



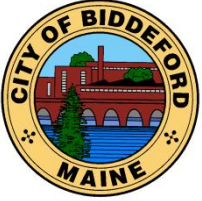
City of Biddeford
Historic Preservation Commission

July 17, 2024 at 4:00 PM
City Hall Council Chambers & Zoom

[Join Zoom Meeting Online](#)

Or call in by phone: +1 312 626 6799
Meeting ID: 984 3528 4216
Passcode: 267967

1. Adjustment(s) to Agenda
2. Consent Agenda
 - 2.a Approval of Meeting Minutes from June 12 & 17, 2024
3. Unfinished Business
4. New Business
 - 4.a 2024.37 HPC Review of Ian Clayton to rebuild exterior stairs at a residence at 195 Elm Street, Tax Map 38, Lot 297, in the MSRD-2 Zone.
5. Other Business
6. Adjourn



CITY OF BIDDEFORD

Planning and Development Department

Brad Favreau
Economic Development Coordinator
205 Main Street
P.O. Box 586
Biddeford, ME 04005
(207)-282-7119 or (207)-284-9115
Brad.Favreau@biddefordmaine.org

HPC MEETING
June 12, 2024
Meeting Minutes
4:00
DRAFT

Staff Members in attendance: Brad Favreau & Nan Whitten

Meeting brought to order 4:11 PM

1. Quorum/Voting Members in attendance:

Leah Schaffer (Chair), Julie Larry, Erin Ware, Allie Tobey, & Shannon Chisholm

2. Adjustments to the Agenda-None

3. Consent Agenda

Approval of Meeting Minutes from May 8, 2024, 2024

MOTIONS: 4:12 PM

Larry-MOTION-To approve Meeting Minutes as presented

Ware-SECOND

Vote- Motion passed unanimously (Chisholm abstained)

3. Unfinished Business-none

4. New Business

4.1 2024.19 HPC Review for Chris Aceto to install new storefront at 53 Main Street, Tax Map 38, Lot 76, in the MSRD-1 Zone.

- **David Burke represented the applicant**
- **Applicant wants to change the front to be consistent with the structures on the street**
- **Work will be performed by River Glass of North Yarmouth**
- **Chisholm-Will the second door be removed-no it will remain as it leads to residential units up stairs, it will be changed to match the other door.**
- **Ware-Is there going to be a transom above the access door? Yes**
- **Chisholm-a black aluminum store front-yes, black trim**
- **Schaffer will the height of the store front remain? It will be brought down to match the neighboring businesses.**
- **Schaffer changing the brick makes it difficult to distinguish the historic significance of the structure, it may look out of proportion of the other buildings. Brick does not feel authentic to the building.**
- **Burke-we are open to changing the material**
- **The Board is 99% sure that the brick is not original**
- **A residential door for the residential units would be appropriate providing it complements the commercial door.**

- The applicant will be cutting the brick down to match the surrounding properties.

MOTION: 4:30 PM

Larry-Motion: Motion to approve Certificate of Appropriateness for Chris Aceto to install new aluminum and glass storefront at 53 Main Street, based on materials and assertions submitted, and conditioned on the following:

Brick be taken down to the full course to match the surrounding

Updated shop drawings should be provided to the Board of the doors once installed.

All permits must be obtained from Code Enforcement prior to beginning any work.

Chisholm-Second

Vote: Motion passed unanimously

5. Other Business

Favreau-July meeting we have no applications, can we move the meeting back to the 17th?

Monday is an interim meeting, 146 Alfred, after-the-fact but permit did not stipulate the exterior work, we will have a quorum

Draft RFP for design guidelines sent today as soon as it is reviewed and state signs off on it we are ready to post it.

Wesley Painter has applied to be on the Committee and should be appointed soon.

Scott Joslyn has shown interest in serving but has not applied yet.

Talked about assessing updates which is twice a year.

Lecture we wanted did not pan out for this year, no one was available.

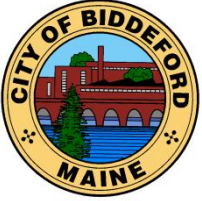
Wanted: Guided tour of the clock tower when the project is complete.

6. Adjourn 4:59 PM

Chair: Historic Preservation Commission

Date

These minutes are summary and are not to be verbatim. Archived meetings are viewable on the City's website: www.biddefordmaine.org.



CITY OF BIDDEFORD

Planning and Development Department

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(207)-282-7119 or (207)-284-9115
Brad.Favreau@biddefordmaine.org

HPC MEETING
June 17, 2024
Meeting Minutes
4:00
DRAFT

Staff Members in attendance: Brad Favreau & Nan Whitten

Commission Members in Attendance: Erin Ware (Vice Chair), Julie Larry, & Shannon Chisholm

Meeting brought to order 4:02 PM by Eric Ware

- 1. Adjustments to the Agenda-None**
- 2. Unfinished Business-none**
- 3. New Business**

3.1 2024.33 HPC Review of proposed alterations to convert commercial building to a residence for Richard Mazzaresse at 146 Alfred Street (Tax Map 38, Lot 297) in the MSRD-2 Zone.

