



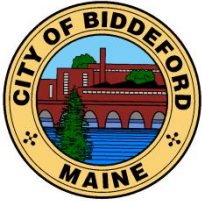
City of Biddeford
Historic Preservation Commission

September 11, 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 August 14, 2024
3. Unfinished Business
4. New Business
 - 4.a 2024.42 HPC Review of a request by Jake Ferguson to add vinyl siding to the multifamily structure at 9 Cutts Street, Tax Map 38, Lot 59-1, in the MSRD-2 Zone.
 - 4.b Update of City Hall Lettering
 - 4.c Budget
 - 4.d Past Project Review
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 August 14, 2024 Meeting Minutes 4:00 **DRAFT**

Staff Members in attendance: Brad Favreau & Nan Whitten

Commission Members in Attendance: Erin Ware (Vice Chair), Shannon Chisholm, Alley Tobey, Scott Joslin (Alternate Member)

Joslin to vote at this meeting in place of missing members

Meeting brought to order 4:07 PM by Eric Ware

1. Adjustments to the Agenda-4b was heard prior to 4a applicant for 4a did not attend the meeting.

2. Consent Agenda

Approval of Meeting Minutes from July 17, 2024

MOTIONS:

Motion- Chisholm- Motion to approve the Meeting Minutes from July 17, 2024 as presented

Second-Tobey

Vote-Motion passed unanimously

3. Old Business

4. New Business

- 4.a 2024.38 HPC The Historic Preservation Commission will review a project by Sacred Profane Brewery to construct a fence on their property at 50 Washington Street (Tax Map 38, Lot 346) in the MSRD-1 zone

- Favreau introduced the project
- Fence & sign both being replaced with aluminum products
- New owner wanted to restore structure but it was too badly damaged.

MOTIONS: 4:33PM

Motion-Chisholm-Motion to approve

Second-Tobey

Vote-Motion passed unanimously

- 4.b 2024.39 HPC The Historic Preservation Commission will review a project for Andrew Charest for exterior renovations at 55 Green Street (Tax Map 38, Lot 274) in the MSRD-2 zone.

- Andrew Charest represented the application
- Replacing 8 windows that have rotted out, 4 upstairs and 4 on the Birch Street side of the house (3 in front, 2 on the side and 5 in the back)
- 9 windows are original to the house, wants to change them with vinyl

- Ware explained that wood is more authentic to the house, vinyl does not wear as well, there are organizations that help homeowners with this.
- Replacement windows are wood and rotting, they are 30 years old.
- Chisholm asked the commission is there a provision that prohibits the vinyl windows to replace historic windows-no not at this time.
- Chisholm asked what the house is sided with. Vinyl sided
- Windows will be 2/2 to match? 1/1
- Chisholm for late 19 sentry house which window would be more appropriate? 2/2 or 2/1
- House has lost most of its historic integrity
- Chisholm is happy to approve vinyl if the applicant will go with 2/2 or 2/1 to preserve some historic integrity.
- Joslin if it has lost its historic integrity has vinyl siding vinyl windows are not that big but in the spirit of what the Commission stands for it should preserve some of the historic integrity
- Applicant does not like the look of the windows being suggested

MOTIONS: 4:28

Motion- Tobey -Motion to approve Certificate of Appropriateness for Andrew Charest to install new vinyl windows at 55 Green Street, based on materials and assertions submitted, and conditioned on the following:

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

Second-Chisholm

Vote-Motion passed unanimously

4. c 2024.40 HPC The Historic Preservation Commission will review a project for Seeds of Hope Neighborhood Center to make exterior renovations to their building at 35 South Street aka 18 Crescent Street (Tax Map 38, Lot 196 in the MSRD-2 Zone.

