



TOWN OF BRUNSWICK

VILLAGE REVIEW BOARD

28 FEDERAL STREET, BRUNSWICK, ME 04011-1583

**VILLAGE REVIEW BOARD
AGENDA
BRUNSWICK STATION
16 STATION AVENUE, ROOM 217
Monday, July 8, 2013
7:15 P.M.**

- 1. Case #13-016 – 77 Pleasant Street** – The Board will review and take action regarding the re-approval of a Certificate of Appropriateness for the removal and replacement of the existing front porch at 77 Pleasant Street. The original Certificate of Appropriateness was approved by the Board on July 21, 2009. A Certificate of Appropriateness expires one year after approval. (Tax Map U15, Lots 72).
- 2. Report on Zoning Ordinance Amendment Section 216, Village Review Zone and Consultant Contract Update**
- 3. Staff Approvals:**
 - 35 Union Street – Signage (Spectrum Generations)
 - 98 Maine Street – Signage (Senecal Construction)
- 3. Minutes**
- 4. Other Business**

This agenda has been mailed to property abutters within 200ft of the applicant property.

Village Review Board meetings are open to the public. Please call the Brunswick Department of Planning and Development (725-6660) with questions or comments. This meeting is televised.

**Draft Findings of Fact
Certificate of Appropriateness
Village Review Board Review Date: July 8, 2013**

Project Name: 77 Pleasant Street: Porch Removal and Replacement (Reapproval of Case Number VRB – 09-021)
Case Number: VRB – 13-016
Tax Map: Map U15, Lot 72
Applicant: Pleasant Street Revocable Trust
c/o David Gulick
14 Shady Run Lane
Cumberland, ME 04021
(207) 233-4054
Authorized Representative: Same as Applicant

PROJECT SUMMARY

The new owner of 77 Pleasant Street is proposing to remove and replace a deteriorated and unsafe porch, a project that received Village Review Board approval for a Certificate of Appropriateness (COA) on July 21, 2009. The originally approved findings of fact are attached in this application. The unsafe porch, which served as access to the upper floor apartments, caused the structure to be condemned effective January 18, 2012. A memo to file by Jeff Hutchinson, Code Enforcement Officer is also attached. The structure was later sold at auction to the current owners.

As a COA is only valid for one year from date of issuance, the applicant is requesting reapproval of the project. The applicant has made modifications to the original design in order to meet Life Safety Code standards, as well as centering the entry steps and support columns across the front of the structure. Balusters will replace existing siding shown on the front of the porch

The project site is located within the Town Residential 1 (TR1) Zoning District and Village Review Overlay Zone. A copy of the Pejepscot Historic Site Survey is included with the application noting historical characteristics of the building. This property is not listed on the National Register of Historic Places nor is it located within a designated historic district. The proposed improvements will require a building permit. No additional reviews and approvals by the Brunswick Planning Board or Zoning Board of Appeals are required.

Review Standards from Section 216.9 of the Town of Brunswick Zoning Ordinance

216.9.A. Buildings and Other Structures

- 1.a) The proposed changes are intended to remove and replace the existing unsafe porch, thereby making the structure habitable. The proposed design significantly improves upon the existing porch

and enhances structural compatibility to the neighborhood. The balusters and columns are compatible in style and will be painted white. As designed the improved structure will contribute to the character of the Village Review Zone and should remain unaltered to the greatest practical extent. *The Board finds the provision of Section 216.9.A.1.a. is satisfied.*

- 1.b) The proposed alterations enhance and are more compatible with the structure's historic character as well as with surrounding properties. *The Board finds the provision of Section 216.9.A.1.b. is satisfied.*
- 1.c) The new construction is compatible with surrounding historic properties. *The Board finds the provision of Section 216.0.A.1.c is satisfied.*
- 1.d) This Certificate of Appropriateness for the removal and replacement of a new porch is in accordance with applicable requirements of the Brunswick Zoning Ordinance, and the U.S. Secretary's Standards for Rehabilitating Historic Buildings. *The Board finds the provisions of Section 216.9.A.1.d. are satisfied.*
- 1.e) The Village Review Board's application of the U.S. Secretary's Standards for Rehabilitating Historic Buildings is in accordance with the Board's Design Guidelines. *The Board finds the provision of Section 216.9.A.1.e is satisfied.*

DRAFT MOTIONS
CERTIFICATE OF APPROPRIATENESS
77 PLEASANT STREET: PORCH REMOVAL AND REPLACEMENT

Motion 1: That the Certificate of Appropriateness application is deemed complete.

Motion 2: That the Board approves the Certificate of Appropriateness for the removal and replacement of the existing porch with the following condition:

- 1. That the Board's review and approval does hereby refer to these findings of fact, the plans and materials submitted by the applicant and the written and oral comments of the applicant, his representatives, reviewing officials, and members of the public as reflected in the public record. Any changes to the approved plan not called for in these conditions of approval or otherwise approved by the Director of Planning and Development as a minor modification, shall require further review and approval in accordance with the Brunswick Zoning Ordinance.

Town of Brunswick, Maine

Incorporated 1739

CODES ENFORCEMENT OFFICE

CODES ENFORCEMENT: 207-725-6651
FAX NUMBER: 207-725-6663
JHUTCHINSON@BRUNSWICKME.ORG
WWW.BRUNSWICKME.ORG



JEFF HUTCHINSON
CODES ENFORCEMENT OFFICER
28 FEDERAL STREET
BRUNSWICK, ME 04011

TO: Property file

FR: Jeff Hutchinson, Codes Enforcement Officer

RE: 77 Pleasant Street

DT: January 18, 2012

I'm writing this memo to provide a summary of events that have occurred leading up to the ultimate condemnation of 77 Pleasant Street.

- January 2010 – Brought to the attention of the Codes office that the existing 2-story porch structure was unsafe.
- January 8, 2010 – Codes and Fire depts. conducted an onsite to determine the condition of the porch structure. We observed numerous structural deficiencies which were in need of immediate repair. The building is occupied by six apartments; therefore the porch is required by the building code as one of the two primary means of egress.
- January 27, 2010 – Written notice was given by registered mail to owner and property management to repair structure.
- February 17, 2010 – Structural engineering report received with recommended repairs.
- March 17, 2010 – Building permit issued to conduct repairs as per structural engineer with the condition that the porch structure is replaced with new by September 2010.
- November 1, 2010 – Property owners unwilling to procure funds to replace porch therefore additional engineering study conducted to secure structure during the 2010-2011 winter. The engineer stated that "If major repairs or, more realistically, total re-construction are not undertaken during 2011, it is highly unlikely that I would suggest that it would be safe to allow this structure to be used through another winter".
- January 3, 2011 - Building permit issued to conduct repairs as per latest engineering proposal.
- Fall/early winter of 2011 – Numerous attempts were made to contact owner by phone concerning proper repair/replacement of porch before upcoming winter.
- December 13, 2011 – Unable to make verbal contact with owner therefore, written notification sent by registered mail ordering owner to demolish and

replace porch structure by not later than January 16, 2012 (30 days). It was identified in the letter that immediate evacuation of all tenants will be conducted if the necessary repairs have not been conducted by the compliance date.

- December 13, 2011 – Copy of notice was hand delivered to all tenants.
- January 17, 2012 – Written notice was refused by owner therefore the porch/building was placarded by the Codes and Fire depts. (condemned) requiring tenants to secure other living arrangements. Compliance was extended 24 hrs (midnight of the 18th) to offer tenants the ability to contact Brunswick Human Services for available housing.

77 Pleasant Street, Brunswick
Map U15, Lot 72, TR1 Zoning District
Replacement of two-story front porch

June 24, 2013

Dear Village Review Board Members,

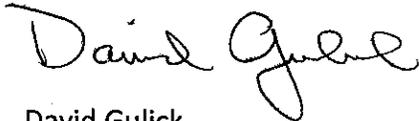
Please note this is an updated submission for porch replacement that was approved by the Village Review Board in 2009. The previous approval is included here for your reference.

Included in this package are the following:

Current Village Review Board Certificate of Appropriateness Application
Previously approved Certificate of Appropriateness (2009)
Maine Historic Preservation Commission form
Architectural drawings for the replacement porch (plan, section, elevation)
Hand-drawn amended plan and elevation for alternate landing and steps
Photographs of the existing building and porch
Tax map of the property
Copy of survey of adjacent property (the new police station)

Thank you for your consideration.

Respectfully,



David Gulick



Maria Crouch

Received: _____
By: _____

VRB Case #: _____

**VILLAGE REVIEW BOARD
CERTIFICATE OF APPROPRIATENESS
APPLICATION**

1. Project Applicant:

Name: PLEASANT ST. REVOCABLE TRUST
Address: c/o DAVID GULICK
14 SHADY RUN LANE, CUMBERLAND, ME 04021
Phone Number: (207) 233-4054

2. Project Property Owner:

Name: PLEASANT ST. REVOCABLE TRUST
Address: 14 SHADY RUN LANE
CUMBERLAND, ME 04021
Phone Number: (207) 233-4054

3. Authorized Representative: (If Different Than Applicant)

Name: _____
Address: _____
Phone Number: _____

4. Physical Location of Property Being Affected:

Address: 77 PLEASANT ST.

5. Tax Assessor's Map # U-15 Lot # 72 of subject property.

6. Underlying Zoning District TR1

7. Describe the Location and Nature of the Proposed Change, including a brief description of the proposed construction, reconstruction, alteration, demolition, proposed re-use, or other change.

(use separate sheet if necessary): REMOVAL AND REPLACEMENT
OF EXISTING PORCH

Applicant's
Signature _____

**VILLAGE REVIEW BOARD
APPLICATION FOR CERTIFICATE OF COMPLIANCE
APPLICATION CHECK-LIST**

This checklist will be completed by the Department of Planning and Development. In order to ensure the timely processing of your application, please be sure that ALL materials are submitted. The process does not begin until your application is considered complete. For assistance please contact the Department of Planning and Development.

1. Completed application form. _____
2. A copy of the building survey prepared by the Pejepscot Historical Society pertaining to the structure under review and submitted by the applicant. _____
3. A drawing showing the design, texture, and location of any construction, alteration, demolition for which a certificate is required. The drawing shall include plans and exterior elevations drawn to scale, with sufficient detail to show their relations to exterior appearances and the architectural design of the building. Proposed materials and textures shall be described, including samples where appropriate. Drawings need not be prepared by an architect or engineer, but shall be clear, complete, and specific. _____
4. Photographs of the building(s) involved. _____
5. A site plan showing the relationship of proposed changes to walks, driveways, signs, lighting, landscaping and adjacent properties. _____
6. A site plan which shows the relationship of the changes to its surroundings. _____

This application was Certified as being complete on _____ (date) by _____ of the Department of Planning and Development.

THIS APPLICATION WAS:

- Granted**
- Granted With Conditions**
- Denied**
- Forwarded to Village Review Board**
- Building Permit Required**
- Building Permit NOT Required**

Applicable Comments: _____

Signature of Department Staff Reviewing Application

COMPLIANCE WITH ZONING STANDARDS

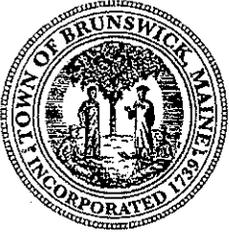
Notice: This form is to be completed by the Codes Enforcement Officer and filed with the application.

This is to certify that the application for Certificate of Appropriateness submitted by _____, relating to property designated on Assessor's Tax Map # _____ as Lot # _____ has been reviewed by the Codes Enforcement Officer and has been found to be in compliance with all applicable zoning standards:

Comments:

Signed: _____

Date: _____



Town of Brunswick, Maine

INCORPORATED 1739

DEPARTMENT OF PLANNING AND DEVELOPMENT

28 FEDERAL STREET

BRUNSWICK, MAINE 04011-1583

TELEPHONE 207-725-6660

FAX 207-725-6663

CERTIFICATE OF APPROPRIATENESS

John Perreault
77 Pleasant Street
Brunswick, Me 04011

July 28, 2009

Dear Mr. Perreault,

Your application (VRB 09-021) to remove and rebuild a porch with ~~minor alterations~~ at 77 Pleasant Street (Map U15, Lot 72) in the Town Residential (TR1) Zoning District was approved by the Village Review Board on July 21, 2009.

This Certificate of Appropriateness is issued as required for exterior improvements pursuant to section 216.4.A.3 of the Zoning Ordinance.

Conditions of Approval

The Certificate of Appropriateness is granted with the following conditions:

- 1) That the Board's review and approval does hereby refer to these findings of fact, the plans and materials submitted by the applicant and the written and oral comments of the applicant, his representatives, reviewing officials, and members of the public as reflected in the public record. Any changes to the approved plan not called for in these conditions of approval or otherwise approved by the Director of Planning and Development as a minor modification, shall require further review and approval in accordance with the Brunswick Zoning Ordinance.
- 2) That the details of the balusters and railings be subject to final approval by the Planning & Development Department staff.
- 3) That everything but the decking is repainted a color consistent with the existing building.

Staff Comments

Please note that permitting through the Codes Enforcement Office is required before making the improvements.

Thank you and please contact Kris Hultgren in the Planning and Development Office at 725.6660 with questions.

**Findings of Fact
Certificate of Appropriateness
Village Review Board Review Date: July 21, 2009**

Project Name: 77 Pleasant Street
Case Number: 09-021
Tax Map: Map U15, Lot 72
Applicant: Micheal Gaul
77 Pleasant Street
Brunswick, ME 04011
Authorized Representative: John Perreault
295 Hacker Road
Brunswick, Me 04011

PROJECT SUMMARY

The owner is proposing to rebuild a rotting porch at 77 Pleasant Street. The new porch would be built in the same place as the existing porch with minor alterations. The new porch would incorporate balusters into the design replacing the siding shown on the front of the existing porch.

The project site is located within the Town Residential 1 (TR1) Zoning District and Village Review Overlay Zone. A copy of the Pejepscot Historic Preservation Survey is included with the application noting historical characteristics of the building. This property is not listed on the National Register of Historic Places. The proposed improvements will require a building permit. No additional reviews and approvals by the Brunswick Planning Board or Zoning Board of Appeals are required.

Review Standards from Section 216.9 of the Town of Brunswick Zoning Ordinance

216.9.A. Buildings and Other Structures

- 1.a) The proposed changes intend to correct a rotting porch. This structure contributes to the character of the Village Review Zone and is remaining unaltered to the greatest practical extent. *The Board finds the provision of Section 216.9.A.1.a. is satisfied.*

- 1.b) The proposed alterations are compatible with the structure's historic character as well as with surrounding properties. *The Board finds the provision of Section 216.9.A.1.b. is satisfied.*
- 1.c) The new construction is compatible with surrounding historic properties. *The Board finds the provision of Section 216.0.A.1.c is satisfied.*
- 1.d) This Certificate of Appropriateness for the removal and construction of a new porch is in accordance with applicable requirements of the Brunswick Zoning Ordinance and the U.S. Secretary's Standards for Rehabilitating Historic Buildings. *The Board finds the provisions of Section 216.9.A.1.d. are satisfied.*
- 1.e) The Village Review Board's application of the U.S. Secretary's Standards for Rehabilitating Historic Buildings is in accordance with the Board's Design Guidelines. *The Board finds the provision of Section 216.9.A.1.e is satisfied.*

MOTIONS

77 PLEASANT STREET: RECONSTRUCTION OF PORCH CASE NUMBER: 09-021

- Motion 1:** That the Certificate of Appropriateness application is deemed complete.
- Motion 2:** That the Board approves the Certificate of Appropriateness for the removal and reconstruction of a porch with the following conditions:
- 1. That the Board's review and approval does hereby refer to these findings of fact, the plans and materials submitted by the applicant and the written and oral comments of the applicant, his representatives, reviewing officials, and members of the public as reflected in the public record. Any changes to the approved plan not called for in these conditions of approval or otherwise approved by the Director of Planning and Development as a minor modification, shall require further review and approval in accordance with the Brunswick Zoning Ordinance.
 - 2. That the details of the balusters and railings be subject to final approval by the Planning & Development Department staff.
 - 3. That everything but the decking is repainted a color consistent with the existing building.

MHPC USE ONLY
[]

INVENTORY NO. _____

MAINE HISTORIC PRESERVATION COMMISSION Historic Building/Structure Survey Form

1. PROPERTY NAME (HISTORIC): _____

2. PROPERTY NAME (OTHER): _____

3. STREET ADDRESS: 17 Pleasant St

4. TOWN: Brunswick 5. COUNTY: Cumberland

6. DATE RECORDED: 1997 / 2005 7. SURVEYOR: _____

8. OWNER NAME: _____ ADDRESS: _____

9. PRIMARY USE (PRESENT):

<input checked="" type="checkbox"/> SINGLE FAMILY	<input type="checkbox"/> AGRICULTURE	<input type="checkbox"/> COMMERCIAL/TRADE	<input type="checkbox"/> FUNERARY
<input checked="" type="checkbox"/> MULTI-FAMILY	<input type="checkbox"/> GOVERNMENTAL	<input type="checkbox"/> EDUCATION	<input type="checkbox"/> HEALTH CARE
<input type="checkbox"/> INDUSTRY	<input type="checkbox"/> RELIGIOUS	<input type="checkbox"/> HOTEL	<input type="checkbox"/> LANDSCAPE
<input type="checkbox"/> TRANSPORTATION	<input type="checkbox"/> DEFENSE	<input type="checkbox"/> SUMMER COTTAGE/CAMP	<input type="checkbox"/> SOCIAL
<input type="checkbox"/> RECREATION/CULTURE	<input type="checkbox"/> UNKNOWN		
<input type="checkbox"/> OTHER _____			

10. CONDITION: GOOD FAIR POOR DESTROYED, DATE / /

ARCHITECTURAL DATA

11. PRIMARY STYLISTIC CATEGORY:

<input type="checkbox"/> COLONIAL	<input type="checkbox"/> STICK STYLE	<input type="checkbox"/> NEO-CLASSICAL REV.	<input type="checkbox"/> FOUR SQUARE
<input type="checkbox"/> FEDERAL	<input type="checkbox"/> QUEEN ANNE	<input type="checkbox"/> RENAISSANCE REV.	<input type="checkbox"/> ART DECO
<input type="checkbox"/> GREEK REVIVAL	<input type="checkbox"/> SHINGLE STYLE	<input type="checkbox"/> 19TH/20TH C. REVIVAL	<input type="checkbox"/> INTERNATIONAL
<input type="checkbox"/> GOTHIC REVIVAL	<input type="checkbox"/> R. ROMANESQUE	<input type="checkbox"/> ARTS & CRAFTS	<input type="checkbox"/> RANCH
<input type="checkbox"/> ITALIANATE	<input type="checkbox"/> ROMANESQUE	<input type="checkbox"/> BUNGALOW	<input checked="" type="checkbox"/> VERNACULAR
<input type="checkbox"/> SECOND EMPIRE	<input type="checkbox"/> HIGH VIC. GOTHIC	<input type="checkbox"/> OTHER _____	

12. OTHER STYLISTIC CATEGORY:

<input type="checkbox"/> COLONIAL	<input type="checkbox"/> STICK STYLE	<input type="checkbox"/> NEO-CLASSICAL REV.	<input type="checkbox"/> FOUR SQUARE
<input type="checkbox"/> FEDERAL	<input type="checkbox"/> QUEEN ANNE	<input type="checkbox"/> RENAISSANCE REV.	<input type="checkbox"/> ART DECO
<input type="checkbox"/> GREEK REVIVAL	<input type="checkbox"/> SHINGLE STYLE	<input type="checkbox"/> 19TH/20TH C. REVIVAL	<input type="checkbox"/> INTERNATIONAL
<input type="checkbox"/> GOTHIC REVIVAL	<input type="checkbox"/> R. ROMANESQUE	<input type="checkbox"/> ARTS & CRAFTS	<input type="checkbox"/> RANCH
<input type="checkbox"/> ITALIANATE	<input type="checkbox"/> ROMANESQUE	<input type="checkbox"/> BUNGALOW	<input type="checkbox"/> VERNACULAR
<input type="checkbox"/> SECOND EMPIRE	<input type="checkbox"/> HIGH VIC. GOTHIC	<input type="checkbox"/> OTHER _____	

13. HEIGHT: 1 STORY 1 1/2 STORY 2 STORY 2 1/2 STORY 3 STORY 4 STORY

14. PRIMARY FACADE WIDTH (MAIN BLOCK; USE GROUND FLOOR): 1 BAY 2 BAY 3 BAY 4 BAY 5 BAY MORE THAN 5 ()

15. APPENDAGES: SIDE ELL REAR ELL FRONT ADDED STORIES SHED

DORMERS PORCH TOWER CUPOLA BAY WINDOW

PHOTOGRAPH:



7 24 98

16. PORCH: ATTACHED ENGAGED ONE STORY MORE THAN ONE STORY
 FULL WIDTH WRAPAROUND SLEEPING PORCH SECONDARY PORCH IN LEAF

17. PLAN: HALL AND PARLOR 1/2 CAPE CENTRAL HALL SIDE HALL
 BACK HALL IRREGULAR OTHER _____

18. PRIMARY STRUCTURAL SYSTEM: TIMBER FRAME BRACED FRAME BRICK STONE BALLOON FRAME
 CONCRETE STEEL LOG PLANK WALL PLATFORM FRAME
 FRAME CONSTRUCTION - TYPE UNKNOWN OTHER _____

19. CHIMNEY PLACEMENT: INTERIOR INTERIOR FRONT/REAR CENTER INTERIOR END EXTERIOR
 OTHER _____

20. ROOF CONFIGURATION: GABLE SIDE GABLE FRONT HIP MANSARD FLAT
 GAMBREL PARAPET GABLE SHED CROSS GABLE
 COMPOUND OTHER _____

21. ROOF MATERIAL: WOOD METAL TILE SLATE ASPHALT ASBESTOS _____

22. EXTERIOR WALL MATERIALS: CLAPBOARD BRICK FLUSH SHEATHING WOOD SHINGLE STONE
 LOG PRESSED METAL CONCRETE TERRA COTTA STUCCO ASPHALT
 GRANITE ASBESTOS BOARD AND BATTEN ALUMINUM/VINYL
 OTHER _____

23. FOUNDATION MATERIAL: FIELDSTONE BRICK WOOD CONCRETE GRANITE ORNAMENTAL CONC. BLOCK
 OTHER _____ *ON SMALL SIDE ADDITION*

24. OUTBUILDINGS/FEATURES: CARRIAGE HOUSE FENCE OR WALL CEMETERY BARN (CONNECTED)
 BARN (DETACHED) FORMAL GARDEN LANDSCAPE/PLANT MAT. ARCHAEOLOGICAL SITE
 GARAGE OTHER _____

HISTORICAL DATA

25. DOCUMENTED DATE OF CONSTRUCTION: _____ 26. ESTIMATED DATE OF CONSTRUCTION: _____

27. DATE MAJOR ADDITIONS/ALTERATIONS: _____

28. ARCHITECT: _____ 29. CONTRACTOR: _____

30. ORIGINAL OWNER: _____

31. SUBSEQUENT SIGNIFICANT OWNER: _____ DATES: _____

32. CULTURAL/ETHNIC AFFILIATION: ENGLISH FRENCH ACADIAN NATIVE AMERICAN SCOTTISH FRENCH CANADIAN
 EAST EUROPEAN IRISH OTHER _____

33. HISTORIC CONTEXT(S): COMMERCE INDUSTRY TRANSPORTATION AGRICULTURE MILITARY
 RELIGION CIVIC AFFAIRS RECREATION HABITATION EDUCATION
 ART, LIT, SCIENCE SOCIAL _____

