

**VILLAGE REVIEW BOARD
AUGUST 19, 2014**

MEMBERS PRESENT: Chair Emily Swan, Vice Chair Brooks Stoddard, Laura Lienert, Connie Lundquist, Gary Massanek and Karen Topp

STAFF PRESENT: Anna Breinich

A meeting of the Village Review Board was held on Tuesday, August 19, 2014 at the Municipal Meeting Facility at 85 Union Street, Council Chambers. Chair Emily Swan called the meeting to order at 7:15 P.M.

Case # VRB 14-028 – 153 Park Row – The Board will review and take action regarding a Certificate of Appropriateness for an after-the-fact changing an existing double-hung window to a door opening, located at 153 Park Row (Map U13, Lot 176).

Anna Breinich introduced the application and said that during a routine inspection for an electrical permit, it became obvious that there were structural changes that were made without a Building Permit or Certificate of Appropriateness (COA). Per the Town Zoning Ordinance, an applicant is still required to go through the COA process. Anna pointed out that she has added condition number 2 for consideration as the trim that is there now is not the same size as the doorway. Anna noted that the Codes Inspection Officer has stated that the steps are not in compliance with building codes; the contractor has been made aware of this and will need to be adding another step to the landing. Emily Swan asked if the applicant will need to come back for review of the stairway and Anna replied that they can add a condition if they choose to.

The applicant, Richard Nemrow, said that he was surprised that this violation came out as it has and noted that there is a lot of work being done inside the building. Mr. Nemrow said that the flower shop needed a second entrance and they chose this window location; he was unaware that he needed to apply for a COA for this change. Mr. Nemrow said that during construction, they found out that this had been a door location. Mr. Nemrow said that the door is not being used by the public and said that he has also removed the propane tanks that were in the area as well. Connie Lundquist asked if there were any approved stairway plans and Anna replied that she did not have any at this time as she was made aware of the stairway violation that morning and noted that there was also no building permit taken out on this change. Mr. Nemrow said that he did not understand the stairway violation and Anna read Carl Adams' email dated 8/19/14.

Chair Emily Swan noted that there were no members of the public at the meeting.

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

MOTION BY GARY MASSANEK THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR THE AFTER-THE-FACT REPLACEMENT OF A WINDOW WITH A NEW DOOR AT 153 PARK ROW 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, a 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 trim work above the doorway be replaced with one fitting the size of the new entryway, compatible with the remaining door trim.
3. That the existing landing/steps be replaced to meet building code requirements, consistent with design guidelines to the satisfaction of the Director of Planning and Development.

SECONDED BY LAURA LIENERT, APPROVED UNANIMOUSLY.

Public Draft Zoning Ordinance Discussion

Anna Breinich reviewed the upcoming public meeting schedule for the Zoning Ordinance rewrite. Anna said that they are still in the information gathering phase of the rewrite and if they find that they are getting a lot of changes then they will have another draft created.

Laura Lienert and Connie Lundquist reviewed their suggested changes/additions. Discussions among members on the CLG Certification.

Other Business

- Emily Swan read an invitation to the Unitarian Universalists Church for their dedication.

Staff Approvals:

- 35 Union St – Shed
- 44 Pleasant St – Chicken Coop
- 167 Park Row – Signage (Plaque/Eaton,Peabody)
- 153 Park Row – Signage (Days Antiques)
- 44 Pleasant St – Exterior Modifications
- 153 Park Row – Signage (Pauline's Bloomers)

Approval of Minutes

No minutes were approved at this meeting.

Adjourn

This meeting was adjourned at 8:13.

Attest:



Tonya Jenusaitis
Recording Secretary