

**CITY OF PORTLAND, MAINE**  
**HISTORIC PRESERVATION BOARD**

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John Turk, Chair  
Rick Romano, Vice Chair  
Otis Baron  
Scott Benson  
Martha Deprez  
Michael Hammen  
Ted Oldham

April 6, 2009

Ray Keith  
1 Bowdoin Street  
Portland, Maine 04102

Re: One Bowdoin Street, Window Replacement

Dear Mr. Keith:

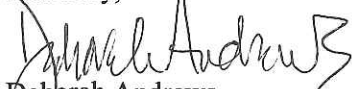
This office has reviewed and approved your request for a Certificate of Appropriateness for window replacement at One Bowdoin Street as specified in your application submitted April 1, 2009. Approval is for replacement with Anderson Architectural windows

All improvements shall be carried out as shown on the plans and specifications submitted as part of your application. Changes to the approved plans and specifications and any additional work which may be undertaken must be reviewed and approved by this office prior to construction, alteration, or demolition. If, during the course of completing the approved work, conditions are encountered which prevent completing the approved work, or which require additional or alternative work, you must apply for and receive a Certificate of Appropriateness or Non-Applicability PRIOR to undertaking additional or alternative work.

This Certificate is granted upon condition that the work authorized herein is commenced within twelve (12) months after the date of issuance. If the work authorized by this Certificate is not commenced within twelve (12) months after the date of issuance or if such work is suspended in significant part for a period of one year after the time the work is commenced, such Certificate shall expire and be of no further effect; provided that, for cause, one or more extensions of time for periods not exceeding ninety (90) days each may be allowed in writing by the Department.

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

Sincerely,



Deborah Andrews  
Historic Preservation Program Manager

cc: Approval File

# REH & ASSOCIATES

43 Furbish Road  
Wells, Maine 04090  
Tel. (207) 646-1394  
Fax (207) 646-1395

© ALL RIGHTS RESERVED

ALL IDEAS, DESIGNS AND PLANS INDICATED OR REPRESENTED BY THESE DRAWINGS ARE OWNED AND ARE THE PROPERTY OF REH & ASSOCIATES, AND WERE CREATED, EVOLVED AND DEVELOPED FOR USE ON, OR IN CONNECTION WITH, THE SPECIFIED PROJECT. NONE OF SUCH IDEAS, DESIGNS, ARRANGEMENTS AND PLANS SHALL BE USED BY, OR DISCLOSED TO, ANY PERSON, FIRM OR CORPORATION FOR ANY PURPOSE WHATSOEVER WITHOUT THE WRITTEN PERMISSION OF REH & ASSOCIATES.

OWNER:

JULIE EVANS  
RAY KEITH

TEL: 207-871-9348  
FAX: 207-871-9348

PROJECT TITLE:  
BOWDOIN  
STREET  
RENOVATION

PROJECT ADDRESS:  
1 BOWDOIN ST.  
PORTLAND, ME.  
04102

LOT# 9&10 MAP 62  
BLOCK - E

SHEET TITLE:  
EXISTING  
SITE PLAN

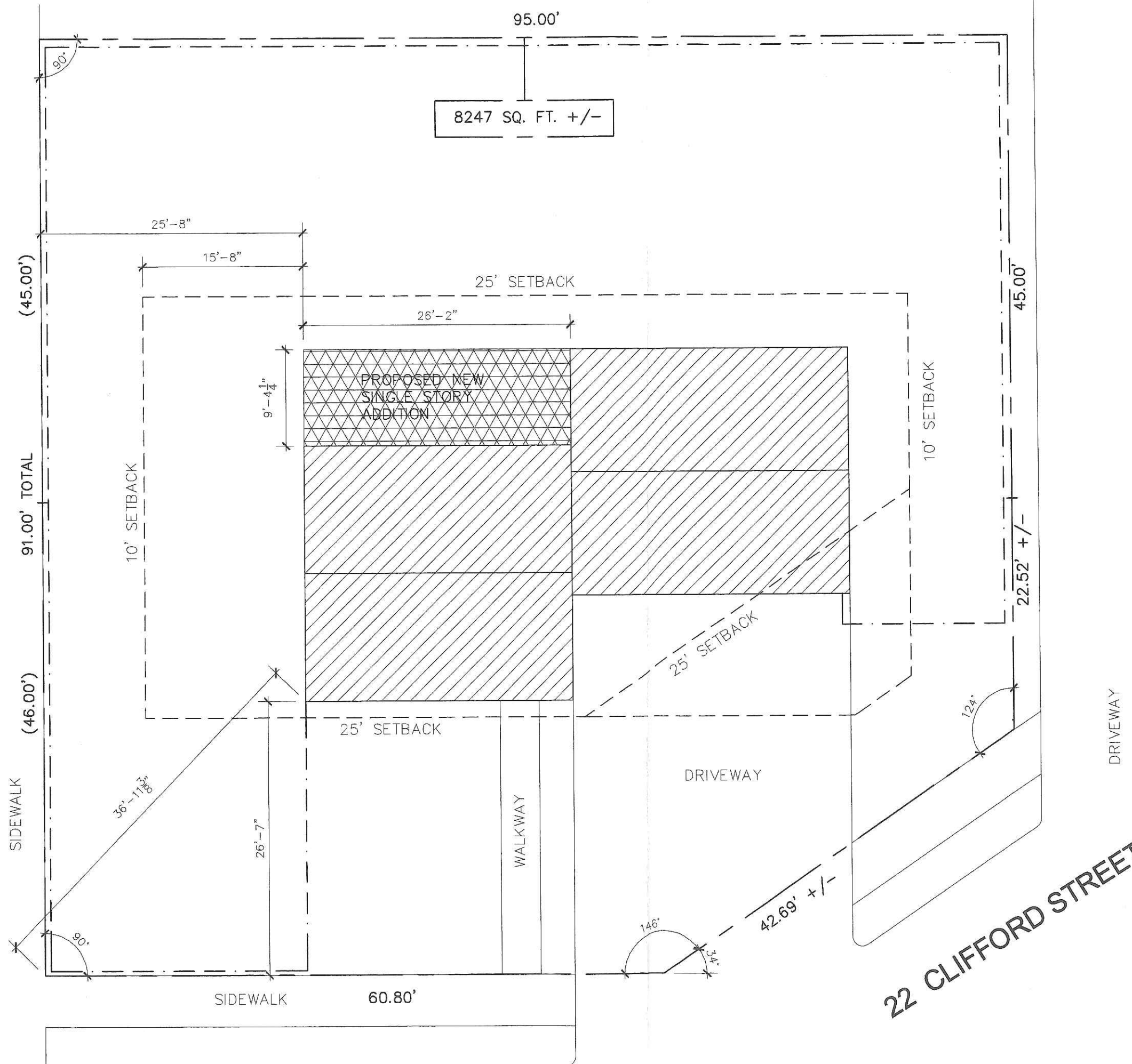
SCALE: 1"=20'-0"

DATE: 02/9/01

JOB NO. 021

S.1

NEAL STREET



# REH & ASSOCIATES

43 Furbish Road  
Wells, Maine 04090  
Tel. (207) 646-1394  
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PROJECT ADDRESS:  
1 BOWDOIN ST.  
PORTLAND, ME.  
04102

