

Historic Preservation Board

Wednesday, September 2, 2026 at 5:00
PM Room 24 (Ground Level of City Hall)
and Zoom



MEMBERS

Brad Miller, Chair
Valerie Paquin-Gould, Vice Chair
Hilary Bassett
Kip DeSerres
Michael Hutchins
Rob Whitten
Tessa Carty

HYBRID PARTICIPATION:

The Historic Preservation Board will hold a hybrid meeting in Room 24 (Ground Level of City Hall). The public may attend the meeting in person or via Zoom pursuant to the Remote Meeting Policy adopted by the Board. Allow your computer to install the free Zoom app to get the best meeting experience. If you are not able to attend live either in person or via Zoom, a recording will be available in the [Agenda Center](#) following the meeting.

For public comment via Zoom, you will need to use the "raise your hand" feature. To raise your hand via the telephone, please hit *9. You will be unmuted by the host when it is time for public comment.

Join from PC, Mac, iPad, or Android:

<https://portlandmaine-gov.zoom.us/j/84674735354>

Phone one-tap:

+16469313860,,84674735354# US

+19292056099,,84674735354# US (New York)

Join via audio:

+1 646 931 3860 US

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

Webinar ID: 846 7473 5354

International numbers available: <https://portlandmaine-gov.zoom.us/j/84674735354>

PUBLIC COMMENT INFORMATION:

To submit written public comment on an agenda item, email hp@portlandmaine.gov. Submissions must be received by 12:00 pm **the day before** the Historic Preservation Board meeting to guarantee their inclusion in

the agenda packet. All submissions must include the commenter's name and legal address. To help ensure your comment is submitted for the correct item, please include the name of the agenda item (see below).

Please note that the placement of each item on the agenda is subject to change. Please check the [Agenda Center](#) prior to the meeting for the item start time.

AGENDA:

1. ROLL CALL AND DECLARATION OF QUORUM

2. REPORT OF ATTENDANCE AT THE MEETING HELD ON AUGUST 5, 2026

i. Public Hearing

Review of Alterations; 279 Congress Street; St. Paul's Parish Church, Applicant. Plan Number: HP-00061-2026. Bassett, Carty, DeSerres, Miller, Paquin-Gould, and Whitten present. Hutchins absent.

Workshops

Review of New Construction; 43 St. Lawrence Street; 43 St. Lawrence Development, LLC & Tregunter Real Estate Management, LLC, Applicants. Plan Number: HP-00108-2026. Bassett, Carty, DeSerres, Miller, Paquin-Gould, and Whitten present. Hutchins absent.

3. REPORTS OF DECISIONS AT THE MEETING HELD ON AUGUST 5, 2026

- i. Review of Alterations; 279 Congress Street. The Board voted 6 in favor to conditionally approve the application.

4. COMMUNICATION AND REPORTS

- i. None

5. PUBLIC HEARING

- i. None

6. WORKSHOP

- i. Review of Alterations; 32 Thomas Street; Jeremy Benn, Williston, LLC, Applicants. Plan Number: HP-00117-2026.

**STAFF MEMORANDUM
HISTORIC PRESERVATION PROGRAM
PLANNING AND URBAN DEVELOPMENT**



TO: Chair Miller and Members of the Historic Preservation Board
FROM: Evan R. Schueckler, Historic Preservation Program Manager
Ashley Molloy, Associate Preservation Planner
DATE: August 26, 2026
RE: 26-32 Thomas – HP-00117-2026 – WORKSHOP – Alterations
PROJECT ID: HP-00117-2026
MEETING: September 2, 2026

Owner: Jeremy Benn & Willison, LLC
Architect: Virginie Stanley AIA, Invivid Architecture

A sign announcing the Historic Preservation Board's meeting on September 2 was posted at the property, and notices were sent to neighboring property owners within 100 feet of the subject property.

PROJECT SCOPE

The applicant proposes converting the church into condominiums. This change in use will require replacing several of the stained-glass windows with new clear glazed windows and full-panel doors. Several stained-glass windows will remain and receive new storm windows. The project will also include several skylights at the flat roofs.

Material Specifications:

Foundation	Existing
Siding	Existing
Trim	Existing
Roofing	Existing
Windows	Universal Window Series: 400 DH Window System - Aluminum
Doors	Unspecified

SUMMARY OF HISTORIC CONTEXT

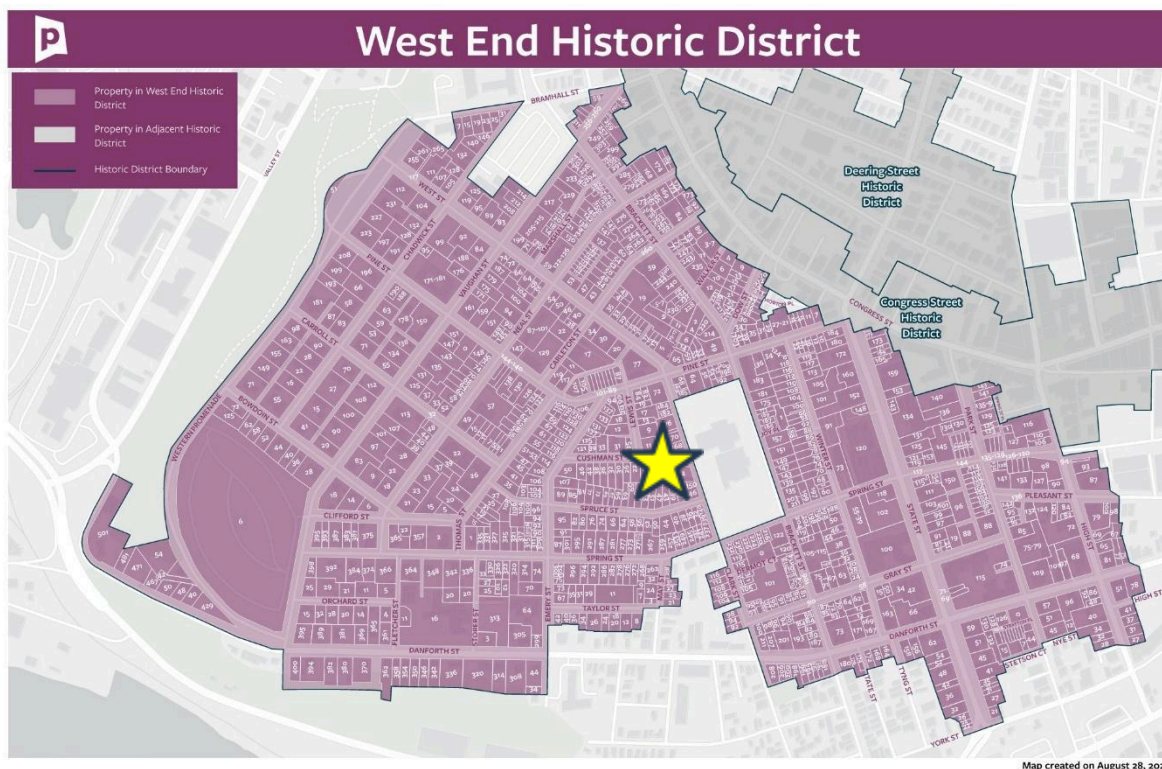


Figure 1: Map of West End Historic District showing location of 26-32 Thomas Street.

The Williston-West Church is located within the West End Historic District and is an individually designated landmark. Contributing structures within the West End exhibit a great variety of building massings and roof forms.

The subject property was designed by Francis H. Fassett in 1877 in the High Victorian Gothic style. The church features ecclesiastical motifs and lancet arches appropriate to a religious building. The plan of the Church is influenced by Queen Anne aesthetics which turned away from symmetry and emphasized complex spatial arrangements and a variety of ornament and materials. The Williston-West Church creates a strong corner presence on Carroll and Thomas Streets through the placement of its three-story tower. The sculptural massing is augmented by the pavilion in the center of the Thomas Street elevation that rises in a pedimented gable above the roofline, as well as the buttresses that surround the building.

Of historic significance is the fact that in 1881 Reverend Francis E. Clark (1851-1927) founded the Young People's Society of Christian Endeavor at the church. The organization still exists today and its core mission is to inspire, equip, and encourage local churches to develop youth as Christ-centered leaders. The subject property was listed in the National Register in 1980 in part due to this historical association.

The subject property has evolved over time. In 1905, Fassett's former partner, John Calvin Stevens, was commissioned to add a parish house and a wing connecting the church to a Sunday School Hall (which has since been converted to condominiums). At that time Stevens also designed the narthex and enlarged existing windows on the east elevation of the church. In 1931, a fire broke out through the chancel and several stained-glass windows and the organ were destroyed. Historic photos and existing stained-glass windows indicate that additional windows were added in 1932, replacing many of the original geometric stained-glass windows.



Figure 2: View of Williston-West Church from Thomas Street.



Figure 3: Circa 1900 photo showing the south and east elevations. Courtesy of Maine Historical Society.



Figure 4: View of the church from Carroll Street.

Additional information on the West End Historic District can be found on the city website: <https://www.portlandmaine.gov/1548/Historic-Designations>

STAFF COMMENTS

The applicant proposes converting the former church building into condominiums. The proposed conversion will require relatively limited alterations to the historic exterior and will not substantially alter the building's overall architectural character. The principal exterior changes will be to several existing window and door openings and are intended to accommodate the new residential use. The applicant is proposing to replace several stained-glass windows with new clear operable windows to allow natural light into the units. A number of stained-glass windows will remain in place and receive new storm windows. The applicant is also proposing to replace several existing double doors with new code-compliant doors and sidelights. The design of the replacement doors is

inspired by the vertical boards of the existing. The project will otherwise retain the building's historic form, massing, exterior masonry, roofing, fenestration pattern, and significant architectural details allowing the building to continue to convey its historic architectural character.

The Board should consider the significance and distinctiveness of the existing stained-glass windows and exterior doors along with the reasonableness of the applicant's proposed changes relative to their rehabilitation needs and the significance of the features being altered. The review standards require that every reasonable effort should therefore be made to minimize alterations to the character-defining features, while acknowledging that changes are often required to accommodate new uses. Where removal or replacement is necessary, the work should be undertaken in a manner that minimizes the loss of historic material and maintains the existing character, proportions, configuration, and appearance of the building.

ANALYSIS OF APPLICABLE REVIEW STANDARDS

Subsection 16.6.3 - Standards for review of alterations to contributing properties:

Standard A. Compatible use	
When the use of a property is being changed, every reasonable effort shall be made to minimize the alteration of the character-defining features of the building, structure, object, or site.	
Standard Met?	Staff Comments
For Board Discussion	The proposed change in use from a religious building to a condominium residential use is generally compatible with the existing building and will have limited impact on its character-defining features. The project will retain the building's overall shape and massing, roof form and materials, exterior wall surfaces, fenestration pattern, and significant decorative and architectural elements, including the lintels, buttresses, and courses of ornamental brick. The applicant is proposing to remove a number of stained-glass windows to allow natural light into the new residential units. The Board should consider the significance of the windows and doors that are proposed to be altered and whether the proposed changes are reasonably minimizing alterations to the building's character-defining features.

Standard B. Retain historic features	
The distinguishing original qualities or character of the building, structure, object, or site shall be retained and preserved. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.	
Standard Met?	Staff Comments
For Board Discussion	The project will retain the majority of the building's character-defining features, including its overall form and massing, exterior masonry, roof form, fenestration pattern, sandstone lintels and sills, buttresses, and ornamental brickwork. Although the project proposes the removal of some stained-glass windows, the overall fenestration pattern will remain unchanged. The Board should consider whether the historic stained-glass windows and associated framing are being retained to the greatest extent practical. .

Standard C. Historical accuracy	
The building, structure, object, or site shall be recognized as a product of its 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 not be undertaken.	
Standard Met?	Staff Comments
Yes	The proposed work is not proposing to introduce any conjectural features, and instead the proposed alterations will be differentiated and therefore avoid creating a false sense of historical development.

Standard D. Acquired significance	
Changes which may have taken place in the course of time are evidence of the history and development of the building, structure, object, or site. Changes that have acquired significance in their own right shall be retained and preserved.	
Standard Met?	Staff Comments
Yes	The building underwent historic alterations in 1905 and 1932, which contributed to the building's historic and architectural development. The project is not proposing to destroy or remove these historic alterations, therefore the proposed work will not substantially diminish the building's ability to convey its historic development.

Standard E. Distinctive features	
Distinctive features, finishes, and construction techniques or examples of skilled craftsmanship which characterize the building, structure, object, or site shall be retained and preserved.	
Standard Met?	Staff Comments
For Board Discussion	The project will retain the majority of the building's distinctive features and evidence of craftsmanship. Although some of the stained-glass windows are proposed for removal, several significant examples will remain in place and will continue to convey the building's historic religious use. The Board should consider whether the proposed changes successfully balance retention of the building's distinctive features with necessary alterations to support the building's new use.

Standard F. Repair rather than replace	
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.	
Standard Met?	Staff Comments
For Board Discussion	Generally, the work will be undertaken in a manner that minimizes the loss of historic material and maintains the existing character, proportions, configuration, and appearance of the building. Where removal of windows is proposed, the replacement windows will match the trim details of the existing in extruded aluminum. The applicant is also proposing new storm windows to ensure the remaining stained glass is preserved in place.

Standard G. Surface cleaning	
The surface cleaning of the building, structure, or object, 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.	
Standard Met?	Staff Comments
	Not applicable

Standard H. Archaeological resources	
Every reasonable effort shall be made to protect and preserve significant archaeological resources affected by or adjacent to any project. If resources must be disturbed, mitigation measures shall be undertaken.	
Standard Met?	Staff Comments
	Not applicable

Standard I. Differentiation and contemporary design	
Alterations and additions shall not destroy the character-defining features of the building, structure, object, or site. New work shall be differentiated from the old and shall be compatible with the size, scale, color, material, and character of the building, structure, object, or site. Contemporary design for alterations and additions shall not be discouraged when such alterations and additions do not destroy significant materials or features that characterize the building, structure, object, or site.	
Standard Met?	Staff Comments
Yes	The proposed new windows will be differentiated by the old in material and patterning. The proposed new windows will utilize an aluminum frame and clear glazing that is different from the existing wood framed stained-glass windows. The new exterior doors will also be differentiated through their use of side lights and a contemporary interpretation of the existing doors.

Standard J. Reversibility	
Wherever possible, new additions or alterations to the building, structure, object, or site 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 building, structure, object, or site would be unimpaired.	
Standard Met?	Staff Comments
Yes	The new windows will not require any changes to the existing masonry openings. This means that they could be removed later and replaced in the future with little impact on the fenestration pattern of the building.

ATTACHMENTS

1. Project Narrative
2. Drawings

PROJECT NARRATIVE

Williston West Church – Residential Conversion

32 Thomas Street, Portland, Maine

Submitted to: City of Portland Historic Preservation Board

Project Overview

The proposed project involves the rehabilitation and adaptive reuse of the historic Williston West Church at 32 Thomas Street in Portland, Maine. The project will convert the existing church building into four residential condominium units while preserving the building's significant architectural character and historic presence within the neighborhood.

The design approach is centered on balancing the preservation of the church's defining historic features with the practical requirements associated with adapting the building for residential use. The exterior of the church will remain substantially intact, with the primary proposed exterior modifications consisting of selective changes to existing stained-glass windows, the addition of protective storm windows over stained glass that will remain, the addition of skylights within the flat roof areas, and the replacement of select existing exterior doors.

Existing and Proposed Windows

The existing stained-glass windows are a prominent architectural feature of the building and an important component of its historic character. As part of this submission, we have provided plans, elevations, and window details identifying the existing stained-glass windows that are proposed to remain and those proposed to be replaced with clear glazing. Windows proposed for replacement with clear glazing are identified **in red** on the submitted drawings.

The intent is not to remove all of the stained glass from the building. Rather, the proposed modifications have been selectively located to retain significant areas of stained glass while introducing clear glazing where necessary to support the building's new residential use.

The existing church interior is relatively dark due in large part to the extensive use of stained glass. While this quality is appropriate for the building's original use as a place of worship, it presents challenges when adapting the building into residences. Selectively replacing portions of the stained glass with clear glazing will allow significantly more natural daylight into the condominium units and provide residents with views to and from the surrounding neighborhood.

Where existing stained-glass windows are replaced with clear glazing, the new window design can incorporate horizontal muntin or bar patterns spaced approximately 24 inches on center. This pattern is intended to reference the scale and rhythm of the existing windows and maintain a visual relationship with the original fenestration rather than introducing large, uninterrupted expanses of glass.

For full-height windows that are proposed to be replaced, we are also proposing to incorporate operable single-hung windows. Providing operable windows is important to the residential conversion, allowing occupants access to natural ventilation while maintaining the overall proportions and architectural character of the existing window openings.

Storm Windows at Retained Stained Glass

At the stained-glass windows that are proposed to remain, new exterior storm windows are proposed. These storm windows will provide an additional layer of protection for the historic stained glass while also improving the thermal and weather performance of the window assemblies for the building's new residential use.

The storm windows will be designed to be visually compatible with the existing openings and to minimize their impact on the appearance of the historic stained glass. The intent is for the storm windows to provide a simple, unobtrusive protective layer while allowing the color, pattern, and character of the original stained glass to remain the dominant visual feature.

This approach allows a substantial portion of the church's historic stained glass to be retained in place while addressing energy efficiency, weather protection, and occupant comfort associated with the building's conversion to year-round residential use.

Proposed Skylights

As part of the residential conversion, a limited number of new skylights are proposed within the existing flat EPDM roof areas. The skylights will introduce additional natural daylight into portions of the residences where opportunities for conventional exterior windows are limited.

The skylights have been located within the flat roof areas in an effort to minimize their visibility from the surrounding public ways and to avoid altering the more prominent historic roof forms and exterior elevations of the church. Their placement allows the project to improve daylight within the residences while maintaining the overall historic appearance and massing of the building.

Exterior Doors

Select existing exterior doors are also proposed to be replaced as part of the renovation. Where replacement is necessary, the new doors will be designed to be compatible with the existing building and will maintain a similar overall design, proportion, configuration, and character to the doors being replaced.

The intent is for the replacement doors to meet the functional, durability, and energy-performance requirements of the renovated building without introducing a substantially different architectural expression at the existing entrances.

Preservation Approach

The proposed exterior modifications are intended to be carefully integrated into the existing architecture. The size, proportions, and locations of the historic masonry window openings will remain unchanged. The proposed window work is focused within these existing openings so that the overall composition, rhythm, and architectural expression of the church elevations are preserved.

The project seeks to retain significant areas of the existing stained glass, protect those windows with compatible storm glazing, and selectively introduce clear and operable glazing where necessary to make the residential spaces functional, comfortable, and appropriately daylight. Similarly, the new skylights are concentrated within the flat roof areas, where their visual impact on the historic building will be minimized, and replacement doors will maintain the general character and proportions of the existing doors.

Overall, the project represents an opportunity to provide the historic Williston West Church with a viable long-term use while retaining the architectural features that allow the building to continue to be understood and appreciated as a historic church. The conversion to four condominium residences will provide for the continued occupancy, maintenance, and preservation of this important Portland building.

We respectfully request the Historic Preservation Board's consideration of the proposed alterations as part of the adaptive reuse of the Williston West Church. We believe the proposed approach carefully preserves the building's historic character while introducing the daylight, views, natural ventilation, energy performance, and functionality necessary to successfully accommodate its new residential use.

