

1. Board Policy And Guidelines For Replacement Of Wood Siding

Documents: [HPBOARDPOLICYGUIDELINESWOODSIDING.PDF](#)

2. Vehicular Wayfinding Plan

Documents: [HPVEHICULARWAYFINDINGPLAN.PDF](#)

3. 541-549 Congress St. Certificate Of Appropriateness

Documents: [HP541549CONGRESSSTCERTIFICATEAPPROPRIATENESS.PDF](#)

**HISTORIC PRESERVATION BOARD
CITY OF PORTLAND, MAINE**

**PUBLIC HEARING
POLICY AND GUIDELINES FOR REPLACEMENT OF WOOD SIDING**

TO: Chair Romano and Members of the Historic Preservation Board

FROM: Deborah Andrews, Historic Preservation Program Manager

DATE: August 29, 2013

RE: September 4, 2013 Public Hearing

Application For: Adoption of Board Policy and Guidelines for the Replacement of Wood Siding

Introduction

The Board is being asked to consider the adoption of guidelines for the replacement of wood siding on designated landmark structures and contributing structures within Portland's historic districts. If adopted, the guidelines would be incorporated into the Historic Resources Design Manual, which provides guidance on how the ordinance's Review Standards are generally interpreted as they apply to specific types of alterations or construction activity.

Note that this item has been scheduled as a public hearing item. If the Board decides that substantial revisions to the draft policy and guidelines are needed, it may elect to table the item. If not, staff has prepared a motion for consideration.

Background

On August 7th, the Historic Preservation Board reviewed a request to replace the existing wood clapboards on the historic residential structure at 317 Spring Street. This request was the most recent in a number of such requests over the past few years. In each case, the application has been reviewed on its own merits, taking into consideration the characteristics of the subject building, the relative visibility of the area proposed for re-siding, the condition of existing siding and any other factors specific to the subject property. At the conclusion of the August 7th deliberations, the Board agreed that it would be appropriate to develop a general policy and guidelines on the subject. While the circumstances behind future requests will undoubtedly vary, an explicit policy which communicates the Board's general concerns and considerations will be helpful to both staff and potential applicants.

Attached for the Board's consideration is a draft policy statement and list of guidelines. This draft document attempts to incorporate the concerns and suggestions raised by the Board during its August 7th review session. It also reflects some of the applicable guidelines currently in place in other historic districts throughout the country.

Motion for Consideration

On the basis of the Historic Preservation Board's consideration of the relative merits and concerns associated with the replacement of wood siding on designated historic structures with replacement siding, as well as a review of current policies in other historic districts throughout the country, the Board **approves (approves as amended/disapproves)** the adoption of the draft "Policy and Guidelines for the Replacement of Wood Siding in Portland's Historic Districts" and authorizes its inclusion in the City of Portland's Historic Resources Design Manual.

Note: Due to unexpected time constraints on Friday, staff was unable to complete the draft document prior to the mailing of the packet. The draft will be e-mailed to Board members on Tuesday, in advance of the meeting.

**HISTORIC PRESERVATION BOARD
CITY OF PORTLAND, MAINE**

**PUBLIC HEARING
PORTLAND VEHICULAR WAYFINDING PLAN**

TO: Chair Romano and Members of the Historic Preservation Board

FROM: Deborah Andrews, Historic Preservation Program Manager

DATE: August 28, 2013

RE: September 4, 2013 Public Hearing

Application for: Certificate of Appropriateness for Sign Post Design for Vehicular Wayfinding Signs

Address: Historic Districts on the Portland Peninsula

Applicant: City of Portland

Introduction

Senior Planner Bill Needelman has requested an opportunity to present a recently completed vehicular wayfinding plan for the Portland Peninsula. The plan calls for the installation of approximately 100 directional signs for vehicles, as well as bicycle and parking signs throughout the Portland peninsula and in adjacent neighborhoods. The vehicular signs are part of a larger wayfinding initiative that began several years ago with the installation of pedestrian wayfinding signs within the downtown core. (The Historic Preservation Board reviewed and approved the specifications for the pedestrian signs in 2009.)

While much of Mr. Needelman's presentation is for informational purposes only, the Board has review authority over one aspect of the proposed sign program. The posts on which the sign panels are installed require Historic Preservation Board review and approval. As Mr. Needelman indicates in his report, the consulting team and advisory committee involved in the development of the vehicular wayfinding plan have proposed a post design which they would like to install throughout the peninsula and immediate environs. However, they recognize that an alternative design might be preferable in historic districts and are prepared to accommodate this possibility.

Attached is a summary of the proposed signage program, together with illustrations of the proposed post design. Also included in Mr. Needleman's memo are photographs of the posts that support the pedestrian wayfinding signs. As noted above, these posts were previously reviewed and approved by the Historic Preservation Board.

Background

In 2009, when the Board reviewed the proposed pedestrian wayfinding signs, the design of the post and base was a key consideration. The staff report for the final public hearing includes the following summary of Board discussion during the preliminary workshop session:

** Sign Poles/Bases: To avoid the introduction of yet another pole design within the downtown, particularly within the dense streetscape environment of the Old Port, it was suggested that the pole bases match those of the Old Port streetlights. Staff has provided the consultant with the specification for the Old Port bases. The consultant will need to confirm whether the pole/base is available in a scaled-down version. (Yes)*

Board members will recall that the streetlights on Congress Street feature a different pole/base design. Also, the Congress Street streetlights are dark green, rather than the Old Port Black. Notwithstanding the existing variations in streetscape elements in the various subzones within the downtown, PDD is proposing to use one pole/base design throughout the entire wayfinding system and to use one color throughout. PDD has opted for this approach in order to avoid unnecessary complications in ordering and maintaining signs over time. The Board appeared to be comfortable with this decision.

In reviewing the current proposal, it is appropriate that the Board to take into account its previous deliberations on this issue.

Staff Comment

Given the density of public infrastructure elements within the peninsula historic districts (particularly the Old Port and Congress Street districts), the introduction of yet another distinctive post design into the existing mix has the potential to add visual clutter and be perceived as the product of an uncoordinated public infrastructure initiative. In staff's view, the signpost design approved in 2009 is a classic, timeless design that is clearly compatible with historic contexts. For this reason and in the interest of visual consistency, staff would support sign posts of the design previously approved by the Board (at an adjusted scale, of course).

Applicable Review Standards and Guidelines

- (9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant cultural, historical, architectural or archeological materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the size, scale, color, material and character of the property, neighborhood or environment.*

From *Guidelines for Streetscape and Pedestrian Improvements* in Historic Resources Design Manual:

General: Where streetscape or pedestrian improvements are proposed which were not historically a part of the site, such improvements shall be compatible with the existing historic character.

