

CITY OF PORTLAND, MAINE

HISTORIC PRESERVATION PROGRAM

Dear Applicant for Historic Preservation Review:

To receive a Certificate of Appropriateness for exterior or site alterations to a designated historic property, it is necessary for you to complete the enclosed application form and return it with a copy of proposed plans, drawings, specifications and application fee to the Office of Building Inspections, Portland City Hall, 389 Congress Street, 3rd Floor, Portland, Maine, 04101. You are required to submit **Please submit one hard copy and one copy in digital format of the application and all supporting materials, along with the applicable fee.**

Following a preliminary review of your application, historic preservation staff will determine whether the project requires Historic Preservation Board review or whether an administrative review is appropriate. (Routine or minor projects, such as sign or awning installations, are typically reviewed at the staff level.) If necessary, you may be asked to submit additional information.

For projects requiring Board review, the application should be submitted at least two weeks prior to the desired meeting date of the Historic Preservation Board—see attached meeting schedule. The Board meets on the first and third Wednesdays of each month.

Building and site alterations are reviewed for the conformance with the review standards of the historic preservation ordinance (attached). If your project involves new construction, a copy of the ordinance's new construction standards and guidelines is available upon request.

If you have questions about the application or would like guidance in meeting the ordinance review standards, feel free to contact me (874-8726, dga@portlandmaine.gov) or Preservation Planner Rob Wiener (756-8023, rwiener@portlandmaine.gov)

Sincerely,



Deborah G. Andrews
Historic Preservation Program Manager

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



Date: 7/31/14

**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:

260-262 Brackett

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.

Demolish existing porch and replace
with extremely similar style porch
(see attachment)

CONTACT INFORMATION:

APPLICANT

Name: Craig Schneider
Address: 522 Washington Ave
Portland, ME,
Zip Code: _____
Work #: 221-7533 ext. 2216
Cell #: 318-6078
Fax #: 772-4244
Home: _____
E-mail: Craig@mymainereental.com

(Property Manager)

PROPERTY OWNER

Name: Bill Zolper
Address: 63 Woodland Drive
Bangor, ME,
Zip Code: 04401
Work #: 557-9687
Cell #: _____
Fax #: _____
Home: _____
E-mail: _____

BILLING ADDRESS

Name: Schneider Property Management
Address: PO Box 83116
Portland, ME,
Zip: 04104
Work #: 221-7533
Cell #: 233-2754
Fax #: 772-4244
Home: _____
E-mail: info@mymainereental.com

ARCHITECT

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

CONTRACTOR

Name: Maine Quality Construction
Address: PO Box 10551
Portland, ME,
Zip Code: 04104
Work #: _____
Cell #: 749-1287
Fax #: _____
Home: _____
E-mail: _____

Applicant's Signature

Owner's Signature (if different)

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.

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) _____

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

Application Deadlines for Historic Preservation Board Review 2014

The Historic Preservation Board meets on the first and third Wednesday of each month (except where national holidays require a change in schedule.) 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, **one (1) paper copy as well as one (1) digital copy (see digital requirements on page ____)** of the application and supporting materials are required for Board reviews. **These materials must also be accompanied by the application fee (see chart for fee structure).** The completed application must be received by the Planning Division **no later than two weeks prior to the scheduled meeting.** (See application deadlines below.) Applications received after the deadline will be considered for a subsequent meeting.

Application Deadline	2014 Meeting Dates	
December 24, 2013	January 8	
January 8	January 22	
January 22	February 5	
February 5	February 19	
February 19	March 5	
March 5	March 19	
March 19	April 2	
April 2	April 16	
April 23	May 7	
May 7	May 21	
May 21	June 4	
June 4	June 18	
June 18	July 2	
July 2	July 16	
July 23	August 6	<i>Note: only 1 meeting in August</i>
August 20	September 3	
September 3	September 17	
September 17	October 1	
October 1	October 15	
October 22	November 5	
November 5	November 19	
November 19	December 3	<i>Note: only 1 meeting in December</i>

Note: Submission of an application by the deadline does not guarantee that you will be on the next meeting agenda. If the Planning Division 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.

HOUSETECH HOME IMPROVEMENT

265 Smith Road
Windham, Maine 04062
bill@housetechservices.com
(207)329-5206

July 22, 2014

SCOPE OF WORK, MATERIALS LIST

Site address: 260-262 Brackett St., Portland, ME

Scope of work: (Subject to City of Portland and Historical Society approval) Demolish and dispose of current front porch and stairs. Construct pressure treated framework as per attachment "A". Support posts will rest on current concrete piers. All dimensions will be the same as current porch. Includes no work on porch roof.

Materials:

- Newell posts: CertainTeed Evernew Oxford Vinyl Newell Posts with Newell Queen Top (ball) see attachment "B"
- >>>**Propose replacing current square porch posts with CertainTeed Evernew Colonial 4" X 4" Vinyl Posts** see attachment "C"
- Railings, porch and stairs: CertainTeed Evernew Oxford Vinyl Colonial balusters, vinyl top and bottom rails. Porch railings set at 45" high. Stair railings include a 1 1/2" graspable rail set at 34" high, both sides. See attachment "D"
- Deck and stair boards: Duralife Composite Decking in cottage green with hidden fastener system. See attachment "E"
- Fascia, risers and skirt boards: white vinyl lumber (Azek or equiv.)
- Under porch lattice: 1 X 4" red cedar painted cottage green
- ledger board: 2 X 8" PT bolted to sill with 1/2" bolts, staggered. Lag screws will be used if no access to bolts in basement.
- Joists: 2 X 8" PT, metal hangers to both ends.
- Support beam: double 2X8" PT bolted to 4X4" PT posts set on current piers.

