



Date: October 1, 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:**

13 West Street, Portland, ME 04102

**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.

Create a new curb cut on West Street  
for installation of a compact-size parking  
space / driveway.

Please see attached proposal and documentation.



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.
- 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.

Applicant Signature: 

Date: October 1, 2015

\* Disc included with physical Documents  
I have provided digital copies and sent them on:

Date: October 1, 2015

NOTE: All electronic paperwork must be delivered to [buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov) or by physical means i.e. a thumb drive or CD to the Inspections Office, City Hall, 3<sup>rd</sup> Floor, Room 315.

389 Congress Street \* Portland Maine 04101-3509 \* Phone: (207) 874-8703 \* Fax: (207) 874-8716  
<http://www.portlandmaine.gov/planning/buildinsp.asp> \* E-Mail: [buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov)

**CONTACT INFORMATION:**

**APPLICANT**

Name: Christopher Ross  
Address: 13 West Street  
Portland, ME  
Zip Code: 04102  
Work #: \_\_\_\_\_  
Cell #: 917-545-6278  
Fax #: \_\_\_\_\_  
Home: \_\_\_\_\_  
E-mail: \_\_\_\_\_

**BILLING ADDRESS**

Name: - Same as above -  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Zip: \_\_\_\_\_  
Work #: \_\_\_\_\_  
Cell #: \_\_\_\_\_  
Fax #: \_\_\_\_\_  
Home: \_\_\_\_\_  
E-mail: \_\_\_\_\_

**CONTRACTOR**

Name: TBD  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Zip Code: \_\_\_\_\_  
Work #: \_\_\_\_\_  
Cell #: \_\_\_\_\_  
Fax #: \_\_\_\_\_  
Home: \_\_\_\_\_  
E-mail: \_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

**PROPERTY OWNER**

Name: Christopher Ross  
Address: 13 West Street  
Portland, ME  
Zip Code: 04102  
Work #: \_\_\_\_\_  
Cell #: 917-545-6278  
Fax #: \_\_\_\_\_  
Home: \_\_\_\_\_  
E-mail: \_\_\_\_\_

**ARCHITECT**

Name: N/A  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Zip: \_\_\_\_\_  
Work #: \_\_\_\_\_  
Cell #: \_\_\_\_\_  
Fax #: \_\_\_\_\_  
Home: \_\_\_\_\_  
E-mail: \_\_\_\_\_

\_\_\_\_\_  
Owner's Signature (if different)

## 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).

- 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.
  - Other(explain) Additional photographs, letters
- 
- 

If you have any questions or need assistance in completing this form, please contact Historic Preservation staff: Deb Andrews (874-8726, [dga@portlandmaine.gov](mailto:dga@portlandmaine.gov)) or Rob Wiener (756-8023), [rwiener@portlandmaine.gov](mailto: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, 4<sup>th</sup> Floor  
389 Congress Street  
Portland, ME 04101

## Christopher Ross

13 West Street • Portland, ME 04102 • Phone: 917.545.6278 • E-Mail: [chris@aliceandchris.com](mailto:chris@aliceandchris.com) Web: [www.aliceandchris.com](http://www.aliceandchris.com)

Date: October 1, 2015

City of Portland  
Historic Preservation Board  
Portland City Hall, 4<sup>th</sup> floor  
389 Congress Street  
Portland, ME 04101

Dear Members of the Historic Preservation Board:

We are requesting approval for a site alteration at our home located at 13 West Street. Our hope is to add a single, compact parking space along the east elevation of our end unit, which would call for a 10' curb cut (the smallest option) and a drive no wider than 8' ending before the leading edge of the bay. Although the site is small, it was approved by public services on Sept. 22<sup>nd</sup>, 2015 and meets City of Portland code requirements for driveway spacing and distance from an intersection.

When I moved to West Street in February 2014 with my wife Alice and two sons Oliver and Hugo, we were able to take over the previous owner's parking space in the Carleton Lot across the street. We will soon be losing that space forever when construction begins at 17 Carleton. This is a hardship for us as we do not have off street parking, and more often than not are without a space to park on the street. With two children we are constantly loading and unloading the car in front of our home, dangerously double-parked. We also have a steady flow of babysitters and childcare providers coming from other parking zones with nowhere to put their vehicles, often resulting in repeated ticketing.