- Jim Godbout represented the applicant
- Favreau said this project is in process in cooperation with the City of Biddeford
- Much of the work has been started, completed and is “after the fact”
- Jim was summonsed to provide a safe place for the unhoused to sleep and a kitchen for people to cook for the unhoused.
- This project is to be expedited
- 9 windows have already been replaced due to safety issues
- He had no idea he had to appear before the commission
- They have replaced the roof because it was leaking badly
- Heat pumps have been installed
- He needs to add mechanicals to the outside.
- Ware asked about the ADA ramp, prior it was a wooden ramp with a lot of trash & garbage, they had to put a platform over the stairs and use a switchback to minimize slope to adhere to ADA rules
- Ware asked if the ramp will be removable. There have been multiple renovations stairs began as brick then someone poured concrete over them. None of the stairs that remain are original

- Ware asked Favreau why the City did not follow its own rules. He is not sure that question has been circulated with no concrete answer.
- Joslin asked how the lines are being run, placed so that no one can see the conduit from the outside.
- Upper unit on the roof will be seen from the street-yes but if they paint it black it will blend in well.
- Ware asked about the roof
- Ware stated she has a major issue with the windows, the windows used were for security purposes
- Joslin asked about hardship Ware answered that it is not part of the ordinance so to be consistent it is not considered.
- Joslin asked what the desired look would be. Ware said it would be more about the material
- Ware said the windows are not appropriate
- There is good quality paint that would go over the vinyl
- Condition: when other windows are replaced these windows will be replaced with appropriate windows.
- Ware stated that the ordinance serves all of the City of Biddeford they are trying to preserve the feel of the historical significance of Downtown Biddeford

MOTIONS: 5:08 PM

Motion-Tobey-Motion to approve with the condition all permits be obtained prior to continuing construction. Roof vent painted to match roof, window trim painted to match the side of the building, when other windows are replaced these windows that have been replaced in this project be replaced with appropriate materials.

Second-Ware

Vote-Motion passed unanimously

5. Other Business

- Favreau talked about proposals that have come in for the grant for design guidelines that we have been awarded. Strongest was JMT from New York which came with glowing references. Favreau mentioned that after reviewing they are leaning towards JMT. Chisholm & Tobey voiced that they had no problem with using JMT. Chisholm asked if they have a Planner on their team-yes. Timeline? April 21, 2025 hard deadline.

MOTIONS: 4:44PM

Motion-Tobey-Motion to approve JMT for Design Guidelines

Second-Chisholm

Vote-Motion passed unanimously

- Open Discussion
- Budget
- Tobey suggested community outreach programs to educate the public about historic structures.
- Lecture series

6. Adjourn 5:14 PM



CITY OF BIDDEFORD

PLANNING DEPARTMENT

2024.42

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

HISTORIC PRESERVATION COMMISSION REPORT

TO: The Biddeford Historic Preservation Commission

FROM: Brad Favreau, Economic Development Coordinator

MEETING DATE: Wednesday September 11, 2024 PM

RE: **Item 3.1: 2024.42 HPC Review for Jake Ferguson** to install vinyl siding at 9 Cutts Street, Tax Map 38, Lot 59/1, in the MSRD-2 Zone.

1. INTRODUCTION

The owner of this circa 1910 2-unit multi-family building at 9 Cutts Street proposes to install new vinyl siding over existing wood painted clapboard.

The building as it appeared in 2022 as part of the Kleinfelder Survey:

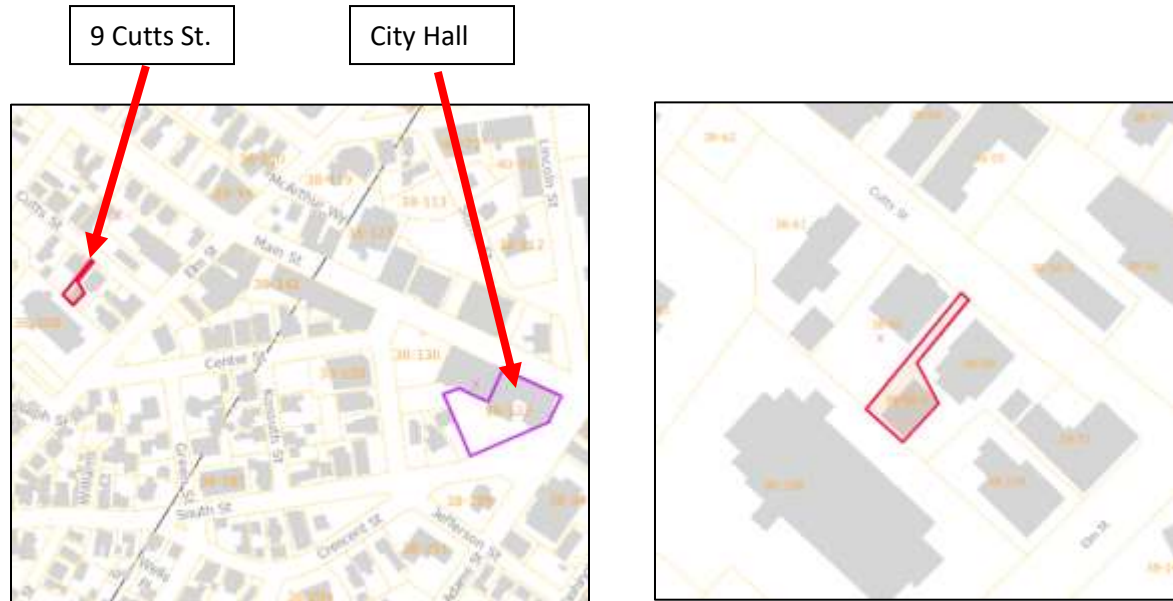


2. PROJECT DATA/INFORMATION

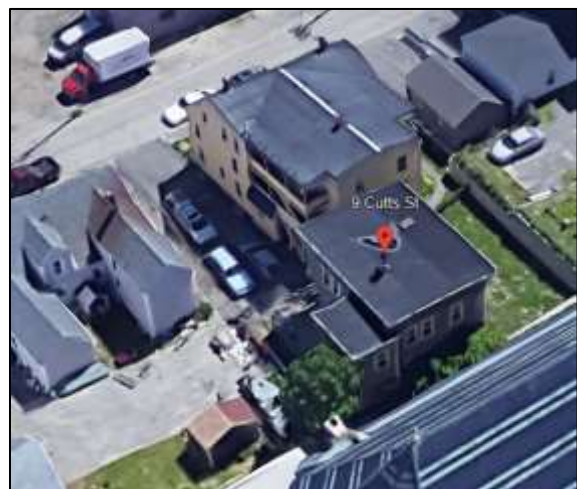
	<i>SUBJECT</i>	<i>DATA/INFORMATION</i>
1.	Applicant:	Jake Ferguson 9 Cutts Street Biddeford ME 04005 (207) 752-7687 Jakeferguson1989@gmail.com
2.	Owner of Property:	Same as above
3.	Agent:	N/A
4.	Engineer/Architect:	N/A
5.	Project Location:	9 Cutts Street
6.	Project Tax Map #/Lot #:	Tax Map 38, Lot 59-1
7.	Existing Zoning:	MSRD-2
8.	Overlay Zoning:	N/A
9.	Existing Use:	residential
10.	Proposed Use:	residential
11.	Uses in the Vicinity:	Mixed-use
12.	Parcel Size:	0.05 acres
13.	Front Setback Required:	15 feet
14.	Side Setbacks Required:	10 feet
15.	Rear Setback Requires:	10 feet
16.	Height Requirements:	Maximum 3 stories or 35 feet
17.	LDR Attachment A: Fess Paid:	Yes
18.	Contributing Structure?	No
19.	Within NRHP Boundaries?	No
20.	Historic Preservation Commission Review History:	Sept 11, 2024 Meeting Date. Posted Sept 5, 2024 Mail Notices to all abutters within 100' Sent 11, 9 notices September 6, 2023.

3. EXISTING CONDITIONS

The subject property is located west of City Hall on Cutts Street, near the intersection of Elm Street. This structure is adjacent to St. Joseph Catholic Church property. It is sited back from the street and view of this building is partially obscured by the building at 5-7 Cutts Street



Source: "9 Cutts Street [Vision Government Solutions \(vgsi.com\)](https://vgsi.com). Accessed Sept. 3, 2024.



According to the Kleinfelder Survey, 9 Cutts Street:

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

This property is outside the scope of the Russell Wright survey.

4. PROJECT PROPOSAL

The owner proposes to install new vinyl siding. The proposed siding is clapboard-style with a 4" exposure. The manufacture is proposed to be Market Square Exterior Portfolio. See agenda packet for material specifications.

With the exception of a few minor damaged areas, the existing wood siding appears to be in very good condition (although in need of painting):



Northeast side



Northwest side



Northeast side



southeast side



Southeast side with damaged areas

5. PUBLIC COMMENT

The notice was posted on the city website on September 5, 2024. Nine abutter notices were sent on September 5, 2024.