Terms: Estimated start date: Aug. 11, 2014 assuming permits are ready.

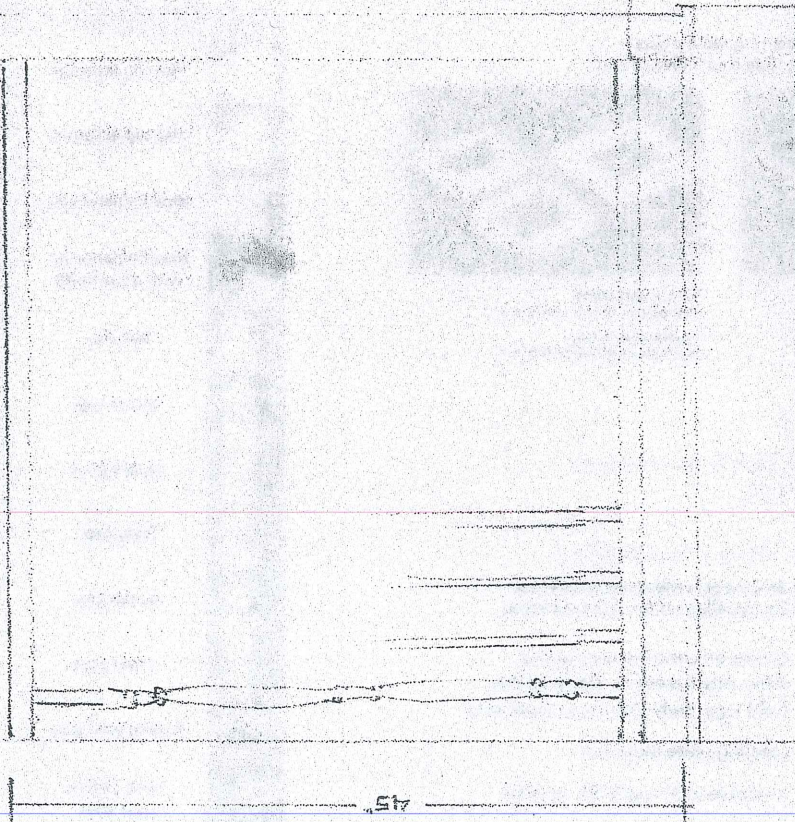
Payments: \$2,000 down payment required by Aug. 1 for special ordered railing system.
Balance of \$7,636 due 7 days from completion of project.

260 BRACKET SET

PORCH RAILING DETAIL

CERTAINTEED EVEREAD VINYL
RAILING KIT

CERTAINTEED RAIL MOUNTING
HARDWARE



* NOTE STAIR RAIL SIMILAR BUT WILL HAVE 1/2" GRASPABLE UNID RAIL 3/4" H

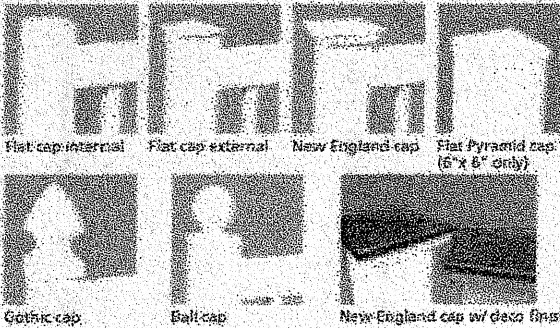
Attachment A 1 of 3

1" = 1'

Attachment "B"

Square post and caps

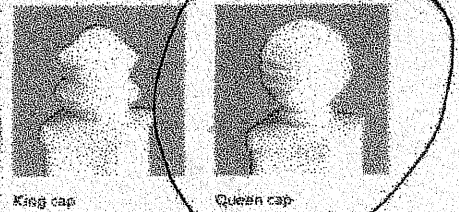
Vinyl blank posts available in...
 4"x4": 38", 44", 48", 51-1/2", 107"; 5"x5": 68", 107";
 6"x6": 120"



Railing Accessories

Newel post and caps

4"x4" newel post and caps create a more traditional look on your EverNew railing. Black newel posts available in 38" and 44" for white 3" styles only.

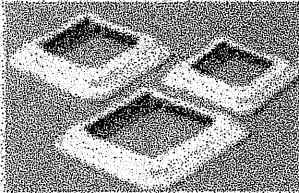


King cap

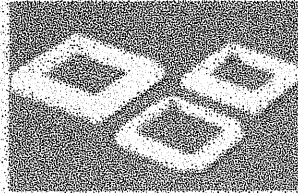
Queen cap

Post trim

Post trim can be used for finishing vinyl posts. Available in White, Almond, Clay and Sierra Blend.

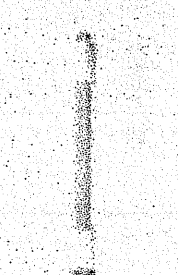


4-piece post trims
 Available in 4"x4" and 5"x5"
 (matches porch post trims)
 Also available in 5"x5"
 (Adjusts to fit 4" to 5-1/2" posts)



1-piece post trims
 Available in 4"x4" and 5"x5"
 2-piece post trims
 Available in 4"x4" and 5"x5"

Optional post support kit and accessories for bracketed vinyl railing



The Mount Post Support

The Mount provides easy bracketed system installation on most surfaces.