- Richard Mazzaresse represented the applicant
- Exterior work siding replacement, new door, adding scallop trim to gable, security storm door in the back, smaller windows being added.
- Windows will be eye level from inside but higher from the outside for privacy purposes.
- Second floor windows sliding windows for egress.
- Electrical service will be moved to be in compliance with codes.
- Rubber roofing will stay but shingles will be replaced with architectural shingles.
- Smoke stack being removed.
- Chisholm any work on the chimney in the back-replacing flashing the top may need to be repointed and cap replaced. Is client keeping long window on the left side? Yes. Are you adding an additional window? Yes it will be across from the kitchen.
- Larry-she would like to see some remnant of the history of it being a storefront? Unfortunately no, we had destroyed the windows showing it was a storefront prior to finding out we need HPC approval.
- Chisholm-understands removing the big store windows and replacing it with functioning windows. She is conflicted by the small windows, she understands security concerns but were other security measures looked into for windows. They looked into bars on the windows but that was aesthetically unpleasing, client is a teacher and money is tight so they are working on a small budget.
- Larry-do we look at this as brand new or after the fact-Favreau-after the fact. The windows are framed out but not installed yet. However, the windows can be changed.

- Larry-do you have any corner trim or finish at the sidewalk-corner trim that is matching the vinyl siding.
- Ware what material will the scallop trim be in-PVC
- Chisholm will the scallop be along the flat part too? We were not going to but if it's a deal breaker we will-no.
- Ware-unfortunately, we cannot take financial hardship into consideration
- Larry- the big windows have been trimmed out and there is a sill, can you do that with all the windows.
- Chisholm false windows to make it look like the original size but the little is functional? He thinks that what she is talking about are fixed windows not functional and he doesn't think he can make it look good.
- Favreau-You could put in casement windows that can lock, that would take care of what the commissioners are talking about.
- Ware-the windows are not an appropriate size and the structure is very visible on Alfred Street. We would want to see this again with different options.
- Larry-there is no recognition that this was once a store front and the windows and doors no longer align.
- These changes will significantly slow this project down.
- Ware either new windows that mostly fill the old space or more proportional for a house where the windows are symmetrical. Based on historic maps this has been a commercial structure for over 100 years.
- Chisholm if you had not started we would have asked you to keep the trim and fill in with 2 windows.
- Client-we implore you to make a decision today and we would ask you to keep our original plans as the applicant is in a difficult position.
- Chisholm asked about changing the style of the siding for a vertical illusion-no may be worse.
- Client-what if we trim out where the old windows were which aligns the top and fill in with PVC panel, he thinks he can make that work. Commission likes that plan as it's not erasing the history of the building.

MOTION: 4:43 PM

Motion-Larry: Motion to approve Certificate of Appropriateness for Richard Mazzaresse to make exterior alterations at 146 Alfred Street, based on materials and assertions submitted, and conditioned on the following:

1. All permits must be obtained from Code Enforcement prior to beginning any work.
2. Resubmit another drawing front elevation that depicts the original trim and fill with windows and PVC panel as discussed.

Second-Chisholm

Vote: Motion passed unanimously

4. Other Business

Push the July meeting to July 17th, Chisholm will have to leave early for a 5:00 meeting

5. Adjourn 4:45 PM

Chair: Historic Preservation Commission

Date

These minutes are summary and are not to be verbatim. Archived meetings are viewable on the City's website: www.biddefordmaine.org.

DRAFT



CITY OF BIDDEFORD

PLANNING DEPARTMENT

205 Main Street PO Box 586 Biddeford, ME 04005 (207) 284-9115

2024.37

HISTORIC PRESERVATION COMMISSION REPORT

TO: The Biddeford Historic Preservation Commission

FROM: Brad Favreau, Economic Development Coordinator

MEETING DATE: Wednesday July 17, 2024; 4 PM

RE: **Item 5.1: 2024.37 HPC Review of Ian Clayton** to rebuild exterior stairs at a residence at 195 Elm Street, Tax Map 38, Lot 297, in the MSRD-2 Zone.

1. INTRODUCTION

The subject property is located on Elm Street near the corner of Center Street. Currently two exterior stairs, one leading down from the front entry and one leading down from the side entry meet awkwardly at the sidewalk. These existing stairs are in poor condition. The applicant proposed to remove existing exterior stairs, rebuild one and add small deck. This work will correct a problematic meeting at the bottom of both stairs, and allow proper access to the electric meter on the side of the house. **This work is necessary before CMP will re-energize the building.**

2. EXISTING CONDITIONS

The subject property is a 1-1/2 story single-family residential structure dating to 1845. Currently the house is vacant, lacking electric power.

