

**Minutes
Design Review Board
Thursday, September 9, 2021
Town Council Chambers (via Zoom) – Municipal Building
93 Cottage Street
4:00 P.M.**

Under the Board's Remote Participation Policy (adopted 8/30/2021), the September 9, 2021 meeting will be conducted fully remotely (via the online video meeting platform Zoom) due to the urgent issue of the continuing COVID-19 pandemic and the declarations of a public health emergency by both the US and Maine departments of Health and Human Services.

I. CALL TO ORDER

The meeting was called to order at 4:02 P.M. Members present: Barbara Sassaman, Chair; Peter Bono, Secretary; Pancho Cole, Member; and Andrew Geel, Vice Chair.

Also present: Steve Fuller, Staff Planner; Angela Chamberlain, Code Enforcement Officer; and Tammy DesJardin, Administrative Assistant.

II. EXCUSED ABSENCES

There were none.

III. ADOPTION OF AGENDA

Mr. Cole moved to adopt the agenda as presented. Mr. Geel seconded the motion and the Board voted 4-0 to approve the motion.

IV. APPROVAL OF MINUTES

- a. April 8, 2021**
- b. April 22, 2021**
- c. May 13, 2021**
- d. August 30, 2021**

The minutes were not prepared for approval.

V. PUBLIC COMMENT

There was 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: DRB-2021-38 (GBD parking signage)
Applicant: Ralph Jones
Owner: Karol Foss
Project Location: 56 Cottage Street (Tax Parcel 104-327-000)
Proposed Project: Installation of sign (new sign on existing metal post)

The applicant, Ralph Jones explained the project. He described the sign and lighting and added that the initials GBD on the sign stood for George B. Dorr. He noted that the sign was 60" X 42" and was proposed to hang on the existing post.

Mr. Bono asked how far the bottom of the sign was from the ground. Mr. Jones stated that it was 10'. Mr. Bono asked how the sign would be secured to the horizontal bar on the post. He added that he wanted to ensure that the sign complied with 125-67 BB (3.)(b) in the Land Use Ordinance. Mr. Jones referred the Board to the details in the application. Mr. Bono did not feel that the information adequately addressed his concerns.

Ms. Sassaman asked how the signs would be lit. Mr. Jones explained that there would be a light attached to the horizontal pole above that would "wash" the sign face.

Mr. Geel noted that he shared the same concerns as Mr. Bono regarding the safety of the sign and how it's attached to the pole. Mr. Jones offered to contact the sign maker to get additional information.

Mr. Geel moved to table the agenda item to the end of the meeting to allow Mr. Jones time to get additional information. Mr. Cole seconded the motion and the Board voted 4-0 to approve the motion.

When the Board returned to the agenda item, Mr. Jones explained that he had spoken to the sign maker and he offered a new plan to attach the sign. He would weld the vertical posts to the horizontal post and add another horizontal post to attach to the vertical portion of the main sign post. The sign would be fixed in place.

Mr. Bono moved to approve the application with the modification that the sign will not be swaying but will be securely fixed with welding at the top of the horizontal beam, and welding from one metal rod that comes out from the end of the sign to a horizontal rod that attaches to the vertical poles, providing three welded points. Mr. Geel seconded the motion and the Board voted 4-0 to approve the motion.

b. Certificate of Appropriateness

Application: DRB-2021-39 (Bar Harbor Bank & Trust signage)
Applicant: Bailey Sign Inc. (Deanna Emery)
Owner: Bar Harbor Bank & Trust

Project Location: 82 Main Street (Tax Parcel 104-531-000)
Proposed Project: Installation of signage (new window/door signage)

The applicant explained that the application was for graphics on three doors and one window on Main Street.

Ms. Sassaman stated that the signage all appeared to meet the maximum allowance. Mr. Bono thanked the applicant for a well-prepared and clear application.

Ms. Sassaman moved to approve the application as proposed. Mr. Cole seconded the motion and the Board voted 4-0 to approve the motion.

c. Certificate of Appropriateness

Application: DRB-2021-40 (IHT/Jones Marsh signage)
Applicant/Owner: Island Housing Trust
Project Location: State Highway 3 (Tax Parcel 212-043-001)
Proposed Project: Installation of signage ('Coming Soon' sign for new housing project)

The applicant described the sign and stated that it was a fundraising sign and will be 48" X 72". Ms. Sassaman asked how the sign would be attached to the post. The applicant answered that she assumed the sign would be screwed to the post but she wasn't sure.

Ms. Chamberlain asked how far the sign would be from the road, there was no site plan indicating a location. The applicant noted that it will be located approximately 50' from the edge of the road, up near an existing gate on a flat area.

Ms. Sassaman moved to approve the application with the condition that the sign be securely bolted to the posts. Mr. Bono seconded the motion and the Board voted 4-0 to approve the motion.

d. Certificate of Appropriateness

Application: DRB-2021-41
Applicant: Pink Pastry Shop
Owner: Robin Wright
Project Location: 14 Cottage Street (Tax Parcel 104-372-000)
Proposed Project: Installation of signage (window signage)

The applicant Robin Wright explained that she had already installed the window signage but would return to the Board with an application for a hanging sign at another time.

Ms. Sassaman noted that she had done the window size calculations and the window decals comply with the ordinance requirements.

Mr. Geel moved to approve the application as proposed. Mr. Cole seconded the motion and the Board voted 4-0 to approve the motion.

VIII. OTHER BUSINESS

There was none.

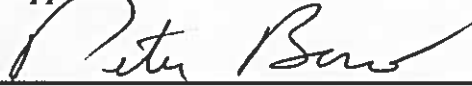
IX. BOARD MEMBER COMMENTS AND SUGGESTIONS FOR THE NEXT AGENDA

The Board discussed whether to hold a special workshop meeting or to discuss the DRB overlay and additions to Appendix A at the next regular meeting. It was the consensus of the Board to add it to the regular meeting agenda on October 14, 2021.

X. ADJOURNMENT

Mr. Geel moved to adjourn at 4:53. Mr. Cole seconded the motion and the Board voted 4-0 to approve the motion.

Signed as approved:



10-18-21

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

Date