



# Design Review Minutes

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**Monday, March 6<sup>th</sup>, 2023 @ 6:00pm**  
**Council Chambers - 1 Portland Avenue**

[www.oobmaine.com/design-review-board](http://www.oobmaine.com/design-review-board)

## **Call to order 6:02 PM**

## **PLEDGE OF ALLEGIANCE**

## **ROLL CALL**

Present:	Absent:
Kim Schwickrath	Frank Manduca
Richard Pelletier	
Gary Luca	
Don Comoletti	

## **REGULAR BUSINESS**

**Item 1** – 36 Old Orchard Street; MBL 205-3-8; Zoning DD-1; Applicant: Golan, Inc; Rafi Jacobi.

Design review proposal for a recreational facility with paved surface for two climbing walls and a 4-station trampoline on a vacant lot with proposed fencing, lighting, signage, and kiosk.

*Application review, determination of completeness, recommendation*

Associate Planner Michael Foster reviewed the agenda and introduced the item. This was before the board last month for discussion. This is a design review proposal for a recreational facility with paved surface for the two climbing walls and a 4-station trampoline on a vacant lot with proposed fencing, lighting, signage, and kiosk. This is up for application review, determination of completeness, and potential recommendation.



1 There are materials in the packet and a brief memo. Details are in the packets but the  
2 applicant also brought a larger image of the proposal. Site plans and exterior elevation  
3 plans were provided. This is currently a vacant lot. For reference the lot is between  
4 Beach Bagel and Beachology buildings on main street.

5 The applicant met with the committee last month for feedback. This month we have a  
6 formal application submittal to review. This will require site plan review by the planning  
7 board as well. How will this meet the design standards in Sec. 78-686? Last month you  
8 requested design details for the kiosk, potential signage, fence, and retaining wall.  
9 Limited details were in the application and hopefully the applicant can explain the other  
10 details. Specific spec sheets may be needed to show the design details. There is no  
11 current structure and the only structure proposed is the sales kiosk. Those are the staff  
12 comments. The applicant will need to provide direct responses to the design standards.  
13 This is how it will be determined this meets the standards. You will want to make sure  
14 you have all the information you need on the design aspects before determining this  
15 complete. If you get the information you need we recommend you make a  
16 recommendation to the planning board, but if you need more details we recommend you  
17 table this.

18 The planning board had questions about bathrooms and it appears the ordinance  
19 requires onsite bathrooms. This will be part of the planning review but if there is a  
20 structure associated with the bathroom, that would require design review.

21

22 Applicant Rafi Jacobi explained they are asking for a one summer waiver on the  
23 bathroom. Bathroom facilities are available within 40'. They can give customers a pass to  
24 use bathrooms. If it is successful they will build bathrooms if needed. There are three  
25 businesses they know very well.

26

27 Richard Pelletier asked if bathrooms are in adjacent building.

28 Rafi Jacobi referenced the GFB and tattoo shop across the street for bathrooms.

29

30 Don Comoletti mentioned the bathroom requirement is for the planning board, the DRC  
31 is concerned with design. Did the planning board have comments?

32 Rafi Jacobi mentioned that they were saying that to use bathroom you need to be a  
33 customer, but they will have an agreement and have customers use the passes.

34

35 Associate Planner Foster wasn't at the planning board meeting and isn't familiar with the  
36 discussion. The planning board hasn't looked at an application and was more considering

1 the recreational facility use. Review with the DRC and planning board is concurrent.

2

3 Rafi Jacobi explained these are custom made equipment and is about a three-month  
4 process between ordering of equipment and delivery. They need to order now for  
5 summer. All the site improvements will need to be approved, but they want to order the  
6 equipment to move forward with the general idea.

7

8 Don Comoletti mentioned he has some questions. How tall will the rear wall be and what  
9 is proposed for a wall. It must be almost ten feet to make level.

