



Date: May 19, 2014

**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:

32 Orchard Street, Portland, Maine 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.

1. Remove existing asphalt from the driveway. This asphalt is cracked and buckled. Also remove the cobble edging, entrance skirt, and utility area.
2. Lay Genest Katahdin antiqued paving stone (see attached photo) from the sidewalk to the end of the entrance stairs (see attached drawing).
3. Using large, irregular natural stone (see attached photos of type of stone to be used), lay a 3 – 4 foot path running from the pavers to the garage as well as a 2-foot apron across the front of the garage and a utility area as currently exists. The area on the sides of the path will be planted with groundcover and perennials.
4. Install a cedar double gate across the area where the pavers end and the path begins. (See attached photos of the type of gate to be installed.

CONTACT INFORMATION:

APPLICANT

Name: John Watson and Nancy Brain
Address: 32 Orchard Street
 Portland, Maine

Zip Code: 04102
Work #: _____

PROPERTY OWNER

Name: Same as applicant
Address: _____

Zip Code: _____
Work #: _____

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.

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 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)
 - Materials - list all visible exterior materials. Samples are helpful.
 - Other (explain) Boundary survey
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If you have any questions or need assistance in completing this form, please contact Historic Preservation staff: Deb Andrews (874-8726) or by e-mail at dga@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