Project:

WILLISTON WEST

32 THOMAS STREET
PORTLAND, MAINE

Owner/Client:

JEREMY BENN

INPUT CLIENT ADDRESS

Stamp:

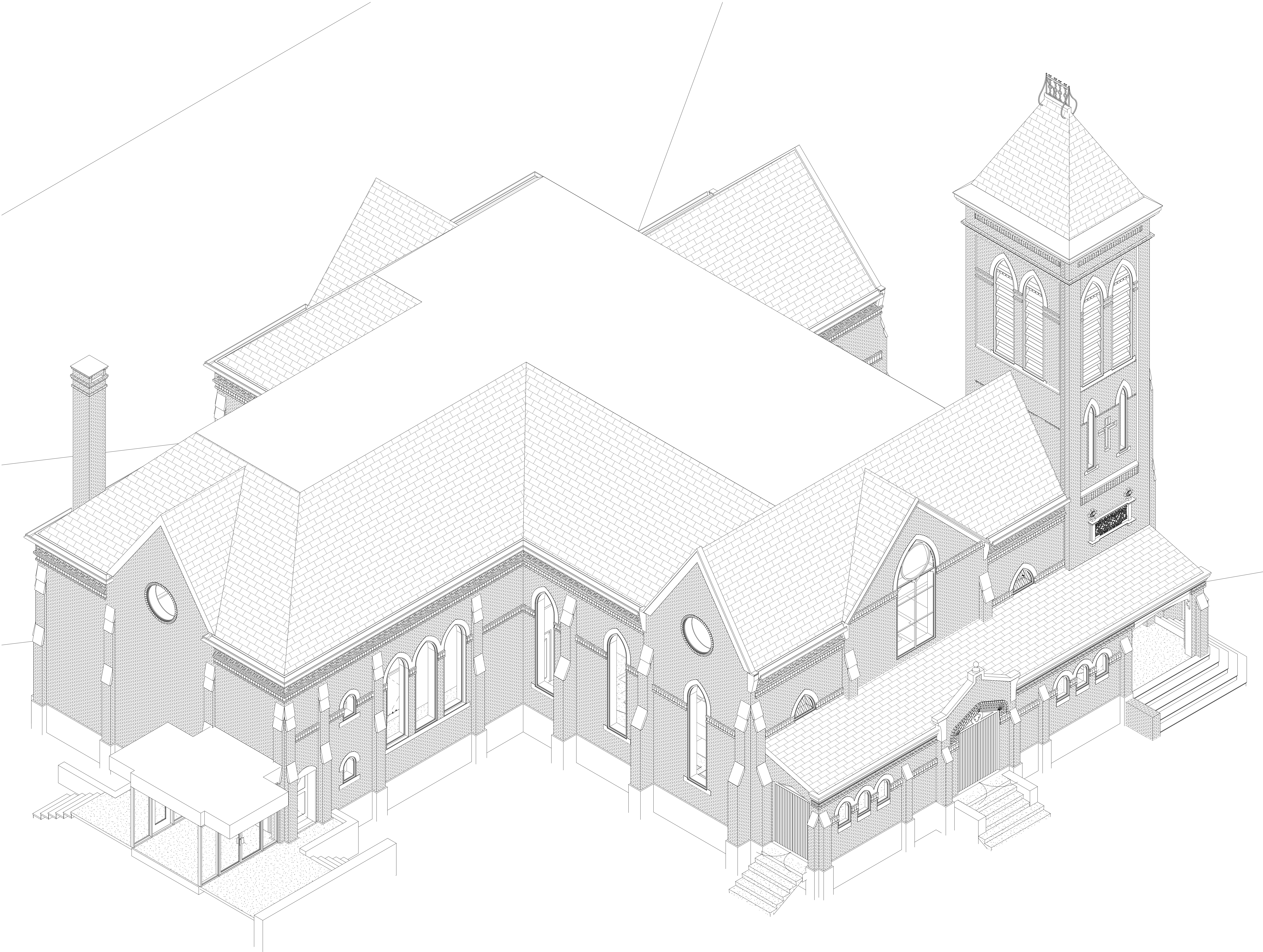
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Issuance:

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Revisions:

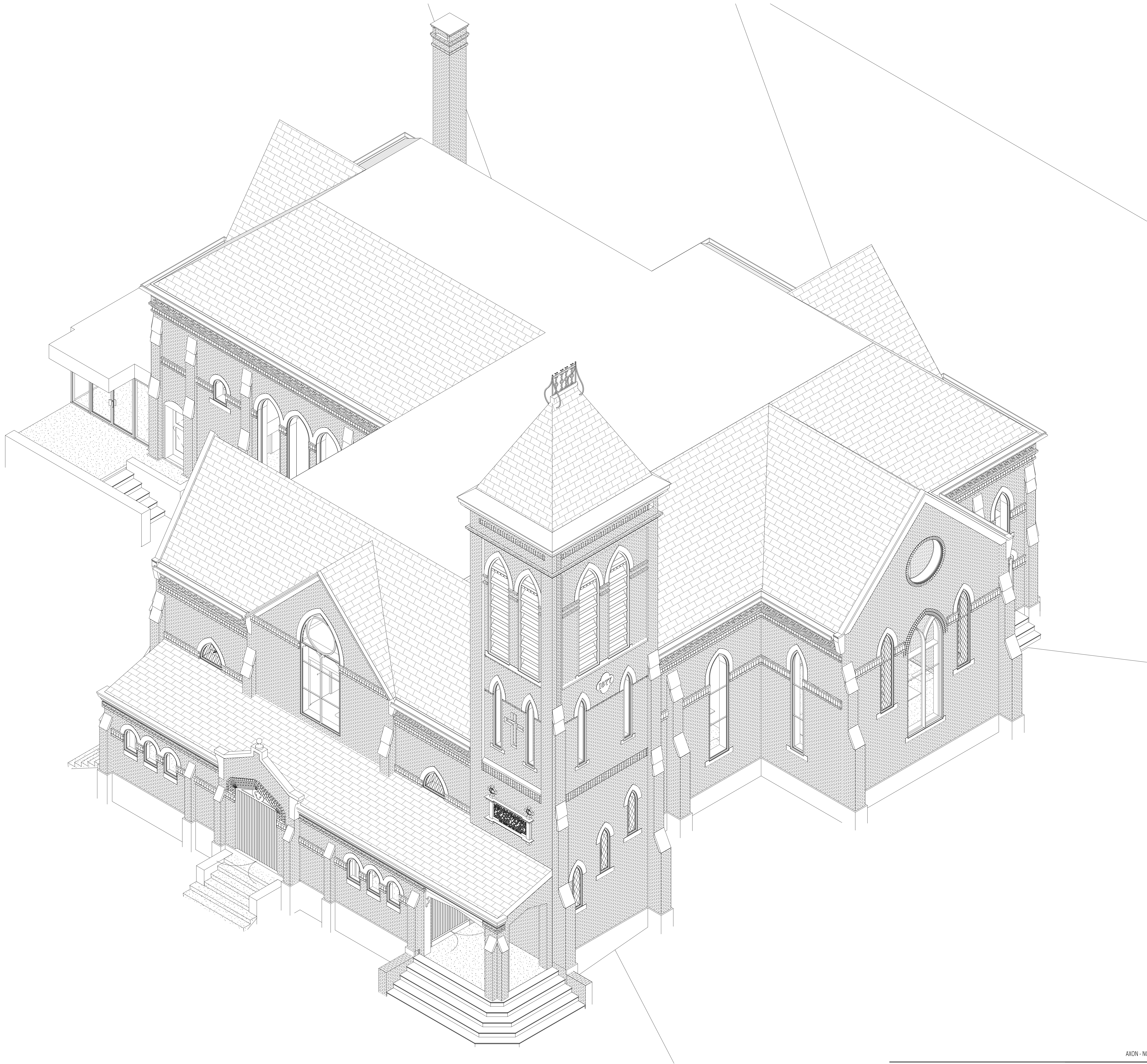


AXONOMETRIC VIEW -
SOUTH - EAST

Scale:

Date: 08/07/2026

A0.00



Project:
WILLISTON WEST

32 THOMAS STREET
PORTLAND, MAINE

Owner/Client:
JEREMY BENN

INPUT CLIENT ADDRESS
Stamp:

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Consultant:

Issuance:
CONCEPT PHASE

Revisions:

AXONOMETRIC VIEW -
NORTH - EAST

Scale:
Date: 08/07/2026

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Project:
WILLISTON WEST

32 THOMAS STREET
PORTLAND, MAINE

Owner/Client:
JEREMY BENN

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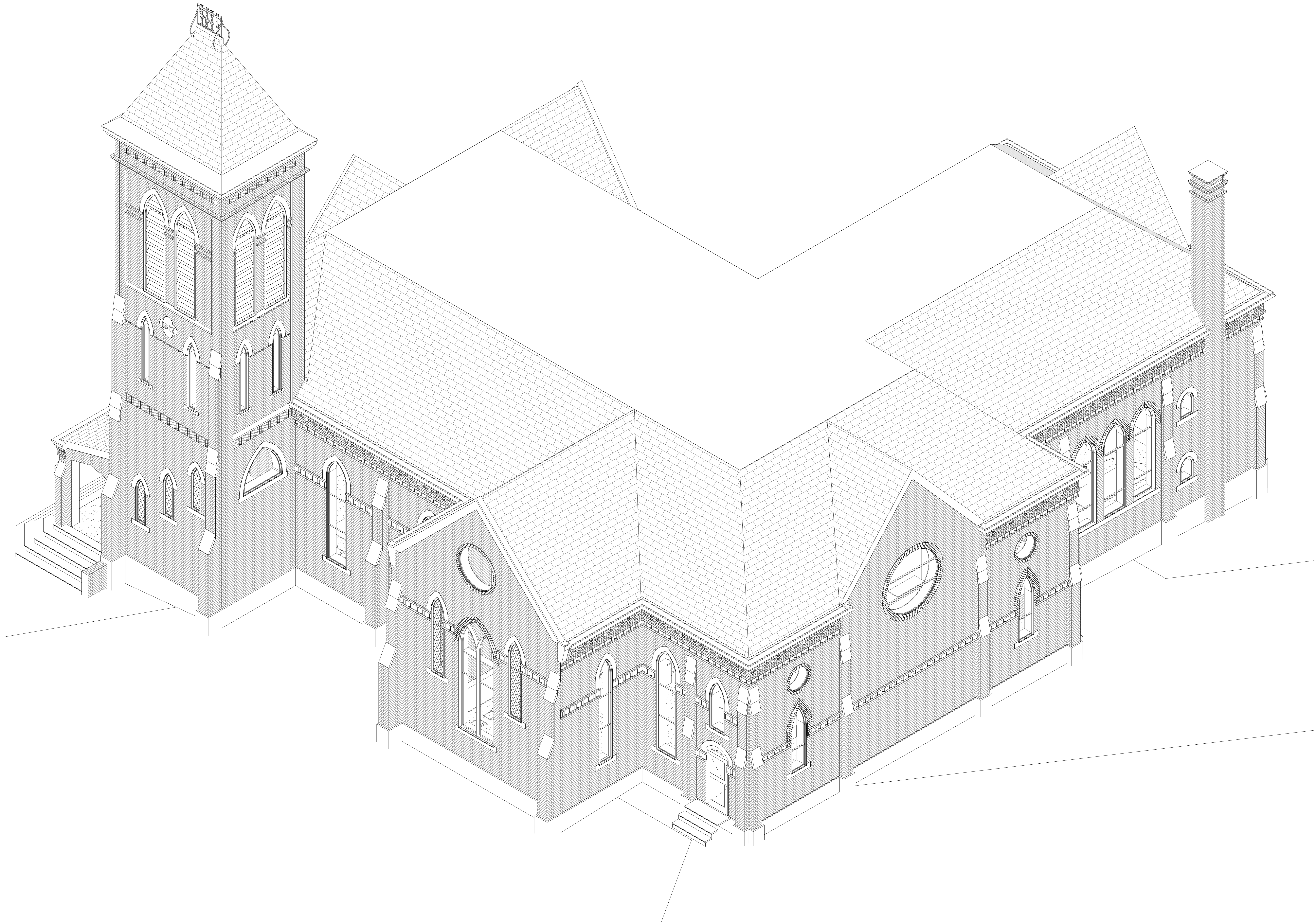
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WILLISTON WEST

32 THOMAS STREET
PORTLAND, MAINE

Owner/Client:
JEREMY BENN

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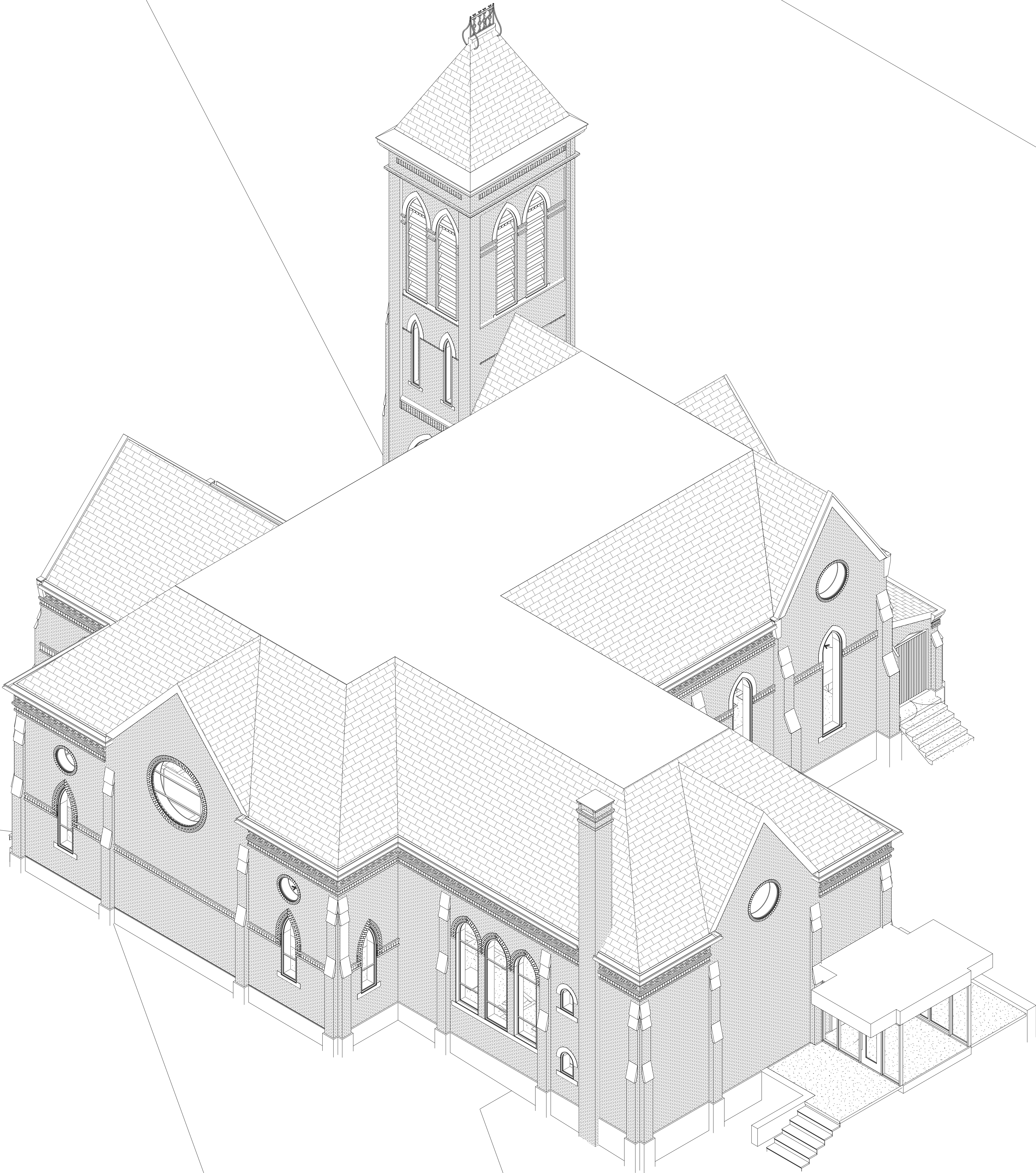
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Project:

WILLISTON WEST

32 THOMAS STREET
PORTLAND, MAINE

Owner/Client:

