

TOWN OF YARMOUTH
Department of Planning & Development
200 Main Street Yarmouth, Maine 04096

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**Application for Review under
Historic Building Alterations and Demolitions Ordinance and/or
Historic Preservation Advisory Ordinance**

Date: _____ Zoning District _____ Map _____ Lot _____ Ext. _____ Fee Paid _____

Name of Owner/Applicant _____

Mailing Address _____

Phone _____ Fax _____ Email _____

Street Address of Subject Property _____

The Owner (or Agent representing the Owner) hereby authorizes representatives of the Yarmouth Department of Planning and Development to enter upon and into the property for which this application has been made during normal business hours to make required inspections and observations appropriate to evaluating the site and processing this application.

I certify that, to the best of my knowledge, all information provided in this application, including all supporting plans and materials, is true and accurate.

Signature of Applicant/Agent
(If signed by Applicant's agent, provide written documentation of authority to act on behalf of Applicant)

Print Name

Planning Board Fee: \$100

This application fee is only applicable to applications that require Planning Board review under the Historic Building Alterations and Demolitions Ordinance (Ch. 701, Art. IX). For these applications, the Department of Planning and Development shall send notices to all property owners at a minimum of 500 feet including a description of the proposal. Letters will be at a cost of \$5/letter to the applicant.

There is no application fee for review under the Historic Preservation Advisory Ordinance (Chapter 701, Article X).

Note to Applicants

Before completing this application, please consult the resources on the Town of Yarmouth's website covering historic structures and resources: yarmouth.me.us/historicproperties. You are also strongly encouraged to consult with the Department of Planning & Development regarding your application prior to submittal, and consultation with the Yarmouth Historic Center may be helpful as well.

If you require review by the Planning Board per the Historic Building Alterations and Demolitions Ordinance (Ch. 701, Art. X), please be aware that these will only be considered at the first Planning Board meeting of a month in order to facilitate review by the Historic Preservation Committee. The Planning Board deadlines can be found at yarmouth.me.us/planningboard.

Type of Review Requested

- Historic Building Alterations and Demolitions Ordinance (Ch. 701, Art. IX) Yes No
- Historic Preservation Advisory Ordinance (Ch. 701, Art. X) Yes No

- Is the structure located within the Demolition Delay Overlay District and over 75 years old? Yes No
- Is the structure located in:
 - Lower Village Historic District Yes No
 - Upper Village Historic District Yes No
 - Royal River Manufacturing Historic District Yes No
- Is the structure a:
 - Contributing Structure in a Historic District Yes No
 - Non-Contributing Structure in a Historic District Yes No
 - Local Landmark Yes No

Please provide the approximate age of the structure: _____

If the building has a historic plaque, please provide all of its text: _____

Provide a written description of the proposed work. Describe how the proposed work will alter all facades of the building and roof area, including historic features that will be altered. Describe any proposed reuse or redevelopment of the site associated with the proposed work. Describe any sitework that is planned. Attach additional pages as needed.

Provide a written summary regarding the history of the structure. In order to provide this information, consult the Phase 1 Architectural Survey Report and Matrix and the Interactive Historic Structures Map Viewer available at yarmouth.me.us/historicproperties. Additional consultation may be helpful with the Department of Planning & Development and Yarmouth History Center staff. Attach additional pages as needed.

The following items must be provided with your application:

1. All existing and proposed exterior elevations where a change is proposed with sufficient detail to show the architectural design, materials, and visual textures of the exterior of the building(s). Scaled drawings are preferred.
2. Analysis of extent of alteration of roof area and/or exterior walls.
3. Specifications and/or samples of building materials, roofing materials, masonry materials, site features, and signs, as applicable.
4. Unobstructed photographs of each side of the structure (which may require more than four photos) and the front facades and facades of any buildings located on any side of the subject structure, which face any of the proposed work.
5. A copy of any easements and/or covenants on the property.
6. Existing and proposed conditions depicted on a site plan including (depending on the scope of the project a site plan may not be necessary):
 - a. Lot boundaries and dimensions at scale
 - b. Zoning district
 - c. Date of plan
 - d. Property owner with deed reference
 - e. Lot area
 - f. Location and setback of all buildings
 - g. Rights of way, public and private
 - h. All easements
 - i. Street names
 - j. Public or private sewerage facilities
 - k. Off-street parking spaces
7. Additional narrative, as needed.
8. Historic photos, as available.

For Planning & Development Department Use Only

Minor Change

Major Change

Substantial Modification/Demolition/Relocation

Planning Board Date: _____

HPC Date: _____