



CITY OF BIDDEFORD

PLANNING DEPARTMENT

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HISTORIC PRESERVATION COMMISSION APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Type of Application (see pages 2 and 3 below):

- Certificate of Appropriateness – Commission Review (\$140.00 fee)
- Certificate of Appropriateness – Subcommittee Review

Note: If unsure, check with the Planning Department which applies.

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 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.

Project Information:

Project Address: _____

Project Zone: _____ Existing Use of Property: _____

Project Tax Map(s): _____ Project Lot Number(s): _____

COMMISSION Review Project Activities (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: _____

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

If FULL COMMITTEE Review is required - 10 Copies of the following are recommended or may be requested:

- 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)

Note: Where Subcommittee Review is applicable, only 3 Copies of the above should be submitted.

Signature of applicant: _____

Date: _____

Signature of property owner: _____

Date: _____