LOT# 9&10 MAP 62  
BLOCK - E

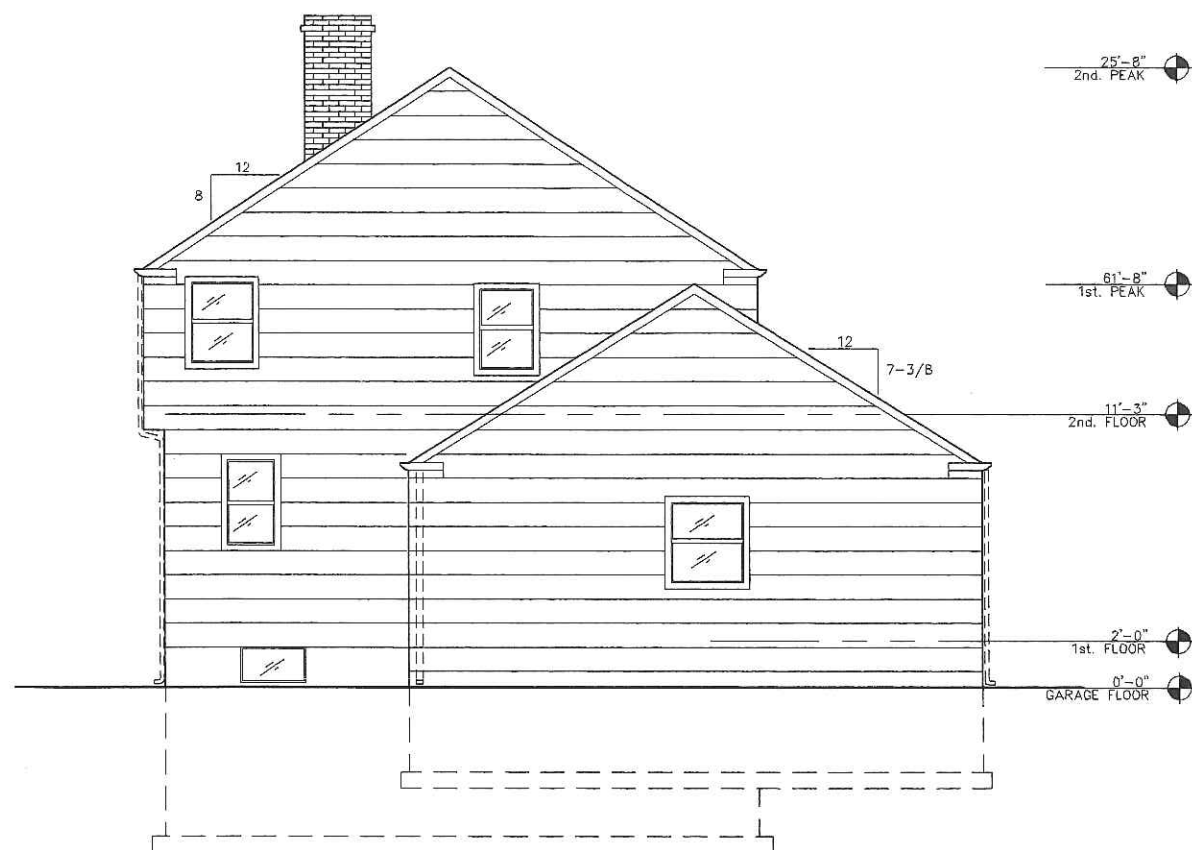
SHEET TITLE:  
EXISTING  
ELEVATIONS

SCALE: 1/8"=1'-0"

