

**Minutes-Design Review Board  
March 23, 2023  
Municipal Building  
93 Cottage Street**

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Attending were Chairperson Barbara Sassaman, Secretary Andrea Lepcio and members Kate Macko and Mike Rogers.  
Town staff present were Planning Director Michele Gagnon, Code Enforcement Officer Angela Chamberlain and Administrative Assistant Tammy Desjardin.

**I. CALL TO ORDER**

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

**II. EXCUSED ABSENCES**

There was none

**III. ADOPTION OF THE AGENDA**

**Ms. Macko made the motion to approve the agenda. Ms. Lepcio seconded the motion, which passed (4-0) on a roll call vote.**

**IV. APPROVAL OF MINUTES**

- a. July 14, 2022
- b. March 9, 2023

**Ms. Lepcio made the motion to approve the July 14, 2022 minutes. Chairperson Sassaman seconded the motion, which passed (2-0) on a roll call vote. Ms. Macko and Mr. Rogers abstained.**

**Ms. Lepcio made the motion to approve the March 9, 2023 minutes. Ms. Macko seconded the motion, which passed (4-0) on a roll call vote.**

**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-2023-05**

**Applicant: ME Properties**

**Owner: Eric Allvin**

**Project Location: 74 Mount Desert Street (104-413-000)**

**Proposed Project: Installation or Changes in fences and freestanding wall  
(Install fence between Inn and 72 Mount Desert Street)**

**Ms. Lepcio made the motion to approve the application as submitted. Ms. Macko seconded the motion, which passed (4-0) on a roll call vote.**

**b. Certificate of Appropriateness**

**Application:** DRB-2023-06  
**Applicant:** Dog and Pony Inc.  
**Property Owner:** Dustin and Amanda Gallant  
**Project Location:** 4 Rodick Place (104-390-000)  
**Proposed Project:** Changes to Exterior appearance of Nonhistoric Building  
(Extend deck)

Ms. Lepcio made the motion to approve the application as submitted. Ms. Macko seconded the motion, which passed (4-0) on a roll call vote.

**c. Certificate of Appropriateness**

**Application:** DRB-2023-07  
**Applicant:** Salsa Verde Grill (Lisa Parkin)  
**Owner:** Hillard and Betty Walls  
**Project Location:** 270 Main Street (105-073-000)  
**Proposed project:** Installation or Changes in fences and freestanding walls  
(Install fence on existing pad)

Chairperson Sassaman made the motion to approve the application as submitted with the condition that all sections of fence meet the current code. Ms. Macko seconded the motion, which passed on a (4-0) roll call vote.

**VIII. OTHER BUSINESS**

The board continued its work on the proposed amendments to Appendix A.

- The significance column will specify if the property is on the National Register and the type (building, district, etc.).
- Specify which property owners need to be contacted.
- The Rules of Procedure shall include a process to annually update Appendix A.
- Planning Director Gagnon clarified that everything the board proposes should be in alignment with the comprehensive plan and therefore the board may want to consider goals and actions.

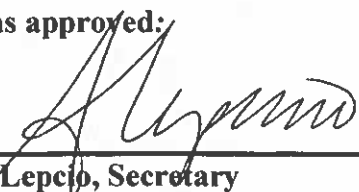
**IX. BOARD MEMBER COMMENTS AND SUGGESTIONS FOR THE NEXT AGENDA**

There was none.

**X. ADJOURNMENT**

Ms. Macko made the motion to adjourn. Chairperson Sassaman seconded the motion, which passed on a (4-0) roll call vote.

Signed as approved:

  
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Andrea Lepcio, Secretary  
Design Review Board, Town of Bar Harbor

5/11/23  
\_\_\_\_\_  
Date