

**CITY OF BELFAST INTOWN DESIGN REVIEW COMMITTEE MEETING**

**WEDNESDAY, OCTOBER 29<sup>th</sup>, 2025, 3:00 PM**

**BELFAST CITY HALL      COUNCIL CHAMBERS**

**AGENDA**

**1. Determination of Acting Committee Chair for October 29<sup>th</sup>, 2025 Meeting**

**2. Call to Order**

Members Serving on Review: Declan O'Connor, Pegi Miller, Gianne Conard, Barry Brindle, and Jim Duff

Staff Facilitator: City Planner, Alexandra Sykes

**3. Conflict of Interest**

**4. Adoption of Agenda**

**5. Type 1 Review**

**109 Church Street – Phase 1**

An Intown Design Review Permit application has been submitted by Earl Mackenzie, on behalf of the Old Belfast Opera House, LLC to selectively replace and install new windows and doors throughout the building, construct a raised walkway along Church Street, construct two small additions (courtyard and roof), and to make minor exterior site improvements to accommodate accessible access for the commercial structure at 109 Church Street, the Belfast Opera House, Map 11, Lot 23. This portion of the scope of work for the Opera House is considered Phase 1.

Any exterior alteration or construction to an existing structure that involves an increase in the footprint of an existing structure, or involves window or door replacement that results in the enlargement, diminishment, or a change in the location of said openings in the Downtown Commercial zoning district requires a Type 1 Intown Design Review Permit, reference City Code of Ordinances, Chapter 80, Sec. 80-4 Activities subject to Intown Design Review. The Committee must determine if the proposal meets standards identified in Sec. 80-6 Guidelines for new construction, renovations and restorations.

**5.1 Background on the property by City Staff**

**5.2 Applicant presentation**

**5.3 Committee Determination of Complete Application**

**5.4 Public Hearing**

**5.5 Committee Deliberation and Findings**

**6. Other Business**

**7. Adjournment**