JEREMY BENN

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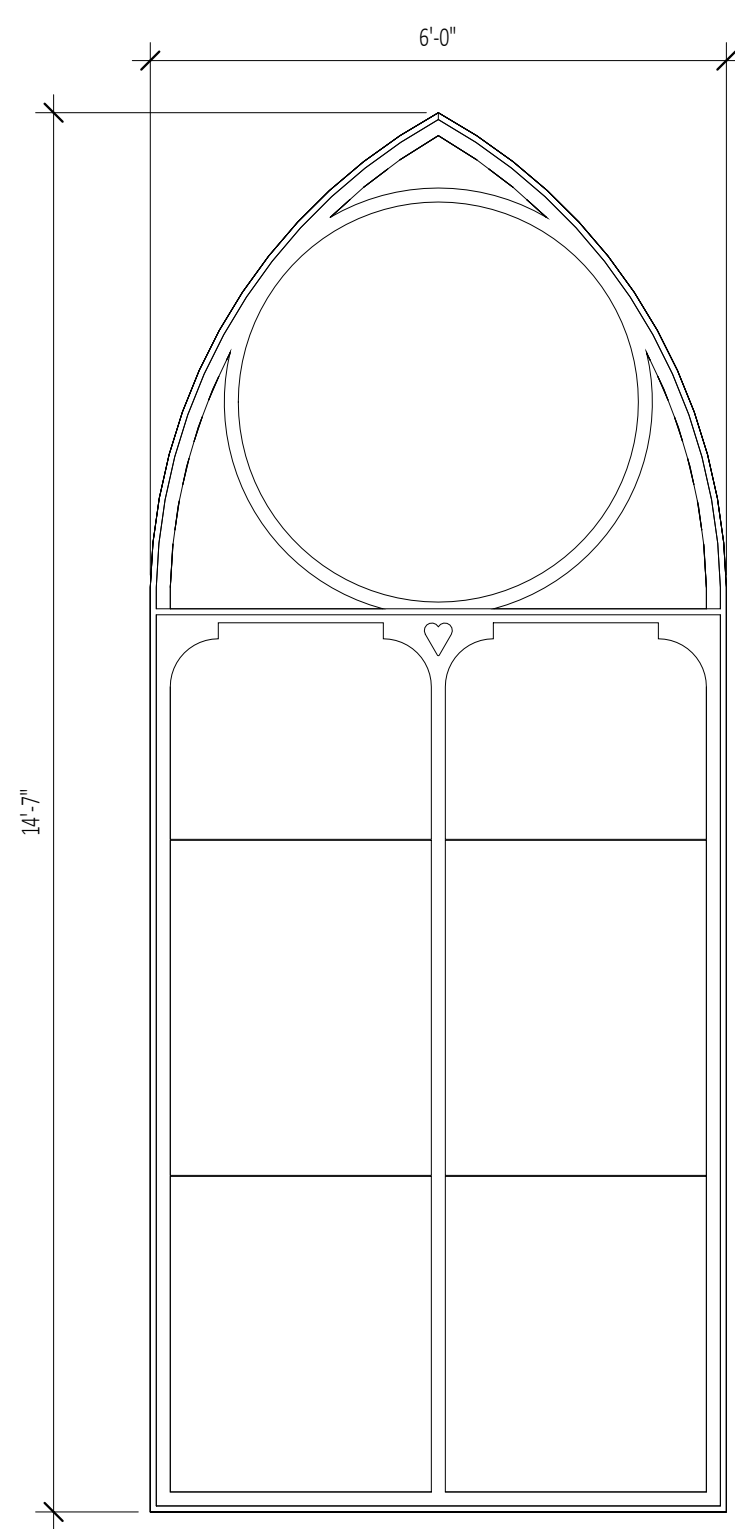
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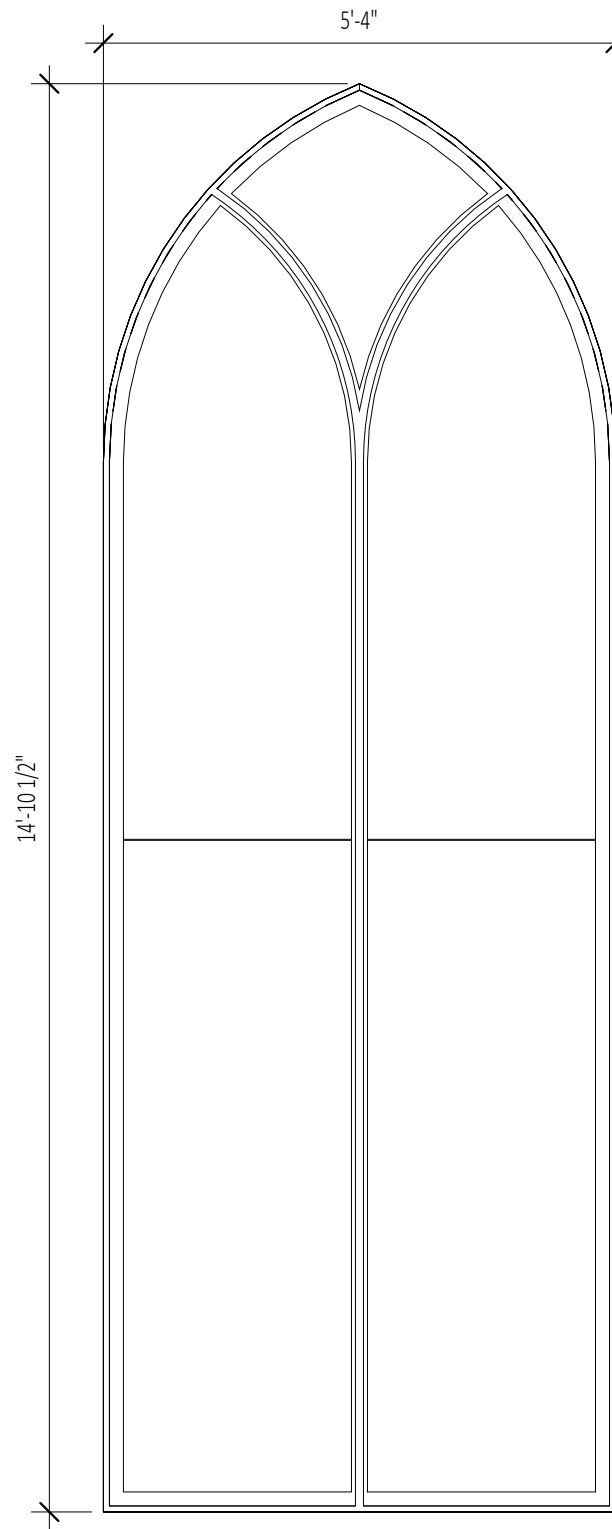
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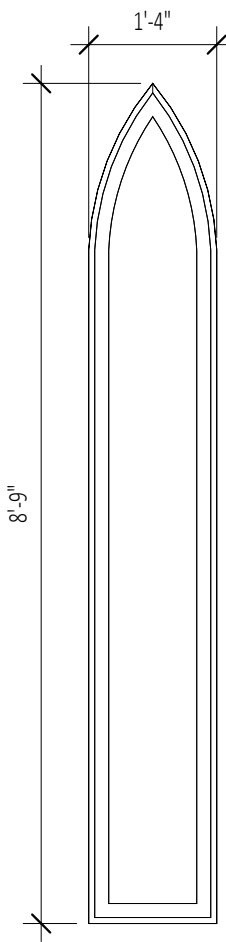
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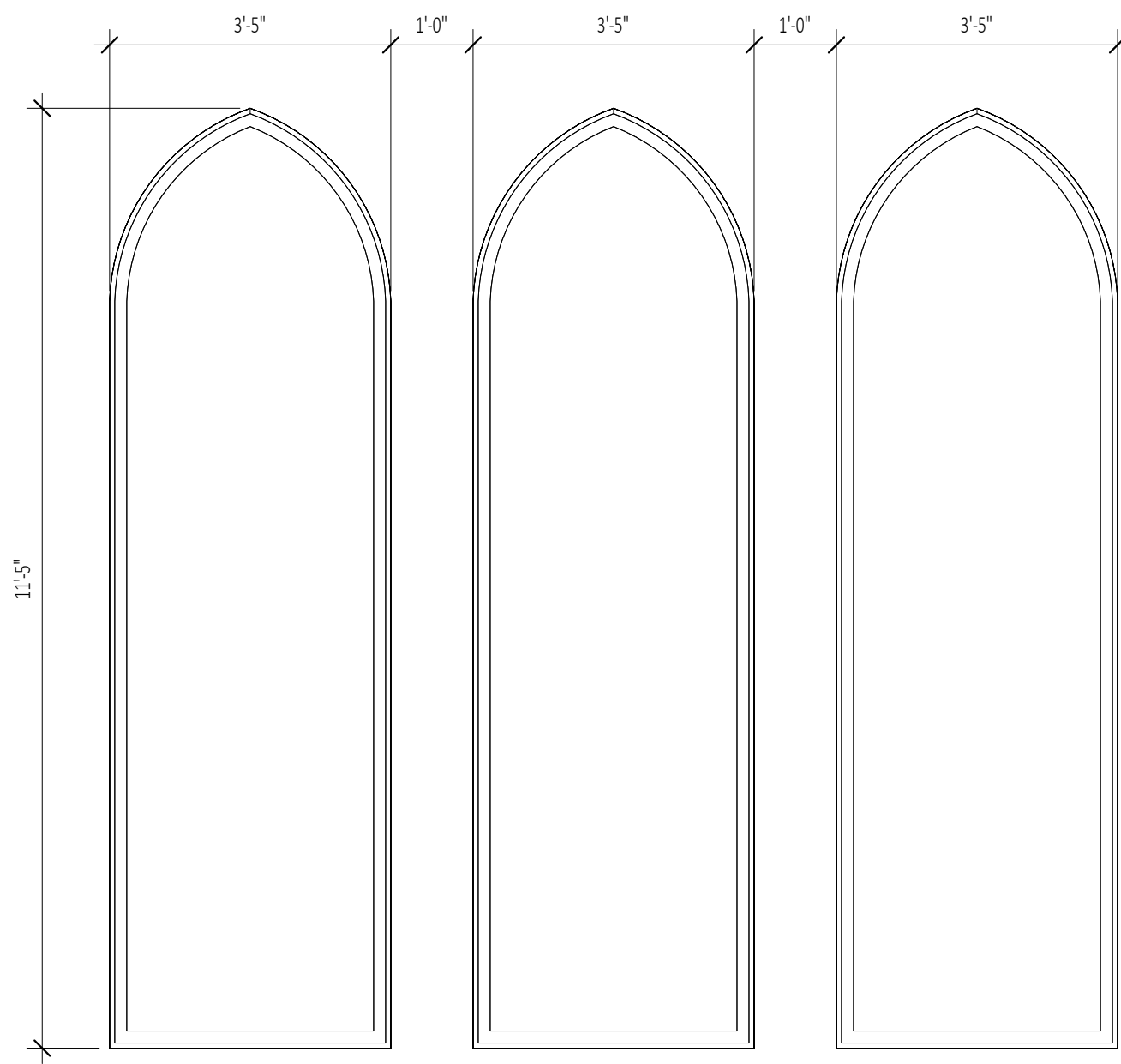
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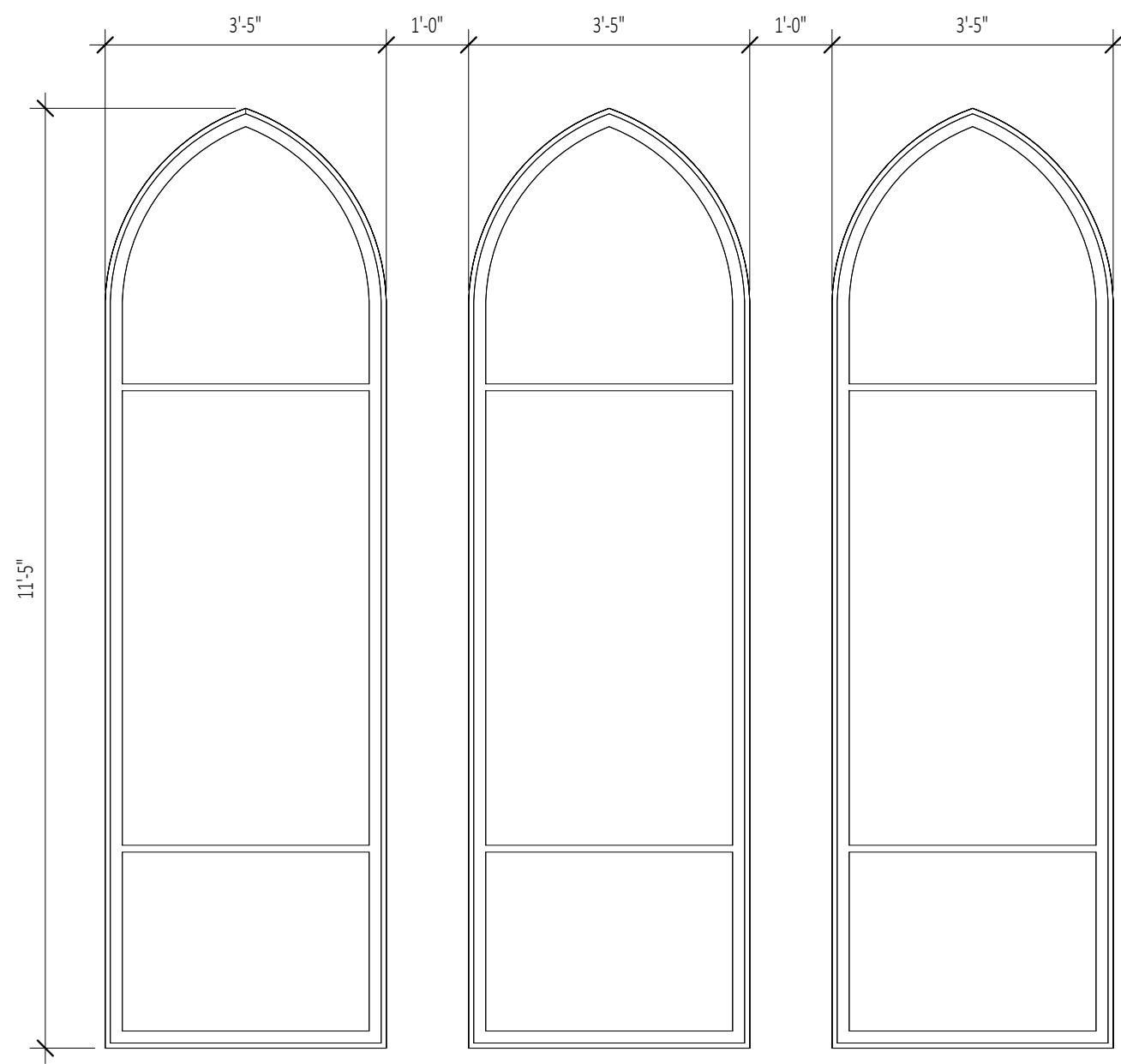
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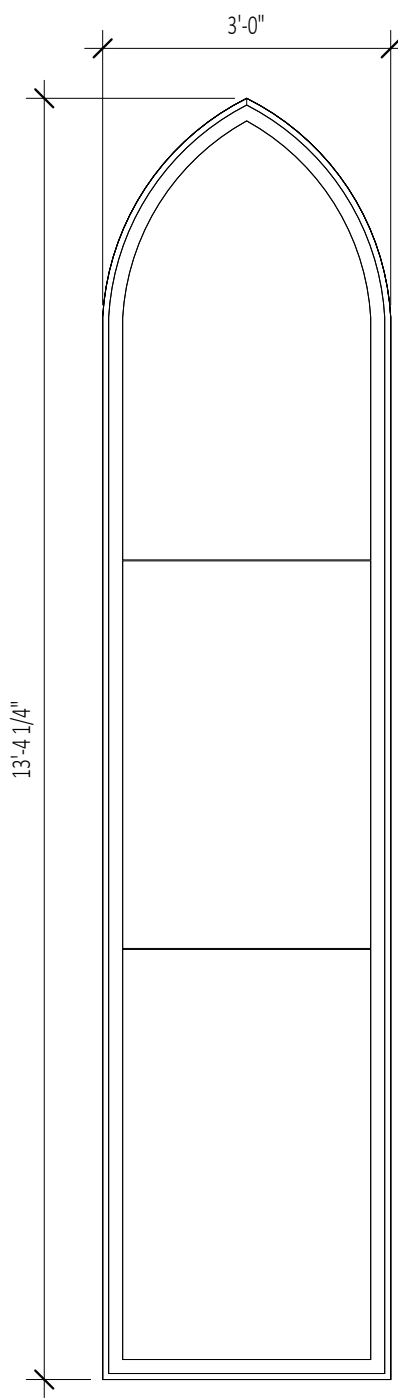
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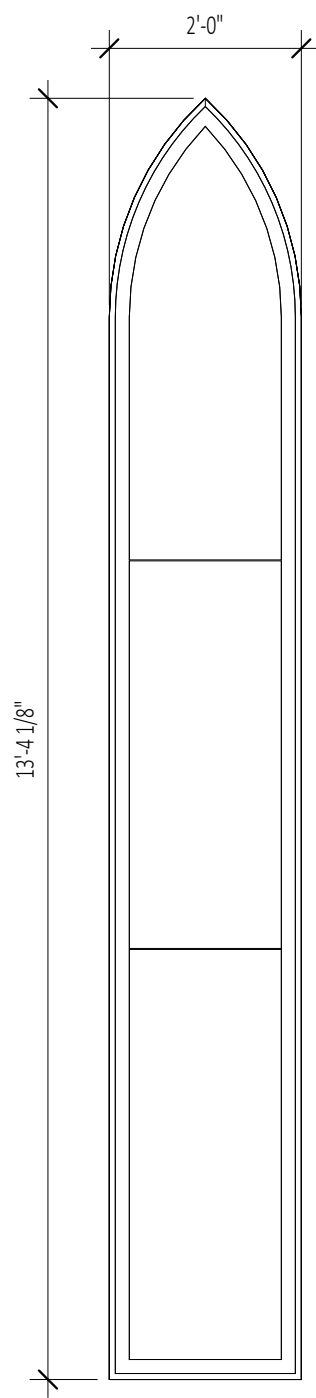
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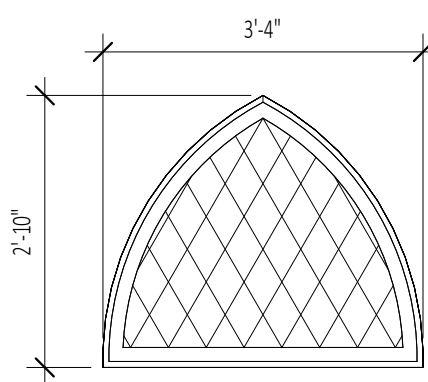
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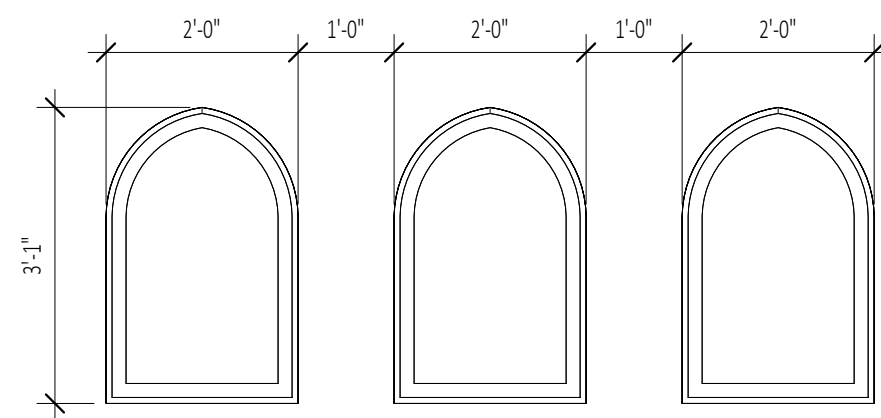
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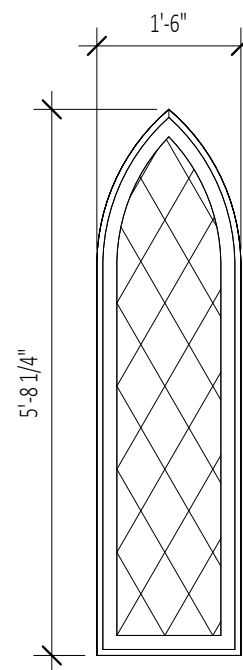
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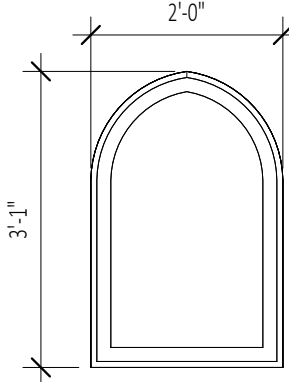
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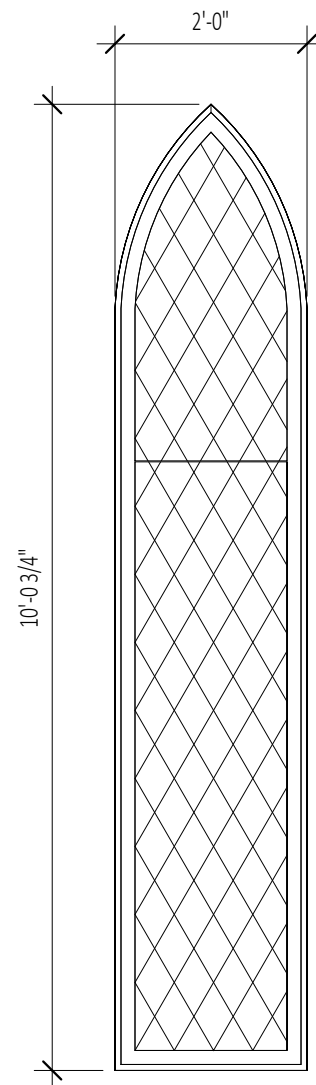
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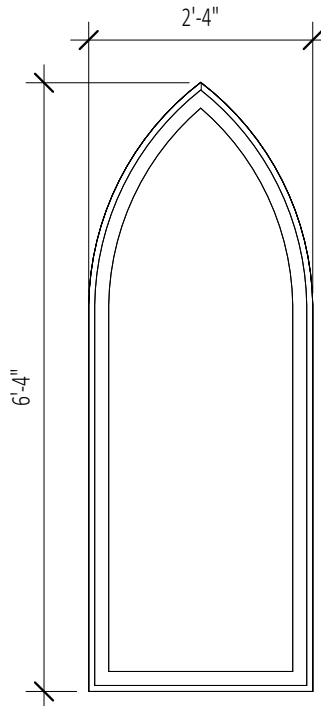
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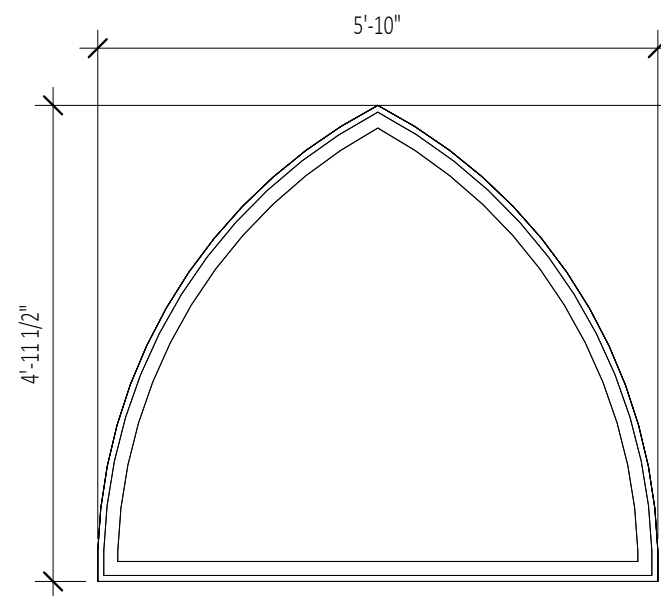
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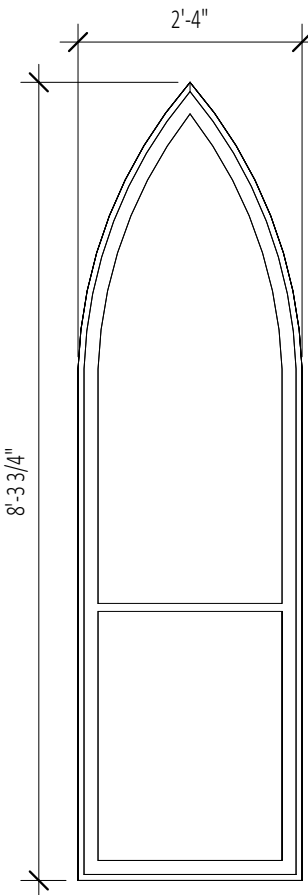
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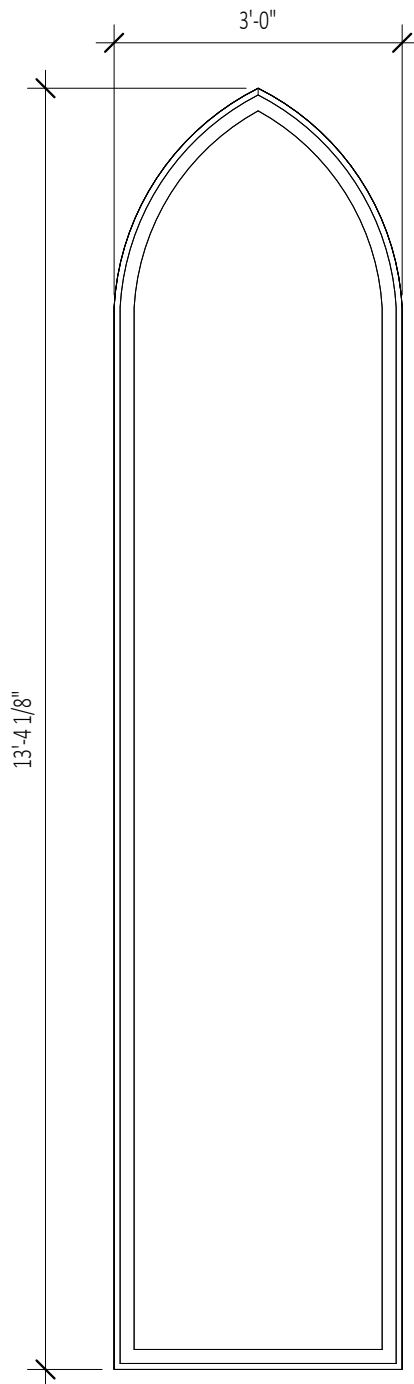
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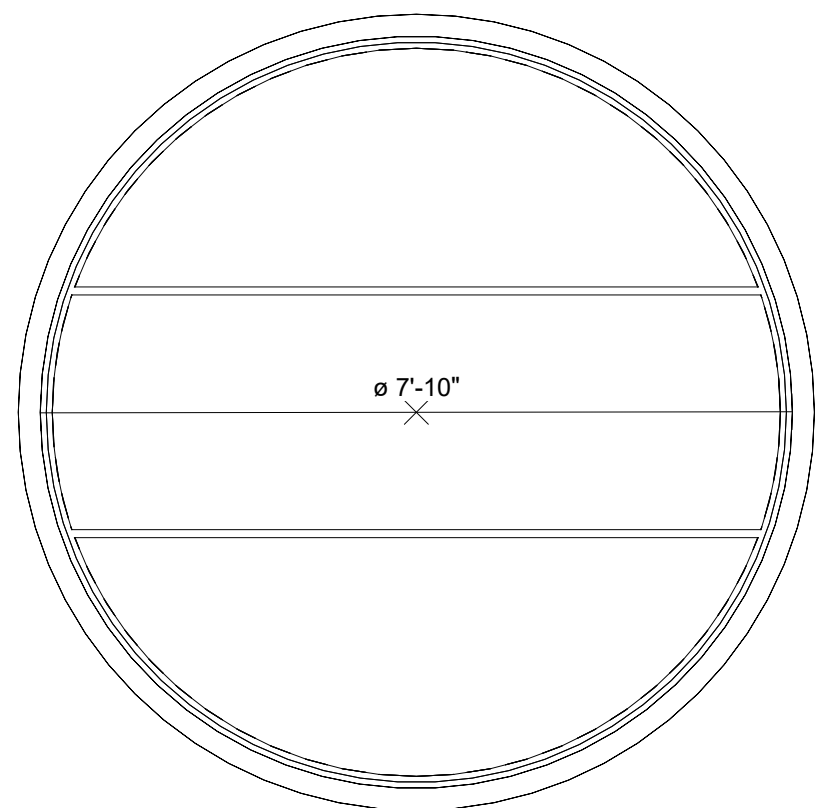
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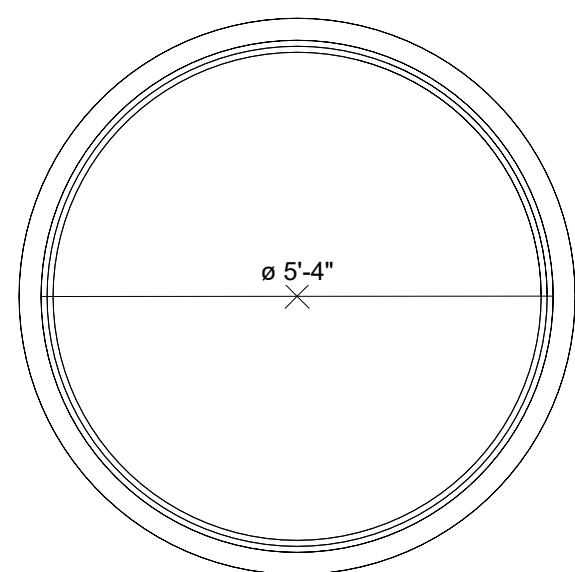
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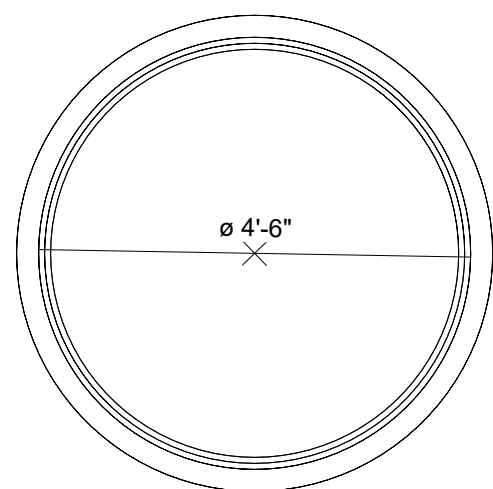
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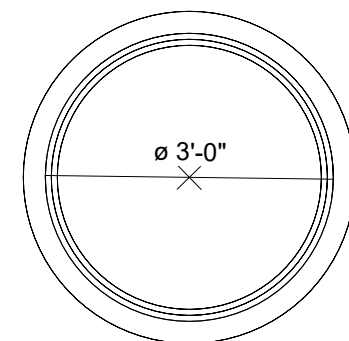
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T

