Town of Brunswick, Maine

INCORPORATED 1739

DEPARTMENT OF PLANNING AND DEVELOPMENT
85 UNION STREET, SUITE 216
BRUNSWICK, ME 04011

ANNA M. BREINICH, FAICP
DIRECTOR OF PLANNING & DEVELOPMENT

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

VILLAGE REVIEW BOARD
COUNCIL CHAMBERS, 85 UNION STREET
TUESDAY, DECEMBER 20, 2016, 7:15 PM

1. **Case # VRB 16-034 – 76 Pleasant Street** – This item was tabled by the Board on 11/15/16. The Board will remove from the table, discuss and take action on a Certificate of Appropriateness for proposed renovations at 76 Pleasant Street (Map U15, Lot 57).

2. **Case # VRB 16-043 – 21 Market Lane –** The Board will discuss and take action regarding a Certificate of Appropriateness to demolish a rear one-story addition visible from the street on a structure located at 21 Market Lane. (Map U08, Lot 74).

3. **Approval of Minutes**

Staff Approvals:

68 Pleasant Street – Windows, Gutters and Downspouts, Roof
16 Pleasant Street – Windows and Door

This agenda is being mailed to all abutters within 200 feet of the above referenced locations for Certificate of Appropriateness requests and serves as public notice for said meeting. 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 will to be televised.

Draft Findings of Fact
76 Pleasant Street
Certificate of Appropriateness for Structural Alterations
Village Review Board
Review Date: November 15, 2016

Project Name:	76 Pleasant Street
Case Number:	VRB – 16-034
Tax Map:	Map U15 Lot 57
Applicant/Property Owner:	Jonathan Jennings 141 Central Street Hallowell, ME 04347 207-441-6968

PROJECT SUMMARY

The applicant is proposing structural and exterior site alterations including the replacement of a second and third story wood-framed egress on the west side and to the rear of the structure, with a three-story screened-in porch at the same location; the replacement of wood entry steps located on the front and east side of the structure with granite steps and wrought iron railing; and the replacement of asphalt walkways with brick pavers. The proposed egress replacement is consistent with the NFPA 101 Life Safety Code, and will provide a covered stairway during winter months.

The property is located in the Town Residential 1 (TR1) District and Village Review Overlay Zone and is considered a non-contributing resource due to extensive structural and cosmetic renovations over time.

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.** *The proposed alterations to this non-contributing structure will be more consistent with the Village Review Zone Design Guidelines than what exists at this time.*

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.** *The double-stacked styling of the proposed second and third floor screened-in porch,*

to also serve as emergency egress, is consistent with the VRZ Design Guidelines and is designed to match the existing exterior vinyl siding and asphalt roofing. The granite replacement of the front and east side wood entry stairways with wrought iron railings, as well as asphalt walkways to brick pavers, will enhance the overall appearance of the structure. Granite, wrought iron and brick are acceptable materials per the VRZ Design Guidelines.

b. **Alterations shall remain visually compatible with the existing streetscape.** *The proposed double-stacked porch/covered stairway will be constructed in the same location as the existing large fire escape to the rear of the structure's west side. Due to the large trees onsite, it will not be readily visible from the street. The proposed granite replacement stairs/wrought iron railings and brick walkway are 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.** *No distinctive features are being concealed.*

d. **New construction or additions shall be visually compatible with existing mass, scale and materials of the surrounding contributing resources.** *The double-stacked screened-in porch, granite entry stairways/wrought iron railings and brick pavers are compatible in scale and design to the non-contributing structure and the surrounding contributing resources.*

e. **When constructing additions, the applicant shall maintain the structural integrity of existing structures.** *The structural integrity of the existing structure will not be affected by the replacement of the exterior double-stacked screened-in porch as doorways are already in place. Specific construction drawings will be reviewed and approved as part of the building permit process.*

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.** *Not applicable.*
   2) **Site plans shall identify pedestrian ways and connections from parking areas to public rights-of-way.** *Not applicable.*
   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.** *Not applicable.*
   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.** *Not applicable.*
   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.** *None of these materials are proposed for use.*
      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. *Not applicable.*

c) **Buildings with advertising icon images built into their design ("trademark buildings") are prohibited.** *Not applicable.*

6) **No building on Maine Street shall have a horizontal expanse of more than 40 feet without a pedestrian entry.** *Not applicable.*
7) **No building on Maine Street shall have more than 15 feet horizontally of windowless wall.** *Not applicable.*
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.** *Subsections a., b. and c. above are not applicable.*

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.** *Not applicable.*

C. **Signs**

Signs shall comply with the requirements of Chapter 6 (Sign Regulations) with consideration given to the Village Review Zone Design Guidelines. *No additional signs are proposed.*

DRAFT MOTIONS
76 PLEASANT STREET
REQUEST FOR CERTIFICATE OF APPROPRIATENESS FOR STRUCTURAL ALTERATIONS
VILLAGE REVIEW BOARD
REVIEW DATE: NOVEMBER 15, 2016

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

Motion 2: That the Board approves the Certificate of Appropriateness for structural and site alterations at 76 Pleasant 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.

Received: AB
By: 8/2/16

VRB Case #: 16-034

VILLAGE REVIEW BOARD
CERTIFICATE OF APPROPRIATENESS
APPLICATION

1. Project Applicant:

Name: JONATHAN JENNINGS
Address: ~~76 PLEASANT ST~~ 1011 Central St
~~BRUNSWICK~~ Kallamell, ME 04347
Phone Number: ~~207-441-6956~~

2. Project Property Owner:

Name: SAME
Address:

Phone Number:

3. Authorized Representative: (If Different Than Applicant)

Name:
Address:

Phone Number:

4. Physical Location of Property Being Affected:

Address: 76 PLEASANT ST

5. Tax Assessor's Map # U15 Lot # 57 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):

1) REMOVE WOOD STEPS INSTALL GRANITE
2) REMOVE ASPHALT, INSTALL BRICK WALKS
3) REMOVE WOOD FIRE ESCAPE AND INSTALL COVERED, SCREENED DECK + STAIRS

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 9/8/16 (date) by AMB of the Department of Planning and Development.

THIS APPLICATION WAS:

_____ **Granted**

_____ **Granted With Conditions**

_____ **Denied**

X **Forwarded to Village Review Board**

X **Building Permit Required**

_____ **Building Permit NOT Required**

Applicable Comments: _____

Anna M. Greenier
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 Jonathan Jennings, relating to property designated on Assessors Tax Map # U15 as Lot # 57 has been reviewed by the Codes Enforcement Officer and has been found to be in compliance with all applicable zoning standards:

Comments: Building Permit Required

Signed: [signature]

Date: 11/9/16

U15-57

HISTORIC PRESERVATION SURVEY

Cumberland — County
Brunswick — City/Town
76 Pleasant — Street Address and Number

Name of Building/site: historic: residence of Benjamin L. Furbish
Common and/or Historic

Approximate Date: 1896 Style: Dutch Colonial

Type of Structure:
☒ Residential ☐ Commercial ☐ Industrial ☐ Other: .....

Condition: ☒ Good ☐ Fair ☐ Poor

Endangered: ☐ No ☐ Yes .....

Surveyor: J. Goff Organization: Pejepscot Regional Survey

Rating: High potential for restoration.

Historic Significance to the Community: .....

B. L. FURBISH'S HOME ON SUNSET HILL

(For Additional Information — Use Reverse Side)

76 PLEASANT

Title: 639:201 David E. Stanwood to Benjamin L. Furbish (e. lot)bldg to be removed 6/20/1896
639:390 Annie W. Stanwood to BLF (w. lot) 50' setback clause. 8/7/1896
776:16 BLF to wife Lillian M. Furbish "said 2 lots comprised my homestead lot where I now reside" 9/18/1905--cites both previous deeds.

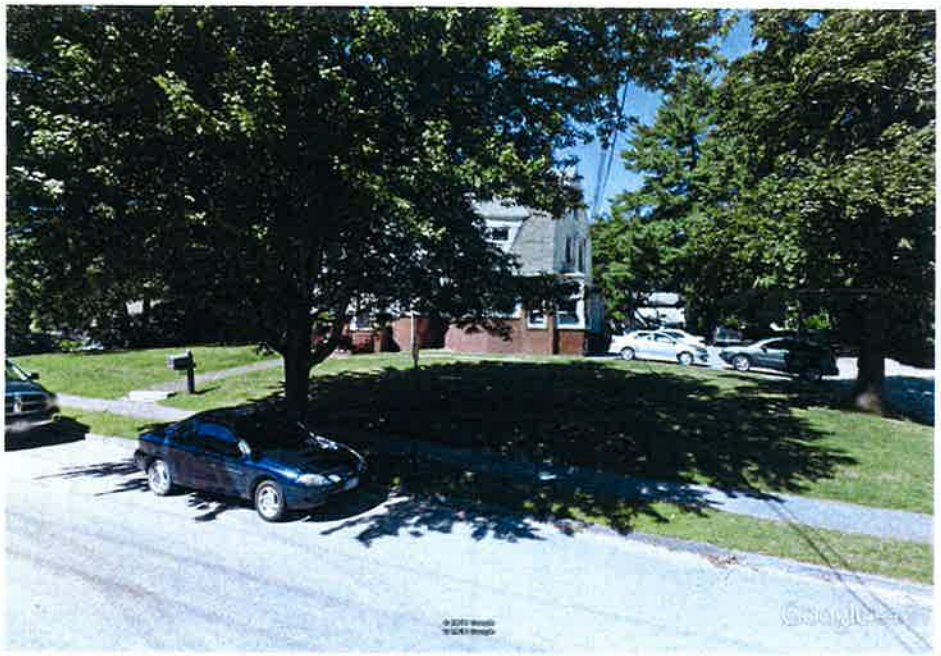
Maps:
1910 #76 = B.L. Furbish

Newspaper: Telegraph 7/17/1896 p.3: "Benjamin Furbish...new adaptation of the Dutch Colonial type. Stone for the lower story with the upper part wood. A large piazza on front and rear will add an appearance of comfort and elegance. The foundation is being put in this week."

Early Design & Landmarks survey notes: "/built/ by Jacob Henley (73 Pleasant) for daughter and new son-in-law B. Furbish."

Photographs: Survey photograph #26-10a is a turn-of-the century view of the house showing original dark color, integrated gazebo on southeast corner, bas-relief panel above southwest 2nd floor window, balustrades above porch and balcony on south facade, and house's unobstructed view of Androscoggin River.

Directories: 1917-1938= Benjamin L. Furbish
1940= Wilfred P. Racine
1942= vacant
1944-1946= Harry G. Shulman
1949-1958= Dr. Louis Bachrach
1963= E.L. Giles, lawyer
1965= vacant
1967= Laura P. Lunt
1971= Clair Mailmon
1975-1979= Richard Coffin



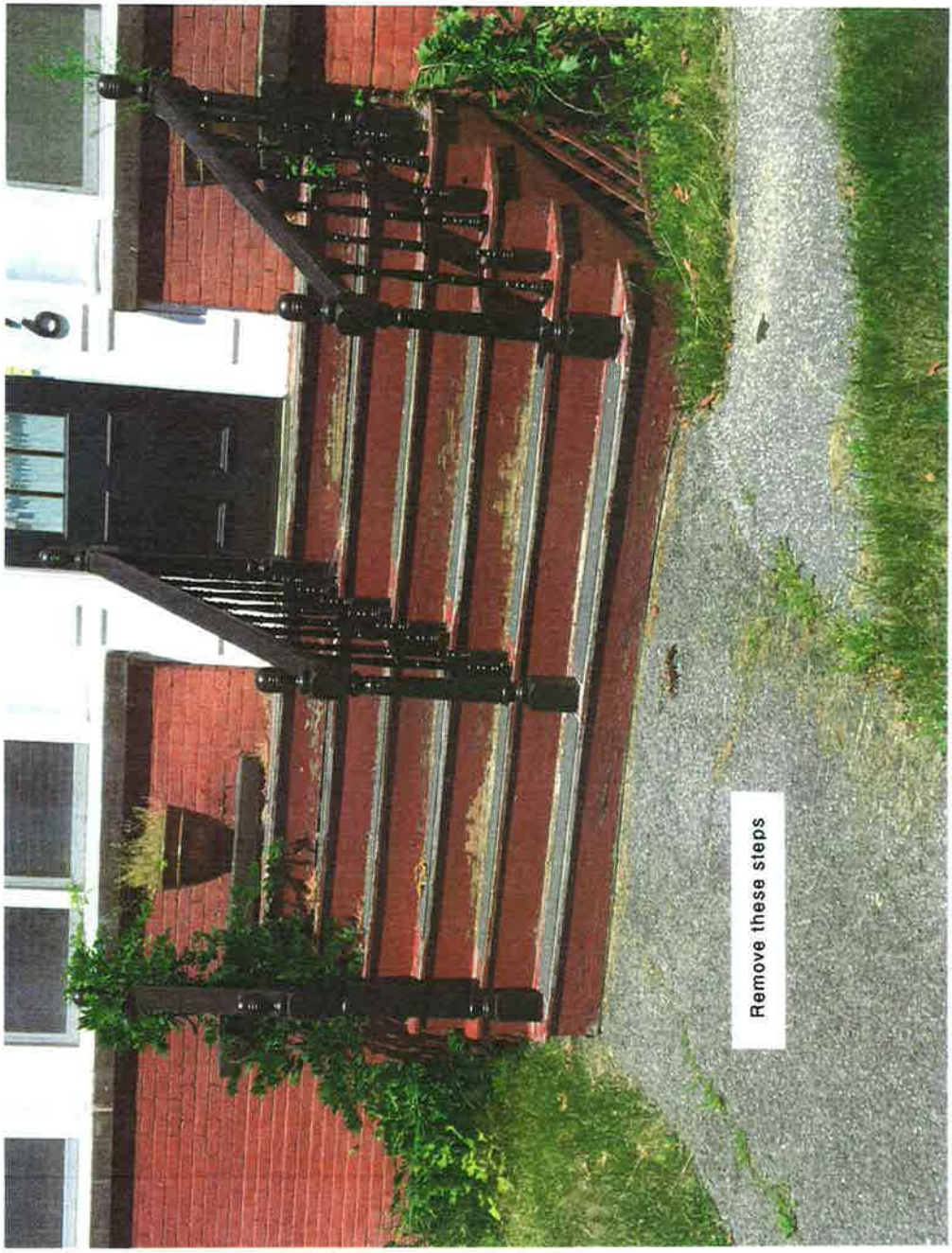
Google earth feet 10 meters 3

Google earth feet 9 meters 2

Remove steps and replace with granite

Remove this old fire escape

From: **Jon Jennings** jonjennings49@icloud.com
Subject: Walk
Date: August 2, 2016 at 12:18 PM
To: jonjennings49@hotmail.com



Replace old steps with granite similar to this

Replace railings with cast iron like this

From: **jon jennings** [redacted]
Subject: Herringbone
Date: August 2, 2016 at 12:10 PM
To: [redacted]

Jon Jennings 76 Pleasant St

Screen porch - 2 floor, FIRE ESCAPE

Outside support 8"x8" pressured treated post set on 8" round concrete post with 16"x16"x8" footing mechanical connection

INSIDE SUPPORT 2" X10" PRESSURE TREATED BOLTED TO BUILDING WITH STANDOFFS, PERMABARRIER FLASHING 2X10" JOIST 16" ON CENTER, 1/4 PRESSURED TREATED X6" DECKING, TREX SCREWS

INSIDE 2X4 FRAMING, 4'4" HIGH WINDOWS CONTINUOUS INSIDE AT 30" HIGH, 2X8" HEADERS, DOUBLE JACKS

OUTSIDE - 1/2" PLYWOOD, VINYL SIDING TO MATCH EXISTING - OVERALL L-14' W-14 H-28'

SAME PROFILE AS EXISTING STRUCTURE

OPEN BELOW WITH PAVER PATIO

I WANT TO REPLACE EXISTING PROBLEMATIC FIRE ESCAPE

WITH A CLOSED IN SCREEN PORCH SO IT CAN BE

USED SAFELY IN THE WINTER

THE FIRST FLOOR IS OPEN TO NOT BLOCK VIEW FROM THAT OFFICE AND OFFER A BREAK SPACE I WILL TAKE UP ABOUT 14'X20' PAVEMENT TO DO THIS

