

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

I. CALL TO ORDER

The meeting was called to order at 4:02 PM. Members present included Chair Barbara Sassaman, Vice-Chair Erin Cough, Secretary Andrea Lepcio, and member Pancho Cole. Member Kate Macko was present via Zoom.

II. EXCUSED ABSENCES

Member Bo Jennings was excused.

III. ADOPTION OF AGENDA

Pancho Cole moved to adopt the agenda, Andrea Lepcio seconded and the motion passed 5-0 in a roll call vote.

IV. APPROVAL OF MINUTES

a. May 22, 2025

Andrea Lepcio moved to approve the minutes. Erin Cough seconded and the motion passed 5-0 in a roll call vote.

V. PUBLIC COMMENT

Erin Cough requested members of the public consider applying to join the Design Review Board.

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: 2025-16

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.

The applicant, Olivia Geandreau was present. The Board alerted the applicant that they could approve the internally illuminated sign, but the applicant would need to go to the Code Enforcement Officer to approve the sign.

Erin Cough moved to approve the application for the internally illuminated sign, as presented, Andrea Lepcio seconded and the motion passed 5-0 in a roll call vote.

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, downspouts, and install signage.

The applicant was present and briefly discussed the proposed project.

Andrea Lepcio moved to approve DRB-2025-17, as submitted. Erin Cough seconded and the motion passed 5-0 in a roll call vote.

VIII. OTHER BUSINESS

Staff Planner Hailey Bondy provided an update on progress on the proposed design review board amendment.

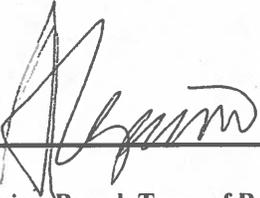
IX. BOARD MEMBER COMMENTS AND SUGGESTIONS FOR THE NEXT AGENDA

Erin Cough stated the Board was looking for new members.

X. ADJOURNMENT

Chair Sassaman moved to adjourn the meeting at 4:10 PM. Andrea Lepcio seconded and the motion passed 5-0 in a roll call vote.

Secretary
Design Review Board, Town of Bar Harbor



8/14/25
Date