

Old Orchard Beach Design Review Committee Meeting  
Monday, October 1, 2012 at 6:00 pm  
Old Orchard Beach Conference Room

<b>Call to Order at 6:10 pm</b>	<b>Call to Order</b>
<p><b>Roll Call:</b> Chair Don Comoletti; Kim Schwickrath; Ray DeLeo. <b>Absent:</b> Shirley Holt  <b>Staff:</b> Jeffrey Hinderliter, Town Planner; Valdine Helstrom, Administrative Assistant.</p>	
<p><b>Approval of Minutes:</b>  Kim Schwickrath made a motion to accept the September 10, 2012 Design Review Committee meeting minutes. Seconded by Ray DeLeo.  Unanimous.</p>	<p style="text-align: center;"><b>Motion</b>   <b>Vote</b>   <b>(3-0)</b></p>
<p><b><u>ITEM 1</u></b>  <b>Proposal:</b> Exterior alterations to existing 3-story apartment building and 1-story cottage  <b>Action:</b> Determine Design Review Certificate recommendation  <b>Owner:</b> AMA Brown Street Apartments  <b>Location:</b> 4-6 Brown St., MBL 305-1-2, DD2 Zone</p> <p>Scott McCloud, owner of Ashco Construction brought to the Board members some revisions to the previous plan.</p> <ul style="list-style-type: none"> <li>• Alterations to the windows – grill patterns</li> <li>• Changed the view to the cottage to give it that cottagy look that was recommended by the Board.</li> <li>• Shows the side elevation for their review.</li> <li>• Has a scale for the size of the signs.</li> </ul> <p>Jeffrey Hinderliter mentioned that we can deal with the signs separately because there is no Planning Board approval.</p> <p>Mr. McCloud stated that the beam is going to be boxed in with PVC.</p> <p>The only information on the exterior light fixtures is that they would only need to light egress areas and no lights would be shining out on any other resident's property.</p> <p>Chair Comoletti suggested that they may have to have some lighting on the porch ways as well. He recommended recess lights in the ceiling. He added that it needs to be appropriate for the style.</p> <p>Chair Comoletti asked that the representative of this project come back to Mr. Hinderliter's office with lighting fixture plans.</p> <p>This can go to the Planning Board.</p>	<p style="text-align: center;"><b><u>ITEM 1</u></b></p>

**ITEM 2**

**Proposal:** Exterior alterations and new construction to an existing 1 story commercial plaza  
**Action:** Review application and determine Design Review Certificate recommendation  
**Owner:** Stillridge LLC  
**Location:** 8 Heath St., MBL 206-27-13, DD2 Zone

David St. Germaine, Construction Manager and Tom Harling, Overall Project Manager from Ellis Commercial Development. Tom Ellis is the owner.

Mr. St.Germaine gave the board an overview of the proposed project. They are remodeling the former A-Z's store. They brought in some sample materials and photos of the finished project for the Board.

Mr. St. Germaine informed the Board that they are here to help improve the building and create jobs. They are leasing the building right now and are in the process of gutting out the building.

They are increasing the building height to 6-7 feet and will have a 12' x 12' pitch in the front of the building.

The other spaces have not been rented yet.

Using aluminum finish.

Windows are metal.

They will have recessed (cans) lighting in the ceiling with motion lights and security camera in the back.

Chair Comoletti asked what the % of space is taken up by the windows?

Mr.Harling wasn't sure but he can get this to the Board Members.

Jeffrey Hinderliter stated that the section code on fenestration is 25-66%.

Mr. Comoletti stated that if they could get the calculation's to Mr. Hinderliter to bring back to the Board for review that would be helpful to have that on record.

Mr. Hinderliter stated that they will be going before the Planning Board but they won't have a final Decision then, it will extend into November. Their projected schedule to have this Turnover is March.

- Mass and Scale: No concerns about mass and scale.
- Building Height: No concerns.
- Rooflines: It's only a facade roofline but it meets our overall request.
- Fenestration: (25-66%) but we will wait for the actual numbers.
- Arrangement of windows: No concerns.
- Facade Materials: No concerns.
- Signage: They have many options for signage and can change the size to meet the code. They will be using a pylon sign if they have more than 4 tenants.

Kim Schwickrath made a motion to accept the application for Stillridge, LLC, 8 Heath Street, MBL 206-27-13, DD2 Zone as complete. Seconded by Ray DeLeo.

Unanimous.

**ITEM 2**

**Motion**

**Vote**

**(3-0)**

<p>Ray DeLeo made a motion to accept the Design Review Certificate for Stillridge LLC, 8 Heath Street, MBL 206-27-13 in the DD2 Zone. Seconded by Kim Schwickrath.</p> <p>Unanimous.</p>	<p><b>Motion</b></p> <p><b>Vote</b></p> <p><b>(3-0)</b></p>
<p><b><u>GOOD AND WELFARE:</u></b></p> <p>Chair Comoletti is concerned with applicants not doing what was approved by the Design Review Committee. Jeffrey Hinderliter suggested that the next step for them is to amend the plans and bring it back to the Design Review Committee. If they decide they don't want to come back to see us then it would be an enforcement issue, but how far does the town want the enforcement to go?</p> <p>Chair Comoletti would like to try to get the burden off of the town and get it to the state courts, make the court the agent but asked who does that fall under. Mr. Hinderliter stated that the direction can come from the town council and the town manager. There is certain criteria that it must meet in order to follow under the administrative hearing, which would be before its actual renewal. There is also a possibility to tie this into a license issue before it comes up for renewal.</p> <p>Would like to ask to have a workshop with the town council to make them be aware of the issues that the Board has.</p> <p>Chair Comoletti suggested to have Jim Butler, Code Enforcement Office attend the next meeting.</p>	
<p><b>Meeting adjourned at 7:08 pm.</b></p>	<p><b>ADJOURN</b></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 October 1, 2012.*

*Valdine L. Helstrom*