34. COMMENTS/SOURCES: _____

35. HISTORICAL DRAWINGS EXIST: YES NO LOCATION: _____

ENVIRONMENTAL DATA

36. SITE INTEGRITY: ORIGINAL MOVED DATE MOVED _____
37. SETTING: RURAL/UNDISTURBED RURAL/BUILT UP SMALL TOWN URBAN SUBURBAN

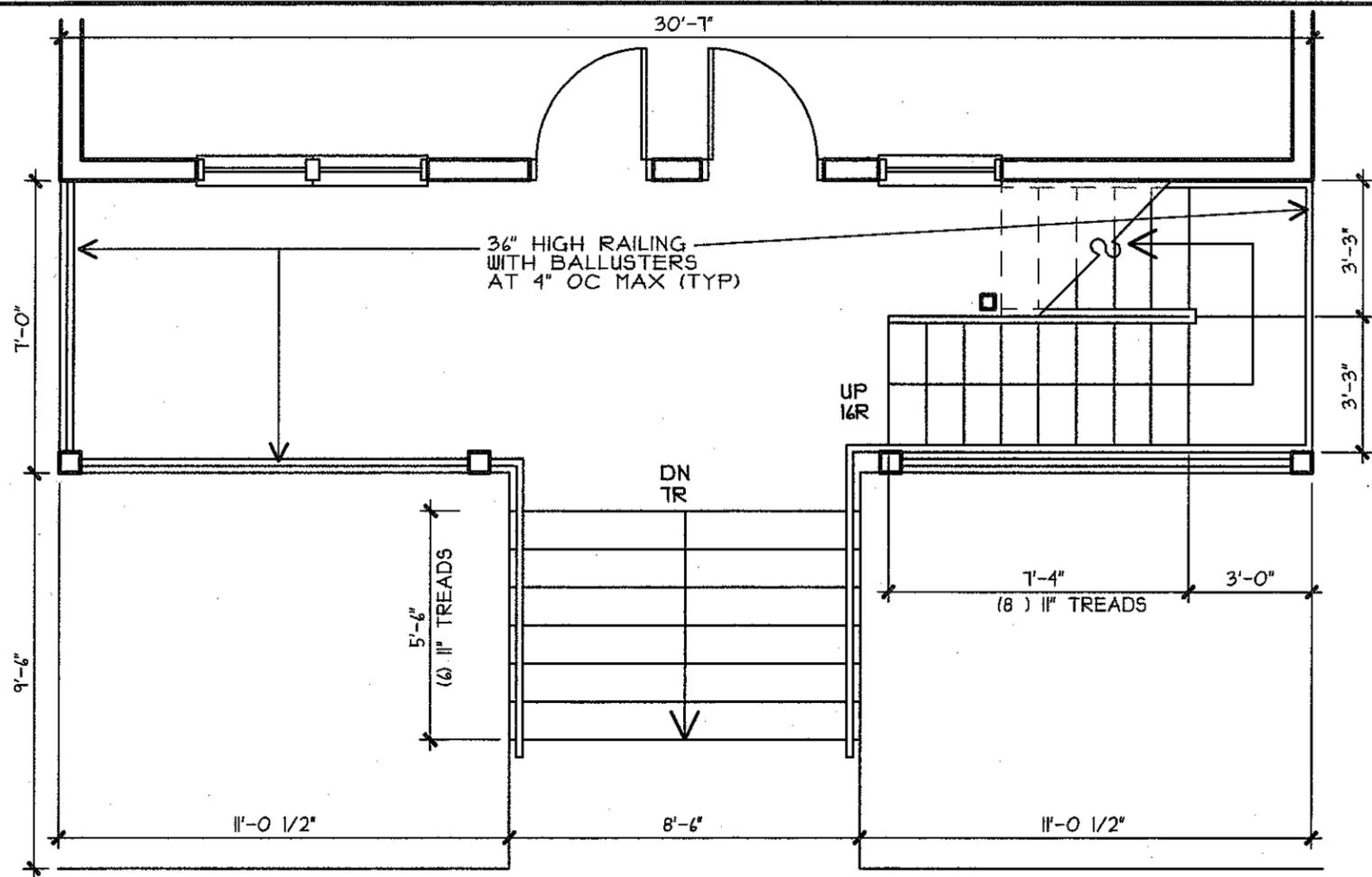
38. QUADRANGLE MAP USED: _____ QUADRANGLE #: _____

39. UTM NORTHING: _____ 40. UTM EASTING: _____

41. FACADE DIRECTION (CIRCLE ONE): N S E W NE NW SE SW

MHPC USE ONLY

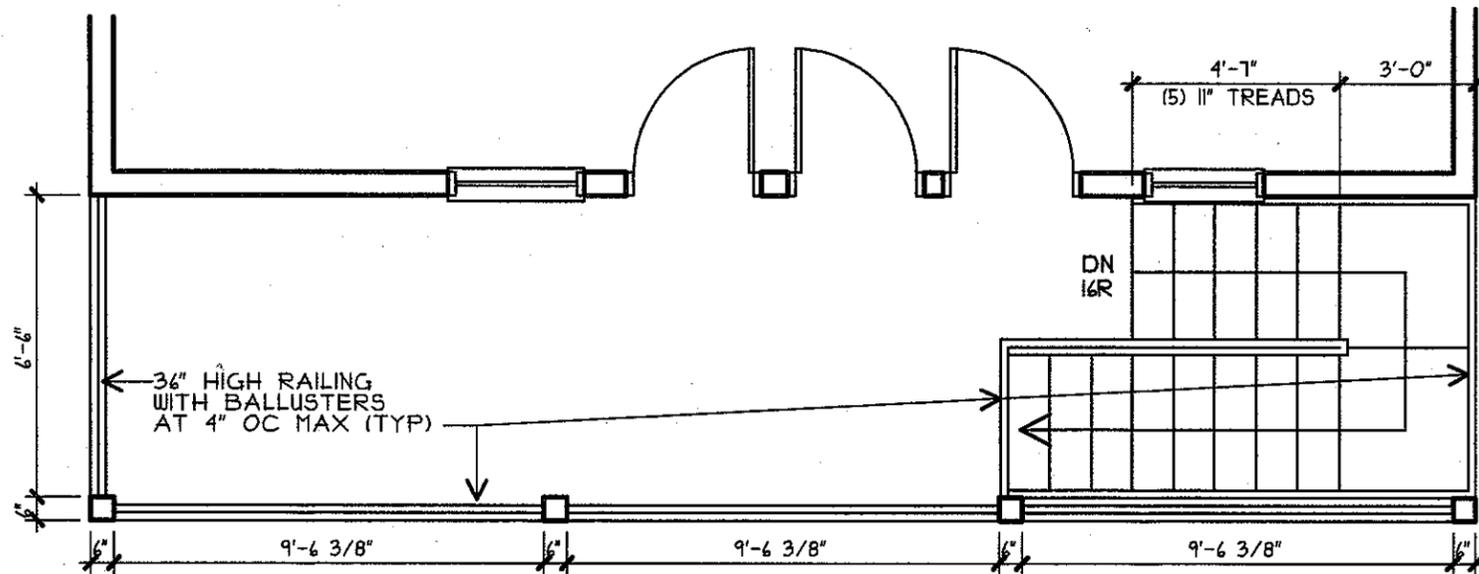
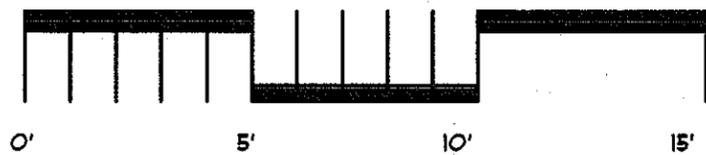
DATE ENTERED IN INVENTORY: _____ PHOTO FILE #: _____
NR STATUS: L HD E NE ND REVIEWER _____
DATA SOURCE: HPF CLG R&C STAFF STATE SURVEY OTHER _____ LEVEL OF SURVEY: R I



FIRST FLOOR PORCH PLAN

1/4" = 1'-0"

GRAPHIC SCALE



SECOND FLOOR PORCH PLAN

1/4" = 1'-0"

Maria Crouch and David Gulick
PORCH RECONSTRUCTION
 77 PLEASANT STREET
 BRUNSWICK, MAINE



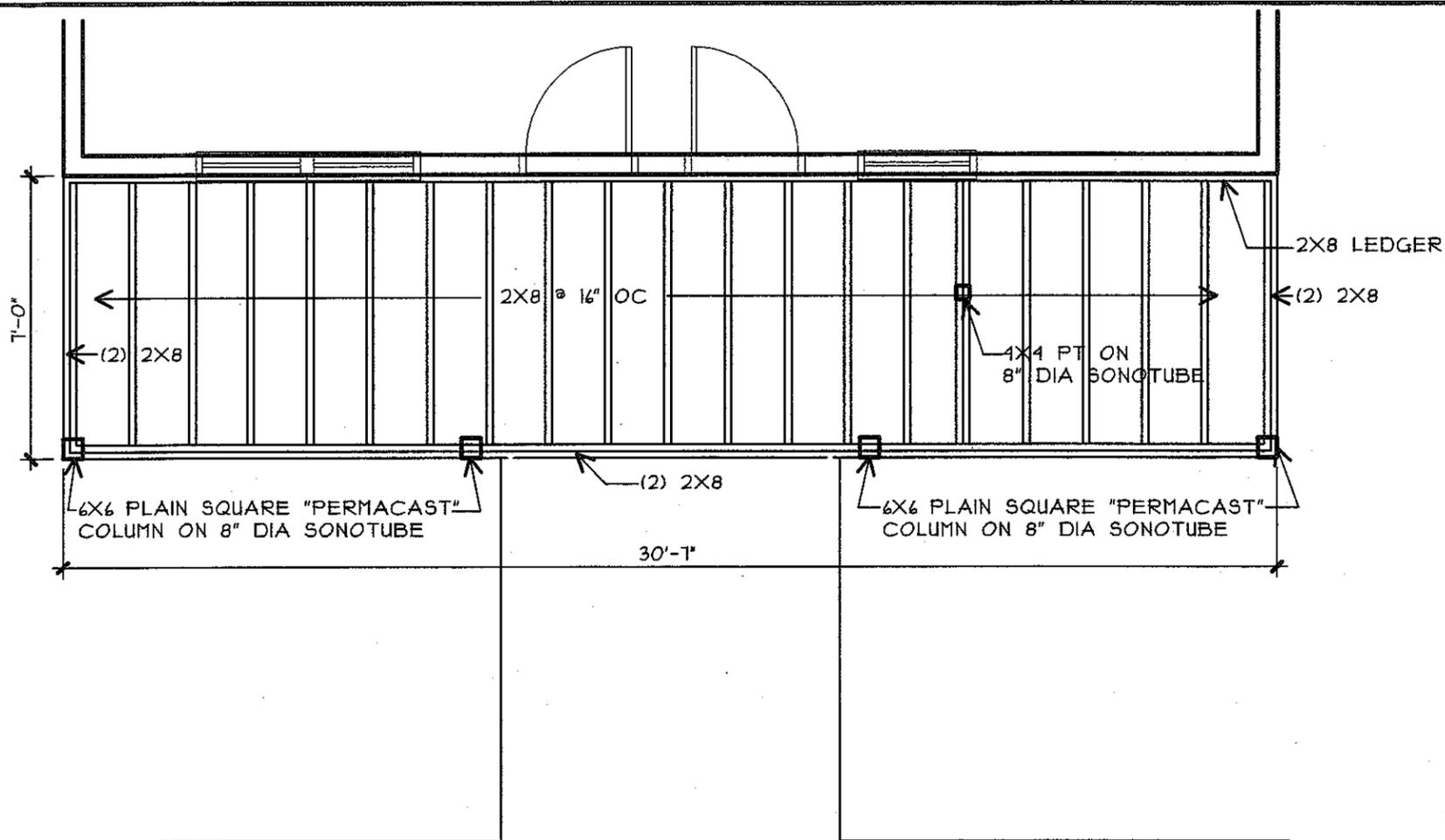
179 Lisbon St.
 Lewiston, ME 04240
 207.786.5623 voice/fax

822 Grover Hill Rd.
 Bethel, ME 04217
 207.824.7237 voice/fax
 info@smithreuter.com

FLOOR PLANS

06/19/13 JOB NO.

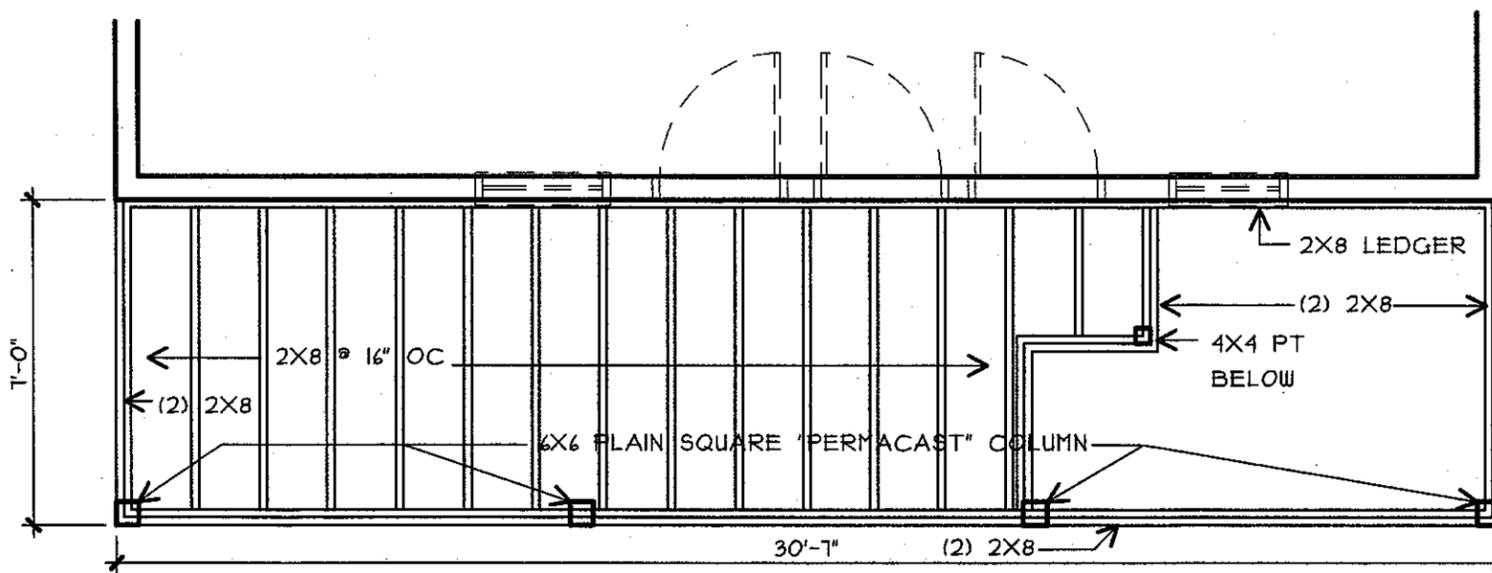
A1.1



FIRST FLOOR FRAMING PLAN

1/4" = 1'-0"

GRAPHIC SCALE



SECOND FLOOR FRAMING PLAN

1/4" = 1'-0"

Maria Crouch and David Gulick
PORCH RECONSTRUCTION
 77 PLEASANT STREET
 BRUNSWICK, MAINE



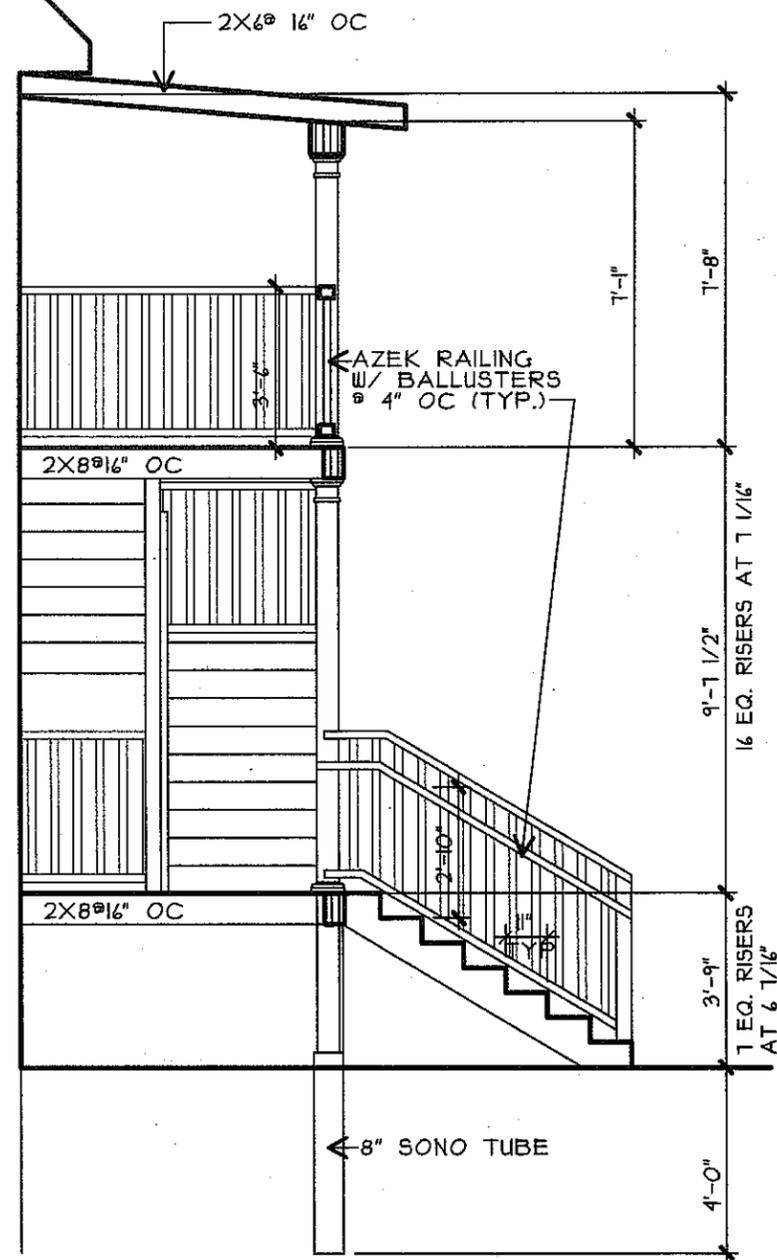
179 Lisbon St.
 Lewiston, ME 04240
 207.786.5623 voice/fax
 822 Grover Hill Rd.
 Bethel, ME 04217
 207.824.7237 voice/fax
 info@smithreuter.com

FRAMING PLANS

06/19/13 JOB NO.

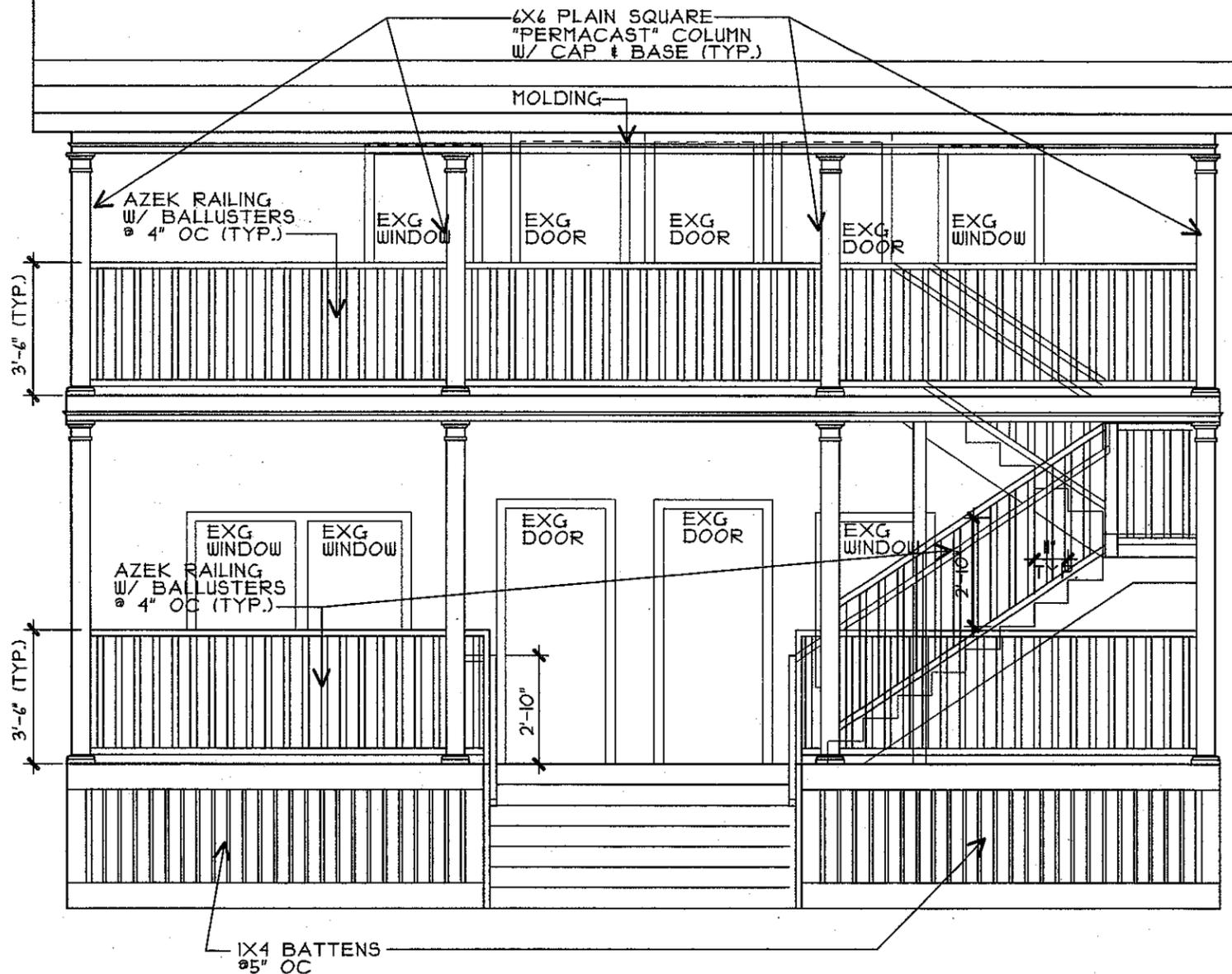
A1.2

GRAPHIC SCALE



PORCH SECTION

1/4" = 1'-0"



PLEASANT STREET ELEVATION

1/4" = 1'-0"

Maria Crouch and David Gulick
PORCH RECONSTRUCTION
 77 PLEASANT STREET
 BRUNSWICK, MAINE



179 Lisbon St.
 Lewiston, ME 04240
 207.786.5623 voice/fax

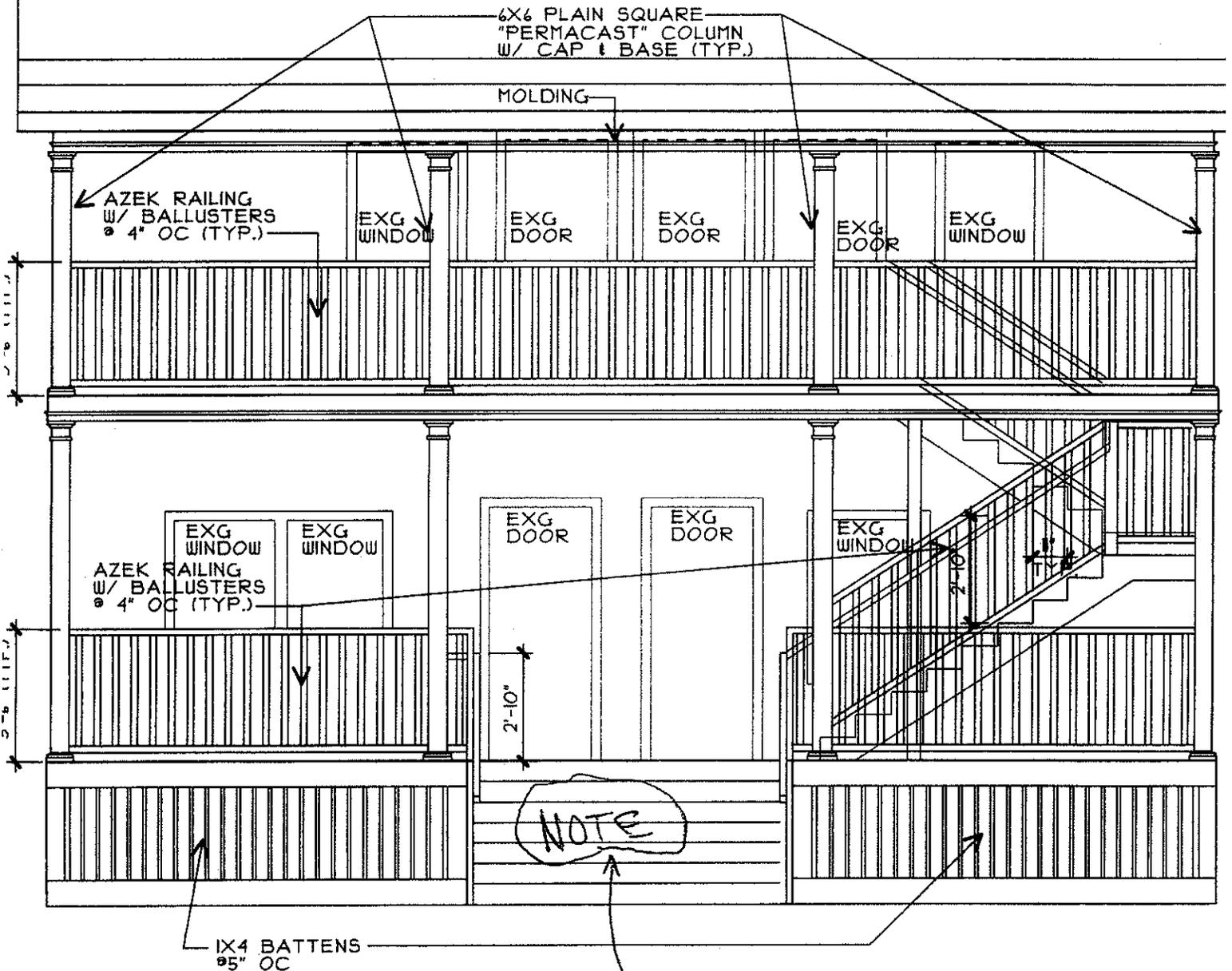
822 Grover Hill Rd.
 Bethel, ME 04217
 207.824.7237 voice/fax
 info@smithreuter.com

ELEVATIONS

06/19/13 JOB NO.