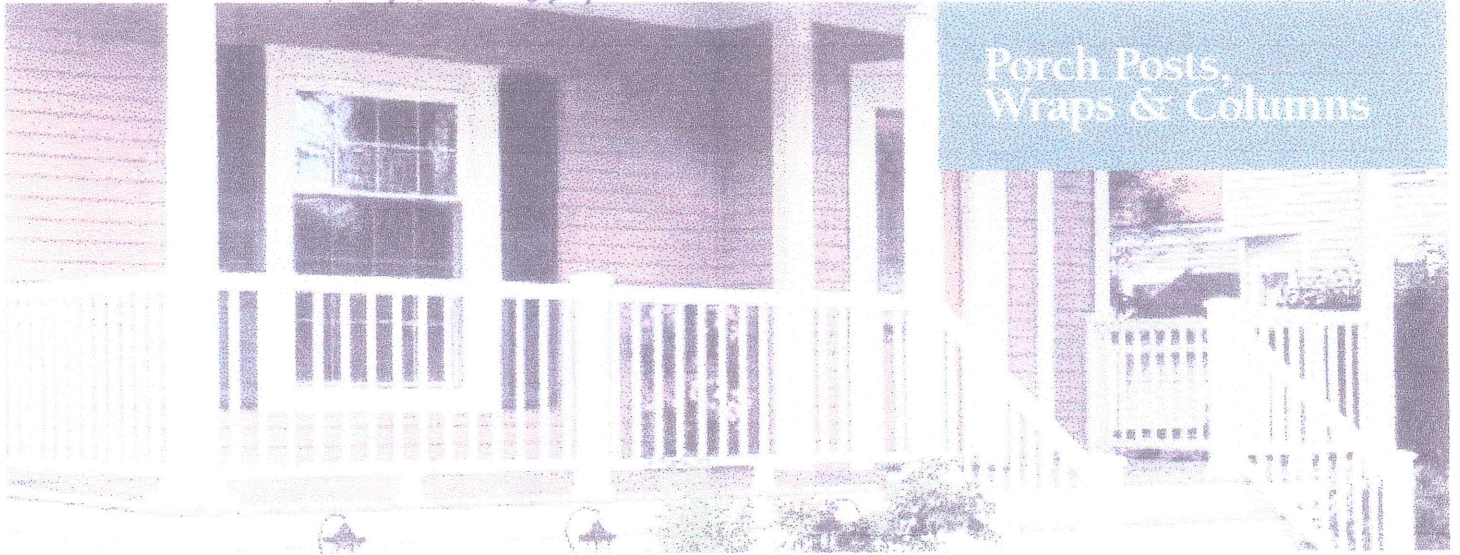
- Choice of: concrete and wood/composite hardware kits available (sold separately from post support)
- Leveling plate included
- Available in 3' and 3-1/2' heights

Not all accessories available in all colors and textures. Refer to product catalog for colors and style availability.
 *Aluminum cap with your choice of black or antique bronze finish. Available in 4"x4" and 5"x5" sizes

flat cap internal	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
flat cap external	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
New England cap	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
New England cap with deco finish	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
ball cap	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
gothic cap	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
square post	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
king cap	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
queen cap	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
newel post	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4-piece post trim	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
1 and 2 piece post trim	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Attachment "C"

Porch Posts, Wraps & Columns



Choose from 6 styles, 10 colors, 2 sizes. Choose from 24 different porch post wraps. Complete the look with our matching white railing caps. No screws or nails.

- Pivoting mounting plate for easy installation of porch post
- Aluminum reinforced for rigidity and strength
- Load bearing
- Tie-down connection of porch post eliminates need for separate hurricane tie-down kit
- No overhead jacking required
- Class A rating for flame spread

Colonial
5" x 5"
108" length



white
almond

Colonial
4" x 4"
108" length



white
almond

Square
5" x 5"
108" length



white
almond
clay

Tapered Round
column 6" & 10"
108", 120" length



Non-tapered
Round
column 6"
108" length



Square 8"
108" length



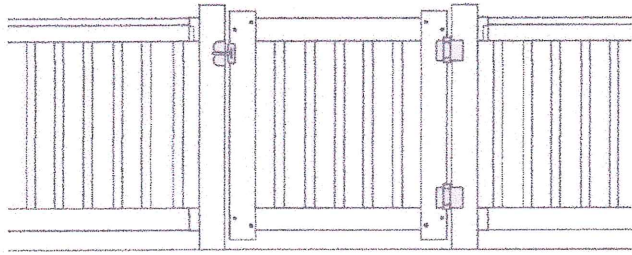
The down mounting plates and 4-piece post trim kits for top and bottom included with the post.

Cap and base trim sets sold separately, required for installation. 120" length available for 6" Tapered Round column only.

*Refer to product matrix for actual product specifications.

Attachment "D" p1 of 2

Oxford Bracket Options - Uniquely designed for specific applications



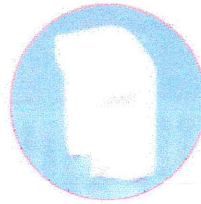
Oxford Gate Kit

Improved design for enhanced performance and easier ordering.

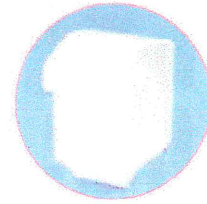
- Heavy duty internal aluminum frame.
- Stainless steel fasteners.
- Features 2x4 rails.
- High quality gate hardware.
- Available in all colors, both heights, and square & colonial balusters
- Easy to assemble

Secure Connection

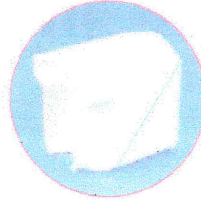
Aluminum brackets and corrosion-resistant stainless steel screws complete the connection between post and rail to provide a strong and reliable system.