EXISTING TO REMAIN
& REPLACE EXISTING



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EXISTING TO REMAIN

NOTE:
ALL STAINED-GLASS WINDOWS WILL RECEIVE
NEW STORM WINDOW. ALL PLEXIGLASS AND
EXISTING STORM WINDOWS ON EXTERIOR SIDE
OF STAINED-GLASS WINDOWS WILL BE
REPLACED.

NOTE:
ALL MASONRY OPENINGS TO BE VERIFIED IN FIELD

WINDOW SCHEDULE

Scale: As indicated

Date: 08/07/2026

A0.51

Project:

WILLISTON WEST

32 THOMAS STREET
PORTLAND, MAINE

Owner/Client:

JEREMY BENN

INPUT CLIENT ADDRESS

Stamp:

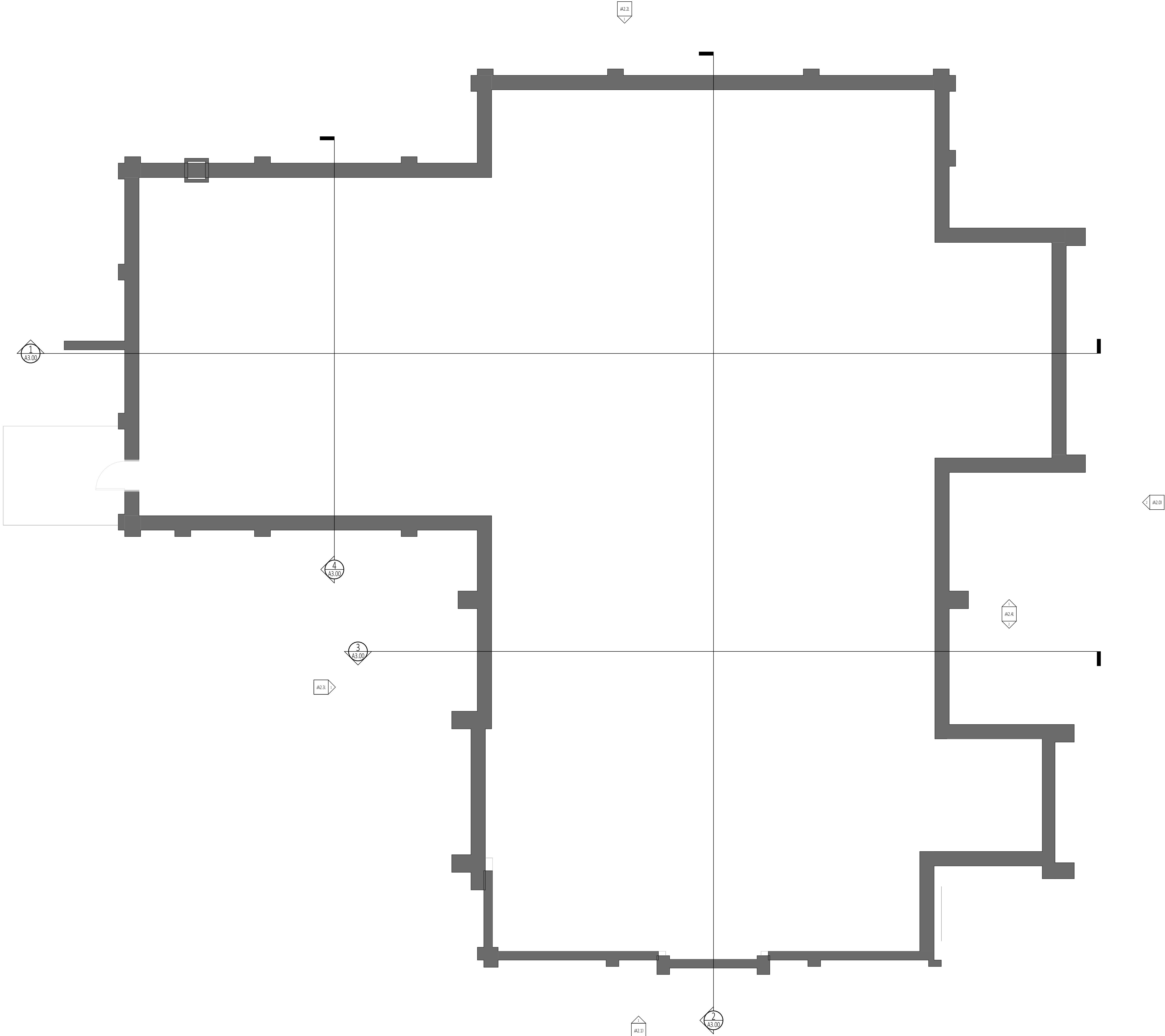
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Consultant:

Issuance:

CONCEPT PHASE

Revisions:



Project:

WILLISTON WEST

32 THOMAS STREET
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Consultant:

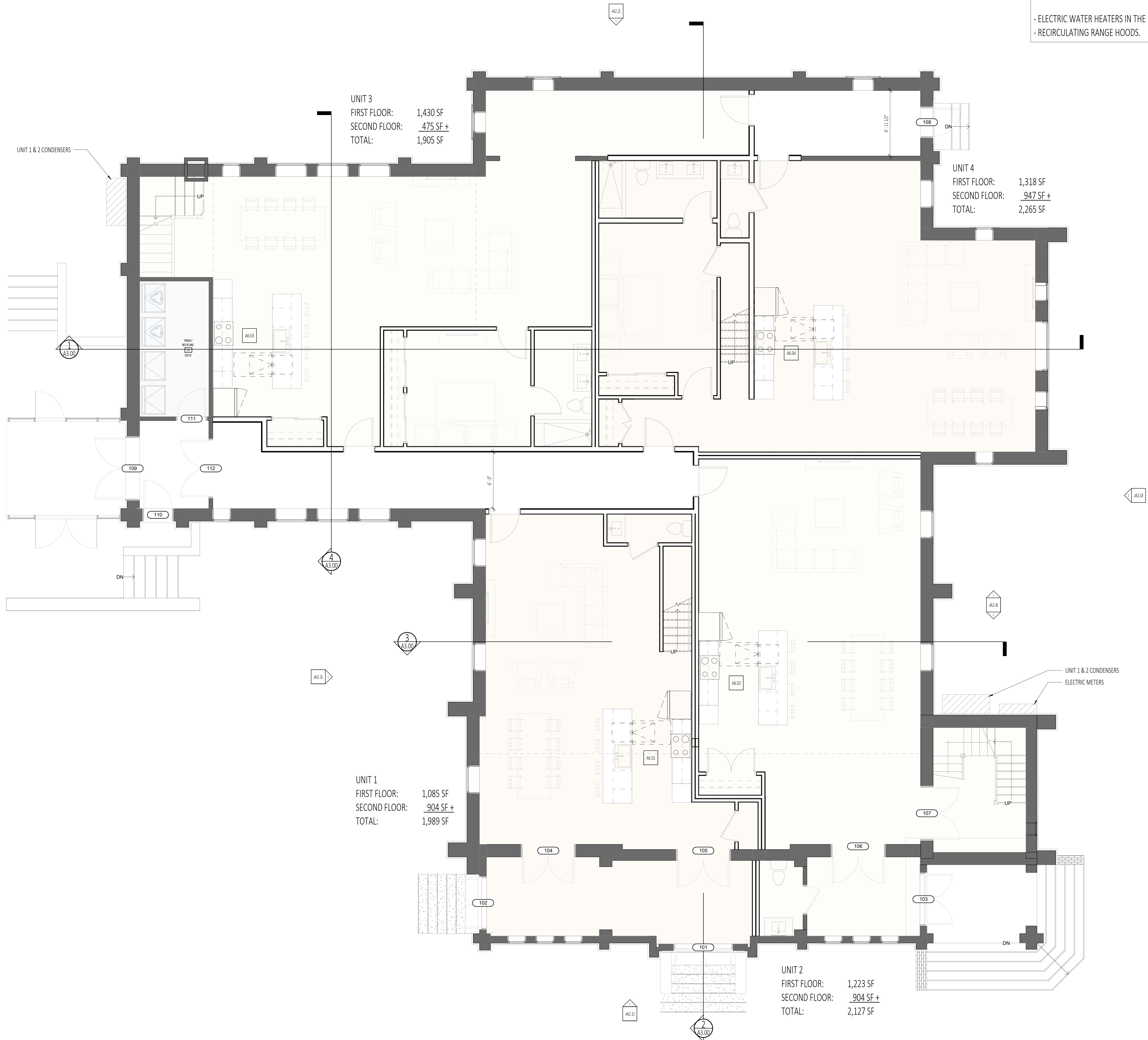
Issuance:

CONCEPT PHASE

Revisions:

NOTES:

- ELECTRIC WATER HEATERS IN THE BASEMENT BELOW EACH UNIT.
- RECIRCULATING RANGE HOODS.



Project:
WILLISTON WEST

32 THOMAS STREET
PORTLAND, MAINE

Owner/Client:
JEREMY BENN

INPUT CLIENT ADDRESS
Stamp:

NOT FOR CONSTRUCTION

Consultant:

Issuance:
CONCEPT PHASE

Revisions:

NOTES:
- ELECTRIC WATER HEATERS IN THE BASEMENT BELOW EACH UNIT.
- RECIRCULATING RANGE HOODS.



SECOND FLOOR PLAN

Scale: 1/4" = 1'-0"
Date: 08/07/2026

A1.03

Project:

WILLISTON WEST

32 THOMAS STREET
PORTLAND, MAINE

Owner/Client:

JEREMY BENN

INPUT CLIENT ADDRESS

Stamp:

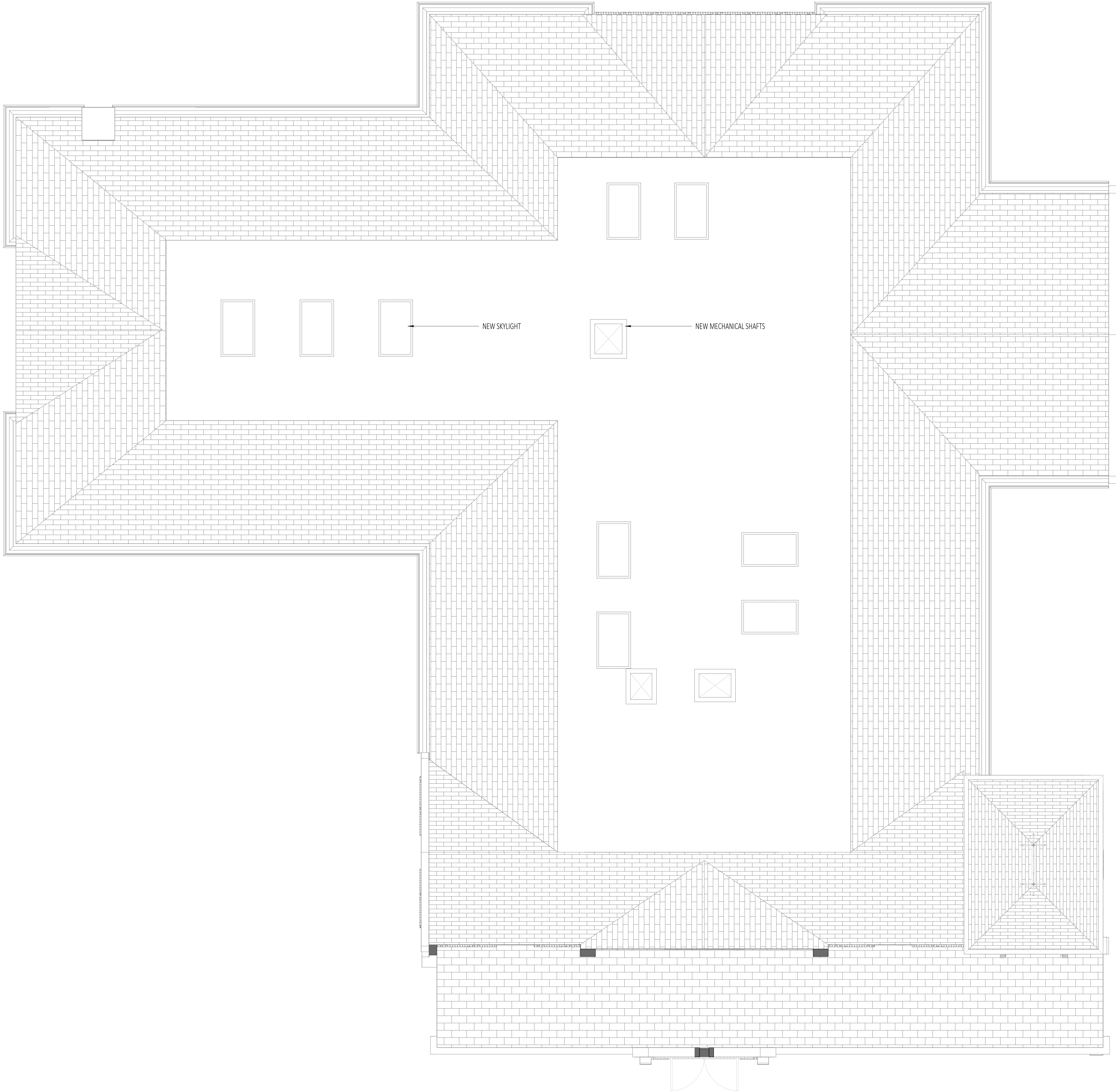
NOT FOR CONSTRUCTION

Consultant:

Issuance:

CONCEPT PHASE

Revisions:



ROOF

1

1/4" = 1'-0"

Project:

WILLISTON WEST

32 THOMAS STREET
PORTLAND, MAINE

Owner/Client:

JEREMY BENN

INPUT CLIENT ADDRESS

Stamp:

NOT FOR CONSTRUCTION

Consultant:

Issuance:

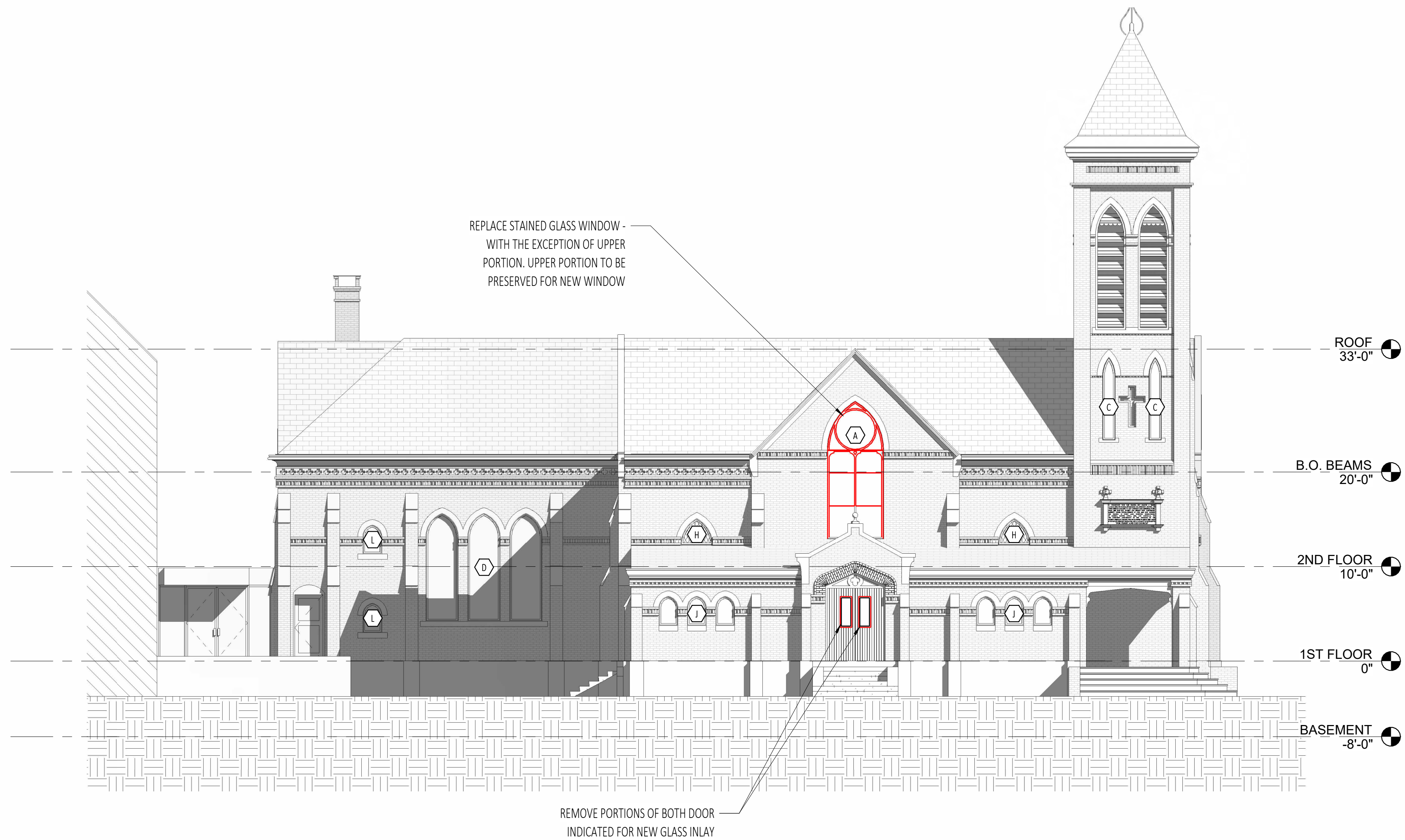
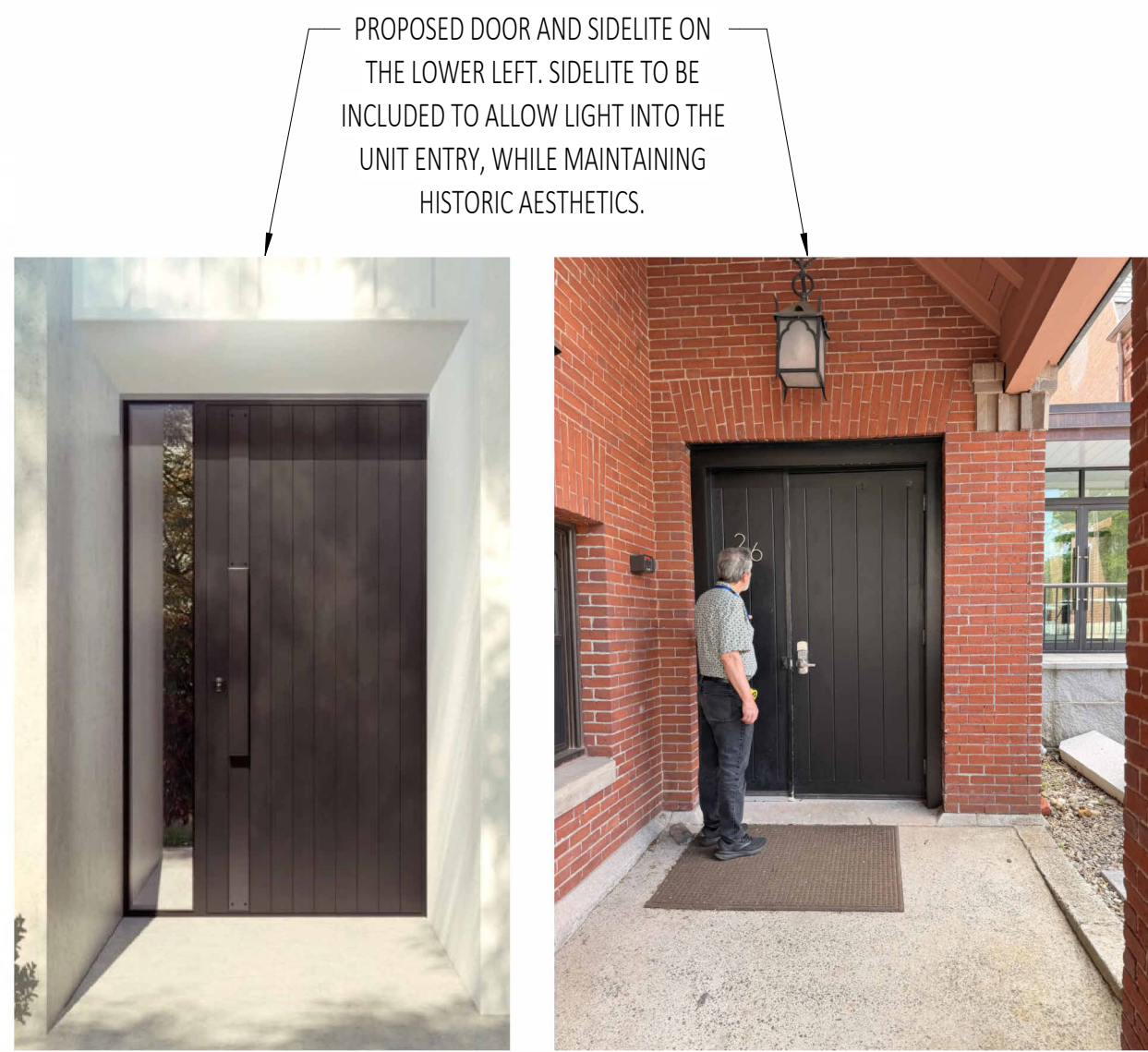
CONCEPT PHASE

Revisions:

NORTH ELEVATION

2

1/8" = 1'-0"



EAST ELEVATION

1

1/8" = 1'-0"

EXTERIOR ELEVATIONS

Scale: As indicated

Date: 08/07/2026

A2.00

Project:

WILLISTON WEST

32 THOMAS STREET
PORTLAND, MAINE

Owner/Client:

JEREMY BENN

INPUT CLIENT ADDRESS

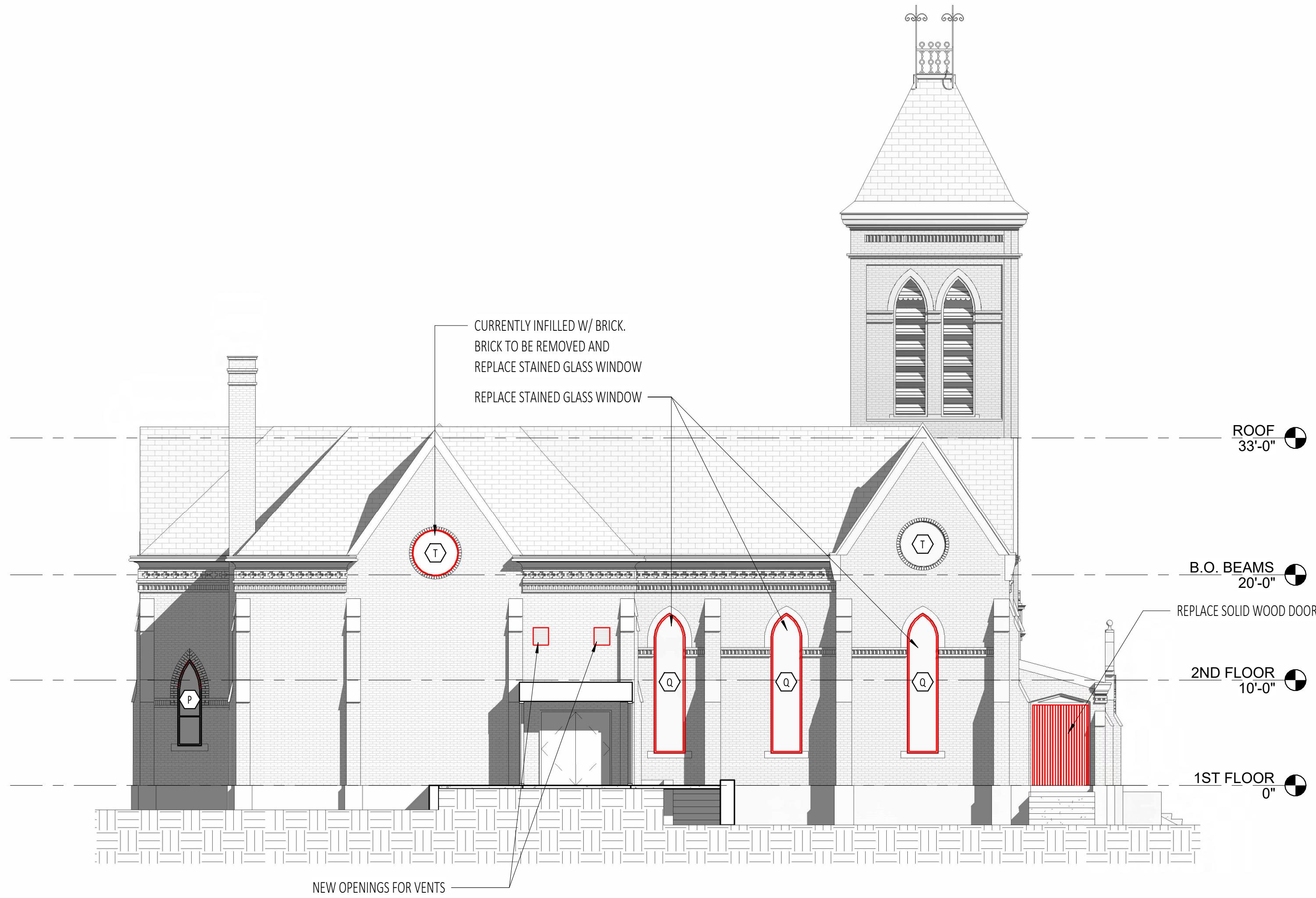
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Consultant:

Issuance:

CONCEPT PHASE

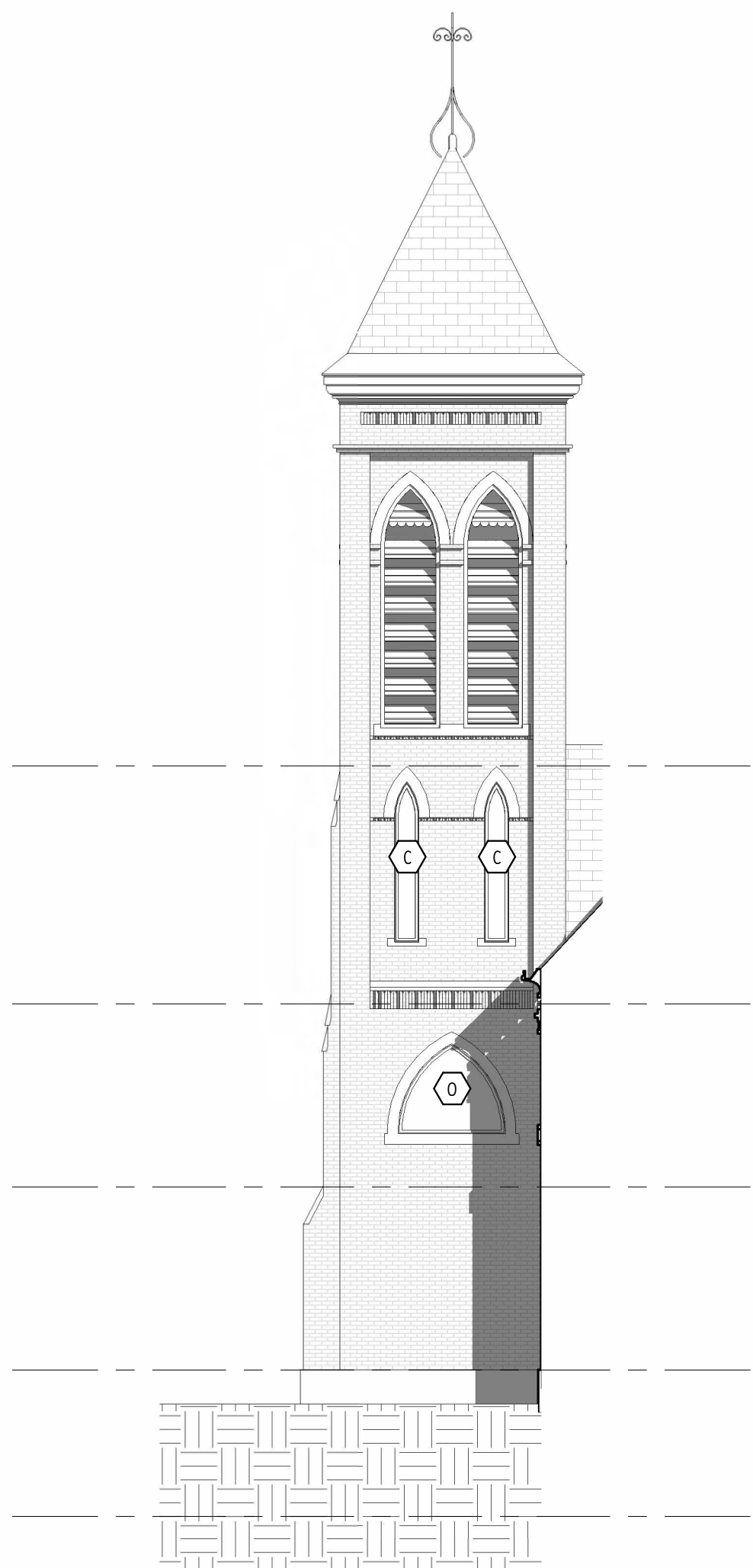
Revisions:



SOUTH ELEVATION

2

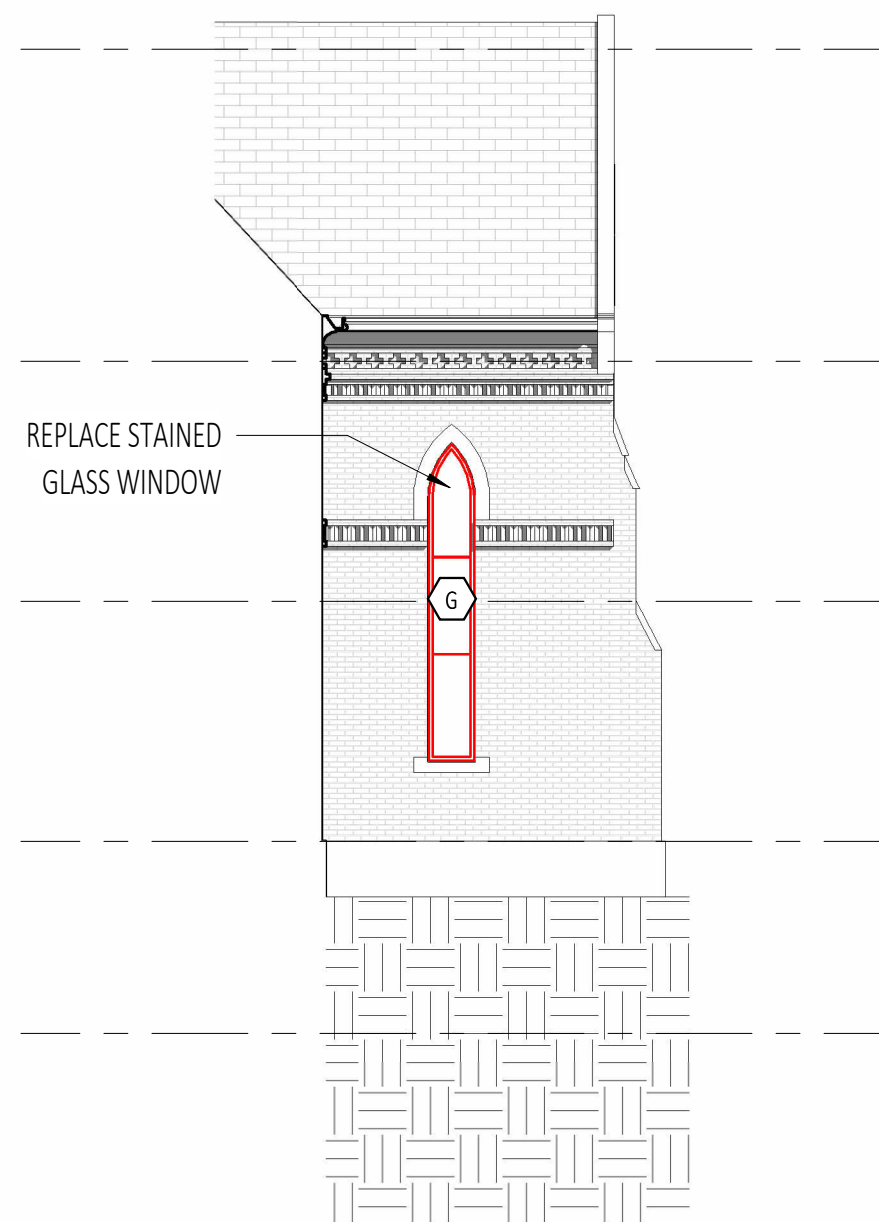
1/8" = 1'-0"



WEST ELEVATION - TOWER

4

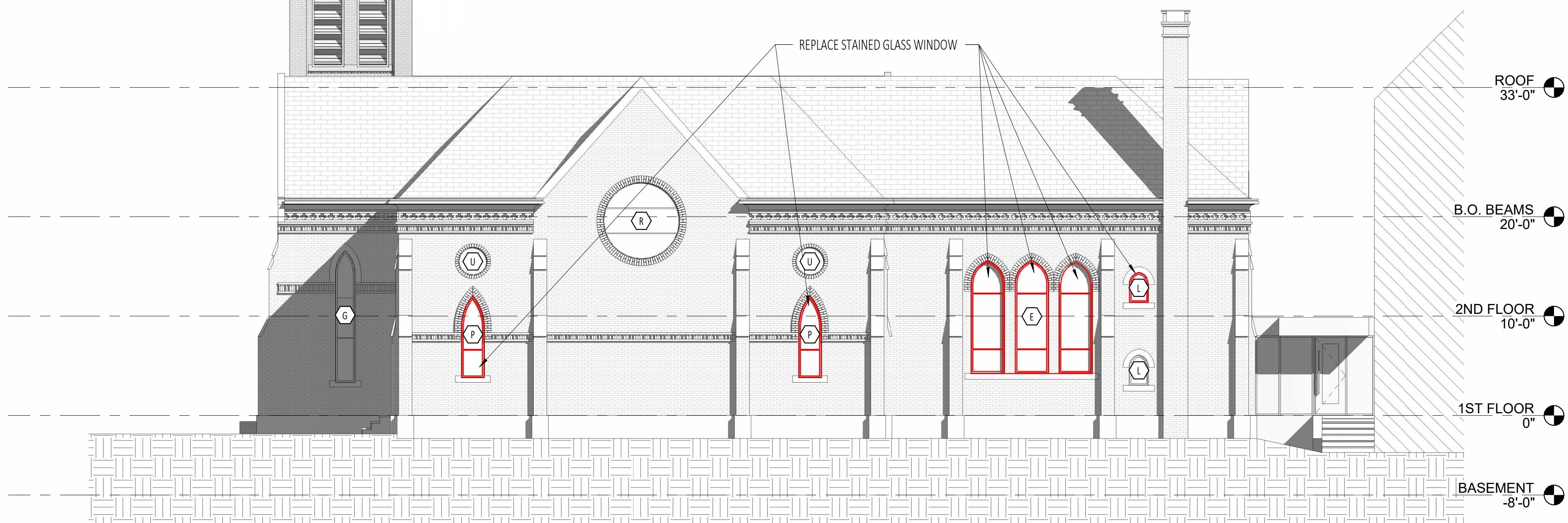
1/8" = 1'-0"



EAST ELEVATION - CHAPEL

3

1/8" = 1'-0"



WEST ELEVATION

1

1/8" = 1'-0"

EXTERIOR ELEVATIONS

Scale: As indicated

Date: 08/07/2026

A2.01

Project:

WILLISTON WEST

32 THOMAS STREET
PORTLAND, MAINE

Owner/Client:

JEREMY BENN

INPUT CLIENT ADDRESS

Stamp:

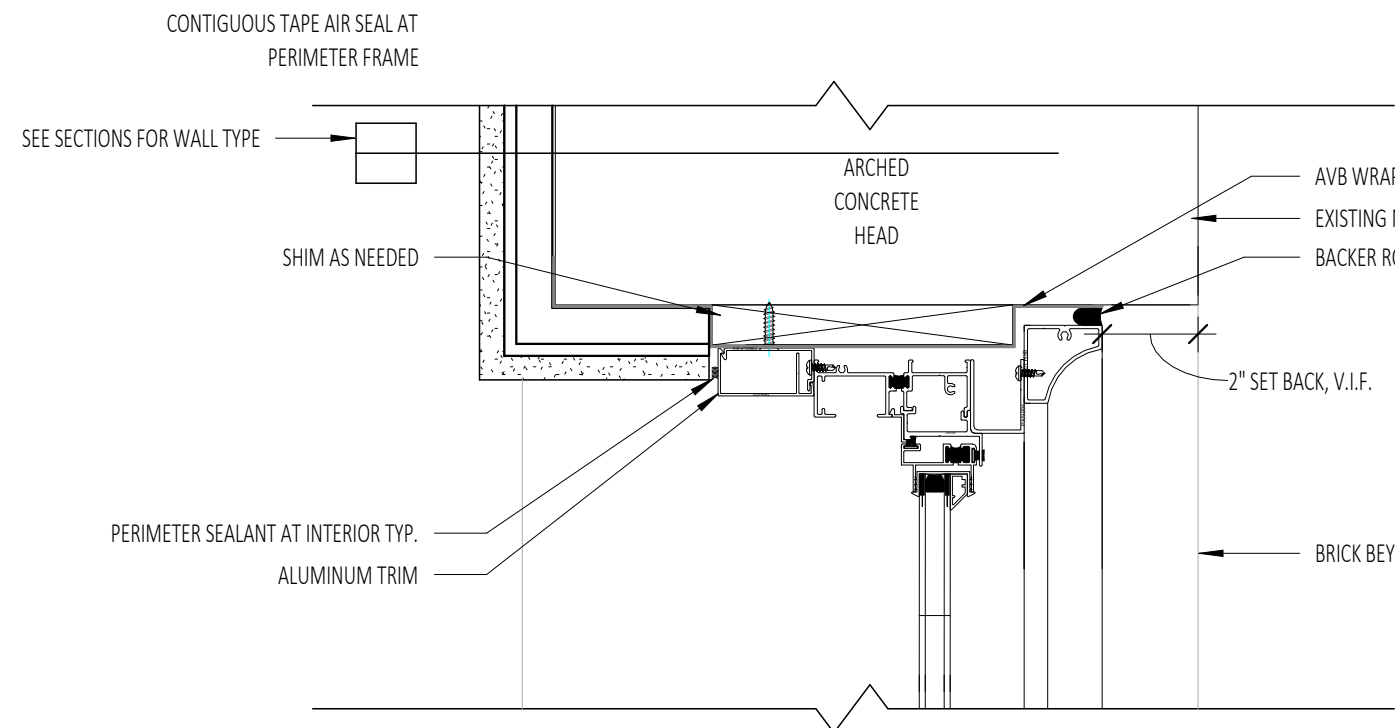
NOT FOR CONSTRUCTION

Consultant:

Issuance:

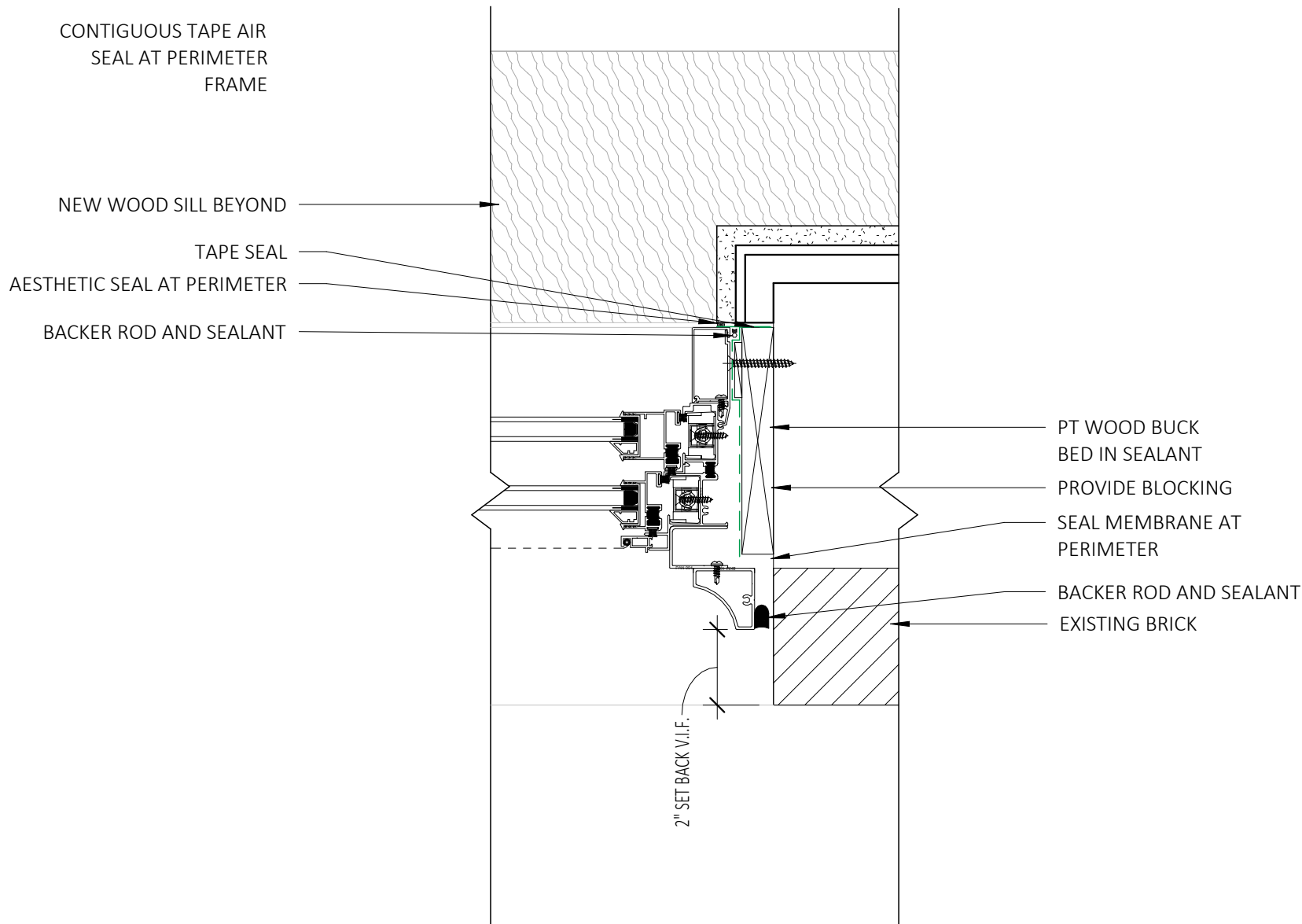
CONCEPT PHASE

Revisions:



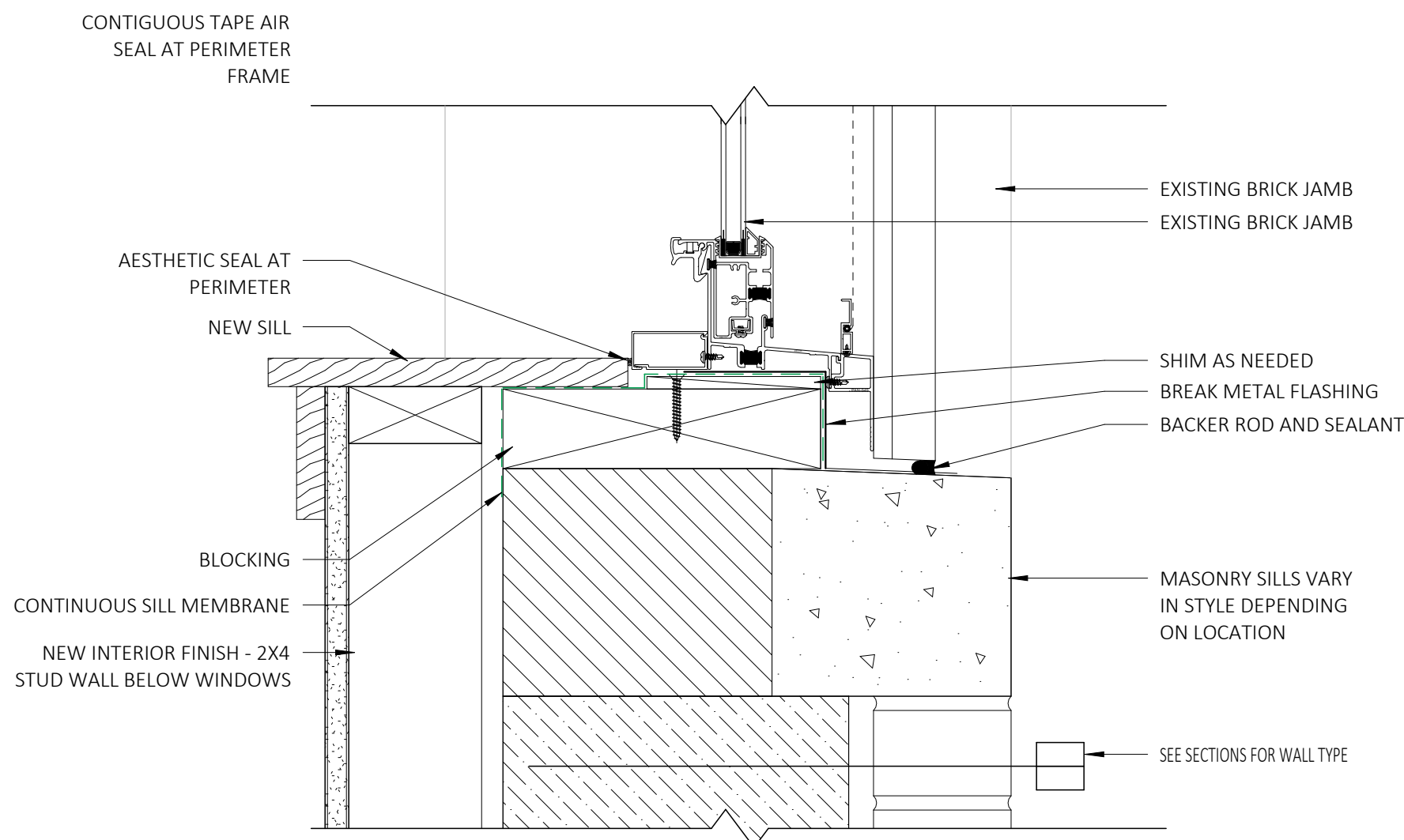
TYPICAL GOTHIC HUNG WINDOW - HEAD DETAIL | 1

NOTE:
CONDITIONS SHOWN ARE FOR REFERENCE ONLY AND
ACTUAL CONDITIONS MUST VERIFIED IN THE FIELD



TYPICAL GOTHIC HUNG WINDOW - JAMB DETAIL | 2

NOTE:
CONDITIONS SHOWN ARE FOR REFERENCE ONLY AND
ACTUAL CONDITIONS MUST VERIFIED IN THE FIELD



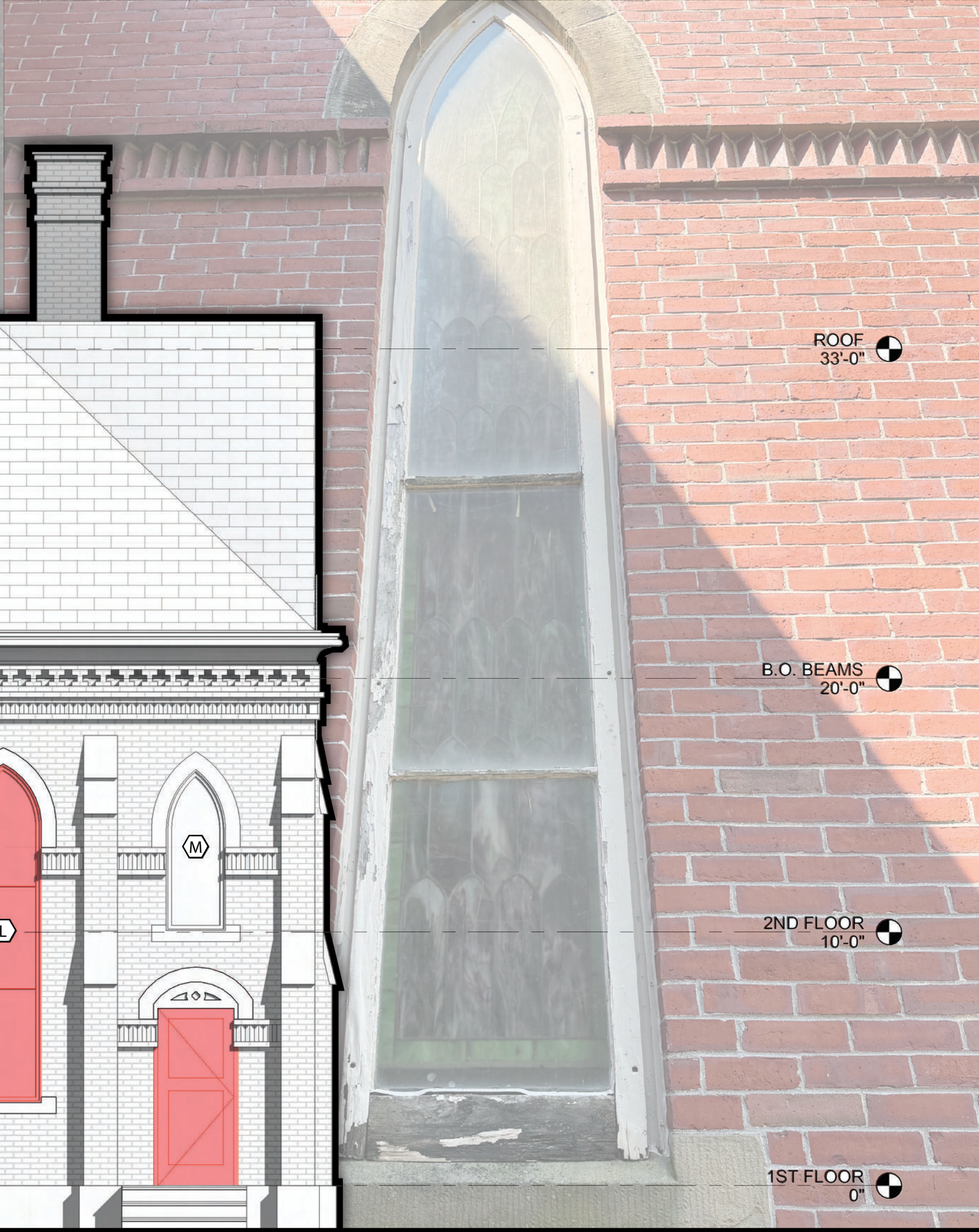
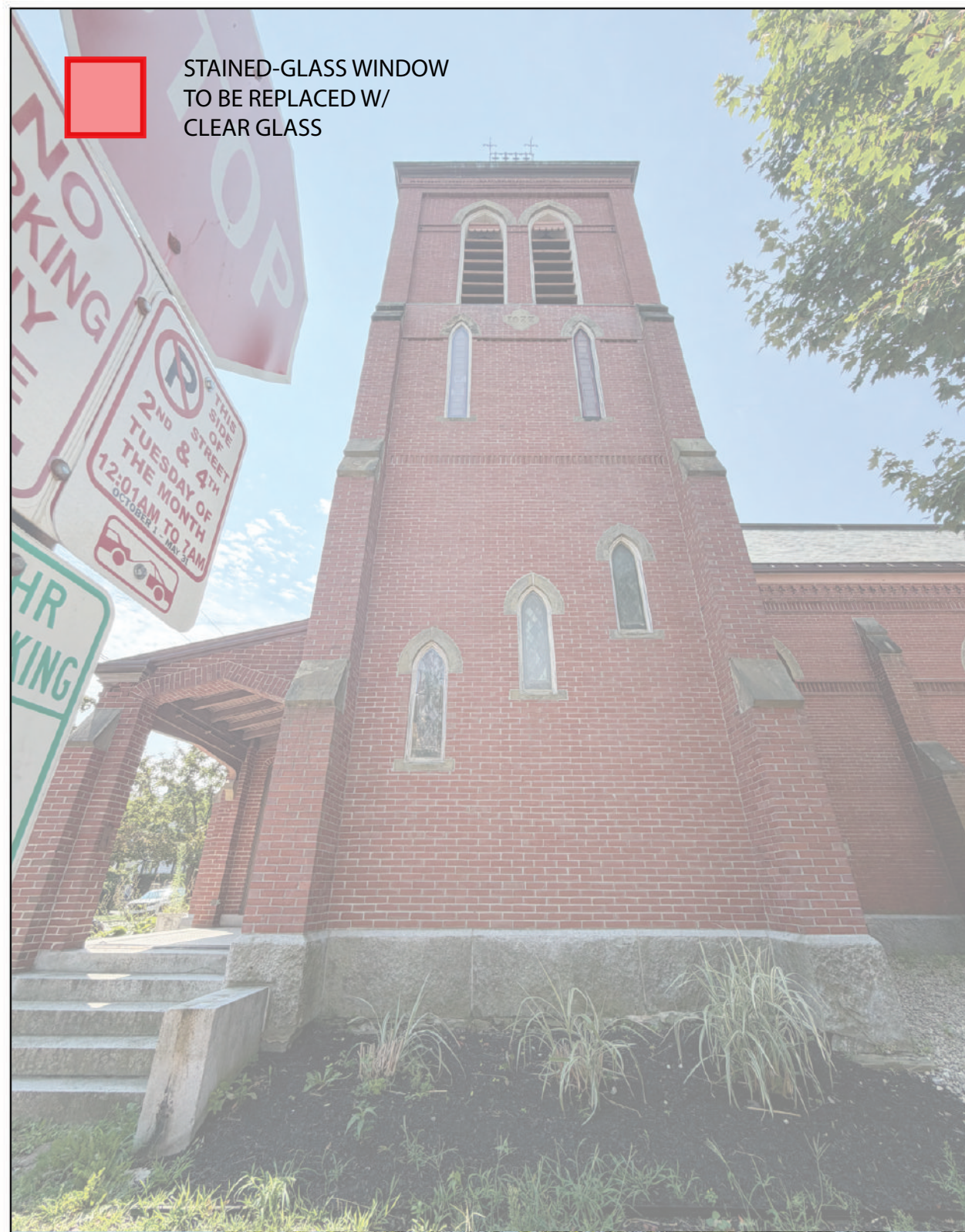
TYPICAL GOTHIC HUNG WINDOW - SILL DETAIL | 3

NOTE:
CONDITIONS SHOWN ARE FOR REFERENCE ONLY AND
ACTUAL CONDITIONS MUST VERIFIED IN THE FIELD



TYPICAL EXISTING EXTERIOR WINDOW TRIM | 4

3" = 1'-0"





Project:

WILLISTON WEST

32 THOMAS STREET
PORTLAND, MAINE

Owner/Client:

JEREMY BENN

INPUT CLIENT ADDRESS

Stamp:

NOT FOR CONSTRUCTION

Consultant:

Issuance:

CONCEPT PHASE

Revisions:

EXTERIOR ELEVATIONS

Scale: 1/4" = 1'-0"

Date: 08/07/2026

STAINED-GLASS WINDOW
TO BE REPLACED W/
CLEAR GLASS

architecture
invivid
631 Stevens Ave Ste #200
Portland, ME 04103
207 - 939 - 7602

Project:
WILLISTON WEST

32 THOMAS STREET
PORTLAND, MAINE

Owner/Client:
JEREMY BENN

INPUT CLIENT ADDRESS
Stamp:

NOT FOR CONSTRUCTION

Consultant:

Issuance:
CONCEPT PHASE

Revisions:



ROOF
33'-0"

B.O. BEAMS
20'-0"

2ND FLOOR
10'-0"

1ST FLOOR
0"

EXTERIOR ELEVATIONS

Scale: As indicated

Date: 08/07/2026

WEST ELEVATION
1/4" = 1'-0"

1

A2.2



STAINED-GLASS WINDOW
TO BE REPLACED W/
CLEAR GLASS

architecture
invivid

631 Stevens Ave Ste #200
Portland, ME 04103
207 - 939 - 7602

Project:
WILLISTON WEST

32 THOMAS STREET
PORTLAND, MAINE

Owner/Client:
JEREMY BENN

INPUT CLIENT ADDRESS
Stamp:

NOT FOR CONSTRUCTION

Consultant:

Issuance:
CONCEPT PHASE

Revisions:

ROOF
33'-0"

B.O. BEAMS
20'-0"

2ND FLOOR
10'-0"

1ST FLOOR
0"

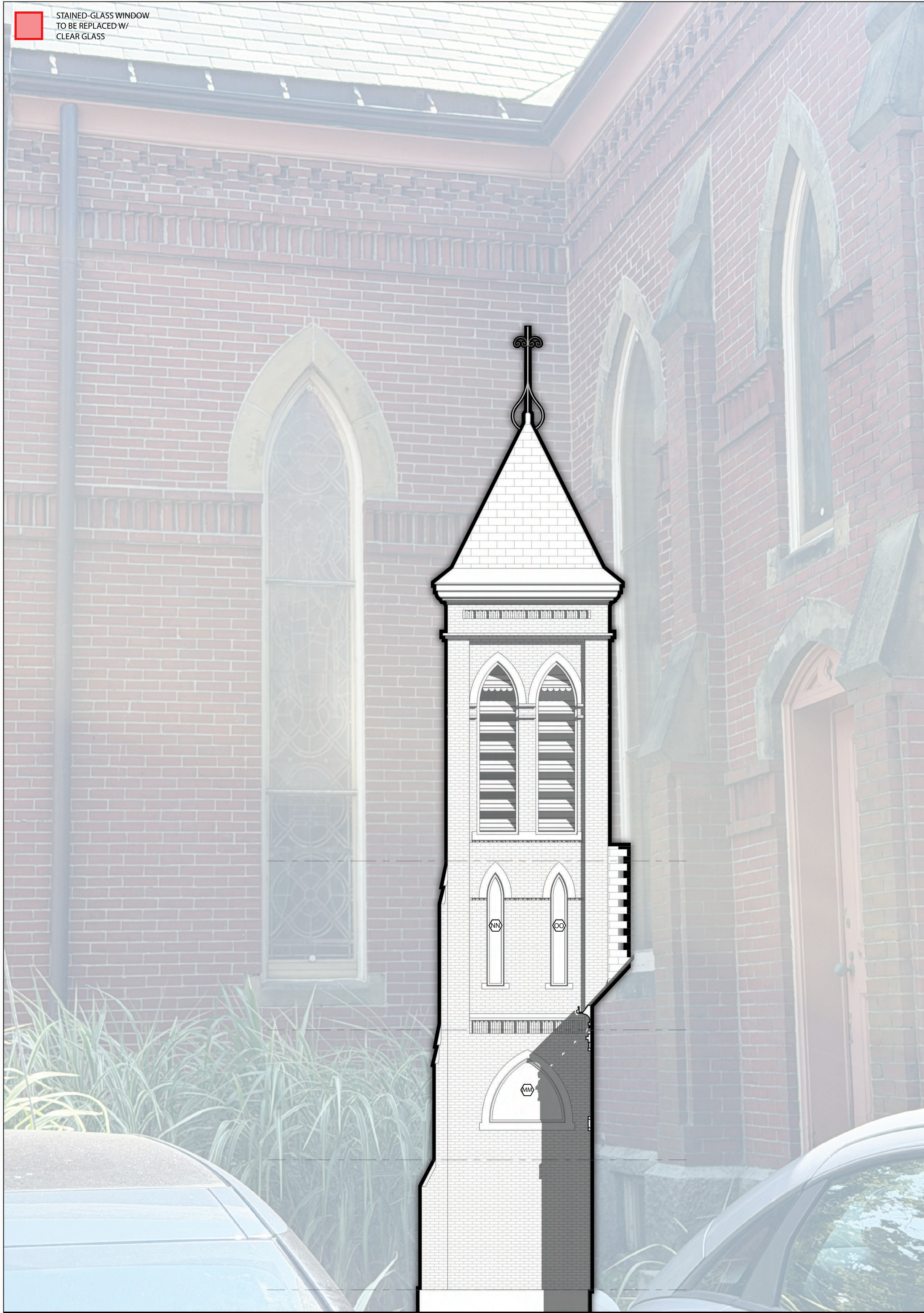
EXTERIOR ELEVATIONS

Scale: 1/4" = 1'-0"

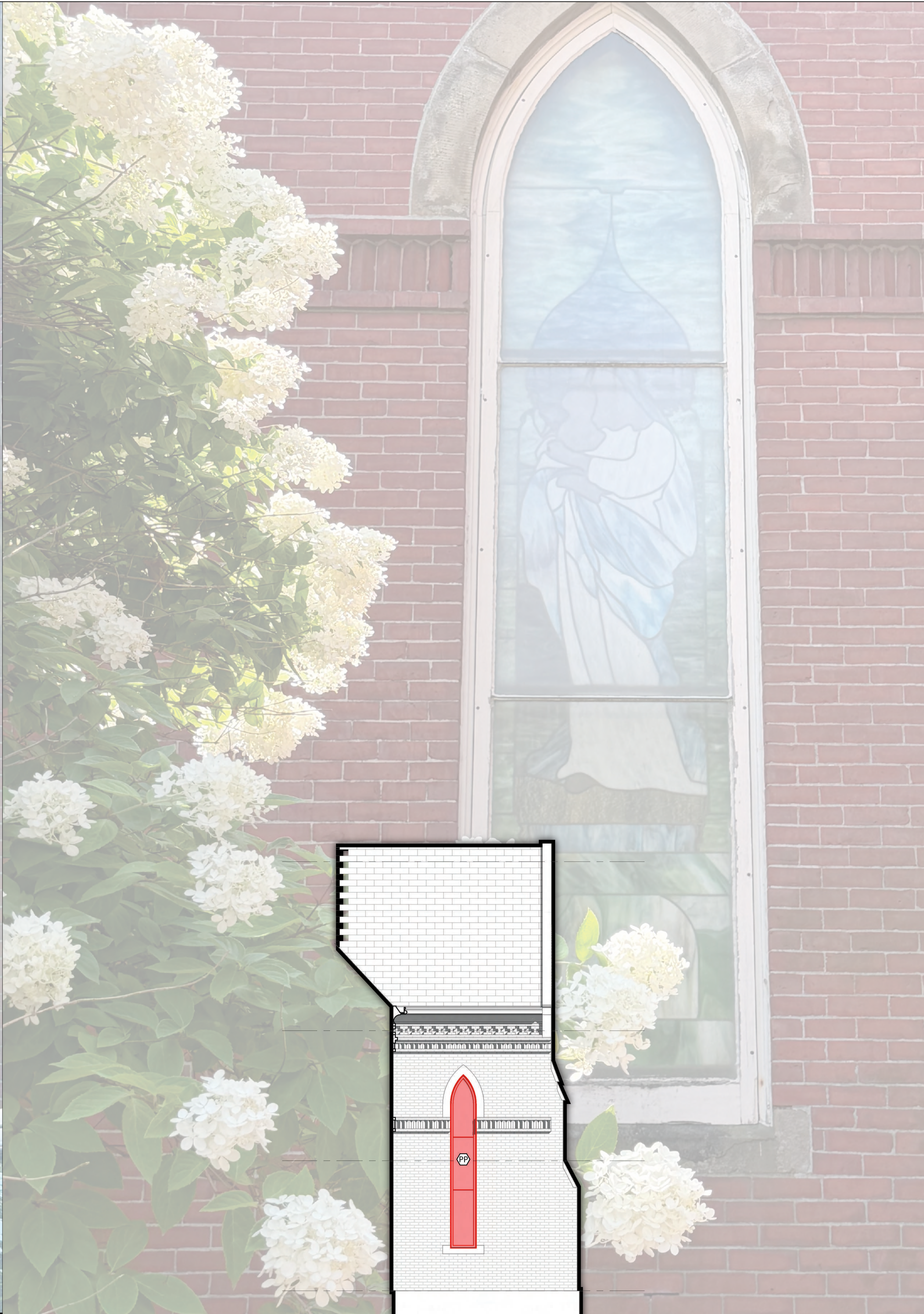
Date: 08/07/2026

A2.3

SOUTH ELEVATION 1
1/4" = 1'-0"



WEST ELEVATION - TOWER 2
1/4" = 1'-0"



EAST ELEVATION - CHAPEL 1
1/4" = 1'-0"

STAINED-GLASS WINDOW
TO BE REPLACED W/
CLEAR GLASS

Project:
WILLISTON WEST

32 THOMAS STREET
PORTLAND, MAINE

Owner/Client:
JEREMY BENN

INPUT CLIENT ADDRESS
Stamp:
NOT FOR CONSTRUCTION
Consultant:

Issuance:
CONCEPT PHASE
Revisions:

EXTERIOR ELEVATIONS

Scale: 1/4" = 1'-0"
Date: 08/07/2026

Project:

WILLISTON WEST

32 THOMAS STREET
PORTLAND, MAINE

Owner/Client:

JEREMY BENN

INPUT CLIENT ADDRESS

Stamp:

Consultant:

Issuance:

CONCEPT PHASE

Revisions:

NOT FOR CONSTRUCTION

WINDOWS SHOWN IN A2.0 ELEVATION



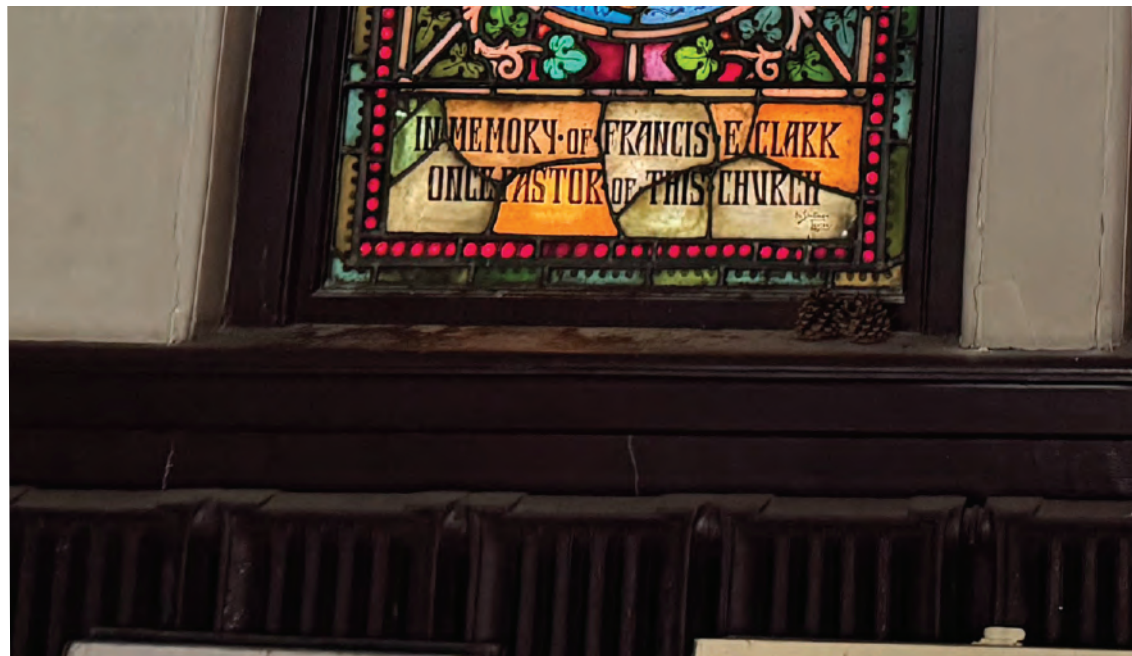
WINDOWS SHOWN IN A2.1 ELEVATION



WINDOWS SHOWN IN A2.2 ELEVATION



WINDOWS SHOWN IN A2.3 ELEVATION



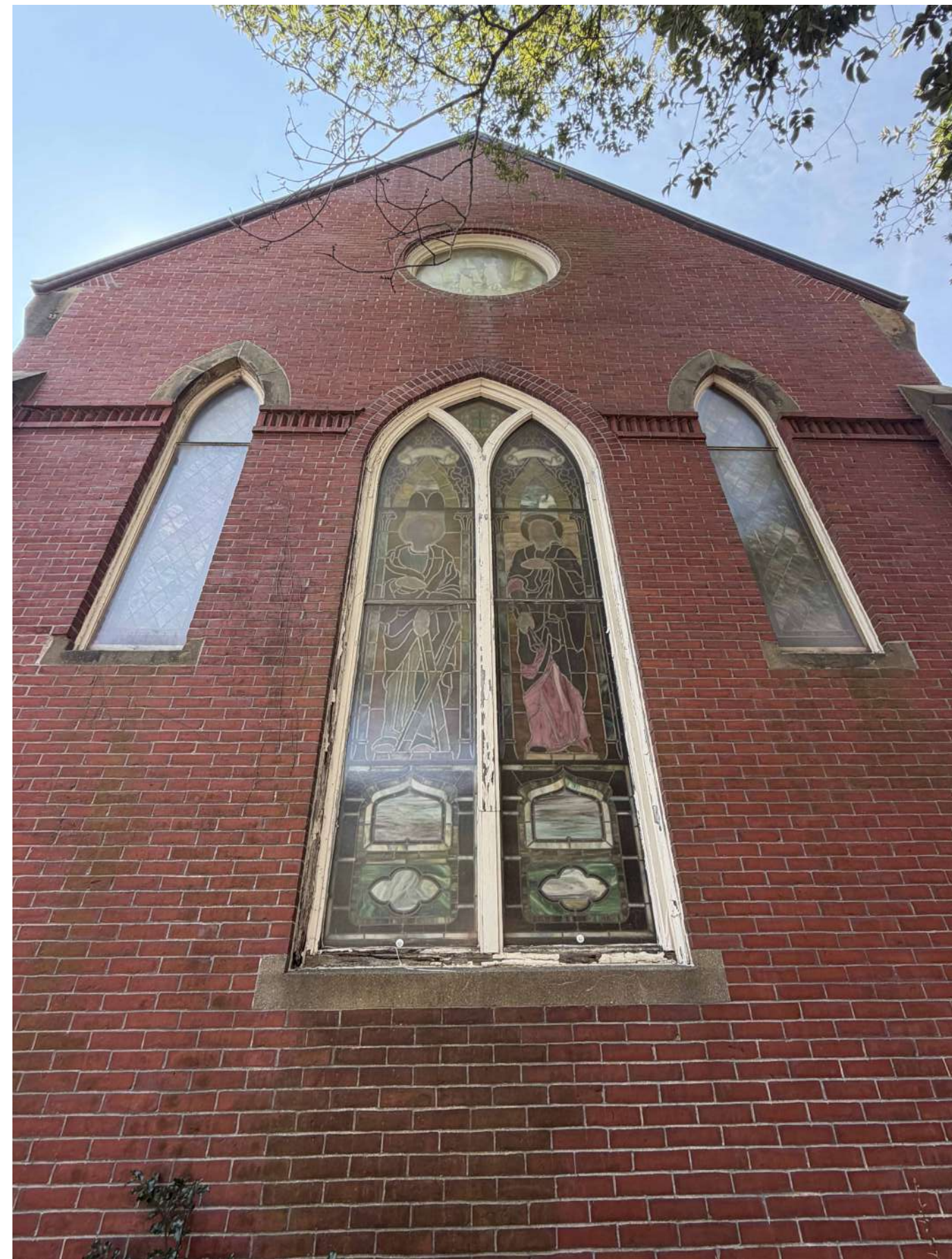
TYPICAL WINDOW INTERIOR TRIM

INTERIOR WINDOW
ELEVATIONS

Scale:

Date: 08/07/2026

A2.5



Project:

WILLISTON WEST

32 THOMAS STREET
PORTLAND, MAINE

Owner/Client:

JEREMY BENN

INPUT CLIENT ADDRESS

Stamp:

NOT FOR CONSTRUCTION

Consultant:

Issuance:

CONCEPT PHASE

Revisions:

EXTERIOR PHOTOS

Scale:

Date: 08/07/2026

A2.6

PRODUCT INFORMATION

MFG. & WINDOW MODEL:

UNIVERSAL WINDOW SERIES:

400 DH WINDOW SYSTEM

FINISH

TYPE: PAINTED ANODIZED

SPEC: AAMA-2603

NAME: DURACRON (BAKED ENAMEL)

COLOR / CODE: DARK BRONZE

FINISHES MAY VARY IN COLOR, SHADING AND GLOSS BY INDUSTRY STANDARD VARIATIONS. PROTECT MATERIALS FROM LIME MORTAR, RUNOFF FROM CONCRETE ADN COPPER, CARELESS HANDLING OF TOOLS, WELD SPLATTER, ACIDS, ROOFING TAR, SOLVENTS AND OTHER ITEMS THAT COULD DAMAGE THE FINISH. ALL PLASTER, MORTAR, CEMENT, DRYWALL AND MASONRY CLEANING COMPOUNDS MUST BE REMOVED BEFORE BEING ALLOWED TO DRY. AFTER REMOVAL, FLUSH OFF METAL SURFACES WITH CLEAR WATER. NEVER ATTEMPT TO CLEAN SURFACES WITH ABRASIVE CLEANING COMPOUNDS OR STEEL WOOL. USE ONLY MILD SOAP, WARM WATER AND A SOFT SPONGE. BEFORE ATTEMPTING TO REMOVE SCRATCHES, CONTACT THE MANUFACTURER FOR TECHNICAL ADVICE.

PROJECT:

WILLISTON CHURCH

PHASE 3

23-30 THOMAS St.

PORTLAND, ME 04102

DRAWING INDEX

COVER SHEET	C1 & C2
WINDOW ELEVATIONS	W1
DETAILS	D1-D2
TOTAL SHEETS	5

HARDWARE:

OPLE OPERATED SWEEP LOCKS

AUTO LOCKS @ HEAD & SILL FULL LENGTH

ANIT-BOW PINS

SCREENS:

EXTERIOR APPLIED 1/2 SCREENS

CHARCOAL FIBER GLASS MESH

INSTALLATION ACC:

1 X 2 TRIM & CLIPS (804 & 804C) @ HEAD & SILL

1x2 804 & 804C TRIM & CLIPS @ JAMBS

BRAKE METAL REQ'D:

SUBMITTAL DATES

#1 07.24.2026

#2

#3

#4

FINAL

WINDOWS WILL BE FABRICATED PER THESE DRAWINGS

DATE:

APX. REQUIRED DATE

GENERAL NOTES

GLASS & GLAZING DIMENSIONS ARE GIVEN IN GOOD FAITH AND THE WINDOW MFG. WILL NOT BE RESPONSIBLE FOR SIZES.

UNLESS OTHERWISE INDICATED ALL STEEL, BLOCKING, SHIMS, CAULKING, ANCHORS, ETC. ARE NOT SUPPLIED BY THE WINDOW MFG.

ALL CUTTING AND FITTING OF TRIM AND SPECIAL MATERIALS MUST BE DONE IN THE FIELD AND NOT BY THE WINDOW MFG.

THE DESIGN OF THE BUILDING COMPONENTS TO WHICH THE WINDOWS WILL BE ANCHORED MUST BE ADEQUATE TO SUPPORT THE TRANSFER OF WIND AND DEAD LOADS FROM THE WINDOW SYSTEM.

ERRORS INCURRED THROUGH THE USE OF THESE SHOP DRAWINGS BY OTHER TRADES IS NOT THE RESPONSIBILITY OF THE WINDOWS MFG.

INSTALLION NOTES

ALL WINDOW COUNTS, ROUGH OPENING SIZES, AND FIELD CONDITIONS SHOWN ON THESE DRAWINGS MUST BE VERIFIED BY THE WINDOW INSTALLER PRIOR TO THE MANUFACTURING OF WINDOW UNITS.

SHOP DRAWINGS, PROJECT SPECIFICATIONS AND THE FOLLOWING INSTALLER INSTRUCTIONS SHOULD BE REVIEWED PRIOR TO STARTING INSTALLATION. THESE WINDOWS ARE FINISHED PRODUCTS AND SHOULD BE HANDLED AS SUCH AT ALL TIMES.

DELIVERY- INSPECT YOUR SHIPMENT CAREFULLY AND REPORT ANY DAMAGE OR MISCOUNTS IMMEDIATELY.

