



Jeff Levine, AICP, Director
Planning & Urban Development Department

Electronic Signature and Fee Payment Confirmation

Notice: Your electronic signature is considered a legal signature per state law.

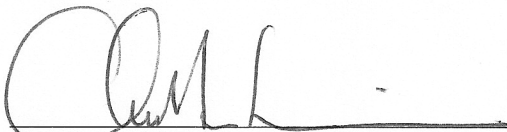
By digitally signing the attached document(s), you are signifying your understanding this is a legal document and your electronic signature is considered a **legal signature** per Maine state law. You are also signifying your intent on paying your fees by the opportunities below.

I, the undersigned, intend and acknowledge that no Site Plan or Historic Preservation Applications can be reviewed until payment of appropriate application fees are **paid in full** to the Inspections Office, City of Portland Maine by method noted below:

Within 24-48 hours, once my complete application and corresponding paperwork has been electronically delivered, I intend to **call the Inspections Office** at 207-874-8703 and speak to an administrative representative and provide a credit/debit card over the phone.

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I intend to deliver a payment method through the U.S. Postal Service mail once my application paperwork has been electronically delivered.



Applicant Signature:

April 27, 2015
Date:

April 27, 2015

I have provided digital copies and sent them on:

Date:

NOTE: All electronic paperwork must be delivered to buildinginspections@portlandmaine.gov or by physical means i.e. a thumb drive or CD to the Inspections Office, City Hall, 3rd Floor, Room 315.



Date: April 27, 2015

**HISTORIC PRESERVATION
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS**

Pursuant to review 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:

45 Park Street - Portland ME 04101 Apt #4

CHART/BLOCK/LOT: _____ (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.

Replace existing single glazed D.H. windows
in unit # _____ owner _____
w/ Seld Wen DH "full pac" 9 over 9
pattern with all other specifications being
identical (and having previous "Historical Approval")
to the windows installed in William Andrews'
unit # _____ There will be a total of
10 windows replaced/installed.

CONTACT INFORMATION:

APPLICANT

Name: _____
Address: _____

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

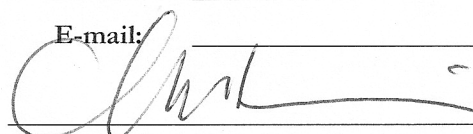
BILLING ADDRESS

Name: _____
Address: _____

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

CONTRACTOR

Name: Keith Holtz
Address: 80 Logher Tr
Park Jr 04101
Zip Code: 04108
Work #: _____
Cell #: 776-4181
Fax #: _____
Home: _____
E-mail: _____


Applicant's Signature

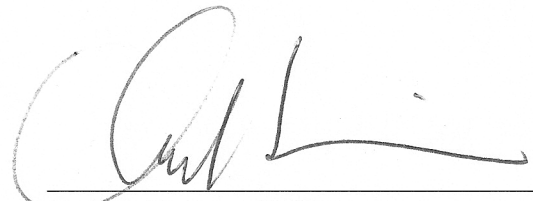
PROPERTY OWNER

Name: Cheryl Lewis
Address: 45 Park St. # 4
Portland, ME, 04101
Zip Code: 04101
Work #: _____
Cell #: 207-239-4146
Fax #: _____
Home: 845-727-1926
E-mail: CherylLewis@MAC.COM

ARCHITECT

Name: _____
Address: _____

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


Owner's Signature (if different)

Historic Preservation Application Fee Schedule:

- **Administrative Review** (for minor or standard alterations) \$50.00 ✓
- **HP Board Review** \$100.00
- **HP Board 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.

Activities Requiring Approval in Historic Districts

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

Please check all those activities that apply to your proposed project.

Alterations and 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.

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ATTACHMENTS

To supplement your application, please submit the following items, *as applicable to your project*. Keep in mind that the information you provide the Historic Preservation Board and staff is the only description they will have of your project or design. Therefore, it should precisely illustrate the proposed alteration(s).