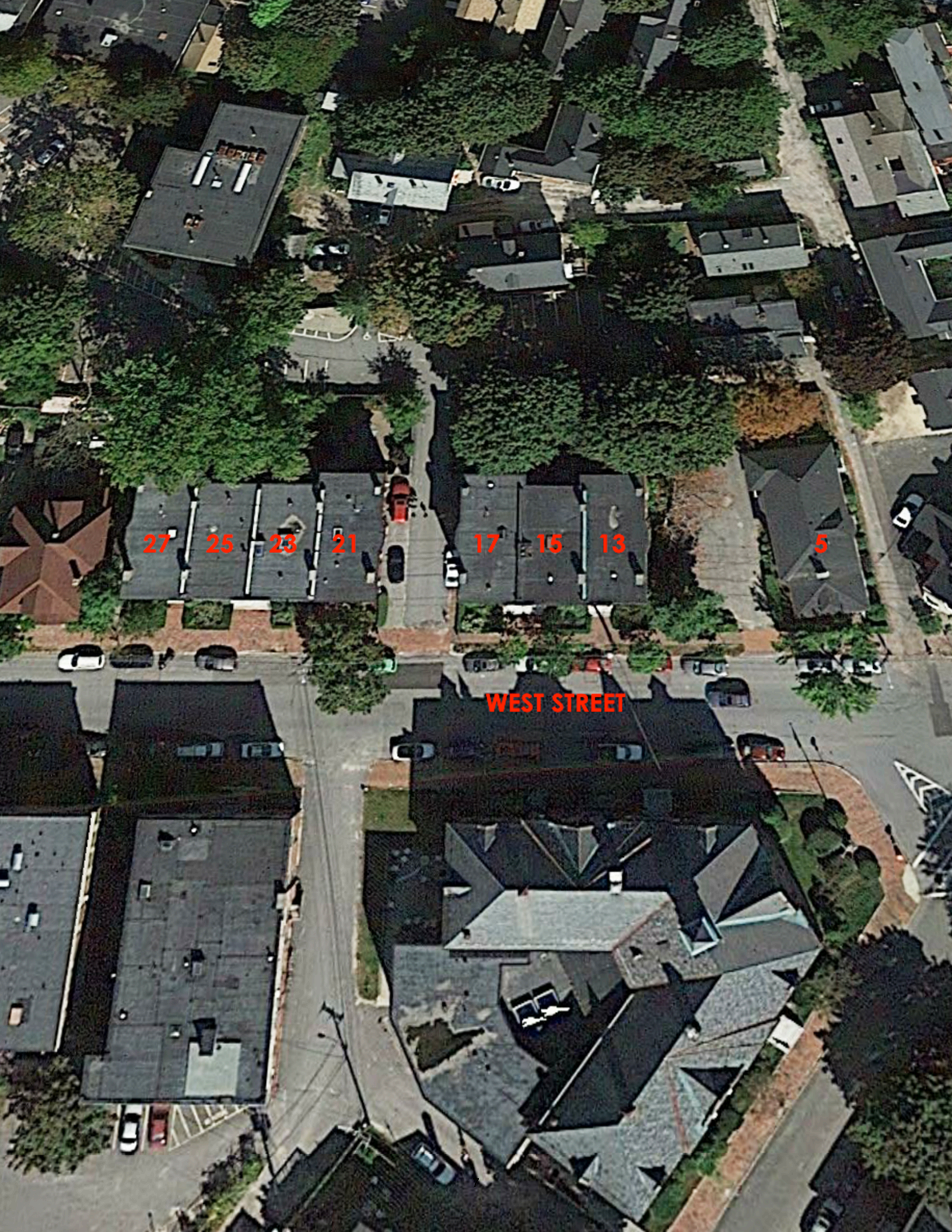
For the parking space plan we intend to hire a reputable contractor and landscape designer to turn a portion of our side walkway into a very small footprint / low impact space that will be in keeping with the history, integrity and high standards of the neighborhood. Like many of our neighbors our landscaping has been improved over the years by James McCain & Krista Butterfield - we are also considering Gnome for this project. As you can see from our plans we have a solid idea in place, but would welcome any input and suggestions, vendors, materials etc. from the board. We like the idea of two parallel cobbled tire strips, as that would allow for more green space on either side and between, but again we are completely open to suggestions in case we have overlooked something. Our intention is for the parking space to be as unnoticeable as our side path currently is, however all the more functional.

Often curb cuts result in the loss of two street parking spaces, but for our case it appears that only one street space would be affected. I have included photos of multiple occasions where our potential cut is unobstructed by a vehicle, allowing parking on either side of the proposed drive. Additional materials are neighborhood photos of comparable parking spaces, one in particular is the case of 27 West Street; a similar request that was approved by the board but not approved by public services. I understand everything is case by case, but I included a photo of this property's very similar side lot, which remains unchanged. Also included are driveway inspiration photos, material close-ups, existing conditions, site plans, approval memo from Dan Margolis-Pineo of Public Services, and letters from neighbors.

Thank you very much for your consideration on our proposal.

