Call to Order: 6:00pm	Call to Order
Roll Call: Don Comoletti Chair, Kim Schwickrath, Ray DeLeo, Mark Lindquist. Staff: Jeffery Hinderliter; Town Planner, Megan McLaughlan; Assistant Town Planner.	Roll Call
Pledge of Allegiance	Pledge of Allegiance
Minutes: 10/3/16	MOTION
Ray DeLeo made a motion to approve October 3, 2016 meeting minutes, Seconded by Kim Schwickrath.	VOTE (4-0)
ITEM 1	ITEM 1
Proposal:Building expansion and rehabilitationAction:Discussion; Certificate of Appropriateness Recommendation	
Owner:Harrisburg H&P & Harrisburg Group Gen PartnershipLocation:9 East Grand Ave., MBL: 306-2-6, DD1	
Planner Jeffrey Hinderliter updated the Board Members on the items that they were looking for in this submission:	
 How the building sits on the lot Siding type Lighting and location type 	
 Eighting and location type Fenestration calculations 	
Window types and finishing	
 Looking for some photo shots on the existing building Wanted to see a little more drama on the front of the building See the architecture carried over 	
 The members preferred party punk or certainteed shingles or the equivalent Azek trim 	
The roof pitch is resolved. There was some discussion about no windows in the rear of the building.	
The air conditioning units will be placed in the back facing the parking lot.	
Mark Lindquist questioned that this will be a 2 story building but only has one staircase.	

annow I lindowlite water ad the table is a service water a fither Fire Ohio	as well
anner Hinderliter stated that this is a concern of the Fire Chief nd we will get more into this when it goes to the Planning Boar	
ne only item that seems more DRC related is the wall facing aw ast Grand is a blank wall. The back wall facing the ocean.	vay from
m Schwickrath asked how is this going to be built without acce putting property? Am Harrisburg said that they can go in from the street side.	essing the
nere are 2 heat pumps on the side and 3 in the back. lark Lindquist asked how much property is on the northeast side elongs to the owner?	de that
am Harrisburg stated that there are 2 ft. Iark Lindquist also asked what is the purpose of the balcony th	at is on
e Kinney Ave. side?	
am Harrisburg stated that it is to get air in the building. They m nange the other side with a window as well so they can get a c reeze.	-
ne balcony is approximately 7' x 3'.	
nair Comoletti asked if any of this relates to fire codes in terms alconies or the doors? Ir. Harrisburg stated no.	s of
nis will go to the Planning Board (site plan review) after the De eview Committee.	sign
ghting fixtures are going to be located on the outside. 5 fixture ght side and 7 fixtures on the front with LED lighting.	es on the
ne color of the building will be white with white Azek trim. ney have not picked the roof colors yet. ne ceiling height for the second floor is 14'. The second floor v	vill be just
etail.	viii be just
ne first floor is approximately 10' in height. 12 gable end roof.	
nair Comoletti suggested that they add a 1 x 6 freeze board on T the building on the top of the shed overhang and just at the k ne balcony just to break up the back of the building.	
ney will not be adding more neon signs however they will keep gns on the first floor that are already existing.	the neon

Chair Comoletti is concerned about getting very bright lights shining outside the windows.	
Chair Comoletti made a motion that this is complete with the changes that have been noted by Megan. Seconded by Mark Lindquist.	MOTION
 Freeze board at the top of the shed overhand and just under the bottom of the balcony. 	
 No neon signs on the upper story. No excessive lights neon or otherwise on the second floor either internal or external. 	
All in favor.	<u>VOTE</u> (4-0)
ITEM 2 DRC ordinance discussion	<u>ITEM 2</u>
Planner Hinderliter stated that the Planning Board would like the DRC to come and sit in on a meeting that they will be having in regards to Design Standards. Hopefully in January 2017.	
Kim Schwickrath asked if the purpose is going to change, she would like to start from the beginning if possible.	
One thing that the Planning Board decided at their last meeting is to maybe have a special meeting just to work on workshop type items.	
Mark Lindquist questioned that the DRC looks at the design of projects in just DD-1, DD-2 and Historic Overlay of certain projects. So anything outside of this is all Planning Board?	
Planner Hinderliter stated that is true however there is no Design Review set up for the Planning Board and this is only enforceable in these areas.	
There are some standards that deal with esthetics but they are very broad.	
Mark Lindquist mentioned that he is concerned with there being no standards for commercial properties.	
We need to think about our 2 gateways to our community and we need to decide where the physical gateway exists.	
Planner Hinderliter stated that this is what the Planning Board is looking at Design Standards for these gateways.	
Mark Lindquist stated that the standards need to be similar for that continuity.	

Lisa Gribbin, owner of Richard's By The Sea Hotel at 5 Kinney Ave. and abutter to the Harrisburg proposal location introduced herself to the	
Chair Comoletti thanked Megan McLaughlin for the Museum in the Streets walk. Good and Welfare:	Good & Welfare
Other Business:	Other Business
Planner Hinderliter asked the members if they can take a look at the memo and maybe plan on having a workshop in December and begin discussing this.	
 Go through the standards that they have and mark them up with changes. Possibly a step before that, go through the memo and Jeffrey could email the members maps of the town of all zones and work on the town as a whole. 	
Planner Hinderliter stated that we could approach this in a couple of ways:	
Mark Lindquist mentioned that every new building that is built is not in our Design Standards to create a friendly atmosphere with benches, etc. That should be something that should be considered.	
Planner Hinderliter mentioned that we want to look at it as more of broader perspective so that will help us build a better foundation for what the standards will be.	
Any commercial property that has upgrade of façade exterior that is over \$5,000.00 or so.	
The Planning Board may want to add these responsibilities to the Design Review Committee. When they make changes what types of changes will require a design review. When we get to the gateways of the community there may be more of an interest in landscape buffering where you cannot do that internally. In terms of building and lot esthetics there is more that we are trying to get the Planning Board to think about.	
The Planning Board still wants the Design Review Committee running interference for them. Planner Hinderliter asked the question, when we develop other design review standards, who will be responsible for the review?	

Adjournment 6:50 pm Valdine Camire, Administrative Assistant to the Design Review Committee of	Adjournment
this would be a Planning Board issue.	
The members appreciated her offering this information but stated that	
for them to go on her property for multiple reasons.	
building without being on her property. And she will not give permission	
without being on her property, how are they going to build the entire	
Her questions is If they could not install these 2 air conditioning units	
property.	
needed to go up. And they couldn't put them in without being on her	
Ms. Gribbin stated that in the summertime in the back of the building there was only one of those air conditioning units when 2 other ones	
The Board members stated that they are not moving them.	
conditioning units from the side to the back of the building?	
Ms. Gribbin asked about the owner of the building moving the 2 air	
meeting minutes.	
Board Members and she asked for a copy of the October 3, 2016 DRC	

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 five pages (5) is a true copy of the original minutes of the Design Review Committee Meeting of November 7, 2016.

Valdine Camire