

TOWN OF OGUNQUIT PLANNING BOARD
DESIGN REVIEW APPLICATION

PLEASE PRINT CLEARLY

MEETING DATE w/ CEO 2-3-20
INITIAL PB HEARING DATE: 3-9-20

DATE REC'D: 2-21-20
FEE PAID (\$500):²⁵⁰ Yes No
TAX MAP: 003 BLOCK: 060
ZONING DISTRICT SGD-2

DESIGN REVIEW APPLICATION - Applicants applying for Design Review should familiarize themselves with Articles 6 and 11 of the Town's Zoning Ordinance.

PROPERTY OWNER (as listed on current VISION Property Tax Card)

NAME Meredith Baker
MAILING ADDRESS 3218 SE 62nd Ave Portland, OR 97206
Telephone 503 888 7514 e-mail address bigriverconsulting@gmail.com

APPLICANT Same as Owner Lessee Purchase & Sale Agreement Agent/Consultant

NAME _____
MAILING ADDRESS _____
Telephone _____ e-mail address _____

If applicant is different than owner you must include a letter of authorization from the property owner.

REPRESENTATIVE (if applicable)

NAME _____
MAILING ADDRESS _____
Telephone _____ e-mail address _____

PROPERTY ADDRESS: 29 Perkins Cove Road

Year Built 1899 (All Pre 1931 structures require review by the Historic Preservation Commission).

Source of date: VISION Card TRIO Card Other Great Grandfather Built

NAME OF BUSINESS (Current & Proposed) _____

(If property is used commercially, please give name of business.)

BRIEF DESCRIPTION OF PROJECT:

Remove one window for kitchen remodel

Is any portion of the property within 250 feet of the high water line of a river or salt water body? Yes No

Does the parcel include any wetlands? Yes No Total Acreage of Parcel: 1.20

Is this parcel included in a prior approved subdivision or site plan? Yes No

Is any portion of the property within a floodplain as identified by the Federal Emergency Management Agency?
 Yes No

Anticipated date for construction start: _____

Does this development require extension/provision of, or connection to, public infrastructure?

- roads storm drainage other _____
- sidewalks water lines
- sewer lines fire hydrants

Identify method of water supply to the proposed development:

- individual wells connection to public water system N/A

Identify method of sewage disposal to the proposed development: N/A

- connection to public sewer system on-site subsurface wastewater disposal system

To the best of my knowledge, all the above stated information submitted in this application is true and correct.

7-14-2020

DATE



APPLICANT'S / OWNER'S SIGNATURE

ELECTRONIC COPIES OF ALL APPLICATION MATERIAL MUST BE E-MAILED TO THE OGUNQUIT LAND USE OFFICE NO LATER THAN ONE WEEK PRIOR TO MEETING DATE.

THIS FORM, ACCOMPANIED BY THE APPROPRIATE FEE, CHECKLISTS, AND SUPPORTING DRAWINGS AND DOCUMENTS, MUST BE SUBMITTED BY THE FOLLOWING DEADLINES:

Pre-application Conference with Code Enforcement Officer – MUST BE HELD AT LEAST TWO BUSINESS DAYS PRIOR TO SUBMITTAL OF THE APPLICATION. Applications will not be accepted without a prior conference with the CEO AND HIS SIGNATURE ON THE SUBMISSIONS CHECKLIST FORM.

The Application form, with all accompanying fees, drawings and documents, as indicated by the CEO at the preapplication conference, MUST BE SUBMITTED BY 2:30 P.M. 14 DAYS PRIOR TO THE PLANNING BOARD MEETING

Any Application Approval is conditioned on all statements and written materials submitted to the Planning Board during the course of deliberations.

TO BE COMPLETED BY TOWN STAFF

REQUIRED DEPT./CONSULTANT REVIEWS - to be completed by Code Enforcement Office:

- | | | | |
|------------------------------|---|--------------------------|---|
| Historic Pres. Comm. Review? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Public Works Review? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Police Dept. Review? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Conservation Commission? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Fire Dept. Review? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Planning Consultant? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
- Engineering Peer Review may be required by the Planning Board at any time during the Hearing process.

DESIGN REVIEW SUBMISSIONS CHECKLIST

Applicant Name Meredith Baker Date 2-14-2020
 Map / Lot / Zone 003 - 060 - SGO-2

This checklist has been prepared to assist applicants in developing their design review applications. It should be used as a guide in assembling the information necessary for a design review. However, the checklist does not substitute for the text of Article 11 of the Zoning Ordinance. The Planning Board also will be using the checklist to make sure that your application is complete. Once the checklist is filled out according to the instructions below it should be submitted with the application form.