Jon

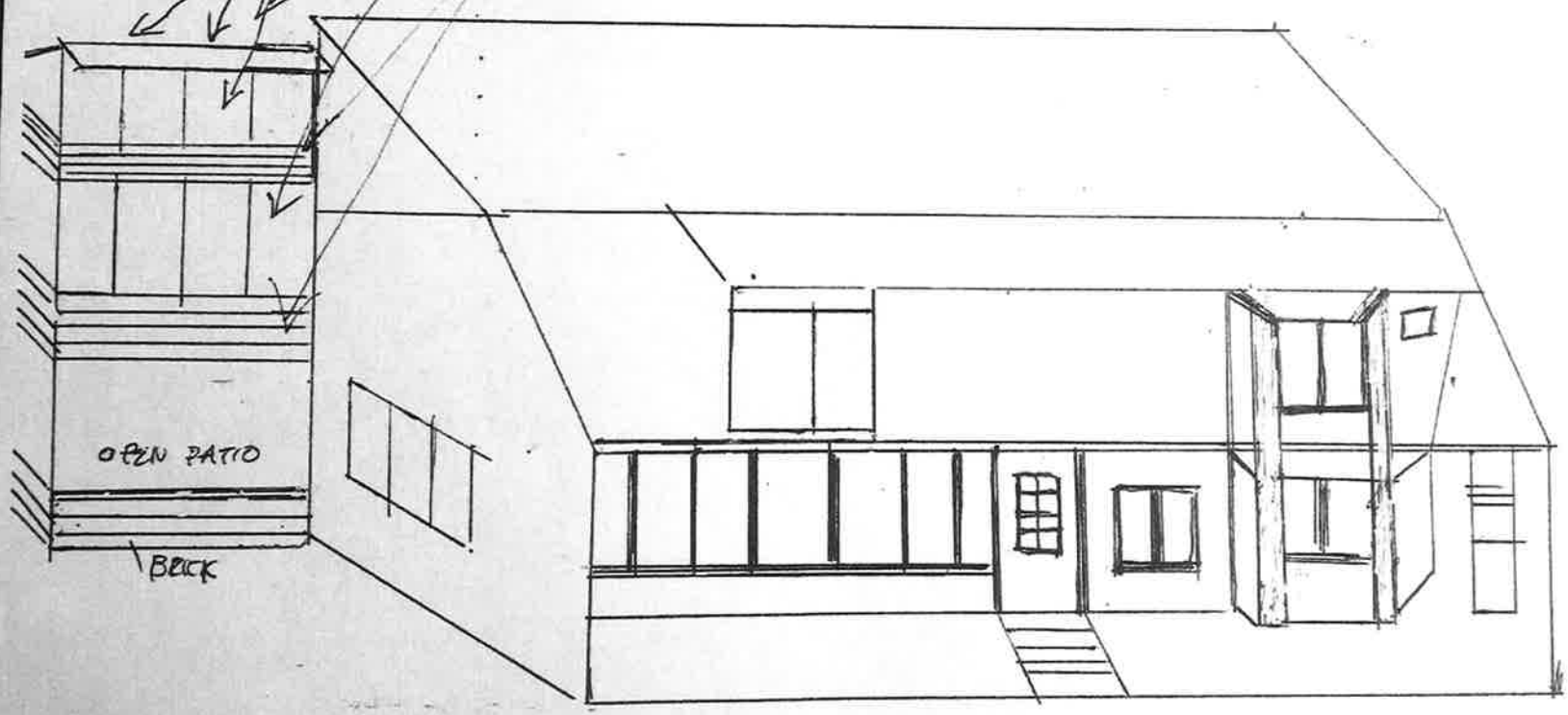
76 PLEASANT ST, BRUNSWICK, ME

JON JENNINGS 207-441-6968

ROOF FOLLOWS EXISTING ROOF PROFILE

SCREENED IN PORCH, 2ND + 3RD FLOOR

SIDING (VINYL) SAME AS HOUSE



SUPPLEMENTAL INFORMATION FOR

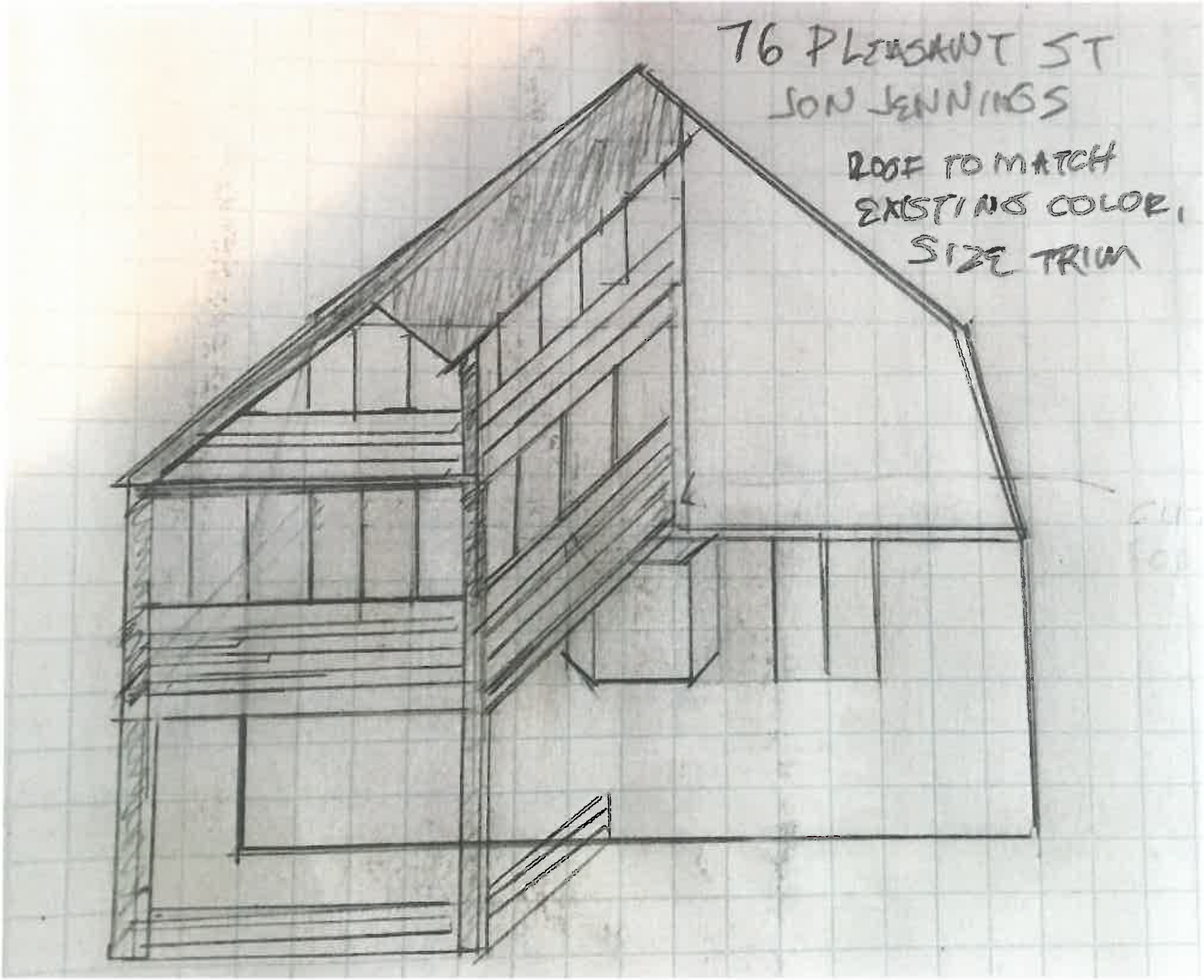
76 PLEASANT ST PACKET

12/20/16

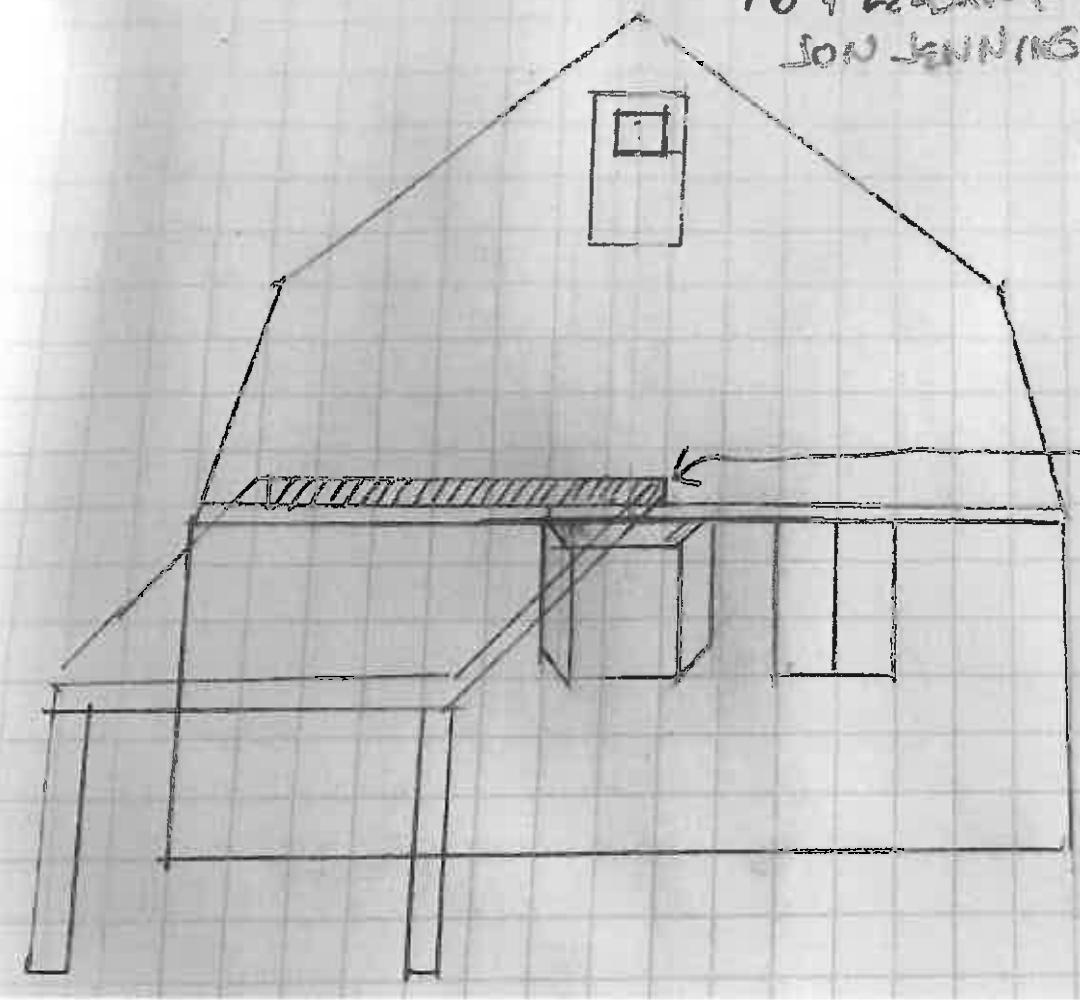
Google Earth

feet 10

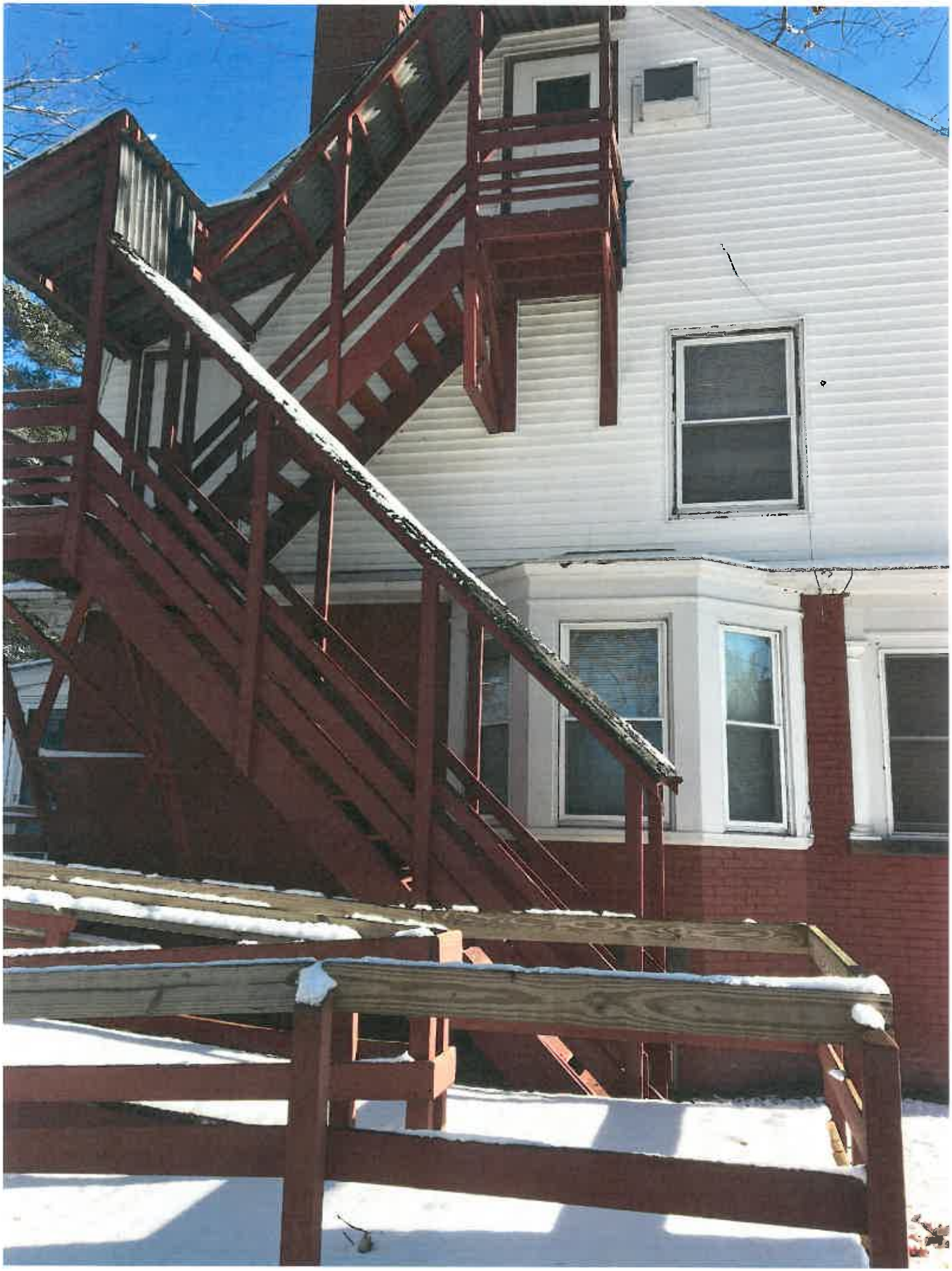
meters 5

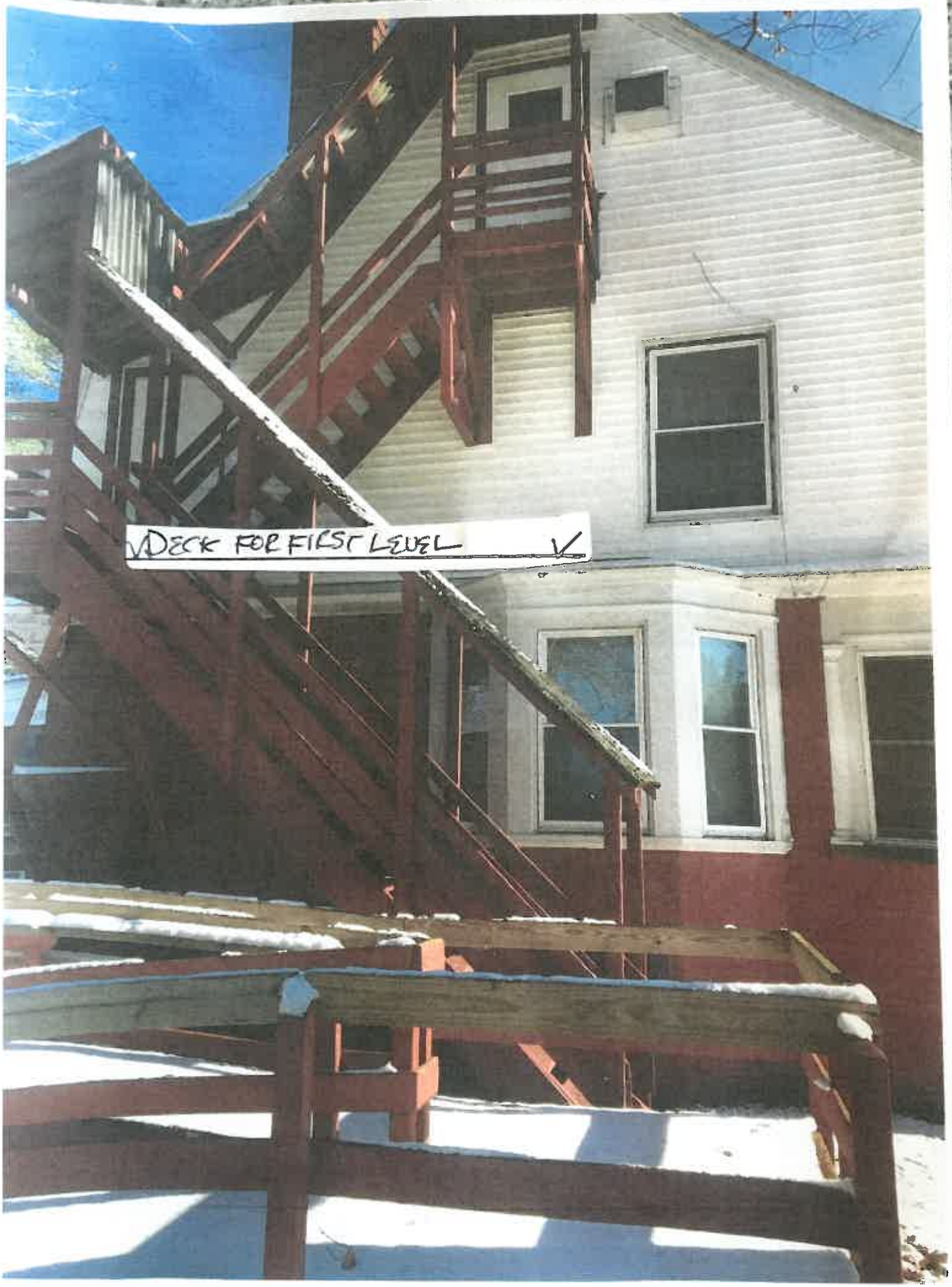

76 PLEASANT ST
JON JENNINGS
ROOF TO MATCH
EXISTING COLOR,
SIZE TRIM

76 PLEASANT ST
JON JENNINGS

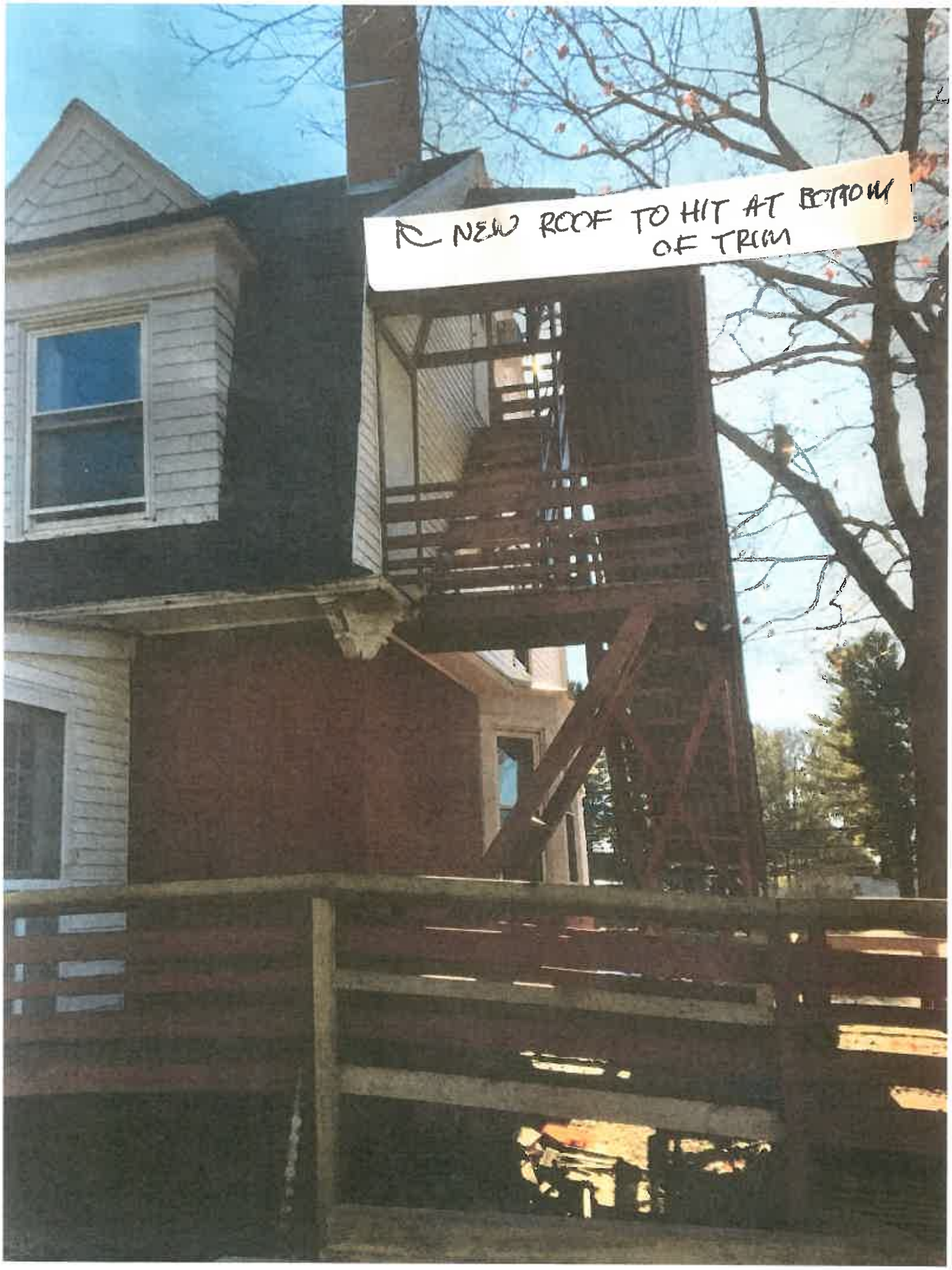


CUT AWAY OF NEW DECK
FOR SCREENED PORCH AT BAY WINDOW




DECK FOR FIRST LEVEL

1st Level deck for Screened porch


NEW ROOF TO HIT AT BOTTOM
OF TRIM

Draft Findings of Fact
21 Market Lane
Request for Two Certificates of Appropriateness for Demolition and After-Demolition Structural Alteration
Village Review Board
Review Date: December 20, 2016

Project Name: Demolition of Rear Addition with Exterior Alterations
Case Number: VRB -16-043
Tax Map: Map U08, Lot 74
Applicant: Wally J. Staples Builders Inc.
21 Greenwood Road
Brunswick, ME 04011
207-725-7700
Project Property Owners: John C. Burgess III
21 Market Lane
Brunswick, ME 04011
207-729-7957

PROJECT SUMMARY

The applicant is requesting two Certificates of Appropriateness for demolition and after-demolition structural alterations. A Certificate of Appropriateness is requested to demolish the rear one-story shed addition to a contributing structure, located at 21 Market Lane. A second Certificate of Appropriateness is requested for related exterior alterations necessary due to the removal of the addition. The application as submitted contains documentation of current structural conditions, a structural engineer's opinion regarding condition and feasibility to repair the addition and building elevations/materials for the proposed alterations.

The proposed development is located in the Town Residential 4 (TR4) Zoning District and the Village Review Overlay Zone.

The following combined draft Findings of Fact for a Certificate of Appropriateness for Demolition and a Certificate of Appropriateness for New Construction is based upon review standards as stated in Section 216.9 of the Brunswick Zoning Ordinance.

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.** *As documented by photos and the structural engineering report, it appears that the shed addition is beyond repair. The property owner does not intend to construct a new addition and will reuse vinyl siding from the addition on the new exterior walls on the main structure and construct a new exterior entryway. The proposed after-demolition alterations to the structure are designed to be compatible in character to this area of Jordan Avenue.*

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.** *The vinyl siding will be reused from the existing addition. An interior doorway to the main structure from the shed addition to be demolished will become the exterior entry into the residence. The stairs, decking and railings are proposed to be constructed with pressure-treated lumber.*
    b. **Alterations shall remain visually compatible with the existing streetscape.** *The proposed alterations will be slightly visible to the street and will be consistent with the main structure.*
    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.** *Not applicable.*
    d. **New construction or additions shall be visually compatible with existing mass, scale and materials of the surrounding contributing resources.** *Not applicable.*
    e. **When constructing additions, the applicant shall maintain the structural integrity of existing structures.** *Not applicable.*
    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.** *Not applicable.*
2. **Site plans shall identify pedestrian ways and connections from parking areas to public rights-of-way.** *Not applicable.*
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.** *Not applicable.*
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.** *Not applicable.*
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.** *None of these materials are proposed for use on any visual portion of the structure.*
    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.** *Vinyl siding will be reused from the addition.*
    c. **Buildings with advertising icon images built into their design ("trademark buildings") are prohibited.** *Not applicable.*
    d.

6. **No building on Maine Street shall have a horizontal expanse of more than 40 feet without a pedestrian entry.** *Not applicable.*
7. **No building on Maine Street shall have more than 15 feet horizontally of windowless wall.** *Not applicable.*
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.** *Not applicable.*
    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.** *Not applicable.*
    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.** *Not applicable.*
9. **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.** *Not applicable.*

C. **Signs**

Signs shall comply with the requirements of Chapter 6 (Sign Regulations) with consideration given to the Village Review Zone Design Guidelines. *Not applicable.*

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.** *As stated previously, the rear shed addition of the contributing structure is proposed for demolition. Ordinance criteria are satisfied as follows:*

    a. **The structure poses an imminent threat to public health or safety.** *The addition is in poor condition but does not pose an imminent threat to public health or safety and does not meet this criteria.*

    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.** *The shed addition is part of a residence which will remain.*

    c. **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.** *A structural engineering report is included in the application and indicates that the addition "is not built matching the materials and scale of the original structure and is probably best to be removed, or replaced with a code-compliant structure." Photos show evidence of roof collapse as well. As mentioned, the owner does not intend to rebuild the addition. The written report is included in the packet.*

d. 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. *The use will remain residential.*

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.** *Not applicable.*

DRAFT MOTIONS
21 MARKET LANE
REQUEST FOR TWO CERTIFICATES OF APPROPRIATENESS FOR DEMOLITION AND AFTER-DEMOLITION STRUCTURAL ALTERATIONS
VILLAGE REVIEW BOARD
REVIEW DATE: DECEMBER 20, 2016

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

Motion 2: That the Board approves the Certificate of Appropriateness for demolition of a rear shed addition to a structure located at 21 Market Lane as outlined in the application 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.

Motion 3: That the Board approves the Certificate of Appropriateness for related after demolition alterations to a structure at 21 Market Lane as outlined in the application 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.

Received: 12/6/16
By: KAE

VRB Case #: 16-043

VILLAGE REVIEW BOARD
CERTIFICATE OF APPROPRIATENESS
APPLICATION

1. Project Applicant:

   Name: Wally T. Staples Builders, Inc.
   Address: 21 Greenwood Road
   Brunswick, ME 04011
   Phone Number: 725-7760

2. Project Property Owner:

   Name: John C Burgess III
   Address: 21 Market Street
   Phone Number: 729-7957

3. Authorized Representative: (If Different Than Applicant)

   Name: N/A
   Address:
   Phone Number:

4. Physical Location of Property Being Affected:

   Address: 21 Market St.

5. Tax Assessor's Map # U08 Lot # 74 of subject property.

6. Underlying Zoning District IR4

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): Demolition & Removal of 18'6x19'2 (+/-) single story addition due to poor condition

Applicant's Signature

12/6/16

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. N/A
6. A site plan which shows the relationship of the changes to its surroundings. photos

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This application was Certified as being complete on AMB (date) by 11/15/16 of the Department of Planning and Development.

THIS APPLICATION WAS:

_____ **Granted**

_____ **Granted With Conditions**

_____ **Denied**

X **Forwarded to Village Review Board**

_____ **Building Permit Required**

_____ **Building Permit NOT Required**

Applicable Comments: _____

Anna M. Breinich
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 Wally Staples Builder relating to property designated on Assessors Tax Map #408 as Lot # 74 has been reviewed by the Codes Enforcement Officer and has been found to be in compliance with all applicable zoning standards:

Comments: Demo Permit required

Signed: BD

Date: 12/15/16

Draft Findings of Fact
21 Market Lane
Request for Two Certificates of Appropriateness for Demolition and After-Demolition Structural Alteration
Village Review Board
Review Date: December 20, 2016

Project Name: Demolition of Rear Addition with Exterior Alterations
Case Number: VRB -16-043
Tax Map: Map U08, Lot 74
Applicant: Wally J. Staples Builders Inc.
21 Greenwood Road
Brunswick, ME 04011
207-725-7700
Project Property Owners: John C. Burgess III
21 Market Lane
Brunswick, ME 04011
207-729-7957

PROJECT SUMMARY

The applicant is requesting two Certificates of Appropriateness for demolition and after-demolition structural alterations. A Certificate of Appropriateness is requested to demolish the rear one-story shed addition to a contributing structure, located at 21 Market Lane. A second Certificate of Appropriateness is requested for related exterior alterations necessary due to the removal of the addition. The application as submitted contains documentation of current structural conditions, a structural engineer's opinion regarding condition and feasibility to repair the addition and building elevations/materials for the proposed alterations.

The proposed development is located in the Town Residential 4 (TR4) Zoning District and the Village Review Overlay Zone.

The following combined draft Findings of Fact for a Certificate of Appropriateness for Demolition and a Certificate of Appropriateness for New Construction is based upon review standards as stated in Section 216.9 of the Brunswick Zoning Ordinance.

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.** *As documented by photos and the structural engineering report, it appears that the shed addition is beyond repair. The property owner does not intend to construct a new addition and will reuse vinyl siding from the addition on the new exterior walls on the main structure and construct a new exterior entryway. The proposed after-demolition alterations to the structure are designed to be compatible in character to this area of Jordan Avenue.*

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.** *The vinyl siding will be reused from the existing addition. An interior doorway to the main structure from the shed addition to be demolished will become the exterior entry into the residence. The stairs, decking and railings are proposed to be constructed with pressure-treated lumber.*
    b. **Alterations shall remain visually compatible with the existing streetscape.** *The proposed alterations will be slightly visible to the street and will be consistent with the main structure.*
    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.** *Not applicable.*
    d. **New construction or additions shall be visually compatible with existing mass, scale and materials of the surrounding contributing resources.** *Not applicable.*
    e. **When constructing additions, the applicant shall maintain the structural integrity of existing structures.** *Not applicable.*
    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.** *Not applicable.*
2. **Site plans shall identify pedestrian ways and connections from parking areas to public rights-of-way.** *Not applicable.*
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.** *Not applicable.*
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.** *Not applicable.*
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.** *None of these materials are proposed for use on any visual portion of the structure.*
    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.** *Vinyl siding will be reused from the addition.*
    c. **Buildings with advertising icon images built into their design ("trademark buildings") are prohibited.** *Not applicable.*
    d.

6. **No building on Maine Street shall have a horizontal expanse of more than 40 feet without a pedestrian entry.** *Not applicable.*
7. **No building on Maine Street shall have more than 15 feet horizontally of windowless wall.** *Not applicable.*
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.** *Not applicable.*
    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.** *Not applicable.*
    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.** *Not applicable.*
9. **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.** *Not applicable.*

C. Signs

Signs shall comply with the requirements of Chapter 6 (Sign Regulations) with consideration given to the Village Review Zone Design Guidelines. *Not applicable.*

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.** *As stated previously, the rear shed addition of the contributing structure is proposed for demolition. Ordinance criteria are satisfied as follows:*

    a. **The structure poses an imminent threat to public health or safety.** *The addition is in poor condition but does not pose an imminent threat to public health or safety and does not meet this criteria.*

    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.** *The shed addition is part of a residence which will remain.*

    c. **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.** *A structural engineering report is included in the application and indicates that the addition "is not built matching the materials and scale of the original structure and is probably best to be removed, or replaced with a code-compliant structure." Photos show evidence of roof collapse as well. As mentioned, the owner does not intend to rebuild the addition. The written report is included in the packet.*

d. 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. *The use will remain residential.*

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.** *Not applicable.*

DRAFT MOTIONS
21 MARKET LANE
REQUEST FOR TWO CERTIFICATES OF APPROPRIATENESS FOR DEMOLITION AND AFTER-DEMOLITION STRUCTURAL ALTERATIONS
VILLAGE REVIEW BOARD
REVIEW DATE: DECEMBER 20, 2016

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

Motion 2: That the Board approves the Certificate of Appropriateness for demolition of a rear shed addition to a structure located at 21 Market Lane as outlined in the application 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.

Motion 3: That the Board approves the Certificate of Appropriateness for related after demolition alterations to a structure at 21 Market Lane as outlined in the application 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.

