

1. Agenda

Documents:

[VRB.3.19.19.PACKET.PDF](#)

2. Meeting Materials

Documents:

[VRB.9.18.18.MINUTES.PDF](#)



Town of Brunswick, Maine

VILLAGE REVIEW BOARD
85 UNION STREET, BRUNSWICK, ME 04011

**VILLAGE REVIEW BOARD
AGENDA
BRUNSWICK TOWN HALL
COUNCIL CHAMBERS
TUESDAY, MARCH 19, 2019
7:15 P.M.**

1. **Case #VRB 19-001 – 26 Cumberland Street** – The Board will review and take action on a request for a Certificate of Appropriateness from Dick Campbell LLC to replace the existing portico with an approximately 140 square foot second floor addition at 26 Cumberland Street – The McLellan (Map U14, Lot 63).
2. **Approval of Minutes**
3. **Staff Approvals:**
 - 15-17 Mill Street – Replacement of Rear (South Facing) Porch, Decks, and Stairways
 - 49 Pleasant Street – Rear (South Facing) Roof Solar Panels

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 any questions or comments. This meeting will be televised.

Town of Brunswick, Maine

DEPARTMENT OF PLANNING AND DEVELOPMENT

DRAFT FINDINGS OF FACT REQUEST FOR CERTIFICATE OF APPROPRIATENESS FOR STRUCTURAL ALTERATIONS VILLAGE REVIEW BOARD

PROJECT NAME: Second-Story Addition (Enclosed Office Space)

CASE NUMBER: VRB 19-003

LOCATION: 26 Cumberland Street (Map U14, Lot 63)

OWNER: The McLellan LLC
26 Cumberland St.
Brunswick, ME 04011

**OWNER'S
REPRESENTATIVE:** Dick Campbell LLC
321 River Road
Orrington, ME 04474

REVIEW DATE: March 19, 2018

PROJECT SUMMARY

The applicant is requesting a Certificate of Appropriateness for an Addition in order to build a 12' x 22' (264) office space with an attached 5' x 12' (60 SF) balcony, with railings matching the existing balconies, on top of the existing portico (west/rear façade). A second 10' x 14' (140 SF) office space will be constructed immediately north of the location of the existing portico and adjacent to the existing building's west wall. The two (2) existing portico columns will remain and a third, matching, column will be added to support the northern part of the addition. In total, the applicant is proposing 404 SF of enclosed space. As the addition is solely on the second floor, the first level entrance will remain as is. The applicant has indicated that the addition will have clapboard siding and an asphalt shingle roof. Samples of the materials will be provided at the meeting.

The proposed project is located in the Growth Residential 6 (GR6) Zoning District and the Village Review Overlay Zone. Built in 1983, the existing brick structure is considered to be a noncontributing resource within the Village Review Overlay District.

The following Findings of Fact for a Certificate of Appropriateness for Structural Alterations are based upon review standards as stated in Subsection 5.2.8.C of the Town of Brunswick Zoning Ordinance.

REVIEW STANDARDS, SECTION 5.2.8.C, TOWN OF BRUNSWICK ZONING ORDINANCE

(1) General Standard

- a./b. **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*.

Although contrasting in material, the applicant is proposing to add architectural elements and detailing that are consistent with the character of the recently approved (VRB 16-019 – May 24, 2016) parking structure, which is more consistent with the surrounding neighborhood than the existing noncontributing principal structure and consistent with the Village Review Zone Design Guidelines.

(2) New Construction and Additions and Alterations to Existing Structures

a. 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:

i. Any additions or alterations shall be designed in a manner to minimize the overall effect on the historic integrity of the contributing resource.

The existing structure is a noncontributing resource. The proposed addition appears to be designed to improve the structure compatibility with nearby contributing resources. The addition will help reduce the institutional appearance of the existing building.

ii. Alterations shall remain visually compatible with the existing streetscape.

As stated above, the addition to the noncontributing resource will improve compatibility with the existing streetscape.

iii. 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.

iv. New construction or additions shall be visually compatible with existing mass, scale and materials of the surrounding contributing resources.

Much of the proposed addition will be built on top of the existing portico and the remaining new space will not be visible from the public right-of-way. As designed, the addition will be constructed with similar materials to the garage and within the surrounding contributing resources.

v. When constructing additions, the applicant shall maintain the structural integrity of existing structures.

The proposed addition will retain the existing columns and the addition and its proposed location means that there will be minimal alterations to the existing structure.

b. In approving applications for a Certificate of Appropriateness for new construction of, or additions to commercial, multi-family and other non-residential structures, the Village Review Board shall make findings that the following additional standards have been satisfied.

i. Where practicable, new off-street parking shall be located to the rear of the principal building and shall be accessed from a secondary street. In cases where off-street parking currently exists in a front or side yard, the parking area shall be screened from the public right-of-way with landscaping or fencing.

Not applicable.

ii. Site plans shall identify pedestrian ways and connections from parking areas to public rights-of-way.

As the project involves only an addition on the second story, the existing pedestrian ways and connections will not be altered.

iii. All dumpsters and mechanical equipment shall be located no less than 25 feet away from a public right-of-way, unless required by a public utility, and shall be screened from public view.

Not applicable.

iv. 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.

As designed, heating, ventilation, air conditioning and energy producing equipment will not be visible from the public right-of-way.

v. 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.

Not applicable.

vi. 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.

The applicant has indicated that wood clapboard siding will be used for the addition. The applicant will provide a sample of the siding at the meeting. Failing the applicant providing a sample, a condition should be included specifying the use of wood clapboard siding.

- vii. **Buildings with advertising icon images built into their design ("trademark buildings") are prohibited.**

Not applicable.

- viii. **No building on Maine Street shall have a horizontal expanse of more than 40 feet without a pedestrian entry.**

Not applicable.

- ix. **No building on Maine Street shall have more than 15 feet horizontally of windowless wall.**

Not applicable.