As of September 6, 2024, no Public Comments had been received regarding the proposed project.

6. 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;

The building will continue to be used for residential purposes.

- 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;

Historic material (wood clapboards – in reasonably good condition) will be covered with vinyl siding.

- 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;

Deteriorated and/or damaged clapboard siding can be repaired and repainted to prevent further loss of integrity.

- 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;

The installation of authentic wood clapboard siding has become an example of skilled craftsmanship.

- 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;

N/A

- 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.

N/A

7. **STAFF RECOMMENDATION**

Although the building is not highly visible, staff recommends the repair and repainting of the existing siding rather than installing new vinyl siding. The owner painted the siding of his adjacent property at 5 – 7 Cutts Street instead of siding it with vinyl, as requested in September, 2023, with favorable results



This recommendation will prevent the further loss of integrity.

8. SAMPLE MOTIONS

- A. Motion to approve Certificate of Appropriateness for Jake Ferguson to install new vinyl siding at 9 Cutts 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 Jake Ferguson to install new vinyl siding at 9 Cutts Street, based on the following:
 - 1. _____
 - 2. _____
- C. Motion to table the Certificate of Appropriateness for Jake Ferguson to install new vinyl siding at 9 Cutts Street, based on the following:
 - 1. _____
 - 2. _____

Favreau, Brad

From: Jake Ferguson <jakeferguson1989@gmail.com>
Sent: Saturday, August 24, 2024 8:51 PM
To: Favreau, Brad
Cc: Molly Pomerleau; larry@summithomesolutions.co
Subject: Re: 5-7-9 Cutts Ave Historic Review
Attachments: summithomesolutions_estimate_424.pdf; C of A for 9 Cutts siding.pdf; IMG_9281.heic; IMG_2124.heic

EXTERNAL: This email originated from outside of the City of Biddeford email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Brad,

I hope you're having a good summer so far. We're looking to pick up where we left off with our application to re-side the back house (9 Cutts Street in Biddeford, ME) with a high quality Vinyl siding.

I've attached the COA that I had completed previously for the siding application.

Brief description of the proposed work: The back house (furthest from the street) on our property needs to be re-sided. We'd like to side the house with a high-quality vinyl that mimics the existing clapboards. We've received a quote, which I have attached here to this email. If you have any specific questions about the materials, etc., please reply all to this email. I've cc'd our contractor, Larry, from Summit Home Solutions.

I've also attached pictures of the building. We're only looking to side the back house (9 cutts). The front house has already been repainted. The back house is not very visible from the street as you can see in the provided photos.

I know I need to pay the application fee. I can call in on Monday to take care of that. Let me know if you need anything else from me in the meantime. Can you let me know when the next historic review meeting is?

Thanks,
Jake

On Wed, Jul 26, 2023 at 9:31 AM Favreau, Brad <Brad.Favreau@biddefordmaine.org> wrote:

The HPC has approved both materials in the past, depending on the project. A few things they will be looking at is the grade and exposure of the siding (how thick is it, and how wide are the "clapboards?" vinyl siding generally is available in 4" and 5" exposure.

The commission has approved synthetic trim material (e.g. Azek) for various applications, but I don't recall ever reviewing composite decking materials.

In any case, [please be as specific with the products you propose, and include whatever specifications are available for the materials you would like to use.

Market Square®



INNOVATION AND INSPIRATION:
WELCOME TO THE NEIGHBORHOOD

exterior
PORTFOLIO

WITHSTAND THE ELEMENTS BEAUTIFULLY

Market Square® Siding withstands the elements beautifully, boasting hurricane-force resistance. Chromatix™ technology applied to SmartStyles™ Premium and SmartStyles™ Expressions shades, and nail hems and lock & clip systems. In other words, the opposite of fly-by-night installation.

