

**Town of Old Orchard Beach  
Design Review Committee  
January 4, 2016 6:00 pm**

<b>Call to Order: 6:08pm</b>	<b>Call to Order</b>
<p><b>Roll Call:</b> Don Comoletti Chair, Kim Schwickrath, Ray DeLeo. Absent: Mark Lindquist  <b>Staff:</b> Jeffery Hinderliter; Town Planner, Valdine Camire; Administrative Assistant, Megan McLaughlan; Assistant Town Planner.</p>	<b>Roll Call</b>
<b>Pledge of Allegiance</b>	<b>Pledge of Allegiance</b>
<p><b>ELECT CHAIR AND VICE CHAIR:</b> The election of officers was tabled until the next meeting when all of the Board Members are present.</p>	
<p><b>Meeting Minutes: Approval of minutes from 1/5/15, 2/17/15, 4/13/15, 8/3/15.</b></p> <p>Kim Schwickrath made a motion to approve the January 5, 2015 meeting minutes, seconded by Ray DeLeo. All in favor.</p> <p>Kim Schwickrath made a motion to approve the February 17, 2015 meeting minutes, seconded by Ray DeLeo. All in favor.</p> <p>Ray DeLeo made a motion to approve the April 13, 2015 meeting minutes, seconded by Kim Schwickrath. All in favor.</p> <p>The meeting minutes for August 3, 2015 were postponed until the next meeting as there were not the correct number of members present to approve these minutes.</p>	<p><b>MOTION VOTE (3-0)</b></p> <p><b>MOTION VOTE (3-0)</b></p> <p><b>MOTION VOTE (3-0)</b></p>
<p><b>ITEM 1</b></p> <p><b>Proposal: 20x40 trash collection building</b></p> <p><b>Action: Review application; Discussion; Recommendations to move forward</b></p> <p><b>Owner: Town of Old Orchard Beach</b></p> <p><b>Location: 77 Milliken St., MBL: 203-3-1, DD-2</b></p> <p>Planner Jeffrey Hinderliter told the Board Members that the reason why we are here tonight is to get their feedback on this proposal. He explained that they do not have all of the information to make a vote or recommendation tonight but what they do have is information that will allow the Board Members to provide guidance for submission for the complete application which will be in February of 2016. What the applicant is looking for tonight is to seek recommendation or guidance in regards to the building design.</p>	<b>ITEM 1</b>

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Town Manager Larry Mead gave a brief overview of why they are proposing this new facility. This will be a temporary holding facility for trash bags that the town collects from our municipal waste barrels at both the downtown sections and the beachfront section along the central part of the beach. Over the past number of years it was located at the West Grand Comfort station behind the bathrooms there. He added that this is a small operation.

Unfortunately there is a right title and interest problem with the town's access to the back of the building. The DEP told us that we could no longer operate the service from that location so they had to look for another spot and Milliken Street was the least objectionable option. It will be the same concept, however they cannot use big trucks because of the crowds in town.

They will be using a relatively small vehicle with a state body on the back which would transport the bags of garbage from downtown to the holding facility. These bags will then be transferred into the stated body truck which will drive from downtown to BBI to be unloaded maybe 2-5 times a day depending on the busiest season. This truck would be inside the facility, however the truck doesn't stay there in the overnight hours.

Mr. Mead added that the location of the facility is very central in terms of the towns property. The reason why they decided on this location is that they didn't want to be too far from the pavement and it is also within the FEMA flood plain. They are also central between abutters. Larry Mead showed the members posters/presentation of the proposed facility which has a lot of natural buffering.

Kim Schwickrath asked if there would be someone there all day long working there.

Mr. Mead stated that they will not be working there all day long and when they are not there the overhead doors (which are located on both sides of the facility) will be closed. The reason for the overhead doors on both sides is that the vehicle will be able to drive right through instead of backing up. They had talked to DEP in regards to fencing in the facility and they said that was not necessary as long as you have doors that lock. Don Comoletti asked why not put in a 30 yard dumpster instead.

