

**Town of Old Orchard Beach
Design Review Committee
February 1, 2016 6:00 pm**

Call to Order: 6:08pm	Call to Order
Roll Call: Don Comoletti Chair, Kim Schwickrath, Ray DeLeo, Mark Lindquist Staff: Jeffery Hinderliter; Town Planner, Megan McLaughlan; Assistant Town Planner. Others present: Larry Mead, Town Manager, Marc Guimond, DPW Director.	Roll Call
Pledge of Allegiance	Pledge of Allegiance
ELECT CHAIR AND VICE CHAIR There were not enough members to elect Chair and Vice Chair. Postponed until the next meeting.	
Minutes: 8/3/15, 9/21/15, 11/2/15, 1/4/16 Ray DeLeo made a motion to approve the 8/3/2015 meeting minutes, seconded by Kim Schwickrath. Ray DeLeo made a motion to approve the 9/21/2015 meeting minutes, seconded by Don Comoletti. Kim Schwickrath made a motion to approve the 1/4/2016 meeting minutes, seconded by Ray DeLeo. They could not approve 11/2/2015. Holding for questions. They will approve these at the next meeting.	MOTION VOTE UNANIMOUS MOTION VOTE UNANIMOUS MOTION VOTE UNANIMOUS
ITEM 1 Proposal: 20x40 trash collection building Action: Certificate of Appropriateness Recommendation Owner: Town of Old Orchard Beach Location: 77 Milliken St., MBL: 203-3-1, DD-2 Jack Sano, interested party introduced himself and would like to have some type of design structure of what the building is. Is this building being built with DEP specification approvals? Chair Comoletti stated that this is not something that the Committee can answer. The DRC looks at the architectural features of the building, size, mass, windows, fences etc.	

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<p>Mr. Hinderliter stated that the size of the building will be 22' high. This meeting's packet was put together to meet the DRC criteria which includes the information from Wright Pierce, elevations. The cut sheets. The photo simulations are basically the same based upon our last meeting a buffer was chosen.</p> <p>In the packets is a copy of the existing building and some of the cut sheets for the siding, trim, doors and the exterior lighting.</p> <p>The exterior lighting is shown on the building.</p> <p>Also included are the responses to the architectural design standards which goes into more detail. The colors, roof has been designed to match the restroom and also to be compatible with adjacent buildings. The windows are basically fake windows just to give it that residential appearance. Two stories with a hip roof. The roofline is similar to adjacent surrounding properties. Shingles are Timberline HD architectural shingles with the color and design to match the restroom (dark gray-charcoal color). For fenestration (window and door area) should not be less than 25% nor more than 66%. Windows and doors have been placed at locations to provide more of an orderly appearance while still being mindful of what the function of the building is. The window dimensions are similar to surrounding area. The façade materials are a CertainTeed 5" double clapboard vinyl design with color to match the existing restroom. Kim Schwickrath asked if the lights can be tilted?</p> <p>Marc Guimond from DPW stated that the lights will be a cut off light that will go our straight.</p> <p>The trim is vinyl carpentry with more of a textured finish. Roof shingles are the Timberline HD. They will have 2 overhead doors (thermo galvanized steel) in the color white and the side walk-in door will be a fire steel in white also. Exterior lighting above the overhead doors will be cut off compact wall pack lighting.</p> <p>Chair Comoletti suggested that they use LED lighting.</p> <p>Mr. Guimond stated that they will make this a requirement.</p> <p>Vinyl door trim.</p> <p>Kim Schwickrath made a motion to accept the package for the Transfer Station. Seconded by Ray DeLeo.</p> <p>Kim Schwickrath made a motion to grant that we grant 77 Milliken Street a Certificate of Appropriateness with the following 3 stipulations:</p> <ul style="list-style-type: none">• LED lighting• Thicker gauge of the vinyl and window trim. <p>Seconded by Ray DeLeo.</p>	<p style="text-align: center;">MOTION</p> <p style="text-align: center;">VOTE UNANIMOUS</p> <p style="text-align: center;">MOTION</p> <p style="text-align: center;">VOTE UNANIMOUS</p>
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<p>Kim Schwickrath brought up 31 Old Orchard Street. Has no insurance, doesn't respond to phone calls. This building had caught on fire and they are looking to demo it.</p> <p>Ms. Schwickrath and Ray DeLeo are just concerned that this will not become another parking lot.</p> <p>Jeffrey Hinderliter stated that he did not administratively approve this. He found out about this when the new plans were submitted. And Mr. Hinderliter told the Code Officer that it still needs to go through DRC. The builder came in and brought in the plans for reconstruction. So they intend to build a building similar to the shoe building. Chair Comoletti would like to see a multi-story building there. Mr. Hinderliter will check with the Code Enforcement Officer and see what the status of the demo is.</p> <p>Chair Comoletti asked how do we put conditions on something that wasn't applied for.</p> <p>Chair Comoletti stated that as a committee, we have laid out some terms of how we expect demolition to be done and when the Planner has the authority to make an administrative decision. This is not in writing. Where could we put that in writing?</p> <p>Jeffrey Hinderliter stated that administrative for demo might be in writing.</p> <p>We have demo standards but it is only in the Historic Preservation District it is not in DD-1 and DD-2.</p> <p>We could check the historic preservation demo standards to see if we could just transfer that from all design review districts, but to do this it would be an ordinance change which would have to go through the Planning Board and the council. And this could take 3-4 months.</p> <p>The Code Office is responsible that the lead and asbestos material is abated appropriately.</p> <p>Kathy Russman will be moving into the other side of where Bucknuts is located on Old Orchard Street and will be having food catering.</p>	<p>Other Business</p>
	<p>Good & Welfare</p>
<p>Adjournment 6:45pm</p>	<p>Adjournment</p>

I, Valdine Camire, Administrative Assistant to the Design Review Committee of the Town of Old Orchard Beach, do hereby certify that the foregoing document consisting of four pages (4) is a true copy of the original minutes of the Design Review Committee Meeting of February 1, 2016.

Valdine Camire

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