Sincerely,

Christopher Ross & family



27

25

23

21

17

15

13

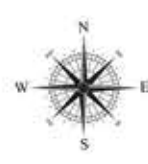
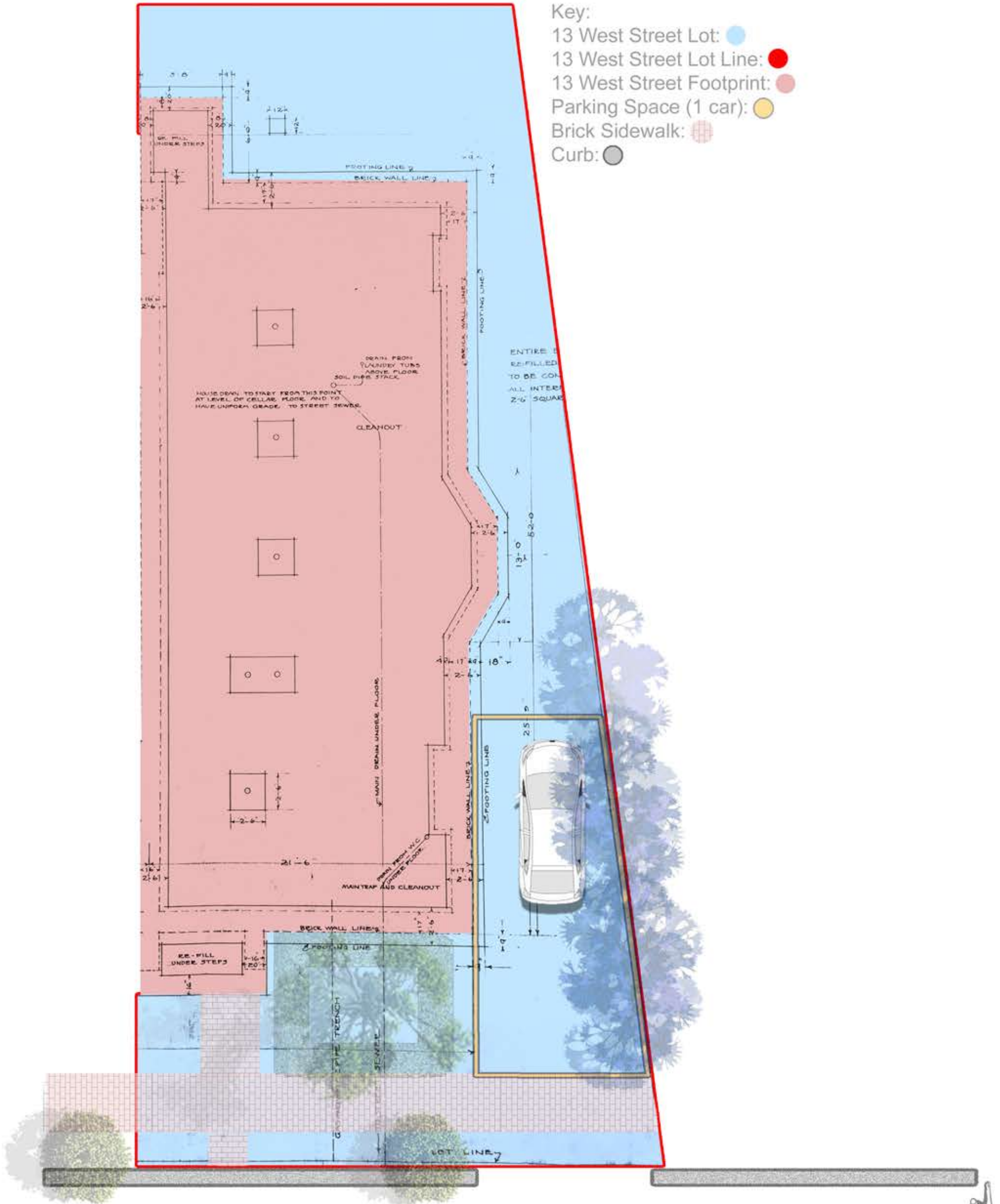
5

WEST STREET

# 13 WEST STREET - COMPACT CAR PARKING PROPOSAL

OVERVIEW AS SEEN FROM ABOVE - 01

- Key:
- 13 West Street Lot: ●
  - 13 West Street Lot Line: ●
  - 13 West Street Footprint: ●
  - Parking Space (1 car): ●
  - Brick Sidewalk: ■
  - Curb: ●



