

CITY OF PORTLAND, MAINE

HISTORIC PRESERVATION PROGRAM

Dear Applicant for Historic Preservation Review:

To receive a Certificate of Appropriateness for exterior or site alterations to a designated historic property, it is necessary for you to complete the enclosed application form and return it with a copy of proposed plans, drawings, specifications and application fee to the Planning Division, Portland City Hall, 389 Congress Street, 4th Floor, Portland, Maine, 04101. **Please submit one hard copy and one copy in digital format of the application and all supporting materials, along with the applicable fee.**

Following a preliminary review of your application, historic preservation staff will determine whether the project requires Historic Preservation Board review or whether an administrative review is appropriate. (Routine or minor projects, such as sign or awning installations, are typically reviewed at the staff level.) If necessary, you may be asked to submit additional information.

For projects requiring Board review, the application should be submitted at least two weeks prior to the desired meeting date of the Historic Preservation Board—see attached meeting schedule. The Board meets on the first and third Wednesdays of each month.

Building and site alterations are reviewed for the conformance with the review standards of the historic preservation ordinance (attached). If your project involves new construction, a copy of the ordinance's new construction standards and guidelines is available upon request.

If you have questions about the application or would like guidance in meeting the ordinance review standards, feel free to contact me (874-8726, dga@portlandmaine.gov) or Preservation Planner Rob Wiener (756-8023, rwiener@portlandmaine.gov)

Sincerely,



Deborah G. Andrews
Historic Preservation Program Manager

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



Date: __12 April 2017__

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:

109 Danforth Street

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.

The project entails the replacement of non-historic glass insert entries from the early 1980s on the historic façade of Victoria Mansion's Carriage House (1860). The deteriorated 1985 wooden doors and transoms are of non-historic design and do not conform to the Secretary of the Interior's Standards for Rehabilitation on alterations to historic buildings for contemporary use. Currently, the Carriage House serves as the museum ticketing and interpretation area, the Museum Shop, and a meeting facility.

We propose to replace the deteriorated units with dark bronze finished aluminum commercial grade entries of a simple design (see attached proposal from O&P Glass). It is our intent to have these features visually receded from the general appearance of the building, and to enforce that we will also be replicating the original barn-type doors. We have photographic evidence of the original appearance of the 1860s doors, which were replaced with faithful replicas during the remodeling of the building for commercial uses in 1985. These later replicas were not constructed correctly, allowing water to infiltrate their structures and pool in joint areas, thus necessitating their removal in 2009. When they were removed restoration carpenter Caleb Hemphill made record drawings of their design and construction and salvaged ¼ of one of the doors, which has been maintained in the Mansion's architectural fragments collection as a record of what was there. At the time of their removal the original strap hinges were salvaged and retained, and the original pintles remain in the masonry work surrounding the openings. The replacement doors will be operable and will remain open while the Mansion is open to the public and closed at other times.

Based on usage of the Carriage House, we propose that the right hand opening will have out-swinging operable double glass doors with bronzed handles of contemporary simple design and crash bars on the interior. The left hand opening will have sham, non-operable glass panels mimicking the design of the right hand entry. These will not be used for entry of exit.

We wish to minimize the design aspects of the glass and aluminum insert panels to the greatest extent possible, thus the use of a dark bronze finish on the aluminum which is darker than the surrounding painted woodwork and masonry. This should allow them to visually recede from the other design elements of the building and emphasis would thus be on the reproduction barn-type doors. However, as the building serves as our point for admissions and museum shop sales, we are acutely aware of visual cues to the public and wayfinding issues. With this in mind, we are proposing that the right infill consist of doors with pull handles and with transoms above, and the left infill will consist of non-operable glass panels (see proposal drawings). On nearing the building, visitors would receive the visual cue of the door handles and thicker aluminum frames of the doors that this is the obvious entrance to the facility.; the left infill would have proportionately thinner framing that serves as a location for signage. At the request of the Historic Preservation Program

Manager, we have also attached an alternate design showing thicker framing in the left infill that mimics the doors on the right. While this would provide visual balance, relative to the above stated wayfinding issues this design would be less advantageous to us in providing an immediate visual cue as to the correct entrance to take. While we understand the potential desire for symmetry on this building's façade, it should be noted that asymmetry is a defining feature of the entire site, and that the modernity of the materials and effort to have these inserts visually recede from the first impressions of the building would potentially negate the need for this balance.