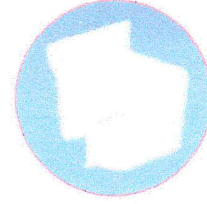
flat



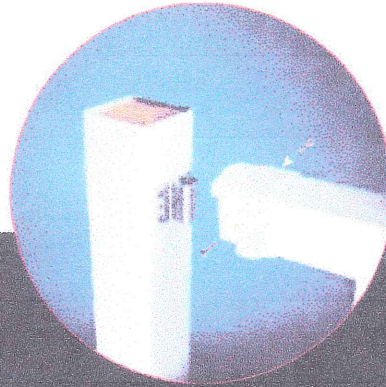
column (minimum 8" round)



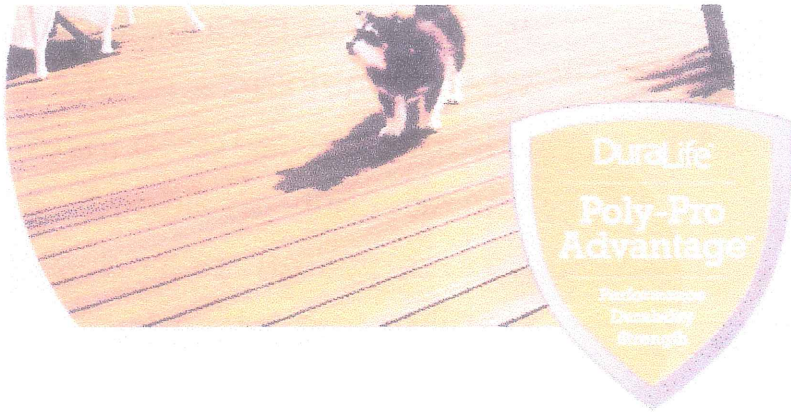
stair (field alteration)



45°



Oxford in white with colonial balusters



Proven co-extruded, capped surface protects the deck from everyday wear. [Learn More \(/inspiration/polypro/\)](/inspiration/polypro/)

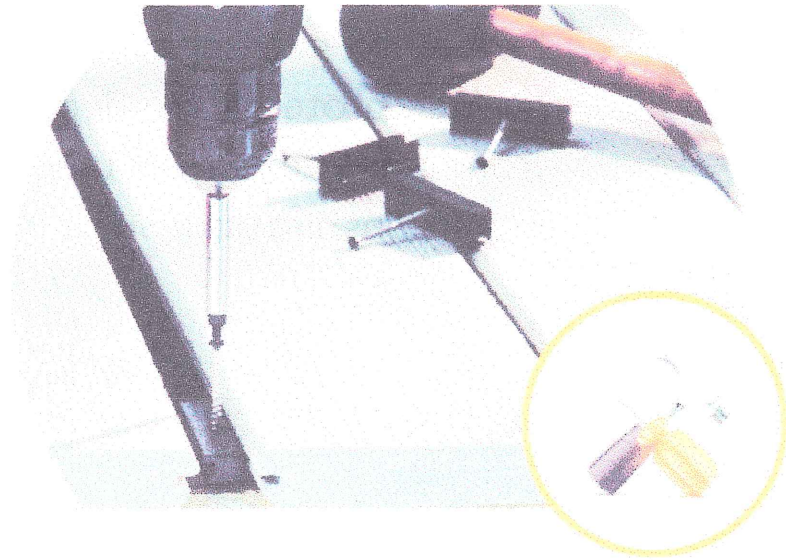
Stain & Fade Resistant

Built-in resistance to staining, fading, mold, and mildew. With no exposed wood fibers on the surface maintenance and cleaning is easy. We guarantee all DuraLife decking with a 25 year Stain & Fade warranty. [Learn More \(/resources/warranty/\)](/resources/warranty/)



A Unique Hidden Fastening System





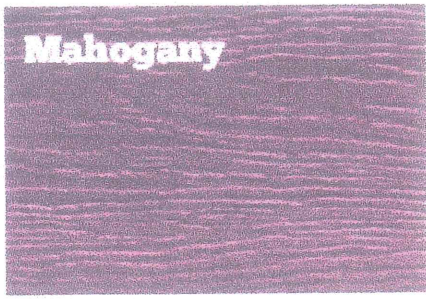
A clean and beautiful look while remaining strong, durable, and easy to install. The specially-designed groove system provides stability and a barefoot-friendly surface.

Attachment "E" p 2 of 2

Ultra-Low Maintenance

Engineered to resist rotting, splitting, staining, and warping with very little maintenance. No more scraping, sanding or painting your deck every year. Simply sweep your deck regularly and periodically wash with soapy water and rinse with a hose. [Learn More \(/resources/care/\)](#)