- x. **All new buildings and additions on Maine Street shall be built to the front property line. This may be waived if at least 60 percent 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.

- xi. **If adding more than 50 percent new floor area to a structure located on Maine Street, the addition shall be at least two (2) stories high and/or not less than 20 feet tall at the front property line.**

Not applicable.

- xii. **The first floor facade of any portion of a building that is visible from Maine Street shall include a minimum of 50 percent glass. Upper floors shall have a higher percentage of solid wall, between 15 percent and 40 percent glass.**

Not applicable.

- c. **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.**

As previously stated, the applicant is proposing to add architectural elements and detailing that are consistent with the character of the recently approved (VRB 16-019 – May 24, 2016) parking structure. Both the parking structure and proposed addition are more consistent with the surrounding contributing resources. The wood clapboard siding is especially more common a material used in the nearby contributing resources than the brick used on the existing building.

(3) Signs

Signs shall comply with the requirements of Section 4.13 (Signs) with consideration given to the Village Review Zone Design Guidelines.

Not applicable.

(4) Demolition and Relocation

a. 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.

i. The structure poses an imminent threat to public health or safety. An application must be accompanied by a report from a qualified structural engineer for review by the Codes Enforcement Officer and photographs depicting the current condition of the building.

Not applicable.

ii. The condition of the structure is such that it cannot be adapted for any other permitted use, whether by the current owner or by a purchaser, resulting in a reasonable economic return, regardless of whether that return represents the most profitable return possible, provided that the applicant can document he/she has not contributed significantly to the deterioration of the structure. An opinion shall be provided from an architect, licensed engineer, developer, real estate consultant or appraiser or from a professional experienced in historic rehabilitation, as to the economic feasibility for restoration, renovation, or rehabilitation of the contributing resource versus demolition or relocation of same.

Not applicable.

b. Demo, 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.

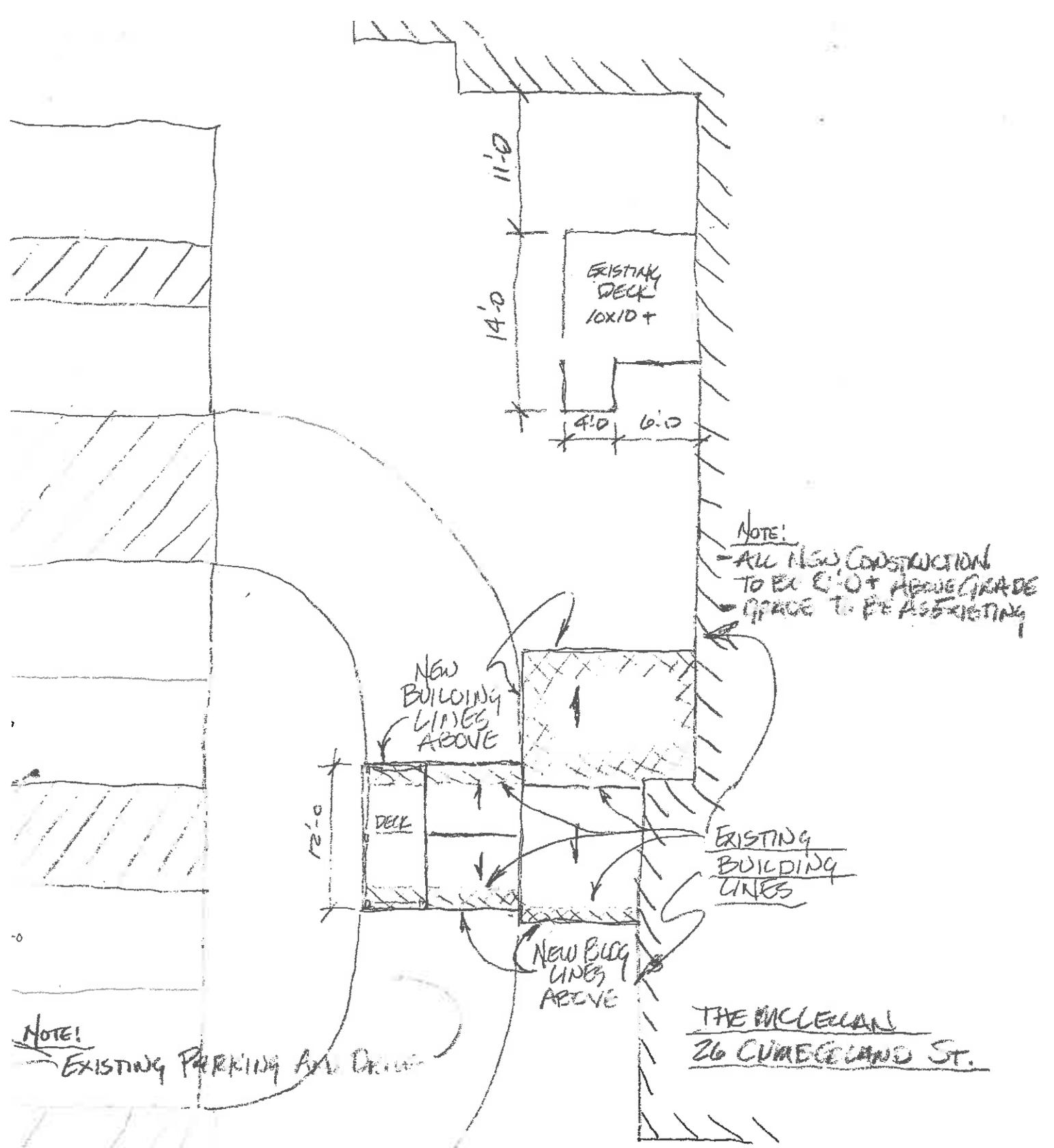
Not applicable.

