



Town of Brunswick, Maine

VILLAGE REVIEW BOARD

85 UNION STREET, BRUNSWICK, ME 04011

VILLAGE REVIEW BOARD

AGENDA

BRUNSWICK TOWN HALL

COUNCIL CHAMBERS

TUESDAY, JULY 16, 2019

7:15 P.M.

1. **Workshop** – The Village Review Board will hold a workshop session to discussion revisions to the Village Review Zone Design Guidelines.

2. **Approval of Minutes:**

May 21, 2019

June 18, 2019

3. **Staff Approvals:**

53 Pleasant Street – Replacement of concrete stairs and non-ADA-compliant accessibility ramp with natural stone and granite paver stairs and ADA-compliant accessibility ramp

10 Everett Street – Replacement of wood stairs and accessibility ramp with AZEK® composite stairs and accessibility ramp.

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.

**VILLAGE REVIEW BOARD
MEETING MINUTES
JUNE 18, 2019**

MEMBERS PRESENT: Chair Claudia Knox, Vice Chair Art Boulay, Catherine Leonard, Laura Lienert, William Steinbock, Annee Tara and Karen Topp

MEMBERS ABSENT: No members were absent.

STAFF PRESENT: Town Planner Matt Panfil

A meeting of the Village Review Board was held on Tuesday, June 18, 2019 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. **Workshop** – The Village Review Board will hold a workshop session to discuss revisions to the Village Review Zone Design Guidelines.

Claudia Knox provided a brief overview of the proposed guidelines. Matt Panfil reviewed the substantive changes made by Laura Lienert and William Steinbock. Laura reviewed additional minor changes that were made during their review. Members discussed the issues with real estate broker issues. Annee Tara discussed types of siding and weather barrier versus siding; Matt explained the difference and preferred methods when adding siding over wood. Matt to research old wood versus new wood value. Laura discussed window treatments; Catherine Leonard replied that window treatments should be a decision made by the window owners. Matt explained his issues with window tinting and potential problems that may arise. Laura and Matt discussed signs; type and size. Members made suggested language changes and clarified where needed. Matt to make the final changes and pictures for the July meeting.

2. **Approval of Minutes:** No minutes were reviewed at this meeting.

3. **Staff Approvals:**

4 Pleasant Street – Removal of chimney and installation of power vent on rear (north) façade.

This meeting was adjourned at 8:35 P.M.

Respectfully Submitted

Tonya Jenusaitis,
Recording Secretary

**VILLAGE REVIEW BOARD
MEETING MINUTES
MAY 21, 2019**

MEMBERS PRESENT: Chair Claudia Knox, Art Boulay, Catherine Leonard, Laura Lienert, William Steinbock (arrived at 7:24) and Annee Tara

MEMBERS ABSENT: Karen Topp

STAFF PRESENT: Town Planner Matt Panfil

A meeting of the Village Review Board was held on Tuesday, May 21, 2019 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 19-008 – 66 Pleasant Street – The Board will review and take action on a request for two Certificates of Appropriateness from David Matero on behalf of Teresa Golan, to partially demolish and reconstruct the north side of the house at 66 Pleasant Street and add a mudroom and garage (Map U15, Lot 61).

Matt Panfil introduced the application.

Applicant representative, David Matero, presented a PowerPoint presentation and reviewed the proposal. Laura Lienert clarified that the 8 over 8 windows in the front will remain the same size while all other windows will be 2 over 2. Laura asked if they had chosen the Sierra Pacific or the Marvin Integrity. David replied that this is also a budget issue. The Marvin is a fiberglass clad wood and the Pacific is aluminum clad wood; he has used them both. Laura clarified that the Sierra is extruded aluminum.

William Steninbock joined the meeting.

Claudia Knox clarified that the applicant is looking for Board approval for two phases. David Matero replied yes and stated that the only alterations in Phase II would be replacing the vinyl siding on the front with clapboard, replacing the front windows and roughly six windows on the side. Claudia asked if this would be new clapboard painted. David explained that the house will be clapboard, but they do not know what is under the vinyl. Catherine Leonard asked if the clapboard would be wood. David replied that the options are pre-primed pine or Boral. The least expensive option is fiber cement siding which is beveled and looks like wood, but it is not a wood clapboard. This may be an option, but the siding will not be vinyl.

Chair Claudia Knox opened the meeting to public comment. Hearing none, the public comment period was closed.

Laura Lienert thinks the design is pleasing and in line with the home. She would prefer wood windows; the extruded aluminum is a neat option. She has seen these used in a lot of historic structures and pleased to see the applicant looking to use this product. Annee Tara agrees with Laura and thanked the applicant for taking good care of the structure. Claudia Knox added she too agrees with the other comments from the Board.

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 PARTIAL DEMOLITION OF THE REAR (NORTH) FAÇADE TO ALLOW FOR AN ADDITION LOCATED AT 66 PLEASANT STREET AS OUTLINED IN THE APPLICATION AND AS SATISFIED BY SUBSECTION 5.2.8.C.(4).II 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 LAURA LIENERT, APPROVED UNANIMOUSLY.