- Exterior photographs (required for all applications.) Include general streetscape view, view of entire building & close-ups of affected area. *on file w/ Hist. Dep.* *Interior provided.*
- N/A 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.
- N/A Details or wall sections, where applicable.
- N/A Floor plans, where applicable.
- N/A Site plan showing relative location of adjoining structures.
- N/A Catalog cuts or product information (e.g. proposed windows, doors, lighting fixtures, fencing)
- N/A 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)

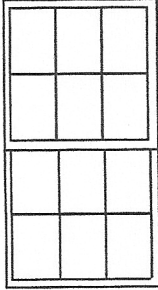
Please return this form, application fee (see attached fee schedule), and related materials to:

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

ITEM	FRAME SIZE	LOCATION	PRODUCT CODE DESCRIPTION	UNIT PRICE	QTY	TOTAL PRICE
0002			JELD-WEN Wood Windows & Patio Doors	\$463.43	1	\$463.43

Product Dimensions:

Sash Opening: 36 5/8" x 68"



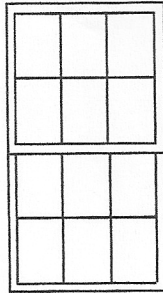
Base Price - WZ1U1--SashReplacementKit Unit	\$305.90
- Clear	-\$13.02
- Colonial Buff Primed 7/8" SDL w/ Permanently Applied Interior Wood Grille & Gray Anodized GBG [3 x 2 / 3 x 2]	\$170.55

- ***** Screens Sold Separately *****
- Book Code: WZ1U1--SashReplacementKit Unit
- Exterior Finish: Wood Exterior with AuraLast Wood
- Product: Double Hung Windows
- Product Line: Sash Replacement Kit
- Product Type: Double Hung Sash Replacement Kits
- Sash Type: Standard
- Product Configuration: Single Replacement Sash Unit
- Exterior Color: Primed
- Interior Finish: Natural
- Jambliner Color: White Jambliners
- Custom Jambliner Bevel: 4
- Grille: Colonial
- Grille Pattern: 3W2H
- Grille Type: 7/8" SDL w/ Permanently Applied Interior Wood Grille & Gray Anodized GBG
- Interior Grille Color: Natural
- Exterior Grille Color: Buff Primed
- Glass Type: Clear
- 5/8" Insulated Glass
- High Altitude Glass: None
- Preserve - Protective Film Reduces Clean-up Glass
- Hardware Type: Cam Lock(s)
- Hardware Color: Chestnut Bronze
- Finger Plow: With Finger Plow(s)
- Sustainable Forestry Certified (SFI): SFI
- ***** Screens Sold Separately *****
- *****Color Tone Of Grille May Vary As A Result Of Glass Option*****
- ***** This item is a component or assembly, rather than a finished product. It is the purchaser's responsibility to provide for professional glazing, final assembly and/or installation services as required. Performance of the finished product is neither certified nor guaranteed by JELD-WEN. *****
- ***** m2o Version: 2.30.11 *****

ITEM	FRAME SIZE	LOCATION	PRODUCT CODE DESCRIPTION	UNIT PRICE	QTY	TOTAL PRICE
0003			JELD-WEN Wood Windows & Patio Doors	\$459.10	4	\$1,836.40

Product Dimensions:

Sash Opening: 36 5/8" x 66 1/2"



Base Price - WZ1U1--SashReplacementKit Unit

\$301.27

- Clear

-\$12.72

- Colonial Buff Primed 7/8" SDL w/ Permanently Applied Interior Wood Grille & Gray Anodized GBG [3 x 2 / 3 x 2]

\$170.55

- ***** Screens Sold Separately *****
- Book Code: WZ1U1--SashReplacementKit Unit
- Exterior Finish: Wood Exterior with AuraLast Wood
- Product: Double Hung Windows
- Product Line: Sash Replacement Kit
- Product Type: Double Hung Sash Replacement Kits
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