



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.

Robert W. Pettee 
Applicant Signature:

5/18/2016
Date:

I have provided digital copies and sent them on:

5/18/2016
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: 5/18/2016

**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:

309 Spring St. Portland

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.

Project involves replacing some siding and trim which is deteriorated,
rotten or in need of repair. When siding is removed appropriate
repair of insulation and sheathing will be accomplished before
siding is replaced. Siding will be repainted with existing color of
paint. A small amount of re-pointing brick will also be done.

Owner of second unit in this two unit association is aware and
in accord with this plan. Given time we will replace as much as we can.

CONTACT INFORMATION:

APPLICANT

Name: Robert Pettee
Address: 309 Spring St. #1
Portland, ME
Zip Code: 04102
Work #: _____
Cell #: 518 524-1808
Fax #: _____
Home: _____
E-mail: bobpettee@gmail.com

BILLING ADDRESS

Name: Same
Address: _____

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

CONTRACTOR

Name: John Muldoon - Carpenter
Address: will consult and advise

Zip Code: _____
Work #: _____
Cell #: _____
Fax #: _____
Home: 207 767-2234
E-mail: _____

PROPERTY OWNER

Name: Unit #1 Robert Pettee & Susan Neal
Address: Unit #2 Dustin Nelson

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

ARCHITECT

Name: _____
Address: _____

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

Robert W. Pettee
Applicant's Signature

Owner's Signature (if different)