

**VILLAGE REVIEW BOARD  
DECEMBER 15, 2015**

**MEMBERS PRESENT:** Chair Emily Swan, Laura Lienert, Karen Topp, Gary Massanek, Connie Lundquist, and Sande Updegraph

**MEMBERS ABSENT:** Vice Chair Brooks Stoddard

**STAFF PRESENT:** Director of Planning and Development, Anna Breinich

A meeting of the Village Review Board was held on Thursday, December 15, 2015 at the Municipal Meeting Facility at 85 Union Street, Council Chambers. Chair Emily Swan called the meeting to order at 7:15 P.M.

1. **Case # VRB 15-037 – 37 Mill Street:** The Board will discuss and take action regarding a Certificate of Appropriateness to construct a second story emergency access on the front of the structure and complete associated window alterations. (Map U14, Lot 85).

Emily Swan introduced the application for 37 Mill Street that was tabled from the meeting of November 17, 2015 pending a site visit. Emily said that Board members have visited the site and the application is now back before the Board for approval. Emily asked the applicant representative, Mike Anderson, if he had any new changes to propose. Mike replied that he did not. Emily asked if he had made any changes to the materials being used and Mike replied that they do plan on using pressure treated wood that will be painted, but noted that they are limited to the weather in terms of painting at this point. Emily clarified that the materials would be pressure treated and wooden railings. Gary Massanek asked if *everything* will be painted. Mike replied that it is his intent to paint everything. Emily asked if 2 x 2 balusters were on the other buildings in the area and Mike replied that they are all 2 x 2. Emily asked if they will be doing any landscaping. Mike replied that he assumes that some landscaping will be done. Gary asked what he plans on doing for the staircase landing and Mike replied that it will be padded concrete or brick. Connie Lundquist asked what utilities go on the side of the building. Mike replied that the phone, cable and electricity are all on the side and will be located just above foundation height. Connie suggested trees may help cover the utilities. Gary asked if there will be any associated lighting and Mike replied that there will not be any associated lighting.

Chair Emily Swan opened the meeting to public comment. No public present and the public comment period was closed.

Emily Swan stated that during the site visit a lot of poking around was conducted to see if a wall could be moved or if the egress could be moved to another space. Gary Massanek replied that the ideal location for the egress would be on the back, but given the way that the addition was placed on the original building and the location of

some of the utilities, trying to make this work out of the back would be a significant cost for the applicant. Emily Swan said that another issue are those presented by the Fire Marshall. Anna Breinich noted that after the site visit, she spoke again with the Codes Inspection Officer, Jeff Hutchinson, and the Deputy Fire Chief, Jeff Emerson, who both agreed that there is no other way to build the exterior stairway. Connie Lundquist said that it was determined at the site visit that the only way to place the egress on the back was to go through an office that is currently being rented. Connie said that she is satisfied that there is no alternative. Connie asked if the Board can require trees. Anna replied that the Board can request screening. Laura Lienert asked if the stringers will be painted. Mike said that the stringers will be painted. Laura asked if there was any discussion on the way the staircase came down and if the window could be salvaged. Mike replied that it is the Fire Marshal who said that it would require a fire rated window. Emily added that they looked at bringing the staircase out straight, but that it is very steep there.

**MOTION BY GARY MASSANEK THAT THE CERTIFICATE OF APPROPRIATENESS APPLICATION IS DEEMED COMPLETE. MOTION SECONDED BY CONNIE LUNDQUIST, APPROVED UNANIMOUSLY.**

**MOTION BY GARY MASSANEK THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR STRUCTURAL ALTERATIONS ASSOCIATED WITH THE PROVISION OF A SECOND STORY EGRESS AT 37 MILL STREET 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 proposed exterior second story egress be completely painted as soon as possible to match the color of the existing structure's siding.

**MOTION SECONDED BY CONNIE LUNDQUIST, APPROVED UNANIMOUSLY.**

2. Other Business:

- Emily Swan discussed her email to the Board regarding guidance to applicants looking for contractors. Emily explained what she found on the Maine Preservation website and the Sagadahoc Preservation website. Emily said that

that the Town policy states that they cannot link to other sources, but they can refer to other organizations. Anna Breinich suggested that the Board ask the Northwest Brunswick Neighborhood association to put a link on their website. Laura to generate draft language. Sande Updegraph suggested placing a link on the BDA or Chamber website as well.

- Suggestion to have a workshop in lieu of meeting to talk about guidelines and what needs to be changed. Other items to include:
  - Connie Lundquist asked that Board members look at the signs that have been approved and possibly provide the Codes Enforcement Officer some guidance on what the Board would like to see.
  - Laura Lienert suggested talking about procedure (results of preservation workshop held last fall at the Topsham Baptist Church).
  - Sande Updegraph said that she would like to discuss color.
  - Gary suggested discussing “what is a hardship” or feasibility.
- Next meeting date to be rescheduled due to holiday.

### 3. Approval of Minutes

**MOTION BY EMILY SWAN TO APPROVE THE MINUTES OF OCTOBER 1, 2015 AS AMENDED. MOTION SECONDED BY KAREN TOPP, APPROVED UNANIMOUSLY AMONG THOSE PRESENT.**

#### **Staff Approvals:**

- 149 Maine Street – Signage
- 19 High Street – Solar Panels
- 30 Federal Street - Door
- 15 Mill Street - Signage

#### **Adjourn**

This meeting was adjourned at 7:50 P.M.

Respectfully Submitted



Tonya Jenusaitis,  
Recording Secretary