10 Rafi Jacobi responded it is no more than four feet.

11

12 Associate Planner Foster mentioned that the next step is for the applicant to submit  
13 engineered plans to the planning board. They are just starting this or haven't had plans  
14 drawn up yet. This will determine what is needed for a wall. It is hard to tell without the  
15 engineering how tall it will be or the design needed.

16

17 Rafi Jacobi met with an engineer last week and they are the engineer that designed a  
18 previous proposal for this lot.

19 Don Comoletti reiterated they need design details for what the wall will look like. If  
20 cement block, what will that look like? Will it be painted?

21

22 Kim Schwickrath asked how tall the fence will be?

23 Rafi Jacobi stated they don't want to go more than six feet.

24

25 Kim Schwickrath added people are going to hang out in there. When will you close?

26 Rafi Jacobi responded that the equipment comes down at night. They will close at 9 or  
27 10. No one will want to go in because there is nothing there, the equipment will be  
28 covered.

29

30 Don Comoletti mentioned they are concerned with the design of the fence not so much  
31 the height.

32 Rafi Jacobi asked who they have seen fences installed from in Town that they like.

33

34 Kim Schwickrath added they wouldn't want a wood fence.

35 Don Comoletti added it would need to be strong enough for people leaning or sitting on  
36 it.

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Rafi Jacobi explained the orientation of the proposal sketch to the committee. This is just for an idea. The kiosk would probably be in the back. The lot is open.

Richard Pelletier asked about the light post that look like standard wood poles.

Rafi Jacobi stated that this was to show the location, but they may need less. This can be worked out.

Don Comoletti asked if they were hoping to leave with an approval. They can give consensus that it looks good and meets the design but not approval.

Rafi Jacobi added they want to make sure they approve the idea before moving forward with the next steps. It is a large investment.

Kim Schwickrath explained they don't want to see wood fences and poles used, not just saying these materials won't be used. They want to know what the materials will be. Don Comoletti reviewed the materials they would want to see. The fence material should not be wood and not vinyl unless sturdy vinyl. A vinyl picket fence will be damaged by people. The light posts should be decorative aluminum and with newer design light fixtures, not a street light style. What is the walking surface? Cement or black asphalt? These are details needed for the committee.

Rafi Jacobi stated it would be blacktop like a parking area.

Richard Pelletier added they need the real plan. The committee ideas should be incorporated.

Kim Scwickrath added the kiosk shouldn't be vinyl sided.

Don Comoletti added they would want to see the kiosk materials, windows, door, shingles and what it will look like. Also, the physical size.

Richard Pelletier stated that five years from now the design elements should look the same. They materials should be maintenance free.

Rafi Jacobi explained the site layout. Would they want fences even if there is a building wall?

Don Comoletti asked if they can go to the property line?



1 Associate Planner Foster mentioned that the Downtown has zero setbacks.  
2  
3 Gary Luca asked about occupancy numbers for the site and if lines will block the  
4 sidewalk.  
5 Associate Planner Foster mentioned that occupancy numbers are usually determined  
6 through fire code.  
7  
8 Richard Pelletier added that each design element needs to be labeled and explained, not  
9 just on the plan but also in writing to describe the details. A picture is worth a thousand  
10 words, but they still need the description.  
11  
12 Associate Planner Foster stated they can meet with the applicant to go over the  
13 application and give examples of other approvals. The biggest guidance is from the  
14 design standards. The standards don't always match what the committee would like to  
15 see. For example, fences should be constructed of durable wood. The committee has  
16 recognized that materials have changed and other materials can give a similar  
17 appearance but last longer. This committee doesn't directly get into lighting but it can be  
18 an architectural detail. The planning board reviewed lighting power.  
19  
20 Richard Pelletier explained this is why they want design details written out so it is clear  
21 what the expectation are with the design.  
22  
23 Rafi Jacobi mentioned they will have small trash cans on site but no dumpster.  
24  
25 Associate Planner Foster added there are potential clearance requirements for the  
26 equipment, so the engineering could change the proposed layout.  
27  
28 The committee discussed the liability with the applicant.  
29 Rafi Jacobi responded that they are insured and would have insurance on the equipment.  
30  
31 The committee discussed how it will look with equipment covered or during the  
32 offseason.  
33  
34 Don Comoletti mentioned to them this is like equipment at the amusement park that is  
35 covered with blue tarps. We need to revisit the boarding up ordinance.  
36