A1.3

GRAPHIC SCALE



See amended plans for landing and steps (attached)

PLEASANT STREET ELEVATION

1/4" = 1'-0"

$\frac{1}{2}'' \approx 1'$

AZEC RAILING
W/ BALLUSTERS
4" OC

RAILING HEIGHT 3' 6"

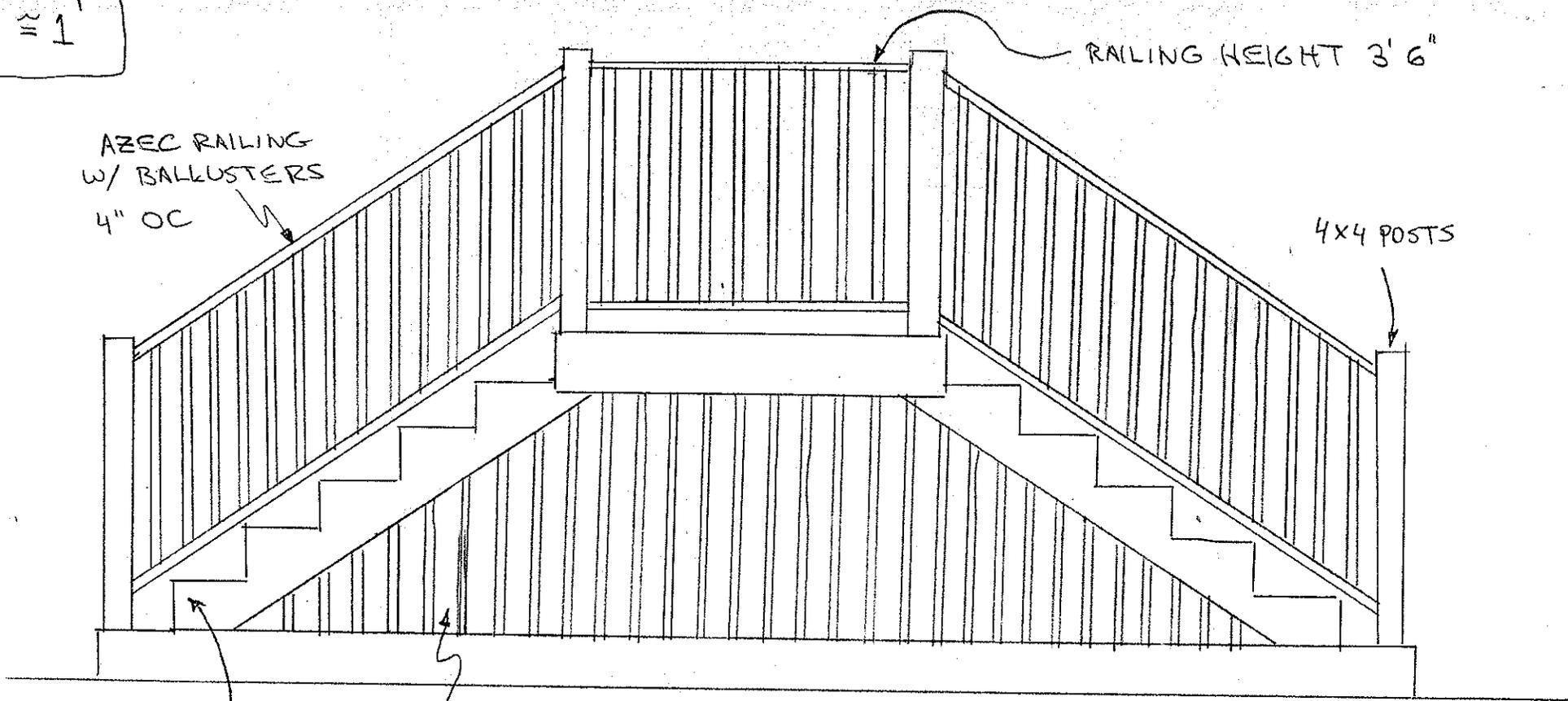
4x4 POSTS

1x4 BATTENS
5" OC

7" RISERS
11" TREADS

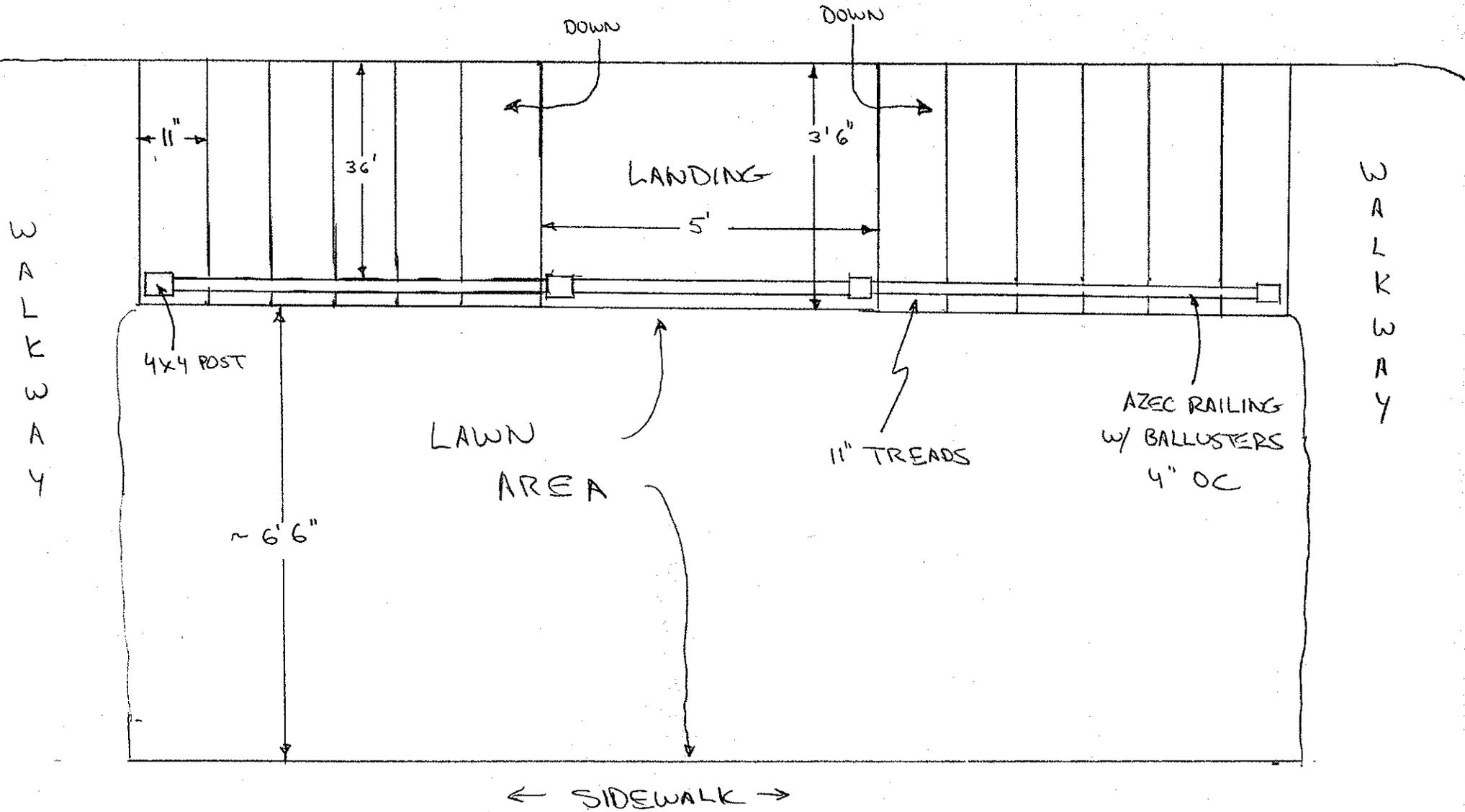
— AMENDED PLAN —

77 PLEASANT STREET - FRONT PORCH STEPS

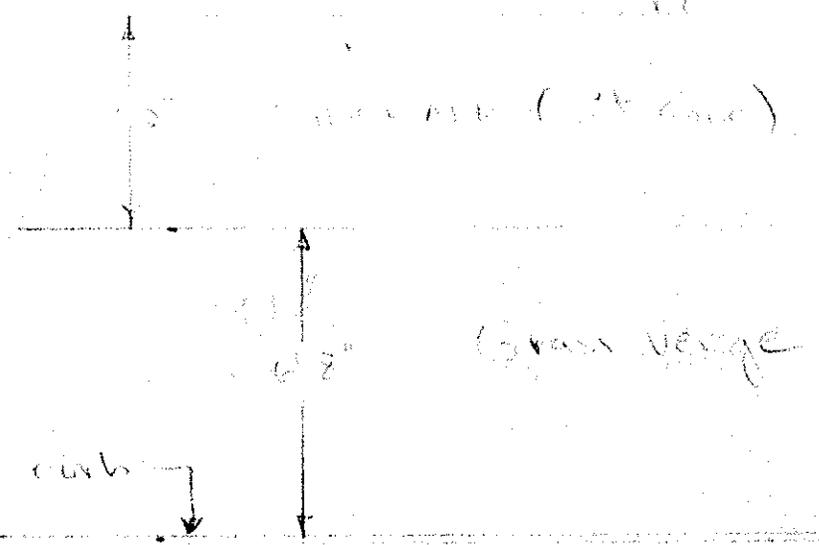
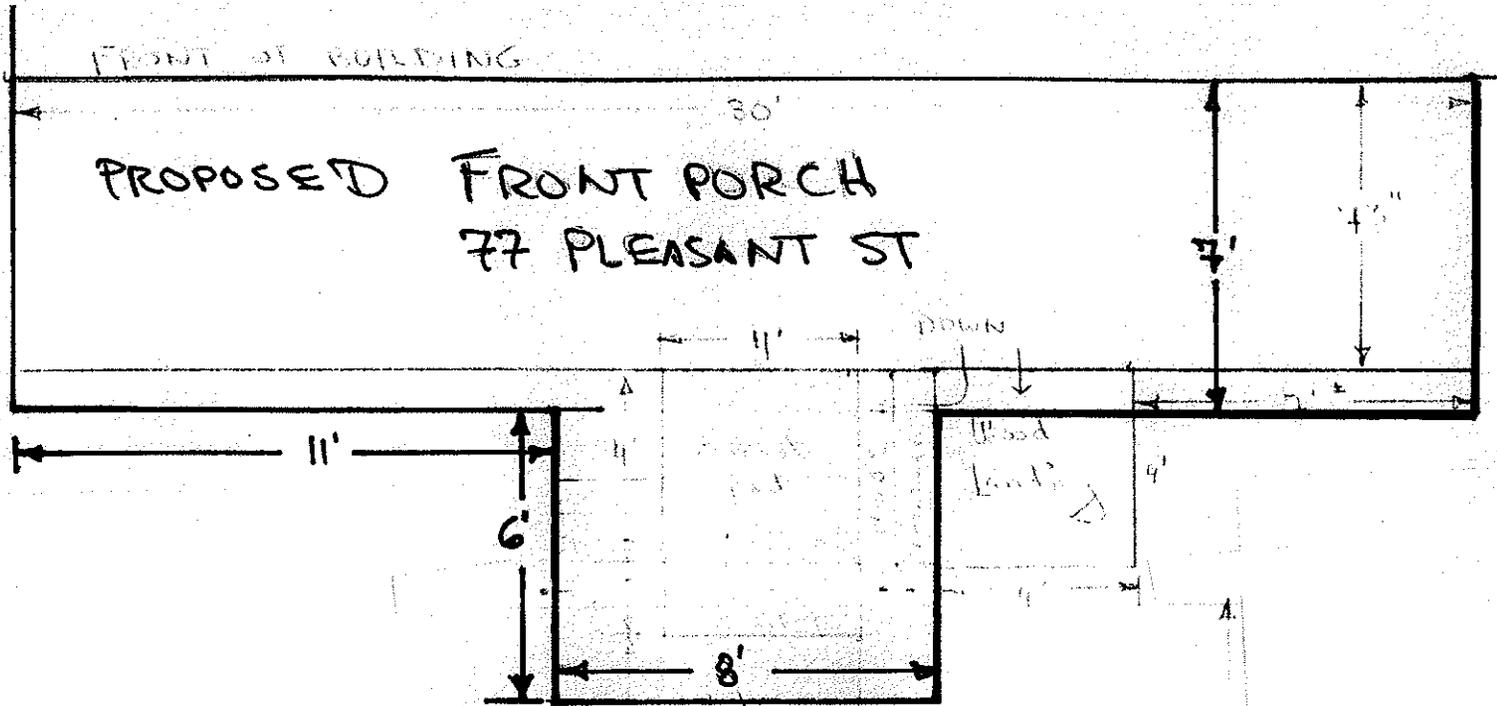


$\frac{1}{2}'' \approx 1'$

— AMENDED PLAN —



77 PLEASANT STREET - FRONT PORCH LANDING + STEPS - PLAN VIEW



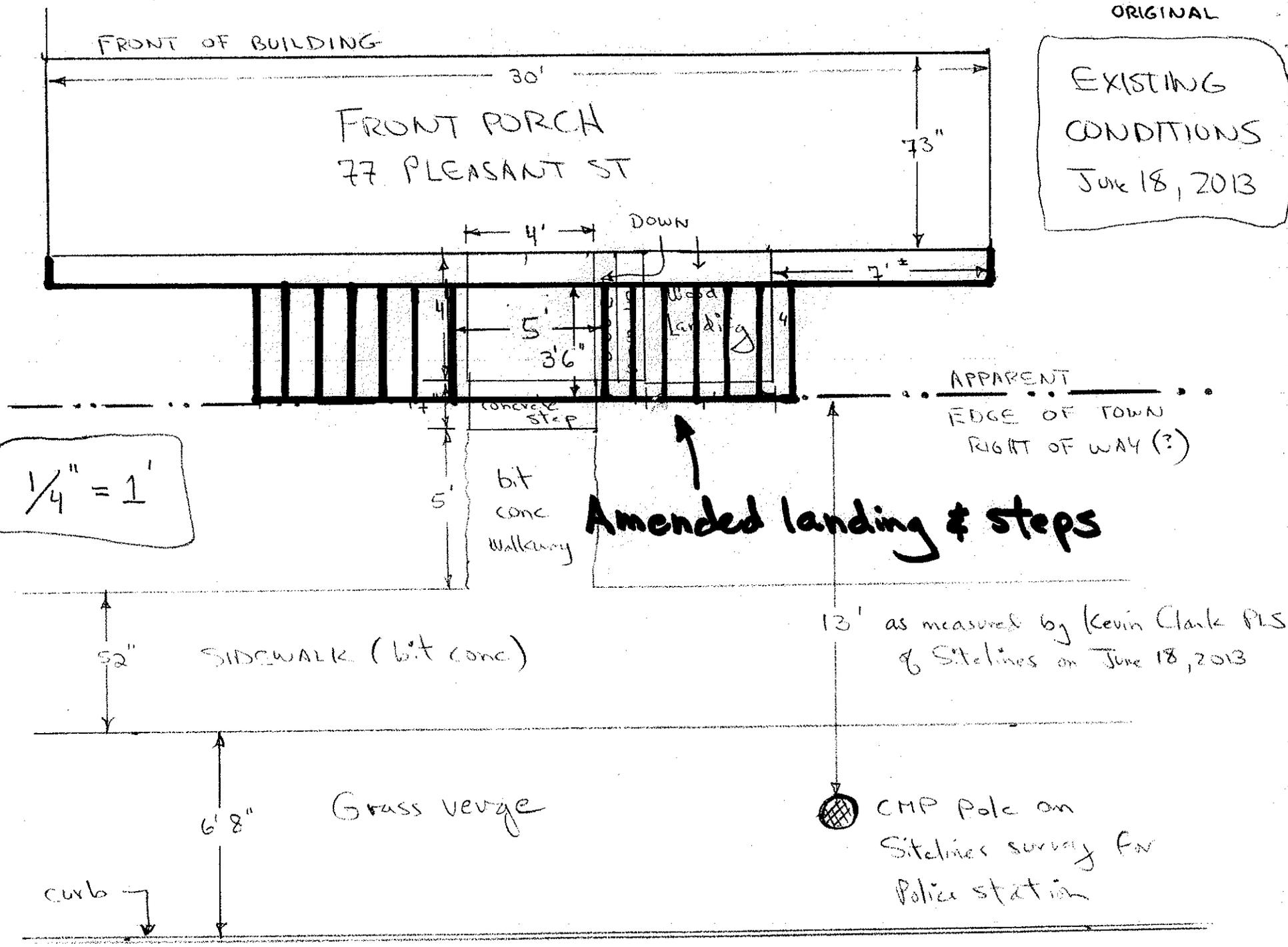
12' as measured by Kevin Clark, AIA
6/18/2012

CHU' Pole for
satellite survey for
Police Station

PLEASANT ST ROW = 66' wide (4 roads) (per Tom Higgins, Bramble)

ORIGINAL

EXISTING
CONDITIONS
June 18, 2013



$\frac{1}{4}'' = 1'$

Amended landing & steps

13' as measured by Kevin Clark PLS
& Sitalines on June 18, 2013

CMP Pole on
Sitalines survey for
Police station

PLEASANT ST ROW = 66' wide (4 roads) (per Jim Higgins, Brunswick town surveyor)