DATE: 02/9/01

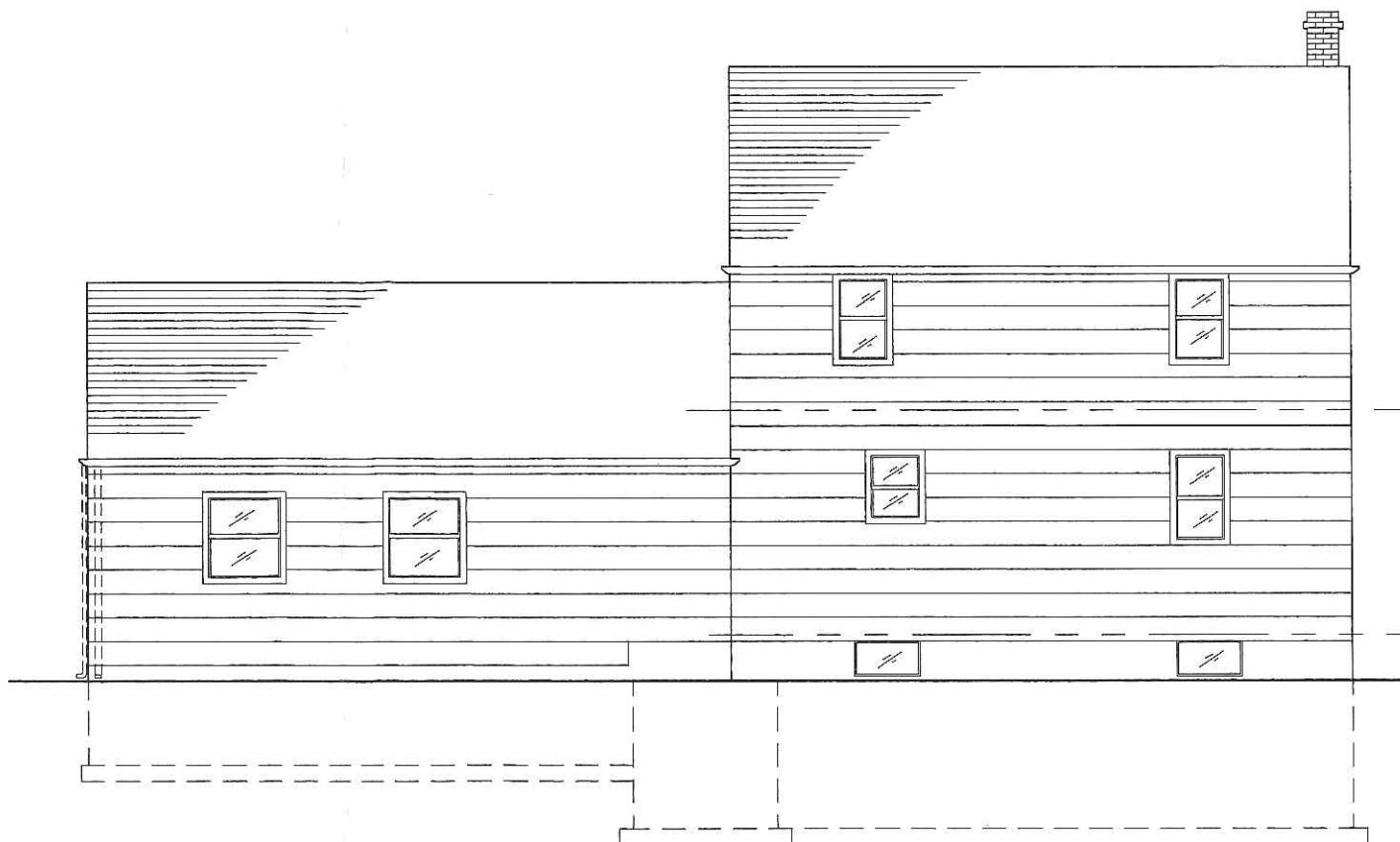
JOB NO. 021

AB. 2



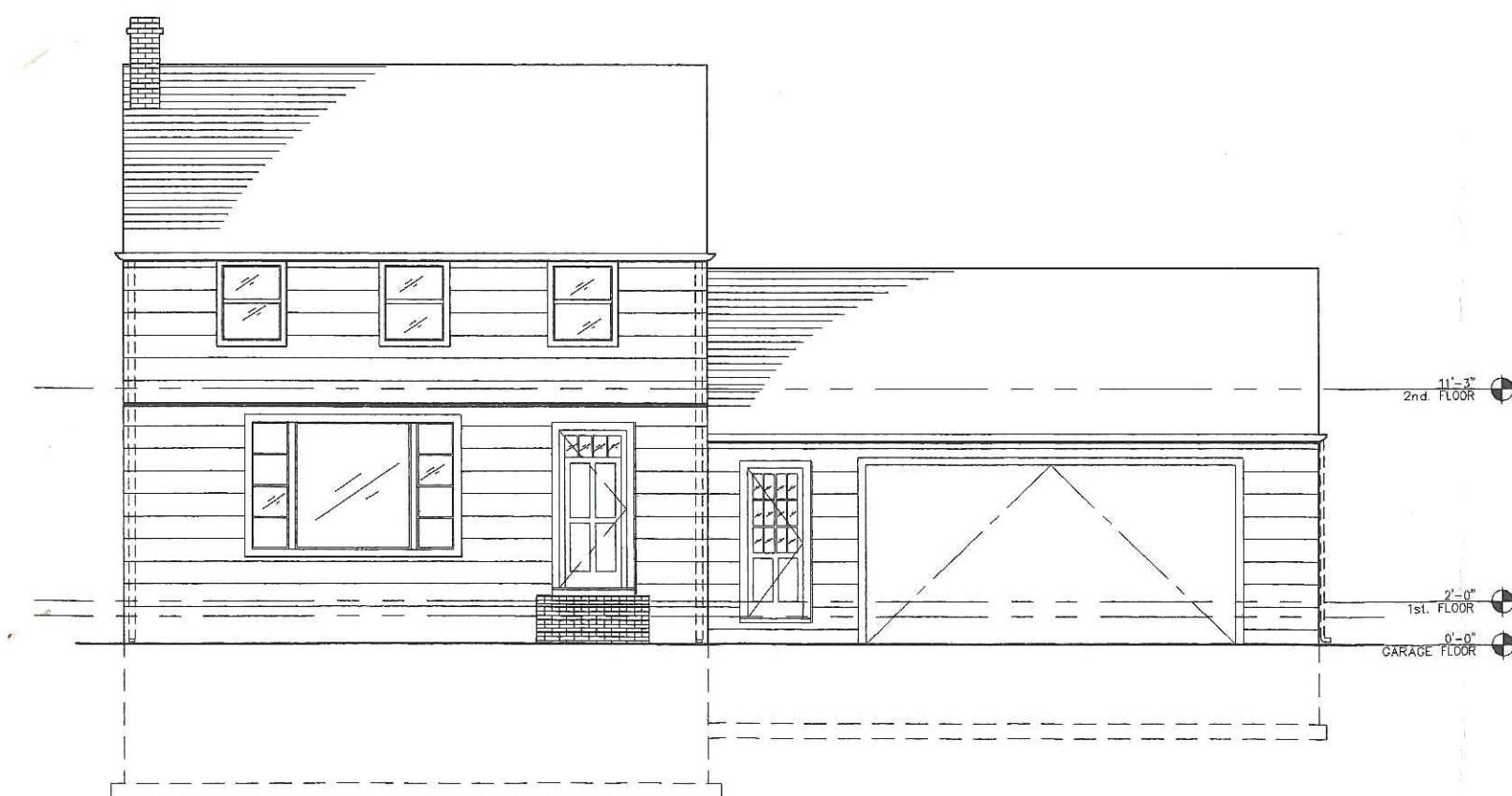
EXISTING EAST ELEVATION

1/8" = 1'-0"