Mahogany

(/samples) ~~ORDER~~ SAMPLE



Cedar

(/samples) ~~ORDER~~ SAMPLE



Merlot

(/samples) ~~ORDER~~ SAMPLE



Coastal Grey

(/samples) ~~ORDER~~ SAMPLE



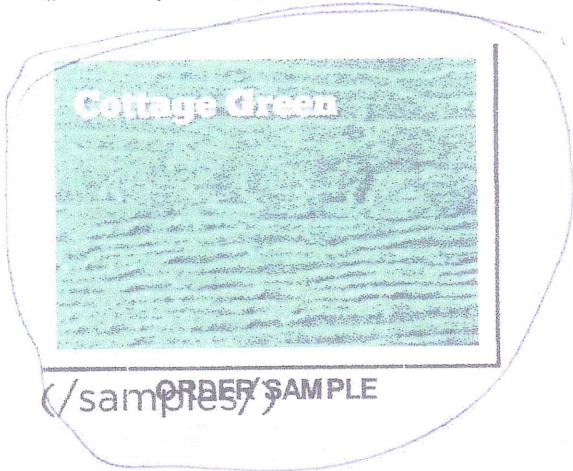
Pebble

(/samples) ~~ORDER~~ SAMPLE



Sage

(/samples) ~~ORDER~~ SAMPLE



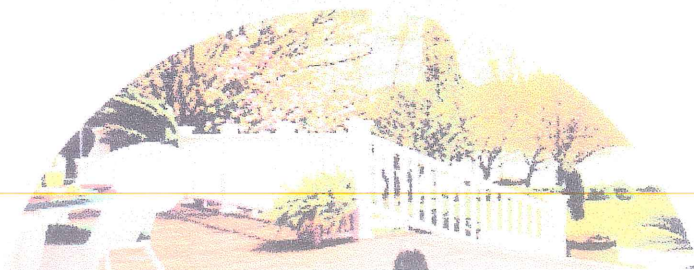
Cottage Green

(/samples) ~~ORDER~~ SAMPLE

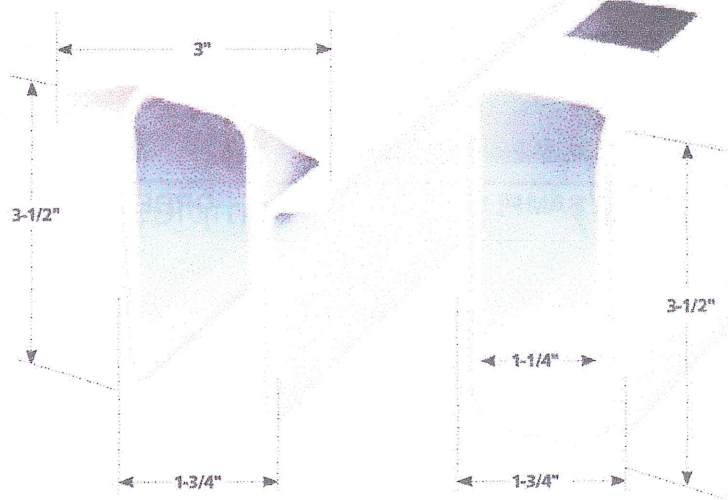
Attachment "E" p 1 of 2

Durability

Made from our unique polypropylene and hardwood composite so it's strong, yet lightweight.

