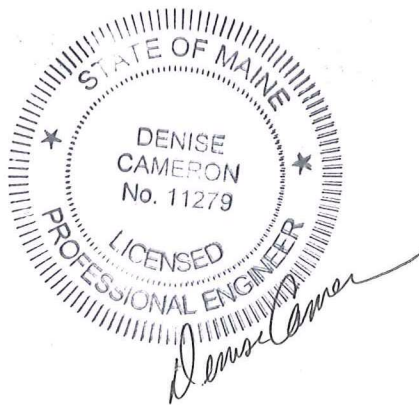




HISTORIC PRESERVATION APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Evergreen Cemetery
Expansion



woodardcurran.com
COMMITMENT & INTEGRITY DRIVE RESULTS

222804.55
City of Portland
April 2014

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APPENDICES

Appendix A:	Location Map
Appendix B:	2005 Phase 1/Phase 2 Plan
Appendix C:	Plans
Appendix D:	Grave Layout
Appendix E:	Columbarium & Landscaping Design Memos
Appendix F:	Tax Maps
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1. APPLICATION FORM

CONTACT INFORMATION:

APPLICANT

Name: Joe Dumais, Parks & Cemeteries Division Manager
Address: City of Portland, Department of Public Services
55 Portland Street, Portland ME
Zip Code: 04101
Work #: 207-874-8793
Cell #: _____
Fax #: _____
Home: _____
E-mail: jdumais@portlandmaine.gov

PROPERTY OWNER SAME AS APPLICANT

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

BILLING ADDRESS SAME AS APPLICANT

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

ARCHITECT

Name: Carol R. Johnson Associates, Inc., c/o Jeanne Lukenda
Address: 115 Broad Street
Boston MA
Zip: 02110
Work #: 617-896-2500
Cell #: _____
Fax #: _____
Home: _____
E-mail: jlukenda@crja.com

CONTRACTOR AGENT/REPRESENTATIVE

Name: Woodard & Curran, c/o Lauren Swett, PE
Address: 41 Hutchins Drive
Portland ME
Zip Code: 04102
Work #: 207-774-2112
Cell #: _____
Fax #: _____
Home: _____
E-mail: lswett@woodardcurran.com

Applicant's Signature

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).

- X Exterior photographs (required for all applications.) Include general streetscape view, view of entire building & close-ups of affected area.

- X 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.

- X Details or sections, where applicable.

- N/A Floor plans, where applicable.

- N/A Site plan showing relative location of adjoining structures.

- N/A Catalog cuts or product information (e.g. proposed windows, doors, lighting fixtures)

- X Materials - list all visible exterior materials. Samples are helpful.

- X Other(explain) **A Narrative Report has been attached to address the submission requirements and review standards. A site location map and civil and landscaping plans have also been provided, as requested at the pre-application meeting.**

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