**DRAFT MOTIONS
26 CUMBERLAND STREET
REQUEST FOR CERTIFICATE OF APPROPRIATENESS FOR AN ADDITION
VILLAGE REVIEW BOARD
REVIEW DATE: MARCH 19, 2019**

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

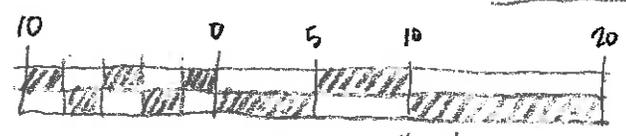
Motion 2: That the Board approves the Certificate of Appropriateness for an Addition in order to build a second-story addition on top and adjacent to the existing portico (west/rear façade) at 26 Cumberland Street as outlined in the application with the following conditions:

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



PROPOSED SITE PLAN

SCALE 1"=10'-0"



SCALE 1"=10'-0"

2-19-19



Cumberland St

Union St

Union Street

186

140

142

155

83

146

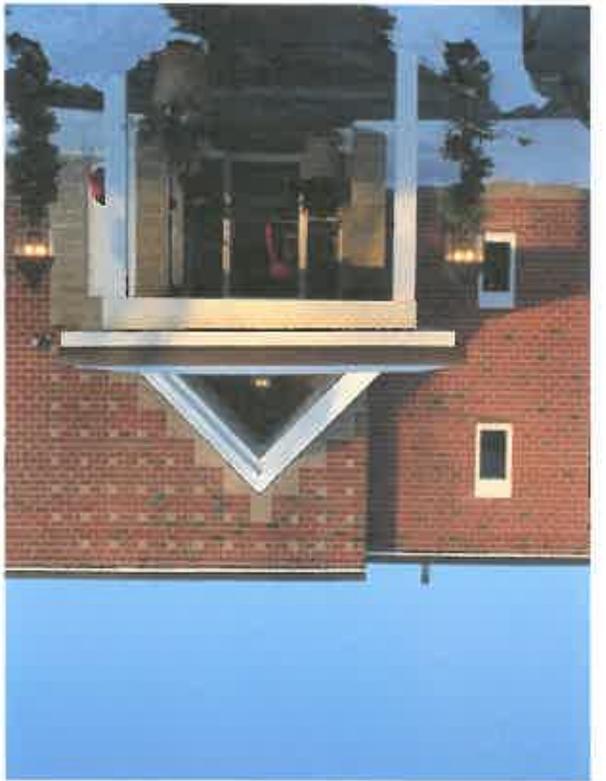
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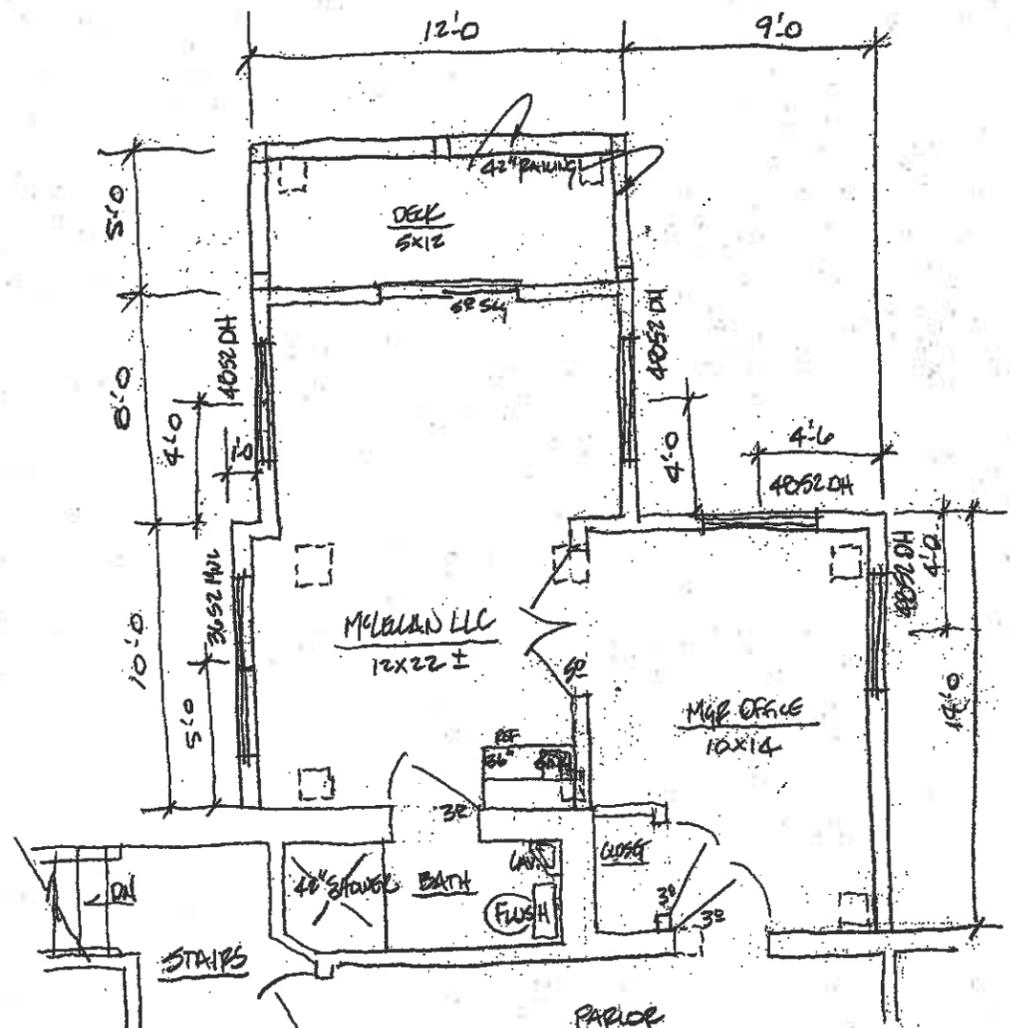
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85