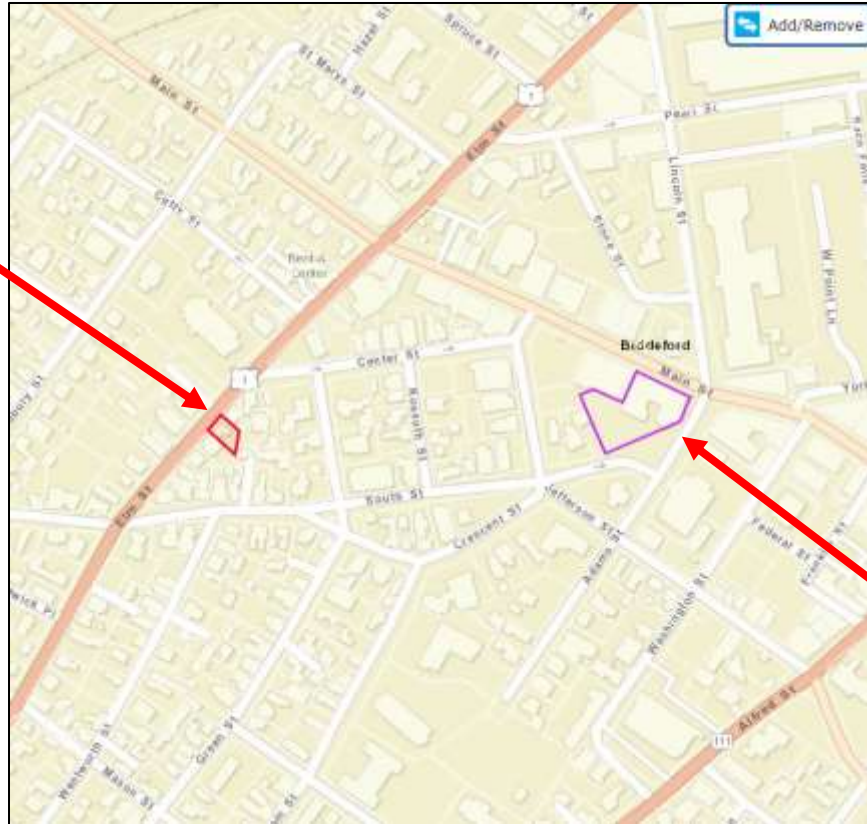
According to the Kleinfelder Survey:

Resource lacks integrity of materials and workmanship due to use of vinyl replacement windows and replacement siding and replacement doors.

However, the Russell Wright Survey classified this building as 'Contributing' in 1998.



Subject Property
195 Elm St.



City
Hall

3. PROJECT DATA/INFORMATION

	<i>SUBJECT</i>	<i>DATA/INFORMATION</i>
1.	Applicant:	Ian Clayton 280 Guinea Rd. Biddeford ME 04005 (207) 425-2424 ian11clayton@gmail.com
2.	Owner of Property:	Same as Above
3.	Agent:	N/A
4.	Engineer/Architect:	N/A
5.	Project Location:	195 Elm Street
6.	Project Tax Map #/Lot #:	Tax Map 38, Lot 171
7.	Existing Zoning:	MSRD-1
8.	Overlay Zoning:	Biddeford Historic Overlay District
9.	Contributing?	No
10.	National Register of Historic Places?	No
11.	Approximate Date of Construction	Circa 1845
12.	Existing Use:	Vacant
13.	Proposed Use:	Residential
14.	Uses in the Vicinity:	Mixed-use
15.	Parcel Size:	0.08 acres
16.	Front Setback Required:	None
17.	Side Setbacks Required:	None
18.	Rear Setback Requires:	None
19.	Height Requirements:	Min 2 Stories or 26 ft.
20.	LDR Attachment A: Fess Paid:	Yes
21.	Historic Preservation Commission Review History:	Meeting Date July 17, 2024. Posted July 10, 2024; Mail Notices to all abutters within 100'; 11 notices sent July 10, 2024.

4. PROJECT PROPOSAL

The house sits above street level, and can only be accessed by two existing stairs that lead to the front and to the side entry doors. The applicant must revise these two front exterior stairs for two reasons:

1. The two exterior stairs meet at the bottom in an offset manner, creating an unsafe and awkward condition.
2. Code requires an electric meter to be accessible from a flat, stable surface. Currently, the side stairs run in front of the meter. Before CMP will re-energize the building, this situation must be corrected.

According to the applicant:

"We propose to add a landing to one set of stairs at the entry to the building at 195 Elm Street.

The current stairs are in disrepair and have become dangerous.

By adding a landing we create a flat surface in front of the electrical meter, this being a requirement of the city in order to be able to energize the building.

Construction will include removing the rotted wood and adding framing for the decking, deck boards, handrails and balusters. All components will be constructed of "SPF" (Spruce, Pine or Fir) wood lumber, and painted. The style will look like the basic dimensional lumber build, which has been used throughout time... "



A comparison of the existing conditions and the proposed work shows a landing wrapping the left corner of the house with just one stair leading down to the sidewalk where before there were two (See drawings later in Agenda Packet):



No pictorial evidence of historic stair conditions were found to inform this project.

The applicant proposes the use of pressure-treated lumber in construction of the new stair and landing. The landing will be supported with 6 x 6 pressure-treated posts and the deck framing will comprise 2 x 8 lumber, 16" on center.

Vertical pressure treated wood will be used to conceal a portion of the existing concrete below side stair.