Lights, Signs, and Traffic Signals: a. Public signs shall utilize compatible graphics, colors, proportions, dimensions, and fabrication methods in order to create greater consistency and improve their compatibility with their historic setting.

Motion for Consideration

On the basis of plans and specifications submitted for the September 4, 2013 Public Hearing and information included in the accompanying staff report, the Board finds that the sign post design proposed in the Portland Peninsula Vehicular Wayfinding Plan **meet(fail to meet)** the Standards for Review of Alterations within the historic preservation ordinance, **(subject to the following conditions...)**

Attachments

1. Memo from Bill Needleman
2. Wayfinding Zones and Districts Map
3. Proposed Vehicular and Bicycle Directional Sign Location Map

Memorandum
Planning and Urban Development Department
Planning Division



To: Chair Romano and Members of the Historic Preservation Board

From: Bill Needelman, Senior Planner

Date: August 28, 2013

Re: Installation of Vehicular Wayfinding Signs within Portland's Peninsula Historic Districts

I. Introduction

The City is currently is in the final draft stages of a PACTS funded vehicular and bicycle wayfinding signage study for the Portland Peninsula. The Portland Peninsula Vehicular Wayfinding Plan proposes the installation of a comprehensive system of signs directing traffic on the Portland Peninsula including sign locations within on-peninsula Historic Districts.

Planning Staff requests opportunity to present the Wayfinding Plan to the Historic Preservation Board and seeks approval of the sign post design prior to finalizing the documents for the City Council's review of the plan.

II. Background

The current process follows and builds on the work of the 2008 Portland Wayfinding Plan, which established criteria for wayfinding signs city-wide and included an implementation plan for pedestrian signage for the downtown. Portland's Downtown District undertook the implementation of the 2008 wayfinding plan, resulting in the pedestrian signs currently directing foot traffic in the Old Port, Government District, Arts District, and Waterfront.

The current process concentrates on vehicle and bicycle travelers and is led by Woodworth Associates, Graphic Design and Communications. Additional design support has been provided by landscape architects Todd Richardson and Associates, and Richard Renner Architects. The project is managed by the Planning Division with additional staff

support provided by the Department of Public Services and the Parking Division. A broadly representative advisory committee provided community oversight to the process.

Portland Wayfinding Advisory Committee Membership

Director, Janice Beitzer, provided oversight and input to the process.

City Councilor/ TS&E Committee:	Kevin Donoghue, Co-Chair
Portland's Downtown District:	Jan Beitzer, Co-Chair
Bicycle and Pedestrian Advisory Committee:	Alex Landry
Greater Portland Chamber of Commerce:	Geoff Iascuessa
Convention and Visitors Bureau:	Barbara Whitten
MDOT:	Derek Olson
Greater Portland Land Marks:	Christopher Closs
NNEPRA:	James Russell
USM:	Robert Caswell
Maine Medical Center:	Steve Hobart
Creative Portland:	Patrick Costin

The study scope includes the entire Portland peninsula, the Portland Transportation Center at Thompson's Point, USM, and the Portland Jetport.

III. Proposed Signage Plan

Implementation of the wayfinding plan would result in over 100 vehicle directional signs and nearly as many bicycle and parking signs located on the Peninsula and in adjacent neighborhoods.

The system is designed around a hierarchal system of zones, districts, and destinations. Zones are the broad areas of the Peninsula including the East End, Downtown, Waterfront, Bayside, Parkside, and West End. Districts are smaller geographic areas that have currently only been applied to the pedestrian areas of the Downtown referenced above. Neighborhoods not designated as a "district" (Munjoy Hill, for example) are treated as destinations within zones.

The design approach for primary directional signs shows simple blue panels containing traveler information accented by a vertical panel identifying the zone or district within which the sign is located. Each zone and district has a unique color that is used both for the vertical panel as well as on-line and hard copy maps that will be developed to support the system. A map of the zones and districts is provided in Attachment 1.

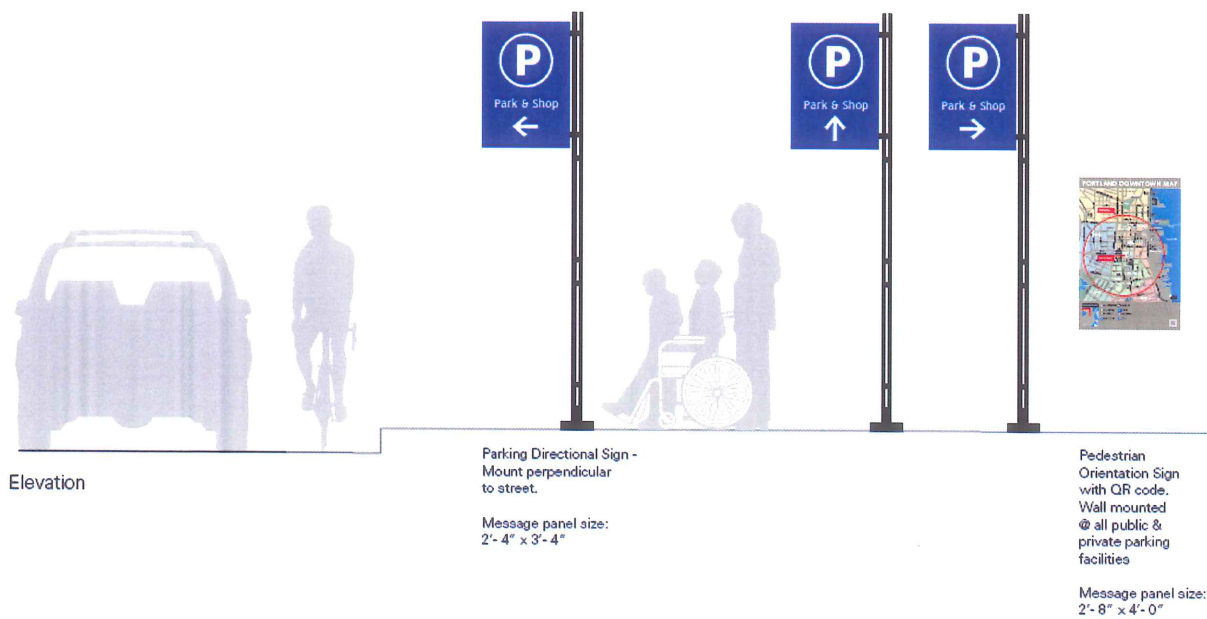
Primary directional signs are to be augmented with bicycle signs, pedestrian kiosks, and parking signs (directing travelers to public parking facilities.) Representative examples of the sign types are provided below.