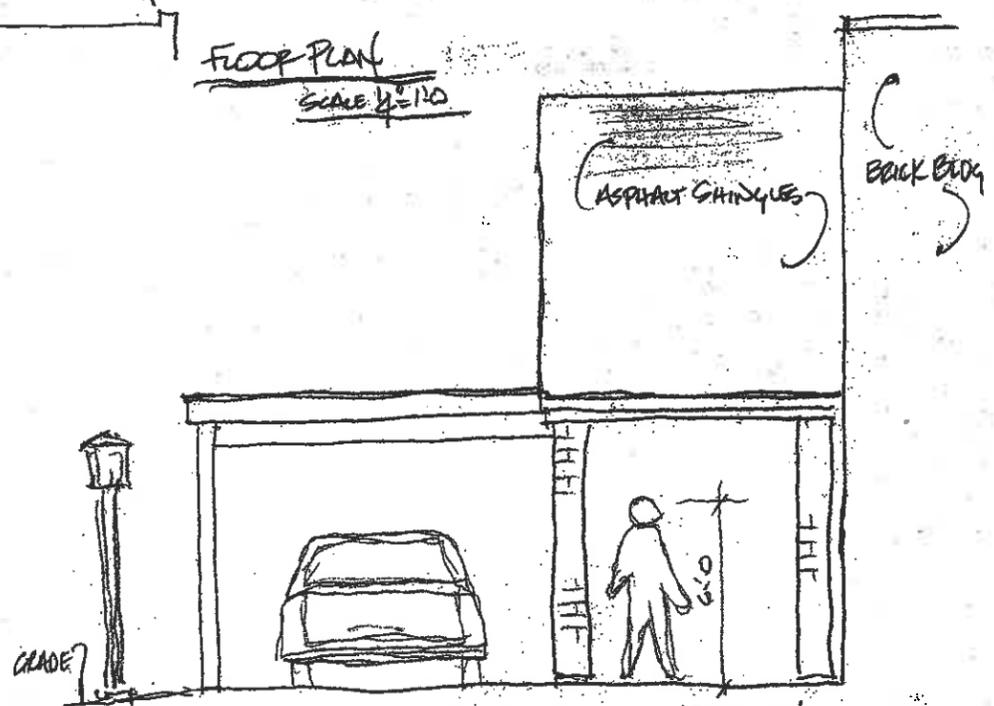
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802

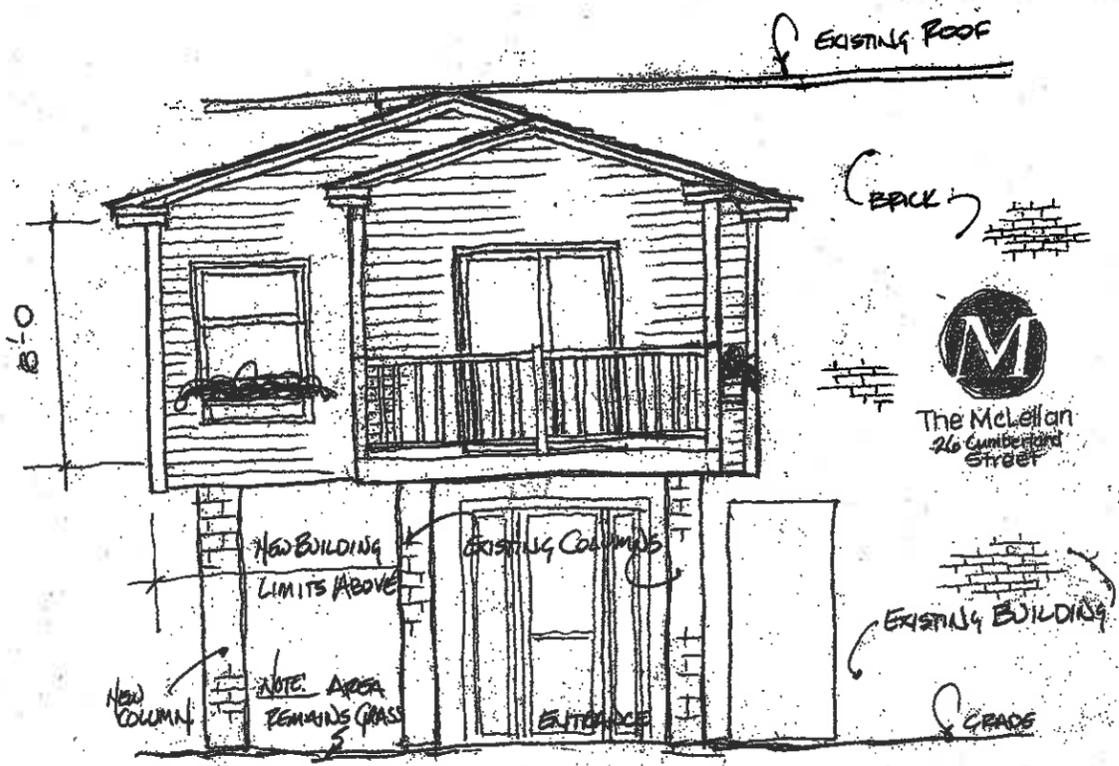




FLOOR PLAN
SCALE 1/4"=1'-0"



EXISTING ELEVATION



WEST ELEVATION
SCALE 1/4"=1'-0"



SOUTH ELEVATION
SCALE 1/4"=1'-0"

Revisions			
Scale	1/4"=1'-0"	Drawn By	PHC
Date	1-17-19	Job No.	
		Project No.	
321 River Road Orrington, ME 04474 p: 207-745-7748 f: 207-825-4861 dfoxcampbellinc@yahoo.com			
Client/Project	THE McELLAN - CORP OFFICE		
Location	BRUNSWICK, ME		
	PLAN & ELEVATIONS		
Sheet No.	1 of 1		

**VILLAGE REVIEW BOARD
MEETING MINUTES
DECEMBER 18, 2018**

MEMBERS PRESENT: Chair Claudia Knox, Vice Chair Connie Lundquist, Laura Lienert, William Steinbock, Annee Tara, and Karen Topp

MEMBERS ABSENT: No members were absent from this meeting.