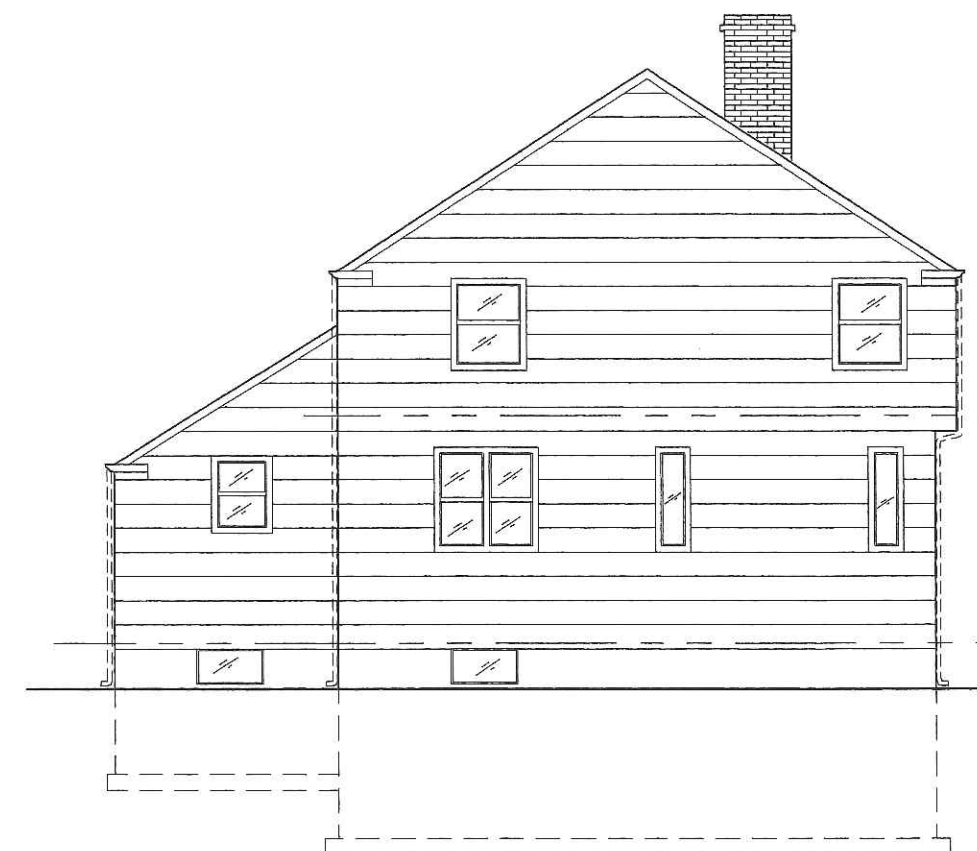
EXISTING NORTH ELEVATION

1/8" = 1'-0"



EXISTING SOUTH ELEVATION

1/8" = 1'-0"



EXISTING WEST ELEVATION

1/8" = 1'-0"



# General Building Permit Application

If you or the property owner owes real estate or personal property taxes or user charges on any property within the City, payment arrangements must be made before permits of any kind are accepted.

Location/Address of Construction: <u>1 Bowdoin St., Port Me. 04102</u>		
Total Square Footage of Proposed Structure/Area		Square Footage of Lot
Tax Assessor's Chart, Block & Lot Chart#      Block#      Lot#	Applicant * <b>must be owner, Lessee or Buyer*</b> Name <u>Raymond T. Keith</u> Address <u>1 Bowdoin St.</u> City, State & Zip <u>Port. 04102</u>	Telephone: <u>329-2308</u> <u>H - 871-9348</u>
Lessee/DBA (If Applicable)	Owner (if different from Applicant) Name Address City, State & Zip	Cost Of Work: \$ _____ C of O Fee: \$ _____ Total Fee: \$ _____
Current legal use (i.e. single family) <u>single family</u> If vacant, what was the previous use? _____ Proposed Specific use: _____ Is property part of a subdivision? _____ If yes, please name _____ Project description: <u>replacement of double hung windows w/ all wood Anderson Architectural window. They are built to size of each opening. See Anderson Quote submitted</u>		
Contractor's name: <u>Raymond T. Keith Carpentry LLC.</u>		
Address: <u>1 Bowdoin St. Port. ME. 04102</u>		Telephone: <u>329-2308</u>
City, State & Zip: <u>Port. ME. 04102</u>		Telephone: <u><del>831-9162</del></u>
Who should we contact when the permit is ready: <u>Ray Keith</u>		Telephone: <u>329-2308</u>
Mailing address: <u>1 Bowdoin St. Port. ME. 04102</u>		