Primary Vehicle Sign Example



Secondary Vehicular Directional Signs, Pedestrian Orientation Kiosks (interpretive panels – not yet designed)



Parking Directional Signs



Bicycle Signs

Graphic Standards

Design Intent Drawings

Typical Layouts
and Specifications
for Sign Types

Vehicular Directional Sign

For Reference Only:
Color and Message Layout.

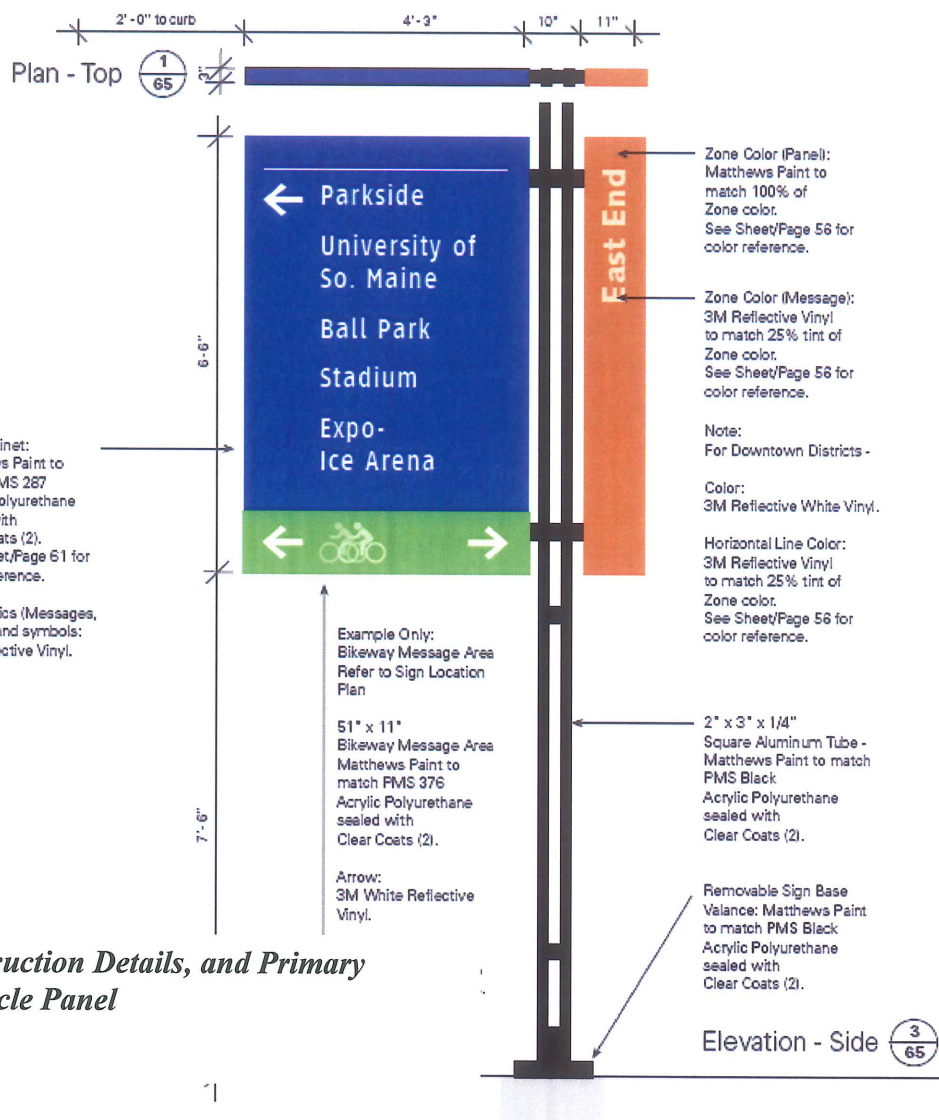
Sign Cabinet:
Matthews Paint to
match PMS 287
Acrylic Polyurethane
sealed with
Clear Coats (2).
See Sheet/Page 61 for
color reference.

All graphics (Messages,
arrows, and symbols:
3M Reflective Vinyl.

Scale: As noted

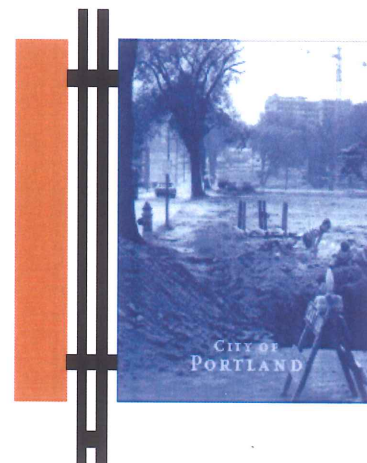
This drawing is the property of
Woodworth Associates Inc.
and is not to be copied or reproduced
in part or whole without the expressed
written consent of Woodworth

Graphic Standards, Construction Details, and Primary Directional Sign with Bicycle Panel



Additional Graphic Content on the Backs of Signs.

As seen in the graphics to the right, the backs of the signs are intended as palates for interpretive and place-making images. The backs of signs will be oriented to pedestrians and is seen as an opportunity to use the entire sign and to dissuade graffiti as may be attracted to a blank surface. The content for the backs of the signs will be the subject of a future design process which will also look at peninsula gateway improvements concentrating on highway underpasses. Historic Preservation Board participation in the future design process would be welcome should the Board wish to assign a representative.



IV. Design Considerations and Options

The organization of the sign system, sign content, and graphic standards of the sign panels have undergone significant scrutiny from the consulting team, City staff, the citizen oversight committee, and the City Council's Transportation, Sustainability, and Energy Committee. Likewise, the locations of signs are dictated by line of path necessities for the travelling public allowing little latitude in their placement while preserving the transportation utility of the system. While feedback from the Historic Preservation Board on the graphics standards is welcome, Planning Staff respectfully requests that Board members limit the formal review to poles and armatures as new streetscape elements.



*Existing
Pedestrian Signs
with base detail*



The existing pedestrian signs lie nearly entirely within the Waterfront and Congress Street Historic Districts and their installation was subject HP Board review in 2009. As can be seen in the photo to the right, the pedestrian signs use a traditional decorative base with a 4 inch diameter cylindrical pole and terminate with a ball finial. The design is intended to compliment various street light pole designs found within the Downtown.

The vehicle signs proposed show an intentional departure from the pole design previously used. The proposed design employs a double square tube with horizontal attachments resulting in a contemporary appearance. Bicycle signs are proposed with a single square tube pole. All proposed signs employ a simple rectangular base and are painted black.