STAFF PRESENT: Director of Planning and Development, Matt Panfil

A meeting of the Village Review Board was held on Thursday, December 18, 2018 at the Municipal Meeting Facility at 85 Union Street, Council Chambers. Chair Claudia Knox called the meeting to order at 7:15 P.M.

1. Case #VRB 18-051 – 75 Pleasant Street – The Board will review and take action on a request for a Certificate of Appropriateness from Taggart Construction to replace the wood siding and trim (as needed) at 75 Pleasant Street with Hardie Plank siding and pine trim. (Map U15, Lot 71).

Matt Panfil introduced the application. Claudia Knox pointed out that the Board visited the site on December 13, 2018.

Matthew Morabito, applicant representative, explained that the back part of the house was at one point either an outhouse or barn that was connected to the main house. Taggart Realty rehabilitated that section of the house from the foundation up. In that rehabilitation, hardy plank was used. The back 1/3 of the building already has hardie plank with a vapor barrier. The application presented is using the same techniques and adding hardie plank to the front of the building. Claudia Knox asked about the existing propane tanks. Matthew replied that the heating system has been converted to natural gas and believes that the property manager has made arrangements for the propane tanks to be removed. Laura Lienert asked if they are restoring the windows and the doors. Matthew replied that where there needs to be repair, they are going to replicate the sills in pine and also the detail. They will also restore the horns. Laura asked about the corbels and the vertical lines. Matthew replied that they seem to be in good shape. The corner boards will need to be replaced; they will replicate the thumbnail technique. Connie Lundquist asked if they intend to leave the pieces that are in good shape but if they find that they are not, will they replace them? Matt replied that if they do need to be replaced, they will be replaced in kind with epoxy and wood composite. Laura asked beyond chipped paint, how they represent the siding deterioration. Matt replied that usually the first failures have to do with the vapor drive followed by paint chipping and eventually the grain will start to separate and deteriorate. Annee Tara asked when the building was originally built. Claudia replied that it was probably the late 1800's.

Chair Claudia Knox opened the meeting to public comment. No comments were made and the public comment period was closed.

Annee Tara said that she is comfortable with hardie plank. Laura Lienert asked those members who attended the site visit if they felt as though the level of deterioration was at the level the applicant has presented for the wood. Matt Panfil replied that the west side in particular has more sun exposure, but there are areas where there is significant deterioration; they did not pull anything up. There may be areas that are salvageable, but there are areas with excess moisture issues. Claudia concurred with Matt's assessment and added that the second story looked worse. Connie Lundquist noted that for her the issue is not the hardie plank, but whether the wood needs to stay with alternate siding to over it. Connie said that since she only viewed the building from the street, she will have to reluctantly agree with staff and Chair that the siding can come off. Karen Topp thinks that this is a good use of hardie plank.

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

MOTION BY ANNEE TARA THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR STRUCTURAL ALTERATIONS IN ORDER TO REPLACE THE EXISTING WOOD SIDING ON THE FRONT AND SIDE FACADES WITH HARDIEPLANK® FIBER CEMENT SIDING AT 75 PLEASANT STREET AS OUTLINED IN THE APPLICATION WITH THE FOLLOWING CONDITIONS:

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

MOTION SECONDED BY LAURA LIENERT, APPROVED UNANIMOUSLY.

3. Approval of Minutes: Adjustment to agenda to approve minutes prior to beginning of workshop.

MOTION BY CONNIE LUNDQUIST TO APPROVE THE MINUTES OF SEPTEMBER 19, 2017, NOVEMBER 2, 2017, NOVEMBER, 30, 2017 AND JANUARY 28, 2018. MOTION SECONDED BY LAURA LIENERT, APPROVED UNANIMOUSLY AMONG THOSE PRESENT.

2. WORKSHOP: The Village Review Board will hold a workshop to discuss revisions to the Village Review Zone Design Guidelines.

Claudia Knox opened the workshop to proposed revisions to the Village Review Zone Design Guidelines. Matt Panfil reviewed the adoption process per Claudia's request. Members reviewed Accessible Routes and Matt Panfil explained that this would be used to maintain accessibility and how to guide applicants while maintaining character. Members decided to change the name to Building Access. Members discussed waivers and building code. Decision to come back to waivers for further discussion.

Roofs and Related Elements: Members discussed solar panels and impact on historic structures.

Exterior Cladding and Trim: Connie Lundquist reminded members that they made a decision to add a sentence in front of every section that they prefer like materials or similar materials. Laura Lienert replied that they agreed that the opening before every guideline it would say "the VRB would always prefer the use of original material when repaired or replacing". Members reviewed the suggested additions from the consultant. Laura expressed her dislike of vinyl or aluminum. Claudia noted that a majority of the homes on Federal Street do have vinyl and she thinks that a great many buildings in the overlay zone already have these materials on them. It would seem odd not to permit them. Karen Topp noted that this is permitted in the zoning ordinance and thinks that they need to discuss when it is appropriate or recommended. Connie Lundquist said that she would love to ban it, but realizes that they need to discuss where they can apply it. Annee Tara said that vinyl is different looking, but she advocates treating different parts of the district differently. Laura noted that they are supposed to be looking at the whole district the same. Members made language changes and a decision was made to remove the language on page 53.

4. Staff Approvals:

- 12 Pleasant Street – Signage
- 16 School Street – Addition of corner trim
- 4 Pleasant Street – Replacement of siding on rear
- 7 Dunlap Street – Signage
- 135 Maine Street – Replacement of canopy with awning

This meeting was adjourned at 8:30 P.M.

Respectfully Submitted

Tonya Jenusaitis,
Recording Secretary

**VILLAGE REVIEW BOARD
WORKSHOP SUMMARY
JANUARY 15, 2019**

MEMBERS PRESENT: Chair Claudia Knox, Vice Chair Connie Lundquist, Laura Lienert (arrived at 7:26), William Steinbock, and Annee Tara

MEMBERS ABSENT: Karen Topp

STAFF PRESENT: Director of Planning and Development, Matt Panfil

A meeting of the Village Review Board was held on Thursday, December 18, 2018 at the Municipal Meeting Facility at 85 Union Street, Meeting Room, 206, Second Floor. Chair Claudia Knox called the meeting to order at 7:15 P.M.