1 Rafi Jacobi pointed out the website for the equipment if the committee wanted more  
2 details.

3

4 Associate Planner Foster asked about details needed with the planning board application  
5 and this application. Does the committee want specific materials, then the size can be  
6 decided, or do you need full design and height?

7

8 Rafi Jacobi mentioned the shed/kiosk will be from Shed Happens in Saco.

9

10 The committee added the materials of the shed should be specified and asked about  
11 kiosk size requirements. They want to see design and material for fencing.

12

13 Associate Planner Foster stated that is all they have for this application. The applicant  
14 has the guidance on what to submit for design. On the lighting posts what do they want  
15 to see?

16

17 Richard Pelletier stated they need to see what is recommended for lighting by the  
18 planning board who needs to decide lighting output to reduce castoff.

19

20 Rafi Jacobi pointed out the pole were added as a placeholder for lighting.

21

22 Don Comoletti asked if the planning board should have a list of DRC questions.

23 Associate Planner Foster responded depending on when this falls on the calendar the  
24 applicant could come to the DRC before the planning board meeting. This committee  
25 will meet April 3 before the planning board. Staff can discuss more with the applicant to  
26 prepare.

27

28 Rafi Jacobi thanked the committee.

29

30 Associate Planner Foster stated the only other items are administrative with the  
31 approval of the meeting minutes. Frank Manduca wasn't reminded of this meeting so  
32 that may be why he is absent. He doesn't have email so the agenda doesn't get sent to  
33 him like the rest.

34

### 35 **ACCEPTANCE OF MINUTES**

36

37 Accept the meeting minutes of the 9/7/2022, 10/3/2022, 12/5/2022,

1 and 2/6/2023 meetings

2

3 Don Comoletti asked if they read the September 7 minutes. Motion to accept as written?

4 Gary Luca made a motion to approve as written.

5 Seconded by Kim Schwickrath. All in favor. 3-0-1. Richard abstained.

6

7 Don Comoletti asked for motion to accept the October 3 meeting minutes?

8 Kim Schwickrath made a motion to approve.

9 Seconded by Richard Pelletier. All in favor. 3-0-1. Gary abstained.

10

11 Gary Luca made a motion to accept the December 5 minutes.

12 Seconded by Richard Pelletier. All in favor. 3-0-1. Kim abstained.

13

14 The February 6 minutes will need to wait until we have the quorum.

15

16 Richard Pelletier asked about temporary structures and how the equipment is classified  
17 for this. Does it come under their jurisdiction?

18

19 Don Comoletti explained if they keep it as they are proposing it would be ok. They can't  
20 have a permanent foundation, attached to the ground, or have utilities.

21

22 Associate Planner Foster stated this did come up during the sketch discussion and if it is  
23 a structure being regulated. The committee discussed looking at all other design aspects  
24 but not the equipment itself.

25

26 **GOOD & WELFARE**

27 Don Comoletti asked about the new building where there was a sub shop?

28 Associate Planner Foster stated they are doing another similar mixed-use building.

29

30 **ADJOURNMENT**

31 **7:03 PM**

32

33 *I, Michael Foster, Town of Old Orchard Beach Associate Town Planner, do hereby certify that the foregoing*  
34 *document consisting of Seven (7) pages is a true copy of the original minutes of the Design Review Committee*  
35 *Meeting of March 6, 2023.*

x   
\_\_\_\_\_  
Michael Foster

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