The consulting team and the oversight committee considered multiple design options, including replicating the pedestrian sign design (scaled to handle the larger vehicle signs,) single square tube poles for all signs, and separated double poles that bracket the exterior of the sign panel, much like the existing "hoop sign" that currently mark certain entrances to the City. *Note: The "hoop signs" are to be replaced by the proposed sign system.*

The selected design was seen as preferable to other options as simple, attractive, and forward looking. The updated “hoop” design was quickly abandoned as difficult to site within the constrained sidewalks of many peninsula intersections. Additionally, the sign system is intended for first phase implementation peninsula-wide with additional signs extending to Thompson’s Point, USM, and the Jetport. With a City-wide scope in mind, the traditional design of the pedestrian signs was seen as inappropriate to emerging districts such as Bayside and Thompson’s Point and equally uncomfortable among the contemporary architecture of USM and the Jetport.

While it is possible that Historic Districts could be provided with a separate post design, the consulting team and oversight committee felt that the signs (including posts) should retain a unified appearance throughout the system. The intended sign users are visitors who are likely unfamiliar with the City and are travelling at vehicular speeds- visual uniformity enforces the impact and usefulness of the system.

Attachments

1. Wayfinding Zones and Districts Map
2. Proposed Vehicular and Bicycle Directional Sign Location Map

**Recommended
Zones and Districts**

Zones

- East End
- Downtown
- Waterfront
- Bayside
- Parkside
- West End

Districts*

- Government
- Old Port
- Arts

Approved by
Portland City Council

* 2008

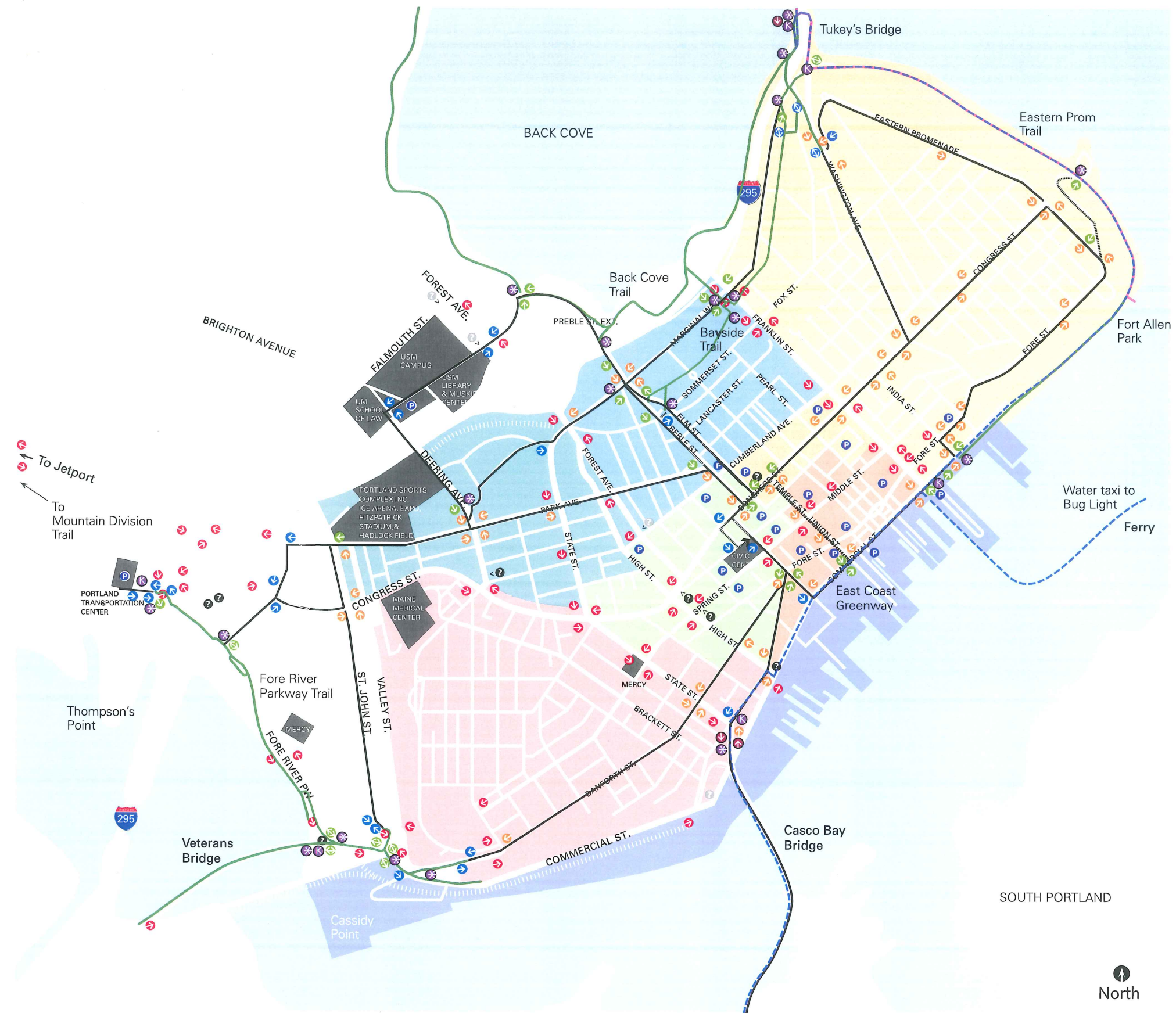


Graphic Standards

Vehicular and Bicycle Directional Sign Locations

The bicycle signs are used only along the Bikeway routes and are intended to supplement the larger vehicular directional signs. One of the goals is to eliminate, where possible, duplicate signs, and reduce the overall number of signs on the Peninsula.

-  Bicycle Destination Marker
-  Future Kiosk Location
-  Bicycle Confirmation/Turn Sign
-  Regional Bicycle Directional Sign
-  Bicycle Only Directional Sign
-  Bicycle/Vehicular Directional Sign
-  Vehicular Only Directional Sign
-  Location Conflict – Difficult Site Conditions or ROW Issues
-  Is a Vehicular Directional Necessary at This Location?
-  Parking Facility



**HISTORIC PRESERVATION BOARD
CITY OF PORTLAND, MAINE**

**PUBLIC HEARING
545 CONGRESS STREET**

TO: Chair Romano and Members of the Historic Preservation Board
FROM: Rob Wiener, Preservation Compliance Coordinator
DATE: August 29, 2013
RE: September 4, 2013 Public Hearing

Application For: Certificate of Appropriateness for two balconies
Address: 541-549 Congress Street
Applicant: Thomas Moulton

Introduction

David Lloyd of Archetype, representing applicant and owner Thomas Moulton, is requesting approval for the addition of two balconies on the left or west side of 541 – 549 Congress Street. The balconies are proposed to replace non-projecting French balconies at doors on the fourth and fifth floors of a residential condominium.

Enclosed for the Board's review are the application package, photos of existing conditions, and applicable historic preservation standards.