5. STAFF REVIEW:

A. REVIEW STANDARDS: Article XV (Historic Preservation Ordinance),

Section 13. Evaluation standards for certificate of appropriateness.

A. Reconstruction and alterations.

1. A building or structure classified as an historic landmark or located within an historic district, or any part thereof, or any appurtenance related to such structures, including but not limited to walls, fences, light fixtures, steps, paving and signs, shall not be reconstructed or altered unless a certificate of appropriateness has been issued for such activity. No certificate of appropriateness for a structure or building identified as contributing to the district shall be issued unless the proposed activity is found to preserve or enhance a building's or structures historical or architectural character. No certificate of appropriateness shall be issued for a noncontributing structure or

building unless the proposed activity is complementary to the historic character of surrounding structures and buildings and meets the intent of this ordinance.

2. The standards and requirements in the United States Secretary of the Interior's Standards of Rehabilitation as well as the following factors shall be considered when reviewing applications for reconstruction or alteration of buildings or structures subject to review under this ordinance:

- a. Every reasonable effort shall be made to use a property for its historic purpose and in a way which will require minimum alteration to the structure and its environment;

Will continue as residential property.

- b. Rehabilitation work shall not destroy the distinguishing qualities nor character of the structure and its environment. The removal or alteration of any historic material or architectural features should be avoided;

Existing exterior stairs are not original to the building. However, the proposed work will significantly alter the visual qualities of this mid-nineteenth century cape-style house.

- c. Deteriorated architectural features should be repaired rather than replaced, wherever possible. In the event that replacement is necessary, the new material should match the material being replaced in composition, design, texture and other visual qualities. Repair or replacement of missing architectural features should be based on physical or pictorial evidence rather than on conjectural designs or the availability of different architectural features from other buildings;

Re-design of the existing stairs is needed to correct an awkward and unsafe condition at the bottom of the stairs. Also, repair is not possible due to poor condition of existing stairs. Existing concrete retaining walls and steps will remain and will be incorporated into the design of new landing and stair.

Pressure treated lumber will be used in the construction of the new stair and landing. It will match existing material in texture and visual qualities, however, the design and composition of the completed project will vary considerably from existing conditions.

- d. Distinctive stylistic features or examples of skilled craftsmanship which characterize historic structures and often predate the mass production of building materials shall be treated with sensitivity;

No distinctive stylistic features or examples of skilled craftsmanship will be harmed by this project.

- e. Changes which may have taken place in the course of time are evidence of the history and development of the structure and its environment, and these changes shall be recognized and respected;

The concrete retaining walls will remain.

- f. All structures shall be recognized as products of their own time. Alterations to create an earlier appearance shall be discouraged;

N/A

- g. Contemporary design for additions to existing structures shall be encouraged if such design is compatible with the size, scale, material and character of the neighborhood, the structure or its environment; and,

N/A

- h. Wherever possible, new additions or alterations to structures shall be done in such a manner that if they were to be removed in the future the essential form and integrity of the original structure would be unimpaired.

The original structure would be unimpaired by the removal of this proposed work.

6. SAMPLE MOTIONS

- A. Motion to approve Certificate of Appropriateness for Ian Clayton to rebuild exterior stairs at 195 Elm Street, based on materials and assertions submitted, and conditioned on the following:
 - 1. *All permits must be obtained from Code Enforcement prior to beginning any work.*
 - 2. _____
- B. Motion to deny the Certificate of Appropriateness for Ian Clayton to rebuild exterior stairs at 195 Elm Street, based on the following:
 - 1. _____
 - 2. _____
- C. Motion to postpone the Certificate of Appropriateness for Ian Clayton to rebuild exterior stairs at 195 Elm Street, based on the following:
 - 1. _____
 - 2. _____

195 Elm - Description of Proposed Activity

We propose to add a landing to one set of stairs at the entry to the building at 195 Elm Street.

The current stairs are in disrepair and have become dangerous.

By adding a landing we create a flat surface in front of the electrical meter, this being a requirement of the city in order to be able to energize the building.

Construction will include removing the rotted wood and adding framing for the decking, deck boards, handrails and balusters. All components will be constructed of “SPF” (Spruce, Pine or Fir) wood lumber, and painted.

The style will look like the basic dimensional lumber build, which has been used throughout time. Included are photo examples of local buildings taken from the McArthur Library’s archives which have inspired the design.