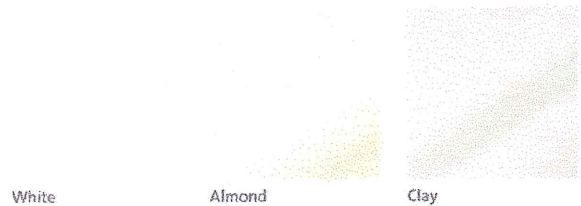


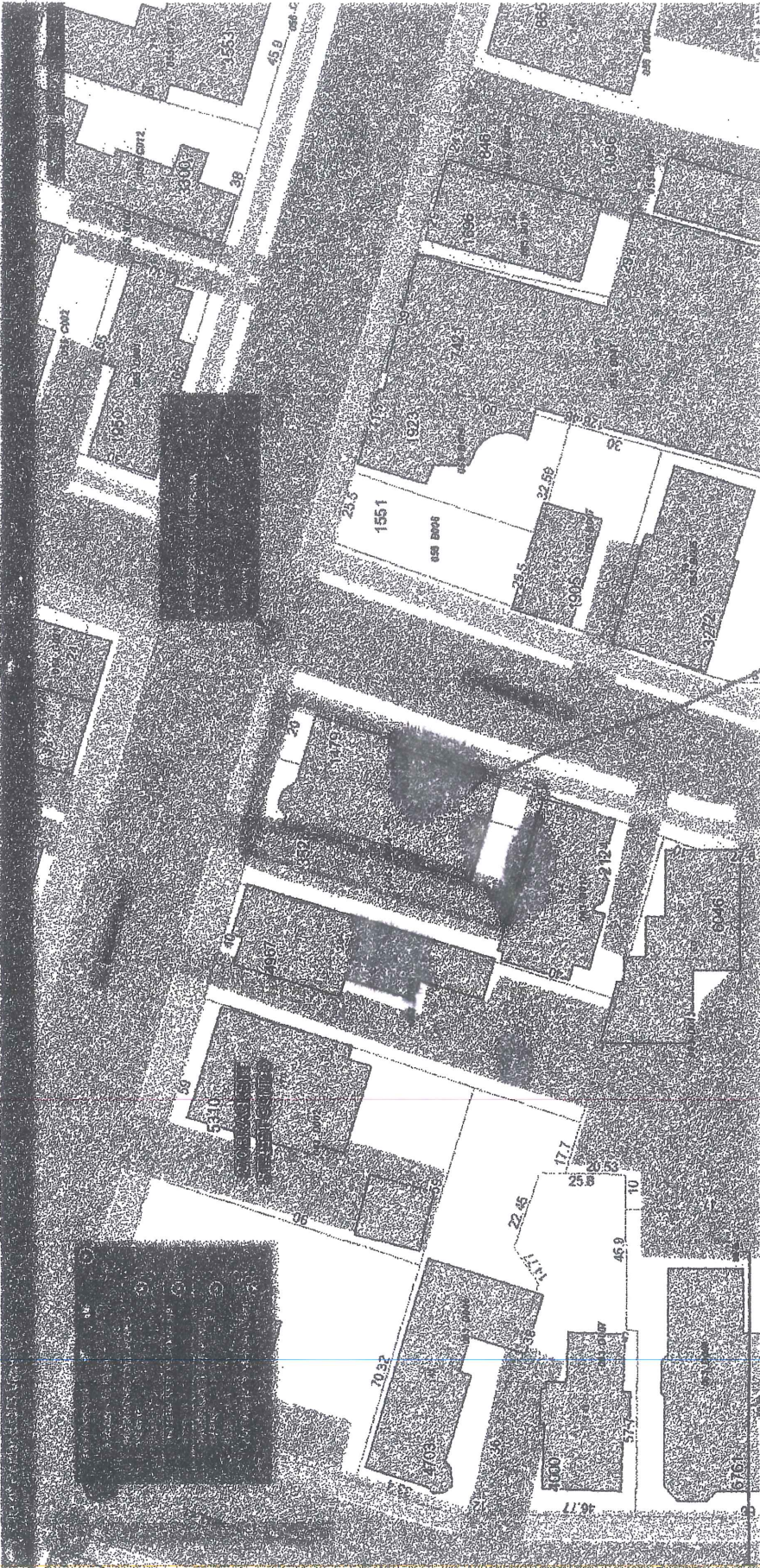
VINYL BRACKETED
RAILING SYSTEM



Designed for use with existing wood posts, the Oxford bracketed railing system offers everything you need for a safe and secure railing installation. Oxford goes the extra mile with standard features like concealed aluminum rail-mount brackets and stainless-steel screws, for long-lasting strength and peace of mind.

- ◆ Popular T-rail top rail and 2x4 bottom rail system for sleeve-over installations
- ◆ Durable, heavy-duty design
- ◆ Aluminum rail mount brackets provide a safe and secure, metal-to-metal rail-to-post connection for greater strength and longevity
- ◆ Unique molded vinyl bracket covers designed for flat, stair, column, and 45° applications
- ◆ Brackets come complete with corrosion-resistant stainless steel screws
- ◆ Choice of three colors and three baluster styles
- ◆ Available in two heights and three lengths
- ◆ Concrete post support kit with bracket reinforcement blocks available (see page 30)
- ◆ Independent tested as designated in report CCRR-0187
- ◆ Suitable for residential and commercial applications – including multifamily and over three story installations
- ◆ Meets IBC standards for building safety
- ◆ Class A rating for flame spread
- ◆ Lifetime limited transferable warranty with 5-year SureStart™ protection