Subject Property, Existing Conditions

Since its construction in 1865 this brick and granite building has evolved along with Congress Street. Charles Alexander designed the original three-story, mansard-roofed commercial block for J.B. Brown. Two more stories and a flat roof were added late in the 19th Century, and the resulting façade blends Second Empire and Romanesque Revival elements, with arched windows on the three upper stories and divisions defined by rustic pilasters and bands between floors. Just before the creation of the Congress Street Historic District in 2009 a modern, dark colored sixth floor was added on the roof.

By contrast, the left side of the building where the proposed balconies will be located is very plain, with few irregularly placed windows that overlook the roof of 551 Congress at the corner of Oak Street. Two chimneys project slightly on the left wall, giving the appearance of irregular pilasters. The details of the doors and the existing French

balconies are plain and dark colored, matching the aluminum windows and arch infill panels. Several simple, dark-colored balconies of various sizes project from the rear of the building at the fourth, fifth, and sixth floors. Please note that on the revised 11"x17" plans (dated 8/29/13) the chimney nearest Congress Street is correctly located close to the doors, and will project slightly in the approximate middle of the proposed balconies. The original large-scale elevation submitted by project architect is incorrect.

Proposed Alterations

The two identical balconies are 6'-6" by 15', each comprising 97.5 square feet. They are located close to the Congress Street front of the property, beginning just behind the corner pilaster, and extending beyond the nearby chimney. Unlike the balconies on the rear of the building, the design of which they will otherwise match, the proposed balconies are stacked and the appearance is complicated by a diagonal brace. The dark color blends with the upper story aluminum replacement windows.

Staff Comments

While the proposed alterations are close to the front and highly visible from Congress Street, the dark color, simplicity of design, and lack of nearby window openings make it appear possible to add balconies without causing undue clutter. Nonetheless, the Board might want to consider whether the proposed balconies are overlarge, given the otherwise plain and empty side wall of the building, and the fact that they extend well beyond the adjacent, projecting chimney. One also might want to consider whether the impact of adding a more than six foot projection to one side of an otherwise orderly and balanced historic façade (as viewed from Congress Street) will be unsettling. On the side of an old building one might expect to see fire escapes in some locations, but the depth of the balconies is over six feet. Given the modern addition of the sixth floor, the Board must consider whether the addition of the balconies on one side of the fourth and fifth floors is an acceptable evolution.

As of this writing Historic Preservation staff is researching the implications of adding balconies that extend into the air space of the neighboring building. It appears that the applicant owns the building next door, and HP staff is attempting to clarify what legal arrangements have been or will be made to formalize the granting of the necessary rights.

Applicable Review Standards

- (1) *Every reasonable effort shall be made to provide a compatible use for the property which requires minimal alteration to the character-defining features of the structure, object or site and its environment or to use a property for its originally intended purpose.*
- (9) *Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant cultural, historical, architectural or archeological materials that characterize the property. The new work shall be differentiated from the old*

and shall be compatible with the size, scale, color, material and character of the property, neighborhood or environment.

- (10) *Wherever possible, new additions or alterations to structures and objects shall be undertaken in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the historic property would be unimpaired.*

Motion for Consideration

On the basis of plans and specifications submitted for the 9/4/13 Public Hearing and information included in the accompanying staff report, the Board finds that the proposed alterations at 545 Congress Street **meet (fail to meet)** the Standards for Review of Alterations within the historic preservation ordinance, **(subject to the following conditions...)**

Attachments

1. Project description and application
2. Photographs of existing conditions supplied by architects and HP staff
3. Drawings supplied by architects

A R C H I T E C T Y P E

August 21, 2013

Deb Andrews
Historic Preservations Program Manager
Portland City Hall
389 Congress Street
Portland, Maine 04101

RE: Winslow Building – 545 Congress Street

Dear Deb,

We are submitting for the addition of two new balconies to the western façade of the Winslow Building. Please note the following:

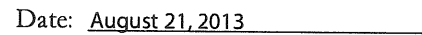
1. The new balconies will be located on the 4th and 5th floors.
2. The new balconies will be finished to match existing finishes French balconies.

Please see attached drawing and photos. I look forward to meeting with the board.

Sincerely,



David Lloyd
Architect



Pursuant to review under the City of Portland's Historic Preservation Ordinance (Chapter 14, Article IX of the Portland City Code), application is hereby made for a Certificate of Appropriateness for the following work on the specified historic property:

545 Congress Street

PROJECT DESCRIPTION: Describe below each major component of your project. Describe how the proposed work will impact existing architectural features and/or building materials. If more space is needed, continue on a separate page. Attach drawings, photographs and/or specifications as necessary to fully illustrate your project—see following page for suggested attachments.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears to be a standard notebook page.

CONTACT INFORMATION:

APPLICANT

Name: Thomas W. Moulton
Address: NAI The Dunham Group
10 Dana Street, Suite 400
Zip Code: Portland, Maine 04101
Work #: 207 450 7100
Cell #: 207 450 7100
Fax #: _____
Home: _____
E-mail: tmoulton@dunham-group.com

PROPERTY OWNER

Name: Thomas W. Moulton
Address: NAI The Dunham Group
10 Dana Street, Suite 400
Zip Code: Portland, Maine 04101
Work #: 207 450 7100
Cell #: 207 450 7100
Fax #: _____
Home: _____
E-mail: tmoulton@dunham-group.com

BILLING ADDRESS

Name: Thomas W. Moulton
Address: NAI The Dunham Group
10 Dana Street, Suite 400
Zip: Portland, Maine 04101
Work #: 207 450 7100
Cell #: _____
Fax #: _____
Home: _____
E-mail: tmoulton@dunham-group.com

ARCHITECT

David Lloyd
Name: Archetype
Address: 48 Union Wharf
Portland, ME
Zip: 04101
Work #: 207 772 6022
Cell #: 207 831 8627
Fax #: 207 772 4056
Home: _____
E-mail: lloyd@archetypepa.com

