

Minutes — Design Review Board
Thursday, August 12, 2021 at 4:00 P.M.
Council Chambers – Municipal Building — 93 Cottage Street

Present were Design Review Board members Barbara Sassaman, chairman; Andrew Geel, vice-chairman; Pete Bono, secretary; and Pancho Cole, member. The other three seats on the seven-member board are currently vacant. Town staff present were Assistant Planner Steve Fuller and Administrative Assistant Tammy DesJardin.

I. CALL TO ORDER

Chairman Sassaman called the meeting to order at 4:00 PM.

II. EXCUSED ABSENCES

The four appointed members of the board were all present (see above about vacancies). As such, there were no absences to excuse.

III. ADOPTION OF AGENDA

Mr. Bono moved to adopt the agenda as presented, with the change that items VII a. and b., as presented, be flipped so that b. (DRB-2021-37) would become a. and a. (DRB-2021-36) would become b. Mr. Cole seconded the motion, which then carried unanimously (4-0).

IV. APPROVAL OF MINUTES

- ~~a. April 8, 2021~~
- ~~b. April 22, 2021~~
- ~~c. May 13, 2021~~
- d. July 8, 2021

Minutes for the first three meetings, a. through c., were not available. Minutes from July 8, 2021 were submitted to the board. Vice-chairman Geel moved to approve the minutes from July 8, 2021 as submitted. Mr. Cole seconded, and the motion then carried unanimously (4-0).

V. PUBLIC COMMENT

To make public comment, please either email all board members at designreview@barharbormaine.gov, or attend the meeting in person

Assistant Planner Fuller noted that no email comments had been received, and that there was no one present in-person at the meeting to make comments on either of the applications.

VI. BUILDING PERMIT REMINDERS

Chairman Sassaman gave a reminder that anyone obtaining a Certificate of Appropriateness from the board would additionally need to obtain a building permit from the Code Enforcement Office.

VII. REGULAR BUSINESS

a. Certificate of Appropriateness

Application: DRB-2021-37 (Maine Coast Insurance sign)

Applicant: Maine Coast Insurance Agency

Owner: Karen McFarland

Project Location: 114 Cottage Street (Tax Parcel 104-180-000)

Proposed Project: Installation of signage (new sign for insurance agency)

Lornie Smith was present as the applicant for his business, Maine Coast Insurance Agency. The board did not have any questions about the application. Mr. Cole moved to approve the application

as submitted, and Vice-chairman Geel seconded the motion. It then carried unanimously (4-0). Board members thanked Mr. Smith for submitting a very complete application.

b. Certificate of Appropriateness

Application: DRB-2021-36 (Municipal Building charging station)
Applicant/Owner: Town of Bar Harbor
Project Location: 93 Cottage Street (Tax Parcel 104-058-000)
Proposed Project: Changes to exterior appearance of historic building
(installation of electric vehicle charging station)

Assistant Planner Fuller presented the application on behalf of the town. He explained the town had recently obtained an electric vehicle for use by the Assessing Department, and that this charging station was intended to serve that vehicle. There was a question about where the charger would be located, and Assistant Planner Fuller said the exact location may depend on the availability of/proximity to electrical service. Mr. Cole moved to approve the application as submitted, and Vice-chairman Geel seconded the motion. It then carried unanimously (4-0).

VIII. OTHER BUSINESS

There was discussion about how future applications for electric vehicle charging stations should be handled, and whether they should all require Design Review Board review. There was general agreement that if future charging stations look like this one (and a previous one approved for the comfort station at Agamont Park), the board did not have concerns — unless landscaping was being altered. Larger and/or illuminated charging stations need review. Assistant Planner Fuller staff would consult with the chairman of the board when any such charging station is proposed.

There was discussion about the board's desire to change the Design Review Overlay district. Assistant Planner Fuller provided a map from a previous effort, and Chairman Sassaman said that Hulls Cove and Salisbury Cove should be removed due to prior opposition. She said she would like to see three maps next time: the current overlay district, what is proposed, and changes between the two versions. Assistant Planner Fuller said the target remains getting this to a vote in June of 2022.

There was a question about having a special meeting on August 26, to adopt a policy to allow remote participation for future meetings. Assistant Planner Fuller said he would check on this.

IX. BOARD MEMBER COMMENTS AND SUGGESTIONS FOR THE NEXT AGENDA

Mr. Bono expressed displeasure with the parklets (outdoor seating areas or retail space used by businesses downtown during the pandemic, as authorized by the Town Council). He said the parklets "severely detract from all the improvements we've made in the downtown." Other board members echoed his concerns, especially about those being used for overflow retail space. There was a discussion about where things will stand with the COVID-19 pandemic next year and whether the parklets will still be necessary, and if they are how they should be handled.

X. ADJOURNMENT

At 4:22 PM, Vice-chair Geel moved to adjourn the meeting. Mr. Cole seconded, and the motion carried unanimously (4-0).

Signed as approved:



Peter Bono, Secretary, Bar Harbor Design Review Board

11-1-2021

Date