77



OWN
Davis Park

State of
Maine

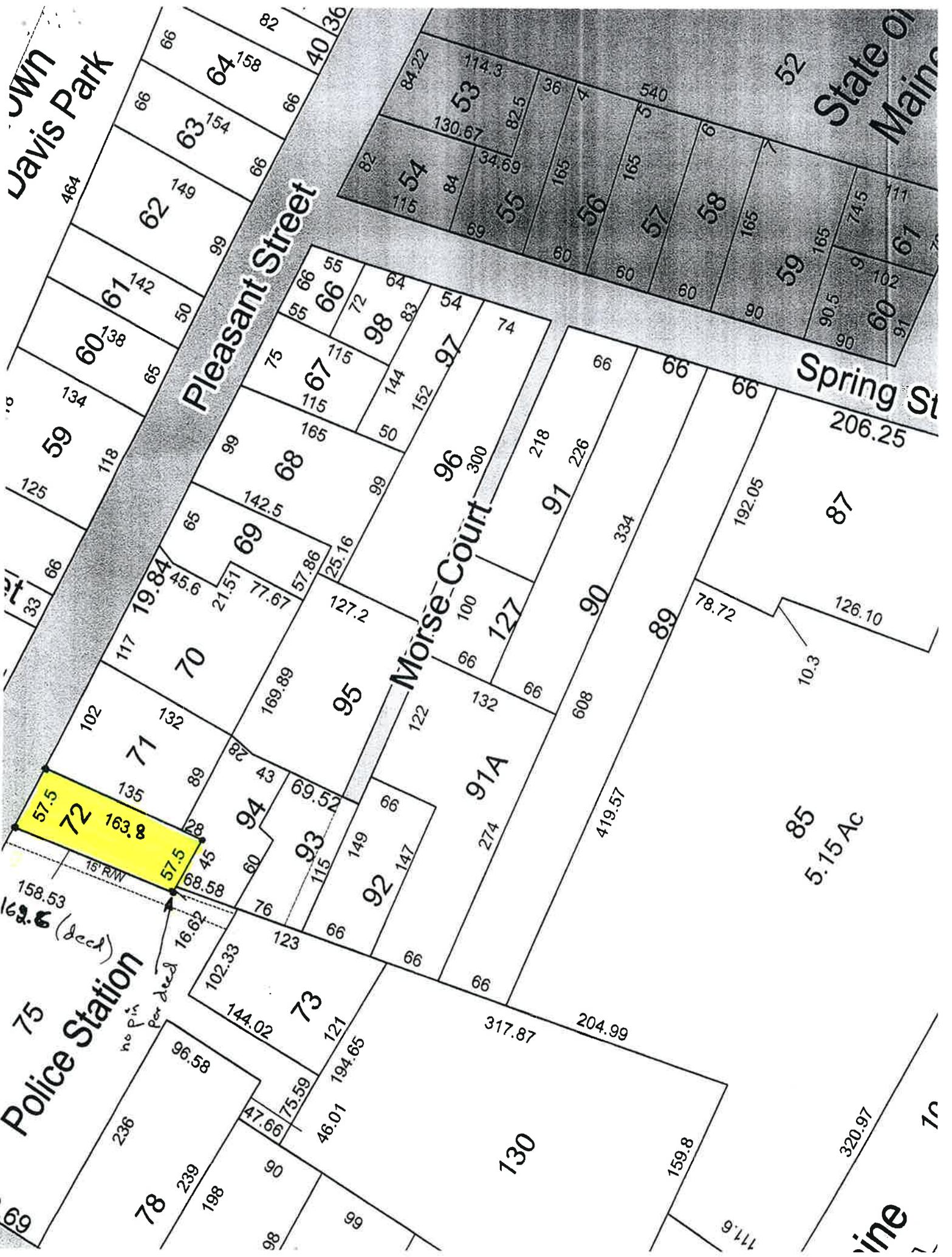
Pleasant Street

Morse Court

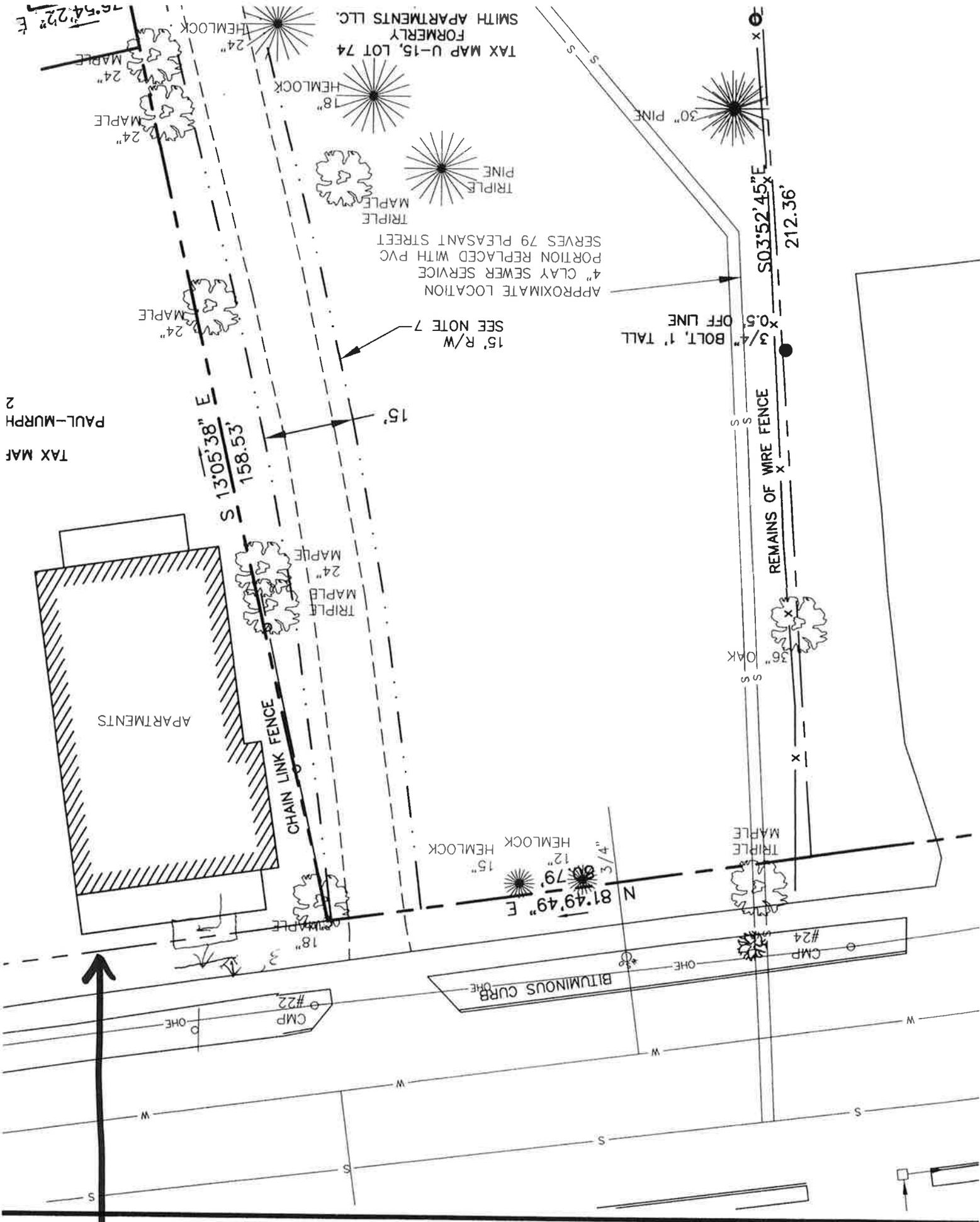
Spring St

Police Station

72
57.5
163.8
15' R/W
162.6 (deck)
no pin
Per deed



SUBJECT PROPERTY



TAX MAP
PAUL-MURPH
2

TAX MAP U-15, LOT 74
FORMERLY
SMITH APARTMENTS LLC.

APPROXIMATE LOCATION
4\" CLAY SEWER SERVICE
PORTION REPLACED WITH PVC
SERVES 79 PLEASANT STREET

REMAINS OF WIRE FENCE

CHAIN LINK FENCE

APARTMENTS

SUBJECT PROPERTY

77 Pleasant Street, Brunswick
Map U15, Lot 72, TR1 Zoning District
Amendment to June 24th submission for porch replacement.

June 27, 2013

Dear Village Review Board Members,

On June 26th we obtained new boundary survey results from Kevin Clark PLS of Sitelines, PA in Brunswick. He indicates in his email letter to us (copy attached) that "the Pleasant Street right-of-way will not change, so the setbacks labeled are good for the purpose of your permitting".

We subsequently held a detailed discussion with Jeff Hutchinson CEO, also on June 26th, during which he suggested we modify our porch design (making it slightly narrower and still meeting code guidelines) so that it will not encroach on the town's Pleasant Street right-of-way.

Our architect for the project, Stephanie Lull of Smith Reuter Lull Architects, made the suggested adjustments on June 26th to the width of the replacement porch and steps. These latest architectural drawings are attached, superseding the drawings in our June 24th submittal.

Included in this package are the following:

Email letter dated June 25, 2013 from Kevin Clark PLS regarding his survey

An 8 ½ x 11 copy of the full-size survey

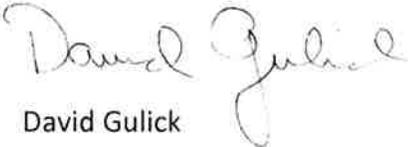
An enlarged portion of the survey of the existing building and front porch with setbacks labeled

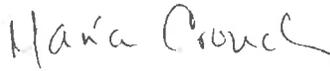
Three architectural drawings for the replacement porch and steps (dated June 26, 2013)

Based on the new survey results from Sitelines PA, and our modifications to the proposed replacement porch, the new porch and steps will not encroach on the town's right-of-way.

Thank you again for your consideration.

Respectfully,


David Gulick


Maria Crouch

David Gulick

From: David Gulick [dgulick@kw.com]
Sent: Thursday, June 27, 2013 8:24 AM
To: 'David'
Cc: 'Maria Crouch'
Subject: FW: 77 Pleasant Street Survey
Attachments: 2346 SV 06-25-2013.pdf

From: Kevin C [<mailto:kclark@sitelinespa.com>]
Sent: Tuesday, June 25, 2013 11:49 AM
To: 'Maria'
Cc: 'David Gulick'
Subject: RE: 77 Pleasant Street Survey

Maria & Dave,

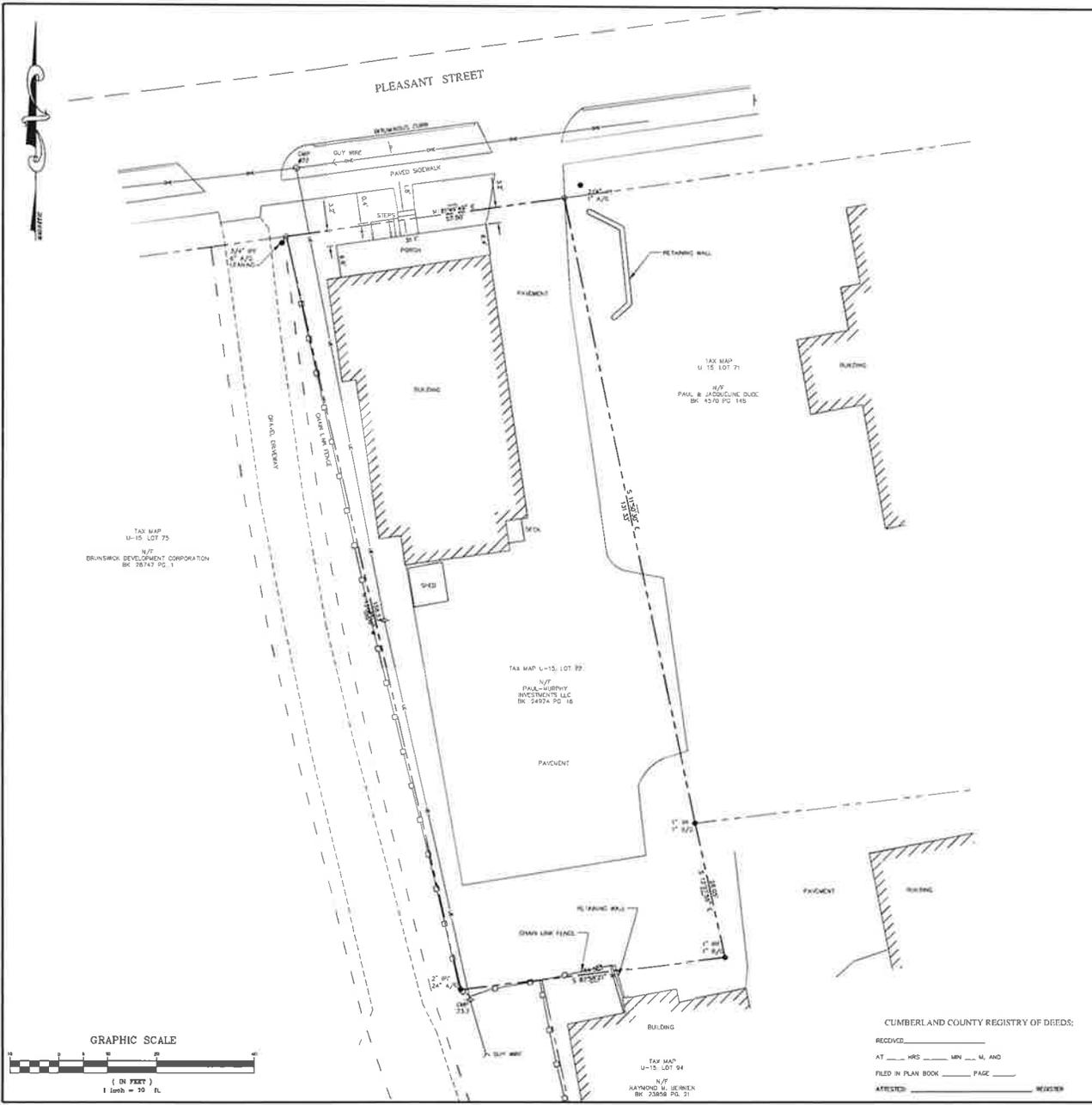
Here is a progress plan. The Pleasant street right-of-way will not change, so the setbacks labeled are good for the purpose of your permitting. I have a couple other areas to investigate before finalizing the plan.

You can swing by for full size of 11x17 copies anytime.

Thank you,

Kevin Clark
SITELINES, PA

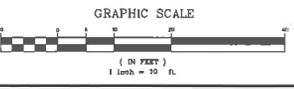
Kevin Clark, PLS
President
SITELINES, PA
8 Cumberland Street
Brunswick, Maine 04011
(T) 207-725-1200 Ext. 14
(C) 207-576-6061
(F) 207-725-1114
kclark@sitelinespa.com
www.sitelinespa.com



- MONUMENT FOUND
- IRON MARKER FOUND
- 3/8" REBAR TOPPED WITH AN ALUMINUM CAP READING "BRUCE W. MARTINSON - PLS 2137 TO BE SET"
- BOUNDARY LINE OF SURVEYED PARCEL
- BOUNDARY LINE OF ADJACENTS (APPROX)
- ROAD FRONT OF WAY LINE (APPROX)
- COMPUTATIONAL TIE LINE
- STONE WALL (APPROX)
- EDGE OF TRAVELED WAY
- UTILITY LINE
- CRIP 13 UTILITY POLE WITH NUMBER
- IPF IRON PIPE FOUND
- IRF IRON ROD FOUND
- DH DRILL HOLE
- △ 4 ARBITRARY TRAVEGSE POINT WITH NUMBER
- 17, 1001 ARBITRARY COMPUTATIONAL POINT NUMBER
- SK 106/4 PG 197 DEED BOOK & PAGE IN COUNTY REGISTRY OF DEEDS
- PD 155 PG 130 PLAN BOOK & PAGE IN COUNTY REGISTRY OF DEEDS
- R/W RIGHT OF WAY
- N/W NOW ON FORMERLY HOLD BY
- AC ADJES
- + WORK OR LESS
- LIGHT POLE
- CATCH BASIN
- SON SIGN
- ELEVATION TEMPORARY BENCH MARK
- TEST PIT

NOTES:

1. FILE REFERENCE FOR SURVEYED PARCEL:
PAUL-MURPHY INVESTMENTS LLC, BK. 24874 PG. 18
2. CLAIM REFERENCES:
A. STATE OF MAINE DEPARTMENT OF TRANSPORTATION RIGHT OF WAY MAP, STATE HIGHWAY "26", O.O.T. FILE NO. 3-382, SHEET 1 OF 1, DATED APRIL 1990
B. MAINE STATE HIGHWAY COMMISSION RIGHT OF WAY MAP, STATE HIGHWAY "7", MILL STREET, F.A.P. NO U-01-(14) S.H.C. FILE NO. 3-108, SHEET 1 OF 3, DATED JANUARY 1955
C. MAINE STATE HIGHWAY COMMISSION RIGHT OF WAY MAP, STATE HIGHWAY "7", PLEASANT STREET, F.A.P. NO U-01-(18) S.H.C. FILE NO. 3-104, SHEET 3 OF 3, DATED JANUARY 1955
3. AREA INFORMATION:
5,840± SQ. FT. (0.30 ACRES)
4. TAX MAP REFERENCE:
TAX MAP U-15, LOTS 72
5. BASES OF BEARINGS:
BEARINGS ARE MAGNETIC (2008) AND ARE BASED ON HAND COMPASS BEARINGS ALONG RANDOM TRAVEGSE LINES.
6. ROAD INFORMATION:
FOR RIGHT OF WAY INFORMATION, SEE PLAN REFERENCE 2.A.
7. FLOOD ZONE:
THE PARCEL IS LOCATED IN ZONE C OF THE NATIONAL FLOOD INSURANCE RATE MAP. COMMUNITY PANEL NUMBER 230042 0015 B. ZONE C IS IDENTIFIED AS AN AREA OF MINIMAL FLOODING.



SURVEYOR'S CERTIFICATION:
THE PREPARER HEREBY CERTIFIES THAT THIS SURVEY HAS BEEN UNDERGONE IN CONFORMANCE WITH THE RULES SET FORTH BY THE BOARD OF LICENSURE FOR PROFESSIONAL LAND SURVEYORS, DATED APRIL 1, 2001, FOR A BOUNDARY SURVEY.

CUMBERLAND COUNTY REGISTRY OF DEEDS:
RECEIVED: _____
AT _____ HRS _____ MN _____ S, AND
FILED IN PLAN BOOK _____ PAGE _____
ACCEPTED: _____ REGISTER

STATE OF MAINE
KEVIN P. CLARK
#2245
PROFESSIONAL LAND SURVEYOR

DATE: _____
KEVIN P. CLARK, PLS #2245
HOT VAULT UNLESS EMPLOYED HERE

PRELIMINARY

BOUNDARY SURVEY
of Land of
77 PLEASANT STREET
BRUNSWICK, MAINE

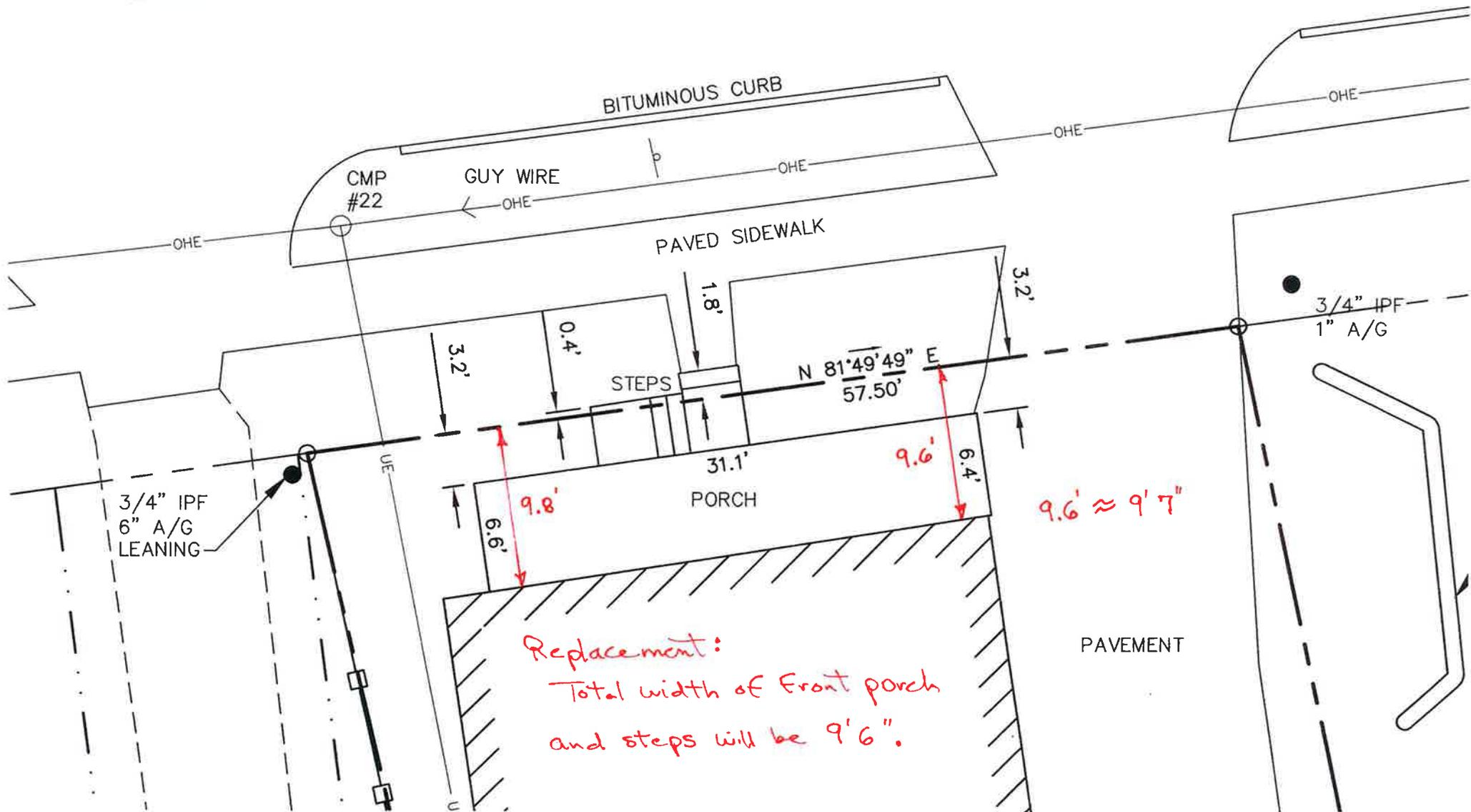
PREPARED FOR:
PAUL-MURPHY INVESTMENTS LLC

SITELINES, PA
ENGINEERS • PLANNERS • SURVEYORS
LANDSCAPE ARCHITECTS
8 CUMBERLAND STREET, BRUNSWICK, ME 04811
207.735.1200 www.sitelinespa.com

FIELD W/L: KPC	SCALE: 1"=60'	SHEET:
DRAWN BY: RPL	JOB #: 2346	1
CHECKED BY: KPC	SS	
DATE: 06-24-13	FILE: 2346.SV	

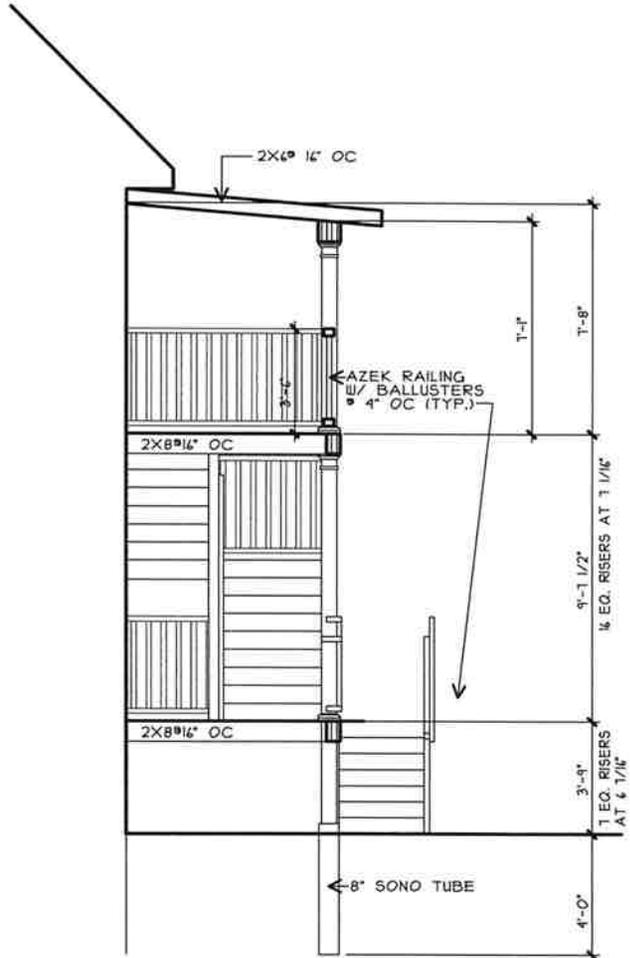
NOT TO SCALE

PLEASANT STREET



Replacement:
Total width of Front porch
and steps will be 9'6".

