

**Minutes — Design Review Board**  
**Thursday, June 23, 2022 at 4:00 PM**  
**Remote Meeting (via Zoom)**

*Under the Board's Remote Participation Policy, the June 23, 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 and 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 meeting were posted online at: <https://www.barharmoraine.gov/271/Design-Review-Board>.*

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*Present were Chairperson Barbara Sassaman, Secretary Pete Bono and members Francis "Pancho" Cole, Andrea Lepcio and Maya Caines. Vice-chairperson Andrew Geel was absent. The seventh seat on the board is currently vacant.*

*Staff present were Code Enforcement Officer Angela Chamberlain and Assistant Planner Steve Fuller.*

**I. CALL TO ORDER**

*Chairperson Barbara Sassaman called the meeting to order at 4:00 PM.*

**II. EXCUSED ABSENCES**

*It was understood that Mr. Geel's business operations prevented him from attending the meeting.*

**III. ADOPTION OF AGENDA**

*Mr. Cole moved to adopt the agenda, and Ms. Lepcio seconded. The motion then carried unanimously (5-0) on a roll-call vote.*

**IV. APPROVAL OF MINUTES**

- i.** February 10, 2022
- ii.** April 28, 2022
- iii.** May 12, 2022
- iv.** June 9, 2022

*None of the above-listed minutes were ready for review/approval.*

**V. PUBLIC COMMENT**

**To comment, please email [designreview@barharmoraine.gov](mailto:designreview@barharmoraine.gov) (goes to all board members and town staff), or attend Zoom meeting (see above)**

*No emails were received at the email dress above prior to the meeting. Assistant Planner Fuller noted no one from the public was in the Zoom meeting, either.*

**VI. BUILDING PERMIT REMINDERS**

*Chairperson Sassaman reminded the applicants present that, if approved for a Certificate of Appropriateness, they would also need to obtain a building permit before commencing work.*

## VII. REGULAR BUSINESS

### i. Certificate of Appropriateness

**Application:** DRB-2022-26 (Miner's Gem signage)  
**Owner:** Jack Coopersmith  
**Applicant:** Miner's Gems (Gary Jethani)  
**Project Location:** 27 Main Street (104-128-000)  
**Proposed Project:** Installation of signage (installation of new signage)

*Gary Jethani was present as the applicant. Assistant Planner Fuller used the screen-share feature to show the building at 27 Main Street, as Mr. Jethani explained where the signs in question were going to go. There were questions about the height of the hanging sign, which Mr. Jethani and Assistant Planner Fuller responded to. Secretary Bono said the math on the square footage size of the signage was correct. Secretary Bono said there did not seem to be any issue with the amount of window area covered by the signage, either. Chairperson Sassaman asked if any new lighting was being added (no) and whether the business was open year-round (also no). After some discussion, Mr. Jethani said he would be agreeable to taking the sign down during the off-season when closed.*

*Ms. Lepcio moved to approve application DRB-2022-26. Mr. Cole seconded, and the motion then carried unanimously (5-0) on a roll-call vote.*

*Assistant Planner Fuller noted Mr. Jethani had already submitted his building permit application for the signage, and that he would turn it over to Code Enforcement staff.*

### ii. Certificate of Appropriateness

**Application:** DRB-2022-27 (Jackson Lab traffic signage)  
**Owner/Applicant:** The Jackson Laboratory (John Scheckel)  
**Project Location:** Across from 600 Main Street (253-003-000)  
**Proposed Project:** Changes in signage (relocating existing signage and altering text on one of the signs)

*Prior to the Board reviewing the application, Ms. Caines said she wished to recuse herself because The Jackson Laboratory is her employer. Chairperson Sassaman moved to recuse Ms. Caines from review of this application, which Mr. Cole seconded. The motion then carried unanimously (5-0) on a roll-call vote, and Ms. Caines then turned off her audio and video. With her departure, the voting membership of the Board was reduced to four (4) members.*

*John Scheckel was present as the applicant. He explained in detail what The Jackson Laboratory is doing and why. Chairperson Sassaman asked for questions, there were none.*

*Mr. Cole moved to approve the application as submitted. Ms. Lepcio seconded the motion, which then carried without opposition (4-0) on a roll call vote.*

*Following the vote, Ms. Caines turned her video and audio back on and rejoined the meeting. With her return, the voting membership of the Board returned to five (5) members.*

### iii. Certificate of Appropriateness

**Application:** DRB-2022-28 (Nature's Way signage)  
**Owner/Applicant:** Ripples Road LLC (Bobbie Burdick)  
**Project Location:** 11 Nature's Way (235-014-000)