5 WEST ST. LOT AND DRIVEWAY ENTRANCE

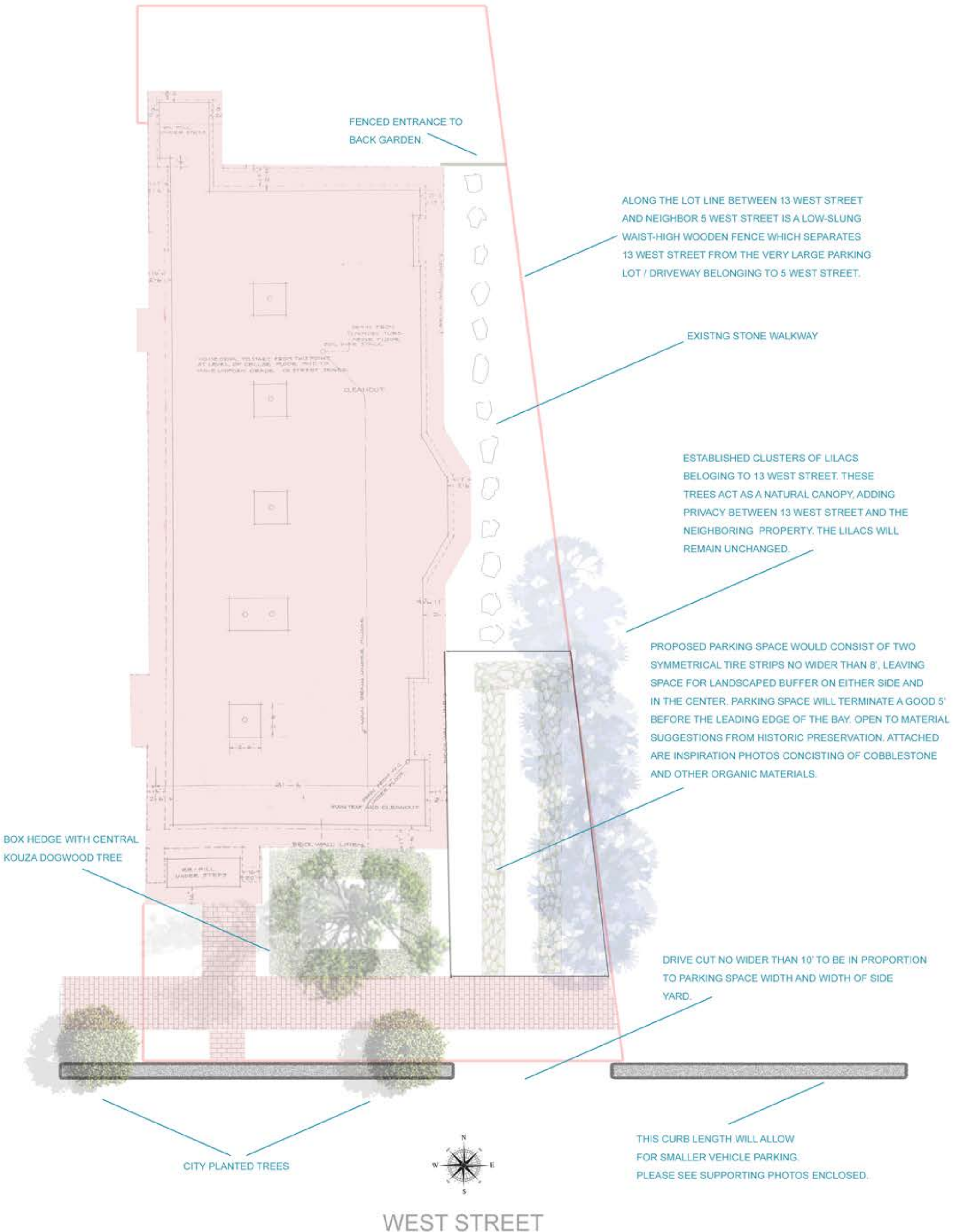


WEST STREET



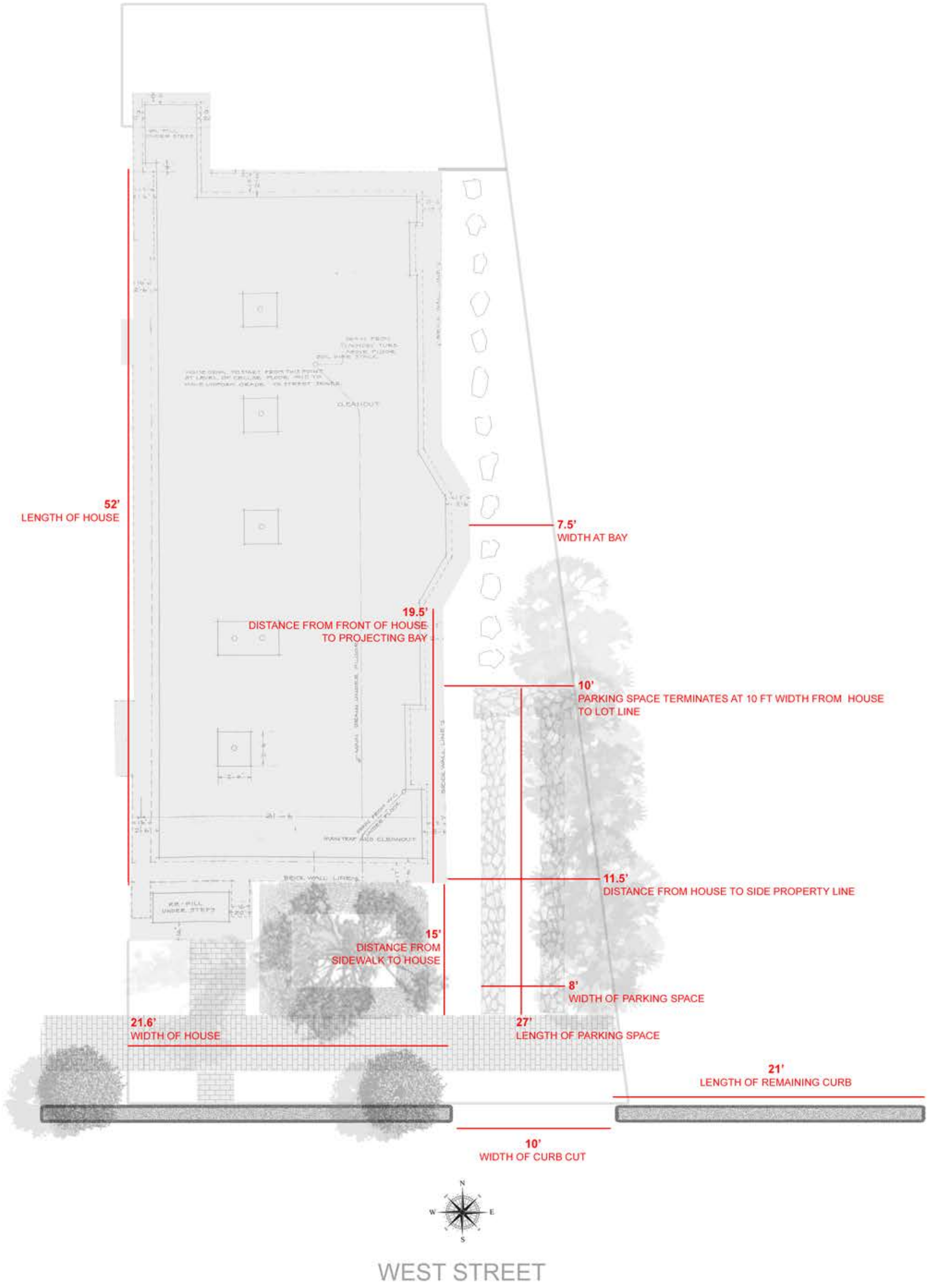
# 13 WEST STREET - COMPACT CAR PARKING PROPOSAL