SURVEY MAP NO. 7

SURVEY NAME Village Review Zone

SURVEY ID Brunswick

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: 21 Market LN
4. TOWN: Brunswick
5. COUNTY: Cumberland
6. DATE RECORDED: 9/4/2013
7. SURVEYOR: Melhuish, Geoffrey
8. OWNER NAME: Burgess, John C III & Terri I JT
9. ADDRESS: 21 Market Lane
10. PRIMARY USE (PRESENT):

X SINGLE FAMILY	___ AGRICULTURE	___ COMMERCIAL/TRADE	___ FUNERARY
___ MULTI-FAMILY	___ GOVERNMENTAL	___ EDUCATION	___ HEALTH CARE
___ INDUSTRY	___ RELIGIOUS	___ HOTEL	___ LANDSCAPE
___ TRANSPORTATION	___ DEFENSE	___ SUMMER COTTAGE/CAMP	___ SOCIAL
___ RECREATION/CULTURE	___ UNKNOWN		

___ OTHER _____

11. CONDITION: X GOOD ___ FAIR ___ POOR ___ DESTROYED, DATE _____

ARCHITECTURAL DATA

12. PRIMARY STYLISTIC CATEGORY:

___ GEORGIAN	___ STICK STYLE	___ 19TH/20TH C. REVIVAL	___ MODERN/CONTEMPORARY
___ FEDERAL	___ QUEEN ANNE	___ COMMERCIAL STYLE	___ MINIMAL TRADITIONAL
___ GREEK REVIVAL	___ SHINGLE STYLE	___ CRAFTSMAN	___ RANCH
___ GOTHIC REVIVAL	___ ROMANESQUE	___ ART DECO / MODERNE	___ SPLIT LEVEL
___ ITALIANATE	___ NEO-CLASSICAL REV	___ INTERNATIONAL	X VERNACULAR
___ SECOND EMPIRE	___ RENAISSANCE REV	___ OTHER _____	

13. SECONDARY STYLISTIC CATEGORY:

___ GEORGIAN	___ STICK STYLE	___ 19TH/20TH C. REVIVAL	___ MODERN/CONTEMPORARY
___ FEDERAL	___ QUEEN ANNE	___ COMMERCIAL STYLE	___ MINIMAL TRADITIONAL
___ GREEK REVIVAL	___ SHINGLE STYLE	___ CRAFTSMAN	___ RANCH
___ GOTHIC REVIVAL	___ ROMANESQUE	___ ART DECO / MODERNE	___ SPLIT LEVEL
___ ITALIANATE	___ NEO-CLASSICAL REV	___ INTERNATIONAL	___ VERNACULAR
___ SECOND EMPIRE	___ RENAISSANCE REV	___ OTHER _____	

14. HEIGHT:
X 1 STORY ___ 1½ STORY ___ 2 STORY ___ 2½ STORY ___ 3 STORY ___ 4 STORY
___ 5 STORY ___ OVER 5 (_____)

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

16. APPENDAGES: ___ SIDE ELL X REAR ELL ___ FRONT ___ ADDED STORIES X SHED
___ DORMERS ___ PORCH ___ TOWER ___ CUPOLA ___ BAY WINDOW

PHOTOGRAPH:

17. PORCH:
___ ATTACHED ___ ENGAGED ___ ONE STORY ___ MORE THAN ONE STORY
___ FULL WIDTH ___ WRAPAROUND ___ SLEEPING PORCH ___ SECONDARY PORCH

18. PLAN OR FORM
___ HALL AND PARLOR ___ 1/2 CAPE ___ CAPE X CENTRAL HALL ___ 2-STORY DOUBLE PILE
___ SIDE HALL ___ BACK HALL ___ IRREGULAR ___ FOURSQUARE ___ BUNGALOW
___ MOBILE HOME ___ MODULAR ___ OTHER _____

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

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

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

22. ROOF MATERIAL: ___ WOOD ___ METAL ___ TILE ___ SLATE X ASPHALT ___ ASBESTOS

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

24. FOUNDATION MATERIAL:
___ FIELDSTONE ___ BRICK ___ WOOD X CONCRETE ___ GRANITE ___ ORNAMENTAL CONC. BLOCK
___ OTHER _____

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

HISTORICAL DATA

26. DOCUMENTED DATE OF CONSTRUCTION: _____ 27. ESTIMATED DATE OF CONSTRUCTION: _____

28. DATE MAJOR ADDITIONS/ALTERATIONS: _____

29. ARCHITECT: _____ 30. CONTRACTOR: _____

31. ORIGINAL OWNER: _____

32. SUBSEQUENT SIGNIFICANT OWNER: _____ DATES: _____

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

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

35. COMMENTS/SOURCES: _____

36. HISTORICAL DRAWINGS EXIST: ___ YES X NO 37. KIT HOUSE ___ YES X NO 38. PATTERN BOOK HOUSE ___ YES X NO

ENVIRONMENTAL DATA

39. SITE INTEGRITY: X ORIGINAL ___ MOVED DATE MOVED _____

40. SETTING: ___ RURAL/UNDISTURBED ___ RURAL/BUILT UP ___ SMALL TOWN X URBAN ___ SUBURBAN

41. QUADRANGLE MAP USED: Brunswick

42. UTM NORTHING: 4862764.1004 43. UTM EASTING: 422891.394

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

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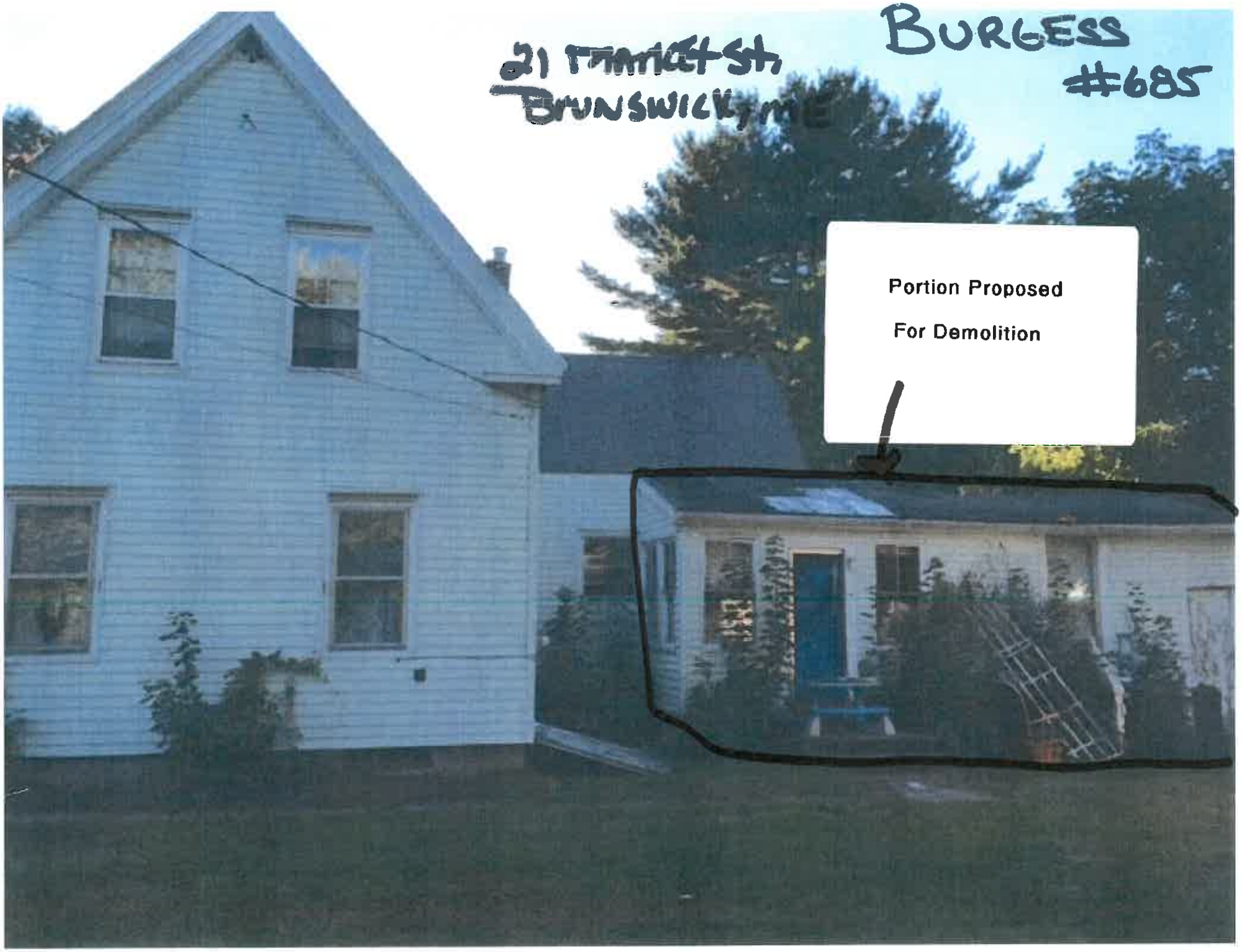
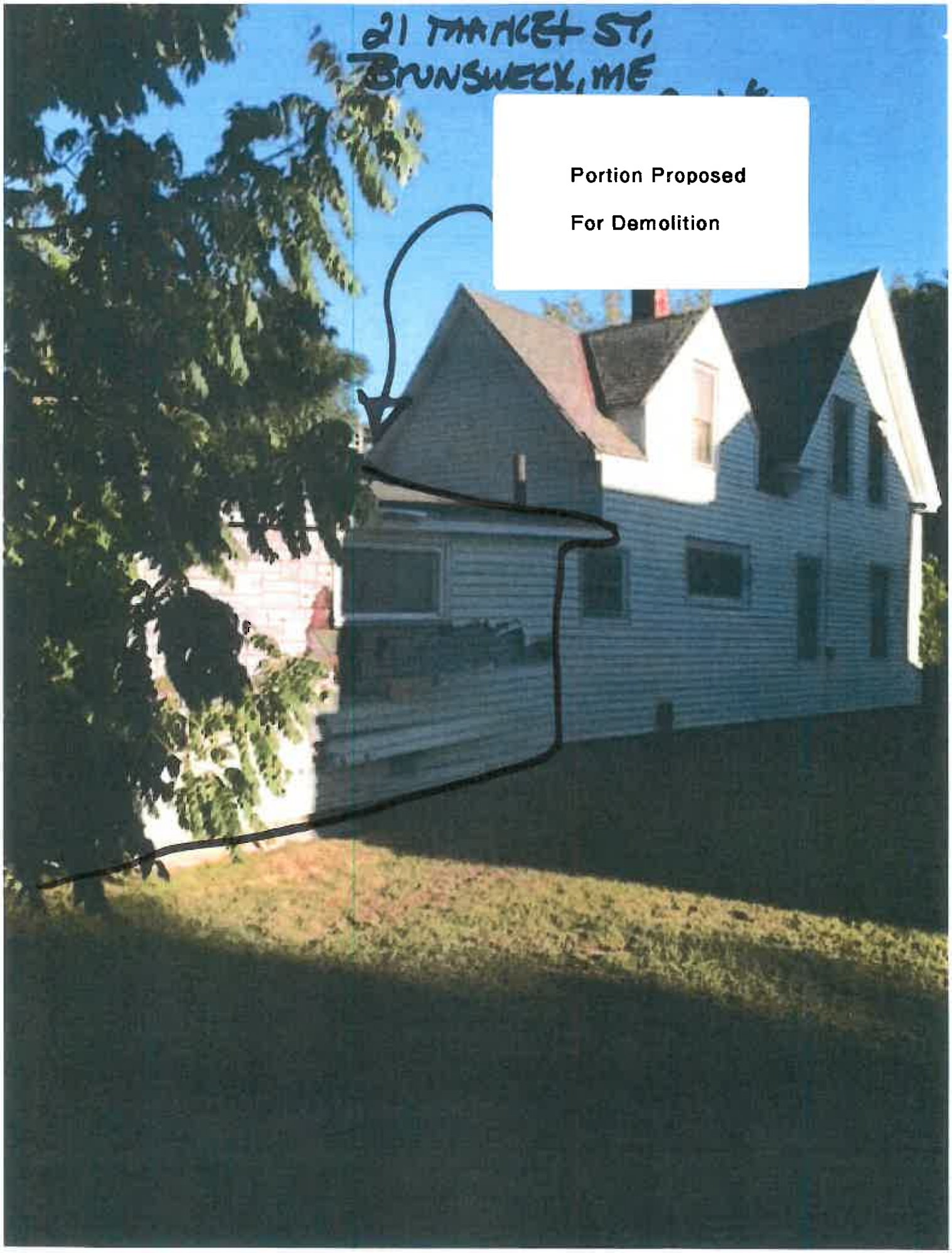
MHPC USE ONLY
DATE ENTERED IN INVENTORY: _____ PHOTO FILE #: _____

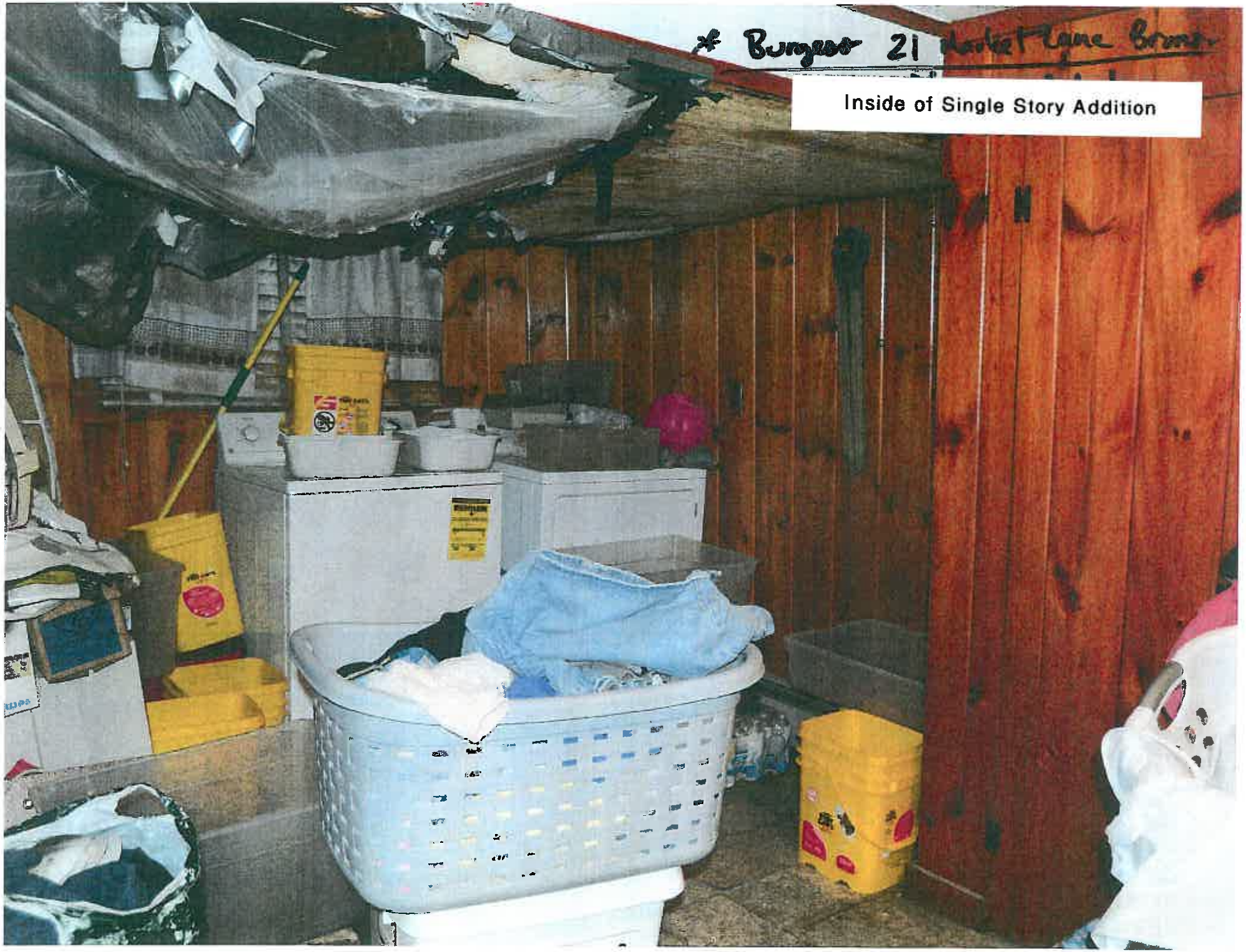
NR STATUS: ___ L ___ HD ___ E ___ NE ___ ND REVIEWER _____

DATA SOURCE: ___ HPF ___ CLG ___ R&C ___ STAFF ___ STATE SURVEY OTHER _____ LEVEL OF SURVEY: __R __I


21 Tannery St.
Brunswick, ME
Burgess
#685
Portion Proposed
For Demolition


21 MARKET ST,
BRUNSWICK, ME
Portion Proposed
For Demolition

Inside of Addition Proposed for Demolition



Inside of Single Story Addition

Burgess 21 Market Ln Brunswick

Inside of Single Story Addition – Roof is Caving in

HELEN WATTS ENGINEERING, PLLC
455 Litchfield Road
Bowdoin, ME 04287
(207) 522-9366 - fax (207) 666-3920
hwatts@gwi.net

Paul Grant
Wally J Staples builders
21 Greenwood Road
Brunswick, ME 04011

December 8, 2016

Re: 21 Market Lane, Brunswick, Maine
HWE P/N 16-091

Dear Paul:

At your request, today I inspected the exterior of the house at 21 Market Lane in Brunswick, Maine. The front of the house appears to be in good structural condition, with a robust granite and concrete block foundation and a straight ridge line. The 2-story back section, with dormers, may be original to the initial construction of the house, and this has a similar foundation and straight ridge line. The chimney has been repaired at least once and has been rebuilt at the top, but out of plumb; it has also been lined

The one-story section of the house at the back appears to have been built as a shed, with casually installed unmortared concrete block and mortared concrete block foundations. The ridge is sagging significantly. The vinyl siding has fallen away from part of the left wall, showing asphalt shingle siding and board sheathing below the vinyl siding. The back section of the house is in poor condition and while almost any structure could be rescued, in my opinion this is not built matching the materials and scale of the original structure and is probably best to be removed, or replaced with a code-compliant structure.

Please call if you have any additional questions.