- Robust .044" thick panel
- Partial rollover nailing hem
- Teardrop lock and clip system
- Designed to withstand hurricane-force winds up to 180 mph
- Chromatix featured in SmartStyles™ Premium and SmartStyles™ Expressions shades

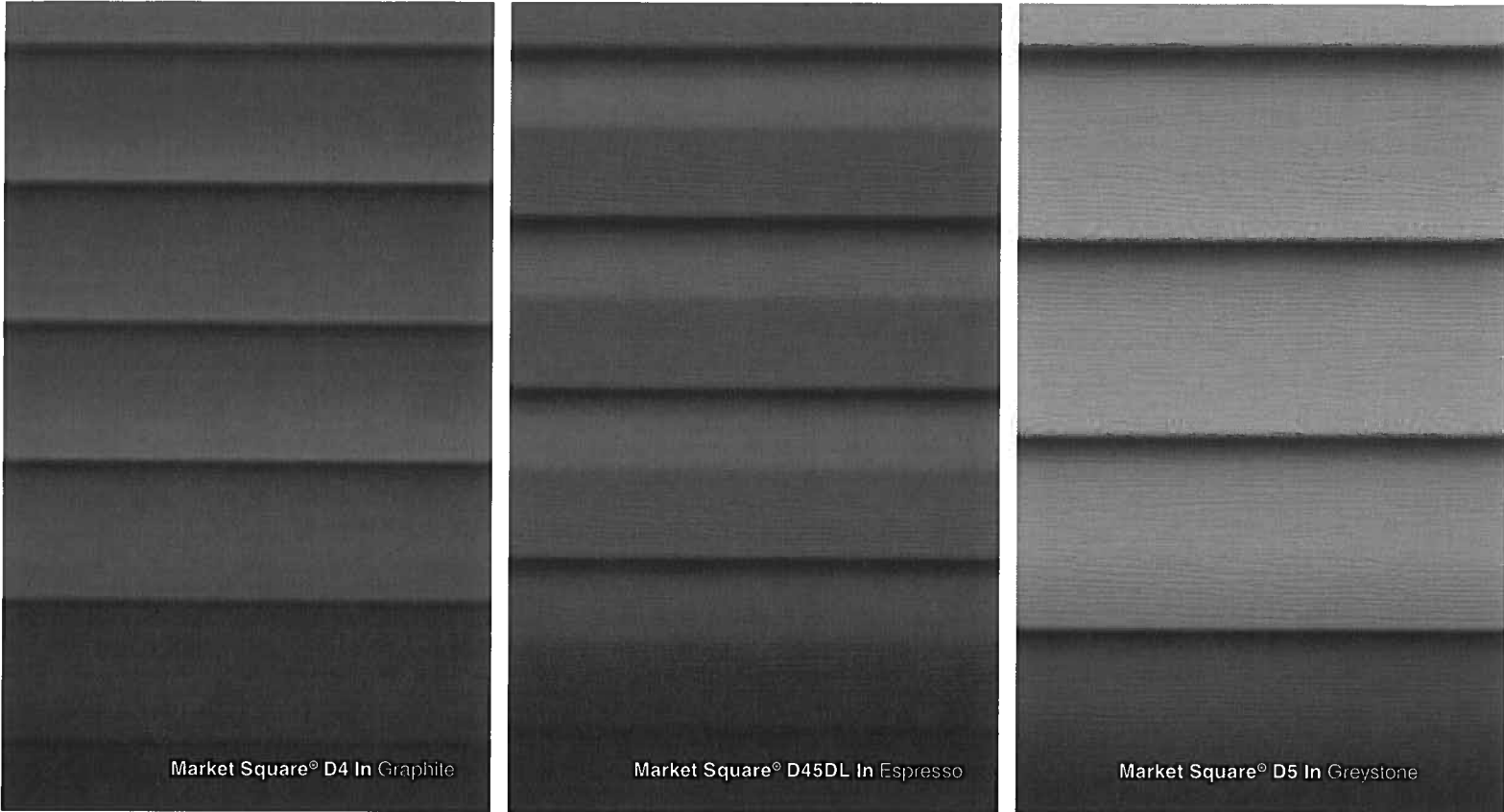
UNIFIED DESIGN: IT STARTS WITH COLOR

Exterior design revolves around how we choose and combine color. What's trending is as important as what speaks to you, and we help make sense of every aspect of it. Use our color combination tool to guide and to help. Gain valuable (and fun) perspective at royalbuildingproducts.com/color-style/exterior-portfolio-color-combinations

Our color collections are created to fully express themselves from day one and all the days and years after that. Whether subtly or vibrantly, Market Square siding pigments project personality while resisting fading and the elements.