Mr. Mead stated that dumpsters are noisy to move, they attract seagulls and they could potentially end up smelling.

Ray DeLeo asked about arborvitaes. Mr. Mead showed the board members two possibilities. One was to screen the two entry doors, and the other was placing arborvitaes all the way across which would screen the whole building. Chair Comoletti liked the idea of the arborvitaes being on the sides of the entry way doors instead of all across the front for security reasons.

Ray DeLeo was concerned about the bottom windows.

Larry Mead stated that the bottom windows will not be functional. They will be locked from the inside. They are really for aesthetics. The roofline

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<p>and the siding emulates the restroom building that is already there. They will look at venting the roof, no AVHC and not insulated. They are currently looking at wood frame, however they could do steel frame if the pricing is right.</p> <p>Planner Hinderliter added that they went through the 7 review criteria and overall design seems to meet these 7 criteria standards considering that they will have the cut sheets, colors, siding design in February. Mr. Hinderliter asked the Board Members if there is anything they would need to address to conform to the standards.</p> <p>Chair Comoletti stated that a number of these criteria would not be applicable and just do not apply.</p> <p>Ray DeLeo mentioned that if they really didn't want this to look industrial, they could change the middle window to a false door.</p> <p>Chair Comoletti asked if there is going to be any exterior lighting for security reasons?</p> <p>Larry Mead stated that they will need some lighting around the door entrance area. He would like to emulate the functionality of the lighting in the parking lot which is down lighting.</p> <p>Kim Schwickrath recommends some kind of security lighting.</p> <p>Don Comoletti was concerned with the facility being so far back off of the road as it opens it up to vandalism.</p> <p>Mr. Hinderliter mentioned that they are thinking of using cedar impressions on the building but wondered if the Board Members had some sort of recommendation for siding that could be cleaned easily if it is vandalized on the rear of the building (the part that is not visible to the public). It was suggested that vinyl siding would hang out from the building to be able to hang some down lighting.</p> <p>Public Works Director Marc Guimond stated that it would hang out approximately a foot.</p> <p>Larry Mead stated that Wright Pierce will be doing the engineering.</p> <p>Kim Schwickrath suggested to have motion lighting behind the building for security reasons.</p> <p>All agreed that this looks conceptionally good.</p> <p>Larry Mead stated that they look forward to coming back in February with the full application.</p>	
<p><b>Other Business:</b></p> <p>Jeffrey Hinderliter told the Board Memes that they will go over the ordinances at the next meeting.</p> <p>We will also have the meeting minutes for September 21, 2015 in regards to the decision associated with the review of the church decision.</p>	<b>Other Business</b>
<p><b>Good and Welfare:</b></p> <p>Chair Comoletti asked if there is anything in regards to getting new members. Mr. Hinderliter stated that there was a person interested,</p>	<b>Good &amp; Welfare</b>

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<p>however he decided to choose the Comp Plan Committee and the Board of Appeals Committee to serve on. The Design Review Board should have 5 members with 2 alternates.</p> <p>The Board Members mentioned that the building owned by Judd Sher is finally going up on Walnut Street.</p> <p>They are also working on the addition that was previously Fat Belly Deli's.</p> <p>Ray DeLeo mentioned that the current Uptown Oleary's located at 41 Old Orchard Street which is now a restaurant/bar. He mentioned that they changed the color and also took down the decking.</p> <p>They talked about Ike Niam's new shoe store on 28 Old Orchard Street and whether it will re-open in the Spring. Mr. Hinderliter stated that he is planning on opening up again but wants to sell more than only shoes. The lot on the side of his building is still for sale and anything that was approved by the Design Review Committee runs with the land. If they wanted to change anything, they would have to come back.</p>	
<b>Adjournment 6:45pm</b>	<b>Adjournment</b>

*I, Valdine Camire, Administrative Assistant to the Design Review Committee of the Town of Old Orchard Beach, do hereby certify that the foregoing document consisting of four pages (4) is a true copy of the original minutes of the Design Review Committee Meeting of January 4, 2016.*

*Valdine Camire*