CONTACT INFORMATION:

APPLICANT

Name: Thomas B. Johnson, Director

Address: Victoria Mansion
109 Danforth Street

Zip Code: 04101

Work #: 207.772.4841 ext.100

Cell #: n/a

Fax #: _____

Home: 207.489.9084

E-mail: tjohnson@victoriamansion.org

PROPERTY OWNER

Name: Victoria Mansion

Address: see information to left

Zip Code: _____

Work #: _____

Cell #: _____

Fax #: _____

Home: _____

E-mail: _____

BILLING ADDRESS

Name: same as above

Address: _____

Zip: _____

Work #: _____

Cell #: _____

Fax #: _____

Home: _____

E-mail: _____

ARCHITECT

Name: n/a

Address: _____

Zip: _____

Work #: _____

Cell #: _____

Fax #: _____

Home: _____

E-mail: _____

CONTRACTOR

Name: O & P Glass

Address: 140 Capitol Street
Augusta, ME

Zip Code: 04330

Work #: 207.622.3652

Cell #: _____

Fax #: 207.622.3268

Home: _____

E-mail: tobias @opglass.com



Applicant's Signature

Executive Director
Victoria Harrison

Owner's Signature (if different)

Historic Preservation Application Fee Schedule:

- **Administrative Review** (for minor or standard alterations) \$65.00
- **HP Board Review** \$125.00
- **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.

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).

X Exterior photographs (required for all applications.) Include general streetscape view, view of entire building & 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.

X 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

Standards for Review of Alterations to Historic Buildings

In considering an application for a Certificate of Appropriateness involving alterations, the Historic Preservation Board and Staff the following review standards, as provided in the City's historic preservation ordinance:

- (1) Every reasonable effort shall be made to provide a compatible use for the property which requires minimal alteration to the character-defining features of the structure, object or site and its environment or to use a property for its originally intended purpose.
- (2) The distinguishing original qualities or character of a structure, object or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.
- (3) All sites, structures and objects shall be recognized as products of their own time, place and use. Alterations that have no historical basis or create a false sense of historical development such as adding conjectural features or elements from other properties shall be discouraged.
- (4) Changes which may have taken place in the course of time are evidence of the history and development of a structure, object or site and its environment. Changes that have acquired significance in their own right, shall not be destroyed.
- (5) Distinctive features, finishes, and construction techniques or examples of skilled craftsmanship which characterize a structure, object or site shall be treated with sensitivity.
- (6) Deteriorated historic features shall be repaired rather than replaced wherever feasible. Where the severity of deterioration requires replacement of a distinctive feature, the new feature should match the feature being replaced in composition, design, texture and other visual qualities and, where possible, materials. Repair or replacement of missing historic features should be based on accurate duplications of features, substantiated by documentary, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other structures or objects.
- (7) The surface cleaning of structures and objects, if appropriate, shall be undertaken with the gentlest means possible. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be undertaken.
- (8) Every reasonable effort shall be made to protect and preserve significant archeological resources affected by or adjacent to any project. If resources must be disturbed, mitigation measures shall be undertaken.
- (9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant cultural, historical, architectural or archeological materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the size, scale, color, material and character of the property, neighborhood or environment.
- (10) Wherever possible, new additions or alterations to structures and objects shall be undertaken in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the historic property would be unimpaired.

CITY OF PORTLAND, MAINE

HISTORIC PRESERVATION PROGRAM

Dear Applicant for Historic Preservation Review:

To receive a Certificate of Appropriateness for exterior or site alterations to a designated historic property, it is necessary for you to complete the enclosed application form and return it with a copy of proposed plans, drawings, specifications and application fee to the Planning Division, Portland City Hall, 389 Congress Street, 4th Floor, Portland, Maine, 04101. **Please submit one hard copy and one copy in digital format of the application and all supporting materials, along with the applicable fee.**

Following a preliminary review of your application, historic preservation staff will determine whether the project requires Historic Preservation Board review or whether an administrative review is appropriate. (Routine or minor projects, such as sign or awning installations, are typically reviewed at the staff level.) If necessary, you may be asked to submit additional information.

For projects requiring Board review, the application should be submitted at least two weeks prior to the desired meeting date of the Historic Preservation Board—see attached meeting schedule. The Board meets on the first and third Wednesdays of each month.

Building and site alterations are reviewed for the conformance with the review standards of the historic preservation ordinance (attached). If your project involves new construction, a copy of the ordinance's new construction standards and guidelines is available upon request.

If you have questions about the application or would like guidance in meeting the ordinance review standards, feel free to contact me (874-8726, dga@portlandmaine.gov) or Preservation Planner Rob Wiener (756-8023, rwiener@portlandmaine.gov)

Sincerely,



Deborah G. Andrews
Historic Preservation Program Manager

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