1. Indicate if the information has been submitted by checking the appropriate box in column 1;
2. If you believe that a required submission is not applicable to your project, please discuss the matter with the Code Enforcement Officer. If the CEO agrees that the submission might not be applicable, check the appropriate box in column 2;
3. For every item checked in column 2, a written waiver request must be prepared on a separate sheet and submitted with this checklist.
4. At the initial meeting with the Planning Board, the Board will review this list, and the Board Chairperson will check the appropriate box in column 3 when the Board determines the submission acceptable;
5. If an item is not submitted, and the Board grants a submission waiver, the Board Chairperson will check the appropriate box for that item in column 4.

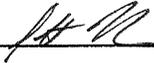
Note that this checklist only covers the submission requirements for a design review. It does not address the review standards that the application must meet in other stages of the process.

DESIGN REVIEW REQUIRED SUBMITTAL		1	2	3	4
		Submitted by Applicant	Submission determined to be sufficient by the Planning Board	Submission determined not applicable by the Code Enforcement Officer.	Applicant requests waiver of Submission Requirement
11.6.A.1	Fifteen copies of a site plan, and all supporting materials, including design review application form, and design review submissions checklist; Design Review Application fee paid.	✓			
11.6.A.2	Elevations of each side of the proposed building or structure to be constructed or altered, at a scale of at least 1/4" = one foot, and in the case of alterations, showing conditions before and after the proposed work				
11.6.A.3	Photographs of the site and existing buildings	✓			
11.6.A.3	Manufactures Specifications/Cut Sheets Doors, Windows, Applicable Fixtures			✓	
11.6.A.4	Estimate of construction cost for new buildings			✓	
11.6.A.5 a & b	Visual impact assessment (Only applicable to projects over \$2,000,000.)			✓	

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In addition to the above – When applicable the Planning Board may require detailed interior and/or exterior plans including dimensional measurements and uses of all interior/exterior spaces, placement of equipment, counters, etc. and when applicable seating charts indicating table/chair arrangements and the number of requested tables and seats.

NO APPLICATION WILL BE SCHEDULED TO GO BEFORE THE PLANNING BOARD UNTIL THE CODE ENFORCEMENT OFFICER HAS REVIEWED THE APPLICATION PACKET AND SIGNED THIS FORM!

Code Enforcement Officer  Date: 2-20-2020

**OGUNQUIT HISTORIC PRESERVATION COMMISSION MEETING MINUTES
FEBRUARY 12, 2020
11:00 AM
THE DUNAWAY CENTER**

MEMBERS PRESENT:

Helen Horn
Marcia Williams
Kerry Ellen Enright
Marsha Northrop
Elaine Cooper - 1st Alternate
Sumner Nystedt - Chairman

ALSO PRESENT:

Meredith Baker
Jeb Dufresne
... owners of 29 Perkins Cove Road
Shannon Alter
Retta Fitch
...TMS Architects, representing Jay and Linda Twombly, property owners of 80 Hoyt's Lane

ACCEPTANCE OF THE 1/22/20 MEETING MINUTES:

A motion was made by Marcia Williams to accept the Minutes as submitted. The motion was seconded by Helen Horn. Unanimously agreed.

PUBLIC INPUT: None

NEW BUSINESS:

- An Application was submitted by Meredith Baker, 3328 SE 62nd Ave, Portland Ore. 97206, for minor renovations to their family's homestead, built in 1899. The property is located at 29 Perkins Cove Road, Tax Map 003, Block 060, Zoning District SGD - 2. The proposed plans call for the removal of a single window on the right rear side of the house, in order to modernize the existing kitchen. The area section where the window will be removed is to be resided with the same matching material.

A motion was made by Helen Horn to accept the plans as submitted. This motion was seconded by Marsha Northrop. All agreed.

THE OHPC HEREBY ISSUES A CERTIFICATE OF APPROPRIATENESS FOR THE APPLICATION AT 29 PERKINS COVE ROAD.

- A resubmission of an Application to be heard for the demolition of an 1870's structure, located at 80 Hoyt's Lane, Tax Map 007, Block 80, Zoning District SLR. The existing building has previously been deemed significant by the OHPC. While the size of the original proposed