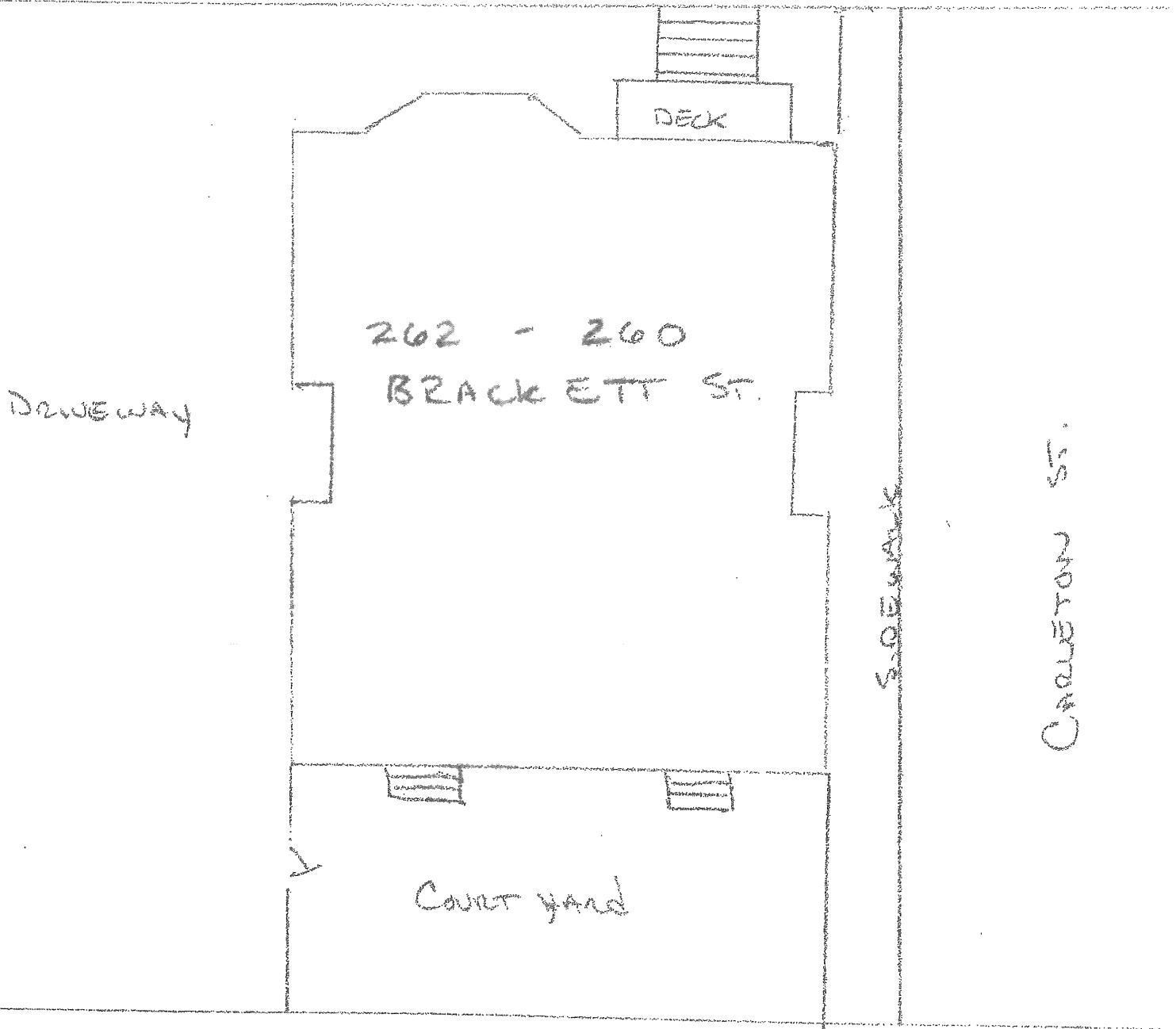


200-262 BRACKETT ST.



BRACKETT ST.

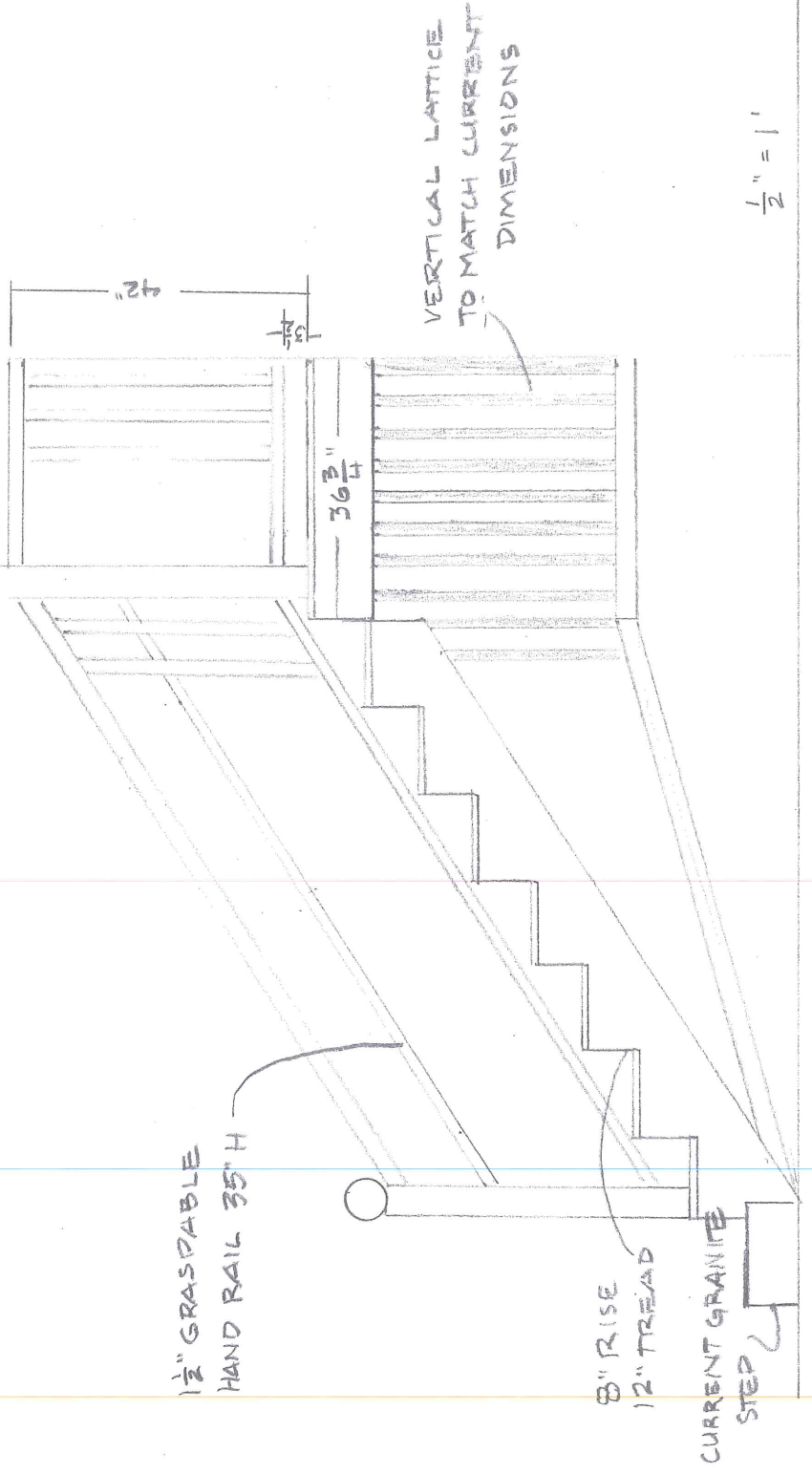
SIDEWALK.



CRADETON ST.