**Proposed Project: Installation of signage (installing new, free-standing sign for three businesses, with lighting)**

*Bobbie Burdick was present as the applicant. She explained to the Board what she was doing. Mr. Bono asked about the setback of the sign. Ms. Burdick explained the setback for the Maine Department of Transportation is 33 feet from the centerline of the road. Assistant Planner Fuller noted the town's requirement is a setback of 5 feet from the property line, and said he assumed the state's setback was bigger.*

*Mr. Bono asked about lighting and the Kelvin level/color temperature of the lights. Ms. Burdick said she would look to use either a 3,000 or 2,700 level (which would be in compliance with the town's requirements in the Land Use Ordinance). Ms. Lepcio asked about the businesses on the site, and Ms. Burdick explained. Chairperson Sassaman said it was deemed not to be a multitenant signage issue because Ms. Burdick owns/operates all three of the businesses that will have signage on the sign. It will be up year-round.*

*Mr. Bono moved to approve the application, with the addition that the lights that are mounted on the sign be either 2,700 or 3,000 Kelvin. Mr. Cole seconded the motion. Chairperson Sassaman added that the sign be set back to comply with either the state or town setback, whichever distance is greater. No one objected to this change, and the amended motion carried 5-0 on a roll-call vote. Assistant Planner Fuller noted Ms. Burdick, like Mr. Jethani, had already submitted her building permit and that it would be turned over to Code Enforcement for review and approval.*

**VIII. OTHER BUSINESS**

*Assistant Planner Fuller noted the Board would next be heading into a workshop to hold pre-application sessions for two projects. He said staff was looking at holding a special meeting on Thursday, June 30, for a veteran applicant who had been misinformed by the town's online GIS map on whether their project needed Design Review Board review (the online map said the project was not in the overlay for DRB façade review; but this was an error, and DRB review actually is required). He noted the next scheduled meeting is not until July 14. As the error was on the town's end of things, Assistant Planner Fuller said the hope was to be accommodating to the applicant. Via a straw poll, Board members indicated they could make it work. Assistant Planner Fuller said there would be a second application for signage on the MRI building on the hospital, which had a naming ceremony coming up and did not know that signage review would be required.*

**IX. BOARD MEMBER COMMENTS AND SUGGESTIONS FOR THE NEXT AGENDA**

*There were none.*

**X. ADJOURNMENT**

*At 4:28 PM, Ms. Lepcio moved to adjourn the business meeting. Mr. Bono seconded the motion, which then carried unanimously (5-0) on a roll-call vote.*

Signed as approved: (approved 7/14/2022)



7-22-22

Peter Bono, Secretary, Bar Harbor Design Review Board

Date

*(Workshop notes follow on the next page →)*

**Workshop Notes — Design Review Board**  
**Thursday, June 23, 2022 — immediately following 4 PM meeting**  
**Remote Workshop (via Zoom)**

**i. Pre-application workshop for proposed new construction at Black Friar Inn (10 Summer Street, Map/Lot 104-010-000)**

*Carla Haskell from DGC Architects was present. She gave a brief presentation on what is proposed (extending an existing dormer), and answered some questions from Board members. Board members indicated they thought it was an idea that made sense, and that looked good and was keeping with the character of the building. There was discussion around a stained-glass window, with one Board member commenting that said window would “fundamentally enhance the character of the building.”*

**ii. Pre-application workshop for proposed new construction at Peekytoe Provisions (244 Main Street, Map/Lot 105-244-000)**

*Carla Haskell was joined by her colleague Michael Wade, who gave a presentation of what the owners of Peekytoe Provisions are proposing for a new building to replace their existing structure on Main Street. An extensive discussion ensued, with Board members highlighting aspects they liked as well as some design features that they were concerned about with regard to compliance with the Land Use Ordinance (in particular, standards outlined in Section 125-114). The design of the roof was a particular subject of discussion, with Board members voicing concern that it was not in keeping with the established roofline pattern of the neighborhood. Board members offered suggestions on how a gabled roof might be in better keeping with the established pattern, and the architects countered with their perspective on other nearby roofs and how this building would fit in. There was a comment that the new building, as designed at present, “would fit in perfectly on Cottage Street.” There was discussion of, but no decision on, holding a site visit. “I’ve never seen a site visit that doesn’t pay off,” said Planning Director Michele Gagnon, who had joined the workshop after it started. Chairperson Sassaman summed up the sentiment of at least some of the Board when she said, “It’s a very attractive building [design]. In that location, it needs to have a little more conversation with its neighbors.”*

**iii. Discussion of Appendix A (annual review, per LUO)**

**iv. Discussion of Design Review Board membership**

**v. Discussion of Design Review Board overlay district**

*These three topics were not covered during the workshop, in light of the amount of time the Board had spent in the meeting and on the two previous workshop items.*

*(End of workshop session)*