STORAGE- MATERIALS SHOULD CAREFULLY BE UNLOADED, STORED AND PROTECTED. IT SHOULD BE SAFE FROM CONTAMINANTS AND DEFACE CONSTRUCTION ACTIVITY. STACK UNITS VERTICALLY ON EDGE TO PREVENT WARPING AND SCRATCHING. USE WOOD OR PLASTIC SHIMS TO ALLOW DRAINAGE AND AIR CIRCULATION. REMOVE ALL PAPER WRAPPINGS AND INTERLEAVING THAT ARE OR COULD BECOME WET DURING STORAGE. STORE UNITS INSIDE IF POSSIBLE OR COVER TARPAILINS TO ALLOW AIR CIRCULATION AND TO PREVENT DAMAGE FROM DUST, CORROSIVE FUMES OR OTHER CONTAMINANTS

INSTALLATION- EXAMINE ALL SURFACES OF OPENINGS AND VERIFY DIMENSIONS, NOTIFY THE APPROPRIATE CONTRACTOR IN WRITING OF ANY CONDITIONS DETRIMENTAL TO PROPER COMPLETION OF WORK. WINDOWS MUST BE INSTALLED PLUMB, SQUARE, STRAIGHT, LEVEL, IN THEIR PROPER ELEVATION AND IN PROPER ALIGNMENT WITH OTHER WORK. ASSEMBLE AND ANCHOR WINDOW UNITS TO ALLOW FOR EXPANSION AND CONTRACTION, MAINTAINING A WATER TIGHT CONDITION.CASEMENT WINDOWS MUST HAVE THE HINGE JAMB CORRECTLY ANCHORED TO ALLOW TRANSFER OF VENT WEIGHT WITH OUT SAGGING. IN NO CASE SHOULD THE ATTACHMENT OF THE WINDOW OR COMPONENTS BE THROUGH THE THERMAL BARRIER. ALL ANCHOR SCREWS MUST BE SEALED TO PREVENT WATER FROM ENTERING THE BUILDING THROUGH THE FASTENER HOLES. ALL FIELD JOINTS MUST BE BUTTERED WITH SEALANT AND PROPERLY SET. ALUMINUM IN CONTACT WITH DISSIMILAR METALS OR MASONRY SHOULD BE SEPARATED BY A SUITABLE MATERIAL.

ERECTOR NOTES- PERIMETER SEALANT CAN AND WILL COME IN CONTACT WITH MANY DIFFERENT COMPONENTS DURING THE INSTALLATION OF THESE WINDOWS. IT IS HIGHLY RECOMMENDED THAT THE ERECTOR CONSULT WITH HIS/HER SEALANT MANUFACTURER TO ENSURE PROPER COMPATIBILITY. THE WINDOW MFG. WILL NOT BE RESPONSIBLE FOR PERIMETER SEALANT COMPATIBILITY TESTING.

HARDWARE ADJUSTMENT- AFTER ERECTION AND GLAZING, ALL HARDWARE MUST BE CHECKED FOR PROPER OPERATION. ANY REQUIRED ADJUSTMENTS MUST BE MADE AT THIS TIME TO ENSURE SMOOTH OPERATION OF THE PRODUCT.

APPROVALS

ARCHITECT & ADDRESS

ARCHITECT APPROVAL

GENERAL CONTRACTOR & ADDRESS

GENERAL CONTRACTOR APPROVAL

GLAZING CONTRACTOR & ADDRESS

GLAZING CONTRACTOR APPROVAL

DRAWINGS MUST HAVE ARCHITECT / CONTRACTOR / DEALER APPROVAL STAMPS AND COMPLETE INFORMATION TO FABRICATE INCLUDING ALL REQUESTED VERIFICATION AND RELEASE FROM DEALER. FABRICATION AND SHIPMENT WILL NOT BE SCHEDULED UNTIL APPROVED DRAWINGS WITH COMPLETE INFORMATION ARE RETURNED, PENDING A UNIVERSAL WINDOW & DOOR REVIEW AND ACCEPTANCE OF THE INFORMATION TO FABRICATE.

ABBREVIATIONS

ARCHT...ARCHITECT

BLDG...BUILDING

BO...BY OTHERS

C...CENTER LINE

CO...CLEAR OPENING

DIA...DIAMETER

DIM...DIMENSION

DLO...DAYLIGHT OPENING

EXT...EXTERIOR

FXD...FIXED WINDOW

HD...HEAD

HT...HEIGHT

HRZNT...HORIZONTAL

INT...INTERIOR

JMB...JAMB

MINTN...MUNTIN

MO...MASONRY OPENING

MRL...MEETING RAIL

OAF...OVERALL FRAME DIM

OC...ON CENTER

OPNG...OPENING

PNL...PANEL

RO...ROUGH OPENING

RCPT...RECEPTOR

SL...SILL

SO...SASH OPENING

SPECS...SPECIFICATION

TGO...TIGHT GLASS OPENING

UWD...UNIVERSAL WINDOW & DOOR

VIF...VERIFY IN FIELD

VRTL...VERTICAL

W...WITH

W/O...WITHOUT

WD...WINDOW DIMS.

WDTH...WIDTH

MATERIAL LEGEND

CONCRETE

BRICK

STEEL

WOOD BLOCKING

RIGID INSULATION

BATT INSULATION

GYPSUM BOARD

SEALANT & BACKER ROD

FINISHED WOOD

PLY WOOD

DETAIL NUMBER

SHEET NUMBER

DETAIL NUMBER

ARCH DET. # & SHEET #

UNIVERSAL WINDOW

303 Mechanic Street

Marlborough, MA 01752

800-633-0108 508-481-2850

www.universalwindow.com

CUSTOMER

RICH EXTERIOR SOLUTIONS

FALMOUTH, ME

REVISIONS/ISSUE

NO: DATE:

A. xx.xx.xxxx

B.

C.

D.

E.

F.

DATE OF ISSUE

DESCRIPTION

NTS SCALE

PROJECT #

FILE NAME

FORRESTIM

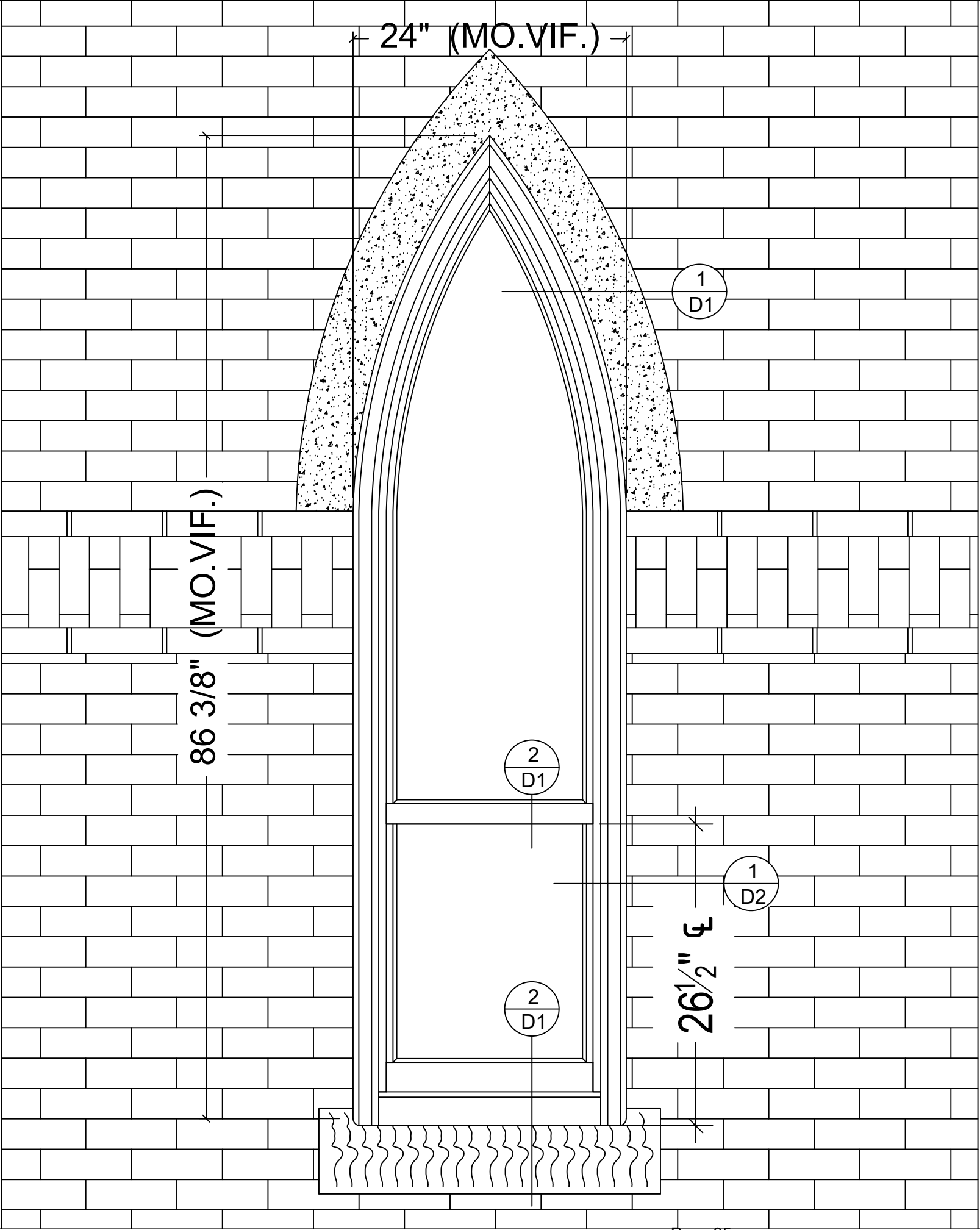
DRAWN BY:

DRAWING NUMBER

C1

Page 33

GLAZING SCHEDULE		SASH LIMITING:	
GL1	5/8" OVERALL IG 3MM ANNEALED CLM 70 (EXT. #2) 5/16" AIR SPACE 90% ARGON FILLED 3MM ANNEALED CLEAR (CNT.)	HUNG TOP SASH LIMIT: 4" CLEAR OPENING HUNG BOTTOM SASH or VENT LIMIT: 4" CLEAR OPENING	
GL2		HUNG WINDOW BALANCE REQUIREMENTS:	
GL3		TOP SASH BALANCE: BLOCK & TACKLE	
DETAILS SHOWN ARE FOR REFERENCE ONLY		BOTTOM SASH BALANCE: ULTRA LIFT	
#1 EXTERIOR LOW-E #2 #3 INTERIOR DUAL IG #1 EXTERIOR LOW-E #2 #3 CENTER #4 INTERIOR TRIPLE IG		UNIVERSAL WINDOW 303 Mechanic Street Marlborough, MA 01752 800-633-0108 508-481-2850 www.universalwindow.com CUSTOMER RICH EXTERIOR SOLUTIONS FALMOUTH, ME NO. DATE: A. xx.xx.xxxx B. C. D. E. F. REVISIONS/ISSUE XXXXXXXXXXXXX DATE OF ISSUE XXXXXXXXXXXXXXXXX DESCRIPTION NTS SCALE XXXXXXXXXXXXX PROJECT # FILE NAME FORRESTIM DRAWN BY: DRAWING NUMBER C2	



WILLISTON
CHURCH
PHASE 3

TYPICAL
GOTHIC
HUNG
WINDOW

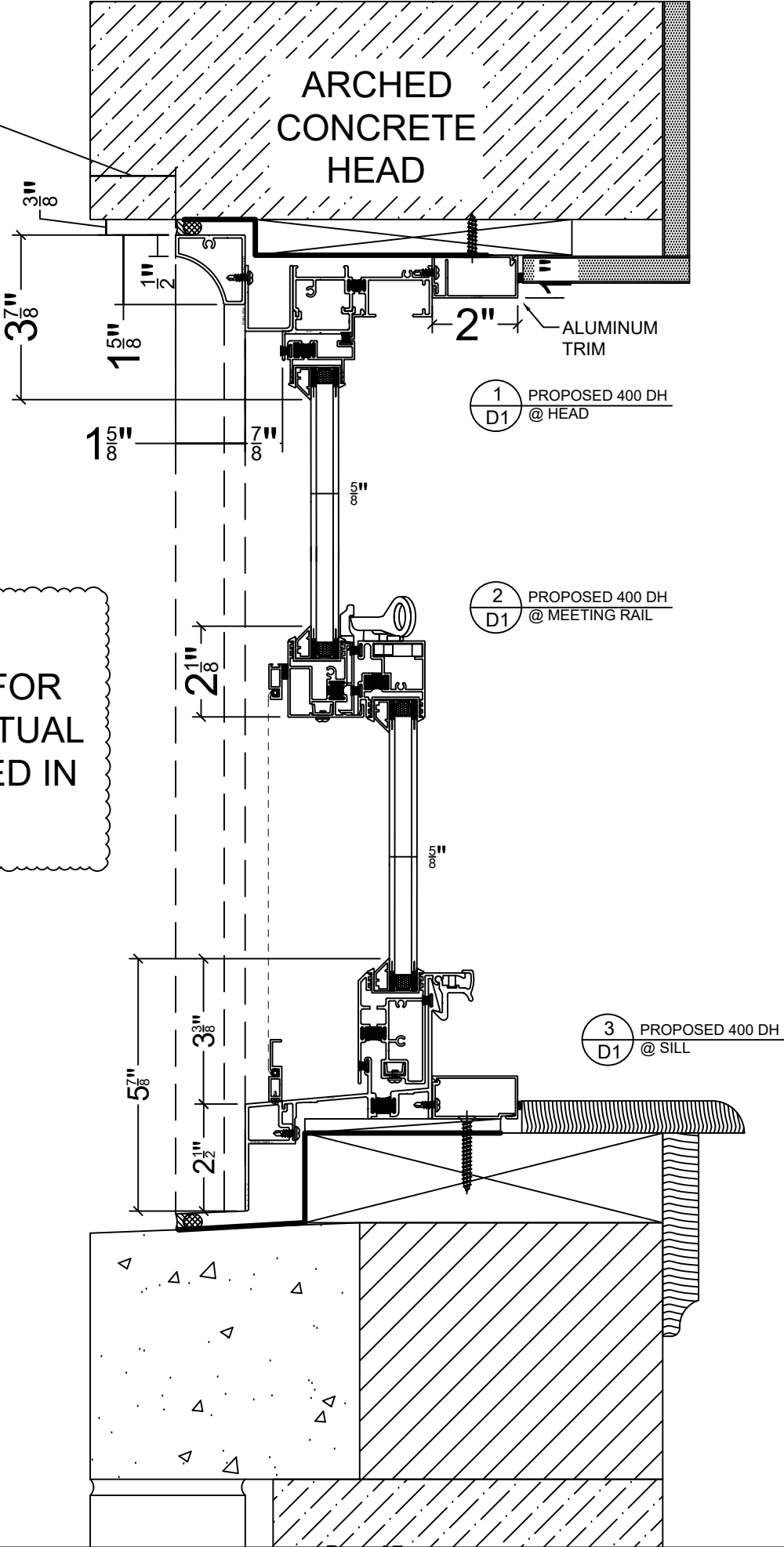
UNIVERSAL WINDOW AND DOOR, LLC. 303 Main Street Falmouth, ME 04101 800-633-1708 • 207-841-2860 www.universalwindow.com		
7/24/2026 DATE OF ISSUE 12:22 PM TIME OF ISSUE		
PROJECT NAME WILLISTON CHURCH PHASE 3		
CUSTOMER NAME RICH EXTERIOR SOLUTIONS FALMOUTH, ME		
1.	2.	3.
DWG # W1		
DW BY FLM		



1.		PROJECT NAME		CUSTOMER NAME		DATE OF ISSUE		UNIVERSAL WINDOW AND DOOR, LLC.	
2.		WILLISTON CHURCH PHASE 3		RICH EXTERIOR SOLUTIONS FALMOUTH, ME		7/24/2026		303 Mainland Street Falmouth, ME 04101 800-633-1108 508-481-2869 www.universalwindow.com	
3.						12:22 PM			
DWG #						TIME OF ISSUE			
W2									
DW BY									
FLM									

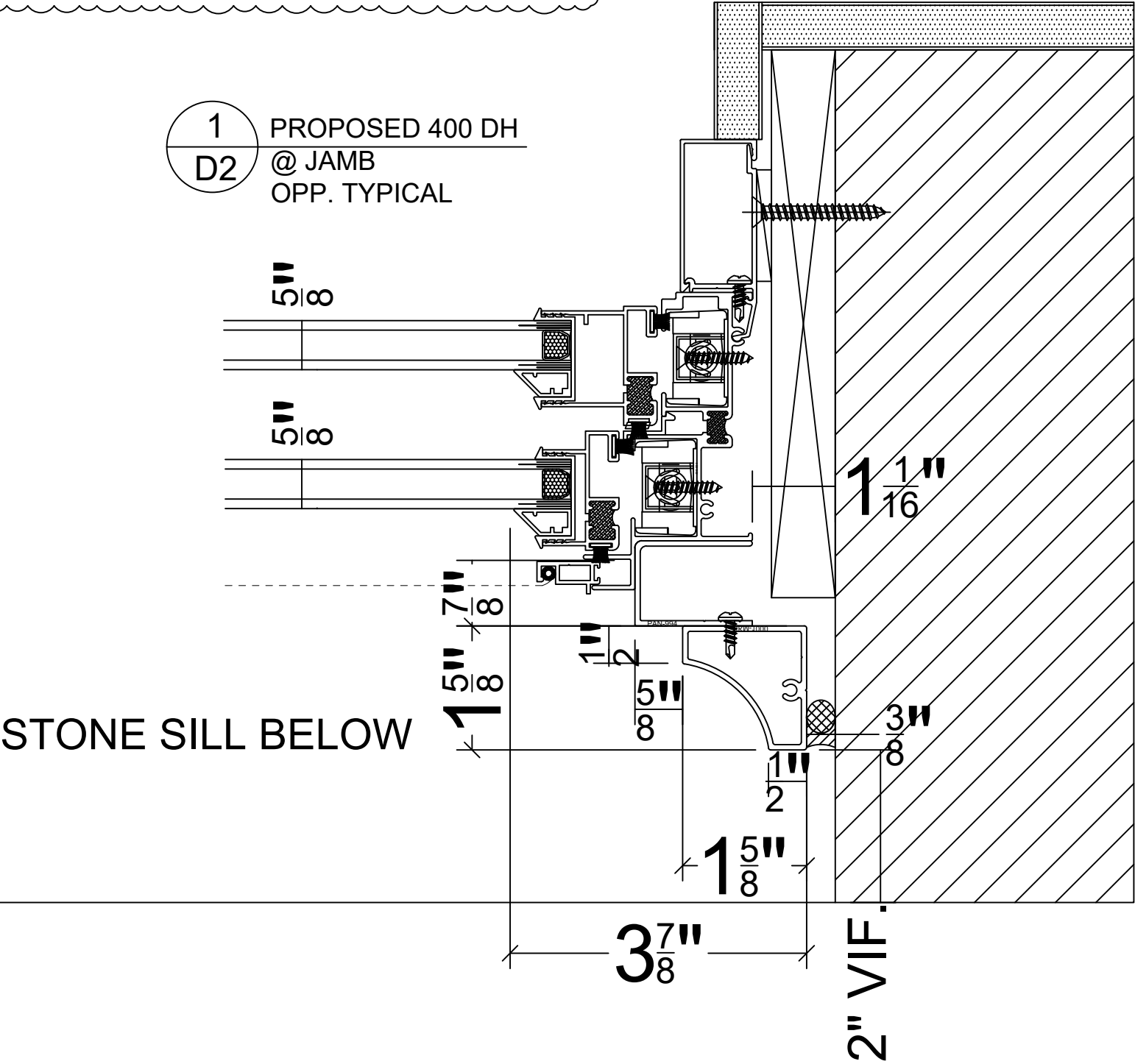
NOTE:
CONDITIONS SHOWN ARE FOR
REFERENCE ONLY AND ACTUAL
CONDITIONS MUST VERIFIED IN
THE FIELD

2" SET BACK
VIF.



UNIVERSAL WINDOW AND DOOR, LLC. 303 Mainland Street PO Box 10000 800-533-1108 • 508-841-2869 WWW.UNIVERSALWINDOW.COM			7/24/2026 DATE OF ISSUE 12:22 PM TIME OF ISSUE		
PROJECT NAME WILLISTON CHURCH PHASE 3			CUSTOMER NAME RICH EXTERIORS SOLUTIONS FALMOUTH, ME		
1.	2.	3.	DWG # D1		
DW BY FLM					

NOTE:
CONDITIONS SHOWN ARE FOR
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CUSTOMER NAME
RICH EXTERIOR
SOLUTIONS
FALMOUTH, ME

PROJECT NAME
WILLISTON
CHURCH
PHASE 3

1.
2.
3.

DWG #

D2

DW BY

FLM

UNIVERSAL WINDOW
AND DOOR, LLC.
303 Machine Street
Falmouth, ME 04101
800-533-1108 207-841-2869
WWW.UNIVERSALWINDOW.COM

7/24/2026
DATE OF ISSUE
12:22 PM
TIME OF ISSUE