260 BRACKET ST. FRONT PORCH - SIDE ELEVATION

NOTE: ALL DIMENSIONS EXCEPT RAILING HT. UNCHANGED FROM CURRENT. RAILING HT. INCREASES FROM 35" TO 42"

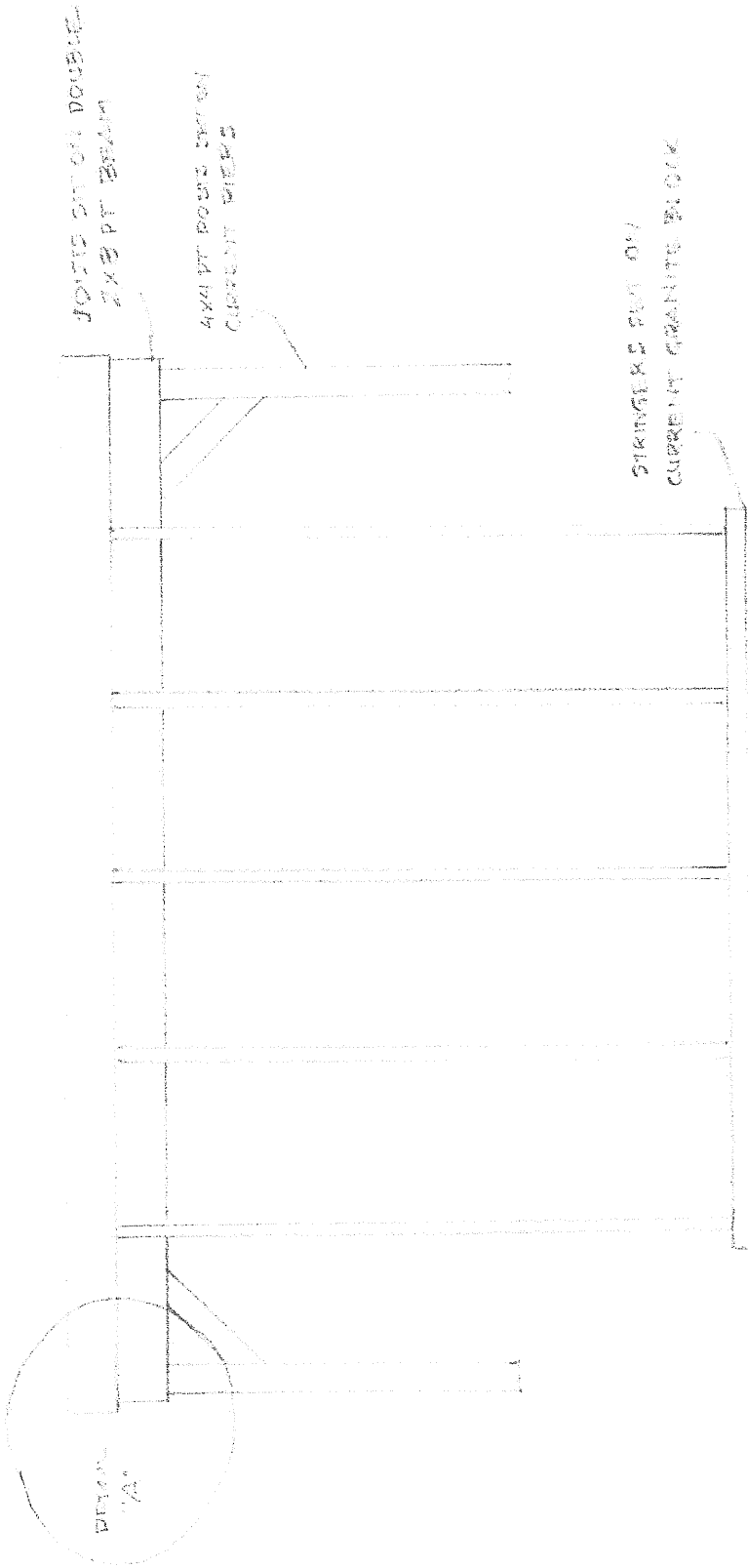


260 BRACKET ST. FRAMING DIAGRAM

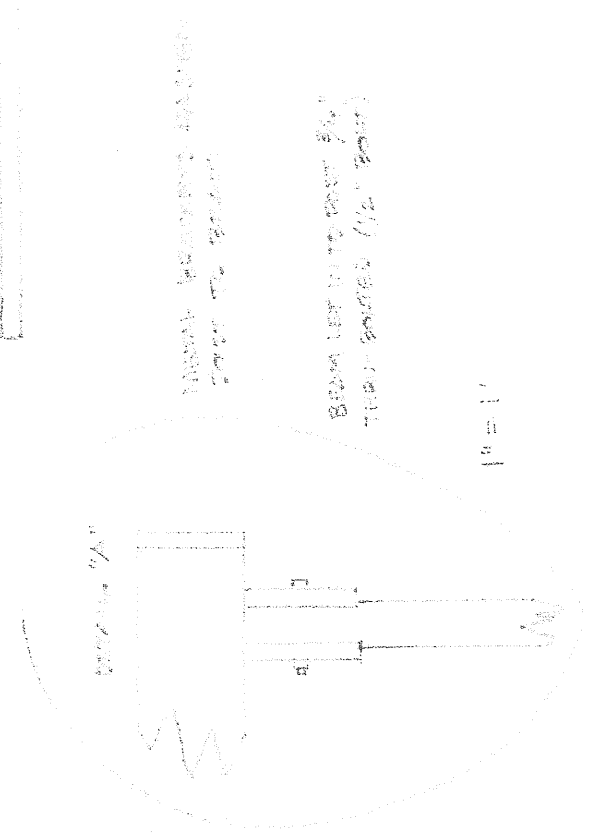


Attachment 'M' pl of 3

FRAMING - FRONT ELEVATION



Aluminum 1/2" / 1/4" x 1/2"



1" = 2'