CLEMENT
DESIGN + BUILD

CONTACT

CASEY CLEMENT
207 212 5778
CLEMENTDESIGNBUILD@GMAIL.COM

**NOT FOR
CONSTRUCTION**

195 ELM ST. DECK

195 ELM ST. BIDDEFORD ME
04005

PROJECT NO: 014

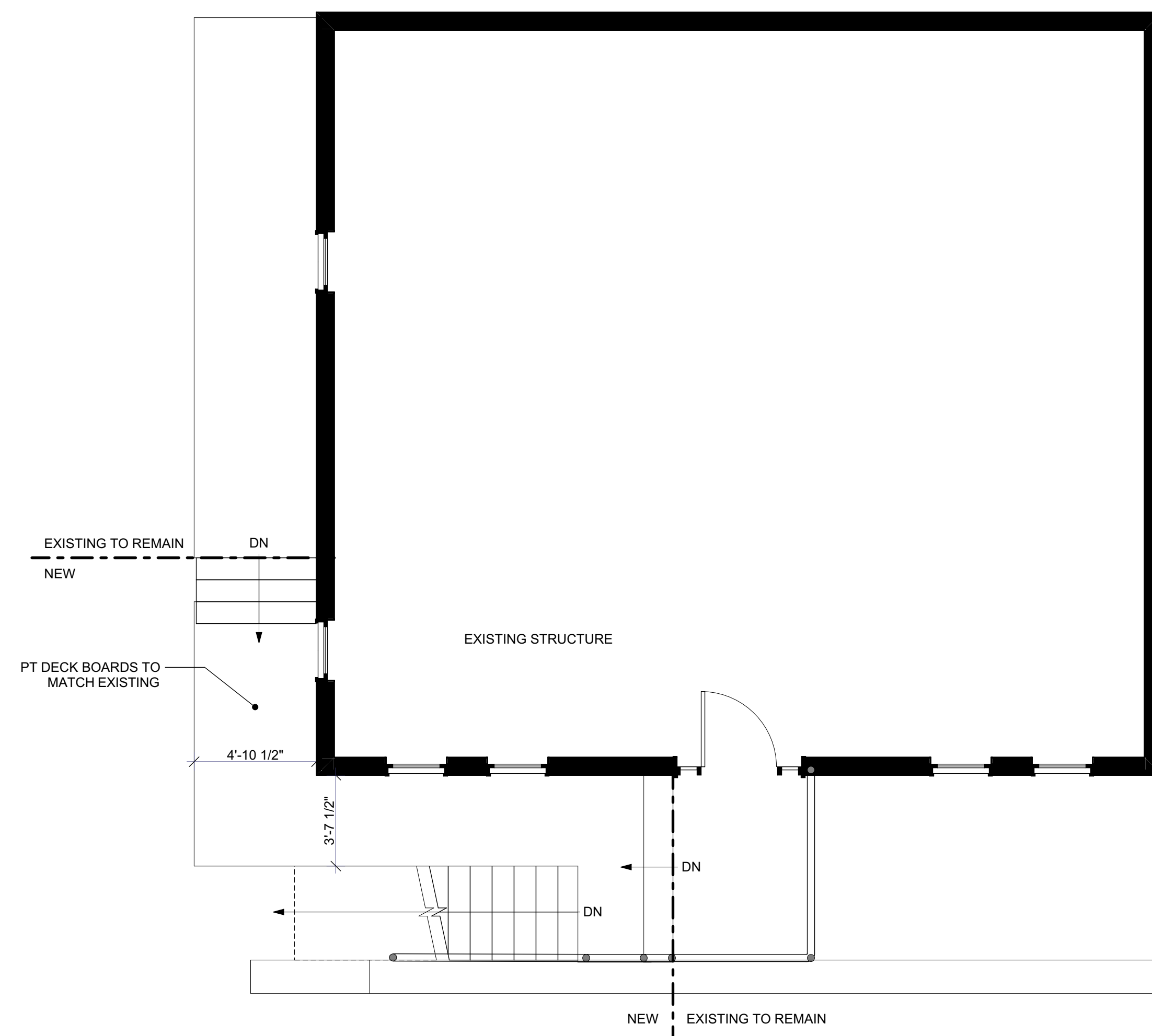
SHEET TITLE

FLOOR PLANS

A-101

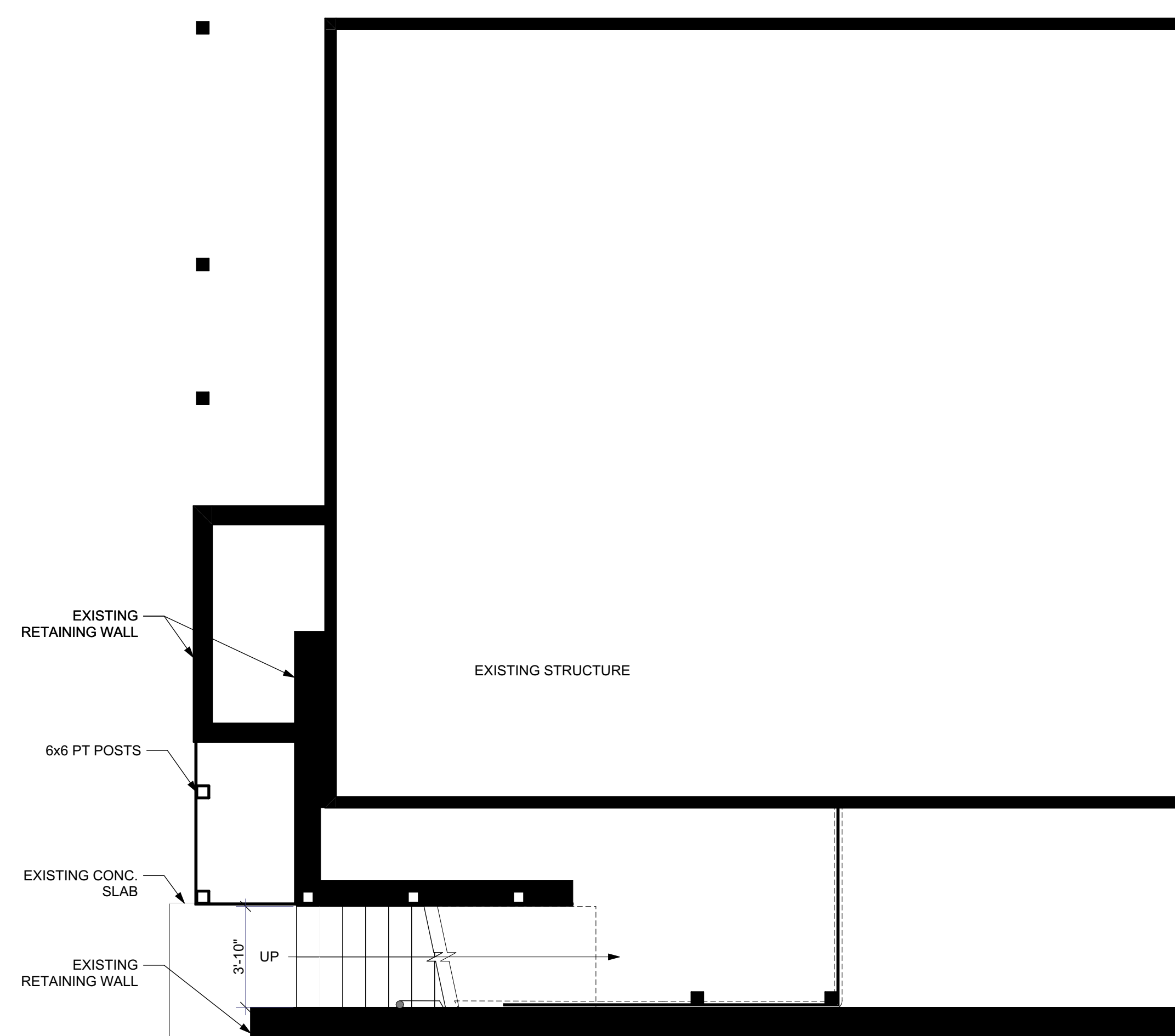
