Date: July

HISTORIC PRESERVATION
APPLICATION FOR CERTIFICATE OF APPROPRIA

Approved for Historic Preservation Certificate of Appropriateness
Date: 11/04/15

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:

103 Brackett St

CHART/BLOCK/LOT: 045-F018001 (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.

1- Windows: Replace 6 windows on 1st Level, Main House. existing are 1/1 wood sash in Bad condition (Brockway-Smith) (1995) Replace with 1/1 white MARVIN wood windows. Install Trim surround with flat casing 1x6 on all windows using Azek material.

2- Pilasters: Remove all existing deteriorated pine material and replace with matching size and profile in Azek material (painted finish).

3- Front entry steps (3) Remove existing brick stairs in deteriorated condition and replace with Granite Caledonia matching 1924 photo profile 7"x42"

4- Clapboard siding: Remove existing vinyl with red cedar 4" face exposure throughout main and addition structure.

5- Front Gable: remove existing verticle vinyl and identify original overlay if possible. 1926 photos do not reveal original. Historic preservation input welcomed if search does not provide detail.

6- Repoint and strip painted brick foundation.

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CONTACT INFORMATION:

APPLICANT		PROPERTY OWNER	
Name:	FRANCIS CLOUTIER	Name:	SAME A
Address:	54 Eastern Promenade	Address:	Applic
	Portland, Maine		
Zip Code:	04101	Zip Code:	
Work #:		Work #:	
Cell #:	207-329-6006	Cell #:	
Fax #:	207-828-8670	Fax #:	
Home:	54 Eastern Promenade	Home:	
E-mail:	Cloutierfrank@gmail.com	E-mail:	

BILLING ADDRESS		ARCHITECT	
Name:	FRANCIS CLOUTIER	Name:	
Address:	P.O. Box 4271	Address:	
	Portland, Maine		
Zip:	04101	Zip:	
Work #:		Work #:	
Cell #:	207-329-6006	Cell #:	
Fax #:	207-828-8670	Fax #:	
Home:	207-761-0132	Home:	
E-mail:	Cloutierfrank@gmail.com	E-mail:	

CONTRACTOR

Name: Wally Staples Builders
Address: 21 Greenwood Rd
Brunswick, Maine
Zip Code: 04011
Work #: 207-725-7708
Cell #:
Fax #:
Home:
E-mail: www.WallyJStaplesBuilders.com

Francis Cloutier
Applicant's Signature

Owner's Signature (if different)

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Standards for Review of Alterations to Historic Buildings

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

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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 th description they will have of your project or design. Therefore, it should precisely illustrate th alteration(s).

✓ 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.

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

✓ Materials - list all visible exterior materials. Samples are helpful. (in description)

_____ 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

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Activities Requiring Approval in Historic Districts

If your property is located within a historic district or is an individually designated historic stru
necessary to receive approval before proceeding with any exterior alteration, construction activ
improvement that will be visible from a public way. Following is a list of activities requiring re
Please check all those activities that apply to your proposed project.

Alterations and Repair

- [x] 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
- [x] Installation or replacement of siding
- [x] 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.

Portland, Maine | Yes. Life's good here.

Jeff Levine, AICP, Director
Planning & Urban Development Department

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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.

☐ Within 24-48 hours, once my 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.

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

July 6, 2015

Applicant Signature:

SAME

I have provided digital copies and sent them on:

SAME

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.