Yours truly,

Helen C. Watts, PE

C:\Users\Ralph\Documents\HWE\21 Market Brunswick\21 Market Brunswick hr.docx

SCOPE OF WORK

WALLY J STAPLES INC BUILDERS

21 Greenwood Rd. Brunswick, Maine 04011~ Phone: 725-7700 Fax: 725-7701
E-mail: builders@wallyjstaplesbuilders.com
www.wallyjstaplesbuilders.com

December 14, 2016

Homeowners:
John C. Burgess III and Terri R. Burgess
21 Market Lane
Brunswick, ME 04011
#729-7957

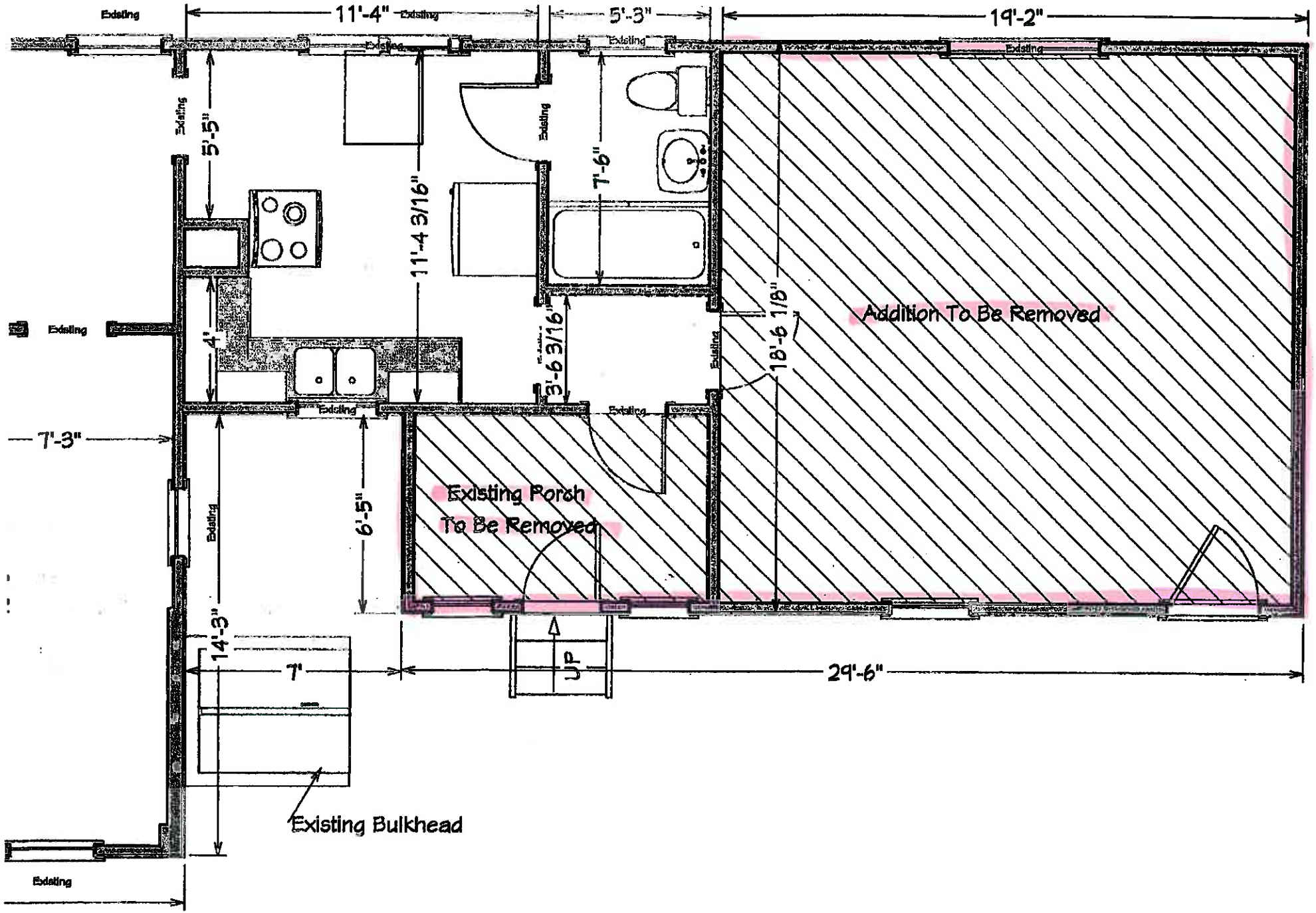
Work to be performed at:
21 Market Lane
Brunswick, ME 04011

SCOPE OF WORK TO INCLUDE:

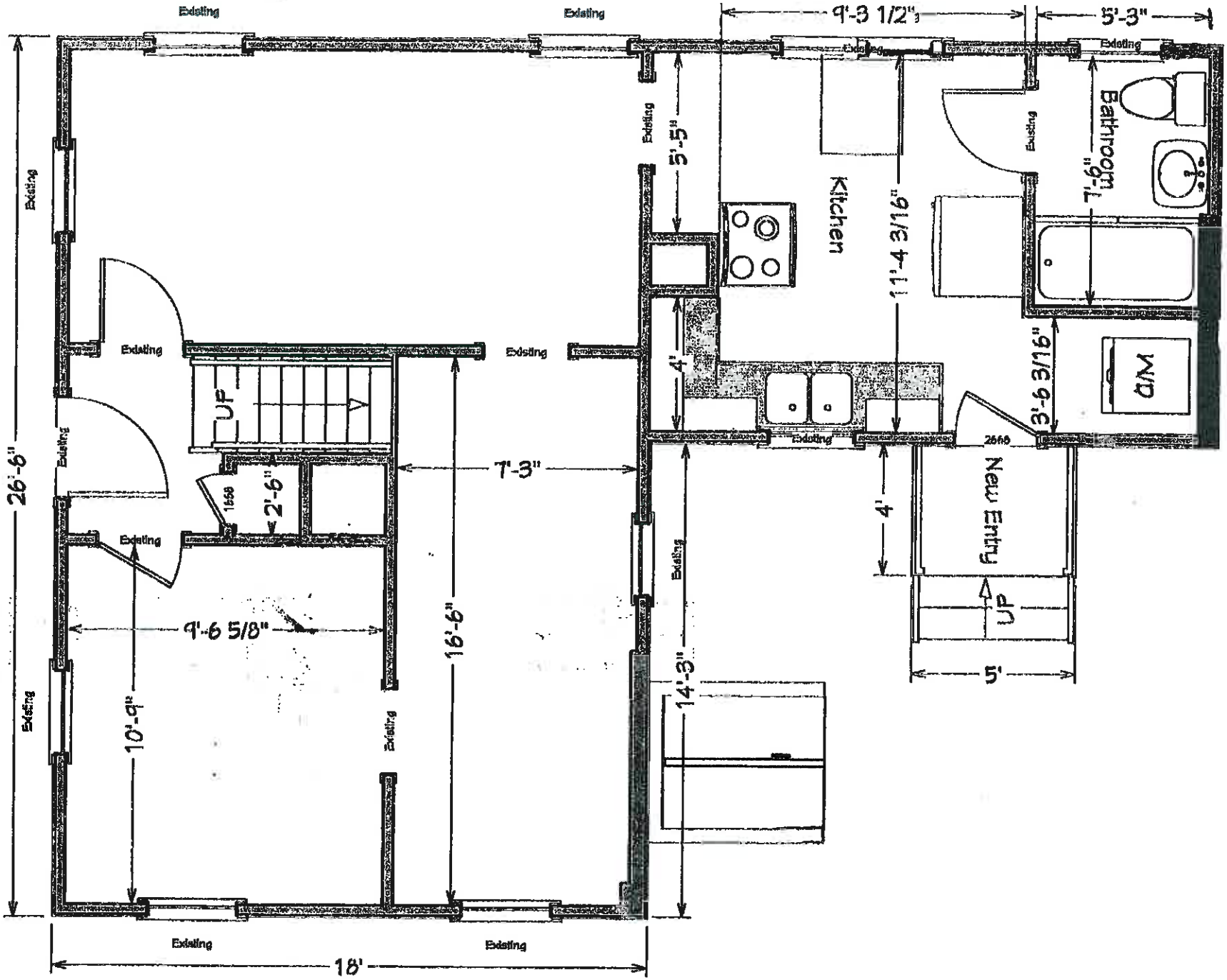
- **Removal and disposal of single story addition and porch on home located at 21 Market Lane in Brunswick, ME.**

- Contractor to disconnect power and plumbing to single story addition and porch and cut away addition and porch from main house.
- Contractor to remove addition and porch from main house and haul off-site for disposal.
- Contractor to patch/repair masonry foundation as needed and back fill foundation hole and level out.
- Contractor to loam, seed, and hay disturbed area in Spring.
- Contractor to save clapboard vinyl siding from addition being torn down and reinstall on end of house and sides of house.
- Contractor to build new 4'(+/-) x 5' (+/-) pressure treated platform and stairs to access home constructed of 2x6 joists at 16" o.c. 5/4 x6 decking, railings both sides 2x4 top and bottom with 2x2 balusters 4" spacing.
- Contractor to install (1) new Therma-Tru smooth fiberglass exterior door to kitchen Model S206 ½ glass.

Burgess 21 Market Lane



Burgess 21 Market Lane



Burgess 21 Market Lane

Burgess 21 Market Lane

Burgess

21 Market Lane

Components

TruDefense® System

Quality Testing

Home Styles Guide

View Details | Where to Buy | Try It On

View style number(s), features and additional information.

Available Door Sizes:

- 2'6" x 6'8"
- 2'8" x 6'8"
- 3'0" x 6'8"

Dimensional Data

Available Options:

Flush Glazed (?)

Glass: Clear

Low-E Available (?)

Finish Options:

Paintable

Installation:

Installation Instructions

LIFETIME LIMITED WARRANTY

Pick a Glass Style: 3 Available Styles

VILLAGE REVIEW BOARD
AUGUST 16, 2016

MEMBERS PRESENT: Chair Gary Massanek, Vice Chair Connie Lundquist (arrived at 7:21), Laura Lienert, Annee Tara, and Karen Topp

MEMBERS ABSENT: Brooks Stoddard

STAFF PRESENT: Director of Planning and Development, Anna Breinich

A meeting of the Village Review Board was held on Tuesday, August 16, 2016 at the Municipal Meeting Facility at 85 Union Street, Council Chambers. Chair Gary Massanek called the meeting to order at 7:15 P.M.

Gary Massanek stated that Emily Swan has stepped down as a member of the Village Review Board and expressed his sincere sadness over the loss. Emily will be remembered as great asset to the Town and the Board thanks her for her many years of devotion and service.

Karen Topp recused herself from the meeting as she is a Bowdoin employee.

1. Case # VRB 16-023 – 15 Bath Road (90-Day Demolition Delay begun 6/21/16) – The Board will receive a progress update and continue consultation with the applicant per Section 216.8.B.2.c.1) b) ii) (Additional Processing Requirements for Relocation or Demolition Activities). The applicant, Bowdoin College, has requested a Certificate of Appropriateness for the demolition of a residential structure at 15 Bath Road (Map U08, Lot 108), located within the federally-designated Federal Street Historic District.

Anna Breinich provided an overview of the 90-day demolition delay. Del Wilson of Bowdoin College referenced and reviewed Catherine Ferdinand's email regarding the status of the demolition delay dated August 3, 2016. Laura Lienert asked if Bowdoin has heard from Sagadahoc Preservation. Del replied that they have and were told that they were not aware of any specific interested parties. Gary Massanek asked staff if no viable parties are found for relocation, when can the Board expect to see this on the agenda. Anna replied that this will be on the next scheduled VRB agenda.

MOTION BY ANNEE TARA TO TABLE THE DISCUSSION TO THE NEXT SCHEDULED MEETING. MOTION SECONDED BY LAURA LIENERT, MOVED UNANIMOUSLY AMONG THOSE VOTING.

Karen Topp returned as a voting member.

2. Tabled Case # VRB 16-024 – 185 Park Row – The Board will discuss and take action on a tabled request for a Certificate of Appropriateness for proposed renovations to front staircase at 185 Park Row (Map U08, Lot 111), located within the federally-designated Federal Street Historic District. Additional information was requested of the applicant at the July 19, 2016 Board meeting.

Anna Breinich introduced the application for a new railing and steps at 185 Park Row and reminded the Board that this application was heard at the previous VRB meeting of July 19, 2016; it was determined at that time that the Board wished for more information on the type of railing.

Dee Perry, applicant representative, provided an example of a previously VRB approved railing and said that once the granite is installed, the fabricator will come out to make a railing similar in style to the example provided. Laura Lienert asked if the brick walkway was being altered at all. Dee said "no". Karen Topp asked about the railway along the walkway. Dee said that the fabricator will continue the railing down the walkway.

Chair Gary Massanek opened the meeting to public comment. Hearing none, the public comment period was closed.

MOTION BY CONNIE LUNDQUIST TO DEEM THE CERTIFICATE OF APPROPRIATENESS COMPLETE. MOTION SECONDED BY KAREN TOPP, APPROVED UNANIMOUSLY.

MOTION BY CONNIE LUNDQUIST THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR THE REPLACEMENT OF THE FRONT ENTRY AND STAIRS WITH GRANITE MATERIAL AND CUSTOM RAILING AS SUBMITTED 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.

MOTION SECONDED BY LAURA LIENERT, APPROVED UNANIMOUSLY.

3. Tabled Case # VRB 16-025 – 124 Maine Street (Senter Place) – The Board will discuss and take action on a tabled request for a Certificate of Appropriateness for a partial roof replacement at 124 Maine Street (Map U13, Lot 66), located within the federally-designated Brunswick Commercial Historic District. Additional information was requested of the applicant at the July 19, 2016 Board meeting.

Anna Breinich introduced the application for roof replacement at 112-124 Maine Street and reminded the Board that this application was heard at the previous VRB meeting of July 19, 2016; it was determined at that time that the Board wished for more information on the type of roofing materials for replacement of what is presently clay tiles.

Dee Perry, applicant representative, said that she has gone back to a number of contractors and are now proposing to go with a slate tile instead of asphalt or composite. Annee Tara said that she appreciates this choice over the metal roofing that was proposed previously. Laura Lienert said that although this project is nice, it is very different over what is currently on the roof; Laura does not agree that slate tile is appropriate over clay and wonders if there could be uniformity in the color of the slate. Annee Tara pointed out that the clay tiles are variegated. Connie Lundquist said that she is not sure if you can choose one or two colors for the tiles. Dee replied that she believes that the contractor buys the tiles in bulk and that's what they get. Gary Massanek referenced the meeting materials for the July 19th meeting and said that those pictures showed a significant variation on the roof. Gary believes that the roof (slate) will blend and become a more homogenous tone. Gary asked if they did a search for clay tiles. Dee said that she does not believe that they are available anymore.

Chair Gary Massanek opened the meeting to public comment. Hearing none, the public comment was closed.

MOTION BY ANNEE TARA THAT THE CERTIFICATE OF APPROPRIATENESS APPLICATION IS DEEMED COMPLETE. MOTION SECONDED BY LAURA LIENERT, APPROVED UNANIMOUSLY.

MOTION BY ANNEE TARA THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR THE REPLACEMENT OF AN ORIGINAL CLAY TILE ROOF WITH NATURAL SLATE MATERIALS, AS DOCUMENTED BY THE APPLICANT IN AN EMAIL DATED 8/11/16 AND FURTHER ILLUSTRATED DURING THE 8/16/16 MEETING, 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.

MOTION SECONDED BY KAREN TOP, APPROVED UNANIMOUSLY.

4. Case # VRB 16-032 – 16 Union Street – The Board will discuss and take action on a Certificate of Appropriateness for siding replacement at 16 Union Street (Map U14, Lot 83A).

Anna Breinich introduced the application for a non-contributing structure within the Village Review Zone at 16 Union Street for siding replacement. Anna reviewed the project summary dated August 16, 2016.

The applicant representative, Chuck Frohmiller passed around examples for the Board to view; the color will be Boothbay Blue.

Chair Gary Massanek opened the meeting to public comment. Hearing none, the public comment period was closed.

Connie Lundquist stated that she is familiar with the look of hardie plank and is comfortable with the applicant's decision. Laura Lienert asked if the applicant will be painting the brown around the windows. Chuck Frohmiller replied that he does not know and is just replacing the siding.

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

MOTION BY CONNIE LUNDQUIST THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR THE REPLACEMENT OF EXISTING WOOD SIDING WITH HARDIE PLANK SIDING AT 16 UNION STREET 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.

MOTION SECONDED BY KAREN TOP, APPROVED UNANIMOUSLY.

5. Case # VRB 16-033 – 39 Union Street – The Board will discuss and take action on a Certificate of Appropriateness for the placement of a shed at 39 Union Street (Map U13, Lot 47).

Anna Breinich introduced the application for a shed to the rear of the property at 39 Union Street and reviewed the project summary dated August 16, 2016. Anna said that the proposed shed will be slightly visible from the street and is roughly 4.8 feet. Anna noted that because of impervious surface, this shed just meets the setback requirements.

Chanel Fortin, applicant representative, clarified the location of the shed between the spruce tree and the property line. Karen Topp asked if it would be possible to place the shed in the back along the bushes. Chanel replied that Mr. Fortin is 82 years old and would like to do his own yard work and shoveling; they would like the shed as close to the house as possible. Anna Breinich said that the location deals with lot width; once the application is submitted to the Code Enforcement Office, they can try to locate the shed as close as they can to the house. Chanel noted that this shed is not a permanent structure and will be easily removed.

Chair Gary Massanek opened the meeting to public comment. Hearing none, the public comment period was closed.

MOTION BY CONNIE LUNDQUIST THAT THE CERTIFICATE OF APPROPRIATENESS APPLICATION IS DEEMED COMPLETE. MOTION SECONDED BY ANNEE TARA, APPROVED UNANIMOUSLY.