**Please submit all of the information outlined on the applicable Checklist. Failure to do so will result in the automatic denial of your permit.**

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information or to download copies of this form and other applications visit the Inspections Division on-line at [www.portlandmaine.gov](http://www.portlandmaine.gov), or stop by the Inspections Division office, room 315 City Hall or call 874-8703.

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Code Official's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

Signature: Raymond T. Keith Date: \_\_\_\_\_

**This is not a permit; you may not commence ANY work until the permit is issue**



Andersen Windows - Abbreviated Quote Report  
Project Name: Ray Home



Quote #: 000221

Print Date: 12/16/2008

Quote Date: 08/28/2008


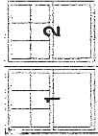


iQ Version: 8.1

Dealer: Lavalley Lumber  
39 Enterprise Dr  
Windham Me 04062  
207-892-2883

Customer:  
Billing Address:  
Phone:  
Contact:

Fax:

Sales Rep: Sam Cook

Item	Qty	Item Size (Operation)	Location	Unit Price	Ext. Price
	1	ADH 2' 11 1/2" x 4' 7"-ADH 2' 11 1/2" x 4' 7"-ADH 2' 11 1/2" x 4' 7" (AA-AA-AA)	Living Room	\$	
<p>RO Size = 9' 0 3/4" W x 4' 7 3/4" H Unit Size = 9' 0" W x 4' 7" H</p> <p>Composite Unit, Canvas/Pine, White - Factory Painted, High Performance Low-E4 Top/Bottom*High Performance Low-E4 Top/Bottom*High Performance Low-E4 Top/Bottom*Divided Light with Spacer Top*No Grille(s) Bottom*Divided Light with Spacer Top*No Grille(s) Bottom, Mulling Location: Factory (Direct), Mull Type: Non-Reinforced Mull, Mull Priority: Vertical Equal Sash, Insect Screen, Canvas</p>					
	1	ADH 2' 10 1/4" x 3' 11"-ADH 2' 10 1/4" x 3' 11" (AA-AA)	Dining Rm	\$	
<p>RO Size = 5' 10" W x 3' 11 3/4" H Unit Size = 5' 9 1/4" W x 3' 11" H</p> <p>Composite Unit, Canvas/Pine, White - Factory Painted, High Performance Low-E4 Top/Bottom*High Performance Low-E4 Top/Bottom Glass, Divided Light with Spacer Top*No Grille(s) Bottom, Mulling Location: Factory (Direct), Mull Type: Non-Reinforced Mull, Mull Priority: Vertical Equal Sash, Insect Screen, Canvas</p>					
	2	ADH 3' 1 1/8" x 3' 3" (AA)	Master Bdrm	\$	
<p>RO Size = 3' 1 7/8" W x 3' 3 3/4" H Unit Size = 3' 1 1/8" W x 3' 3" H</p> <p>Unit, Canvas/Pine, White - Factory Painted, High Performance Low-E4 (Each Sash), Traditional, Satin Nickel, 1 Sash Locks Equal Sash, Insect Screen, Canvas</p>					
	1	ADH 2' 9" x 3' 11" (AA)	Guest Rm	\$	
<p>RO Size = 2' 9 3/4" W x 3' 11 3/4" H Unit Size = 2' 9" W x 3' 11" H</p> <p>Unit, Canvas/Pine, White - Factory Painted, High Performance Low-E4 (Each Sash), (Top Sash) Divided Light with Spacer, Colonial, 3W2H, 3/4", Ext Grille - Canvas, Int Species - Pine, Int Grille - White - Factory Painted, Traditional, Satin Nickel, 1 Sash Locks Equal Sash, Insect Screen, Canvas</p>					



