

**Town of Old Orchard Beach
Design Review Committee
June 6, 2016 6:00 pm
Town Council Chambers**

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.	Roll Call
Pledge of Allegiance	Pledge of Allegiance
Approve Meeting Minutes: 3/7/16, 4/4/16	
<p><u>ITEM 1</u></p> <p>Proposal: Parking lot buffer plan (lighting and curbing) Action: Certificate of Appropriateness recommendation Owner: Good Shepard Parish Location: 6 Saco Ave., MBL: 206-30-1, DD-2</p> <p>The Design Review Committee received the buffer plan. Planner Hinderliter gave a summary what is in their packets. The email attachment is a recent communication that Mr. Hinderliter had that's associated with the parking lot. Also in the packet is when the demo was approved which includes the three conditions, also the minutes from the November 2, 2015 meeting, and was the last meeting that this was formally considered at.</p> <p>There is also the performance standards for the Design Review criteria. The item that was attached to the email is from the Church in regards to the parking lot lighting and the curb material. The last is the landscaping plan and the colored version of the plantings.</p> <p>Planner Hinderliter went through some of the background of the proposal: The proposal began June of 2015 and was for the parsonage demolition and the parking lot construction. In November of 2015 the DRC decided to divide the application into a demolition and the parking lot buffer. In September of 2015 the DRC recommended approval the demolition part of the application there were a couple of conditions with that to deal directly to the landscaping plan.</p> <ul style="list-style-type: none"> • Complete the landscape plan and submit to the DRC by the 2nd of November 2015 and execution of the plan before paving. The parking lot not used until the plan is implemented. The church completed the landscaping plan and it was submitted to the DRC. The DRC tabled it at that meeting and wanted further feedback on potential EDA requirements, lighting, curbing material and a snow storage location and this is when it all sort of stopped until Mr. Hinderliter became aware of construction going on at the parking lot site. Mr. Hinderliter spoke to the Code Office and also to David Gadboy from the parsonage and was 	<p><u>ITEM 1</u></p>

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informed that Codes allowed this go forward and communicated to Mr. Gadboy and permitted it as not a commercial parking lot. Mr. Gadboy, thinking that he had full approval, began the work. Mr. Hinderliter then emailed Mr. Gadboy's and told him that it is not approved and they need to stop the work until they get DRC approval.

Mark Lindquist expressed concern that there continues to be parking along Saco Avenue and plenty of space on church property and we are not enforcing the parking issue. He asked what exempts the church from the parking codes in the community. Mr. Lindquist also added that if the church would like to proceed with this project in compliance with the town code, then why does the town continue to allow free parking unregulated, unticketed along Saco Avenue at the busiest times.

In the standards there is nothing about parking. This is outside of the prevue of this committee. He adds that he thinks this issue should have gone to Planning months ago.

Planner Hinderliter suggested that they could have a recommendation that this does not fall under the DRC's jurisdiction because it is not a building and that they could leave it up to the Planning Board.

Chair Comoletti added that should the Planning Board turn it around and look for an opinion on design, then that would limit it to architectural issues such as the overall planting, curbing etc.

Mark Lindquist suggested that this should be forwarded to the Planning Board to resolve the balance of the program with the recommendation that the plan that they submitted for plantings meet DRC's expectations and the original plan for lighting.

Chair Comoletti also agrees.

Mark Lindquist made a motion that the Design Review Committee moves this issue forward to the Planning Board Committee that the landscaping design that was submitted with the expectation of the DRC that questions they have regarding lighting have now been addressed and it will be up to the Planning Board to review those and determine whether those meet the standards within the community of Old Orchard Beach. While there is a lighting package provided, the DRC would like to see something more architectural and compatible with the downtown. Seconded by Kim Schwickrath.

Unanimous.

Mark Lindquist also stated that we are a beach community that is going to develop faster than we can expect as we move forward in years to

MOTION

**VOTE
(4-0)**

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<p>come and if we don't have the adequate codes we are going to be constantly addressing these kinds of issues such as color, lighting etc.</p>	
<p>Other Business:</p> <p>Chair Comoletti brought up the house that was torn down beside the building behind where Harold Harrisburg is located. The requirement was to level the lot with gravel and fence it in. They are now using it as a place for all of his rubbish containers. He is not keeping in line what he was asked to do.</p> <p>Planner Hinderliter stated that they will be hiring Megan for full time and the DRC will have dedicated staff. He added that this is a great time to be doing this because the Planning Board is in the process of reviewing a number of ordinances and one thing that they are working on is looking to develop architectural standards for our gateways this summer.</p> <p>They talked about having a brain storming session.</p> <p>Mark Lindquist suggested that it may be interesting to find out from the communities up and down the south coast region who has recently redone theirs and what might have spurred the renewal of it.</p> <p>Chair Comoletti expressed that Megan McLaughlin took on the Museum of the Streets. June 21, 2016 is the presentation of the Museum of the Street at the Council Meeting and after that they will start fundraising. Fundraising goal is \$20,000 to \$25,000.</p>	<p style="text-align: center;">Other Business</p>
<p>Other Business:</p> <p>Ray DeLeo asked Mr. Hinderliter will check on the color of the building by Walnut St. and E. Grand.</p> <p>Chair Comoletti added that he doesn't like the size of the 4th story and he doesn't think the DRC would have approved the size.</p> <p>Mr. Hinderliter will check this out and email the members.</p>	
<p>Good and Welfare:</p>	<p style="text-align: center;">Good & Welfare</p>
<p>Adjournment 6:45pm</p>	<p style="text-align: center;">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 three pages (3) is a true copy of the original minutes of the Design Review Committee Meeting of June 6, 2016.

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Waldine Amire