MOTION BY CONNIE LUNDQUIST THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR THE NEW PLACEMENT OF AN ACCESSORY SHED AT 39 UNION STREET 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.

MOTION SECONDED BY ANNEE TARA, APPROVED UNANIMOUSLY.

6. Case # VRB 16-001 – 15 Jordan Avenue (Revised Design) – The Board will discuss and take action regarding a revised design for a previously approved replacement structure at 15 Jordan Avenue (Map U08, Lot 41). The Certificate of Appropriateness was issued for the previous design on April 26, 2016.

Anna Breinich introduced the application for redesign at 15 Jordan Avenue and reminded the Board that the original design was approved at the meeting of April 26, 2016. Anna reviewed her Memo to the Board dated August 12, 2016.

Applicant, Leo Theberge, said that after obtaining estimates from the contractors, the cost was more than intended and several things were eliminated including the second floor. Leo said that they would like to expand the garage a little and go with an 8 pitch roof. Gary Massanek asked if the windows will be pairs of one over one, double hung. Leo replied that they will be. Gary asked if the door to the shop will be Craftsman style glazed. Leo replied that it will be and added that the door to the garage will be a six panel door. Connie Lundquist asked if any casement windows are going in. Leo replied that there is a casement window in the bathroom. Gary asked if the siding would be clapboard. Leo replied that it will be vinyl clapboard on the bottom and shingle style on the gable end; this is not changing from the original application.

Chair Gary Massanek opened the meeting to public comment. Hearing none, the public comment period was closed.

Karen Topp pointed out that the west side will be most visible from the Federal Street side coming down Jordan Ave, and said that she understands why they want a casement window in the bathroom, but asked why the middle windows don't match the south or front. Leo replied that there will be a kitchen window over a sink; casement easier to open. Laura Lienert said that during the original application, there was a lot of talk about the desire to have the craftsman style window. This was overturned, but she is not sure about having the Craftsman grills in the proposed front door if there will not be anything similar on the rest of the structure. Karen replied that she did not remember exactly why they overturned the decision, but knows that that they do not have anything for new construction in the design standards. Gary replied that the point is that the Board cannot specify whether the door is craftsman or mono-pained. Laura asked the applicant if he loved the Craftsman door or would the plain window be OK. Leo replied that there is a house on School Street with the same Craftsman style door. Connie Lundquist said that she believes that what Laura is trying to get is a consistency in this house.

MOTION BY CONNIE LUNDQUIST THAT THE CERTIFICATE OF APPROPRIATENESS APPLICATION BE DEEMED COMPLETE. MOTION SECONDED BY ANNEE TARA, APPROVED UNANIMOUSLY.

MOTION BY KAREN TOP TO APPROVE THE REDESIGN AS SUBMITTED AND FURTHER RECOMMENDED NO GRIDS BE INSERTED IN THE FULL GLASS DOOR SO AS TO BE CONSISTENT WITH NO-GRID WINDOWS TO

BE USED THROUGHOUT THE STRUCTURE. MOTION SECONDED BY ANNEE TARA, APPROVED UNANIMOUSLY.

Other Business:

- Karen Topp recused herself from the meeting as she is an employee of Bowdoin College.

  In reference to the letter from Maine Preservation, Connie Lundquist asked what it meant by "we hope the college will note the significant features enumerated by Kurt" (Mahoney of Maine Historic Preservation Commission- MHPC). Gary Massanek replied that he believes this means to photograph and document the significant features. Anna Breinich added that this has already been requested by MHPC. Connie said that she would like a direct statement from Bill Paxton that in the event someone does not purchase this building, Maine Preservation is OK with demolishing it.

  Karen Topp returned to the meeting.

- Anna Breinich to schedule a workshop date. Connie Lundquist suggested that they ask Emily Swan to attend the workshop to assist the Board.

8. Approval of Minutes

MOTION BY KAREN TOP TO APPROVE THE MINUTES OF MARCH 30, 2016. MOTION SECONDED BY LAURA LIENERT, APPROVED UNANIMOUSLY AMONG THOSE PRESENT.

Staff Approvals:

- o 22-24 Cumberland St – Exterior Entry Stairs
- o 49 Cumberland St – Porch Railings & Latticework

Adjourn

This meeting was adjourned at 8:17 P.M.

Respectfully Submitted

Tonya Jenusaitis,
Recording Secretary

VILLAGE REVIEW BOARD
SEPTEMBER 12, 2016

MEMBERS PRESENT: Chair Gary Massanek, Vice Chair Connie Lundquist, Laura Lienert and Karen Topp

MEMBERS ABSENT: Annee Tara

STAFF PRESENT: Director of Planning and Development, Anna Breinich; Emily Swan, Former VRB Member (left at 5:42)

A meeting of the Village Review Board was held on Tuesday, September 12, 2016 at the Municipal Meeting Facility at 85 Union Street, Meeting Room 206, Second Floor. Chair Gary Massanek called the meeting to order at 5:00 P.M.

WORKSHOP: The Village Review Board will hold a workshop session to discuss Village Review Zone Design Guidelines and Section 216, Village Review Overlay Zone of the Brunswick Zoning Ordinance.

1. VRZ Chronology/2013 Planning Board/VRB and Town Council determinations.

Gary Massanek referenced the materials provided to the Board by Anna Breinich. Anna reviewed the materials she provided on how the Village Review Board came about, how they went about expanding the VRB Zone and chronology going back to 2/26/1985. Anna said that the Village Review District was not originally designed to be a Historic District, but more of a design review zone. Discussion regarding possible expansion and the Comprehensive Plan. Members were in agreement that Page and Potter Streets to be discussed as part of the next VRB expansion. Anna explained that the Board will need the support of an architectural study in order to go beyond Page and Potter Streets. Gary Massanek asked what the criteria was to be part of the VRZ. Anna replied that there is no criteria and that this is something that needs to be addressed. Emily Swan suggested that in terms of expanding the zone, they should prioritize areas of interest. Anna to provide the results for the inventory for Page and Potter Streets. Per Laura Lienert's request, Anna explained how the Comprehensive Plan and Guidelines are figured into the budget and how projects are funded.

Connie Lundquist and Anna Breinich discussed the lack of direction for new construction in the VRZ.

Anna suggested that the Board also consider looking into jurisdiction (area) and referenced the Memo dated 2/13/2013 and reviewed the 4 different alternatives. Anna defined what she sees as a Historic District versus what Brunswick currently has per Gary Massanek's request. Claudia Knox, audience member,

provided more information on what a district consists of and what is worthy of listing. Anna to forward examples / list of Historic Districts to VRB members.

2. Guidelines vs. Ordinances - What is binding and when might they not be followed?

To be discussed at another workshop.

3. What is the relationship of Federal Historic Standards, the SHPO and the VRB.

To be discussed at another workshop.

4. What is a “hardship” for an applicant?

Request for more information / background by staff. Connie Lundquist to work on additional information.

5. What does “ Every reasonable effort should be made” in the Guidelines Part III mean?

Request for more information / background by staff. Connie Lundquist to work on additional information.

6. What is a “reasonable economic return”? Section 5.2.7(C)((4)(ii)*.

Request for more information / background by staff. Connie Lundquist to work on additional information.

7. Should substitute materials that match original in appearance be acceptable (new synthetic materials)? When should it be considered “impossible” to match original materials. Guidelines Part III 6.

Karen Topp and Connie Lundquist agree that they would like more information on this.

8. Staff Review - What triggers a board review? Section 5.2.7(B)((3)(b)*.

To be discussed at another workshop.

9. Sign Ordinance - Basic overview.

To be discussed at another workshop.

10. Should the review criteria of “visual compatibility with existing mass, scale and materials of the surrounding contributing resources” for new construction be expanded?

Per Gary Massanek, this item was somewhat tied into the discussion for #1, but will be addressed further at another meeting.

11. Should Section 5.2.7(C)((2)(i)* of the Ordinance be amended to more clearly permit or prohibit side lot parking when the applicant demolishes an old building and proceeds with brand new construction.

Staff to provide updated language to members for discussion.

12. How should solar panels be reviewed under Section 5.2.7(C)((2)(iv)*.

Anna Breinich referenced the revised solar section for the Brunswick Zoning Ordinance. To be discussed further. Connie Lundquist to provide to members what she has found regarding solar panels.

* - Denotes reference to the June 2016 Zoning Ordinance Draft

Next Workshop
Next workshop to be scheduled.

Adjourn
This meeting was adjourned at 6:15 P.M.

Respectfully Submitted

Tonya Jenusaitis,
Recording Secretary

VILLAGE REVIEW BOARD
MEETING MINUTES
SEPTEMBER 20, 2016

MEMBERS PRESENT: Chair Gary Massanek, Vice Chair Connie Lundquist, Laura Lienert, Annee Tara and Karen Topp

MEMBERS ABSENT: No members were absent at this meeting.

STAFF PRESENT: Director of Planning and Development, Anna Breinich

A meeting of the Village Review Board was held on Tuesday, September 20, 2016 at the Municipal Meeting Facility at 85 Union Street, Council Chambers. Chair Gary Massanek called the meeting to order at 7:15 P.M.

Karen Topp recused herself from the meeting.

1. Case # VRB 16-023 – 15 Bath Road (90-Day Demolition Delay 6/21/16-9/19/16) – The Board will receive a progress update, discuss and take action on a request for a Certificate of Appropriateness for the demolition of a residential structure at 15 Bath Road (Map U08, Lot 108), located within the federally designated Federal Street Historic District.

Catherine Ferdinand, applicant representative for Bowdoin College said that since the last meeting of August 16, 2016, Bowdoin College has been advertising in the Times Record, Portland Press Herald and the Maine Sunday Telegram. They terminated advertisements this past Sunday, but the signs remain posted on the property. Catherine said that the intent to demolish letters have been sent to Town Council as well as the Planning Board dated August 17th, these are included in the packet materials. Catherine said that they received a total of 10 inquiries; 4 for general inquiries, 3 who requested the engineering reports and 2 who were not interested in the property but had questions and one that they have not hear back from. 3 calls were those who were interested in salvage materials such as the windows and door. Catherine said that they photographed those areas of interest as indicated by Kirk Mahoney of SHIPO and will touch base again with him if demolition is approved to make sure that he has what he needs. Bowdoin will also contact the Pejepscot Historical Society to find out how they want the historical report documented; paper, PDF or other archival means. Connie Lundquist asked about salvaging the windows. Catherine replied that they cannot guarantee what condition any of the windows are in, but to the extent that they are salvageable, they will contact the interested parties. Connie asked what they plan to do with all the historical pieces if demolition is approved. Catherine replied that it is often worked into the contract that if there are salvageable materials that they would be negotiated. It would be up to the person doing the demolition to market those materials as they see fit. If one of the interested parties wants the windows and it is possible, Bowdoin would make them available for reuse.

Chair Gary Massanek opened the meeting to public comment. Hearing none, the public comment period was closed.

Connie Lundquist noted that the Executive Director of Maine Preservation did respond to her request for clarification of what is meant by "we hope the college will note the significant features enumerated by Kurt" (Mahoney of Maine Historic Preservation Commission- MHPC). This response is dated August 26th and was not as specific as Connie would have liked concerning MHPC's opinion regarding demolition.

Board members made suggested language changes to the drafted Conditions of Approval. Laura Lienert said that she would like to see that those items that can be salvaged, be salvaged. Connie Lundquist pointed out that the letter from Kirk Mahoney dated July 27th does not discuss salvaging, but documenting. Connie understands Laura's concern, but is not sure that the VRB can force Bowdoin to salvage. Anna Breinich referenced the standards 216.8.C and suggested going back to "as appropriate" because Maine Historic Preservation did list specific, perhaps salvageable features. Annee Tara said that it does not seem unreasonable to her that if items are salvageable, to require Bowdoin to hold what is not immediately taken so that they are not lost in perpetuity. Gary Massanek said that he envisions some maintenance worker clearing out a storage area 20 years from now wondering why there is a rotting baluster and said that a requirement that Bowdoin do due diligence to those who work in this area would be responsible, but to leave storage open ended is not justifiable. Laura replied that she does not feel that the salvageable items will end up in the back of a storage shed. Gary asked how the applicant is to accomplish salvage. Laura suggested that the applicant speak with those at St. Johns All Parish Church and ask them who they used with regards to historic salvage or speak with her privately after the meeting is over. Connie agreed with Gary in that they should not require Bowdoin to store the items but agrees with Laura that they should require Bowdoin to make a good faith effort to find a company who wants them. Catherine Ferdinand said that the issue is that they do not know what items may be contaminated and do not want to take liability for those items that should not go out. Gary asked what is meant by contaminated. Catherine replied that most of the reports refer to mold.

MOTION BY CONNIE LUNDQUIST THAT ON SEPTEMBER 20, 2016, THE BOARD APPROVE THE CERTIFICATE OF APPROPRIATENESS FOR DEMOLITION OF STRUCTURES LOCATED AT 15 BATH ROAD 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 prior to demolition, the applicant shall thoroughly photo or video document the resource and provide photo/video and written documentation to the Town and Pejepscot Historical Society.

3. That prior to demolition, the applicant shall make a good faith effort to salvage, reuse and/or preserve any significant architectural features, including those referenced in the July 27, 2016 letter written by Kirk Mohney, Director of the Maine Historic Preservation Commission.

MOTION SECONDED BY LAURA LIENERT, APPROVED UNANIMOUSLY.

Anna Breinich pointed out that this is the first time that they have gone through a demolition with the 90 day process and reviewed the Certificate of Appropriateness language. Anna said that there is an additional 30 day delay for appeals before Bowdoin can demolish the building.

Karen Topp returned to the meeting.

2. Case # VRB 16-031 – 24 School Street – The Board will discuss and take action on a request for a Certificate of Appropriateness for proposed renovations to a structure located at 24 School Street (Map U08, Lot 33).

Anna Breinich introduced the application for renovations for an existing structure, replacing second floor windows, replacing original wood clapboard siding with vinyl and replacing the two 6' x 8' rear porches with similar materials. Anna noted that the 1st floor windows were replaced in 2012 and the VRB was not aware of the replacement; it did not go through any review. Anna said that the applicant wishes to use the same windows that were used in 2012 for the second story replacements.

Renie Champagne said that the design of the windows is the same as the original windows. Reni said that they were not aware that they needed to go through review in 2012. Annee Tara asked if the grids were on the inside of the windows. Renie said that they are and pointed out that the abutting houses in the area have the same window design with vinyl siding. Annee clarified that the two houses on either side and one across the street are vinyl. Renie said that they replaced the roof this year and at that time they noticed that the clapboard was rotting from the inside out. Connie asked for more information regarding the location of the grids. Anna Breinich replied that according to the materials provided, the grids are between the glass. Laura Lienert asked what he means by "rotting from the inside out". Renie replied that they had the roof replaced and saw that the water was coming around the edge and leaking inside unnoticed for years and years; the soffit area is rotted. Laura pointed out that the area deteriorating is around

the roof and asked about the rest of the clapboard. Reni replied that they were hoping to remove the clapboard and add more insulation because there is not much in the house. Annee pointed out that the ordinance suggests that when an applicant is asking to use vinyl that they leave the clapboard in place for future owners. Gary Massanek clarified that the wood clapboards themselves just need a good scrape and paint and that the fascia is what is rotting. Reni asked what they recommended. Gary reiterated Annee's comments and said that saving all the clapboard is what is listed in the ordinance. Connie said that insulation can be blown in through clapboard. Renie replied that the owner is aware of this but wants to go the cheapest way possible. Gary read to Renie the directive from the ordinance. Gary said that if the applicants' intent is to put vinyl siding on the house, then they leave the clapboard on. Renie said that the issue with doing what ordinance suggests is that it will push out the windows. Karen Topp asked what the issue was with having recessed windows. Renie replied if you leave the clapboard and add the insulation over the clapboard and then the vinyl, the vinyl will stick out over the windows about an inch. Gary asked for guidance from staff. Anna referenced Motion 2, item 2 in the draft Findings of Fact that should the clapboard need to be replaced, similar materials should be used.

Chair Gary Massanek opened the meeting to public comment. Hearing none, the public comment period was closed.

Annee Tara asked if they had come before the Board in 2012, would the VRB have had the same guidelines? Anna Breinich replied that the Board would have had the same guidelines, but she could not surmise what the Board would have approved at that time. Karen Topp suggested that they use the same windows as they did in 2012 for consistency, but leave the clapboard on the house. Gary Massanek agreed with Karen. Gary asked what the applicant was using aluminum for. Renie Champagne replied that they would use the aluminum to cover the wood around the windows instead of painting the wood. Connie Lundquist said that she does not want to set a precedent that because the applicant did something improper 8 years ago, that the Board will approve the same material so that things all look the same. Gary agreed that he does not like the idea either, but said that it would be better to have a unified image. With regards to covering up the clapboard, Gary is not convinced that the applicant needs to cover it. Laura Lienert said that she is not convinced either that the clapboard is rotting; it is really only the fascia. Laura said that it seems to be an insulation issue for the applicant and pointed out that the applicant can still add insulation while leaving the clapboards on.