WORKSHOP: The Village Review Board will hold a workshop session to discuss revisions to the Village Review Zone Design Guidelines.

Claudia Knox introduced the workshop.

Facades, Storefronts and Signage: Connie Lundquist noted that although they do not use this section often, she finds it helpful. Claudia Knox agrees with Connie. Annee Tara said that it would be important to note at the beginning of this document that this is what the VRB prefers, but that they can work with the applicant. Members discussed the difference between standards and guidelines. Matt noted that before they make this document final, it will be reviewed by the Town Attorney. With regards to the use of neon, Matt Panfil discussed that neon can be considered historic and noted that this is an interesting issue. Claudia Knox asked about the neon sign at the Evening Star Cinema. Matt stated that he will have to look into it. Laura Lienert stated that she believes that this sign went through staff review. Connie reviewed the zoning districts which allow neon signs. Katherine Ferdinand of Bowdoin College provided a summary of how ZORC decided on the ordinance language. Claudia asked Matt to prepare a presentation for comparison to the new ordinance language. Laura asked that the picture for number 9 be removed. Decision to come back to this section.

Windows: Laura Lienert asked that they remove the window graphic on page 63; members agreed. Matt Panfil to find a graphic to explain what frame in frame means. Members agreed to remove the second sentence on number 5. Members reviewed the new window language and agreed that it was confusing; a decision was made to remove page 64.

Rehabilitation, Restoration and Reconstruction: With regards to the Secretary of Interior Standards, Matt pointed out that what is in the guidelines is a summarized version. Connie Lundquist agrees that they should not call them Secretary of Interior Standards as they are not the actual standards, but a summarized version and these are

only guidelines. Matt to forward a copy of the Interior Standards to members. Katherine Ferdinand provided a historical summary of the Harriet Beacher Stowe house and the tie in for rehabilitation standards. Decision to rename this section and to move it to the beginning. Decision to remove the John Calvin Stevens style graphics and replace them with architecture found in Brunswick.

This meeting was adjourned at 8:26 P.M.

Respectfully Submitted

Tonya Jenusaitis,
Recording Secretary

**VILLAGE REVIEW BOARD
MEETING MINUTES
SEPTEMBER 18, 2018**

MEMBERS PRESENT: Chair Gary Massanek, Claudia Knox, Laura Lienert, and Karen Topp

MEMBERS ABSENT: Connie Lundquist and Annee Tara

STAFF PRESENT: Director of Planning and Development, Matt Panfil; Consultant, Janet Roberts

A meeting of the Village Review Board was held on Thursday, September 18, 2018 at the Municipal Meeting Facility at 85 Union Street, Council Chambers. Chair Gary Massanek called the meeting to order at 7:15 P.M.

1. Case #VRB18-037 – 17 Everett Street – The Board will review and take action on a request for a Certificate of Appropriateness from Thomas Carhart to build a new front porch at the northwest corner of the existing residence.

Matt Panfil introduced the application and reviewed the project summary dated September 18, 2018.

Thomas Carhart, applicant, reiterated that they wish to mirror the existing porch on the northwest side. What they will not do is remove the very small entrance porch, but integrate it. Gary Massanek pointed out that this will obscure the gingerbread detail that is currently there. Thomas replied that it will not be taken away, but will be left in place so that the historical substance will not be affected. Claudia Knox asked if they were willing to consider an open porch instead of a closed porch. Thomas replied that the other porch is open, but it is constructed so that they can install screens or windows. Laura Lienert clarified that they plan on leaving the gingerbread detail, and asked if they would be recreating some of the detail on the entranceway that will be coming forward and asked if the dimensions will mirror the existing porch. Thomas replied that the dimensions will be the same and added that the length will cover stairs. Laura asked if they plan on extending the porch back to the second door. Thomas replied yes but said that they do not want to extend the porch out as far in the front. Laura asked how you will enter the second door from the porch. Thomas replied that it will be a wrap-around. Claudia asked if he also owns the other side of the structure. Thomas replied that he does not, but the owners of the other side have no issues with the proposal. Claudia asked the applicant if they were looking to make these changes before the winter as she has some concerns. Thomas replied that he does not see how they can complete this project before winter and noted that he does not have a contractor yet. Thomas pointed out that the porch on the other side is on concrete that is painted red. He does not want to do that and would use painted wood.

Chair Gary Massanek opened the meeting to public comment. No comments were made and the public comment period was closed.

Janet Roberts clarified that when she drafted the Findings of Fact, she did not have a clear copy of the proposal.

Claudia Knox stated that the side of the building that the applicant owns is the better side and the detail is what suites the period and defines it. She personally feels that the porch on the opposite side is a mistake. Claudia feels that the applicant's side could take the additional square footage, but would not like to see it enclosed. She pointed out that the windows have the arched shutters. The proposal is not right for the house or the neighborhood. Laura Lienert added that the distinguishing details, such as the shutters and porch detail, are what they need to be looking. The guidelines say that the Board should look to preserve these defining elements and maintain them. It also says that any closing of porches should be avoided. Laura said that as presented, she would not be able to support this application. Karen Topp said that she too is having a hard time understanding the proposal due to the quality of the copies. Karen agrees with Laura and Claudia that it would be nice to maintain the open look. Gary Massanek agrees with the other members of the Board and also feels that the porch on the opposite side was a mistake. Gary said that if the applicant does want a porch, he would want them to maintain the same look as the detail that is currently on the existing porch. Thomas Carhart replied that he only submitted the design to mirror the other side because he believed that it would be more appropriate. Thomas stated that he could design the porch to fit the period of the stairways, but he is not sure if that is the same period as the design of the house. The house was moved, split and then extended. Gary pointed out that what they want to do is preserve the special gingerbread detailing that is currently there. Thomas said that he is more than happy to design a porch in the same style as the current entrance, but would ask that they be able to close the porch to weather during the winter months; if he is not allowed to screen the porch in, it will lose much of its function ability. Claudia asked staff to assist the applicant with the guidelines and noted that the Board does have some flexibility with interpretation. With regards to the porch on the opposite side, Claudia said that it may have be constructed before the VRB existed or under the radar, but it is unlikely that it was approved. Thomas replied that he assumed that they would want the porches to be the same so that the house is not lopsided especially since the house was not originally a duplex, but a single home that was moved and put into position. Thomas reiterated that the house was then divided and extensions were added to the back.