Andersen Windows - Abbreviated Quote Report  
Project Name: Ray Home



Quote #: 000221 Print Date: 12/16/2008 Quote Date: 08/28/2008 iQ Version: 8.1  
Dealer: Lavalley Lumber  
39 Enterprise Dr  
Windham Me 04062  
207-892-2883  
Sales Rep: Sam Cook

Customer:  
Billing Address:  
Phone:  
Contact:

Fax:

Item	Qty	Item Size (Operation)	Location	Unit Price	Ext. Price
0038	1	ADH 2' 9" x 3' 11" (AA)	Wils Rm		
<p>RO Size = 2' 9 3/4" W x 3' 11 3/4" H Unit Size = 2' 9" W x 3' 11" H Unit, Canvas/Pine, White - Factory Painted, High Performance Low-E4 (Each Sash), (Top Sash) Divided Light with Spacer, Colonial, 3W2H, 3/4", Ext Grille - Canvas, Int Species - Pine, Int Grille - White - Factory Painted, Traditional, Satin Nickel, 1 Sash Locks Equal Sash, Insect Screen, Canvas</p>					
0040	1	ADH 2' 9" x 3' 11" (AA)	MasterBdrm		
<p>RO Size = 2' 9 3/4" W x 3' 11 3/4" H Unit Size = 2' 9" W x 3' 11" H Unit, Canvas/Pine, White - Factory Painted, High Performance Low-E4 (Each Sash), (Top Sash) Divided Light with Spacer, Colonial, 3W2H, 3/4", Ext Grille - Canvas, Int Species - Pine, Int Grille - White - Factory Painted, Traditional, Satin Nickel, 1 Sash Locks Equal Sash, Insect Screen, Canvas</p>					
0039	1	ADH 3' 1 1/8" x 3' 3" (AA)	Wils Rm		
<p>RO Size = 3' 1 7/8" W x 3' 3 3/4" H Unit Size = 3' 1 1/8" W x 3' 3" H Unit, Canvas/Pine, White - Factory Painted, High Performance Low-E4 (Each Sash), Traditional, Satin Nickel, 1 Sash Locks Equal Sash, Insect Screen, Canvas</p>					
0043	1	ADH 2' 5 1/4" x 3' 11" (AA)	Top of stairs		
<p>RO Size = 2' 6" W x 3' 11 3/4" H Unit Size = 2' 5 1/4" W x 3' 11" H Unit, Canvas/Pine, White - Factory Painted, High Performance Low-E4 Tempered (Each Sash), (Top Sash) Divided Light with Spacer, Colonial, 3W2H, 3/4", Ext Grille - Canvas, Int Species - Pine, Int Grille - White - Factory Painted, Traditional, Satin Nickel, 1 Sash Locks Equal Sash, Insect Screen, Canvas</p>					
0044	1	ADH 2' 5 1/4" x 3' 11" (AA)	Bottom of stairs		
<p>RO Size = 2' 6" W x 3' 11 3/4" H Unit Size = 2' 5 1/4" W x 3' 11" H Unit, Canvas/Pine, White - Factory Painted, High Performance Low-E4 Tempered (Each Sash), (Top Sash) Divided Light with Spacer, Colonial, 3W2H, 3/4", Ext Grille - Canvas, Int Species - Pine, Int Grille - White - Factory Painted, Traditional, Satin Nickel, 1 Sash Locks Equal Sash, Insect Screen, Canvas</p>					



Andersen Windows - Abbreviated Quote Report  
Project Name: Ray Home



Dealer: Lavalley Lumber  
39 Enterprise Dr  
Windham Me 04062  
207-892-2883  
Sales Rep: Sam Cook

Customer:  
Billing Address:  
Phone:  
Contact:

Fax:

Item	Qty	Item Size (Operation)	Location	Unit Price	Ext. Price
0045	1	ADH 2' 9" x 3' 3" (AA)	Guest Rm	\$ [REDACTED]	[REDACTED]
RO Size = 2' 9 3/4" W x 3' 3 3/4" H Unit Size = 2' 9" W x 3' 3" H					
Unit, Canvas/Pine, White - Factory Painted, High Performance Low-E4 (Each Sash), Traditional, Satin Nickel, 1 Sash Locks Equal Sash, Insect Screen, Canvas ADH, Finger Lift (Pair), Satin Nickel					
0042	1	ADH 2' 9" x 3' 3" (AA)	Up bath	\$ [REDACTED]	[REDACTED]
RO Size = 2' 9 3/4" W x 3' 3 3/4" H Unit Size = 2' 9" W x 3' 3" H					
Unit, Canvas/Pine, White - Factory Painted, High Performance Low-E4 (Each Sash), Traditional, Satin Nickel, 1 Sash Locks Equal Sash, Insect Screen, Canvas					
0046	1	ADH 2' 1" x 3' 3" (AA)	Bath down	\$ [REDACTED]	[REDACTED]
RO Size = 2' 1 3/4" W x 3' 3 3/4" H Unit Size = 2' 1" W x 3' 3" H					
Unit, Canvas/Pine, White - Factory Painted, High Performance Low-E4 (Each Sash), Traditional, Satin Nickel, 1 Sash Locks Equal Sash, Insect Screen, Canvas					