LEGEND

- EXISTING
□ NEW



10
A-201

20 SECOND FLOOR PLAN
SCALE: 1/4" = 1'-0"



10
A-201

10 FIRST FLOOR PLAN
SCALE: 1/4" = 1'-0"



CONTACT

CASEY CLEMENT
207 212 5778
CLEMENTDESIGNBUILD@GMAIL.COM

NOT FOR
CONSTRUCTION

195 ELM ST. DECK

195 ELM ST. BIDDEFORD ME
04005

PROJECT NO: 014

SHEET TITLE

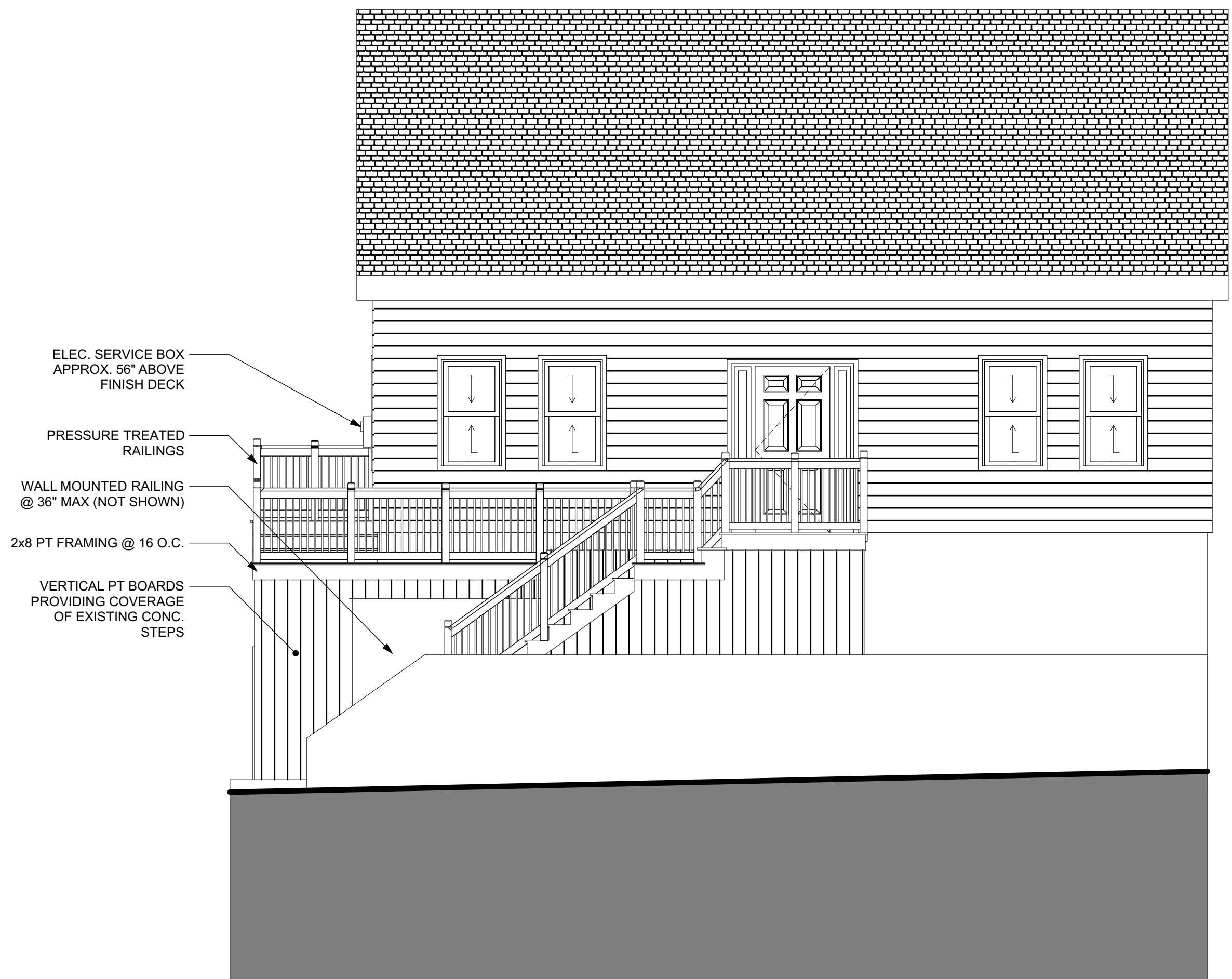
ELEVATION AND
PERSPECTIVE

A-201



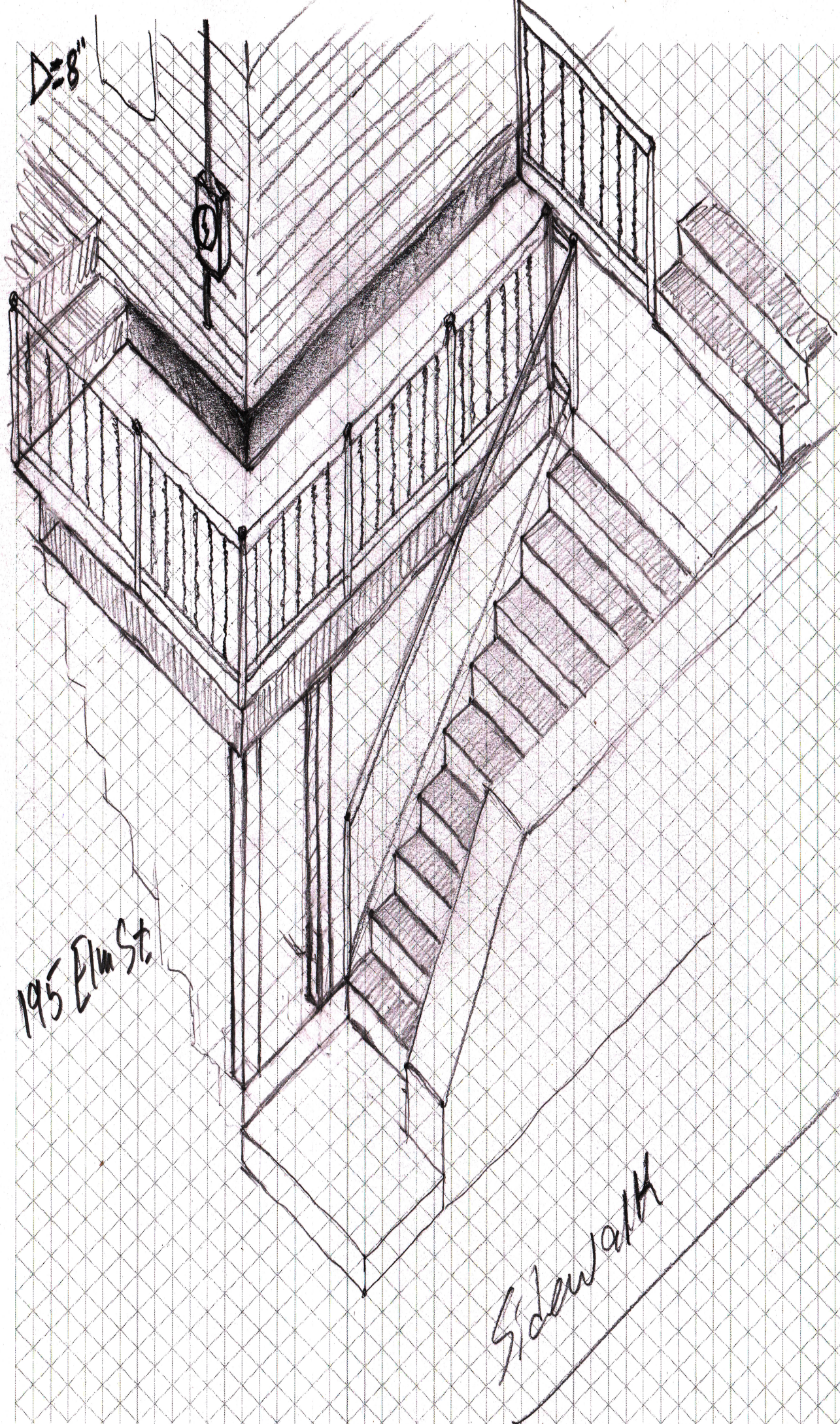
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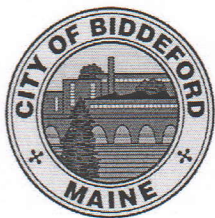
PERSPECTIVE
SCALE: 1/8" = 1'-0"