CONTRACTOR

Name: _____
Address: _____

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


Applicant's Signature

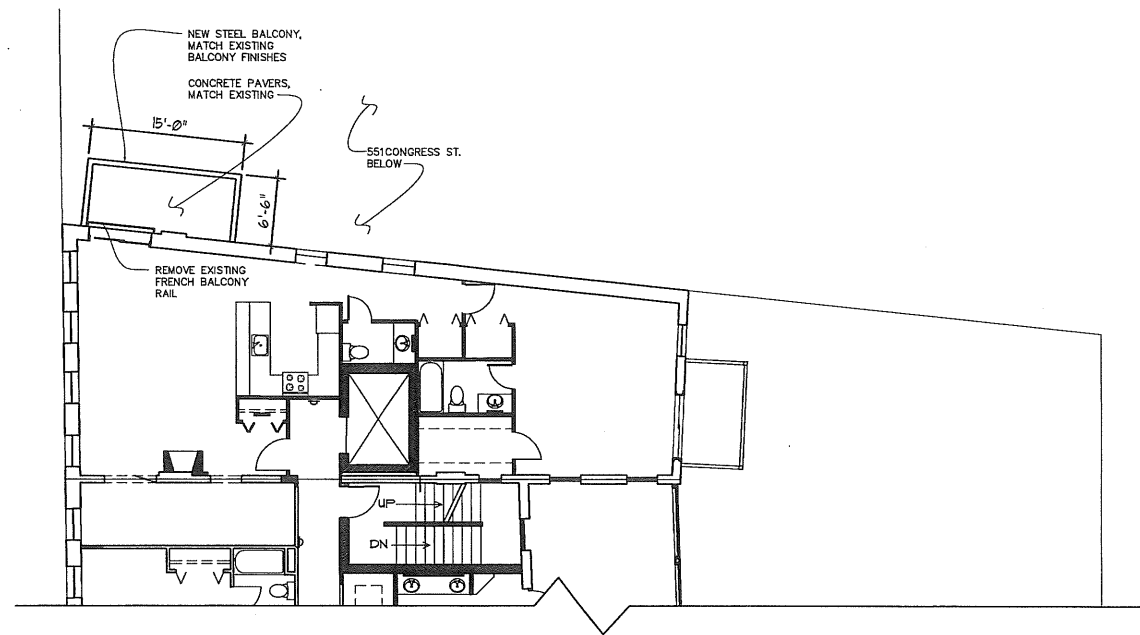
Owner's Signature (if different)