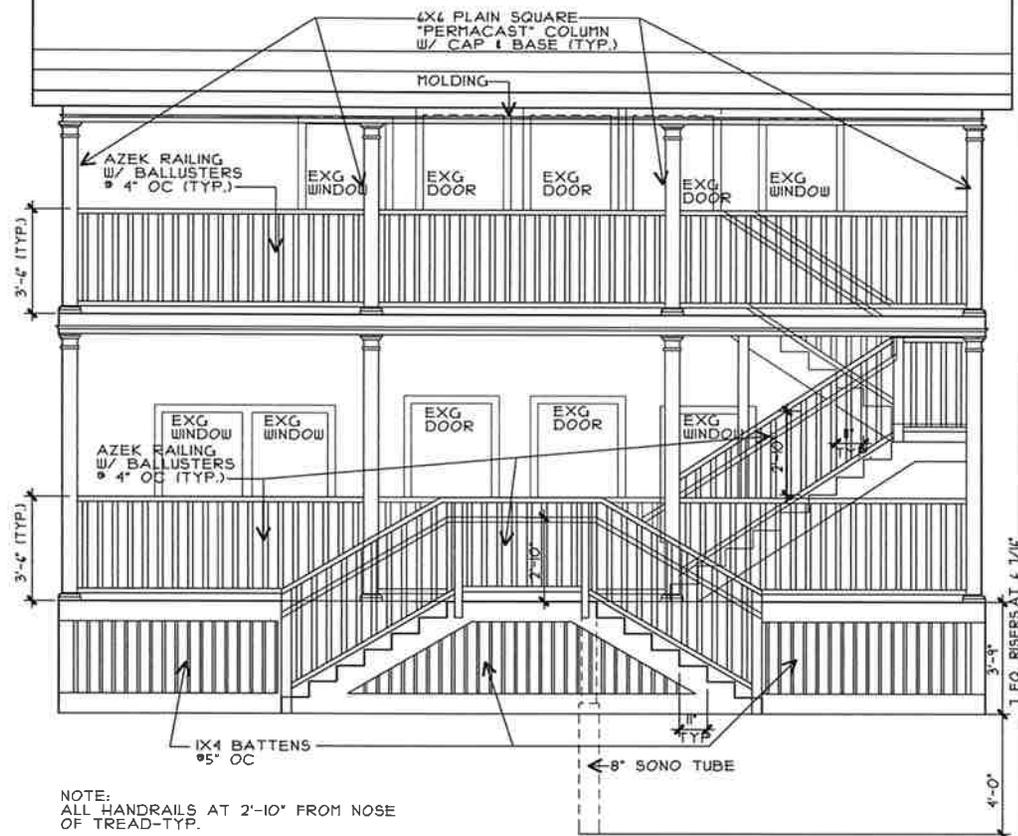
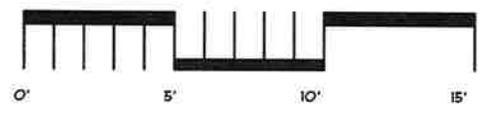
9.6' ≈ 9'7"



PORCH SECTION

1/4" = 1'-0"

GRAPHIC SCALE



NOTE:
ALL HANDRAILS AT 2'-10" FROM NOSE
OF TREAD-TYP.

PLEASANT STREET ELEVATION

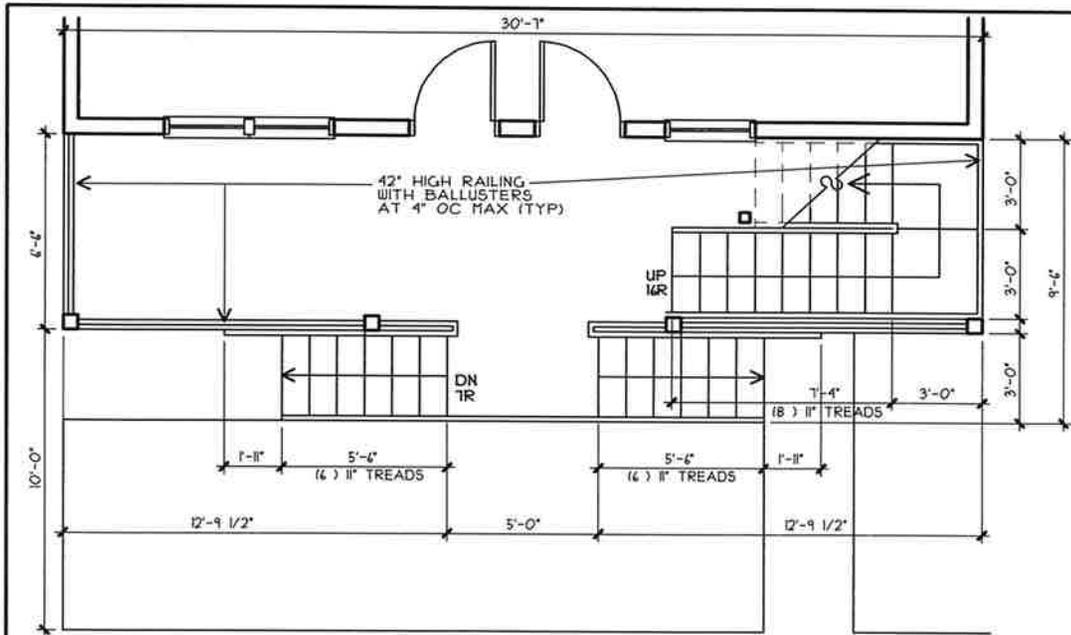
1/4" = 1'-0"

Maria Crouch and David Gulick
PORCH RECONSTRUCTION
 77 PLEASANT STREET
 BRUNSWICK, MAINE



179 Libbon St.
 Lewiston, ME 04240
 207.786.5623 voice/fax
 822 Grover Hill Rd.
 Bethel, ME 04217
 207.824.7237 voice/fax
www.smithreuter.com

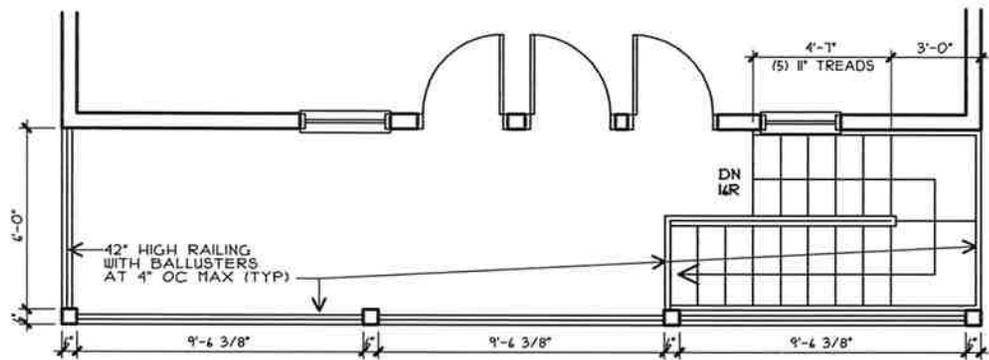
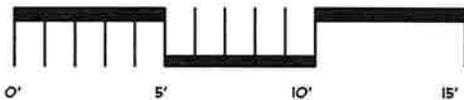
ELEVATIONS	
06/26/13	JOB NO.
A1.3	



FIRST FLOOR PORCH PLAN

1/4" = 1'-0"

GRAPHIC SCALE



SECOND FLOOR PORCH PLAN

1/4" = 1'-0"

Maria Crouch and David Gulick
PORCH RECONSTRUCTION
 77 PLEASANT STREET
 BRUNSWICK, MAINE

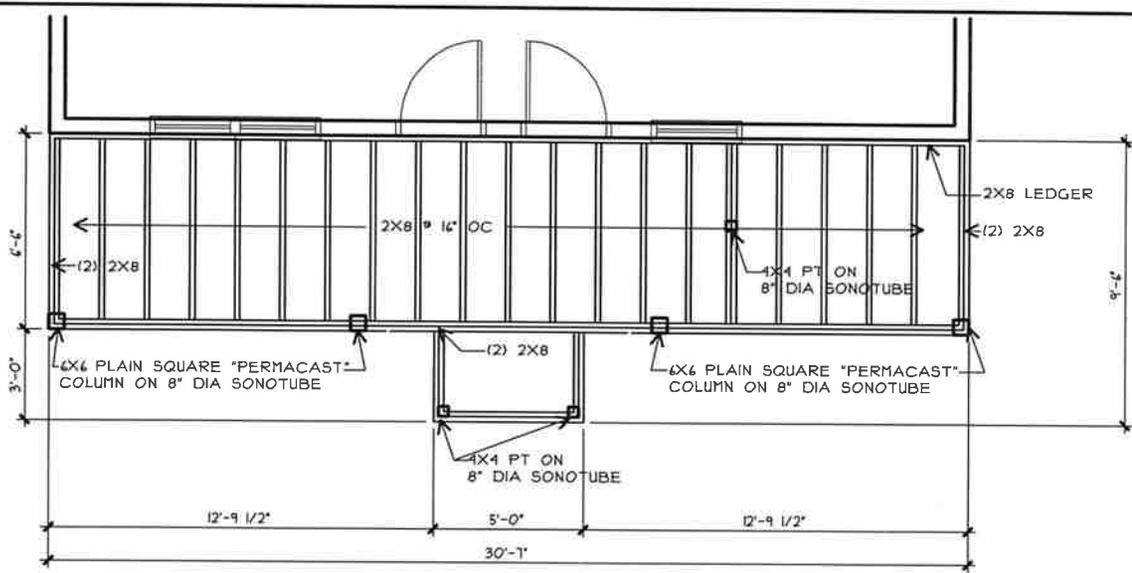


179 Lisbon St.
 Lewiston, ME 04240
 207.786.5623 voice/fax
 822 Greiner Hill Rd
 Bethel, ME 04217
 207.824.7237 voice/fax
 info@smithreuter.com

FLOOR PLANS

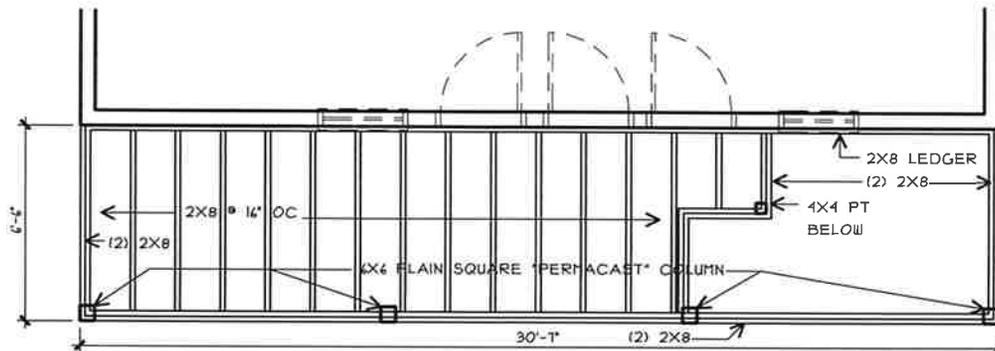
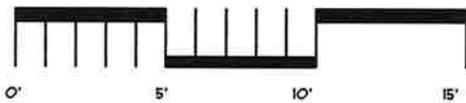
06/26/13 JOB NO.

A1.1



FIRST FLOOR FRAMING PLAN
1/4" = 1'-0"

GRAPHIC SCALE



SECOND FLOOR FRAMING PLAN
1/4" = 1'-0"

Maria Crouch and David Gulick
 PORCH RECONSTRUCTION
 77 PLEASANT STREET
 BRUNSWICK, MAINE



179 Lisbon St.
 Lewiston, ME 04240
 207.786.5623 voice/fax

822 Grover Hill Rd
 Bethel, ME 04217
 207.824.7233 voice/fax
 ml@SmithReuther.com

FRAMING PLANS

06/26/13 JOB NO.

A1.2



TOWN OF BRUNSWICK, MAINE

INCORPORATED 1739

DEPARTMENT OF PLANNING AND DEVELOPMENT
28 FEDERAL STREET
BRUNSWICK, ME 04011

ANNA M. BREINICH, AICP
DIRECTOR OF PLANNING & DEVELOPMENT

PHONE: 207-725-6660
FAX: 207-725-6663

July 2, 2013

To: Brunswick Village Review Board
Brunswick Planning Board
From: Anna Breinich, AICP
Subject: Updates on Zoning Ordinance amendments to rewrite Section 216, Village Review Zone, in its entirety and expand the Village Review Zone; Identification of local contributing resources contract.

In preparation for your upcoming meetings next week, I am providing the following updates.

Zoning Ordinance Amendment Update: At their July 1st meeting, Town Council unanimously voted to adopt the Planning Board recommended zoning ordinance amendment, rewriting Section 216, Village Review Zone, in its entirety, with one minor text amendment, allowing for consultations with Maine Historic Preservation Commission during a 90-day demolition delay period. The text amendment reads as follows:

Section 216.8.B.2.c.1) b) ii.1. Consult with Village Review Board and Maine Preservation or the Maine Historic Preservation Commission seeking alternatives to demolition, including the reuse and/or relocation of the resource.

Section 216.8.B.2.c.1) b) ii.2. Consult with and notify other related organizations of intent to demolish the contributing resource, as identified during consultations with Village Review Board and Maine Preservation or the Maine Historic Preservation Commission.

The attached amendment will take effect July 31, 2013.

Per my recommendation, the Town Council did not act to expand the Village Review Zone at this time. As stated in my May 24th memo to Council (attached), based on public comments made at the Planning Board Public Hearing, staff reviewed the specific motions by Town Council made during the 9/15/08 public hearing and adoption of the 2008 Comprehensive Plan Update. Reference to include Page Street in the Village Review Zone, as stated in the Comprehensive Plan, was made in error by staff and has since been corrected to reflect the actual motion. The 9/15/08 motion stated that the Village Review Zone should be expanded to include the Chamberlain Museum to the south. Other potential southern zone boundaries were suggested as well during the plan update process. My recommendation to Town Council was to allow for a more careful analysis for any expansion during the zoning ordinance rewrite.

Town Council then requested staff to do further research regarding the Village Review Zone boundary. I prepared the attached June 27th memo and related mapping providing a chronology relative to the Village Review Zone boundary from its establishment in 1986 to the adoption of the 2008 Comprehensive Plan Update. It appears that a number of adjacent areas were considered for expansion without any rational

basis/criteria for inclusion. Town Council agreed to postpone consideration of any expansion to the Village Review Zone until more analysis is completed.

Identification of local contributing resources contract: The Town recently contracted with historic preservation consultants, Turk, Tracey and Larry (TTL), to complete the identification of contributing resources within the Village Review Zone. TTL previously developed the review criteria and completed the identification of the 100 top historic structures in Brunswick. 331 properties will be evaluated as to their local significance, using the same established criteria, previously completed historic site surveys and field work. Those already identified contributing properties located within the National Register-listed Historic Districts and in process of nomination, individually listed National Register properties and the “Top 100 Historic Structures” are not under review. Upon completion, this information will be utilized in further analysis of the Village Review Zone boundary.

The scope of services and timeline is attached.

Attachments

**ADOPTED AMENDMENT TO BRUNSWICK ZONING ORDINANCE
BY THE BRUNSWICK TOWN COUNCIL, JULY 1, 2013
Section 216, Village Review Zone (VRZ) Overlay District, in its entirety
*Effective Date: July 31, 2013***

216 Village Review Zone (VRZ)

216.1 Purpose

The purpose of the Village Review Zone is to protect and preserve the architectural context and historical integrity of downtown neighborhoods in the Town of Brunswick by:

- A. Applying Ordinance standards and design guidelines in a reasonable and flexible manner to maintain Brunswick's traditional character and to ensure compatible construction and rehabilitation of existing structures in the Village Review Zone without stifling change or forcing modern recreations of historic styles.
- B. Developing administrative processes and objective standards that identify and encourage the preservation and enhancement of neighborhood character, sites, and structures having historic or architectural significance.
- C. Promoting economic development by enhancing the attractiveness of the Town to businesses and their patrons, residents, and visitors to Brunswick.
- D. Fostering civic pride in the Town's history and development patterns as represented in distinctive sites, structures, and objects.
- E. Promoting and protecting significant features of the historic patterns of development, including traditional landscaping, densities, structural mass and scale.

216.2 Duties of the Village Review Board

The duties of the Village Review Board are to:

- A. Review new construction, additions, alterations, relocations and demolitions within the Village Review Zone, and issue a Certificate of Appropriateness for applications satisfying the requirements of this Section.
- B. Develop, regularly update, and consult the Village Review Zone Design Guidelines in review of applications for Certificates of Appropriateness.
- C. Act in an advisory capacity to the Town Council, Planning Board and other Town entities regarding the protection of historic sites, structures, and artifacts.
- D. Review and comment upon proposed National Register of Historic Places nominations for properties within the Town.
- E. Maintain and update the existing historic building/structure survey using forms and guidelines established by the Maine Historic Preservation Commission.
- F. Provide educational and informational opportunities for Brunswick residents and

businesses regarding historic preservation.

216.3 Village Review Board Membership

- A. The Village Review Board shall consist of seven members.
- B. The membership of the Village Review Board shall include a resident of the Village Review Zone and a Brunswick resident who is a representative of the Pejepscot Historical Society. To the extent possible, the remaining members shall include Brunswick residents with expertise or experience in the fields of architecture, historic preservation and construction engineering.
- C. All members shall be appointed by the Town Council for a three-year term.
- D. Annually, on or about February 22, the Village Review Board shall choose a Chair and Vice-Chair from its membership.
- E. A quorum shall consist of four members.
- F. The Village Review Board may adopt its own rules of procedure and shall establish appropriate meeting times.

216.4 Classifications

- A. Contributing resources as listed in **Appendix _____**, as amended, shall include:
 - 1. Properties listed on the National Register of Historic Places.
 - 2. Properties eligible for listing on the National Register of Historic Places, as determined by the Maine Historic Preservation Commission.
 - 3. Properties located within a National Register Historic District, deemed to be contributing resources by the Maine Historic Preservation Commission.
 - 4. Properties deemed to be contributing resources of local and regional significance by the Town of Brunswick.
- B. Noncontributing resources are all remaining resources not considered to be contributing.

216.5 Certificate of Appropriateness

- A. A Certificate of Appropriateness is required for any of the following activities in the Village Review Zone involving contributing resources or, if visible from a public right-of-way, noncontributing resources:
 - 1. Construction of a new structure.
 - 2. Addition to an existing structure.
 - 3. Alteration to the exterior appearance of any structure with the exception of in-kind replacement of windows, facades and building ornamentation, normal maintenance and painting. This includes, but is not limited to, any construction requiring a building permit, the construction of fences, changes in windows or façade materials, or the elimination or addition of any ornamentation.
 - 4. Relocation of any structure, or portions thereof.
 - 5. Demolition of any structure or portions thereof.
 - 6. Construction, installation or alteration of any sign, with the exception of

directional signage less than three square feet in size.

- B. The power to grant a Certificate of Appropriateness for new construction, additions, alterations, relocations and demolitions under this Section is vested in the Village Review Board; however that power is hereby delegated in accordance with the following provisions:
1. The Director of Planning and Development shall have the power to grant a Certificate of Appropriateness in cases where, in her/his judgment, the impact of the proposed activities will be minor, as defined in Section 216.8(B)(1) herein,, and in keeping with the review standards of the Ordinance.
 2. The Director of Planning and Development shall regularly apprise the Village Review Board of Certificates of Appropriateness granted in accordance with subparagraph 1.
 3. Notwithstanding the authority delegated to the Director of Planning and Development, the applicant and the Village Review Board Chair each has the right to require review of an application by the Village Review Board.
 4. The Director of Planning and Development may find proposed changes to an approved Certificate of Appropriateness to be a minor modification, in which case approval by the Village Review Board shall not be required.
- C. If a structure or property has been damaged by fire, flood, storm or other disaster, and emergency temporary repairs or partial demolition are required in order to protect health or safety, or to prevent further damage to the structure or property, the Codes Enforcement Officer may waive temporarily the requirements of this Section for a Certificate of Appropriateness and issue a building permit for such emergency temporary repairs, including partial demolition. No later than 30 days after the issuance of the permit, the permit applicant must apply for a Certificate of Appropriateness for the repairs or demolition already made and/or any planned permanent repairs or additional demolition work that requires a Certificate of Appropriateness under Section 216.5. A.

216.6 Limitation on Granting of Other Permits

No building permit or final development review approval may be issued until a Certificate of Appropriateness is granted. Where an application requires both a Certificate of Appropriateness and Development Review, the applications may be concurrently reviewed. However, the Final Development Review application shall not be acted on until a decision regarding the Certificate of Appropriateness is rendered. If the application for a Certificate of Appropriateness is denied, the application for a building permit or for Development Review shall be denied. If the Certificate of Appropriateness is granted with conditions, those conditions shall be added to the Development Review approval.

216.7 Application for Certificate of Appropriateness

Application forms for a Certificate of Appropriateness shall be made available in hard copy or online by the Department of Planning and Development. Completed applications shall be submitted to the Department staff with the following information provided:

- A. Name, address and interest in the property.
- B. Location and nature of the proposed activity.
- C. A brief description of the proposed construction, reconstruction, alteration,

relocation or demolition and proposed reuse. The description shall include the reason for the request, and must demonstrate how the proposal is in compliance with Section 216.9.

- D. Drawings illustrating the design, texture, and location of any construction, alteration, or demolition/relocation for which a certificate is required. The drawings shall include plans and exterior elevations drawn to scale, with sufficient detail to show their relation to exterior appearances and the architectural design of the building. Proposed materials and textures shall be described, including samples where appropriate. Drawings need not be prepared by an architect or engineer, but shall be clear, complete, and specific.
- E. Photographs of the building(s) involved and of immediately adjacent properties. Staff shall provide completed historic building/structure survey forms if available for the structure. For demolition or relocation applications, interior and exterior photographs shall be provided clearly indicating the existing condition of the structure and, if available, the structural condition at the time of purchase by the applicant.
- F. A site plan showing the relationship of proposed changes to walks, driveways, signs, lighting, landscaping, and adjacent properties, if applicable. For relocation or demolition applications, provide post-demolition plans, including a site plan for the property specifying site improvements and a timetable for completion.
- G. The reviewing entity may grant a waiver of submission requirements if it finds the submission of that information is not relevant to a determination.
- H. Application fee.

216.8

Application Review Process

- A. All applicants are encouraged to consult with Department of Planning and Development staff prior to submitting an application for a Certificate of Appropriateness at which time a determination can be made as to the level of review required. During consultation, Department staff shall provide appropriate guidance and available resources, including the Village Review Zone Design Guidelines, to the applicant.
- B. Within four days of an application being submitted to the Department of Planning and Development, staff shall make a determination regarding completeness. If incomplete, staff will notify the applicant of deficiencies. If complete, staff will process the application as either a minor or major application as follows:
 - 1. Minor Activities (staff-level review)
 - a. Activities shall include:
 - 1) Any alterations or additions not visible from a public right-of-way;
 - 2) Replacement of existing exterior siding or other materials, windows or doors which do not alter architectural or historic character;
 - 3) Repair, replacement or re-pointing of exterior masonry walls which do not alter architectural or historic character;
 - 4) Placement of sheds or other outbuildings, fences or dumpsters located

- in rear yards not visible from a public right-of-way;
 - 5) Any demolitions, partial demolitions or relocations of noncontributing resources not visible from a public right-of-way.
 - 6) Roof-top appurtenances not visible from a public-right-of-way; and,
 - 7) Removal of non-historic elements concealing original architectural character-defining features.
- b. Minor Applications for Certificate of Appropriateness shall be submitted to the Department of Planning and Development staff.
- 1) Staff shall review and either render a decision to the applicant or forward to the Village Review Board for their consideration within ten days of determining the application complete.
 - 2) The Village Review Board may conduct a review of a minor application at the recommendation of either the Director of Planning and Development or Board Chair.
 - 3) A person with standing may appeal the decision by staff to the Village Review Board by submitting an appeal application to the Director of Planning and Development within 30 days of the date of the action. The Village Review Board may hold a public hearing and shall render its decision following the review procedure set forth in Section 216.8.B.2.b.
2. Major Activities (Village Review Board-level review)
- a. Activities shall include:
- 1) Any alterations or additions to existing structures or new construction visible from a public right-of-way;
 - 2) Any roof-top appurtenances visible from a public right-of-way;
 - 3) Exterior renovations, alterations or modifications to the structure or site not determined to be minor in nature;
 - 4) Any demolitions, partial demolitions or relocations of either contributing resources or noncontributing resources visible from a public right-of-way. The independent demolition of incidental noncontributing structures accessory to a contributing resource are exempt from review; and.
 - 5) Any alterations or new placement of walks, driveways or new impervious surfaces associated with any of the above major activities.
- b. Major Applications for Certificate of Appropriateness shall be submitted to the Department of Planning and Development staff no less than fourteen days from the date of the Village Review Board's meeting in which it will be discussed.
- 1) The Town shall provide notification to all property owners within a 200-foot radius of the boundaries of the property under review in the proposed application, giving a general description of the activity and specifying its location. Notifications shall be distributed by first class mail at least 10 days prior to a scheduled review, stipulating the time and place of the Board's meeting. The Board may also schedule a publicly noticed site visit of the subject property prior to their meeting.
 - 2) Within 30 days of the Town's receipt of a complete application, the Village Review Board shall hold a public meeting and make a

determination as to the completeness of the application. Once the Board determines that the application is complete, it shall review the application. After completing its review, the Board shall vote to deny, approve or approve the application with conditions. The Village Review Board shall set forth the reason or reasons for its decision and make findings of fact, in writing, sufficient to apprise the applicant and any interested member of the public of the basis for the decision. The date of approval, denial, or approval with conditions shall be the date that the Board votes on an application for a Certificate of Approval.