- Our proprietary Chromatix™ technology color protection effortlessly maintains the look you create in a challenging outdoor environment
- Infrared-reflecting pigments reduce heat buildup
- UV formulation with mineral-based pigments keep siding colors from fading





Market Square® D4 In Graphite

Market Square® D45DL In Espresso

Market Square® D5 In Greystone

SIDING STYLES AS INDIVIDUAL AS YOU ARE

Design only resonates when it matches your specific style. So whether you're looking for a clean, contemporary look, turning elegance up a notch or are more comfortable with traditional, Market Square Siding redefines flexibility. Our styles—whether 4", 4.5" or 5"—project the look of natural cedar while defying time, weather, wear and tear.

- **Choose from three profiles: D4, D45DL and D5 with a partial rollover hem**
- **Beautiful textured grain of forest-grown cedar**
- **Broad, expressive color palette from traditional to SmartStyles™ shades**
- **5/8" projection for deep shadow lines**

ESTIMATE



Prepared For

Molly Pomerleau and Jake Ferguson
9 Cutts St
Biddeford, ME 04005
(207) 752-7687
(207) 752-4577

Summit Home Solutions

18 Sheila Circle
Saco, ME 04072
Phone: (207) 894-4516
Email: larry@summithomesolutions.co
Web: Summithomesolutions.co

Estimate # 424
Date 08/22/2024

Description

Total

\$34,050.00

Prepare Site \$0.00

Material and dumpster delivered a day or 2 prior to starting the job.

Strip (siding) \$50.00

Remove all existing siding to the sheathing. (Additional layers are \$40.00/sq per additional layer. Shakes are an additional \$50.00/sq.

Inspect sheathing \$0.00

Check sheathing for rot or weak spots. If sheathing needs to be replaced, it is \$115.00-\$155.00/sheet of plywood. \$15.00/lf for boards.

Apply house wrap \$0.00

Apply Vapor barrier (house wrap) on all exposed sheathing.

Soffit, fascia, and trim \$0.00

Install vinyl soffit (perforated if vented). Wrap all fascia, window, Trim with PVC coil stock.

Trim Doors \$250.00

Install PVC boards around all doors.

Install Vinyl siding	\$33,750.00
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Install Certainteed Monogram or Exterior Portfolio Market Square double 4 vinyl siding per manufacturers specifications. Color TBD

Clean	\$0.00
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Job site to be cleaned daily.

Final clean up	\$0.00
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All job related debris removed and a final magnetic sweep.

Warranty (siding)	\$0.00
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50 year material warranty (including fading).

Payment schedule	\$0.00
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Payments will be 1/3 deposit, 1/3 middle payment, when job is 50% completed, and final payment upon completion. Deposit would be \$11,600.00.

Subtotal	\$34,050.00
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Total	\$34,050.00
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By signing this document, the customer agrees to the services and conditions outlined in this document.

Molly Pomerleau and Jake Ferguson



CITY OF BIDDEFORD PLANNING DEPARTMENT

HISTORIC PRESERVATION COMMISSION APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Applicant's/Owner's Information:

Applicant's Name: _____

Applicant's Address: _____

Applicant's Phone(s): _____

Applicant's E-mail: _____

Applicant's Legal Interest in the Property:

Owner

Purchase and Sale

Tenant - Lease/Rental Agreement

Owner's Name: _____

Owner's Address: _____

Owner's Phone(s): _____

Owner's E-mail: _____

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

Agent's Name: _____

Agent's Address: _____

Agent's Phone(s): _____

Agent's E-mail: _____

Attach separate pages where multiple representatives are involved.



CITY OF BIDDEFORD PLANNING DEPARTMENT

Project Information:

Project Address: _____

Project Zone: _____ Property Map & Lot Number(s): _____

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

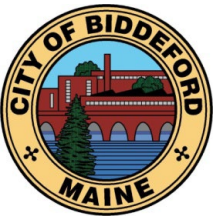
Exterior lighting where proposed in conjunction with commercial and institutional signage or awnings

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: Jake Ferguson

Date: _____

Signature of
property owner (Required): Jake Ferguson

Date: _____

BIDDEFORD
CITY HALL

Past Projects: A Review

Have these projects protected
Biddeford's historic resources?

Project: 124 Alfred Street

The applicant removed existing damaged aluminum siding and replaced it with new vinyl siding.

124 Alfred Street Six-unit Triple Decker



Circa 1997



April, 2024



July, 2024