Matt Panfil replied that staff is willing to work with the applicant on the design. Matt asked if they are looking to extend the gingerbread style as it is not federal style. Gary Massanek agreed that the detailing is not federal style, but it is how the building has evolved; the gingerbread is unique historic detail. Although it may not be reflective of the style of the house, does not make it less important. Janet Roberts agreed with Gary and pointed out that they will need a better planned view because it was not clear on this application. With regards to screening versus enclosed, Laura Lienert encouraged staff to take a good look at this as there are distinctions regarding this within the guidelines.

Gary suggested that the applicant stop the front porch a little before the front façade so that the front still reads as the original structure. Thomas replied that they are not building the porch towards the street. Karen pointed out that if they were trying to mimic the porch on the other side, it is very close to being flush with the front facade. Thomas replied that the porch is not going towards the street, but towards the driveway. Gary clarified that the side of the porch that will be facing the street not be as close to the street so that the porch is not fully integrated with the federal style of the original structure; have it back.

Thomas Carhart stated that he is happy to go back and redesign the proposed porch, but asked about the historical context of the porch on the other side as it has evolved with the building. Gary Massanek replied that in his opinion the porch has no style or speaks of any design style and did nothing but obscure the unique detailing that they are trying to preserve.

Thomas Carhart asked the Board what style porch they want him to use and stated that he is willing to do whatever style they want. Thomas pointed out that he is currently working out of the country and will be back in Germany next month. Gary Massanek replied that approving the style leaves too much leeway. Claudia Knox sympathized with the applicants' schedule, but noted that the best way to work the design style out is in a meeting with staff.

MOTION BY CLAUDIA KNOX TO TABLE THE APPLICATION PENDING REDESIGN. MOTION SECONDED BY KAREN TOPP, MOTION TABLED UNANIMOUSLY.

2. Case #VRB 18-038 – 207 Maine Street – The Board will review and take action on a request for a Certificate of Appropriateness from Thomas Ferrell, on behalf of the Town of Brunswick, to renovate the area surrounding the existing Veterans Monument at the northern end of the Lower Mall.

Matt Panfil introduced the application.

Parks and Recreation Director, Tom Farrell stated that he was before the Board because of an initiative by the local veteran's group for an enhancement or renovation to the lower end of the mall where the existing veteran's memorial is placed. Tom stated that there has been a number of times that local veteran's groups have wanted to better recognize and memorialize war and conflicts that our country has been involved in and the ideas have evolved over time. Tom stated that this proposal started out as a war memorial and as the committee continued to work on it with the landscape architect, it became clear that this should be a place to honor all veterans and not just those who lost their lives in various conflicts. The Town Council entertained the proposal for Town staff to work with the local veteran's group to come up with a design. Tom stated that the Town then engaged Todd Richardson, the Landscape Architect, who assisted in producing the Mall Management Plan, designer of the space for the Joshua Chamberlain statue, and who worked closely with the Brunswick Downtown Associate for the kiosk

that was recently constructed, to assist with the design renovation. Tom stated that they have prepared a presentation to walk through the plan and address the specific components of the plans and to address some of the questions that are in the Findings of Fact.

Todd Richardson presented a PowerPoint presentation and reviewed the current location and conditions, existing conditions survey, demolition plan, and demolition plan overlay, site plan, critical dimensions, Purple Heart Monument, Dedication Stone, Sentential Posts, medallion, surfacing, radial bench, lighting, flag poles, banner poles, plantings, and previous renderings of the proposal. With regards to paver surfacing and the exposed aggregate, Laura Lienert asked if they had decided which one they were going to use. Todd replied that the exposed aggregate is more expensive and the base bid would probably be for a tinted, brush broom, concrete with an additional alternate that would be exposed aggregate. Laura asked how raised the pavers will be in Phase II so that they do not become a tripping hazard. Todd replied that the thinking is that between the sentinel posts and the vegetation, it would provide an edging. In addition, the overall position on the mall would be to respect the open green space and have it tucked to one end in the hopes that more active participation would be in the open space. Laura thinks that it is fabulous that they were able to reach out to the lighting poles and banner pole manufacturer and thinks that this will be a great addition to Downtown. Karen Topp thanked the applicant for paying attention to the plaza, but said that she is feeling overwhelmed about this design. Karen asked what kind of research and resources did they pull on to put together this application. Todd replied that many of his resources were present and noted that the most important part of creating this memorial was listening. Todd provided a brief work background and noted that he has participated in several similar memorials. Todd added that a more intensive use on this end of the mall makes a connection to downtown and hopefully this will be an encouraging space for a variety of reasons. Tom Farrell added that in addition to local resources, they did reach out to the State. Tom presented the documentation for the 12 conflicts that are recognized as received from the Office of Veteran Affairs and noted that they will have language that says they still recognize conflicts not included in the 12 recognized. Claudia stated that they have done a really beautiful job and likes the intimacy of the project. Claudia suggested that they take a good look at the ground cover and that they check with Margo Knight regarding the lighting poles. Gary Massanek asked for more background as to why they have three poles on one side of the oval and how did they decide which three to isolate. Todd replied that by having the sentinel posts and lapping of the walkway positioned the way they are, you become engaged in the monument by walking through it. Todd stated that some conflicts have more veterans associated with them which was how they decided what ones to isolate. With regards to the form, the rectangular form seemed less inviting. Gary asked if the lighting on the posts will have a cast. Todd replied that they will not have a cast off. Gary asked if there was room for a 13th post if needed. Todd replied that there could be, but you would have to cut into the pavement and added that he believes that the hope is that they don't have the need for a 13th post. In terms of the nameplates, there has been discussion among the veterans that they leave some of the nameplates blank. Gary asked what the base estimate was for the project. Tom Farrell replied that the price for what has been presented, including the banner poles