OVERVIEW AS SEEN FROM ABOVE - 02





# 13 WEST STREET - COMPACT CAR PARKING PROPOSAL

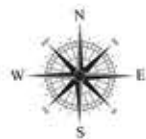
## OVERVIEW AS SEEN FROM ABOVE - MEASUREMENTS



# 13 WEST STREET - COMPACT CAR PARKING PROPOSAL

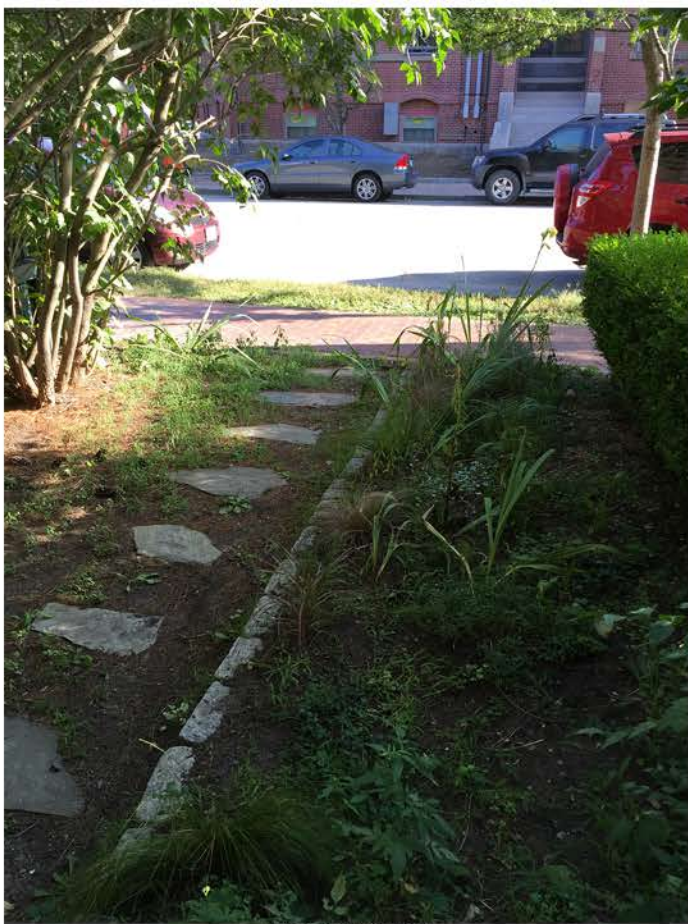
OVERVIEW AS SEEN FROM ABOVE - FLORA

-  NEW AND EXISTING AREA FOR PLANTING
-  PLANT OVERHANG - SUCH AS HOSTAS, LILLIES ETC.

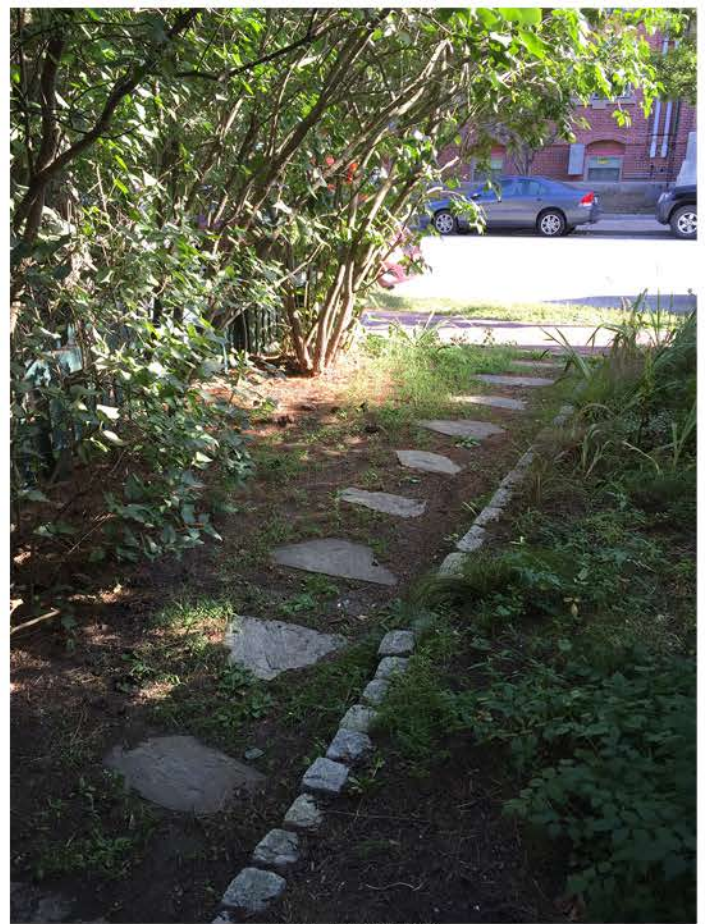


WEST STREET

PHOTOS SHOWING EXISTING CONDITIONS:



IMG\_3459.JPG



IMG\_3460.JPG



IMG\_3461.JPG



IMG\_3748.JPG

SIDE VIEW

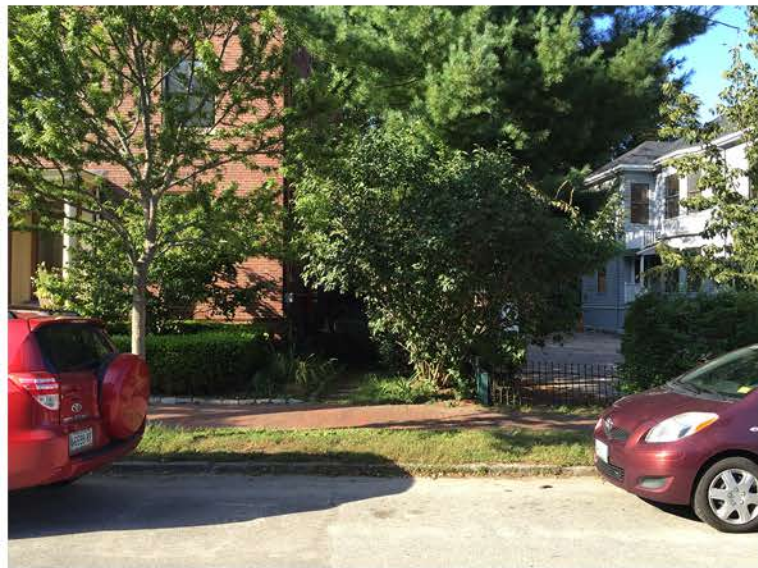


IMG\_3749.JPG

IMG\_3808.JPG



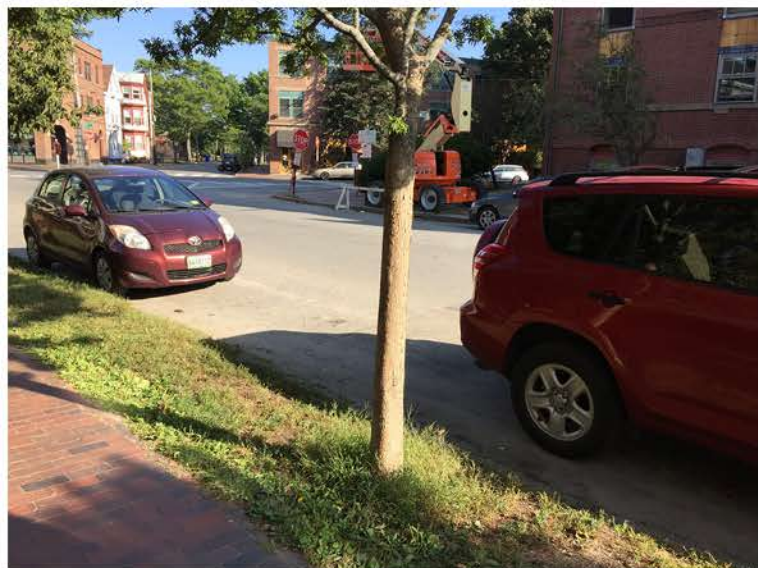
PHOTOS SHOWING ONLY ONE PARKING SPACE WOULD BE AFFECTED:



IMG\_3455.JPG



IMG\_3457.JPG



IMG\_3458.JPG



IMG\_3474.JPG





IMG\_3477.JPG



IMG\_3478.JPG



IMG\_3786.JPG



IMG\_3788.JPG

PHOTOS SHOWING SIMILAR NEIGHBORHOOD PARKING SPACES:



IMG\_2593.JPG



IMG\_2594.JPG



IMG\_3385.JPG



IMG\_3386.JPG



IMG\_3744.JPG



IMG\_3745.JPG

27 WEST STREET BELOW - BOARD APPROVED FOR CURB CUT AND DRIVE



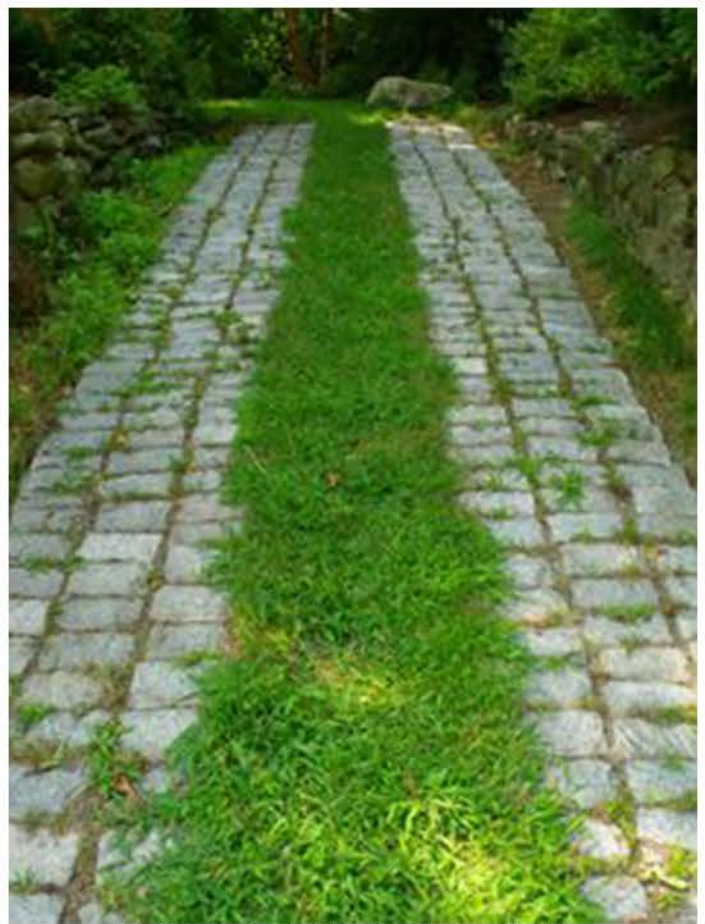
IMG\_3746.JPG



## PARKING SPACE INSPIRATION AND IDEAS:



003\_2.JPG



20e334a9a2e1f19f78e08e70b14124b9.jpg



288cf68b229c717ed4cdd1b2e72f1acb.jpg



465a70a890a46c055410719afe5e1272.jpg



51bd955bd9127e258b001ef1.\_w.540\_s.fit\_.jpg



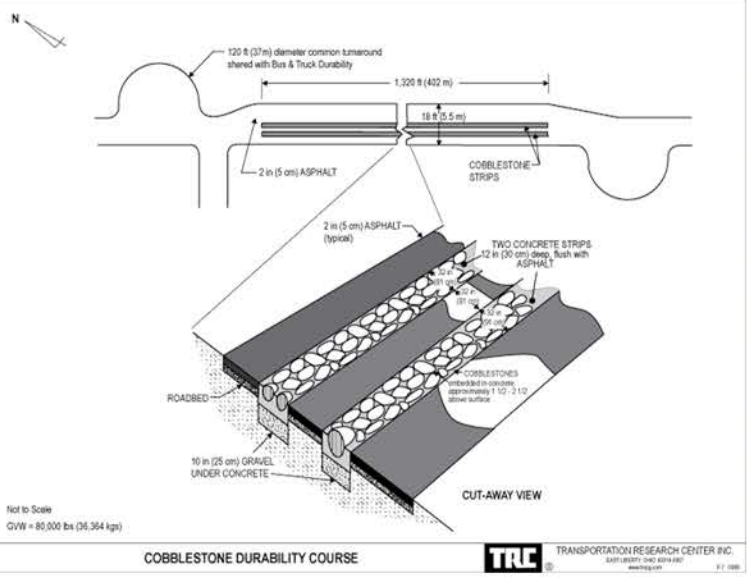
8771f3aea0f5ccecfc07fd85a7fcb450.jpg



a50db5f6b3bf69b83f3e4c4f339f6d99.jpg



brick-drive.jpg



Cobblestone-Durability-Course-LARGE.gif

cobblestone-tile-texture-pattern-gray-light-gray.jpg



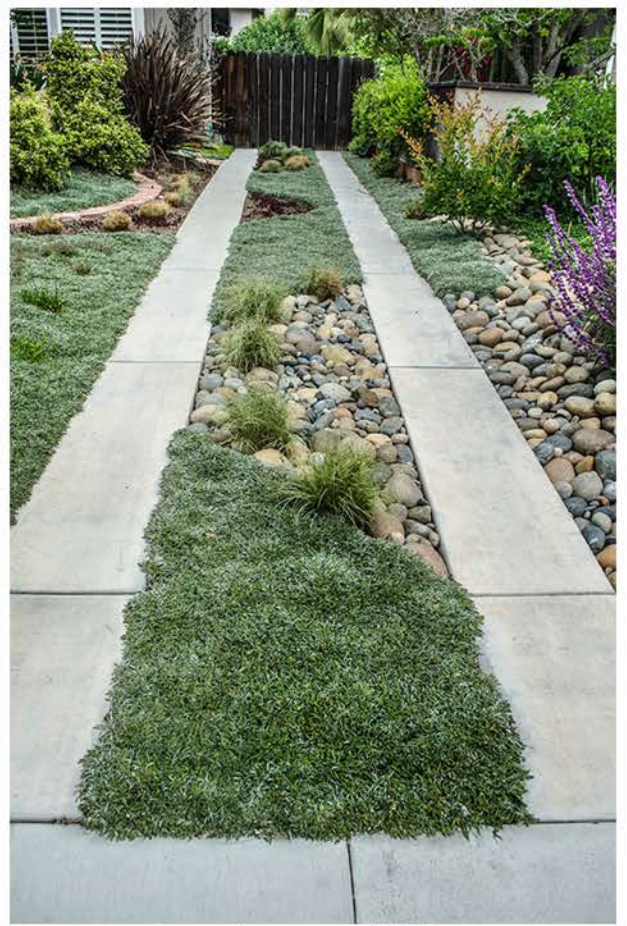
Cote Sud, Dec 2008-Jan 2009 002.jpg

DSC\_0096.jpg





dscf4307.jpg



lowmaintenance\_9457.jpg



Ribbon-Driveway-Canton-johnnyurban-via-Gardenista.jpg



Ribbon-Driveway-Pavers-grass-Gardenista.jpg



rustic-exterior.jpg



Screen Shot 2015-09-22 at 9.22.13 PM.png



Screen Shot 2015-09-22 at 9.24.57 PM.png



stone and grass drive.jpg

STYLE OF CURB CUT MORE IN KEEPING WITH THE WEST STREET ROW HOUSES:



MATERIAL CLOSEUPS:



gravel\_Colored\_Stone\_Driveways~~element68.png

graveldriveway-470x575.jpg



paving\_stone\_with\_grass\_patio-e1427240602220.jpg

River\_Stone1.jpg



10507800-cobble-stone-pavers-as-a-background-Stock-Photo-grass.jpg | 6374324-Stone-Block-with-Grass-Seamless-Background-more-seamless-backgrounds-i..





