

**Minutes — Design Review Board**  
**Thursday, October 14, 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 members Pancho Cole and Maya Caines. The other two seats on the seven-member board are currently vacant.

Town staff present were Mike Gurtler, deputy Code Enforcement Officer; Angie Chamberlain, Code Enforcement Officer; and Michele Gagnon, Planning Director.

**I. CALL TO ORDER**

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

**II. EXCUSED ABSENCES**

The five appointed members of the board were all present (see above about vacancies), and so there were no absences to be excuse.

**III. ADOPTION OF AGENDA**

**Mr. Geel moved to adopt the agenda. Mr. Cole seconded. The motion then carried unanimously (5-0).**

**IV. APPROVAL OF MINUTES**

Chairman Sassaman remarked that the board has already adopted the minutes for August 12, 2021.

**Mr. Cole moved to adopt the minutes of April 8, 2021, April 22, 2021, May 13, 2021 and September 9, 2021. Mr. Geel seconded. The motion then carried unanimously (3-0) with Mr. Cole and Ms. Caines abstaining.**

**V. PUBLIC COMMENT**

There was none.

**VI. BUILDING PERMIT REMINDERS**

Chairman Sassaman gave a reminder that anyone obtaining a Certificate of Appropriateness from the board would also need to obtain a building permit from the Code Enforcement Office before proceeding with their project.

**VII. REGULAR BUSINESS**

**a. Certificate of Appropriateness**

**Application: DRB-2021-44 (Side Street Pergola)**

**Applicant: Side Street Café (Jeff Young)**

**Owner: Silk, LLCV**

**Project Location: 49 Rodick Street (Tax Parcel 104-361-000)**

**Proposed Project: Changes to exterior appearance of non-historic building (build pergola over existing porch/entryway and driveway space)**

Mr. Geel moved to approve the application as submitted. Mr. Cole seconded. The motion then carried unanimously (5-0).

**b. Certificate of Appropriateness**

**Application: DRB-2021-43**

**Applicant: Mira-Monte Inn & Suite (Bruce Ueno)**

**Owner: Bruce Ueno, LLC**

**Project Location: 69 Mount Desert Street (Tax Parcel 104-238-000)**

**Proposed Project: Changes to exterior appearance of historic building (addition of commercial, NFPA-compliant exhaust hood and fan with enclosed exterior duct work)**

Mr. Geel moved to approve the application as submitted. Mr. Cole seconded. The motion then carried unanimously (5-0).

**VIII. OTHER BUSINESS**

Chairman Sassaman moved to approve the DRB meeting schedule for 2022 as submitted. Mr. Cole seconded. The motion then carried unanimously (5-0).

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

Chairman Sassaman said that in the minutes of May 13, 2021, the board discussed "if wall sign area includes the window area, as it relates to the 10%. Wall area is not defined. Wall is defined. Façade is defined. It was mentioned that a whole wall area could be a façade. Angie Chamberlain is to be consulted to see if she is comfortable if the word wall area was changed to façade."

She asked that this discussion be placed on the next agenda.

**X. ADJOURNMENT**

At 4:21 PM, Ms. Caines moved to adjourn. Mr. Cole seconded. The motion then carried unanimously (5-0).

Signed as approved:

  
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Peter Bono, Secretary 12-1-21  
Date

Designed Review Board, Town of Bar Harbor

# **Design Review Board**

## **October 14, 2021 - Workshop Notes**

The workshop started at around 4:23 PM, immediately following the October 14, 2021 regular meeting.

Attending the meeting were Barbara Sassaman, chairman, Pete Bono, Secretary, and members Pancho Cole and Maya Caines. Andrew Geel excused himself from the workshop.

Town staff present were Mike Gurtler, deputy Code Enforcement Officer; Angie Chamberlain, Code Enforcement Officer; and Michele Gagnon, Planning Director.

Greg Johnston introduced the proposed project located at 720 State Highway 3, Tax Map 216 Lot 53 for SWH Realty Holdings. The project consists of changes to the exterior appearance of the non-historic motel, the installation of a new sign and other exterior changes. Mr. Johnston explained that he is seeking input from the board before formally submitting the project.

Mr. Johnston explained that the 10-unit structure was to remain the same except that the brick façade would change, as well as the buffering at the end of the structure. The parking will also change so that people do not park right next to the building – moving away from the old style motel. Mr. Johnston indicated that the cabin had clapboard siding. Chairman Sassaman said that the proposed narrowing of the road and the one-way, as well as the green space are nice improvements. She also said that the fencing and landscaping would maintain the New England flavor. Mr. Johnston mentioned that the pathway material would be techno blocks, not concrete pavers. He also said that, per the Land Use Ordinance, the motel is a T-8. Chairman Sassaman said that the landscaping plan for the part of the lot located within the Shoreland Limited Residential would need to be somewhat specific but that a general plan for the rest would suffice. In regards to the sign, it was explained that internally lit signs were allowed per the Land Use Ordinance.

As Assistant Planner Steve Fuller was not in attendance, it was agreed that the three other items on the workshop agenda (digital gas station signs, overlay map, and properties on the NRHP in relation to Appendix A) would not be discussed but be placed on the next agenda.

Chair Sassaman asked the members to look at the signs of the other gas stations around town.

The workshop ended at 4:45 PM.