10

BUILDING ELEVATION A
SCALE: 1/4" = 1'-0"





CITY OF BIDDEFORD
PLANNING DEPARTMENT

HISTORIC PRESERVATION COMMISSION
APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Applicant's/Owner's Information:

Applicant's Name: Ian Clayton
Applicant's Address: 280 Gurnea Road
Applicant's Phone(s): 207-475-2424
Applicant's E-mail: Ian11Clayton@gmail.com
Applicant's Legal Interest in the Property:



Owner



Purchase and Sale



Tenant - Lease/Rental Agreement

Owner's Name: 28 Copeland, LLC (owners: Ian Clayton, Hunter Thompson)
Owner's Address: 280 Gurnea Road, Biddeford, ME 04005
Owner's Phone(s): 207-475-2424, 207-450-6303
Owner's E-mail: Ian11Clayton@gmail.com

Representative(s) - Agent, Engineer, Architect, and/or Contractor Information:

Agent's Name: Z Construction Maine
Agent's Address: 51 Loudon Road, Saco, ME 04072
Agent's Phone(s): 207-730-0894
Agent's E-mail: Info@ZConstructionMaine.com

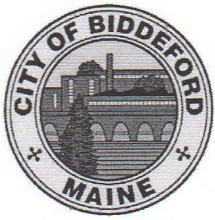
Attach separate pages where multiple representatives are involved.

Architect

Casey Clement (Clement Design + Build)

75 Foss St., Biddeford, ME 04005
207-212-5778

ClementDesignBuild@gmail.com



CITY OF BIDDEFORD

PLANNING DEPARTMENT

Project Information:

Project Address: 195 Elm Street
Project Zone: MSRD1 Property Map & Lot Number(s): 38 / 171

Existing Use of Property:

☒ Residential ☐ Commercial ☐ Mixed Use ☐ Industrial ☐ Institutional

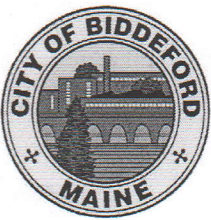
COMMISSION Full Review Project Activities \$275.00 Fee (check all that apply):

Alterations and Repair

- ☐ Removal and/or replacement of architectural detailing (for example porch spindles and columns, railings, windows and window moldings, and cornices)
- ☐ Installation or replacement of siding
- ☒ Porch replacement or construction of new porches
- ☐ 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
- ☐ Other: _____

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 (e.g., HVAC)
- Other: _____



CITY OF BIDDEFORD PLANNING DEPARTMENT

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
- ☐ Other: _____

SUBCOMMITTEE Review Project Activities \$50.00 Fee (check all that apply):

Alterations and Repair

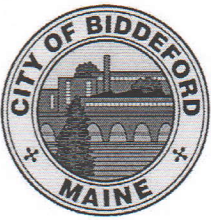
- ☐ Masonry work, including repointing, sandblasting, chemical cleaning, painting where the masonry has never been painted, or conversely, removal of paint where the masonry historically has been painted
- ☐ Other: _____

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
- ☐ Other: _____

Note: In cases where the project is minor in nature, the Planning Department may determine that even if the activity qualifies for full Commission review it would be more appropriate to have it delegated to Subcommittee review.

Note: Your project may also require a building permit. Please call the Code Enforcement Office (284-9236) to make this determination.



CITY OF BIDDEFORD PLANNING DEPARTMENT

Submittal Information Checklist:

- ☐ Required Application Fee: If full Commission review is required - \$275.00
If Subcommittee review is required – \$50.00
- ☐ Completed Application Form
- ☐ Description of Proposed Activity
- ☐ Photographs of the building involved as well as adjacent buildings
- ☐ Samples of materials proposed for use in the activity
- ☐ Drawings (i.e., exterior elevations) and/or plans to illustrate the proposed activity for which the certificate is being applied for, including lettering styles (if applicable)

Signature of applicant:

A handwritten signature in blue ink, appearing to read "Dennis M. Cyr", is written over a horizontal line.

Date: 6/17/2024

Signature of
property owner (Required):

A handwritten signature in blue ink, appearing to read "Dennis M. Cyr", is written over a horizontal line.

Date: 6/17/2024





