



Approved for Historic Preservation
Certificate of Appropriateness

07/13/17

Date: 7 JUNE 2017

HISTORIC PRESERVATION
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

view under the City of Portland's Historic Preservation Ordinance (Chapter 14, Article IX of the Portland City Code), application is hereby made for a Certificate of Appropriateness for the following work on the specified historic property:

PROJECT ADDRESS:

94 COMMERCIAL ST

CHART/BLOCK/LOT: 070. A005001 (for staff use only)

PROJECT DESCRIPTION: Describe below each major component of your project. Describe how the proposed work will impact existing architectural features and/or building materials. If more space is needed, continue on a separate page. Attach drawings, photographs and/or specifications as necessary to fully illustrate your project—see following page for suggested attachments.

SEE ATTACHED SCOPE OF WORK



INFORMATION:

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Date: _____

Zip Code: _____
Work #: _____
Cell #: _____
Fax #: _____
Home: _____
E-mail: _____

BILLING ADDRESS

Name: MAGGIE DONOVAN
Address: BMC INC.
94 COMMERCIAL ST
Zip: 04101
Work #: 207.773.4299
Cell #: _____
Fax #: _____
Home: _____
E-mail: baywatchreality@
mahe.rr.com

CONTRACTOR

Name: _____
Address: _____
Zip Code: _____
Work #: _____
Cell #: _____
Fax #: _____
Home: _____
E-mail: _____

Applicant's Signature

PROPERTY OWNER

Name: BMC INC.
Address: 94 COMMERCIAL ST
PORTLAND
Zip Code: 04101
Work #: 207.773.4299
Cell #: _____
Fax #: _____
Home: _____
E-mail: _____

ARCHITECT

Name: PAMELA HAWKES
Address: SCATTERGOOD DESIGN
84 MIDDLE ST PORTLAND
Zip: 04101
Work #: 207.775.6141
Cell #: 207.838.5793
Fax #: _____
Home: _____
E-mail: pwh@scattergooddesign.com

Owner's Signature (if different)



reservation Application Fee Schedule:

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Pre-Review (for minor or standard alterations)

\$65.00

1 Review

\$125.00

1 Review for major projects involving new construction
or building addition exceeding 1000 sq. ft. or comprehensive
rehabilitation/redesign of existing structures

\$750.00

- **After-the-fact Review** (for work commenced without advance approval)

\$1000.00

- **Sign Review** for signs in historic districts

\$75.00

Noticing/Advertisements for Historic Preservation Board Review*

- Legal Advertisement: Percent of total bill
- Notices: .75 cents each
(notices are sent to neighbors prior to any workshop or public hearing meetings)

* You will be billed separately for these costs.



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Building Approval in Historic Districts

If a project is located within a historic district or is an individually designated historic structure, it is required to receive approval before proceeding with any exterior alteration, construction activity or site work that will be visible from a public way. Following is a list of activities requiring review.

all those activities that apply to your proposed project.

Required Repair



Window and door replacement, including storms/screens

Removal and/or replacement of architectural detailing (for example porch spindles and columns, railings, window moldings, and cornices)



Porch replacement or construction of new porches



Installation or replacement of siding



Masonry work, including repointing, sandblasting, chemical cleaning, painting where the masonry has never been painted, or conversely, removal of paint where the masonry historically has been painted



Installation or replacement of either roofing or gutters when they are a significant and integral feature of the structure



Alteration of accessory structures such as garages

Additions and New Construction



New Construction



Building additions, including rooftop additions, dormers or decks



Construction of accessory structures



Installation of exterior access stairs or fire escapes



Installation of antennas and satellite receiving dishes



Installation of solar collectors



Rooftop mechanicals

Signage and Exterior Utilities



Installation or alteration of any exterior sign, awning, or related lighting



Exterior lighting where proposed in conjunction with commercial and institutional signage or awnings



Exterior utilities, including mechanical, plumbing, and electrical, where placed on or near clearly visible facades

Site Alterations



Installation or modification of site features other than vegetation, including fencing, retaining walls, driveways, paving, and re-grading

Moving and Demolition



Moving of structures or objects on the same site or to another site



Any demolition or relocation of a landmark contributing and/or contributing structure within a district

Note: Your project may also require a building permit. Please call Building Inspections (874-8703) to make this determination.



INSTRUCTIONS

For your application, please submit the following items, *as applicable to your project*.
That the information you provide the Historic Preservation Board and staff is the only
you will have of your project or design. Therefore, it should precisely illustrate the proposed

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Date: _____ or photographs (required for all applications.) Include general streetscape view, view of entire
_____ing & close-ups of affected area.

☒ Sketches or elevation drawings at a minimum 1/4" scale. Please label relevant dimensions. All plans
shall be submitted in 11" x 17" format except for major projects, where 22" x 34" plans are
requested. Applicants for major projects should submit one (1) 11" x 17" copy for scanning
purposes.

_____ Details or wall sections, where applicable.

_____ Floor plans, where applicable.

_____ Site plan showing relative location of adjoining structures.

_____ Catalog cuts or product information (e.g. proposed windows, doors, lighting fixtures, fencing)

_____ Materials - list all visible exterior materials. Samples are helpful.

_____ Other(explain) _____

If you have any questions or need assistance in completing this form, please contact Historic Preservation staff:
Deb Andrews (874-8726, dga@portlandmaine.gov) or Rob Wiener (756-8023), rwiener@portlandmaine.gov)

Please return this form, application fee (see attached fee schedule), and related materials to:

Historic Preservation Program
Department of Planning and Urban Development
Portland City Hall, 4th Floor
389 Congress Street
Portland, ME 04101