is \$240,000. Tom stated that the Town Council approved this project with the understanding that the American Legion Post would spearhead the fundraising. Tom pointed out that the banner posts are not essential for this project. It has not been discussed with Town Council, but there may be a time when they ask the Town to consider funding a portion of the poles. Tom discussed some of the ideas that have arisen from the fundraising meetings. Karen Topp stated that when she looks at the medallion, it looks more modern and not in keeping in line with the more timeless aspect of the rest of the project. Todd replied that it is hoped that with the different techniques used for etching in the granite, the look will be less contemporary and modern. Janet Roberts asked if the really narrow brick walkway where it meets the granite will hold up and asked about water runoff. Todd replied that they will be doing a drainage plan and said that there would be 18 to 24 inches of separation to really get the edging.

Chair Gary Massanek opened the meeting to public comment and asked that the comments be brief.

Deborah King, Executive Director of the Brunswick Downtown Association and avid user of the mall, said that they are excited and humbled by the direction the project is headed in. Deborah read aloud a letter of support from the BDA.

Margo Knight, member of the Master Plan Implementation Team, said that the committee unanimously supports this project and pointed out that the project speaks to one of the short-term plans for the Mall District.

Ruth Thibodeau, resident of Brunswick and spouse of a veteran, said that she is very excited about this project. Ruth is happy that the posts will be lit and encourages the Board to approve this project.

Roger Stevens, resident of Brunswick and Commander of the local VFW said that even though this memorial is not traditional, he likes it and likes the look of the eagle in the medallion.

Joe Donahue, past Commander of the American Legion Post 20, said that a lot of work went into making the memorial feel embracing while recognizing the major conflicts. Joe believes that the memorial will make people think about America's history, but not be overwhelming.

Dave Watson, Commander of American Legion Post 20, thanked all the veterans that attended the meeting and stated that part of this project is to bring all veterans together. This is not a monument, this is a plaza for those who got home and for those who didn't. Dave stated that this project will become a gateway to Brunswick and Downtown.

Mike Horay, resident of Brunswick explained that the elliptical design extending into the walkway was chosen so that everyone feels like they are part of the memorial. It will give you pause for reflection for the sacrifices others have given.

Chair Gary Massanek closed the meeting to public comment.

MOTION BY CLAUDIA KNOX THAT THE CERTIFICATE OF APPROPRIATENESS FOR NEW CONSTRUCTION APPLICATION IS DEEMED COMPLETE. MOTION SECONDED BY KAREN TOP, APPROVED UNANIMOUSLY.

MOTION CLAUDIA KNOX THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR THE PROPOSED CHANGES TO 207 MAINE STREET AS OUTLINED IN THE APPLICATION WITH THE FOLLOWING CONDITIONS:

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

MOTION SECONDED BY LAURA LIENERT, APPROVED UNANIMOUSLY.

3. Case #VRB 18-039 – 37 School Street – The Board will review and take action on a request for a Certificate of Appropriateness from Gerald Muto, Inc., on behalf of Lynne Giallombardo and Finlay McQuade, to install a porch roof over an existing deck at the northwest side of the existing residence.

Matt Panfil introduced the application.

Gerald Muto, applicant representative, pointed out that in 1980 the porch did have a roof as depicted in the enlarged picture on the second page of the application packet handed out at the meeting. Gerald explained that the drawing was not complete, and said that the roof would be a standing seam roof to match the house. The columns are not drawn correctly but will match the columns on the front porch. Gerald reviewed the overview of the lot and noted that the porch roof will not stick out from the edge of the house and noted that roofed porches are not uncommon in this area. Gerald stated that they don't want to just add a roof, they want to make it so that if you are looking at both the front and side porch at the same time, they would look very similar. The object is to make it look nice. Laura Lienert asked what they will be using for materials. Gerald said that they plan on using pressure treated wood.

Chair Gary Massanek opened the meeting to public comment.

Finlay McQuade, owner, explained that he and his wife want the roof to shield them from the elements and read a portion of the design guidelines pertaining to porch roofs. Finlay stated that the previous owners dismantled the roof that had been there and now he and

his wife are dealing with the consequences of that decision as this is their main entrance and exit.

Suzan Blakemore 36 school street, stated that the person who moved into 37 School Street in 1907 gave her a lot of information about how things were added onto the house including the porch. She agrees that the roof should be added back on as it makes a big difference to have that protection.

Chair Gary Massanek closed the meeting to public comment.

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

MOTION BY CLAUDIA KNOX THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR THE PROPOSED CHANGES TO 37 SCHOOL STREET AS OUTLINED IN THE APPLICATION WITH THE FOLLOWING CONDITIONS:

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

MOTION SECONDED BY KAREN TOP, APPROVED UNANIMOUSLY.

4. Other Business:

- Laura Lienert stated that she had a discussion with the Executive Director of the Pejepscott Museum regarding all the photographic documentation they are requesting of applicants. The Pejepscott will be happy to take the photographs, but will need hard copies. They will figure out what to do with them. Matt Panfil to meet with them to discuss how to get the hard copies to them going forward.

5. Approval of Minutes:

6. Staff Approvals:

- **VRB 18-019 – 9 Stetson Street:** Replacement of an existing roof above a laundry room not visible from the public right-of-way.

This meeting was adjourned at 9:07 P.M.

Respectfully Submitted

Tonya Jenusaitis,
Recording Secretary