

APPLICATION FOR A CHANGE TO BUILDINGS ON THE NATIONAL REGISTER OR IN THE SEARSPORT HISTORIC OVERLAY DISTRICT

PROPERTY OWNER

Name: _____ Phone: _____

Mailing Address: _____

City, State, Zip: _____

APPLICANT (IF NOT OWNER)

Name: _____ Phone: _____

Mailing Address: _____

City, State, Zip: _____

Email Address: _____

Applicant's Interest in Property: _____

Street (911) Address: _____ Tax Map #: _____ Lot#: _____

Use & Zoning Classification Of Property: _____

Description Of Activity Requiring A Change To Historic Property:

Drawing(s) Showing Design and Location of Any Proposed Alteration or New Construction:

Photographs of Building(s) Involved and Adjacent Buildings:

Site Plan Indicating Improvements Affecting Appearance Such As Fences and Walls, Walks, Terraces Accessory Buildings, Lights And Other Elements.

I certify that all information contained herein and on all attachments is true and correct and I understand that any false information will invalidate the APPLICATION FOR A CHANGE TO BUILDINGS ON THE NATIONAL REGISTER OR IN THE SEARSPORT HISTORIC OVERLAY DISTRICT. I acknowledge that any change to the project after approval by the Planning Board will invalidate the approval and will require me to reapply.

SIGNATURE OF APPLICANT _____ DATE _____

ATTACHMENTS

To supplement your application, please submit the following items, as applicable to your project. Keep in mind that the information you provide the planning Board is the only description they will have of your project or design. Therefore, it should precisely illustrate the proposed alteration(s).

1. Exterior photographs. Include general streetscape view, view of entire building & close-ups of affected area.
2. Sketches or elevation drawings at the minimum ¼" scale. Please label relevant dimensions. All plans shall be submitted in 11" x 17" format.
3. Details of wall sections, where applicable.
4. Floor plans, where applicable.
5. Site plan showing relative location of adjoining structures.
6. Catalog cuts or product information (e.g. proposed windows, doors, lighting fixtures, fencing).
7. Materials – list all visible exterior materials. Samples are helpful.

For Planning Board Use

This Application Is: Approved Approved with Conditions Disapproved

Finding of Fact: Standards for Approval (In determining compliance with these standards, the Board shall be guided, although not bound, by the Guidelines for Applying the Secretary of the Interior's Standards for Rehabilitation and the Secretary of the Interior's Standards for the Treatment of Historic Properties.)

1. Every reasonable effort shall be made to provide a compatible use which will require minimum alteration to the structure and its environment.
2. 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 held to a minimum.
3. 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
4. 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.
5. 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.
6. All structures shall be recognized as products of their own time. Alterations to create an earlier appearance shall be discouraged.
7. 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, structures or its environment.
8. 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.

