members offered suggestions on the type of trim being proposed in certain places. Mr. Cole asked about the awnings proposed. Board members offered their thoughts on what type and color of roofing might work best in relation to the proposed solar panels, including that a metal roof might be preferable. Mr. Latullipe voiced concerns about how snow loads release from metal roofs. Ms. Caines asked about light fixtures, and Mr. Latullipe said they would be “minimal,” with some lights under the canopy for the drive-through and probably one light fixture for the parking lot. He referenced downcast gooseneck lighting for the gabled ends of the building, and Chairperson Sassaman said photos of such lighting at other Bangor Savings Bank locations might be helpful. Mr. Cole suggested including a bicycle rack for customers who may travel to the bank that way.

In general, Board members said they saw the proposal as meeting the necessary criteria, that it was proportional in scale to other buildings around it, and that it seemed to fit well in the design setting.

2. Discussion of boundaries of Design Review Board overlay district

Assistant Planner Fuller led the Board through a review of the existing Design Review Board overlay district in the downtown area, and how that might be adjusted as part of a larger effort to tie the overlay district to street frontage rather than zoning districts. This was the continuation of a conversation from the March 10 meeting. After discussion, Assistant Planner Fuller said he would work with Assessor Steve Weed to create new draft maps for discussion at a future meeting.

3. Adjournment

Following discussion on the two items above, the workshop ended at approximately 5:50 PM.