- 3) A written notice of the determination of the Village Review Board, including findings of fact and Certificate of Appropriateness, shall be sent by regular mail to the applicant and to the Planning Board within 10 days of the Village Review Board's determination.
- 4) The Village Review Board, by a majority vote, may request an independent peer review of the application or portion thereof at their discretion. All costs associated with the peer review shall be borne by the applicant. Peer review shall not be undertaken unless it is necessary for an informed review of the submitted materials and at a reasonable cost. Estimated costs for the peer review shall be disclosed to the applicant prior to undertaking such review. The Town shall require an applicant to deposit funds into an escrow account to be held for the purpose of reimbursing peer review costs. The applicant shall be entitled to an accounting of the use of all funds, as well as to a refund of all funds not expended upon final approval, denial or withdrawal of an application.

c. Additional Processing Requirements for Relocation or Demolition Activities:

- 1) In addition to the above, additional processing requirements for Certificate of Appropriateness applications for demolition or relocation of a contributing, as well as noncontributing resources visible from public right-of-way shall be as follows:

a) General

- i. A permit for demolition or relocation of a contributing resource, a noncontributing resource visible from a public right-of-way or portions thereof, within the Village Review Zone shall not be issued unless a Certificate of Appropriateness has been approved. No exterior demolition work and interior demolition work rendering the structure uninhabitable, or relocation of the resource may commence until the expiration of the 30-day decision appeal period or, if an appeal is taken, upon final disposition of the appeal.

b) Review Process

- i. Applications to demolish or relocate contributing resources individually listed on the National Register of Historic Places or deemed eligible by the Maine Historic Preservation Commission, and contributing resources located within a National Register-listed Historic District must adhere to a 90-

day delay period. The Village Review Board may impose a 90-day delay period for contributing resources of local and regional significance. Such 90-day delay period shall commence when application is deemed complete by the Village Review Board.

- ii. During the 90-day delay period, the applicant shall:
 1. Consult with Village Review Board and Maine Preservation or Maine Historic Preservation Commission in seeking alternatives to demolition, including the reuse and/or relocation of the resource.
 2. Consult with and notify other related organizations of intent to demolish the contributing resource, as identified during consultations with Village Review Board and Maine Preservation or Maine Historic Preservation Commission.
 3. Document "good faith" efforts in seeking an alternative, including relocation and/or reuse, resulting in the preservation of the resource. Such efforts shall include posting a visible sign on the property, listing the property for sale and/or relocation, and publishing a notice of availability in a general circulation local newspaper. The notice of the proposed demolition shall be forwarded to the Pejepscot Historical Society, the Town Council, the Planning Board
 4. Thoroughly photo or video document the resource and provide photo/video and written documentation to the Town and Pejepscot Historical Society. Any significant architectural features shall be salvaged, reused and/or preserved as appropriate.
 5. Provide post-demolition plans, including a site plan for the property specifying site improvements and a timetable for completion.
- iii. If at the end of the 90-day period, no satisfactory alternative has been found, the Village Review Board shall either grant or deny a Certificate of Appropriateness to demolish or relocate the resource, applying the criteria set forth in Section 216.9(B).

2) Noncontributing Resources.

No Certificate of Appropriateness is required if the proposed demolition is not visible from the public right-of-way.

216.9

Review Standards

A. General Standard.

1. All Certificates of Appropriateness for new construction, additions, alterations, relocations or demolition shall be in accordance with applicable requirements of this Ordinance. In meeting the standards of this Ordinance the applicant may obtain additional guidance from the U.S. Secretary of Interior's Standards for Rehabilitating Historic Buildings and the Village Review Zone Design

Guidelines.

B. New Construction, Additions and Alterations to Existing Structures.

1. In approving applications for a Certificate of Appropriateness for new construction, additions or alterations to contributing resources, the reviewing entity shall make findings that the following standards have been satisfied:
 - a. Any additions or alterations shall be designed in a manner to minimize the overall effect on the historic integrity of the contributing resource.
 - b. Alterations shall remain visually compatible with the existing streetscape.
 - c. Concealing of distinctive historic or architectural character-defining features is prohibited. If needed, the applicant may replace any significant features with in-kind replacement and/or accurate reproductions.
 - d. New construction or additions shall be visually compatible with existing mass, scale and materials of the surrounding contributing resources.
 - e. When constructing additions, the applicant shall maintain the structural integrity of existing structures.
 - f. For new construction of or additions to commercial, multi-family and other non-residential uses the following additional standards shall apply:
 - 1) Parking lots shall be prohibited in side and front yards, except if the application involves the renovation of existing structures where such a configuration currently exists. In cases where such parking configurations exist, the parking area shall be screened from the public right-of-way with landscaping or fencing.
 - 2) Site plans shall identify pedestrian ways and connections from parking areas to public rights-of-way.
 - 3) All dumpsters and mechanical equipment shall be located no less than 25 feet away from a public right-of-way and shall be screened from public view.
 - 4) Roof-top-mounted heating, ventilation, air conditioning and energy producing equipment shall be screened from the view of any public right-of-way or incorporated into the structural design to the extent that either method does not impede functionality. Parapets, projecting cornices, awnings or decorative roof hangs are encouraged. Flat roofs without cornices are prohibited.
 - 5) Building Materials:
 - a) The use of cinder-block, concrete and concrete block is prohibited on any portion of a structure that is visible from the building's exterior, with the exception of use in the building's foundation.
 - b) The use of vinyl, aluminum or other non-wood siding is permitted as illustrated in the Village Review Board Design Guidelines. Asphalt and asbestos siding are prohibited.
 - c) Buildings with advertising icon images built into their design ("trademark buildings") are prohibited.
 - 6) No building on Maine Street shall have a horizontal expanse of more than 40 feet without a pedestrian entry.
 - 7) No building on Maine Street shall have more than 15 feet horizontally of windowless wall.
 - 8) All new buildings and additions on Maine Street:

- a) Must be built to the front property line. This may be waived if at least 60% of the building's front facade is on the property line, and the area in front of the setback is developed as a pedestrian space.
 - b) If adding more than 50% new floor area to a structure, the addition shall be at least two stories high and not less than 20 feet tall at the front property line.
 - c) The first floor facade of any portion of a building that is visible from Maine Street shall include a minimum of 50% glass. Upper floors shall have a higher percentage of solid wall, between 15% and 40% glass.
2. Proposed additions or alterations to noncontributing resources shall be designed to enhance or improve the structure's compatibility with nearby contributing resources as compared to the existing noncontributing resources.

C. Signs

Signs shall comply with the requirements of Chapter 6 (Sign Regulations) with consideration given to the Village Review Zone Design Guidelines.

D. Demolition and Relocation

1. Demolition or partial demolition or relocation of a contributing or, if visible from a public right-of-way, a noncontributing resource, excluding incidental or noncontributing accessory buildings and structures located on the same property, shall be prohibited unless the application satisfies at least one of the following criteria:
- a. The structure poses an imminent threat to public health or safety. An application must be accompanied by a report from a qualified structural engineer for review by the Town Code Enforcement Officer and photographs depicting the current condition of the building.
 - b. The condition of the structure is such that it cannot be adapted for any other permitted use, whether by the current owner or by a purchaser, resulting in a reasonable economic return, regardless of whether that return represents the most profitable return possible, provided that the applicant can document he/she has not contributed significantly to the deterioration of the structure. An opinion shall be provided from an architect, licensed engineer, developer, real estate consultant or appraiser or from a professional experienced in historic rehabilitation, as to the economic feasibility for restoration, renovation, or rehabilitation of the contributing resource versus demolition or relocation of same.
 - c. The proposed replacement structure or reuse of the property is deemed to be as appropriate and compatible with the existing streetscape and surrounding contributing resources.
2. Demolition, partial demolition or relocation of a noncontributing resource visible from a public right-of-way, shall be approved by the Village Review Board if it is determined that the proposed replacement structure or reuse of the property is deemed more appropriate and compatible with the surrounding contributing resources than the resource proposed for demolition.

- A. A person with standing may appeal a decision by the Village Review Board, to the Zoning Board of Appeals within 30 days of the date of such decision pursuant to Sections 703.4 and 703.5 herein.

216.11

Expiration of Certificate of Appropriateness

- A. If two years after issuance of a Certificate of Appropriateness, the approved work is not found to be complete by the Codes Enforcement Officer, the approval shall lapse. The applicant may, at any time before the date of approval expiration, make a written request to the Village Review Board for an approval time extension. This request shall explain the reasons why the improvements have not been completed and indicate how the applicant expects to complete the project if the Board grants an extension. The Board may consider any changes to the Zoning Ordinance or any other new information relevant to the application when considering an extension request.

216.12

Definitions

Definitions specific to this Section are as follows:

Character-Defining Feature: The form, material and detail of those architectural features important in defining a building's historic character and whose retention will preserve that character. Such features include, but not limited to, facades, roofs, porches, windows, doors, trim, massing, scale, orientation and landscape features, such as fences, walls, posts and walkways.

Compatibility: Possessing characteristics that are predominant in nature to character-defining features of structures within a neighborhood as described in the Village Review Zone Design Guidelines. Compatibility does not mean "the same as." Rather, compatibility refers to the sensitivity of alterations or development proposals in maintaining the character of the existing neighborhood.

Contributing Resource: A building, site, structure, or object that adds to the historic association, historic architectural quality, or archeological values for which a property is significant because it was present during the period of significance, relates to the documented significance of the property, and possesses historic integrity, or is capable of yielding important information about the period; or it independently meets the National Register criteria.

Contributing Resource of Local or Regional Significance: A building, site, structure, or object over 50 years of age identified in Appendix ___ as having local or regional significance based on Town-established criteria as follows:

1. Its value as a significant example of the cultural, historic, architectural, archeological, or related aspect of local or regional heritage;
2. Its location as a site of significant historic or prehistoric event or activity which may have taken place within or which involved the use of any existing structure on the property.
3. Its identification with a person or persons who significantly contributed to the cultural, historic, architectural, archeological, or related aspect to local or regional heritage.
4. Its exemplification of a significant architectural type, style, or design distinguished by innovation, rarity, uniqueness, or overall quality of design, detail, materials and artisanship.
5. Its identification as the work of an architect, designer, engineer, or builder whose individual work is significant in local or regional history or development.

6. Its representation of a significant cultural, historic, architectural, archeological, or theme expressed through distinctive areas, sites, structures, objects, or artifacts that may or may not be contiguous.

Historic District: A geographic area federally designated as an historic district and listed on the National Register of Historic Places.

Historic Integrity: The authenticity of a property's historic identity as evidenced by the survival of physical characteristics (location, design, setting, materials, workmanship and association) that existed during the property's prehistoric or historic period.

In-Kind Replacement: Replacement of a feature with new materials that identically matches the original with respect to design, size, configuration, texture and other visual qualities.

Noncontributing Resource: A building, structure, or object that does not add to the historic sense of time and place or historic development; or one where the location, design, setting, materials, workmanship or association have been so altered or have so deteriorated that the overall integrity has been irretrievably lost.

Secretary of the Interior's Standards: *The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, restoring and Reconstructing Historic Buildings* (36 CFR Part 68 in the July 12, 1995 Federal Register or most recent edition), are the national standards to guide work undertaken on historic properties. The intent of the *Standards* is to assist in the long-term preservation of historic structures and features. The *Standards* are used to evaluate rehabilitation projects on certified historic structures for federal tax credits.

Streetscape: The public setting in which a structure, site or landmark is located. It is the immediate visible neighborhood of the public right-of-way or public land associated with such a structure, including such features as fences, sidewalks and lights.



TOWN OF BRUNSWICK, MAINE

INCORPORATED 1739

DEPARTMENT OF PLANNING AND DEVELOPMENT
28 FEDERAL STREET
BRUNSWICK, ME 04011

ANNA M. BREINICH, AICP
DIRECTOR OF PLANNING & DEVELOPMENT

PHONE: 207-725-6660
FAX: 207-725-6663

May 24, 2013

To: Brunswick Town Council
Gary Brown, Town Manager
From: Anna Breinich, AICP
Subject: Request for public hearing: Proposed Zoning Ordinance amendment to revise in its entirety Section 216, Village Review Zone (VRZ) Overlay District and to expand the geographic boundaries of the Village Review Zone

At your October 1, 2012 meeting, the Town Council requested the Planning Board to prepare an amendment to Section 216 of the Town's Zoning Ordinance with regard to the review and approval of demolitions. An interim approach was presented to Council by Planning Board Chair, Charlie Frizzle, to give Planning Board the authority to approve Certificates of Appropriateness for demolitions, with advice provided by the Village Review Board for such demolition. This approach was suggested so that a comprehensive amendment to Section 216, addressing all deficiencies, could be drafted. On December 17, 2012, the Town Council voted 8-1 to adopt the interim amendment as previously described, to expire on June 1, 2013, at which time either a more comprehensive amendment to Section 216 would be recommended by the Planning Board or Section 216 would revert back to its existing text.

By unanimous vote on May 21, 2013, the Planning Board recommends the attached amendment to Section 216 of the Brunswick Zoning Ordinance and an expansion to the geographic boundaries of the Village Review Zone for Council's consideration.

Since January, the Planning Board and Village Review Board, with guidance from the Town Attorney, have held 6 joint workshops to develop the proposed amendment, representing a comprehensive rewrite of Section 216. As had been mentioned previously, many prior amendments to Section 216 left a number of internal inconsistencies in substance and formatting. As drafted, the new section is easier to use, eliminates inconsistencies and provides for a better level of predictability for an applicant.

Key revisions to address concerns previously raised by the Town Council are as follows:

- Establishment of a classification-based review system for contributing and noncontributing resources;
- Distinguishing between Minor (staff approval) and Major (staff review with Village Review Board approval) activities with a defined review process for each;
- More specific review standards for all activities to serve as a basis for findings of fact; and
- Definitions of key terms establishing their meaning within Section 216.

As mentioned, the Planning Board also took action to recommend an expansion (map attached) of the Village Review Zone as recommended in Chapter 7, Land Use Plan, of the Town's 2008 Comprehensive Plan Update, extended the Zone on the west side of Maine Street to Page Street on the south and Union Street to the west. During the public hearing a comment was raised regarding the geography as written in the Comprehensive Plan Land Use Plan and a conflicting action item listed in Policy 7, Key Objective #4,

stating the expansion should include an area west of Maine Street to Union Street, possibly including Cedar Street, from the Androscoggin River to the north, to the Joshua L. Chamberlain Museum to the south. The Museum is located on the north side of the street at the intersection of Maine and Potter Streets.

Additional comments regarding the proposed area were made since the Planning Board Public Hearing prompting staff to review the specific motions by Council during the 9/15/08 adoption of the Comprehensive Plan. A motion was approved to expand the Village Review Zone from what had been proposed in Final Draft Comprehensive Plan (Noble Street to the south), to now include the Chamberlain Museum. As such, Potter Street should have been referenced in the Land Use Plan, not Page Street as currently shown.

Town Council has three options to consider at the public hearing for the southerly expansion of the Village Review Zone:

1. Planning Board recommended expansion to Page Street based on written text in Chapter 7 in the Town's 2008 Comprehensive Plan;
2. Expansion to Chamberlain Museum, subsequently Potter Street, per approved motion made as part of the 9/15/08 adoption of the 2008 Comprehensive Plan Update; or
3. Allow for a more careful analysis for any expansion as part of the Zoning Ordinance rewrite scheduled to begin to a few months.

I will be in attendance at your meeting to answer any questions.

Attachments

Key Objective #2 – Make the Downtown District safer and more pedestrian friendly.

Key Action 1: Evaluate and implement measures and physical improvements, including traffic calming mechanisms, for improving pedestrian safety and comfort on Maine Street

Key Action 2: Continue implementing the improvements listed in the 2004 Brunswick Bicycle and Pedestrian Improvement Plan relating to Downtown, particularly regarding crosswalks and sidewalks, on a regular basis.

Key Objective #3 – Increase the number of housing options in the Downtown District.

Key Action 1: Re-evaluate dimensional standards and conduct an inventory of neighborhood features as part of a revision of the Town's zoning ordinance to allow denser residential infill development throughout the downtown while preserving valued features.

Action 2: Coordinate the development of a building rehabilitation code to facilitate renovations of existing downtown building with the Town's building code, the State's Life Safety Code, and other state efforts to accomplish the same.

Key Objective #4 –In partnership with local organizations, make the Downtown more attractive, inviting and the “hub” of community activity.

Key Action 1: Develop a new Master Plan for the downtown relating economic, housing and infrastructure improvements. Considerations for such a plan include traffic, bicycle and pedestrian patterns, alternatives to diverting thru-traffic away from Maine Street, enhancing use of upper story space, preserving historic architecture, and making new construction and renovations fit the character of the historic downtown.

Key Action 2: Expand the geographic limits of the Village Review Zone to include an area west of Maine Street to Union Street ~~(and possibly the Cedar Street area)~~ from the Androscoggin River to the Joshua L. Chamberlain Museum. Consider the development and application of commercial design standards.

Action 3: Install benches, information kiosks, trash receptacles, public restrooms and other amenities as needed.

Action 4: Encourage development on the side streets off Maine Street to attract pedestrian traffic and new businesses.

E. Overlay Districts

The Town's land use regulations include a number of overlay districts that impose additional requirements on specific geographic areas to address specific issues or concerns. The intention of the Land Use Plan is that these overlays continue in their current form with minor revisions as noted below. The seven existing overlay districts are:

1. Natural Resource Protection District -- This district should remain essentially as it currently is with the following three additions:

- Standards to maintain or enhance the visual character of the shoreline as seen from the water while allowing the maintenance and enhancement of scenic views consistent with Shoreland Zoning;
- Standards to regulate the construction of new docks as well as requirements for advance planning particularly within subdivisions to encourage communal use of new docks; and
- Standards to control the incremental encroachment on "protected lands" such as wetlands and stream corridors.

The Town should also study the adequacy of wetland and vernal pool regulations to determine if there is a need for additional local regulation of these resources.

2. Aquifer Protection District -- The Town should review the adequacy of the current regulations dealing with individual homeowners within the Aquifer Protection Zone, as well as the information that is provided to property owners and residents within the district.

3. Mobile Home Park District -- This district should remain essentially as it currently is.

4. BNAS Flight Path Zone -- This district should remain essentially as it currently is as long as BNAS is open. When the base closes, the overlay will be reexamined. The Town should create redevelopment standards for the area north of Bath Road to minimize strip development. Controlling access to Bath Road will also ensure safety for autos, bicycles and pedestrians in this area. Design standards based upon the Cook's Corner Design Standards would guide development along Bath Road to complement and connect Downtown, Cook's Corner, and the newly redeveloped BNAS land.

5. Village Review Zone -- This district should be expanded to extend include Chamberlain House on the south on the west of Maine Street to Page Street on the south and Union Street on the west, ~~unless further study determines expansion to McKean Street may be appropriate.~~

Policy Reference	Activity	Primary Responsibility	Timing
HOUSING			
5-1-1	Research federal regulations relating to affordable housing of decommissioned Navy housing and position the Town to ensure affordability of those units	MRRA	Short
OPEN SPACE, NATURAL RESOURCES, AND RECREATION			
6-3-1	Establish a Land for Brunswick's Future Board to oversee identification and prioritization of high value open space and natural resources to be protected.	Town Council	Short
6-5-1	Enact a recreation impact fee for new residential development that reflects the impact of such development and costs associated with providing additional recreational facilities.	PB	Short
DOWNTOWN			
7-1-1	Ensure that the design of the Maine Street Station site and the proposed uses complement the mixed-use nature of existing downtown.	PB	Short
7-4-2	Expand the geographic limits of the Village Review Board's jurisdiction to include an area west of Maine Street to Union Street (and possibly Cedar Street) from the Androscoggin River to the Chamberlain Museum.	Village Review Board	Short



TOWN OF BRUNSWICK, MAINE

INCORPORATED 1739

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ANNA M. BREINICH, AICP
DIRECTOR OF PLANNING & DEVELOPMENT

PHONE: 207-725-6660
FAX: 207-725-6663

June 27, 2013

To: Brunswick Town Council
Gary Brown, Town Manager
From: Anna Breinich, AICP
Subject: Village Review Zone Expansion

As requested, I have researched prior actions and discussions regarding the creation of and potential expansion of the Village Review Zone. A chronology is provided below:

- 2/26/85 Draft "Architectural Review Zone" is forwarded by Town Planner, Mat Eddy, to Maine Historic Preservation Commission (MHPC) for review. The Commission commented on March 19, 1986, that no definition was provided as to what constituted a Village Review Zone and questioned reasoning for "avoiding" the use of the word "historic."
- 3/25/86 Response from Mr. Eddy to MHPC noting the VRZ as including the Lincoln Street and Federal Street Historic Districts, as well as "the Maine Street and Inner Pleasant Street area." The latter area was based upon surveys of area merchants and landowners who supported the concept.
- 9/8/86 Town Council Public Hearing for 1986 proposed zoning ordinance update. Mr. Eddy was asked to explain the Village Review Zone. Per the approved minutes, he stated "the VRZ is an architectural review district to control the kind of improvements that go on so that we do not see any damage to a building on an architectural level." Town Council adopted the zoning ordinance that evening, establishing the Village Review Zone and Village Review Board.
- 3/12/97 In a memo to Town Council, former Planning and Development Director Andrew Singelakis stated that "the Village Review Board was NOT a historic district, but a design review district." He further stated that limited areas within the zone were designated historic districts but did not include the entire zone. The Town's adopted Comprehensive Plan at that time referenced the expansion in Policy R5, stating "Determine if there are additional sections of the Town that should be included in the Village Review District and revise the zoning ordinance" accordingly. Lastly, Singelakis stated that, in the spirit and intent of the Comprehensive Plan, all of the Town Center district should be included in the Village Review Zone, as further recommended then by the Zoning Task Force, map attached. By a 5 to 4 vote, Council left the VRZ as is and did not expand "to include the Maine Street Station area."
- 7/8/03 Summary of the Village Review Board worksheet responses regarding goals and policies of the 1993 Comprehensive Plan (as part of the updating of the Comprehensive Plan adopted in 2008) indicated that expanding the Zone so that it may include the Maine Street Station site and "parcels in the block to the west of it" was still a relevant goal. VRB responses further indicated a desire to include the Chamberlain House and Bowdoin College within the Village Review Zone.