MOTION ANNEE TARA THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR THE PROPOSED CHANGES TO 66 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.

2. Case #VRB 19-009 – 1 Federal Street – The Board will review and take action on a request for two Certificates of Appropriateness from Stanley Nock, to demolish and reconstruct the two-story front porch (excluding the porch roof) at 1 Federal Street (Map U07, Lot 50).

Matt Panfil introduced the application.

Will Hathaway of Wills Work LLC, said that he plans to mimic what is on 3 Federal Street to replace what is there now. Matt Panfil noted that there are pictures of the current porch in the packet materials. They did not send the Codes Enforcement Officer out because this structure does not seem as dangerous as the one at 3 Federal Street was. Annee Tara asked how they handled the joint between the railing and columns. Will explained that the joint goes into the square part. In the new columns the narrow part will be taller and the turn portion will be smaller. Claudia Knox clarified that they will replicate the detailing. Will replied that he will have them custom made. Laura Lienert asked about the iron railing on the walkway. Will replied that those are in the concrete and he will be using the same steps.

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

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

MOTION ANNEE TARA THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR DEMOLITION OF THE TWO-STORY PORCH ENTRANCE LOCATED AT 1 FEDERAL STREET AS OUTLINED IN THE APPLICATION AND AS SATISFIED BY SUBSECTION 5.2.8.C.(4).II 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 LAURA LIENERT, APPROVED UNANIMOUSLY.

MOTION ANNEE TARA THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR THE PROPOSED CHANGES TO 1 FEDERAL 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 either the a.) reuse or b.) replacement in kind of the decorative brackets and other architectural ornamentation

MOTION SECONDED BY LAURA LIENERT, APPROVED UNANIMOUSLY.

3. Workshop – 159 Park Row – Ray Gerbi, on behalf of the Pejepsct Historical Society, requests a workshop with the Village Review Board to discuss potential alterations (more significant than those described in the below staff approvals) to the structure at 159 Park Row.

Ray Gerbi, applicant reviewed the plan for the Pejepsct Historical Society and their need for storage. Ray stated that they also need more exhibit space and need for program and meeting space. Ray said that they are hoping to hear from the Board on what they want to see replace this building. They would like to expand the footprint possibly 15 feet forward and up to 16 feet to the garden but not beyond it. Approximately 3,000 square feet in the end with a 1,000 square foot footprint. Claudia Knox asked if they had more input on to the design. Ray replied that it will still be the same rectangular building and the same color, but they are wondering if they should make it look like a carriage house or home. Laura thinks the idea of a carriage house makes a lot of sense and allows for a lot of flexibility. Art Boulay agreed that a carriage house would make a lot of sense and referenced Richard Nimrow's project as well as his property at 32 Federal. Art added that clapboard would be expected. Spike Highborn, former Pecjepsct Historical Society Board member, pointed out that this building will be used for storage space and everything is going to be climate controlled, fire secured and theft secured; there will be structural constraints that will have to be addressed and the outside veneer will be decorative in nature. Annee stated that the building needs to fit what they need it to do. If they need bigger doors, she believes that they will be willing to work with them. In addition, they don not need to make it look like the old building but just maintain the character.

5. Approval of Minutes (Adjustment to agenda)

MOTION BY CLAUDIA KNOX TO APPROVE THE MINUTES OF DECEMBER 18, 2018. MOTION SECONDED BY LAURA LIENERT, APPROVED AMONG THOSE PRESENT.

MOTION BY WILLIAM STEINBOCK TO APPROVE THE MINUTES OF JANUARY 15, 2019. MOTION SECONDED BY CLAUDIA KNOX, APPROVED AMONG THOSE PRESENT.

Chair Claudia Knox adjourned into workshop.

4. Workshop – The Village Review Board will hold a workshop session to discussion revisions to the Village Review Zone Design Guidelines.

Matt Panfil provided a brief explanation behind the urge to change all the *shall(s)* to *should* in the Village Review Guidelines. Matt added that if there are things in the guidelines that they want to make mandatory, they can do this by doing a text amendment to the Brunswick Zoning Ordinance. Laura Lienert stated that she supports the move to should, but expressed her concern that by making the change that this will change the overall tone of the changes that they have been working on over the past year. Art Boulay stated that he feels that this change will help clarify things more. Art suggested that they generate a template to make it easier to state why they came to the decision that they did. Per Catherine Leonards request, Matt Panfil discussed the resource if an application is denied. Laura noted that she can only remember one application that they have denied as they really try to work with the applicant(s). Members agreed with the proposed change.

Claudia Knox asked members if they had any additional items that they wanted changed aside from the ones that were sent out via email. Claudia suggested that they create a small subcommittee to assist Matt with addressing the changes aside from basic editing. Matt added that the Bowdoin Fellow will be taking pictures of the buildings in the Village. Laura and William to assist Matt.

6. Staff Approvals: None

This meeting was adjourned at 8:40 P.M.

Respectfully Submitted

Tonya Jenusaitis,
Recording Secretary