

OLD ORCHARD BEACH DESIGN REVIEW COMMITTEE

November 4, 2013 - 6:00 pm

Old Orchard Beach Town Council Chambers

Call to Order at 6:05 pm	Call to Order
<p>Roll Call: Chair Don Comoletti; Carl D’Agostino, Ray DeLeo, Kim Schwickrath. Staff: Jeffrey Hinderliter, Town Planner; Valdine Helstrom, Administrative Assistant.</p>	
<p>Pledge to the Flag</p>	
<p>CONSIDERATION OF 5/6/13 & 10/7/13 MINUTES</p> <p>Ray DeLeo made a motion to approve the DRC Meeting Minutes for 5/6/2013 with the addition that Jeffrey Hinderliter will draft a letter in regards to permitted uses for food trucks for the DRC Board to sign. Seconded by Kim Schwickrath.</p> <p>Unanimous.</p> <p>Ray DeLeo made a motion to approve the DRC Meeting Minutes for 10/7/2013. Seconded by Carl D’Agostino.</p> <p>Unanimous.</p>	<p>MOTION</p> <p>VOTE</p> <p>(4-0)</p> <p>MOTION</p> <p>VOTE</p> <p>(4-0)</p>
<p><u>ITEM 1</u> Proposal: Replace Siding Action: Review application; Certificate of Appropriateness recommendation Owner: American Legion Post 57 Location: 14 Imperial St. MBL: 205-7-8, DD2</p> <p>The applicants didn’t show up to the beginning of the meeting so the DRC Board tabled the meeting. Carl D’Agostino made a motion to table the meeting until the Board Members can meet with the Applicant, seconded by Ray DeLeo. The applicant came to the meeting after finding out that the meeting was at town hall instead of the police department. Carl D’Agostino made a motion to un-table and pursue the issue with the VFW.</p> <p>Jeffrey Hinderliter recommends that the DRC consider this application. Change in the siding to the front of the building and basically the same as what exists. The quality of submittal is not great and there are no specifications of the product that they will be using. The DRC would like for them to come back to us with specifications on the siding.</p> <p>The American Legion Commander informed the Board Members that they would like to add</p>	

<p>gray vinyl siding and aluminum trim to 3 sides of the building in the front but not the Bingo Building in the back. They would like to do this as the current wood siding is rotting. It would upgrade the appearance and less maintenance.</p> <p>It was agreed that the applicants get a sample and specification sheets for the vinyl siding to Jeffrey Hinderliter to recommend to the Planning Board.</p> <p>Carl D’Agostino made a motion to accept the application as complete. Seconded by Kim Schwickrath.</p> <p>Unanimous.</p> <p>Carl D’Agostino made a motion to accept the package be sent to the Planning Board and have Jeffrey Hinderliter check the specification sheet and the sample and verify that it meets the requirements. Seconded by Ray DeLeo.</p> <p>Unanimous.</p>	<p>MOTION</p> <p>VOTE</p> <p>(4-0)</p> <p>MOTION</p> <p>VOTE</p> <p>(4-0)</p>
<p><u>ITEM 2</u> Planning for 2014: Discuss DRC related items such as the Design Review Ordinance; Application and Review Procedure; Design Review Districts; DRC Projects; Museum in the Streets.</p> <p>The DRC Board Members discussed the standards for the downtown districts. DD1 & DD2. These are the approval standards that the DRC is responsible for reviewing when they have to review an application. The standards are very important, this is the basis of how you provide recommendations to the Planning Board. Ordinance language that is throughout our ordinances that is specific to the DRC to prepare you to review to see if you feel that there are areas that need adjusting. Then bring the changes to the DRC to discuss.</p> <p>Jeffrey Hinderliter mentioned to the Board Members that it is important to review Page 9 Section 78-427 (a & b) which outlines the classification as to what qualifies for Administrative Design Review. Mr. DeLeo also suggested another important section on Page 7 Section 78-355 conditions with approval for Demolitions for parking lots. All agreed this is where we need to decide, as a committee, what kinds of things we will or won’t allow in the future and also include a condition that decisions that the DRC make are</p>	

<p>binding with the life of the property.</p> <p>Mr. Hinderliter also talked about working on time management skills for better organization in the Code/Planning Office. He also informed the Board that the new full time Code Officer will be starting on November 25, 2013.</p>	
<p>GOOD & WELFARE</p>	
<p>Meeting adjourned at 7:09 pm.</p>	<p>ADJOURN</p>

I, Valdine Helstrom, Design Review Committee Clerk of the Town of Old Orchard Beach, do hereby certify that the foregoing document consisting of three (3) pages is a true copy of the original minutes of the Design Review Committee Meeting of November 4, 2013.

Valdine L. Helstrom