Gary Massanek asked if there were any questions regarding the porches. Annee Tara pointed out that the porches are located on the back of the property and she feels that there is more leeway there. Anna Breinich replied that the applicant is proposing to reuse the posts and rebuild with the same footprint with pressure treated wood; appearance wise, it should not change.

Connie Lundquist said that she does not like the idea of removing the clapboard and it sounds like whatever the Board approves, the clapboard is staying. Renie Champagne replied that if they leave the clapboard then they can't use the aluminum around the

windows. Connie stated that this is OK because they do not want the aluminum. Renie replied that the house across the street has basically the same windows. The house abutting the neighbor across the street is falling down and all the owner wants to do is make the house livable without worries for the next 20 years or so. Connie replied that she understands what the owner wishes to do and again referenced the VRB Guidelines and stated that building materials should not be a substitute for regular maintenance.

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

Members discussed and made suggested language changes to Motion 2. Connie Lundquist referred to the Village Review Guidelines and said that they are again ambiguous. Anna Breinich emphasized that they are only guidelines. Anna said that requiring the applicant to leave the clapboard on while allowing them to cover it is a good way of handling this situation; someday someone may want to restore the house. Annee Tara agreed with Anna, but asked what the issues were again regarding placing the vinyl over the clapboard around the windows. Laura Lienert replied that this is not their concern; they are asking the clapboards to remain. Per Laura's request, Anna reread the proposed draft wording for Motion 2. Connie made suggested language changes using the VRB Guidelines as her reference. With regards to Annee's question regarding issues with the windows, Gary Massanek clarified that usually the contractor places the vinyl over the clapboards and there is only the addition of the thickness of the vinyl. In this case, the applicant wants to add 3/8 insulation then the vinyl so there will be an addition of about 3/8ths thickness. This means that when you get to the windows, they will look slightly recessed. Anna asked the applicant if there was another type of insulation that they could use. Renie replied that there are cracks in the plaster walls already and if they were to use blown-in insulation, they will blow the walls out. Connie replied that she just had this done on her house that has plaster walls and it worked well. Karen said that she has fiberglass between the vinyl and shingles on her house. Renie replied that it is all a cost factor. Gary said that with new fascia boards and a good scraping, the clapboards would be fine and thinks blow-in insulation should be considered; Gary does not see a reason to cover the clapboards. Annee agrees that they should retain the clapboards, but she does not see why they shouldn't allow the applicant to cover with the vinyl. Connie recommended to the applicant that if they choose to cover with vinyl, that they use blown –in insulation so that it doesn't cause the indent look around the windows.

MOTION BY ANNEE TARA THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR THE REPLACEMENT OF SIDING, AND WINDOWS, AND THE REBUILDING OF THE REAR PORCHES AT 24 SCHOOL 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 existing original wood clapboard siding shall remain intact and may be overlaid with the vinyl siding indicated in the application.

MOTION SECONDED BY CONNIE LUNDQUIST, APPROVED BY ANNEE TARA, KAREN TOPP AND CONNIE LUNDQUIST. MOTION OPPOSED BY GARY MASSANEK AND LAURA LIENERET. MOTION CARRIES 3-2.

3. Case # VRB 16-027 - 35-39 Pleasant Street (St. John's Church/All Saint's Parish)
The Board will discuss and take action on a request for a Certificate of Appropriateness for the new construction of a 14,685 sq. ft. multi-use building at 35-39 Pleasant Street (Map U16, Lots 47-48).

Anna Breinich introduced the application for Certificate of Appropriateness for the new construction of a one-story multipurpose building and reviewed the project summary dated September 20, 2016. Anna said that this application is going to the Planning Board at their next meeting and that Staff Review met to review and discuss this application at their meeting earlier in the day (9/20/16); these notes will be forwarded along to Planning Board. Anna noted that it didn't appear that there was any reference to any of the comments that were made at the VRB workshop of July 19, 2016 by the applicant, but did note some additional landscaping in the front of the building.

Kevin Clark, from Sitelines, reviewed a PowerPoint project overview and confirmed that the square footage is 14,685. They will provide this corrected square footage in a written form to staff. Scott Simons, architect, said that although they did not respond in writing to the comments made at the last workshop, they have met to review them. Scott explained why they designed the building in such mass and scale while reviewing the PowerPoint renditions and elevations. Scott reviewed the proposed project materials. Gary Massanek asked where the sitting area was as he could not find it in the plans. Scott replied that there were some changes made after the application was submitted, this being one of them, and said that this area is near the first bay as you come down the street with the brick wall as the backdrop. The Madonna will be located about 15 feet off the sidewalk in this area as well.

Chair Gary Massanek opened the meeting to public comment.

Mitchell Brown, resident of 46 Pleasant Street, said that he along with is wife and several neighbors have been following and have been involved with this project since the beginning. Their main concern is the impact this project will have on their neighborhood. Mitchell said that his concern is that this building will be massive beyond an appropriate size and scale for the neighborhood. Mitchell said that in researching other gymnasium sizes in Maine, the average was between 4,000 – 6,000 sq. ft. He said that the Maine

Department of Education suggests a gymnasium for less than 600 student to be roughly 3,000 sq. ft. This means that the proposed building would be 3 to 5 times larger then what would be considered appropriate. Mitchell said that he understands that this building is intended to encompass more than just a gymnasium, but asked how many people this is serving and asked if the size is necessary. Mitchell asked why the building needs to be so large since the church is no longer intending to rent the space out as originally planned. Mitchell pointed out that all of this discussion is being allowed because a little more than 2% of the property lies more in one zoning district then another. Mitchell pointed out that this project wouldn't be allowed once the proposed draft zoning ordinance goes into effect exactly because something like this is not appropriate for the neighborhood. Mitchell referred to Section 4.9.2 of the draft zoning ordinance. Mitchell said that the proposed building is nice, but that he hopes that the law and ordinances of the Town will protect the integrity of the neighborhood and will be considered.

Chair Gary Massanek closed the meeting to public comment.

Annee Tara asked for the footprint of the parish building the school and the footprint of the proposed school. Kevin Clark replied that the footprint of the former convent building is 57,125 sq. ft. and is currently a multi-story building. The footprint of the current school is 6,190 sq. ft. and is also multi-story. The proposed school is 13,167 sq. ft. With respects to mass and scale, Laura Lienert referred to Section 216.1.E and 216.9.B.d; both of which discuss mass and scale. Laura reviewed the Pleasant Street portion of the Village Review Guidelines. Laura said that part of their purpose, mission and ordinance language say that the VRB has to pay attention to mass and scale. Laura said that she understands that this project includes two properties, but she agrees with Mitchell Brown that just because the applicant can do this project, it doesn't mean that they should. Laura said that when she looks at other buildings in the area, this proposed building is bigger than the Salvation Army building on outer Pleasant Street at 14,150 sq. ft. Laura said that the Police Station is only 6,762 sq. ft. and it is the biggest building in that section of Pleasant Street; a fraction of the size being proposed. Laura said that the church itself is only 11,584 sq. ft. and pointed out that the applicant is proposing something bigger than the church itself and three times the size of the Atlantic Regional Bank building across the street. Laura said that the proposed building seems disproportionate to its surroundings. Laura said that the proposed building is the size of something one would see on the outer Pleasant Street area and said that that the size does not go with what the ordinance tells them to look at. Laura said that she also did her own space allocation, like Mitchell Brown, and thinks that the applicant can do something, but not at the size proposed. Laura said that per the Maine Department of Education, she calculate the square footage needed to accommodate a gymnasium, kitchen, auditorium, for a middle school of 300 (St. John's is currently around 120) to be roughly 6,000 sq. ft. With this square footage, the applicant could accommodate everything that they have proposed minus the entrance space. Laura said that she thinks that this project can be done, the materials are beautiful, and she respects everything that the architects have done, but thinks that this can be done a lot smaller. Connie Lundquist agreed with Laura and said that the proposed building is way out of scale. Connie said that in looking at the VRB Guidelines, it states that Pleasant Street is divided into two sections. In the section

for the proposed project, the guidelines make a big point in stating that the scale and character is residential. Connie said that she is very sympathetic to the concerns of the people who live in this area and she too is concerned about the mass. Connie said that she is also concerned that this project would not be permitted under the new ordinance. Connie said that the VRB has been encouraged to look forward to what the Town wants in the future. Anna Breinich stated that she does not believe this to be the case. Connie replied that she was proposed this idea by someone and she is now proposing that the Board look to the future of what this Town is planning to adopt; in the near future, this particular plan would not be permitted. Connie is concerned about mass and scale, maintaining the integrity of the neighborhood and is concerned about the future. Annee Tara said that this building feels like a community center and asked what this building is really going to be used for. Scott Simons replied that this building is for All Saints Parish and not just the St. John's School gymnasium. Scott said that the gymnasium for the Harriet Beacher Stowe School is 10,000 sq. ft. and that in his time in designing gymnasiums, he has never seen one 3,000 sq. ft.; he has designed 10 gymnasiums. Scott emphasized that this building is not just for St. John's school, but that it will involve uses for the 7 different churches of All Saint's Parish. Scott agreed that if this building was designed for just St. John's School activities, the building probably would be smaller. Scott said that most gymnasiums are based on the size of the basketball court and this gymnasium was designed for a single basketball court and the required run-off's. Scott said that the design dimensions for the gym are tight and that they just meet the requirements. Scott said that this building is just the right size to bring the different congregations together and to create a single identity for the school and for the parish. Scott asked if they could challenge what the Board thinks the school needs versus what the parish needs. Gary Massanek replied that they are stuck with the challenge of, "is this building to big"? Gary said that it is not their job to question the programs of the applicant but they still have their charge with regards to scale and mass. Gary said that he is aware that they have tried to mitigate the mass and scale on the street scape, but he does not think that they are there yet and still wonders if a different configuration of the roof over the music / stage area might help. Gary said that another element missing is a pedestrian scale on Pleasant Street. Gary said that he understands the use of the wall and sitting area, but reiterated that there is no pedestrian scale. Gary asked if there were hoods over the ventilation for the cooking area. Scott replied that everything is contained in the screened in portion and includes kitchen ventilation. Annee said that to those driving into Town, not going to church, the west side of the building seems cold and unresponsive. Scott replied that because the abutting brick building comes right out onto the sidewalk, one wouldn't see the back of the proposed building until they have already passed it as it would be obscured. Anna suggested putting this reiteration into Google to see what the view would actually look like. Connie replied that this is irrelevant because the building is still huge.

MOTION BY CONNIE LUNDQUIST TO DEEM THE CERTIFICATE OF APPROPRIATENESS APPLICATION COMPLETE. MOTION SECONDED BY ANNEE TARA, APPROVED UNANIMOUSLY.

Charlie Wicerniski, All Saint's Parish parishioner and committee member, said that it is clear that both parties need to go by the current ordinance that is in effect; forward thinking is not the issue. Charlie asked if they have standing with the previous approval that they got from the Planning Board for the size of the building. Anna Breinich replied that what was approved was the Common Development Plan and they have standing for that, but the Village Review Board does have purview over the mass and scale of the building. Anna referenced the CEI building which was before the VRB several times before it was approved. Charlie said that they would appreciate a tabling motion to allow them time to address some of the façade concerns / issues. Gary Massanek said that he was OK with tabling the application as he did not see the need to start over. Connie Lundquist and Laura Lienert both expressed that it is not the intent of the Board to tell the applicant what programs they are allowed, but to address the mass and scale. Laura said that she is OK with tabling the application but she is concerned that the applicant is going to come back with the same building in a different design and the mass and scale has not changed.

MOTION BY CONNIE LUNDQUIST TO TABLE THE APPLICATION. MOTION SECONDED BY ANNEE TARA, APPROVED UNANIMOUSLY.

~~**4. Case # VRB 16-034 – 76 Pleasant Street –** The Board will discuss and take action on a Certificate of Appropriateness for proposed renovations at 76 Pleasant Street (Map U15, Lot 57).~~

Item #4 removed, 9/14/16

5. Other Business

- Gary said that the first workshop was informative; it was a good start.

6. Approval of Minutes

MOTION BY KAREN TOPO TO APPROVE THE MINUTES OF MAY 24, 2016. MOTION SECONDED BY ANNEE TARA, APPROVED UNANIMOUSLY.

MOTION BY KAREN TOPP TO APPROVE THE MINUTES OF JUNE 21, 2016. MOTION SECONDED BY ANNE TARA, APPROVED UNANIMOUSLY.

Staff Approvals:

- 37 Mill Street – Signage
- 52B Maine Street - Signage

Adjourn

This meeting was adjourned at 9:39 P.M.

Respectfully Submitted

Tonya Jenusaitis,
Recording Secretary

VILLAGE REVIEW BOARD
MEETING MINUTES
OCTOBER 26, 2016

MEMBERS PRESENT: Chair Gary Massanek, Vice Chair Connie Lundquist, Rebekah Beaulieu, Claudia Knox, Laura Lienert and Karen Topp

MEMBERS ABSENT: Annee Tara

STAFF PRESENT: Director of Planning and Development, Anna Breinich

A meeting of the Village Review Board was held on Wednesday, October 26, 2016 at the Municipal Meeting Facility at 85 Union Street, Council Chambers. Chair Gary Massanek called the meeting to order at 5:00 P.M.

Gary Massanek thanked former member, Brooks Stoddard for his tenure on the Village Review Board. Gary said that Brooks was the longest standing member and had been on the Board since its creation in 1986.

1. Case # VRB 16-038 – 14 Maine Street (Frontier at Fort Andross) – The Board will discuss and take action on a request for a Certificate of Appropriateness for proposed renovations to a structure located at 14 Maine Street Street (Map U14, Lot 148).

Anna Breinich introduced the application for acceptable egress stairways and reviewed the project summary dated October 26, 2016.

The applicant, Michael Gilroy, stated that they are taking over the gallery area next to Frontier which has precipitated the need for a third egress. Michel said that they looked at some options within the mill and worked with the landlord to find a solution that would not impact the exterior of the building, but they were not cost effective for the mill and were limited as they would have to impact other members of the mill. Michael said that the proposed egress meets all code requirements and noted that they tried to keep it as inconspicuous as possible. Michael said that the current egress is beat up so the attention to the area will be a slight improvement. Laura Lienert asked what prompted the need for the egress. Michael reiterated that it was the taking over of the additional square footage / occupancy. Kevin Moquin explained the way Codes Enforcement calculates egress. Kevin reviewed pictures of the existing loading dock stairs and rendition of the proposed loading dock stairs. Kevin said that the third egress stairway will be for emergency access only and will be a metal painted steel structure that is grated so it does not collect snow. Kevin said that in order to get the doorway into the window opening, they propose to lower the fill. Kevin said that they will try to match the divided lights that exist in the mill on the door. The grids will be applied to face of the glass. The color of the frame will be similar to what is currently on the mill. Gary asked what the current windows are. Michael replied that the upper windows are part of the original windows and are wood with true divided light. Michel said that they are rough and very leaky, but they remain

in this section of the mill. The lower windows have grid inserts, wood casing and plywood transits. Gary asked if they have to expand the loading dock since the stairway is 9 feet. Kevin replied that they have the required egress clearway to the stairway. Laura asked what the double door will look like. Kevin replied that the latest idea is that it matches what is currently there with the addition of a half-light. Karen Topp asked why the loading dock stairway faces along the building instead of outwards. Kevin replied that it is to accommodate parking. Kevin added that the bins along the front of the loading dock will now get hidden around the corner of the stairs. Karen asked if they have considered the egress a new entrance. Michael replied that this would not work for the flow. Claudia Knox asked what the gallery space is going to become. Michael replied that they are adding bathrooms, lobby/ concession space and events space accessible from the concession area.

Chair Gary Massanek noted that there were no members of the public present.

Claudia Knox pointed out that whatever the reason a person is escaping, they will need to go down a really long staircase. Michael Gilroy explained that there needs to be a certain distance from an additional egress which would put the egress in the dining area; this is not functional or practical. Michael said that in the back there would be no place to land the staircase because there is a loading dock and parking area. In addition, Michael said that the stairway would be almost almost twice the height.

MOTION BY CONNIE LUNDQUIST THAT THE CERTIFICATE OF APPROPRIATENESS APPLICATION IS DEEMED COMPLETE. MOTION SECONDED BY KAREN TOP, APPROVED UNANIMOUSLY.

MOTION BY LAURA LIENERT THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR EXTERIOR STAIRWAY ALTERATIONS AT 14 MAINE STREET (FORT ANDROSS) 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.

MOTION SECONDED BY CONNIE LUNDQUIST, APPROVED UNANIMOUSLY.

2. 9/12/16 Workshop Follow-up

- Gary Massanek suggested that members continue to do their homework and to look forward to January to really start digging into thoughts / changes.

3. Approval of Minutes

MOTION BY CONNIE LUNDQUIST TO APPROVE THE MINUTES OF JULY 19, 2016 AS AMENDED. MOTION SECONDED BY LAURA LIENERT, APPROVED UNANIMOUSLY AMONG THOSE VOTING. CLAUDIA KNOX ABSTAINED.

Staff Approvals: No staff approvals.

Adjourn
This meeting was adjourned at 5:28 P.M.