- 7/15/03 During a comprehensive plan workshop session with the Village Review Board, the Board's first major point made to staff and the plan consultant was the need to expand the Village Review Zone. As stated in the July 15, 2003 minutes of the workshop, "There was consensus that the VRB should be expanded to include the area outside of Jordan Avenue, beyond Cushing Street, opposite Park Row, and to include Longfellow Avenue."
- 9/5/03 Abbreviated main themes of Comprehensive Plan as stated by update committee included expanding the Village Review Board boundaries.
- 8/17/04 Village Review Board further discusses three areas appropriate for inclusion in the Village Review Zone; map attached dated 8/13/04. Reference was made to a scheduled September 7 joint workshop with Planning Board. However, there is no evidence of this meeting.
- 5/17/05 Reference made in VRB meeting minutes to developing "a set of criteria to serve as guidelines for inclusion of new areas within the Village Review Zone" at the earlier March meeting. No evidence of such criteria as policy being developed separate from draft ordinance criteria for a local landmark program that included criteria for VRZ expansions.
- 11/1/05 Joint Planning Board and Village Review Board workshop to discuss proposed amendments to Section 216 with local landmark and VRZ expansion criteria included. Criteria was removed from draft as a result of discussions.
- 11/2/05 Comprehensive Plan Policy Area rankings, as part of the Comprehensive Plan Update Committee work, includes the policy statement, "Expand the geographic limits of the Village Review Board's jurisdiction westerly to include the streets parallel to Maine Street," with an average ranking of 2.91. Highest ranking was 5.0.
- 1/17/06 Village Review Board discussed possibly expanding VRZ "south to Elm Street to capture area where Hannaford and Maine Street Station are located." Board also discussed effectiveness of adopting town-wide design standards.
- 12/12/06 Comprehensive Plan Update draft for Town Council Public Hearing includes the "expansion of the geographic limits of the Village Review Board's jurisdiction to include west of Maine Street to Union Street from the Androscoggin River to the Joshua L. Chamberlain Museum (Policy Area 7, Key Objective #4, Key Action 2). In same document, Chapter 7, Land Use Plan, Section F. Overlay Districts, the Village Review Zone is recommended to be "expanded to extend to Noble Street on the south and Union Street on the west."
- 1/16/07 Village Review Board agenda includes the 2007 annual work plan referencing VRZ expansion as a recommendation to be provided to the Comprehensive Plan Update Committee. No record of the meeting is available. However, the attached map dated 1/18/07 indicates another potential VRZ expansion, now including the west side of Union to Weymouth, and south to the rear of properties facing Noble Street.
- 9/15/08 At the Town Council Public Hearing on the 2008 Comprehensive Plan Update, Emily Swan, VRB Chair, provided written comment noting the above discrepancy in the draft document and requested that the west side of Maine Street up to the Chamberlain House be included in the expanded VRZ overlay, adding that "recommending an expansion only as far as Noble Street, would leave the Chamberlain House outside the Village Review Zone." Council concurred with Ms. Swan's request and "to reflect an expanded Village Review Zone to include the Chamberlain House." Please note that the adopted 2008 Comprehensive Plan has been corrected to accurately state this motion in both sections.

Based on the above information, there appears to be a subtle change in the focus of the Village Review Zone/Board (design review versus historic character) since being established in 1986 yet still includes the same geographic area. Since its establishment a number of areas abutting the existing VRZ have been proposed for expansion but no rational basis is evident for one area over another. With that said, I

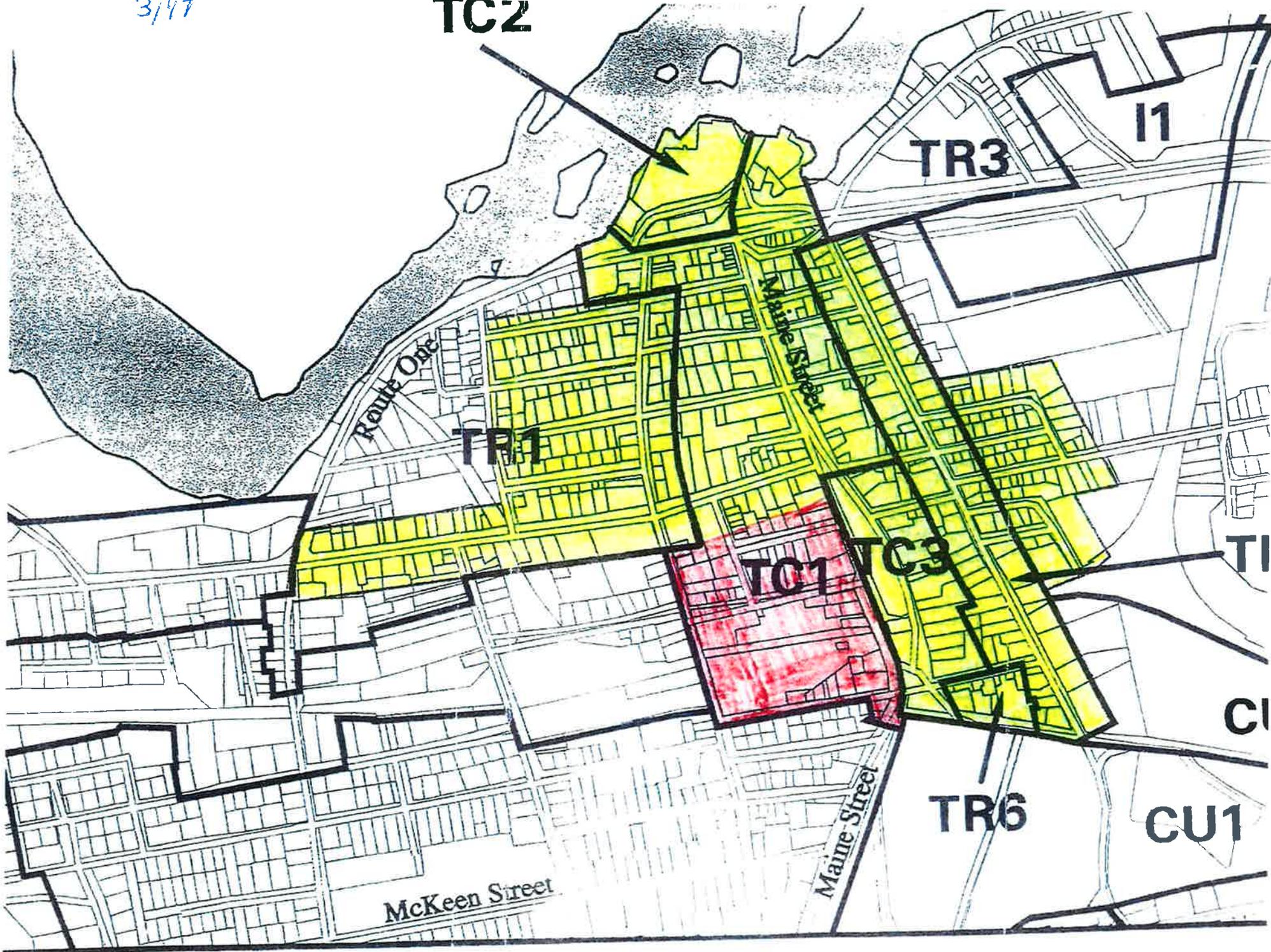
reiterate my 5/24/13 recommendation to Town Council to not vote on the expansion of the VRZ at this time and to allow for a more careful analysis for any expansion as part of the Zoning Ordinance. It should be noted that the Comprehensive Plan recommends the ultimate expansion of the VRZ as did the 1993 plan, provides guidance for considering the expansion to include the Chamberlain Museum and west to Union Street and appears to be more focused on historic character than architectural review. I believe we need to re-evaluate the area as a whole, taking into consideration the completed historic site surveys and neighborhood characteristics already available and to rationally base the zone boundary as a part of the zoning ordinance rewrite.

I will be in attendance at your meeting to answer any questions.

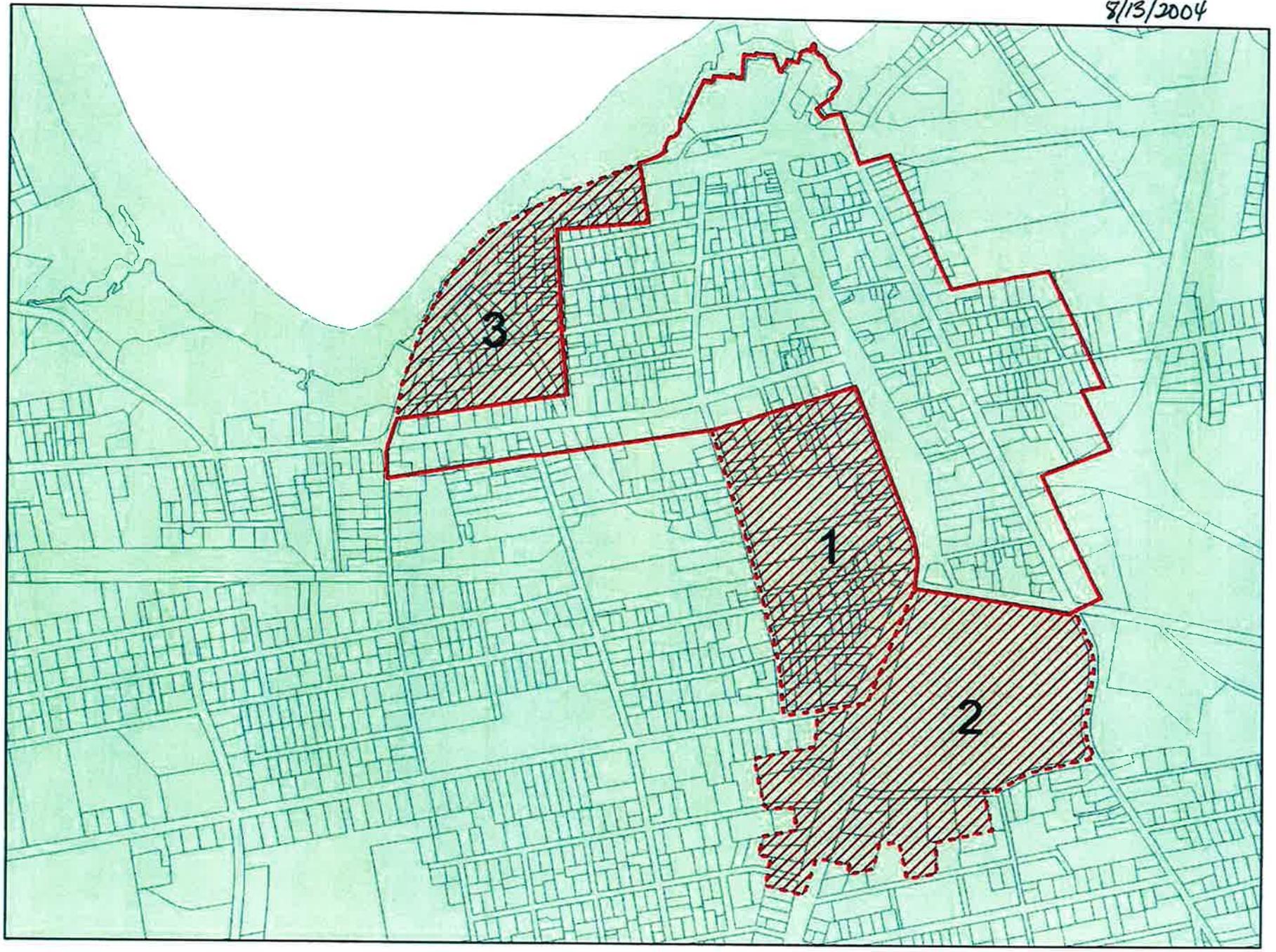
Attachments

3/97

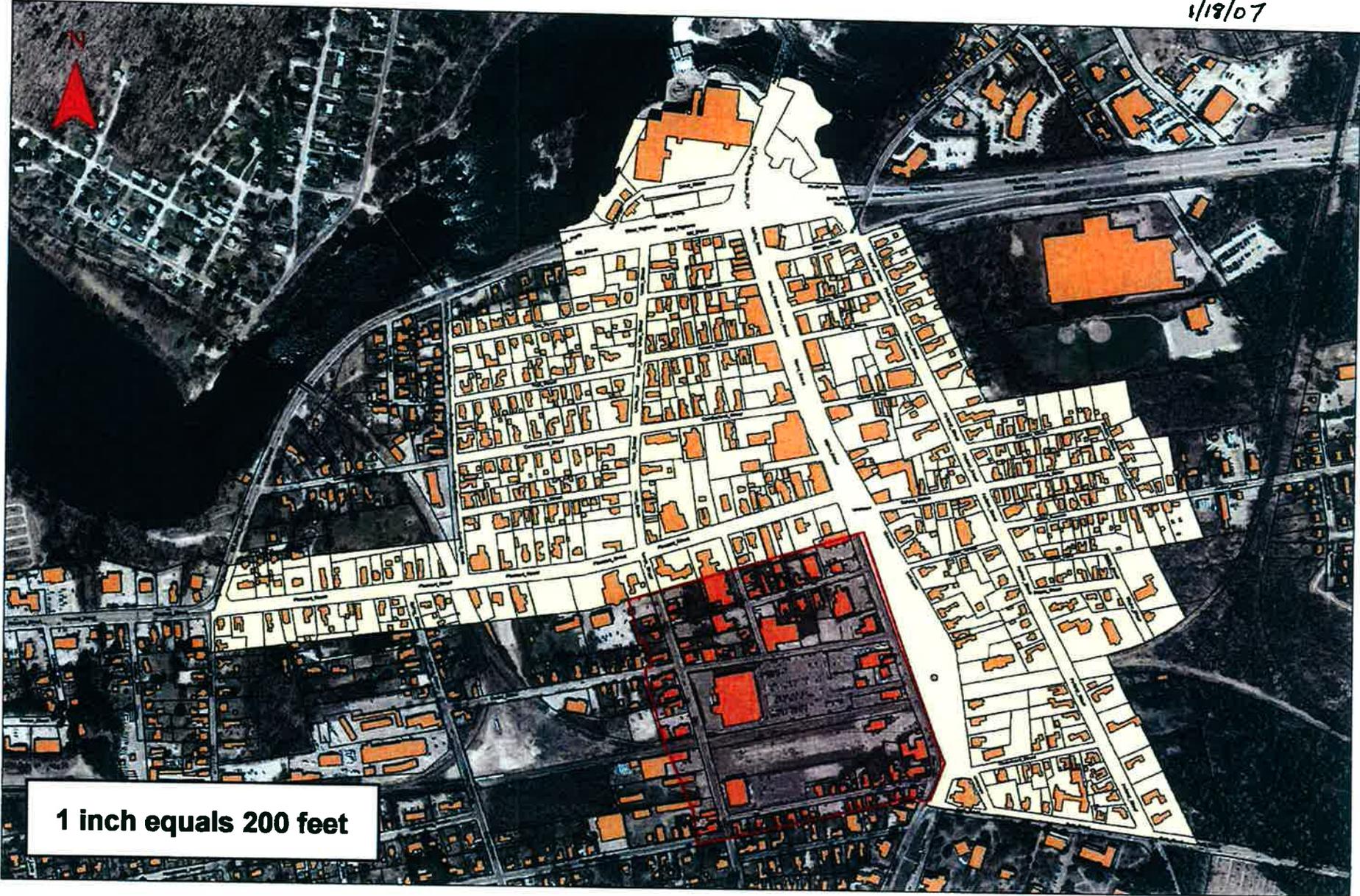
TC2



8/13/2004



1/19/07



1 inch equals 200 feet

AGREEMENT

I. PARTIES

This contract (hereinafter referred to as "Agreement") is made and entered into on this 14th day of June 2013, by and between the **Town of Brunswick** (hereinafter referred to as "Town") of 28 Federal Street, Brunswick, Maine 04011; and **Turk Tracey & Larry Architects, LLC** (hereinafter referred to as "Consultant") of 28 Danforth Street Suite 213, Portland, ME 04101. In consideration of the mutual promises contained herein, Consultant agrees to perform the following services for the Town:

II. SCOPE OF WORK

The Consultant will perform survey and planning services for the Town of Brunswick. The specific services the consultant will perform are set forth in the attached Scope of Work, Attachment A.

III. COMMENCEMENT AND COMPLETION

The Consultant will commence work on or before 30 June 2013 and will complete work on or before 31 August 2013.

IV. FEES

The Consultant is an independent contractor and is not an agent or employee of the Town. The fee for the outlined Scope of Work shall be \$5,130.00. The fee includes all reimbursable expenses for travel, reprographics and all other expenses and disbursements incurred by the Consultant. The Town will receive one (1) set of approximately 19 individual draft MHPC inventory forms with a color image only¹, a high resolution digital color image of 331 classified buildings, an annotated street list, and two (2) paginated unbound copies of the final report. One digital copy of all products will be provided to the Town on an archival quality gold CD.

Any additional sets of documents or discs requested will be billed at cost plus ten percent (10%). Any black and white photography will be billed at cost plus ten percent (10%).

¹ No black and white photography will be undertaken as part of this project, nor will the newly surveyed properties be entered into the Maine Historic Preservation Commission's CARMA database.

V. BILLING AND PAYMENT SCHEDULE AND PAYMENT TERMS

The Consultant shall invoice the Town at the end of the project for the full amount of the fee.

Payment is due within 30 days of receipt of invoice.

VI. TERMINATION

Either party may terminate this Agreement for cause after giving the other party written notice and an opportunity to cure. The Town may terminate without cause by giving the Consultant 14 days notice, and compensating the Consultant equitably to the termination date.

VII. DISPUTE RESOLUTION

Any controversy or claim arising out of or related to this Agreement that cannot be resolved between the parties shall be submitted to the Superior Court for Cumberland County.

VIII. SUBCONTRACTORS

The Consultant shall be fully responsible to the Town for the acts and omissions of any subcontractors, and of persons either directly or indirectly employed by them, and shall hold subcontractors to the same terms and conditions as Consultant is held under this Agreement. No subcontractors shall be retained on this Agreement without the specific written approval of the Town.

IX. INSURANCE

The Consultant shall procure and maintain at its own expense insurance coverage for not less than the following amounts, or greater where required by law:

- A. Worker's Compensation: Statutory
- B. Comprehensive General Liability including Bodily Injury, Property Damage and Personal Injury. \$400,000 Combined Single Limit
- C. Comprehensive Automobile Liability including owned, hired, and non-owned vehicles: \$500,000 Combined Single Limit
- D. Professional Liability \$1,000,000 Each Occurrence
\$1,000,000 Annual Aggregate

Consultant shall furnish the Town certificates evidencing such coverage which certificates shall provide thirty (30) days notice to the Town of cancellation or non-renewal of insurance from the insurance company.

X. INDEMNIFICATION

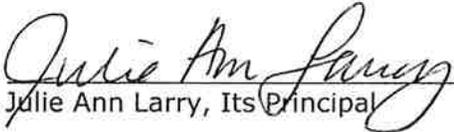
The Consultant agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Town and its agents and employees (collectively, Town) against all damages, liabilities or costs, including reasonable attorney's fees and defense costs, to the extent caused by the Consultant's negligent performance under this Agreement and that of its subconsultants or anyone for whom the Consultant is legally liable. Consultant shall not be obligated to indemnify the Town in any manner whatsoever for any negligence by the Town. Neither the Town nor the Consultant shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

XI. ENTIRE AGREEMENT

This Agreement represents and contains the entire agreement between the parties. Prior discussions or verbal representations by the parties that are not contained in this Agreement are not a part of this Agreement.

Date: June 12, 2013

TURK TRACEY & LARRY ARCHITECTS, LLC

By: 
Julie Ann Larry, Its Principal

Date: June 14, 2013

TOWN OF BRUNSWICK

By: 
Gary L. Brown, Its Town Manager

Fransmith, Assistant to
Town Manager

SCHEDULE & SCOPE OF WORK

Turk Tracey & Larry Architects will provide the following Scope of Services based on the schedule outlined below. The schedule is an estimate of time required for each task. The schedule is based on a completion date of 31 August 2013. The schedule may be revised by mutual agreement between the parties.

	2013									
	June	July				August				
	28	5	12	19	26	2	9	16	23	30
Meet with Project Coordinator	•									
Review existing documentation.	■									
Select maps for use in survey.		■								
Develop methodology statement.		■								
Review list of properties to assess.		■								
Conduct field work, documenting each building with a digital image.			■	■	■					
Label digital images using MHPC naming criteria.						■	■			
Prepare 19 inventory forms for previously undocumented properties.						■	■			
Apply existing criteria to quantify merits of surveyed properties.						■	■			
Prepare draft list of contributing/noncontributing ratings for surveyed properties.						■	■			
Submit draft products to Town of Brunswick for review and comment.							•			
Meet with Town of Brunswick to review draft list.								•		
Revise ratings and prepare street index.									■	
Submit final street index to Town's GIS dept.									•	
Compile final survey report.									■	
Submit report Town of Brunswick.									■	
Attend public presentation of report.										•

Scope of Work

A. Phase I

Meet with the Town staff to discuss the scope of the project and review the available documentary data.

Select maps, including a working map and large-scale base map to identify inventoried and unclassified properties. Work with the Town's GIS department to select maps and format of final street index, so the Town can update their GIS database based on the information we compile during the project.

Prepare methodology statement incorporating a summary of project objectives, an assessment of existing documentation, criteria for determining contributing and non-contributing status, procedures to be followed in the project and form of products to be created, expectations about the properties to be classified, and a bibliography.

Conduct field work documenting each resource with a digital image. Evaluate each property for its contribution to the area's local and regional significance. Prepare draft inventory forms for 19 previously undocumented resources. We will complete the architectural data section of the Historic Building/Structure Survey Form (lines #11-24) and the Environmental Data (lines #36-41 on the Historic Building Form, lines #62-67 on the Historic Barn Form). In order to complete our work we would need the Town to provide the general property information (lines #1-5, and #8-9). Provide a rating for each of the properties to quantify the merits of each building in terms of the criteria for establishing a historic landmarks program in Brunswick (2001).

Submit draft inventory forms and list of contributing/noncontributing resources to Town staff for review and comment. Meet with the Town staff to review project progress and products.

Product:

- Working map, indicating areas of Brunswick to be surveyed.
- Large scale base map(s) to be used to identify properties.
- Methodology statement.
- Draft inventory forms for 19 previously undocumented resources
- List of 331 classified properties, arranged alphabetically by street address.

B. Phase II

Revise Phase I submissions to reflect comments of the Town of Brunswick. Finalize street index and submit to Town of Brunswick for preparation of base maps of classified properties.

Compile final report. Report is to include executive summary, methodology statement, procedures followed in the survey, description of products and

accomplishments, street index of classified properties, map of project area, and a bibliography.

Product:

- Unnumbered inventory forms with photos and sketch maps for all inventoried properties
- List of areas and properties with local landmark rating.

Revise Phase II submissions to reflect comments of Town staff and Village Review Board.

Prepare street index and base maps of inventoried areas and properties.

Compile final report. Report is to include an abstract, methodology statement, assessment of previous research, selection criteria, procedures followed in the survey, description of products and accomplishments, street index of inventoried properties, final rating of properties as local landmarks, and a bibliography.

Product:

- Approximately 331 high resolution color digital images of each resource.
- Large-scale base map with all classified resources.
- Final Report. Provide two (2) paginated unbound copies.
- Digital copy of all products on archival gold CD.

Expectation of Assistance from the Town of Brunswick

- Copies of any existing survey forms and previous survey work.
- Letter from Town identifying the consultant and listing Town employees to be contacted for more information regarding the scope of our work to be supplied to the local police and any concerned citizen we might encounter during our field work.
- Introductions to any Town staff we may interact with during the course of the project.
- Access to printed copies of the assessor's map of the Town at a scale needed to show buildings, lots, streets, and parcel identification.
- Excel spreadsheet listing properties to be included in the project scope.
- Compilation of a map in .jpg form of our classification rankings compiled from ttl-architects' street list to be included with the final report.