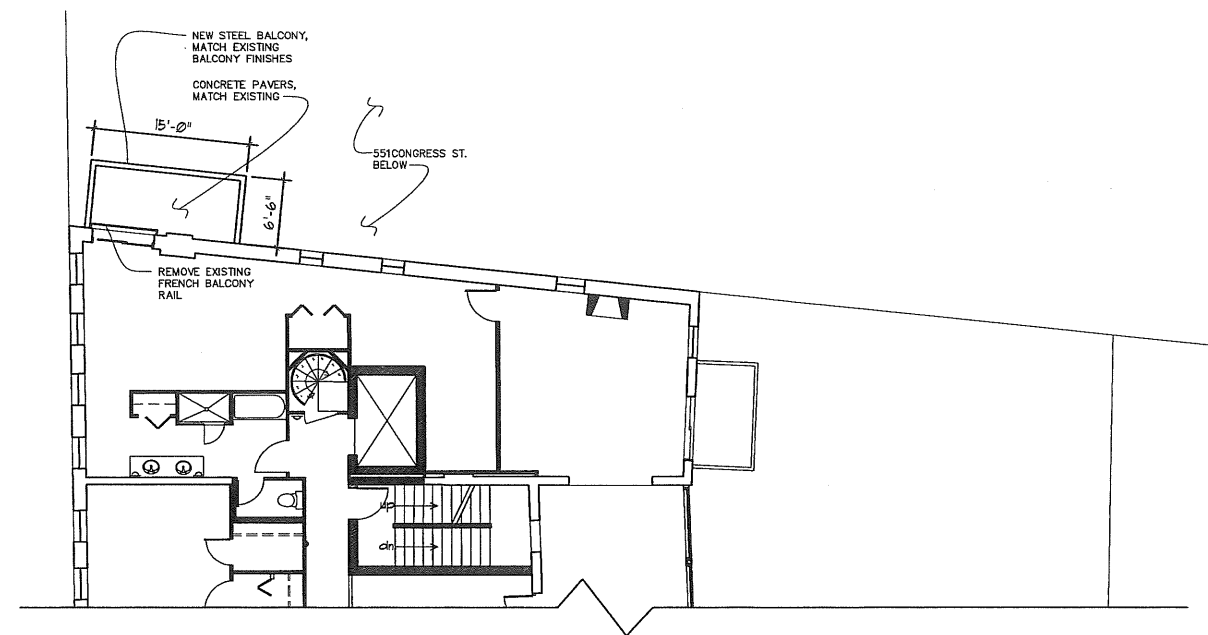




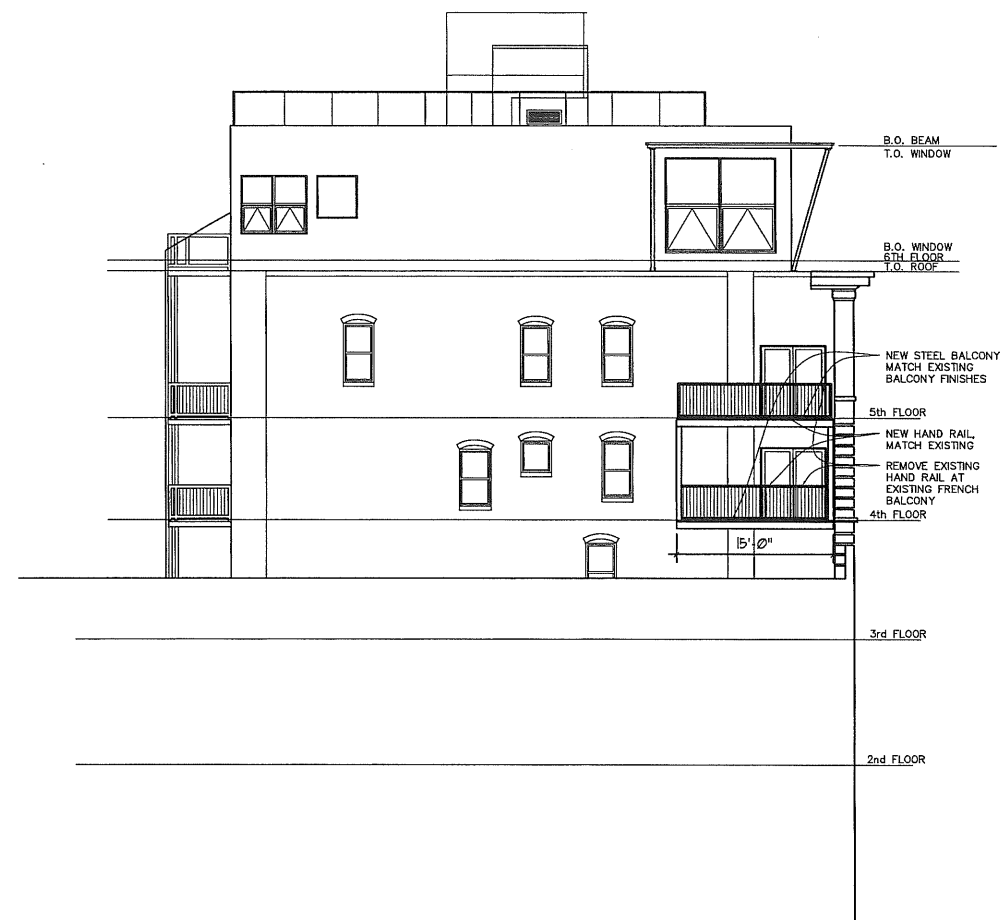




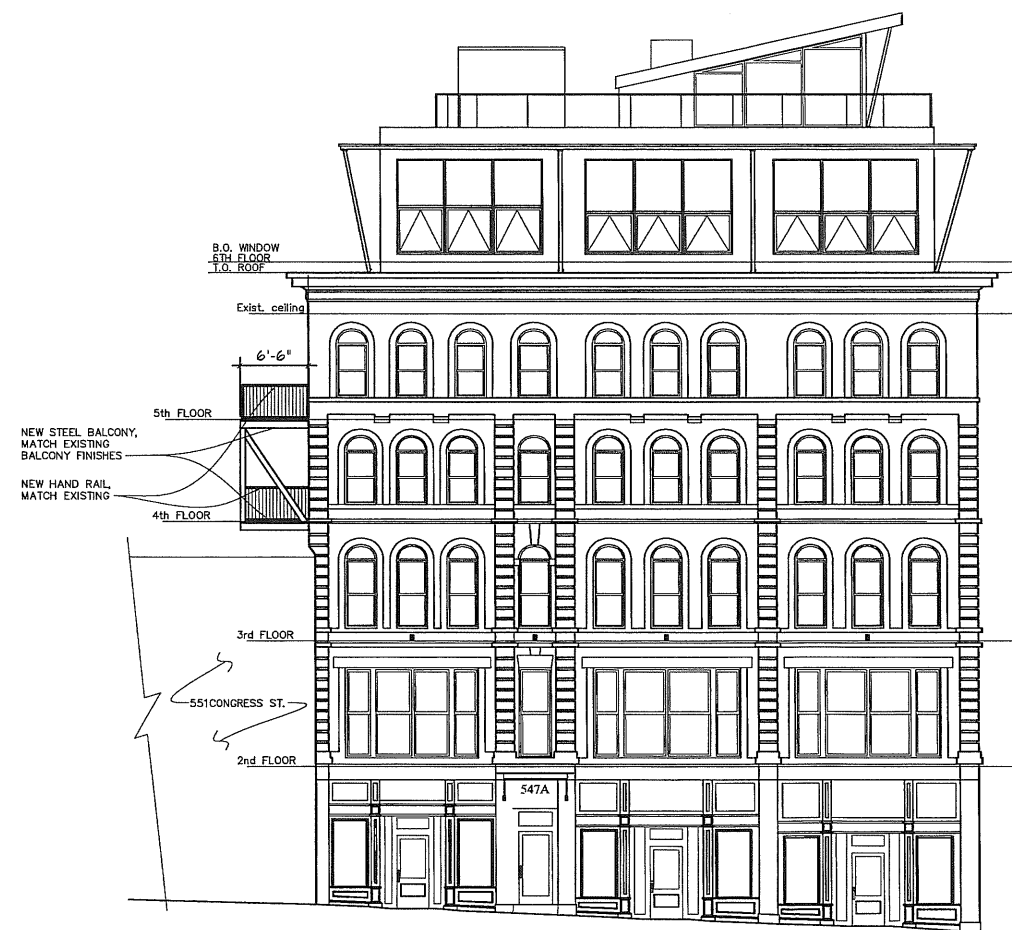
1 | PARTIAL 4TH FLOOR PLAN
SCALE: 1/8"=1'-0"



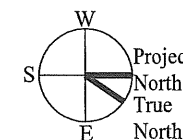
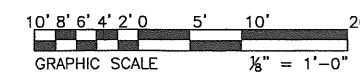
2 | PARTIAL 5TH FLOOR PLAN
SCALE: 1/8"=1'-0"



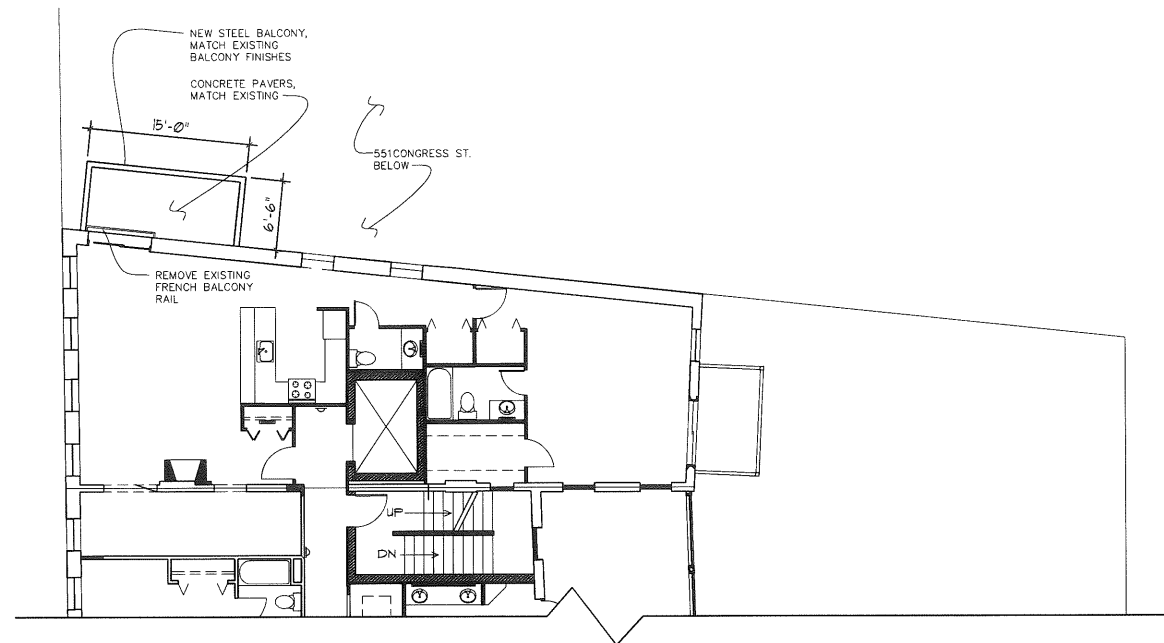
3 | WEST ELEVATION
SCALE: 1/8"=1'-0"