Respectfully Submitted

Tonya Jenusaitis,
Recording Secretary

VILLAGE REVIEW BOARD
MEETING MINUTES
NOVEMBER 15, 2016

MEMBERS PRESENT: Chair Gary Massanek, Vice Chair Connie Lundquist, Rebekah Beaulieu, Claudia Knox, Laura Lienert, Annee Tara and Karen Topp

MEMBERS ABSENT: No members were absent at this meeting.

STAFF PRESENT: Director of Planning and Development, Anna Breinich

A meeting of the Village Review Board was held on Tuesday, November 15, 2016 at the Municipal Meeting Facility at 85 Union Street, Council Chambers. Chair Gary Massanek called the meeting to order at 5:00 P.M.

1. Case # VRB 16-027 – 35-39 Pleasant Street (St. John's Church/All Saints Parish) – This item was tabled by the Board on 9/20/16. The Board will remove from the table, discuss and take action on a request for a Certificate of Appropriateness for the new construction of a 14,685 sq. ft. multi-use building at 35-39 Pleasant Street (Map U16, Lots 47-48).

Anna Breinich reminded members that this application was seen before the Board at their September 20th meeting and was tabled at that time pending consideration to comments that were made primarily regarding façade treatment. Anna said that staff has received revised plans which will be presented at this meeting.

Kevin Clark of Sitelines, provided a brief project overview via a PowerPoint presentation and reviewed the updated changes to the plan. Scott Simons, architect, said that they have worked very hard in reducing the size of the building and have reduce it by 435 feet in strategic locations. Scott reviewed the changes to the proposed floorplan and said that the changes make the building feel quite different than originally proposed. Scott reviewed the scale down of the walls and step-down in the roofline as well as landscape changes. Connie Lundquist asked when the Parish Center was built. Kevin replied that it was built in 1959. Scott added that the Congregation and Board members that he worked with really like the changes that were made.

Chair Gary Massanek opened the meeting to public comment.

Mitchell Brown, resident of 46 Pleasant Street, said that all along the issue at hand has been mass and scale. Mitchell said that there has been a lot of explanation, but that there has been little change in size. Mitchell pointed out that in the submitted materials by the applicant and during the presentation tonight, refer to this building as not being in the residential area. Mitchell said that he along with his neighbors on his side of the street are in the GR6 Zone. A residential zone with 8 out of 11 having permanent residence in them, Mitchell said that three sides of the proposed building are lined with permanent

residence; this is a residential neighborhood. Mitchell still does not see the necessity for at 15,000 sq. ft. building with only a couple hundred feet eliminated in the redesign. Mitchell said that it is stated "in the letter from Mr. Clark that the north elevation has been reduced in length by 2 feet from 105 feet to 103 feet or perhaps its 96 feet". There seems to be inconsistencies. Although the reduction of 4 feet in in the roof height is a good start, this is still a 100 foot wall. Mitchell said that the renderings comparing the size of the proposed building to the size of the convent building are still misleading. Mitchell is skeptical and concerned that "the proposed building will have a much different impact then these rendering attempt to communicate". Mitchell disagrees with Mr. Clark in that this building is inappropriate "for this neighborhood and will in fact adversely affect the character of this neighborhood".

Doris Ouellette, resident of Topsham and Chair of the Pastoral Council which includes all 7 parishes, said that she was born and raised in Brunswick, lived on Pleasant Street. Doris said that she attended St. John's Catholic School along with her siblings as well as their children and she has a vested interest in the education that the children are receiving. Doris said that there are representative from all the parishes involved at this meeting and that they are all in agreement that this facility is a necessity for the children attending St. John's in order to meet their physical, social and educational needs. As a longtime member of St. John's Church and member of the Council, Doris sees the value that this new facility will provide to parishioners since the hall below St. John's Church has been downsized and for the aging community who cannot navigate steps. Doris said that the proposed facility will allow space for the parish which is important in building the community. Doris said that over the years they have been limited in activates due to size and safety concerns which limits the parishioners on a social and recreational level. In additional the new adoration chapel will be at ground level and handicapped. Doris said that they can no longer exclude anyone from being a part of the church community, and that lacking in function and space is not an option. The multi-purposed building will be a welcoming addition to the St. John's campus and will provide the opportunity to bring the school and church together along with their many talents; this is what makes for a vibrant community and is what they believe at All Saints Parish.

Stew Russell, resident of Topsham and physician, said that he and his wife moved from Delaware, Ohio with their children 30 years ago and choose St. John's School for their children. Stew said that although he has taken jobs which require travel, they have always lived in this area because of the community. Stew said that both his daughters received a terrific education at St. John's. Stew has grandchildren that will be attending St. John's and he is passionate about this project as the school does not have the capabilities and facilities it needs. Stew said that they looked at many different things when they moved and St. John's gave them the sense of family; a sense that they still feel.

Joseph Ford, resident of Brunswick, is a retired pastor, but attends St. John's School three times a week as the Chaplain. Joseph said that he not only visits with the children of the school but also tries to attends their different events. This facility is critical for the needs

of the school and the updated cafeteria and gymnasium will lessen the burden for everyone. This project is needed and well deserved.

Hadley Horch, resident of 44 Pleasant Street across from the proposed project echoed comments made by Mitchell Brown in terms of the size and scale of the building. Hadley said that it is difficult to understand why the building has to be so large and wonders if some of the facilities could be moved towards the back of the school to impact the neighborhood less. Hadley said that this is going to be an events center and wonders about parties, weddings, traffic and parking and doesn't feel as though this has been addressed.

Tom Murphy, Pastor of All Saint's Parish said that he only came to Brunswick this past July, admitted that he is not an architect, site planner and does not have the expertise knowing all these things, but comes from a Catholic School education. Father Murphy asked Board members to look at the facility that the parishioners and school attendees think and feel could be a great addition to the community.

Charlie Wiercinski, parishioner of All Saint's Parish and member of the Board overseeing this project, said that the purpose of the meeting is to seek a Certificate of Appropriateness. Charlie said that one comment being made is that the building is too big, but pointed out that even if the building was half the size, the façade would still look the same; it is how you perceive this building to look. Charlie said that the project as proposed will meet all the requirements of the ordinance as determined by the Planning Board and as to mass of the building, it is consistent to many of the surrounding buildings. Charlie said that the project is clearly located in a mixed use area and Pleasant Street is one of the highest traffic streets in the community. Charlie said that in his time serving in the community and coming before the Boards, he is not aware of an instance where a project has not been able to satisfy the needs of the Board. Charlie looks forward to the VRB consideration.

Chair Gary Massanek closed the public comment period.

Laura Lienert pointed out that as noted in the meeting minutes of September 20th, she was OK with tabling the application, but that what she did not want to see was the application to come back with a few hundred feet shaved off and for the Board to feel pressure that because of all of this extra work they need to accommodate the applicant in some way. Laura appreciates what is being done to mitigate concerns, but at the end of the day, they are still looking at a building that is almost 15,000 sq. ft. Laura reiterated Section 216.1.e, Section 216.9.B.a and 216.12 of the Zoning Ordinance and said it is difficult to see how this building will fit in a very residential neighborhood. Laura agreed with Mitchell Brown on his comment regarding the letter from Mr. Clark saying that this section isn't residential and would argue that everything other than the dental unit, the Credit Union and the real estate office, all other buildings in this section are residential; even the three not residential are still in residential scale. To Mr.s Horch's point, Laura is concerned about the residential and neighborhood feel. In Laura's opinion, mass and scale has not been addressed. Claudia Knox asked how the Village Review works in

conjunction to Planning Board. Anna Breinich explained that the Planning Board looks at the dimension that are permitted within that district and because the lot is traversed by two districts, even though the two districts are different in terms of what is permitted, the MU2 District is what is applicable to this lot. This is why the building is allowed to have the proposed footprint. Claudia replied that this is important to her because the Planning Board has already found the conceptual plan to be in line with the ordinance. Claudia believes that the design of the building is improved and thinks it has a very nice relationship to the church itself. On a practical way of thinking, it doesn't seem to make sense to construct a building that does not meet your needs and the test for the applicant is to meet the requests of the Ordinance while still constructing a building that will also cater to the needs of what is needed. Claudia will not quibble with size and is not concerned with parking or traffic. Claudia does not feel that traffic or parking are appropriate for discussion at the VRB level. Connie Lundquist clarified that parking and traffic are issues for the Planning Board. Connie said that there is a reason for the VRB existence and it is not the same as the Planning Board. The fact the Planning Board ruled that the size of the building fits within the measurements permitted within the zoning ordinance is their job. Connie said that it is the VRB's job to protect the character of the neighborhood, the Town, the historic region that they have been given. Mass and scale are of ultimate concern to this Board. Connie said that one concern is that she has heard no evidence to indicate what efforts if any were made to locate the facility in a non-residential area in any of the other Towns included in as part of All Saints Parish; this should have been addressed. In reference to the number of residence and non-residence, the Village Review Guidelines list this section to be encouraged as residential. Connie understands that the Parish needs or considers this facility an absolute requirement, but this need is not an issue for the VRB. Connie reiterated that this is a very large building and 3 times the size of the brick house. In reviewing the Master Plan for Downtown Brunswick, Connie said that the Master Plan lists this part of Pleasant Street as a downtown neighborhood area. Connie said that the new ordinance still needs to go before the Planning Board and Town Council, but that it is intending to implement the 2008 Comprehensive Plan and does not feel that it would be inappropriate to look at a document that would not allow this building to be built. Claudia asked for clarification regarding the proposed new Zoning Ordinance as it pertains to the area in question. Anna Breinich replied that this section will be GR6 as it is currently TR1. If adopted, the area will be expanded to include Cedar Street and a portion of Union Street. For further clarification, Anna said that a downtown neighborhood does not mean it is residential, it means it is a neighborhood. Downtown usually means it is a mixed neighborhood. Laura said that if the proposed new Zoning Ordinance were adopted, and the application had not received the special designation that it did through the Planning Board, it would be limited to 7,500 sq. ft. Anna replied that since the application came in under the current ordinance, it would be grandfathered. Laura said that she understood this, she was just saying if they had not seen this application until the day after the new ordinance was adopted. Annee Tara pointed out that the renderings still show the two buildings that will be taken down and this will make the area look much different. Annee said that she understands that Union Street divides Pleasant Street and that the west is thought of as more residential, but the fact is that you have St. John's Church, St. Pauls Church and a proposed building of roughly the same scale all on the same side and is having a difficult

time understanding why this project should be treated like more of a residential project. Gary Massanek replied that he is inclined to agree with Annee. Gary said that he could understand if this was a project coming to build a new church and from the comments being heard tonight, believes that the VRB would have said no; he is not sure this is proper. Gary said that the issues for this project are similar to the issues they had with the project on Federal Street and that they have an ordinance where one part permits a building of this size while VRB has purview over mass and scale. Gary said he feels that they have come a long way in reducing mass and commends the job done in scale and design. Gary said that if this project was being proposed on the other side of the street he would feel differently, but that the similar buildings provide a gateway to the Downtown portion of Town and thinks that this building will be an appropriate and handsome addition. Rebekah Beaulieu said that in thinking about this from a historical perspective, it is reasonable to think about religious building and their associated buildings a little bit like an exception to the rule. Rebekah said that she tends to agree with Gary in that if this were being proposed on the other side of the street she would be looking at things differently, but in looking at this in terms of the Mixed Use area, the buildings that are along this side as well as the other religious buildings she does not really see an issue. Rebekah agreed that the proposed building is large, but her concern is the façade and she believes that significant changes have been made in articulating the fdace so that it is not one large institutional appearing block. Karen Topp said that she is really torn and undecided. In looking at the renderings and hearing what Gary and Rebekah have said, even if they were able to convince the applicant to scale down the gym, a smaller building would look out of pace in proportion to the adjacent structures.

MOTION BY CONNIE LUNDQUIST THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR CONSTRUCTION OF A NEW MULTI-PURPOSE STRUCTURE AT 35-39 PLEASANT STREET AS OUTLINED IN THE APPLICATION 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.

MOTION SECONDED BY KAREN TOPP, APPROVED BY GARY MASSANEK, REBEKAH BEAULIEU, CLAUDIA KNOX, ANNEE TARA AND KAREN TOPP. MOTION OPPOSED BY CONNIE LUNDQUIST AND LAURA LIENERT. MOTION MOVED 5-2.

2. Case # VRB 16-034 – 76 Pleasant Street – The Board will discuss and take action on a Certificate of Appropriateness for proposed renovations at 76 Pleasant Street (Map U15, Lot 57).

Anna Breinich reviewed the project summary for a Certificate of Appropriateness for renovations to 76 Pleasant Street November 15, 2016. Anna noted that this structure is considered a non-contributing structure.

Anna Breinich explained what a non-contributing structure was per the applicant, Johnathan Jennings, request. Johnathan said that he purchased the building in August and said that the access ramp and stairway is poorly planned. Johnathan would like to replace this stairway with a screened in porch with windows. Johnathan would like to replace the stairs with granite, wrought iron railings and to replace the asphalt walkway with brick. Johnathan would also like to install in a brick patio. Johnathan said that the patio and porch would go on the same side as the existing stairway which is partially hidden by a tree. Gary Massanek asked if he will be renting any portion of the house. Johnathan replied that he will be renting the first floor and will need to put in a platform on the third floor per the Fire Marshall. Anna Breinich added that the applicant has also been working with the Building Inspector to make sure that the building does address Life Safety Codes. Connie Lundquist asked if the proposed porch meets the Life Safety Code if it is enclosed. Anna replied that the porches does meet code. Claudia Knox asked the applicant if he had the dimensions. Johnathan replied that they are 14 x 14. Claudia asked if the handicapped access will go away. Johnathan replied that it will be removed and added that it is rotting into the ground. Connie asked if the stairs, when replaced, will be as wide as they currently are. Johnathan replied that they will not be as wide.

Chair Gary Massanek opened the meeting to public comment. Hearing none, the public comment period was closed.

MOTION BY CONNIE LUNDQUIST TO DEEM THE CERTIFICATE OF APPROPRIATENESS APPLICATION COMPLETE. MOTION SECONDED BY KAREN TOP, MOTION APPROVED UNANIMOUSLY.

Gary Massanek said that although he believes that the applicant can build the porch, he does not feel as though he has enough information. Gary said that he would prefer to table the application pending more information on what this will actually look like.

MOTION BY GARY MASSANEK TO TABLE THE APPLICATION PENDING ADDITIONAL INFORMATION. MOTION SECONDED BY ANNEE TARA, APPROVED UNANIMOUSLY.

Gary Massanek requested elevations, sketch of the bay window, roof intersection, and pictures of the house. Anna Breinich reiterated that this porch will be hidden with the exception of the winter months and that this structure is a non-contributing structure. Laura Lienert asked for more clarification on the steps and railing.

3. Case # VRB 16-039 – 37 Mill Street – The Board will discuss and take action regarding a Certificate of Appropriateness to install replacement windows for entire structure at 37 Mill Street. (Map U14, Lot 85).

Anna Breinich introduced the application for replacement windows and reviewed the project summary dated November 15, 2016. Anna pointed out that all the replacement windows will be double hung which means that some of the casements will also be replaced with double hung windows.

The applicant, Jill Partridge, said that some of the windows are rotting and they are hoping to replace the windows before winter sets in. Jill said that some of the windows are wooded and some are vinyl; this will allow for consistency. Jill said that they are looking to go with the grids between the glass. Gary Massanek asked the applicant if she was aware of the Boards practice to request exterior grids. Jill replied that she was made aware of this about a month ago and understand this to some extent, but pointed out that the building has not been maintained as a historic structure and they are looking to go with the most cost effective option. Claudia Knox asked Jill if she had an estimate of how much more the windows would be if the Board required exterior grids. Jill said that she did not. Anna referenced the project summary pointed out that the original building was built in 1975, but it has been so altered over the years, that there is not a whole lot that is original is still existing. Anna added that Mill Street was not originally included in the VRZ which is why all the changes were able to be done to the building in the late 1980's. Laura Lienert asked if the staircase that was built and approved by the Board roughly a year ago was going to be painted. Gary replied that you usually wait a year before painting pressure treated wood. Jill added that on December 15th, it will be a year and that they plan to paint the staircase this spring when the weather is warmer. Connie asked if the applicant would be willing to go with external grids if that is what the Board decides. Jill said that they would prefer the internal grids, but will do what is required.

Chair Gary Massanek opened the meeting to public comment. Hearing none, the public comment period was closed.

MOTION BY ANNEE TARA TO DEEM THE CERTIFICATE OF APPROPRIATENESS APPLICATION COMPLETE. MOTION SECONDED BY KAREN TOPP, APPROVED UNANIMOUSLY.

MOTION BY CONNIE LUNDQUIST THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR THE INSTALLATION OF VINYL REPLACEMENT WINDOWS AT 37 MASON 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 vinyl replacement windows have simulated exterior grids in place of grids between the glass.

MOTION SECONDED BY ANNEE TARA, APPROVED UNANIMOUSLY.

4. Approval of Minutes: No minutes were approved at this meeting.

5. Other Business:

- Connie Lundquist asked how the VRB follows through with enforcement. Anna Breinich stated that they can discuss this at another time.

Staff Approvals:

- 86 Maine St - Signage

Adjourn

This meeting was adjourned at 7:07 P.M.

Respectfully Submitted

Tonya Jenusaitis,
Recording Secretary