Screen Shot 2015-09-22 at 9.24.25 PM.png

SUPPORTING LETTERS AND DOCUMENTS:



Print      Cancel

<b>From:</b>	"David Margolis-Pineo" <DMP@portlandmaine.gov>
<b>To:</b>	"Chris Ross" <chris@aliceandchris.com>
<b>Cc:</b>	"Barbara Barhydt" <BAB@portlandmaine.gov>, "Bob Leeman" <Bob@portlandmaine.gov>, "Carol Merritt" <CAP@portlandmaine.gov>, "Deb Andrews" <DGA@portlandmaine.gov>, "John Low" <JOHN@portlandmaine.gov>
<b>Received-On:</b>	09/22/15 3:56 PM
<b>Subject:</b>	Re: 13 West Street - Drive Cut Request
	<a href="#">More...</a>

September 22, 2015

Memo To: Christopher Ross  
From: David Margolis-Pineo, Deputy City Engineer  
Re: Driveway Curb Cut Request for 13 West St

At your request, this memo reaffirms a previous approval from the Department of Public Service for driveway curb cut at 13 West St. The proposed location for this curb cut meets City of Portland code requirements for driveway spacing and distance from an intersection.

You are reminded that the minimum front yard setback is 5' or the average of the existing front yards on either side.

Since this location is within the Historic Preservation District, their approval is required. It is my understanding that approval was denied and you wish to appeal their decision. If your appeal is successful, please contact John Low (653-8064) of this department for assistance in permitting construction.

## ROBERT J. O'BRIEN

September 29, 2015

City of Portland  
Historic Preservation Board  
Portland City Hall, 4<sup>th</sup> floor  
389 Congress Street  
Portland, ME 04101

Dear Members of the Historic Preservation Board:

I am writing in support of the proposed curb cut and parking space at 13 West Street. We are neighbors living several blocks up from the property. We ourselves rely on on-street parking for our family's two vehicles, so we understand the parking dynamics in the neighborhood.

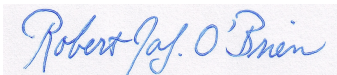
With the loss of 58 off-street parking spaces resulting from the development on Carleton Street, there will be new demand for on-street parking on lower West Street and surrounding blocks, especially during designated one-side-only parking nights. Snow ban parking lots are already strained. And I have many times circled the blocks around West and Pine streets searching for a place to park to patronize one of the several businesses there. Even when there are popular events held at Reiche School/Community Center, parking demand gets pushed up to West Street.

I also sympathize with the Ross family's need for close-proximity parking with little children. In our 20's, my wife and I lived on York Street with only street parking and it was manageable then. But now on West Street, we too have little children, and unloading groceries and children in the rain, or moving your vehicles for a snow ban after the children are asleep, are two of multiple challenging scenarios that street-only parking poses to young families. We hope to grow old in this neighborhood, and street-only parking may make that impossible when we're elderly.

These historic houses were intended to be adapted for modern living. On my block, virtually all of the surrounding houses had small garages constructed in the early 20th century to accommodate the arrival of the automobile. The Rosses have shared their draft designs with me for the proposed driveway. To me they seem within an appropriate scale and do not diminish from the street-scape or the historic integrity of the lot. And above all, the proposed work is *reversible* should car storage become superfluous in the future.

To both alleviate the anticipated spike in on-street parking demand on West Street, and to provide for an amenity which makes these buildings viable for young families and the elderly, I encourage you to endorse the Ross' petition to create a parking spot on the side of their house.

Sincerely yours,



Robert J. O'Brien

Dear Deb,

I wanted to take this opportunity to write you in support of the project our neighbors, Chris and Alice Ross, are proposing for their property at 13 West Street. I have reviewed Chris and Alice's proposal to implement a parking space on their side lot. Their plan is very thoughtful and sensitive to the neighborhood. Since they moved to West Street in February 2014 they have singlehandedly brought their home back to life - I know this very well because we share a wall. Alice and Chris are young preservationists who moved back to Maine (where Chris is originally from) after many years in New York City. Before coming to Portland they restored a brownstone co-op in Park Slope to its original glory. They are the most considerate neighbors we have ever had the pleasure of living next to.

Thank you for your review of this letter and for all that you do to keep our neighborhood a lovely place to live. I

Sincerely,

George Silverman  
15 West Street  
(207) 774-5900

Dear Members of the Historic Preservation Board:

We have been residents at 64 West Street in the West End of Portland since 2008. We have known Chris and Alice Ross since they moved to 13 West Street in February 2014, and consider them to be good friends as well as a valuable addition to the neighborhood. They are warm and friendly people whose commitment to the West End community is evident to all who know them. We ask that you please accept this letter as wholehearted approval of Chris and Alice's plan to add a parking space next to their unit.

Chris and Alice are visual people, being both incredibly talented photographers, with an inherent aesthetic sense. This is apparent in the care they take of their lovely home, and the way they embraced the historical aspects of their townhouse while decorating it. They understand and appreciate the history of the neighborhood, too, and would only propose a modification that is in keeping with the historical integrity of the West End. It is clear from their plan that the project would have minimal impact on the street and result in a very small footprint, both valuable considerations given the amount of change planned for Carleton Street in the near future.

We would be more than happy to offer further insight or support of this plan at any time. Please don't hesitate to contact us.

With our best regards,  
Lisa Scali and Chad Vinkemulder  
64 West Street