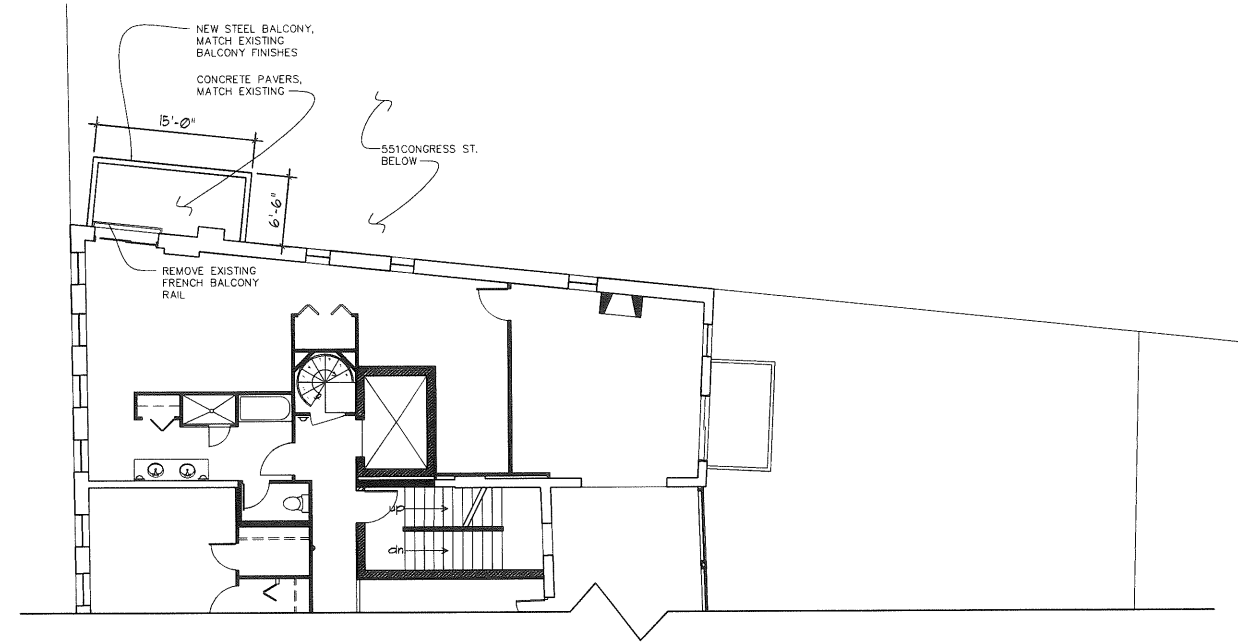
4 | SOUTH ELEVATION
SCALE: 1/8"=1'-0"



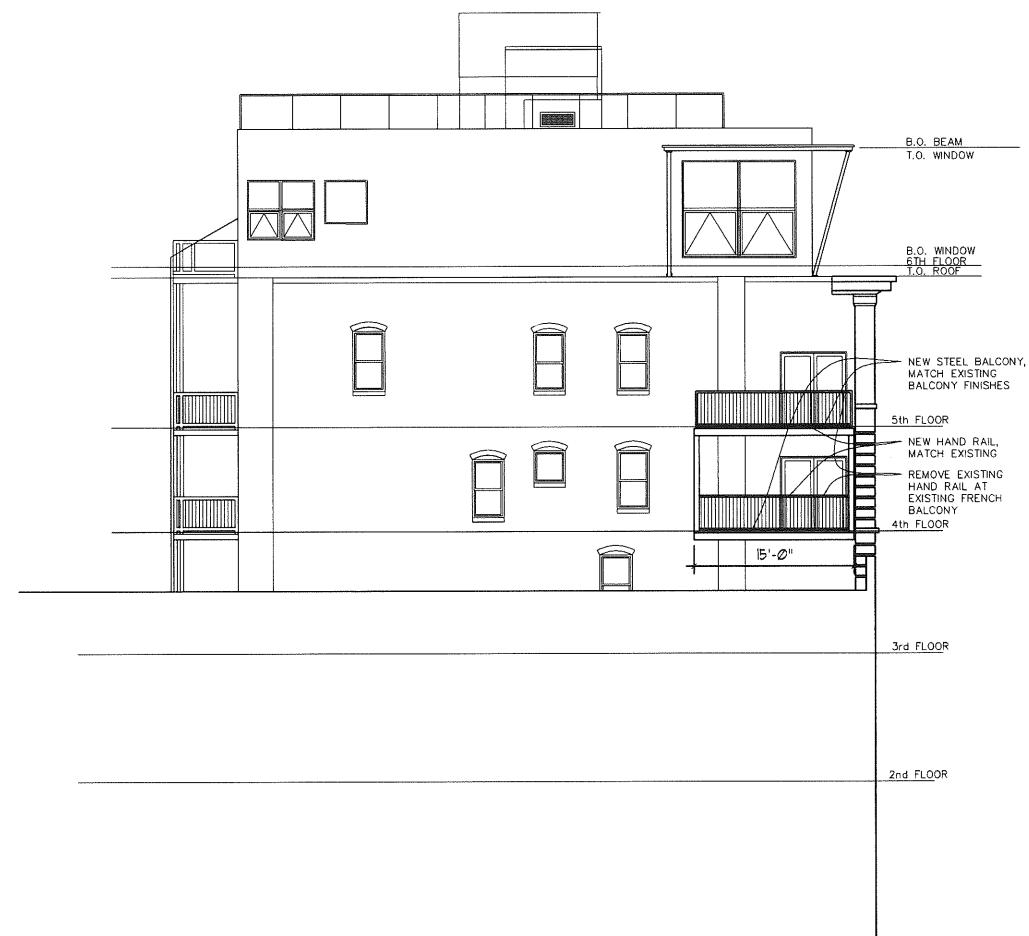
Prepared For:		Architect:	
ARCHETYPE architects 48 Union Wharf Portland, Maine 04101 (207) 772-6022 Fax (207) 772-4056		Project:	
WINSLOW BUILDING		545 CONGRESS STREET PORTLAND, ME 04101	
Revisions:		Date:	
Scale:		1/8" = 1'-0"	
Date:		29 August 2013	
FLOOR PLANS & ELEVATIONS		A1	



1 PARTIAL 4TH FLOOR PLAN
SCALE: 1/8"=1'-0"



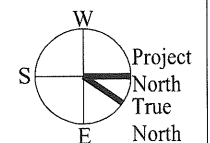
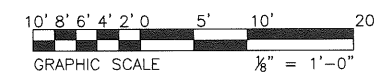
2 PARTIAL 5TH FLOOR PLAN
SCALE: 1/8"=1'-0"



3 WEST ELEVATION
SCALE: 1/8"=1'-0"



4 SOUTH ELEVATION
SCALE: 1/8"=1'-0"



Architect:		ARCHETYPE architects	
Prepared For:		48 Union Wharf Portland, Maine 04101	
Project:		WINSLOW BUILDING	
Revisions:		545 CONGRESS STREET PORTLAND, ME 04101	
Date:	21 August 2013	Scale:	1/8" = 1'-0"
FLOOR PLANS & ELEVATIONS		A1	