**VILLAGE REVIEW BOARD
MARCH 14, 2013**

MEMBERS PRESENT: Chair Emily Swan, Jane Crichton, Betsy Marr, and Brooks Stoddard

STAFF PRESENT: Anna Breinich

A meeting of the Village Review Board was held on Tuesday March 14, 2013 at the Municipal Meeting Facility at Brunswick Station, 16 Station Ave. Chair Emily Swan called the meeting to order at 7:20 P.M.

Case #13-003 – Unitarian Universalist Church of Brunswick – The Board will review and provide a recommendation regarding an application to demolish a 2-story office building located at 5 Middle Street and review and take action on the proposed design of a new church, to be located at 15 Pleasant Street and 5 Middle Street (Tax Map U13, Lots 73 & 74).

Anna Breinich introduced the application for the Unitarian Universalist Church which and stated that the first case the Board will review would be for the demolition of the Pennell House located at 5 Middle Street and stated that after the Board has reached its recommendation, they will then review and take action on the design plan for the proposed design of the new church to be located at 15 Pleasant Street. Anna reminded the Board that the UUC had come before the Board roughly one year ago with a different design that included keeping the Pennell House which the Board approved. However, after cost estimates came in, it was determined that the church would no longer be able to accomplish what they wished for and have come back with a new design which eliminates the Pennell House.

Applicant, represented by Noel Smith with Smith Reuter Lull Architects, began by stating that the church did not expect to be before the Board a second time but due to unforeseen circumstances in funding they have had to make changes. Noel stated that this process has been difficult and has had some disappointing moments. Noel reminded the Board that when the original UUC burned, the church had to decide whether to stay at 15 Pleasant Street or to move to another location; they ultimately decided to stay in Downtown Brunswick. Noel stated that when the original design was reviewed, the church did not know at that time what amount the insurance claim would be or what the potential for fundraising would be, but that they did want to build back to the Pennell House. Noel stated that the original proposed design that they brought to the Board which connected to the Pennell House seemed well received and at that time fundraising was going well. However, when the final insurance estimate came in just under two million and cost estimates started arriving they were five to six hundred thousand over budget; after speaking with several contractors over a few weeks, they were able to bring the numbers down. During this process, Noel stated that they realized that they would need to hire a Construction Manager to obtain better numbers and that they would need to start the design process over again. Noel said that when they asked the contractors why the estimates were so high, the contractors all replied that it was due to the potential risk of the Pennell House; the contractors could not calculate exactly how long or how much money it would take to do what the church wanted without having to spend too much money while keeping the church happy. The contractors also stated that there would be no logical movement in the construction process.

Noel stated that the church hired a Construction Manager and asked the contractors if the \$1.8 million was even attainable without the Pennell House in a facility big enough to replicate what was there before with the Pennell House. Noel stated that the new design fits, provides better space than with the Pennell House and brings in what the church community wants. Noel stated that they tried to save the Pennell House, but it is not financially possible. He noted that if the Pennell House was going to cost \$500,000 to renovate then the church would need to be constructed for \$1.3 million. Emily Swan clarified that if the Pennell House was going to cost \$500,000 then the church would not have enough to do the project; Noel replied that the lowest bidder came in at \$2.5 million and the others were slightly higher but noted again that the contractors were anxious because the proposed design was a little unusual and because of the uncertainty and risk involved with the Pennell House. Noel stated that the proposed building is more straight forward and similar to what was there before; they have been able to increase the size of the sanctuary a little bit. Noel stated that the golden lining to being at the meeting is that the proposed design works better.

Emily stated that one condition that the Board must satisfy is that the applicant did not contribute significantly to the deterioration of the building being demolished and asked about the study in 2005. Noel Smith replied that the study was a cursory study and not an in depth study. Noel stated that the building for its age, looks like what you would expect; doesn't look like it is falling down, it has been reasonably maintained and it was an old two-family building that has been used for children's religious education and does not meet any code for that use but can be used as such because no work has been done on it. Noel stated that when the study was conducted it was when the church was trying to get a handle on what the general condition of the church that was still in existence and the Pennell House. Studies were done on that site with the existing church and even after doing quite a bit of interior renovation to modify and expand and demolishing Pennell House, the church still would not be able to meet their needs. Noel stated that the Pennell House does not meet any code and once you start spending money to upgrade and incorporate it with a new facility all the codes must be met. Noel stated that a Structural Engineer measured all of the components of the Pennell House, ran the numbers, and it was determined that they would need to strengthen existing members, the basement would need new beams, the roof structure would need to be reframed and noted that this is done before anything is torn up where you may find other problems. Noel again stated that this was a cursory study and also done to see what kind of money would be needed to keep the building going as is. Noel stated that at this time the church was deciding whether to stay at their current location or to move off site; if they moved off site they would have sold the Pennell House. Michael Heath, Board Chair of the UUC, replied that in the process of the congregation making a decision to keep Pennell House or not originally, they had spent a lot of money and effort in past five to six year trying to upgrade Pennell by putting new windows in, roofing, some siding and a new heating system and now with plans for renovation, so much would need to be done to get the house up to code.

Chair Emily Swan opened the public hearing. No public comments, Emily closed the public hearing.

Criteria needed to be considered in the Demolition Standards are:

1. *The significance of the structure proposed for demolition as evidenced by the status as listed or eligible for listing on the National Register of Historic Places.*

This motion carried unanimously 4-0

2. *The condition of the structure provided that the applicant has not contributed significantly to the deterioration of the structure.*

This motion carried unanimously 4-0

3. *The availability of permitted alternative uses of the structure that would maintain its economic viability*

This motion carried unanimously 4-0

Emily noted that the only architectural feature was the banister but she did not see anything that would warrant protection; Board members agreed. Emily stated that codes comparison was helpful; the building is not falling apart but the condition is such that it will require a great deal of maintenance and money to keep it up.

MOTION BY JANE CRICHTON TO GRANT A CERTIFICATE OF APPROPRIATENESS FOR DEMOLITION. SECONDED BY BROOKS STODDARD.

Brooks Stoddard commended the due diligence done by the UUC members in trying to keep the Pennell House.

Design Review

Noel Smith presented sketches of the proposed design and reviewed the design features. Noel noted that the light element would be visible from inside the church; the light monitor in back of the church in the sanctuary will let southern light in. He stated that there will be light monitors on the roof, the building would be mostly shingles, it will have some metal on the roof and spine and will relate better to the library across the street. Noel stated that they have discussed solar panels on the roof and will screen them appropriately if they are able to get them. Noel stated that the proposed church will take its place on the street and looks like it belong there and pointed out that the new entrance ramp is under cover and is a little more open and welcoming.

Jane Crichton asked if the solar panels would be going up at this time or possibly go up at a later point; Noel reiterated that if it is possible to install solar panels at this point they will but it is not likely due to the cost associated with the panels. Emily Swan asked if they had looked into a grid buyback; Noel replied that at this time, Central Maine Power is not participating in a buyback. Brooks Stoddard replied that this is a great opportunity for the church to think about how green the proposed building can be; a church trying to be as efficient as it can be is commendable. Noel replied that this design is much more energy efficient than the original proposal. Emily asked about the angle of the panels; Noel replied that the angles of the panels are determined by the angle of the roof. Emily stated that she wouldn't mind seeing the solar panels as they could be part of the aesthetic and the Board should help along those buildings that

promote alternative energy and various things. Jane asked if the screening will go up initially; Noel replied that it would.

Brooks stated that in the proposed church design they have created a little bit of the late 19th century shingle style and wonders what the massing would be if the shingles went all the way up to the light tower. Brooks pointed out that in the design they created a rhythm going down Middle Street and wonders why they put the windows off to the side on the bays; Noel replied that they were trying to do something that used traditional items in a non-traditional way. Betsy Marr stated that the façade faces Pleasant Street and asked if there was any way not to make it so blank; Noel Smith replied that the original design had a round window which cost too much; Noel stated that they are trying to keep the wall blank for projection or hanging of art inside and pointed out that no one wanted windows put in to see the traffic on Pleasant Street. Emily Swan replied that she too was concerned that the Pleasant Street side would be too blank. Emily noted that the front door is not too obvious and seems un-dramatic; Noel replied that it may not be so dramatic but that it is friendlier; people can linger undercover a little bit and flow into the building. Emily replied that one thought on the Pleasant Street side might be may be a tree or some natural growth. Anna Breinich replied that there is a landscaping plan that will be reviewed by the Planning Board as part of the site plan application; the plan has already been reviewed by the Town Arborist Peter Baecher and is similar to the landscaping on the original plan. Noel noted that on the Pleasant Street side and the Middle Street facade, there will be two Unitarian sayings on the wall at eye level. Jane replied that she likes that idea and stated that she thinks this is the best handicapped entrance she has seen. Emily asked what the materials will be on the windows and what they will be divided by; Noel replied that the details have not been determined yet hoping to get Marvin quality and will not be vinyl. Emily replied that she hopes that the Planning staff will look to avoid the fake divided light that goes inside the glass; Noel replied that they are trying to keep the design simple so that they can afford quality materials.

Betsy Marr asked how the flat roof will drain; Noel replied that the roof will drain internally. Betsy suggested green and not white windows. Emily asked if the bell is still going to be there; Noel replied that the bell will be relocated to the tower. Betsy asked if the bell will ring; Michael Heath replied that the bell is in the process of being repaired.

Brooks Stoddard stated that he liked the rendering which showed the library as well as it was very helpful.

Chair Emily Swan opened the meeting to public hearing.

Sylvia Stocker, UUC Minister stated that a year ago the church celebrated their 200th anniversary but are very proud of their history and the proposed design does incorporate parts of their history like the bell, a pulpit built out of some of the old pews, a number of mantels from the Pennell House and the Longfellow Bible will have a prominent location within the church. Sylvia stated that it is really important to the congregation that they have a building that is as green as possible and they do understand that having a solid envelope is one of the best things that they can do, in addition to that, after being members of the community for over 200 years, they are leaders within the community and she would rather the solar panels be visible to the public as a model to where they should be going. Sylvia reiterated that the project budget projection may not be able

to support solar panels at this time, but they are pursuing them and there may be people in the congregation who may contribute extra just for that project; if they can put them up now they will and again, she would prefer that they not be screened. Betsy Marr replied that screening the panels will almost look like a movie house and that there may be more of a flow without screening; Emily Swan agreed. Anna Breinich replied that there is screening already on the design as mentioned and noted that standard that requires screening heating, ventilation and rooftop units and solar panels would fall under that. Anna reviewed Section 216.9 of the Brunswick Zoning Ordinance, part C.

Kurt Neufeld with Sitelines PA and member of the UUC, pointed out that regarding the screening, for most of the part that would have the solar panels the view will be blocked by buildings and vegetation. He stated that there will be places where the panels will be visible and appreciates that the Board has noticed the work that has gone into this project.

Chair Emily Swan closed the public hearing.

MOTION BY BROOKS STODDARD THAT THE CERTIFICATE OF APPROPRIATENESS APPLICATION IS DEEMED COMPLETE. SECONDED BY JANE CRICHTON, APPROVED UNANIMOUSLY.

MOTION BY BETSY MARR THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR A NEW CHURCH AT 15 PLEASANT STREET AS OUTLINED IN THE APPLICATION WITH THE FOLLOWING CONDITIONS:

1. That the Board's review and approval does hereby refer to these findings of fact, the plans and materials submitted by the applicant and the written and oral comments of the applicant, his representatives, reviewing officials, and members of the public as reflected in the public record. Any changes to the approved plan not called for in these conditions of approval or otherwise approved by the Director of Planning and Development as a minor modification, shall require further review and approval in accordance with the Brunswick Zoning Ordinance.
2. That the rooftop mechanical units and raised roofline solar panels are adequately screened from the view of any public street to the extent that such screening does not interfere with solar gain.

Discussion regarding National Historic Preservation Month activities.

Emily Swan reviewed that the focus of National Historic Preservation Month had been decided and that it would be a focus on Maine Street since the Maine Street Historic District is being proposed. Emily stated that she had spoken with Sandy Updegraph who is working with the BDA on a redesign of the interior space of the Visitors Center and asked if she would be willing to work with the Board and about having the photos hang there; Sandy and Emily identified a space and they discussed the amount of traffic that goes through there now. Emily stated that this location seems like a good place to go with. Anna Breinich stated that she spoke with one

of the volunteers and was told that the larger historic photos will be coming down so the space will lend itself well to the exhibit. Emily replied that she has emailed Sandy today to confirm the plans and has communicated with the high school art teacher.

- Emily to update the entry form with the theme *Focus on Maine Street*.
- Emily to follow-up with Jennifer Blanchard about possible tour.
- Emily to ask BDA if they would assist in getting Downtown business to display old photographs.
- Emily to speak with Bernie at People Plus about possible involvement.
- Emily to ask the Times Record to run old photos.
- Betsy Marr to ask her sister to assist in photographs.
- Preservation event May 11 with a possible tour at 1:00 P.M.

Staff Approvals

None since last meeting.

Minutes

No minutes were reviewed at this meeting.

Other Business

- April meeting date discussed, possibly April 4th or April 8th.

Adjourned

This meeting was adjourned at 8:55 P.M.

Attest

Tonya D. Jenusaitis
Recording Secretary

VILLAGE REVIEW BOARD
APRIL 8, 2013

MEMBERS PRESENT: Chair Emily Swan, Vice Chair Brooks Stoddard, Jane Crichton, and Betsy Marr

STAFF PRESENT: Anna Breinich

A meeting of the Village Review Board was held on Monday April 8, 2013 at the Municipal Meeting Facility at Brunswick Station, 16 Station Ave. Chair Emily Swan called the meeting to order at 7:15 P.M.

Case #VRB 13-004 – 22 Cleaveland Street – The Board will review and make a recommendation to the Planning Board regarding a Certificate of Appropriateness for Demolition application submitted by Bowdoin College to demolish a combined structure at 2 Cleaveland Street/78 Federal Street (Map U8, Lot 095). A Site Walk was previously held by the Board on March 22, 2013.

Anna Breinich introduced the application which Bowdoin College submitted for a Certification of Appropriateness for the demolition of 22 Cleaveland Street/78 Federal Street in the Village Review Overlay Zone and the National Register Federal Street Historic District. Anna stated that the buildings are a 1-1/2 story Cape that fronts on Cleveland Street and a Greek Revival style dwelling that fronts on Federal Street. Anna reminded that Board that their role at this meeting is to provide a recommendation based on the demolition criteria of the zoning ordinance that will be forwarded to the Planning Board for demolition approval.

Don Berkowski, Director of Capital Projects for Bowdoin College, reiterated that the property consisted of two separate structures originally and at some time after the designation of the Federal Historic District, the structures were joined with the addition of some outbuildings. Don stated that Bowdoin College took ownership of the building in 2007 and noted that it was in disrepair; Bowdoin tried to stabilize the building and prevent further damage. Don stated that at this time they conducted hazardous materials abatement and removed a few of the collapsing chimneys. Don stated that the current plan is to remove the structures and stated that roughly a year ago the College met with Kurt Mohney of the Maine Historic Preservation Society and conducted a walkthrough of the buildings. Kurt agreed with the level of disrepair and asked Bowdoin to pay homage to the buildings in their future plans; Bowdoin believes that their current plan reflects this request. Don stated that once the buildings are removed, they plan to retain the granite perimeter foundation wall around the two structures and possibly etch in stone the address and dates. Bowdoin plans to landscape the area with a gravel courtyard, some low level native plantings and several trees to create a buffer to Rhodes Hall. Don stated that the plan is to keep the area a lawn area that looks as though it belongs with 80 Federal Street; they would replace the existing driveway with a five foot path and reorient the parking lot so that vehicles park in the easterly direction with the entrance to the driveway off of Cleveland Street. Don stated that the area will be similarly landscaped as the area of 75 Federal Street.

Emily Swan, referring to the engineering study that was conducted when Bowdoin purchased the house, asked Don Berkowski what Bowdoin's original intention was. Don Berkowski replied that in the beginning they were unsure of exactly what they were going to do with the structure but noted that it was a strategic location. However, once they saw the level of disrepair it was clear that the structure was not viable. Emily noted that in reviewing the engineers report, it appears that buildings C, D & E are in the worst condition with the original structure in fair condition; Emily asked if there was any possibility of saving the oldest building. Don replied that the primary problem with the buildings is the way they were framed and undersized, he noted that the foundation wall has caved in on the Federal Street side and there was no regard to structure when electrical additions or plumbing additions were made. Jane Crichton noted that she was unable to attend the site visit but noticed that there were no pictures of what the structure looked like on the first or second floor included in the application; Don replied that he believed that there were photos in the original application. Jane asked if there were any important pieces such as mantels; Don replied that interior photos were included in the original application and stated that there were not significant fabrics of the original structure. Emily replied that she did not remember any significant pieces. Betsy Marr replied that the house was divided up and there was no semblance of the original structure. Emily asked if the park would be open to the public; Don replied that it will be.

Chair Emily Swan opened the meeting to public hearing.

Claudia Knox stated that what she had to say does not directly apply to this project but rather to the process and referred to her statement as attached.

Andrew Rudalevige, resident of 76 Federal Street, stated the he does not vehemently oppose the demolition request but does not fully support demolition either. Andrew stated that his concern is in regards to future oversight of maintenance and hopes that it will be maintained as nice as the College President's house at 75 Federal Street.

Tricia Welsh, resident of 15 Cleaveland Street, stated that she does not vehemently oppose the demolition but that she is not excited about it either. Tricia stated that she would really like Bowdoin College to not acquire any more buildings than it plans to use as it dramatically changes the character of the neighborhood. Tricia stated that they lost a house at one end of Cleveland Street to a parking lot and now they will be losing these two houses to a park. Tricia stated that there are only a few houses left where neighbors live as many of the remaining houses are student housing.

Chair Emily Swan closed the public hearing.

Betsy Marr stated that she hopes that Bowdoin intends to landscape per the illustrations provided and noted that other approvals have resulted in less landscaping than originally planned. Don Berkowski replied that they plan to landscape as designed as it is already funded for this project and they have already put out bids.

Emily Swan asked what the outcome was with the neighborhood meetings that Bowdoin had. Katie Longley replied that the meeting was sparsely attended and the main concern was that the

park not have a place for kids to skateboard or that it be a place to just hang out; Katie stated that she has spoken to some of the neighbors about the number of benches and they plan to move slowly and phase them in.

Emily Swan referred to Anna Breinich's letter to the Board dated April 4, 2013 and noted the Basis for demolition criteria to be considered in the Demolition Standards:

1. The significance of the structure proposed for demolition as evidenced by the status as listed or eligible for listing on the National Register of Historic Places.

Board members agreed that these two buildings were contributing structures. This recommendation carried unanimously 4-0

2. The condition of the structure provided that the applicant has not contributed significantly to the deterioration of the structure.

Board members agreed that the buildings are in poor condition. Emily Swan pointed out that in the application it noted that there was no real maintenance by the previous owner. Emily noted that Bowdoin attempted to revitalize the building by doing hazmat abatement, removing the collapsing chimneys and etc. Betsy Marr replied that in reviewing the engineers report she was surprised they are still standing. This recommendation carried unanimously 4-0

3. The availability of permitted alternative uses of the structure that would maintain its economic viability

Emily Swan noted that the engineers recommendation is demolition and to renovate it would cost would be too excessive. Anna Breinich noted that MHPC also concluded that the cost to renovate would be excessive. This recommendation carried unanimously that the Board concurs with the finding of MHPC 4-0

MOTION BY BETSY MARR TO RECOMMEND TO THE PLANNING BOARD THAT THEY APPROVE THE DEMOLITION OF 22 CLEVELAND STREET. SECONDED BY BROOKS STODDARD, APPROVE UNANIMOUSLY.

Jane Crichton stated that demolition comes with extreme regret and she feels that they need to be proactive in preventing deterioration of contributing structures. Brooks Stoddard replied that it is going to create a big hole to the area and feels that changes could have been made earlier to prevent the deterioration; Brooks asked that Bowdoin do a good photographic record the structure.

Historic Preservation Month Event Planning

Emily Swan stated that they are set for the May 18th tour; Emily will get publication materials to Jennifer Blanchard of the Pejepscot Historical Society. Emily stated that the photo contest will be at the Visitors Center and stated that she has been working with Jennifer about pulling together before and after photographs of Maine Street businesses. Discussion on businesses

placing photographs of original storefronts in their buildings; Brooks Stoddard to research location of old photographs.

Staff Approvals Update

- 8 Gilman Avenue: Removal of outer staircase and incorporating staircase inside the building; no exterior work other than to replace doors with windows.
- 80 Maine Street: Anna Breinich noted that the windows on the top floor will look the same across; two double hung and one solid.

Minutes

No minutes were reviewed at this meeting.

Other Business

No other business.

Adjourned

This meeting was adjourned at 7:44 P.M.

Attest

Tonya D. Jenusaitis
Recording Secretary

Claudia Knox - Attachment

Village Review Board and Planning Board meetings April 2013

You are working on a new ordinance an important part of which will clarify the standards for ruling on demolition applications. That will be better for applicants. And better for the Village Review Board and the Planning Board. But will it be better for the community?

We can often see these things coming a mile away. The building is empty. It's being neglected. The owner - perchance the college or the church or the Town - wants the land and not the building. But by the time the owner comes forward with a demolition request, it's too late to find an alternative solution. The owner by then is in a hurry.

The owner may offer to salvage, post a 'take it away for free' sign on the building and a notice in the paper. There will be a park, or parking, and maybe we'll like it if we're lucky. All of that is too late and many thousands of dollars too short. And the public interest, the public's irrevocable loss, is not addressed. This problem is NOT going away. The college has 4-5 other buildings it considers a burden – excess inventory that don't earn their keep. The historic fire station at Town Hall Place is at risk from the Town and the Fire Department.

Some of these buildings, those that are still sound, could have a fighting chance if we built in time to put together alternative solutions, a package that might draw a new owner into a transaction that makes financial sense. **How might we use our ordinance to marry the interests of demolition-minded owners with the interests of the preservation-minded public??**

1. We can require owners to file a non-binding notice of intent to apply for demolition a minimum of 18 months prior to the actual application. That would get the public conversation going so that serious people could test real options.
2. We can require owners to escrow the cost of demolition and removal as part of a relocation package to help with moving, or, if all else fails to act as surety for the completion of promised landscaping, parking, or other site improvements.
3. We can offer a two-year tax holiday on the structure in its new location if it is moved to allow time for renovation. We could offer a tax holiday to offset added costs for reusing the building in its original place as part of a renovation and repurposing project. This incentive would defray costs while the building is out of service and make it easier for an owner to acquire funding.

None of this would apply, of course, when fire or calamity motivates the demo application – but those aren't the ones we agonize over anyway. Saving unwanted, neglected, but historically contributing buildings will always be a long shot, and we will fail more often than succeed. But we must build into our ordinance a better chance for success.

Let me be very clear: owners have the right, the obligation for that matter, to pursue their interests. The public has interests too. And they are different. The loss of such buildings is rarely, perhaps never, in the public interest. **The challenge is to marry the interests of owners that want to rid themselves of buildings they don't want, with the public's interest in preserving those buildings.** Time is an enemy – we must build in time. Cost is a factor – we must try to balance the economic equation, to build in incentives. Our new ordinance must reflect the public interest because that, in the past, has not had a place at the table.