Total Load Factor [REDACTED]

Customer Signature

Dealer Signature

\*\* All graphics viewed from the exterior



Date: \_\_\_\_\_

**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:

**PROPERTY ADDRESS:** 1 Bowdoin St. Port. 04102

**APPLICANT:**

Name: Raymond T. Keith

Telephone: 329-2308

Company, if applicable: \_\_\_\_\_

Address: 1 Bowdoin St. Port.

E-mail address: ~~RTK~~ rkeith@maine.vv.com

**PROPERTY OWNER (if different):**

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

Architect (if any): \_\_\_\_\_

Contractor of Builder (if any): \_\_\_\_\_

Ray T. Keith  
Applicant's Signature

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

**BILL TO: (Please list contact information for future advertising expenses)**

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Company, if applicable: \_\_\_\_\_

Address: \_\_\_\_\_

**APPLICATION FEE:**

See attached fee schedule. Please submit fee with completed application.



## 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

- 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

## PROJECT DESCRIPTION

Describe in a separate paragraph 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.

window replacement w/ Anderson  
Architectural windows. The property  
is on corner of Neal St. & Clifford St.  
1950 Garrison. I have attached  
the window schedule with plot plan  
& elevations.

Thanks,

Ray Hunt

## 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. Plans or drawings should generally not exceed 11" x 17". For major projects, 22" x 34" plans are requested.

\_\_\_\_\_ 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) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you have any questions or need assistance in completing this form, please contact Historic Preservation staff: Deb Andrews (874-8726) or Scott Hanson (756-8023)

**Please return this form, application fee (see attached fee schedule), and related materials to:**

Historic Preservation Division  
Department of Planning and Development  
Portland City Hall, 4<sup>th</sup> Floor  
389 Congress Street  
Portland, ME 04101

## FEE SCHEDULE

### Application Fees

Administrative Review	
Sign/Awning Reviews	\$ 35.00
Minor/Routine Alterations	\$ 50.00
Historic Preservation Board Review - Small Projects	\$100.00
Historic Preservation Board Review – Large Projects (New Construction*, Comprehensive Rehabilitation*)	\$500.00
<p>* New Construction - any new construction (including building additions) whose building footprint exceeds 200 sq. ft. This shall not include replacement or reconstruction of existing or documented historic features.</p> <p>* Comprehensive Rehabilitation - any exterior alterations affecting more than one architectural feature and exceeding an overall project cost of \$25,000.</p>	
After the Fact Review	\$750.00

### Advertising Expenses

For applications reviewed by the Historic Preservation Board, the applicant is responsible for the cost of meeting notices and legal ad in the newspaper. You will be billed for these expenses following the review.

Legal Advertisements	percent of total bill
Notices (workshop and public hearing)	.75 cents each

(Effective July 1, 2003)

## Application Deadlines for Historic Preservation Board Review 2008

The Historic Preservation Board meets on the first and third Wednesday of each month. Meetings begin at 5:00 and are held in Room 209 of City Hall. Please confirm meeting time and location before your meeting, as unforeseen changes may occur.

In order for your proposal to be scheduled for a Historic Preservation Board meeting, **15 copies of your complete application, plus the application fee**, must be received by the Planning Department **no later than Monday morning at 10:00 am of the week prior to the scheduled meeting.** (See application deadlines below.) Applications received after the deadline will be considered for a subsequent meeting.

Application Deadline	2008 Meeting Dates
January 7	January 16
January 28	February 6
February 11	February 20
February 25	March 5
March 10	March 19
March 24	April 2
April 7	April 16
April 28	May 7
May 26	June 4
June 9	June 18
June 23	July 2
July 7	July 16
July 28	August 6
August 25	September 3
September 8	September 17
September 22	October 1
October 6	October 15
October 27	November 5
November 10	November 19
November 24	December 3

*Note: Submission of an application by the deadline does not guarantee that you will be on the next meeting agenda. If the Planning office receives more applications than can be reasonably reviewed in one meeting, staff reserves the option of postponing some items to the following meeting.*

## 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.